

# COTTONWOOD SUBDIVISION HOMEOWNER'S ASSOCIATION

## ARC & Board Meeting

Date: June 19, 2017

### Minutes

#### **Call to order:**

The meeting was called to order at 5:30 pm.

#### **Directors Attending:**

Mike Gogola

Jen Ruffini

Dave Satori

David Ellis

Manuel Valdez

Joe Chambers

Jeff Hemley

#### **Approval of Minutes:**

The minutes were not read. A motion to approve was made by Dave Sartore and seconded by David Ellis. Passed unanimously.

#### **ARC Requests:**

- 6114 Brighton Lane (Tracking #CW2017-0014) – REAR PATIO EXTENSION
  - Motion to approve with the below stipulations made by Jen Ruffini, 2<sup>nd</sup> – David Ellis Passed unanimouslyStipulations:  
None.
- 9224 Iron Gate (Tracking # CW2017-0015) – 6' Composite Privacy Fence

- Motion to approve with the following stipulations made by Joe Chambers, 2<sup>nd</sup> by Jeff Hemley. Approved unanimously.
  - STIPULATIONS
    - Must be contractor grade construction new standard 6' composite privacy fence with (1) - 12 foot gate and (1) - 4 foot gate in the color Dark Brown. All exterior hardware must be in good taste and neutral tones to match fence and house.
- 6154 Brighton Lane (Tracking #CW2017-0016) – Shed Installation
  - Motion to approve with the following stipulations made by Joe Chambers, 2<sup>nd</sup> by Jen Ruffini. Approved unanimously.
- STIPULATIONS
  - Must be contractor grade construction with all new materials. Construction shall be of brick or “hardiboard” siding and the roof constructed utilizing fiberglass shingles. The building shall be of a color and quality comparable to the main house and all colors shall be that specified and approved by the ARC (Cobble Brown Color with Cream Trim). No metal shall be permitted. The total area shall not exceed 400 sq. feet and shall be located no closer than five (5) feet from the side and rear property lines. No building or design shall violate the ordinances of Santa Rosa County. No more than one (1) outbuilding shall be allowed. No plumbing shall be connected or provided within this structure.
  - Must include 20' setback from back of home.
- 5671 Heatherton Rd (Tracking #CW2017-0017) – New Home
  - Motion to approve with the following stipulations made by Jen Ruffini, 2<sup>nd</sup> by Jeff Hemley. Approved unanimously.
- STIPULATIONS
  - All trash and left over construction material will be placed in appropriate waste containers daily and no

waste containers or porta potties will be placed on the road way at any time.

- The Board reserves the right to impose a deposit if required due to repeat violations of community covenants or construction issues that are a nuisance or detriment to the community.
- No Construction will commence before 6 am or continue beyond 6 pm M-F and 8 am to 6 pm Saturday and Sunday.
- Must comply with plans submitted
- Must comply with all covenant restrictions and county requirements.
- Must be a Single-family dwellings only
- Owners may not subdivide or separate any lot into a smaller lot
- Owners may not combine two or more lots for a single home site
- Minimum Floor Space - Each single-story dwelling located on a lot must contain at least 2000 sq. ft of floor area and each multi-story dwelling must contain at least 2400 sq. ft. of floor area of which 1400 sq. ft must be on the first floor. Floor area does not include garages, porches, terraces or patios.
- Garage – Unless otherwise specifically approved by the ARC, no building may be constructed Separate and apart from the dwelling. Each dwelling must have an enclosed side entry garage to accommodate at least two and not more the four cars. No carports are permitted. Without the prior written approval of the ARC, no garage may be enclosed permanently or converted to another use without the substitution of another garage on the lot meeting the requirements of the declaration.
- Driveways – All lots must have a paved driveway of stable and permanent construction extending from the adjacent

street to the dwelling. All driveways must be concrete or other approved on material.

