

Highlands Architectural Review Committee (ARC)
Minutes December 13, 2017

1. Attendance: (Meeting called to order: 6:45 p.m.)
 - a. Attending: Rick Seyler, Kim Dembrosky
 - b. Absent: Cheryl Rivet, Bart Stewart
 - c. Board Member: none
 - d. Homeowners present: Rich Potter
2. Review of Agenda:
3. Review of Minutes for November 30, 2017: Kim moved; Rick seconded—2-0 so voted
4. Membership: ARC will forward letter of recommendation to Board of Directors with the following candidate names and respective term to fill three vacant seats on the ARC committee. Scott Birmingham 3 year term, John Unkel 2 year term, Rich Potter 3 year term.
5. Old Business:
 - a. 1617-1,-2 –fence; color change to front and garage door
 - i. 11831 Dunnottar Terr
 - ii. Willie Crew III
 - iii. Assigned: Cheryl Rivet-more time requested
 - b. 1602-1 Patio project
 - i. 8537 Brechin Lane
 - ii. Jo Lyn & Will Topping
 - iii. Assigned: Kim Dembrosky-Homeowner is not responsive to ARC's request for proper plot plan. Currently application is incomplete and homeowner began project before receiving approval from ARC. Homeowner has been unresponsive for several months to phone calls and emails. ARC voted to escalate project to Boards attention via Martha. Motion made by Kim, Seconded by Rick. 2-0 so voted.
6. New Project Business: ARC box checked 5:00 p.m. 12/12 /17
 - a. 1618-1 fence
 - i. 11301 Glendevon Rd
 - ii. Elizabeth Robinson
 - iii. Assigned: Rick
7. Finals Assigned Previously:
 - a. 1448-1 –replacement fence
 - i. 8500 Covina Ct
 - ii. Paul & Anne Palisano
 - iii. Assigned: Bart Stewart-more time
 - b. 1462-1 – room addition
 - i. 8502 Glendevon Circle
 - ii. Scott Birmingham
 - iii. Assigned: Bart Stewart-more time
 - c. 1463-1 accessory building
 - i. 11242 Isadora Dr
 - ii. Mark Luczkowski
 - iii. Assigned: Rick Seyler-more time
 - d. 1470-1 –accessory bldg

- i. 11248 Isadora Dr
 - ii. Antonio Starke
 - iii. Assigned: reassigned to Rick Seyler; waiting on electrical work-more time
 - e. 1476 -1-6 –1 bonus room, -2cement driveway, -3 play structure, -4 basketball hoop, -5concrete stairs & pathway, -6 retaining wall
 - i. 7813 Grampian Ct
 - ii. John & Heather Pettis
 - iii. Assigned: Bart Stewart—only partially completed; expect completion in 1 month-more time
 - f. 1492-1-2 –1) In-ground pool; 2) Fence
 - i. 8318 Kalipso Lane
 - ii. Thomas Brovillard
 - iii. Assigned: reassigned to Bart Stewart-more time
 - g. 1602-1 –patio, sitting wall, fire pit, walkway
 - i. 8537 Brechin Lane
 - ii. Jo Lyn & Will Topping
 - iii. Assigned: Kim Dembrosky (work initiated before application)-addressed under old business section 5(b)
 - h. 1608-1 –fence
 - i. 7425 Crathes Terr
 - ii. Jeffrey Coons
 - iii. Assigned: Rick Seyler moved; Kim seconded to approve 2-0 so voted
 - i. 1585-1 —generator
 - i. 8418 Fedora Dr
 - ii. James Dean
 - iii. Assigned: Kim Dembrosky moved; Rick seconded 2-0 so voted
 - j. 1586-1 --deck
 - i. 8300 Minerva Terr
 - ii. Avery Miller
 - iii. Assigned: Rick Seyler-more time
 - k. 1594-1 --siding color change
 - i. 8231 Macandrew Pl
 - ii. Brian & Jean Davis
 - iii. Assigned: Cheryl Rivet-more time
 - l. 1614-1 deck extension
 - i. 7501 Dunollie Dr
 - ii. Rich Potter
 - iii. Assigned Kim Dembrosky. Kim moved; Rick seconded 2-0 so voted
- 8. New Finals Assigned:
 - a. none assigned
- 9. Other New Business:

- a. 2018 ARC meeting dates: Jan 3 & 18, Feb 7 & 22, Mar 7 & 22, Apr 4 & 19, May 2 & 17, June 6 & 21, July 11 & 26, Aug 8 & 23, Sept 5 & 20, Oct 3 & 18, Nov 7 & 29, Dec 12

10. Other Old Business:

- a. Solar Panels guidelines revisions-more time

11. Adjournment: 7:23 p.m.

12. Next meeting: January 3, 2018 at 6:30 p.m.