

Heritage Cove Community Association

Architectural Review Committee Charter

1. The Architectural Review Committee (ARC) shall review all proposals for work which materially alters the external appearance of any living unit, lot or common area prior to any work being done.
2. Such work includes, but is not limited to: landscaping, exterior colors, skylights, storm screens and shutters, screen enclosures, garage screens, roofs, satellite dishes, etc.
3. The ARC shall respond in writing to all written proposals for such work within 30 days. All proposals shall first be approved by a Neighborhood Association Board Member, except Heritage Cove I & II Homeowners Associations. These Associations shall, at minimum, review the Architectural Review Forms.
4. The ARC shall consist of five (5) persons other than Directors who need not be members of the Association. If members of the Associations serve, it is preferred that the following Associations be represented by one (1) person:
 - a. Heritage Cove I Homeowners Association.
 - b. Heritage Cove II Homeowners Association.
 - c. Terraces I thru VIII at Heritage Cove Associations.
 - d. The Villas I at Heritage Cove Association.
 - e. The Villas II at Heritage Cove Association.
5. The ARC will review by individual case, specifications for living unit additions and/or modifications. Each neighborhood association may decide which of these additions are acceptable. Currently specifications are established on storm shutters, skylights, garage door screens and driveway colors.
6. Should a living unit owner appeal an ARC decision to the Board of Directors, the ARC shall provide the Board with the details supporting the decision.
7. All Architectural Review Forms ratified by the ARC must be completed within 90 days of approval.

Ratified: November 21, 2013