

Highlands Architectural Review Committee (ARC) Minutes August 20, 2020

Attendance: Meeting called to order @ 6:31 p.m.

Attending: Kim Dembrosky, Michelle Clark, Heather Sutton, Jason Dickerson (left 7:45 p.m.), Hans pfitzer (7:07p.m.)

Absent: Rich Potter

Board Members: None

Homeowners present: None

2. Review of Agenda: Cheryl Rivet moved to approve, Jason Dickerson seconded. Approved 5-0

3. Review of Minutes for August 5, 2020. Kim Dembrosky moved to approve as amended, Michelle Clark seconded. Approved 5-0

4. Membership: Kim Dembrosky and Cheryl Rivet have terms that are set to expire in less than one year; other members were asked to consider taking on these duties. Cheryl Rivet moved and Kim Dembrosky seconded to contact Rich Potter to see if he is still interested in being a member of the ARC Committee. Approved 5-0

5. Old Business:

1. 1902-1&2 patio & pavilion

*12618 Capernwray Terr

*Jamar Hicks

*Assigned: Jason Dickerson moved to deny the project, Kim Dembrosky seconded. The project was denied 5-0. Homeowner did not submit a landscaping plan for the project. Patio installed without ARC approval and is forward of rear plane of the home.

2. 1905-1 tree removal

*8213 Fedora Dr

*Steve Presley & Heather Sutton

*Assigned: Cheryl Rivet-confirmation of 8/6/20 e-ballot required. E-ballot: Cheryl motioned to approve, Michelle seconded 6-0-1 (Heather Sutton abstained). Motion made by Kim Dembrosky to confirm e-ballot vote, seconded by Michelle Clark Approved 4-0-1 (Homeowner Heather Sutton abstained)

3. 1906-1&2 trampoline & above ground pool

*8224 Macandrew Pl

*Bill Harty

*Assigned: Jason Dickerson moved to deny the project, Kim Dembrosky seconded. Project denied 5-0. Homeowner did not respond to requests for site visit. Time limit for project has expired.

4. 1912-1&2 patio with sitting wall & 3 season room

* 8312 Seaview Dr

*Rich Grantham

*Assigned: Cheryl Rivet moved to approve, Kim Dembrosky seconded with condition that all permits are received prior to construction. Approved 5-0

5. 1913-1&2 shed & fence
 - *7437 Maclachlan Dr
 - *Israel Gonzalez
 - *Assigned: Jason Dickerson moved to allow homeowner six months to bring projects into compliance. Kim Dembrosky seconded. Approved 5-0 Projects completed without ARC approval and do not meet ARC guidelines
6. 1914-1,2,3 fire pit, wooden playhouse, swing set
 - *8219 Fair Isle Ter
 - *Jonathan Plum & Amanda Lilley
 - *Assigned: Michelle Clark moved to approve with conditions the play house moved back behind the back plane of home, firepit moved away from trees, swing set erected behind plane of home. Cheryl Rivet seconded. Approved 5-0
7. 1915-1 detached garage
 - *10901 Kalliope Dr
 - *Joel Jean
 - *Assigned: Michelle Clark moved to approve with the following conditions: Approval of removal of three trees, orientation of garage parallel to the front of the house, building permits received prior to construction, driveway extension approved. Jason Dickerson seconded. Approved 5-0
8. 1916-1 patio with walkway
 - *8325 Chandon Pl
 - *Kossi & Nataly Anifrani
 - *Assigned: Kim Dembrosky moved to approve, Cheryl Rivet seconded. Approved 5-0
9. 1917-1 plant trees
 - *8037 Clancy Pl
 - *Martin & Lynda Blake
 - *Assigned: Kim Dembrosky Project completed without ARC approval More time needed
10. 1918-1 fence
 - *8307 Fedora Dr
 - *Jeremy Rudd
 - *Assigned: Cheryl Rivet Project completed without ARC approval and fence does not meet ARC guidelines. More time needed
11. 1919-1 free standing platform deck
 - *8100 Fedora Dr
 - *Christopher Midgley & Jeyfe Sugang
 - *Assigned: Heather Sutton moved to approve, Hans Pfitzer seconded. Approved 6-0
12. 1920-1 accessory building/pool shed
 - *8412 Capernwray Dr
 - *Ken & Jackie Capecci
 - *Assigned: Jason Dickerson moved to approve, Michelle Clark

