

APPENDIX A

ARCHITECTURAL CONTROL COMMITTEE (ACC)

Purpose

The ACC is charged with establishing and maintaining design policy that insures that exterior alterations, additions or improvements to and the proper maintenance of common areas and homeowner lots are consistent with the requirements of the Restrictive Covenants.

The ACC does not enforce its own decisions. Enforcement of ACC decisions as well as enforcement of violations of the Restrictive Covenants is carried out by the Board of Directors as stated in Article VII, Section 1 of the By-laws.

Composition of the ACC

The ACC is composed of a minimum of three (3) members. The chairman and other members are appointed by the Board of Directors for three (3) year terms. Any homeowner shall be eligible to serve on the committee, but at least one member shall be a member of the Board of Directors.

Decisions of the ACC

1. A simple majority of the ACC can approve applications for changes or improvements where an approved precedent has been set (i.e., similar fences, decks, etc.).
2. The unanimous approval of the ACC is needed for applications where an approved precedent has not been set, but is covered by the current guidelines and procedures.
3. Applications for changes or improvements that are not explicitly covered by the guidelines and procedures must be acted on by the Board of Directors, based on the review and recommendation of the ACC.

Duties of the ACC

1. Chairperson
 - a. Preside at all meetings of the ACC and inform the other members of such meetings.

- b. Have sole responsibility for seeing that all committee orders and decisions, written or otherwise, are carried out.
- c. Represent the ACC at all necessary official community functions.
- d. Communicate regularly with the Board of Directors regarding ACC decisions and suggestions.

2. Committee Members

- a. Develop, adopt and promulgate, subject to the approval of the Board of Directors, community architectural control policy standards, guidelines and procedures needed to maintain and improve the quality of the living environment in Huntington Forest.
- b. Receive proposals from the homeowners for altering exterior elements; provide for the orderly, fair and expeditious review and approval or disapproval of such proposals; and inspect such proposed alterations to ensure their timely completion and conformity with approved policies, guidelines and procedures.
- c. Assure that, while the overall architectural harmony of the community is maintained, reasonable variations reflecting difference in aesthetic values are considered.
- d. Meet at regular intervals throughout the year, meetings as needed.

Applications or Violations by ACC and Board Members

An application submitted by or violation charged to an ACC or Board member shall automatically remove that member from the decision making process on their own application or violation. For the purpose of determining Board or ACC quorum under this situation, the legal size of the full Board or ACC shall be one (1) less than the normal size.