



ROOSEVELT RIDGE DESIGN REVIEW COMMITTEE

10/24/18

Dear Roosevelt Ridge Members

This is a notice to all residents and owners regarding the design review committee status and recently updated HOA documents.

The Board has revised and released two documents;

- Design Guidelines, V2 dated 10/24/18
- HOA Construction Submittal Process, V2, dated 10/24/18

The intent was to reduce the burden on both home owners and the DRC, simplify the requirements, provide more flexibility, and make it easier to read and understand. Please note that any resident, who is planning to build or has recently completed their builds within the past 12 months, are required to submit all appropriate documentation and pay all required fees. These fees are clearly described in both the previous and current HOA Construction Submittal Process documents as well as the submission requirements. Separate letters will go out to address individual home owners who have started or completed residences in the past 12 months. The DRC, which includes a licensed architect, will review lot owner residence plans to ensure compliance. Please feel free to review these documents, all comments are welcome.

The Board has formed a Design Review Committee consisting of Jeff Keicher (DRC lead), Ted Bertele (acting member) and David Sechler (licensed architect). Selection was based on several criteria, a key item is whether there is a real or perceived conflict of interest with members, such as those building or planning to build – this limits our pool significantly. Ted Bertele's appointment is intended to be short term as the DRC plans to retain an engineer for the permanent third committee member. Due to DRC member commitments, there may, on occasion, a need to have alternative members to act when there is not a quorum of regular members of the DRC. Please feel free to contact Jeff or Ted should you wish to be considered for an alternative member position. All DRC Members are appointed by the Board with one year terms. Therefore alternative members will have an opportunity to take-over a full time role every year.

Please note that all improvements require DRC approval. If you are excavating, putting in a driveway, clearing lots, or doing any site prep, please provide the DRC with any drawings, sketches, or drainage planning. There are no formal requirements and fees associated with this activity. A simple document detailing what you are doing, when and the expected completion will suffice.

We appreciate your cooperation as the Board continues to implement these processes. It is the goal of the DRC and the Board to ensure we maintain and enforce community standards while removing unnecessary burdens on both members and committees.

Thanks in advance

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