

**Fairway Pines Estates Owners Association  
Architectural Review Committee  
Monthly Meeting  
Monday, November 14, 2016 @ 9:30 AM (MST)  
49 South Badger Trail  
Ridgway, CO 81432  
Minutes**

The monthly meeting was called to order at 9:30 AM by Chairman Terry Thomas. Members present were Anise Herod, Erich Montgomery, Dudley Shaw, and Phyllis Ward. Deb Yoder was excused. Board liaison, Tara Del Rossi, was present. Mary Ann Guilinger, recording secretary, was present. Sundra Hines, designer, was present for Item 4.

**1. Review and approve the minutes for October 7, 2016, emailed by Mary Ann to committee members on October 11, 2016.**

Terry Thomas asked if there were any questions about the October 7, 2016, ARC meeting minutes. Terry Thomas made a few adjustments. ARC made no comments. Erich Montgomery made a motion to accept the October 7, 2016, ARC meeting minutes. Dudley Shaw seconded the motion. ARC unanimously approved the motion.

**2. Association member comments: Any association member or representative may attend and will be given up to 5 minutes to comment on an ARC-related matter not on this agenda.**

None.

**3. Review and ratify decisions made by ARC Chair/Alternate since last meeting.**

Terry Thomas thanked ARC especially Phyllis Ward while he was out-of-town. Phyllis Ward, Acting for Chair Terry Thomas, processed a change request by the Collins to add 5 fixed glass skylights to their in-progress house construction on Lot 256, 38 Antler Place. Three skylights were proposed for the Garage Bonus Room and two over the Family Room. Phyllis advised ARC members via email and ARC approved. Phyllis made a phone notification to Deborah Collins on October 31 the proposal to add skylights as per the Collins' October 27, 2016, email was approved.

Phyllis Ward made a motion to ratify the approval given during the month to the Collins for five skylights to be installed with their new home construction. Dudley Shaw seconded the motion. The motion was passed unanimously. (Note: Terry Thomas followed up with email confirmation on November 19.)

**4. Lot 507, 43 Black Bear Way, Tom and Brenda Rudd, Owners, Sundra Hines, Designer, Preliminary Plan Review, for garage addition to existing home.**

Sundra Hines is the designer representing Tom and Brenda Rudd. ARC has received Appendix 7, Initial Application, signed by the Rudd's appointing Sundra as their representative and the ARC Remodel Fee payment of \$500. At this meeting, ARC will review the Preliminary Plan. Sundra Hines has submitted to ARC a conceptual site plan, the conceptual floor plan, and two conceptual building elevations for a garage and second floor addition to their home at 43 Black Bear Way, Lot 507. Terry Thomas stated that the Rudd's are current on their HOA dues, Fairway Pines Sanitation District fees, and golf dues. Terry Thomas asked Sundra Hines if she has reviewed the ARC standards and she has. Terry Thomas signed and dated the completed Initial Application.

The Rudd's purchased the home at 43 Black Bear Way and are doing remodel and interior upgrades. This work includes an addition which will add approximately 900 square feet to the existing garage and 768 square feet to the second floor buildout above the new garage. The existing garage shall be extended 30 feet to the west and will have two single car doors. The second floor addition shall include a Master Bedroom, Gym, and Storage. The home's existing Master Bedroom shall be converted to a Study. The total number of bedrooms shall not change, so septic system and exterior parking spaces shall not be affected. Sundra Hines advised the exterior and roof of the addition will architecturally match the existing structure. This is reflected in the elevation plans provided. The baluster and stair access for the south facing, second floor deck may be modified as part of house upgrades and Hines discussed possible changes. Also, changes will be required to the driveway and proposals to driveway layout were presented. A couple of small trees may be removed due to driveway changes.

Exterior stonework for the addition was discussed. Exterior masonry for the existing homes is primarily a river rock style in exterior support columns. An examination of exterior stone calculations did not yield any insight by Owner, Designer, or ARC as to how ARC standards were satisfied during the homes original 1980s construction. The house addition plans propose repeating the existing exterior facades and the existing

river rock stone columns are assessed as not an appropriate feature for this garage and second floor addition. For this reason and because existing stone work on the house calculates much less than ARC Standard requirements, Sundra Hines and Rudd's will be submitting a Request for a Variance related to exterior stone work on the new addition. The scope and timing of this submittal were discussed.

On the Site Plan provided, the setbacks are well defined. The Site Plan needs to accurately show the driveway and exterior parking locations. A drainage and exterior landscaping plan is required to detail that work associated with the house addition.

Sundra Hines submitted site plan, floor plan, and house elevations well in advance of the November ARC meeting. This allowed the ARC to execute ARC Standard required neighbor notifications of the proposed Project. One neighbor responded with questions about the Project which were addressed by the ARC chair via email. No other response to the notification were received by ARC and no interested parties attended the ARC meeting.

The Preliminary Plan Review checklist items are noted below. Because this is a house addition and not all-new construction, some Preliminary Plan Review items and ARC standard requirements are Not Applicable and indicated as such.

