

HOT SPRINGS VILLAGE PROPERTY OWNERS' ASSOCIATION
AD HOC COMPREHENSIVE MASTER PLAN STEERING COMMITTEE
2:00 P.M., TUES., MARCH 20, 2018 (UNAPPROVED MINUTES)
OUACHITA BUILDING, PONCE DE LEON CENTER

A meeting of the Hot Springs Village Property Owners' Association's Ad Hoc Comprehensive Master Plan Steering Committee was held at 2:00 p.m., Tuesday, March 20, 2018, at the Ouachita Building of the Ponce de Leon Center.

Attendance: Committee members present were Stephanie Heffer, Kevin Sexton, Kate Chagnon, Clara Nicolosi, Paul Phillips, Liz Mathis, Jason Miller, Cheryl Dunson, Bill Staggs, and Keith Keck. Also present were HSVPOA staff members Fern Hancock and Renee Haugen and CMP project team members Julie Luther Kelso and Dave Roberts of Crafton Tull, Matt Lambert and Heather Wassell of DPZ, and Buddy Dixon, Dan Dilieto, Jack Rueter, and Ann Shears of the HSVPOA Architectural Control Committee.

Approval of agenda: A motion to approve the agenda was made by Liz Mathis, seconded by Cheryl Dunson and approved by all.

Approval of January 29, 2018 minutes: A motion to approve the last meeting's minutes was made by Liz Mathis, seconded by Cheryl Dunson and approved by all.

Chairperson opening remarks: Stephanie Heffer thanked committee members and members of the ACC who were present at the meeting; she also thanked members of the project team present at the meeting for their hard work. Heffer stated that the meeting is intended to provide the Committee a chance to hear from the project team directly, without the influence of the Board or HSVPOA executive team in attendance.

CMP overview/Q&A: Dave Roberts of Crafton Tull opened the floor for comments, questions, etc. and stated that the project team was present at this meeting to listen, take notes and answer questions. Stephanie Heffer asked the project team to provide ideas on how they see us using the plan and applying its tools.

Implementation tools: Matt Lambert discussed Section 5 of the CMP (Implementation) which offers timelines. Some of the plan's recommendations are ongoing, but many are tied to suggested timelines. Many items note action needed in 2018-2019 in order for changes to be apparent by 2020. Section 6 offers the 3-year plans developed by staff. One example of an ongoing need is the mapping of utilities. Keith Keck stated that one challenge is that lots of work has already been done, but much work is still needed; what is a "big win" that will be apparent early on in showing some return on investment in the plan? Matt Lambert stated that once the needed Declaration changes happen, housing changes can occur; these could be an "early win." One important determination will be to find visible locations for changes. Clearing lake views or cleaning up common property are some other "easy wins." Julie Luther Kelso noted that amenity access points offer a visible location for improvements.

Moving the plan forward: Stephanie Heffer stated that once the plan is adopted, the ad hoc CMP steering committee will be disbanded and an implementation group will be formed. Julie Kelso noted that the last 3 sections of the plan are meant to be reviewed and updated annually; in longer term components of the plan, there is a lot of information that is not prescriptive but is set up to give the tools needed to prioritize and make decisions.

Code overview: Matt Lambert stated that the Development (Zoning) Code is intended to be more similar to development codes used by private developers, and it is meant to be very clear so that developers will be willing to invest. In other words, the document is intended to increase a developer's

certainty of achieving a predictable outcome. The document integrated existing ACC documents and filled in gaps for parking, alternate land uses, re-platting standards, etc. It is set up similarly to a zoning code with an overarching intent, a section on administration that recommends review committees and defines staff/Board/ACC roles, an outline of a review process, and details of requirements. Property maintenance is clarified, re-platting is laid out, and lot size, coverage, setbacks, lakefront, elements, parking, and best practices are all included. The ability to increase architectural standards is provided. While it is a complex document, it is actually a simplified version of a typical municipal zoning code. ACC members present at the meeting commented on their needs, such as defined zones and types of buildings allowed in each zone, assistance prioritizing zones, etc. Matt Lambert referenced page 50 of the Development (Zoning) Code, but ACC members present stated their committee had only reached page 23 so far in their group's review of the code document. Further discussion of specifics of the Development (Zoning) Code and its implementation occurred.

Public input review: Stephanie Heffer distributed a list of comments logged so far, with duplicates eliminated and paraphrased to present only actionable suggestions. She invited committee members to review these and respond back to her with their thoughts as to whether further action is needed on each item by Wednesday, April 4.

Next steps: Public input will continue to be received, reviewed and submitted to the Planning Team for potential inclusion in the plan. The board will vote to adopt the plan at the April 18 Board of Directors meeting with suggested revisions as submitted by the consulting team.

Deliverables review: Per Stephanie Heffer, all plan deliverables have been received.

Questions from the audience: One audience member asked if the feasibility and other studies referenced in the report, that currently need to be completed, will be completed by the CMP project team, or does their work end at the end of April? Stephanie Heffer answered that the implementation team will help decide in what capacity we may continue to work with the CMP project team. Matt Lambert stated that some of the suggested studies are outside of his organization's scope, but that in this case, a potential partnership with a future developer is an opportunity to help them through the process. Another audience member asked about the status of Cooper Communities in this discussion. Stephanie Heffer answered that Cooper was invited to participate but did not join the effort to create a CMP and Development (Zoning) Code, and furthermore has not been active in Hot Springs Village in 12 years.

The meeting was adjourned at 3:25 p.m.