

ACC Glossary - December 1, 2025

Appendix F – Glossary of Terms

A. General Administrative Terms

ACC (Architectural Control Committee): A committee authorized by the governing documents to review, approve, or deny proposed exterior improvements, modifications, and structures. The ACC ensures all projects comply with community standards, covenants, design guidelines, and established aesthetic principles. The ACC may conduct inspections, request revisions, and enforce compliance when necessary.

Administrative Manager (EMC): Edelweiss staff member who coordinates ACC activities, maintains official records, schedules inspections, and serves as the liaison between property owners, the ACC, and the EMC Board.

Alteration / Remodel: Any change to the exterior of an existing structure, including additions, decks, patios, windows, siding, roofing, or other visual modifications.

Appeal: A formal request by a property owner for reconsideration of a decision made by the ACC, directed to the EMC Board of Directors.

Application (ACC Application): A formal request submitted by a homeowner seeking approval for an exterior improvement, modification, or construction project. A complete application typically includes drawings, dimensions, materials, colors, elevations, site plan, and any other information required to evaluate compliance with community standards.

Approval: Written authorization from the ACC confirming that a proposed project meets the Association's architectural guidelines and may proceed. Approval is valid only for the specific plans submitted and expires if the project changes materially or is not started within the required time frame.

Completion Certificate (Final Approval): A document issued by the ACC after inspection of a completed project, confirming that all work matches approved plans and complies with community standards. Final approval closes the project file and may be required for future home sales or compliance records.

B. Building and Site Terms

Boundary Lines: The legally defined property limits of each lot. Owners are responsible for identifying these lines accurately prior to construction.

Building Permit: A permit issued by Okanogan County authorizing construction in compliance with applicable building codes. This is required in addition to ACC approval.

Building Site: The specific area of a lot where a residence or improvement is planned or constructed.

Bylaws (EMC): The governing rules that establish the roles, procedures, and authority for the Edelweiss Maintenance Commission and its committees.

Construction Drawings / Plans: Detailed documents illustrating the scope, dimensions, elevations, materials, engineering, and specifications of a proposed improvement. These allow the ACC to evaluate the visual, structural, and environmental impact of a project.

Site Work: All preparatory activities performed on a property before or during construction to make the site suitable for building. Site work typically includes clearing vegetation, grading, excavation, trenching for utilities, installing erosion-control measures, creating access routes or driveways, establishing building pads, and any other ground-disturbing activity that alters the natural terrain. Site work **does not** include the construction of the building structure itself but is considered part of the overall development process.

C. Construction and Compliance Terms

Campground Shed: A small, ACC-approved structure in Zone B used for recreational or temporary storage purposes.

Common Property: Land within Edelweiss designated for shared use by all lot owners (e.g., open spaces, roads, or community facilities).

Compliance: Adherence to the community's governing documents, covenants, design guidelines, and ACC requirements. A project must comply at the time of review, throughout construction, and at final inspection. Non-compliance may result in enforcement actions or corrective requirements.

Construction Agreement (Form A): A required form signed by the property owner acknowledging responsibility to comply with ACC rules and EMC policies during construction.

Construction Trailer: A temporary trailer permitted on-site during active construction. It must be removed when exterior work is complete.

Covenants (Edelweiss Plan and Covenants): The recorded legal restrictions governing land use, building design, and property maintenance in Edelweiss.

Culvert: A drain pipe (minimum 15 inches in diameter) required beneath driveways to ensure proper stormwater drainage.

Permanent Structure: A fixed, long-term improvement affixed to the property in a manner requiring significant effort, construction, or demolition to modify or remove. Examples include houses, garages, decks, fencing, sheds, driveways, and other built structures. Permanent structures always require ACC approval.

Temporary Structure: Any building, shelter, or installation placed on a property for a limited duration and not intended as a permanent improvement. Temporary structures are not permanently affixed to the ground and can be removed without significant site alteration. Examples include temporary sheds, tents, canopies, portable storage units, construction trailers, and portable sanitary facilities.

D. Design and Environmental Standards

Dark Sky Guidelines: Community standards to minimize light pollution by limiting outdoor lighting intensity, duration, and direction to preserve the night sky.

Defensible Space: The managed area surrounding a home that reduces wildfire risk through vegetation management and fuel reduction.

Design Regulation: Policies defining acceptable architectural styles, materials, colors, and construction standards for Edelweiss homes.

Drainage: The system for managing surface water runoff to prevent erosion or property damage. Proper drainage installations are required and inspected.

Driveway: The private access route from a property to a road. All new or modified driveways require ACC review and approval.

E. Edelweiss Administrative Terms

Edelweiss Maintenance Commission (EMC): The homeowners association responsible for managing community assets, maintenance, and enforcement of Edelweiss standards, including oversight of the ACC.

Edelweiss Plan and Covenants: The foundational recorded document (Auditor's File No. 560469, July 18, 1968) establishing land use zones, restrictions, and ACC authority.

Elevation: An architectural drawing showing the exterior view of each side of a proposed structure, required as part of the plan submittal.

Encroachment: Any part of a structure or improvement extending beyond property boundaries or setbacks. Encroachments are not permitted.

