



**ADDITIONAL DEDICATORY INSTRUMENT**  
**for**  
**FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION**

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

BEFORE ME, the undersigned authority, on this day personally appeared Margaret R. Maddox who, being by me first duly sworn, states on oath the following:

My name is Margaret R. Maddox I am over twenty-one (21) years of age, of sound mind, capable of making this affidavit, authorized to make this affidavit, and personally acquainted with the facts herein stated:

I am the Attorney/Agent for **FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION**, and pursuant with Section 202.006 of the Texas Property Code, the following documents are copies of the original official documents from the Association's files:

**POLICY REGARDING SERVICE ON THE  
ARCHITECTURAL REVIEW COMMITTEE**

**for**

**FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION  
A TEXAS NON-PROFIT CORPORATION**

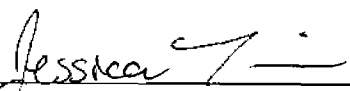
DATED this 30<sup>th</sup> day of November, 2021

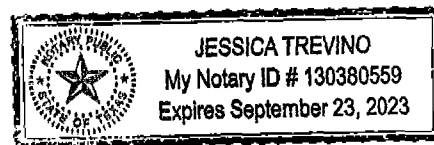
**FAIRWAY VISTAS AT GREATWOOD  
TOWNHOME ASSOCIATION**

BY: *Margaret R. Maddox*  
Margaret R. Maddox, Attorney/Agent  
(Printed Name)

THE STATE OF TEXAS           §  
  §  
COUNTY OF FORT BEND       §

THIS INSTRUMENT was **acknowledged** before me on this the 30<sup>th</sup> day of November, 2021 by the said Margaret R. Maddox, Attorney/Agent for **FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION**, a Texas non-profit corporation, on behalf of said corporation.

  
\_\_\_\_\_  
NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS



**FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION  
POLICY REGARDING SERVICE ON THE  
ARCHITECTURAL REVIEW COMMITTEE**

STATE OF TEXAS

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KNOW ALL PERSONS BY THESE PRESENTS:

COUNTY OF FORT BEND

WHEREAS, **FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION** (“Association”), is charged with administering and enforcing those 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 added by the 87<sup>th</sup> 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;

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 209.00505 of the Texas Property Code, a person may not be appointed or elected to serve on the ARC if the person is also; 1) a current board member, 2) a spouse of a current board member, or 3) a person residing in a current board member’s household.

Only to the extent Section 209.00505 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. No Association Board Member, spouse of a current Board Member, or person resident with a current Board Member may be appointed to serve on the ARC;
2. The Association’s Board of Directors shall appoint members to serve on the ARC;
3. Members of the ARC may be removed by the Association’s Board of Directors at any time, and without cause;
4. The ARC shall be comprised of a minimum of three (3) persons, each of whom must be an Owner or management company employee;
5. 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;
6. Decisions made by ARC:
  - a. Approvals or Denials shall require a majority vote of the ARC;
  - b. Upon any decision by the ARC of an ARC application, the ARC Board Liaison shall notify the Association’s Board of Directors of the ARC’s decision;

7. 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 30<sup>th</sup> day after the date the denial notice was mailed;

8. Denial and Appeal Hearings:

- a. Upon an Owner's timely request for a hearing, the Board shall hold a hearing no later than the 30<sup>th</sup> 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 10<sup>th</sup> 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 Section 209.00505 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 24th day of November 2021.

FAIRWAY VISTAS AT GREATWOOD  
TOWNHOME ASSOCIATION

James S Burns  
Signature

James S Burns  
Printed Name

THE STATE OF TEXAS                   §  
   §  
COUNTY OF FORT BEND COUNTY   §

THIS INSTRUMENT was acknowledged before me on this the 29<sup>TH</sup> day of NOVEMBER 2021, by the said JAMES BURNS, President of FAIRWAY VISTAS AT GREATWOOD TOWNHOME ASSOCIATION, a Texas non-profit corporation, on behalf of said corporation.

Erica Coleman  
NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS

