

ARCHITECTURAL CONTROL COMMITTEE MEETING

Tuesday, February 4, 2025 at 10:00 a.m.

Meeting was Conducted Virtually

MINUTES

1. **Call to Order**

Thomas called the meeting to order at 10:23 a.m.

2. **Roll Call of Directors**

Young Chung – President – Absent
Peter Catalano – 1st Vice President
Kevin Dowling – 2nd Vice President
Peggy Kaiser – Treasurer
Jean Autrey – Secretary

Mutual Operations Staff

Bill Parsons – Resales/Alterations Supervisor
Dave Peakes – Building Maintenance Manager
Victoria Thomas – Board Services Coordinator

3. **Members' Forum**

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

- Difficult to get permit from the Alterations Department
- Duct system – a licensed technician is required to do inspections
- Questioned where inspection reports are filed

4. **Topic**

- a. Alt. #51577 – 1400 Golden Rain Rd. #4- Carmel unit – Install walkway front patio to the sidewalk. Parsons suggested she contact landscaping to improve existing walkway.
Motion made by Autrey, seconded by Dowling, to deny paving the walkway and approve the gate. Approved by vote. (3-1 Kaiser voted no)
- b. Alt. #51536 – 1388 Rockledge Ln. #1 – Sequoia unit – Total remodel: Kitchen cabinets, appliances, countertops, replace kitchen window, bathroom remodel: shower, free-standing tub, new vanity. Install sliding glass door from dining room to enclosed wrap portion of balcony, recessed lighting and two solar tubes.
Parsons had no concerns with the alteration application.
Motion made by Autrey, seconded by Dowling, to approve the alteration application. Approved by vote. (3-1 Kaiser voted no)
- c. Alt. #51579 – 2101 Golden Rain Rd. #13 – Sequoia unit – Add second bathroom to unit (contingent to purchase of unit #14 below).
Parsons suggested cast iron for piping and quiet rock for installation around the shower and the pipes.
Motion made by Autrey, seconded by Dowling, to approve alteration application contingent on purchasing #14 below and adding a bathroom in the manor and submitting appropriate plans. Approved by unanimous vote. (4-0)

FIRST WALNUT CREEK MUTUAL

- d. Alt.# 51653 – 1736 Golden Rain Rd. #2 – San Franciscan Model – bathroom remodel, add second bathroom- recessed lighting – new windows and front door – upgrade subpanel.
Will remove the skylight installation from the application.
Parsons had no concerns with the alteration application.
Motion made by Autrey, seconded by Dowling, to approve alteration application contingent upon the skylight installation be removed from the application. Approved by unanimous vote. (4-0)
- e. Alt. – 1501 Rockledge Lane, #2 – How to better ‘deal’ with contractors who have so many noncompliance issues.
Kaiser report that contractor BRB started demolition early, worked on Saturday, parked their trucks in the red zone on more than one occasion, put their tools, toilets, fans, and saws in the common area, didn’t give notices to the neighbors, using more than one guest parking space, and messy with sawdust. Owner lives overseas. Contractor is not being responsible. Parsons reported that he had spoken to the contractor. Kaiser requested that Parsons place these violations in the contractor’s file.
- f. Alt. #51683 – 2101 Golden Rain Rd. #14 – Sonoma model – Total remodel: kitchen appliances, cabinets countertops, lighting -bathroom remodel, vanity, replace windows, add 2nd bathroom.
Parsons had no concerns with the alteration application.
Motion made by Autrey, seconded by Dowling, to approve alteration application. Approved by unanimous vote. (4-0)
- g. Alteration Department Monthly Reports
The Committee reviewed the In Progress and Completed Alteration Reports.

5. Adjourned

There being no further business the Architectural Control Committee Meeting adjourned at 11:20 a.m.

Board Assistant Secretary's Certificate

I hereby certify that the foregoing is a true and correct copy of the minutes.

Victoria Thomas