



THE MEADOWS AT WORLD GOLF VILLAGE

Special Board Meeting – Apr 25, 2023 at 7PM

Apr 25, 2023

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Opening Remarks – Tonight’s Workshop

- **TONIGHT’S MEETING**
 - WILL NOT TO CONDUCT ANY BUSINESS
 - WILL HAVE AN OPEN DISCUSSION OF ISSUES
 - LOOK AT AREAS/ITEMS REQUIRING IMPROVEMENT
- DESIRE TO ELIMINATE UNNECESSARY OR FRIVOLOUS RULES
- HAVE POLICIES AND RULES THAT ARE CLEAR AND EASY TO UNDERSTAND/FOLLOW
- OBJECTIVE OF ALL POLICIES AND RULES
 - PROTECT AND ENHANCE YOUR INDIVIDUAL AND OUR SHARED ASSETS
 - CONTINUE TO UPGRADE AND BEAUTIFY OUR COMMUNITY.
- **REMINDER**
 - ALL RESIDENTS (OWNERS & NON-OWNERS) ARE WELCOME TO ATTEND ANY OF OUR POSTED BOARD REGULAR OR WORKSHOP MEETINGS.

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Timeline – We are Working Toward

- Presentation of Updates & Discussion/Review – *Complete by April 26th*
 - Focus on Association **Corporate Bylaw** changes (Regular BOD Meetings)
 - Voting on Association Directors by “Mail-in” Proxy
 - Voting on Covenant Amendment(s) – completely by “Mail-In”
 - Focus on Revising Association Document changes (Workshop BOD Meetings)
 - *To Improve Readability and Usefulness of these Documents*
 - **Rules & Regulations**
 - **Architectural Guidelines**
- Legal Review of Changes – Goal is its completed by May BOD meeting(s)
- Delivery to Owners – Revised Bylaws, & copy of proposed R&R and ARC updates
 - Combination of Hand Delivery & by Mail - Goal is to complete in early-mid June
 - Will include request for Director Nominations, and Preliminary Notice of Annual Meeting
- Vote on R&R and ARC updates by BOD – Special BOD Meeting in late June
- Delivery of Notice of Annual Meeting & Request of Proxies for Vote for Directors - July

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Agenda – Special Board Workshop Meeting – Apr 25th

- Meeting Called to Order
- Opening Remarks – Tonight Agenda & Objective
- Workshop Format – Everyone participating
 - Architectural Guidelines Revised Document – *Withdrawn*
 - Architectural Review – Policy and Procedure (To Formalize ARC & Review Process)
 - Board Member Proposed Topics for Architectural Guidelines Changes
 - **Fences:** Vinyl fence can be any Commercially Available color (Bright White & Wood Tones)
 - **Sheds:** Allow a shed to be placed and used on the Lot for recreational purposes
 - **Sheds:** Allow a shed to be placed within the side yard visible from street
 - **Driveway Expansion:** Allow Driveway Expansion to accommodate more than four (4) vehicles
 - **US Flag Display:** Prohibit the display of United State Flag from mounting on mailbox post
 - Other Proposed Topics for Architectural Guidelines Changes
 - Rules and Regulations – *Discuss Revise & Update*
 - *Common Areas between Ponds and Roadway – not consider part of the residence yard - Deferred*
- Closing Remarks
- Adjournment

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Tonight's Workshop

• TODAY'S REVIEW AND DISCUSSION

- Architectural Guidelines Revised Document – *Withdrawn (Board may revisit in Q-4 2023)*
- Architectural Review – Policy And Procedure (To Formalize ARC & Review Process)
 - {Display and Review Proposed Resolution}

*** DRAFT *** Architectural Control - Policy and Procedures *** DRAFT ***

Architectural Control Policy and Procedures
The Meadows at World Golf Village HOA
THE MEADOWS AT WORLD GOLF VILLAGE ASSOCIATION, INC.

