**Architectural Review Committee**

**Meeting Minutes**

**June 20, 2017**

**Call to Order and Roll Call**

**MEMBERS PRESENT:** Mike Cousins, Shirley Jacobi, and Tom Strayer.

**MEMBERS ABSENT:** Tim Rager and Barry Wood.

**OTHERS PRESENT:** Director of Planning Ryan Crum and Planning Administrative Assistant Michelle Strader.

**Approval of Minutes**

**Motion made by Ms. Jacobi to approve the minutes from the April 18, 2017 meeting as presented. Second by Mr. Strayer. Motion carried 3/0.**

Approval of January and March 2017 Minutes will be on the July agenda since not all members present could vote.

**Old Business – None**

**New Business**

Imel Estates – Brugh Residence

Mr. Dale Woodall, representative of Woodall Homes & Remodeling, gave background on the specification of this proposed home in Imel Estates.

Ms. Jacobi asked Mr. Crum if it needs to have a commitment to be voted on as far as what material is used etc. Mr. Crum stated if you want to hold him to a certain material then yes, but because there’s not much of any architectural standards back in 1996 when these lots were platted then staff doesn’t have anything. Ms. Jacobi asked how long it will take to construct it. Mr. Woodall stated a lot of it depends on the decision making. Once I get on site it may be a 13 or 14 month project; they may call it a 2-year project. It just depends. For me, the selection process is not decided up front; it’s decided as you go because I don’t do standardized products so it can be tweaked as it goes.

**Motion by Mr. Strayer to approve the architecture design as presented for the Brugh Residence in Imel Estates. Second by Ms. Jacobi. Motion carried 3/0.**

**Other Business – Incentives v. Prohibitions**

Mr. Crum asked if something that requires minimal review should come before the board when it could delay someone 30 days depending upon when they file. We got lucky in this case because they filed it last week and I was able to put it right on the agenda, but I’ve had other ones get delayed to get through ARC for a house that is clearly going to pass. Mr. Strayer stated the schedules on these types of houses aren’t quite as tight as the ones we would be more concerned about. Unless there’s some issue I would still like the committee to see it. Ms. Jacobi stated my preference would be to come before the committee, but I would want to think on it a little more. Mr. Strayer stated maybe there is some informal where you can approve it with input from the committee and you just send it out to us. Mr. Crum stated if there is any question about whether you meet something or not then it would kick it to the committee for sure. Mr. Strayer stated it would be nice for them to know they could save a month out of the schedule if they make this detailed enough that there would be no complaints then it’s an informal approval by you with the committee having a chance to see it through email, but it wouldn’t have to wait to the next meeting. Mr. Crum stated I haven’t talked to Greg about it, but I’m sure he would have some clear and distinct language that would set some criteria in place. It was decided to discuss this further at the next meeting.

**Adjournment**

**There being no further business, meeting was adjourned.**