

ARC MEETING
March 3, 2023
Clubhouse Pool 3:00 P.M.

ATTENDEES

Gaye Belcher
Linda Cadman
Debbie Frazier
Patti Yochim
Adam Cofield

ABSENT

Joan Jones
Larry Cayabyab

AGENDA

225 – Paint front door different color
213 – Landscaping stones
122 – Roof Replacement and replace oak tree with a Mango tree

DISCUSSION

House #225

- New door color, SW 6472 “Composed”.
- Motioned to approve: Cadman; Seconded: Frazier; all approved.

House #213

- Addition of landscaping bricks to flower beds and front yard tree border. Details on color and layout in application.
- Motioned to approve: Cofield; Seconded: Yochim; all approved.

House #122

- Submitted 2 separate applications.
- New shingles, architectural, Atlas Pinnacle, first color choice: Majestic Shake; Second color choice: Weathered Shadow.
 - Motioned to approve: Cofield; Seconded: Cadman; All approved.
- Replace backyard oak tree with mango.
 - Motioned to approve: Cofield; Seconded: Cadman; All approved.
- Owner paid a \$25 fee for each separate application, need to suggest to the BOD to refund \$25 to owner for replacing tree.

ARC Functions and Information on Forest Glen Website

- Discussed two different options that Cofield drafted.
 - **Option 1:** Rewrite of the section with references to sections of the CC&Rs that are pertinent to the functions of the ARC:

The Architectural Review Committee (ARC) exists to review, then approve or reject architectural modification applications that owners submit to the HOA.

Homeowners must use the architectural modification application form, listed as "ARC Form" on the Fairway Management Forest Glen webpage. Owners shall submit completed forms, along with the required \$25 application fee to Fairway Management's office located at the clubhouse. The ARC has 30 days to review applications.

Article II, Section (1) of the Forest Glen Covenants, Conditions, and Restrictions (CC&Rs) defines the formation of the ARC and conditions for it to establish a quorum.

Article II, Section (2) of the CC&Rs defines the duties of the ARC, the architectural modification application and review process, and fining procedures for deviations from the application process.

The ARC reviews architectural modification applications using the requirements listed in the remaining Sections of Article II and the full content of Article III.

Article III, Section 10, Part (c) grants the ARC the ability to change the type of fencing allowed in Forest Glen with approval of the Board of Directors.

The above information is for reference only. Homeowners should refer to the latest version of the Forest Glen Covenants, Conditions, and Restrictions (CC&Rs). See link to the left titled "Fairway Management - HOA Docs" for the latest version of the CC&Rs including its amendment(s), any existing addenda to fencing regulations made by the ARC.

- **Option 2:** Existing website entry with edits, removing the section declaring that it is the ARC's responsibility to do home inspections and correcting the error in the number of owners required to compose the members of the ARC:

The ARC serves at the pleasure of the Board and their purpose is to promote and ensure a high level of quality, harmony and conformity throughout the neighborhood. The ARC reviews homeowners' modification requests by using the rules set forth in the Covenants, Conditions and Restrictions (CC&R) found in the Declaration. Committee decisions may require review for conformity to local municipal, county, and state statutes. Any improvements made must be aesthetically pleasing, should maintain or enhance the value of the home (which, in turn maintains homeowner values for the community).

The ARC shall be composed of five (5) or more individuals. According to the CC&R's, a minimum of three (3) members must be owners. The primary responsibilities of the ARC are to:

- * Continually review and provide approval decisions on homeowner plans submitted for exterior improvements.
- * Give a timely response to ARC Applications. The ARC must respond to homeowners within 30 days of submission.
- * Report activities to the HOA Board of Directors.

The basis for these functions and processes are condensed from the CC&Rs which are available in full on the Fairway Management - HOA Docs page.

The ARC must treat all requests fairly, consistently and in a timely manner. Members should make applications to the ARC in good faith and honor the decisions of the Committee.

The ARC Application can be found on the Fairway Management - HOA Docs page or can be obtained from the Fairway Management office in the clubhouse.

Completed ARC Applications, along with the \$25.00 application fee, should be given to Joy Simon at the Fairway Management office in the clubhouse.

ARC meets as needed, whenever an ARC application is received by the committee.

- Option 1 was approved to be presented to the BOD with all members voting in favor, except for Frazier who voted No.

Cadman motioned to end meeting. Yochim seconded. All voted to end.

Meeting adjourned at 4:00 PM