

DAYBREAK COMMUNITY ASSOCIATION, INC
Design Review Committee Charter

WHEREAS, the By-Laws of the Association Section 5.2 (b) in Community Charter authorize the Board of Directors to appoint such Committee as necessary; and

WHEREAS, the Board of Directors has determined that the best interest of the membership would be served by the establishment of charters for all Committees for the purpose of providing direction and functioning roles to volunteers; and

WHEREAS, the Committee has performed their duties in accordance with the Community Charter, until resolved otherwise by the Board of Directors;


IT IS THEREFORE RESOLVED, that the Board of Directors of the Daybreak Community Association hereby establishes the Design Review Committee (DRC) to this Charter as follows:

1. **Purpose:** The purpose of the Design Review Committee is to promote aesthetic excellence throughout the community by reviewing all exterior modifications and approving with compliance to the Governing Documents, Architectural Guidelines and Landscaping Guidelines.
2. **Number of Members:** The Design Review Committee shall consist of at least three (3), but not more than seven (7) voting members and two (2) non-voting alternate members, who shall serve and may be removed and replaced in the Board's discretion. DRC members need not be Owners or representatives of Owners. The DRC may, but need not, include architects, engineers or similar professionals.
3. **Appointment / Removal of Members:** The Founder shall appoint members to serve on the Design Review Committee in staggered terms of two (2) years each. Resident Members may not serve more than two (2) consecutive terms. Members of the Design Review Committee serve at the discretion of the Board of Directors and may be removed by a majority vote of the Board of Directors.
4. **Appointment of Chairperson:** The Founder shall collectively appoint one member to serve as Chairperson of the Committee until expiration of the Founder's rights.
5. **Meetings:** The Design Review Committee shall meet the first and third Wednesday of every month at a time assigned by the Chairperson. These dates are subject to change without prior notice.
6. **Reports:** The Association shall report a monthly update to the Board of Directors at monthly Board meetings.

7. **Authorizations:** The Design Review Committee does not have the authority to give directions or instructions to contractors, management or employees and will not communicate or represent the Associations or Committees business or political interests or positions to other persons outside the Association without the explicit direction of the Board of Directors. Confidential account information discussed in Design Review Committee Meetings will not be communicated to any other persons outside the Committee.

This Design Review Committee Charter was adopted and approved by the Daybreak Community Association Board of Directors on this 27th day of February, 2013.

DAYBREAK COMMUNITY ASSOCIATION, INC

By: 

Ty McCutcheon, President

By: 

Cameron Jackson, Secretary