

**Waterford Lakes Community Association
Architectural Review Committee Minutes
May 4, 2022**

SPHS

1. Call to Order: 6:30 PM
2. Quorum Established - Donna Lendvay, Joy Roehnert, Reggie Shribbs
3. Proof of Notice
4. Adoption of Agenda
5. Minutes of the April 26, 2022 meeting
6. Special Guests - Michael Spaminato (ARC committee candidate), Beatress Little (Bradford Village)
7. New Business:

The ARC Committee's opinion is that it is very helpful during the ARA review process if the local neighborhood ARC minutes are attached to ARAs submitted for that neighborhood. If the minutes are not attached the WLCA ARC should review the ARAs as defaulted ARAs. It is unreasonable to expect the new ARC team to be aware of and apply local neighborhood (more stringent) guidelines without appropriate and official communication from the local neighborhood association.

The ARC Committee's opinion is that the ARA review process would be smoother and more efficient if the ARAs submitted were accurate and complete. At the end of the updated Rules and Regulations there is a section labelled "What is Needed for the Architectural Review Application:" Question - Who is responsible for ensuring that each ARA is accurate and complete? Is it the homeowner's responsibility? Is it the local neighborhood ARC's responsibility? Is it the WLCA Compliance Department's responsibility? Or is it the WLCA ARC's responsibility at the weekly meeting?

At the present time, it seems the final responsibility for complete and accurate ARAs falls on the WLCA ARC and that is why it again took 1.5 hours to review 13 ARAs. With a new ARC team coming on board, the inconsistent quality of ARAs being presented is a problem that the WLCA board of directors may want to take under review.

Previously, the WLCA Ad Hoc Committee recommended an ARA checklist. That was a step in the right direction but the Ad Hoc checklist is not included for each submitted ARA. It would be extremely helpful if during their review of submitted ARAs, the WLCA Compliance Department checked off each individual item needed

for a successful ARA review. Either off the Ad Hoc Checklist or the What is Needed Checklist off the updated Rule and Regulations.

Problems the ARC came up against during the meeting.

Fuel Tank ARA - Disapproved - Must be in the backyard with other pool equipment and not be seen in front of the house. Must be within property line and shielded from view

120-Gal LP Gas Tank intended to be used to heat the pool. Rules for Modifications:

1. Pools are only permitted in the backyard. If there is no screen enclosure around the pool, refer to county code fencing requirements.
2. Fuel storage tanks shall either be buried or hidden from view at ground level by a decorative fence or landscape material(s).

The location of the fuel storage tanks is not specifically addressed in the Pool Rule and Regulation or in the WLCA Declaration. But pools are only permitted in the backyard.

WLCA staff provided a photocopy of page 44 of WLCA Declaration Article IX Enforcement of Rules and Regulations AA. Swimming Pools and Tennis Courts (e) All fuel tanks for swimming pools, along with other necessary pool mechanical equipment, shall be shielded from view at ground level by appropriate landscaping or approved decorative fences.

The local neighborhood disapproved of the ARA in an email, not an ARC meeting, stating they do not approve of the tank's location. A disapproval without explanation except the comment "see attached photo of the home."

Staff sent an email to the homeowner regarding placement of tank and use of tank.

Homeowner replied that the tank was "to be used to heat the pool."
He also stated that "the tank on my property next to my garage where the circular pink mark is on the rendering."

The photo supplied shows the tank on the homeowner's property next to his garage but the pink rendering on the plat shows the "installed location" of the tank on the property of the next-door neighbor.

Gazebo ARA - Disapproved (2-1) - Adding a 12x10x8 cedar wooden gazebo with steel roof/pergola.

Homeowner has a very nice looking well-constructed accessory building in his backyard next to his pool. The local neighborhood sent a COURTESY NOTICE to the homeowner regarding an Architectural Change without Approval.

The local neighborhood approved the Pergola application that had already been installed in the backyard.

At the meeting the WLCA ARC committee members discussed at length the lack of clear guidance on backyard structures. The committee vote was 2 for disapproval, 1 for approval.

Driveway ARA - Disapproved - Rule 19 (d) Location and dimensions of the modification shown on a current Plat or survey Plan. Staff sent an email to the homeowner requesting dimensions of modification. Homeowner did not respond before the ARC meeting.

Paint ARA - Disapproved - Homeowner picked approved WLCA paint scheme #64. Homeowner wanted to use body color for the trim and the trim color for the body.

Fence ARA - Approved - Installation of fence (vinyl) reference measurements on the survey. 6 ft and 8 ft fence requested on the survey. Default from local neighborhood. No additional information on submitted ARA regarding 8ft fence request. The ARC was forced to research this issue before approval. Who has the responsibility for complete and accurate ARAs

Fence ARA - Approved - Remove wood fence and replace with white vinyl fence. north West section 9' long. Plat not colored to indicate location of replacement. No dimension of setback indicated.

Sky Light ARA - Approved - WLCA has no rules of skylights.


Door ARA - Approved - Replace patio sliding doors with white French doors. WLCA has no rules for replacing doors.

