

Highlands Architectural Review Committee (ARC)
6:30 pm Highlands Country Club Snack Bar
Minutes January 21, 2020

1. Attendance: Meeting called to order @ 6:32 pm.
 1. Attending: Kim Dembrosky, Michelle Clark, Cheryl Rivet, Hans Pfitzer, Heather Sutton, Jason Dickerson
 2. Absent: Marlene Rockwell
 3. Board Members: none
 4. Homeowners Present: none
2. Review of Agenda: Cheryl Rivet motioned to accept as amended; Kim Dembrosky 2nd 6-0 Approved.
3. Review of Minutes for January 12, 2021: Kim Dembrosky motioned to accept as amended; Cheryl Rivet 2nd 6-0 Approved.
4. Membership: none
5. Old Business:
 1. 1977-1 Fence MODIFICATION - Extend Fence 30ft
 - ❖ 8213 McKibben Dr
 - ❖ Jeremiah & April Thomas
 - ❖ Assigned: Jason Dickerson. Hans Pfitzer motioned to approve with a condition for the homeowner the verify placement acceptable with the County (possible flood plan area); Jason Dickerson 2nd; 6-0 Approved.
 2. 1980-1,2,3 Pool, Hardscape, Tree Removal
 - ❖ 11413 Braidstone Ln
 - ❖ LuAnne Brubaker
 - ❖ Assigned: Jason Dickerson motioned to approve with condition of permits and variance to grant waiver for safety because the fence already exists and there will be an automatic cover; Cheryl Rivet 2nd; 6-0 Approved.
 3. 1981-1 Patio, Firepit and Walkway
 - ❖ 8315 Regalia Ct
 - ❖ Shannon & Topher Buskirk
 - ❖ Assigned: Cheryl Rivet motioned to approve; Jason Dickerson 2nd; 6-0 Approved.
 4. 1982-1 Replace Deck Including A New Screened Area
 - ❖ 8219 Seaview Dr
 - ❖ Donald & Barbara Joyner
 - ❖ Assigned: Heather Sutton motioned to approve on the condition of permits and screening of the stairs from the street; Michelle Clark 2nd; 6-0 Approved.
 5. 1983-1 Tree Removal (Violation Notice - No Arc Approval)
 - ❖ 11000 Thetis Pl
 - ❖ Takia and Timothy Jones
 - ❖ Assigned with 1985-1: Michelle Clark motioned to approve; Heather Sutton 2nd; 6-0 Approved.

6. 1984-1 48" Fence
 - ❖ 7601 Oban Dr
 - ❖ Larry & Joan Hirsch
 - ❖ Assigned: Marlene Rockwell. Cheryl motioned to approve; Kim Dembrosky 2nd; 6-0 Approved.

7. 1985-1 3 Season Porch Enclosure Of Existing Covered Porch
 - ❖ 11000 Thetis Pl
 - ❖ Takia and Timothy Jones
 - ❖ Assigned with 1983-1: Michelle Clark motioned to approve on the condition the homeowner check with the Country regarding removal of the railing and permit if required; Heather Sutton 2nd; 6-0 Approved.

8. 1986-1 Sunroom
 - ❖ 12600 Crathes Ln
 - ❖ Gene & Tami Hostetter
 - ❖ Assigned: Michelle Clark motioned to approve with exception to 8/12 roof pitch due to existing 2nd floor windows; Hans Pfitzer 2nd; 6-0 Approved.

9. 1987-1 Deck Replacement - To Be Screened
 - ❖ 8306 Colorstone Pl
 - ❖ Rocquel Crawley
 - ❖ Assigned: Kim Dembrosky requested more time; granted.

10. 1988-1 Shed
 - ❖ 8101 Aldera Ln
 - ❖ Roberto Moreno
 - ❖ Assigned: Hans Pfitzer requested more time; granted.

11. 1990-1 Relocate 8 Magnolia Trees From The Front To The Back Yard (In Response To Denial Of Prior Application: 1917-1)
 - ❖ 8037 Clancy Pl
 - ❖ Martin and Lynda Blake
 - ❖ Assigned: Michelle Clark motioned to waive the site visit and approve; Hans Pfitzer 2nd; 6-0 Approved. (See 6.1 below)

12. 1991-1 Tree Removal
 - ❖ 12025 Hadden Hall Dr
 - ❖ John & Sandra Gattoline
 - ❖ Assigned: Hans Pfitzer motioned to waive the site visit and approve; Cheryl Rivet 2nd; 6-0 Approved. (See 6.2 below)

6. New Project Business: (ARC Box checked January 20, 2021 @ 2:15 pm)
 1. 1990-1 Relocate 8 Magnolia Trees From The Front To The Back Yard (In Response To Denial Of Prior Application: 1917-1)
 - ❖ 8037 Clancy Pl
 - ❖ Martin and Lynda Blake
 - ❖ Assigned: See 5.11 above.

