

Gil, Jan, Parker, Blake, Denise,

In the future DRB meetings will be conducted through ZOOM due to Covid concerns.

No plan consideration will take place beginning the week before Christmas thru January 4, 2021.

You have asked me to provide a summary of the Board and DRB meeting on November 21, 2020. They are as follows:

Our Project is Fairway Oaks Wolf Creek PRUD Phase 1 and Phase 2. As part of a PRUD, the Weber County Planning Commission approves the home styles for the development. The home styles approved by the County pursuant to the Fairway Oaks Wolf Creek PRUD are the Lewis Homes that are on our Fairway Oaks website: [fairwayoaks.org](http://fairwayoaks.org). These plans as depicted are located at Creations West Design Group in Layton Utah.

An owner may use these stucco and stone house plans as depicted (with code updates) could be used today. DRB approval would be required for color and landscaping.

#### Weber County Planning

If the owner proposes a basement or alterations, the owner must contact Steve Burton at Weber County Planning to learn:

1. Whether or not the County will require those Lewis homes approved at the time Fairway Oaks Wolf Creek Phase 1 and Phase 2 was implemented, and
2. Whether minimal excavation and no basements due to under lying springs shall be required as per Weber County Engineering letter Re: Fairway Oaks PRUD June 2, 1997.

If Weber County does not require PRUD approved plans, homes shall be constructed in accordance with our CC&Rs. The PRUD Designs are located at the HOA website. They provide if not the design itself, the template with regard to “size, design, building materials...and general appearance.” Required by Sec. 6. Please note the home size, coverage on the building envelope/footprint, the building materials of stone and stucco, garage size and a maximum of 4 bedrooms on those plans.

Section 6.3. “The building and design standards will be enforced, and may be periodically amended, updated, clarified and/or supplemented by the DRB.”

#### Design Review Board Submittal Requirements

##### Pre-design meeting

A site meeting normally requires that the Owner and Architect be present. A 1) a hard copy site plan with proposed layouts. 2) Conceptual drawing desired design and type of architecture; and go over DRB guidelines.

The DRB (Blake, Denise and myself) and the Board (Gil, Jan and Parker) both should review the plans with the following in mind.

1. It is supposed to be collegial.
2. Our duty is to act on behalf of the community, not a friend or set of friends. The CC&Rs and the DRB documents are our guide.
3. Hard copies of plans should be submitted prior to any meeting.
4. Those plans should be distributed to all the DRB prior to any meeting.
5. The DRB must have a reasonable time to review the plans and to communicate among themselves. The plans are not secret.
6. Prior to meeting with an applicant, the DRB and the Board must get together in some manner to discuss and resolve differences among each other.
7. The DRB is concerned with the design as well as the impact on the neighborhood, surrounding homes and common area.
8. The primary reason for this is that we are dealing with neighbors and it is difficult not to personalize actions/comments.
9. The Design Review Schedule is set by the approvals of agencies, expert certifications-like engineers, the number of times that it takes the for the applicant to make corrections or satisfy deficiencies.
10. If any member of the DRB or the Board cannot set aside a friendship with an applicant and apply the CC&Rs and DRB Guidelines impartially, that person should acknowledge the difficulty and step out of the decision making process.

The DRB process should not become divisive.

Making decisions that belong to the DRB and/or the Board collectively.

PRIOR TO APPROVING PRELIMINARY PLANS, NEIGHBORS MOST AFFECTED, SHOULD BE ASKED TO VIEW THE PLANS. AND A GENERAL EMAIL SENT THAT INTERESTED MEMBERS CAN VIEW THE PLANS.

Respectfully,

Nanci S. Stacey