Keystone Design Review Board

June 20th, 2022

Call the Meeting to Order.

The Keystone Design Review Board meets in the Keystone Neighbourhood Company conference room on Monday, June 20th, 2022. The meeting was called to order at 1:01 pm.

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

Other Attendees:
Jaclyn Cartwright, Admin. Assistant

The previous meeting minutes dated June 6th, 2021, were approved as amended.

I. Lot 5, The Estates at the Alders – Owner: Sullivan – Landscaping – Schematic Review #1 – 1:15 to 1:30 (Board Members Only).
- Plantings cannot be in the road right of way, outside the building envelope, or in the wetland's setback.
- Project is not approved and will need to be revised and resubmitted.

II. Wintergreen Ridge – Applicants: Gorman – New Development – Preliminary Review #1 – 1:30 to 2:00 (Nathaniel Stark, Architect).
- The board will need to review a materials board for the next submittal.

III. The Ridge Complex – Applicant: O'Sullivan – Buildings G & H – Schematic Review #1 – 2:00 to 2:30 (Todd Webber, Architect/ Michael O'Sullivan, Developer).
- The project is approved to move to the Preliminary Phase.

IV. Lot 3A, River Run – Application: Mahoney – Alcove Townhome Development – Preliminary #3 –2:30 to 3:15 (Tyler Mahoney, Developer/ Blake Shulter, Contractor/ Joe McGlissick, Engineer/ David Poppleton, Architect).
- The board would like to see more variation and texture in the wood samples. Using a semi-transparent stain is recommended.
- The columns should be revisited. Adding a base or a larger column would add to the buildings, architecturally.
- Project is approved to move to the CD Level.
- A Refundable Compliance Deposit of $45,000 is required before the CD Review.

V. Lot 9, Estates at the Alders – Owner: Mirran – New Home – Schematic Review #3 – 3:15 to 4:00 (Yves Martinez, Project Manager/ Suzanne Allen-Sabo, Architect/ Sal Mirran, Owner).

- For the next submittal, please verify how the foundation will be constructed without laying back past the building envelope.
- The grading plan needs to be coordinated with the site plan grading and elevation sections.
- The structure needs to be shored up to be within the building envelope.
- The board would like a written narrative addressing the changes submitted for the next review.
- No disturbance is allowed outside of the building envelope without specific approval from the HOA.

Initial Comments for the next Review Phase.

- Gutters and downspouts will need to be on the plans for the next review.
- As per page 4.1 on the elevations plan, please indicate the location of the building envelope and property lines.
- All landscaping needs to be pulled out of the snow stack easement.
- The construction site management plan needs to be revised as it pertains to the dumpster location.
- An additional fee of $750 will need to be paid before the next review.

VI. Lot E-19, West Ranch – Owner: Weise-Voogel – New Home – Preliminary Review #1 – 4:00 to 4:30 (Todd Webber, Architect/ Leslie Weise, Owner).

- The board would like the South and West Elevations to be reworked adding in more gable elements as well as how the upper decks are driving the overall design.
- Please note that the design needs to follow around all sides of the building and comply with the Design Guidelines for the subdivision.
- Overall design of the building needs to be more cohesive with design guidelines.
- The board will need to review materials at the next review.

VII. General Discussion

- No items were brought up for general discussion.

VIII. Adjournment

- Meeting adjourned at 4:35 pm.