

Waterbridge Homeowners Association, Inc.

Phase 1 / 3A Architectural Review Committee (ARC) Charter

PURPOSE:

- To develop, implement, and ensure compliance of the WB Architectural Review process.

COMMITTEE STRUCTURE:

- The committee shall consist of five (5) members and one (1) non-voting liaison from the Board. The committee shall select a Chairperson which can change annually to facilitate meetings and communicate with the board liaison.

TERMS OF OFFICE:

- Member terms shall be staggered in one (1) year increments. New members shall serve a Four-year term. Existing members can reapply for subsequent terms. Existing members are not guaranteed additional terms and will be considered with all applicants volunteering. The Board will appoint all members of the committee; appointment will occur at the first quarterly Board of Directors meeting set in January.

RESPONSIBILITIES:

- Review, create, and update all related ARC policies and procedures, to be reviewed by the Board for approval.
- Manage ARC member functions.
- Manage and keep records on all ARC requests, to include new builds, pool, additions and all minor exterior projects.
- Manage ARC builder violations.
- Quarterly progress reporting to the Board.

REPORTING RELATIONSHIPS:

- Reports directly to the Board of Directors through their liaison.
- Management company support as deemed necessary by the Board of Directors.

AUTHORITY:

- The basis for the Waterbridge Architectural Review Committee is covered in the CCR's Article IX, sections 1 through 6. Any variances other than stated in Article IX, section 6 must have Board approval.

LEGAL REQUIREMENTS:

- Must comply with all community Association governing documents.

APPROVED by Waterbridge HOA, Board of Directors

DATE: 04/11/2026