Resolution
???, ??, 2023

WHEREAS, Article VII of the Declaration of Covenants, Conditions, Restrictions, and Easements for The Meadows at World Golf Village ("Covenants") states in order to preserve the beauty and aesthetic design of the Property and to promote the value of its development, the Property is subject to the restrictions in Article VII, and every Lot Owner subject to architectural control approved and supervised by Architectural Review Committees; and

WHEREAS, Section 7.2.1 of the Covenants state that review and approval of all initial construction of improvements upon a Lot resides with the New Construction Committee ("NCC") and is appointed by the Developer; and

WHEREAS, Section 7.2.2 of the Covenants state that review and approval of any addition, removal, change or modification of the improvement upon a lot resides with the Modifications Committee ("MC") and is appointed by the Developer; and

WHEREAS, Section 10.13 of the Covenants state that the Developer has the right at any time to transfer and assign to the Association, all rights, powers, privileges, authorities and reservations given to or reserved by Developer by any part or paragraph of the Covenants; and

WHEREAS, the Developer executed the transfer and assignment to the Association in August 2004; and

WHEREAS, the Association was vested with responsibility of appointment of the members of the Architectural Review Committee - Modifications Committee ("MC") as at time of transfer to Association from the Developer, as the New Construction Committee ("NCC") ceased to exist as all lots had completed initial construction; and

WHEREAS, the Association is assigned and granted the authority and the responsibility to maintain architectural control over the common elements and the exterior appearance of residences in The Meadows by the Covenants and the corporate by-Laws of the Association; and

WHEREAS, the Association believes that rules and requirements related to architectural control helps support the highest market values for the entire subdivision and helps ensure that any planned improvement conforms to the

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Board Member Proposed Architectural Guidelines Changes

- **Fences:** Vinyl fence can be any Commercially Available color
(Bright White & Wood Tones)
- Current Guideline (*Adopted March 2018*)

Fences: New and replacement fencing must be approved by the ARC and installed by a licensed and insured contractor that agrees to abide by all covenants, bylaws and guidelines as established by the Board of Directors of The Meadows at World Golf Village Homeowners Association.

- New or replacement fencing must be pressure treated pine or wood tone vinyl.
- **PINE**
 - Three designs are approved, Shadow Box, Privacy Shadow Box, and Board on Board
 - Use only high-quality pressure treated pine lumber.
 - Posts set two or more feet below grade in 60 pounds or more of concrete.
 - Use three horizontal pressure treated 2x4s.
 - Use 5/8" thick pressure treated pickets.
 - Treat all wood surfaces with commercial grade waterproofing 4-5 months after completion.
- **VINYL**
 - Three designs are approved, Shadow Box, Privacy Shadow Box and solid panel.
 - Use only high-quality vinyl materials.
 - **Color may NOT be white or tan. Color must be wood tone to blend with existing pine fences.**
 - Posts must be 5"x5" with aluminum inserts set 30" deep in concrete.
- Maximum height permitted is six feet. Top of fence can be no more than six feet above grade.
- No fencing shall extend beyond the halfway point of the sidewall plane of the structure into the front yard.
- The following fence types are allowed for a portion of fences facing retention ponds. In such a case, the rear lot line fence may be four feet high in the following styles: shadow box, picket, plank or wrought iron or vinyl style. No stock side fences are allowed. If the rear property line fence is shadow box, picket or plank, it must be natural wood color. If it is wrought iron the color must be black.
- Fencing sections with gates may be installed, where allowed on side yards.
- **Wood fencing may not be painted; only wood stain or wood preservative will be allowed.**
- If a fence is currently in place on an adjacent property, consideration should be given to aligning the front portion of the fences.
- Support posts must be installed on the inside of the fence being installed.
- All fences must adhere to St. Johns County code.

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Board Member Proposed Architectural Guidelines Changes

- **Sheds:** Allow a shed to be placed and used on the Lot for recreational purposes
- **CC&R – Section 8.5** **Section 8.5 No Sheds, Shacks or Trailers.** No shed, shack, trailer, tent or other temporary or movable building or structure of any kind shall be erected or permitted to remain on any Lot.

- **Current Guideline (Adopted March 2018)**

Current placement of sheds in backyard is currently permitted by lack of enforcement over last 10 years – not formal variance.

