

Architectural Review Committee Meeting
Key West Golf Club Homeowners' Association, Inc.

74 Golf Club Drive
Key West, Florida 33040
August 13, 2024
Tuesday 6:15 pm

Meeting minutes:

1. Call Meeting to Order

The Architectural Review Committee meeting was called to order at 18:15 by Katee Martineau

2. Determination of Quorum

Zach Goodfellow, Mark Machcinski, Katee Martineau, provided Determination of Quorum. Pat Labrada was present in person on behalf of CAC Management

3. Proof of Notice

The CAC Management sent a mass email and posted the agenda on the message board.

4. Approval of Agenda

5. Approval of Minutes – July 9, 2024

Motion by Katee to approve July 9, 2024 minutes, second by Zach. Motion carried with all in favor.

6. Consent Agenda – Motion to approve all by Katee and seconded by Zach, approved by all present.

a) 12 Merganser Lane – Replace rotten boards on walkway. Replacing with same boards and stain to match the rest of the walkway.

b) 19 Spoonbill Way - Front porch deck and railings. Changing materials. Using Mahogany Timbertech and Veranda White PolyComposite rail kit.

c) 3 Spoonbill Way – Front door to be replaced with impact rate door. Same style, painted Shipyard White.

7. Unfinished Business

a) 2 Kingfisher Lane – Front door changed to red with white mullions – 2 Kingfisher Lane – Front door changed to red with white mullions – No request submitted to date. Could be moved to next month consent agenda if request submitted to change the door to one (approved) color.

8. New Business / Action Items

a) 160 Golf Club Drive – Existing front, side, and backyard pavers will be installed for a clean smooth finish. In the back would like to implement green artificial turf, Highland 100oz. Will use some existing foliage still in place but will add pots with plants for coverage. - Motion by Zach to approve pending artificial turf inspection, pavers to fence, potted plants along fence line. Seconded by Mark. Approved by Zach & Mark, Katee not for.

b) 218 Golf Club Drive – All windows are being replaced, front, sides and rear with CGI Sentinel, white impact windows. Replace front door, same style but impact. Replace rear French doors with CGI Sentinel, white impact, two fixed panel 1 light and 1 French door, 1 light. Front porch to be replaced with Azek slate gray. - Motion to approve by Katee, seconded by Zach. Approved by all present.

c) 42B Spoonbill Way - All windows and all doors will be replaced, with the exception of the front door. They will all look the same, with the exception of the back french door. We will replace the french door and side lights with one big slider. - Motion to approve by Zach, seconded by Katee. Approved by all present.

d) 10 Kestral Way – Second floor decks on both the front and back. Add second bathroom in master bedroom. A set of plans will be delivered to the HOA office the week of July 29 th . Colors to match existing exterior walls. - Motion by Katee for review of plans to see windows and table to next meeting, seconded by Mark. Approved by all present

e) 13 Spoonbill Way – Replacement of front door (36 in. x 80 in. 1-Panel Left Hand In-swing 4-Lite Fiberglass Pre-hung Front Door with Frameless Clear Glass and Brickmould. COLOR-Sherwin Williams #6213 Halcyon Green-Original to the community and the same as existing door, reusing same hardware). TRIM-Sherwin Williams Shipyard White and addition of disappearing screen door (36 in. x 80 in. LuminAire White Single Universal Aluminum Gliding Retractable/Disappearing Screen Door). - Motion to approve by Zach, seconded by Katee. Approved by all present

f) 30 Kingfisher Lane - The front walkway is two colors of brick. (Red and white). We would like this walkway to be all one color. The walkway will be exactly the same as it is, but now with all of the same brick. - Motion to approve by Katee, seconded by Zach. Approved by all present.

g) 12 Golf Club Drive – Front and rear deck surface to be replaced with Trex in Island Mist. Hand rails on the stairs will be replaced with white pvc, Bella Premier Series in the front and rear. - Motion to approve by Katee, seconded by Zach. Approved by all present

h) 22 Spoonbill Way – Request to install artificial turf in front yard. - Motion by Zach to approve with potted plants along fence line, seconded by Mark. Approved by Zach and Mark, Katee voted against.

9. Committee Discussion

a) Status of inspections for work approved by the Committee – Update from CAC - No issues with completed works, all within timeline. Working with approval for verification.

b) Status of implementing use of Construction Agreement / Design Agreement - In works / Still pending

c) Status of City Permits Applications requiring ARC approval – Completed by discussions with KW City

d) In-Kind requests and approvals on consent agenda – Discussed and agreed to maintain as is

10. Member Input - NONE

11. Adjourn – Motion to adjourn by Zach, seconded by Katee. Approved by all present adjourned at 1954

