

MINUTES

ASPEN VILLAGE HOMEOWNERS ASSOCIATION ARCHITECTURAL CONTROL COMMITTEE MEETING

March 11, 2025

6:00 pm

Join Zoom Meeting

<https://zoom.us/j/93568120262?pwd=e0aCc9WftvB0JSFyBttAOcqtZs4MzM.1>

Meeting ID: 935 6812 0262

Passcode: 803328

Dial by your location: +1 719 359 4580 US

Committee Members:

Dan Fellin | Tyler Schube | Suzanne Roth | Mike Han

ACC Members Present:	Mike Hahn Tyler Schube Suzanne Roth	ACC Member ACC Member ACC Member
ACC Members Absent:	Dan Fellin	ACC Member
Property Manager Present:	Megan Rodman	Property Manager
Owners Present:	Betsy Burns Sima Ellen Anderson Laura Gerardo	Lot 74 Lot 45 Lot 113 Lot 89
Architect Present	Brad Larson	On behalf of Lot 113

1. CALL TO ORDER

ACC Member Suzanne Roth called the meeting to order at 6:11 PM MST.

2. REVIEW AND APPROVE FEBRUARY 11, 2025 ACC MEETING MINUTES

The members of the ACC reviewed and considered for approval the February 11, 2025 draft meeting minutes.

Suzanne Roth moved and Tyler Schube seconded to approve the February 11, 2025 ACC meeting minutes as presented. Motion Passed.

3. ACC MEMBER COMMENTS

The following comments were made by present ACC members:

- No comments were made.

The owner of Lot 72, Karla Henrichon, who was present at the meeting, submitted an email requesting to join the Architectural Control Committee. This will be reviewed for approval at the Board of Directors meeting following the ACC meeting on March 11, 2025.

4. MAJOR IMPROVEMENT PROJECTS

The ACC will be provided with an update on the following ongoing Major Improvement Projects:

- Lot 89 – The Owner submitted an ACC application for a new home build at the February 11, 2025 ACC Meeting. The ACC had follow up questions requiring answers before approval would be given. The ACC received those answers via email. Gerardo Arce and Brad Larson were both present at the meeting and presented printed out construction plans for Lot 89 to review with the committee. The following questions were answered.
 - Window Wells: There will be no window wells on the east or west. The windows will be located above ground level.
 - Carport Roof Encroachment: The ACC denied the request for an exemption on the 2 ft encroachment in the front yard setback. Brad will revise the plans to make sure the carport does not encroach into the front setbacks.
 - Building Height: Please review Elevation 3/A303. I have identified where the lowest point of the site where the building is being built. The building height is designed from that spot. All of the height measurements are measured from this spot. Often in AV, it occurs at the corner of the building. The Eve point, Mid-point and overall maximum Building Heights are identified to the left of the 3/A303 drawing. You will notice the, Eve Point is 9" above existing and finished grade. The Mid-Point is, by design, at 16 ft. The Maximum Building Height occurs in the Light/ Egress Well. It = 23 -1". Or 11" below the allowable.
 - As a side note; from a cost and natural light to the basement stand point, it is important for all AV residents to lift their building as high out of the ground as possible. I am sure this isn't popular with some residents but it is part of my job for my clients.
 - All existing and finished grades are identified on the elevations. They are also identified on the Site Plan, Sht A101, with existing and new

contours. Please refer to 2/A303 for the overall building height on the street side.

Suzanne Roth moved and Tyler Schube seconded to approve of the ACC Application for Lot 89 with the requested change of making sure the front setback is not encroached upon. No homeowner comments. Motion Passed.

- Lot 72 – as of March 4, 2025 the ACC will confirm their approval of the Major Improvement Application for Lot 72 to build a fence and carport. This application has been provided to the adjacent lots for comment. Karla clarified that the fence will be on the property line which was not clearly shown on the original application and she presented updated drawings to reflect this. Karla will also clarify with the County the guidelines for the high of the fence along the street to make sure what is built is approved by them. Karla did have to reapply for the permit to build the shed, carport and fence and it was approved. The ACC did review comments sent via email from Lot 73.

Suzanne Roth moved and Tyler Schube seconded to approve the ACC Application for Lot 72 to build a fence pending confirmation from the County on the allowable fence height as presented. No homeowner comments. Motion Passed.

Suzanne Roth moved and Tyler Schube seconded to approve the ACC Application for Lot 72 to build a carport and shed. No homeowner comments. Motion Passed.

5. MINOR IMPROVEMENT PROJECTS

The ACC will be provided with an update on the following Minor Improvement Projects:

- Lot 82 – submitted the following revisions to the original application and is looking for ACC approval of those revisions.
 - They are going to have two sheds totaling 148sf. Vs one shed connected to the carport. They are going to have the primary shed located in the same spot as the exist shed on the back of the lot. The secondary shed is connected to the carport. The interior stairway is bumped out on the west elevation. It is still within the setback. They haven't completely dialed in how they are going to divert the drainage from Elk Way, back onto the road, but they think it is going to be more of a few wheel barrow loads of dirt, towards the end of the project rather than an engineering exercise.

Suzanne Roth moved and Tyler Schube seconded to approve of the above changes for Lot 82. No homeowner comments. Motion Passed.

6. UPCOMING MAJOR & MINOR IMPROVEMENT PROJECTS

This serves as a 30-day notice that the following applications will be reviewed at the April 8, 2025 ACC meeting:

- Lot 4 – The Owner is working on an ACC application for roof repairs to the house and a new roof for the carport. An application has not yet been received.
- Lot 27 – The Owner submitted an incomplete ACC application for the construction of another parking space.
- Lot 75 – The Owner plans to submit an ACC application to repaint their home.
- Lot 113 – The Owner plans to submit Major Improvement Application for the removal of the current home and the construction of a new home. A final application was received on March 8, 2025. Brad Larson was present at the meeting and presented draft plans to the committee for their review. This application will be considered for approval at the April 8, 2025 ACC meeting.

7. 30-DAY WAIVER NOTICES

The ACC will discuss whether they want to continue to allow 30-day waiver notices to be sent as a work around for ACC applications that are not received 30-days prior to the corresponding ACC meeting.

At this time the 30-day waiver notices will be continued to be used.

8. ADJOURNMENT

Suzanne Roth moved and Tyler Schube seconded to adjourn the ACC meeting at 7:15 PM MST. Motion Passed.

The next Aspen Village ACC Meeting will be on April 8, 2025.