

# VENETIAN POINTE HOMEOWNERS' ASSOCIATION, INC.

## Architectural Review Committee (ARC) Application Process for 2026

For 2026 the ARC Committee will meet to review applications on an as-needed basis. Meetings will be noticed according to statutes and minutes posted on the password-protected homeowner portal.

### **Application Process Description:**

The applicant retrieves the current Application form from the Password-Protected Portal for Homeowners "Our Resources" page at VenetianPointeHOA.com.

The applicant follows all instructions provided on the Application to include compliance with "Appendix H" in the ARC Guidelines called "Venetian Pointe Detailed Application Information Requirements."

The applicant submits their signed Application to **bgordon@condominiumassociates.com**, which is then reviewed for compliance by our association's Professional Property Management Company (Precedent) and sent to the ARC Committee.

The ARC Committee adds the application to the agenda for their next meeting and addresses any questions or concerns in advance of the meeting whenever possible.

At the meeting, Applications on the Agenda are reviewed, discussed, and may be voted on.

The ARC Chairperson(s) then signs and sends the Application Status Form to Precedent, indicating if the Application has been approved or denied. Precedent then notifies the Applicant of the approval or denial.

At the completion of every ARC Committee meeting, Minutes are completed and sent to all committee members for review to ensure accuracy.

Once the Minutes are approved, the draft will be sent "approved by the committee" as a "Draft" to the Board Secretary for posting in the Password-Protected Portal for Homeowners.

Once the ARC Committee approves the Minutes at their next available meeting, they will be forwarded as a permanent document to the Board Secretary for re-posting in the Password-Protected Portal for Homeowners.