Sheds: Sheds are permitted in the Meadows. All sheds require ARC approval. Shed guidelines are as follows:

Sheds are visible to the general public and can affect the relationships between neighbors. A failure to develop some guidelines can create problems within our development in the form of misunderstandings among neighbors, inconsistencies and unfairness in treatment, and an excessive number of violations.

- Storage Shed: A prefabricated or on site constructed enclosure that is less than 9 feet high, less than 150 square feet in area and is used for the storage of lawn tractors, garden implements, bicycles and other common household commodities.
- Quantity: Only one shed per lot will be approved.
- Use: Sheds shall not, under any circumstances, be used as a living or recreational space.
- Location: Sheds may be located only within the building setback lines and must be in the backyard. For homes on retention ponds, sheds will be placed directly against the rear of the home.
- Size: Maximum footprint shall be 150 square feet (i.e., 10' X 10' or 8' X 12'). Maximum allowable height shall be 9 feet.

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Board Member Proposed Architectural Guidelines Changes

- *Sheds: Allow a shed to be placed and used on the Lot for recreational purposes*
- **Questions:**
 - What is "used as a living space"?
 - What is "used as a recreational space"?
 - Does a shed used as a recreational space create Occupiable Space require occupancy permit
- **Occupiable Space** - A room or enclosed space, other than a habitable space, designed for human occupancy or use in which individuals may remain for a period of time for rest, amusement, treatment, education, dining, shopping, employment, labor, or other similar purposes.
- **Habitable Space** - A space that is suitable and fit for human occupancy or use that is free of defects that endanger the health and safety of occupants.
- **Living space** - A space in a structure where a person can live, sleep, eat, or cook.
 - While areas such as unfinished utility spaces, storage areas, and closets are not considered to be living spaces.
 - Calculation of living area includes only air conditioned space

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Board Member Proposed Architectural Guidelines Changes

- **Sheds:** Covenant variance to allow shed within the Side Yard visible from street

- **CC&R – Section 8.5**

Section 8.5 No Sheds, Shacks or Trailers. No shed, shack, trailer, tent or other temporary or movable building or structure of any kind shall be erected or permitted to remain on any Lot.

- **Current Guideline (Adopted March 2018)**

Current placement of sheds in backyard is currently permitted by lack of enforcement over last 10 years – not formal variance.

Can be legally challenged by a homeowner if it impacts Their property.

Respects the setback regulations of building near property lines

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Board Member Proposed Architectural Guidelines Changes

- **Driveway Expansion:** Allow Driveway Expansion to accommodate more than four (4) vehicles
- **Current Guideline (Adopted March 2018)** – Driveway Expansion to NOT addressed
- **Current Guideline (Adopted March 2018)** – Driveway Widening is addressed

Driveway Widening: All driveway width expansion requires ARC approval. Only concrete is permitted and can take up no more than ¼ of the width of the current driveway. No gravel, asphalt or other material for driveway expansion will be permitted.

- **Questions –**

- How close should a driveway expansion encroach on the property line?
- If driveway expansion has potential to alter drainage between lots, can expansion occur in front of residence?
- Is the driveway expansion a full width to road or only a single car spot near house-garage?
- Would authorization of neighbors be required?
- Does parking 5 or more vehicles in house driveway change the character of the single family residence community?

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Board Member Proposed Architectural Guidelines Changes

- **US Flag Display:** Prohibit the display of United State Flag from mounting on mailbox post
- **Current Guideline (Adopted March 2018)**

Current display of US Flag via mounting on mailbox post is currently permitted by lack of enforcement over last 10 years.

Flags or Flagpoles: Display of the United States flag in a tasteful manner is encouraged. Brackets for a flagpole may be installed on any home without ARC approval. No more than two flags, on separate poles may be installed on any house. Owners may attach flags of reasonable size (3X5) with mountings not to exceed eight feet, attached to the house or garage. Flags shall be in good condition and not torn or faded.

