



**SUNRIVER DESIGN COMMITTEE
MEETING SUMMARY
OCTOBER 27, 2023**

PRESENT: Richard Look, Chairperson; Steve Bosson, Theresa Youmans, Louise Howard, Mark Szymczak, Mark Feirer

ALSO PRESENT: Scott Jackson, Design Review Planner; Scott Gillies, Board Liaison; Shane Bishop, Design Review Planner

Design Committee Chair, Richard Look called the meeting to order at 10:15 a.m. The minutes of the 10/13/23 meeting were amended and approved as noted:

Lot #5 Tournament Lane, item 2a: Consider lowering the bonus room by 2 feet or add some type of design element to reduce massing above the garage doors per Section 3.03(b)1 of the DCM.

ADDITION/ALTERATION

Lot #12 Malheur Lane

Project: Addition

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided below. **All Sections noted in the following decision reference the Design Committee Manual rev. 6/15/23 (DCM).**

Approved subject to the following conditions:

1. Prior to the issuance of a Sunriver building permit, the following items are required to be submitted:
 - a. Protected Root Zones (PRZ's) shall be installed around selected trees according to Natural Resources guidelines and maintained for the duration of construction. Contact SROA Natural Resources at 541-593-1522 to arrange an on-site visit.
 - b. Indicate accurate existing >4" DBH tree locations, type, and size on the site plans. Include all trees proposed for removal per Form D.
 - c. Correct the side side-yard setbacks on the site plan. Any structure more than 21 feet in height must have a 7'6" side-yard setback. Refer to Section 3.02.2(b) of the Design Committee Manual rev. 6/15/23. (DCM)
 - d. Submit updated and accurate lot coverage calculations. It appears the porch is not included in the current ratio per Section 3.02.(E) of the DCM.
 - e. Verify the proposed material at the new walkway extension to the front entrance. Permissible walkway materials are contained in Section 3.05(b) of the DCM.
 - f. The trash enclosure shall accommodate (3) three 32-gallon trash cans per Section 3.15(b)2(a) of the DCM.
2. Prior to installation, the following items shall be submitted for administrative review:

- a. A cut sheet of the proposed exterior lighting fixtures. Exterior lighting shall comply with Section 3.19 of the DCM.
- b. A cut sheet of the proposed garage door(s). Garage door(s) shall comply with Section 3.08 of the DCM.
- c. Cut sheets or samples of the proposed exterior stone veneer. Stone veneer shall comply with Section 3.14 of the DCM.

Lot #11 Shag Bark Lane

Project: Addition

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided below. **All Sections noted in the following decision reference the Design Committee Manual dated 12/19/20.**

Denied for the following reasons:

1. Lot coverage calculations, including total coverage percentage, have not been correctly provided as required by Section 2.08.4 of the Design Committee Manual (DCM) and Form D.
2. The applicant did not modify the project to eliminate side setback encroachments as required by the previous denial letter dated 5/2/23. Eaves of the proposed addition encroach into the side setback in two locations and this is not allowed per section 13.06.2 of the DCM, which states that no building improvements above 12" from grade shall encroach into side setbacks, including eaves.
3. Although plans now show the amount of SROA common area behind the property, as required by the 5/2/23 denial letter, the corresponding amount of rear setback has not been correctly calculated. When the correct setback is applied, the back corner of the addition and a portion of the reconfigured deck encroach into the rear setback. Section 13.05.3 of the DCM notes that a rear setback formula was developed to ensure that a 50-ft. minimum distance would be maintained between the rear of one home and rear of another home. Section 13.06.3 notes that the rear setback shall be calculated as follows:
 - a. *"When the common area is less than fifty feet, the structure shall be setback six (6) inches for every foot less than 50 feet."* The depth of SROA common behind 11 Shag Bark is 20 ft. Therefore, the rear setback should be 15 ft., not 7'-6" as indicated on the plans.
4. If the applicant wishes to resubmit, the following items shall be addressed:
 - a. Provide accurate lot coverage calculations on the site plans, including the overall coverage percentage, per section 2.08.4 and Form D Checklist. List all areas to be included along with their respective coverage amounts.
 - b. Accurately dimension all setbacks and the common area on the site plan. Per section 1.06, no building structure above 12 inches in height shall encroach into any setback.
 - c. Stake and string both side property lines and both segments of the rear property line per section 4.16 of the DCM.
 - d. Accurately stake and string the extent of all new construction, or otherwise indicate its location, per sections 4.16.3 and 4.16.5. Site measurements of

