

**AVALON BEACH ESTATES OWNER'S ASSOCIATION, INC.**  
**ARCHITECTURAL REVIEW BOARD (ARB) MEETING MINUTES**

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**Date:** **Thursday, April 2nd, 2026**

**Time:** **5:30 PM CDT**

**Place:** **ZOOM Call**

**IN ATTENDANCE**

Stephanie Benefield

Steve Herndon

Mark Beldon

**OTHERS PRESENT**

Diane Seerey (President)

Jean Clason (ECAM)

**AGENDA**

1. Mark Beldon called the meeting to order and confirmed that a quorum of 3 of the 5 current ARB members was present on the call. No action was taken on the previous Meeting Minutes from April 7<sup>th</sup>, 2025.

**REPORTS**

1. None

**OLD BUSINESS**

1. Discussion of the ARB Approval Process for new members.

Mark had sent out 3 emails on March 30<sup>th</sup> detailing how the ARB reviews and approves Owner projects. Highlights of this discussion were:

a) It was common for many Owner ARB requests to NOT use the website Request Form and/or not provide enough details (photos, sketches, weblinks, etc). It was important for these items to be completed before ARB took up a new request. Most of the time, emails to the Owner solved this.

b) Avalon's HOA Docs for the ARB allow the Committee up to 30 days to review and approve or deny a Request. Most reviews were simple, though and could be completed in a week. If ARB failed to respond to an Owner within 30 days, the project request would be automatically approved.

c) Over 2 years ago, the Board approved a process where the ARB Committee could approve simple requests by email vote only, without need for a Noticed Meeting. This scenario was only allowed if no substantial modification was being made to the house or yard. Examples were repainting a house in a nearly identical color or shade to the existing color, similar for replacing shingles in a similar color or replacing sod, dead shrubs or trees with similar types without changing the beds or look of the front or side yards.

Examples of when a formal ZOOM or in-Person ARB meeting was necessary was changes to house paint color, roof color or material change, new windows in a different color, new fencing in side or back yards, re-design of landscaped beds and new trees or cutting down existing ones, changing a driveway from concrete to pavers and any changes/renovations/expansion of the house structure.

d) Mark B indicated that the current ARB kept both paper and Acrobat PDF records of all requests and approvals. He would give hard copies and a thumb drive to the new ARB and a thumb drive to Jean C. It was up to them as to what system worked best going forward.

e) Mark B pointed out **Section VI. Architectural Control** in Avalon's Covenants. This Section 3 was especially important when a request comes to the ARB that is radically different from the current "look" and "feel" of our homes and yards. This Section empowers the ARB Committee to make subjective decisions about what is and is not suitable for allowed modifications based on our HOA Documents as well as current aesthetic conditions of the entire subdivision.

**Section 3. Basis for Decision. The Architectural Review Board shall on majority vote approve or disapprove the application in its discretion, based on the nature, kind, shape, height, materials and location of the proposed improvements, harmony with surrounding structures and topography, and other factors, including purely aesthetic considerations, which in the sole opinion of the Architectural Review Board will affect the desirability or suitability of the construction.**

**Section 4. Construction. If approval is given or deemed to be given, construction of the improvements applied for may be begun, provided that all such construction is in accordance with the submitted plans and specifications. The Architectural Review Board and the Association shall have the right to enjoin any construction not in conformance with approved plans and specifications.**

f) Mark B mentioned that our Board passed a new fining schedule in November 2025. The potential fine for an Owner installing an unapproved modification to their house or yard is \$500. The pertinent section in our Rules & Regulations Article II, Section I:

## **ARTICLE II – CONSTRUCTION DIFFERENT THAN APPROVED**

**SECTION I:** IF APPROVAL HAS NOT BEEN OBTAINED FOR A HOME OR ANY OF THE APPURTENANCES, OR SIGNIFICANT OUTWARD CHANGES HAVE OCCURRED IN THE PLANS WITHOUT THE PLANS BEING RESUBMITTED, AND THE OWNER ALLOWS CONSTRUCTION TO COMMENCE, THE ARB CAN DEMAND THAT THE PROPERTY BE RESTORED TO ITS ORIGINAL CONDITION, OR THE OWNER MUST MODIFY THE CONSTRUCTION TO COMPLY WITH THE PLANS AND SPECIFICATIONS AS APPROVED BY THE BOARD. THE OWNER SHALL BEAR ALL COSTS AND EXPENSES OF SUCH RESTORATION, INCLUDING THE BOARD'S COSTS AND REASONABLE ATTORNEYS' FEES.

The Owner would be entitled to a hearing before the AREC Committee prior to a fine being levied and could also avoid the fine if they returned their property to the state it was in prior to the unapproved modification.

2. Discussion of selecting a new ARB Committee Chairman

Mark briefly described his role as Chairman and his various tasks. He suggested a rotating attendance of ARB members at the monthly Board Meetings to not burden any single member. Usually, only a brief activity report was necessary with any new ARB issues being brought up to the Board. It was decided that the ARB should nominate and vote for a new Chairman at the next monthly Board meeting on Monday, April 27<sup>th</sup>.

**NEW BUSINESS**

- a) Re new home under construction at 21 Ballamore (Lot 14), Mark B indicated only pine straw had recently been spread in the front and side yards. ARB had approved a full landscaping plan with 20+ shrubs and trees in April 2025. Mark B speculated the Owner may have only spread the straw in order to speed up his receipt of Certificate of Occupancy due to the target May 1<sup>st</sup> completion. Then, later the landscaping would be installed. Mark B said he would call Mr Cochran about his plans. Also, a new 6-slot bike rack was located in the driveway which hadn't been approved. ARB agreed this rack needed to be screened from view from the street since it gave the appearance of a commercial property in Avalon which our Docs do not allow.

**NEXT Meeting**

- Date of next date - TBD

Motion to adjourn at 7:00PM; seconded; Motion passed 3 – 0.

**ADJOURNMENT**

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**ZOOM Call-In Info:**

**Topic:** Zoom Meeting – ARB Review

**Time:** April 2nd, 2026 5:30 PM Central Time (US and Canada)

**Join Zoom Meeting**

<https://us06web.zoom.us/j/88225150241?pwd=xQFHuOHzeDIUPNIPqFYaXA66M53xs.1>

**Meeting ID:** 882 2515 0241

**Passcode:** 892347

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**One tap mobile**

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**Join instructions**

[https://us06web.zoom.us/meetings/88225150241/invitations?signature=npxfHgWX7IMbUUFyx7kJ9IGu8b\\_xG9\\_6WJx5kMKuaec](https://us06web.zoom.us/meetings/88225150241/invitations?signature=npxfHgWX7IMbUUFyx7kJ9IGu8b_xG9_6WJx5kMKuaec)

**If anyone needs to dial in via phone, here is the dial in number:**

**305-224-1968**

**Meeting ID:** 882 2515 0241

**Passcode:** 892347