

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

Meeting Minutes

February 3, 2016

Meeting called to order at 6:16 PM @ office of Fitness Center.

1. COMMITTEE MEMBERS:

- a. **ATTENDING:** Sonja Benedict, Joe Levenduski, Connie Irby, and Bart Stewart (Mr. Stewart arrived mid-way thru the meeting)
- b. **ABSENT:** Rick Seyler and Terry Petze
- c. **GUESTS:** Home Owner: None

2. REVIEW OF AGENDA: APPROVED 3-0

3. MEETING MINUTES: January 21, 2016-V2 (modified to account for electronic voting on Project 1481-1), APPROVED 3-0

4. OLD BUSINESS:

- a. **PREVIOUSLY SUBMITTED APPLICATIONS: NONE**
 - i. No New Applications were assigned at the previous ARC meeting held on January 21, 2016.

5. NEW BUSINESS:

- a. **NEW APPLICATIONS: (Box checked Feb. 3, 2016 at 12:00 pm)**
 - i. No New Applications have been submitted since the previous ARC meeting held on January 21, 2016.

b. FINAL INSPECTIONS COMPLETED :

- i. **1453-1 PROJECT#/DESCRIPTION:** Treehouse in rear of yard
- ii. **HOME OWNER:** Michael Logan
- iii. **ADDRESS:** 11451 Glendevon Road

- iv. **NOTES: Assigned to Rick Seyler. (R. Seyler was not at the meeting but forwarded the packet and his recommendation to approve w/ exception to Sonja Benedict), Homeowner will paint supporting posts per his recommendation. APPROVED w/ EXCEPTION 4-0.**

c. NEW FINALS ASSIGNED: NONE.

6. OTHER NEW BUSINESS: NONE.

7. OTHER OLD BUSINESS: The Architecture Review Committee (ARC) is requesting to be placed on the agenda at the next Home Owner's Association (HOA) meeting, March 16, 2016. Our committee has various concerns and needs to understand the HOA's expectations and future of our committee.

8. ADJOURNMENT: 6:41 pm - APPROVED 4-0.

9. NEXT MEETING: February 18, 2016 (Submitted by Joe Levenduski).