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

Meeting called to order: 9:10 AM by Brian Smith.
Chairperson's opening comments:
Committee Members' Attendance:

__X__Brian Smith, Chairperson
__X__Terry Benner, Secretary
__X__Samantha Franklin, Vice-Chairperson
Exc Sharon Hamilton
__X__ Howard Cornehl
Exc Kathy Jensen
__X__ MaryLou Trautmann
__X__ Laura Berlin
__X__ Rhonda Mayner

Guests: Tayla Blackstad, Bruce Saunders, Jeff Sterba, Eric Dazell, Brian Pryor, Lynn wise, Dave & Valerie Arneson, Zoila & Yanco Aparicio

Approval of Agenda

A. Approval of Previous Minutes: MaryLou Trautmann moved approval of the February 11, 2017 minutes, seconded by Laura Berlin. Motion passed.

B. Correspondence: Written questions from members Nancy Tittinger about rules on manufactured homes and Jerry Russell wanting to remove a diseased tree from his lot.

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- **Sharon Hamilton has produced an editable version of the current Architecture Guidelines for each member so that we can discuss above issues with current guidelines. Samantha Franklin will keep track of the versions as the subcommittee working on updating the guidelines and the issues in item 1 above**

suggest changes for the committee to consider recommending to the Board for adoption. Combine items C.1 and C.2.

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. **Security can be asked for photos through LLCC Maintenance.**

D. Permits

a. New Permits

Div/Lot/Address	Member Name	Work Requested	Permit Issue #	Paid	Action
Div 5 Lot 94 230 E Kilmarnock	Lynn Wise	2 car garage – Steel building 24 X 30		***Homeowner prepaid for permit – will go towards permit when resubmitted $25.00**	**Rhonda made a motion, seconded by Samantha to deny application due to metal bldg./siding.**
Div 1 Lot 137 261 Aycliffe Dr	Randy Henderson	Add on to existing shop & tree removal			**Denied need more info: 220 sq ft too large- 200 allowed, cannot clear lot until house plan submitted, need detail roofs and siding must match future house**
Div 2 Lot 202 400 E St. Andrews Dr	Jeff Sterba	10 X 16 Shed	3015	Paid $25.00 in office	**Rhonda made a motion, seconded by Samantha to approve the permit. Motion Passed**
Div 3 Lot 135 2560 E St Andrews Dr	Valerie and Dave Arneson	New Home	3016	Paid $50 in office	**Permit approved**

b. Permits in Progress

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

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 Peterson	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	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. 12/12/15 – Keep on agenda 1/9/16-Keep on agenda – garbage needs to be picked up 3/12/16- sent letter reminder to clean up 5/14/16 – Send letter with pics fine pending 6/11/16 – Send letter $500 fine also remove no trespassing sign 7/9/16 – wait 1 month Note: Certified letter returned 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. 9/10/16-Brian will check file and send letter see pics-outdoor shower and added trash. Kathy will check with the Health Dept 10/6/16 – Letter Sent Nov 4 deadline 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. 1/14/17 – Sent letter $1000 fine –(not sent) 2/11/17 – Check with office and verify address – send letter with $1,000 fine to updated address. **3/11/17 – Samantha Franklin made a motion, seconded by Rhonda Mayner to request the Board take legal action against Carrigan Peterson to clean up property. Motion Passed**
01-036 461 E Ballantrae Dr	Vincent Mouneke	Dock needs repair – see pics	2/13/16 – multi complaints, dock needs to be secured and repaired. Need floats fixed before put back in water. See pics 3/12/16 – sent letter floats must be replaced before put in water 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 5/14/16 – Letter from lawyer received- meet with L/D to get specific response to letter 6/11/16 – reminder to L/D to respond to letter 7/9/16 – letter sent by l/d wait 1 month 8/13/16 – L/D will bring before the board 8/31/16 –Letter sent from Board 11/15/2016—end of time extension requested by Dr. Muoneke and granted by Board. 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. 1/14/17- Brian will write letter for Board – also note a bag of Styrofoam was brought to meeting from this dock **2/11/17 – Brian will get letter together for Board** **3/11/17_ letter prepared was sent by the Board to Dr. Muoneke. Large dock pieces and styrofoam logs have been moved off the beach. A lot of small styrofoam pieces still litter the beach.**
Div 4 Lot 049 261 E Balbriggan Rd	Troy Thompson	Multi derelict vehicles	5/14/16 – Send letter – multi derelict vehicles on property and road- send pics 6/11/16 – Send $100 fine letter 7/9/16 – Sharon will check property 8/13/16 – per Sharon some improvement/fine bill just sent 9/10/16 – Letter thanks for cleanup but the

