

LEGACY GROVE HOMEOWNERS' ASSOCIATION, INC.

GENERAL RESOLUTION #GR0211

ARCHITECTURAL REVIEW COMMITTEE (ARC) CHARTER

Approval Signature: _____

Approval Date: _____

Committee Purpose:

- Establish and maintain Architectural Standards approved by the Board of Directors,
- Process member requests for architectural modifications, changes or additions within approved Architectural Standards,
- Monitor the community to ensure compliance with Architectural Standards,
- Communicate with members in violation of Architectural Standards, and refer non-compliance issues to the Covenants and/or Board of Directors for enforcement,
- Keep complete and accurate records, and provide original documents to the managing agent for safekeeping,

Authority:

The Board of Directors may delegate any or all of the authorities regarding architectural control to the Architectural Review Committee, unless otherwise prohibited within the governing documents of the Association. These delegated authorities may change at any time in accordance with the desires of the Board. The Architectural Review Committee shall develop an annual plan and budget for the Association and this plan, in conjunction with the specific authorities granted by the Board, shall constitute the sole operating expenses authority of the Architectural Review Committee. The Architectural Review Committee is not authorized to financially or legally obligate the Association in any manner (i.e., contract for services, hire contractors, borrow money, purchase equipment and supplies, or approve requests on behalf of the Board).

Composition:

The Architectural Review Committee shall consist of a minimum of three (3) members and a maximum of seven (7) members from the community in good standing. The Committee Chairperson shall be appointed by the Board of Directors. Members may either be appointed by the Board, or the Board may delegate its authority to elect members to the Committee.

Term:

The term of Architectural Review Committee members shall serve for a term of one (1) year (from annual meeting to annual meeting) and may be removed without cause by either: 1) the missing of three (3) called meetings; 2) by an affirmative vote of a majority of ARC members at a meeting duly called for such

purpose; or 3) by the Board of Directors. Any vacancy created on the ARC may be appointed by the majority vote of the ARC to fill the unexpired term with the Board of Directors approval. Committee members may be appointed to succeeding terms.

Operation:

The Architectural Review Committee shall conduct its business in the best interest of the Association and in accordance with the Charter, the Association's Articles of Formation, Declaration, Bylaws and Rules and Regulations.

- A. Functions of the Chairman: Functions of the Chairman (or the presiding officer of the meeting shall include the following:
 1. Coordinate and supervise committee activities and meetings to assure responsibilities are met;
 2. Present written quarterly committee reports to the Board;
 3. Represent the Committee at Board of Directors meetings; and,
 4. Prepare a written Annual Committee report and, upon request of the Board, be prepared to present it at the Annual Meeting of the Association.

Reporting:

The Committee shall frequently and fully report its activities to the Board of Directors. Such reporting shall at least monthly prior to or at the scheduled meetings of the Board of Directors. Immediate communications with the Board shall be required for all items of an emergency nature or those, which may involve threat to life, health or property, or may otherwise, involve potential litigation.