

**Hidden Pointe on the Lake**  
**Architectural Review Committee (ARC) Procedures and Guidelines**  
**Revised August, 2024**

These procedures and guidelines are intended to aid homeowners' compliance with Article V, Architectural Control, as stated in the Hidden Pointe Declaration of Covenants, Conditions and Restrictions".

Any and all exterior changes to private homes require prior ARC and BOD approval. A number of specific items are listed in the ARC Table of Contents, but that list is not exhaustive.

Routine maintenance, replacements or repairs executed with in-kind materials do not require ARC approval. The replacement of entire or large sections of fences does require an ARC application and approval.

ARC Forms are available on the CAMS Hidden Pointe Resident Portal under the ARC tab.

ARC approval applications are reviewed for compliance with;

- Covenants, Rules and architectural harmony
- Federal, state and county regulatory requirements
- Sufficient detail requirements (including plot maps, if applicable) for ARC to render a decision.

The approval process is as follows;

- ARC receives application
- ARC approves or denies application and refers application to BOD
- BOD issues preliminary approval and work can begin
- BOD issues official approval/denial at next regularly scheduled board meeting
- Upon project completion, ARC will provide an inspection and request final approval from BOD
- BOD will issue final approval at next regularly scheduled board meeting

Timing of ARC projects is as follows;

- Approved changes must commence within one year of authorization.
- Once construction begins (starting in the date materials are delivered or ground is broken), the project must be completed within 60 days unless the BOD approves an extension.
- Construction materials should be located out of sight from the street for the duration of the project unless a 14-day maximum exception is granted by the BOD.
- Staining, painting and finishing must be completed within 90 days, unless the BOD approves an extension.

For liability purposes, neither ARC nor BOD members will provide advice in their capacity as officers of the HOA.