

**Prairie Crossing  
Architectural Review Committee**

May 30, 2024

**Meeting Minutes**

*Victoria Post Ranney Library, PCCS*

**I. Call to Order**

Chair Rolfsen called the meeting to order at 7:02 p.m.

**II. Roll Call**

Present: Chair Leif Rolfsen, Members Rick Cummisford, Steve Sennott, Kathy Hicks, and Frank Mynard

Board President/Liaison Persephone Nerge

Homeowner: Laura Truax

**III. Homeowner Forum**

Homeowner Laura Truax presented her requests and answered questions.

**IV. Previous Minutes**

A MOTION was made by Member Mynard to approve the May 16, 2024, minutes. Member Cummisford seconded. Motion carried 5-0.

**V. ARC Working Agreement**

1. We value open dialog. We will listen actively, fully, and with respect.
2. We value respectful discourse. We will speak with thoughtful intention.
3. We value the principles upon which the community was founded. We seek to educate and support homeowners with their projects, within the Guidelines.

**VI. Old Business**

**R24-014 Michael Wesclitz, 1196 Goldenrod Ln, Lot 89, dated 4/21/2024.**

Homeowner requests adding a screen porch to the existing deck on the rear of the home. Concerns about gable roof on porch being inconsistent with hipped roof of Foursquare. Missing Neighbor Comments. Homeowner invited to ARC meeting to discuss. **Tabled, 5-0, 4/25.** Missing Neighbor Comments. **Tabled, 3-0, 5/16.** Neighbor Comments received 5/19. Gable roof on porch is inconsistent with hipped roof of Foursquare. **Denied, 5-0. RC/SS**

## **VII. New Business**

### **Guidelines Revision**

Board Liaison Nerge to explore options for Guidelines document control and creation of a clean document to eliminate formatting glitches in the current Word file. One person from the ARC should then re-input all changes so that a clean redline PDF may be generated for community review. An introductory summary of changes should be prepared by the ARC, and explanations for changes may be added as comments to the redline PDF to inform the community of the rationale behind changes.

### **ARC Request Form Revision**

Per our 4/25 ARC meeting discussion, Chair Rolfsen will complete edits to the ARC Request Form, share with the ARC for review, and forward to the Board ASAP. Member Cummisford to send Word versions of the 2017 and 2023 forms to Chair Rolfsen to make edits.

### **Agenda and Minutes**

The ARC meeting minutes will be simplified to record discussion summaries, motions, vote counts, and decisions. The meeting agenda will contain more detail to assist the ARC with continuity from meeting to meeting, when requests require more time to complete ARC review.

### **ARC Approval and Denial Letters**

Board Liaison Nerge and ARC Acting Secretary Hicks will work with Foster Premier, who will draft future ARC decision letters to Homeowners.

### **Color Palette**

We briefly discussed the issue and urgency of the revision of the Color Palette. Member Cummisford volunteered to compile a history of color change requests from the HO projects submitted and approved.

## **VIII. Follow-Up on Approvals**

## **IX. New Review Requests**

**R24-024 Mark Muger ditchian, 1345 Hedgerow Dr, Lot 155, dated 5/29/2024.**

Homeowner requests adding storm/screen door on back of house. Neighbor comments missing. **Tabled, 5-0.** Neighbor Comments received 6/1. **Approved by email vote, 5-0. KH**

**R24-025 Laura Truax, 1318 Prairie Trail, Lot 47, dated 5/20/2024.** Homeowners request replacing garage doors. **Approved, 5-0. LR**

**R24-026 Laura Truax, 1318 Prairie Trail, Lot 47, dated 5/20/2024.** Homeowners request update to R24-005 to replace back sliding door with a white, 4-lite French door. **Approved, 5-0. LR**

## **X. Other Agenda Items**

### **Board/ARC Workshop Recap**

It was agreed that the workshop was helpful. The ARC will continue to discuss process improvements with Board Liaison Nerge at future ARC meetings. The next topic for discussion on 6/27 will be redistribution of ARC tasks.

### **Guideline Revisions for Future Review**

- Whole-house Generators with 67 decibels
- Fence picket size, spacing and style
- Gravel patios
- Clarify tennis court rules – dogs not allowed; Pickleball allowed
- Trex for railing and spindles
- Horses allowed on PC Trails, except around lake
- Outdoor Bars
- Add setbacks
- Exterior lighting
- Playgrounds
- Little libraries
- Diagonal lattice
- Flag condition
- Allow small signs for notification of invisible fences
- Holiday Lights Location and heading in guidelines
- 1” larger Gutters and Downspouts
- 2.18 Consider ruling pergolas only allowed in back yards
- Permanent basketball hoops (location in guidelines as well)
- Front Door Colors
- Dog Runs
- Trash Screening devices: gated, wood picket fencing or landscaping to minimize visual impact
- Radon mitigation locations
- Solar Panels – lowest visible impact of conduit possible (question whether or not this is an additional cost to homeowners); inverter location; frame color; NABCEP certified installer; panel clearance no more than 6” from roof; Solar Panel Shingles
- New Windows – trim color
- Guideline Revision Process

- Color Palette for siding, trim and doors
- Lattice to be consistent with other uses on home; horizontal vs vertical to be researched
- Define length, width & depth of patio/deck; percentage of lot
- Swimming Pools
- Add more specifications to the color palette
- Ceiling Fans for porches
- Pines on lot lines (concern with burns)
- Electronic submissions okay
- Alternative Driveway Materials
- Garage Door Styles
- Driveway Styles (honeycomb and strips)
- 6.02 Item 4 – Modify Boat Section

## **XI. Next Meetings**

The next regularly scheduled meeting of the ARC will be at the Victoria Post Ranney Library on the PCCS campus (in the Wright Schoolhouse), at 7:00 p.m. on Thursday, June 27, 2024.

**Mid-cycle Zoom meetings were canceled for the rest of 2024.**

The 2024 calendar of members taking Emails is as follows:

Jan – Leif, Feb – Frank, Mar – Steve, Apr – Leif, May – Kathy, Jun – Rick, Jul – TBD, Aug – Steve, Sept – Kathy, Oct – TBD, Nov – Leif, Dec – Rick

## **XII. Adjournment**

A MOTION was made by Chair Rolfsen to adjourn the meeting at 9:00 p.m. Member Cummisford seconded. Motion carried 5-0.

Submitted by,

Kathy Hicks

ARC Member, and temporary Recording Secretary

*This document is subject to correction  
as noted on next month's meeting minutes.*