

***The Highlands Community Association (HCA)***  
***Architectural Review Committee (ARC)***

***Meeting Minutes***

January 7, 2015

Meeting called to order at 6:19 PM

**1. COMMITTEE MEMBERS**

- a. **ATTENDING:** Joe Gagnier, Rick Seyler, Joe Levenduski, Sonja Benedict, Joey Langton, Terry Petze BOARD REP
- b. **ABSENT:** Carolyn Edwards
- c. **PROPERTY OWNERS:** Jason Toth

**2. REVIEW OF AGENDA was approved (5-0)**

**3. MEETING MINUTES were approved with corrections (5-0)**

**4. OLD BUSINESS:**

**a. PREVIOUSLY SUBMITTED APPLICATIONS:**

- i. **1390-1 PROJECT #/DESCRIPTION:** Fence Project
- ii. **HOMEOWNERS:** Julie Smith
- iii. **ADDRESS:** 8215 Macandrew Lane
- iv. **NOTES:** This project was reviewed during the holiday recess by Joe Gagnier and Joey Langton to accommodate the Homeowner. Joe Levenduski and Rick Seyler were updated and signed off on the project during the recess period APPROVED (4-[2 abstained]-0. The project was then voted on during regular committee and was APPROVED. (5-0).
- v. **1391-1 PROJECT #/DESCRIPTION:** Tree Removal
- vi. **HOMEOWNERS:** Eric Lin
- vii. **ADDRESS:** 8232 Macandrew Court
- viii. **NOTES:** An emergency review during the holiday recess to accommodate the Homeowner. Joe Gagnier

and Rick Seyler examined the site giving a verbal approval to remove several trees in order to extend a drain field that had failed. Project was voted on in regular committee and APPROVED (5-0).

- ix. 1392-1 PROJECT#/DESCRIPTION: Playset Installation
- x. HOMEOWNERS: Jason & Shannon Toth
- xi. ADDRESS: 11212 Kalliope Drive
- xii. NOTES: Assigned to Joe Gagnier & Rick Seyler. The Committee members suggested a better placement for the Playset so as not to be in view. The advice was followed and the equipment will be installed by the side of the garage out of site lines. APPROVED (5-0).

#### 5. NEW BUSINESS:

##### a. NEW APPLICATIONS:

- i. 1393-1 PROJECT#/DESCRIPTION: Addition of (3) Sky Lights and (2) Windows.
- ii. HOMEOWNERS: Brian Little
- iii. ADDRESS: 11236 Isadora Drive
- iv. NOTES: Assigned to Sonja Benedict & Joey Langton. There is no qualification listed for Sky Lights and or Windows in the ARC Regulations. The review is for information only.

##### b. FINAL INSPECTIONS COMPLETED:

- i. 1352-2 PROJECT#/DESCRIPTION: Landscaping around Pool
- ii. ADDRESS: 11811 Glendevon Terrace
- iii. NOTES: Assigned to Rick Seyler. Because of extenuating circumstances (weather and the Homeowners health) it has been suggested that the remaining portion of this project be put on hold or resubmitted. The project has lasted past the 6 month time limit of Committee review.
- iv. 1368-1 PROJECT #/DESCRIPTION: Screened Porch

- v. **1368-2 PROJECT#/DESCRIPTION: Patio Pavers**
- vi. **1368-3 PROJECT#/DESCRIPTION: Accessory Building (Shed)**
- vii. **ADDRESS: 11400 Black Isle Way**
- viii. **NOTES: Assigned to Joe Levenduski. Final approval for 1368-1,3 has been DENIED until building permits have been received. 1368-2 is recommended to be RESUBMITTED because the Homeowner lost his contractor and the project has extended past the 6 month Committee review period.**
- ix. **1383-1 PROJECT#/DESCRIPTION: Room Addition**
- x. **ADDRESS: 8406 Lylwood Court**
- xi. **NOTES: Assigned to Joe Gagnier. APPROVED (4-1-0) 1 abstaining.**
- xii. **1387-1 PROJECT#/DESCRIPTION: Fence Project**
- xiii. **ADDRESS: 7506 Maclachlan Drive**
- xiv. **NOTES: Assigned to Joe Gagnier. APPROVED (5-0).**

c. **NEW FINALS ASSIGNED: None**

6. **OTHER NEW BUSINESS: None**

7. **OTHER OLD BUSINESS: None**

8. **ADJOURNMENT: 7:08 pm (5-0)**

**NEXT MEETING THURSDAY, JANUARY 22** Submitted by Joey Langton