

HURRICANE SHUTTER POLICY

This document provides guidelines for use and removal of storm shutters used to help protect windows and doors from hurricane force winds.

The Master Association Architectural Review Committee is responsible for implementing these guidelines to ensure that shutters are aesthetically pleasing as possible to the community.

SHUTTER REQUEST FORM

If you propose installing shutters it is necessary to complete a **Modification Request Form** seeking approval **before installation**. The purpose of this is to ascertain that the appearance of the shutters is as pleasing as possible I.e. That they blend with the house and uphold the high architectural standards of the VGCC.

SHUTTER TYPES

The Master Association classifies shutters into three basic types:

TYPE 1 – *Permanent shutters*, normally factory made, fixed to a door, a window frame, or the structure. Some examples of this type are roll-down, accordion, Bahamas, and colonial.

TYPE 2 – *Semi-Permanent shutters* are defined as being connected permanently to installed frames, fixtures, or fasteners. These shutters often referred to as storm panels have a pleasing finish or painted surface that are cut and fitted on the job site, and then stored for subsequent installation. Some examples of these are – Lexan corrugated panels, painted aluminum or steel corrugated panels, honeycombed polycarbonate sheets, or high strength fabrics.

TYPE 3 – *Temporary shutters* are defined as ‘home made’ or cut-to-fit material that are either nailed or screwed to the doors, windows or structure. Some examples of these types are plywood, built-up pieces of wood, mill finished aluminum or steel storm panels, or other unpainted/unfinished materials.

HURRICANE SEASON

The hurricane season in Florida is officially June 1 through November 30 of each year.

OCCUPIED HOMES – SHUTTER USE

Type 1 shutters can be closed when “storm watches” are announced and should be opened within one week after the threat has passed.

Type 2 shutters visible from either the street or the golf course may remain installed for the entire hurricane season - *only if they are made of transparent material such as lexan [polycarbonate] or other similar material, or are custom made to pass the Master Associations test of being architecturally acceptable.*

Type 3 shutters may be fitted when ‘storm watches’ are announced *and must be removed within one week after the threat has passed.*

Type 3 shutters installed for the duration of a specific hurricane do not require ARC approval.

Type 3 shutters may remain installed for the duration of the hurricane season *providing they are not visible from the street or from the golf course, across a preserve or from a neighboring property. In these circumstance the shutters do not have to be painted but must be single colored, have a clean appearance and free from writing or painted designs.*

Caution: Ensure that shutters covering bedroom windows can be removed from inside to provide emergency exit in case of a house fire, partial collapse or other emergency.

UNOCCUPIED HOMES – SHUTTER USE

Type 1 shutters may be closed from May 1 through the entire hurricane season.

Type 2 transparent or approved custom made shutters [see above] may remain closed for the entire hurricane season.

Type 3 *shutters can only remain installed throughout the hurricane season providing they are not visible from the street, the golf course, across a preserve, or from a neighboring house.* If these requirements are not achievable then Type 3 can only be installed when a ‘storm watch’ is announced, and must be taken down within one week after the threat has passed.

The Master Association/Architectural Review Committee is not responsible for, and does not endorse the structural integrity or the capability to withstand hurricane force winds of any of the shutters approved for installation

If you have questions, or require further clarification on hurricane shutter policy please do not hesitate to contact the Master Association, who will be delighted to assist and advise.

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