

Franklin Village Architectural Committee Meeting

May 20, 2025, 9:45 am Paoli Room, HM Community Center

Final Minutes – Approved June 11. 2025

Attendees: Mary Ann DiNunzio, Joanne Galczynski, Bob Kocher, Allan Soldwisch, Maggie Thompson, & Paul Welle We welcomed Joanne to the committee.

Approval of Minutes of Previous Meeting

The minutes of the April 15, 2025 meeting were approved as submitted.

Council Report

- Bob Gottschall was not at our meeting but reported in advance that Council has taken no actions that affect the Architectural Committee.

Old Business:

Maintenance – Completed:

- 542 – Aleardi – Repaint awning frame.

Approved Requests Completed – Awaiting Final Approval:

- 559 – McGinnis – Repaint awning frame and install new removable Paxton Marble awning.
- 595 – Meyer – Install four new Pella Lifestyle wood/brown metal clad. This was reviewed by email and approved by Council on April 30th.

Approved Requests Approved – Awaiting Completion of Construction:

- 525 – Galczynski – Paint metal sunroom.

New Business:

Maintenance Responsibility for Front Stoops

Paul reviewed the Declaration of Covenants and Architectural Guidelines as they relate to maintenance of front stoops.

- In Section 1.1, the Declaration states that “the title lines of each House shall be deemed to include exterior architectural or structural elements of the Residential Building serving or attached to that House, including stairs...(but excluding walkways).
- Section 2.3 (iv) of the Declaration does not include the stoop or stairs as features to be repaired, restored, or maintained by the Homeowners Association.
- Section 2.j. of the Architectural Guidelines states that the front and rear stoops and patios are the responsibility of the homeowner.

The committee recommends to Council that the Homeowners Association assume responsibility for repair, replacement, and maintenance of front stoops if the Homeowner has not modified these stoops in any way. This would be consistent with the Homeowners Associations responsibilities for the front doors and walkways which are connected by these stoops.

Architectural Request Form Received for Review

- 521 – Marinaro – Paver patio, wall, and walkway (conceptual request received late yesterday)
We identified two concerns, both relating to construction on common area.
 - The size of the patio: If approved, this patio would be larger than either of the other patios constructed on common area.
 - The Wall: We are not aware of any wall, other than a retaining wall, having been built by a homeowner on common area.

We agreed to meet, as a committee, on site at 10:00 am on May 28 to review the area in person.

We also agreed that additional information is needed before a recommendation can be made. Information needed includes:

- A drawing, to scale, showing the location of the patio and wall with respect to the house walls (including sunroom) and concrete step. For example, the width of the area between the house and the concrete step is more than 23 feet. Where would the 19-ft by 12-ft patio be positioned within that area?
- Specific names of colors and type of pavers, wall, and wall top (with brochure).
- Methods and materials for base preparation.
- Patio slope so that water will be diverted away from the house.
- Location of shrubs with respect to patio and wall.

Anticipated Architectural Request Forms

- 605 - Hincken – New retractable awning with new color.
- 531 - Raskauskas – Repair front stoop.

Spring Walk Around – Review of Results

- While we were observant of all architectural issues, we focused on the following:
 - Windows in need of painting.
 - Timber walls behind homes in need of repair or replacement.
 - Front doors in need of painting.
 - Front stoops in need of repair.
- We reviewed the results of our walkaround. Paul agreed to include the results in a spreadsheet and to develop a proposed Maintenance Plan for submission to Council, that identifies needed maintenance and whether the homeowner or village is responsible for them.

Next Meeting(s) – If Needed

Wednesday, June 11 and 3rd Tuesday of the month at 9:45 am –June 17, July 15, August 19. **Please put them on your calendar.**