

COWELL HOMEOWNERS ASSOCIATION, INC.

Architectural Committee Meeting • Thursday, December 17th, 2020

COMMITTEE MEETING MINUTES

Members Present	Ken Dixon Stephen Bath Tim Delony Koki Ichiroku 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 6:02pm. 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 November 19th, 2020 Architectural Committee meeting. **The motion carried unanimously.**

OPEN APPLICATIONS

4402 Corkwood Ct: Roof Replacement

The Committee reviewed the application for a replacement roof for 4402 Corkwood Ct, proposing to use GAF Grand Sequoia asphalt shingles, which are not currently pre-approved. The Committee requested that the owner submit a list of nearby addresses where this same material was installed so that it may see this roof in person once installed. The application was tabled and will be reviewed by the Committee via email before the January meeting.

4489 Oakbrook Ct: Front Yard Remodel

A motion was made and seconded to approve the Architectural Application for 4489 Oakbrook Ct. **The motion carried.** Committee member Ichiroku abstained as he assisted the owner in putting the application together.

4412 Corkwood Ct: Front Yard Remodel

A motion was made and seconded to approve the Architectural Application for 4412 Corkwood Ct. **The motion carried unanimously.**

4475 River Ash Ct: Front Yard Remodel

A motion was made and seconded to deny the Architectural Application for 4475 River Ash Ct due to a lack of information. **The motion carried unanimously.**

The General Manager will follow up with the owner and request that they submit additional information, including a confirmation of the design of the retaining wall as the description does not appear to match the provided pictures, more information regarding the stepped fence, and a confirmation of the wood type, color, and height of the proposed address fence.

4499 River Ash Ct: Front Yard Concrete/Hardscape

A motion was made and seconded to approve all items on the Architectural Application for 4499 River Ash Ct, except for exterior paint, as the exact colors were not specified. **The motion carried unanimously.**

The General Manager will let the owner know that they need to resubmit and specifically list the colors they wish to use for repainting the exterior of the residence.

4663 N. Larwin Ave: Mailbox Pedestal

A motion was made and seconded to approve the Architectural Application for 4663 N. Larwin Ave. **The motion carried unanimously.**

PRE-APPROVED APPLICATIONS

4487 Juneberry Ct: Roof Replacement

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

DISCUSSION ITEMS

Solar Panel GM Pre-Approval Policy

The Committee reviewed draft language of a Solar Panel Pre-Approval policy provided by the General Manager. This item was tabled as several Committee members were absent during the meeting, and the Committee would prefer to wait until all Committee members have had a chance to review the draft language and provide feedback.

Roofing Materials Updated Policy

The Committee reviewed draft language of an updated Roofing Materials policy provided by the General Manager. The draft removed items on the current policy that are no longer being manufactured and clarified the procedure for owners wishing to replace their roof. This item was tabled as several Committee members were absent during the meeting, and the Committee would prefer to wait until all Committee members have had a chance to review the draft language and provide feedback.

OUTSTANDING VIOLATIONS

Violation Issue: 4487 and 4485 Oakbrook Court

The Committee reviewed an outstanding violation for needed maintenance of a shared fence between the owners of 4487 and 4485 Oakbrook Court. The fence is in need of repair and vegetation in the backyard of 4487 Oakbrook Court appears to be overgrown and damaging the fence, as well as preventing it from being replaced. After a review and consideration of all information available, a motion was made and seconded to confirm that the owner of 4487 Oakbrook Court must remove or trim back the vegetation impacting the fence, and that both owners must work together to replace the fence so that the violation may be corrected. **The motion carried unanimously.**

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 7:50pm.

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

[Signature]
Signature

Chair, Arch. Comm.
Position / Title

2-19-21
Date