



DESIGN REVIEW COMMITTEE INTEREST FORM

Are you a good decision maker? Fair and impartial? Calm and informed? Do you have a passion for Talega? If so, then you may be a candidate for the Design Review Committee (DRC)! This committee is sometimes also referred to as the Architectural Committee. The committee works closely with a professional consulting architect to act as a fair impartial jury to review homeowner submitted architectural applications. The committee presently is scheduled to meet once per month in the evening for 3 hours to review applications. The Board of Directors will be reviewing the interest forms and will appoint members to the DRC for a one-year term.

Name: _____ Home Address: _____

Phone _____ Email: _____

Are you a resident living in Talega? Yes No

If yes, for how long have you lived in Talega? _____

Are you listed on title for a property in Talega? Yes No

Are you available to attend meetings once a month? Yes No

Reasons you are interested in serving as a member of the DRC:

Please list the qualifications that you feel make you a good candidate for the DRC:

If appointed by the Board of Directors, I agree to abide by the DRC Charter on the following pages.

Signature _____ Date Signed _____

Return form to TALEGA@ciramail.com or to the address below. Thank you for your interest!

TALEGA SWIM & ATHLETIC CLUB 100 Calle Altea, San Clemente, CA. 92673
p: (949) 361-8466 TALEGA@ciramail.com

Professionally managed by Grand Manors 6400 International Parkway, Suite 1000, Plano, TX 75093
P: (855) 947-2636 service@ciramail.com

**TALEGA MAINTENANCE CORPORATION
DESIGN REVIEW COMMITTEE
CHARTER**

Purpose:

To complete fair and consistent aesthetic review of exterior improvements or modifications and to ensure that improvements adhere to guidelines established.

General Powers and Duties:

The Design Review Committee shall consider and act upon all plans and specifications submitted for its approval under the restrictions, including inspection of work in progress to ensure conformance with plans approved by the Design Review Committee and shall perform such other duties as the Board assigns to it as stipulated in the CC&Rs Article III.

Committee Objectives:

1. To review home improvement applications at least once a month but no more than twice per month.
2. To maintain review from an aesthetics standpoint only.
3. To adhere to the CC&Rs Article III.
4. Committee members will provide sufficient information as to the reason a plan has been denied and clearly state what is required for the plan to be approved.

Reporting Structure:

The Design Review Committee reports directly to the Talega Maintenance Corporation Board of Directors. The management company is the liaison between the two entities and performs the administrative functions for the committee.

Retaining Consultants:

The Design Review Committee has the power but not the duty to retain persons to advise the Design Review Committee in connection with decisions; however the Design Review Committee does not have the power to delegate its decision making power.

Eligibility and Qualifications:

Design Review Committee appointed by the Board must be Members of the Master Association at all times during their service on the Design Review Committee.

Any bona fide resident member in good standing of the Talega Maintenance Corporation is eligible to serve on the committee. Members not in good standing are not eligible to serve.

Equally important is each individual's ability to look beyond their personal perspective, balance differing viewpoints within the committee and community, and make recommendations and decisions that will best benefit Talega as a whole.

No more than a single member of any of the designated neighborhoods/communities within Talega may serve on the committee at the same time and no more than one (1) member of the committee may be appointed from a neighborhood / community with a recognized sub-association.

Appointments and Terms of Service:

A Committee member shall serve for a term of one (1) year or until their respective successors are appointed. Appointments to the committee, in accordance with this charter, will be determined by the Board of Directors, may continue to service at the pleasure of the Board of Directors and may be replaced at any time by the Board of Directors.

Revised 2/05/09	Revised 3/15/09	Revised 5/8/2018
Revised 2/1/2010	Revised 3/8/2011	Revised 3/12/2019
Revised 9/13/2011	Revised 3/10/2012	Revised 4/12/2024
Revised 3/8/2016	Revised 9/13/2016	

Committee members serve in a voluntary capacity at the pleasure of the Board of Directors and receive no compensation for their services.

No member may serve on more than one (1) committee concurrently.

Quorum of the Committee:

A quorum of the committee members is established at three out of the five members, if applicable, and is required to conduct a meeting where any recommendation is being considered. Recommendations of the committee to the Board of Directors must represent at least a majority of the committee, and if only a minimum quorum of the committee votes on a matter, then any recommendation must have the unanimous vote of the quorum.

Committee Member Responsibility for Confidentiality: Committee members serve on the committee as advisors to the corporation Board of Directors, and represent the Talega community as a whole. They do not represent their individual neighborhoods / communities or any individual or other group of the community. As such they are prohibited from divulging to or discussing with anyone outside of the committee or the Board of Directors, any information or matters which may come before the committee or any information which they may gain as a result of serving on the committee.

Accordingly, committee meetings are not open to community members. Members of the public (like service providers) will be allowed to attend committee meetings only at the invitation of and pleasure of the committee chairperson. Community/public input at these meetings will be strictly at the discretion of the chairperson.

MODIFICATIONS AND AMENDMENTS: This charter may be modified or amended at any time by a majority vote of the corporation Board of Directors.

Budget Allocation:

Fees when approved through management and the Board of Directors.

Members of Committee:

The Design Review Committee shall be composed of no fewer than three (3) and no more than five (5) members. The Board of Directors may appoint and remove those members of the Design Review Committee. Design Review Committee members appointed by the Board must be members of the master association at all times during their service on the Design Review Committee and shall serve for a term of one (1) year or until their respective successors are appointed.

