



STAFF REPORT

DATE: June 11, 2024

TITLE:

Request for Third Extension – Architectural Standards Construction Permit, Unit 3, Lot 504

RECOMMENDATION:

By Motion:

The Board of Directors grants a third extension (6 months) on the construction permit for Unit 03, Lot 504 with an expiration date of December 11, 2024. The granting of the extension is conditional upon the payment of a \$1,000 extension fee.

BACKGROUND

The previous owner of Unit 03, Lot 504 applied for and received a two-year construction permit (9/28/2019-9/28/2021) for a new House/Garage Project. The Community Standards Office (“CSO”) granted a first extension with a \$500 fee from 9/28/21-9/28/22. The Architectural Standards Committee (“ASC”) granted a second extension with a \$1,000 extension fee through 12/14/23.

The Architectural Standards Fee Schedule includes a policy requiring the board of directors to approve project extension requests beyond a second extension. This policy statement was adopted on February 23, 2013. Thus, the board is asked to consider approving a third extension to the permit.

ANALYSIS:

On December 14, 2022, the previous owner of the property advised CSO staff that they could no longer afford to continue with construction and would be selling the property to a builder. On March 17, 2023, the subject property was bought by the current owner, a longtime home builder in Tahoe Donner, the permit was transferred to the new owner who then continued to build according to the approved plan set. Substantial progress had been made over the summer of 2023.

On May 8, 2024, the owner was called to an ASC hearing for the expired permit. The ASC reviewed photos of the project along with the project history and discussed progress with the owners. They concluded that a realistic extension timeframe for project completion would be to extend the permit up to one year. Therefore, a third extension of the construction permit is required for the owner to complete the construction project. The ASC, as part of their findings, has escalated the matter to the board for a third extension request, as a matter of policy.





Staff and the ASC recommends the board consider approval of the following,

1. Grant a third extension (6 months) for the permit with an expiration date of 12/11/2024. The house is almost complete and will be done in the next several months (just siding, pavers in back, and finished grading); and
2. Require the payment of a \$1,000 extension fee.

OUTREACH:

The property owner received a Notice of Board Meeting agenda scheduling for the matter via first-class mail and email. The owner's representative confirmed receipt through a response to email correspondence.

FISCAL IMPACT

\$1,000 for an extension fee to be applied to the project.

ALTERNATIVE:

The board has several alternatives:

1. The board may deny the extension request; or
2. The board may choose to approve the extension request of the owner to October 14, 2024, with some modification of conditions.

ATTACHMENTS:

- Exhibit A: Architectural Standards Rules, Procedures, and Restrictions for Land Use, Section VIII
Extension of Time for Project Completion; Fees, Deposits, Refunds and Fines
- Exhibit B: Location, Photos, Project Plans
- Exhibit C: Unit 03, Lot 504 Third Extension Request
- Exhibit D: Architectural Standards Committee (insert date) Meeting Minutes
- Exhibit E: Unit 03, Lot 504 ASC Hearing Decision Letter (board copy only)

Prepared By: Lisa Purchard, Community Standards Supervisor

Reviewed By: Rod Whitten, Architectural Standards Committee Chair

Reviewed By: Annie Rosenfeld, General Manager

Board Meeting Date: June 11, 2024

