

ARCHITECTURAL UPDATE

We have had a couple of instances where homeowners did not submit the required Architectural Request form when performing work on the outside of their house. Our restated Covenants and Bylaws are clear on the requirement to submit an Architectural Request form (found on our web site at www.tanterra.com) whenever doing any work on the outside of your home. Even if you are painting the same color on your house this form is required. This is a requirement for all homeowners. Because the work did not meet our approved guidelines, the homeowners were required to fix the items to conform to the community standards. Even though the items were fixed, the goal of the Architectural Committee is to spare homeowners from incurring cost and time in these matters. Had the paperwork been submitted the homeowner would have been able to avoid this additional expense and time. The process is simple and the committee is very quick at turning around requests.

Every homeowner is required to follow the same process as all of their neighbors. Effective immediately we are enforcing the Associations process for those that do not submit the required paperwork when performing work.

1. Should work be done without the required Architectural Request form the homeowner will be fined \$25.00.
2. The homeowner will be notified and be required to submit the necessary paperwork. Fines will double on a monthly basis (up to \$1,600 annually) until the paperwork is filed with the Architectural Committee and approved.
3. If the homeowner does not receive an approval on the work already performed, they will be required to fix the work and the fines will continue until the work meets our guidelines. If the work that was completed is not approved by the Architectural Committee, the homeowner will be given an opportunity to appeal the decision of the Committee to the Tanterra Board of Directors.

As I've stated, we have worked hard at turning requests around quickly. If you have any questions on what requires an Architectural Request Form, please don't hesitate to contact me at skayhank@comcast.net or Hank Griffith (240) 461-7536. Your cooperation in this matter is greatly appreciated.