

Highlands Architectural Review Committee (ARC) Minutes November 8, 2018

Attendance: (Meeting called to order @ 6:33 p.m.)

1. Attending: Scott Birmingham, Rick Seyler, Kim Dembrosky, John Unkel (6:44)
 2. Absent: Cheryl Rivet, Rich Potter
 3. Board Members: none
 4. Homeowners present: none
2. Review of Agenda:
3. Review of Minutes for October 18, 2018: Rick motioned to accept as amended, seconded by Scott. Corrections: Review of minutes should reflect the incorrect spelling of Beverly, 10(2)(ii) strike- for at least 30 days. Adjournment should reflect 3-0 vote. So Voted 3-0
4. Membership: No volunteers for open position as of yet. Request for volunteers is posted on the Highlands website
5. Old Business:
1. 1692-1 —Tree Removal
 - * 8324 Shagreen Ct
 - * Craig & Carole Chupp
 - * Assigned: John Unkel-more time granted
 2. 1696-1 —Aluminum fence
 - * 8407 Chandon Ct
 - * Kris Clark
 - * Assigned: Rich Potter; —approved via e ballot of 10/27/18; 6-0
 3. 1700-1 —Tree removal
 - * 12412 Wynnstay Ln
 - * Sidney and Beverly Cook
 - * Assigned: Scott Birmingham motioned to approve with condition- plat plan required with location of trees to be removed indicated on the plat, Rick Seyler seconded. So Voted 4-0
 4. 1702-1 —Accessory building
 - * 8431 Fedora Dr
 - * Danielle Frazier
 - * Assigned: Kim Dembrosky-project cancelled by homeowner
 5. 1703-1-2 —1) fence, -2) HVAC Screening
 - * 12106 Whitley Manor Dr
 - * Susan & Paul Repak
 - * Assigned: Cheryl Rivet. Rick Seyler moved, Kim Dembrosky seconded. So voted 4-0
 6. 1704-1 —Color change to entry doors
 - * 8401 MacAndrew Terr
 - * Brittany & Simeon Harris
 - * Assigned: Scott Birmingham moved, Kim Dembrosky seconded. So voted 4-0
6. New Project Business: (ARC Box checked 1:00 p.m. 11/8/18)
1. 1705-1 —Generator

- * 7513 Maclachlan Dr
- * Christopher Carter
- * Assigned: Kim Dembrosky
- 2. 1706-1 —Fence/screening
 - * 8307 Shagreen Ct
 - * H. Lynn Herman
 - * Assigned: Scott Birmingham
- 3. 1707-1 —Landscape/hardscape around pool
 - * 11212 Sterling Cove Dr
 - * Rodney Holmes
 - * Assigned: Rick Seyler
- 4. 1708-1 —Paver patio & walkway
 - * 8324 Calypso Ln
 - * Sun Tai & Kyong Balk
 - *Assigned: John Unkel
- 5. 1709-1 Tree removal
 - *8218 Ravenna Ter
 - *Cheryl Rivet
 - *Assigned: Kim Dembrosky
- 7. Finals Assigned Previously
 1. 1546-1,-2 —1) porch roof, -2) deck
 - * 8425 Rockvalley Ln
 - * Vincent Sauderi
 - * Assigned: Kim Dembrosky-more time granted. Awaiting receipt of final county permit from the homeowner
 2. 1578-1-2 —1) sunroom, -2) deck
 - * 11918 Dunnottar Terr
 - * Charley & Shirley Faniel
 - * Assigned: Rich Potter-more time granted
 3. 1582-1 —Detached garage
 - * 12112 Glen Kilchurn Dr
 - * Ronald O'Shields
 - * Assigned: Rich Potter-more time granted
 4. 1600-1 —Screened porch with attached patio
 - * 8220 MacAndrew Ct
 - * Eric Yau
 - * Assigned: John Unkel-more time granted
 5. 1606-1 —Deck
 - * 11918 Europa Dr
 - * Steve Worrell
 - * Assigned: Rich Potter-more time granted
 6. 1612-1 Fence
 - * 12130 Glen Kilchurn Dr
 - * Mary Ann Rudman
 - * Assigned: Rick Seyler moved; John Unkel seconded to approve. So Voted 4-0

