

**Valley Pond Townhome Association**  
**Architectural Control Policy**

The Association's Board of Directors appoints an Architectural Control Committee consisting of three or more members.

No changes to the exterior of units or to the grounds can take place without approval of this committee. Written plans for the change must be submitted. It is recommended that the written plan be submitted to a member of this committee by the first Tuesday of the month so the committee can review the request and make recommendations to the Board at the monthly Board meeting. A form has been prepared and should be used to make this process as simple and complete as possible for the membership.

The Architectural Control Committee and the Board of Directors have a thirty-day period to review the plans. During this period of time the Architectural Control Committee will review the project and provide the Board of Directors with their recommendation to approve or deny. The Board makes the decision and responds to the member. Members who submit plans must receive a response within thirty (30) days from the date of their submission or the plan is considered approved. If you proceed without this Committee's approval, there is a possibility that you will be required to remove your addition/change at your own expense.

The Architectural Control Committee completed an inventory list of items that were present on the ground as of April 1, 1997. Items existing on that date were "grandfathered" and considered approved.

References:

Bylaws: Article VII

Declaration of Covenants, Conditions, Easements and Restrictions; Article IX.