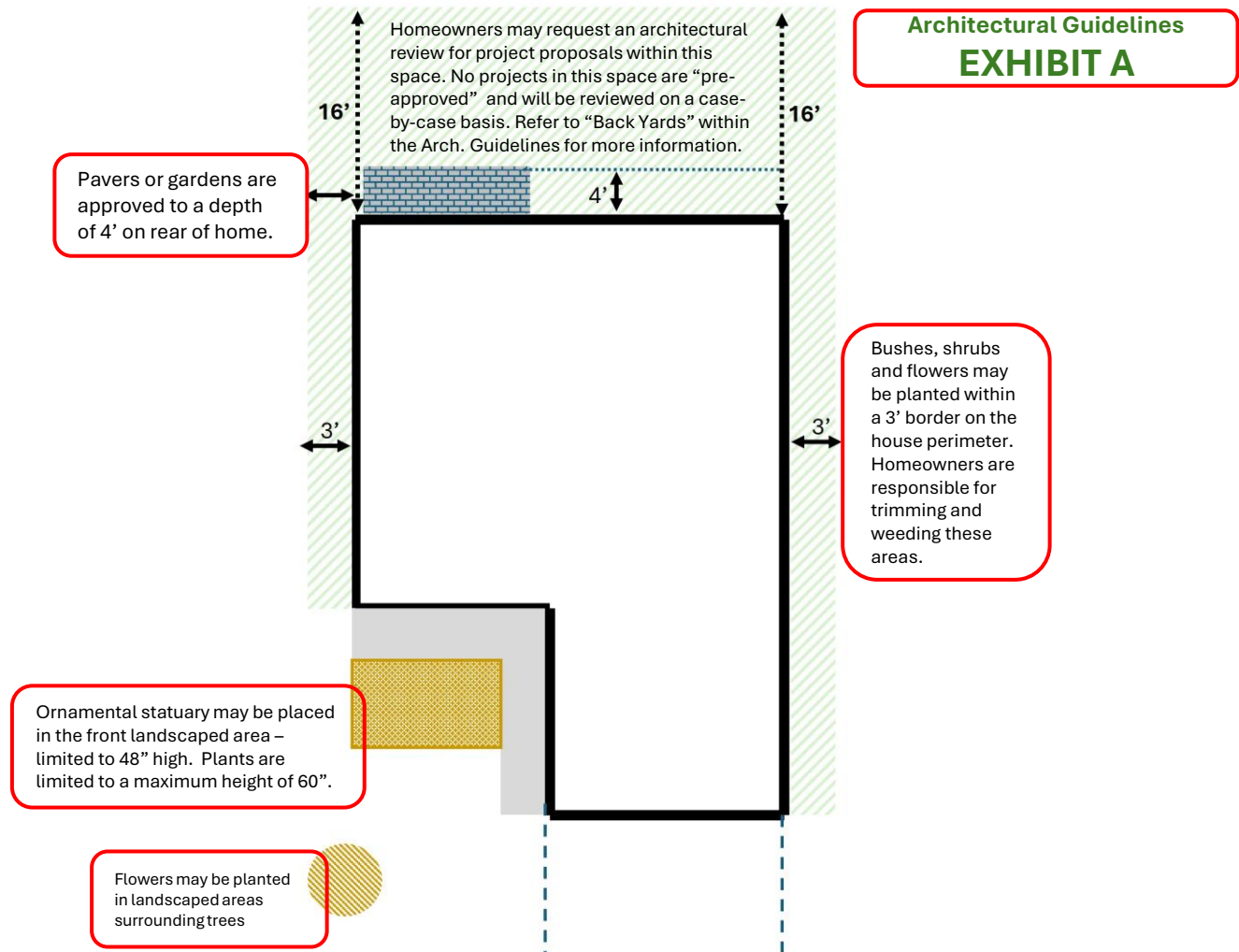


WILLOW SPRINGS COTTAGES LANDSCAPING SCHEMATIC

This document provides an abridged overview of the Cottages at Willow Springs Architectural Guidelines and the function of the Architectural Review Committee. Homeowners are urged and cautioned to refer to the Cottages at Willow Springs HOA Declarations, By-Laws and Architectural & Landscape Guidelines for specific authorizations, definitions, and homeowner responsibilities.

The below schematic outlines those landscaping activities which a homeowner may reasonably expect to undertake without prior approval of the Architectural Review Committee. Any landscaping activities outside the pre-approved buffer, as well as any and all additional alterations to home exteriors or common grounds require the submission of an Architectural Change Application and subsequent approval of the ARC/BOM.



ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee (ARC) operates within the purview of the Willow Springs Cottages Homeowners Association.

Purpose:

The purpose of the ARC is to document, preserve and maintain the architectural standards of the community and to ensure that our residents continue to enjoy an attractive and appealing neighborhood. A primary responsibility of the ARC is to protect, preserve, and enhance property values.

Committee Makeup:

The ARC is a volunteer committee. Members are nominated by other owners and appointed by the BOM. The ARC meets as needed, depending on the number of homeowner requests or proposals.

Committee Functions:

- Periodically survey home exteriors and common grounds to ensure compliance with maintenance and construction regulations as outlined in Exhibit C of the association declarations.
- Make recommendations to the BOM for approval/disapproval of architectural change applications.
- Recommend amendments to HOA declarations as respects architectural changes, additions, or clarifications. These requests may be generated by situational necessity or homeowner requests.

ARCHITECTURAL CHANGE APPLICATIONS (ACA)

An architectural change application is required for any permanent or temporary change to the exterior appearance of a lot or dwelling. Refer to the Architectural and Landscape guidelines for alphabetized subjects. ACA forms are available online or from members of the ARC. No work shall begin until the approved ACA is received by the cottage owner.