



FIRST WALNUT CREEK MUTUAL

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ARCHITECTURAL CONTROL COMMITTEE MEETING**

Friday, August 4, 2023 at 10:00 a.m.

**MOD – Large Conference Room
800 Rockview Drive, Walnut Creek, CA 94595**

MINUTES

Call to Order

President England called the meeting to order at 10:03 a.m.

Roll Call of Directors Present

Mary A. England – President
Pat Donahue – 1st Vice President
Barry Hirsch – 2nd Vice President

Director Absent

Jean Autrey – Treasurer
Jen Moreau – Secretary

Personnel Attending

Victoria Thomas – Board Services Coordinator
Bill Parsons – Resales/Alterations Supervisor

Residents' Forum

No residents attended the meeting.

Review of Alterations

3101 Golden Rain Road #1

Parsons reported that the resident requested to install 10 rooftop solar panels. Parsons assured that there is equitable space to accommodate for 10 panels.

Parsons said the carport is in Entry 24 so the previous Entry may be able to see the solar panels from the street. Adding that for aesthetic reasons, the contractor will run the conduit in the attic space to keep them off the top of the roof. The solar panels will be installed in the coposition and durolast areas so it will comply with state roofing to ensure the proper installation. The contractor is required to paint any conduit to match the building if it is exposed.

England asked if the resident received building permission from other residents. Parsons replied yes and showed the document with residents' signatures. The resident also provided their insurance, which complies with the Policy.

Parsons said this is a common installation with approximately 300 installations throughout the Valley.

A motion was made by England, seconded by Donahue, to approve the application. Approved by unanimous vote. (3-0)

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1163 Oakmont Drive #6

The owner is remodeling the Sonoma manor. He is a licensed contractor by trade and will be doing the renovations himself. The plans are to enclose half the balcony, add a bathroom near the entrance, change the range to gas, add an electric fireplace, and add an electric washer and dryer.

Parsons said it is the assumption that the plan is to sell the manor once renovations are complete.

Parsons plans to do frequent inspections to confirm renovations are up to code.

A motion was made by England, seconded by Hirsch, to approve the application. Approved by unanimous vote. (3-0)

2000 Pine Knoll Drive #1

Construction Issue –

Donahue reported the resident has made a complaint about the renovations happening next to her manor and the disturbance caused from the construction work: damage to her toilet and violating the rule on allowed length of a patio landing. Parsons reported that the toilet is not connected to the current construction project but was an issue in the past with the wax ring of her toilet. Adding that Gauthier has been to the residence on multiple occasions in the past regarding the toilet.

The Architectural Control Committee did not approve the alterations that were being done. Parsons approved the alterations application on June 29, 2023 as the scope of work was under his authority. When the manor was purchased, the patio was enclosed with a sliding glass door. Per Code, there must be a 36 inch landing outside of a sliding glass door. The contractor was going to add an additional 36 inches to the patio, which would encroach into First Mutual's common area. Parsons stopped the work on the patio on July 26, 2023. The contractor knows he is required to redo the patio with a 36 inch landing.

Parsons reported that the contractor was asked by the resident to extend their patio an additional 36 inches. The contractor denied the request.

Since the original construction was outside of the property boundaries, the Board does not want a situation wherein the work is disapproved, and more work is completed as a result.

The Board proposed two options: put the patio back to its original 36 inch landing or put it back to the exterior wall. The Board questioned if the proposed options are legal. The Board determined before moving forward they need to get advice from legal counsel. Donahue will contact counsel.

Nuisance Issue –

Donahue reported the resident has made several complaints about the renovations happening next to her manor and the disturbance caused from the construction work: noise, dust, possible asbestos from the removal of the popcorn ceiling, extensive jack hammering, walls shaking, demolition notice was not given, branches being cut down on a tree by the contractor, light fixtures are not working.

Noise – Jack hammering is done, but the sound of hammering will begin soon and will continue for the remainder of the construction project. Parsons is having his inspectors go to the manor daily to inspect the job site.



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Demolition Notification – The contractor admittedly said he did not post the demolition notice to the neighbors. He did notify them that he would be shutting off the water. Response to resident will be an apology that the required notification erroneously was not placed on each residents' door but will be used going forward.

Possible Asbestos – The Board is requiring the contractor have the popcorn ceiling debris tested for asbestos by a professional.

Cut Branches – Contractor said he has not cut any branches from trees. England will ask Rossmoor Landscape Manager if his team cut down branches.

The Board determined before moving forward they need to get advice from legal counsel. Donahue will contact counsel.

Autrey will write up a response to the resident and send to the Board for review prior to sending it.

The resident claims that the Alterations Dept. said the extension of the patio was approved by the Board on July 17, 2023. The Board confirmed they did not approve the extension.

Through the construction project the contractor discovered that the resident's water line was tapped into the neighbor's water pipeline for hot water for the washing machine. Parsons is going to have the contractor inform the resident.

Adjournment

The meeting was adjourned at 11:15 a.m.