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# RECORD OF PROCEEDINGS

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**Minutes of the Meeting  
Of the Design Review Committee of the  
Cotton Ranch Homeowners' Association  
June 26, 2019**

A Meeting of the Design Review Committee of the Cotton Ranch Homeowners' Association, Eagle County, Colorado, was held June 26, 2019. The meeting was held at the Creekside Grill, Cotton Ranch Road, Gypsum, Colorado, in accordance with the applicable statutes of the State of Colorado.

**Attendance**           The following Directors were present and acting:

- Richard Thompson
- Chris Bystrom
- Karl Gunzelman

Also in attendance were:

- Leah KS Mayer
- Lin Gunzelman
- Richard Bowell

**Call to Order**           The Meeting of the Design Review Committee of the Cotton Ranch Homeowners' Assoc. was called to order at 6:00 p.m.

**Minutes**                The Committee reviewed the minutes of the June 12, 2019 DRC meeting. Richard T. requested changes to the notes for 280 Red Fox fence to clarify that this was for compliance and not a new fence approval. Richard T. requested changes to the notes for 175 Whitetail to clarify it was for new paint on an existing door, not a new door. L.Mayer will send out revised minutes via email.

**Minor Landscape alteration– 80 Talus  
Brian Forkner; Owner**

The Owner has requested to revise their rear yard landscaping to reduce the amount of permanently irrigated lawn. They are contemplating a new hot tub and fire pit in the future but have submitted no information on those items.

L.Mayer recommended removing those items that are not yet specified.

Upon a motion duly made and seconded, it was unanimously

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**RESOLVED** to approve the new landscape design with the exception of the hot tub and fire pit for the home at 80 Talus on this 26<sup>th</sup> day of June, 2019.

**Minor Landscape alteration– 50 Lara Place  
Amanda & Robert Martin; Owner**

The owner has requested to install air conditioning equipment in the side yard of their home. The agreed to paint any exposed conduit attached to the home to match adjacent materials.

Upon a motion duly made and seconded, it was unanimously

**RESOLVED** to approve the installation of air conditioning equipment for the home at 50 Lara place on this 26<sup>th</sup> day of June, 2019.

**New Home – 245 Whitetail, Lot 76  
Richard Bowell; Builder, Lai White; Owner**

This new home was reviewed for preliminary design. The design review fee was not collected at the meeting. Richard Bowell will be the designer. The committee agreed this was acceptable although he is not an architect or engineer. He has many years of experience in the construction industry.

The committee agreed that the adjacent home was not required to be shown on the survey or site plan. The site staking was acceptable to see the new home's relationship to the adjacent home.

New drawings were presented and reviewed at the meeting. Existing and proposed grading should be shown on future drawings. Landscaping was reviewed and the 5,000 maximum sod area was discussed as well as continuity with neighboring lawn areas. Richard B. mentioned that the new grading cannot dump into the creek. The 12 feet max. driveway at the street was discussed as well as a hammerhead. Windows to guard against golf balls is recommended.

The roofs have been revised to be 5:12 or greater. Metal roofs are proposed and acceptable to the committee as shown.

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Wood lintels, stucco jambs and stone sills are proposed at the windows. Natural stone is proposed. A wood garage door is proposed. The home appears to be harmonious with the neighboring homes.

The next possible meeting date of 7/10 was discussed for the final design review of this home. The submittal date for this meeting is 6/26 (the date of this meeting) per the previous policy change to 2 weeks prior to a meeting. It was agreed to discuss this at new business.

Upon a motion duly made and seconded, it was unanimously

**RESOLVED** to approve the preliminary design for the new home at 245 Whitetail on this 26<sup>th</sup> day of June, 2019.

### **New Home – 161 Black Bear, Lot 8 Victor Roacho; Owner; Kim McGee, Architect**

Drawings for this new home was re-presented for review although the home has not yet been staked on the site. Reviewing the site staking was a condition of final approval.

Much discussion was had by the committee about the items requested at the final design review. The committee agreed to the following items to be revised for final design review.

The shed roofs, metal & 2:12 pitch at the stair and front entry are acceptable.

