

Highland Falls Architectural Review Board Application

All exterior changes to the home must be approved by the Homeowner Association's Architectural Board (ARB).

Submittal Date: _____ Lot number: _____

Homeowner Name: _____

Address: _____

Phone Number: _____

Email Address: _____

(Please note that an email address is required for submission)

Please supply details including, but not limited to: Location, size, materials, color and pictures. Please submit a site survey or sketch for any additional structures with new structure drawn on survey. (Example: fence, play equipment, pools, and spas).

Item(s) requested and relevant information:

If you would like your approval sent to an address other than the home address please list address:

Please fax, email or send application to:

Highland Falls HOA
2702 Whatley Avenue, Suite A-3
Savannah, GA 31404
Fax: 912-354-5322
admin@ecoastalmgt.com

If you have additional questions or concerns, please call 912-354-7987

Homeowners will receive written notification of the Board's decision within 60 business days. Once approved it is the homeowner's responsibility to insure that the installation complies with the submitted and approved request.

Highland Falls ARB Guidelines

As dictated by the covenants, any and all changes, alterations, or other modifications to the exterior of your home or property need to be approved by the Architectural Review Board (ARB). The purpose of the ARB is to act as an aesthetic authority for the community to ensure the community maintains a harmonious appearance. All decisions made by the ARB regarding requests for modifications are based on this purpose and are at the sole discretion of the ARB board. Failure to receive an ARB approval prior to making a change could be costly, as it may result in the need for removal or repair to the original condition. Violation(s) may be levied to those who deviate outside of this predetermined aesthetic, and thus, approval should be requested prior to enacting any changes on the part of the homeowner.

Below you will find a list of common aesthetic choices that are commonly submitted for ARB approval, items that are not approved by the ARB and a list of items that do not require ARB approval. This list does not encompass all items, but rather the common items that are typically desired. Keep in mind that all changes must be submitted for approval, not only the items listed below.

ITEMS COMMONLY SUBMITTED FOR APPROVAL:

- **Color changes-** If you would like to change the color of your front door, shutters or any other visible item you would need to submit a color swatch and a picture of your home.
- **Fences-** 4' black aluminum or chain-link. Shrubs are required on the street facing side. Plastic, privacy, and wood fences are not permitted.
- **Gutters-** Must match the existing trim on the home.
- **House Numbers-** Must be silver or black.
- **Landscaping Changes-** If you would like to add a bed in a location that currently contains sod, adding bushes/trees to an area that is not currently part of a landscape bed or making any change that would be considered more than replacement of an existing tree or shrub.
- **Lawn Ornamentation-** Any statutory, lawn ornamentation, landscape lighting, floral pots and decorative patio items.
- **Patio Furniture-** Patio furniture not located on the back patio needs to be submitted for approval. Pictures must be provided along with the location.
- **Pots –** Pots must be natural / neutral in color and match or coordinate with the home. Pictures must be provided along with the location.
- **Rocks-** Rocks may be submitted for approval in colors of white, cream, tan, brown, and grey. All beds and tree circles in the front of the home must contain the same type of material for mulch (beds cannot contain mulch and rock).
- **Screened Porches/Glassed Sunrooms**
- **Sheds-** Sheds must be located behind the home and hidden from view. The exterior materials of the shed must match the home.
- **Temporary Signs-** Open house signs may be approved for the day of an open house only. Location, date, and number of signs requested must accompany request.
- **Solar Panels-** Must be located on the back 50% of the house.
- **Swing Sets/Playgrounds/Trampolines-** Play equipment must be located behind the home and not visible from the front of the home. The maximum height is 10'.

Please note that the ARB guidelines may be adjusted or revised from time to time as desired by the ARB board. Because the guidelines may change it is imperative that you obtain approval for each and every item you desire to insure that you will never be asked to remove or make changes to an improvement because the guidelines have changed.

All ARB requests will be reviewed within 60 business days, typically 30 business days. If additional information is needed you will be contacted for those items. If you do not receive a written response within 30 business days please contact our office at 912-354-7987 or admin@ecoastalmgt.com. It is your responsibility to obtain approval, keep copies of all approvals received, as well as pass them to successors if the improvement is still applicable when you sell the home.

If you have any questions with regard to what is approved or not approved please contact our office prior to improvements being made at 912-354-7987 or admin@ecoastalmgt.com

Guidelines updated: 10.01.23