

Architectural Control Committee (ACC) FAQ's

Q: For what projects do I need to get written approval from the ACC?

A: Sheds, sun rooms, porches, porch roofing, patio/driveway extensions, paving projects, stone and brick projects, pergolas, arbors, gazebos, green houses, playhouses (non-movable), pools, drainage, retaining walls, fences, roofs, roof vents, landscaping changes (see below), sport courts, basketball goals, exterior painting and staining, additions/modifications to the residence and most other non-temporary changes to a lot or residence.

Q: Do I need to get approval for my landscaping changes?

A: *You do NOT need ACC approval:*

- If you are replanting/replacing undesired, damaged, or dead plants with like or similar plants of the same variety.
- If you are updating/replacing seasonal plants.
- If you are mulching, mowing, weeding, trimming or any other type of maintenance activity designed to keep your yard and landscaping in a healthy, neat, and attractive manner.

You need ACC approval:

- If you are constructing new flower/landscape beds or planting in new locations.
- If you are removing and not replacing plants.
- If you are changing the size, shape or dimensions of your flower/landscape beds.
- If you are installing borders on your flower/landscape beds.
- If your changes would affect the irrigation or drainage on your lot or your neighbors' lots.
- If you are planting in easements or drainage swales.

Q: Do I need a permit from the City of Fort Worth if I already got written approval from the ACC?

A: Building, encroachment and other permits from the city are often required in addition to approval from the ACC. Building and encroachment permits may be required for new construction, remodeling, repair and additions, roofs, encroachments, swimming pools, retaining walls, borders, arbors, pergolas, gazebos, sheds, and signs. The burden is on the owner to inquire whether a city permit is required.

Q: What do I need to submit to get written approval for my application?

A: A completed Modification Request Form, a detailed description of your project, any plans, drawings, pictures, materials, dimensions, specifications necessary for the ACC to understand the scope of your project and a copy of your plot plan/improvement survey showing your lot, residence, easements, property lines and location of your proposed project.

Q: Who can I contact if I have questions?

A: You can e-mail the Compliance Liaison at compliance@heritagelifehoa.com