

**BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC.
POLICY REGARDING SERVICE ON THE
ARCHITECTURAL REVIEW COMMITTEE**

STATE OF TEXAS §
 §
COUNTY OF HARRIS §

WHEREAS, the BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC. ("Association"), is charged with administering and enforcing certain covenants, conditions and restrictions contained in the recorded Declarations for the various sections of the community (referred to collectively as "Declarations"); and

WHEREAS, Section 209.00505 of the Texas Property Code was replaced by section 209.00506 and Section 209.00507 was added by the 89th Texas Legislature dealing with service on a property owners' association's architectural review authority; and

WHEREAS, the Board of Directors of the Association ("Board") desires to establish the procedures by which members shall be appointed to and serve on the Association's Architectural Review Committee ("ARC").

NOW, THEREFORE, the Board has duly adopted the following *Policy Regarding Service on the Architectural Review Committee*:

SERVICE ON THE ARCHITECTURAL REVIEW COMMITTEE

Pursuant to Section 209.00507 of the Texas Property Code, the Association shall provide notice of an ARC vacancy at least 10 days before the selection date soliciting persons interested in serving on the ARC. The notice must be provided by mail to each owner or by email to each owner and posted in a conspicuous manner or on a website.

Only to the extent Section 209.00506 of the Texas Property Code contradicts and supersedes the Association's Declaration, the following provisions shall govern the appointment and service of members on the Association's ARC:

1. The Association's Board of Directors shall appoint members to serve on the ARC;
2. The Association must first select members for the ARC from those who have notified the Association in a timely manner of their interest in serving that are not an Association Board Member, spouse of a current Board Member, or person residing with a current Board Member;
3. If a vacancy exists after the candidates are appointed or elected to the ARC, the Association may then appoint any person, including a person who would otherwise be disqualified. Specifically, the Association may then appoint a Board Member, a Board Member's spouse, or a person residing with a current Board Member to serve on the ARC.
4. Members of the ARC may be removed by the Association's Board of Directors at any time, and without cause;

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5. The ARC shall be comprised of three (3) or more persons, each of whom must be an Owner or management company employee;
 6. One Board Member shall be appointed by the Association's Board of Directors to serve as a Board Liaison to the ARC, but shall not be a member of the ARC and shall not vote on the approval/denial of any ARC applications;
 7. Decisions made by ARC:
 - a) Approvals or denials shall require a majority vote of the ARC;
 8. Denial of an ARC application:
 - a) A written notice of the denial must be provided to the Owner via certified mail, hand-delivery, or via electronic delivery (e-mail);
 - b) The denial letter must state with reasonable detail the basis for the denial and include proposed changes, if any, which would be required as a condition of approval.
 - c) The denial letter must inform the Owner that they may appeal the ARC's decision to the Association's Board of Directors if they request a hearing on or before the 30th day after the date the denial notice was mailed;
 9. Denial and Appeal Hearings:
 - a) Upon an Owner's timely request for a hearing, the Board shall hold a hearing no later than the 30th day after receipt of the Owner's request
 - b) The Owner shall be notified of the date, time and place of the hearing not later than the 10th day before the hearing is to take place;
 - c) The Board of Directors may affirm, modify or reverse any decision made by the ARC to the extent the decision is consistent with provisions of the Association's Declaration.

This policy is effective upon recordation in the Public Records of Harris County and supersedes any conflicting provisions which may have previously been in effect. Except as affected by Sections 209.00506 and 209.00507 of the Texas Property Code, and/or by this policy, all other provisions contained in the Declarations or any other dedicatory instruments of the Association shall remain in full force and effect.

Approved and adopted by the Board on this 27 day of AUGUST, 2025.

BELLAVITA AT GREEN TEE
HOMEOWNERS' ASSOCIATION, INC.


Signature

MARY WALKER
Printed Name

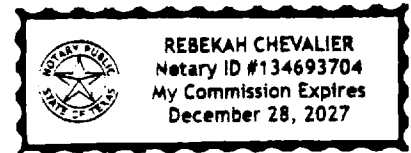
STATE OF TEXAS

COUNTY OF HARRIS

THIS INSTRUMENT was acknowledged before me on this 27 day of August, 2025, by Mary Walker, President (Office) of BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC., a Texas non-profit corporation on behalf of said corporation.

Rebekah Chevalier
Notary Public Signature

(Seal)



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Pages 4
09/08/2025 11:14 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$33.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically
and any blackouts, additions or changes were present
at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or
use of the described real property because of color or
race is invalid and unenforceable under federal law.
THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in
File Number Sequence on the date and at the time stamped
hereon by me; and was duly RECORDED in the Official
Public Records of Real Property of Harris County, Texas.



Teneshia Hudspeth
COUNTY CLERK
HARRIS COUNTY, TEXAS

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