

## Highlands Architectural Review Committee (ARC) Minutes September 2, 2020

Attendance: Meeting called to order @ 6:33 p.m.

Attending: Michelle Clark, Heather Sutton, Hans Pfitzer (left 7:54 p.m.), Kim Dembrosky, Cheryl Rivet, Jason Dickerson

Absent: Rich Potter

Board Members: None

Homeowners present: None

2. Review of Agenda: Cheryl Rivet motioned to approve, Hans Pfitzer seconded. Approved 6-0.

3. Review of Minutes for August 20, 2020. Hans Pfitzer moved to approve as amended, Jason Dickerson seconded. Approved 6-0

4. Membership: Hans Pfitzer moved to remove Rich Potter from the committee for non- participation. It is hoped the committee can find a replacement to assist other committee members with their duties. Jason Dickerson seconded. Approved 6-0

5. 5.Old Business:

1. 1917-1 plant trees

\*8037 Clancy Pl

\*Martin & Lynda Blake

\*Assigned: Kim Dembrosky Project completed without ARC

approval More time needed.

2. 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.

Heather Sutton made a motion that the ARC committee recommend to the board the ARC guidelines be revised to allow 54" fences. Motion was seconded by Hans Pfitzer.

During discussion on the motion, Hans Pfitzer made a motion to amend the motion on the floor so the guidelines specify the 54" fences would be limited to metal 3-rail only aluminum or wrought iron only. All other fences are limited to 48". Motion to amend passed 4-2-0 (Rivet, Dembrosky).

Chair presented the original motion as amended :The ARC committee recommends to the board the ARC guidelines be revised to allow a 3-rail aluminum or wrought iron fence maximum height of 54". All other allowed fences have a maximum height of 48". Motion as amended passed 4-2-0 (Rivet, Dembrosky)

3. 1922-1 tree removal

\*8107 Aldera Ln

- \*Kevin & Dezerai Carter  
 \*Assigned: Kim Dembrosky moved to deny approval as homeowner has not sent in a landscape plan to remediate the tree removal as requested by the ARC. Cheryl Rivet seconded the motion. Approved 6-0. Homeowner clear cut trees without ARC approval
4. 1924-1 replace and expand deck
    - \*11400 Shagreen Ln
    - \*Joyce L Sayles
    - \*Assigned: Jason Dickerson -moved to amend previously voted item (8/20/20 meeting) to add the condition that permits are required to be submitted to ARC prior to commencing construction. Cheryl Rivet seconded the motion, approved 6-0
  5. 1925-1 arbor \*\*project changed-no arbor, patio & fireplace
    - \*12213 Whitley Manor Dr
    - \*Krister & Jennifer Hampton
    - \*Assigned: Hans Pfitzer-minor modification submitted by homeowner. After review the committee was in agreement to allow the modification.
  6. 1929-1 fence
    - \*11155 Sterling Cove Dr
    - \*Emily & Llewellyn Kluball
    - \*Assigned: Cheryl Rivet moved to approve, Kim Dembrosky seconded. Approved 6-0.
  7. 1931-1 solar
    - \*8025 Clancy Pl
    - \*Crista Galvin
    - \*Assigned: Heather Sutton moved to approve with a variance of small panel on side of roof, and the condition the permit is received prior to construction. Hans Pfitzer seconded. Approved 6-0
  8. 1933-1 fence
    - \*7807 Grampian Ct
    - \*Fred & Jeanett Lamb
    - \*Assigned: Michelle Clark More time needed
  9. 1935-1 slate patio
    - \*8212 Ravenna Ter
    - \*William & Crystal Norris
    - \*Assigned: Kim Dembrosky moved to approve with the condition trees are planted behind the fireplace as screening from the golf course. Cheryl Rivet seconded. Approved 6-0
  10. 1836-1 fence
    - \*8113 Galatea Pl
    - \*Ingo & Susan Hamann
    - \*Assigned: Cheryl Rivet moved to approve with the variance allowing the left side fence to come to the rear plane of the single

garage. Kim Dem brosky seconded. Approved 6-0

11. 1937-1 addition

\*11413 Fair Isle Dr

\*Richard Booker

\*Assigned: Jason Dickerson More time needed

12. 1938-1&2 enclose screened porch and add addition

\*8301 Macandrew Ter

\*Richard & Tammy Mormando

\*Assigned: Hans Pfitzer moved to approve with the condition of

permits are received prior to construction, the foundation must be the same brick as the home and the roof pitch of the

addition will be the same as the enclosed porch. Heather

Sutton seconded. Approved 6-0

13. 1944-1 swimming pool

\*11013 Aldera Pl

\*Michael Lampro & Francine Gruskin

\*Assigned: Kim Dembrosky- moved to approve the pool with the following conditions: 6" wooden pickets will be added to the current fence spaced 1&1/4" apart; All permits received prior to construction; Removal of five trees; Pool water will not exceed the rear plane of the house; A fence variance of 18' forward of the rear plane of the house will be allowed. Cheryl Rivet seconded.

