

ARCHITECTURAL REVIEW COMMITTEE (ARC)

Purpose

The ARC is responsible for ensuring the appearance of each association property is maintained in compliance with the Association's Architectural Control and Rules and Regulations (ACRR).

Organization

the ARC is administrated by the ARC Chairperson whose responsibility is to organize a committee of at least two other homeowners to help in the ARC efforts. The ARC will not be a part of the Board of Directors of the Association and will serve as the Fine Committee when it is needed.

Responsibilities

Periodic inspections of all properties will be performed to determine that they properties are in compliance with the ACRR. Owners of the noncompliant properties will be notified by mail of the violations and the time allowed to make corrections. The homeowner will be required to notify the ARC of what actions will be taken and when they will be completed.

Follow up inspection will be made of the noncompliant properties to determine if the corrective action has been taken. If corrective action is not taken by the agreed time, a second letter will be sent notifying the homeowner that if action is not taken a fine may be levied on the property.

Enforcement

If the second letter is not honored, a third letter will be sent notifying the homeowner that a fine meeting will be held to resolve the issue. The owner's attendance will be requested. The time and place of the meeting will be stated and a warning of the amount of fine that may be incurred (\$100 a day on each violation up to a total of \$1,000 for each) and that the meeting will be conducted whether the owner is or is not present.

Records

A record will be kept showing the homeowner's name and address, the violation to be corrected, the time to respond to ARC, the time allowed for correcting the problem, when corrective action was accomplished, pending association action (if needed), location and time of the fine meeting (when needed) and results of fine meeting (when needed).