

## Architectural Control Committee – Meeting Minutes – APPROVED

Date: July 6, 2023

Location: PIPOA Office, 14015 Fortuna Bay Drive

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1. Call to Order
  - a. Richard McGinley called the meeting to order.
2. Roll Call
  - a. ACC
    - i. In attendance: Richard McGinley, Steve Brown, Mark Dragoo, Jordan
  - b. Board: Ray Singleton, Bill Davenport
3. Approval of Meeting Minutes
  - a. No meeting minutes to approve for June. The meeting was cancelled. Quorum couldn't be opened.
4. New Business (*change in agenda order*)
  - a. Drainage plans are now required when a property owner applies for a retaining wall.
  - b. Tom Cable spoke and presented the committee with the proposed PIPOA construction standards.
  - c. Jodi Schultz spoke about potential violations.
  - d. Charles Pierce spoke on behalf of his application for deck/dock.
  - e. The ACC Committee agreed that going forward agenda items must be submitted to the ACC Coordinator two full business days ahead of the meeting. Any person sponsoring an agenda item will be allotted 3 to 5 minutes for initial presentation. Only project application sponsors on the agenda will be allowed to speak at the ACC meeting in person. Due to limited seating all others interested in attending the meeting will be encouraged to follow the meeting online. The ACC Coordinator will include the login parameters when the meeting notice is emailed out. Questions received over the online chat may be addressed by the committee as time permits. Agenda item sponsors are encouraged to be on time for the meeting because the door will be locked after the meeting is started.
5. Old Business
  - a. Any plans submitted to the ACC are required to be legible before the committee reviews the plans. Any applications submitted with plans that aren't legible will be considered incomplete.
6. Member Comments
  - a. Steve Brown proposed a change to the review process.
  - b. Richard McGinley proposed a plan that he is working on to act as a drainage plan check list with the homeowner and contractors.
  - c. Mark Dragoo proposed a more efficient way to receive project applications via email.
7.
  - a. The ACC Committee agreed to continue the review process via email.
8. Next Meeting Date
  - a. August 8, 2023, 5:30 Pm at 14015 Fortuna Bay Dr.
9. Adjourn
  - a. Richard McGinley adjourned the meeting.