

The role of the ACC is to assure that the guidelines as set forth in the Declaration of Restrictions are followed by all Members of the Association. The Declaration of Restrictions was designed to help the homeowners of San Marino Glens maintain a “quality residential community” where property values will always be on the rise! Each of us who purchased property in San Marino Glens agreed to abide by the requirements specified in the Declaration of Restrictions that we received at closing.

Please review the Declaration of Restrictions prior to making any improvements to your property. Many improvements may require prior written approval from the ACC, including but not limited to the following:

- Building a home
- Additions
- Outbuildings (sheds) of any kind including play structures
- Pools
- Berms, fences, retaining walls, hedge rows, or other barriers

If you are unable to locate your copy of the Declaration of Restrictions that was included in your closing documents, you may purchase a copy from the ACC for \$5.00.

In order to review your requests as quickly as possible, we are asking all homeowners to follow these steps:

1. Submit your complete plan or proposal via hand delivery to one of the four ACC members. The Declaration of Restrictions outlines the information that is required (Section 2(a) Liber 1990 Page 0002). This plan should contain a copy of your mortgage survey with the placement of your proposal referencing the distances from the house and lot lines and also a sketch of the proposal with corresponding height, length, and width dimensions.
2. The ACC member receiving the request will note the date received and give you a receipt. Please note that the ACC has 30 days to review and render a decision regarding your request and you should plan your construction start-date accordingly. We will make every effort to meet twice monthly (during the 1st and 3rd weeks of the month) to review requests more quickly; however, please plan for

the full 30 days to receive your decision. We may also need the full 30 day time frame to gather additional information if the request is incomplete or unclear. If we find your proposal is in violation of the restrictions we may contact prior to the 30 days to set up a meeting to discuss changes to your proposal.

3. The ACC will render a decision to approve or disapprove the request. The ACC may also approve a request with modifications specified or disapprove unless modifications are adopted. If modifications are necessary, the ACC will outline the recommended modifications for you.
4. You will receive a letter from the ACC stating its decision.
5. If the plan is approved by the ACC, you must then receive the necessary approvals from Hartland Township [810/632-7498] and Livingston County [517/546-3240] before commencing construction.

A friendly reminder for the placement of permanent outbuildings:

- side lot lines-- at least 15 feet from the property line
- rear lot line—at least 35 feet from the property line
- distance from residence—at least 10 feet from house or garage
- all outbuildings must be in the rear yard—no side yards

The ACC cannot approve anything that is in violation of any township, county, state, or federal rule(s).