

# Architectural Review Committee

## Meeting Minutes

### July 2015

The July ARC Design Review Meeting was held on July, 14, 2015 at 7pm at the Community Center. In attendance were Tom Anglewicz, Eric Erickson, Jim Eyster, Rob Gordon, Tim Triggs, Mike Von Hatten and Dr. Allen Saville, HOA President.

The Committee discussed the recent election of ARC members. Several points and suggestions were made regarding the process and future elections. The HOA has developed a formal procedure for future elections and these suggestions will be incorporated into the process and presented to the ARC.

#### ***DESIGN REVIEWS***

1. Watt/1145 Timber Lane – small house addition – The project was presented by architect Claire Jordan with Arch 11. The project is currently being reviewed by BoCo for building permits. The addition will be constructed to match the existing structure and will not be visible from adjacent properties. The project was approved pending BoCo permits.
2. Brucker/2315 Linden Drive – Replacement of retaining wall – The project involves the removal of a deteriorating timber retaining wall and replacement with tinted, interlocking concrete retaining wall units. The wall will be less than 4 ft. in height; permits will not be required. The project was approved. ARC Construction sign to be posted.
3. Smith/211 High View – Reroofing – The owner has selected a premium, dimensional asphalt shingle. Color to be “Driftwood” which gives the appearance of wood shake shingles. The project was approved.
4. Croco/2300 Linden Drive – Window addition – The owner is proposing the addition of a window to match adjacent windows. The project was approved pending BoCo building permits.
5. Birmingham/124 Fir Lane – Deck replacement and expansion – The deck is under construction; permit status has not been confirmed. Construction drawings have been submitted. ARC will request appearance by the owner at the next ARC meeting.
6. Offen & Rovtar/1431 Timber Lane – Deck repair and low retaining wall - Project has been modified to include the removal of a portion of the existing deck and repair of the remainder. A low timber retaining wall will be placed in front of a portion of the house to control erosion.
7. Schiff/ Replacement of deck post caps – The owner is proposing the replacement of damaged post caps with new caps including low lumen lights. Proposal was approved pending approval of lighting by BoCo.

8. Ayers/425 North Cedar Brook – Exterior repairs – Owner proposes to make minor siding repairs and re-stain/recoat the existing wood and stucco siding. The existing retaining wall will be recoated to achieve a more natural appearance. Existing handrail will be painted dark bronze. Permits will not be required. Project was approved. ARC Construction sign to be posted.

It was noted that the ARC should inform residents of BoCo permit requirements...when/if they are required.

### ***DESIGN REVIEW FOLLOW UP (QUICK OVERVIEW DUE TO TIME RESTRAINTS)***

1. Chavez & Ryan/12 Boulder View – no progress since April...start date uncertain.
2. Hirshland/2064 Timber Lane – Project has been resubmitted to BoCo for site plan review. Status of the project is uncertain.
3. Brown/85 Timber Lane – Project is being reviewed by BoCo. Follow up with the Owner is needed.
4. High View/Ian Williamson – New house, 4,723 sf - Currently on the BoCo agenda for Site Plan Review. Copy of BoCo documents sent to Chief John Benson. ARC review will be required.

### ***COVENANTS, COMPLAINTS AND ISSUES***

1. Weinstein/805 Pine Brook Loop – The house is currently unoccupied and in a state of disrepair. Jim Eyster has contacted the owner and measures have been taken to improve the situation.
2. Melshenker/765 Pine Brook Loop – Tarps on ground, debris stored on driveway, porta-potty in front yard. Mike Von Hatten has asked the owner to remove or relocate the materials.
3. 2900 Linden-Complaints regarding contractor. Mike Von Hatten spoke with the contractor to discuss parking, smoking, and hours of operation. No further complaints have been received.
4. 458 Pine Tree Lane – Rental – Trash cans, old tires left on curb. ARC will locate the owner and request that the problem be corrected.
5. 150 Valley View – Rental – Complaints regarding noise, parking, and multiple dwellings due to second kitchen (a violation of BoCo single family zoning)
6. 100 Valley View – House for sale, potential buyer requesting outside investors/owners to use the house as a business location. Mike Von Hatten notified buyer that PBH is zoned Single Family.
7. Tim Triggs has removed prohibited off site real estate signs. Jim Eyster will compose and submit a letter to the Boulder Real Estate Association addressing this issue as well as informing the Association of PBH Covenants and Community Standards.
8. Brian Wahlert will present suggestions to address “Accessory Structures” in PBH at the next ARC meeting.
9. There will be a general discussion regarding rental properties at the ARC next meeting.

## GENERAL

1. Brian Wahlert will present online research resources for BoCo at the next ARC meeting.
2. ARC members will review the roles and responsibilities matrix, identify areas of interest and forward comments to Mike Von Hatten. The Committee will discuss the responses at the next ARC meeting to assure that responsibilities are covered and covered in an equitable manner.
3. The June Meeting Minutes were approved. Minutes will be posted on the PBH website.
4. ARC Construction signs have been posted and removed as needed.
5. ARC record documents will be distributed to PBH residents Saturday 9am to 12 noon on July 18 and July 25. The July 25 date will be verified for possible conflict. Jim Eyster and Mike Von Hatten will staff the July 18 date. Volunteers for the July 25 date are needed.
6. The Committee had a general discussion regarding the role of the ARC in the community. There was consensus on the following:
  - a. The ARC will review exterior construction, remodeling, improvements as defined in the PBH Covenants. This process should concentrate on assisting residents achieve their goals while protecting the quality of life in PBH.
  - b. The ARC will promote compliance with the Covenants and Community Standards.
    - encourage residents to resolve problems with their neighbors
    - promote an awareness and understanding of PBH Covenants, Community Standards and BoCo regulations.
    - avoid pursuing non-problematic situations...concentrate on issues that have a negative impact on the PBH community.
  - c. The ARC will be proactive in community improvements through the Enhancement Initiative.

Further discussion will address how best to achieve these goals including details of what the ARC will and will not undertake and the methods to be utilized.

The next ARC Design Review Meeting will be held on August 11, 2015 at 7pm at the Community Center.