

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

Meeting Minutes

January 6, 2016

Meeting called to order at 6:25 PM

1. COMMITTEE MEMBERS:

- a. **ATTENDING:** Sonja Benedict, Rick Seyler, Joe Levenduski, Connie Irby and Bart Stewart
- b. **ABSENT:** Terry Petze
- c. **GUESTS:** Home Owner: None

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

3. MEETING MINUTES: December 2, 2015, Approved 5-0, as amended.

4. OLD BUSINESS:

a. PREVIOUSLY SUBMITTED APPLICATIONS:

- i. **1473-1 PROJECT#/DESCRIPTION:** Propane Tank and Generator
- ii. **HOME OWNER:** Keisha Dabney
- iii. **ADDRESS:** 11612 Europa Drive
- iv. **Notes:** Assigned to Sonja Benedict. (Originally approved in between meetings (Dec 2, 2015 & Jan 6, 2016); Site visit was conducted by Joe Gagnier and Sonja Benedict on 12/16/2015. The ARC had some questions. Sonja Benedict called the homeowner on 12/19/2015 and left a message. No response to date. REAPPROVED (5-0) with condition that the homeowner visually conceal above ground items as per The Highlands Community Association Architectural Regulations, Sep 2012).

5. NEW BUSINESS:

a. NEW APPLICATIONS: (Box checked Jan 6 at 12:00 pm)

- i. **1475-1 – PROJECT#/DESCRIPTION: Fence**
- ii. **Address: 12700 Dunrobin Ct**
- iii. **Homeowners: Tiffany Reese**
- iv. **NOTES: Assigned to Connie Irby**
- v. **1476-1-6 – PROJECT#/DESCRIPTION: (1) Fence, (2) Repave Driveway, (3) Play Structure, (4) Basketball hoop, (5) Concrete Stairs, (6) Retaining Wall**
- vi. **Address: 7813 Grampian Court**
- vii. **Homeowners: John & Heather Pettis**
- viii. **NOTES: Assigned to Joe Levenduski**
- ix. **1477-1 – PROJECT#/DESCRIPTION: Fence**
- x. **Address: 5919 Deerwater Court**
- xi. **Homeowners: Kyle Doughty**
- xii. **NOTES: Assigned to Bart Stewart**
- xiii. **1479-1 – PROJECT#/DESCRIPTION: Repair/Replacement of porch roof**
- xiv. **Address: 8513 Brechin Lane**
- xv. **Homeowners: Debra Winecoff**
- xvi. **NOTES: Assigned to Rick Seyler**
- xvii. **1480-1 – PROJECT#/DESCRIPTION: Fence**
- xviii. **Address: 11242 Isadora Drive**
- xix. **Homeowners: Mark Luzcowski**
- xx. **NOTES: Assigned to Sonja Bendict**

b. FINAL INSPECTIONS COMPLETED.

- i. **1461-1-2 PROJECT #/DESCRIPTION: (1) Installation of 4' black aluminum fence, (2) paver patio/shrubbery landscaping backyard**

- ii. HOME OWNER: Jeff and Donna Schilly
- iii. ADDRESS: 11700 Europa Drive
- iv. NOTES: Assigned to Bart Stewart, APPROVED (5-0)
- v. 1439-1-2 PROJECT#/DESCRIPTION: (1) Deck, (2) Sidewalk
- vi. HOME OWNER: Dwayne Bell
- vii. ADDRESS: 8307 Kalliope Ct
- viii. NOTES: Assigned to Connie Irby, APPROVED (5-0)

c. NEW FINALS ASSIGNED:

- i. 1453-1 PROJECT#/DESCRIPTION: Treehouse
- ii. HOME OWNER: Michael Logan
- iii. ADDRESS: 11451 Glendoven Road
- iv. NOTES: Assigned to Rick Seyler.
- v. NOTES: Assigned to Sonja Benedict.

- 6. OTHER NEW BUSINESS: Sonya Benedict to contact Martha Yeager reference Building Architectural Review Committee not abiding to The Highlands Community Association Architectural Regulations, Sep 2012.
- 7. OTHER OLD BUSINESS: None.
- 8. ADJOURNMENT: 6:54 pm (Approved: 5-0).
- 9. NEXT MEETING: January 21, 2016 (Submitted by Bart Stewart).