

ARCHITECTURAL REVIEW COMMITTEE CHARTER

The Architectural Review Committee, established by the Board of Directors, shall be governed by the Declaration of Covenants, Conditions and Restrictions, By-Laws and Policies of the Sunflower Community Associations and Arizona Law.

Membership

The Committee is a standing committee. Its members are appointed by the Board and shall serve at the pleasure of the Board. The Committee shall consist of at least five (5) but not more than seven (7) members.

The Committee described herein shall act only in an advisory capacity to the Board. The Board may accept or reject the Committee's recommendations.

The Committee will elect officers in accordance with the By Laws Section III 3.12.2. The Board shall appoint one of its members as Liaison for this Committee.

The Committee shall, to the extent possible, give all members of the Committee and the Committee's Board Liaison, at least four business days notice of the time and place of any meeting of the Committee.

Statement of Responsibilities:

Perform and carry out, in a timely manner, those duties, responsibilities and procedures stated in Article XI of the Second Amended and Restated Declaration of Covenants, Conditions and Restrictions and Arizona law.

Develop written policies and procedures necessary to carry out those duties, responsibilities and procedures stated in Article XI of the Second Amended and Restated Declaration of Covenants, Conditions and Restrictions and Arizona law.

Develop a method for the regular dissemination of regulation and enforcement procedure information.

Examine members' applications for modifications to the exterior of Lots or Dwelling Units for compliance with the CC&RS and Design Guidelines.

Meeting Times

The Architectural Review Committee meets twice a month. Dates and times are posted in the Sun Catcher.

Written minutes, reports and recommendations shall be submitted to the Board no later than one week after the Committee's meeting.

Date Adopted: _____
Sunflower Community Association's Board of Directors

5-13-09
Amended 12.7.11