

KEY WEST GOLF CLUB HOMEOWNERS' ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES
74 Golf Club Drive
Key West, Florida 33040

October 8, 2024
Tuesday 6:15 pm

1. **Call Meeting to Order-** *Meeting called to order at 6:15 by Katee.*
2. **Determination of Quorum-** *Mark, Zach, Katee present at the meeting.*
3. **Proof of Notice-** *Posted on Club House and emailed to home owners.*
4. **Approval of Agenda-** *Motion to approve by Katee, second by Zach. Passes with all in favor.*
5. **Approval of Minutes – September 10, 2024-** *Motion to approve Katee, seconded by Zach, motion passes with all in favor.*
6. **Consent Agenda -**
 - a) **50 Spoonbill Way** – In kind replacement of windows, 1st floor 2 windows in front bedroom; 2nd floor French doors; windows on either side of the French doors; 2nd floor slider. Replace with CGI Sentinel windows (impact resistant single hung with 4 lites, white), French doors (10 lite white) and slider (no mullions, white). All same size as existing windows.
 - b) **217 Golf Club Drive** – In kind replacement Window replacement, first floor next to carport. Jeld-NOA Impact Window

Motion to approve consent agenda by Katee, seconded by Zach Motion passes with all in favor.
7. **Unfinished Business**
 - a) **10 Kestral Way** – Enclose second floor decks on both the front and back. Colors to match existing exterior walls. No change to current window placement on side of house. Double windows to be installed on front and rear second floor that is being newly enclosed. Windows to be 6 over 1 to match existing.
-Motion to approve by Katee with note stating modifications only to second floor, second by Zach, motion passes with all in favor.
 - b) **100 Golf Club Drive** – Install roller shades inside of our screened in back porch. Install pavers along the side walkway and back outdoor area of our home. The style would look very similar to our neighbors (attached) at 98 golf club drive. This would also include a small deck (wooden) bridge similar to several I have seen in the front side to span over the root system of our existing tree. This would be then painted to match the deck color in the front.

-Motion to table to next meeting by Katee, second by Zach, motion passes with all in favor.
8. **New Business / Action Items**
 - a) **68 Merganser Lane** – House painting, complete outside, overhangs, ceilings, patio and steps. Key Lime, Jack Frost, Blue Refrain
-Motion to approve Key Lime for outside and antique grey for patios, shipyard blue for patio ceilings, shipyard white for all trim by Katee, seconded by Zack, motion passes with all in favor.
 - b) **36 Golf Club Drive** – Front door replacement. Masonite 36 in. x 80 in. Croxley 3/4 Rectangle Right-Hand Primed Smooth Impact Fiberglass Prehung Front Door No Brickmold
-Motion to approve the door installed as a one-time approval by Katee, seconded by Zack, motion passes with all in favor.
 - c) **52 Merganser Lane** – **No request submitted. Review of panels installed on back deck and curtains on front porch.**
-Request CAC to send an email to owner indicating in violation for not submitting a request.

9. Committee Discussion

a) Status of inspections for work approved by the Committee – Update from CAC

-Updated by Todd, indicating work was going as required. 22 Spoonbill will be advised to remove the “hill” in front of the house on the right side and also any turf installed on the left side as it was not specifically approved in the original request.

b) Request CAC send an email to all owners indicating that all windows and door replacements must be accomplished after a request has been submitted and an approval from KWGC HOA ARC.

c) Discussed the need to update guidelines in regards to door and window replacements with newer styles.

10. Member Input

NONE

11. Adjourn

Katee motion to adjourn at 7:17PM, seconded by Zach, passes with all in favor.

Regards,

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