

## Highlands Architectural Review Committee (ARC) Minutes October 22, 2020

Attendance: Meeting called to order @ 6:34 p.m.

Attending: Kim Dembrosky, Michelle Clark, Hans Pfitzer, Cheryl Rivet, Jason Dickerson

Absent: Heather Sutton

Board Members: None

Homeowners present: Brian & Karen Winnell, Marlene Brockwell

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

3. Review of Minutes for October 7, 2020. Michelle Clark moved to approve with corrections, Hans Pfitzer seconded. Approved 5-0

4. Membership: Marlene Brockwell is attending for a second meeting to observe the ARC process.

5. 5. Old Business:

- 1824-1 patio, pool
  - \*12001 Hadden Hall Dr
  - \*Susan & Rae Johnson
  - \*Assigned: Kim Dembrosky-10/8/20 e-ballot to approve modifications. Motion made by Kim Dembrosky, seconded by Cheryl Rivet. 6-0 So Voted. 10/22/20 Motion made by Kim Dembrosky, seconded by Cheryl Rivet to confirm e-ballot Approved 5-0.

2. 1901-1 application modification from covered porch to a deck

\*8307 Fedora Dr

\*Jeremy Rudd

\*Assigned: Cheryl Rivet moved to approve the modification, Kim Dembrosky seconded. Approved 5-0

Dem

3. 1956-1 & 2 sunroom & concrete patio, landscaping

\*8113 Galatea Pl

\*Susan & Ingo Hamann

\*Assigned: Cheryl Rivet moved to approve. Kim Dembrosky

seconded, Approved 5-0

4. 1957-1&2 baseball batting cage & deck replacement with new roof

\*12112 Whitley Manor Dr

\*Brian & Karen Winnell

\*Assigned: Michelle Clark moved to approve the batting cage(1)

with the condition trees are planted on the front and side, and

the deck replace ment with new roof(2) with the condition the

building permits are received prior to construction.

Cheryl Rivet seconded. Approved 5-0

5. 1960-1&2 fence and stamped patio with walkway

\*12607 Capernwray Ter

\*Lynnette Johnson

\*Assigned: Jason Dickerson moved to approve, Hans Pfitzer

- seconded. Approved 5-0
6. 1963-1 fence
    - \*12437 Wynnstay Ln
    - \*Randi & Melanie Zaremba
    - \*Assigned: Hans Pfitzer moved to approve, Jason Dickerson seconded. Approved 5-0
  7. 1966-1 aggregate concrete
    - \*12112 Whitley Manor Dr
    - \*Brian & Karen Winnell
    - \*Assigned: Michelle Clark moved to approve, Cheryl Rivet seconded. Approved 5-0 (see 6.4 Below. Site visit was conducted w/1957-1&2 above)
  8. 1969-1 54" aluminum fence
    - \*8307 Fedora Dr
    - \*Jeremy Rudd Cheryl Rivet moved to approve, Jason Dickerson seconded, Approved 5-0
    - \*Assigned: \*\*original application denied. BOD updated regulations for fencing now allowing this style at a 54" height. Homeowner resubmitted application under the new regulation for fence height.
6. New Project Business: (ARC Box checked 10/21/20 @ 8:30 AM)
1. 1959-1,2,3,4,5,6 deck, stamped patio, concrete pad for shed, tree planting, driveway extension, stone front of home around door.
    - \*12013 Amara Dr
    - \*Connie Williams
    - \*Assigned: Kim Dembrosky project 2&3. 1,4,5&6 are still incomplete.
  2. 1964-1,2,3 deck, shed, flag pole
    - \*11913 Amara Dr
    - \*Manuel & Tina Olguin
    - \*Assigned:- Hans Pfitzer – 2&3 (Deck has been cancelled and homeowner will resubmit at a later time). APPLICATION INCOMPLETE-EMAILED HOMEOWNER REQUESTING REQUIRED INFORMATION.
  3. 1965-1&2 2<sup>nd</sup> level deck and sunroom
    - \*12001 Amara Dr
    - \*Ricky & Teresa Miller
    - \*Assigned: Cheryl Rivet (with #1967-1 (final)
  4. 1966-1 aggregate concrete
    - \*12112 Whitley Manor Dr
    - \*Brian & Karen Winnell
    - \*Assigned: Michelle Clark (see 5.7 above)
  5. 1967-1 fence
    - \*12001 Amara Dr
    - \*Ricky Miller
    - \*Assigned Cheryl Rivet (with 1965-1&2): Completed without ARC

- approval. Final to be assigned.
- 1968-1 pool with barrier fence & tree removal
    - \*8307 Kalliope Ct
    - \*Lloyd Sossei
    - \*Assigned: Michelle Clark
  - 7. 1969-1 54" aluminum fence
    - \*8307 Fedora Dr
    - \*Jeremy Rudd
    - \*Assigned: Cheryl Rivet (See 5.5-8 above)
7. Finals Assigned Previously:
1. 1760-1,2,3 patio, hot tub and accessory building
    - \*8012 Clancy Pl
    - \*Latricia Wells
    - \*Assigned: Hans Pfitzer More time needed.
  2. 1764-1 deck
    - \*8313 Fedora Dr
    - \*Anton Shaw
    - \*Assigned: Hans Pfitzer, moved to approve, Michelle Clark

seconded. Ap proved 5-0
  3. 1767-1 inground pool
    - \*12012 Amara Dr
    - \*James Phelps
    - \*Assigned: Hans Pfitzer More time, need final county approval
  4. 1782-1,2,3 landscaping, gazebo and shed
    - \*12012 Amara Dr
    - \*James Phelps
    - \*Assigned: Hans Pfitzer moved to approve 1-Landscaping, 3-Gazebo. Moved to fail the shed due to improper foundation.

