

**Highlands Architectural Review Committee (ARC)**  
**Minutes January 30, 2019**

Attendance: Meeting called to order @ 6:30 p.m.

Attending: Kim Dembrosky, John Unkel, Rich Potter, Rick Seyler, Cheryl Rivet and Scott Birmingham

1. Absent: None
2. Board Members: None
3. Homeowners present: None

2. Review of Agenda: Cheryl moved and Rich seconded to approved, approved 5-0

3. Chairman remarks: Kim advised the committee needs to adhere to Robert's Rules when meeting. She suggested if there are questions for the meeting we look up information prior to the meeting and come prepared. If there are unanswered questions, please contact the chairman prior to the meeting for guidance. We should consider if we want to deny an applications if it comes to the committee incomplete. Kim asked us to record any contact information such as dates and contacts or anything that is out of the ordinary on the inside of the folder.

4. Executive Session Was not necessary

5. Old Business

1. 1715-1 Pool project
  - \*12824 Crathes Ln
  - \*Mark Camporini
  - \*Assigned: Cheryl Rivet

Kim moved the following motion to the floor

Motion for "approval to proceed", seconded by Scott, project #1715-1&2 at 12824 Crathes Lane with the following conditions

1. A variance is granted for a Max fence height is 54". Fence must consist of a minimum of 15% open area. **Fence design and style must be submitted to the Highlands ARC for approval prior to construction.**
2. A variance is granted allowing for the fence to be located forward of the rear plain of the house by approximately 10 ft.
3. All swimming pools shall be enclosed with a safety fence meeting the code requirements for pool fences established by Chesterfield County. **Location must be submitted to the Highlands ARC for approval prior to construction.** (A26.3 ARC 4/20/17)
4. A waiver is granted to allow for the location of the swimming pool on the side of the house.
5. Submission of all Chesterfield building permits to ARC when issued

During discussion on the motion following amendments were submitted:

1. No amendment proposed
2. No amendment proposed
3. This swimming pool shall be enclosed with a safety fence per ARC regulation A26.3(formally A26.5 4/20/2017). The fence must meet the code requirements for pool fences established by Chesterfield County.
4. Changed to A waiver for the location of the swimming pool is granted pending confirmation the drain field precludes it from being located behind the house.
5. No amendment proposed

Rick moved to approve the amendments. Scott seconded the motion. The motion was approved 5-1. (Potter)

The amended motion was moved by Kim, seconded by Scott for "approval to proceed" with project #1715-1&2 at 12824 Crathes Lane with the following conditions

1. A variance is granted for a Max fence height is 54". Fence must consist of a minimum of 15% open area. **Fence design and style must be submitted to the Highlands ARC for approval prior to construction.**
2. A variance is granted allowing for the fence to be located forward of the rear plain of the house by approximately 10 ft.
3. This swimming pool shall be enclosed with a safety fence per ARC regulation A26.3 (formally A26.5-ARC 4/20/2017). The fence must meet the code requirements for pool fences established by Chesterfield County. **Location must be submitted to the Highlands ARC for approval prior to construction.**
4. A waiver for the location of the swimming pool is granted **pending confirmation the drain field precludes it from being located behind the house.**
5. Submission of all Chesterfield building permits to ARC when issued

Amended motion to grant "approve to proceed with conditions" passed 4-2 (Rivet, Potter)

5. Adjournment: 7:58 pm Rich moved and John seconded the motion to adjourn
6. Next meeting Feb 6, 2019 at 6:30 p.m.