

**CASAS ADOBES TERRACE HOA
ARCHITECTURAL CONTROL COMMITTEE (ACC)
Meeting Minutes – 4 March 2025 – Nanini Library**

CALL TO ORDER:

The meeting was called to order at 5:00 PM

PRESENT:

Amelia Cruz, Chairman
Howard Buehler, Secretary
Mark Hamilton, Committee Member
Rand Mellor, Committee Member

ABSENT:

- None.

APPROVAL OF MINUTES:

- The draft minutes of the February 2025 meeting were approved with an additional edit to the revised Roof Work Standard Initial Conditions, the edit being an added requirement that, when removed for roof work, solar panels must be reinstalled in the approved original layout.

HOMEOWNER COMMENTS:

- Three homeowners were present.
 - Homeowner for Lot 81 had concerns about the project in progress at Lot 107. We were able to answer questions about our approval process and the applicable standards.
 - Homeowner for Lot 21 delivered applications for three projects previously completed without ACC approval, and informed us that the work was ready for final inspection. We discussed a fourth, planned project to paint the house exterior. He will provide a completed application at a later date.
 - The homeowner for Lot 145 joined the meeting to confirm that her open project was complete.

CONTINUING PROJECTS:

- **Lot 30 (Yamasaki)** – 3021 W Placita Montessa – Roof Repair
 - Application received 3 October 2024. Approved with standard conditions through 1 January 2025. Final approval granted in error at January meeting. Inspected; not all the birdstop is correctly painted and there is visible unpainted flashing on either side of the front door gable. These need resolved before it can get final approval.
- **Lot 39 (Al Mohammed)** – 3090 W Corte Olivia – Arizona room
 - Application received 24 January 2025. Approved with conditions through 6 June 2025. Conditions require than any exposed framework or trim match the house. No action taken.
- **Lot 43 (Dauch)** – 3119 W Corte Olivia – Solar Installation
 - Application received 10 December 2024. Work completed without prior approval, approximately October 2022. No action taken.
- **Lot 66 (Hamilton)** – 3076 Calle Lucinda – Roof replacement
 - Received 24 January 2025. Approved with Standard Roof Conditions through 1 April 2025. No action taken.
- **Lot 85 (Hale)** – 3051 W. Corte Madelena – Roof Repair
 - Application received 14 November 2024. Work started without approval. Approved through 31 Dec 2024 with standard conditions for roof work. On final inspection found that birdstop was plain white instead matching the trim color. Needs resolved before it can get final approval.
- **Lot 100 (Wall)** – 2996 W Corte Madelena – Roof repair, Exterior paint
 - Received 13 January 2025. Approved with Standard Roof Conditions by AIL 16 January 2025, ratified at this meeting. Roof required removal and reinstallation of solar panels. Reinstallation will need inspected against Standard Conditions for Solar. On inspection, it was found that conduit for the (reinstalled) solar panels needs painted.

- **Lot 107 (Davenport)** - 6876 N Avenida Adella – Extend Garage
 - Application received 4 November 2024. Approved through 1 May 25. Per Arizona statute there needs to be an intermediate inspection scheduled when addition is being framed. No action taken.
- **Lot 136 (Durazo)** – 2921 W Corte Olivia – Solar panels
 - Paint work still needs to be done on conduit across the roof and boxes on the side of the house. Referred to the Board for compliance action in September. No action taken.

INITIAL APPROVALS:

- **Lot 24 (Kelly)** - 3088 Placita Montessa – New Windows.
 - Received 20 February 2025. Given initial approval with conditions: window trim must be compatible with house and trim colors, glass may not be reflective; and any damage to stucco must be restored within 30 days.
- **Lot 165 (Milligan)** – 2929 W Placita Montessa – Finish top course of back wall
 - Received 21 January 2025. Involves a section of shared wall, requires signed approval by Lot 164 neighbor. Hold for that.

CLOSED PROJECTS:

- **Lot 40 (Thibault)** – 3120 W Corte Olivia – Roof Repairs
 - Application received 18 December 2024. Approved though 1 March 2025 with standard roof conditions. Final approval granted..
- **Lot 131 (Cullum)** – 2971 W. Corte Olivia – Replace Roof Underlayment
 - Application received 10 December 2024. Work done without prior approval, needing only flashing painted to be finished. Inspected, final approval granted.
- **Lot 145 (Whitmore)** – 6970 Avenida Adella – Raise walls and install artificial turf
 - Application received 11 June 2024. Neighbor's approval letter has been received. Initial approval granted to raise south wall through 1 February 2025. Wall project completed, inspected, and approved.
- **Lot 149 (Brightman)** – 2945 W Placita Enrica – Roof repair
 - Application received 14 August 2024. Work completed without approval. Paint on eaves and birdstop needs completed, corrected before for final approval. Inspected, final approval granted

OTHER BUSINESS:

- None.

NEXT MEETING:

Tuesday, 1 April 2025 at 5:00pm at the Nanini Library (subject to change).

ADJOURNMENT:

The meeting was adjourned at 6:00 pm.

MINUTES COMPLETED BY:

Howard Buehler, ACC Secretary, 7 March 2025.