Easement: A designated area on a property where specific uses or restrictions apply, often for utilities, drainage, access, or maintenance. Structures or modifications within an easement may be limited or prohibited. Property owners must verify easements before submitting ACC applications.

Enforcement Process: The procedure for addressing violations of ACC regulations, including notices, corrective actions, and potential legal proceedings.

Exterior Alteration: Any visible change to a structure's exterior appearance, such as siding, roofing, windows, decks, or colors.

F. Fire and Safety Terms

Fencing Policy: A rule prohibiting property-line fencing or similar structures to maintain Edelweiss's open-space character.

Final Review: The last inspection by the ACC confirming compliance with approved plans, colors, and materials.

Firewise Guidelines: The community's wildfire safety program promoting vegetation management and ignition-resistant construction practices.

Footing Forms: The concrete base molds for foundation walls, inspected prior to pouring to ensure compliance with approved site plans.

G. Housing Terms

Guest Cottage: A single small additional dwelling allowed on a lot, consistent with residential use and approved by the ACC.

Home Ignition Zone: The area encompassing a home and its immediate surroundings where wildfire prevention efforts are concentrated.

Manufactured Home: A factory-built dwelling (including mobile, modular, or tiny homes). These are not permitted within Edelweiss.

Modular / Prefabricated Home: A structure built off-site and assembled on-site. Allowed only if indistinguishable from a site-built (stick-built) home and approved by the ACC.

Primary Residence: The main dwelling unit on a lot. All secondary or ancillary structures must relate architecturally to it.

I. Inspection and Utility Terms

Inspection (ACC): A review conducted during or after construction to verify compliance with approved plans and community standards.

Internal Operation: Refers to the interior design, systems, or mechanics of a structure, which are outside ACC jurisdiction.

Utilities Installation: The procedures and requirements for connecting water, sewer, electric, and communication lines during construction.

Utilities Underground Locator: A state service (1-800-424-5555) that identifies buried utilities before any excavation or digging begins.

L. Land Use and Planning Terms

Land Use Zone A: Lots designated for single-family residential use with limited outbuildings. No trailers or temporary dwellings are permitted.

Land Use Zone B: Lots designated for recreational or camping use. Permanent structures require prior ACC approval.

Lighting Ordinance (Dark Sky): Rules that limit outdoor lighting brightness, shielding, and operation times to reduce light pollution.

Lot: A legally defined parcel of land within Edelweiss designated for individual ownership and development.

M. Materials and Aesthetic Terms

Mailboxes: Standardized mail receptacles provided by Edelweiss at cost (when available). Personal installations require ACC review.

Material Change: Any alteration to approved plans that affects appearance, placement, size, style, materials, color, or overall visual or structural impact. Material changes require resubmission to the ACC and written approval before implementation.

Roofing Standards: Approved roofing materials and colors include earth tones such as medium-to-dark brown and forest green. Reflective or bright colors (white, blue, red, yellow) are prohibited.

Sash and Sliding Glass Doors: Window and door frames that must be stained or painted in ACC-approved colors. Reflective materials are not permitted.

Siding: Exterior wall materials such as cedar or redwood boards, approved stains, or equivalent alternatives judged acceptable by the ACC.

S. Setbacks and Site Planning

Port-a-Potty / Temporary Sanitary Facility: A portable toilet required during construction activities in areas without permanent plumbing. Temporary sanitary units may also be permitted for camping areas when no other facilities are available, subject to ACC placement and maintenance requirements. In camping or temporary use areas, portable sanitation facilities may be ‘approved by the ACC’ as needed to maintain health and cleanliness. These must be:

- discreetly located,
- properly maintained,
- secured against tipping or overflow, and
- removed when the site is no longer ‘actively’ in use.

Setback: The required minimum distance between a structure and a property line, easement, road, or other defined boundary. Setbacks are established by governing documents or local jurisdiction and must be shown on submitted plans.

Site Plan: A scaled drawing showing property boundaries, existing structures, proposed improvements, setbacks, easements, driveways, drainage features, and access points. Site plans must be accurate and complete to support ACC review.

Stick-Built Home: A home constructed entirely on-site using traditional framing methods. The preferred standard for all Edelweiss residences.

V. Variance and Violation Terms

Variance: A formal, case-specific exception granted by the ACC allowing a project to deviate from established architectural guidelines or standards. A variance may be approved only when: (1) the homeowner demonstrates a unique site constraint or hardship, (2) the exception does not negatively impact neighboring properties or community aesthetics, and (3) the deviation remains consistent with the intent of the design guidelines. Variances do not create precedent and apply only to the specific request approved.

Non-Compliance / Violation: Any construction, modification, or activity that occurs without ACC approval, deviates from approved plans, or fails to meet community standards. Violations may result in stop-work notices, required corrections, penalties, or legal action depending on governing documents.

View Corridor: A visually sensitive area where the ACC may limit building height or massing to protect shared scenic views.

W. Water and Sewer Terms

Water Line: An underground pipe supplying domestic water to the residence. Must be buried at least five feet deep and inspected by EMC staff.

Wildfire Environment: The natural fire-prone setting of Edelweiss requiring strict adherence to Firewise design and maintenance practices.