

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

Meeting Minutes

March 17, 2016

Meeting called to order at 6:19 PM

1. COMMITTEE MEMBERS:

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

2. REVIEW OF AGENDA: APPROVED 3-0.

3. MEETING MINUTES: March 2, 2016. APPROVED 3-0.

4. OLD BUSINESS:

a. PREVIOUSLY SUBMITTED APPLICATIONS:

i. 1468-1-2 — Project Description: (1) Shed (application APPROVED) (2) addendum: paver stone patio at entrance of shed, approximately ten feet

ii. Address: 8207 Revenna Terrace

iii. Homeowners: Larry R. Price

iv. Originally assigned to Joe Gagnier and Sonja Benedict. Mr. Price turned in permits for shed, to be put in file. Site Visit done by Sonja Benedict. APPROVED 3-0

v. 1482-1 — Project Description: pool vi. Address: 7913 Erinton Drive

vii. Homeowners: Tabitha VanDeMar

- viii. Assigned: Rick Sevier. APPROVED 3-0 ix. 1483-1-2 — Project Description: (1) Unattached Pergola, (2) three flower beds
- x. Address: 11206 Kalliope Drive
- xi. Homeowners: Dawn Wade
- xii. Assigned: Sonja Benedict. APPROVED 3-0
- xiii. 1484-1 Project Description: Roof Replacement
- xiv. Address: 11820 Glendevon Terrace
- xv. Homeowners: Ed Dentel
- xvi. Assigned: Bart Stewart. APPROVED by electronic vote due to emergency situation, roof leaking into home. APPROVED 5-0.

5. NEW BUSINESS:

- a. NEW APPLICATIONS: (Box checked March 17, 2016 at 11:55 a.m.)
 - i. 1485-1-2 — Project Description: Pool/Fence for pool
 - ii. Address: 8301 Seaview Drive
 - iii. Homeowners: Kelly Kioff
 - iv. Assigned to: Connie Irby
 - v. 1486-1 — Project Description: Fence
 - vi. Address: 11907 Europa Drive
 - vii. Homeowners: Todd and Josh Roush
 - viii. Assigned to: Connie Irby
 - ix. 1487-1 Project Description: Fence
 - x. Address: 10600 Sterling Cove Court
 - xi. Homeowners: Doug Taylor
 - xii. Assigned to: Sonja Benedict
 - xiii. 1488-1 Project Description: Removal of three trees
 - xiv. Address: 12055 Dunnottar Drive
 - xv. Homeowners: Jim Dodge

- xvi. Assigned to: Sonja Benedict, Site Visit completed 3/16/16 due to emergency nature of project. Committee members present voted on project. APPROVED 3-0
- xvii. 1489-1 Project Description: French drain, replace downspouts rear of home, redo foundation landscaping
- xviii. Address: 11231 Isadora Drive
- xix. Homeowners: David and Sonja Benedict
- xx. Assigned to: Joe Levenduski
- xxi. 1490? — Project Description: Drilling of well for lawn irrigation.
- xxii. Address: 11749 Burray Road
- xxiii. Homeowners: Jesse Calloway
- xxiv. Committee members discussed if the homeowner needed to submit project to the Architectural Review Committee. Homeowner to place prefabricated boulder over well area. Members decided that if prefabricated boulder is "In line of sight" while viewing from directly in front of home while on street, than additional landscaping is required around the prefabricated boulder. Then HO will need to submit as project.

b. FINAL INSPECTIONS COMPLETED:

- i. 1467-1 — Project Description: Landscaping and pea gravel bed for pets
- ii. Address: 11206 Kalliope Drive
- iii. Homeowners: Dawn Wade
- iv. Assigned: Sonja Benedict. APPROVED: 3-0
- v. 1478-1 Project Description: Installation of Wood Fence in Rear Yard
- vi. Address: 7401 Crathes Terrace

- vii. Homeowners: Elliott and Donna DeJarnette
- viii. Assigned to Sonja Benedict and Rick Seyler. Completed by
Sonja Benedict. APPROVED: 3-0 ix. 1480-1
Project Description: Fence
- x. Address: 11242 Isadora Drive
- xi. Homeowners: Mark Luczkowski
- xii. Assigned: Bart Stewart. APPROVED 3-0
- xiii. 1442-1 Project Description: Fence
- xiv. Address: 12624 Crathes Lane
- xv. Homeowners: Kimberly Lemite
- xvi. Assigned: Bart Stewart. APPROVED 3-0

c. NEW FINALS ASSIGNED:

- i. None. The committee has been very busy. If a project is completed and the homeowner requests a final inspection before the next meeting, volunteers will be requested to inspect

6. OTHER NEW BUSINESS: None.

7. OTHER OLD BUSINESS: None.

8. ADJOURNMENT: 7:00 pm - APPROVED 3-0.

9. NEXT MEETING: April 6, 2016 (Submitted by Joe Levenduski).