

## **Highlands Architectural Review Committee (ARC) Minutes November 29, 2018**

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

1. Attending: Rich Potter, Cheryl Rivet, Kim Dembrosky, Scott Birmingham
2. Absent: Rick Seyler, John Unkel
3. Board Members: None
4. Homeowners present: None
2. Review of Agenda: No Issues
3. Review of Minutes for November 8, 2018: Scott Birmingham motioned to accept, Rich Potter seconded, approved 4-0
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-Cheryl moved Rich seconded, approved 4-0
  2. 1705-1 —Generator
    - \* 7513 Maclachlan Dr
    - \* Christopher Carter
    - \* Assigned: Kim Dembrosky moved, Rich Potter seconded, approved 4-0
  3. 1706-1 Fence/screening
    - \*8307 Shagreen Ct
    - \*H. Lynn Herman
    - \*Assigned: Scott Birmingham moved, Cheryl seconded, approved 4-0 wthe conditions the fence must be encased and have screening. Due to slope, height conditions waived.
  4. 1707-1 —Landscape/hardscape around pool
    - \* 11212 Sterling Cove Dr
    - \* Rodney Holmes
    - \* Assigned: Rick Seyler-more time requested
  5. 1708-1 —Paver patio & walkway
    - \* 8324 Calypso Ln
    - \* Sun Tai & Kyong Balk
    - \*Assigned: John Unkel moved, Cheryl seconded, approved 4-0
  6. 1709-1 Tree removal
    - \*8218 Ravenna Ter
    - \*Cheryl Rivet
    - \*Assigned: Kim Dembrosky. Approved E-ballot 11/10/18
  7. 1710-1 tree removal
    - \*7507 Maclachlan Dr
    - \*Richard & Connie Mc Anulty
    - \*Assigned: Rick Seyler, Kim moved, Rich seconded, approved 4-0
6. New Project Business: (ARC Box checked 11/29/18 @ 10:30 a.m.)
  1. 1710-1 tree removal

- \*7507 Maclachlan Dr
  - \*Richard & Connie Mc Anulty
  - \*Assigned: Rick Seyler-see 5(7) above
  - 2. 1711-1 fence
    - \*11806 Fedora Pl
    - \*Jason Pentecost
    - \*Assigned: Rich Potter
  - 3. 1712-1 fence
    - \*11001 Aldera Pl
    - \*Edwin & Kim Rosado
    - \*Assigned: Rich Potter
  - 4. 1713-1 Patio, firepit and sitting wall
    - \*11821 Glendevon Terr
    - \* Paul Hendricks
    - \*Assigned: Cheryl Rivet
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 needed
  3. 1582-1 —Detached garage
    - \* 12112 Glen Kilchurn Dr
    - \* Ronald O'Shields
    - \* Assigned: Rich Potter more time needed
  4. 1600-1 —Screened porch with attached patio
    - \* 8220 MacAndrew Ct
    - \* Eric Yau
    - \* Assigned: John Unkel Homeowner has not responded over time regarding project. Kim moved and Rich seconded to have ACS West send letter to homeowner for a response, approved 4-0
  5. 1606-1 —Deck
    - \* 11918 Europa Dr
    - \* Steve Worrell
    - \* Assigned: Rich Potter more time needed
  6. 1610-1 —Driveway extension
    - \* 11451 Glendevon Rd
    - \* Michael Logan
    - \*Assigned: Scott Birmingham moved, Cheryl seconded, approved 4-0 with condition that the plantings comply with the application.
  7. 1611-1 —Patio

- \* 11730 Burray Rd
- \* John Unkel
- \* Assigned: Cheryl Rivet ,more time needed
- 8. 1613-1 —Fence
  - \* 7814 Fowlis Pl
  - \* Barron & Linette Camp
  - \* Assigned: Cheryl Rivet more time needed
- 9. 1617-1,-2 —1)Fence and -2)color change to entry doors
  - \* 11831 Dunnottar Ter
  - \* Willie Crew
  - \* Assigned: Kim Dembrosky moved, Cheryl seconded, approved 4-0
- 10. 1619-1 —Concrete patio and walkway
  - \* 8300 Minerva Ter
  - \* Avery Miller
  - \* Assigned: Kim moved, Rich seconded, approved 4-0
- 11. 1667-1 —Shed
  - \* 12512 Crathes Ln
  - \* James Bumpas
  - \* Assigned: Rich Potter more time needed
- 12. 1709-1 Tree removal
  - \* 8218 Ravenna Ter
  - \* Cheryl Rivet
  - \* Assigned: Rick Seyler moved

8. New Finals Assigned:

1. 1684-1 tree removal
  - \* 11206 Regalia Dr
  - \* Mark Giffard
  - \* Assigned: Rick Seyler
2. 1695-1 patio & walkway
  - \*8307 Aldera Ln
  - \*Daniel Simonds
  - \*Assigned: Rich Potter, Rick Seyler has file
3. 1697-1 flag pole
  - \* 8307 Aldera Ln
  - \* Daniel Simonds
  - \* Assigned Rich Potter, Rick Seyler has file
4. 1709-1 Tree Removal
  - \*8218 Ravenna Ter
  - \*Cheryl Rivet
  - \*Assigned: Rick Seyler-see 7(12) above. Kim moved, Rich seconded approved 3-0-1.

9. Other New Business:

Cheryl Rivet and Kim Dembrosky are both up for reappointment early next year. In addition, Rick Seyler's appointment is expiring after serving two consecutive

terms on ARC. Please notify the board or Martha at ACS West of your intentions. The appointments will need to be made at the BOD January meeting.

10. Other Old Business:

1. Appendix C and mailbox post standard paint submitted to the BOD and ACS West on 11/20/18.

2. Review additional Amendments to the Charter establishing ARC- Administrative resolution #6- An editable copy of the resolution was recently received and changes will be submitted to BOD shortly for a vote at their January meeting. Changes were discussed with the board at their last BOD meeting so they are aware of the pending changes.

3. Revised ARC description for the ARC website page. The BOD voted to approve at their Nov 14, 2018 BOD meeting-the additional changes (voted at ARC meeting 11/8/18) were discussed during the BOD meeting by ARC member Kim Dembrosky.

4. The BOD approved the changes to Regulation A25 as submitted by the ARC at their November 14, 2018 meeting

5. The Highlands Association Board requested information on the ARC for the Highlands magazine. Rich moved, Scott seconded a motion to submit information on what the ARC does and the ARC contacts. Approved 4-0

11. Adjournment: 7:14 p.m.

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

Submitted 11-30-2018

Cheryl Rivet