

Four Seasons Architectural Control Committee (ACC) Reminders

Role of The ACC

The Four Seasons ACC Committee, as described in our Covenants and our Architectural Guidelines, functions on behalf of the FS Owners Group to maintain our stature on the Outer Banks as “the” premier residential beach community and to support superior property valuations for all of our owners.

The ACC works to accomplish this goal by conducting rigorous, semi-annual reviews of the neighborhood to ensure compliance with our covenants. In short, the ACC concerns itself with the curb appeal of all homes in Four Seasons, focusing on building and landscaping maintenance issues.

The ACC also manages the ACC Application Process by reviewing, approving owner submitted applications for home improvements and modifications to insure consistency and conformity to our covenants.

When is an ACC Application Required for Home Alteration or Improvement?

- All exterior construction adding to or modifying an individual home
- Significant landscaping projects
- Home repainting, both partial and full repainting

A rule of thumb is “if you are employing a vendor to do work, an application is required”. If a homeowner is undertaking a maintenance or change related project on his own, including painting, landscaping or light construction, as several of you do, it is a matter of scale as to whether an application is required. Another rule of thumb to employ, is “if you are unsure whether to submit an application, submit an application and let the ACC decide whether it was necessary”. The ACC commits to reviewing and responding to applications in the form of approval or denial in ten days or less.

How to submit an ACC application

The ACC Application Form is available on the Four Seasons Owners Web Site www.fourseasonsduck.com. An explanation of fees and deposits is included. Applications and any attachments such as drawings and expanded explanations can be attached. A completed application can be mailed or electronically submitted to Seaside Management at: info@Seaside-management.com or mail to: Four Seasons in Duck POA, Inc. / P.O. Box 8265 Duck Station / Kitty Hawk, NC 27949 /Phone 252-261-1200 fax 252-261-1224.

The Semi-Annual Neighborhood Review and Violation Process

As stated above, the ACC conducts semi-annual reviews of the entire Four Seasons neighborhood, both early spring and in the fall. All homes are noted as either in full compliance, or are placed in a watch state where potential issues exist and will be monitored, or where a current issue exists warranting a first violation notice.

Owners must respond to a First Violation Notice with a call or an email to Seaside Management explaining how and when they intend to address the noted violation. The ACC monitors owners' commitments to address the issue. Second and Third Violation Notices are sent to owners who do not respond to a notice or fail to satisfy their commitment to address the issue. Ultimately, fees can and will be assessed for non-compliance, as outlined in our covenants.

Home Repainting and Approved Colors

All painting projects short of small owner performed touchups require an ACC Application. Generally, repainting with existing colors results in a rapid ACC Application approval. There are a couple exceptions which will not be covered here. When an owner wishes to change the color of their home, they must comply with the Four Seasons Approved Color Chart, which is located on the website. Four Seasons approved colors are based on the PPG color wheel. This does not mean PPG paints must be used. Almost all paint vendors can mix PPG colors, which is acceptable. The ACC will consider colors outside of the approved list, but the approval process is more rigorous and must follow certain guidelines. If approved, the new colors are added to the Approved Color Chart.

Questions?

If you have any questions or concerns regarding the role and process of the ACC, feel free to bring them to the attention of Seaside Management with a call or an email. We will do our best to address your concerns.

Your Architectural Control Committee