

## Highlands Architectural Review Committee (ARC) Minutes June 6, 2018

1. Attendance: (Meeting called to order: 6:32 p.m.)
  1. Attending :Kim Dembrosky, Rick Seyler, Rich Potter, Scott Birmingham, John Unkel Cheryl Rivet
  2. Absent: Bart Stewart
  3. Board Members: None
  4. Homeowners present: None
2. Review of Agenda: Approved
3. Review of Minutes for May 17, 2018: Rich moved; Rick seconded, minutes approved 5-0-1 as amended: old business: 1.4 with changed to will.
4. Membership: None
5. Old Business:
  1. 1627-1 --fence
    - 1.1. 8137 Sidlaw Hills Terr
    - 1.2. Ron & Ivy Bradley
    - 1.3. Assigned: Kim Dembrosky- on hold for additional information
  2. 1635-1 —detached garage
    - 2.1. 12712 Ballater
    - 2.2. Richard & Cindy Rood
    - 2.3. Assigned: Rich Potter; site revisited; project on hold pending further County input.
  3. 1652-1 --tree removal
    - 3.1. 8324 Kintail Dr
    - 3.2. Richard Burbank
    - 3.3. Assigned: Scott Birmingham moved; Rich seconded, approved 6-0
  4. 1658-1 — garage
    - 1.1 7424 Arabella Dr
    - 1.2 David Hay
    - 1.3 Assigned: Cheryl Rivet moved; Scott seconded, approved 6-0
  5. 1659-1 —patio & walkway
    - 2.1 8301 Aldera Ln
    - 2.2 Stewart & Niala Cameron
    - 2.3 Assigned: Scott Birmingham moved; Rich seconded, approved 6-0
  6. 1660-1 —accessory building
    - 6.1. 10712 Macandrew Ln
    - 6.2. Mitchell & Lolita McCormick
    - 6.3. Assigned: Kim Dembrosky moved; Rick seconded, approved 6-0
  7. 1661-1 —fence
    - 7.1 8018 Clancy Pl
    - 7.2 Pamela Cline & Ed Goskill
    - 7.3 Assigned: Rich Potter moved; Scott seconded, approved 6-0
  8. 1662-1 — detached garage
    - 8.1 7801 Duntrune Dr
    - 8.2 Spencer Reeves
    - 8.3 Assigned: Rick Seyler moved; Rich seconded, approved 6-0
  9. 1663-1 —weather vane
    - 9.1 8019 Clancy Pl
    - 9.2 Henry & Laurie Cobb

- 9.3 Assigned: Rich Potter on hold until weather vane is viewed on site
- 10. 1664-1 —play set
  - 10.1 11918 Europa Dr
  - 10.2 Steve Worrell
  - 10.3 Assigned: Scott Birmingham moved; Rich seconded, approved 6-0
- 11. 1665-1 —deck
  - 11.1 8401 Fedora Dr
  - 11.2 Tremayne & N'Jeri Johnson
  - 11.3 Assigned: Cheryl Rivet moved; Kim seconded, approved 6-0
- 6. New Project Business: (ARC Box checked 12:30 p.m 6/5/18)
  - 1. 1666-1 —pool
    - 1.1 12707 Ballater Pl
    - 1.2 Kevin Andrews
    - 1.3 Assigned: Kim
  - 2. 1667-1 —accessory building
    - 2.1 12512 Crathes Ln
    - 2.2 James Bumpas
    - 2.3 Assigned: Rich
  - 3. 1668-1 — fence with brush removal
    - 3.1 11001 Isadora Dr
    - 3.2 CJ & Anna Szuba
    - 3.3 Assigned: Cheryl
- 7. Finals Assigned Previously
  - 1. 1476 -1 thru 6 --1) bonus room, -2) driveway, -3) playset, -4) basketball hoop, -5) concrete stairs, -6) retaining wall, more time needed
    - 1.1 7813 Grampian Ct
    - 1.2 John & Heather Pettis
    - 1.3 Reassigned: Cheryl Rivet
  - 2. 1489-1 & 2 —1) roof over patio; -2) landscaping
    - 2.1 11231 Isadora Dr
    - 2.2 Sonja Benedict
    - 2.3 Assigned: Kim Dembrosky More time needed
  - 3. 1519-1 — pool
    - 3.1 7501 Maclachlan Dr
    - 3.2 John & Aileen Cason
    - 3.3 Assigned: Cheryl Rivet, still no final from county
  - 4. 1534-1 —accessory building
    - 4.1 12430 Wynnstay Ln
    - 4.2 Leslie & Linda Anderson
    - 4.3 Assigned: Rich Potter moved, Kim seconded, approved 6-0
  - 5. 1537-1 —detached garage
    - 5.1 8343 Sterling Cove Pl
    - 5.2 William Briscoe
    - 5.3 Assigned: Rich Potter moved, Kim seconded, approved 6-0
  - 6. 1595-1 — Deck
    - 6.1 7424 Fowlis Pl
    - 6.2 Lance Sibley
    - 6.3 Assigned: Cheryl Rivet, more time needed
  - 7. 1625-1 screened porch and deck extension
    - 7.1 11006 Isadora Dr
    - 7.2 Patrick & Angela Bainter

