

## **Reminder From The Volunteer Architectural Control Committee (ACC)**

As Chimney Lakers, all of us know that we are fortunate to live in a beautiful, well-maintained sub-division. In an effort to maintain The Design Standards established in the Articles of Incorporation and outlined in the Declaration of Covenants, Restrictions & Easements, the Chimney Lakes Homeowners Association has a Committee made up of your neighbor Chimney Lakers who volunteer their time to monitor and maintain the standards that we all enjoy. Maintaining these standards is a goal we all need to participate in to preserve the attractiveness and value of our property.

The key to upholding our design standards requires the following:

1. Making sure each homeowner has a copy of the **Chimney Lakes Articles of Incorporation, Declaration of Covenants, Restrictions & Easements and By-Laws** as a reference. If anyone wants to make changes to the exterior of their property (home & lot), they need to refer to this document. **If you do not have a copy, please notify an ACC volunteer and we will get you a copy.**
2. Maintaining your property, throughout the year, according to the design standards outlined in the above declarations.
3. When you decide you want to make any change/improvement to the exterior of your home and/or property, please **fill out and submit** an **Improvement Request Application** to the ACC via email. You must attach a diagram indicating the location of the change/improvement and any materials you intend to use in your project.
4. The request form is available for downloading at [www.chimneylakes.net](http://www.chimneylakes.net) or in the Chimney Sweep.
5. Once received, your request will be reviewed and signed by two ACC volunteers. It will be returned to the requester in a reasonable amount time (usually a few days).

**You can contact the ACC by emailing [acc@chimneylakes.net](mailto:acc@chimneylakes.net)**