



## DECISION PAPER

### **Issue:**

Resolution 2016-2 “Delegation of Authority for Architectural Standards Improvements” will expire when a new General Manager is hired as the Resolution refers to Robb Entyre by name, not position.

### **Background:**

In 2016, the Tahoe Donner Board of Directors authorized Robb Entyre, General Manager, the authority to approve a limited kind of Architectural Standards Improvements, for the benefit of the Association. This delegation was a recommendation of the ASC/ASO Task Force and concurred with by both the Architectural Standards Committee and the Architectural Standards Office.

In lieu of letting this authority expire and accomplish recommendations made by the ASO/ASC Task Force which are supported by the Committee, the request is to:

- authorize the General Manager by position, thus continuing authority
- expand the authority to all projects without neighbor notification and routine revisions of projects with neighbor notification. Staff would continue to have the option to refer unusual situations to the weekly ASC one-person review or to the full ASC Committee.

The ASC concurred with the expansion of the approval authority at the 15 January 2020 ASC meeting.

### **Projects without Neighbor Notification Definition:**

Changes to existing exteriors including: ARCGE, paint, roof, exterior light changes, new siding, window and door changes, deck railings and solar panels with tree removal.

Changes to existing exteriors including some land use so long as no improvement is proposed to go into setbacks or other further improvements that the Committee identifies as Minor Project without Neighbor Notification.

Revisions for Minor Projects without Neighbor Notification are included in delegated authority of Architectural Standards Improvement.





**Projects with Neighbor Notification:**

Revisions to Projects with Neighbor Notification are included in the delegated authority as long as the changes are routine in nature and revisions do not intrude in the property setbacks.

**Cost impacts:** No direct financial impacts; however, the extra time spent presenting these routine project changes to the ASC reviewer could total 2 to 5 hours per week. Also, the efficiency of some changes being approved in one day versus weekly could be a benefit to the homeowner expediting their project.

**Options:**

Option 1: Allow this delegation authority to expire.

Option 2: Approve this Resolution continuing staff authority to approve certain projects and revisions.

**Recommendations:**

The Architectural Standards Committee is requesting the Board of Directors consider approving for Option 2.

Prepared By: Architectural Standards Committee and Annie Rosenfeld, Director of Risk Management and Real Property

General Manager Approval to put on Agenda: \_\_\_\_\_ Date: \_\_\_\_\_





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### Proposed 2019 ASC Fee Schedule

The administrative fee, the site and final inspection fees are due upon plan submittal.  
 The deposit must be paid prior to permit issuance and is refundable upon final approval.

	Admin. Fees	Site Insp.	Final Insp.	Deposit	Total
<b>Major Projects</b>					
New Houses, Multiples, & Commercial Buildings, Additions (over 500sqft), Garages w/ Addition	\$1,020	\$90	\$90*	\$3,000**	\$4,200
<u>Extension Fee (6-Month): "MAJOR" project 1st Extension fee is \$500, 2nd Extension fee is \$1,000 (approval by ASC).</u>					
<b>Minor Projects (with Neighbor Notification)</b>					
Garages, Additions (under 500sqft), Decks, Sheds, Auxiliary Structures, Variances, & Miscellaneous	\$385	\$90	\$90	\$500	\$1,065
Fences, Solar Panels (w/ Tree Removal)	\$140	\$90 if required	\$90	\$100	\$330-\$420
<b>Minor Projects (without Neighbor Notification)</b>					
Change to Existing***	\$100-\$225	\$90 if required	\$90	\$100	\$290-\$505

Extension Fee (6-Month): "MINOR" project 1st Extension fee is \$100, 2nd Extension fee is \$250-500 (approval by ASC).

#### Maintenance Projects (with Changes)

Changes to: New ARGCE, Paint/Stain Colors Changes, Roof & Gutter Changes, AC/Generator & Hot Tub Installations (on existing surface), Window & Door Changes (without reframing), & Exterior Light Changes. **\$100**  
**An administrative fee of \$125 may be assessed for no-permit applications.**

Applications are required to be submitted for review and approval prior to installation.

#### Multiple Family Units

- Condominium or Apartment:
  - \* \$90 final inspection fee for each unit.
  - \*\* \$3,000 deposit for the initial unit, add \$1,500 for each additional unit.

