



## EXTERIOR ALTERATION MEETING MINUTES

Monday, March 4, 2024; 10:00 A.M. Board Conf. Room & Via Zoom

**Meeting Date / Time:** March 4, 2024, 10:00 AM

**Zoom Credentials:**

<https://us06web.zoom.us/j/84777006658?pwd=dVlVFqYxFLej8O2kyOrBqAYvVZabHv.1>

Meeting ID: 847 7700 6658, Passcode: 082485, Dial by your location 1 305 224 1968 US

**Attendance:**

Chair: JJ Joseph

Greg Jackson – Previous Chair

Donald Barnes, committee member

Marilyn Corazza – Manager

Jan McCoy -

Residents via Zoom: Bill Burke 053 Avocado, Doug Stephens 135 Oak

**Meeting called to order** at 10:03 AM,

**Agenda:**

Greg Jackson updated the committee with information handover. He shared a sample building permit and existing charter. There was a discussion of what would be considered simple maintenance items.

**Old Business:**

**519 Rose** violation of installation of pavers, the board approved a specific installation plan. The work was not done according to plan. A letter from management requesting information was sent and a response was received from the owner. The committee will review the information and discuss it at the next meeting.

**New Business:**

Marilyn Corazza, Manager, reviewed 12 items - ABO – Approved by office as standard maintenance.

**Approved:**

- **007 Azalea**- Lee Giles – driveway extension. JJ/DB/APP
- **031 Azalea** – Leo Hinderscheid – placing SOD. Not installing a sprinkler. JJ/DB/APP
- **109 Alamanda** – Alan Dale – patch concrete, repair of broken section (no permit required). JJ/DB/APP
- **238 Canal** – Ron Mustard Vapor barrier through contractor. Add vinyl skirting and a brick edge. JJ/DB/APP
- **260 Canal** - Susan Clark – may be back patio, loose stone, mulch or patio pavers (not concrete). Greg measured lot. Proposing 8 x 40' Only has 2 feet on back border. Patio of 2 wide x 40 will be allowed. JJ/DB/APP

- **542 Violet** - Volpe – Paint brick planter same color white, shutters, add white aluminum skirting & edge with brick. JJ/DB/APP

#### **Approved Pending Permit or Onsite Review:**

- **224 Canal** - Keith Hillier request to create a concrete edge to keep water off driveway. Dimensions 4" high concrete. Using skirting blocks. The committee will visit site but was approved. JJ/DB/APP
- **109 Alamanda** – Alan Dale - New carport offset posts, requires permit & drawing, concrete is already in place. Approved pending permit JJ/DB/APP
- **015 Azalea** Vesely – Install screen area in carport and add two Bahama shutters on front windows, a Bay Area Aluminum installation. Approve pending receipt of permit JJ/DB/APP
- **519 Rose** - Don Manual – Remove old irrigation sites not needed on back of house. Maintenance. Have Ron Endicott review. May remove old heads, perhaps old valve boxes. JJ/DB/APP pending onsite review w/Ron Endicott and JJ Johnson for discussion of detail of removal.

#### **Rejected**

- **260 Canal** - Susan Clark –Asking for a hedge row. Not on her land and will interfere with water lines. Request Denied

#### **Pending / Hold – Further Investigation**

- **268 Lake** – Curry built steps instead of a ramp. 2 EAR meetings were cancelled. Meanwhile work proceeded without written approval. The EAR request was to construct a temporary ramp made of pressure treated lumber. The plan was changed during construction to wider steps with less of a step down to facilitate limited mobility. The steps were placed over the existing concrete steps with the owner stating they are temporary. APPROVAL ON HOLD/PENDING research into ADA requirements for steps, city code, and association guidelines. Determine if temporary or if resident intends to retain as permanent and follow up with resident on requirements for modification to achieve approval.
- **449 Hibiscus** - Randell - Has an offset post on carport. House is on an angle. 10 ft. clearance is required between properties. Requesting to extend concrete 3 feet wider. Intend to build a screen room in 2025. Screen room dimensions may not be wider than shed or carport roofline. JJ/Don will visit, to have a conversation and then document the understanding. APPROVAL ON HOLD/PENDING.

**Motion:** A motion as made by John Joseph, seconded by Donald Barnes, to accept the above determinations. All were in favor. The motion passed unanimously.

#### **Action Items:**

- Note: March 4 through Mar 22 city offering free permits. – Create community email and post on bulletin board.
- Order the national building code book. Keep as reference.

#### **Meeting Adjournment:**

Motion to adjourn made by JJ Johnson, 2<sup>nd</sup> by Donald Barnes. The meeting was adjourned at 11:15 AM.