Architectural Review Committee Requirements

Requirements:
• Written approval must be received before any building or construction can commence. Should any work be undertaken before approval, applicant shall bear the full financial responsibility to correct any work deemed by the ARC as not compliant with the guidelines and covenants.
• Approval does not constitute O'Fallon/St. Charles County building department approval.
• O'Fallon/St. Charles County building department approval does not constitute Winghaven ARC approval.
• Applicant agrees to obtain necessary municipal/county building permit prior to commencement of any work.
• Approval is not a guarantee of structural safety or engineering soundness.
• Applicant agrees not to alter existing drainage patterns on lot without express approval of the board or committee. Should this occur, applicant will bear the full financial responsibility to correct and restore the drainage pattern.
• Upon completion of improvement, applicant agrees to immediately notify CMA and authorize it to enter onto property to inspect improvement.
• Failure to notify CMA or refusal to allow inspection shall result in withdrawal of approval.
• Any time during the process applicant agrees to comply with any request to enter onto the property or for additional information for purposes of determining if improvement is being constructed in accordance with the approval plan and in compliance with the covenants and guidelines. Refusal by applicant shall result in withdrawal of approval.
• Failure to start or complete improvement within one year of the date of approval shall result in withdrawal of approval unless an extension is requested and approved in writing.
• If your neighborhood has a sub-association HOA with architecture requirements, their prior approval must be acquired.

Three exceptions to requiring ARC approval:
• Repainting the exterior of a structure in accordance with the originally approved color scheme
• Rebuilding in accordance with originally approved plans and specifications
• Adding or replacing flowers or shrubs in existing landscaping beds

Request	Architectural Review Committee Request Documents and Guidelines	Covenant Reference
Landscaping	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of plants and materials ---------- All new landscaping and expansions of existing landscaping beds require approval. No approval needed for shrubs or flowers in existing landscaping beds. All trees require approval, even if it is in an existing landscaping bed. All stonework or use of landscaping timbers require approval.	Declaration of Covenants Section IV
Fences	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of fencing material, color, height, contractor provided information ---------- All fences require approval. For lots that back up to the golf course, fences will NOT be allowed except for enclosing a pool area only, not the full backyard. No fence may exceed 48" (4 feet) in height except for fences around the pool area, where they may be up to 60" (5 feet). The 60" height is only for the pool area and not the full backyard. Two inch (2") minimum spacing between pickets. ---------- No chain link fencing is allowed, nor is 'chicken wire fencing' allowed around garden plots. Any fences built within an easement or attached to a neighbors existing fence is at the owners risk and should removal be necessary, it will be the owners financial responsibility.	Declaration of Covenants Section IV Exhibit C Section 2 Sub-section S Rules & Regulations Section L
Decks	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of deck materials, contractor provided information ---------- All deck requests require approval.	Declaration of Covenants Section IV
Patios	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of patio materials, contractor provided information ---------- All patio requests require approval.	Declaration of Covenants Section IV
Swimming Pools	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of pool materials, contractor provided information ---------- All swimming pools require approval. Fences must be installed in conjunction with the pool. Fences are only allowed around the pool area and not the perrimeter of the back yard if the residence backs up to the golf course. Fence height of five feet (5') is acceptable around swimming pool areas only for safety. Pool equipment (including tanks, filtering, and other equipment) must be housed or screened from view.	Declaration of Covenants Section IV Exhibit C Section 2 Sub-Section R
Driveways	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of patio materials, contractor provided information ---------- All driveway requests require approval. Must be consistent with the color scheme of the neighborhood.	Declaration of Covenants Section IV & V
Basketball Goals	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of deck material, contractor provided information ---------- All basketball goals require approval. Basketball hoops may be portable basketball standards, removable sleeved basketball standards, and permanently installed pole standards. Garage or wallmounted type standards are not permitted. Portable standards shall not be placed or maintained in such a manner as to block the public sidewalk and shall not be located in a street or alley. Portable standards must be located at all times on or adjacent to the Owner's driveway or patio and must not encroach on a neighbor's lot line. Portable standards must be upright at all times. Installation of permanent and removable sleeved basketball standards is subject to the same guidelines; however, the owner must comply with Article IV of the Declarations and submit the installation plan for approval to the WingHaven Architectural Committee prior to installation. Portable and permanent basketball goals must be located at least 15 feet from the street curb.	Declaration of Covenants Section IV Exhibit C Section 2 Sub-section FF Rules & Regulations Section O Rules & Regulations Section VIII Sub-section 8.7
Garden Plots	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of garden materials, contractor provided information if a contractor is used ---------- All garden requests require approval. All garden fences and walls shall be constructed of wood, brick, masonry, latticework, or of other approved materials. Chain link, netting and 'chicken wire' fencing cannot be used. Raised gardens and fencing materials must be maintained and kept in good repair to avoid becoming weathered and an eyesore. This includes trimming, painting, and repair of any damaged materials. Approvals will include stipulations that the grass around the gardens be kept the same as the rest of your yard, using a trimmer where necessary and that the garden cannot be visible from the street in front of the home. Any materials, including fencing materials, must be compliant with Winghaven ARC guidelines. - Failure to maintain the garden area will result in a series of penalties: first – warning, second – fine, third – the approval will be rescinded and require removal at the home owner's expense. The penalty phases are one time only to prevent recurrences by the same owner.	Declaration of Covenants Section IV
Solar Panels	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of solar panel materials, contractor provided information ---------- All solar panel requests require approval. Any solar panel approved by the Reviewer for placement on any roof must be flush mounted.	Declaration of Covenants Section IV Exhibit C Section 2 Sub-section R Rules & Regulations Section K
Satelite Dishes, Antennas, Etc.	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of materials, contractor provided information ---------- All satelite dishes, antennas or similar devices for broadcast reception requests require approval. It any such Permitted Device is placed in the least conspicuous location on the Unit (generally being the rear yard) at which an acceptable quality signal can be received and is not visible from the street, Common Area, or neighboring property or is screened from the view of adjacent Units and the street in a manner consistent with the Community-Wide Standards, unless such screening unreasonably interferes with the use of such Permitted Device.	Declaration of Covenants Section IV Exhibit C Section Sub-section GG Rules & Regulations Section P
Trash Can Enclosures	• Completed Architectural Review Committee Request Form • Official Plot Map with the request hand drawn on the map to show location • List of patio materials, contractor provided information ---------- All trash can enclosure requests require approval. No fence or enclosure is to be built to hide containers or yard refuse sacks unless prior approval has been obtained from via the Association's Architectural Approval process.	Declaration of Covenants Section IV Rules & Regulations Section VIII Sub-section 8.6