

# Bylaws Of Herons Glen Homeowners' Association, Inc. – Architectural Review Committee Approval Process

HG HOA Board Approved 1-10-2024

## Summary of Steps and Types of Modifications Needing Approval

The HG HOA's Architectural Review Committee (ARC) is responsible for the HOA Architectural Standard's compliance reviews and approvals. This page is a summary view of steps necessary for requesting review & approval for any home/amenity changes. Steps in the process flows starting with **A:** is as follows:

- A, B, C & D:** Review the standards for architecture & grounds/irrigation and determine applicability to the project
- E & F:** Plan project details for completing all request forms
- G:** Obtain samples for submitting with request
- H:** Obtain drawings/pictures for submitting with request
- I:** Complete request forms and organize all materials for submission but **do not start any work** go to step **J:**
- J, K, L & M:** If in SUB-HOA areas obtain their approval

**N:** Submit all ARC forms, samples, and any needed grounds, neighbors and/or SubHOA approvals

**P & O:** If approved go to **Q:** if not make revisions and re-submit changes

**Q:** Work may commence on the project

**R:** Changes during the project may need to have further approval, go to **S:**

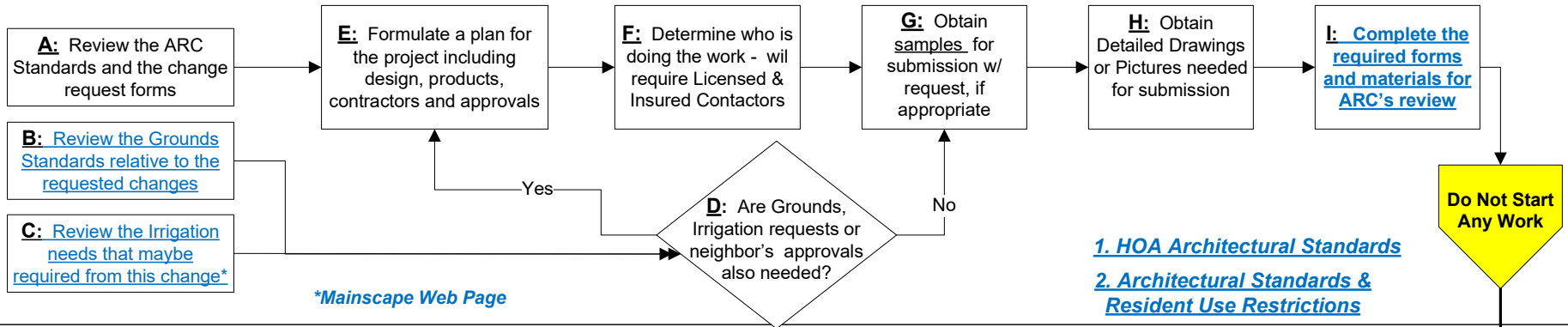
**S:** Confer with ARC for their input on further approvals needed

*Note: If viewing online, right click the underlined blue text items on this page to view the menu linked to the relevant documents.*

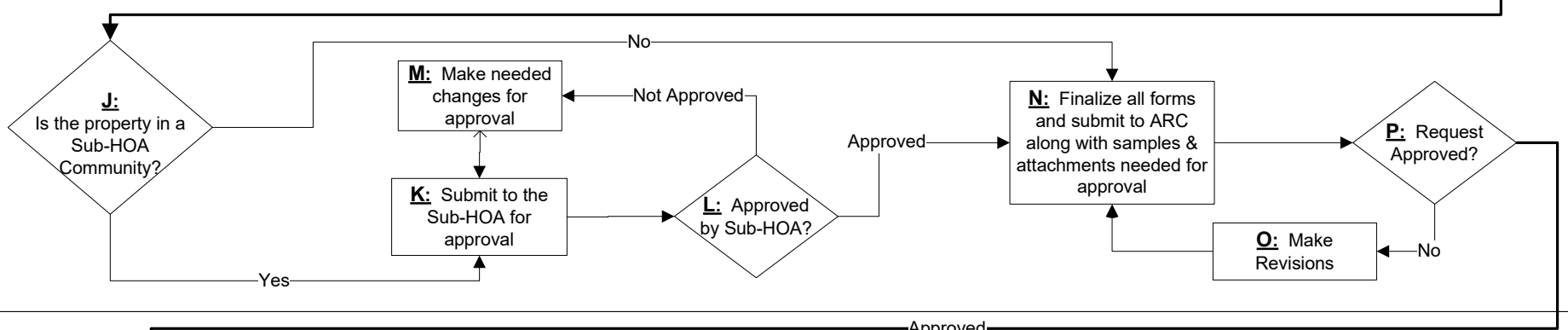
Partial list of major Home/Amenity Changes requiring ARC approval\*\*:

- Painting/repainting of all exterior surfaces
- Installation of storm shutters
- Exterior screening & rescreening
- Lanai extension, lanai or front entry enclosures
- All exterior doors, garage doors & screens
- Pool and/or spa installation including solar
- Front yard light fixture and/or post, mailbox post
- Generators
- Gutters & Downspouts
- Replacement of Windows
- Changes to driveways, walkways, roof or walls

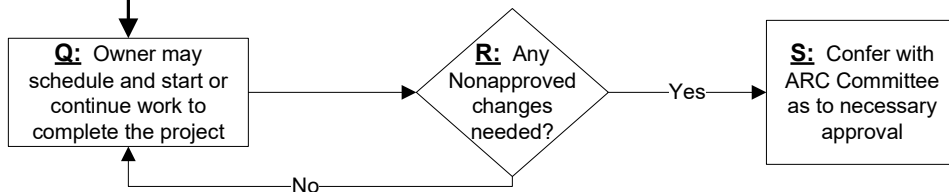
## Planning



## Submit Request for Approval



## Commence Project



**\*\*Disclaimer: This is not a legal document. Refer to the HOA By Laws and Community Standards documents for the property owner's fully documented requirements and all changes that require ARC approval.**