

Architectural Meeting

Minutes

March 15, 2011 9:00 am

Committee members present: Wayne O'Dell, Chris Hanson, Warren Schmidt, Vivian Wattum, Sophia Platt, Larry Nelsen, Jack Green, Jan King

Staff: Holli Kemmer, Secretary

New Business:

1.) **Operations Manual:** The committee went over portions of the manual pertaining to the Architectural Committee. Four errors were found, they are as follows:

A.)Page 103 Sec. 1.3.1 the words "Septic and water" need to be struck from the paragraph.

B.)Page 104 Sec. 3.3 Change the wording "Three (3) years" to "Two (2) years".

C.)Page 105 Sec. 4.1.2.4 Change the wording "Three (3) years" to "Two (2) years".

D.)Page 66 under the heading "Purpose", the words "Septic and water" need to be struck from the paragraph.

Larry Nelson took note of the errors and said he would present them to Sara so she could correct the manual.

There was discussion that it is important to start running the meeting the same way every time. From now on there will be an agenda emailed out before the Tuesday meetings, and the committee will stick to said agenda to get the most accomplished at each meeting. "Homework" will be laid out ahead of time and expected to be presented in a timely manner. It is also important that if you are on this committee, that you make every effort to come to the meetings on a regular basis.

There was discussion that the ACR Committee is responsible to check the completion of work that has been applied for i.e. fences, outside completion of a new home, etc. Vivian Wattum has been doing this and she was commended for a job well done.

*Jan King made a motion that the ARC Committee will keep building plans until the work is complete or two (2) years, whichever comes first. Chris Hanson seconded. Motion passed 8-0.

2.) **Waiver vs. Variance:** Shirley Baker (who was home ill and couldn't make the meeting) sent in a letter with Vivian Wattum, voicing her opinion on the subject of what would be considered a waiver and what

would be considered a variance. This letter is attached to these minutes and was read aloud at the meeting. The committee was also informed per Vivian Wattum that Shirley Baker had given Vivian her voting ability for this meeting.

There really wasn't any discussion on the waiver vs. variance issue today by the committee members present, there was however discussion on when a member presents an application for a single/multiple story residence that has less than the square footage of interior living space required by the covenants. The committee was less interested in naming the "Package", but preferred to stick to what the criteria would be for looking at such a request at this point. The discussion was based around what the member would need to have and present with the application for it to even be looked at. The following is a list of items that came from that conversation. These items would be in addition to the regularly required items:

- 1.) A current and recorded survey of the subject property.

- 2.) A letter describing the topography of the property and/or the reason for the request of a less than 900 square foot (main indoor living area) single story residence, or less than 700 square foot (main indoor living area on one floor) multiple story residence.

- 3.) An engineered septic system that maximizes the square footage of the lot.

- 4.) Member must be in good standing.

*Larry Nelsen made a motion that hardship not be considered as part of the process when considering a single/multiple story residence that has less than the required square footage per the SHOA covenants. Warren Schmidt seconded. Motion passed 8-0

*Vivian Wattum made a motion that part of the criteria when applying for a single/multiple story residence that has less than the required square footage per the SHOA covenants, be that the applicant present an engineered septic system plan. Jan King seconded. Motion failed 5-3

*Warren Schmidt made a motion that part of the criteria when applying for a single/multiple story residence that has less than the required square footage per the SHOA covenants, be that the applicant have an engineered septic system that maximizes the square footage of the lot. Sophia Platt seconded. Motion passed 5-3 Jack Green abstained.

*Warren Schmidt made a motion that part of the criteria when applying for a single/multiple story residence that has less than the required square footage per the SHOA covenants, be that the applicant have a current and recorded survey of the subject property. Jack Green seconded. Motion passed 7-0 (Sophia Platt was out of the room)

*Vivian Wattum made a motion that part of the criteria when applying for a single/multiple story residence that has less than the required square footage per SHOA covenants, be that the applicant present a letter describing the topography of the property and/or the reason for the request of a less than 900 square foot (main indoor living area) single story residence, or less than 700 square foot (main indoor living area on one floor) multiple story residence. Warren Schmidt seconded. Motion passed 8-0

*Vivian Wattum made a motion for a separate waiver form to be used and filled out by the applicant when applying for a single/multiple story residence that has less than the required square footage per the SHOA covenants for a residence. Sophia Platt seconded. Motion passed 4-3

It was agreed that in the interim, the current form would be used until Vivian could start the process of writing a new form. Vivian will start a skeleton version of this form and it will be worked on by the committee at the next (March 22, 2011) meeting.

*Warren Schmidt made a motion that the committee work on this form at the next meeting. Vivian Wattum seconded. Motion passed 6-2

At this point in the meeting Jan King left and gave her proxy vote to Vivian Wattum.

Flow of product (whether called a waiver or variance):

- 1.) "Package" comes into office and checked for quality assurance.
- 2.) "Package" goes before the Architectural Committee.
- 3.) "Package" then goes before the Board of Trustees, with the Pro/Con recommendations of the ARC Committee.
- 4.) Board of Trustees votes and "Package" gets approved/disapproved then goes back to ARC Committee.
- 5.) Approved "Packages" will receive approval stamp and disapproved "Packages" will not.

Complaints: 1 Pending

*Sophia Platt made a motion to accept the minutes from the March 8, 2011 ARC meeting. Warren Schmidt seconded. Motion passed unanimously.

*Chris Hanson made a motion to adjourn at 11:55a.m. Warren Schmidt seconded. Motion passed unanimously.

Chairperson's Signature

Architectural Comm. Secretary