- Flagpoles – If the homeowner insists on a freestanding pole, the pole must be no less than 2.5 inches in diameter and no more than 4 inches in diameter.
- A freestanding pole may be no taller that the highest point of the house.
- The Pole must be in a cement footing.
- Flagpole must be placed within 15 feet of the house.

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Next Meeting – Thursday, May 11th at 7 PM

- May 11th Meeting's Agenda (*online and via phone – see website*)
 - Meeting Called to Order
 - Opening Remarks
 - Review and Acceptance of Minutes
 - Reports of Officers, Committees, and Community Management
 - President
 - Treasurer
 - ARC Committee
 - SRV Committee
 - Community Management Report
 - Unfinished Business
 - New Business
 - Open to those attending for comments, feedback and questions
 - Closing Remarks
 - Adjournment

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Thank You for Attending



Architectural Control Policy and Procedures

The Meadows at World Golf Village HOA
THE MEADOWS AT SAINT JOHNS OWNERS ASSOCIATION, INC.

Resolution ??? ??, 2023

WHEREAS, Article VII of the Declaration of Covenants, Conditions, Restrictions, and Easements for The Meadows At Saint Johns ("Covenants") states in order to preserve the beauty and aesthetic design of the Property and to promote the value of its Development, the Property is subject to the restrictions in Article VII, and every Lot Owner subject to architectural control approved and supervised by Architectural Review Committees; and

WHEREAS, Section 7.2.1 of the Covenants state that review and approval of all initial construction of improvements upon a Lot resides with the New Construction Committee ("NCC") and is appointed by the Developer; and

WHEREAS, Section 7.2.2 of the Covenants state that review and approval of any addition, removal, change or modification of the improvement upon a lot resides with the Modifications Committee ("MC") and is appointed by the Developer; and

WHEREAS, Section 10.13 of the Covenants state that the Developer has the right at any time to transfer and assign to the Association, all rights, powers, privileges, authorities and reservations given to or reserved by Developer by any part or paragraph of the Covenants; and

WHEREAS, the Developer executed the transfer and assignment to the Association in August 2004; and

WHEREAS, the Association was vested with responsibility of appointment of the members of the Architectural Review Committee - Modifications Committee ("MC") as at time of transfer to Association from the Developer, as the New Construction Committee ("NCC") ceased to exist as all lots had completed initial construction; and

WHEREAS, the Association is assigned and granted the authority and the responsibility to maintain architectural control over the common elements and the exterior appearance of residences in The Meadows by the Covenants and the corporate by-Laws of the Association; and

WHEREAS, the Association believes that rules and requirements related to architectural control helps support the highest market values for the entire subdivision and helps ensure that any planned improvement conforms to the

Association's Covenants, maintains architectural integrity, enhances the beauty, visual harmony and desirability of the community; and

WHEREAS, The Board of Directors of the "The Meadows at Saint Johns Owners Association, Inc." desires to establish policy and procedures for the Architectural Review Committee and for the Architectural Review Process;

The Board of Directors hereby adopts the following policy and procedures:

Architectural Control - Policy and Procedures

100. INTRODUCTION

101. Preservation of Beauty and Aesthetic Design in the Community

In a planned community, the question naturally arises of how to maintain a harmonious, quality development as the community matures. The following guidelines attempt to provide a meeting ground between private interests and the broader interests of this community, as outlined in the governing documents.

It is not the intent of the Association to curb individual taste or the freedom to enjoy our own property. The goal is to maintain our property value and to be consistent with the governing documents, to which we all agreed and approved when we purchased our homes.

The fact that each homeowner is subject to the governing documents should assure all homeowners that the standards of design and quality will continue to be maintained, enhancing the community's overall environment, desirability and protecting property values. The cooperation of each homeowner will be beneficial to all.

102. Governing Documents

The Governing Documents include, but are not limited to, (a) Florida Statute Chapter 720; (hereafter referred to as 'Florida Statutes'), (b) Declaration of Covenants, Conditions, Restrictions and Easements for The Meadows at Saint Johns (hereafter referred to as Covenants'), (c) Articles of Incorporation, and (d) By-Laws of The Meadows at Saint Johns Owners' Association, Inc. (hereafter referred to as 'By-Laws').

