

# OCHL - 12 HOMEOWNERS ASSOCIATION

## ARCHITECTUAL CONTROL COMMITTEE (ACC) MINUTES

ACC Members: Dani Folsom, Chair, Joe Rystrom, Secretary, MaryLynn Birney, Dahlia Campbell, Kevin Harrison, Michael McMillan, Mark Powers, Al Prescott (Windward Bluff Liaison)

Wednesday, September 3, 2025

ACC Members in Attendance: Dahlia Campbell, Dani Folsom, Kevin Harrison, Michael McMillan, Mark Powers, Joe Rystrom

Others in Attendance: N/A

Meeting called to order at 6:05 PM by Dani Folsom

**Approval of Minutes:** Minutes for August 13, 2025 are APPROVED.

### **OLD BUSINESS:**

#### 1. Commercial Truck in Driveway on Bayview Dr.

02/07/2024 A homeowner on Bayview Drive was sent a compliance letter for parking a commercial truck in the driveway repeatedly for greater than 72 hours. Fines may begin in March.

UPDATE: 03/06/2024 Truck appears to move every 72 hours. Will research the details of our parking rules and fines.

UPDATE: 04/03/2024 – Mary Lynn offered to research and clarify current parking policy in CC&Rs, will send out to ACC team.

UPDATE: 7/9/2025 – Accumulated fines, penalties, interest have resulted in a lien and recorded with the county.

STATUS: OPEN

#### 2. View Issues

UPDATE 10/02/2024 New view impairment complaint from homeowner on 59<sup>th</sup> and St. Andrews Complainant has attempted to make contact with member potentially affecting the view, to no avail, and has requested assistance from the ACC. Birney and Rystrom performed a site visit on Sept 11, with printed photos. Homeowners declined to look at, or receive the photos, and stated that they will have

their landscapes cut back some of shrubs blocking the views. Compliance letter mailed on approximately September 14, 2024.

UPDATE 11/04/2024 59<sup>th</sup> and St Andrews view issue: Homeowner impairing the view completed some trimming, however, it doesn't appear to the level necessary for the allowable 25%. A second compliance letter was sent out on October 18, 2024. Both parties have retained legal counsel. HOA will still be involved.

UPDATE 04/02/2025 Per Folsom, homeowner impairing the view, addressed off of St Andrews is requesting a hearing with the Board and ACC, which is a positive development. This will be scheduled in May or June, potentially at the complainant's residence to facilitate first hand the view obstruction.

UPDATE 05/07/2025 Homeowner with active view impairment complaint updated the ACC. Homeowner below complainant has made some steps to reduce the blocked view, however, it is not sufficient alleviate the 25% allowed by the View Protection Policy. Harrison will draft a letter to send to homeowner, with intent to fine.

UPDATE 08/13/2025 One recurring and one new view case will be assessed upon complainant and ACC availability.

UPDATE 09/3/2025 Assessments are to be finalized and view obstruction notification letters to go out via USPS first class, once completed to the two offending properties.

STATUS: OPEN

### 3. Landscape Contract

UPDATE 07/07/2025 Folsom will start drafting Request for Proposal for the landscaping contract ending in October 2025. Michael will help and assist Dani with landscape RFQ. Dahlia will notify potential landscape vendors once RFQ is complete and help manage bid and award process.

UPDATE 08/13/2025 Folsom presented first draft of the RFQ. Remarks and recommendations were made, and Folsom will incorporate in next draft.

STATUS: OPEN

### **NEW BUSINESS**

1) Updating the fine schedule was discussed, as the last version was adopted on October 5, 2010. Inputs were received from ACC members to add view impairment obstruction violation: \$100. Adjust Landscape maintenance violation: \$100 per week; improper storage of trash/recycle bins: \$75 per

week; maintenance of animals: \$100; parking violation: \$75 per week; architectural violation: \$100 per week. No changes to the ACC application violation: will remain at \$100 per occurrence.  
Aforementioned fines were agreed to, and a final version will be sent out via email on which to vote.

**Applications for Approval of Improvements received:**

Emergency roof repair on Bayview Dr. - *Approved*

Meeting adjourned at 6:58 PM by Dani Folsom