Please see attached log sheet agenda for this week's ARAs

Applications 13 Approved 9 Denied 4 Tabled 0

Meeting adjourned: 7:56 PM

Reginald Shribbs



10 MAY 2022

**Waterford Lakes Community Association
Architectural Review Committee Minutes
May 10, 2022**

1. Call to Order: 6:30 PM
2. Quorum Established - Dennis Horazak, Joy Roehnert, Reggie Shribbs
3. Proof of Notice
4. Adoption of Agenda
5. Minutes of the May 3, 2022 and 26 April 26, 2022 meeting
6. Special Guests - Mark Coleman (ARC committee candidate), Michael Spaminato (ARC committee candidate), Beatress Little (ARC committee candidate), Becky Black, Alexandria Zook,
7. New Business:

Excellent training conducted by committee members Dennis Horazak and Joy Roehnert. Two of the ARAs were for the Crossroads HOA, so I abstained from voting on those two.

All three of the ARC Committee member candidates have volunteered to join the ARC and participate in the community. Well Done, Mark, Michael and Beatress.

The disapproved Pergola ARA from last week was discussed for training purposes.

Pavers ARA - Approved - Resubmitted ARA from last week with driveway dimensions now included on the Plat. Approval was conditioned that the homeowner would stop at the sidewalk and not pave the Orange County driveway apron. It was not clear on the plat where the new driveway ended.

Driveway Modifications:

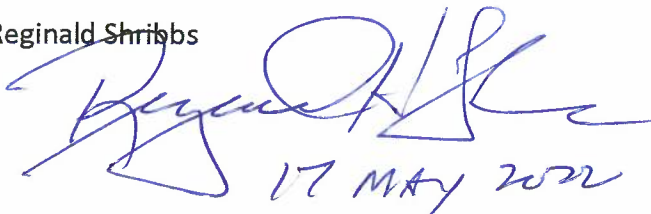
12. Driveway modifications may not extend through county easement property such as a public sidewalk or driveway apron.

Please see log sheet agenda for this week's ARAs

Applications 7 Approved 7 Denied 0 Tabled 0

Meeting adjourned: 7:43 PM

Reginald Shribbs



17 MAY 2022



Waterford Lakes Community Association

Architectural Review Committee Minutes

May 17, 2022

1. Call to Order: 6:33 PM
2. Quorum Established - Donna Lendvay, Joy Roehnert, Reggie Shribbs
3. Proof of Notice
4. Adoption of Agenda
5. Minutes of the May 10, 2022 meeting
6. Special Guests - Mark Coleman (ARC committee candidate), Michael Spampinato (ARC committee candidate), Beatress Little (ARC committee candidate), Becky Black, Alvin Little
7. New Business:

Training discussion about selective enforcement and the slippery slope created by poorly written HOA Rules and Regulations. Some backyard structures require "anchors." Other backyard structures (i.e., trampolines) do not require "anchors." There is no definition of what an anchor is or what qualifies as an anchor in the WLCA rules and regulations. A brief discussion of the difference between a 300 lb Pergola vs a 30 lb trampoline flight hazard ensued.

Training discussion about WLCA Declaration Article VIII Architectural Control Section 1 Enforcement of Architectural Standards Section 4 Modifications Page 37

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"No permission or approval shall be required to repaint in accordance with an originally approved color scheme,....."

Training discussion about fences.

Rules for Modifications:

13. All fences shall be 6 ft. in height, with three exceptions:

b. Owners of lots that border Orange County Public School property have the option to increase the height of the border fence to a maximum of 8 feet.

Question - Should WLCA allow a 4th exception to Owners of lots that border Eastwood. Apparently soil was added as a foundation to Eastwood homes before construction of the homes commenced, causing rainwater drainage issues and Eastwood homes having a higher elevation than and directly behind Waterford Lakes homes located in Bradfordt Village.

Fence ARA - Disapproved - Rules for Modifications:

9. Wood fencing shall be natural wood or stained shades of brown or gray.

Homeowner ARA request was to paint (not stain) the fence in the body color (beige) of the home.

Pool ARA - Approved - Pool ARA submitted. No fence or screen enclosure noted on ARA. Question - Can the ARC approve a pool application with fence or screen enclosure information on the application?

What Is Needed for the Architectural Review Application:



1. *If a new fence or screen enclosure is planned, a completed Fence Application or Screen Enclosure Application shall accompany the Pool App*

Becky Black conducted research during the ARC meeting and confirmed that the homeowner had a screen enclosure ARA on file and the pool was going to be located within the screen (ARA approved) enclosure.

Siding ARA - **Approved** - Emergency repair of exterior wall of home due to termite damage. Current siding on the home was not specified on the ARA. Homeowner has already installed stone veneer in termite damaged areas at the base of the current siding. Having two different sidings on the same house is not addressed in the **Colors Rule and Regulation**. Only guidance is:

Siding:

11. Acceptable siding materials are wood, vinyl, Hardie board, brick veneers and stone veneers.

Pavers ARA - **Approved** - Homeowner installing pavers in the **backyard**. Pavers in the backyard are not specifically addressed in the WLCA Rules and Regulations. No one will see them except the homeowner.

