

**ARCHITECTURAL COMMITTEE POLICY**  
**Procedures for Conducting Meetings, Granting Approvals, and Enforcement**  
**LBV PROPERTY OWNERS' ASSOCIATION, INC**  
Effective September 1, 2024

This Policy was approved by the Architectural Committee of the La Buena Vida Property Owners Association, Inc. on the 20<sup>th</sup> day of August 2024.

Conducting Meetings and Approving Submittals:

- An agenda for all meetings should be published 24 hours in advance.
- The Association Secretary (or designee) must be present to record the minutes. The minutes should be presented at the next available board meeting and saved as an official record of the Association.
- All committee members must be given the opportunity to review plans and other submitted materials in advance of the meeting.
- Attendance and voting can be done via telephone, video conference or email.
- All required information must be submitted, including the signed checklist, before approval can be granted. The walkthrough must be completed and signed prior to beginning construction.
- A majority of the committee members must agree with a submittal for it to be approved. Approval must be issued in writing. Written approvals must be copied to the board and submitted to the secretary for inclusion in the official association records.

Additional Requirements for Approval of Variances:

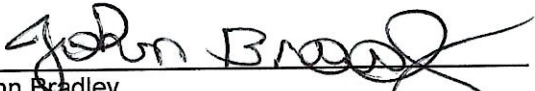
- Variances to the Covenants, Conditions, and Restrictions and Policies of the Association should only be considered in unique circumstances. Justification for the variance must be submitted in writing to the AC by the requesting owner and said justification shall be shared with the affected adjacent property owners and the board. Input from the affected adjacent property owners should be considered before granting approval. All variances must be approved by both the Architectural Committee and the Board. Additional approval time may be required so that the variance can be discussed and approved at the next board meeting following AC approval. AC members will be responsible for communicating the required timeframe to the requesting owner.

Managing Violations During Construction:

- Violations not creating an immediate hazard should initially be addressed with a phone call to the owner explaining the violation and the time frame allowed for corrective action, typically 7 to 10 days. If the violation is an immediate hazard, such as blockage of the roadway, the property owner should be notified of the need to respond immediately.
- If the property owner does not respond within the specified timeframe, then a Notice of Violation must be issued in writing via email.
- If the violation is not corrected within the timeframe specified in the NOV, the Architectural Committee will have the authority to hire an appropriate contractor to correct the violation if construction deposit funds are available. If the construction deposit is partially or completely depleted, the AC has the authority to require that additional funds be deposited as determined by the committee.
- Property owners that choose builders with a history of excessive violations may be required to post additional deposit funds.

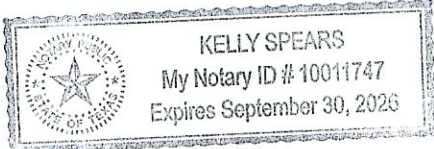
CERTIFICATION


"I, the undersigned, being the Chairman of the Architectural Committee of LBV Property Owners Association, Inc. hereby certify that the foregoing Resolution was adopted by at least a majority of the Members of the LBV Property Owners Association Architectural Committee."

  
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John Bradley  
Chairman, Architectural Committee  
LBV Property Owners' Association, Inc.

THE STATE OF TEXAS     §  
  §  
COUNTY OF ARANSAS   §

This instrument was acknowledged before me on the 30<sup>th</sup> day of August, 2024, by John Bradley of LBV Property Owners' Association, Inc., on behalf of said Association.



  
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Notary Public, State of Texas  
My Commission expires: 09/30/2026

AFTER FILING, RETURN TO:  
LBVPOA  
c/o Johnson and Creekmore  
2611 Hwy 35 N  
Rockport, Texas 78382

THE STATE OF TEXAS

COUNTY OF ARANSAS

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Aransas County, Texas.

406742 HOA Total Pages: 3  
08/30/2024 03:19:01 PM Total Fees: \$29.00



*Misty Kimbrough*

Misty Kimbrough, County Clerk  
Aransas County, Texas