

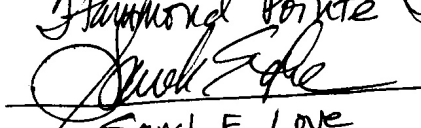
**HAMMOND POINTE HOA
BOARD POLICY****ARCHITECTURAL REVIEW**

In accordance with the Hammond Pointe Restrictive Covenants, the Architectural Review Committee (ARC) will be composed of at least three (3) and no more than five (5) persons.

To ensure that the Board and the ARC is responsive to the needs of the Hammond Pointe Property Owners whom it serves, the following policy has been established for Architectural Review Committee (ARC) requests.

1. **REQUEST:** The Property Owner submits an ARC request, via one of the ARC forms on the HOA website. *In accordance with Article II-G in the Hammond Pointe Restrictive Covenants, Property Owners should submit their ARC request for review at least thirty days prior to the time approval is needed.*
2. **CONFIRM:** The ARC Chair confirms, with the Property Owner, receipt of the request and obtains permission for the ARC to access the Property Owner's property, if necessary for the review.
3. **REVIEW:** The ARC reviews the request to determine whether it complies with the criteria set forth in Article IV – Architectural Planning Criteria of the Hammond Pointe Restrictive Covenants. The ARC obtains additional information, if needed, from the Property Owner.
4. **BOARD ALIGNMENT:** The ARC informs the full Board on its recommendation regarding the Property Owner's ARC request. Board members provide their input to the ARC within 48 hours.
5. **ARC VOTE:** After considering input from the Board, the ARC votes on whether to approve the Homeowner's request. All ARC requests require a $\frac{2}{3}$ majority approval vote by the ARC.
6. **INFORM PROPERTY OWNER:** The ARC Chair informs the Property Owner, via email from the HOA email, whether his/her request was approved or denied. If the request is denied, the ARC Chair provides a written explanation to the Property Owner as to the reason the request is denied. A response from the ARC to the Property Owner is required within 30 days following receipt of the ARC Request from the Property Owner, or else the request is deemed approved.

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Hammond Pointe Homeowners Association Taylors, SC

Sarah E. Love
HOA President
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