

PARC BETHANY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES OF MEETING

DATE: 10.16.08

PLACE: Diane Strong's

TIME: 7:30 pm

ATTENDANCE: David Appel Marilyn Capello
Bob Reinsch Marilyn Marshall
Diane Strong Georgene Weisenfluh

PURPOSE OF MEETING: To determine the SOP for the Landscape Committee; to develop standard notices and letters for correcting Landscape Violations.

Landscape Committee Process:

Walk arounds (how often??)

Small violations: Post paper notification at front door of homeowner (see PDF attachment from Marilyn, a very excellent document !!)
Email board members re: notice
Review by committee in 10 days
First letter from Board, homeowner given 2 weeks to fix violation
Second letter from Board, sent certified mail to homeowner

Large Violations: Trees, Siding, Paint, Roofing, Fencing – notify Board

Questions?

What about back yard violations? Do we have any authority?
Legal person in neighborhood?
Fines to charge?

Notes from Marilyn Capello after meeting:

Here's the Violation document (PDF attachment) that I created from the last notices we distributed. A couple of points:

- I included basketball hoops under the CC&R's that specify safe sidewalks. There is no specific mention anywhere of basketball hoops, but I think it really fits in safe sidewalks.
- I specified 10 days instead of 7 to insure that the homeowner get's a full weekend to do the work.
- The CC&R's actually specify 30 days after first notice. So if the first and second letters allow 10 days each we have met the CC&R's.
- There were a couple of violations in the CC&R's with shorted timeframes specified. For these I specifically included the CC&R timeframes.
- The noxious activities can include lots of things such as dog poop.
- There is also a CC&R prohibiting excessive ornamentation, if there are issues with Christmas decorations, etc. they can certainly be included under this CC&R.
- I couldn't specifically find the limit on trees trimmed over the sidewalks for Washington County, but the city of Tigard and Banks specify 7.5 and 8 feet, so I felt that we could include those limits in our document. It's only covered in our CC&R's by safe sidewalks.

Let me know if there are any changes. Also let me know if you are ok with your contact info being included in this notice. **If I missed your contact info, could you give it to me again.** I seem to have misplaced it.

Cheers, Marilyn