CASAS ADOBES TERRACE HOA
ARCHITECTURAL CONTROL COMMITTEE (ACC)
Meeting Minutes – 4 August 2026 – Nanini Library

CALL TO ORDER:

The meeting was called to order at 5:00 PM

PRESENT:

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

ABSENT:

None.

APPROVAL OF MINUTES:

- The draft minutes of the 7 July 2026 meeting were approved as brought forth.

HOMEOWNER COMMENTS:

- None.

CONTINUING PROJECTS:

- **Lot 9** – Replace Garage Doors
  - Received 24 April 2026. Replace both garage doors, paint to match house color. Approved through 1 August with the condition that the new doors be painted to match the house within 30 days of installation. No action taken.

- **Lot 10 –** Garage Extension
  - Received 7 November 2025. Approved through 1 June 2026 with two conditions; 1) homeowner is responsible for all county permits and inspections 2) the homeowner needs to contact management company when framing is complete so the ACC may conduct an intermediate inspection (required by Arizona statute for major projects). The homeowner submitted a revised application with a modified footprint and a later completion date for approval. Now approved through 1 October 2026. The intermediate inspection was conducted 30 July 2026 and no problems were noted.

- **Lot 11** – Roof Repair
  - Received 16 June 2026, roof repair for active leaks. Approved by AIL 17 June 2026, with standard conditions for roof repair and a completion date of 1 August 2026. Needs ratified at this meeting. Notified 6 July that project is complete and ready for final inspection. On final inspection we found that the birdstop had not been painted as required in the initial conditions. It must be painted to match the roof tiles above or the fascia boards below (the approved trim color), homeowner's choice. Once this is corrected, we can repeat the inspection.

- **Lot 13** – Roof Repair
  Received 26 May 2026. Update received 6 July 2026 with valid homeowner's signature. Approved with standard roof conditions through 1 August 2026. No action taken

- **Lot 28** – Roof Repairs
  - Received 9 January 2026. Work is to repair leaks from last summer's monsoon and includes removal/ reinstall of solar panels. Work was already started before application was submitted. Homeowner has already been provided the Standard Conditions. Homeowner estimates completion in February. Homeowner has submitted a separate application for an exterior painting project; we'll inspect both at the same time for final approval. No action taken.

- **Lot 28** – Repaint House.
  - Received 1 April 2026. Paint house with DEC764 and trim with DEC759. Approved through 1 June 2026.No action taken.

- **Lot 43** – Solar Installation
    - Application received 10 December 2024. Work was completed without prior approval, approximately October 2022. At initial contact homeowner indicated she'd reach out to installer about revising the layout to satisfy our concerns. After initial contact with homeowner, we've had no further communication since last year. Referred to the Board for compliance action.

- **Lot 46** – Widen Driveway
    - Received 19 June 2026. Widen driveway so that it keeps a uniform width all the way from the sidewalk to the garage. Approved with no conditions through 1 August 2026. No action taken.

- **Lot 47** – Roof Repairs
    - Emergency repairs to roof needed, form not received yet. HOAMS will provide them an advance copy of the standard conditions for roof repair. Project discussed and granted tentative approval through 1 June 2026. No action taken.

- **Lot 47**- Above Ground Pool
    - Received 4 May 2026. Install 16' x 4' above ground pool in north-west corner of the backyard. Approved through 1 June 2026 with no conditions. No action taken.

- **Lot 47** – Storage Shed
    - Received 4 May 2026. Install storage shed in north side of the backyard. Approved through 1 June 2026 with no conditions. No action taken.

- **Lot 77 –** Repaint Fascia Boards
    - Latest version received 3 November 2025. Roof repairs and repair/ replace/ repaint some fascia boards using Dunn Edwards 6139 following compliance letter. Approved through 1 February 2026. On last contact with homeowner the project was running behind, expected to complete mid-April. No action taken.

- **Lot 78** – Install window screens.
    - Received 3 March 2026. Homeowner wants to add screens to upstairs windows to reduce heat. Approved through 1 June 2026 with no conditions. No action taken.

- **Lot 102** – Driveway Lights
    - Received 7 July 2026. Replace path lights along the driveway. Approved with no conditions through 1 August 2026. No action taken.

- **Lot 111** – Repair and extend patio cover.
    - Received 24 February 2026 (submitted 16 January 2026). Repair to fix leak, also extending from partial to full coverage of the back of the house. Approved with no conditions through 1 May 2026. Per email from the homeowner, project is still in work, completion date TBD. No action taken.

INITIAL APPROVALS:

- **None.**

CLOSED PROJECTS:

- **Lot 65** – Moving Wall
    - Received 5 May 2026 (hand delivered to the meeting). In conjunction with Lot 66's pool project, extend shared wall toward the street and move lateral walls to match. Serves as neighbor concurrence on moving shared wall. Approved through 1 September with condition that the work be done by a licensed masonry contractor. Will be approved along with Lot 66's project below. Inspected and approved.

- **Lot 66** – Install Pool
    - Received 24 April 2026. Install pool and extend shared perimeter wall. Approved through 1 September 2026 with condition that the wall work be done by a licensed masonry contractor. Lots 65 and 66 will be inspected together at completion. Inspected and approved.

OTHER BUSINESS:

- The Committee started preliminary discussions about an update to the Architectural and Landscaping Standards and Rules dated 1 January 2017.

NEXT MEETING:

Tuesday 8 September 2026 at 5:00pm at the Nanini Library (subject to change). Note: This is delayed one week from the usual date due to room availability at the library.

ADJOURNMENT:

The meeting was adjourned at 5:30 PM.

MINUTES COMPLETED BY:

Howard Buehler, ACC Secretary, 5 August 2026