

Highlands Architectural Review Committee (ARC)
Minutes- March 23, 2017 (amended)

1. Attendance: (Meeting called to order: 6:33 p.m.)
 - a. Attending: Rick Seyler, Richard Godbeer, Kim Dembrosky
 - b. Absent: Bart Stewart
 - c. Board Member: none
 - d. Homeowners present: none
2. Review of Agenda:
3. Review of Minutes for March 8, 2017: Rick moved; Richard second Vote 3-0
4. Membership: Cheryl Rivet & John Cason have expressed interest. Additionally, one potential candidate responded to Richard Godbeer's post on the Highlands web page seeking residents interested in joining the ARC committee.
5. Old Business:
 - a. 1554-1 -- Accessory Building
 - i. 10901 Kalliope Dr
 - ii. Joel Jean
 - b. Assigned: Kim Dembrosky moved; Richard seconded to approve with the following conditions. 1) During the standard six month timeframe before final inspection, the roof pitch will be changed to meet the regulations of 8/12 or greater. 2) A Monolithic Slab foundation will be installed. Voted 3-0 (Discussion: homeowner's accessory building already built and paid for but does not meet roof pitch regulations. Foundation options were discussed during site visit)
 - c. 1555-1 --new siding color
 - i. 7900 Dunnottar Ct
 - ii. Mike & Lin Howerton
 - iii. Assigned: Rick Seyler; approved e-ballot 3-0-1 3/20/17
6. New Project Business: ARC box checked 7:00 a.m. 3/23/17
 - a. 1555-1 – New siding color
 - i. 7900 Dunnottar Ct
 - ii. Mike & Lin Howerton
 - iii. Assigned: Rick Seyler –e-ballot approval under Old Business 5c. above
 - b. 1556-1 – Tree Removal
 - i. 11213 Isadora Dr
 - ii. James & Jane Pratt
 - iii. Assigned: Richard Godbeer
 - c. 1557-1 –Driveway Extension
 - i. 7501 Maclachlan Dr
 - ii. John Cason
 - iii. Assigned: Bart Stewart
 - d. 1558-1 –In ground Pool
 - i. 11212 Sterling Cove Dr
 - ii. Rodney & Charleene Holmes
 - iii. Assigned: Kim Dembrosky
 - e. 1559-1 –New siding and Shingle color
 - i. 8218 Ravina Ter
 - ii. Cheryl Rivet
 - iii. Assigned: Rick Seyler

7. Finals Assigned Previously:

- a. 1485-1-2 – 1) In-ground pool; 2) Fence/barrier
 - i. 8301 Seaview Drive
 - ii. Kelly Kieff & Nocola McCloskey
 - iii. Assigned: reassigned to Richard Godbeer
- b. 1492-1-2 –1) In-ground pool; 2) Fence
 - i. 8318 Kalipso Lane
 - ii. Thomas Brovillard
 - iii. Assigned: reassigned to Bart Stewart

8. New Finals Assigned:

9. Other New Business:

- a. Note to HOA Board by Rick Seyler:

On Mar 21, 2017, at 11:23 AM, Rick Seyler <rick.seyler@gmail.com> wrote:

I'm not certain of what the HOA Board is aware with respect to the homeowners ARC Sonja Benedict resigned as ARC chairperson effective year end 2016. Subsequently Joe Levenduski and Connie Irby have resigned. Fortunately two individuals have stepped forward--Kim Dembrosky and Richard Godbeer-- just in time I might add to join the committee. That leaves us with 4 members and without a chairperson. I have been trying to fulfill that role in the interim. We have also had ZERO participation from the Board in the form of a liaison since Terry's passing. As people are becoming familiar with the extent of storm damage their homes endured during the hail storm two weeks ago, there are a number of folks considering color changes to their exteriors when replacing siding and shingles. These folks are expecting expedited response from the ARC if they even make an effort to contact the committee. Thus far we have managed to address these needs with what I believe to be a satisfactory timely manner.

