

**Minutes of the Board of Directors of the  
Singletree Property Owners' Association Meeting  
August 4, 2022  
Via GoTo Meeting**

A Special Meeting of the Board of Directors the Singletree Property Owners' Association (SPOA), was held in conjunction with the Design Review Committee at their regular meeting held on August 4, 2022, at 8:30 a.m., via GoToMeeting.

**Attendance** The following SPOA Directors were present and acting:

- Ariana Burkley
- Dan Godec
- Karen Zavis
- Lorry Prentis

The following DRC members were present and acting:

- David Viele
- Larry Deckard
- Larry Rogers
- Mike Suman
- Patrick Scanlan

Members of the Public attending were:

- Mark Grimaldi, Owner
- Scott Mohr, Owner
- Alisha Anyan, Owner
- Jill Harrison, Owner
- Rex Ingram, Builder
- Melanie Soos, Owner
- Pam Kennedy, Owner

**JOINT MEETING WITH SPOA BOARD TO DISCUSS DUPLEX ROOFING MATERIALS AND POSSIBLE AMENDMENTS TO THE DESIGN GUIDELINES RELATED TO DUPLEXES:**

John Perkins, Singletree's Architectural Consultant, gave a brief introduction to the topic. He explained that the same replacement roofing materials on a duplex has long been a challenge and the prohibition on new wood shake roofs next year has brought the issue to a head. He expressed concern about seeing duplexes with two different roofing materials and how to get the other half to match at some point in the future.

A question was asked if there are approved roofing materials today that are compatible or similar enough to existing (new, aged, or very aged) wood shakes? Most of the approved materials, except standing seam metal and concrete tile, claim to be like real wood shakes. Some match more closely due to their texture and depth.

DRC members noted that dissimilar materials on the same roof plane could look odd and it would be better for them to terminate on a joint or end point. What and where roofing materials break is an important design element. Concern was expressed that allowing many dissimilar materials over time will ruin the overall cohesive duplex design and many years of DRC effort has gone into ensuring duplexes remain cohesive, including deck rails, exterior colors, and materials, etc. The DRC should maintain a level of control over the cohesiveness of design and the important role of consistent material section plays into this objective. Concern was also expressed about any precedents established by allowing different roofing materials on a duplex. There are no easy answers to the duplex roofing materials challenges.

The DRC further emphasized that any Design Guideline amendments adopted need to be enforceable, maintain design integrity and be predictable for owners. Again, concern about changing roof materials on the same roof was discussed as well as whether all approved roofing materials are compatible as a second roofing material on a duplex. It was noted that the Duplex Owner Sign Off Letter has long been required to ensure the cohesive duplex design is maintained.

SPOA Board members spoke about the very difficult decision around the duplex roofing challenge and ensuring that they represent the entire Singletree community and not just owners with a very specific challenge. The SPOA Board also wants to make sure that any approvals for different roofing materials on a duplex are complementary and aesthetically pleasing, with the goal of achieving a similar appearance to the existing wood shakes. SPOA also does not want to abrogate any Party Wall Agreements, which SPOA is not a party to. The SPOA Board views any approvals for different roofing materials on a duplex as a variance and not the rule in Singletree. There must be compelling reasons for approval. Due to the unique nature of this request, the SPOA Board suggested a special review process where the Architectural Consultant will first review the application and make a recommendation to the DRC, the DRC will then review the request and forward their recommendation to the SPOA Board for the SPOA Board's final review and decision.

Pam Kennedy expressed her concern about how long it has taken to get to this point. She applied for a different roofing material than her duplex mate more than a year ago.

Alisha Anyan spoke that she too has a timing issue because she is under contract to sell her half of the duplex and this an outstanding contract issue. She has no shared roof planes with her duplex mate and due to the age and condition of the existing wood shake roof, she is unable to get her roof repaired.

Mark Grimaldi explained that his wood shake roof is 38-years old and his duplex mate's roof is only 12-years old. His duplex mate has signed off on the proposed new material. The proposed DaVinci product is a safer, more fire-resistant material.

Scott Mohr expressed his belief that things are moving in the right direction and that the timing of the decision is important. Roofing costs are increasing.

Jill Harrison let everyone know that she was here to listen to the discussion.

The DRC and SPOA Board then discussed the four specific appeal requests that are pending as well as the reasons for each of the requests. Applications for specific materials have been submitted for all four. There was a question about where the proposed new roofing materials would break on each of the homes. There was consensus that the Architectural Consultant will review each of the four appeals and make a recommendation to the DRC, the DRC will then review the information and forward their recommendations on to the SPOA Board for their final review and decision on each of the four appeals. It was also agreed the Design Guidelines and Duplex Re-Roofing Applications should be amended to reflect this process and requirements.

The SPOA Board quickly mentioned the potential need for some design help for a trail gate at the June Creek trailhead. More information to follow.

The SPOA Board, Mark Grimaldi, Scott Mohr, Alisha Anyan, Jill Harrison, and Pam Kennedy left the meeting.

The DRC spoke about adopting a policy limiting public input to 3 minutes per person to ensure meetings are efficient and everyone has an opportunity to speak. There was unanimous consensus around adopting the policy.