The 2:12 shed roof is acceptable at the rear.

Prefer a gable on the front elevation to the left of the front entry roof.

Prefer a window, larger than the vent on the front elevation of the garage.

The site must be staked before another review.

Indicate the sizes for the plants per the guidelines (i.e., minimum tree sizes)

Revised drawings will be reviewed by the committee after the above is conveyed to the owner and architect.

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### **New Homes at The Villas**

**35, 37, 39 Lynx Circle**

**41, 43, 45 Lynx Circle**

**47, 49 Lynx Circle**

**51, 53, 55 Lynx Circle**

**57, 59, 61 Lynx Circle**

**90, 92 Lynx Circle**

**94 Lynx Circle, 98 Black Bear**

### **JT Landreth; Developer**

The Committee reviewed the minor items to complete as well as the landscape installation for these homes/buildings. The first compliance review was performed in October 2018 and the owner is requesting the remainder of the compliance deposit.

Upon a motion duly made and seconded, it was unanimously

**RESOLVED** to release the remainder of the compliance deposit for the above buildings on this 26<sup>th</sup> day of June, 2019.

### **New Home - 387 Legend Drive, Lot 77C**

#### **Dan Ritsch; Developer**

The Committee reviewed the landscape installation for this home. The first compliance review was performed in October 2018 and the owner is requesting the remainder of the compliance deposit.

Upon a motion duly made and seconded, it was unanimously

**RESOLVED** to release the remainder of the compliance deposit for 387 Legend Drive on this 26<sup>th</sup> day of June, 2019.

### **Solar Panel Installation- 1316 S. Legend Drive**

#### **Dan Delaney; Owner, Beautiful Solar; Installer**

The Committee reviewed the solar panel installation for this home.

Upon a motion duly made and seconded, it was unanimously

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**RESOLVED** to approve the installation of the solar panels for 1316 S. Legend Drive on this 26<sup>th</sup> day of June, 2019.

### **Solar Panel Installation- 12A Black Bear**

#### **Osbaldo Alfonso Aragon; Owner, Beautiful Solar; Installer**

The Committee reviewed the solar panel installation for this home.

Upon a motion duly made and seconded, it was unanimously

**RESOLVED** to approve the installation of the solar panels for 12A Black Bear on this 26<sup>th</sup> day of June, 2019.

### **New Homes at The Villas**

**10, 12, 14 Lynx Circle, Lots 29, 30, 31**

**16, 18, 20, 22 Lynx Circle, Lots 32, 33, 34, 35**

#### **JT Landreth; Developer**

The Committee reviewed the first compliance letter for these homes/buildings. Minor items are listed to be completed by the Owner. There were no comments on these letters and they will be forwarded to the Developer.

### **New Business**

Richard T. stated that L.Mayer did not represent his remarks in an email after the meeting on 6/12 and they were complete nonsense. He requested drawings to be sent to him prior to the administrative review. L.Mayer stated that she prefers not to send out drawings prior to her review for protection of the committee member's volunteer time, as the data can often be incomplete and confusing.

Chris B. requested email communication by the committee members be limited when discussing an upcoming meeting. He wants to remain objective until the meeting.

The policy of data being submitted 2 weeks versus 1 week prior to the committee meeting was discussed. It was agreed to return the prior policy of 1 week. With a 2 week policy, it is impossible for an applicant to submit for 2 consecutive meetings. L.Mayer will attempt to review items sooner than the Friday before the meeting but cannot promise this schedule.

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Karl stated he would not be available for a 7/10 meeting and requested a meeting on 7/9 instead.

Richard & Karl mentioned that there is a new fence and shutters on 290 Whitetail which had not been submitted or reviewed by the DRC. Karl will contact Wendy Miller to begin a notification process for unapproved items.

**Consent Agenda** No items were reviewed prior to this meeting.

**Adjournment** Upon motion duly made and seconded, it was unanimously

**RESOLVED** to adjourn the meeting of the Cotton Ranch Homeowners' Association Design Review Committee this 26<sup>th</sup> day of June, 2019.

Respectfully submitted,  
Leah KS Mayer, Secretary for the meeting