

OCHL - 12 HOMEOWNER'S ASSOCIATION

ARCHITECTURAL CONTROL COMMITTEE (ACC) MINUTES

ACC OFFICERS: Tom Deacon, Chair, David Baker, Secretary, Chazz Kawabori, Mike Richardson, Charles Disilets, Members, Lisa Richardson, Tom Black, Yonghun An (James), Resource Members, Al Prescott, Resource Member (Windward Bluff)

April 4, 2017 Meeting

Attendees: Tom Deacon, David Baker, Chazz Kawabori, Dennis Hutton, Phil Falk, Charles Desilets, Al Prescott

1. Meeting called to order by Deacon at 6:05 PM in the small meeting room at the Mukilteo City Hall. A quorum (3) was present.
2. Al Prescott introduced himself as the new representative from Windward Bluff, taking the place of Jim Godwin.
3. The March 7, 2017 minutes were approved on motions by Desilets and Baker. It was noted that these revised minutes were to be posted on our website in lieu of an earlier preliminary version.
4. ACC member assignments were reviewed. No changes made.
5. View Protection - Kawabori. (a) Kawabori provided an update on the progress the golf course has made regarding their engaging an arborist in developing a plan for restoring protected views and an engineer for developing solutions to the storm water flooding onto 59th St. Kawabori was asked to continue working with Caleb Krause to get their specific plans for these two issues for our review to make we are in agreement with their proposed resolution.
(b) View impairment issue 6015 St Andrews Drive, next step in resolution is scheduling an appointment with the Townsends. Kawabori to contact them to set up a date and time.
(c) Large Cottonwood at bottom of St. Andrews Drive blocking a protected view. Hutton had contacted the city to get permission to remove the Cottonwood plus several nearby Alders. He was advised that the Cottonwood/Alders could not be removed, that it possibly the Cottonwood could be topped leaving a 20-30 foot snag but in order to progress that request we needed to provide a Wetlands Mitigation Plan. Both the Cottonwood and Alders alongside the Bio-Pond are in the Fall dropping considerable foliage into the pond impeding drainage. Several members had done some research into requirements of a mitigation plan. It was decided that Baker would develop a relatively simple plan for further review, possibly avoiding the expense of engaging a professional to develop a plan.
6. Roofs and Additions - Baker. (a) Two new roof applications received and approved. One roof at 11925 59th Ave W has already been completed and the second at 6820 St Andrews Drive is scheduled for installation next week.
(b) A homeowner on St Andrews Drive did inquire about the setback for a new wall in relation to the sidewalk fronting the home. It was determined that our covenants have no specific language on setbacks but do defer to existing city code. The city advised that as a rule of thumb the right of way is five feet from the back edge of the sidewalk. If a homeowner wants to put in a structure, such as a wall, within that row, they have to contact the city engineering for a review of underlying utilities pending an approval.
(c) Roof application approvals. Baker pointed out that two approval signatures were needed under present practices for an application. This sometimes took longer to get two ACC members to sign. He asked that if approved materials were to be used and no unusual circumstances involved, could one signature suffice. The group agreed. A motion by Baker, seconded by Desilets, was passed to recommend to the Board to allowing for one signature under those specific circumstances.
7. Home Maintenance - Desilets. (a) Deacon reviewed status of the 6015 St Andrews Drive complaint. The rental agency confirmed this week that repainting of the home, garage doors and a shed are still scheduled pending an improvement in weather. A similar commitment has been made by the

owners at 12002 Clubhouse Lane, painting to be done weather permitting. Deacon will continue to followup.

(b) Desilets had been assigned oversight of developing a list of other properties where home maintenance issues were apparent, requiring a courtesy letter and in developing a list of homes where the coach lighting in front is not working, again in order to make a contact for correction.

(c) A question came up as to who was responsible for sidewalk repair, the city or homeowner. Baker to review the covenants and advise.

8. Open Space and Trails - Richardson. (a) A preliminary bid from SeaScape to replace culverts on the center trail, including reinforcing with heavy rock the sides of the existing water channel and installing two bridges. This as a more permanent solution to the erosion caused by heavy rains, the continual plugging up of existing culverts and keeping the runoff channeled away from existing homes. Additional information is needed as to required permitting before the ACC can make a determination if this is the right solution, and second bids secured.

(b) Deacon reviewed bids received from Premiere and PlantScapes for the maintenance of One Clubhouse Lane entrance. We had previously reached a verbal agreement with South that we would take over the maintenance of both sides, splitting costs fifty-fifty. Premiere's bid was better and it was agreed that we would propose to the Board to accept Premiere's bid. Motions by Baker and Desilets to present this to the Board was passed by voice vote. Deacon advised that we still needed to get the signed contract back from South and if the Board approved the Premiere bid he would go back to Premiere to see if any further savings could be achieved.

(c) Hutton to contact the city for getting plats on storm water infrastructure for the golf course, Windward Bluff and St Andrews Drive and set up a meeting with them to discuss those plats and the impact those entities are having on our storm water runoff issues.

(d) Premiere had previous told us some improvements needed to be made at the entrance at St. Andrews Drive and 116th Street. Deacon to contact Premiere to get details.

(e) Deacon advised that he had contacted Joan Harrison and that she and her husband will continue to maintain the flower beds at the St. Andrews Drive entrance.

9. Entrance & Lighting - Hutton/Kim. Hutton had previously contacted an electrician who is to evaluate the electrical systems under better weather conditions. Hutton to followup.
10. New Business. (a) The renter's policy from Mill Creek that Baker had previously circulated was discussed and it was decided that the group should give this further thought and discuss at our next meeting.
(b) A homeowner on St. Andrews Drive has concerns about the bank erosion at the ravine behind her home. As a courtesy Deacon, Hutton, Baker and McCredie took a look and while this problem was not something the association can be responsible for, we would check with other parties to see if there was a solution.

11. Meeting adjourned at 7:15 PM

12. Submitted by David Baker