

University Place Compliance Committee
Monday, January 14 2008, 5:30 p.m.
Charleston Court Recreation Center Meeting Room

Members Present:

Carol Cascio
Vicki Kahle
Alasdair MacLauchlan
Dan Cambridge

Members Absent:

Joe Adamchak

- 1. Meeting called to order at 5:35 p.m.**
- 2. New Committee Member** Vicki Kahle was introduced as a new member of the Compliance Committee. Vicki is also committee chair of the UP Neighborhood Watch Committee.
- 3. Minutes of the December 3, 2007 meeting were approved as submitted.** Draft minutes submitted to the websites will be noted as Approved.
- 4. Report on Inspection with Stephanie Curtis (AMI) on 1/09/09** Carol Cascio and Dan Cambridge rode with Stephanie Curtis of AMI to inspect the neighborhood on Friday 1/09/07. Checked on status of some previous violations; Focus was on unscreened air conditioning, pool and mechanical equipment. Estimated 10 to 15% of residences have mechanical equipment that is unscreened. As of meeting date, violation notices had not been posted, but Cambridge will distribute pdf of current violation notice list to the committee when it is available. Newsletter article may help to remedy violations
- 5. Review of Current Violation Notices** Committee reviewed current Violation Notice status. Discussion focused on the following.
 - 8231 Indigo Ridge—Owner has received 1st and 2nd notice for no ARC approval for white picket fencing on raised beds. Owner has responded that ARC approval was applied for by submitting landscaping plans showing fencing in the fall of 2005 and that owner received approval by telephone. Prior to any hearing, ARC records of applications and minutes that might show approval/disapproval need to be checked. Alasdair MacLauchlan volunteered to follow-up on this issue and draft a letter to the owner saying that the situation is being researched.
 - 8036 Indigo Ridge—Owner has been issued final notice of hearing, but then received letter canceling hearing. Cambridge to follow-up with AMI to determine hearing schedule and status.
 - 7431 Sea Island Lane—Owner had received final notice of hearing on removal of dead oak tree. Owner responded that problem was being addressed. Cambridge to check to see if tree has been removed. Committee will then decide how to proceed, whether by scheduling another hearing or recommending that a fine be levied.
 - Committee agreed that landscape problems due to recent frost should not be cause for violations upon inspection. (This was taken into account on 1/09/08 inspection.)
- 6. Continued Discussion of Mission/Vision/Procedures**
 - After discussion, committee declined to approve Mission and Vision statements as submitted. Cambridge to redraft single statement alternatives for discussion at February meeting, using Committee input. Committee sentiment is that the Board of

Directors should have a Vision for the Community; Committees should have Missions growing out of that Vision.

- Policies and Procedures were discussed and generally approved as submitted; however, Cambridge to clarify Violation letter procedure and re-submit for further review at February meeting. General Committee opinion is that two violation notices should be sent to residents before hearing is scheduled through a Final Notice letter. Also need to clarify whether or not Compliance Committee decisions following Hearings are final or are subject to Approval and/or Appeal to Board of Directors before taking effect.

- 7. Review and approval of article for UP Newsletter** Committee reviewed and approved an article addressing black mold and screening of mechanical equipment. Committee requested that references to sidewalks be removed; with that change, article was approved for submission to the newsletter editor.
- 8. Access to ARC records and Communication with ARC** Committee discussed the existence and whereabouts of ARC records of applications, approval letters, minutes, etc, which are often needed for reference in compliance situations. Online ARC minutes that can be accessed go back only to the summer of 2006. If possible, it would be best to have a file on each address showing a history of any ARC decisions. Additional information will be requested from ARC, the Board of Directors and AMI on the whereabouts of records and how they can be accessed.
- 9. Meeting adjourned at 7 p.m.**
- 10. Confirmation of next meeting date: Monday, February 11**

Respectfully submitted,

Dan Cambridge

Acting chair, Compliance Committee