

Highlands Architectural Review Committee (ARC)
Minutes- May 18, 2017

1. Attendance: (Meeting called to order: 6:34 p.m.)
 - a. Attending: Rick Seyler, Richard Godbeer, Cheryl Rivet, Kim Dembrosky
 - b. Absent: Bart Stewart
 - c. Board Member: none
 - d. Homeowners present: Paul Hyland
2. Review of Agenda:
3. Review of Minutes for May 3, 2017: Motion made to accept minutes with the following addition. Project 1572-1 location is 8232 Macandrew Ct. Rick moved, Richard seconded. So voted: 4-0
4. Membership: none
5. Old Business:
 - a. 1562-1 –Tree removal
 - i. 11212 Kalliope Dr
 - ii. Abiodun & Cecilia Adekoya
 - iii. Assigned: Cheryl Rivet; approval pending receipt of plot map
 - b. 1566-1 –Fence
 - i. 8412 Fedora Dr
 - ii. Chris Barfield
 - iii. Assigned: Richard Godbeer moved; Cheryl seconded to approve. So voted: 4-0
 - c. 1568-1 –Tree removal
 - i. 11519 Fair Isle Dr
 - ii. Andre Desima
 - iii. Assigned: Cheryl Rivet; previously approved pending receipt of plot map. Plot map has been received by ARC.
 - d. 1570-1 – Fence
 - i. 12318 Wynnstay Lane
 - ii. John Guzowski
 - iii. Assigned: Cheryl Rivet moved; Kim seconded to approve both of the two options submitted by resident. Resident is instructed to notify board which option he decided to proceed with prior to installation. So voted 4-0
 - e. 1571-1 – Fence
 - i. 8025 Lake Margaret Place
 - ii. Andrea Hall
 - iii. Assigned: Richard Godbeer moved; Kim seconded; approved via e-ballot
 - f. 1577-1 –roof
 - i. 11825 Dunnottar Ter
 - ii. Christopher & Kim Dembrosky
 - iii. Assigned: Richard moved, seconded Rick. Kim Dembrosky abstained. So voted 3-0
6. New Project Business: ARC box checked 7:00 a.m. 5/18/17
 - a. 1574-1 – Detached garage
 - i. 7401 Crathes Terr
 - ii. Elliott & donna DeJarnette
 - iii. Assigned: Cheryl
 - b. 1575-1 –Screened porch with deck extension
 - i. 11412 Black Isle Way
 - ii. Melanie & Becky Bach

- iii. Assigned: Rick
 - c. 1576-1 –Outdoor fireplace
 - i. 11106 Isadora Dr
 - ii. Paul & Jenny Hyland
 - iii. Assigned: Kim
 - d. 1577-1 roof color change
 - i. 11825 Dunnottar Ter
 - ii. Christopher & Kim Dembrosky
 - iii. Assigned: Richard.
- 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
 - c. 1507-1 –Detached garage
 - i. 10813 Isadora Dr
 - ii. Michael Welton
 - iii. Assigned: Rick Seyler moved, Richard seconded to approve So voted 4-0

- 8. New Finals Assigned:
 - a. 1565-1-roof
 - i. 8319 Kintail Dr
 - ii. Dr. Jeffrey & Angela Stinson
 - iii. Assigned Richard

- 9. Other New Business: The ARC requests to be put on the agenda of the next HOA board meeting. The ARC committee members are frustrated with the inaction by the property manager. There is property activity not supported by an ARC project ongoing within the neighborhood. Allowing activity outside of the ARC process undermines the legitimacy of the ARC committee. The ARC committee is also disappointed with the lack of communication with homeowners for ARC regulation reminders and membership concerns that were communicated to the HOA board several months ago, which was supposed to have resulted in an email/letter/flyer and has yet to be received by residents.

The committee discussed the use of e-ballot. E-ballot should be reserved for cases of urgency. It is requested at members requesting e-ballot to please include information to support the request.

- 10. Other Old Business:
 - a. Rework of section A2.-more time requested
- 11. Adjournment: 7:40 P.M.
- 12. Next meeting: June 7, 2017 at 6:30 p.m.