

Architectural Standards Committee Meeting
In Person/Teleconference
Minutes for May 17, 2023

Members Present: Rod Whitten (Chair)

Alternates Present: Mitch Clarin, Joe Veni, Graham Reid

TDA Staff Present: Lisa Purchard, Annie Rosenfeld, Laurie Hyde

Others Present: Courtney Murrell (Board Liaison), Diego Asturias, Mariya Filippova, Brian Clark
(via teleconference)

Meeting called to order: 9:00 am

Member Comments: None.

CONSENT CALENDAR

Discussion/Action Item: APPROVAL OF MAY 3, 2023 ASC MEETING MINUTES

- The committee reviewed the minutes from the May 3, 2023, ASC meeting. Joe Veni moved to approve the meeting minutes as drafted. Graham Reid seconded the motion (Passed 3:0 Whitten, Veni, Reid)

SUBMITTALS & HEARING:

Unit 10, Lot 231

ASC NEW BUSINESS:

Discussion/Action Item: Staff Discussion regarding site inspection enforcement

- The committee reviewed staff's recommendation to impose a deadline for requesting site inspections after committee approval of a construction project, after which time the permit can be invalidated without further notice.
- The committee suggested this note be added to the meeting minutes and to the decision letter that is sent to project owners.
- The committee also suggested that staff advise project owners that their property will be inspected within 2 weeks of committee approval or once the snow melts from the property and if the property is not ready, a second site inspection fee of \$100 will apply.

- The committee suggested that staff advise project owners that if the lot is not ready for a second site inspection, the project may be invalidated without further notice.
- Rod Whitten moved to draft a committee policy reflecting the new site inspection requirements. Graham Reid seconded. (Passed 3:0 Whitten, Veni, Reid)
- Action 3:0 (Whitten, Veni, Reid) The committee agreed to draft a new policy reflecting the new site inspection requirements.

Joe Veni moved to adjourn. Graham Reid seconded the motion. (Passed 3:0 Whitten, Veni, Reid)

Meeting Adjourned at 10:42 AM. The next meeting is scheduled for June 14, 2023, at 9:00 AM, via teleconference and in person in the Meadow Room at Northwoods Clubhouse.

ASC Minutes Approved by Committee Chair:

_____/_____
Rod Whitten Date