

## Architectural Committee Report

November 18, 2014

The Architectural Committee invited Erica of Metropolitan Management, our new management company, to join us on the fall walkabout Nov 3<sup>rd</sup>. Erica gave us some important insights on condo rules that her company follows strictly, and she, hopefully, gained some useful knowledge of Shearwater from us since Lois and Rainette have lived here for over 20 years. Specifics from Erica:

1. No birdfeeders, plant hangers, glass globes, weathervanes or similar objects are allowed hanging on or from outside deck rails. Considered dangerous because they could drop off the hanger causing potential injury to anyone/anything below.
2. No grills within 15' of a condo wall. Fire code regulations.

After we noted violations Erica let us know that her policy is first to call the owner and see if the situation can be remedied without a formal letter; her experience has been that usually the phone call is enough to set things right with an owner/resident. The AC agreed that a courtesy call was an excellent idea and good customer relations.

Erica now has the list of violations – relatively short, we are happy to note – and will be getting touch with the appropriate owners.

Most owners seem to have replaced their clouded glass windows (indicating a broken seal) with new windows and with appropriate vendors since our walkabout last spring. The AC received 8 requests for new windows and/or doors over the summer months and all appear to be consistent with Shearwater guidelines for proper window/door installation.

**IMPORTANT NOTICE:** All windows, doors and patio doors being replaced by owners must have a completed Request for Architectural Change Form ( posted on the Shearwater website or obtained from Metropolitan Management ) filled out by the owner, and submitted to the Architecture Committee and Metropolitan Management and approved by the ARCHITECTURE COMMITTEE before any installation is begun. The AC requests a schematic drawing for all windows and a color chip of the frame. All patio doors must have a plain glass insert; front doors must conform in style and color to existing Shearwater front doors. Fiberglass doors may be installed, rather than metal. The Architecture Committee has collected brochures and colors for approved vendors. If an owner is using one of those vendors, approval will be quick and easy. Our list of vendors now extends from low to high cost installations.

Any outside work by an owner which impacts the look of their residence must be approved by the Architectural Committee and this includes altering in any way the outside decking – removing rails, creating new openings, etc. , painting or staining a non-conforming color – all of

which would detract from the symmetry of buildings at Shearwater. Without approval an owner is subject to the cost of removing the non-conforming item.

The AC has noted that the AC Change Request Form needs updating with the name and contact information of the new management company and contact information for the AC. Rainette Bannon, currently head of the AC, is listed as the contact. Please be certain all new forms have the correct information before submitting.

Thank you for your continued cooperation in making Shearwater a beautiful property to admire and live in.

Rainette Bannon

Chair, Architecture Committee

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