

Lakes of Summerville (Master) Community Association
Request for Architectural Control Committee (ACC) Approval
To Be Completed By Homeowner

Name: _____ Date: _____

Address: _____ Phone: _____

Requested Start Date: _____ Expected Completion Date: _____

E-mail: _____

Description of Request: _____

Most applications will not be considered complete and ready for ACC review unless submitted with a ***Property Plat***, details about the requested modification and photos/drawings of the requested modification if applicable. The plat must show the location of any existing additions, fencing, sheds, etc. and the location, drawn to scale, of the proposed modification. Also, please attach any other descriptive information that will support or explain this request. A plat is generally provided with your closing documents or can be requested from the City of Summerville. Roof mounted solar panel applications, roof material replacements and exterior home color changes do not require a Property Plat, however they do require an ACC application.

When submitting the application, please allow 30 days for processing by the management company and ACC Committee. After receipt of a complete application, the ACC Committee will be in contact with the owner to set up a time for the Initial Inspection to be done. The owner will then need to provide the approved Initial Inspection form to the Town of Summerville Building Permit Office and the owner will be given the necessary permits to begin work.

Please be aware that the owner is not permitted to begin work until the owner has obtained written approval from the ACC. The owner will be responsible for the ongoing maintenance and upkeep on the alteration or addition. All work will need to be done in a workmanship like fashion, and completed within 60 days of the Requested Start Date listed above. Homeowner must inform IMC upon completion of work. Once notified, a Final Inspection will be conducted by the ACC within 30 days of project completion date.

This approval is contingent on compliance with the Architectural Guidelines for the Lakes of Summerville, local ordinances, and building codes. Before digging you must call Palmetto Utility Protection Services (PUPS) 1-888-721-7877

Owner Signature: _____

Mail this request to:

Lakes of Summerville

c/o IMC Charleston

1703 Ashley River Road

Charleston, South Carolina 29407

OR email to Tanya@imcchs.com

Updated 10.03.2019