

# Home Exterior

## HOME EXTERIOR AND LANDSCAPE CHANGES AND ADDITIONS

### PROCEDURES FOR ASSOCIATION APPROVAL

The Architectural Review Committee (see contact list) shall approve the architectural plans, specifications and materials for all building, structures, grading, landscaping and other improvements to be made on any lot ***including but not limited to*** buildings, fences, walls, exterior paint color changes, patios, verandas, utility buildings and driveways regardless of their size or purpose **PRIOR TO THE BEGINNING OF SAID CHANGES**. The Board shall review all decisions of the Committee. The decision shall be communicated to the homeowner in writing. Any decision by the Board is final subject only to the owner's appeal rights set forth in the Declaration of Covenants, Article V.

To secure approval the owner must provide 2 hard copies of the plans that adequately describe the work to be done and materials to be used (see Article V Section 3 for further detail) and **submit them to the Architectural Committee's designated Board liason (see contact list) along with the request (form attached) who will review the package for completeness**. All projects should have permits from the City of Fernandina Beach and any other approving body whenever required. The Architectural Committee has 10 days from submission of ALL requested documentation and the Board has an additional 15 days to act on the request **The timeline (a total of 25 days) will start once the Liason determines he has a complete package**.

With all Homeowners working together with the Board and Architectural Committee, our neighborhood will be maintained as a desirable place to live and our property values will continue to increase. The Board recommends that prior to any request the property owner carefully review the Declaration of Covenants and Bylaws for Ocean View Estates.

### Examples of types of work requiring Architectural Committee review and approval.

Replacement of any of the following on the exterior of an existing structure:

Windows/Doors

Color change to any part of the exterior

Fences

Concrete areas

Siding

Pool enclosure (fence or screen cage)

Roof

Pool decking

Addition of any of the following:

Exterior structure attached to the main house (i.e. tankless hot water heater)

Exterior structure not attached to the main house (i.e. sheds)

Pool and enclosures

Sidewalks, driveways, walkways, and patios constructed of concrete or other material

A new fence

Addition or significant changes to landscaping:

Shrubs or trees (take into account whether they will encroach on your neighbor's property when mature)

Beds and lawn configurations

Property grading and contours

**If in doubt of whether your project requires review and approval, contact the Board Liaison,**