The governing documents run with the land (often referred to as deed restrictions) and are binding upon all homeowners, and, if applicable, their tenants; and should be fully understood by all.

103. Establishment of the Architectural Review Committee

To ensure that the homes and lots within the neighborhood are harmonious, the Board of Directors of the Association has created an architectural review committee to approve all construction and lot modifications. Although certain requirements are specified herein, the architectural review committee will not be limited to the specific requirements but rather will have broad discretion.

- The Architectural Review Committee will consist of a single person or a committee of persons selected by the Board of Directors of the Association. Members of the Architectural Review Committee will serve at the pleasure of the entity entitled to select the members and may be replaced at any time. If the Board of Directors of the Association fails to appoint at least one person to the Architectural Review Committee, the Board of Directors of the Association is required to perform the duties of the Architectural Review Committee until such time as the Board of Directors of the Association exercises its right of appointment.
- Professional Advisor. The Architectural Review Committee, if it finds it necessary for a specific situation and with the approval of Board of Directors, may employ one or more architects or land planners to advise it. Each advisor may sit on the Architectural Review Committee as either a voting or nonvoting member, at the discretion of the other members of the committee. At the discretion of the Architectural Review Committee, the advisor may be paid a reasonable fee derived from application fees or payable by the Community Association from the General Assessment.

104. Architectural Guidelines

The rules, responsibilities and procedures outlined in these guidelines have been established and approved by the Board of Directors (BOD) of the Homeowners' Association (HOA), in compliance with the governing documents of the community.

The intent of the guidelines:

- Ensure quiet enjoyment for all residents
- Minimize problems and expenses for the HOA
- Provide for the architectural integrity of the neighborhood
- Promote visual harmony and desirability within the community
- Protect and enhance property values

200. ARCHITECTURAL REVIEW, COMMITTEE, CRITERIA, AND PROCEDURE

201. Purpose

The Covenants establish a review and approval procedure for all improvements proposed within the community.

The purpose of this manual is to inform homeowners and residents of the design guidelines for the community and the submittal procedures to be followed when requesting approval of an exterior modification or any addition, change, or alteration to any lot.

202 Alterations Subject to Review

Any improvement or alteration to the residence or the lot, except interior alterations not affecting the external appearance, must first receive approval from The Meadows at World Golf Village HOA Architectural Review Committee (hereafter referred to as 'ARC') under the direction of the Board of Directors prior to commencing construction activity.

This specifically includes, but is not limited to, exterior paint and roof color (including doors, windows, and trim); alteration or modification of the driveway; replacement of any portions of the roof; installation or replacement of fences, gates, or flagpoles; addition of fountains, swimming pools, whirlpools, or other pools; installation of antennas, satellite dishes or receivers, solar panels, or other devices; addition of awnings, window coverings, screen enclosures, walls, play structures, or sheds; and any material alteration of landscaping. This list is intended to be illustrative and not exhaustive.

Repair of minor building or lot components does not require approval in advance when duplicates of the original material are used.

Failure to secure ARC approval (when required) or to comply with the provisions of the Covenants or Architectural Criteria may result in a violation and fines, as provided in Article X, Section 10.5 of the Covenants. The Board of Directors can demand the restoration of unapproved modifications. Changes or alterations made without ARC approval subject the homeowner to possible rejection of the improvement and subsequent restoration, as well as legal costs and possible fines.

203. Authority

As a member of the Association, the homeowners are bound by the governing documents of the Association. The following Architectural Guidelines Manual is adopted by the Association through the Board of Directors, pursuant to Article VII of the Covenants.

These Architectural Criteria ("Guidelines") are supplemental to the governing documents for the community. If any provision of the Architectural Criteria conflicts with the Covenants, the Association By-Laws, the Ordinances of Saint Johns County, or the Florida Statutes, THEN the Covenants, the Florida Statutes, the Saint Johns County Ordinances, or the By-Laws shall prevail as to the provision.

204. Architectural and Building Criteria

The Architectural Criteria included herein are minimal standards for construction, improvements, or modifications. The homeowner is responsible for complying with all building codes and obtaining all required permits and approvals from Saint Johns County.

