



**SUNRIVER DESIGN COMMITTEE  
MEETING SUMMARY  
OCTOBER 25, 2024**

**PRESENT: Charlie Meyer, Chair; Theresa Youmans, Mark Feirer, Marybeth Collon**

**ALSO PRESENT: Scott Jackson; Design Review Planner; Jacki Bue, Community Development Director**

Design Committee Chair, Charlie Meyer called the meeting to order at 10:25 a.m. The minutes of the October 11, 2024, meeting were approved.

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 these projects in making their decision. Based on this review as noted, the following findings, decision and recommendations of the Design Committee are provided as follows. **All Sections noted in the following decision reference the Design Committee Manual (DCM) rev. 9/24.**

**PRELIMINARY ADDITION/ALTERATION**

**Lot #5 Lynx Lane**

*Project: Addition*

Preliminarily approved subject to the following conditions:

This decision is for the preliminary submittal of the project only. Additional conditions of approval may be required upon final submittal.

1. Prior to final submittal, the following item shall be completed:
  - a. Trees proposed for removal shall be flagged on site per Form D.2.
2. Upon final submittal, the following items shall be addressed:
  - a. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of Ponderosa pines located near proposed construction areas per Sect. 6.01-d of the DCM.
  - b. The property and project dimensions shall be indicated on site prior to the submittal deadline per Sect. 6.05-c-1. Staking and stringing shall be maintained throughout the course of construction.
  - c. Lot coverage is listed at 34.9% but plans and calculations make it difficult to confirm this. Provide additional details to support this figure.
  - d. Plans shall be revised to include all relevant items required by the Checklist for Final Review, including but not limited to the following:

- I. Parking zone #3 shall be noted as existing on the site plan.
  - II. Dimension depth of the common area behind the house.
  - III. Include the outline of adjacent houses on the site plan. Show a walkway to the trash enclosure and the front entry. Walkways shall conform to Sect. 3.05
  - IV. Show the back wall of the hot tub enclosure on the SW elevation or indicate it by callout.
  - V. Show existing and proposed roof overhangs on site plan. Note that overhangs shall not encroach into the side setbacks per Section 3.02-d-1-b.
  - VI. Indicate details of new garage door.
  - VII. Show all exterior lighting on plans. Lighting shall conform to Section 3.19.
  - VIII. Show a 2-digit house number on the NE elevation.
- e. All existing roofing shall be replaced with standing seam metal to match proposed new roofing per Sect. 3.11-b-1.
  - f. Existing parking zones #1 and #3 encroach into the side setback but were previously approved and are therefore allowed to continue per Sect. 2.02.
3. Prior to installation, the following conditions of approval shall be met:
    - a. Provide a full color and materials board.
    - b. Provide cutsheets for the garage door and the double doors behind the garage.
  4. The following items are recommendations for the applicant to consider:
    - a. Consider reconfiguring the driveway to keep the 12" Ponderosa currently proposed for removal.
    - b. Consider revising window sizes and locations on the NE elevation as suggested by the consulting designer. Consult Community Development staff for more information.

## **Lot #2 Rhododendron Lane**

*Project: Addition*

Preliminarily approved subject to the following conditions:

This decision is advisory in nature and relates solely to the preliminary submittal of the project plans. (See DCM 6.05(b)(2)). Additional conditions of approval may be required upon final submittal of the project plans for Final Review. Upon submittal of the project plans for Final Review, each of the required items set forth on Form D and D.2 must be addressed and satisfied. (DCM 6.05(c)(4)(a)). In addition, the following specific items must be addressed upon final submittal as a condition of approval of the final project plans: (See DCM 6.05(c)(4)(b)).

1. Note accurate and existing greater than >4" dbh tree locations, type, and size. Note all trees proposed for removal and include a corresponding legend on the site plan. See Project Checklist, Form D.2, for Type 3 Final Review.
2. A Certified Arborist report shall be submitted for review and approval and shall clearly detail protective measures to ensure the survival of Ponderosa pine(s) located within or near all proposed construction areas.
3. Flag all trees on site that are proposed for removal.
4. Include line of existing and proposed roof overhangs. See Project Checklist, Form D.2, for Type 3 Final Review.
5. Identify location of construction staging area on driveway, DCM 2.05(d)(3).

6. The encroachment into the left side yard setback created by the existing asphalt driveway is allowed to continue as a previously approved nonconforming development subject to the limitations and requirements of DCM 2.02.
7. Parking zones shall not encroach into the side yard setback DCM 3.02(d)1(b).
8. Identify the symbol that is noted on the site plan as a square with a circle inside located by the entry pavers and include a corresponding legend.
9. Dimension the commons behind the lot, per DCM 3.02(d)(1)(c). Include a rear setback.
10. Reduce the size of the rear deck. The primary intent of the Sunriver Design Rules is to maintain as much of the natural setting as possible by limiting the amount of hardscape created by driveways, walkways, and patios/decks. DCM 3.31(b)(1) and 1.03(e) and 1.01.
11. Hot tub screening shall comply with DCM 3.15.
12. All siding and trim, windows and doors, pavers and decking shall match existing in type, style, dimension, texture and color, as indicated on Preliminary Plans A2. DCM 3.06,3.07, 3.16.
13. Trim color is for roof fascia only. DCM 3.10(a)(7).
14. Roof shall match existing in material, style, and color DCM 3.11.
15. Revise plans to depict correct building height on all elevations.
16. Revise plans to add more architectural interest on the Southwest elevation at the second story addition. Diversity of heights and reduction of massing is the desired outcome. DCM 3.03.

**MOTION AMENDED:**

The Committee moved and approved the following change to the above motion:

**Item #7: Deleted from motion.**

Respectfully submitted,



Charlie Meyer  
Design Committee Chair

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