

# COWELL HOMEOWNERS ASSOCIATION

Architectural Committee Meeting • Thursday, June 18<sup>th</sup>, 2020

## COMMITTEE MEETING MINUTES

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<b>Members Present</b>	Ken Dixon	Committee Chairman
	Dave Stelter	Committee Member
	Stephen Bath	Committee Member
	Doug Espland	Committee Member
	Michael Liebe	Committee Member
	Barb Whysong	Committee Member

**Others in Attendance** Bill Mazza of Common Interest Management Services

**Meeting Location** Teleconference

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### CALL TO ORDER

The meeting was called to order at 6:35pm. It was determined that a quorum was present.

### MINUTES FROM THE PREVIOUS MEETING

A motion was made and seconded to approve the minutes from the May 21<sup>st</sup>, 2020 Architectural Committee meeting. **The motion carried.** Committee Member Espland abstained.

### OPEN APPLICATIONS

#### **4477 River Ash Ct: Exterior Paint**

A motion was made and seconded to approve the Architectural Application for 4477 River Ash Ct. **The motion carried unanimously.**

#### **4657 Sugarland Cir: Front Yard Fence**

A motion was made and seconded to approve the Architectural Application for 4657 Sugarland Cir provided that the fence height does not exceed 30" tall and the fence is setback no less than 18" from the sidewalk. **The motion carried.** Committee Member Stelter opposed.

#### **4495 Hock Maple Ct: Exterior Paint & Decorative Wood**

A motion was made and seconded to approve the Architectural Application for 4495 Hock Maple Ct. **The motion carried unanimously.**

### COMMITTEE CHARTER

The Committee discussed a draft Architectural Control Committee Charter presented by Chairman Dixon, and several changes were suggested. Once all Committee members were satisfied with the draft Charter, a motion was made and seconded to present the Architectural Control Committee Charter to the Board of Directors for approval at the upcoming June 25<sup>th</sup> meeting. **The motion carried unanimously.**

### APPROVED ROOFING MATERIALS

Chairman Dixon presented the Committee with a proposed redesign of the Committee's pre-approved roofing material for review. The Committee provided feedback to Chairman Dixon, who will continue to work on this project and present any updates at the July Committee meeting. Chairman Dixon will also begin work on improving the informational text included with the pre-approved roofing materials documentation, to be presented to the Committee at a future meeting.

### SIGNAL TOPIC

The Committee discussed topics to be added to the July *Signal*. It also discussed the possibility of adding an Architectural Committee Corner, similar to the current President's Corner, in the *Signal* newsletters.

OPEN VIOLATIONS/HEARING ESCALATIONS

The Committee reviewed all open violations and indicated seven non-compliant Lots it would like to be called to a disciplinary hearing in front of the Board of Directors.

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 8:52pm.

COMMITTEE CERTIFICATION

I do hereby certify that the foregoing is a true and correct copy of the Minutes of the Cowell Homeowners Association, Inc. Architectural Committee meeting as approved by the attending Committee Members:

Ken Dixon  
Member's Name

Ken Dixon  
Signature

Chairman  
Position / Title

10-14-20  
Date