#### A. Site Plan Review

1. Property boundaries – The property boundaries are defined on the ground and defined on Drawing A1.1, Site Plan. Complete.
2. Building footprints – Building footprints are outlined on staked on Drawing A1.1, Site Plan with the existing home and the addition. Complete.
3. Building setbacks – The building setbacks are 25 feet from the road and the golf course and 15 feet from the side boundaries on Drawing A1.1, Site Plan. Complete.
4. Driveway – Drawings need to show the driveway. Incomplete.
5. 10 foot apron for gravel driveways – Not applicable.
6. Details of Driveway culvert and address marker – Not applicable.
7. Parking – Parking needs to be better defined. Incomplete.
8. Walk locations – Not applicable.
9. Septic system location/copy of engineered drawings or sanitation district line and holding tank location – This item is pending. The septic system and leach field need to be defined on a drawing and if the driveway will impact them. The Rudd's pay fees for the Fairway Pines Sanitation District so this may the time to hook up to it. Incomplete.

10. Existing trees and trees proposed to be removed – Only two small pinon pine trees will be removed. Complete.
11. Vegetation, landforms – To be determined. Incomplete.
12. Other site improvements (retaining walls, decks, fountains, etc.) – To be determined. Incomplete.
13. Propane tank location – The propane tank is shown on Drawing A1.1 and will be removed prior to construction. The home is on natural gas. Complete.
14. Topo/Drainage (existing and proposed) not more than two-foot (2') intervals – A separate drawing should be prepared to clearly represent to ARC how the drainage is being handled associated with the driveway. The drawing should show if the project will use the existing topography on the lot or if the topography is changing. A separate drawing should show the drainage and the slopes. No topography lines need to be shown unless the project is changing the topography or sloping. To be determined. Incomplete.

## B. Building Plans

1. Building elevations (4) – Drawing A4.1 and A4.2 details the four building elevations. Complete.
2. Roofing material proposed – The roofing material will be the same as the existing roof; brown asphalt shingles. The roofing shingles need to be defined. No additional roof work is a part of this project. If the Rudd's decide to reroof the entire house, then they need to discuss this with ARC. If the house is reroofed, then high definition architectural shingles need to be used. Incomplete.
3. Building form, massing and architectural expression – Photos of the present structure and lot need to be made. Complete.
4. Verification of stone percentage – To be determined. A variance request will be made for the stone calculation. See above discussion. Incomplete.
5. Height of structure verified – Complete.
6. Exterior walls – To be determined. Include in color board. Incomplete.
7. Chimney and flues – Not applicable.
8. Windows – To be determined. Need details. Incomplete.
9. Doors and entryways – Reuse existing. Complete.
10. Garage door – Reuse existing. Complete.
11. Exterior lighting – Reuse existing. Location of lighting needs to be shown on a drawing. Complete.
12. Roof pitch – Complete.

C. Inspection of Staked Lot

1. Location of main structure – marked on ground. Complete.
2. Location of garage (If separate from main building) – Complete.
3. Location of driveway and turn around – The location of the additional driveway area will need to be staked on the ground. Incomplete.
4. Location of parking - marked on ground. The parking needs to be shown on the drawings. Incomplete.
5. Tag all trees to be removed. The trees that need to be removed should be marked on the ground. Incomplete.
6. Story poles and location monument in place, if applicable – Not applicable.

Terry Thomas signed and dated Appendix 8, Preliminary Plan Review. Sundra Hines signed and dated Appendix 8. Sundra left two sets of the drawings.

Sundra Hines will revisit with ARC in the spring for the final review in April of 2017. Sundra Hines will provide a comprehensive variance for the stone calculation by email by December. The contractor will have to complete the Contractor's checklist, Appendix 10. It outlines that the contractor cannot work on Sunday, and that the project site needs to be kept clean.

The old propane tank will be removed. The project will dress up the area with landscaping rock.

Dudley Shaw made a motion to approve, the Initial Application, Appendix 7 dated November 1, 2016, and approved by Terry on November 14, 2016, and the Preliminary Plan Review, Appendix 8 (as outlined above with the incomplete items) approved by Terry Thomas on November 14, 2016. Phyllis Ward seconded the motion. No discussion. ARC approved the motion unanimously.

**5. Review status of active Projects:**

- Blumke home, 22 Puma Lane, Lot 146 – House is complete. Final conformance conducted and inspected and ARC approved. Conformance deposits returned to owner. Project is closed out.
- American Classic Homes' spec home, 1878 Marmot Drive, Lot 565 – House framing in progress. Roof trusses getting installed. Garage floor concrete complete.

