

Highlands Architectural Review Committee (ARC) Minutes- April 20, 2017

1. Attendance: (Meeting called to order: 6:33 p.m.)
 - a. Attending: Rick Seyler, Richard Godbeer, Kim Dembrosky
 - b. Absent: Cheryl Rivet (submitted a written report located at end of minutes), Bart Stewart
 - c. Board Member: none
 - d. Homeowners present: none
2. Review of Agenda:
3. Review of Minutes for April 5, 2017: **Motion** made by Richard; Rick seconded—so voted 3-0
4. Membership:
5. Old Business:
 - a. 1562-1 –Tree removal
 - i. 11212 Kalliope Dr
 - ii. Abiodun & Cecilia Adekoya
 - iii. Assigned: Cheryl Rivet; **Motion** made by Richard ; Kim seconded to approve pending receipt of plat plan with drawing location of home, targeted trees and the distance from the closest boundary and house. So voted 3-0
 - b. 1563-1 –Fence
 - i. 11001 Isadora Dr
 - ii. CJ & Anna Szuba
 - iii. Assigned: Cheryl Rivet; **Motion** made by Rick; Kim seconded to approve with additional permission for the removal of any necessary trees to obtain a workable line of sight. So voted 3-0
 - c. 1565-1 New shingles color change
 - i. 8319 Kintail Dr
 - ii. Jeffrey & Angela Stinson
 - iii. Assigned: Richard Godbeer. **Motion** made by Richard; Kim seconded to approve by e-ballot 4/13/17
 - d. 1551-1 Accessory Building
 - i. 8312 Minerva Ter
 - ii. Claude Burrell
 - iii. Assigned: Kim Dembrosky-Homeowner was previously granted approval with conditions. Homeowner requested to change the accessory building location so a second site visit was completed. New location was acceptable and homeowner provided ARC with the additional information requested as part of the original approval with conditions. **Motion** made by Kim; Rick seconded to approve new location and remove conditions based on homeowner's description and construction details. So voted 3-0
6. New Project Business: ARC box checked 7:00 p.m. 4/19/17
 - a. 1565-1 – New shingle color change
 - i. 8319 Kintail Dr
 - ii. Jeffrey & Angela Stinson
 - iii. Assigned: Richard Godbeer. **Motion** made by Richard; Kim seconded to approve by e-ballot 4/13/17

- b. 1566-1 –Fence
 - i. 8412 Fedora Dr
 - ii. Chris Barfield
 - iii. Assigned: Richard Godbeer. **Application incomplete missing plat plan

7. Finals Assigned Previously:

- a. 1407-1-2 -1) stamped concrete patio; -2) paver seating wall
 - i. 8312 Minerva Terr
 - ii. Claude Burrell
 - iii. Assigned: Kim Dembrosky. **Motion** made by Kim; Rick seconded to approve 1407-1 So voted 3-0
1407-2 project cancelled by homeowner
- b. 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-more time granted
- c. 1492-1-2 –1) In-ground pool; 2) Fence
 - i. 8318 Kalipso Lane
 - ii. Thomas Brovillard
 - iii. Assigned: reassigned to Bart Stewart-more time granted
- d. 1553-1-2 --1) new siding and shingles colors; -2) tree removal
 - i. 11912 Culloden Ln
 - ii. James Smith
 - iii. Assigned: Rick Seyler. **Motion** made by Rick; Kim seconded to approve. So voted 3-0

8. New Finals Assigned:

- a. 1555-1 –new siding color change
 - i. 7900 Dunnottar Ct
 - ii. J. Mike Howerton
 - iii. Assigned: Rick Seyler

9. Other New Business:

- a. Committee voted to strike A26.5 in its entirety, renumber it as A26.3 and replace it with the following: *All swimming pools shall be enclosed with a safety fence meeting the Code requirements for pool fences established by Chesterfield County. Design, location, and style are all subject to ARC approval.* (A26.5 currently reads: Design, location, fence height and style, and screening are all subject to ARC approval)

In addition the following sections are to be renumbered:

A26.3 to become A26.6

A26.6 to become A26.5

Motion made by Rick, seconded by Richard. So voted 3-0

10. Other Old Business:

- a. Relocation of “Shelf roofs for a front or side porch entrance can be metal.” After revision of A1.2 approved at March 23 meeting and March 29 Board meeting. Assigned to Cheryl Rivet. Cheryl has reviewed and proposed it be inserted into section A2.4. Committee requests more time. Rick will proposed language changes.

