

**Highlands Architectural Review Committee (ARC)
Minutes October 2, 2019**

Attendance: (Meeting called to order @ 6:35 p.m.)

1. Attending: John Unkel, Rich Potter, Kim Dembrosky
 2. Absent: Cheryl Rivet, Jason Dickerson, Hans Pfitzer, Rick Seyler
 3. Board Members: none
 4. Homeowners present: Brian Rouse, Mr & Mrs. Fordham
2. Review of Agenda: Rich Potter motioned to approve as submitted, seconded John Unkel. Voted 3-0
3. Review of Minutes for September 19, 2019 Kim Dembrosky motioned to approve, seconded by John Unkel. Voted 3-0
4. Membership: Jason Dickerson & Hans Pfitzer have been appointed to ARC by the BOD.
5. Old Business:

Kim Dembrosky motioned to take old business 5(8) project number 1799-1 & New business 6(1) project #1801-1 out of order due to homeowners present at the meeting. Seconded by Rich Potter.

1. 1787-1 swimming pool
 - *11013 Aldera Pl
 - *Fran & Michael Lampro
 - *Assigned: Kim Dembrosky-application date 8/11/19-homeowner wishes to withdraw the project. They will resubmit at a later date after further investigating options.
2. 1791-1 shed
 - *11813 Fedora Pl
 - *Thomas Bonacquisti
 - *Assigned: Rich Potter motioned to approve with conditions, Kim Seconded. Condition-homeowner to submit measurements from shed to property lines before commencing construction. Voted 3-0
3. 1792-1 24X32 garage
 - *13324 Edmonton Dr
 - *Kelley Crawford
 - *Assigned: Rich Potter-cancelled. Was an inquiry from a potential buyer not a real projected.
4. 1793-1 10x16 shed
 - *11113 Lyndenwood Dr
 - *William Parker
 - *Assigned: Cheryl Rivet. Motion made by Kim Dembrosky, Seconded by Rich Potter to approve with allowing for an optional 4' shift in shed location as discussed during the site visit. Voted 3-0
5. 1794-1 fence
 - *11412 Braidstone Ln
 - *James & Julie Profita
 - *Assigned: Kim Dembrosky moved to approve, seconded by Rich Potter. Voted 3-0

6. 1795-1 paver walkway
 - *8306 Sterling Cove Pl
 - *Lawrence Dobie
 - *Assigned: John Unkel. Reassigned to Kim Dembrosky moved to approve, Rich Potter seconded. Voted 3-0
7. 1796-1 swimming pool
 - *7437 Maclachlan Dr
 - *Israel Gonzalez
 - *Assigned: Kim Dembrosky moved to approve, seconded by Rich Potter. Voted 3-0
8. 1799-1 shed
 - *11009 Aldera Ct
 - *David Fordham
 - *Assigned: John Unkel. Reassigned Kim Dembrosky moved, Rich Potter seconded. Voted 3-0
9. 1800-1 fence
 - *8530 Glendevon Dr
 - *Justin & Sarah Vanlandingham (buyer) & Lea Michelle Pugh-Lake(seller) Joint application
 - *Assigned: Cheryl Rivet. Kim Dembrosky moved, Rich Potter seconded to approve with conditions. Condition-Construction may not begin until after property purchase/closing. Voted 3-0
6. New Project Business: (ARC Box checked 10/2/19 @ 6:35 a.m.)
 1. 1801-1 fence
 - *7524 Dunollie Dr
 - *Brian & Allison Rouse
 - *Assigned: John Unkel
 2. 1802-1 garage
 - *10700 Sterling Cove Dr
 - *Kaitlyn Kolster & Ariel Mejia
 - *Assigned: Rich Potter
7. Finals Assigned Previously:
 1. 1650-1 paver patio
 - *8600 Braystone Dr
 - *Rick & Lori Alderson
 - *Assigned: Rick Seyler Kim Dembrosky moved, seconded by John Unkel to approve final. Voted 3-0
 2. 1680-1 swimming pool
 - *11113 Sterling Cove Dr
 - * Jeff McKay
 - *Assigned: Cheryl Rivet-more time granted
 3. 1682-1 sunroom/deck, generator & hvac relocation
 - *8331 Sterling Cove Pl
 - *Stanley & DiAnne Kneipp
 - *Assigned: John Unkel moved to grant a three month extension, seconded by Kim Dembrosky. Voted 3-0