The Architectural Criteria may be amended from time to time by the Board of Directors, as provided in Article VII of the Covenants. All plans and specifications submitted for review by the ARC shall be evaluated in accordance with the Governing Documents and Architectural Criteria.

The criteria and standards that follow may be amended by the Board of Directors (BOD). Notice of any amendment will be provided to the homeowners, thirty days prior to its effective date.

All plans and specifications shall be evaluated as to the visual and acoustical privacy and as to the harmony of the external design and location in relation to surrounding structures, topography, existing trees, and other natural vegetation, as well as specific conformance with Architectural Criteria.

Each request for approval should contain the required information and be delivered to the address designated by the Board of Directors, which will forward it to the Architectural Review Committee.

205. The Architectural Review Process

The HOA's covenants require prior written approval for any external improvements to your home. Therefore, do not commit labor or materials until you have received written approval.

The owner shall submit to the Association an *Architectural Review Request* application along with all requested documentation. Complete applications will be considered on individual merit, using these documented standards as a basis for all decisions. The ARC reserves the right to request additional construction samples or mock-ups from a homeowner prior to approval. Out of courtesy, all homeowners should inform their neighbors of any proposed improvement(s). The ARC reserves the right to require neighbor approval of proposed improvements.

The ARC may take twenty (20) business days to review the application after its receipt. The application, received by the Association, is turned over to the ARC if all of the necessary information required for review is received. The Association will review the application and request any additional information from the homeowner if needed. The twenty (20) business day review period will not begin until the application is complete and appropriate for review.

In most cases, the owner will receive an earlier response. A nonresponse within twenty (20) business days does not constitute an approval or rejection.

ARC applications are reviewed and approved or disapproved by a majority vote of ARC members and one HOA Board member. All approvers and disapprovers will be recorded per application review meeting. The HOA Board member is an additional voting member of the ARC committee, with the primary approval or disapproval coming from ARC members.

The ARC's decision will be noted on the application. The owner will then be notified of the decision by the Association. All approvals are subject to the owner receiving approval for all applicable Saint Johns County permits. The application will show one of the following four decisions:

1. **APPROVED:** The application is approved as submitted.
2. **APPROVED WITH CONDITIONS:** The overall proposal is accepted, but with certain specified changes, limitations, or requirements that must be followed.
3. **DENIED:** The application is denied. The owner can appeal to the ARC within fifteen (15) business days. Further escalation may require the involvement of the BOD.
4. **ADDITIONAL INFORMATION REQUIRED:** If the ARC determines that additional information is needed for an appropriate review of the application, the entire process begins again once the Association receives the requested information. The owner should follow the same submission procedure as before. The ARC will act swiftly on all additional information update submissions.

The ARC will return its decision to the Association, and its officers are notified. The BOD reserves the right to reverse the ARC decision prior to the owner being notified of the decision.

Many design changes and improvements require a government or agency permit, and the county may not issue a permit without the written approval of the ARC. Please plan ahead and remember that the ARC may take twenty (20) business days after all the appropriate information has been received to review applications. It is strongly suggested that the county and/or agency be contacted to determine what permits or approvals are required according to those entities' ordinances. The ARC's approval is

not a substitute for county approval. It is the homeowner's responsibility to acquire appropriate approvals, permits, etc. from the county.

206. Basis for the Decision

The Architectural Review Committee (ARC), in making its decisions, may consider purely aesthetic matters that, in the sole opinion of the ARC, will affect the desirability or suitability of the construction. The ARC will not be limited to the specific restrictions and requirements of these guidelines in making its decisions.

It is possible a submitted review request may meet all guidelines and criteria listed below and still not receive approval if, in the judgment of the ARC, its overall aesthetic impact is not acceptable. The approval of an application for one proposed improvement shall not be construed as creating an obligation on the part of the ARC to approve applications involving similar designs for proposed improvements pertaining to different lots. The purpose of the ARC is to ensure that the overall quality level of The Meadows is maintained at the highest level possible while allowing for each homeowner's individual taste in design, colors, and materials.