- some existing stakes do not appear to correspond with dimensions shown on the plans.
- e. Plans shall include all relevant items required by Form D.
 - f. New drawings shall accurately reflect existing and proposed conditions.
5. The following items are recommendations for the applicant to consider:
- a. Prior to revising the current plans, it is strongly recommended that the applicant consult with Community Development staff regarding the following:
 - i. Calculation of the rear setback.
 - ii. The Manual that will govern a new application. Requirements in the new manual, including those related to setbacks, are somewhat different than those of the manual under which this project was submitted. Staff will determine which manual applies to a new application.
 - iii. Refer to Section 17.07 in regard to the hot tub connection to the principal structure.

NEW CONSTRUCTION

Lot #7 Red Alder Lane

Project: New Home

The Committee reviewed, evaluated and considered all information in the record, including all written and oral information provided by the applicant and staff, relative to all applicable Design Manual criteria that pertains to this project in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided below. **All Sections noted in the following decision reference the Design Committee Manual rev. 6/15/23 (DCM).**

Although not all required conditions of approval were met from the 9/26/23 decision, the Committee was able to make a decision relative to this final submittal.

Approved subject to the following conditions:

1. Prior to the issuance of a Sunriver building permit, the following items are required to be submitted:
 - a. Protected Root Zones (PRZ's) shall be installed around selected trees according to Natural Resources guidelines and maintained for the duration of construction. Contact SROA Natural Resources at 541-593-1522 to arrange an on-site visit.
 - b. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of the Ponderosa pines located near all proposed construction areas.
 - c. Finish stringing the lot including, but not limited to, property lines and all walkways, driveways, patios, and decks. Per Form D Checklist and Sections 6.01(d) and 6.05(c) of the Design Committee Manual (DCM). Lot is to remain strung throughout the project.
 - d. Update plans including, but not limited to:
 - i. Accurately show the lot coverage calculation.
 - ii. Correct enclosed outdoor area calculation to exclude mechanical enclosure. Per Section 3.15(b).1 the maximum size of all enclosures as combined is 350 sq. ft.

- iii. Rear deck BBQ sconce on rear elevation does not appear on other elevations, floor plans or site plan. Please correct.
- iv. Correct material/finish legend note 20 concerning “non-reflective appliances” on A5 to be consistent with BBQ detail.
- v. Correct callout #12 on the left elevation to point to the railing it describes.
- vi. Correct drawing of rear deck railing on right elevation to look like a railing.
- e. Submit a properly completed Form D Property Description sheet:
 - i. Correct number of sleeping areas (5).
 - ii. Provide complete design element type information. Colors can be provided later, prior to installation.
 - iii. If landscaping is not included, outline a plan for restoration of the lot.
- f. Per Form D checklist, show construction staging and access areas on the site plan.
- g. Adjust the roof pitch over the bedroom 3 and 4 closet/bath bump out to 4:12 or change to raised-seam metal roof to comply with minimum roof pitches, per section 3.11(a)3 of the DCM.
- h. Move lighted house number to the front of the house visible from the lane or on a post at the lane adjacent to the driveway as required by section 4.02.L of the Sunriver Rules and Regulations. Remove leading zero.
- i. Submit a landscape plan, or a plan to restore terrain to native conditions per section 3.18(a)4 of the DCM.
- 2. Prior to installation, submit a full colors/materials board not to exceed 18”x24” including all exposed timber elements and connectors, stonework, and manufacturer’s cut sheets of exterior light fixtures and garage doors for full Committee administrative review.
- 3. The following item is a recommendation for the applicant to consider:
 - a. Modify style of trash room door to complement garage and front entry doors.

RE-REVIEW

Lot #33 Winners Circle

Reconsideration of rear deck rail

Upheld the 9/27/2023 decision denying the rail.

Respectfully submitted,



Richard Look
Design Committee Chair

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