

Rule 2016-1

Subject: ARC Committee Meetings

Purpose: To set a regular time for the ARC committee to meet to consider Homeowner requests for the improvement or changes to the exterior of their homes and other matters.

The ARC shall meet as follows:

1. The ARC Committee shall meet on the third Monday of each month to consider all ARC requests received from any Homeowner since the last meeting of the ARC Committee or any items carried over from the previous meeting. The meeting will be dependent on the availability of the ARC members as well as if the meeting room is available for rent.
2. Homeowners submitting an ARC requests for improvements or changes to the exterior of their homes and property shall submit such forms no later than the Wednesday prior to the monthly meeting. This is intended to give the committee time to review the request and view the property involved. Any ARC requests received after that day will be considered at the ARC Committee meeting the following month.
3. Any ARC request which is not complete as required by the Covenants, Rules or the ARC Request Form will be returned to the owner for completion prior to being considered by the ARC Committee.
4. All ARC Request Forms shall be submitted to the following address:

Architectural Review Committee PO
Box 560054
Rockledge, FL 32956-0054