

## Highlands Architectural Review Committee (ARC) Minutes January 24, 2019

Attendance: (Meeting called to order @ 631 p.m.)

1. Attending: Kim Dembrosky, Rick Seyler, Rich Potter, Scott Birmingham, Cheryl Rivet, John Unkel
  2. Absent: None
  3. Board Members: None
  4. Homeowners present: Mark Camporini
2. Review of Agenda: Approved 6-0
3. Review of Minutes for January 9, 2019: John moved and Rich seconded to approve the minutes with the corrections of 5.3, property line on the left. 5.5 project waiting on more contractors information. 7.6 final county *inspection* approval. 9.2 Satin/for satil
4. Membership, Kim reported the board has approved resolution #6 regarding committee membership. Kim and Cheryl were reappointed by the board.
- a. Board decision on ARC resolution #6-passed BOD meeting 1/23/19
  - b. Reappointment of Kim Dembrosky & Cheryl Rivet-reappointed to ARC at the BOD meeting 1/23/19
5. Old Business: Kim moved, Cheryl seconded a motion to hear Mr. Camporini's request out of order. Approved 6-0
1. 1685-2 deck & handicap ramp
    - \* 11106 Isadora Dr
    - \* Paul & Jenny Hyland
    - \* Assigned: Rick Seyler moved, Kim seconded. Approved 6-0
  2. 1715-1-2 -1) pool; -2) landscaping and hardscape around pool
    - \* 12824 Crathes Ln
    - \* Mark Camporini

The variance of 6' fence was not approved. Rich moved John seconded a motion to approve a 54" fence that will meet the ARC guidelines with materials and minimum spacing of 15%. Approved 5-1 (Dembrosky). The pool variance will need more time for investigation on the fencing guidelines. The ARC members recalled approving a regulation requiring 4' fencing around all four sides of the pool.

    - \* Assigned: Cheryl Rivet more time needed to research
  3. 1716-1 detached garage
    - \* 12601 Grampian Ln
    - \* John Lash
    - \* Assigned: Kim Dembrosky moved; Rick seconded, to accept the project of a front facing garage. Approved 6-0
  4. 1718-1 tree removal
    - \* 12201 Whitley Manor Dr
    - \* Dennis Lacheney
    - \* Assigned: Cheryl Rivet moved; Rich seconded, Approved 6-0
  5. 1719-1 replace from door in same color
    - \* 8505 Glendevon Circle
    - \* Wazir Nobbie

- \*Assigned: Scott Birmingham moved; Rich seconded, approved 6-0
  - \*11825 Dunnottar Ter
  - \*Kim Dembrosky
  - \*Assigned: Rich Potter. Project cancelled by homeowner
7. 1721-1 fence
    - \*8722 Braystone Dr
    - \*Villa Gonzalez
    - \* Assigned Kim Dembrosky moved; Rick seconded, Approved 6-0
6. New Project Business: (ARC Box checked 1/24/19 @ 9 a.m.)
    1. 1721-1 fence
      - \*8722 Braystone Dr
      - \*Villa Gonzalez
      - \*Assigned: Kim Dembrosky-see 5(7) above
    2. 1722-1&2 inground pool & fence
      - \* 8312 Fedora Dr
      - \* Juan Gachet
      - \*Assigned: Rich Potter
    3. 1723-1 stamped concrete patio
      - \*11101 Kalliope Dr
      - \*Conner Leftwich
      - \*Assigned: Rick Seyler
  7. Finals Assigned Previously
    1. 1582-1 —Detached garage
      - \* 12112 Glen Kilchurn Dr
      - \* Ronald O'Shields
      - \* Assigned: Rich Potter more time needed
    2. 1600-1 —Screened porch with attached patio
      - \* 8220 MacAndrew Ct
      - \* Eric Yau
      - \* Assigned: John Unkel no response from homeowner; ACS West notified, ACS West has sent homeowner a letter, more time needed
    3. 1621-1 deck
      - \*8319 Fedora Dr
      - \*Dale & Kathy Hood
      - \*Assigned: Rich Potter moved; Cheryl seconded, Approved 6-0
    4. 1626-1 sun room
      - \* 12400 Wynnstay Ln
      - \* Vincent Giglio
      - \* Assigned: Cheryl Rivet completed as planned, waiting on final county inspection approval.
    5. 1628-1 detached garage
      - \*12513 Grampian Ln
      - \*Brian Jones
      - \*Assigned: Rick Seyler moved; Kim seconded, Approved 6-0

