

Architectural Committee
Minutes
February 11, 2017
9 A.M.

Meeting called to order: 9:10 AM by Brian Smith.

Chairperson's opening comments:

Committee Members' Attendance:

☒ Brian Smith, Chairperson
☒ Terry Benner, Secretary
☒ Samantha Franklin, Vice-Chairperson
☒ Sharon Hamilton
☒ Howard Cornehl
☐ Exc_ Kathy Jensen
☐ Exc_ MaryLou Trautmann
☒ Laura Berlin
☒ Rhonda Mayner

Guests: Mark Green, Carolyn Crowson, Pat Richards, Ken Lilliquist

Approval of Agenda

A. Approval of Previous Minutes: Samantha Franklin moved approval of the January 14, 2017 minutes, seconded by Laura Berlin. Motion passed.

B. Correspondence:

C. Old/New Business

- 1) Status report from subcommittee to review LLCC guidance on issues such as winter trailer permits, home occupations, and ways to inform the buying public about LLCC rules. The subcommittee will also review LLCC resolutions, rules for temporary structures, and issues with unoccupied/abandoned homes, operating temporary rentals like AirBnB/VRBO rentals in LLCC, etc. to determine the acceptability of current policies. MaryLou Trautman reported before the meeting that she is doing further research on how other homeowners associations handle temporary rentals.
- 2) Architecture Guidelines- **Samantha Franklin and Sharon Hamilton will be getting the Architecture Guidelines current for each member so that we can discuss above issues with current guidelines**
- 3) Volunteer for Committee Secretary.
- 4) Ask Security to get pics of properties with no house but trailer or stuff stored on lot, and temporary structures in poor condition.

D. Permits

a. New Permits

Div/Lot/Address	Member Name	Work Requested	Permit Issue #	Paid	Action
Div 3 Lot 132 & E1/2 131 2520 St. Andrews Dr	Carolyn Crowson & Mike Green	Build cement parking pad, grade, remove trees	#3010	Paid \$25.00 check # 8103	Approved
Div 2R Lot 12 262 E Shamrock Dr	Brian Randolph	Tree/stump removal, install cart path & pad for motorhome			Arch needs setback for trailer pad, cart path and tree removal referred to greens committee – Homeowner notified
Div 1 Lot 13 741 E Ballantrae Dr	Pat & Luann Corso	Portable Shed 10X20	#3013	Paid \$25.00	Approved
Div 4 Lot 143 580 E Dartmoor Dr	W Ken Lilliquist	Enclose breezeway	#3012	Paid \$25.00 check # 6246	Approved
Div 1 Lot 78 161 E Tenby	Jens Stratton	New Home	#3014	Needs to pay \$50	Approved
Div 3 Lot 94 2090 E St. Andrews Dr	Pat Richards	New Garage	#3011	Paid \$25.00 check # 185	Approved with correction of 25 ft setback noted on application and initialed by Pat

b. Permits in Progress

Div/Lot/Address	Member Name	Work Requested	Permit Issue #	Paid	Action

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c. **Winter RV Storage Permits**

Div/Lot/Address	Member Name	Work Requested	Permit Issue #	Paid	Action
Div 1 Lot 39 431 Ballantrae	Kenneth Webber	Trailer permit	1600	Paid \$25.00	Approved – Permit mailed
Div 3 Lot 38 270 E Way to Tipperary	Erin Dahl	Trailer Permit	1601	Paid \$25.00	Approved - Permit mailed
Div 1 Lot 91 390 E Ballantrae	Jeanie Powers	Trailer Permit	1603	Paid \$25.00	Approved – Permit mailed
Div 1 Lot 52 281 E Ballantrae	Dan Hodo	Trailer Permit	1606	Paid \$25.00	Approved Permit Mailed
Div 2 Lot 224 140 E Connemara Way	Terry Matthews	Trailer Permit	No Permit	Paid \$25.00	Terry called the office – wants to store brothers trailer on his lot for winter storage. Committee said no can refund cost of permit. TB will contact owner
Div 3 Lot 227 1761 St. Andrews Drive	Stephanie Markwardt	Trailer Permit	1604	Paid \$25.00	Permit Approved - mailed
Div 3 Lot 179 50 E Blenheim Pl	Arthur Jordan	Trailer Permit	1607	Paid \$25.00	Permit Approved mailed
Div 1 Lot 173 180 E Tenby	Tami & Jeff Anderson	Trailer Permit	1602	Paid \$25.00	Permit Approved - mailed
Div 2 Lot 265 541 E St. Andrews Drive	D. Will	Trailer Permit	1605	Paid \$25.00	Permit Approved – Mailed
Div 1 Lot 40 411 Ballantrae	Wayne Britton	Trailer Permit	1609	Paid \$25.00	Permit approved – mailed

