Meeting Minutes - Siena DRB
June 6th, 2023 @ 9:00 a.m.
Via Zoom

Donald Jennings - DRB Chairman
Curtis Amburn - DRB Member
Aaron Kaplan – DRB Member
Mark Noel – DRB Architectural Advisor
Ariel Mellon - DRB Administrator

Board
The Board greeted each other, and Mark Noel called the meeting to order from the beaches of Jamaica. A motion was set by Aaron Kaplan to approve May Meeting Minutes. Curtis Amburn Seconded the motion. The unanimous decision is to approve May Meeting Minutes.

Advisory Committee

1) Mark Noel presented the first project on agenda for Final Approval; Lot 46 F2 - 10 Foxprowl – Two Plots, LLC. Mark's recommendation is that DRB Board grants Final Approval with the contingency that we get confirmation that any flat roofed areas will be a darker colored membrane, receive an approvable Civil Plan, Exterior Lighting Plan, and Landscape and Irrigation Plan. Don Jennings made a motion for Final Approval with the above contingencies. Aaron Kaplan seconded the motion. The unanimous decision is to grant Final Approval; Lot 46 F2 – 10 Foxprowl – Two Plots, LLC. Mark will send a Final Letter of Approval to start construction.

2) Mark presented the second project on agenda for Final Approval; Lot 67 F2 – 200 Herons Way – Two Plots, LLC. Mark's recommendation is that DRB Board grants Final Approval with the with the contingency that we receive an approvable Civil Plan, Exterior Lighting Plan, and Landscape and Irrigation Plan. Aaron Kaplan made a motion for Final Approval with the above contingencies. Curtis Amburn seconded the motion. The unanimous decision is to grant Final Approval; Lot 67 F2 – 200 Herons Way – Two Plots, LLC. Mark will send a Final Letter of Approval to start construction.

3) Mark presented the third project on agenda for Final Approval; Lot 45 F5 – 34 Doll Station – Two Plots, LLC. Mark's recommendation is that DRB Board grants Final Approval with the contingency that we get confirmation of a darker membrane roof, receive an approvable Civil Plan, Exterior Lighting Plan, and Landscape and Irrigation Plan. Curtis Amburn made a motion for Final Approval with the above contingencies. Aaron Kaplan seconded the motion. The unanimous decision is to grant Final Approval; Lot 45 F5 – 34 Doll Station – Two Plots, LLC. Mark will send a Final Letter of Approval to start construction.

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4) Mark presented DRB the proposed additional updated language for project deposits in Appendix C – DRB Meeting Schedule & Fee and Deposit Schedule. Additional language is as follows:

   Appendix C - If a property owner is developing more than 5 residences, the cap for deposits will be $100,000. If funds must be accessed at any time, the developer will replenish the funds to maintain the $100,000 balances within 30 days. As the final 5 homes are completed deposit funds greater than $20,000 per home will be returned to the developer.

   Aaron Kaplan made a motion for Final Approval of additional updated language in Appendix C – DRB Meeting Schedule & Fee and Deposit Schedule; Don Jennings seconded the motion. The unanimous decision is to grant Final Approval for additional updated language in Appendix C – DRB Meeting Schedule & Fee and Deposit Schedule.

5) Mark presented DRB with the proposed additional updated language for Site Rules – DRB Design Guidelines & Procedures; 4.16 & 4.17. Additional language is at follows:

   4.16 Music during Construction. Music at the jobsite is to be kept to levels that do not affect the neighbors and/or Neighboring properties. This is particularly relevant during the initial phases of construction (excavation, footings and foundations, and rough framing (or while the building is open)).

   4.17 Dogs are not allowed at construction sites in Siena without the written permission of the Siena Manager and/or the property owner, and if allowed must be under the control of the dog owner at all times.

   Aaron Kaplan made a motion for Final Approval of additional updated language for Site Rules - DRB Design Guidelines & Procedures; 4.16 & 4.17. Curtis Amburn seconded the motion. The unanimous decision was made to grant Final Approval of additional updated language for Site Rules - DRB Design Guidelines & Procedures; 4.16 & 4.17.

Main Topics Discussed

1) Approval of May Meeting Minutes
2) Final Approval of the three projects submitted
3) Final Approval for additional updated language in Appendix C
4) Final Approval for additional updated language in 4.16 & 4.17

Action Items

1) Contingencies for the following projects have **not** been submitted for review:
   a. Lot 46 F2 – 10 Foxprowl - Two Plots, LLC
   b. Lot 67 F2 – 200 Herons Way - Two Plots, LLC

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c. Lot 45 F5 – 34 Doll Station – Two Plots, LLC

Announcements

1) Upcoming Submittal Deadline date – Tuesday, June 27th by 4:00 p.m.
2) Upcoming DRB Meeting, second Tuesday due to Holiday – Tuesday, July 11th @ 9:00 a.m.

Meeting End

June 6th, 2023 Via Zoom
Motion to adjourn was made at 9:21 a.m. by Aaron, it was passed unanimously.

Respectfully submitted,
Ariel Mellon, Administrator to the Siena Design Review Board

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