

## NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES

Was scheduled for Thursday, September 8, 2022.

**This month's meeting was cancelled because there were no new applications. All voting and discussion were performed via email as noted.**

**B.1. Homeowner requests not voted on:** none.

**B.2. Homeowner Requests Recommended to be Approved:** none.

**B.2.A. Homeowner Requests Approved via Emergency Approvals:** *(All ARC members participating in the review voted in favor.)\**

1. **716 Dunbarton Circle** – HVAC replacement in this 5500 model. Emergency status. The installation was performed on Sept. 2, 2022, without an application. The application was subsequently submitted. The new heat pump is a Bryant 224ANS/124ANS model, and the existing line set was reused, nor was there new no new wiring externally. The contractor is AirCraft. Voting was conducted by email. **Emergency Approval retroactively granted September 9, 2022.**
2. **1012 Dunbarton Circle** – HVAC replacement in this 3300 Model plan. Emergency status. Roseville Sheet Metal Inc. is to install a Bryant High Efficiency Multi-Poise Gas Furnace Model 9I2SD60080E21 (73,600 BTUs Heating Output. 92%, AFUE). A Bryant High Efficiency Condensing Unit Model 1 I 5SAN04200W (45,000 BTUs Cooling Output, 3.5 Tons. SEER 16. EER 13) will also be installed. The new unit is to use the same pad, using existing refrigerant lines with no new wiring. Voting was conducted by email. **Emergency Approval granted September 26, 2022.**
3. **1012 Dunbarton Circle** – Installation of a whole house fan, to be done at the time of the emergency HVAC installation. Such improvements do not require ARC review if the system is not penetrating the walls or roof. Resident confirmed that the fan will not. Resident was informed that if increased attic ventilation is required, an application for an attic vent exhaust fan mounted to the siding would be required. **Approval granted with emergency approval above.**

**B.3. Homeowner Requests Not Approved:** none.

### C. Old Business:

1. **Architectural Compliance Estoppel Rule:** - The Board reviewed the ARC recommendations submitted on September 1 and accepted our proposals. Bettsi will send our documentation to our legal counsel for review and comment. The Board will then review the final version for approval and adoption.

*\*Note: Ken Lutrell & Leon Blachowicz did not vote*

**2. ARC recommendation to file building permits for windows; solar panels; skylights; HVAC improvements.**

The Board agreed to ARC's recommendation to collect City Permits for the four types of installations: windows; solar panels; skylights; HVAC. Bettsi will draft a new Notice of Completion form and edit the ARC Guidelines for review by our Legal Counsel.

**3. SmartWebs Office software:** Bettsi is working with First Residential IT group to create Nepenthe-specific letter and form templates.

**D. New Business:** none.

**E. Notices of Completion:** none.

**F. Next meeting.** Next regular meeting on Thursday, October 13, 2022, at 5:30 pm, will have the ARC meet in person and via videoconferencing using Zoom.

Respectfully submitted, Pat Singer, A.R.C. secretary