

Palisair Home Owners Association

A NON-PROFIT CORPORATION

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The association itself is a "Tract Committee" under the Declaration of Restrictions covering Tracts 15944, 15948 and 19890, and operates as such through its Board of directors and its Officers

PHOA BOARD MEETING AUGUST 20, 2014 MINUTES

I. President Friedman called the meeting to order at 7:10 p.m. at the residence of Karen Olan. Present: Steve Di Saia, Hal Erdley, Larry Friedman, Patti Gallagher, Francine Kirkpatrick, Karen Olan, Diana Ungerleider, and Vi Walquist. Absent: Syd Vinnedge. Kirkpatrick holds proxy for Vinnedge. Also present: homeowners Klaus Koch, Jean and Bob Wyatt, Bobby and Dawn Hill, Valerie Belt, Roger Broderick, Joe Wlodek, Maureen Zweig, Miriam Schulman and Brent Armitage.

II. Approval of 7/21/14 Minutes Minutes from the previous Board meeting were reviewed. Minutes were approved as amended.

III. Treasurer's Report

- a. Olan reported that checking account balance is \$1,879.27 and savings account balance is \$57,921.88. A check for \$200 was received following last month's mailing.
- b. Discussion held on billing procedures for homeowners submitting plans approval applications, including re-submissions. Di Saia will provide Olan with input as to plan review billing which remain outstanding.
- c. **ADAC Collections** Di Saia led discussion on issue of indemnity clause in ADAC's contract. **ACTION:** Di Saia will e-mail issues as to content of contract to Olan and Erdley; Olan will call ADAC to clarify issue; Erdley will review contract.
- d. **Office Administrator Funding** Discussion held on affordability of Kim Bantle as office administrator. *Friedman moved that PHOA hire her for a maximum of 5 hours a week for a 6 month trial period beginning Sept. 1, 2014; Erdley seconded; passed unanimously.* Issue will go on agenda each month and work will be reviewed.

IV. Membership and Governance

- a. **Board Recruits** Miriam Schulman will run for Board position in January 2015. Friedman, Kirkpatrick and Olan will work on recruiting new Board members.
- b. **Welcome Wagon** Gallagher reported that 16100 Anoka Drive closed.

V. Plans Committee

- a. Policy** Di Saia led discussion on need for developing policy on requests for variances. Specific information needs to go on website. Any building restrictions should be listed on a house's title for future owners.
- b. 1260 Las Lomas Ave. (Slutzker)** No developments; remove from agenda.
- c. 1227 Las Pulgas Rd. (Hill)** Stamped plans from owners not received to date; final approval not yet granted.
- d. 16058 Anoka Dr. (Nosrati)** Stamped plans received by project manager and reviewed by Plans Committee. Plans prepared and obtained in October 2013 are in compliance; plans prepared and obtained in October 2013 demonstrated corrections made to comply with height restrictions. Correspondence to be sent to project manager on this issue. Roof-top deck restrictions also being drafted for review by Board and execution by owner. Once completed they are to be signed by owner.
- e. 16021 Anoka Dr. (Nathanson)** No developments.
- f. 16163 Anoka Dr. (Del Colliano)** Litigation is ongoing. Phase One has been given preliminary approval; Phase Two still pending approval. Discussion held on design and style of addition, as well as recent neighborhood opposition to two-story structures in general.
Board voted to give preliminary approval on Phase Two with the stipulation that final approval will depend on further evaluation of architectural style as shown in a rendering to be submitted. Five in favor; four opposed with one abstention.
- g. 1054 Palisair Pl. (Ghoreyshi)** Results of certified survey confirming correct height were obtained and conveyed to affected neighbors. Owner also made aware. No further inquiry has been made from neighbors. Owner has informed Board of issue raised by neighbor as to stairs to El Medio at back of property; corrective action will be taken.
- h. 1050 Palisair Pl. (Cohen)** Friedman sent certified letter to architect requesting a survey to confirm height of roof.
- i. 1378 Las Canoas Rd. (Afifi)** Neighbors below property contacted Board with concern about construction and retaining wall. Owner contacted neighbors, met with one and is addressing issues personally.
- j. 1217 Las Pulgas Rd. (Isaacs)** Plans received and reviewed; story poles were erected for review by Board and neighbors. PHOA has received multiple verbal and written objections from neighbors on second story addition and issue of precedent-setting. Homeowner has informed Board of intent to withdraw request for variance on existing plans. Board will obtain written confirmation and will inquire as to owners' intentions before removing item from agenda.
- k. 1100 Las Pulgas Rd. (Wlodek)** Plans received and inspection done of remodel and addition of fence. No issue presented by small addition to kitchen. Discussion held on effect of fence and proposed view obstruction. Mr. Wlodek was present at meeting; fence intended to provide privacy and sound barrier. *Di Saia moved that the plans for the fence meet the CC&R requirements; Friedman seconded; 5 Board members voted in favor (3 abstained due to not having seen property in question).*

VI. Tree Committee

- a. Policy**
 - i. Kirkpatrick described application process used by Palos Verdes HOA whereby a complainant must fill out an application to request help to resolve issue, and recommended that PHOA adopt a similar procedure. Discussion ensued; Board is in general support. To be explored further.

- ii. Discussion held on PHOA's need for legal advice on resolution of tree issues. Di Saia and Friedman will look for one.
- iii. Letter of complaint was received from neighbor on Anoka Place, regarding another neighbor's unfinished architectural elements in driveway. He requested that PHOA ask neighbor to fix problem.
- b. 949 Las Lomas Ave. (Thomas)** No developments.
- c. 1034 Las Lomas Ave. (Vernez)** No developments.
- d. 1261 Las Lomas Ave. (Rothman)** No developments.
- e. 16116 Anoka Dr. (Ransford)** New owners of house next door verbally communicated their intention to request PHOA help in resolving view blockage.
- f. 1000 Las Lomas Ave. (Streiber)** Board made site visits to both 1000 and 1020 Las Lomas Ave. on 8/2/14. Kirkpatrick led discussion of 3 ongoing issues between neighbors and asked Board to vote.
 - i. Friedman moved that tree limb next to 1020 Las Lomas master bathroom does not pose an unreasonable view blockage; Gallagher seconded; passed unanimously.*
 - ii. Friedman moved that 2 trees on property line be trimmed a maximum of twice yearly between October and March; Ungerleider seconded; passed unanimously.*
 - iii. Friedman moved that PHOA will not be a go-between in the Streiber/Silverton tree issues; Gallagher seconded; passed unanimously.*Kirkpatrick will draft a written agreement for both neighbors to sign.
- g. 16016 Anoka Dr. (Kojian)** Tree trimming needs to be confirmed.

VII. Old Business/ New Business None

President Friedman adjourned the meeting at 10:00 p.m.

Next meeting: **September 15, 2014** (third Monday of the month)

Respectfully submitted,



Diana Ungerleider, PHOA Secretary