

East Lake Village Shores Community Association

ARCHITECTURAL REVIEW COMMITTEE

This Charter establishes the East Lake Village Shores (ELVS) Architectural Committee, in accordance with Article IV, Section 4.16 of the ELVS By-Laws. The Architectural Committee is made up of homeowner volunteers designed to review, approve and/or deny architectural applications as submitted by Homeowners. Appeals will be reviewed by the Board of Directors at each board meeting.

Duties: Committee members are tasked with understanding and implementing the architectural guidelines and governing documents to ensure architectural approvals meet the community's requirements. Variances cannot be granted by the committee but must be presented to the Board of Directors for determination. The Committee shall review applications upon receipt and provide their responses within the allotted timeframe according to the governing documents. The Committee will rely on the East Lake Village Shores Covenants, Conditions and Restrictions (CC&R's) as well as any other guidelines set forth by the Board of Directors.

Members: The Board of Directors will appoint all members to the Committee. In accordance with ELVS CC&R's, Article VIII, Section 8.01, the Architectural Review Committee (ARC) shall consist of three (3) members.

Schedule: The schedule and number of architectural committee meetings per fiscal year may vary but all must be forwarded to the Board of Directors and Management for their records.

Structure: The Board of Directors will appoint a Committee Chairperson. The Chairperson will work with Management Staff to track architectural applications, architectural project signs to be displayed at a home while their project is being completed and to ensure the Homeowners are complying with their approved items. A Co-Chairperson will be selected to assist in the absence of the Chairperson. The Committee works on behalf of the community and reports to the Board of Directors.

Participation: Members are requested to attend committee meetings. If a member is unable to meet the obligations of the committee, the member will be removed from the committee and another homeowner will be appointed. The Chairperson will make recommendations as necessary. The Board of Directors will make final decisions on removal of any member.

Reports: The Chairperson or his/her representative shall provide a general summary of the ARC's actions for each reporting period, including possible issues, for presentation at the monthly Board of Directors meeting. Moreover, it is required that all documents pertaining to each architectural application be forwarded to Management for their records. Variance(s) must be reviewed and approved by the Board of Directors.

Approved by the Board: June 12, 2014