

**SAN LORENZO VILLAGE**  
**ARCHITECTURAL REVIEW COMMITTEE CHARTER**

Approved on March 15, 2018

**Purpose:**

The Architectural Review Committee (“Committee”) shall review all proposed Improvements and changes to existing Improvements regarding (i) design, (ii) harmony of external design in relation to the nature and character of the Development and Improvements thereon, and (iii) location in relation to surrounding structures, topography, and finished grade elevation.

**Establishment:**

- The Board of Directors appoints the Committee pursuant to the authority granted it in Article VII, Section 7.1 of the Bylaws and Clause V, Section 8 of the Declaration.

**Membership:**

- The Committee shall consist of three (3) Members appointed by the Board of Directors. The term is one (1) year, to renew each January by approval of the Board.

**Duties:**

- The Committee will recommend a chair person and will require the Board of Directors approval.
- The Committee shall meet as necessary to properly perform its duties.
- The Committee shall keep and maintain a record of all actions taken by it at such meetings and otherwise.
- It shall be the duty of the Committee to consider and act upon proposed Improvements and plans submitted it, inspect for compliance with Clauses V through X of the Declaration, and carry out all other duties delegated to it by the Board.
- All decisions regarding proposed Improvements shall be made in good faith and shall not be unreasonable, arbitrary, or capricious.
- Committee Member must recuse themselves when said person has their own application in for review and must recuse themselves from any discussions and or vote.

**Objective Procedure:**

- To review all submitted Architectural Applications (“Applications”) and provide a determination within thirty (30) days of receipt.
- To limit the review of Applications from an aesthetic standpoint only.

- Committee members will provide sufficient information as to the reason an Application has been denied and clearly state what is required for the Application to be approved.
- In order to remain a functioning Committee, a minimum of two (2) Committee members must be present at any meeting to establish quorum.
- The Committee must obtain approval from the Board to retain consultants (i.e., licensed architect) or task Management Staff with any work that is outside the scope of the Committee Charter.

APPROVED