

Architectural Review Committee

April 6, 2011

Meeting Minutes

The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association held a meeting on Wednesday, April 6, 2011 at 7:33 pm at the Yellow Farmhouse.

Attendees

Leo Dorsey, Jay Kalbrener, Paul Suvanich and Suzanne Mynard were in attendance. Sean Daw were absent. A PCHOA Board Liaison was not present. Recording Secretary Kari Turco, representing Karick & Associates, was also present.

Homeowner Forum

Bob Lee and Maggie dropped off two requests.

Minutes

A MOTION was made by Jay Kalbrener to approve the March 2, 2011 meeting minutes as presented. Seconded by Suzanne Mynard. Motion carried unanimously.

Old Business

Previously Discussed Review Requests

- A. Review Request #011-003, Sandy Serna, 1305 Calamus, Lot #102
This request is for to replace rotting windows.
- | | |
|-----------------|---|
| 01-05-11 | Windows have already been replaced, which is a violation. HO will ask vendor to provide exterior mullions and supply a mock-up for ARC. HO will submit a formal request form. |
| 02-09-11 | Issued reminder letter, awaiting formal request form. |
| 03-02-11 | Rec'd Request form and window diagram; approval letter issued with reminder that all mullions should be painted white to match trim. |
| 04-06-11 | Awaiting Mullion installation. |
- B. Review Request R11-001, Hsien-Hsin Tung, 860 Blazing Star, Lot 171
This request is for additional trees already installed.
- | | |
|-----------------|--|
| 01-05-11 | Approval Letter Issued for Trees; Fence is not approved. |
| 02-09-11 | Tabled for ARC visit in spring, Letter Issued Explaining such. |
| 03-02-11 | Awaiting ARC visit when weather breaks. |
| 04-06-11 | SM and SD to make a site visit. |

Previously Discussed Violations

1. 1313 Calamus, Room above Garage has no window treatments and storage boxes can be seen – is unsightly
- | | |
|-----------------|------------------------------|
| 09-02-09 | PM to send letter |
| 10-07-09 | SM to check for compliance |
| 12-02-09 | SM to check for compliance |
| 01-06-10 | Sent to AI for further fines |
| 02-02-10 | Sent to AI for further fines |

03-09-10 Sent to Al for further fines
04-07-10 Sent to Al at SMS again, still no window covering; there is also a pile of crap in the driveway, but Al should probably check on this before sending anything in a letter on this pile.
05-05-10 Fine
06-02-10 Fine
07-07-10 Fine
08-04-10 Fine for Garage Window Treatment, driveway crap removed
10-06-10 Fine for Garage Window Treatment, More crap is in driveway
11-03-10 Fine for Garage Window Treatment, Crap on driveway now also includes two boats in the yard – continue fines
12-01-10 Fine for Garage Window Treatment, check for boats and fine if necessary
01-05-11 Fine again. Heather to work with Al to send homeowners a detailed statement of their account.
02-09-11 Fine
03-02-11 Fine and turn over to Premier to inspect and continue violation process.
04-06-11 Confirm with Heather that this is being checked regularly.

2. 1495 Colbee Benton, Replaced front steps but didn't paint – p.m. to contact owner for deadline as to completion of painting- Heather will send a deadline of May 1, 2011 for painting.

03-02-11 Double checked with Premier that letter was sent; turned over to Premier to inspect and initiate fine process if necessary.
04-06-11 Confirm with Heather that this is being checked regularly.

New Business

New Review Requests

- A. Review Request R11-004, Bob Helle, 998 Prairie Trl, Lot 73
 This request is for landscaping and includes an additional 2 pin oaks near the rear of the lot and 3 red buds near the patio.
04-06-11 Approval Letter Issued
- B. Review Request R11-005, Wendy Brown, 875 Harris, Lot 161
 This request is to paint the exterior the same color and reset the porch stairs.
04-06-11 Approval Letter Issued
- C. Review Request R11-006, Ron Roselli, 980 Blazing Star, Lot 205
 This request is for the addition of 2 Andersen White, Full View Storm Doors
04-06-11 Approval Letter Issued
- D. Review Request R11-007, Carol Shaffer & Dick Hosteny, 1024 Harris Rd, Lot 217
 This request is for the replacement of a birch with an amelanchier laevis.
04-06-011 Approval Letter Issued

- E. Review Request R11-008, Lucy and Mitch Ferguson, 1346 Prairie Trl, Lot 45
This request is for a 15 x 18 deck made of cedar and painted white.
04-06-11 Approval Letter Issued with a reminder that the decking must be
pearl gray – color formula attached
- F. Review Request R11-009, Lucy and Mitch Ferguson, 1346 Prairie Trl, Lot 45
This request is for a stone built-in BBQ with seating counter.
04-06-11 Approval Letter Issued
- G. Review Request R11-010, Bob Lee, 1238 Prairie Orchid, Lot 95
This request is for a 16 x 18 unlock patio with 7' seating wall as well as a unlock
front sidewalk.
04-06-11 Approval Letter Issued
- H. Review Request R11-011, Bob Lee, 1238 Prairie Orchid, Lot 95
This request is for a 4 x 8 x 22" planting box
04-06-11 Approval Letter Issued
- I. Review Request R11-012, Hsien-Hsin Tung, 860 Blazing Star, Lot 171
This request is for 3 white rain barrels
04-06-11 Approval Letter Issued
- J. Review Request R11-013, Joan Gottschall, 1230 Prairie Orchid, Lot 94
This request is for a raised planting bed at the rear of the lot.
04-06-11 Approval Letter Issued
- K. Review Request R11-014, Eric Schwartz, 1446 Thimbleweed Rd, Lot 362
This request is for a 35 x 15 paver patio with seating wall as well as a paver
walkway.
04-06-11 Approval Letter Issued

New Violations – sent to P.M.