I would suggest we contact households in the Highlands with some form of reminder that if they intend to replace damaged items on their house exterior with a different style or color, they should submit an ARC project application. This could be a direct letter or email, posted on the entrance bulletin boards, and/or a temporary notice on the Highlands web page. Along with any of these contact measures, I would like to have an invitation for members to join the ARC so we can hopefully get back to full strength on the committee and reduce the burden on us 4 volunteers.

It took longer than necessary to get Sonja's email linked to the ARC Chairperson address and not it should be removed.

We continue to examine the Guidelines and anticipate submitting to the Board two section revisions.

Rick Seyler
ARC vice-chair

Response:

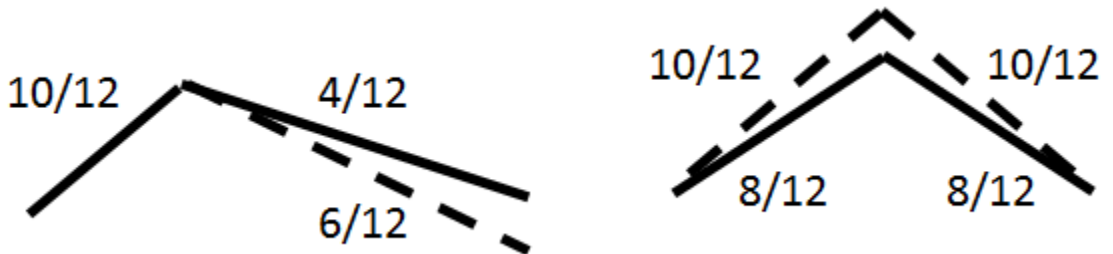
Matt Cullather responded:

Thank Rick for the email. I will add all of this to the agenda for next week's board meeting for discussion.

- b. Section A1.2 regarding Roof of Accessory Buildings. Proposal distributed by Rick Seyler. Currently requires 10/12 roof pitch but committee has been allowing down to 8/12. Discussion focused on upholding regulations or changing regulations if they don't meet the needs of the ARC and our community. Providing exceptions undermines the ability of the ARC to enforce regulations fairly. It is more costly for a homeowner to meet ARC regulations than to purchase a shed at the local home improvement store. Those that follow the regulations should be commended for doing so and those that do not follow regulations must be brought into compliance.

MOTION: Strike A1.2 in its entirety and replace it with the following: The roof must match the style, type and material of the main house with a slope of 8/12 or greater. Motion moved by Richard, Seconded by Kim. Voted 3-0

(Existing A1.2: Roof style materials (no large size metal roofs) and slopes shall match the style of the main roof of the house (i.e. gabled roof shed with gabled roof house). Roof shingles shall match the color and type of the house. Roof pitch should be a minimum of 10/12; however, the ARC can allow reasonable exceptions. Shelf roofs for a front or side porch entrance can be metal.)



MOTION to modify A1.1 to read as follows:

A1.1 All free standing accessory buildings shall be constructed as a permanent structure. The Accessory building must match the design characteristics of the house and not detract from the aesthetic design of the house. Motion moved by Richard, Seconded by Kim, Voted 3-0

(Existing A1.1. The accessory building must match the design characteristics of the house and not detract from the aesthetic design of the home.)

- c. Next meeting the committee will undertake a review of A26.4 & 5 regarding safety measures surrounding in ground pools.

10. Other Old Business:

- a. Discussed Section A9.3 regarding type of vinyl siding allowed. Currently requires 'upgraded bead design' and specifically prohibits 'Dutch-lap or similar'. An entire neighborhood within the Highlands has Dutch-lap siding. Also complaints from residents about dirt and algae getting caught in the "bead" of the "bead design" siding prompted the following motion.

MOTION to modify A9.3 to read as follows: *Vinyl siding replacement or installation must be an approved design. Sample of color, design and style must be submitted with an application for ARC approval.* Motion made by Rick, Seconded by Richard. Voted 3-0

(existing A9.3 Vinyl siding replacement or installation must be an approved upgraded bead design and a sample must be submitted. Color, design and style must be submitted with an application for ARC approval. No Dutch-lap or similar siding will be permitted)

11. Adjournment: 8 p.m.
12. Next meeting: April 5, 2017 at 6:30 p.m. location TBD