**A/C Committee:**

The AC is responsible for enforcing architectural standards and
reviewing HOA members' applications for additions or modifications,
according to established rules.

A ) P U R P O S E A N D R E S P O N S I B I L I T I E S O F T H E A C
The purpose of the AC is to administer the community's guidelines by
overseeing changes and modifications to a property through an
application process. The established processes are designed to balance
the interests of homeowners and the community as a whole, ensuring
that architectural guidelines are met, and property values are protected.
Ultimately, the AC must put the interests of the community, as a whole,
above the interests of individual homeowners.

The AC is responsible for:
• Managing the application and approval process;
• Monitoring the community for violations of standards;
• Fairly enforcing architectural standards;
• Making subjective and objective decisions about guideline
compliance in order to approve or reject architectural applications;
• Reviewing guidelines for adequacy; and
• Educating the community about set guidelines.

B ) A R C H I T E C T U R A L A P P L I C A T I O N & A P P R O V A L P R O C E S S
If a homeowner would like to make an exterior change to their property
in the form of an addition or modification, they will need to follow the
formal process established by the HOA. The AC will review their
proposed changes and determine whether they are consistent with the
community guidelines.

1. Applying for AC approval - The application must be completed and
submitted to the AC via the La Reserve website or emailed directly to AC
members.

2. Committee Review - The AC will meet twice a month, if necessary, in
person or via Zoom, to review applications. All AC members should be
given a chance to review every application. At least three (3) members
must approve an application. The AC must contact the resident within
five (5) days of receiving the application with any questions, concerns or
requests for additional information.
3. Decision - The AC will approve or disapprove the application. After it
has all of the information required, it must approve, disapprove or ask
for modifications to the application within five (5) days. If there is a

delay in receiving the required information, it could delay the decision-
making process. Once approved, the application will be sent to the Vice

President to be recorded in the AC Approved Projects log.
4. Final Review – The Board of Directors (BOD) will have final review
concerning any disagreements between AC members or between the AC
and the homeowner.

C ) V I O L A T I O N P R O C E S S
As stated above, the AC is responsible for fairly enforcing architectural
standards. This includes monitoring the community for violations and
making decisions about guideline compliance. The AC is also responsible
for educating the community about set guidelines.

The AC will notify the BOD of any violations it observes. Then, the BOD
will issue a violation letter. If the violation is not corrected, in a timely
manner, fines may be issued. The AC will submit a picture of the violation to the BOD for review.

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6. Roberto Buriak - 860-608-8906 - trburiak@comcast.net

**Fines Committee:**