

# Franklin Village Architectural Committee Meeting

June 18, 2024, 9:45 am

Paoli Room, HM Community Center

## Minutes

Approved September 17, 2024

**Attendees:** Mary Ann DiNunzio, Bob Kocher, Allan Soldwisch, Mike Weber, & Paul Welle

### **Approval of Minutes of Previous Meeting**

The minutes of the May 21, 2024 meeting were approved as submitted.

### **Council Report (provided by Paul on behalf of Bob Gottschall):**

Council decisions regarding Maintenance Responsibilities (homeowner or village) and other issues raised by Architectural Committee:

- Painting of exteriors of window sashes and frames. HOMEOWNER responsibility.
- Wiring and equipment for smoke alarms. HOMEOWNER responsibility
- Painting of front doors. VILLAGE responsibility if Architectural Committee decides it is needed. HOMEOWNER responsibility if it is solely the homeowner's preference.
- Maintenance of walls, sidewalks, and railings. HOMEOWNER responsibility if installed by the homeowner. If they were installed by the village, the VILLAGE will maintain them.
- Maintenance of garage doors and tracks. VILLAGE responsibility if they deteriorate. HOMEOWNER responsibility if damage caused by the homeowner.
- Light poles - Homeowner can submit an Architectural Request for a new light pole. If that request is granted, the HOMEOWNER will pay to have it installed. Once it is installed, VILLAGE will maintain.
- Repair the railings and steps at 549 (& 550), 551 (& 552), 553, and 554 (& 555). VILLAGE responsibility. Council has requested CSK to draft a work order for this work.
- 521 – Council is concerned about furniture in Common Area.
- 591 - Council decided to allow the patio fence to remain in a natural weathered condition as long as fence is well maintained. If stained, it needs to be stained the color of the siding.
- Council wants the Architectural Committee to submit a plan for informing residents of painting and repairing that are needed.
- Council wants a list of doors that need to be painted.
- A current Certificate of Insurance needs to be attached to every Architectural Request Form if an outside contractor will do the work.

### **Old Business:**

#### **Approved Requests Pending Completion:**

- 537 Weber Room Addition and Pavers. Construction complete. Awaiting final trim painting.
- 542 Alardi New Awning Above Front Door. Awaiting installation.

- 565 McMullen New Windows - 2 Triple and 3 Single. Construction complete. Awaiting final inspection.
- 606 Richards New Storm Door. Awaiting installation.

### **Revisions to the Maintenance Responsibilities**

Paul reported that revisions requested by Council will be incorporated and the document will be finalized this week.

### **Awnings**

- Zone Leaders reported that awnings not yet put up include 576 (McCullough) and 590 (Shields) Zone leaders will continue to try to contact them to encourage them to either put up their awning or remove the frame and posts and repair the siding.

### **Maintenance Needs Identified During Spring Walk Around**

Finalize scope of work and develop plan to accomplish the following:

- Painting
  - Sunrooms
  - Doors
  - Windows
- 550 – Pellegrino – Loose patio stone. Ask Council to include in scope of work for repair of front railings and steps and bill the Pellegrinos. The Pellegrinos have agreed to this.
- 549 – 555 – Retaining Walls – Jack Keeley pointed out the need for power washing. Ask Council include in CSK work order.

No scope of work needed for the following:

- 539 – Dolan - Garage door trim – Informed by Jack Keeley that this is being done without the need for involvement by Architectural Committee.
- 542 – Aleari – Awning frame and posts (Homeowner responsibility. He plans to paint after awning is removed in the fall.)
- 549 – 555 - Loose railings, cracked steps, and loose front step (village responsibility). Scope of work provided to Council previously. CSK is developing work order.
- 556 - Videon – Deck Support Beam (Homeowner responsibility). They plan to paint or stain.
- 582 – Gerhardt – White panel, including cat door. Due to recent email from Franklin Village regarding need to leash all pets, including cats, there is no need for a cat door. Therefore, we anticipate it will be removed, thus negating the need for painting. This will preclude the possibility of mixed messages from Architectural Committee and Council.
- 588 – Hammerschmidt - Awning has been put up so condition of frame and posts cannot be readily seen. Wait until fall after awning is removed to investigate further.
- 591 – Richards – Patio fence – Council decided to allow it to remain in natural weathered condition as long as it is properly maintained. If stained, it needs to be the color of the siding.

### **Plan for Addressing Identified Maintenance Needs**

The Architectural Committee developed the attached plan to be submitted to Council for approval.

## **Next Meeting(s)**

3<sup>rd</sup> Tuesday of the month at 9:45 am – July 16 Cancelled), August 20, September 17, & October 15.  
**Please put them on your calendar.**

## **Adjourn**

Meeting was adjourned at 11:00 am.