



# Adams Run Homeowners Association Architectural Control Committee

The Architectural Control Committee is a volunteer committee, made up of Adam's Run homeowners. Its mission:

**Carrying out a uniform, objective plan for reviewing improvements within Adam's Run while working with homeowners; insuring compliance with our Covenants, Conditions & Restriction requirements to preserve and enhance the values and amenities for the overall benefit of the entire development.**

Article 2, Section 1 of our Declaration of Covenants, Conditions, Restrictions and Easements (Covenants) created the Architectural Control Committee (ACC) to review and approve plans for the improvement of property. Additionally, our Covenants authorize and empower the Adam's Run Homeowner's Association, Inc. to enact uniform rules and regulations in order to enforce the conditions of our covenants.

When purchasing a home in a deed restricted community like Adam's Run one acknowledges at the time of closing that they have read and will abide by the covenants of that community. The very thing that attracted you to Adam's Run should compel you to maintain your property and comply with the guidelines established by the covenants and enforced by the ACC.

The Adam's Run ACC would like to remind residents of Adam's Run to review our Covenants and obtain approval prior to starting any exterior projects around your home. This design review process serves two purposes: to establish and preserve a harmonious design for our community and to protect the value of our property.

As a result, the Architectural Control Committee has created the following plans (guidelines) to support homeowners interested in making improvements to their individual property.

**The purpose of the plan is to:**

- Enhance the safety, welfare, appearance and property values of our community
- Establish and preserve a harmonious design for our community
- Assure conformity with the natural surrounding
- Enforce deed restrictions

**The Architectural Control Committee (ACC):**

**A. Structure**

An Architectural Control Committee (ACC) consists of two appointed board members and two Adams Run Homeowner appointed by the three ACC board members. All ACC members are volunteers.



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## **B. Function**

The primary function of the ACC is to:

1. Approve or disapprove plans and specifications for all outside construction, modifications, building transfers to property
2. Issue letter of ACC approval or disapproval for those projects submitted to the ACC
3. Ensure that the published Adam's Run HOA Covenants are followed and all deed restrictions are complied with

## **C. Activities Requiring ACC Certificate of Approval**

1. Remodeling of existing buildings if the alterations change the original footprint
2. Remodeling of existing buildings for paint, siding, doors, shutters to name a few
3. Construction of other structures such as but not limited to fences, driveways, extensions, garages, alteration of roof, eave overhangs and decks to name a few
4. Structures transferred onto property of a pre-construction nature must be approved with respect to materials, location on property, permanency, and overall appearance as per deed restrictions

## **D. Process and Documentation Requirements for ACC Consideration**

No structures shall be commenced, erected or maintained on any lot nor shall any exterior addition to or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials and location have been submitted to the ACC for written approval

1. Application – Architectural Request for Change Form
2. Legal evidence of home ownership
3. Set of drawings/pictures, including floor plan, with sufficient detail that the ACC can determine the exact intent and location of the modifications with respect to all existing structures and property lines
4. Any structure that is visible to, adjoins or impacts your immediate neighbors requires their consent
5. An ACC member may inspect the progress of the construction to ensure compliance with the approved plan and with the covenants

## **E. Review Period**

1. The ACC will undertake to respond within 45 days from the date of receipt of an application with all required documentation listed in D above
2. From time to time the ACC may expedite the approval by e-mail confirmation of other ACC and board members
3. If additional information is required by the ACC, the period for a response by the ACC shall be extended accordingly.
4. No construction or other work shall begin prior to the approval. Unapproved work shall be deemed to be a violation of the deed restriction and such work shall be halted and may require removal and/or a penalty.
5. Existing Adams Run HOA board members that apply for an Architectural change require a majority of the board's approval.



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## **F. ACC Approval**

1. All approvals are good for 6 months. After that time, the approval expires but may be renewed, pending no changes, after consultation with the ACC
2. Approvals are non-transferable and apply only to the existing homeowner and to the existing property.
3. If home is sold prior to the 6 month expiration date the approval automatically expires. New homeowners may renew the approval, pending no changes, after consultation with the ACC.

## **G. ACC Denial**

1. If an application is not approved, the ACC shall state by letter the reason(s) for the denial and offer application changes needed to alter the decision

## **H. Owner Appeal**

1. If a property owner wishes to discuss or appeal an ACC decision, the HOA Board should be contacted within 30 days from the date of the committee's decision
2. The board will have 45 days from the hearing date to render a decision on the appeal
3. The board's decision shall be final and binding

## **I. Penalties**

1. Failure to acquire a permit prior to engaging in any activity listed or if the structure or modification fails to meet ACC approval, additional modification or in extreme cases, complete removal may be required.
2. Construction and/or unsightly debris clean up is an expense of the contractor or owner. Should Adams Run HOA have to clean up, homeowner will be charged for the expense.
3. ACC may file a court order to halt construction until compliance is attained
4. If compliance is not attained within allotted time, the HOA can impose fines. Fines may be raised incrementally for continued non-compliance.
5. Adam's Run HOA has the authority to file a lien against the property for non-payment of fines along with interest as outlined in the Covenants

It is the intent of the Architectural Control Committee to review requests and support the individual creativity of each resident of our neighborhood. Ultimately, we are working to maintain and develop a neighborhood in which the value and desirability of our community, as a whole, grows.

Thank you for your partnership in making Adam's Run a great place to live!