

The Keystone Design Review Board

October 6, 2008

I. Call the Meeting to Order

The Keystone Design Review Board meeting was called to order at 1:00 pm in the Neighbourhood Company conference room on Monday, October 6, 2008.

Board Members Present Were:

Paul Duxbury, Chairman

Ken O'Bryan, Member

Todd Weber, Member

Gene Baker, Member

Brad Scheappi, Member

Other Attendees:

Dave Leopold – VRDC/DRB Inspector

Molly Speer, KNC Executive Director

Alex Iskenderian, VRDC President

Approve Previous Meeting Minutes

The previous meeting minutes dated September 22, 2008 were approved as submitted.

II. Review of DRB Rules and Guidelines with VRDC President Alex Iskenderian

Recap on how VRDC and KNC are tied together. General discussion on how the DRB is functioning currently. Discussion on resignation schedule for Paul Duxbury and appointment of new chairmen. Members will consider options and discuss at future meeting.

III. Lot 8 Saw Whiskers – Sunroom Addition – CD's (Tim Seeling, Architect)

The Keystone Design Review Board reviewed and approved, as noted below, the project at Lot 8 Saw Whiskers with the following comments:

- Inspector to check site with existing plans
- Need construction fencing, staging plan, landscape plan
- Encroach into set back as long as the piers are not poured outside of building set back
- Attic ventilation should meet building department requirements
- Any exterior lighting must be dark sky compliant.

IV. Expedition Station Re-Roof and Gutters (Mindy Bothel for Winston Elliott)

The Keystone Design Review Board reviewed and approved the reroof and gutter replacement at the Expedition Stations Condos with the following comments:

- The Board raised a concern regarding the addition of rolled roofing installed over the existing comp shingle roof. Please clarify.
- Gutters & downspout to be consistent with existing system.
- Roofing materials must be consistent with current materials
- Must receive application fee of \$100.00 and refundable compliance deposit of \$1000 prior to any construction beginning

V. Lot 26 Settlers Creek – CD Review Round #2 (Tim Sabo, Architect)

The Keystone Design Review Board reviewed and rejected the project at Lot 26 Settlers Creek with the following comments:

- Did not review architect unable to attend

VI. Lot E18 Keystone Ranch Preliminary 2nd Round – (Barb Shepler, Architect)

The Keystone Design Review Board reviewed and approved the plans for the project at Lot 18 Keystone Ranch to move to the CD phase with the following comments:

- Grading on driveway outside the building envelope must be corrected.
- Landscaping feature outside building envelope DRB will support opinion of the HOA. Board request HOA approval since it is encroaching on common area
- Board requests lighting cut sheets
- A staging plan with construction fencing, dumpster location, etc. is required
- Utility meters must not be within 3' of operable windows and doors. Confirm utility placements with Xcel.
- Dry wells may be used for area wells.

VII. Review Inspectors Checklist and Review Letter for Lot 4 Settlers Creek

The Keystone Design Review Board reviewed the proposed review letter for Lot 4 Settlers Creek with the following comments:

- Review letter is approved to send with changes in terminology.

VIII. Review Inspectors Checklist on Lot 7 Settlers Creek

The Keystone Design Review Board reviewed the inspector's comments on the landscaping at Lot 7 Settlers Creek with the following comments:

- Landscaping is required on the east side of the home to shield utility meters per plan.
- Compliance deposit will be held until landscaping is complete per plan

IX. Adjourned:

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The meeting was adjourned at 3:30 p.m.