2. 1991-1 Tree Removal
 - ❖ 12025 Hadden Hall Dr
 - ❖ John & Sandra Gattoline
 - ❖ Assigned: See 5.12 above.

3. 1992-1 48" Fence
 - ❖ 8319 McKibben Dr
 - ❖ David Atkinson
 - ❖ Assigned: Cheryl Rivet. The committee agreed to a single person site visit.

7. Finals Assigned Previously:
 1. 1760-1,2,3 Patio, Hot Tub, And Accessory Building
 - ❖ 8012 Clancy Pl
 - ❖ Latricia Wells
 - ❖ Assigned: Hans Pfitzer - waiting on electrical permit. Hans Pfitzer motioned to approve without final permits; Cheryl Rivet 2nd; 4-2 (Dembrosky & Sutton) Approved.

 2. 1895-1 Deck Expansion With 3 Season Room
 - ❖ 7412 Maclachlan Dr
 - ❖ Lionel & Leah Blair
 - ❖ Assigned w/1971-1: Heather Sutton requested more time; granted.

 3. 1912-1&2 3 Season Room And Patio With Sitting Wall/Built In Grill
 - ❖ 8312 Seaview Dr
 - ❖ Rich Grantham
 - ❖ Assigned: Kim Dembrosky motioned to approve; Cheryl Rivet 2nd; 6-0 Approved.

 4. 1952-1 Screened Porch
 - ❖ 7431 Arabella Dr
 - ❖ Riley and Lisa Irving
 - ❖ Assigned: Jason Dickerson requested more time; granted.

 5. 1971-1 Patio, Firepit And Walkway
 - ❖ 7412 Maclachlan Dr
 - ❖ Lionel & Leah Blair
 - ❖ Assigned w/1895-1: Heather Sutton requested more time; granted.

 6. 1973-1 Fence
 - ❖ 8319 Sterling Cove Pl
 - ❖ Jim & Jill Donnelly
 - ❖ Assigned: Cheryl Rivet motioned to approve; Michelle Clark 2nd; 6-0 Approved.

 7. 1938-1&2 Addition
 - ❖ 8301 Macandrew Ter
 - ❖ Richard & Tammy Mormando
 - ❖ Assigned: Jason Dickerson requested more time; granted.

8. 1946-1 Firepit
 - ❖ 8131 Galatea Pl
 - ❖ James & Amanda Squires
 - ❖ Assigned w/1948-1: Heather Sutton requested more time; granted.
9. 1948-1 Deck Expansion
 - ❖ 8131 Galatea Pl
 - ❖ James & Amanda Squires
 - ❖ Assigned w/1946-1: Heather Sutton requested more time; granted.
8. New Finals Assigned:
 1. 1870-1 Screened Porch
 - ❖ 8431 Fedora Dr
 - ❖ Danielle Frazier
 - ❖ Assigned: Kim Dembrosky
 2. 1872-1 48" Fence
 - ❖ 8325 Chandon Pl
 - ❖ Kossi & Nataly Anifrani
 - ❖ Assigned: Michelle Clark. Will also check if 1916-1 is complete to do the final.
 3. 1873-1 Detached Garage
 - ❖ 8412 Shagreen Ct
 - ❖ David & Beth Pierce
 - ❖ Assigned: Cheryl Rivet
 4. 1874-1 Shutter Color Change
 - ❖ 8405 Seaview Dr
 - ❖ Tricia Jones
 - ❖ Assigned: Jason Dickerson
 5. 1875-1 Fence
 - ❖ 11713 Burray Rd
 - ❖ David & Carrie Waltman
 - ❖ Assigned: Hans Pfitzer
9. Other New Business:
 1. Suggested checklist for projects with detailed requirements to use as a guide during site visits. Kim Dembrosky will create a mock up for the committee to review.
 2. Homeowner for 1972-2 contacted Kim Dembrosky regarding a modification to the shed. Homeowner will submit information to the committee.
 3. Google Drive – the committee is beginning to use a shared Google Drive to save documents relating to projects.
 4. Site Visit Form - Hans Pfitzer volunteered to create an electronic version of our site visit form to be reviewed by the committee.
10. Old Business:
 1. ARC 2021 calendar is now on the website. ARC's Jan 12th meeting to be added as it was the date of meeting for Jan 6th which was postponed. The entrance board posts will be

removed after the February meetings. ARC will not continue to use the entrance boards moving forward.

11. Member Voice: none

12. Adjournment: Cheryl Rivet motioned to adjourn at 7:54 pm; Michelle Clark 2nd; 6-0 Approved.

13. Next Meeting: February 3, 2021 at 6:30 pm @ the snack bar in the lower level of the Highlands Clubhouse 8136 Highlands Glen Dr.

Respectfully submitted by Michelle Clark.