

NEPENTHE ARCHITECTURAL REVIEW COMMITTEE MINUTES
Thursday, January 2, 2025
4:30 P.M.

The January 2, 2025, Thursday, 4:30 pm meeting was canceled because of lack of business, leading to this month's business being conducted via email only.

Members participating: Alan Watters, chairperson; Allen Davenport; Paul Serafimidis.

Also copied: Nina White, Board Liaison.

A. Introductions: Director Nina White has been appointed as the new Board Liaison.

B.1. Homeowner requests not voted on:

Note: Applications B.1.1 through B.1.3 for 2316 Swarthmore Drive, with 60 days having elapsed since they were submitted, expired while the ARC was waiting for information and diagrams asked for.

1. **2316 Swarthmore Drive – Trellis replacement.** There exists an overhead trellis over the patio attached on three sides, with several of the timbers cracked; however, it is not one of Nepenthe's two standard designs, nor is there a record of approval for this design. The homeowner has been informed that she will need to have her architect or contractor submit a diagram documenting the new trellis design.
2. **2316 Swarthmore Drive – Patio hardscape replacement:** The patio foundation is to be constructed with 4" of compacted road base covered with 4" of concrete. Also to be installed are area drains and buried drain extensions that would drain out into the alley. The Committee has asked for specs and a drawing to show the location of these buried drains.
3. **2316 Swarthmore Drive – Garden features:** requested is installation of four ornamental vertical screens and a bench. The Committee has asked a question about the feasibility of making the screens removeable.
4. **1000 Dunbarton Circle --** Solar-energy photovoltaic system installed. Requested for this 5500A model is approval of solar generating system installed last fall. Matter referred to management. Please see Appendix A.
5. **1037 Commons Drive --** An emergency HVAC replacement application was submitted. Upon closer inspection, it was determined that the work being done was only a repair to the existing system; thus, no approval was necessary. The ARC requested that the application be nullified.

B.2. Homeowner Requests Recommended to be Approved: (With conditions if so noted; with all votes unanimous unless otherwise noted.) none.

B.2.A. Homeowner Requests Approved via Emergency Approvals: none.

B.2.B. Homeowner Requests Not Recommended for Approval: none.

C. Old Business: None.

D. New Business: None.

E. Estoppel Inspections: One inspection was conducted by Committee members.

F. Notices of Completion: Some signed.

Respectfully submitted, Alan Watters, chair

Addendum A: Summary of 1000 Dunbarton Circle application

To the Board of Directors

From the Architectural Review Committee

January 6, 2025

Re: Application for installation of solar-generating PV system for 1000 Dunbarton Circle.

The Architectural Review Committee will not be recommending approval for this application. The installation was performed probably in November. The ARC received the incomplete application on December 23, 2024.

Problems with the application or installation:

1. No elevation drawing provided.
2. Missing insurance certificate.
3. Project was started and completed without prior HOA review or approval.
4. Improper equipment/conduit installation: The solar generating panels on the two faces of the house's roof seem to have wiring connections directly through the roof so that there is no conduit running on the exterior. The solar panels on the (shed) roof of the garage appear to have wiring connections running through conduit mounted on the exterior near the circuit breaker and new hardware for the system. Such a conduit was avoided in the installation at 302 Elmhurst Circle (approved Oct., 2024) by the same manufacturer and/or contractor.
5. There was a City building department permit created on October 31, 2024. However, there were correction notices issued Dec. 20, 2024 for building and electrical inspection, which have not been inspected yet.

Submitted by Alan Watters, ARC chair