

## **Chapter 10-02**

### **ARCHITECTURAL COMPLIANCE COMMITTEE CHARTER**

#### **I. PURPOSE AND OBJECTIVE**

The Architectural Compliance Committee (ACC) shall meet monthly to review and rule on proposed changes in architectural or landscaping for all CWPV homeowners to assure the aesthetics of the community are not compromised and the intent of the Association's Declaration of Restrictions is not violated.

#### **II. ORGANIZATION OF COMMITTEE**

The ACC is a standing Committee consisting of ten (10) members (9 plus the chair). Per Senate Bill 1476, the Board Liaison shall be designated as Chairperson. In the event that the Board Chairperson is unable to chair the meeting, the Board will designate a replacement Board member.

The CWPV Administrative Services Manager (ASM) and/or Administrative Services Assistant will act as Architectural Compliance Administrator (ACA).

The CWPV Compliance Officer will report on his ACC related activities to the Committee on a monthly basis.

#### **III. SPECIFIC DUTIES**

Review all architectural or landscaping requests submitted by homeowners and presented to the Committee by the ACA. All approvals or denials must be signed by Committee member(s). No Committee member, Board member or any employee of the CWPV HOA may reverse the approval/denial decision of another Committee member without discussion and the concurrence of a quorum of the Committee.

Review and take appropriate action on all potential violations of ACC guidelines or violations of the Association's architectural/landscaping CC&R's.

Establish certain standards within the ACC guidelines for "quick approval" by the ACA. For example the ACA has been supplied a paint chart and has the authority to approve paint requests. In addition to the foregoing, the ACA shall have the right to approve the following items: Landscape rock, Satellite dishes, Driveway coatings, Flag poles, Mailbox enclosures, Same-size

window replacement, Same-size A/C Units. All of the said approvals will be performed in accordance with ACC guidelines.

Recommend to the Board any change to the ACC guidelines.

Review and rule on all controversial architectural, landscape or property use issues between any homeowner and the CWPV HOA.

The "Home Improvement Project of the Month" program will be directed by the ACC Chairperson.

Recommend to the Board any action required by the Board to enforce the ACC ruling.

Maintain accurate minutes and complete records, including photos, of all activities which are handled by the ACA.