- Exterior Color and Materials – The color and materials of all exterior surfaces will be subject to approval of the ARC. The ARC may promulgate a list of approved colors and materials for this purpose. This restriction includes window tints and films.
  - Roofs –Roofs shall have a minimum of “7 on 12” pitch and be made of 30 year minimum dimensional shingles.
  - Utility Connections – Connections for all utilities, including, but not limited to water, sewage electricity, telephone, and television must be run underground from the connecting point there from to the dwelling in such a manner as is acceptable to the respective utility authority or company and the ARC. Wells may be installed only for irrigation purposes.
  - Mailboxes – All mailboxes, paper boxes or other receptacles of any kind for use in the delivery of mail, newspapers, magazines, or similar material shall be erected or permitted in only the location approved by the ARC and must be constructed according to a size, design, and material approved by the ARC. The ARC may specify a particular brand and model of mailbox and should it do so each owner shall be required to install a mailbox model so specified.
  - Overhang –Overhang of all eaves shall be a minimum of sixteen inches except gables which shall be a minimum of twelve inches. (Covenants Page 10)
- 5515 Huntingdon (Tracking #CW2017-0018) – PATIO PAVERS AND PRIVACY PANELS
    - Motion to approve with the following stipulations made by Jeff Hemley, 2<sup>nd</sup> by Joe Chambers. Approved unanimously.
    - STIPULATIONS
      - Pavers must be of similar color and style to home and surroundings. The privacy panels cannot extend beyond 6

feet tall and as indicated by your request, no stain will be applied.

- 9121 Iron Gate (Tracking #CW2017-0019) – Pool and Enclosure Installation
  - Motion to approve with the following stipulations made by Jeff Hemley, 2<sup>nd</sup> by Joe Chambers. Approved unanimously.
  - STIPULATIONS
    - All pools and pool equipment must be installed by a professional contractor and must meet all of the Santa Rosa County Building codes.
  
- **Business:**
  - 1) Kelly Smith 9104 Iron Gate – Letter was sent to Mr. Smith concerning a concrete addition to his driveway. It appears that Mr. Smith was given approval to proceed without ARC approval. Mr. Smith was also given legal notice not to conduct lawn mower repair service on his premises which he has failed to comply with. Further legal action is pending.
  - 2) Tammy Smith Iron Gate – Issues with runoff water from power lines. Mike talked with Timberland and the county but there appears to be nothing that can be done.
  - 3) AirBNB – We received a letter concerning a homeowner receiving notice that they cannot conduct their AirBNB business at their home. It appears that the home owner was not from this community and the letter was sent in error. However, Mike will follow up with Kevin concerning short leases or rentals.
  - 4) Metal Shed on Heatherton – Mike has sent a letter to the homeowner on Heatherton that is disputing a shed that was never approved by the ARC board. The homeowner has been informed that no further action will be taken as a result of our attorney's recommendation.
  - 5) Front landscaping – Mike has been working with our landscaping company to get new plants and trees trimmed without any luck. David Ellis volunteered to handle the front flower beds to get

them back to a better condition. David Ellis will submit a plan with pricing to prior to planting.

- 6) Easements – Timberland advised new homeowners that they can store RV's behind their homes in designated lots. Timberland has submitted changes to the 3<sup>rd</sup> and 4<sup>th</sup> addition covenants just last week. It appears that they will be able to do this if they so wish to.
- 7) Septic issues on Heatherton – Mike has sent letters to the foreclosure company and it appears that the issue has been resolved.
- 8) Decorations – Mike purchased decorations for July 4<sup>th</sup> and will get them to David Ellis to install.
- 9) New Website – David Ellis informed everyone that our new website is almost finished. As soon as the site is working a link will be sent to all board members to view and critique.
- 10) Parking on Street on Heatherton – This has been an ongoing issue. The homeowner has been issued letters. Mike will follow up.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 6:17 pm.

Motion: Jeff Hemley, 2<sup>nd</sup> Joe Chambers

Meeting adjourned.