



Architectural Standards Meeting Minutes

Wednesday September 9, 2026

Northwoods Clubhouse and Zoom

Committee Members:

Rod Whitten, Chair (in person)
Joe Veni, Member (in person)
Debra Phelps, Alternate (in person)
Graham Reid, Alternate (in person)
Nick Sonder, Alternate (absent)
David Hipkins, Alternate (absent)
Bill Staehlin, Alternate (absent)
Ted Arleo, Alternate (absent)
Mitch Clarin, Vice Chair (absent)

Liaison:

Denise Gauny, Board Vice President (in person)

Others Present:

Benjamin Levine (in person)
Annie Rosenfeld (in person)
Jason Hajduk (in person)
Claire Ellinwood (in person)
Jasmine Ross (in person)
Chris and Christy Beck (in person)
Maggie Johnson (via teleconference)
Jeff Jackson (in person)
Marina MacLean (via teleconference)
Virgina Howard (in person)
James Jeffrey (in person)

1. Call to Order / Quorum Call

The meeting was called to order at 9:02 AM with two committee members and two alternates present, constituting a quorum. Debra Phelps was designated as a voting member.

2. Member Comments

The Committee Chair opened member comments. There were no member comments. The Committee Chair closed member comments.

3. Approval of Prior Meeting Minutes

Debra Phelps moved to approve the minutes from the August 12, 2026 ASC meeting. Joe Veni seconded. (Passed 3:0 Whitten, Phelps, Veni)

4. Board Liaison Report

Denise Gauny updated the committee on the previous board meeting as well as the agenda for the upcoming board meeting.

The committee went into closed session at 9:13 AM for hearings

5. HEARINGS

Agenda Item #1: Unit 1, Lot 216

- The committee levied a fine held in abeyance

Agenda Item #2: Unit 10, Lot 361

- The committee levied a \$100 fine

The committee reconvened in open session for submittals at 9:50 AM

Agenda Item #3: Unit 1, Lot 471

- The committee approved the project

Agenda Item #4: Unit 7, Lot 37

- The committee conditionally approved the project

Agenda Item #5: Unit 6, Lot 443

- The committee approved the project

DISCUSSION

The Committee discussed the current shed permitting process, including permit costs and whether they are proportionate to the cost of the shed.

The Committee considered whether staff could handle routine shed applications, with variances or exceptions referred to the ASC. The potential impact on neighboring properties, neighbor notification and ways to streamline the process and reduce costs were also discussed. Perhaps size restrictions would be considered.

Any fee changes would need to be incorporated into the applicable fee schedule. A cost analysis should be reviewed.

Rule Review

Rod Whitten raised the use of “**nuances**” as a catch-all term for certain violations (Noxious Activity) that we do not have rules for. The Committee agreed this should be considered as part of the rule review.

The example the illegal recreational trail encroachments or contractors using neighbor properties during construction without owners’ approval/permission.

A broader cleanup and review of the rules is also needed, with additional Committee members present for further discussion.

6. Next Meeting

The next meeting is scheduled for September 23, 2026 at 9:00 AM.

7. Adjournment

The meeting was adjourned at 10:58 AM.