

Highlands Community Association

General Category => Committee Meeting Minutes => Topic started by: tpetze on February 09, 2014, 12:00:46 PM

Title: **ARC Minutes 2014-01-23**

Post by: **tpetze on February 09, 2014, 12:00:46 PM**

The Highlands Community Association (HCA)
Architectural Review Committee (ARC)
Meeting Jan 23, 2014

I. COMMITTEE MEMBERS: IN ATTENDANCE: Joe Gagnier, Mike Bogan ABSENT: George Tindall, Rick Seyler

Board Rep: Terry Petze (in attendance)

Homeowners Present: None

Meeting called to order at 6:15 pm

II. REVIEW OF AGENDA: no changes made.

III. MEETING MINUTES: Draft Minutes from Dec 19 and Jan 8 approved as written. (Bogan motion, Gagnier 2nd, motion carried 2-0)

IV. PROPERTY OWNERS PRESENT:

None

V. NEW BUSINESS:

A. Previously Submitted Applications

None

B. New Applications

The ARC mailbox was last checked today, Jan 23

1353-1: Richard J Poole, 8430 Kintail Dr. App is for the removal of evergreen trees in front of the house. It is not clear from the application, what is meant by the highlighting shown on the plot plan. Need discussion with HO to determine exactly what project is. Assigned to Gagnier & Bogan for site visit.

1354-1: Chris Romero & Susan Offley, 8330 Kintail Dr. App is for a 4 ft wooden fence. This is a lakefront property and the fence will be in the back yard and need to comply with RPA guidelines. Tentatively okay with the fence coming forward past the rear plane of the house due to a pond located on the side, but will determine during site visit. Will also inform HO of need to clarify RPA 50-100' buffer requirements. Assigned to Gagnier & Seyler.

C. Final Inspections Completed

1317-1: fence installation, completed by Bogan, motion to approve project closure, approved 2-0

1323-1&2: driveway extension & patio, completed by Bogan, motion to approve project closure, approved 2-0

1319-1: fence extension & privacy wall, completed by Tindall, motion by Gagnier to approve project closure, approved 2-0

1324-1: storage shed, HO did not follow ARC guidelines or recommendations made by ARC members on site visit (Bogan & Russell). Shed was constructed without a foundation and is sitting unsecure on concrete blocks. Project will not be approved for closure and will be escalated to Yeager (Property Mgr)

1325-1: arborvitae tree planting, completed by Seyler, motion by Gagnier to approve project closure, approved 2-0

D. Final Inspections Assigned

1328-1: fence installation, assigned to Seyler

E. Other New Business

Proposal made by Gagnier, to try to create more awareness in community relative to requirement to bring projects forward through ARC processes. Draft of one-page communication was introduced by Gagnier, Petze will take forward in next BOD meeting.

VI. OLD BUSINESS:

None

VII. ADJOURNMENT: All members should be reminded that the next meeting will be Feb 5, 2014 at 6:15 pm. There being no further business, the meeting was adjourned at 6:47 pm.

Recorded by M Bogan

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