

reapproved

VILLAGE AT AVERSBORO HOA

ARCHITECTURAL CONTROL COMMITTEE GUIDELINES

GENERAL: Article V of the Declaration of Covenants, Conditions, and Restrictions for The Village At Aversboro governs the primary responsibilities of the Architectural Control Committee (ACC). The following guidelines have been reviewed and approved by the Executive Board of The Village at Aversboro Homeowners Association to provide an understanding of the role of the Committee and its members.

PURPOSE: The Architectural Control Committee is responsible to ensure that the architectural standards, regulations, and guidelines set forth in Article V of the Covenants are met.

STRUCTURE: The Declarant shall appoint up to three members annually in compliance with Article V, Section 2 of the Covenants. Once the three member committee has been appointed, the members of the Committee shall determine which of the Committee members will serve as Chairman. One member of the Executive Board will be appointed as liaison between the ACC and the Board for the purpose of administrative matters only.

DUTIES & RESPONSIBILITIES: The Architectural Control Committee Chair schedules meetings at his/her discretion. Committee duties and responsibilities include:

1. Comply strictly with Article V, Sections 1 thru 9 of the Covenants.
2. Conduct a thorough review of the Committee's responsibilities as set forth in the Covenants.
3. Provide the HOA Executive Board with a monthly "Summary of Architectural Control Committee Actions" report. Negative reports will be required (these can be provided via email or phone to the HOA Executive Board ACC liaison.)
4. Prepare and revise, as needed for review and approval by the HOA Executive Board, guidance to residents regarding procedures, compliance, and adherence to the Covenants regarding Architectural Control.
5. Review, revise, clarify, and publish, as needed for review and approval by the HOA Executive Board, architectural standards set forth in Covenants, understanding that the ACC can establish, with HOA Executive Board approval, more restrictive architectural policies, but not less restrictive.
6. Become familiar with the Architectural Control Committee Appeals Process

COMMUNICATION: Notification of Architectural Control Committee business/activities shall be distributed by the HOA Board from its aversborovillagehoa@gmail.com email address. If necessary, notices will include names, phone numbers and email addresses for replies. A list of residents without email will be maintained for individual distribution.

July 2013

Final