207. Review Criteria

The ARC evaluates each application on its individual merits.

207.1 The Application Standards

- i. **Validity of Concept:** The basic idea of the exterior change must be sound and appropriate to its surroundings.
- ii. **Landscape and Environment:** The exterior change must not unnecessarily destroy the natural landscape or the man-made environment.
- iii. **Relationship of Structures and Adjoining Property:** The proposed change should relate harmoniously to its surroundings and to existing buildings and terrain that have a visual relationship to the change.
- iv. **Protection of Neighbors:** The interests of neighboring owners and renters should be protected by making provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, light, and air, and other aspects of design that may have substantial effects on neighboring property. The ARC will consider the various appropriate criteria and exercise discretion in determining which of the criteria govern each specific application.
- v. **Design Compatibility:** The proposed change must be compatible with the design characteristics of the applicant's home and the general neighborhood setting. Compatibility is defined as harmony in style, scale, materials, and color.
 - a. **Style:** The overall look and feel of the improvement should match that of surrounding properties and the neighborhood.

- b. **Scale:** The three-dimensional size of the proposed change must relate satisfactorily to adjacent structures and their surroundings.
- c. **Materials:** Continuity must be established by using the same materials as those used in the existing home. Siding materials and shingles must match the existing structure. If the original materials are no longer available, compatible materials may be substituted.
- d. **Color:** Color may be used to soften or intensify the visual impact, while maintaining continuity.

208. Appeal Procedure

If the applicant disagrees with the decision of the ARC in its review or inspection, an appeal may be submitted. No work may progress during the appeals process.

Within fifteen (15) business days after the receipt of a notice of disapproval, the homeowner must file a written appeal with the ARC at the address designated by the Board of Directors, which will forward it to the Architectural Review Committee. Upon receipt of the appeal, the ARC will contact the homeowner and schedule a review of any further information from the homeowner relating to the request and appeal.

Should the ARC determine that the disapproval remains, the homeowner may request that the appeal be forwarded to the BOD. This request must be made within seven (7) business days of the confirmed disapproval. It is the responsibility of the ARC to forward any correspondence and pertinent information at that time to the BOD.

The BOD shall then establish the date and time that the appeal will be heard. Normally, this will be done at the next scheduled board meeting. A majority vote by the BOD is required to reverse an ARC decision.

209. Quality of Workmanship

The quality of the work completed for any and all construction, modification, or improvement must be equal to or better than that of a licensed contractor and existing structures. The association reserves the right to inspect all completed work.

Poor practices may cause the owner problems and may be visually objectionable to others. Owners are encouraged to work with a licensed contractor who is knowledgeable and experienced in home design and construction.

Completed projects displaying unsatisfactory quality is considered unapproved modifications subject to enforcement by the Association.

210. Commencement of Modifications and Construction

After approval by the ARC, all work must commence within three months. If work does not start within that time, approval shall be deemed withdrawn, and it will be necessary for the applicant to resubmit the application to the ARC for reconsideration.

211. Completion of Construction and Repairs

The improvement of a lot and the construction, repair, or remodeling of any improvement must be diligently and continuously pursued once begun and, in any event, promptly completed. All modifications shall be completed within six months after commencement, unless otherwise stated on the approved plans. The applicant may request an extension of the maximum time period, which the ARC may approve or disapprove at its sole discretion. If construction is not completed on a project within the specified time period, then approval shall be deemed withdrawn, and the incomplete construction shall be deemed to be in violation and subject to enforcement by the Association.

212. Proposed Changes after Plans Are Approved by ARC

Any and all proposed changes to plans made after ARC approval of the original plans and application must be submitted to and approved in writing by the ARC prior to implementation of the changes. If St. Johns County or any other authority having jurisdiction requires that changes be made to the final construction plans previously approved by the ARC, the applicant must notify the ARC of such changes and receive approval from the ARC prior to implementing such changes. All changes are subject to inspection by the ARC before or after the change is implemented.

