

CITY PERMITS

City of San Antonio Approvals and Permits

- ⇒ In addition to ACC approval, many projects also require permits from, and review by, the City of San Antonio. A property owner is responsible for obtaining all required city approvals and permits.
- ⇒ ACC approval does not relieve an applicant of the responsibility to obtain necessary city approvals and permits, that is on the responsibility of the applicant.

QUESTIONS?

Have any questions? Please feel free to contact the Deed Restriction and Architectural Control department, also known as the DRACO team!

You can give them a call about any Architectural, deed or rule violation type of question: 210.681.2983

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GREAT NORTHWEST
COMMUNITY IMPROVEMENT ASSOCIATION, INC



EXTERIOR CHANGE

For more information, please
call us at: 210.681.2983

Visit our website:

www.greatnorthwest.org

APPLICATION

- ⇒ The Architectural Control Committee for the Great Northwest has approved a simple, standard form that must be used by an property owner seeking approval to make an exterior change to his/her home or property.
- ⇒ Additional copies of the application form are available on the Association's website:
<https://www.greatnorthwest.org>, or may be obtained during regular office hours at the main office of the Great Northwest Community Improvement Association, Inc.

The following materials must be submitted with your completed application form:

- ⇒ **Plot Plan (if applicable)**
- ⇒ **Color samples (if applicable)**
- ⇒ **Material Samples**
- ⇒ **Drawings or blueprints of construction plans**
- ⇒ **Manufacturer's specifications or illustrations (if applicable)**

REVIEWING PROCESS

Time For Review

- ⇒ The ACC has 30 days after your application is submitted to review and approve/deny it.
- ⇒ Do not begin work on your project until you have received written approval from the ACC.

Review Meeting

- ⇒ The ACC meets every 2 weeks to review applications that have been submitted.
- ⇒ Review meetings are working sessions and property owners may be present when their applications are considered.

Decision

- ⇒ Following the ACC meeting, the property owner will receive a call, but you can request a letter.

AFTER DECISION

Appeal

- ⇒ All decisions of the ACC are final and binding. However, at the request of the property owner, the ACC will reconsider an application that it has rejected.

Time Limits for Starts and Completion

- ⇒ All construction approved must be started within 3 months of the date of the notice of approval and completed within 6 months of that date.

Inspection

- ⇒ Members of the ACC and staff of the Great Northwest may inspect your property to ensure the project is being completed.