- seconded. Approved 6-0
13. 1921-1 4' aluminum fence
 *11519 Lylwood Ln
 *Jerry Clemmer
 *Assigned: Hans Pfitzer moved to approve, Heather Sutton
- seconded. Ap proved 6-0
14. 1922-1 tree removal
 *8107 Aldera Ln
 *Kevin & Dezerai Carter
 *Assigned: Kim Dembrosky homeowner removed trees without ARC approval More time needed. Second request for a landscape plan will be sent to homeowner
15. 1923-1 detached garage & removal of 6 trees
 *12619 Lerwick Pl
 *Glenn & Valerie Thomas
 *Assigned: Cheryl Rivet moved to approve. Kim Dembrosky
- seconded. Approved 6-0
16. 1924-1 replace and expand deck
 *11400 Shagreen Ln
 *Joyce L Sayles
 *Assigned: Jason Dickerson moved to approve, Michelle Clark
- seconded. Approved 6-0
17. 1925-1 arbor **project changed-no arbor, patio & fireplace
 *12213 Whitley Manor Dr
 *Krister & Jennifer Hampton
 *Assigned: Hans Pfitzer moved to approve the patio and fireplace with the condition permits are received prior to construction, and brick must be the same as the walls, Kim Dembrosky seconded. Approved 6-0
18. 1927-1 inground pool w/safety fence
 *11013 Aldera Pl
 *Fran & Michael Lampro
 *Assigned: Kim Dembrosky my notes are scrambled. Kim Dembrosky moved to deny the pool froward of the front plane of the house. Cheryl Rivet seconded. Approved 5-0
19. 1928-1 tree removal
 *8424 Chandon Ct
 *Karin & Tim Henry
 *Assigned: Heather Sutton moved to approve, Han Pfitzer
- seconded. Ap proved 5-0
20. 1934-1 swimming pool
 *8219 Fair Isle Ter
 *Jonathan Blum and Amanda Lilley
 *Assigned: Cheryl Rivet moved, to approve with condition that 4' two rail fence is installed and permits provided prior to construction. Michelle Clark seconded, Approved 5-0

- 21. 1930-1 walkway overlay
 - *12812 Crathes Ln
 - *Brad Miller
 - *Assigned: Kim Dembrosky (See 6.-2 above)
- 22. 1932-1 porch awning
 - *12824 Killycrom Dr
 - *Richard Eissler
 - *Assigned: Cheryl Rivet (See 6.4 above)
- 6. New Project Business: (ARC Box checked 8/19/20 @ 8:00 AM)
 - 1. 1929-1 fence
 - *11155 Sterling Cove Dr
 - *Emily & Llewellyn Kluball
 - *Assigned: Cheryl Rivet
 - 2. 1930-1 walkway overlay
 - *12812 Crathes Ln
 - *Brad Miller
 - *Assigned: Kim Dembrosky moved to approve, Michelle Clark

seconded. Approved 5-0 Kim Dembrosky and Cheryl Rivet
previously visited the site.
 - 3. 1931-1 solar
 - *8025 Clancy Pl
 - *Crista Galvin
 - *Assigned: Heather Sutton
 - 4. 1932-1 porch awning
 - *12824 Killycrom Dr
 - *Richard Eissler
 - *Assigned: Cheryl Rivet moved to approve, Kim Dembrosky

seconded. Approved 5-0 Information provided precluded a site
visit.
 - 5. 1933-1 fence
 - *7807 Grampian Ct
 - *Fred & Jeanett Lamb
 - *Assigned: Michelle Clark
 - 6. 1934-1 swimming pool
 - *8219 Fiar Isle Ter
 - *Jonathan Blum and Amanda Lilley
 - *Assigned: see 5.20 above. Pool project was discussed during
site visit for project #1914-1,2,3.
 - 7. 1935-1 slate patio
 - *8212 Ravenna Ter
 - *William & Crystal Norris
 - *Assigned: Kim Dembrosky
 - 8. 1836-1 fence
 - *8113 Galatea Pl
 - *Ingo & Susan Hamann
 - *Assigned: Cheryl Rivet **closing 8/27/20***

9. 1937-1 addition
 - *11413 Fair Isle Dr
 - *Richard Booker
 - *Assigned: Jason Dickerson
10. 1938-1&2 addition and enclose screened porch
 - *8301 Macandrew Ter
 - *Richard & Tammy Mormando
 - *Assigned: Hans Pfitzer

