

## **Architectural Control Committee (ACC) Project Request Report**

The February 8<sup>th</sup> monthly ACC Project Request meeting was called to order at 6:35 pm.

**CKS/E Board/ACC members present:** Tom Majcen, Gary Englebright, Norman Davis, Lorenzo Sammauro, Annie Berger and Becky Englebright.

**Residents present:** Leslie Stilson, Loreen Hannan, Charlotte Bagwell and Mark Hoefler.

### **Project requests approved by email vote since last meeting:**

1. None.

### **Project requests pending resolution:**

1. W. Walden Dr. – Add an addition to the rear of the residence. This project request also includes re-roofing the entire house. The roofing product is an approved product and color. The new exterior walls will be stucco, painted to match the existing house color, and brick that will match the existing brick. Detailed design drawings were included with this request. The Board reviewed the plans. The request was approved unanimously, contingent on the resident providing a copy of the Jefferson County permit.

### **Project requests approved during the meeting:**

1. W. David Dr. – Re-roof house. The product and color are on the approved list. Approved unanimously.
2. W. Walden Dr. – Re-roof house. The product and color are on the approved list. Approved unanimously.
3. S. Webster Way – New shed to be roofed with the same product as is currently on the house. However, the homeowner could not remember the exact product name or color. Unanimous approval was given to start the concrete pad and shed. Once the homeowner provides the Board with the roofing material information, the Board will vote on the rest of the project.

### **Administrative Matters:**

1. The Approved Roofing Materials file on the HOA website will be updated to show two products that have been disapproved by the Board. The products are Decra Shingle XD and Boral Saxony Split Old English Thatch.
2. There was some discussion as to whether the Board should inspect a roof shortly after the construction has started to verify product being installed matches the project request. No conclusion was arrived at. This topic will continue to be discussed in the upcoming months.

The Project Request meeting was adjourned at 7:06 pm.

**- Norman Davis, ACC Project Request Chair**