

## Minutes of the Shadow Hawk Architectural Review Committee (SHARC)

Meeting called to order at 6:30pm on 12-12-99.

Attendance: Steve Dubravetz, Jim Peroutka, Tom McMahon, Dean Zimmermann

### Old Business

- Minutes of the 21-Nov-99 meeting were reviewed and approved.
- Dean Zimmermann will add dimensions, colors, and clarifications to what is reviewed and what is not to Dubravetz warning letter. Also, additional text will be added to urge homeowners to submit their projects in sections. Many plans are being received with multiple projects on a single application but with some projects having only a partial plan.
- Zimmermann will write violation boilerplate.
- Peroutka & Janza need to address their section of the observations by evaluating the observation, determining if a violation exists, and if so determining which CC&R section(s) are violated, and propose a schedule for correction.
- Steve Dubravetz will contact homeowners who have submitted plans that the committee has rejected or who must submit more info to committee before the plan can be evaluated.
- The committee reviewed the draft letter to Lot 1 and approved it.
- The committee agreed to amend the Guidelines to prohibit "T" bar fencing on road-facing perimeter, but will review its application as well as the application of other fencing materials in other contexts.
- The committee reviewed and approved the rejection letter to Finks regarding plans for fencing and lighting a basketball court area. The document will be served by Jim Peroutka.

### New Business

- Newly Submitted Plans were reviewed as follows:
  - Lot 21 – Williams – Dean to notify owner that elevation of fence & material on columns is required along with application form.
  - Lot 20 – Southworth – Pump house - Approved.
  - Lot 27 – Request for extension of landscaping deadline due to well problems - Verbal notification of extension will be provided.
  - Lot 9 – Liston – Wrought Iron fencing - Color of proposed fence was not submitted – Dubravetz to request.
  - Lot 31 – Cedar fencing – approved.
  - Lot 36 – Murray – Landscaping plan originally submitted to Beazer and approved - Approved by committee.
- Need record of all actions in log to share with Board & Community. Dubravetz to compile log.
- Board of Directors would like to have us attend their agenda-planning meeting to discuss what we need from them. Suggested items include:
  - Form & CC&R adjustments to enforce disclosure of CC&Rs & Guidelines to new homeowners
  - Letter informing homeowners that sale does not clear violations & advice from attorney on what, if any, statute of limitations applies to modifications that have not been approved.
  - Guidance on materials such as postage and postcards.
- New business held over from previous meeting:
  - Future document clarifying what SHARC will review and doesn't need to review per Section 2.15 & 3 of CC&Rs w/ copies of application forms to homeowners, including a potential revision or enhancement of guidelines – should we add this to Steve's Warning letter? Zimmermann will add as described in old business.
  - Participation and attendance of committee members – The committee discussed the large number of tasks that must be completed and agreed that the work would have to be distributed more evenly among its members. Currently, Steve Dubravetz is taking a large share of the work load by administering all plans and contacting homeowners regarding approvals and rejections.
  - Nancy Janza volunteered to write a request to Beazer to put additional landscaping around utility devices near main entrance & water tank. Tom McMahon also volunteered and will contact Nancy to determine if she requires any help.

### Adjournment

Meeting adjourned at 8:35PM