			derelict vehicles need to be moved. 11/12/16 – Howard Cornehl made a motion, seconded by Laura Berlin to send $500 fine for derelict/inoperative vehicles. Motion Approved 11/28/16 – Letter sent with fine cleanup to be completed by Dec 15 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 12/15/16 – Previous fine letter of $500 not sent certified. Letter resent along with bill and hulk vehicle rules sent certified. 1/14/17 – Send $1000 fine and letter Note: Letter and Fine not sent owner made contact with office 2/11/17 – Send letter with info on how to get rid of junk vehicles. If not cleaned up fines will increase **3/11/17 – Keep on agenda check back next month**
Div 4 Lot 4 171 E Barnsby Place	Angela Lopeman	Derelict Vehicles	5/14/16 – multi derelict vehicles 6/11/16 – Send $100 fine letter 7/9/16 – Derick said will clean up in 60 days will attend Sept mtg 9/10/16 – No attendance at mtg, Issue $100 fine and remove all derelict vehicles by Oct 5 11/12/16 – Howard Cornehl made a motion, seconded by Linda Berlin to send $500 fine for derelict/inoperative vehicles. Motion Approved 11/28/16 – Letter sent with fine cleanup to be completed by Dec 15 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 12/15/16 –Angela called office and will respond to letter within week 1/14/17 – Send $1000 fine and letter – Note fine and letter not sent due to letter from homeowner 2/11/17 – Send letter with info on how to get rid of junk vehicles. If not cleaned up fines will increase **3/11/17- Letter from homeowner respond with letter – get rid of 2 derelict vehicles, vehicle under tarp, fix fence and remove trash by April 1 or added fines at next meeting**.

Div 1 Lot 201 680 E Aycliffe	Doris Dodd – McCarthy & Holthus	Abandoned Home	Send letter to bank – remove derelict vehicle and trash inside house 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 11/12/16 – Sam will provide contact info to Brian and Sam and Brian will draft letter 12/2/16 – Letter sent $100 fine and 10 days to complete cleanup 1/14/17 – Send $500 fine letter and find out why this is in legal 2/11/17 – New info on Co that is now responsible for property. Will send intro letter and office meeting with lawyer on Monday 2/23/17- Fax sent to Seterus asking for a response **3-11-17-Response is they cannot do work in WA State because of Jordan VS Nationstar ruling. Reply and try to get current owner info**
Div 3 Lot 103 2240 E St. Andrews	Gary Gribble	Yard Debris and dock	10/8/16 – Send dock complaint to L/D Howard will check property 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. 12/1/16 – Letter sent 30 days replace dock 12/15/16 –called office will be in/out next few weeks will respond 1/14/17 – Terry call and find out timeline on when replaced 2/11/17 – Homeowner mailed permit application and dock rules. Will submit application to replace dock by next Month **3/11/17 – keep on agenda**
Div 4 Lot 137,138,139	Yanco Aparicio	No trailer permit	After Nov 15 send letter Trailer needs to be removed from property. 11/28/16 – Letter sent remove trailer within 30 days-

			12/30/16-Letter sent responding to winter application. Permit still denied remove trailer by 1/30/17 1/14/17 – Wait until after deadline 2/11/17 – Howard made a motion, seconded by Rhonda to send a fine letter if trailer not removed. 3/7/17 – Homeowner responded and will attend the March Mtg **3/11/17 – Samantha Franklin made a motion, seconded by MaryLou Trautmann leave trailer until Nov 15, 2017 with the possibility that Winter Trailer will not be approved next year. Motion Passed.**
1941 E St. Andrews Dr	Dan Rodius	New Home walls up then const stopped several years.	2/28/17 Sent letter original permit has expired. Needs new permit and timeline to complete home

a. New Complaints

Div/Lot	Member Name	Problem	Recommendations
Div 2 Lot 190 311 St. Andrews Dr	Thomas Traulsen	Tarps on roof, building material in yard, fiberglass structure in front yard	**Send letter to remove fiberglass structure and debris before next meeting.**
Div 1 Lot 108 680 Ballantrae	Danny & Linda Hanner	Piles of trash in backyard, litter, weight machine in front yard, temp garage used for storage of old furniture junk	Send Letter remove trash and debris from front and side yards before next meeting or fines.
Div 5 Lot 51 31 E Clonakilty	John & Chris Potter	Collapsing/disintegrating structure in rear yard	Send letter remove collapsing structure and debris
Div 1 Lot 60 191 E Ballantrae	Craig & Deborah Kelly	No permit for deck Shed on property line s/b setback 5 ft	Send letter submit a permit for deck and move shed

F. **Comments from Guests**

G. **Motions to the Board of Directors: Samantha Franklin made a motion, seconded by Rhonda Mayner to request the Board take legal action against Carrigan Peterson to clean up property. Motion Passed**

H. **Discussion for Next Meeting:**

I. **Meeting Adjourned**: Meeting was adjourned at: 11:26 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