

This document dated 15 October 2019 restates the Architectural Review Policy for the Hunters Ridge Community Association.

General Comments

- Hunters Ridge is a “Deed Restricted Community”. Changes to the exterior including any changes in appearance, color or structure must be approved and meet published standards for the community.
- The “Paint Color Coordinated Palette” (Palette) was approved by the membership of Hunters Ridge in May 2017 and governs the color schemes that can be used in the community.
- The Palette was developed in conjunction with GMA Architects (GMA) who will have final authority in resolving any paint color issues resulting from this policy, unless GMA’s final decision is superseded by a unanimous vote of the ARC.
- Change Management will be controlled by the Hunters Ridge Architectural Review Committee (ARC). The committee which is appointed by the Board of Directors meets the 3rd Tuesday of each month or more often as needed in the Clubhouse Dining Room.

Architectural Changes

- As outlined in the Hunters Ridge Community Association (HRCA) Master Declaration, all exterior changes to any home in Hunters Ridge must be submitted to and approved by the ARC before any work can commence.
- Changes include but are not limited to doors, windows, light fixtures, shutters, gutters, exterior painting, roofs, pavers, screen enclosures, pool cages, solar panels and permanent landscaping.
- Requested changes will utilize an approval form (ARC Form) that can be downloaded from the Hunters Ridge website and must be submitted and approved before any work is undertaken to the property.
- The ARC Form must be submitted at least 14 days prior to the ARC monthly meeting to allow sufficient time for review and any follow-up with the property. Pictures, documents and drawings that will help the committee understand the nature of the changes requested must accompany the ARC Form.

Painting and Paint Colors

- The Palette is based on Sherwin Williams paint and color numbers. Other paint suppliers can be used provided they are exactly color-matched to the Sherwin Williams standard.
- Definitions
 - Base - the primary color used to paint the exterior of the home.
 - Trim - accent colors used on the exterior trim to provide variation and contrast.
 - Palette - The Palette consists of twenty-eight (28) combinations composed of one (1) base color and two (2) trim colors. The Palette defines the color schemes approved for Hunters Ridge.
- A property owner may use the following color scheme when repainting a home and approved by the ARC.
 - Any of the Hunters Ridge approved 24 Palette combinations.
 - One of the trim/accent colors may be used for the garage door or other exterior doors.
 - Color choices must be in harmony with the character of the community.
 - Only satin or flat finish paint is allowed for base.
- It is suggested that the property owner apply a sample of the base and trim/accent colors to an inconspicuous area of the exterior surface. This will help verify that the color selected meets the property owner’s expectations.
- Colors for driveways, walkways and other exterior exposed surfaces are considered part of the home’s color scheme and must be included in the ARC Form.
- Exceptions
 - If the property owner wishes to use a color scheme which is different than the approved palette, they must apply a sample of the base and trim/accent colors to an inconspicuous area of the exterior surface for review by the ARC and submit a request to GMA for a variance along with an application fee of \$150. This variance could occur either for a new

color scheme proposed by the property owner or if the home was painted using a color scheme that is no longer approved.

- Painting any roof is strongly discouraged. However, the property owner may request a variance and, if approved, then flat or satin finishes will be allowed using the color schemes already documented.

Roofing

- Property owners must work with a local licensed and insured contractor for the repair or replacement of any roof. Out of town roofing contractors are strongly discouraged.
- Solar Panels must be permanently attached to the roof by a local licensed and insured contractor.
- The ARC Form must be submitted to the ARC along with a sample of the roofing tile at least 14 days prior to the monthly ARC meeting. Please include a picture of the home so the ARC can review how the new roofing tile will match the existing color scheme of the home.
- The roofing tile selected must be consistent with the color palette scheme for the home.
- The property owner must not contract for the purchase of tile until final approval is received from the ARC.
- Hunters Ridge administration will provide specific information to the roofing contractor for the tear off and disposal of the old roof.
 - Hunters Ridge requires dumpsters to ensure that drive ways and roads are not damaged during disposal.
 - The Hunters Ridge Security Guard House will be provided an approved copy of the ARC Form for a replacement roof. Roofing contractors will not be allowed access to Hunters Ridge if an approved ARC Form is not on file.

Compliance

- As documented within this policy, any exterior change to a property at Hunters Ridge requires approval of the ARC and in some cases further review and approval by GMA.
- Property owners that make changes to their property and do not follow these procedures will be in non-compliance.
 - Non-compliant property owners will be notified in writing of the infraction and given a chance to correct the deficiency within a reasonable period of time.
 - Property owners that do not correct the problem or refuse will be referred to the Membership Committee for follow-up and possible disciplinary action and fines.
- Painting non-compliance
 - GMA is authorized to audit the paint color schemes used by the property owner to ensure that the property owner has followed the ARC guidelines that were submitted and approved.
 - In situations where the property owner has a non-compliant color scheme, the property owner will have 30 days after being notified of the non-compliance to rectify the problem.
 - The property owner can also pay a nonrefundable \$250 fee and have GMA do an on-site inspection with a written report being submitted to the ARC.
 - If GMA accepts the new color scheme, the property owner will be notified, and no further action will be taken.
 - If GMA notifies the ARC that they do not approve the new color scheme, the ARC will notify the property owner of their non-compliance. The property owner will have 30 days to correct the problem. Property owners that remain non-compliant will be referred to the Membership Committee for follow-up and possible disciplinary action and fines.
 - The property owner has the option to appeal GMA's and the ARC's decision to the Hunters Ridge Board of Directors whose decision will be final.
 - GMA's opinion can only be overridden by the ARC with a unanimous approval of all ARC members (Super Majority).