



ALC Meeting Schedule Updates October 2024

The Architecture and Landscape Committee (ALC) is a required committee in our governing documents and is sanctioned in Florida law. The ALC is an extremely hard-working **volunteer** committee that has met every week except for two to three (2-3) days a year such as Thanksgiving, Christmas, and the week of 4th of July. THAT is a huge commitment for a volunteer!

The seven (7) member ALC is now down to four (4) members. To help make their jobs easier as volunteers, the following changes are being implemented:

1. Beginning with adjournment of the ALC meeting on Friday, October 11, 2024, ALC meetings will be held every two weeks. The Friday meeting schedule starting in October will be:

October 4th

November 8th

December 6th

October 11th

November 22nd

December 20th

October 25th

The above-referenced and future dates will be published in periodic e-blasts and other ongoing articles sent to homeowners.

2. The ALC will now limit the number of weekly applications to **fifteen (15)** on a first-come, first-seen basis, if they are complete. We encourage homeowners to continue to submit their applications at least two (2) months in advance or as soon as they have all the required information. **ALC approvals are good for six (6) months**, and you may request an extension if you have not been able to start your project in that timeframe.



3. The new cutoff for weekly applications is **no later than NOON each Monday** to be considered in the fifteen (15) applications per week maximum. Applications that do not meet this deadline, or if more than fifteen (15) applications are received, those applications will be included in the following week's fifteen (15) maximum.
4. The ALC has now authorized PBM to review and approve, or deny, certain applications. If PBM believes that one of these submittals needs further discussion by the ALC members, PBM may waive their authority for approval and the ALC will review and make the decision on said submittal.
5. The ALC members will still receive copies of the submittals reviewed by PBM and PBM will present their decision for the applications on their list at the ALC meeting. They will be included in the ALC meeting minutes.
6. ALC members often visit the properties that have submitted applications to review the request. The members will be wearing bright lime-green vests. If you see them on your property, please treat them with respect. The ALC, like all our HOA committees, consists of volunteers. Some are also your neighbors and friends. Please don't make their job more difficult while they are trying to review your application.
7. The ALC is working with PBM to iron out the final details on implementing this process.

Finally, the ALC is actively looking for committee members! If you are interested in applying, please get in touch with Renee DeLeo (rdeleo@upcai-fl.com) who can answer your questions and send you a copy of the ALC application.

Thank you!