

COWELL HOMEOWNERS ASSOCIATION

Architectural Committee Meeting • Thursday, April 16th, 2020

COMMITTEE MEETING MINUTES

Members Present	Ken Dixon Dave Stelter Stephen Bath Michael Liebe Barbara Whysong	Committee Chairman Committee Member Committee Member Committee Member Committee Member
Others in Attendance	Bill Mazza of Common Interest Management Services	
Meeting Location	Teleconference	

CALL TO ORDER

The meeting was called to order at 6:37pm. 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 March 19th, 2020 Architectural Committee meeting with one correction to Members Present. **The motion carried.** Committee Member Stelter abstained.

The updated minutes from the March 19th, 2020 meeting have been appended to these minutes.

PRE-APPROVED APPLICATIONS

4480 Leatherwood Ct: Roof Replacement

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

CORONAVIRUS/COVID-19 UPDATE

The Committee discussed the current COVID-19 situation and wanted it detailed in these minutes (as well as the report delivered to the Board at its April meeting) that it would be resuming normal inspections in May for violations that are not immediately affected by the current shelter-in-place orders.

RULES & REGULATIONS / ARCHITECTURAL GUIDELINES

The Committee discussed several specific architectural guidelines and property maintenance standards and delegated responsibility for created updated draft language to be reviewed at the next Committee meeting in May. Specific maintenance standards discussed included planter boxes, ground cover, roofing materials, mailboxes, address numbers, and tree trimming/debris.

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 8:17pm.

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

chairman

Position / Title

Ken Dixon

Signature

10-14-20

Date

COWELL HOMEOWNERS ASSOCIATION

Architectural Committee Meeting • Thursday, March 19th, 2020

COMMITTEE MEETING MINUTES

Members Present	Ken Dixon Stephen Bath Michael Liebe Barbara Whysong	Committee Chairman Committee Member Committee Member Committee Member
Others in Attendance	Bill Mazza of Common Interest Management Services	
Meeting Location	Teleconference	

CALL TO ORDER

The meeting was called to order at 6:33pm. 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 February 20th, 2020 Architectural Committee meeting. **The motion carried.** Committee Members Dixon and Whysong abstained.

OPEN APPLICATIONS

4403 Blueberry Ct: Front Yard Modification

A motion was made and seconded to delegate approval authority of the Architectural Application for 4403 Blueberry Ct to Committee Member Liebe. **The motion carried unanimously.**

4414 Spoonwood Ct: Solar Panels

A motion was made and seconded to approve the Architectural Application for 4414 Spoonwood Ct. **The motion carried unanimously.**

4420 Marsh Elder Ct: Mailbox Color

A motion was made and seconded to approve the Architectural Application for 4420 Marsh Elder Ct, contingent upon the mailbox painting being completed utilizing a commonly accepted process for painting over an existing dark color. **The motion carried unanimously.**

4460 Pinon Ct: Fence Modification/Replacement

A motion was made and seconded to approve the Architectural Application for 4460 Pinon Ct, except for the proposed modifications to the stepped fence in the front yard. **The motion carried unanimously.**

A motion was made and seconded to delegate approval authority of the proposed front yard stepped fence modifications to Committee Member Stelter. **The motion carried unanimously.**

4495 Snowberry Ct: Tree Removal

A motion was made and seconded to approve the Architectural Application for 4495 Snowberry Ct, contingent upon the stumps being fully ground down and all landscaping restored. **The motion carried unanimously.**

4507 Candywood Ct: Exterior Paint

The Committee did not reach a decision for this application during the meeting as more information was desired. Management will request more information from the owner and the Committee will finalize its decision via email, which will then be recorded in the minutes of the meeting that immediately follows.

CORONAVIRUS/COVID-19 UPDATE

The Committee discussed the current COVID-19 and shelter-in-place orders and wanted it detailed in these minutes (as well as the report delivered to the Board at its March meeting) that it would be temporarily postponing its monthly violation inspections and would not escalate open violations unless deemed necessary at the discretion of the Committee.

RULES & REGULATIONS / ARCHITECTURAL GUIDELINES

The Committee tabled the discussion regarding Rules and Architectural Standards and would like to discuss when all Committee members are present at the next meeting.

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 7:51pm.

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