- b. Committee discussed slides for pools in response to recent inquiry. Not covered in Guidelines. **Motion** made by Richard, seconded by Kim to add section A26.7. Pool slides are permissible. Design, size and location are subject to ARC approval. So voted 3-0
 - c. Committee discussed porch swings after a recent inquiry. While they are not currently addressed in our regulations, we did locate one existing within the highlands neighborhood. **Motion** made by Richard, seconded by Kim to not pursue guidelines for porch swings. So voted 3-0
 - d. 1559-1 8218 Ravenna Ter. Homeowner contacted committee with additional hail damage not known at time of initial approval that resulted in window replacement. Homeowner requested a change in window style. **Motion** to approve window style change made by Rick, Seconded by Kim. So voted 3-0
11. Adjournment: 7:46p.m.
12. Next meeting: May 3, 2017 at 6:30 p.m. location TBD

Summary of changes to guidelines for swimming pools.

A26. Swimming pools

:

A26.1 No above ground swimming pools are permitted

A26.2 In-ground swimming pools shall be located behind the house and minimally visible from the street

A26.3 All swimming pools shall be enclosed with a safety fence meeting the Code requirements for pool fences established by Chesterfield county. Design, location, and style are all subject to ARC approval.

A26.4 ARC may require screening of swimming pools to ensure the privacy of the pool owners and of neighbors

A26.5 Pool filtration equipment should be screened from neighbors view by a shed type enclosure, shrubbery/bush/tree plantings, or a framed lattice fence (similar to the HVAC shielding).

A26.6 Lake front properties are under additional site requirements. ARC will specify

A26.7 Pool slides are permissible. Design, size and location are subject to ARC approval.

ARC REPORT

Cheryl Rivet

Item 1562 Tree Removal. Richard and I met with Mr. Abiodun regarding tree removal. He wants to remove four trees that he feels are a safety issue as they are too close to house or leaning. Three of the trees are definitely a concern. The fourth tree looks healthy and would not harm his house if it did fall. However, he strongly feels it is a safety issue. The area of removal is very woody and would not be harmed if all four trees were removed. Therefore, I approve of all four for removal. Mr. Abiodun was asked to provide a drawing showing the house and the four trees he wanted removed.

Item 1563 Fence 11001 Isadora Drive. Mr. Szuba showed us the area he wants fenced. After

speaking with him, he said he may shorten the length of the fence, but would use the materials he had proposed and would run the fence along the woods line rather than take it to the road line. He was advised about gates for access. The fence as he wants to build it has my approval.

Regarding fencing along the roadside, I spoke to the Land Use and Planning Department at VDOT. They said a good rule of thumb for right away is 40-50 feet from the middle of the road. He also said the right away line will be on the property plat as a broken line. I feel we need to address at some point fencing that abuts the road on corner lots.

Under old business 9.b, I feel the new guideline on metal shelf roofs should find a home under A2.4.

Item 1559 Addendum to this request. Inspection of the second floor windows on the front of the house showed seal compromise and the windows have to be replaced. This was not a known factor at the time of the first request. We would like to change the window from a curved type to a square type during the replacement. This change would provide a window in keeping with the style change of the siding and also allow better insulation of the second floor. The curved window is now 72" X 42". The new window would be 38"x 48". This window would also give us the ability to put shutters on the top and improve the symmetry of the overall look. I am enclosing a hand drawn (no talent here) to show the difference between the photo submitted and what the new windows would look like.

On the shed site change for Burrell, I am in favor of the new site and Mr. Burrell has agreed to send a drawing of the shed. This will be helpful since the double doors will be facing some of the street.

Respectfully Submitted

Cheryl Rivet