



**SUNRIVER DESIGN COMMITTEE  
MEETING SUMMARY  
SEPTEMBER 13, 2024**

**PRESENT:** Charlie Meyer, Acting Chair; Richard Look, Marybeth Collon, Theresa Youmans

**ALSO PRESENT:** Shane Bishop, Design Review Planner; Jacki Bue, Community Development Director; Linda Beard, Board Liaison

Acting Design Committee Chair, Charlie Meyer called the meeting to order at 10:10 a.m. The minutes of the August 23, 2024, meeting were approved.

**ADDITION/ALTERATION**

**Lot #2 Colonial 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. 3/24/24 (DCM).** This decision is for the preliminary submittal of the project. Additional conditions of approval may be required upon final approval.

Approved subject to the following conditions:

1. Prior to the issuance of a Sunriver building permit, the following items are required to be completed:
  - 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. Submit a revised site plan showing accurate existing >4" dbh tree locations, type, and size. Include any trees proposed for removal.
  - c. *NOTE: Per the Design Committee decision letter dated 5/14/24, the "as is" encroachment over the property boundary is approved.*
  - d. Resubmit the site plan to accurately show the distance from the driveway to the lane. The 20-foot connection to the lane is approved.
  - e. *NOTE: The floor area ratio is shown on the site plan not the floor plan as required by Form D.*
  - f. Resubmit the elevations to reflect the following:
    - I. Roof pitch over the covered front porch is less than the minimum of 4:12. The 3:12 roof pitch as shown is approved.
    - II. Indicate the house number under a light source. The house number shall conform to Section 2.02(c)2 of the DCM.

- III. Dimension the wood support posts for the covered decks and “pergola” as required by Form D.
- IV. Show a metal deck railing to match the Form D description sheet.
- 2. Prior to installation submit a complete colors/materials board and/or manufacturer cut sheets including, but not limited to: siding, paint/stair, doors, exterior lighting, windows, roof material, stone, deck material, and deck railings, etc.
  - a. *NOTE: Owner are cautioned against purchasing any exterior products prior to receiving Design Committee written approval.*
- 3. Prior to completion of this project, the following items are required to be completed:
  - a. All exterior light fixtures shall comply with Section 3.19 of the DCM.
  - b. All windows, doors, and skylights shall comply with Sections 3.07, 3.08 and 3.09 of the DCM.
- 4. The following items are recommendations for the applicant to consider:
  - a. Windows that operate in the same fashion (i.e. all sliders or all sash).
  - b. Eliminating the 3<sup>rd</sup> transom window above and to the left of the French doors at the rear of the home.
  - c. Alternatives to eliminate the pinch points where the new roof has the potential for ice dams and drainage issues.
  - d. A solid 42” railing on the 2<sup>nd</sup> story deck facing the neighbor’s house.

**COMMERCIAL**

**Lot #57850 West Cascade Rd; Sunriver Utilities Facility**

*Project: New Construction*

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. 3/24/24 (DCM).**

The Applicant has successfully addressed the conditions of approval set forth in the Committee’s July 16, 2024, Preliminary Approval Decision, and has otherwise satisfied all applicable requirements set forth on Form D.

Approved subject to the following conditions:

- 1. Prior to the issuance of a Sunriver building permit, the following items are required to be completed:
  - 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. Submit the entire certified arborist report by Spring River Tree Service, Inc. dated August 8, 2024, including the “Attachment”.
  - c. Remove the PRELIMINARY stamp from the plans submitted for final approval and resubmit.
- 2. Prior to installation, provide cut sheets for all lighting fixtures for administrative review.

3. Prior to completion of this project, locate and expose property pins 2003, 2004, 2005, 2006, and 2007 and address any encroachment into commons created by the Existing Emergency Access Gate (Note 23 on the site plan). (Form D).

**Lot #57380 Sun Eagle; SROA Public Works**

*Project: Landscape*

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. 3/24/24 (DCM).**

Approved subject to the following conditions:

1. Prior to commencement of work, submit for Administrative Review:
  - a) Revised plans accurately depicting the current existing conditions in the areas of proposed work, including identification of all trees and other existing vegetation. Denote any trees or vegetation slated for removal. DCM 3.18(2).
  - b) Revised plans accurately identifying the location and type of all proposed new trees.
2. Proposed landscaping shall conform with DCM 3.18 and with section 3.2 of the Sunriver Ladder Fuels Reduction Plan.
3. Proposed conifers shall have a minimum of 10ft separation between trunks and shall not be located under or within 3ft beyond the dripline of other conifer trees.
4. Prior to landscape installation, protected root zones (PRZs) shall be installed around selected trees according to Natural Resources guidelines and maintained for the duration of the project. Contact Natural Resources at 541-593-1522. Per DCM Appendix D.
5. The following item is a recommendation for the applicant to consider:
  - a. Prior to commencement of work, consult with SROA Natural Resources staff regarding trimming and/or removal of any dead or diseased trees within the landscape footprint.

**RE-REVIEW**

**Lot #2 Approach Lane**

*Reconsideration of gutter/downspout decision*

Rescinded the denial decision of 8/8/24.

Respectfully submitted,

Charlie Meyer  
Acting Design Committee Chair