



FIRST WALNUT CREEK MUTUAL

**FIRST WALNUT CREEK MUTUAL
ARCHITECTURAL CONTROL COMMITTEE MEETING**

Friday, February 2, 2024 at 10:00 a.m.

Meeting was Conducted In Person and Virtually

**Gateway Clubhouse – Board Room
1001 Golden Rain Road, Walnut Creek, CA 94595**

MINUTES

Call to Order

President England called the meeting to order at 10:02 a.m.

Roll Call of Directors Present

Mary A. England – President – District 5
Peter Catalano – 1st Vice President – District 4
Young Chung – 2nd Vice President – District 3
Jean Autrey – Treasurer – District 2

Director Absent

Jen Moreau – Secretary – District 1

Mutual Operations Staff

Jeroen Wright – Director of Mutual Operations
Bill Parsons – Resales/Alterations Supervisor
Victoria Thomas – Board Services Coordinator

Members' Forum

Members were afforded the opportunity to express their concerns, make comments, or have questions for the Board. Comments included: requests for monthly meetings.

Review of Alteration

Account 2533 - Application for a total remodel

Parsons reported the resident requested to enclose the back patio, install a slider with a 36 inch pad which will be in the common area, and install a washer and dryer inside the new wall under the stairway to the above manor. Jean noted that putting a pad in the common area can be approved as there is language in the 2024 Condominium Bluebook that states: Civil Code 4600 Grant of Exclusive Use Common Area (3)(e) To transfer the burden of management and maintenance of any common area that is generally inaccessible and not of general use to the membership at large of the association.

Parsons recommended the slider be installed on the side so it does not interfere with common area and denied the washer and dryer under the stairway

A motion was made by Autry, seconded by England, to not approve the changes that would add a washer and dryer. Approved by vote. (3-1 Catalano voted No)

FIRST WALNUT CREEK MUTUAL

A motion was made by Autry, seconded by England, to approve the patio enclosure subject to moving the slider to the side of the enclosure to the exterior wall under the master bedroom. Approved by unanimous vote. (4-0)

Account 23522 - Application for a total remodel with patio enclosure

Parsons reported the contractor requested to enclose the back patio area to make a larger room and install a slider with a 36 inch pad. Parsons informed the Board that there are over 20 manors that have done the same type of remodel.

There are no landscaping plans. Parsons will confirm that there is no irrigation in the area. Landscaping will be the owner's responsibility. The Alteration Department will add this as a condition subject to the Landscape Manager's approval to have a 36 inch pad.

A motion was made by Autry, seconded by Chung, to approve the remodel subject to the Landscape Manager's approval for landscape changes. Approved by vote. (3-1 England voted No)

Account 17847 - Application for hard surface flooring

Resident lives on the second floor and requested approval to remove the carpet and install hard surface flooring throughout the manor. Current policy does not allow this, and resident asked for an exception to the policy due to his medical condition.

Resident was in attendance and provided a presentation on quality luxury vinyl materials. Resident said the vinyl that would be installed is IIC rating 53 and SGC rating 58, which exceeds the Mutual's requirement of IIC rating of greater than 40.

Parsons added that, if approved, he would ensure the flooring was installed correctly.

Resident added that he would be willing to uninstall hard surface flooring and install carpet when he moved out.

The Board asked the resident to get a letter of approval from the neighbor below.

Parsons will provide the Board with a report on sound and types of flooring that is good for each model. The Board deferred the request until they receive the reports from Parsons and a permit was submitted to the Alteration Department.

Account 23574 – Approved remodel to add a third bedroom

A contractor enclosed the patio to make a third bedroom. Parsons reported alterations was a full remodel that was reviewed and approved on August 26, 2022.

Expansion of footprint of exterior during remodel. Needs approval to convert common area to exclusive use common area

Exclusive use common area includes: patio, deck, veranda, balcony, storage area, parking space and carport.

Adjournment

The meeting was adjourned at 11:24 a.m.