

**Highlands Architectural Review Committee (ARC)
Minutes November 21, 2019**

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

1. Attending: Kim Dembrosky, Rich Potter, Jason Dickerson, John Unkel
(6:34)Hans Pfitzer (6:38)
2. Absent: None
3. Board Members: None
4. Homeowners present: None

2.Review of Agenda: Rich moved, Cheryl seconded to approve. Approved 4-0

3.Review of Minutes for November 6, 2019, Rich moved, Kim seconded to approve with changes discussed. Approved 4-0

4.Membership: None

5.Old Business:

1. 1805-1 flag pole
 - *11912 Culloden Lane
 - *Garat Shick
 - *Assigned: Rich Potter moved, Cheryl seconded to approve. Approved 5-0
2. 1806-1 patio
 - *7606 Dunollie Dr
 - *Jonathan Dossie
 - *Assigned: Rich Potter More time needed
3. 1807-1 fence
 - *11206 Kalliope Dr
 - *Dawn Wade
 - *Assigned: Cheryl Rivet moved, Jason seconded to approve Approved 5-0

6. New Project Business: (ARC Box checked 11/21/19 @ 8:10 a.m.)

1. 1808-1 fence
 - *7413 Rosemead Ln
 - *Charles & Katherine Connolly
 - *Assigned:Jason Dickerson (missing plot plan)
2. 1809-1 sunroom w/deck surround
 - *12006 Amara Dr
 - *Steve & Georgette Lee
 - *Assigned: Rich Potter
3. 1810-1 covered porch
 - *12313 Wynnstay Ln
 - *D. Cooper Beverley-Meise
 - * Assigned: Cheryl Rivet

7. Finals Assigned Previously:

1. 1680-1 swimming pool
 - *11113 Sterling Cove Dr
 - * Jeff McKay
 - *Assigned: Cheryl Rivet. More time, Kim to send letter
2. 1717-1 solar collection system
 - *12600 Erinton Ct

*Minesh Gajjar
*Assigned: Rich Potter More time

3. 1722-1&2 Swimming Pool & Fence
*8312 Fedora Dr
*Juan Gachet
*Assigned: Cheryl Rivet More time needed for final county inspection
4. 1723-1 stamped patio
*11101 Kalliope Dr
*Conner Leftwich
*Assigned: Jason Dickerson
5. 1729-1 driveway extension
*11519 Fair Isle Dr
*Andre & Jeung Desima
*Assigned: Kim Dembrosky moved, Cheryl seconded to approve. Approved 6-0
6. 1730-1 tree removal
*11831 Dunnottar Ter
*Willie Crew III
*Assigned: Kim Dembrosky moved, John seconded to approve. Approved 6-0
7. 1731-1 shed
*12012 Hadden Hall Dr
*Frank & Kimberly Plummer
*Assigned: Cheryl Rivet Project cancelled by homeowner
8. 1732-1 driveway replacement
*8319 Fedora Dr
*Kathy Hood
*Assigned: John Unkel moved, Cheryl seconded to approve. Approved 6-0
9. 1733-1 covered deck
*7512 Dunollie Dr
*Carlton Varnell
*Assigned: Rich Potter More time needed,
10. 1734-1 tree removal
*8600 Braystone Dr
*Rick Alderson
*Assigned: Kim Dembrosky moved, Rich seconded to approve. Approved 6-0
11. 1735-1 patio
*12001 Dunnottar Dr
*David & Tiffany Hoylman
*Assigned: Kim Dembrosky moved, John seconded to approve. Approved 6-0
12. 1739-1 garage
*8407 Europa Ct
*Fredrick Langhorn

*Assigned: Kim Dembrosky moved, John seconded to approve. Approved 6-0

13. 1768-1 solar

* 11900 Dunnottar Ter

*Terry Troxell

*Assigned: Rich Potter More time

14. 1773-1 shed

*12713 Erinton Ter

*Dickie King

*Assigned: Cheryl Rivet moved, Kim seconded to approve. Approved 6-0

15. 1780-1&2 fence, paver patio w/fire pit

*8031 Clancy Pl

*Michael Marretti

*Assigned: Hans Pfitzer moved, Kim seconded to approve. Approved 6-0

16. 1789-1 shed

*8401 Rollingmist Ln

*Franklin & Retina Turner

*Assigned: Kim Dembrosky More time

8. New Finals Assigned:

1. 1777-1&2 Shed and Deck

*8101 Aldera Ln

*Tim Rollins

*Assigned: Hans Pfitzer

2. 1788-1 fence

*7401 Maclachlan Dr

*Mark Month

*Assigned: Cheryl Rivet

3. 1799-1 shed

*11009 Aldera Ct

*David Fordham

*Assigned:

4. 1744-1 patio & walkway

*12619 Crathes Lane

*Robert Jepsen

*Assigned:

5. 1746-1 garage

*7600 Oban

*Anthony & Millicent Stevens

*Assigned:

9. Other New Business:

1. Please be sure project folders are complete before making motions to approve projects. This includes fully completed and signed final inspection reports, copies of required documents including final county permits.

10. Old Business:

1. Comprehensive review of regulations-Final review and approval. Board would like a joint meeting with the ARC to go over the regulations line by line. After the holidays-looking for feedback on Monday evening availability of ARC members.

Monday January 13th date proposed by BOD. How many of us can make it?

2. BOD would like ARC, BOD and ACS West employees to meet to for a discussion to get everyone on the same page. Matt indicated he is in favor or holding it possibly the same evening as the regulation review.

3. The chairman spoke with Mr. Emerson. The ARC approval for Lake Margaret age restricted properties only must take into consideration no clearing of trees that would increase the landscaped/lawn area due to supplied landscape/maintenance contract. Mr. Emerson is in favor of clearing an area for a project such as a shed but there is to be no additional lawn/landscape area added.

4. Mr. Emerson has stated that they have approved swimming pools with retractable covers without requiring a fence.

5. Mr. Emerson stated that they have not approved sheds.

6. A discussion was had with Mr. Emerson regarding builders installing non-compliant sheds on properties before closing. In addition, the chairman shared with Mr. Emerson that new homeowners were not receiving the latest disclosure package material since they are not requesting it from ACS West. Mr. Emerson asked for the drafting of a letter to be submitted to him for review that addresses these issues. He has no problem distributing it to all builders to remind them of process and procedures

6. 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. BOD gave 1 year for owner/builder to resolve
- failed final-tree removal incomplete-BOD member to look at it.
- request to expand membership to 9 submitted to the board on 10/1/19-passed along with update to resolution #6 for membership and quorum.

7. 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. Fedora (1752-1 &1757-1,2) open projects left off disclosure package.-new homeowner has been in contact with me and we will work towards arranging a final inspection after the county approves the deck.

8. Regulations not updated to reflect the removal of "no double Dutch lap is allowed" A14.4 from January 2019-still not updated as of 10/16/19ACS West waiting for new regulations to be issued.

11. Member Voice:

12. Adjournment:

13. Next Meeting: December 12, 2019 at 6:30 p.m. @ Old Club house 8136 Highland
Glen Dr