213. Damage or Destruction to Subdivision Improvements

Owners will be responsible for any and all damage caused to or interference with Common Areas or Drainage\Access Easements or subdivision improvements, including, but not limited to, curbs, gutters, water hydrants, sidewalks, access ways, power poles, or fences erected by anyone, whether such damage or interference is caused by the owner or the owner's employees, agents, invitees, guests, contractors, or subcontractors. Any liability incurred under this provision will be both a personal obligation and an Individual Lot Assessment on such an owner's lot.

214. Enforcement

If any construction or modification is undertaken that has not been approved or that deviates substantially from the approved plans, the Board of Directors of the Association may bring an action for specific performance, a declaratory decree, or an injunction, and will be entitled to recover all costs of such action, including attorneys' fees, at trial or on appeal. Each owner will have the right to enforce these provisions.

Failure to strictly enforce these provisions in relation to a specific violation or violations will not be construed as a waiver to enforce these provisions in relation to future or continuing violations.

215. Liability

The Architectural Review Committee will not be liable to the applicant or to any other party to ensure that the proposed plans comply with any applicable building codes, for inadequacy or deficiency in the plans resulting in defects in the improvements, or to ensure that construction was done in accordance with the plans.

216. Architectural Review Submittal Procedure

The Architectural Review Request application document, submittal procedure, and guidelines can be found online. Please refer to The Meadows Homeowners Association website at <https://themedowswgv.com/>

The Architectural Review Request application must include the signature of the homeowner, or agent for the homeowner, when the request is submitted. The homeowner of record for the property must be current (up-to-date) on payments due to the HOA for assessments, fees, and interest.



ARCHITECTURAL REVIEW REQUEST

Meadows At World Golf Village Homeowners' Association, Inc.

Submit to: Architectural Review Committee - info@themedowswgv.com

Property Owner: _____ Date: _____

Property Address: _____

Phone Number: _____ Email: _____

A detailed description of the proposed project, plans, drawings, pictures, color samples is required with each request, and when applicable, a site map marking feature locations and dimensions of improvement.

Description of improvement or request: (If more space is needed, attach additional pages to this review request.)

I agree not to begin the proposed alteration or any other property improvements requiring approval from the ARC until the ARC notifies me in writing of its decision. I understand that all approvals automatically incorporate the conditions set forth in ARC Guidelines as currently adopted by the Board of Directors. If any change is made that has not been approved, the Association has the right to require me to remove the improvement from my property.

Owner's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

- (a) All requests need to be submitted at least 48 hours prior to the next meeting to be added to the agenda for review. Otherwise, they will be placed on the next month's agenda for review.
- (b) The request must include the signature of the homeowner, or agent for homeowner, when request is submitted
- (c) The homeowner of record for the property must be current (up-to-date) on payments due to the HOA for assessments, fees, and interest.
- (d) All contractors must be licensed and insured and agree to comply with all covenants, by laws and guidelines as established by the Board of Directors of the Homeowners Association at The Meadows at World Golf Village.
- (e) Compliance with all applicable building codes is the sole responsibility of the contractor and the property owner.
- (f) It is the owner's responsibility to ensure compliance with any applicable law, rule, regulation, code or ordinance.
- (g) The owner assumes sole responsibility for the repair, maintenance and/or replacement of any such change, alteration or addition, and for costs of all liability, damages, additional expense in reference to this request.

To be filled in by ARC Committee - Date received: _____ Date action taken: _____

Action taken: _____

Note: These plans have been reviewed for the limited purpose of determining the aesthetic compatibility of the plans within the community. These plans are approved on a limited basis. No review has been made with respect to functionality, safety, and compliance with governmental regulations or otherwise and any party with respect to such matters should make no reliance on this approval.

This approval concerns only the submitted architectural and/or landscape plans. Homeowner is responsible to obtain whatever easements, permits, licenses and approvals which may be necessary to improve the property in accordance with the approved plans. This approval must not be considered to be permission to encroach on another property owner's rights to use and enjoy all possible property rights. In addition, this approval does not in any way grant variances to, exceptions, or deviations from any setbacks or use restrictions.

ARC Representative: _____ Date: _____