Div 2R Lot 23 361 Shamrock Dr	Bob & Cathy Kostelecky	Trailer Permit	1610	Paid \$25.00	Permit Approved - Mailed
Div 1 Lot 60 191 E Ballantrae	Craig & Deborah Kelly	Trailer Permit	1608	Paid \$25.00	Permit Approved - Mailed

E. Complaints

a. Complaints in Progress

Div/Lot	Member Name	Problem	Recommendations
5-75/76 Kilmarnock Road	Carrigan Petersen	Cut brush piles and trailer on lot, road base put in on lot that may be LLCC repo, see pics taken on 4/6/15	<p>11/14/15- See New Applications – paid \$100 fine and agreed to: Clean up garbage on lot/ no living in shed/ remove tires from shed and have above completed in 1 month.</p> <p>12/12/15 – Keep on agenda</p> <p>1/9/16-Keep on agenda – garbage needs to be picked up</p> <p>3/12/16- sent letter reminder to clean up</p> <p>5/14/16 – Send letter with pics fine pending</p> <p>6/11/16 – Send letter \$500 fine also remove no trespassing sign</p> <p>7/9/16 – wait 1 month Note: Certified letter returned</p> <p>8/13/16 – fine bill just sent if no response in Sept send letter that if not cleaned in 60 days Lake Limerick will clean the property and he will be billed for cleanup and disposal fees.</p> <p>9/10/16-Brian will check file and send letter see pics-outdoor shower and added trash. Kathy will check with the Health Dept</p> <p>10/6/16 – Letter Sent Nov 4 deadline</p> <p>11/12/16 – Carrigan Peterson attended meeting and said trailer has been removed. Requested waiver of fines. Said purchased lot for material storage. Told that was not allowed use of LLCC lots. He stated cleanup will be completed by end of December and if building material left temporarily it will be neat. Given info on appeal process for fines assessed.</p> <p>1/14/17 – Sent letter with \$1000 fine</p> <p>2/11/17 – Check with Rhonda and verify address – send letter to updated address.</p>
01-036 461 E Ballantrae Dr	Vincent Mouneke	Dock needs repair – see pics	<p>2/13/16 – multi complaints, dock needs to be secured and repaired. Need floats fixed before put back in water. See pics</p> <p>3/12/16 – sent letter floats must be replaced before put in water</p>

			<p>4/9/16 – send dock regs, dock put back in water with old Styrofoam, floats need to be update \$100 fine waived if floats updated</p> <p>5/14/16 – Letter from lawyer received- meet with L/D to get specific response to letter</p> <p>6/11/16 – reminder to L/D to respond to letter</p> <p>7/9/16 – letter sent by l/d wait 1 month</p> <p>8/13/16 – L/D will bring before the board</p> <p>8/31/16 –Letter sent from Board</p> <p>11/15/2016—end of time extension requested by Dr. Muoneke and granted by Board.</p> <p>1/7/2017—Board President Kelly Evans informed Lake Dam Committee that the dock has been pulled and is ashore on Dr. Muoneke’s property. Will need to check to ensure it is not a visual nuisance.</p> <p>1/14/17- Brian will write letter for Board – also note a bag of Styrofoam was brought to meeting from this dock</p> <p>2/11/17 – Brian will get letter together for Board</p>
Div 4 Lot 049 261 E Balbriggan Rd	Troy Thompson	Multi derelict vehicles	<p>5/14/16 – Send letter – multi derelict vehicles on property and road- send pics</p> <p>6/11/16 – Send \$100 fine letter</p> <p>7/9/16 – Sharon will check property</p> <p>8/13/16 – per Sharon some improvement/fine bill just sent</p> <p>9/10/16 – Letter thanks for cleanup but the derelict vehicles need to be moved.</p> <p>11/12/16 – Howard Cornehl made a motion, seconded by Laura Berlin to send \$500 fine for derelict/inoperative vehicles. Motion Approved</p> <p>11/28/16 – Letter sent with fine cleanup to be completed by Dec 15</p> <p>12/10/16 – Marylou Trautmann made a motion, seconded by Rhonda Mayner if not cleaned up by the 15 send \$1000 fine, copy of county hulk vehicle rules, and list of charities that will accept vehicles. Motion Passed</p> <p>12/15/16 – Previous fine letter of \$500 not sent certified. Letter resent along with bill and hulk vehicle rules sent certified.</p> <p>1/14/17 – Send \$1000 fine and letter Note: Letter and Fine not sent owner made contact with office</p> <p>2/11/17 – Send letter with info on how to get rid of junk vehicles. If not cleaned up fines will increase</p>
Div 4 Lot 4 171 E Barnsby	Angela Lopeman	Derelict Vehicles	<p>5/14/16 – multi derelict vehicles</p> <p>6/11/16 – Send \$100 fine letter</p>

