

# COWELL HOMEOWNERS ASSOCIATION, INC.

Architectural Committee Meeting • Thursday, November 19<sup>th</sup>, 2020

## COMMITTEE MEETING MINUTES

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

**Others in Attendance** Bill Mazza of Common Interest Management Services  
Tim Delony, Prospective Committee Member

**Meeting Location** Teleconference

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### CALL TO ORDER

The meeting was called to order at 6:02pm. 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 October 15<sup>th</sup>, 2020 Architectural Committee meeting. **The motion carried unanimously.**

### OPEN APPLICATIONS

#### **4401 Black Walnut Ct: Fence Replacement**

A motion was made and seconded to approve the Architectural Application for 4401 Black Walnut Ct. **The motion carried unanimously.**

#### **4396 N. Striped Maple Ct: Front Yard Landscaping**

A motion was made and seconded to approve the Architectural Application for 4396 N. Striped Maple Ct. **The motion carried unanimously.**

#### **4404 Sugar Maple Ct: Solar Panels**

A motion was made and seconded to approve the Architectural Application for 4404 Sugar Maple Ct. **The motion carried unanimously.**

#### **4496 Clear Creek Ct: Front Yard Landscaping**

A motion was made and seconded to approve the Architectural Application for 4496 Clear Creek Ct. **The motion carried unanimously.**

#### **4415 Corkwood Ct: Solar Panels**

A motion was made and seconded to approve the Architectural Application for 4415 Corkwood Ct. **The motion carried unanimously.**

#### **4400 Catalpa Ct: Fence Replacement**

A motion was made and seconded to approve the Architectural Application for 4400 Catalpa Ct. **The motion carried unanimously.**

#### **4394 N. Water Oak Ct: Exterior Paint**

A motion was made and seconded to approve the Architectural Application for 4394 N. Water Oak Ct. **The motion carried.** Committee Member Espland abstained.

#### PRE-APPROVED APPLICATIONS

##### **4404 Sugar Maple Ct: Roof Replacement**

Application approved by General Manager as it fell within the pre-approved guidelines.

##### **4486 Juneberry Ct: Exterior Paint**

Application approved by General Manager as it fell within the pre-approved guidelines.

#### VIOLATION EXTENSION REQUESTS

##### **4479 Pitch Pine Ct: Front Yard Landscaping/Lawn**

A motion was made and seconded to approve a 60-day at the request of the owner of 4479 Pitch Pine Ct so that the lot may be brought into compliance. **The motion carried unanimously.**

##### **4397 N. Spoonwood Ct: Dry Rot/Rusting on Exterior Shelf**

The owner of 4397 N. Spoonwood Ct indicated that they plan on repainting the entire house in March of 2021 and will take care of necessary repairs to the exterior shelf at that time. A motion was made and seconded to approve an extension request through the end of February so that the lot may be brought into compliance. **The motion carried unanimously.** The Committee indicated that an architectural application will need to be submitted by the owner no later than mid-January, so that it can be reviewed at the January 21<sup>st</sup>, 2021 Architectural Committee meeting.

#### OUTSTANDING VIOLATIONS

##### **Mailbox Post Issue: 4481, 4483, 4485, and 4487 Oakbrook Court**

The Committee reviewed an outstanding violation regarding maintenance of a shared mailbox post between the owners of 4481, 4483, 4485, and 4487 Oakbrook Ct, along with correspondence and responses received from a few of these owners. The post was leaning and being supported with two green stakes. Recently, an owner spray painted the entire structure black. After a review and consideration of all information available, a motion was made and seconded to confirm that the violation remains outstanding in its current condition and the post must be repaired or replaced. **The motion carried unanimously.**

#### COMMITTEE DISCUSSION

##### **Item: Palm Tree Maintenance**

The Committee reviewed recent correspondence from several homeowners who had received violation letters regarding palm tree maintenance. One owner indicated that an agreement had been reached between the Association and all palm tree owners several years prior, clarifying the expectation and frequency of palm tree maintenance. Management has been unable to find any kind of finalized or approved written agreement or understanding. The Committee discussed dealing with palm tree trimming towards the end of nesting season, which is typically February 1<sup>st</sup> to August 15<sup>th</sup>. The Committee indicated that it would like to consider discussions around palm tree maintenance violations in or around the month of July, due to several concerns about possible owl nesting that could prevent trees from being trimmed earlier in the year.

No decision was reached at this time. Management will include this item on the agenda for further discussion at a future meeting for confirmation, and will also send the Committee copies of all outstanding palm tree violations for reference.

#### MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 7:32pm.

#### 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

Chair, Arch. Comm.  
Position / Title

2-19-21  
Date