

KEY WEST GOLF CLUB HOMEOWNERS' ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE MEETING
74 Golf Club Drive
Key West, Florida 33040
August 7, 2023
Monday 6:30 PM

1. CALL TO ORDER

The Architectural Review Committee meeting was called to order at 6:50 p.m. by Greer Griffith.

2. DETERMINATION OF QUORUM

Susan Berland, Greer Griffith, Cary Knight, and Janice Whittemore were present. A quorum was achieved. Laurie McChesney was present on behalf of Management.

3. PROOF OF MEETING NOTICE

Proof of meeting notice by affidavit was provided.

4. Elections

Greer Griffith was elected as Chair. Susan Berland, Greer Griffith, and Janice Whittemore were elected as voting members. Cary Knight was elected as an alternate.

5. APPROVAL OF PRIOR MINUTES

Susan Berland made a motion to approve the June 14, 2023, Architectural Review Committee meeting minutes. Janice Whittemore seconded. The motion was approved unanimously.

6. UNFINISHED BUSINESS

a) 8 KF- Request for wooden screen door painted Shipyard White. Approved.

b) 12 GCD- Status of 6 foot fence that abuts the Butterfly Garden. Greer Griffith moved to leave fence as it is with added motion to not allow that type of fence again in the Butterfly Garden. Susan Berland seconded the motions. Motions passed.

c) 253 GCD -Owner was requested to present plans, info and description of rear porch modification (modern look) to match another neighbor in the sanctuary. Postponed until next meeting. The Committee asked for photos of the house from the golf course side. Greer Griffith made a motion to be permitted to take pictures for the owner who is not in town. Susan Berland seconded. The motion passed.

d) 6 KW - Green trim on screen door. Original approval was for green door with white trim. Owner did the opposite. Greer Griffith made a motion that owner needs to repaint the door as originally approved. Susan Berland seconded. The motion passed.

7. NEW BUSINESS

a) 215 GCD – Engineered drawings have been dropped at HOA office; Cary Knight has copies. Owners wish to change the doors, window, replace a/c with two mini splits (hidden from main front view) replace front balconies wood with composite material, replace rear balcony and deck with composite and IPE wood, add additional storage. Change the entire house color to Shipyard White. Postponed. Susan Berland made a motion to table the discussion until next meeting as they had too many questions about the project. Janice Whittemore seconded. The motion passed. The ARC asked CAC Management to contact the owners and request they

attend the next meeting either in person or on Zoom so that the Committee can ask questions.

b) 2 ML – Owner would like to replace damaged soffits with matching Hardie board soffits. Postponed. Susan Berland moved to postpone until next meeting when owner or representative can be in attendance to answer questions. Janice seconded the motion. Motion passed. Management was asked to call owner and ask them to attend the next meeting.

c) 259 GCD – Owner would like to paint entire home color a different non approved color, SW 9144 Moon Mist. The trim will remain Shipyard White. Approved. Janice Whittemore moved to make SW9144 Moon Mist an approved color. Susan Berland seconded. The motion passed.

d) 5 SB – Change rear fence to be the same as 1 SB. Postponed. Waiting for pictures.

e) 29 KF – Modify the front fence to be the same as 216 GC. Approved.

f) 106 GCD – Would like to paint entire home Benjamin Moore 729 Jack Frost matching 85 GCD. Approved. Greer Griffith moved to make Benjamin Moore 729 Jack Frost an approved color. Susan Berland seconded. Motion passed.

g) 67 SB – Owner submitted conceptual plan for enclosing front and rear upstairs porches. Greer Griffith moved to approve the conceptual plan pending receipt of actual engineered drawings and/or architectural plans, which are subject to ARC approval. Janice Whittemore seconded. The motion passed.

Cary Knight resigned from the ARC and left the meeting.

h) Committee Discussion

The Committee discussed the submission process and how to streamline it. Points of discussion included how to assure that the ARC receives the application in a timely fashion whether via the website or being dropped off at the office; requiring attendance at the meetings once the application is complete; clarifying that the 30-day time frame begins once the ARC received the completed application. The Committee will begin working on preparing specific guidelines with clear language and revising the applications so that it is easier for owners to understand the process. Susan Berland moved to require attendance either by the owner or a representative at the meeting when their application is on the agenda. Janice Whittemore seconded. The motion passed.

Greer Griffith moved to have the ARC meetings every 2nd Monday of the month. Susan Berland seconded. The motion passed.

8. ADJOURNMENT

Greer Griffith moved to adjourn the meeting. Susan Berland seconded. The motion was approved unanimously. The meeting was adjourned at 9:30PM.

Respectfully submitted:

Laurie McChesney