To: The Divide Homeowners Association
From: Kenn Roberts, President
Date: August 21, 2008
RE: Procedures and Responsibilities of The Divide Board for Architectural Approval

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Since there has been some confusion in the past, I am sending this letter to remind you of the procedures and responsibilities of The Divide Board for architectural approval for The Divide.

The Divide has one member that sits on the Snowmass Design (Architectural) Committee. This Divide representative is an additional member of the Design Committee and holds a veto vote for any and all designs for The Divide.

The responsibility of this representative is to ensure that all designs for The Divide conform to the intent of the Snowmass Homeowners Association Design Committee guidelines.

The representative for The Divide reports to The Board, and alerts the Board if he or she has a concern with a design.

The procedure for architectural approval starts with schematic plans. When schematic plans are finished, they need to be presented to The Divide representative. The reason for starting at this early stage is to ensure if there are any concerns with the design at the schematic stage, the concerns can be resolved quickly before unnecessary time and expense occurs for the owner.

If no problems are detected at the schematic stage, then preliminary plans can commence. Again, The Board would recommend that you send a set of your preliminary plans to The Divide representative before presenting them to the Design Committee to ensure there are no concerns from The Divide. The preliminary plans are then presented to the Design Committee with The Divide representative being present for approval or dis-approval. If The Divide representative feels there is a problem with the design he or she will then present the plans to The Board of Directors for comments. If The Board feels it is appropriate, they will request your architect be present during discussion of your plans for any information needed. After such discussion and suggestions to the architect for design changes from The Board, your architect will then again request preliminary approval from the Design Committee, including The Divide representatives.

Once preliminary approval is given, your final plan package can commence. When your final package is complete, it is then presented to the Design Committee for final approval. It is important to remember that a landscape/screening plans must be a part of your final approval package before final approval will be given by The Divide representative.

The Board of Directors feels the landscape/screening plan is just as important as the design of your home. There are many homes located close to the roadway thus creating the importance of screening your home with proper landscape.

In the past, those who have cooperated and followed the above procedures have had little trouble gaining approval. Only those few who have proceeded counter to the established format or have had unusual architectural features have experienced any problems from our Board.

If you do not understand the procedure process, please feel free to contact Deidre in the office at (970) 923-5134.

I would like at this time to include a personal comment which I believe represents the feelings of all Board members - i.e., in order for this community to develop in a manner that will establish it as one of the truly quality sub-divisions in Snowmass, we must have the complete cooperation of every owner, during the design and construction stage.

For the most part we have experienced an orderly and quality construction period. The architects, builders and sub-contractors of most of our homes have been excellent. We have, however, had some problems. To mention a few:

1. Architects who are unwilling to cooperate with our Board and in one case determined to proceed by totally ignoring us.

2. Builders who seem to want to do things their way and repeatedly ignore the wishes of our manager with regard to the Rules and Regulations of The Divide.

3. Contractors who just plain don't give a damn about the existing residences, the homes under construction, or the Rules and Regulations of The Divide. One in particular, repeatedly ignores our requirements with regard to construction traffic on our roads.

It is important for each and every owner to realize that these Rules and Regulations were put in place to protect our community assets and to provide a means for orderly and quality construction. In other words, we are concerned about our mutual assets and the value of <u>your</u> property.

Therefore, we need your 100% cooperation. The best way to do this is stay involved with your architect and builder throughout the design-construction stage. They will not always listen to us, but they will to you - you're paying the bills!

The Divide is already being talked about as the premier community in Snowmass Village - let's keep that trend going!!

Thanks for your help.

Sincerely,

Kenneth H. Roberts
President

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