

## **Highlands Architectural Review Committee (ARC)**

### **Minutes September 20, 2018**

1. Attendance: (Meeting called to order: 6:31 p.m.)
  1. Attending: Kim Dembrosky, Rich Potter, Cheryl Rivet, Scott Birmingham
  2. Absent: Rick Seyler, John Unkel, Bart Stewart
  3. Board Members: None
  4. Homeowners present: None
2. Review of Agenda: Accepted
3. Review of Minutes for September 5, 2018: Kim moved; Rich seconded, approved 4-0
4. Membership: No issues
5. Old Business:
  1. 1688-1-2 — 1) basketball goal; -2) driveway extension
    - 1.1 7412 Maclachlan Dr
    - 1.2 Lionel & Leah Blair
    - 1.3 Assigned: Rich Potter moved; Kim seconded, approved 4-0
  2. 1689-1 — fence
    - 2.1 8118 Braidstone Terr
    - 2.2 Gregory Jones
    - 2.3 Assigned: Cheryl Rivet moved; Kim seconded, approved 4-0
  3. 1690-1 — fence
    - 3.1 8013 Clancy Pl
    - 3.2 Ray Snow
    - 3.3 re-assigned: Kim Dembrosky moved; Rich seconded to approve via e-ballot vote 6-0-1
  4. 1691-1 Playset
    - 4.1 7431 Maclachlan Dr
    - 4.2 Steve Franklin
    - 4.3 Assigned: Cheryl Rivet moved, Kim seconded, to approve with conditions: Screening is required between playset and property line. Please submit landscape plan. approved 4-0
  5. 1692-1 Tree Removal
    - 5.1 8324 Shagreen Ct
    - 5.2 Craig & Carole Chupp
    - 5.3 Assigned: John Unkel – More time needed
  6. 1693-1-2---1) replace screen door 2) replace screen/windows in screened porch
    - 6.1 1513 Crathes Lane
    - 6.2 Jim Woods
    - 6.3 Assigned: Scott Birmingham moved, Rich seconded, approved 4-0
  7. 1694-1-2---1) tree removal 2) addition
    - 7.1 8519 Brechin Ln
    - 7.2 Michael Beavers
    - 7.3 Assigned: Rich Potter moved, Kim seconded with the conditions that All county permits are obtained and new drawings are submitted. ARC

Agreed to an exception for roof pitch as the roof would interfere with the window. ARC requests the roof pitch be as steep as possible without interfering with the existing 2<sup>nd</sup> floor window. Approved 4-0

6. New Project Business: (ARC Box checked 8:45 a.m. 9/20/18)

1. 1695-1 Stamped concrete patio & walkway

1.1 8307 Aldera Ln

1.2 Daniel Simonds

1.3 Assigned: Rich

2. 1696-1 Aluminum fence

2.1 8407 Chandon Ct

2.2 Kris Clark

2.3 Assigned: Rich

7. Finals Assigned Previously

1. 1519-1 — pool

1.1 7501 Maclachlan Dr

1.2 John & Aileen Cason

1.3 Assigned: Cheryl Rivet moved; Kim seconded, approved 4-0

2. 1546-1,-2 —1) porch roof, -2) deck

2.1 8425 Rockvalley Ln

2.2 Vincent Sauderi

2.3 Assigned: Kim Dembrosky more time, final completed, however, waiting to receive final copy of building permit from homeowner

3. 1578-1-2 —1) sunroom, -2) deck

3.1 11918 Dunnottar Terr

3.2 Charley & Shirley Faniel

3.3 Assigned: Rich Potter more time needed

4. 1582-1 —detached garage

4.1 12112 Glen Kilchurn Dr

4.2 Ronald O'Shields

4.3 Assigned: Rich Potter more time needed

5. 1600-1 —screened porch with attached patio

5.1 8220 MacAndrew Ct

5.2 Eric Yau

5.3 Assigned: John Unkel more time needed

6. 1601-1 — accessory building

6.1 12600 Crathes Ln

6.2 Robert & Dawn Butterworth

6.3 Assigned: Rich Potter more time needed

7. 1606-1 — deck

7.1 11918 Europa Dr

7.2 Steve Worrell

7.3 Assigned: Rich Potter more time needed

8. 1616-1 pool, fence & built in kitchen
  - 8.1 8400 Kintail Dr
  - 8.2 Phil & Jan Gring
  - 8.3 Assigned: Kim Dembrosky moved, Rich seconded with the condition to extend the screening for the pool equipment to the lake facing side. Approved 4-0
9. 1640-1 deck extension, Patio & Firepit
  - 9.1 12407 Dunetrune Ct
  - 9.2 Ernest & Debra Lynn
  - 9.3 Assigned: Cheryl Rivet more time needed
10. 1677-1 — fence
  - 10.1 7412 Maclachlan Dr
  - 10.2 Lionel & Leah Blair
  - 10.3 Assigned: Rich Potter moved; Kim seconded, approved 4-0

8. New Finals Assigned: None

9. Other New Business:

1. None

10. Other Old Business:

1. Appendix C and mailbox post standard paint: Update from Kim on paint color matching. There are three colors that match the mail box paint found at Lowes, Home Depot and Pleasants. Kim will bring the paint numbers next week to be added to the guidelines.

2. County Code. Include on the application- it is the homeowner's responsibility to comply with chesterfield county codes for all projects.

MOTION: Kim moved to add at the beginning of #4 "Applicants must abide by all Chesterfield County codes and regulations", Rich seconded the motion, approved 4-0

3. Changes to Regulation A25 were submitted to the Board to be placed on agenda for their next meeting.

4. Suggested Amendments to the Charter establishing ARC were discussed. Members will further study and discussion will continue at the next meeting.

1-B govern changed to in governing

2-B Addition of statement "If there are no applicants within thirty days for the position that rotated off, the term limits do not apply.

2-C the without should be omitted.

3-A the seven day notice should not apply to emergency situations

These suggestions will be discussed and approved at the next meeting.

5. Martha advises there is no progress on the Topping violation.

6. There was additional discussion of changing ARC minute format

11. Adjournment: 7:27 pm.

12. Next Meeting: October 3, 2018 at 6:30 p.m.

Respectfully submitted,  
Cheryl Rivet

