

**Highlands Architectural Review Committee (ARC)**  
**6:30 pm Highlands Country Club Snack Bar**  
**Minutes June 2, 2021**

1. Meeting called to order @ 6:32 pm.
  1. Attending: Michelle, Connie, Marlene, & Jason
  2. Absent: Heather & Hans
  3. Board Members: None
  4. Homeowners Present: Eric Garner and Kim Dembrosky
2. Review of Agenda: Michelle motioned to accept; Jason second (4-0)
3. Review of Minutes for May 20, 2021: Michelle motion to table until next meeting, Jason second (4-0)
4. Membership: 1 opening
5. Old Business:
  1. [2037-1](#) Patio \*Modification\*
    - ❖ 7524 Dunollie Dr
    - ❖ Brian & Allison Rouse
    - ❖ Assigned: Approved 4/22/21 without a site visit.
    - ❖ Homeowner requested the committee vote the option to allow stamped concrete steps instead of trex as originally approved.
    - ❖ Motion: Approve
    - ❖ Motion by: Jason
    - ❖ Second by: Michelle
    - ❖ Vote: 4-0
    - ❖ Notes:
  2. [2051-1](#) Tree Removal
    - ❖ 11249 Isadora Dr
    - ❖ Eric Garner
    - ❖ Assigned: Marlene
    - ❖ Motion: Approve
    - ❖ Motion by: Marlene
    - ❖ Second by: Michelle
    - ❖ Vote: 4-0
    - ❖ Notes:
  3. [2052-1](#) Retaining Wall \*Modification\*
    - ❖ 8001 Erinton Dr
    - ❖ Casey & Arlene Green

- ❖ Assigned: Approved 5/20/21 without a site visit.
- ❖ Homeowner stated wall height would be 2' at the apex and slope down to 18-20" at the corners instead of the 2-2.5' height which was approved.
- ❖ Motion: Approve
- ❖ Motion by: Connie
- ❖ Second by: Marlene
- ❖ Vote: 4-0
- ❖ Notes:

**6. New Project Business: (ARC Box checked June 1 @ 10am)**

**1. [2056-1](#) Dock \*On Lake Margaret - Additionally Requires George Emerson's Approval\***

- ❖ 12848 Killycrom Dr
- ❖ Doug & Michele Bowmer
- ❖ Assigned: Connie

**2. [2057-1](#) Fence**

- ❖ 11813 Fedora Pl
- ❖ Thomas Bonacquisti
- ❖ Assigned: Jason

**3. [2058-1](#) Pergola**

- ❖ 8424 Macandrew Terr
- ❖ Detrick Nichols
- ❖ Assigned: Jason

**4. [2059-1](#) Tree Removal**

- ❖ 8124 Galatea Pl
- ❖ Carl Germain
- ❖ Assigned: Connie

**5. [2060-1](#) Screened Porch & Deck**

- ❖ 12006 Dunnottar Dr
- ❖ Millard & Debra Fountain
- ❖ Assigned: Michelle

**7. Finals Assigned Previously:**

**1. [1869-1](#) Detached Garage**

- ❖ 8400 Europa Ct
  - ❖ Deltroy Gregory
  - ❖ NOTE: 3mo extension granted in Dec 2020
  - ❖ Assigned: Michelle
  - ❖ Motion: Approve
  - ❖ Motion by: Michelle
  - ❖ Second by: Connie
  - ❖ Vote: 4-0
  - ❖ Notes:
2. [1925-1](#),2,3 Patio, Fire Pit, Fire Place
- ❖ 12213 Whitley Manor Dr
  - ❖ Krister & Jennifer Hampton
  - ❖ Assigned: Hans
  - ❖ Notes: More Time
3. [1926-1](#) Tree Removal
- ❖ 12824 Crathes Ln
  - ❖ Mark Camporini
  - ❖ Assigned: Marlene
  - ❖ Motion: Approve
  - ❖ Motion by: Marlene
  - ❖ Second by: Jason
  - ❖ Vote: 4-0
  - ❖ Notes:
4. [1928-1](#) Tree Removal
- ❖ 8424 Chandon Ct
  - ❖ Karin & Tim Henry
  - ❖ Assigned: Marlene
  - ❖ Motion: 3 Month Extension
  - ❖ Motion by: Marlene
  - ❖ Second by: Connie
  - ❖ Vote: 4-0
  - ❖ Notes:

5. [1929-1](#) Fence
  - ❖ 11155 Sterling Cove
  - ❖ Emily & Llewellyn Kluball
  - ❖ Assigned: Marlene
  - ❖ Motion: Approve
  - ❖ Motion by: Marlene
  - ❖ Second by: Jason
  - ❖ Vote: 4-0
  - ❖ Notes:
  