- 7.3 Assigned: Rick Seyler moved; Cheryl seconded, approved 6-0
- 8. 1646-1 — deck
  - 8.2 Margaret Hann
  - 8.3 Assigned: Rick Seyler moved; Kim seconded, approved 6-0
- 9. 1651-1 —driveway replacement (asphalt to concrete with gravel topping)
  - 9.1 8207 Ravenna Terr
  - 9.2 Larry & Brenda Price
  - 9.3 Assigned: Cheryl Rivet moved; Rich seconded, approved 6-0
- 8. New Finals Assigned:
  - 1. 1651-1 —driveway replacement (asphalt to concrete with gravel topping)
    - 9.1 8207 Ravenna Terr
    - 9.2 Larry & Brenda Price
    - 9.3 Assigned: Cheryl Rivet – see 1651 above
- 9. Other New Business:
  - 1. Consideration for allowance of carports in the Highlands with subsequent need to generate guidelines. Discussion consensus do not move forward with this.
  - 2. Instruction addenda to beginning of Guidelines - After discussion the committee decided to include a summary (**the ARC meets twice a month (meeting dates are on the Highlands calendar). The ARC process is typically completed in a minimum of one month (processed over two ARC meetings if everything is in order and complete). It is recommended that you submit a project early if timing is an issue, even if all the information is not available at the time of submission. Additional information can be submitted prior to the site visit. Your project will be assigned to an ARC member at the first ARC meeting following the receipt of your project application. After your project is assigned and before the next regularly scheduled ARC meeting you will be contacted to set up a site visit. Two ARC members will meet with you at the site visit. If the application is complete and all necessary information is obtained, your project should be submitted for a vote at the second ARC meeting.** on the website only as instructions were included in the guidelines. Kim moved, Rick seconded approved 6-0
  - 3. Minutes requirements The committee was advised to note the number and change in the following minutes to leave a trail of the changes. Get final corrected minutes to Kim so that she will have correct information.
- 10. Other Old Business:
  - 1. Vote on approval for Solar Collection Devices guidelines as section A34 to ARC Guidelines  
“Pursuant to state law Senate Bill 222 passed during the 2014 Virginia General Assembly,” solar collection devices are allowed with the following conditions:
    - 1.1 Physical size/capacity: Solar collection devices shall be limited in size to not exceed current net metering code limitations. Generally devices of 12 kw or less are acceptable.
    - 1.2 Placement: Any solar collection device shall not be located on the front elevation side of the house unless there is no other option to yield sufficient exposure to radiant energy or the solar collection device is an integral part of the house roof such that it provides weatherproofing to the structure below.
    - 1.3 Design of the solar collection system must be in compliance with local building codes.

1.4 All connecting hardware (wires, piping, etc) shall be concealed as much as possible. Hardware will be consistent with the home/trim color.

1.5 Storage devices connected to the solar collection devices shall not be visible from the address street and shall be visually screened from side streets and neighboring properties.

1.6 Mounting: When affixed to a building wall or roof the solar collection device shall be flush mounted generally parallel to the mounting surface (difference to not exceed 10degrees)

It was agreed to amend 1.2 to read: "on the front elevation" instead of "on the address street facing side ". Rich moved and John seconded to accept the amended solar guidelines. After discussion the motion was approved 6-0.

11. Adjournment: 7:55p.m.

12. Next Meeting: June 21 at 6:30 p.m.

Minutes respectively submitted by Cheryl Rivet