

## Highlands Architectural Review Committee (ARC) Minutes December 12, 2018

Attendance: (Meeting called to order @ 6:39 p.m.)

1. Attending: Rick Seyler, Cheryl Rivet, Rich Potter, Scott Birmingham
2. Absent: John Unkel, Kim Dembrosky
3. Board Members: None
4. Homeowners present: None

2. Review of Agenda: Accepted

3. Review of Minutes for November 29, 2018: Rich moved and Scott seconded to approve the minutes of 11-29-2018 with the changes of: agenda to minutes and the addition of the submitting party. Approved 3-0-1

4. Membership: Henry Guthrie has been contacted as a follow-up to an inquiry to Martha. No response from him. I invited him to attend tonight if interested. Mark Giffort has expressed interest in the committee.

5. Old Business:

1. 1707-1 —Landscape/hardscape around pool
  - \*11212 Sterling Cove Dr
  - \*Rodney Holmes
  - \*Assigned: Rick Seyler-moved; Rich seconded, approved 4-0
2. 1711-1 fence
  - \*11806 Fedora Pl
  - \*Jason Pentecost
  - \*Assigned: Rich Potter moved; Cheryl seconded approved 4-0
3. 1712-1 fence
  - \*11001 Aldera Pl
  - \*Edwin & Kim Rosado
  - \*Assigned: Rich Potter more time needed
4. 1713-1 Patio, firepit and sitting wall
  - \*11821 Glendevon Terr
  - \*Paul Hendricks
  - \*Assigned: Cheryl rivet moved; Rick seconded approved 4-0

6. New Project Business: (ARC Box checked 12/11/18 @ 1:30 p.m.)

1. 1714-1 tree removal
  - \*8520 Glendevon Dr
  - \*Ryan Hughes
  - \*Assigned: Rich
2. 1715-1-2 -1) pool; -2) landscaping and hardscape around pool
  - \*12824 Crathes Ln
  - \*Mark Camporini
  - \*Assigned: Cheryl
3. 1716-1 detached garage
  - \*12601 Grampian Ln
  - \*John Lash
  - \*Assigned: Kim
4. 1717-1 solar collection system

\*12600 Erinton Ct  
\*Minesh Gajjar  
\*Assigned: Rich

#### 7. Finals Assigned Previously

1. 1546-1,-2 —1) porch roof, -2) deck
  - \* 8425 Rockvalley Ln
  - \* Vincent Sauderi
  - \* Assigned: Kim Dembrosky – more time needed
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 no response from homeowner; Kim alerted Martha
5. 1606-1 —Deck
  - \* 11918 Europa Dr
  - \* Steve Worrell
  - \* Assigned: Rich Potter moved, Rick seconded, approved 4-0
6. 1610-1 —Driveway extension
  - \* 11451 Glendevon Rd
  - \* Michael Logan
  - \*Assigned: Scott Birmingham approved 11/29/18 pending count of plantings to match plan; 7 shrubs observed vs 9 in plan. Scott advised plantings are the proper type and size. Cheryl moved, Scott seconded, approved 4-0
7. 1611-1 —Patio
  - \* 11730 Burray Rd
  - \* John Unkel
  - \* Assigned: Cheryl Rivet moved, Scott seconded, approved 4-0
8. 1613-1 —Fence
  - \* 7814 Fowlis Pl
  - \* Barron & Linette Camp
  - \* Assigned: Cheryl Rivet moved, Scott seconded, approved 4-0
9. 1647-1 fence
  - \*12600 Crathes Ln
  - \*Robert & Dawn Butterworth
  - \*Assigned: Rick Seyler; homeowner requested to cancel - cancelled
10. 1667-1 —Shed
  - \* 12512 Crathes Ln

- \* James Bumpas
- \* Assigned: Rich Potter moved, Cheryl seconded, approved 4-0
- 11. 1684-1 tree removal
  - \* 11206 Regalia Dr
  - \* Mark Giffard
  - \* Assigned: Rick Seyler moved; Rich seconded approved 4-0
- 12. 1695-1 patio & walkway
  - \*8307 Aldera Ln
  - \*Daniel Simonds
  - \*Assigned: Rich Potter more time needed
- 13. 1697-1 flag pole
  - \* 8307 Aldera Ln
  - \* Daniel Simonds
  - \* Assigned Rich Potter more time needed
- 8. New Finals Assigned:
  1. 1620-1 fence
    - \* 12231 Hadden Hall Dr
    - \* Don Childers
    - \* Assigned: Scott Birmingham
  2. 1621-1 deck
    - \*8319 Fedora Dr
    - \*Dale & Kathy Hood
    - \*Assigned: Rich Potter
  3. 1626-1 sun room
    - \* 12400 Wynnstay Ln
    - \* Vincent Giglio
    - \* Assigned: Cheryl Rivet, needs building permit & final inspection
  4. 1628-1 detached garage
    - \*12513 Grampian Ln
    - \*Brian Jones
    - \*Assigned: Rick Seyler
  5. 1629-1-2 -1)pool; -2) pool house
    - \*8119 Burray Ct
    - \*Steve & Jennifer Palmer
    - \*Assigned: Scott Birmingham
  6. 1647-1 fence
    - \*12600 Crathes Ln
    - \*Robert & Dawn Butterworth
    - \*Assigned: Rick Seyler; see 7(9) above, project cancelled
  7. 1648-1-2 -1)driveway extension; -2)patio
    - \*12600 Crathes Ln
    - \*Robert & Dawn Butterworth
    - \*Assigned: Rich
- 9. Other New Business:

1. 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. Election of ARC Chair and vice chair at January 9 meeting.
  2. Appendix C and mailbox post standard for address numbers. Rick to submit a draft for the post box numbers
  3. Revised Final Review Form – It was suggested to change the ARC Final Inspection Form to ARC Final Site Review Report so it will not be confused with the County final inspections form. Under recommendation the current 3 lines would be changed to 2 lines, Not Approved and Approved as Installed. Exceptions and Explanations would now be Explanation for Not Approved. Added would be a section for Additions or Deletions noted from Original Approved Project. The discussion concluded the new format would be more descriptive. Rich moved and Cheryl seconded the motion to update to the new form. Approved 4-0
10. Other Old Business:
1. Review additional Amendments to the Charter establishing ARC-Administrative resolution #6- An editable copy of the resolution was recently received and changes are not yet submitted to BOD 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.
11. Adjournment: 7:38 p.m.
12. Next Meeting: January 9, 2019 at 6:30 p.m.

Respectively Submitted by:

Cheryl Rivet