

The Highlands Community Association (HCA)

Architectural Review Committee (ARC)

Meeting Mar 5, 2014

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

Board Rep: Terry Petze (in attendance)

Meeting called to order at 6:25 pm

II. REVIEW OF AGENDA: no changes made.

III. MEETING MINUTES: Draft Minutes from Feb 20 approved as written. (Tindall motion, Gagnier 2nd, motion carried 3-0)

IV. PROPERTY OWNERS PRESENT:

None

V. NEW BUSINESS:

A. Previously Submitted Applications

1337-1: play house request by John Erbach at 11531 Fair Isle Dr. Tindall spoke to HO, who understands they need to add a brick façade to the foundation on the sides and back of playhouse. HO proposes to use artificial brick (Z-brick). Neither the playhouse or the foundation are visible from the street or neighbors. ARC members discussed allowing this material as an exception since it is entirely not visible, and with the condition that the artificial brick color/texture matches up closely with that used on the house. Tindall will request a sample of the material to see if it matches.

1358-1: removal of 15 pine trees, to be replaced with fruit trees to create a small orchard. Tindall and Seyler completed site visit and agreed the app and all project plans are in order. Tindall motioned to approve the project, seconded by Gagnier. Motion carried 3-0.

B. New Applications

The ARC mailbox was last checked today, Mar 5.

1359-1: Steve & Amanda Parkhurst, 12025 Hadden Hall Dr. App is for installation of a fence. This project was initially raised to the Property Mgr as a PVI, when it was determined that the project had already been completed without an app being submitted or reviewed by the ARC. The HO was instructed by the PM to submit an app to the ARC, which was received today. However, since the project has already been completed there is no point or value in the ARC reviewing the App or doing an initial site visit & project review. ARC members discussed not processing the App, but doing a final inspection to ensure the

project complied with HCA guidelines. All members aligned on this idea. The final inspection was assigned to Tindall and Seyler.

C. Final Inspections Completed

None

D. Final Inspections Assigned

None

E. Other New Business

Members discussed the submission of Joe Langton as a candidate to join the ARC. Gagnier motioned that the ARC nominate Langton for membership, seconded by Tindall. Motion carried 4-0 (Seyler voted by proxy). Gagnier will request final approval of Langton's membership from HCA Board.

Gagnier is going to look into the possibility of holding future ARC meetings in the Highlands Sales Center. The benefits would include that everyone knows where the sales center is, and no one uses the facility in the evenings so we would not run into conflicts with other Clubhouse events.

VI. OLD BUSINESS:

App 1324-1: storage shed previously not approved for closure on final inspection, and escalated to Property Mgr for remediation. HO responded to HCA Board and PM that they agree to build a foundation under the shed, with a brick façade, to comply with ARC guidelines. HO requested until April to comply, due to the weather . ARC members discussed this and all agreed to this extension.

VII. ADJOURNMENT: All members should be reminded that the next meeting will be Mar 20, 2014 at 6:15 pm. There being no further business, the meeting was adjourned at 7:08 pm.

Recorded by M Bogan