1355 Osage Orange – storing trash cans outside

Many houses showing age and will need painting – will finish pallet and announce in
MeadowMix in May, unless original color planner can be contacted.

ARC Actions

SD to call for the color pallet from the original painter.

SD to try and revise ARC request form PDF to change number of meetings per month and “add
neighbors comments on the back of this form.”

Other Agenda Items

- Pattern Book – Completed sections to be sent to PCHOA board for review – SM will
rewrite dog runs – MC to issue request for ARC assistance – MC will continue to assist

with this project after retiring from the ARC – SD to get with MC for transfer of info (still working on this). SD & SM to take over this project.

- Revisit Lawn Ornamentation in Guidelines regarding height contradiction & rear yard location
- LD to formulate a schedule of compliance for recurring violations still working on this
- Add Mosquito Curtain for front porch, Retractable Awnings, Metal Roofing as addendums to the Guidelines
- SM to write a landscape lighting guideline regarding usage restrictions.
- Deal with the mailbox inconsistencies – starting with the numbers, will encourage consistency within neighborhoods.
- Ramps need to be added to the Guidelines.
- LD to create amenity guideline to state that residents must accompany guests.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:30 p.m. on Wednesday, May 4, June 1, July 6, August 3, September 7, October 5, November 2, December 7, 2011.

Adjournment

The meeting was adjourned at 8:13 p.m.

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

ONGOING REQUESTS

Review Request Number	Homeowner Name Address Lot #	Date Approved	Project Summary	ARC Member to Oversee
R07-006	Robert Helle 998 Prairie Trl #73	02-07-07 Expiration Ltr Issued 11/4/09 Chimney started 11/10 per email	Add Bay, Replace Door, Add FP Chimney and Windows	Suzanne Mynard Only part not completed is the chimney
R09-008	Shelly Mann 1371 Osage Orange #27	05-12-09	Patio & Seating Wall	Jay Kalbrener
R09-020	Karen & John Schuster 1470 Windflower #240	06-03-09	Unilock patio	Jay Kalbrener
R09-023	Bonnie Brown 1554 Levi Baxter #263	07-01-09 This project on hold	Replace Roof &Upstairs Windows, change house color, change front door color	Leo Dorsey
R09-025	John Gill & Carrie Van Deyck 1140 Hedgerow #146	07-01-09 (awaiting plat of survey)	Patio, Walkway, Seating Wall This project on hold as of 4/7/10	Suzanne Mynard
R09-035	Hsien-Hsin Tung 860 Blazing Star #171	10-07-09	Deck w/pergola & awning, add'l window	Sean Daw
R09-037	Alvin & Gina Wells 1457 Indian Grass #19	10-07-09	Repl back deck, front porch wood, repl rear door	Jay Kalbrener
R10-002	Vel Natarajan 812 Blazing Star #175	03-09-10	Semi-Dwarf Asian Pear	Sean Daw
R10-003	John Miller & Marla Ma 891 Harris #163	03-09-10	Dwarf Peach & Dwarf Cherry	Sean Daw
R10-004	Tracy & Ted Erski 1522 Levi Baxter #267	03-09-10	Raised Garden Beds	Leo Dorsey
R10-006	Patsy Welch & John Wiley 1427 Wild Iris #116	04-07-10	Patio, walkway, pond	Suzanne Mynard
R10-014	Scot Lara 1570 Levi Baxter #261	05-05-10	Pampass Grasses	Leo Dorsey

R10-015	Steve Achtemeier 1094 Prairie Trail #65	05-05-10	Landscaping (if Locust dies, replacement needs new request form)	Suzanne Mynard
R10-016	Steve Achtemeier 1094 Prairie Trail #65	05-05-10	Landscape Lighting	Suzanne Mynard
R10-017	Steve Achtemeier 1094 Prairie Trail #65	05-05-10	Patio, Seating Wall	Suzanne Mynard
R10-018	Joseph Armiger 896 Blazing Star #168	05-05-10	Patio, White Pergola	Sean Daw
R10-019	William & Regina Horine 526 Switchgrass #11	05-05-10	Bury Sump Discharge Line 70' to front swail	Jay Kalbrener
R10-022	James & Susan Williamson 1261 Hedgerow #128	05-05-10	Unilock paver sidewalk in front	Suzanne Mynard
R10-024	Robert Helle 998 Prairie Trail #73	05-05-10	Deck, Seating Wall	Suzanne Mynard
R10-025	Steve Achtemeier 1094 Prairie Trail #65	06-02-10	Fountain at corner of patio	Suzanne Mynard
R10-026	Steve Achtemeier 1094 Prairie Trail #65	06-02-10	Fence around Vegetable Garden	Suzanne Mynard
R10-029	Dale Shields 1455 Turks Cap #324	06-02-10	Paint Front Door Red	Paul Suvanich
R10-030	Dale Shields 1455 Turks Cap #324	06-02-10	Rain Barrel, painted grey	Paul Suvanich
R10-031	Steve Sennott & Ann Jordahl, 1321 Calamus, #104	07-07-10	Paver Patio, Flagstone steps, Seating Wall	Suzanne Mynard
R10-032	Linda Johnson 1148 Goldenrod #85	07-07-10	4 Exterior Lights	Suzanne Mynard

