

## **Village at Stiles Point Architectural Review Committee Charter**

### **PURPOSE**

The Village at Stiles Point is built in the tradition of Lowcountry urban and architectural design. In order to facilitate the design and architecture and to protect the visual integrity of VatSP, the Architectural Review Committee (the "ARC"), as appointed by the VatSP Board of Directors (the "Board"), administers the landscape and architectural review for all proposed additions or modifications to existing structures in accordance with established design guidelines.

### **DESIGN GUIDELINES**

All property owners are bound by the provisions in the Governing Documents and are advised to use the provided documents as tools and resources for planning and seeking design review approval. (All relevant documents can be found at our community website.) While these documents serve as a guide, they are not the exclusive basis for ARC decisions. The Committee may also consider other factors such as harmony of external design with surrounding structures and environment, and established visual neighborhood patterns. A design variance or building materials approved for one VatSP residence does not necessarily mean that they would be approved for any other structure.

### **STRUCTURE AND MEMBERSHIP OF THE COMMITTEE**

The ARC is comprised of three to five persons (all residents of VatSP) and appointed by the Board. The Committee members shall serve terms as decided by the Board.

### **SUBMISSION REQUIREMENTS**

The ARC reserves the right to review the plans, specifications, materials and samples submitted to it by the applicant to verify that the proposed structures and/or alterations to existing structures conform to the design documents and to approve aesthetics of the proposed structure or landscaping and its appropriateness to the surrounding neighborhood and the configuration of each lot. Application forms and document requirements can be found on the neighborhood website mentioned above.

### **DESIGN REVIEW PROCEDURES**

The ARC meets as needed to respond expeditiously to community requests. All plans for requested review should be prepared, completed and submitted one week prior to the meeting along with any required review fee and deposit. Applicants for design review are encouraged to contact the ARC for clarification of the design documents and/or assistance in completing the correct form. Homeowners will be notified of the ARC's determination within 30 days after receipt of the fully completed application and any applicable fees. If the application is disapproved, the Committee will endeavor to specify the reason for any objections and/or offer suggestions for reversing the objections. If an application is denied the applicant may request a meeting with the ARC to discuss plans and the reason for the ARC's denial. Additionally, the applicant may appeal the decision to the Board. To exercise this right, a written notice of appeal must be received by the Board's Secretary or President within 10 days after notice of denial.

**IMPORTANT CONSIDERATIONS**

Any work started prior to receiving written ARC approval will result in double the specified design review fee. Additionally, work started before written approval is subject to remedies and sanctions imposed by the Board of Directors. Sanctions may include but are not limited to monetary fines, suspension of the right to vote and the removal of unauthorized construction. The ARC may recommend amendments to this charter at any time subject to approval by the Board. The Board may amend or repeal this charter at any time.

June, 2021