



ARCHITECTURAL

Do I need Association approval if I modify my property?

Yes. Any change or modification made to the exterior of your property (even if the modification cannot be seen from the street) must be submitted to the Architectural Committee (AC) for approval before you make any alterations.

Where do I find information on what types of modifications I can make?

The Association's architectural rules will help you determine what types of modifications can be made to your property. These rules are available on the website or in the office.

Are the rules different for my house than they are in other areas of the community?

Yes. The Association has general modification restrictions for the entire community (found under Section 1 of the architectural rules) but each tract also has additional restrictions based on the type of neighborhood, lot sizes/configurations, etc. Section 2 of the architectural rules list these additional restrictions along with the features and characteristics of each tract. You may also refer to the community residential standard chart at the end of the rule book as a 'quick reference' for individual tract restrictions.

What if I'm only repairing something?

There is a distinct difference between what is considered a repair and what is considered a replacement. The distinction is relatively easy to determine. We'll use a wood fence as an example. If your wood fence has a portion of it that is in bad shape and you remove only that small portion (a slat or two) and replace them with the exact same material then you have just 'repaired' your fence. On the other hand, if you elect to remove the fence completely and replace it, even if you replace it in the same location and with the exact same material/color, then you are 'replacing' your fence. A replacement requires submittal and approval from the AC prior to proceeding with the work. If you aren't sure whether you are entering into a repair or replacement issue, contact the NSCA Management Office.

What is the difference between a preliminary application and a final application, and how do I know which one I need?

A preliminary application is required if you are changing your building envelope. In other words, if you are moving exterior walls expanding your house or changing the roofline in any way you would need to submit a preliminary application. The reason for this is that changes to building envelopes require additional steps that include a story pole mockup, neighbor review, and involvement from the Association's consulting architect. All other exterior modifications (paint, landscape, roof material replacement, doors, windows, etc.) can be submitted as a final application.

How long does it take to get approval?

That depends on the type of modification. A modification such as a remodel where a preliminary application is required will generally take 60-90 days to complete review (barring any complications). The good news is that at the end of the preliminary review the AC has the option of moving the application to a final review and issuing approval if there are no objections to the project. Modifications originally submitted under a final application will receive a decision within 45 days of the date the application is submitted.

How long do I have to complete my project?

Again, that depends on the project. The completion date for your project will be provided to you in your approval letter. You will have 3 months, 6 months, or 18 months depending upon the construction project.

Is an application all I need to submit?

Almost all projects require additional information. Each application has a checklist that helps you determine what additional information may be required for your project.

What if I make changes to my plan or project after I get approval?

If you decide to change a portion of your approved project then you need to submit a change order application to the AC for approval prior to making the change. Change orders are only accepted before your project completion date. Changes after the completion inspection will require a new application.

What is the difference between a consultant fee, processing fee and deposit?

Preliminary applications require the payment of a consulting architect fee. This fee is collected when the application is submitted. The fee is used to pay for the time of the professional is reviewing the project. The architect ensures that projects are constructed as approved. Any unused fees are refunded.

A processing fee may or may not be required as a condition of approval for certain projects. This fee is non-refundable and covers the additional administrative costs associated with the requested project.

A construction deposit is required as a condition of approval for any project where the Association's common area may be damaged during construction. If there is no damage or required repairs to any Association property then this deposit is refunded.

How do I get my deposit back once I'm done with my project?

Follow the refund reimbursement process that is included with your approval letter. Deposits will be refunded within 60-90 days (approximately) from the date the notice of completion inspection is finished. You will receive a general breakdown of any charge deducted from your deposit along with your refund check.

Are approved architectural plans transferable if I sell my house?

No. Approved architectural plans are not transferable and the existing approval is considered void once the property changes ownership. However, the Association does have in place a method in which a buyer may obtain their own approval for a previously approved set of architectural plans. The buyer would simply need to submit an exterior modification form and a set of the previously approved plans to the Architectural Committee for consideration of the desired project.