

Highlands Architectural Review Committee (ARC) Final Minutes January 23, 2020

Attendance: (Meeting called to order @ 6:30 pm)

Attending: Kim Dembrosky, Hans Pfitzer, Cheryl Rivet, Rich Potter

Absent: Jason Dickerson

Board Members: None

Homeowners present: Marlene Rockwell

2. Review of Agenda: Cheryl moved to approve, Rich seconded. Approved 4-0
 3. Review of Minutes for January 8, 2020. Kim moved to approve with amendments, Rich seconded. Approved 3-0-1 (Hans was absent 1-8 meeting).
 4. Membership: Kim advised the committee we are still short 2 members.
 5. Old Business:
 1. 1812-1 rock wall
 - *8333 Capernwray Dr
 - *John Berube
 - *Assigned: Kim Dembrosky-Homeowner has asked to have this project put on hold-application date 12/7/19. ARC must render a decision within 60 days as required by the regulations. Kim moved to deny the project due to time constraints. Rich seconded. Denial approved 4-0 Homeowner may appeal or resubmit a new application.
 2. 1816-1 retaining wall
 - *12719 Crathes Lane
 - *Brandon Shaw
 - *Assigned: Rich Potter moved to approve. Cheryl seconded.
- Approved 4-0
3. 1817 1,2,3 Fence & driveway extension with retaining wall & mulch to rock landscaping
 - *8300 Shagreen Ct
 - *Judith Marlene Rockwell
 - *Assigned: Kim Dembrosky moved to approve fence, Cheryl seconded. Approved 4-0. Kim moved to approve driveway extension with variance for retaining wall heights if it exceeds 4'. Approval also includes the installation of a fence on top of the new retaining wall if required by code. Fence must match existing fence currently on existing retaining wall at the driveway Cheryl seconded. Approved 4-0. Kim moved to approve replacing mulch around the front border of the house with rock. Cheryl seconded, Approved 4-0.
6. New Project Business: (ARC Box checked 1/23/20 @ 7:45 a.m.)
 1. 1817-3 mulch to rock landscaping
 - *8300 Shagreen Ct
 - *Judith Marlene Rockwell
 - *Assigned: Kim Dembrosky-see 5.3 above
 2. 1818-1 fence
 - *12837 Killycrom Dr
 - *Jeffrey Point

- *Assigned-Closing scheduled for 1/30/20- Kim Dembrosky
- 3. 1819-1 fence extension/modification
 - *11806 Fedora Pl
 - *Jason Pentecost
 - *Assigned: Cheryl Rivet
- 4. 1820-1 retaining wall
 - *8333 Capernwray Dr
 - *John Berube
 - *Assigned: Rich Potter
- 5. 1821-1 fence
 - *7400 Maclachlan Dr
 - *Carolyn Shuart
 - *Assigned: Hans Pfitzer
- 6. 1822-1 tree removal
 - *8520 Glendevon Dr
 - *Ryan Hughes
 - *Assigned: Jason Dickerson
- 7. Finals Assigned Previously:
 - 1. 1717-1 solar collection system
 - *12600 Erinton Ct
 - *Minesh Gajjar
 - *Assigned: Rich Potter More time needed
 - 2. 1733-1 covered deck
 - *7512 Dunollie Dr
 - *Carlton Varnell
 - *Assigned: Rich Potter More time needed.
- 12. New Finals Assigned:
 - 1. 1682 1&2 sunroom & deck
 - *8331 Sterling Cove Pl
 - *Stanley & DiAnne Kneipp
 - *Assigned: Kim Dembrosky
 - 2. 1700-1 Tree removal
 - *12412 Wynnstay Lane
 - *Sidney & Beverly Cook
 - *Assigned: Kim Dembrosky
 - 3. 1738 1,2,3 pavillion,shed & patio
 - *7419 Dunollie Dr
 - *Shurland Murren
 - *Assigned: Cheryl Rivet
 - 4. 1741-1 tree removal
 - *8213 Fair Isle Ter
 - *Marin & Jean Anderson
 - *Assigned: Hans Pfitzer

5. 1791-1 shed

*11813 Fedora PI

*Thomas P. Bonacquisti

*Assigned: Rich Potter moved to approve, Cheryl seconded.

Approved 4-0

9. Other New Business:

1. meeting with BOD on regulations. Application changes included. Expecting a vote on 1/27/20 at BOD meeting.
2. Lake Margaret is available on Wednesdays for ARC meetings but not on Thursday. The committee decided to keep the schedule as is and meet at the new snack bar, once the move has been made to the main clubhouse.

10. Old Business:

1. Sam from ACS West was at the joint BOD/ARC meeting and we discussed the need for inspections and regulation consistency.
2. 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. Need to coordinate with Martha and Matt. Perhaps best timing is when new regulations have been approved.

11. Member Voice: None

12. Adjournment: Rich moved, Cheryl seconded to adjourn. Approved 4-0.
Adjourned 7:22 pm

13. Next Meeting: February 5, 2020 at 6:30 p.m. @ Old Club house 8136
Highland Glen Dr

Respectively Submitted,

Cheryl Rivet