- Jones home, 32 Marten Court, Lot 562 – House appears to be complete. Driveway apron in progress. Driveway is roughed in. Final grading in progress.
- Barry Zane’s spec house, 181 Woodchuck Place, Lot 229 – House exterior work in progress with stucco (no masonry rock yet). Roof is on; shingles installed. Front door installed.
- Collins’ home, 38 Antler Place, Lot 256 – House is weathered in, including windows, rear doors, and garage doors. Roof and shingles installed. Front door and porch not started.
- Del Rossi Room Addition to existing home, 145 South Badger Trail, Lot 432 – Room addition is built-out with siding. Roof underlayment and porch installed.
- Three Quails, LLC spec home, 284 South Badger Trail, Lot 440 – House foundation walls are installed. Concrete floor of garage is poured. Rebar for lower floor is installed, no concrete yet. Lot is graded and driveway is rough graded with 4-inch minus gravel. Utility lines installed from front lot line to house.
- Saville home, 112 South Badger Trail, Lot 436 – House is framed and sheathed. Roof underlayment is installed. Concrete floor in garage. Septic tank and leach field installed. Driveway rough graded with 4” minus gravel.
- Christensen room addition to existing home, 412 South Badger Trail Lot 443. Room addition is framed and sheathed. Roof installed. Windows installed.

## **6. Review and consider proposed revisions, additions, and deletions to ARC Standards.**

Terry Thomas discussed where skylights should be included in the ARC standards; possibly under windows and roofs. Skylights need to be architecturally compatible with the house and the visibility to the neighbors needs to be addressed. There are many forms of skylights such as tube lights.

New appendices needs to be drafted such as Final Plan Approval, certificate of conformance, and certificate of completion.

Erich Montgomery discussed with ARC his suggested changes to the ARC standards.

On Page 20, under the last paragraph for Driveways, text needs to be added about how the culvert is determined and approved by Ouray County and how homeowners need to get an assessment from Ouray County Road and Bridges for the culverts. More definition needs to be provided in how to do a culvert and how not to do a culvert, just a driveway swale.

On Page 21, under Exterior Building Materials and Colors Generally, at the end of the first sentence it should be changed to meet the criteria listed below from “shall be reviewed by the ARC to meet the following criteria”.

On Page 21, under Building Height, the definitions need to be expanded and clarified here and on Appendix 3, Height Restrictions.

On Page 22, Erich questioned what shed forms mean which at the end of the first paragraph. Also, he questioned what cold roof designs in the fourth paragraph means. No change will be made.

On Page 23, at Stone Locations for log homes need to be discussed; posts being covered with stone.

On Page 23, under Chimney and Flues, there was discussion about chimney caps. The conclusion was that the ARC standards are OK but need to be enforced.

On Page 24, Erich questioned what “do not compromise the integrity of the design regulations,” means. The language may need to be changed.

On Page 25, under Exterior Mechanical Equipment, including Energy Conservation Devices, Erich questioned if wind generators and clothes driers are allowed. Terry Thomas stated that it is the law to allow those.

On Page 25, Propane Tanks, Erich questioned whether this section should be removed since no homes need to use propane tanks anymore. ARC decided to leave it in in case some lots are not connected to natural gas.

On Page 27, under Revegetation, the ARC standards need to include example drawings for landscaping plans; examples for flat lots and lots with steep grades. Erich Montgomery provided ARC examples from the Jones, the Ward's, and the Shaw's.

On Page 27, under Fences, there needs to be more specifics on what open design means.

On Page 29, under Tree and Property Protection, text needs to be added to require pictures before the trees are removed so that ARC can assess that the correct trees have been removed. A process needs to be added for what is going to be removed and what will stay.

## **7. Other Business**

Jerry Farrington sent Terry Thomas an email on October 28, 2016, about maintenance for timber post supports, rock pedestals, and stone columns needed at the Farrington and Steve Lunnon townhouses at 201-C and 201-D Woodchuck Place, Lots 230-C and 230-D. The same colors and same stone will be used. Terry Thomas responded to Jerry Farrington in an email dated November 7, 2016, since the work is like-for-like maintenance that ARC does not have to approve it. He, also, noted that it is helpful to notify ARC of major maintenance work and when appropriate such work may be recorded in the ARC meeting minutes.

ARC has received complaints about the cleanliness of ongoing construction projects. The ARC standards require a debris container acceptable to the ARC inspector, Dan Choate. A different view exists that each site project has to have a roll-off trash container with a tarp. Some sites have a trash container built with plywood. One site has a trailer with fencing around it. One site does not have a well-defined receptacle but the job site is very clean. Terry Thomas is in contact with Dan Choate to review jobsites for ARC compliance and get compliance where necessary.

Most construction projects have been in compliance with the ARC standards. When Phyllis Ward was acting Chair for ARC while Terry Thomas was out-of-town, she had everyone in ARC review their assigned project sites and made her own assessment and contacted Dan Choate.

The meeting adjourned at 1:00 PM with a motion by Dudley Shaw and seconded by Erich Montgomery. ARC approved the motion unanimously.



**8. Next Scheduled Meeting – Tuesday, December 6th, at 9:30 AM at Thomas's home, 49 South Badger Trail.**

Respectfully submitted,

Mary Ann Guilinger  
Recording Secretary  
November 18, 2016