Landscaping Rule and Regulation

What These Rules and Regulations Cover:

Also see:

*Rules and Regulations for Driveway, Walkway, and Entryway Modifications - for walkways that connect the **front** door to the driveway or sidewalk, or street. Rules for **Modifications**:*

Rules for Pathways, Garden Borders, and Poured Concrete Curbing:

33. Pathways may be no wider than 24 inches.

MO

34. Pathways, concrete curbing and garden borders other than wood shall have a natural stone color. Colors must be shades of red, brown, tan, or grey.


All three ARC committee candidates confirmed with Alvin Little (arrived at end of meeting) that they volunteer to be on the ARC committee.

Please see log sheet agenda for this weeks ARAs

Applications 9 Approved 8 Disapproved 1 Tabled 0

Meeting adjourned: 8:25 PM

Reginald Shribbs

Approved 5/24




**Waterford Lakes Community Association
Architectural Review Committee Minutes
May 24, 2022**

1. Call to Order: 6:45pm by chair
2. Quorum Established: Mark Coleman (chair), Beatress Little
 0. Absent with notice: Michael Spampinato
3. Proof of Notice: WLCA Website & posted on property
4. Minutes from May 17, 2022 meeting:
 0. Motion to approve: Beatress Little, Second: Mark Coleman
 1. Vote 2/0 - motion carried
5. Adoption of agenda: Approved as written
6. Special Guests: Becky Black, Alexandria Zook, Dennis Horazak
7. New Business:
 0. ARAs reviewed: 7, Approved: 4, Disapproved: 3, Tabled: 0
 1. Feedback for ARC Guidelines Committee:
 0. House colors R&R does not specify that the trim/base/door colors must adhere to their designation within each scheme, which may allow homeowners to select one color for base, trim, other exterior doors, or even all three, etc. It may also allow very dark trim colors that would otherwise not be approved as base colors to be selected since they are part of the approved schemes.
 1. Recommend adding/modifying guideline language to restrict the use of each color to its designated location on a home (i.e. door colors must be used only for doors, trim for trim, base for base).
8. Meeting adjourned 8:50pm by chair

Approved 2/0
A handwritten signature in blue ink, appearing to be "M. Coleman", is written below the text "Approved 2/0".



Waterford Lakes Community Association
Architectural Review Committee Minutes
May 30¹, 2022

1. Call to Order: 6:35pm by chair
2. Quorum Established: Mark Coleman (chair), Beatress Little
 - a. Absent with notice: Michael Spampinato
3. Proof of Notice: WLCA Website & posted on property
4. Minutes from May 24, 2022 meeting:
 - a. Motion to approve: Beatress Little, Second: Mark Coleman
 - b. Vote 2/0 - motion carried
5. Adoption of agenda: Approved as written
6. Special Guests: Becky Black, Alexandria Zook, Dennis Horazak
7. New Business:
 - a. Michael Spampinato submitted resignation from the board for personal reasons.
 - b. The ARC is seeking new members to join- please spread the word!
 - c. ARAs reviewed: 11, Approved: 8, Disapproved: 2, Tabled: 1
 - i. Tabled 12430 Harney Drive submission to allow staff time to discuss options with homeowner and avoid disapproval.
 - d. Feedback for Board of Directors:
 - i. For door replacement, the only restrictions are on the color. This makes doors essentially the same as all other paint ARC submissions and the ARC recommends adding doors to the "Fab Five" for quicker/easier processing for staff and homeowners. Could simply be listed under the category "House Colors" to avoid adding a sixth category. But, if necessary, could always change it to the "super six" 😊
 - e. Feedback for ARC Guidelines Committee:
 - i. Under ARC Rules & Regulations for Driveway, Walkway, and Entryway Modifications, walkway pavers do not have color restrictions, which may lead to undesirable and/or inconsistent color choices. Recommend providing guidance to homeowners on appropriate colors/shades similar to driveway pavers in Rule #5.
 - ii. Guidelines for patio covers and/or canopies are not stated within current Rules & Regulations. The closest rule is surrounding awnings, which by definition are only attached to the main building. Canopies and patio covers typically feature posts to support some or all of the structure. Recommend amending/renaming ARC Rules and Regulations for Awnings to cover patio covers and canopies, creating a separate rule document for these structures, or including them in new/forthcoming rule documents related to outdoor/backyard structures.

A handwritten signature in blue ink, enclosed within a blue oval. The signature appears to be "MO".

1. Also recommend updating the definition of awnings in the current rules document to clearly indicate that an awning is attached only to the main structure and does not have supporting posts that make contact with the ground or a patio.
- f. The ARC will not meet at it's regularly scheduled date/time on 6/7/22 and will plan to resume meeting weekly on 6/14/22 unless specially called prior to this date.
8. Meeting adjourned 8:40pm by chair

 6/14/22