

LakeLand Village Community Club  
Resolution No. 26 Architectural Control Committee

1. The LakeLand Village (LLV) Bylaws provide for the composition of Committees by the Board of Directors (herein referred to as the “Board”). The purpose of this Resolution is to define the Architectural Control Committee (ACC) and outline how it will conduct its work.
2. Older Covenants use the term Control Committee for the enforcement of architectural provisions of the Covenants rather than the ACC. The term Control Committee in those Covenants is interpreted to be the ACC for applying this resolution.
3. Older Covenants use the term Board of Trustees for the enforcement of architectural provisions of the Covenants rather than the ACC. The term Board of Trustees in those Covenants is interpreted to be the ACC for applying this resolution.
4. The ACC is responsible for administering new construction permit applications, project permit applications, permit approval process, assisting members with understandings of the restrictive Divisional Covenants and other rules, and ensuring and monitoring compliance.
5. Covenants architectural control rules vary by Division but generally include, for example, building size, proportions, shape, height, exterior design, exterior color, location on property, location of driveways and parking areas, fencing, landscaping, areas to be cleared and trees and natural vegetation to be removed, and temporary facilities and controls during construction (noise, work hours, trash, burning, etc.). Projects involving any, or all, of these items, and other architectural control topics outlined in Covenants are subject to ACC approval.
6. When considering an application for project approval, the ACC shall review and apply the Covenants for the specific Division and other applicable rules such as the Articles of Incorporation, Bylaws, and Resolutions.
7. Members are responsible for ensuring that project work and other activity comply with restrictive covenants regarding ACC approval and that work does not proceed until they are in receipt of a physical permit. Members who have begun or completed projects without a permit have no right to continue to maintain those improvements/changes are subject to fine in accordance with Resolution 16 and may be required to remove/modify them upon written notice from the Board.
8. The ACC will work collaboratively with members prior to and during permit application to educate them about the rules and their application and assist them in resolving any issues. Resolution to any identified issues will be documented by revising the application.

9. The ACC will respond to question from members about the need for a permit for any project.
10. The following procedure will be followed for new construction permit applications:
  - a. The ACC will meet with members and their contractors in a pre-application meeting(s), as many times as needed, to answer questions, ensure the application is in compliance and assist with compliance. A log will be maintained to document pre-application meetings to include date, address of project, attendees, and topics discussed.
  - b. The ACC will generally require the building location corners and extend of excavation to be identified with marker stakes, trees to be removed flagged with ribbon, and other markings as needed as part of the permit review process.
  - c. Building color selection for walls and roofing materials may be deferred for a project and omitted from the primary permit applications, but the color pallet with samples must be provided to the ACC prior to beginning painting or roofing work. Deferred submittal approval on colors will be in writing through the submission of a project permit application.
11. All members of the Board of Directors in good standing will serve as a member of the ACC pursuant to this Resolution and shall have the authority of the Association.
12. Three (3) members of the ACC shall be appointed by the President of the Board to form a standing subcommittee (referred to as "subcommittee" herein) delegated to perform the work of the ACC. To help ensure permits are reviewed and approved in a timely manner at least two of the three subcommittee members must approve all project permit applications. Approval is by signature on the permit application.
13. The ACC will review information provided on project permit applications (including attached documentation) and may perform a field visit to gather additional information to determine what is necessary to approve or disapprove the application.
14. The subcommittee has the authority to approve or disapprove a project permit application. If the subcommittee cannot agree on approval, or disapproval, of a project permit application, or the subcommittee determines additional input is warranted, the project permit application shall be referred to the full ACC for review and consideration. Decisions will be by majority vote.
15. All project permit applications will be approved in writing through issuance of a physical permit. Informal notification of approval/disapproval may be provided by phone or email. The approved permit will be posted by Patrol, or the applicant will be directed to post the permit on the lot where work is to be conducted.

16. The subcommittee will maintain a log of all applications that summarize the application date, project location (physical address), project scope, and decision of the subcommittee (approved, approved with conditions, disapproved, pending county/other agency approval, pending - additional information needed). When a project is approved with conditions the conditions will be outlined in the permit and recorded in the log. When a condition is disapproved the applicable Covenant/Rule will be identified and communicated. The log will be reviewed at the monthly LLV Board Meeting to inform the full ACC project applications and disclosure to membership.
17. The ACC will use the Wikipedia definition of “earth tone” as a guide, with context for architectural design, to help ensure consistent disposition on project applications for exterior wall paint and roofing material color. This does not necessarily ensure a specific Wikipedia color example will be approved nor does this limit a member’s proposed color to Wikipedia color examples.
18. Covenants for Divisions 8, 9, 11, 12, and 12-2 allow other approved roof materials when approved by the Architectural Control Committee and adopted by a resolution of the Board of Trustees. This resolution hereby adopts the following alternate roofing materials and color for the referenced divisions.
  - a. *As an alternate to roof materials outlined in Covenants of Divisions 8, 9, 11, 12, and 12-2, standing seam, corrugated (or similar), and other metal roofing that mimics slate, tile, wood shingles/shakes, or architectural asphalt roofs shall be permitted when approved by the ACC. Roofs must be painted/coated to prevent corrosion/discoloration, except copper which may form patina, and have a warranty of not less than forty (40 ) years. Roof type must fit the architectural character of the home and be earth tone in color.”*
19. The ACC has the authority to inspect completed work and confirm the work was completed in accordance with the permit within the time frame following completion of the project as outlined in the Covenants. Members will initially be notified verbally of any nonconformities and in writing when an item is not corrected within a reasonable time frame.
20. Major projects must be completed in the timeline outlined in the Covenants and other rules. Building construction projects and post construction lot landscaping generally have sequential timelines of one year for each. The ACC will monitor progress for both.
21. The ACC will investigate ACC-related violations that are reported to the Board in writing and provide findings to the Board for review and action. Any member of LLV, including Board members, may report a violation. Forms for reporting violations are available on the website or may be obtained at the office.

22. The ACC may recommend amending existing rules or adopting new rules to the Board. The Board can help facilitate change but the ultimate decision to amend rules or adopt new rules will be made by the membership of each Division following the process outlined in the Covenants.

23. Failure to enforce any part of this Resolution at any time does not constitute a waiver of the right to enforce the same part, any other part, or any other matter against the same member, or any other member, at any other time.

24. All LLV Community Club governing documents apply to all matters addressed herein.

THIS RESOLUTION was adopted by the LakeLand Village Community Club Board of Directors this \_\_\_\_ day of \_\_\_\_\_, 2024.

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James Byrne, President

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Sylvia Banzon, Secretary