

Highlands Architectural Review Committee (ARC)
Agenda January 18, 2018

1. Attendance: (Meeting called to order: 6:35 p.m.)
 - a. Attending: Rick Seyler, Rich Potter, John Unkel, Scott Birmingham, Bart Stewart
 - b. Absent: Kim Dembrosky, Cheryl Rivet
 - c. Board Member: None.
 - d. Homeowners present: None.
2. Review of Agenda:
3. Review of Minutes for January 3, 2018: Rick moved; Scott seconded—5-0
4. Membership: Welcome new members Scott Birmingham (3 yr), John Unkel (2 yr), Rich Potter (3 yr) approved by the Board on 1/10/18.
5. Old Business:
 - a. 1620-1 —fence
 - i. 12231Hadden Hall Dr
 - ii. Don Childers
 - iii. Assigned: Cheryl Rivet; Bart Stewart moved; Rick Seyler seconded to approve with exception to install adequate landscaping for final inspection as discussed and documented on the site visit report 5-0 So Voted
6. New Project Business: ARC box checked 3:00 p.m. 1/16/18
 - a. 1621-1 —deck
 - i. 8319 Fedora Dr
 - ii. Dale & Kathy Hood
 - iii. Assigned: Rich Potter
 - b. 1622-1 —fence
 - i. 8319 Fedora Dr
 - ii. Dale & Kathy Hood
 - iii. Assigned: Rich Potter
7. Finals Assigned Previously:
 - a. 1448-1 –replacement fence
 - i. 8500 Covina Ct
 - ii. Paul & Anne Palisano
 - iii. Assigned: Bart Stewart; Bart Stewart moved; John Unkel seconded to approve 5-0 So Voted
 - b. 1462-1 – room addition
 - i. 8502 Glendevon Circle
 - ii. Scott Birmingham
 - iii. Assigned: Bart Stewart; Bart Stewart moved; Rick Seyler seconded to approve 4-0-1 So Voted
 - c. 1463-1 accessory building
 - i. 11242 Isadora Dr
 - ii. Mark Luczkowski
 - iii. Assigned: Rick Seyler – More time granted
 - d. 1470-1 –accessory bldg
 - i. 11248 Isadora Dr
 - ii. Antonio Starke
 - iii. Assigned: reassigned to Rick Seyler; waiting on electrical work – More time granted

- e. 1476 -1-6 –1 bonus room, -2 cement driveway, -3 play structure, -4 basketball hoop, -5 concrete stairs & pathway, -6 retaining wall
 - i. 7813 Grampian Ct
 - ii. John & Heather Pettis
 - iii. Assigned: Bart Stewart—only partially completed; owner requests next visit in April 2018
 - f. 1492-1-2 –1) In-ground pool; 2) Fence
 - i. 8318 Calypso Lane
 - ii. Thomas Brouillard
 - iii. Assigned: reassigned to Bart Stewart; Bart Stewart moved; Scott Birmingham seconded to approve 5-0 So Voted
8. New Finals Assigned:
- a. None assigned.
9. Other New Business:
- a. ARC Project Reporting System— Kim has been given ADMIN authority to begin evaluating the software for our use. She intends to give a report at the February 7 meeting.
 - b. New member Training— Provided meeting calendar, inspection forms and foundation material. Reviewed the process of contacting owners, conducting the inspection and ACS West’s role in providing an approval letter.
10. Other Old Business:
- a. Solar Panels guidelines revisions (put on hold).
11. Adjournment: 7:35 p.m.
12. Next meeting: February 7, 2018 at 6:30 p.m.