

Laurel Crossing Townhome Association, Inc.

ACC DENIAL AND APPEAL HEARING POLICY

All terms used herein that are defined in Chapter 209 of the Texas Property Code shall have the meaning as defined in the statute.

Section 209.00505 of the Texas Property Code was added to provide a new Architectural Review Authority to review owner applications for improvements to their property in property owners' associations. These new changes also outline procedures for notifying an owner of a denial of a submitted architectural application and permitting an appeal of a decision by the architectural review authority denying or requesting modifications of an application.

The Association hereby adopts and imposes on the Association the following policies, rules, and regulations:

1. A written notice of the denial must be provided to the owner by certified mail, hand delivery, or electronic delivery.
 - a. The denial notice will describe the basis for the denial in reasonable detail and describe changes, if any, to the application or improvements required as a condition to approval.
 - b. The denial will inform the owner that the owner may request a hearing with the board on or before the 30th day after the date the disapproval notice was mailed or delivered to the owner.
2. An owner requesting a hearing appealing a denial will request a hearing in writing by mail, electronic mail or hand delivery. Such request must be delivered to the Association's address or electronic mail address provided on the most recently filed management certificate.
3. The board will hold a hearing no later than the 30th calendar day after the date the board receives the owner's request for a hearing and shall notify the owner of the date, time, and place of the hearing not later than the 10th calendar day before the date of the hearing.
 - a. Only one hearing is required.
4. During a hearing, the board or the designated representative of the association and the owner or the owner's designated representative will each be provided the opportunity to discuss, verify facts, and resolve the denial and/or the requested changes of the owner's application.
5. The board or the owner may request a postponement of the hearing. If requested, a postponement shall be granted for a period of not more than 10 days.
 - a. Additional postponements may be granted by agreement of the parties.
6. All hearings will be held in private. The board will consider and vote upon the outcome of the hearing in an open meeting for which notice was provided to the members.
 - a. The association or the owner may make an audio recording of the meeting.
8. The Association or managing agent will provide the owner with a written notice with their decision regarding the matter of the hearing.

RP-2022-43691

RP-2022-43691
Pages 3
01/25/2022 01:04 PM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$22.00

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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