

**BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC.
POLICY REGARDING SERVICE ON THE
ARCHITECTURAL REVIEW COMMITTEE**

STATE OF TEXAS

§

KNOW ALL PERSONS BY THESE PRESENTS:

COUNTY OF HARRIS

WHEREAS, the BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC. ("Association"), is charged with administering and enforcing those certain covenants, conditions and restrictions contained in the recorded Declarations for the various sections of the community (referred to collectively as "Declarations"); and

WHEREAS, Section 209.00505 of the Texas Property Code was added by the 87th Texas Legislature dealing with service on a property owners' association's architectural Review authority; and

WHEREAS, the Board of Directors of the Association ("Board") desires to establish the procedures by which members shall be appointed to and serve on the Association's Architectural Review Committee;

NOW, THEREFORE, the Board has duly adopted the following *Policy Regarding Service on the Architectural Review Committee*:

SERVICE ON THE ARCHITECTURAL REVIEW COMMITTEE

Pursuant to Section 209.00505 of the Texas Property Code, a person may not be appointed or elected to serve on the ARC if the person is also; 1) a current board member, 2) a spouse of a current board member, or 3) a person residing in a current board member's household.

Only to the extent Section 209.00505 of the Texas Property Code contradicts and supersedes the Association's Declaration, the following provisions shall govern the appointment and service of members on the Association's ARC:

1. No Association Board Member, spouse of a current Board Member, or person resident with a current Board Member may be appointed to serve on the ARC;
2. The Association's Board of Directors shall appoint members to serve on the ARC;
3. Members of the ARC may be removed by the Association's Board of Directors at any time, and without cause;
4. The ARC shall be comprised of three (3) or more persons, each of whom must be an Owner or management company employee;
5. One Board Member shall be appointed by the Association's Board of Directors to serve as a Board Liaison to the ARC, but shall not be a member of the ARC and shall not vote on the approval/denial of any ARC applications;
6. Decisions made by ARC:
 - a. Approvals or Denials shall require a majority vote of the ARC;
 - b. Upon any decision by the ARC of an ARC application, the ARC Board Liaison shall notify the Association's Board of Directors of the ARC's decision;

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7. Denial of an ARC application:

- a. A written notice of the denial must be provided to the Owner via certified mail, hand-delivery, or via electronic delivery (e-mail);
- b. The denial letter must state with reasonable detail the basis for the denial and include proposed changes, if any, which would be required as a condition of approval.
- c. The denial letter must inform the owner that they may appeal the ARC's decision to the Association's Board of Directors if they request a hearing on or before the 30th day after the date the denial notice was mailed;

8. Denial and Appeal Hearings:

- a. Upon an Owner's timely request for a hearing, the Board shall hold a hearing no later than the 30th day after receipt of the Owner's request
- b. The Owner shall be notified of the date, time and place of the hearing not later than the 10th day before the hearing is to take place;
- c. The Board of Directors may affirm, modify or reverse any decision made by the ARC to the extent the decision is consistent with provisions of the Association's Declaration.

This policy is effective upon recordation in the Public Records of Harris County, and supersedes any conflicting provisions which may have previously been in effect. Except as affected by Section 209.00505 and/or by this policy, all other provisions contained in the Declarations or any other dedicatory instruments of the Association shall remain in full force and effect.

Approved and adopted by the Board on this 26 day of June, 2024.

BELLAVITA AT GREEN TEE
HOMEOWNERS' ASSOCIATION, INC.

Daniel Koons
Signature

DANIEL KOONS
Printed Name

STATE OF TEXAS

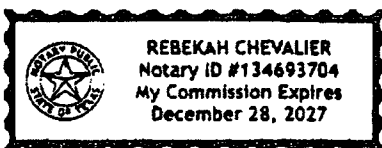
COUNTY OF Harris

This instrument was acknowledged before me on June 26, 2024 (date) by Daniel Koons (name or names of person or persons acknowledging).

Notary Public Rebekah Chevalier

Printed Name Rebekah Chevalier

My Commission Expires 12/28/27



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This Policy Regarding Service on the Architectural Review Committee shall replace and supersede the original Policy Regarding Service on the Architectural Review Committee, recorded on September 24, 2021, under Clerk's File No. RP-2021-548068, Official Public Records of Harris County, Texas.

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Pages 4
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e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$33.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.

THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Teneshia Hudspeth
COUNTY CLERK
HARRIS COUNTY, TEXAS

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