

**Architectural Standards Committee Meeting**  
**In Person/Teleconference**  
**Minutes for September 14, 2022**

Members Present: Rod Whitten, Bill Staehlin, Graham Reid

Staff Present: Annie Rosenfeld, Lisa Purchard, Kevin Finnen

Others Present: Allan Marshall, Jeff Paduan, Mimi Ash, Michael Keck

Agenda: All plans were considered for likeness proximity as well as building site proximity to adjacent properties. Unless otherwise stated, all plans maintained a 10' side setback to the eave line. Plans were also reviewed for roof pitch. Animal Resistant Garbage Can Enclosures are required on all submittals.

Meeting called to order: 10:10 am

Member Comments: No Member Comments.

**Discussion:**

Staff update on ASO Operations: Annie Rosenfeld, Director of Administrative Services, explained that the ASO Manager has promoted out of the department as well as another staff member while a third staff member retired from work at TDA due to relocation. Given the large vacancies left by these changes there is a backlog in permit processing and inspections, and existing projects have been reassigned to the remaining team members. Jobs have been posted for the ASO manager, a seasonal administrative position, and a Compliance Inspector. The ASO Manager's duties will be split out with the new manager continuing to operate as the staff lead for the ASC while the staff lead for the Covenants Committee will ultimately end up with the Administrative Services Department.

**Submittals/Hearings:**

**Unit 11, Lot 370**

**Unit 04, Lot 253**

**Unit 04, Lot 439**

**Unit 09, Lot 561**

**Unit 05, Lot 105**

Rod Whitten moved to adjourn. Bill Staehlin seconded the motion. Meeting Adjourned at 12:14 PM.

ASC Minutes Approved by Committee Chair:

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Rod Whitten                  Date