6. 1674-1 screened porch
  - \* 11101 Kalliope Dr
  - \* Conner Leftwich
  - \* Assigned: Rick Seyler moved, Cheryl seconded, Approved 6-0
7. 1688-1-2 -1) basketball goal; -2) driveway extension
  - \* 7412 Maclachlan Dr
  - \* Lionel & Leah Blair
  - \* Assigned: Rich Potter moved, Kim seconded, Approved 6-0
8. 1695-1 patio & walkway
  - \* 8307 Aldera Ln
  - \* Daniel Simonds
  - \* Assigned: Rich Potter moved; Scott seconded, Approved 6-0
9. 1703-1-2 -1) fence; -2) HVAC screen
  - \* 12106 Whitley Manor Dr
  - \* Susan & Paul Repak
  - \* Assigned: Scott Birmingham moved, Cheryl seconded. Approved 6-0
10. 1704-1 color change to doors
  - \* 8401 MacAndrew Terr
  - \* Brittany & Simeon Harris
  - \* Assigned: Cheryl Rivet, more time needed
11. 1711-1 fence
  - \* 11806 Fedora Place
  - \* Jason Pentecost
  - \* Assigned: Rich Potter moved, Scott seconded. Approved 6-0

8. New Finals Assigned:

1. 1681-1 Accessory Building
  - \* 8319 Fedora Dr
  - \* Dale & Kathy Hood/Louise & Malcolm McKay
  - \* Assigned: Rich Potter

9. Other New Business:

1. Driveway paving project by Kenneth Payton scheduled 1/8/19. Contacted Martha 1/7/19. No ARC project submitted. Recommended submitting an ARC project request which will receive a 'final' review by 2 ARC members. Any issues identified at that time will result in forwarding to the Board for punitive resolution.
2. Appendix C and mailbox post standard for address numbers. (update Rich), Lowes and Home Depot do not carry 3" numbers. Rick advised the spacing between numbers is 2"-2 1/2" not 4" as previously reported.
3. ARC printer Kim is able to print out needed documents for the committee
4. ARC requirements for homeowner request for extensions. It remains as stands at this time.
5. Aldera front facing garage on new construction-informational purposes, contractor controlled.

6. Revision of Regulation 14.4 to remove "no double Dutch lap is allowed" clause. In March 2017 the BOD revised regulation A9.3 which resulted in removing the "no double Dutch lap is allowed" clause because we have an entire neighborhood within the Highlands that has double Dutch lap. It was an oversight that this clause is used under another regulation (14.4) and was not modified at the same time as A9.3. (On the BOD agenda 1/23/19). No additional ARC vote is necessary to remove the language from Regulation 14.4-BOD approved at their 1/23/19 meeting Kim motioned and Rick seconded to remove it. Approved 6-0
7. ARC and ACS West notifications/letters of "approval to proceed" and compliance. Cheryl motioned and John seconded to approve the letter to proceed that was submitted by Kim. See attached.

10. Old Business:

1. Amendments to the Charter establishing ARC-Administrative resolution #6- An editable copy of the resolution was submitted 12/19/18 by Kim to Martha for a BOD vote at their January meeting.-passed BOD meeting 1/23/19
2. Topping project: incomplete application (plat).-with BOD
3. ARC items before the BOD
  - a. Topping project – Matt to get the copy of the plat
  - b. final for 8220 McAndrew court-homeowner not responding-no response to ACS West first letter
  - c. Reappointment of Kim Dembrosky & Cheryl Rivet-passed BOD 1/23/19
  - d. Proposed changes to Administrative Resolution #6-passed BOD 1/23/19

11. Adjournment: Rick moved and Scott seconded the motion to adjourn the meeting at 8:31 p.m... Approved 6-0

12. Next Meeting: February 6, 2019 at 6:30 p.m.

Respectively Submitted  
Cheryl Rivet