Keystone Design Review Board

December 12th, 2022

Call the Meeting to Order.

The Keystone Design Review Board meets in the Keystone Neighbourhood Company conference room on Monday, December 12th, 2022. The meeting was called to order at 1:00 pm.

Board Members Present:
Mark Mathews, President
Todd Webber, Member
Randy May, Member

Other Attendees:
Jaclyn Cartwright, Admin. Assistant

The previous meeting minutes dated November 14th, 2021, were approved as amended.

I. Lot 3156, West Ranch – Owner: Beard – Re-roof – Schematic Review #1 – 1:15 to 1:30 (Shawna Emarine, Project Manager).
   - Project is approved as submitted.

II. Lot 18, The Alders – Applicant: Devin – Garage Door Modification – Change to CD Plans – 1:30 to 1:45 (Board Members Only).
   - The board requires more detail to determine the modifications being made.

III. Lot 24, Elk Run – Owner: Barnholt – Home Addition – Schematic Review #1 – 1:45 to 2:15 (Sean McDonald, Contractor).
   - The board will need to review a grading plan.
   - Proposed site plan showing the disturbance beyond the building envelope is necessary for review.
   - A topographic plan is necessary for review. Everything over 4" caliber will need to be reflected in the plan.
   - The board will need to review a proposed landscaping plan.
   - Existing and proposed elevations will need to be reviewed
   - The plans will need to show how the addition will be accessed.
   - The board would like to review a construction site management plan and how the site will be staged.

IV. Lot 58, Elk Run – Owner: Rogers – New Home – Schematic Review #3 – 2:15 to 2:45 (Zane Levin, Architect/ Alida Toth, Architect).
   - The board recommends adding a walkway for front access.
   - The project is approved to move to the Preliminary phase.

V. The Ridge Complex – Applicant: O'Sullivan – Buildings G & H – Preliminary Review #2 – 2:45 to 3:15 (Todd Webber, Architect/ Michael O'Sullivan, Developer).

- A materials board is required for review.
- Project is approved to move to the CD Level.

VI. General Discussion

- No items were brought up for general discussion.

VII. Adjournment

- Meeting adjourned at 3:25 pm.