Kim Dembrosky se conded the approval of 1 & 3 and the denial of 2- Shed. Approved 5-0
  5. 1808-1 fence
    - \*7413 Rosemead Ln
    - \*Charles & Katherine Connolly
    - \*Assigned: Kim Dembrosky moved to approve, Cheryl Rivet

seconded. Approved 5-0
  6. 1809-1 screened in room with deck
    - \*12006 Amara Dr
    - \*Steve & Georgette Lee
    - \*Assigned: Jason Dickerson moved to approve a 3 month extension for homeowner to complete and received final permit. Kim Dembrosky se conded. Approved 5-0
  7. 1811-1 tree removal
    - \*8300 Sterling Tide Ct
    - \*Claudia Wilding

- \*Assigned: Cheryl Rivet moved to approve a 3 month extension to complete the interior and receive final county approval. Home owner has been in hospital and is just starting on the project. Kim Dembrosky seconded. Approved 5-0
8. 1822-1 tree removal
    - \*8520 Glendevon Dr
    - \*Ryan Hughes
    - \*Assigned: Jason Dickerson moved to approve, Cheryl Rivet seconded. Approved 5-0
  9. 1825-1 awning
    - \*8331 Sterling Cove Pl
    - \*Stanley & Dianne Kneipp
    - \*Assigned: Kim Dembrosky moved to withdraw ARC application as project was not undertaken. Cheryl Rivet seconded. Approved 5-0 Must provide a new application to reinstate the project.
  10. 1826-1 porch railing change
    - \*8500 Covina Ct
    - \*Paul J Palisano
    - \*Assigned: Michelle Clark moved to approve. Hans Pfitzer seconded. Approved 5-0
  11. 1827-1 paint front door
    - \*8300 Shagreen Ct
    - \*Judith Marlene Rockwell
    - \*Assigned: Heather Sutton Kim Dembrosky moved to approve. Jason Dickerson seconded. Approved 5-0
  12. 1830-1&2 screened in porch with decks
    - \*11907 Europa Dr
    - \*Todd & Joan Roush
    - \*Assigned: \*\*homeowner requested final review\*\* Hans Pfitzer. Reassigned Heather Sutton. More time, still waiting for final permit.
  13. 1834-1 pool barrier fence
    - \*7419 Rosemead Ln
    - \*Alison Connors
    - \*Assigned: Cheryl Rivet-final review failed. Homeowner requesting additional consideration to bring fence into compliance. Awaiting response to ARC decision to require the ground to be raised. More Time
  14. 1846-1 patio & walkway
    - \*8101 Aldera Ln
    - \*Allen (Tim) Rollins
    - \*Assigned: Hans Pfitzer \*Homeowner requested final\*\*. Reassigned Heather Kim Dembrosky moved to approve. Cheryl Rivet seconded. Approved 5-0

8. New Finals Assigned:

1. 1932-1 awning
  - \*12824 Killycrom Dr
  - \*Richard Eissler
  - \*Assigned: Jason Dickerson
2. 1967-1 fence
  - \*12001 Amara Dr
  - \*Ricky Miller
  - \*Assigned Cheryl Rivet (with 1965-1&2): project completed without ARC approval. 2 ARC members required for final review.

9. Other New Business:

1. Only Vice chairman receiving some new project emails with no copy going to the chairman. Residents claim Ryan homes provided the information.
2. observation from new homeowner on length of time for processing applications.
3. There was discussion of changes to the ARC process when doing site visits.

The committee will take the next two weeks to review and investigate and decisions will be made at the next meeting.

4. Marlene Brockwell advised the committee she would like to join as a three year member. Kim Dembrosky moved to approve her as a member. Jason Dickerson seconded. Marlene Brockwell was approved 5-0

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). 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. clarify regulations to state no mixed fence styles on an individual property. The committee agreed to the final wording on these issues. Cheryl Rivet moved to approve the updated changes, Jason Dickerson seconded. Approved 5-0. The proposals will be sent to the board.
2. letters from ACS West – ACS is sending out the wrong information on the letters and using the wrong forms. Representatives from the committee will meet with the board to address these issues.
3. Application change for 2021 - Kim Dembrosky moved to change the application, Cheryl Rivet seconded. Approved 5-0

11. Member Voice: None

12. Adjournment: Hans Pfitzer moved to adjourn, Jason Dickerson seconded. Approved 5-0. The meeting was adjourned at 8:22 p.m.

13. Next Meeting: November 4, 2020 at 6:30 p.m. @ the snack bar in the lower

level of the Highlands Clubhouse 8136 Highlands Glen Dr.

Respectfully Submitted,

Cheryl Rivet