



DOBSON ASSOCIATION • 2719 S. REYES • MESA, AZ 85202 • (480) 831-8314

BOARD APPROVED ON DECEMBER 17, 2020

The Dobson Ranch Architectural Committee Charter

1. Purpose

The Dobson Ranch Architectural Committee, (hereby referred to as DRAC) serves the Homeowners of the Dobson Association. Committee members will review submissions of owners who would like to make changes including, but not limited to: structural design, placement of buildings, landscaping, building materials, color schemes, color ranges and limits, exterior finishes, maintenance and repair of property from public view, including property visible from common areas or other structures from the adjacent or neighboring property.

2. Committee Structure

- a. The DRAC shall be comprised of not less than three (3) members appointed by and serving at the pleasure of the Board of Directors. All shall be homeowners of Dobson Ranch and be domiciled in said home in Dobson Ranch. No employees shall serve on the committee.
- b. Pursuant to ARS §1817, the Board shall appoint a Board Member to serve as Committee Chair The Board may also identify an alternate Board Member to serve in the event the appointed Board Member is unavailable.
- c. All appointed committee members will serve a three-year term. The term of one position shall expire June of each year, or as determined by the Board. A committee member may be reappointed for concurrent terms, as determined by the Board.
- d. DRAC must establish a quorum at a meeting to conduct business. A quorum shall be established when a majority of committee members is present or a minimum of two. Teleconference voting is allowed, if all can hear.
- e. The Chair shall ensure that meeting minutes are documented for all meetings and these minutes shall be available upon request.
- f. Whenever possible, vacancies shall be filled within two months. Pursuant to “Notice of Successor Architectural Control Committee”, “The members of the Dobson Ranch Architectural Committee shall be designated from time to time by the Board of Directors of the Association”.

3. Committee Functions and Responsibilities

- a. The DRAC will review Member submissions for alterations that include, but not limited to:
 - i. Landscape alterations
 - ii. Installation of buildings including, but not limited to sheds, enclosed garages, and storage.
 - iii. Paint selections for homes, buildings, and fences per approved colors.
 - iv. Walls, gates, and fence repairs and changes
 - v. All exterior alterations to any home on lots within Dobson Ranch that are visible from any street, common area, or neighboring property/lot.



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- b. All DRAC decisions shall follow all community governing documents and guidelines.
- c. The DRAC shall not approve any incomplete submissions.
- d. The DRAC shall not approve any portion of a submission that does not conform to the “Residential CCR’s & Architectural Guidelines”.
- e. The DRAC will bring to the Board of Directors, for legal action, any non-compliant architectural changes made to a lot after all appeals and hearings have been exhausted.
- f. The DRAC shall appoint a five (5) member panel of Owners (“Architectural Review Panel”), any three (3) of which may be assigned by the Association to review an appeal of denial from the DRAC. In the event an Owner’s request to the DRAC is rejected, the Owner may request an appeal. Requests for appeal review must be received in writing within 15 calendar days after date of notice of DRAC denial. The appealing Owner may appear before the three members of the Architectural Review Panel and present facts and documents which will clarify the case and support their position. Staff may provide information and rebuttal to the Architectural Review Panel based on available records. The Architectural Review Panel will take all appeals under advisement and forward their recommendation, in writing, to the DRAC within five (5) business days after the appeal hearing. In addition, staff may forward a similar report to the DRAC for consideration. All decisions will be based on the facts, written guidelines, maintaining continuity of neighborhoods and precedent, either for or against. No position will be taken contrary to the deed restrictions. The DRAC will use good faith efforts to make its decision within 21 business days of receiving the recommendation of the Architectural Review Panel and staff (if any). Positions taken and recommendations made by the Architectural Review Panel are advisory only and will be limited to assisting the DRAC in reaching a final decision. All DRAC decisions made after advisement by Architectural Review Panel are final.
- g. DRAC Review Panel will be appointed by the DRAC for a three-year term to start in December of the year appointed. At the end of a term, Review Panel member may be reappointed for concurrent terms as determined by the DRAC.

4. Committee Guidelines

- a. Any DRAC member can be recommended for removal by a majority vote of the Committee to the Board of Directors, with final approval by the majority of the Board.
- b. All DRAC and Association members are allowed to be present during DRAC meetings and appeals and may include Code Compliance inspectors and the Community Manager or anyone with approval of the DRAC Chairperson.

5. Committee Selection will be based on any of the following or combination qualifications if so desired by the Board:

- a. Exterior Design
- b. Construction-residential/commercial
- c. Landscape Design
- d. Experience on a similar committee
- e. Ability to make decisions based on the policies and regulations of Dobson Ranch
- f. Be a Member in good standing