

Guide to the Architectural Control Committee Process

The following is a brief synopsis of the ACC application process. Please refer to the Community Documents "1. The Architectural Control Committee" beginning on Page 2 of the Preamble to The Hamptons of Sarasota Community Association, Inc., Community Standards".

APPROVAL REQUIRED:

"No improvement or structure of any kind, including, without limitation, any building, fountain, statute, fence, wall, swimming pool, screen enclosure, exterior paint or finish, hurricane protection, pet house, swale, sewer, drain, disposal system, decorative building, landscape device, tree, (landscaping, or object, recreational or other external lighting, or any other improvement of any kind shall be commenced, erected, placed or maintained upon any Parcel, nor shall any addition, change or alteration therein or thereon be made, unless and until the plans, specifications and location of the same shall have been submitted to the ACC, and evaluated as to harmony of external design and location in relation to surrounding structures and topography and as to conformance with these Community Standards of Association."

ACC PROCEDURE:

Each homeowner shall submit an application (with all required plans/specifications/colors/survey, drainage plan/grading plan, etc.) to Argus Management. Argus, in turn, will date the receipt of the application and forward to the ACC.

Once the application is received by the ACC, submission of additional or supplemental information may be required. The homeowner has 15 days to comply with such a request.

"No later than thirty (30) days after receipt of all information required by the ACC for final review, the ACC shall approve or deny the application in writing". "In the event the ACC fails to respond within said thirty (30) day period, the plans and specifications shall be deemed disapproved by the ACC".

"In the event that the ACC disapproves any plans and specifications, the applicant may request a rehearing by the ACC for additional review of the disapproved plans and specifications. The meeting shall take place no later than thirty (30) days after written request for such meeting is received by the ACC, unless applicant waives this time requirement in writing. The ACC shall make a final written decision no later than thirty (30) days after such meeting. In the event the ACC fails to provide such written decision within said thirty (30) days, the plans and specifications shall be deemed disapproved.

"Upon continued disapproval (even if the members of the Board and ACC are the same), the applicant may appeal the decision of the ACC to the Board within thirty (30) days of the ACC's written review and disapproval. Review by the Board shall take place no later than thirty (30) days subsequent to the receipt by the Board of the Owner's request therefor. If the Board fails to hold such a meeting within thirty (30) days after receipt of request for such meeting, then the plans and specifications shall be deemed approved. The Board shall make a final decision no later than thirty (30) days after such meeting."

This quick reference to the ACC process is not intended to replace (in any form) the **Community Association governing documents and the entire process outlined therein**. Homeowners must refer to the governing documents to understand the entire process.