Eagle's Nest HOA
Architectural Control Committee Charter

In accordance with Article III, Section 3.11 of the Association Bylaws and Article 6, Section 6.1 of the Association's CC&R's ("Declaration") the board shall appoint three or more members of the association to act as the Architectural Control Committee (the "Committee") and may designate from among its members one or more committees. The board itself may act as the Committee.

The purpose of the Architectural Control Committee Charter is to establish guidelines and procedures, for the Committee, with regard to architectural submittal and review process.

The responsibilities of the Committee:

- Familiarize itself with the process as outlined in the governing documents and rules and regulations.
- Review, approve, approve with conditions or deny with explanation, all submitted plans for improvement.
- Communicate with management as to the status of all submittals.
- Monitor architectural processes and installation and improvements.
- Monitor compliance with approved submittals and association guidelines.
- Make itself available for a hearing with the owner(s) for the purpose of clarification of denial.

The ACC process shall be as follows:

- Submittal is received by management via email or regular mail
- Management acknowledges receipt of submittal via phone or email as provided on submittal form
- Management forwards submittal to committee for review/consideration
- Committee Reviews, approves, approves with conditions or denies with explanation, all submitted plans for improvement
- Committee communicates their decision to management and provides a copy of the application along with a committee member's signature and comments
- Management informs homeowner of the committee's decision via formal letter with their application noting the committee's decision

The Committee shall review and reassess this Charter at least annually and, if appropriate, propose changes to the board.

The Committee shall have full authority necessary to fulfill the duties and responsibilities assigned to it by the Board.