

## **SOLICITATION OF MEMBERS TO JOIN THE ARCHITECTURAL CONTROL COMMITTEE FOR BARRINGTON PLACE HOMEOWNERS' ASSOCIATION**

Notice is given that 5 positions on the Architectural Control Committee (ACC) will be filled on September 16, 2025. The term of the appointment for each position runs from September 16, 2025 until December 31, 2027.

**Members interested in being appointed to the ACC are instructed to submit their application to the Board of Directors.**

**Further inquiries** about applying for appointment to the positions on the ACC should be directed to:

MASC Austin Properties, Inc.  
Phone#: (713) 776-1771,  
Facsimile#: (713) 776-1777,  
E-Mail Address: [aconnell@mascapi.com](mailto:aconnell@mascapi.com).

Application Deadline –September 15, 2025 - **All applications for appointment to the ACC must be reduced to writing and signed by the Applicant and submitted on or before 5:00 pm on September 15 to the Board of Directors for its consideration.**

**All applications for appointment** to the ACC submitted to the Board of Directors should be directed to:

Barrington Place Homeowners' Association Board of Directors c/o  
MASC Austin Properties, Inc.  
Phone #: (713) 776-1771,  
Facsimile #: (713) 776-1777,  
E-Mail Address: [aconnell@mascapi.com](mailto:aconnell@mascapi.com).

All applications received after the September 15 2025, 5:00 pm deadline **will not be considered** by the Board of Directors.

Some of the Position requirements and expectations for appointment to the ACC:

**This is a volunteer position.** All Board Members and committee members are volunteers. No one gets paid to do this important and often time-consuming work. The reward is your helping make your community better by being a participant in the process.

### **What to expect.**

In Calendar year 2024, 155 projects were submitted to the ACC for review. If you figure 10 minutes on average per project that is approximately 25 hours of time in a year.

You will need to read and write English as you will be reviewing applications (RFHIA's) submitted by Members for improvements that are written in English and you will need to respond in writing in English.

You will need a computer and have internet access. You will need to learn and use a computer program dedicated to allow the user to review applications and to respond to the ACC Committee members. You will be reviewing applications, containing plats, diagrams and surveys, paint and shingle samples online, amongst other records which cannot be readily seen on a small screen such as on an iPhone. While all homeowners as Members have agreed that the ACC has 30 days from the date of the submission of a Request for Home Improvement Form (known as a RFHIA), before commencing and doing any work on a project, (This 30-day requirement has been in place and effect, in writing, recorded in the county property records since 1994), many homeowners are unaware of this requirement. Oftentimes, the ACC members are asked to review applications on an expedited basis **as a courtesy to homeowners** who submit a project on short notice. Short notice can be as little time as “My contractor is in the driveway and can you get this approval to me today!”. To try and accommodate the applicant and to lessen the permitted 30-day review period, the use of a computer is highly recommended to speed up the process.

You will need to read and familiarize yourself with the Declarations for Sections 1, 2, 3, 4, and 5B and Gateway Subdivisions within the boundaries of the HOA, and read and familiarize yourself with the ACC Guidelines. The Declarations and most recent version of the ACC Guidelines can be found by going to the [barringtonplace.net](http://barringtonplace.net) website or by using the TownSquare App.

On occasion it may be necessary for an ACC member to make an in-person site visit, to observe a proposed project.

On occasion it may be necessary for an ACC member to report in person to the Board of Directors or Management Company representative to provide a report/information on a particular project.

On occasion it may be necessary to revise and update the ACC Guidelines. ACC members are expected to provide input in this process.

As a member of the ACC, you will also agree not to share information provided by the Applicant and by the Association, but to keep such information confidential and private and you cannot share it with anyone who is not authorized to see such information. In short, you must keep your mouth shut and not talk to your spouse, or your neighbors about another neighbor's project, or get online or social media to comment on or discuss a matter before you.

A commitment is expected that you will serve the full year term. You will do a disservice to the community if you apply, get appointed, and find out in a month that “it is just too much work for me to deal with or it is more of a commitment than I expected, so I resign.” You will have kept someone off of the Committee who is willing to put in the time and effort, and you will cause delay to those Members who submit their RFHIA's, because there will be fewer persons ready to look at their application.

Being a member of the ACC can be a very rewarding experience. You help make your community better looking, your presence lessens inadvertent overreach by the Board and Management Company (not every peg is square and not every hole is round), and you can provide insight as to your own personal experiences, and can offer suggestions as to how to make the process work more smoothly for everyone.

**But it does REQUIRE COMMITMENT!!!! If you are up to the challenge, please consider joining the ACC!**

POSTED SEPTEMBER 1, 2025.