6. [1930-1](#) Patio
  - ❖ 12812 Crathes Ln
  - ❖ Brad Miller
  - ❖ Assigned: Marlene
  - ❖ Motion: Approve
  - ❖ Motion by: Marlene
  - ❖ Second by: Michelle
  - ❖ Vote: 4-0
  - ❖ Notes:
  
7. [1931-1](#) Solar Panels
  - ❖ 8025 Clancy Pl
  - ❖ Crista Galvin
  - ❖ Assigned: Michelle
  - ❖ Motion: Approve
  - ❖ Motion by: Michelle
  - ❖ Second by: Jason
  - ❖ Vote: 4-0
  - ❖ Notes:
  
8. [1934-1](#) Pool
  - ❖ 8219 Fair Isle Terr
  - ❖ Jonathan Blum & Amanda Lilley
  - ❖ Assigned: Marlene

- ❖ Motion: 3 Month Extension
- ❖ Motion by: Marlene
- ❖ Second by: Jason
- ❖ Vote: 4-0
- ❖ Notes:

9. [1935-1](#) Patio

- ❖ 8212 Ravenna Terr
- ❖ William & Crystal Norris
- ❖ Assigned: Marlene
- ❖ Motion: 3 Month Extension
- ❖ Motion by: Marlene
- ❖ Second by: Connie
- ❖ Vote: 4-0
- ❖ Notes:

10. [1937-1](#) Addition

- ❖ 11413 Fair Isle Dr
- ❖ Richard Booker
- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0
- ❖ Notes:

11. [1940-1](#) Hardscape

- ❖ 12001 Sidlaw Hills Ln
- ❖ Jeff & Pam Cree
- ❖ Assigned: Marlene
- ❖ Motion: Approve with variance
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0

- ❖ Notes: Project can be viewed from road, add screening between Highland Glenn and hardscape.

**12. [1941-1](#) Generator \*Homeowner Requested Final & Provided Photo\***

- ❖ 12025 Hadden Hall Dr
- ❖ John Gattoline
- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0
- ❖ Notes:

**13. [1943-1](#) Tree Removal**

- ❖ 8513 Covina Ct
- ❖ Trevor King
- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0
- ❖ Notes:

**14. [1944-1](#) Pool**

- ❖ 11013 Aldera Pl
- ❖ Michael Lampro & Francine Gruskin
- ❖ Assigned: Marlene
- ❖ Motion: 3 Month Extension
- ❖ Motion by: Marlene
- ❖ Second by: Jason
- ❖ Vote: 4-0
- ❖ Notes:

**15. [1949-1](#) Tree Removal**

- ❖ 11912 Culloden Ln
- ❖ Garat & Briana Shick

- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0
- ❖ Notes:

**16. [1950-1](#) Tree Removal**

- ❖ 11831 Dunnottar Terr
- ❖ Willie Crew III
- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0
- ❖ Notes:

**17. [1951-1](#) Pool**

- ❖ 8206 Sterling Cove Terr
- ❖ Vincent & Robbin Stewart
- ❖ Assigned: Marlene
- ❖ Motion: Approve as submitted
- ❖ Motion by: Marlene
- ❖ Second by: Connie
- ❖ Vote: 4-0
- ❖ **Notes:** A Pool House/Shed was added but not part of application. Need project for Pool House/Shed.

**18. [1955-1](#) Screened Porch**

- ❖ 8406 Lylwood Ct
- ❖ Rick & Jean Seyler
- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle

- ❖ Vote: 4-0

- ❖ Notes:

**19. [1957-1,2](#) Batting Cage, Deck**

- ❖ 12112 Whitley Manor Dr

- ❖ Brian & Karen Winnell

- ❖ Assigned: Marlene

- ❖ Motion:

- ❖ Motion by:

- ❖ Second by:

- ❖ Vote:

- ❖ Notes: More time and reassign to Michelle

**20. [1959-2,4](#) Patio, Tree Planting (Note: 1, 3, 5, 6, withdrawn)**

- ❖ 12013 Amara Dr

- ❖ Connie Williams

- ❖ Assigned: Marlene

- ❖ Motion: 3 Month Extension

- ❖ Motion by: Marlene

- ❖ Second by: Michelle

- ❖ Vote: 3-0-1 (Connie abstained)

- ❖ Notes:

**21. [1962-1](#) Front Door & Shutters**

- ❖ 8618 Finstown Ln

- ❖ Joe Sciallo

- ❖ Assigned: Marlene

- ❖ Motion: Approve

- ❖ Motion by: Marlene

- ❖ Second by: Michelle

- ❖ Vote: 4-0

- ❖ Notes:

**22. [1993-1](#) Patio \*Homeowner Requested Final\***

- ❖ 8137 Galatea Pl



- ❖ Steve & Christina Roach
- ❖ Assigned: Marlene
- ❖ Motion: Approve
- ❖ Motion by: Marlene
- ❖ Second by: Michelle
- ❖ Vote: 4-0
- ❖ Notes:

