

The Highlands Community Association (HCA)  
Architectural Review Committee (ARC)  
Meeting Minutes  
March 19, 2015

Meeting called to order at 6:19 PM

1. COMMITTEE MEMBERS
  - a. ATTENDING: Joe Gagnier, Rick Seyler (delayed), Joe Levenduski, Sonja Benedict, Joey Langton, Bart Stewart, Terry Petze BOARD REP
  - b. ABSENT: None
  - c. PROPERTY OWNERS: None
2. REVIEW OF AGENDA were approved with no corrections (4-0)
3. MEETING MINUTES: was tabled until the next meeting.
4. OLD BUSINESS:
  - a. PREVIOUSLY SUBMITTED APPLICATIONS:
    - i. Potential PROJECT #/DESCRIPTION: Accessory Building (Garage)
    - ii. HOMEOWNERS: Louis & Peggy Jones
    - iii. ADDRESS: 11700 Glendevon Road
    - iv. NOTES: This project was assigned to Joe Gagnier and Sonja Benedict. Site visit was conducted however, homeowners have withdrawn application.
    - v. 1402-1 PROJECT #/DESCRIPTION: Tree Removal
    - vi. HOMEOWNERS: Dan & Meredith Marshall
    - vii. ADDRESS: 11340 Glendevon Road
    - viii. NOTES: Assigned to Sonja Benedict and Joey Langton, approved (5-0). (Seyler not present for vote, Stewart not yet voted onto board).
    - ix. 1400-1,2 PROJECT#/DESCRIPTION: Tree Removal and Detached Garage
    - x. HOMEOWNERS: Joseph Kirby
    - xi. ADDRESS: 11107 Isadora Drive
    - xii. NOTES: Originally assigned to Joe Gagnier & Sonja Benedict. Additional oversight from Joe Levenduski. This project is TABLED, with new information, requires additional site visit to determine final placement and final approval. (5-0) to TABLE
    - xiii. 1401-1 PROJECT #/DESCRIPTION: 14x25 Accessory Building (Shed)
    - xiv. HOMEOWNERS: Mike & Cheryl Bogan
    - xv. ADDRESS: 8342 Regalia Place
    - xvi. NOTES: Assigned to Joe Gagnier and Joe Levenduski, approved (6-0).
    - xvii. 1403-1 PROJECT #/DESCRIPTION: Pergola Installation over Deck
    - xviii. HOMEOWNERS: Marilyn Schaarsmith
    - xix. ADDRESS: 10819 Macandrew Lane

- xx. NOTES: Assigned to Rick Seyler and Joe Gagnier, approved (5-0) with Rick Seyler abstaining.
- 5. NEW BUSINESS: Approval of new member: Bart Stewart, was approved as a new member of the ARC committee, approved (4-0)
  - a. NEW APPLICATIONS: Box checked 3/19 at 12 pm.
    - i. 1406-1 PROJECT#/DESCRIPTION: 18 foot garage extension
    - ii. HOMEOWNERS: Terry Petze
    - iii. ADDRESS: 12001 Sidlaw Hills Lane
    - iv. NOTES: Assigned to Joe Gagnier and Rick Seyler.
    - v. 1404-1 PROJECT#/DESCRIPTION: Failed Septic system requiring five new lines and the removal of 20-25 trees
    - vi. HOMEOWNERS: James & Jacqueline Maser
    - vii. ADDRESS: 8208 Fair Isle Court
    - viii. NOTES: Assigned to Joe Gagnier and Sonja Benedict, this was an emergency application, site visit was made prior to meeting. Voted on this meeting, approved (6-0)
    - ix. 1405-1 PROJECT#/DESCRIPTION: Addition of pergola onto existing deck
    - x. HOMEOWNERS: Don & Bonny Meineke
    - xi. ADDRESS: 11154 Sterling Cove Drive
    - xii. NOTES: Assigned to Sonja Benedict, Joey Langton and Bart Stewart
  - b. FINAL INSPECTIONS COMPLETED:
    - i. 1397-1 PROJECT#/DESCRIPTION: Aluminum Fence
    - ii. HOMEOWNERS: Lynne & Mike Burmeister
    - iii. ADDRESS: 11207 Isadora Drive
    - iv. NOTES: Assigned to Sonja Benedict, approved (6-0)
  - c. NEW FINALS ASSIGNED: None
- 6. OTHER NEW BUSINESS:
  - i. 1368-1,2,3 PROJECT#/DESCRIPTION: 1-Porch addition, 2-Patio, 3-Accessory Building (Shed)
  - ii. HOMEOWNERS: Michael Parhal
  - iii. ADDRESS: 11400 Black Isle Way
  - iv. NOTES: Projects 1 and 3 were completed some time ago, ARC asked for permits so that votes could be taken and file closed. Mr. Parhal would not provide permits and told ARC to look them up under the Freedom of Information Act. ARC did follow up and found that a permit was issued for the porch but that at no time was a permit issued for the electrical to the shed. For reasons of his own choosing, Mr. Parhal did not complete the patio. A vote was taken and the 1-porch addition was approved (6-0), 2-patio has been cancelled and may be resubmitted when Mr. Parhal wishes to resume that project, 3-Accessory Building (Shed) was failed (6-0) due to lack of an electrical permit.

7. OTHER OLD BUSINESS: Joe Levenduski has been obtaining guidelines from the county regarding permits. To assist residents Joe Levenduski will be forwarding this information on to Rick Seyler to be include in the ARC guidelines.
8. ADJOURNMENT: 7:36 pm (6-0)  
NEXT MEETING THURSDAY, April 8, 2015 Submitted by Sonja Benedict