#### Commercial

Commercial Structure:  
 \*\* Based on structure up to a maximum of 3,000 sqft. Deposit is \$4,000 for 3,001-4,999 sqft & \$5,000 for structures 5,000 sqft and larger.  
 Commercial sign review (per sign) \$120

#### Minor Projects

\*\*\* Projects include: Driveway Parking Pads, New Siding, Small Deck Extensions, Deck Railing Changes, Window Size Changes, Hot Tub Installation (w/new pad), Patio Pavers, Solar Panels (w/o tree removal) Landscaping and Walkways etc. **An additional administrative fee of \$125 may be assessed for no-permit applications.**

#### Miscellaneous

Additional Site, Final, or Misc. Inspection Fee: \$90  
 Plan Printing: \$3/plan  
**Full Committee Resubmittal Admin. Fee: \$140**  
 Variance Fee: \$2/letter

Effective 03/20/2019





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## Proposed 2019 Draft ASC Fee Schedule and Worksheet for Multiple Unit

Administration fee ..... **\$1020**

One site inspection ..... \$90

One unit final inspect..... \$90

For unit 2 - add \$90 ..... \_\_\_\_\_

For unit 3 - add \$90 ..... \_\_\_\_\_

For unit 4 - add \$90 ..... \_\_\_\_\_

For unit 5 - add \$90 ..... \_\_\_\_\_

For unit 6 - add \$90 ..... \_\_\_\_\_

For unit 7 - add \$90 ..... \_\_\_\_\_

For unit 8 - add \$90 ..... \_\_\_\_\_

Total..... \_\_\_\_\_

Deposit

For unit 1 ..... \$3000

For unit 2 - add \$1,500 ..... \_\_\_\_\_

For unit 3 - add \$1,500 ..... \_\_\_\_\_

For unit 4 - add \$1,500 ..... \_\_\_\_\_

For unit 5 - add \$1,500 ..... \_\_\_\_\_

For unit 6 - add \$1,500 ..... \_\_\_\_\_

For unit 7 - add \$1,500 ..... \_\_\_\_\_

For unit 8 - add \$1,500 ..... \_\_\_\_\_

Total..... \_\_\_\_\_

Administration fee..... \$850

Inspection fee total ..... \_\_\_\_\_

Deposit total ..... \_\_\_\_\_

Project total ..... \_\_\_\_\_

**Extension Fee (6-Month):** Multi Unit Projects are considered "MAJOR"  
 1st Extension fee is \$500 for 6 months  
 2nd Extension fee is \$1,000 (approval by ASC)

*Effective 3/22/2019*





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**2018 Fee Schedule**

The administrative fee, the site and final inspection fees are due upon plan submittal.  
 The deposit must be paid prior to permit issuance and is refundable upon final approval.

	<b>Admin. Fees</b>	<b>Site Insp.</b>	<b>Final Insp.</b>	<b>Deposit</b>	<b>Total</b>
<b><u>Major Projects</u></b>					
New Houses, Multiples, & Commercial Buildings, Additions (over 500sqft), Garages w/ Addition	\$850	\$90	\$90*	\$3,000**	<b>\$4,030</b>
<i>Extension Fee (6-Month): "MAJOR" project 1st Extension fee is \$500, 2nd Extension fee is \$1,000 (approval by ASC).</i>					
<b><u>Minor Projects (with Neighbor Notification)</u></b>					
Garages, Additions (under 500sqft), Decks, Sheds, Auxiliary Structures, Variances, & Miscellaneous	\$385	\$90	\$90	\$500	<b>\$1,065</b>
Fences, Solar Panels	\$140	\$90 if required	\$90	\$100	<b>\$330-\$420</b>
<b><u>Minor Projects (without Neighbor Notification)</u></b>					
Change to Existing***	\$100-\$125	\$90 if required	\$90	\$100	<b>\$290-\$405</b>

*Extension Fee (6-Month): "MINOR" project 1st Extension fee is \$100, 2nd Extension fee is \$250-500 (approval by ASC).*

**Maintenance Projects**

ARGCE, Paint/Stain, Roof, Gutters, AC/Generator & Hot Tub (on existing surface), Window & Door (without reframing), & Exterior Light Changes. **\$0**

*Applications are required to be submitted for review and approval prior to installation.*

**Multiple Family Units**

- Condominium or Apartment:
- \* \$90 final inspection fee for each unit.
- \*\* \$3,000 deposit for the initial unit, add \$1,500 for each additional unit.

**Commercial**

Commercial Structure:  
 \*\* Based on structure up to a maximum of 3,000 sqft. Deposit is \$4,000 for 3,001-4,999 sqft & \$5,000 for structures 5,000 sqft and larger.  
 Commercial sign review (per sign) \$120

**Minor Projects**

\*\*\* Projects include: Driveway parking pads, new siding, small deck extensions, window size changes, hot tubs (w/new pad), patio pavers, landscaping and paved walkways etc. An administrative fee of \$125 may be assessed for no-permit applications.

**Miscellaneous**

Additional Site Inspection Fee.....	\$90
Additional Final Inspection Fee.....	\$90
Miscellaneous Inspection Fee.....	\$90
Plan Printing .....	\$3/plan
Variance Fee.....	\$2/letter

Effective 02/24/2018

