

SINGLETREE DESIGN REVIEW COMMITTEE
MEETING MINUTES
September 15, 2022
Via GoTo Meeting

The regular meeting of the Singletree Design Review Committee (DRC) was held on Thursday, September 15, 2022, at 8:30 am, via GoTo Meeting.

DRC members present were David Viele, Larry Deckard, Larry Rogers, Mike Suman, and Patrick Scanlan.

MEETING MINUTES – The DRC reviewed the September 1, 2022, meeting minutes. By motion duly made and seconded, it was unanimously

RESOLVED to approve the September 1, 2022, meeting minutes.

PROPOSED AMENDMENTS TO DESIGN GUIDELINES SECTIONS 2.23 DUPLEXES AND 8.8 DUPLEX REMODELS, AND SECTION 10 – APPENDIX B FEES AND DEPOSITS

John Perkins, Singletree’s Architectural Consultant, explained to the DRC the process for reviewing a duplex re-roof application requesting to use different roofing materials. The review process is much more involved and typically requires multiple site visits to study the entire duplex and review all the roof planes. It often requires meeting and/or email with one or both duplex owners. Through this process, so far, the Architectural Consultant has identified that there may be some instances where it would not be aesthetically reasonable to approve different roof materials on a duplex. The entire review process includes, following the Architectural Consultant’s review, they send an email to the DRC for their review and recommendation to the Singletree Property Owners Association Board (SPOA), for SPOA’s review and ultimate approval or denial of the application. Based on the amount of time and effort involved in the review process an application fee of \$500 has been proposed for duplex re-roof applications that request to use different roofing materials. The Committee concluded this process is working through real world challenges and goes a long way to help owners.

Together the proposed amendments provide the framework for accomplishing the SPOA’s goal of allowing duplexes to use different roofing materials while maintaining a quality design aesthetic in Singletree. The DRC reviewed proposed language to amend Sections 2.23 and 8.8 together. The proposed amendments allow for duplexes to use different roofing materials, prohibit different roofing materials on the same roof plane, and require Duplex Owner Written Approval Letters, all of which the DRC identified as concerns at their August 18 meeting. The DRC also encouraged the use of a separate re-roofing application for duplexes.

Following the discussion, by motion duly made and seconded it was unanimously

RESOLVED to recommend approval of the proposed amendments to Singletree’s Design Guidelines Sections 2.23 Duplexes, 8.8 Duplex Remodels, and Section 10 – Appendix B Fees and Deposits.

ADJOURNMENT – There being no further business to come before the DRC, by motion duly made and seconded, it was unanimously

RESOLVED to adjourn the regular meeting of the Singletree Design Review Committee this the 15th day of September 2022, at 9:00 AM.