

Heritage of Hawk Ridge

Architectural Review Committee

GENERAL

The Architectural Review Committee (ARC) reviews Heritage of Hawk Ridge Architectural Change Requests to make any changes to a resident's external home structure. The committee can approve/deny a request and should there be a dispute, can be presented to the HHR BOD for further discussion.

MEMBERSHIP

The committee can consist of 2-to-4 unit owners. Proposed members will be selected based on qualifications and good standing with the Association.

Members of the committee who violate the charter or take actions that are considered detrimental to the Association may be subject to dismissal by the Board for cause.

POLICY

The homeowner must submit an application for any changes to the external portion of their home and submit them to the Office Manager/Clubhouse for approval. Changes include the replacement of existing items such as roofs, shutters, doors, windows, driveways, etc. This application may be obtained at the Clubhouse or online at the HHR website.

ARCHITECTURAL CHANGE DESCRIPTION

Indicate the location and description of the proposed changes that will be made to the existing home and when the changes/modifications are proposed to occur.

The committee will follow the guidelines set forth in the Heritage of Hawk Ridge Rules and Regulations, Section F, Items 1 through 21. The committee may also consult the City of Lake St. Louis building codes and regulations to assist in areas that may not be addressed in the HHR Rules and Regulations.

MEETINGS

The Architectural Review Committee (ARC) will meet as required to accomplish their objectives, at a time and place of their choosing. Meetings may be attended through the use of teleconferencing. Communications will be primarily through the use of email for convenience.

REPORTS / RECOMMENDATIONS

The Committee/Board Liaison will issue oral reports to the Board of Directors at the monthly meeting of their activities and on matters that need further discussion.