7. Finals Assigned Previously:

1. 1727-1 hardscaping, firepit, hot tub, landscaping, generator pad
 - *12813 Abernathy Ln
 - *Jeff & Pam Hahn
 - *Assigned: Kim Dembrosky-current project does not meet regulations. Cheryl Rivet and Kim Dembrosky met with the homeowners who will make the required changes to the project to bring it into compliance. They were unaware the modifications they made put them into non-compliance. 4/10/20 ARC e-ballot to approve landscape plan to address non-compliance. Project compliance in process -waiting for brick yard to open for smaller quantities after coronavirus. 7/16/2020 Voted to approve brick surround proposal for deck pier. Kim Dembrosky moved to approve, Cheryl Rivet seconded. Approved 5-0
2. 1759-1 fence
 - *8630 Finstown Ln
 - *Bill & Eileen Conley
 - *Assigned: Hans Pfitzer More time needed
3. 1760-1,2,3 patio, hot tub and accessory building
 - *8012 Clancy Pl
 - *Latricia Wells
 - *Assigned: Hans Pfitzer More time needed
4. 1762-1,2,3 hardscape, fence and driveway extension
 - *11763 Burray Rd
 - *Randall Tootle
 - *Assigned: Hans Pfitzer moved to approve, Cheryl Rivet seconded. Ap proved. 5-0
5. 1764-1 deck
 - *8313 Fedora Dr
 - *Anton Shaw
 - *Assigned: 7/1/20 requested permit & final via email- Hans Pfitzer More time needed
6. 1767-1 inground pool
 - *12012 Amara Dr
 - *James Phelps
 - *Assigned: Hans Pfitzer More time needed

7. 1772-1&2 inground pool with hardscape
 - *12501 Capernwray Ct
 - *Ronald & Koral Bradley
 - *Assigned: Kim Dembrosky- More time requested. Homeowner does not yet have final county permit. More time needed
8. 1862-1 deck replacement
 - *8000 Black Isle Court
 - *Sarah & Todd Gaffney
 - *Assigned: Kim Dembrosky moved to approve, Cheryl Rivet seconded. Approved 5-0
9. 1876-1 flag pole
 - *12125 Lammermoor Dr
 - *Patrick McCann
 - *Assigned: Heather Sutton moved to approve, Michelle Clark seconded, approved 5-0
10. 1817-1,2,3 fence, driveway extension and stone landscape to replace mulch
 - *8300 Shagreen Ct
 - *Judith Marlene Rockwell
 - *Assigned: Rich Potter-reassigned to Jason Dickerson, Hans Pfitzer moved to approve, Cheryl Rivet seconded. Approved. 5-0
11. 1841-1 accessory building
 - *8300 McKibben Dr
 - *Kenneth & Marco Korba
 - *Assigned: Rich Potter-reassigned to Jason Dickerson, Kim Dembrosky moved to approve, Cheryl Rivet seconded. Approved 5-0
12. 1856-1 sunroom
 - *8224 Fedora Dr
 - *Adam & Sandra Buckley
 - *Assigned: Rich Potter-reassigned to Michelle Clark moved to approve, Kim Dembrosky seconded. Approved 5-0
13. 1881-1 patio
 - *11907 Dunvegan Ct
 - *Mark & Sherry Mitchell
 - *Assigned: Rich Potter-Reassigned to Michelle Clark moved to approve, Kim Dembrosky seconded. Approved 5-0
14. 1888-1 patio
 - *7601 Dunollie Dr
 - *Selwyn Walker
 - *Assigned: Rich Potter-reassigned Kim Dembrosky moved to approve, Cheryl Rivet seconded. Approved 5-0
15. 1897-1 fence
 - *8012 Lake Margaret Place
 - *Holly & Chris Cash

*Assigned: Rich Potter-reassigned Kim Dembrosky moved to
approve, Cheryl Rivet seconded. Approved 5-0

8. New Finals Assigned:

1. 1834-1 pool barrier fence
*7419 Rosemead Ln
*Alison Connors
*Assigned: Cheryl Rivet
2. 1835-1&2 screen in existing porch and add new deck
*12413 Duntrune Ct
*Ronnie & Cindy Robinson
*Assigned: Michelle Clark

9. Other New Business:

1. review regulations for outdoor fire places and firepits. Page 6 of appendix A "X" in column for permit needed but not listed in A34.

10. Old Business:

1. Discussion for reviewing regulations-hot tub specific guidelines, add language for LM age restricted properties (fences, landscape-Lake Margaret place, Lake Margaret Terrace, Clancey Place, Clancey Court and Lake Margaret Drive).
2. Revision of A11. Fences to include Lake Margaret specific information.

11. Member Voice: None

12. Adjournment: Cheryl Rivet moved to adjourn, Hans Pfitzer seconded.

Approved 5-0 Meeting adjourned 8:24 p.m.

13. Next Meeting: September 2, 2020 at 6:30 p.m. @ the snack bar in the lower level of the Highlands Clubhouse 8136 Highlands Glen Dr.

Respectively Submitted,

Cheryl Rivet