

Minutes of the Architectural Control Committee (ACC)
June 22, 2017

The ACC Committee met at the Brentwood Hills Pool and Tennis facility. The meeting was called to order at 7:10 p.m. by Chair Olin Barnett. Present were the following members: Ilene Schwartz, Sharon Snyder, and Peter Thibodeau. In Tom Leavitt's absence, the guest Board member acting as liaison was Chaplain Celerin. It was established that a quorum was present.

Olin verified the timely notice of the meeting.

Olin read the May 18, 2017 minutes. The Committee agreed that they had accepted the proposed paint color books, before they were put into use. The minutes were accepted by ACC members.

Chairman's comments: Olin discussed the alteration applications. All agreed that we should have good understanding of the information provided in the applications before approval.

Other Business:

Mailbox repair and costs options/alternatives to fixing vs new style: Olin, Jeff and Charlie recently drove around the neighborhood to look at mailboxes. In the Cambridge section, approximately 95 of the Brentwood Hills emblems and 15 mailbox arms need to be replaced. Replacement emblems made of wood are \$15/each and emblems made of foam are \$25/each. Olin found a vendor that can make custom 6 x 6 mailbox emblems. The same vendor manufactures 4 x 4 pressure treated mailbox posts sold at Lowe's or Home Depot for about \$35. The same vendor can make mailbox posts out of solid 4 x 4 PVC for about \$100/each. Olin is sending the ACC some pictures and information about these posts and products.

Other sections of the neighborhood have 3 ½" pvc mailbox posts. These sections have mailbox posts with gothic caps on the top, 40 of which are missing. These caps are no longer sold in home improvement or fencing stores so they would need to be ordered online for about \$5 each.

The ACC discussed the options of repairing all the neighborhoods mailboxes or possibly replacing all with a new style, or developing a new replacement box that would be the new standard.

Olin suggested we will provide Tom Leavitt with all the information and have him present this to the BOD before we plan further.

Reviewing alteration applications: ACC agrees that incomplete and/or illegible applications will be returned to the homeowner. Homeowners will need to submit separate applications per project.

Color selection books: At the Board meeting on June 19, 2017, Doug from McNeil stated that the new books had to be approved by the BOD. He also stated there were instructions included in them that must be removed. The changes were made to comply with those instructions. The BOD has been left with the responsibility to put the new books into use, as per their instructions.

The ACC will continue to work on new color combinations and submit more color schemes into the books in an ongoing process.

Alternative front door color choices: Choice to choose your own front door colors was added to the paint guidelines in the color books. Homeowners may request an alternative front door color on their application.

Brentwood Hills newsletter/Yard of the Month: Olin asked Committee members to suggest topics or ideas for the monthly newsletter and send them to Olin for forwarding to the Homeowner Association President or the resident who is composing the newsletter.

Olin asked Sharon to be in charge of the Yard of the Month program but she declined due to work schedule.

Committee member comments:

Sharon stated she has been communicating with a traffic engineer from Hillsborough County Public Works about getting a Pedestrian Crossing sign with flashing lights installed at the intersection of Mount Carmel and Brentwood Hills Blvd. so the residents that live on the west side can safely cross Mount Carmel to go to the pool, playground, etc. The Committee members briefly discussed requesting speed bumps along Mount Carmel. The County has denied requests in the past.

There being no further discussion, the meeting was adjourned at 8:40 p.m.

Olin Burt

*Approved by ACC
7/20/17*