

## Highlands Architectural Review Committee (ARC) Minutes April 4, 2018

1. Attendance: (Meeting called to order: 6:33 p.m.)
  - a. Attending: Kim Dembrosky, Rich Potter, Scott Birmingham, Cheryl Rivet, Rick Seyler
  - b. Absent: John Unkel, Bart Stewart
  - c. Board Member: None
  - d. Homeowners present: Mike Logan
2. Review of Agenda:
3. Review of Minutes for March 21, 2018: Kim moved; Rick seconded to approve minutes as revised.
4. Membership:
5. Old Business:
  - a. 1627-1 —fence
    - i. 8137 Sidlaw Hills Terr
    - ii. Ron & Iva Bradley
    - iii. Assigned: Kim Dembrosky—on hold requesting additional information. Rick will contact
  - b. 1632-1 —swimming pool
    - i. 7424 Foulis Pl
    - ii. Lance Sibley
    - iii. Assigned: Cheryl Rivet moved; Rick seconded to approve, approved 5-0
  - c. 1639-1 --DirectTV dish
    - i. 7401 Dunollie Dr
    - ii. William Kyle
    - iii. Assigned: Rich Potter moved; Rick seconded to approve by e-ballot; approved 5-0-2
  - d. 1640-1 --deck extension and patio with fire pit
    - i. 12407 Duntrune Ct
    - ii. Ernest & Debra Lynn
    - iii. Assigned: Cheryl Rivet moved; Kim seconded to approve, approved 5-0
  - e. 1641-1 —landscaping
    - i. 8313 MinervaTerr
    - ii. Sean & Tanya Evans
    - iii. Assigned: Kim Dembrosky moved; Rick seconded to approve with submission of final landscaping plan. Approved 5-0
6. New Project Business: ARC box checked 5:30 p.m. 4/3/18
  - a. 1642-1 —concrete patio and walkway
    - i. 10901 Kalliope Dr
    - ii. Joel Jean
    - iii. Assigned: Kim
  - b. 1643-1 —detached garage
    - i. 8437 Fedora Dr
    - ii. David Owen
    - iii. Assigned: Rich
  - c. 1644-1 --replacement deck

- i. 8300 Shagreen Ct
- ii. Phillip & Bridgette Harrison
- iii. Assigned: Scott
- d. 1645-1 Screening for trailer parking
  - 11451 Glendevon Rd
  - Mike Logan
  - Assigned: Cheryl

7. Finals Assigned Previously:

- a. 1463-1 accessory building
  - i. 11242 Isadora Dr
  - ii. Mark Luczkowski
  - iii. Assigned: Rick Seyler moved; Scott seconded to approve. Approved 5-0
- b. 1476 -1-6 –1 bonus room, -2cement driveway, -3 play structure, -4 basketball hoop, -5concrete stairs & pathway, -6 retaining wall
  - i. 7813 Grampian Ct
  - ii. John & Heather Pettis
  - iii. Assigned: Bart Stewart—only partially completed; expect completion in 1 month. Still on hold.
- c. 1482-1 —pool
  - i. 7913 Erinton Dr
  - ii. Tabitha Van DeMar
  - iii. Assigned: Rick Seyler moved; Rich seconded to approve. Approved 5-0
- d. 1489-1&2 — roof over patio and landscaping
  - i. 11231 Isadora Dr
  - ii. Sonja Benedict
  - iii. Assigned: Kim Dembrosky. Needs more time
- e. 1498-1 —pool
  - i. 11731 Burray Rd
  - ii. Otis & Lori Jarvis
  - iii. Assigned: Rich Potter. Needs more time.
- f. 1506-1 —accessory building
  - i. 12606 Erinton Ct
  - ii. Clifton Wiley
  - iii. Assigned: Rick Seyler moved to fail final inspection; Kim seconded to fail approval; roof pitch is only 5/15; discussed with homeowner giving him option to replace within 3-6 mo or appeal to Board
- g. 1510-1 —driveway extension
  - i. 12307 Wynnstay Lane
  - ii. Douglas & Terri Gretka
  - iii. Assigned: John Unkel; project not undertaken; canceled
- h. 1518-1 —driveway extension
  - i. 8313 Minerva Terr
  - ii. Sean & Tanya Evans
  - iii. Assigned: Rick Seyler; project not undertaken; canceled
- i. 1520-1 —accessory building

- i. 8313 Minerva Terr
  - ii. Sean & Tanya Evans
  - iii. Assigned: Rick Seyler moved; Kim seconded to approve: roof pitch has been corrected. Approved 5-0
- j. 1521-1 —stamped concrete patio
  - i. 8313 Minerva Terr
  - ii. Sean & Tanya Evans
  - Assigned: Rick Seyler moved; Kim seconded to approve. Approved 5-0
- K. 1639-1 – Direct TV Dish
  - i. 7401 Dunollie Dr
  - William Kyle
  - Assigned Rich Potter moved Scott seconded approved 5-0
- 8. New Finals Assigned:
  - a. 1513-1 —replacement deck
    - i. 11830 Dunnottar Terr
    - ii. Fil & Sandra Bondurant
    - iii. Assigned :Kim
  - b. 1514-1 —replace siding with stone facade
    - i. 12707 Ballater Pl
    - ii. Kevin Andrews
    - iii. Assigned: Scott
  - c. 1515-1 —accessory building
    - i. 7606 Oban Dr
    - ii. Mark Arnold
    - iii. Assigned: Rich
  - d. 1519-1 —pool
    - i. 7501 Maclachlan
    - ii. John & Aileen Cason
    - iii. Assigned: Cheryl
  - e. 1518-1 —driveway extension
    - i. 8313 Minerva Terr
    - ii. Sean & Tanya Evans
    - iii. Assigned: Rick Seyler – Canceled See 7.g
  - f. 1520-1 —accessory building
    - i. 8313 Minerva Terr
    - ii. Sean & Tanya Evans
    - iii. Assigned: Rick Seyler Approved See 7.i
  - g. 1521-1 —stamped concrete patio
    - i. 8313 Minerva Terr
    - ii. Sean & Tanya Evans
    - iii. Assigned: Rick Seyler Approved See 7.j
  - h. 1639 -1 – Direct TV Dish, approved See 7.k
- 9. Other New Business
  - a Guideline revisions - shed

- i. A1 Consistent with Chesterfield County building codes an accessory building (shed) is defined as a detached structure of no more than 400 square feet. This statement will be the first sentence under A-1 as a definition of a shed.
- b. Guideline revisions-- garage
  - i. A14 Consistent with Chesterfield County building codes a garage is defined as a detached structure of greater than 400 square feet. This statement will be the first sentence as a definition of a garage
  - ii. A14.3 The roof pitch shall be no less than that of the main roof portion of the house. The shingles must match the color and type of the house. Kim made a motion that was seconded by Cheryl to approve the above changes to the guidelines. The motion was approved 5-0.

10. Other Old Business:

- a. Update on Topping project 1602-- any report from Board? The board is trying to work this out with homeowner.
- b. ARC Project Reporting System—Martha has been notified of our request to not pursue. Martha is contacting the contractor to cancel the computer program for the ARC
- c. Posting of our meetings on Entry Message Boards-- was it done for this meeting? The message boards did not have our meeting information on them. Rick will contact Martha and Matt.
- d. Solar Panels guidelines-- Kim forwarded some Federal regulations. Martha reports that information on flag poles is included in the homeowner packets. No info on the solar guidelines. Rick asks that we all research the solar guidelines and come back with some suggestions.

11. Adjournment: 8:00 pm

12. Next meeting: April 19, 2018 at 6:30 p.m.