<i>R10-033</i>	<i>Debbie Storms 1531 Penstemon #250</i>	<i>07-07-10</i>	<i>Replace Roof</i>	<i>Paul Suvanich</i>
<i>R10-034</i>	<i>Barb Provost 1546 Lupine #248</i>	<i>08-04-10</i>	<i>Replace Front Walk</i>	<i>Leo Dorsey</i>
<i>R10-035</i>	<i>Kari & Brett Saul 1463 Potawatomi #297</i>	<i>08-04-10</i>	<i>Replace Front Walk</i>	<i>Leo Dorsey</i>
<i>R10-037</i>	<i>Joseph Arminger 896 Blazing Star, #168</i>	<i>09-02-10</i>	<i>2 Rain Barrels</i>	<i>Sean Daw</i>
<i>R10-039</i>	<i>Linda Johnson, 1148 Goldenrod, #85</i>	<i>10-06-10</i>	<i>Replace Patio Door</i>	<i>Suzanne Mynard</i>
<i>R11-001</i>	<i>Hsien-Hsin Tung 860 Blazing Star #171</i>	<i>01-05-11</i>	<i>Additional Trees; FENCE NOT APPROVED</i>	<i>Sean Daw</i>
<i>R11-002</i>	<i>Ed & Kim Gerns 1081 Prairie Trail #65</i>	<i>01-05-11</i>	<i>Compost Bin</i>	<i>Suzanne Mynard</i>
<i>R11-003</i>	<i>Sandy Cerna 1305 Calamus, #102</i>	<i>01-05-11</i>	<i>Replace Windows</i>	
<i>R10-043</i>	<i>Robert Hile 1426 Turks Cap #343</i>	<i>11-03-10</i>	<i>Fence</i>	<i>Paul Suvanich</i>
<i>R11-004</i>	<i>Bob Helle 998 Prairie Trl #73</i>	<i>04-06-11</i>	<i>2 pin oaks, 3 red buds</i>	<i>Suzanne Mynard</i>
<i>R11-005</i>	<i>Wendy Brown 875 Harris #161</i>	<i>04-06-11</i>	<i>Paint Exterior, Reset Porch Stairs</i>	<i>Sean Daw</i>
<i>R11-006</i>	<i>Ron Roselli, 980 Blazing Star #205</i>	<i>04-06-11</i>	<i>2 White Ful View Storm Doors</i>	<i>Sean Daw</i>
<i>R11-007</i>	<i>Carol Shaffer, Dick Hosteny 1024 Harris #217</i>	<i>04-06-11</i>	<i>Replace birch w/amelanchier laevis</i>	<i>Suzanne Mynard</i>

<i>R11-008</i>	<i>Lucy & Mitch Ferguson 1346 Prairie Trl #45</i>	<i>04-06-11</i>	<i>15 x 18 cedar deck, painted white w/pearl gray decking</i>	<i>Suzanne Mynard</i>
<i>R11-009</i>	<i>Lucy & Mitch Ferguson 1346 Prairie Trl #45</i>	<i>04-06-11</i>	<i>Stone BBQ w/seating counter</i>	<i>Suzanne Mynard</i>
<i>R11-010</i>	<i>Bob Lee 1238 Prairie Orchid, #95</i>	<i>04-06-11</i>	<i>16 x 18 patio, seating wall, front walkway</i>	<i>Suzanne Mynard</i>
<i>R11-011</i>	<i>Bob Lee 1238 Prairie Orchid, #95</i>	<i>04-06-11</i>	<i>4 x 8 x 22" planting box</i>	<i>Suzanne Mynard</i>
<i>R11-012</i>	<i>Hsien-Hsin Tung 860 Blazing Star #171</i>	<i>04-06-11</i>	<i>3 white rain barrels</i>	<i>Sean Daw</i>
<i>R11-013</i>	<i>Joan Gottschall 1230 Pairie Orchid #94</i>	<i>04-06-11</i>	<i>8 x 2 x 21" Raised Planting Bed</i>	<i>Suzanne Mynard</i>
<i>R11-014</i>	<i>Eric Schwartz 1446 Thimbleweed #362</i>	<i>04-06-11</i>	<i>35 x 15 paver patio w/seating wall and walkway</i>	<i>Paul Suvanich</i>