6. 1616-1 —Pool
 - * 8400 Kintail Dr
 - * Phillip & Jan Gring
 - * Assigned: Kim Dembrosky moved, Rick seconded to remove exception from final approval related to additional screening of pool filter/pump. So Voted 4-0
7. 1667-1 —Shed
 - * 12512 Crathes Ln
 - * James Bumpas
 - * Assigned: Rich Potter-more time granted
8. New Finals Assigned:
 1. 1610-1 —Driveway extension
 - * 11451 Glendevon Rd
 - * Michael Logan
 - *Assigned: Scott Birmingham
 2. 1611-1 —Patio
 - * 11730 Burray Rd
 - * John Unkel
 - * Assigned: Cheryl Rivet
 3. 1612-1 —Fence
 - * 12130 Glen Kilchurn Dr
 - * Mary Ann Rudman
 - * Assigned: Rick Seyler-see 7(6) above
 4. 1613-1 —Fence
 - * 7814 Fowlis Pl
 - * Barron & Linette Camp
 - * Assigned: Cheryl Rivet
 5. 1617-1,-2 —1)Fence and -2)color change to entry doors
 - * 11831 Dunnottar Ter
 - * Willie Crew
 - * Assigned: Kim Dembrosky
 6. 1619-1 —Concrete patio and walkway
 - * 8300 Minerva Ter
 - * Avery Miller
 - * Assigned: Rick Seyler
9. Other New Business:
 1. Meeting dates for January 2019 proposed as Wednesday, January 9 and Thursday, January 24. (First Wednesday is January 2!)
10. Other Old Business:
 1. Appendix C and mailbox post standard paint: color code submission-Kim

Mailbox Paint Specifications:

Requirement: Exterior Satin Latex

LIST OF APPROVED BRANDS AND COLORS BELOW:

Do It Best (@Pleasants)-request Highlands Mailbox color.

Glidden (@Home Depot) #16982-Historic Tan Color

Behr Premium Plus (@Home Depot) custom mix to SW6142 Macadamia
Sherman Williams (@SW store) #SW6142-Macadamia
Sherman Williams (@Lowe's) SW6142-Macadamia

SW6142 Macadamia purchased from a Sherwin Williams store will not be exactly the same as SW6142 Macadamia purchased at a Lowes store because they use different pigments. Samples of Behr and Sherwin Williams (SW store) obtained and appear very similar but somewhat less yellow than the DO IT Best paint from Pleasants Hardware and the Gladden Historic tan in between.

MOTION made by Rick Seyler, seconded by Kim Dembrosky to submit to the Board of Directors the change to Appendix C reflecting the new paint specifications. So Voted 4-0

2. Review additional Amendments to the Charter establishing ARC-
Administrative resolution #6-

i.B. insert *to* between Directors & govern.

ii. B At the end of the paragraph insert: *Should a member/position become remain vacant for at least 30 days with no applicants, the clause requiring a two consecutive term member ineligible for reappointment does not apply. Instead the departing member may continue to serve ~~for a maximum of 12 months or~~ until a replacement is appointed up to a maximum of 12 additional months.*

ii. C. Delete *or without*

ii. D Add *at the First meeting in January* to the second sentence after elected annually by members of ARC.

III. After seven (7) days add, *barring an emergency,*

****Add definition of quorum. If committee membership consists of 3 or 4 members a quorum will consist of 2 members. If the committee membership consists of 5-7 members a quorum will consist of 3 members.**

****Renumber for consistent roman numerals****

MOTION made by Kim Dembrosky, seconded by Scott Birmingham to submit the proposed changes to Administrative resolution #6 to the BOD. So Voted 4-0

5. Posting status of additional paragraph to the ARC website page:

Following completion of the project, it is the homeowner's responsibility to contact ARC to arrange for final ~~inspection~~ ARC Review. ARC also requires a copy of all final county permit inspection approvals at time of final ~~inspection~~ ARC review. (10/18/18 to Martha but not updated on website as of our 11/8 meeting)

MOTION made by Rick Seyler, seconded by Kim Dembrosky to amend the previously voted and submitted website paragraph by substituting the term "ARC review" for "inspection" to cut down on homeowner confusion. So Voted 4-0 New language will be submitted to ACS West with a reminder to please place it on the website.

11. Adjournment: 7:37 p.m. Motion by Rick, Seconded Kim Dembrosky. So Voted 4-0
12. Next Meeting: November 29, 2018 at 6:30 p.m.

Respectfully submitted,
Kim Dembrosky