

PARC BETHANY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MINUTES OF MEETING

DATE: 11.11.08

PLACE: Diane Strong's

TIME: 7:30 pm

ATTENDANCE: David Appel
Bob Reinsch
Diane Strong
Larry Phillips

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

MEMBERS: Presently, only Larry Phillips is on the Committee. The committee needs 2 – 3 members. Bob Reinsch has volunteered to begin work on the committee now and then to become a permanent member when his term as Treasurer expires in May 09. We will seek another member through the next Newsletter.

STANDARDS: We need a standard form for neighbors to use for submitting ANY architectural change they want to make. Dave has a few examples from other neighborhoods. Up to 30 days may be required for approval by the committee. More complex changes will require more time for assessment. This will also allow time for Board to contact neighbors for comments, if needed.

APPLICATION FORM: **Who will develop??**

The process will include:

1. Submission of a completed application form (Word document for email communication), to include #2
2. Attachments (drawings, color chips, any needed information or specifications)
3. Approval from PBHOA

Architectural changes that need approval from Board:

House exterior colors
Fence (**setbacks**)
Masonry (**need to decide on standardization % for facade**)
Roofing
Siding
New construction / additions
Outbuildings (**setbacks, Wash county code**)
Trees (Wash county code)
Satellite dishes??

ARCHITECTURAL REVIEW ISSUES:

1. 3 homes on Channa need out of compliance letter for using not approved roofing material: Bixler, Black, Kreitz
2. French Drain and Swimming Pool Issue
3. Fence on edge of sidewalk, not set back to standards
4. (Woodpile on Oak Tree Lot, next to common area fence)