

## **FAQ | Architectural Review Board – Updated 6/2014**

### **Why do we have an ARB?**

Southern Village is a covenant restricted planned community. Legally, there are certain restrictions on what can be done to the outside of a home or on the property. The ARB process & guidelines are designed to manage growth and protect all property values within our community.

### **What projects require ARB approval?**

The following types of projects need approval by the ARB, and specific guidelines for each of them are presented in ARB Guidelines:

- Additions or alterations to structures, if visible from the exterior of the structure.
- Installations of Decks, Fences, Patios, Porch screening or Walls.
- Repainting a structure in a different color, if it is not on the palette.
- Installation of roof mounted devices.
- Landscaping that involves
  - changes in lot elevations,
  - plants that may block a street view, making safety a concern, or
  - addition of shrubs or trees that constitute a natural fence.
- Addition of sheds or other accessory buildings.

If your project is not on the above list, it does not require ARB approval.

### **How do I submit a request for ARB approval of my project?**

You describe your project on the ARB submission form, available for download on [www.southernvillage.org](http://www.southernvillage.org), using the architectural review guidelines given for your specific type of project, and adding the specified attachments.

### **Where do I send an ARB submission?**

Please submit all ARB paperwork to our community manager (address on [www.southernvillage.org](http://www.southernvillage.org))

### **When does the ARB meet?**

The ARB meets monthly, with meeting dates, times & locations posted on [www.southernvillage.org](http://www.southernvillage.org)

### **When is the deadline for ARB submissions?**

Any complete application received by the Community Manager by the 10<sup>th</sup> of each month

### **When will I know if my project is approved?**

The Community Manager will communicate the outcome of all applications to applicants within two business days after the monthly ARB meeting.

**What if my project is not approved?**

Any disapproved application will include an explanation of the reasons for disapproval. Applications that combine multiple items may have some items approved and others disapproved. All responses will detail any information necessary to easily understand what has been approved and why any items are not considered acceptable.

**If I disagree, can I appeal an ARB decision?**

Yes. Disapproved applications may be appealed back to the ARB, who will involve the SVHOA Board of Directors, if requested, when an acceptable solution cannot be found by working with the ARB. The Community Manager is the best point of contact to discuss any issues related to architectural review applications.

**Why does the ARB concern itself with landscaping?**

While most landscaping is a personal homeowner choice you do need to be mindful of the close proximity of Southern Village homes. For this reason, a landscape project needs ARB approval if it will change lot elevations, block a street or alley view, or encroach on a neighboring lot.

**Should I file paperwork with the ARB on painting the outside of my house?**

Yes. Although you don't need ARB approval if you are repainting your home in the same color or using colors from the pre-approved palette, we ask that you submit a completed approval form for the records. If you intend to repaint using any other color ARB approval is required.

**Does the ARB have any role in enforcement?**

No. Enforcement is the responsibility of the SVHOA Board of Directors.