

Architectural Approval Policy

Policy: *The Laurel Lakes/Barton Farms Association will have architectural standards and criteria to guide changes homeowners wish to make to their dwellings or home sites. The criteria are designed to create a residential community of high standards and aesthetic beauty that protects and enhances the property value of each resident. The Association uses the criteria established by the developer of Barton Farms, Inc. Homeowners must submit desired changes to an Architectural Review Committee for approval. Changes made without approval or prior to approval are subject to possible injunctive relief or other actions allowed by the Association's Master Declaration.*

Definitions:

- **Architectural Criteria:** *The standards that are attached to the Master Declaration of the Barton Farms Association. All members must agree to abide by the restrictions when purchasing a home in Laurel Lakes.*
- **Architectural Review Committee:** *A group of Transitional Board members authorized by the President of Barton Farms Association, Rex Horton, to review submissions requiring architectural approval requested by existing homeowners, not for new construction. The review is to determine if the proposed changes are in compliance with the Architectural Criteria attached to the Master Declaration and will not result in non-compliance with deed restrictions or community rules.*
- **Rule:** *Requirements that are issued by the Directors of the Association to supplement the deed restrictions as authorized in the Master Declaration, Section 3.07.*

Procedure:

A. When Approval is Required: *Persons owning homes in the Barton Farms Association, Inc., also known as the Laurel Lakes community, must submit any proposed changes or improvements constructed on any property for prior review to the Architectural Review Committee. The Committee has been granted the right to control all architectural aspects of any improvements including but not limited to height, site planning, set-back requirements, open space, exterior design, color schemes, landscaping water landscaping, and aesthetic criteria.*

1. *Homeowners wanting to merely maintain their existing property by repairing broken garage doors, repainting their homes the same color, replacing a dead tree or shrub, or performing*

- other routine maintenance that does not alter the original appearance of the home, do NOT need to seek prior approval.*
2. *Prior approval is required for such changes or alterations as expanding a patio area, changing the appearance or location of a driveway, major changes in landscaping that impact the number of trees or flowering shrubs required by the criteria, installing a pool, or other changes that are clearly addressed in Section 6.03 of the Master Declaration.*
 3. *Homeowners are responsible for confirming that changes/improvements they plan to make are required, or not required, to be pre-approved.*

B. Who To Contact: *Homeowners planning to make alterations or improvements to their homes or home sites, can contact Argus Property Management (941) 927-6464, Ext. 140, to obtain a Request for Review form or they can print the form off of the website. The form and required supporting documentation must be returned to the management company. Within two business days, the management company will deliver the request and supporting documentation to one of three persons on the Architectural Review Committee for action.*

1. Requests for architectural review must include the completed Request for Review form and the plans and specifications for the proposed changes. The plans and specifications shall describe in detail the improvements to be made including, but not limited to, all materials, equipment and colors to be used.
2. *If the Architectural Review Committee deems such plans and specifications insufficient, they may require the plans and specifications to be further detailed.*

C. Architectural Review Process: *The authorized members of the Transitional Board assigned to review these submissions will have not more than thirty calendar days to conduct their review. This period will be extended in the event the Committee deems the plans and specifications to be insufficient and must request additional information. Once the additional information is received, the thirty-day period will begin again.*

1. *The The three-person Architectural Review Committee shall review the submission as quickly as possible to determine if sufficient information is available to ascertain the proposals compliance with the architectural criteria..*
2. *When sufficient information is available, the Committee shall complete its review as quickly as possible, but in no event, will the review period exceed thirty calendar days.*
3. *A member of the review Committee shall prepare a written response to the homeowner and deliver it to the Management Company to be mailed to the homeowner.*
Upon receipt of the approval, homeowners may proceed to make only those improvements or alterations contained in the initial request.
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D. Remedy for Violations: *If any improvement, change, or alteration is made without first obtaining the written approval of the Architectural Review Committee, The Transitional Board*

may recommend that the Developer seek injunctive relief. Such action may include, but not be limited to, requiring the applicable owner to stop, remove, restore and/or alter any such construction, improvement change or alteration in a manner which is satisfactory to the Transitional Board and the Developer. Any such action will hold the violator responsible for the Association's attorney fees associated with seeking the action.

E. The Architectural Review Committee merely has the right, but not the duty to exercise such control and shall not be liable to any member or owner due to the exercise or non-exercise of such control, or the approval or disapproval of any construction improvement, alteration, or maintenance. The approval or failure to disapprove of any plans or specifications submitted, shall not be deemed to be a warranty that such plans or specifications are complete or do not contain structural defects, or in fact meet any standards, guidelines and/or criteria of any applicable government agency. The Architectural Review Committee is not liable for any deficiency or injury to person and/or property resulting from any deficiency in such plans or specifications.

