

MINUTES OF
SPECIAL MEETING OF
BOARD OF DIRECTORS
CRESTMoor PARK (2ND FILING) HOMES ASSOCIATION

(Date: February 6, 2017)

A special meeting of the Board of Directors of Crestmoor Park (2nd Filing) Homes Association on February 6, 2017 was called to order by John Sadwith, Chairman of the Board, at the home of Mr. Sadwith at 6:10 p.m.

1. **Directors in Attendance.** John Sadwith, Stuart Gottesfeld, Tom Deline, John Simonet, and Robert Brown.

Also in attendance were Bob Hickman, the review architect for the ARC, and Andrew Goetz, the son of an HOA Member, who is a Boy Scout and Eighth Grade student at Christ the King.

Mr. Sadwith welcomed Andy Goetz to the meeting and briefly described the duties of the Board, the effect of the Association's Declaration, and the primary purpose of the meeting relating to considering amendments to the Association's Design Guidelines.

2. **Approval of Minutes.** Mr. Sadwith asked if there were any comments on the Minutes of the prior meeting which had been circulated immediately after that meeting. There being no comments or objections, the Minutes were approved.

3. **ARC Matters.** Mr. Deline led the conversation regarding pending ARC matters.

a. **140 Krameria.** Mr. Deline summarized the history of communications with the homeowner and non-approved walls constructed in the front setback in violation of the Association's Declaration and the Design Guidelines. The letter Mr. Deline sent to the homeowner in October required that the walls be removed or limited in height to that of the existing landscape behind them. Mr. Deline proposed to notify the homeowner to remove the walls as violating the Declaration and Design Guidelines. After discussion, including Mr. Hickman's advice regarding size and location of the walls in the front setback, a motion was made by Mr. Simonet and seconded by Mr. Deline to send the enforcement letter to the homeowner.

b. **101 Kearney.** Mr. Deline reported a prior letter to the owner of the lot where the existing residence has been removed requesting plans for anticipated improvements.

c. **105 Southmoor.** Mr. Deline described his recent letter to the homeowner requesting plans for what appears to be an enclosure for a diesel generator.

d. **50 Ivy Street.** Mr. Deline reported that the basketball hoop, which the owners stated they would remove from the right-of-way, had not been removed.

e. **330 Leyden.** Mr. Deline described planned improvements to the existing home, including a minor widening of the existing front-loaded garage. Because the existing garage extends approximately four feet into the front setback, the minor addition of width would also encroach into the front setback. The Board noted that the Declaration allows up to a five foot front lot line adjustment upon the approval of neighbors. The Board moved to approve the requested minor encroachment upon the owners furnishing evidence that the neighbors have approved. A motion to that effect was made by Mr. Simonet and seconded by Mr. Brown. The motion passed unanimously.

4. **Garden Island Flowers.** Mr. Sadwith reported he had approved an order for flowers to plant on the island entrances in the amount of \$2,400.00.

5. **Design Guideline Modifications.** The Board addressed modifications to the existing Design Guidelines suggested by Mr. Hickman at the request of the Board. After extensive debate and discussion, the Board approved the following setback requirement for structures in the rear one-third of any lot:

Garages (one-story) and other ancillary structures greater than four feet in height:
10 feet rear lot line setback and eight feet side lot line setback.

A motion was made by Mr. Sadwith and seconded by Mr. Deline and passed by a vote of 4:1, Mr. Brown voting against. The Board approved setbacks for other ancillary structures under four feet in height, such as outdoor kitchens, permanent seating, gas-fueled fire pits, and hot tubs of five feet rear lot line and five feet side lot line.

The Board next discussed adding Section 1.14.4 to the Design Guidelines governing the possibility under limited circumstances to permit retaining walls in the front setback, generally adopting without significant modification language suggested by Mr. Hickman. To be permitted to construct such retaining walls, a homeowner would need to demonstrate unique existing topographic circumstances requiring retaining walls to ameliorate such conditions. The Board was uniform in not wanting to permit long, unbroken, or overly tall and forbidding walls, but agreed to leave the exact configuration to the ARC and the Board and the advice of the Association's review architect on a case-by-case basis. The Board approved an additional fee to pay for the review architect's time in reviewing such requests. Mr. Hickman was asked to propose an updated fee structure for Board review.

The Board considered what play structures should be treated as ancillary structures which would be subject to a location of five feet from each of the side and rear property lines. The Board agreed on those having a height of less than 48 inches.

The Board discussed certain requirements related to submittals in Section 3.1 of the Design Guidelines. Special attention was given to requiring demolition plans, including plans removing trees and other landscaping.


Mr. Brown will revise the Design Guidelines in accordance with the preceding for further review by the Board.

The Board asked Mr. Hickman to develop a more complete fee schedule to itemize charges for the services performed by the review architect, including fees for compliance reviews during the course of construction by the review architect to identify at an early date any inappropriate changes from approved plans to minimize the cost to the homeowner of making corrections.

6. **Notice of New Construction**. Messrs. Deline and Sadwith discussed requesting that the security patrol report to Mr. Sadwith any observations of demolition, dumpsters, or new construction.

7. **Adjournment**. There being no further business to come before the meeting, upon a motion duly made and seconded, the Board of Directors Meeting adjourned at approximately 8:15 p.m.

Respectfully submitted,



Robert L. Brown, Secretary