

Tamarack Trails Community Services Association
Architectural Review Board
MINUTES—APPROVED
4 pm, May 10, 2023

1. Confirm Quorum: C.Finet, J. MacCubbin, I.Popic, P.Maddox, B.Hughes, E.Siegel: Jayne Meyer (BoD), Stacey Haberman (Association Manager)
2. Additions to Agenda: none
3. Approval of Minutes of April 12, 2023: MOTION to Approve (Hughes, Maddox). APPROVED AS AMENDED
4. Review Letter to Residents from Board re: ARB Book of Standards (BOS) and revision of Policy IV-400:
Discussion with J.Meyer and S. Haberman re: reasons for inclusion of BOS into POLICY IV-400. There is a draft of the letter to Owners / Residents from Association Manager which will be minimally revised by ARB, then shared with Manager, and quickly sent to Owners/ Residents. The revision of IV-400 to include the BoS requires 30-day notice to Owners/Residents prior to Board of Directors' vote to include the BoS as revised. Follow up to Manager and BOD will be made by ARB chair. The Book of Standards will also exist as it is on its own.
5. Resident Requests:
 - a. **4 Blue Spruce Trail** – J. Karcher request to replace a/c unit and move location of condenser. Chair will follow up with required documents and email decision.
 - b. **54 Oak Creek** – Haasl request to replace existing pergola, which is in disrepair and is attached to the exterior wall of unit (built prior to these owners). Pergola may be replaced at owners' expense, with current BoS restrictions (not attached to exterior wall of unit), may have sunshades only attached to pergola (not to Building). Must check if there's rubber membrane under deck boards, should not be punctured; How will contractor access the site? Unit owner will be financially responsible for costs to remove current structure, repair/replace deck boards and exterior siding, needs to inform ARB of contractor, and submit insurance proof from Contractor. Has already submitted Form 1. ARB contact will be Pat Maddox.
6. Spring WalkAround – teams of two, using last year's version of spreadsheets for items to evaluate and report. To be started on May 15, complete by May 19. Notice to be drafted (Siegel) and forwarded to Office Manager to email to all residents this week. ARB members should wear safety vests to be visible to owners/residents.
7. Chair's Report:
 - a. BOD approved **BoS** with most recent changes. Most of BoS will be rolled into Policy IV-400. The BoS will also exist on its own and should be copied by owners, to be given to future unit owners.

- b. **71 Oak Creek** (Larry & Ginny White) project approved by BOD. "Lessons learned" from the transactions between the Whites and their neighbor in modifying the plans for their deck: the ARB should help facilitate when there are conflicts between neighbors, even if only to listen and be a calming presence.
- c. ARB needs a flow-chart/procedure to be sure that **letters of approval/ denial** are sent by Association Manager and ARB is informed.
- d. Dean Ryerson held a quarterly meeting of committee chairs. P. Maddox attended, reports that communication between chairs is improved. Izzie (chair of Amenities) responded to Dean's question of why it's difficult to encourage owners to be on committees, the "unequal" importance of various committees, considerations of time commitments and attendance requirements.

8. Old Business:

- a. Reports on Approved Projects/ updates
- b. Member reports on Complaints received Relevant to ARB – Neighbor to Noyes' unit at **7332 Cedar Creek** asks why is the concrete patio so large, was it approved by ARB? The replacement was approved, but seems owner made changes on day of installation. How/ when can ARB object to infringement? Need for ARB to create a policy, draft a letter of notification?

9. New Business:

Jayne brought up the existence of the ad hoc Solar Committee and that ARB should attend those meetings. Concerns re: Association responsibilities / Owner responsibilities need clarification. Tamarack Association will not be financially responsible for changes/ additions.

Adjourn at 6PM.

Draft by E.Siegel, recording Secretary

Calendar of Upcoming ARB Meetings for 2023

June 14, July 12, Aug. 9, Sept. 13, Oct 11, Nov. 8; No December meeting