

**CASAS ADOBES TERRACE HOA**  
**ARCHITECTURAL CONTROL COMMITTEE (ACC)**  
**Meeting Minutes – December 6, 2022 – Casas Adobes Terrace Park**  
**As Approved at the 01/03/2023 Meeting**

**CALL TO ORDER:**

The meeting was called to order by Amelia Cruz at 5:07pm on December 6, 2022.

**PRESENT:**

Amelia Cruz, Chairman  
Joe Fernandes, Secretary  
Howard Buehler, Alternate committee member

Mark Hamilton, Committee member (Absent – excused)

**HOMEOWNER COMMENTS:**

- None

**APPROVAL OF MINUTES:**

- A motion made to approve the minutes from the November 1, 2022 ACC meeting passed 2-0 with one abstention.

**OLD/NEW BUSINESS:**

- It was decided that the January 3, 2023 will be scheduled for the Nanini Library at 5:00pm. The conference room has already been booked.
- **Lot 87 – Solar panels.** The solar panels have been installed but the committee was not able to confirm if the painting of the boxes and conduits has been completed. This application expires on 1/03/23.
- **Lot 152 – Solar panels (Board violation).** Work on this project was started without an application. The Board has notified this homeowner that they are in violation.

**ACTIONS TAKEN:**

- **Lot 26 – Roof repair (Board violation) – Schedule an inspection.**  
Work on this project was started before an application was submitted. After the Board notified the homeowner an application was received. A motion made to schedule an inspection prior to granting final approval passed 3-0.
- **Lot 47 – Solar panels and painting – Date extension.**  
In response to a request for project status, the homeowner notified the committee that they are waiting for TEP to install the meter and asked for a date extension to paint the conduits and boxes. A motion made to extend the date of this application to 1/03/23 passed 3-0.
- **Lot 77 – Fascia painting from re-roof project – Refer to Board.**  
The painting of the fascia on the back patio has still not completed and the application expired on 10/04/22. A motion made to turn this application over to the Board passed 3-0.
- **Lot 91 – Exterior house painting – Final approval.**  
The painting has been completed and visually inspected from the street. The colors matched what was listed on the application. A motion made to grant final approval passed 3-0.
- **Lot 120 – Paver driveway extension and walkway to gate – Final approval**  
Work on the paver driveway extension and inspected. A motion made to grant final approval passed 3-0. The home owner notified the committee that because of contractor issues, the walkway to the side gate has not been completed. The homeowner will resubmit an application once the walkway project is ready to start.
- **Lot 136 – Shed – Date extension.**  
The homeowner notified the committee that the shed has been installed and is ready to be inspected. A motion made to grant a date extension to 1/03/23 so that a final inspection can be scheduled passed 3-0.

- **Lot 138 – Solar panels and painting – Refer to Board.**

Work on this project was completed and inspected. At the time of inspection, the homeowner notified the committee that the painting would be completed at the time they repainted the house. Because the panels and conduits still have not been painted, a motion made to refer this application to the Board passed 3-0.

**NEXT MEETING:**

Tuesday, January 3, 2023 at 5:00pm at the Nanini Library (Subject to change).

**ADJOURNMENT:**

A motion made to adjourn the meeting at 5:35pm passed 3-0.

**MINUTES COMPLETED BY:**

Joseph Fernandes, ACC Secretary, December 8, 2022