Place			<p>7/9/16 – Derick said will clean up in 60 days will attend Sept mtg</p> <p>9/10/16 – No attendance at mtg, Issue \$100 fine and remove all derelict vehicles by Oct 5</p> <p>11/12/16 – Howard Cornehl made a motion, seconded by Linda Berlin to send \$500 fine for derelict/inoperative vehicles. Motion Approved</p> <p>11/28/16 – Letter sent with fine cleanup to be completed by Dec 15</p> <p>12/10/16 – Marylou Trautmann made a motion, seconded by Rhonda Mayner if not cleaned up by the 15 send \$1000 fine, copy of county hulk vehicle rules, and list of charities that will accept vehicles. Motion Passed</p> <p>12/15/16 –Angela called office and will respond to letter within week</p> <p>1/14/17 – Send \$1000 fine and letter – Note fine and letter not sent due to letter from homeowner</p> <p>2/11/17 – Send letter with info on how to get rid of junk vehicles. If not cleaned up fines will increase</p>
Div 1 Lot 201 680 E Aycliffe	Doris Dodd – McCarthy & Holthus	Abandoned Home	<p>Send letter to bank – remove derelict vehicle and trash inside house</p> <p>10/8/16 – email from law group that their client cannot do preservation work in WA. Sam will check to find who is resp for property</p> <p>11/12/16 – Sam will provide contact info to Brian and Sam and Brian will draft letter</p> <p>12/2/16 – Letter sent \$100 fine and 10 days to complete cleanup</p> <p>1/14/17 – Send \$500 fine letter and find out why this is in legal</p> <p>2/11/17 – New info on Co that is now responsible for property. Will send intro letter and Rhonda meeting with lawyer on Monday</p>
Div 3 Lot 103 2240 E St. Andrews	Gary Gribble	Yard Debris and dock	<p>10/8/16 – Send dock complaint to L/D Howard will check property</p> <p>11/12/16 – Per Howard and pics the property is fine but dock needs to be replaced with pics from L/D. Send letter to fix dock.</p>

			<p>12/1/16 – Letter sent 30 days replace dock</p> <p>12/15/16 –called office will be in/out next few weeks will respond</p> <p>1/14/17 – Terry call and find out timeline on when replaced</p> <p>2/11/17 – Homeowner mailed permit application and dock rules. Will submit application to replace dock by next month</p>
Div 4 Lot 137,138,139	Yanco Aparicio	No trailer permit	<p>After Nov 15 send letter Trailer needs to be removed from property.</p> <p>11/28/16 – Letter sent remove trailer within 30 days-</p> <p>12/30/16-Letter sent responding to winter application. Permit still denied remove trailer by 1/30/17</p> <p>1/14/17 – Wait until after deadline</p> <p>2/11/17 – Howard made a motion, seconded by Rhonda to send a fine letter if trailer not removed.</p>

a. **New Complaints**

Div/Lot	Member Name	Problem	Recommendations
491 Balmoral	Reynold Minger	3:00 AM noise complaint possible renters	Note: Person that issued complaint has heard from John L Scott that they are dealing with issue.
1941 E St. Andrews Dr	Dan Rodius	New Home walls up then const stopped several years.	Send letter original permit has expired. Needs new permit and timeline to complete home

F. Comments from Guests

G. Motions to the Board of Directors

H. Discussion for Next Meeting:

I. Meeting Adjourned: Meeting was adjourned at 10:35 AM.

September 2016-March 2017 Architecture Committee Goals

- 1) Continue timely permit approvals
- 2) Resolve long standing complaints
- 3) Improve complaint process to reduce resolution times
- 4) Integrate LLCC staff into Committee support