

## WOODCREST VILLAGE HOMEOWNERS ASSOCIATION, INC.

P.O. BOX 384, Lehigh Acres, FL 33970

Email: [Woodcrestvillagehoa@gmail.com](mailto:Woodcrestvillagehoa@gmail.com) Office Phone: 239-491-3102

### ARC – Architectural Review Committee Policies

It is the Policy of the Architectural Review Committee, which has been empowered by the elected Board of Woodcrest Village HOA, to preserve and maintain the architectural aesthetics established in Woodcrest Village HOA.

In order to ensure that the aesthetics are maintained and are in compliance, an Annual Inspection will be completed each year during the month of January/February by the ARC Committee. Following the annual inspection, if a property requires repairs or attention, the Homeowner will receive a copy of the Inspection Form either in person or by mail.

All repairs that have been identified on the inspection form must be completed within a 60 day time frame. If work has not been completed within the time period as noted, the Homeowner will be contacted by mail to appear before the Woodcrest Village HOA Fining Committee. The Board of Directors will determine if an extension of time will be provided should mitigating circumstances exist. Effective 4/15/2024, the Board of Directors approved an extended time period of up to 180 days from the date of notification, for items identified as "Major Structural Repairs": which include beams, total driveway replacement, and those items identified specifically by the ARC Committee.

Homeowners are encouraged to contact an ARC Committee member to secure the proper form is being utilized for work to be undertaken which is not being completed as a part of the Annual Inspection.

\*\*\*\*\*

Architectural Control Committee - "Request for Plan Approval" form completion guidelines:

- \* Owner of Property identified on form
- \* Address of Home & Unit #
- \* Description of work to be completed
- \* Start Date ... Anticipated Completion Date
- \* Contractor/Handyman: Name, Address, and Phone (It is always in the best interest of the Unit owner to request and obtain liability insurance)
- \* Homeowner Signature & Date

*\* Please determine if a County issued permit is required prior to beginning the work. No contractor can begin major structural work requiring a permit ... permit must be displayed in a conspicuous place on the property.*

**NO WORK OF ANY TYPE; EXCEPT FOR THOSE ITEMS IDENTIFIED DURING THE ANNUAL INSPECTION, CAN BEGIN UNTIL APPROVAL OF THE ARC COMMITTEE HAS BEEN SECURED. HOMEOWNER IS RESPONSIBLE TO ALL WORK BEING COMPLETED AND/OR FINISHED.**

## Architectural Guidelines

### Standard Annual Inspection Items & Recommended Action

- 1) Identification of mold on exterior painted surfaces & walls of unit – Pressure wash and/or paint;
- 2) Identification of mold on concrete driveways – Pressure wash and/or paint;
- 3) Identification of deteriorating paint on exterior unit walls of unit – Paint as needed;
- 4) Identification cracks and deteriorated asphalt driveways – Fill, seal or repave;
- 5) Identification of “Structural deficiencies”, i.e. support beams – Contact Contractor/ Handyman for required work to be completed. (180 days for completion);
- 6) Identification of gate repair or replacement required – Contact Contractor/ Handyman for replacement (including painting gate consistent with exterior paint color);

\*\*\*\*\*

Alteration of Frontal Views: There shall be no addition or alteration to any structure which is visible from the street, except for the installation of gutters and the screen enclosure of the entranceway. The entrance way is defined as the original poured concrete slab bounded by the front door and the sidewalk. The screening and its structural parts shall have a dark-tone finish, typically bronze or black. Vinyl windows for protection from rain may be installed on the screening. Gutters installed in the front shall match the surface on which they are mounted or white as pre-approved by the ARC Committee.

1. Prohibited additions include adding additional windows, doors, and awnings. Aluminum framed windows on the front of the houses may be replaced with new vinyl-framed windows with white frames for the grey houses and brown vinyl for the brown houses. The new front windows must have the same number of panels, which can be done by using window inserts. Approval for new front windows must be obtained first from the ARC Committee having completed the required ARC Form.
2. The owner shall clean, repair, re-stain or replace, as appropriate, the exterior portion of each structure, with the same colors as initially used on the structure, including exterior surfaces of garage doors, as often as is necessary to comply. Article VI Section 2 (g) Declaration of Covenants. The following are the exterior home color schemes.

### Approved Paint Colors & Shingles

Shingles: "Glacier White" (Tamco - Shingle)

#### **Brown Houses: (Sherwin Williams)**

Stucco: “ “  
Trim: "Dark Walnut" #5385  
Field: "Light Brown" #5744  
Sidewalks: #5744

#### **Grey Houses: (Sherwin Williams)**

Stucco: "Moonlight" #5430  
Trim: "Dark Grey" #5434  
Field: "Light Grey" #5433  
Sidewalks: #5433

No more than three adjacent homes can have the same color combination, i.e., three brown or three gray combinations.

### **Garage Windows**

A garage window may be installed on a garage wall if installed to conform to the following conditions:

- a) The window may be 24"H X 36" W or 24"H X 30" W metal framed, double hung or louvered unit.
- b) The installation is to be high above the ground and as far from the street as feasible.
- c) The window is to be trimmed with 4" wood, painted to conform to the house trim.
- d) The window addition starts with a written request to the Architectural Control Committee.

If required, application for a building permit should be made to the Code and Building Services Department of Lee County after approval of the Architectural Control Committee.

### **Garage Door Repair/Replacement**

The only metal door authorized at the present is the insulated steel AMARR CORP. insulated "Weather Guard" or the insulated "Heritage 3" door. Contact your Architectural Control Committee for details and approval before proceeding with repair or replacement.

\*\*\*\*\*

**WOODCREST VILLAGE HOMEOWNERS ASSOCIATION, INC.**

P.O. BOX 384 • Lehigh Acres, FL 33970  
Email: Woodcrestvillagehoa@gmail.com Office Phone: 239-491-3102

---

**ARCHITECTURAL REVIEW COMMITTEE**  
**Request for Plan Approval**

Homeowner: \_\_\_\_\_

Unit #: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Brief Description of Plan with Supporting Documentation**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approximate Starting Date: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Homeowner's Signature: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

\*\*\*\*\*

For Architectural Control Committee Action: 60 day \_\_\_\_\_ 180 day \_\_\_\_\_  
\_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED

**APPROVAL SUBJECT TO:**

\_\_\_\_\_  
\_\_\_\_\_

The above plan and drawings have been reviewed and are found to be in/non-conforming with Article VI, Section 4 of the Declaration of Covenants, Conditions and Restrictions for Woodcrest Village HOA.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

(This form will be reviewed and return within 10 working days).

**DO NOT BEGIN WORK PRIOR TO APPROVAL.**

**This form must be submitted for all exterior work, excluding Annual Inspection items on any house. Approved paint colors may be obtained through the ARC Committee or as found on the ARC Policies Document.**