**23. [2000-1](#) Driveway Extension**

- ❖ 11249 Isadora Dr
- ❖ Eric Garner
- ❖ Assigned: Michelle
- ❖ Motion: Approve
- ❖ Motion by: Michelle
- ❖ Second by: Jason
- ❖ Vote: 4-0
- ❖ Notes:

**24. [2036-1](#) Tree Removal \*Homeowner Requested Final\***

- ❖ 8307 Aldera Ln
- ❖ Daniel & Kate Simonds
- ❖ Assigned: Heather
- ❖ More time needed.

**8. New Finals Assigned:**

**1. [1824-1](#) Pool**

- ❖ 12001 Hadden Hall Dr
- ❖ Susan & Rae Johnson
- ❖ Assigned: Michelle

**2. 1874-1 Exterior Painting \*Homeowner Requested Final\***

- ❖ 8405 Seaview Dr
- ❖ Tricia Jones
- ❖ Assigned: Jason

**3. [1937-1](#) Addition**

- ❖ 11413 Fair Isle Dr
  - ❖ Richard Booker
  - ❖ Assigned: see 7.10
4. [1940-1](#) Hardscape
- ❖ 12001 Sidlaw Hills Ln
  - ❖ Jeff & Pam Cree
  - ❖ Assigned: see 7.11
5. [1941-1](#) Generator \*Homeowner Requested Final & Provided Photo\*
- ❖ 12025 Hadden Hall Dr
  - ❖ John Gattoline
  - ❖ Assigned: see 7.12
6. [1943-1](#) Tree Removal
- ❖ 8513 Covina Ct
  - ❖ Trevor King
  - ❖ Assigned: see 7.13
7. [1944-1](#) Pool
- ❖ 11013 Aldera Pl
  - ❖ Michael Lampro & Francine Gruskin
  - ❖ Assigned: see 7.14
8. [1949-1](#) Tree Removal
- ❖ 11912 Culloden Ln
  - ❖ Garat & Briana Shick
  - ❖ Assigned: see 7.15
9. [1950-1](#) Tree Removal
- ❖ 11831 Dunnottar Terr
  - ❖ Willie Crew III
  - ❖ Assigned: see 7.16
10. [1951-1](#) Pool
- ❖ 8206 Sterling Cove Terr
  - ❖ Vincent & Robbin Stewart

- ❖ Assigned: see 7.17
- 11. [1955-1](#) Screened Porch**
- ❖ 8406 Lylwood Ct
  - ❖ Rick & Jean Seyler
  - ❖ Assigned: see 7.18
- 12. [1957-1,2](#) Batting Cage, Deck**
- ❖ 12112 Whitley Manor Dr
  - ❖ Brian & Karen Winnell
  - ❖ Assigned: see 7.19
- 13. [1959-2,4](#) Patio, Tree Planting (Note: 1, 3, 5, 6, withdrawn)**
- ❖ 12013 Amara Dr
  - ❖ Connie Williams
  - ❖ Assigned: see 7.20
- 14. [1962-1](#) Front Door & Shutters**
- ❖ 8618 Finstown Ln
  - ❖ Joe Scullo
  - ❖ Assigned: see 7.21
- 15. [1963-1](#) Fence**
- ❖ 12437 Wynnstay Ln
  - ❖ Randi & Melanie Zaremba
  - ❖ Assigned: Connie
- 16. [1965-1,2](#) Deck, Screened Porch**
- ❖ 12001 Amara Dr
  - ❖ Ricky & Teresa Miller
  - ❖ Assigned with 1967-1: Michelle
- 17. [1966-1](#) Concrete Walkway**
- ❖ 12112 Whitley Manor Dr
  - ❖ Brian & Karen Winnell
  - ❖ Assigned: Michelle
- 18. [1967-1](#) Fence**

- ❖ 12001 Amara Dr
- ❖ Ricky & Teresa Miller
- ❖ Assigned with 1965-1,2: Michelle

**19.** [2000-1](#) Driveway Extension

- ❖ 11249 Isadora Dr
- ❖ Eric Garner
- ❖ Assigned: See 7.23

**20.** [2055-1](#) Tree Planting \*Homeowner Requested Final\*

- ❖ 12618 Capernwray Terr
- ❖ Jamar Hicks
- ❖ Assigned: Jason

**9.** Other New Business:

1. None

**10.** Old Business:

1. None

**11.** Member Voice: None

**12.** Adjournment: 8:05 PM

**13.** Next Meeting: June 17, 2021 at 6:30 pm @ the snack bar in the lower level of the Highlands Clubhouse  
8136 Highlands Glen Dr.