Approved 6-0 this is a replacement application for denied project # 1927-1. Also listed under 6.6

14. 1941-1 generator

\*12025 Hadden Hall Dr

\*John Gattoline See 6.3 Below

15. 1945-1 landscape beds

\*8412 Capernwray Dr

\*Ken & Jackie Capecci (See 6.7 below)

6. New Project Business: (ARC Box checked 8/31/20 @ 6:40 PM)

1. 1939-1 driveway extension (tree removal and moving basketball hoop)

\*7418 Maclachlan Dr

\*Steve New

\*Assigned:Michelle Clark

2. 1940-1 hardscape and landscape

\*12001 Sidlaw Hills Ln

\*Jeff and Pam Cree

\*Assigned: Cheryl Rivet

3. 1941-1 generator

\*12025 Hadden Hall Dr

\*John Gattoline

\*Assigned: Kim Dembrosky moved to approve with the conditions

of full screening around the generator and permits received prior to

construction. Hans seconded. Approved 6-0

4. 1942-1 fireplace and pavilion
    - \*8154 Galatea Pl
    - \*Luis and Elisa Sanchez
    - \*Assigned: Heather Sutton
  5. 1943-1 tree removal
    - \*8513 Covina Ct
    - \*Trevor King
    - \*Assigned: Jason Dickerson
  6. 1944-1 swimming pool
    - \*11013 Aldera Pl
    - \*Michael Lampro & Francine Gruskin
    - \*Assigned: Kim Dembrosky. See 5.13 above.
  7. 1945-1 landscape beds
    - \*8412 Capernwray Dr
    - \*Ken & Jackie Capecci Hans moved to approve as there was no footprint change and full documentation was provided by homeowner. Kim Dembrosky seconded. Approved 6-0
    - \*Assigned:
  8. 1946-1 fire pit
    - \*8131 Galatea Pl
    - \*James & Amanda Squires
    - \*Assigned: Heather Sutton
7. Finals Assigned Previously:
1. 1759-1 fence
    - \*8630 Finstown Ln
    - \*Bill & Eileen Conley
    - \*Assigned: Hans Pfitzer More time needed
  2. 1760-1,2,3 patio, hot tub and accessory building
    - \*8012 Clancy Pl
    - \*Latricia Wells
    - \*Assigned: Hans Pfitzer More time needed
  3. 1764-1 deck
    - \*8313 Fedora Dr
    - \*Anton Shaw
    - \*Assigned: 7/1/20 requested permit & final via email- Hans Pfitzer More time needed
  4. 1767-1 inground pool
    - \*12012 Amara Dr
    - \*James Phelps
    - \*Assigned: Hans Pfitzer More time needed
  5. 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
6. 1834-1 pool barrier fence
    - \*7419 Rosemead Ln
    - \*Alison Connors
    - \*Assigned: Cheryl Rivet moved to fail the project, 4 foot fence was proved by the ARC, a 54" fence installed without application modification. Permit was not submitted. Jason Dickerson seconded. Approved 5-0
  7. 1835-1&2 screen in existing porch and add new deck
    - \*12413 Duntrune Ct
    - \*Ronnie & Cindy Robinson
    - \*Assigned: Michelle Clark moved to approve, Kim Dembrosky seconded, approved 5-0

2. New Finals Assigned:

- 1775-1 fence
    - \*8019 Clancy Pl
    - \* Henry & Laurie Cobb
    - \*Assigned: Kim Dembrosky
2. 1779-1 porch board replacement
    - \*11500 Lylwood Ln
    - \*Jeff Trimble
    - \*Assigned: Cheryl Rivet
  3. 1781-1 deck replacement and expansion
    - \*11143 Lyndenwood Dr
    - \*Richard & Michelle Reeves
    - \*Assigned: Hans Pfitzer
  4. 1782-1,2,3 landscaping, gazebo and shed
    - \*12012 Amara Dr
    - \*James Phelps
    - \*Assigned: Hans Pfitzer
  5. 1784-1 fence
    - \*11300 Glendevon Rd
    - \*Jason & Savannah Butler
    - \*Assigned: Heather Sutton
  6. 1785-1 bulkhead
    - \*8412 Kintail Dr
    - \*Robert Riggs
    - \*Assigned: Cheryl Rivet
  7. 1790-1 garage, driveway extension and 1 tree removal
    - \*12006 Amara Dr
    - \*Steve & Georgette Lee
    - \*Assigned: Jason Dickerson
  8. 1793-1 accessory building

- \*11113 Lyndenwood Dr
- \*William Parker
- \*Assigned: Jason Dickerson
- 9. 1794-1 fence
  - \*11412 Braidstone Ln
  - \*James & Julie Profita
  - \*Assigned: Michelle Clark
- 10. 1800-1 fence, tree removal, landscape
  - \*8530 Glendevon Dr
  - \*Justin & Sarah Vanlandingham
  - \*Assigned: Heather Sutton
- 11. 1801-1 fence
  - \*7524 Dunollie Dr
  - \*Brian & Allison Rouse
  - \*Assigned: Kim Dembrosky
- 12. 1845-1 all season room
  - \*11401 Glendevon Rd
  - \*Charles & Michelle Clark
  - \*Assigned: Homeowner requested project cancellation.
- 13. 1855-1 fence
  - \*11807 Dunnottar Ter
  - \*Doug & Julie Pond
  - \*Assigned: Michelle Clark
- 14. 1860-1 tree planting
  - \*8610 Glendevon Ct
  - \*Garry & Renee Knights
  - \*Assigned: Heather Sutton

9. Other New Business:

- 1. clarify regulations to state no mixed fence styles on an individual property.
- 2. 126 ARC projects processed this year so far. Last few years the yearly total has been around 100.
- 3. Motion was made a voted on regarding 54" fences. See 5.5-2 (1918) above
- 4. Heather Sutton will now be handling the Final Files after completion.

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

11. Member Voice: None

12. Adjournment: Jason Dickerson moved to adjourn, Michelle Clark seconded.

Approved 5-0 Adjourned 8:07 p.m.

13. Next Meeting: September 17, 2020 at 6:30 p.m. @ the snack bar in the lower level of the Highlands Clubhouse 8136 Highlands Glen Dr.