4. 1717-1 solar collection system
 - *12600 Erinton Ct
 - *Minesh Gajjar
 - *Assigned: Rich Potter-more time granted
5. 1749-1 tree removal
 - *12824 Crathes Ln
 - *Mark Camporini
 - *Assigned: Rich Potter moved to approve, seconded by Kim Dembrosky.
 - Voted 3-0
6. 1752-1 deck
 - *8301 Fedora Dr
 - *Reginald Bagby
 - *Assigned: Kim Dembrosky -Home sold and compliance inspection did not note unapproved projects. Building permit obtained after deck was completed. No inspections or final issued per county. Motion made by Kim Dembrosky, seconded by Rich Potter to fail final review. Projects are not in compliance until new homeowners request final review. Voted 3-0
7. 1757-2 Fence & shed
 - *8301 Fedora Dr
 - *Reginald Bagby
 - *Assigned: Kim Dembrosky-Home sold and compliance inspection did not note unapproved ARC projects. Motion made by Kim Dembrosky, seconded by Rich Potter to fail final review. Projects are not in compliance until new homeowners request final review. Voted 3-0
8. 1797-1 deck
 - *11813 Fedora Pl
 - *Thomas Bonacquisti
 - *Assigned: Rich Potter (2 ARC members required for final review). Rich Potter and Kim Dembrosky performed a 2 member final review because project was completed prior to seeking approval from ARC. Rich Potter motioned to approve, seconded by Kim Dembrosky. Voted 3-0
9. 1798-1 new deck-rear of the home
 - *7813 Grampian Ct
 - *John & Heather Pettis
 - *Assigned: Kim Dembrosky. Project completed-final inspection with 2 ARC members. Kim Dembrosky & Rich Potter performed a 2 member final review because project was completed prior to seeking approval from ARC. Kim Dembrosky motioned to approve, seconded by Rich Potter.
 - Voted 3-0
8. New Finals Assigned:
 1. 1687-1 shed
 - *8312 Fedora Dr
 - *Juan Gachet
 - *Assigned: Kim Dembrosky. Previous failed project
 2. 1737-1 swimming pool
 - *8233 Macandrew Ct

*Rolf & Sandra Henn

*Assigned: John Unkel. Must be completed prior to 10/7 due to pool closure for the season

3. 1778-1 tree removal

*11900 Dunnottar Ter

*Terry Troxell

*Assigned: Rich Potter

9. Other New Business:

1. Rework the wording on the application for entering property with or without permission. Continued to our next meeting.

2. Regulations not updated to reflect the removal of "no double Dutch lap is allowed" A14.4 from January 2019

3. Fedora open projects left off disclosure package

10. Old Business:

1. Comprehensive review of regulations-Rick- Next BOD meeting in September - Submitted to the BOD & ACS West July 29, 2019. Attorney was late submitting changes so the board did not review it at their meeting on 8/16/19. ARC to review suggestions. Some items noted need BOD review/decision as it's outside of ARC scope. Please review suggestions in the emailed version and prepare for input/feedback at our next meeting when Rick Seyler will be present.

2. Items before the board:

- Rosemead-pool with no fence update -Board seeking legal opinion

-ACS West letter re: no compliant shed Crathes Ln-homeowner has requested to discuss with the board at their next regular meeting.

-Fedora failed final. Given an extension by ACS west until 8/31- they requested a 7/12 roof pitch which does not meet our regulations.-siding removed this week-contractor working on it presently.

-failed final-tree removal incomplete-BOD member to look at it.

-board approved both appointments: Jason & Hans

-request to expand membership to 9 submitted to the board on 10/1/19

3. project #1736-1 (Fedora) final passed but need permit and final approval to close project folder-Cheryl Rivet

4. Requested ACS West for a process to confirm compliance and open projects with ARC for home sales at time of inspection/disclosure package requests.-I've had no response from ACS West or Board.

5. Appendix D was missing from the online regulations. ACS West notified. Website has been updated.

11. Member Voice: none

12. Adjournment: 7:17 Motion made by Rich Potter, Seconded by John Unkel Voted 3-0

13. Next Meeting: October 17, 2019 at 6:30 p.m. @ Old Club house 8136 Highland Glen Dr

Respectfully Submitted,
Kim Dembrosky