



VILLAGE GROVE HOME OWNERS ASSOCIATION

ARCHITECTURAL APPEAL POLICY

In accordance with, and in addition to the CC&R's of VILLAGE GROVE HOME OWNERS ASSOCIATION, the following sets forth design/architectural terms and appeal process for the Association as required by California Civil Code Section 4765.

1. Changes That Require Architectural Approval.

No building, fence, wall or other structure shall be commenced erected or maintained upon the properties, nor shall any exterior addition to or change or alteration therein, including patio covers and exterior antennas, be made until the plans and specification showing the nature, kind, shape, height, material and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Architectural Committee provided for in Section II hereof. In the event said committee, or its designated representatives fails to approve or disapprove such design and location within thirty (30) days after said plans and specification have been submitted to it, approval will not be required, and this article will be deemed to have been fully complied with. and approved in writing by the ARC. (Article X, Section 1 of the CC&R's).

2. Procedures For Review And Response.

2.1. The Application.

To be deemed a complete application, the Village Grove Home Owners Association Home Improvement Form must be fully completed and submitted with all requested documents and information.

2.3. Response To Complete Application.

2.3.1. Time For Response.

The ARC will review the complete Application and issue a written response to the homeowner no later than 30 days after receipt of the complete Application. Incomplete Applications should be returned within 30 days to the homeowner with notification that the Application was incomplete. An incomplete Application does not comply with the requirements of the CC&R's for proper submission.

2.3.2. Nature Of Response.

The written response to the complete Application shall be either an "Approval" with or without conditions, or "Disapproval". In the event of "Disapproval" the response will set forth why it was not approved, what additional information or documentation is needed, if any, and the procedures for reconsideration by the Board according to this policy. (Civil Code §4765.) Note: Approval of the complete Application does not relieve the homeowner of adherence and compliance with all building codes and regulations of the City other government agencies and utility companies, and the approval in no way represents that building codes, City or government regulations or requirements of utility companies were reviewed or taken into consideration or that the AC has any knowledge or information in this regard. Additionally, the AC shall not be responsible for any defects in any building or other structure erected, constructed, installed, placed, altered or maintained in accordance with or pursuant to any plans and specifications, color scheme, plot plan, grading plan or other material approved by the Committee or any conditions or requirements that said Committee may have imposed with respect thereto or with respect to compliance with any building or other codes.

3. Procedures For Reconsideration and Appeal.

All requests for reconsideration must be in writing and submitted within 30 days following the final decision of the AC. A written request or written appeal to the Board of Directors to reconsider the complete Application at an open meeting of the Board, will be responded to with notice of the date upon which the matter will be reconsidered at an open meeting of the Board. (Civil Code §4765.) Notice of the open meeting shall be given at least 4 days prior to the open meeting. (Civil Code §§ 4920(f) and 4765.) The open meeting will be the next scheduled regular meeting of the Board. A written request to the Board for reconsideration, which does not include a request for a meeting, will be responded to in writing, by the Board within 45 days of receipt.

Adopted on: 4/9/15