

## **Declaration of Covenants, Conditions, and Restrictions The HAMLETS**

### **HOA Architectural Standards**

Whereas, Article VI, Sections 1 through 18 of the Declaration of Covenants, Conditions and Restrictions, entitled Restrictive Covenants, establishes specific restrictions to the use of each Lot and Article VII -- Architectural Review Board, Section 5 -- Duties, provides that “[t]he Architectural Review Board shall regulate the external design, appearance and location of the Property and improvements thereon in such a manner so as to preserve and enhance values and to maintain harmonious relationship among structures and the natural vegetation and topography”, and, Whereas, in order to preserve and enhance the value of the Properties and to maintain attractive Common Areas, the Board of Directors wishes to confirm architectural standards and policies to be utilized by the Architectural Review Board. Now therefore be it resolved that the following architectural standards and policies be confirmed and adopted by the Board of Directors.

#### **ARTICLE VI** **Restrictive Covenants**

**Section 18.** The Association shall have the authority to adopt such rules and regulations regarding this Article as it may from time to time consider necessary or appropriate.

#### **ARTICLE VII** **Architectural Review Board**

**Section 1. Composition.** The Architectural Review Board shall be comprised of three (3) or more Members. Members shall serve staggered three (3) year terms as determined by the Board of Directors.

**Section 2. Method of Selection.** The Board of Directors shall appoint the persons to serve on the Architectural Review Board.

**Section 3. Removal and Vacancies.** Members of the Architectural Review Board may be removed by the Board of Directors with or without cause. Appointments to fill vacancies in unexpired terms shall be made in the same manner as the original appointment.

**Section 4. Officers.** At the first meeting of the Architectural Review Board following each Annual Meeting of Members, the Architectural Review Board shall elect from among themselves a Chairperson, a Vice Chairperson and a Secretary who shall perform the usual duties of their respective offices.

**Section 5. Duties.** The Architectural Review Board shall regulate the external design, appearance and location of the Property and improvements thereon in such a manner so as to preserve and enhance values and to maintain harmonious relationships among structures and the natural vegetation and topography. In furtherance thereof, the Architectural Review Board shall:

- (a) Review and approve, modify or disapprove, within forty-five (45) days, all written applications of Owners for alterations or additions to Lots or Common Areas. All applications not acted upon within forty-five (45) days shall be deemed approved;
- (b) Periodically inspect the Property for compliance with architectural standards and approved plans for alteration;
- (c) Adopt architectural standards subject to the confirmation of the Board of Directors;
- (d) Adopt procedures for the exercise of its duties; and
- (e) Maintain complete and accurate records of all actions taken.

**Section 6. Appeal.** Any aggrieved party may appeal a decision of the Architectural Review Board to the Board of Directors.

The **Standard Architectural Change form** is to be completed in full with associated supporting documentation and submitted to the address:

The HAMLETS Homeowners Association  
Attn: Architectural Review Board (ARB)  
P.O. Box 270  
Manassas, VA 20108