

June 11, 2018

Glenlakes Unit One POA Members,

We have had a couple of very troubling developments recently where members initiated building projects prior to receiving approval of the Architectural Committee (ARC).

The board has reviewed this and determined that going forward a fine of up to \$500 will be levied against members who initiate construction of building projects without ARC approval.

Simply stated - Do not initiate a building project without Architectural Committee approval. It is necessary to get Architectural Committee approval before making any of the following changes:

**ARC approval is required prior to construction of any building project, addition or improvement. If you are going to expand your driveway, add on to your house, expand a porch, add screening, ARC approval is required.**

**ARC approval is required prior to the installation of any fence, wall, hedge, ornamental structure, or gazebo.**

**ARC approval is required prior to the installation of sculpture or a fountain.**

**ARC approval is required prior to installation of playground equipment or a basketball goal.**

**ARC approval is required prior to construction of pools.**

**ARC approval is required prior to cutting any tree with a diameter of six inches or larger.**

**The ARC needs to have a drawing that includes the dimensions of proposed building projects including distance to the lot lines included in your request for review.**

These requirements are from our own Architectural Requirements and Covenants which we all agreed to abide by when we purchased our lots. Authority for each of these requirements is listed on the next page. Additionally, I have provided the authority for the Board of Directors' ability to levy fines.

When submitting requests for ARC approval please allow three weeks for the committee to review it. Usually they will finish sooner. These volunteers do this at no charge to our POA in their spare time.

**Please understand that if one individual member of the Architectural Committee says they approve or support your project it does not constitute ARC approval.** When the ARC finishes its approval process it furnishes the President the results and the President will notify you if your project has been approved or disapproved. If it is disapproved, you have the right to appeal to the Board of Directors.

I apologize for the somewhat harsh nature of this communication but without enforcement of our Covenants and Architectural Requirements, there is no reason to have a Property Owners Association.



Mike Willis  
President, Glenlakes Unit One POA

## REFERENCES

**ARC approval is required prior to construction of any building project, addition or improvement.** Architectural Guidelines, page 2, section(B): The Architectural Committee is hereby authorized and empowered to approve all plans and specifications and the construction of all Dwellings and other Improvements, on any part of the property. Prior to the commencement of a Dwelling or other Improvements on any Lot or Dwelling, the Owner thereof shall submit an application to The Architectural Committee requesting the Architectural Committee to review plans and specification and related data for all such Improvements, as more particularly provided in the Design Code.

**ARC approval is required prior to the installation of any fence, wall, hedge, ornamental structure, or gazebo:**

Covenants, Section 14.13 Fences, Walls, Hedges and Ornamental Structures. No fence, wall, hedge, ornamental structure or gazebo shall be located or constructed on any Lot unless approved by the Architectural Committee.

**ARC approval is required prior to the installation of sculpture or fountains:**

Covenants, Section 14.15 Artificial Vegetation, Exterior Sculpture and Similar Items. No artificial vegetation shall be permitted in Glenlakes Unit One or on the exterior of any portion of any improvement on Glenlakes Unit One. Exterior sculpture, fountains, flags and similar items must be approved by the Architectural Committee. Provided, However, nothing contained in this Declaration shall prohibit the appropriate display of the American Flag.

**ARC approval is required prior to installation of playground equipment:**

Covenants, Section 14.28 Play Equipment, Strollers, Etc. All bicycles, tricycles, scooters, skateboards and other play equipment, wading pools, baby strollers and similar items shall be stored so as not to be visible from roads or property adjacent to the Lot. No such items shall be allowed to remain on the Glenlakes Unit One Common Area or on Lots so as to be visible from adjacent property or the road when not in Use. Provided, However, the Architectural Committee may, but shall not be obligated to, permit swing sets and similar permanent playground equipment to be erected on the Lots provided approval is obtained from the Architectural Committee. No baseball cages or similar recreational facilities shall be permitted without approval of the Architectural Committee.

**ARC approval is required prior to construction of pools:**

Covenants, Section 14.23 No above ground pools shall be erected, constructed or installed on any Lot except that above ground spas or jacuzzis may be permitted with approval of the Architectural Committee. Any inground pool to be constructed on any Lot shall be subjected to the requirements of the Architectural Committee, which include, but are not limited to, the following:

**ARC approval is required prior to cutting any tree with a diameter of six inches or larger.**

Covenants, Section 14.11 Preservation of Trees, Topography and Vegetation. No tree having a diameter of six (6) inches or more (measured from a point two (2) feet above ground level) shall be removed from any Lot without the express written authorization of the Architectural Committee.

**The ARC needs to have the dimensions of your project including distance to the lot lines included in your request for review. There are specific city code requirements as well as this section of our Covenants:**

---

Covenants, Section 14.6 Minimum Building Setback Lines. No building, pool enclosure, improvement or structure located on any Lot shall be constructed, erected, altered, placed, remodeled, reconstructed, added to or allowed to remain on any Lot so as to be located any nearer to any property boundary line than the setback lines shown on the recorded subdivision plat of Glenlakes Unit One, but the Architectural Committee, in the sole discretion of the Architectural Committee, shall have the power to grant exceptions. All setbacks shall comply with all applicable subdivision regulations and zoning ordinances.

**The Board of Directors has the authority to levy fines:**

By-Laws, Section 3.22. Enforcement. The Glenlakes Unit One Board of Directors shall have the power to impose reasonable fines, which shall constitute a lien upon the property of the violating Owner, and to suspend the right of an Owner to vote or to use the Glenlakes Unit One Common Area for violation of any duty imposed under the Glenlakes Unit One Declaration, these By-laws or any Rules and Regulations duly adopted under these By-Laws. Provided, However, nothing contained in these By-Laws shall authorize the Glenlakes Unit One Association or the Glenlakes Unit One Board of Directors to limit ingress and egress to or from a Lot. In the event that any occupant of a Lot violates the Glenlakes Unit One Declaration, these By-Laws or any of the Rules and Regulations and a fine is imposed, the fine shall first be assessed against the occupant. Provided, Further, if the fine is not paid by the occupant within the time period set by the Glenlakes Unit One Board of Directors, the Owner shall pay the fine upon notice from the Glenlakes Unit One Association. The failure of the Glenlakes Unit One Board of Directors to enforce any provision of the Glenlakes Unit One Declaration, these By-Laws or any Rules or Regulations shall not be deemed a waiver of the right of the Glenlakes Unit One Board of Directors to do so thereafter.

---