

## 2023 ASC Task List

1. Continue to perform board of directors delegated authority and functions including holding design reviews, hearings, fee and fine schedule review, rules and procedures review and recommendations for proposed updates to the board of directors.
2. Support and collaborate with staff on achieving the 2023 TDA Workplan Goal 5\* including drafting an architectural standards committee charter to align with board resolution 2021-5 committee policy and to address succession planning.
3. Draft Policy Updates for Board review and approval:
  - a. Snow Removal During Construction Policy: Create a clear and understandable policy document for the requirements for obtaining special permission – as required in the architectural standards rules - to use heavy equipment for snow removal on construction projects without a paved driveway.
  - b. Fire and Other Residential Damage Policy: Create a policy document to clarify the ASC procedure for a demo/rebuild/restore timeline after fire or other residential damage has occurred.
  - c. Coverage Policy: Update the current ASC Coverage Policy to include fire safety recommendations and to be more in conformance with the Town.

### *\*2023 Staff Work Plan Goal 5*

*Review/update enforcement and hearing procedures for community standards. Scope includes C&Rs, Bylaws, architectural standards, covenants rules for association-owned property and private properties.*

*DELIVERABLE – Develop/update the enforcement and hearing procedures so all appropriate documents including association rules, covenants committee charter, Board resolution for member appeals, and other related documents are unified in the association's approach to enforcement and hearing processes. Present recommended changes to the Board by Q2. Begin 45-day member notification and comment period and allow for Board consideration of approval in Q3.*