

TEAL LAKE VILLAGE ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE DUTIES
7/22/23

Based on Design Standards 7.1, the Teal Lake Village ARC duties are as follows:

1. The Village ARC (an individual or group) is responsible for the administration of the Design Standards and Supplemental Declarations within their Village.
2. The Village ARC is responsible for recommendations to the SBCA ARC and oversight of those projects that fall within their defined area of responsibility. For those projects not requiring the attention and approval of the SBCA ARC (Limited Common Area projects and PLUA projects), the Village ARC will issue the permit approved by the Village Board.
3. The Village ARC will do the preliminary review of a project and determine if the project should be reviewed by the Village or the SBCA ARC. Projects not requiring a permit are listed in Design Standard 4.2.2 Lists of projects that do and don't require a permit can be found in Design Standards Appendix A. This list is not all inclusive, but should be used as a guide.
4. Unless exempted in Appendix A, requests for changes to building exteriors and landscaping require permit application submission to the SBCA ARC. Changes in PLUA areas require permit application submission to the Village Board via the Village ARC.

5. The Village ARC will insure that permit applications are correctly and completely filled out prior to referral to the SBCA ARC or the Village Board. Applications may be submitted in hard copy or electronically to the SBCA ARC or the Village Board.
6. The Village ARC should recommend preliminary Approval or Disapproval before an application is submitted to the SBCA ARC or Village Board. A recommendation of disapproval by the Village ARC does not mean the application will be automatically disapproved.
7. A homeowner can appeal a Village ARC disapproval recommendation to the SBCA ARC or the Village Board, as appropriate.
8. A homeowner can appeal a Disapproval by the SBCA ARC to the SBCA ARC and the SBCA Board.

First Draft, 7/22/23, Sheila Twohey