

SAV APPEALS PROCESS

Within (10) days of the ARC decision that you wish to appeal, this completed form and all attachments must be received at the SAV / FPM HOA office: either emailed to devin@fpmcapecod.com or mailed to First Property Management @ 167 Lovells Lane, Marston Mills, Ma. 02648

Appeal to the Salt Air Village Condominium Association Board of Managers of an Architectural Review Committee (ARC) Decision

Appeal of Decision:

Any homeowner aggrieved by a decision of the Reviewing Entity may appeal such a decision to the HOA Board of Directors. The homeowner may "Request to Appeal" an ARC decision within ten (10) business days from the date on the ARC Not Approved / Denied letter/ email. To appeal, the homeowner must submit a "Request to Appeal" letter to the First Property Management. The dated "Request to Appeal" correspondence must include the following information:

- The date of the ARC meeting,
- The reason and/or rationale for the appeal,
- Any new information that may not have been considered by the ARC,
- A copy of the complete ARC application and any supporting documents, and
- A copy of the Not Approved/ Denied letter/ email.

Within fourteen (14) days of submission of the "Request to Appeal," the HOA Board of Directors shall establish a date for the homeowner appeal meeting and provide at least a seven (7) day notice to allow all parties to attend the meeting. The meeting will include the HOA Board of Directors, the homeowner requesting the appeal consideration and, at the Board's option, the ARC Chair. At the conclusion of the meeting the HOA Board of Directors will vote on the appeal request. The decision of the HOA Board of Directors is final with no additional "requests for appeal" considered. The First Property Manager will forward a final disposition letter of the results to the homeowner.

Salt Air Village Appeal Form / Process

Condominium Unit Number:

Date of ARC Meeting / Decision:

Date of Board Meeting / Decision:

Attached are:
complete copy of the ARC Application dated: ___ / ___ / ___ along with supporting information that was attached to the application

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A Copy of the ARC decision / Denial letter / email dated: ___ / ___ / ___

A Copy of the Board of Directors decision / Denial letter / email dated: ___ / ___ / ___

Reason / Rationale for Appeal:

Noted Below / Attached is new information that was not included in my / our ARC Application (if providing attachments, please list them)

Homeowners Signature:

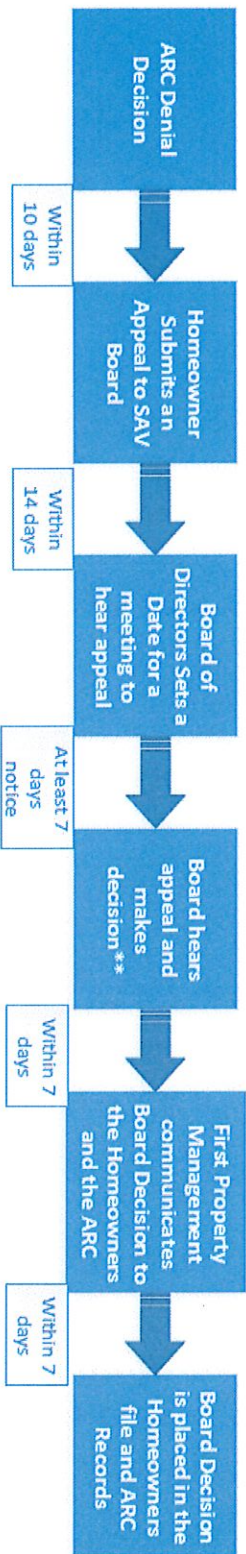
Homeowners Name (please print):

Homeowners Telephone number:

Homeowners Email:

Date:

SAV APPEALS PROCESS FLOW



**** Required Attendance at appeals meeting. Board of Directors, Homeowners and ARC Chair**