

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

Meeting Minutes

January 21, 2016

(Modified on January 25, 2016 to account for electronic voting on Project 1481-1)

Meeting called to order at 6:19 PM

1. COMMITTEE MEMBERS:

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

2. REVIEW OF AGENDA: APPROVED 4-0

3. MEETING MINUTES: January 6, 2016, APPROVED 4-0

4. OLD BUSINESS:

a. PREVIOUSLY SUBMITTED APPLICATIONS:

- i. 1475-1- PROJECT#/DESCRIPTION: Fence |
- ii. Address: 12700 Dunrobin Ct
- iii. Homeowners: Tiffany Reese
- iv. NOTES: Assigned to Connie Irby. APPROVED 4-0.
- 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. Projects 1476-1-5: APPROVED 4-0; Project 1476-6: APPROVED with Condition 4-0 (Condition: Retaining wall landscaping blocks match the home's foundation (color). Full approval pending homeowner submitting satisfactory block color to the Highlands ARC.)
- ix. 1477-1- PROJECT#/DESCRIPTION: Fence
- x. Address: 5919 Deerwater Court
- xi. Homeowners: Kyle Doughty
- xii. NOTES: Assigned to Bart Stewart. APPROVED 4-0.
- xiii. 1479-1- PROJECT#/DESCRIPTION: Repair/Replacement of porch roof
- xiv. Address: 8513 Brechin Lane
- xv. Homeowners: Debra Winecoff

- xvi. NOTES: Assigned to Rick Sevier. APPROVED 4-0.
- xvii. 1480-1- PROJECT#/DESCRIPTION: Fence
- xviii. Address: 11242 Isadora Drive
- xix. Homeowners: Mark Luzcowski
- xx.NOTES: Assigned to Sonja Bendict. APPROVED 4-0.
- xxi. 1481-1 PROJECT #/DESCRIPTION: Portable basketball goal
- xxii. HOME OWNER: Elizabeth Blanks
- xxiii. ADDRESS: 18336 Sterling Cover Place
- xxiv. NOTES: Assigned to Rick Sevier. APPROVED 5-0. Note: Voting occurred electronically, with Rick Seyler recommending approval; hence the increase in votes. Electronic voting stemmed from Rick's absence from the meeting and in an effort to be fair to the homeowner who submitted the request before the meeting. This project, therefore, also appears under new applications for these minutes.

5. NEW BUSINESS:

- a. NEW APPLICATIONS: (Box checked Jan 21, 2016 at 1:00 pm)
 - i.1481-1 PROJECT #/DESCRIPTION: Portable basketball goal
 - ii. HOME OWNER: Elizabeth Blanks
 - iii. ADDRESS: 18336 Sterling Cover Place
 - iv. NOTES: Assigned to Rick Seyler
- b. FINAL INSPECTIONS COMPLETED.
 - i. 1428-1 PROJECT #/DESCRIPTION•. Permanent basketball goal and trampoline
 - ii.HOME OWNER: John and Aileen Cason
 - iii. ADDRESS: 7501 Maciachlan Drive
 - iv. NOTES: Assigned to Joe Levenduski. APPROVED 4-0, with homeowner's consenting that once grass reseeded/mulch bed installed that the trampoline returns to a position behind the home.
 - v. 1437-1-2 PROJECT#/DESCRIPTION: (1) Tree removal, (2) Satellite dish
 - vi.HOME OWNER: John and Aileen Cason
 - vii. ADDRESS: 7501 Maciachlan Drive
 - viii. NOTES: Assigned to Joe Levenduski. APPROVED 4-0.

c. NEW FINALS ASSIGNED: None.

- 6. OTHER NEW BUSINESS: Sonya Benedict to contact homeowners at 11242 Isadora Drive to explain shed foundation options, such as a footer with block option or a monolithic slab option — both with brick surround matching the home.

7. OTHER OLD BUSINESS: Sonja Benedict discussion with Martha Yeager confirms notification to new homeowners in the new building area (Ryan Homes). Notifications, which are made via hardcopy mailed letters, indicate that compliance to The Highlands Community Association Architectural Regulations, Sep 2012, is necessary. For example, proper screening of air conditioning units is not optional. A few homeowners state that they have not received any notification. Is there an issue that needs addressing?
8. ADJOURNMENT: 7:15 pm (APPROVED 3-0; Connie Irby departed early; hence, the change in the number of voting members).
9. NEXT MEETING: February 3, 2016 (Submitted by Bart Stewart).