

Architectural Review Committee

May 4, 2011

Meeting Minutes

The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association held a meeting on Wednesday, May 4, 2011 at 7:32 pm at the Yellow Farmhouse.

Attendees

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

Homeowner Forum

Mike Corrigan presented materials for his request (see R11-015) to install a metal roof.

Minutes

A MOTION was made by Paul Suvanich to approve the April 6, 2011 meeting minutes as presented. Seconded by Jay Kalbrener. 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. |
| 05-04-11 | Work is completed. Thank you letter issued. |
- 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. |
| 05-04-11 | SM and SD to make a site visit. |

Previously Discussed Violations

New Business

New Review Requests

- A. Review Request R11-015, Mike & Pam Corrigan, 1496 Colbee Benton, Lot 270
This request is to add a metal roof over the existing shingles.
05-04-11 Approval Letter Issued
- B. Review Request R11-016, Beth & Cory Chaitman, 1571 Amos Bennett, Lot 307
This request is to add a retractable awning to the back of their home.
05-04-11 Further Information Letter Issued requesting neighbor comments and stating that the color must be solid and coordinate with the house color or trim color.
- C. Review Request R11-017, Debby Storms, 1531 Penstemon, Lot 250
This request is for 2 raised garden beds and 2 covered compost bins.
05-04-11 Approval Letter Issued stating that material must be cedar or wood fiber
- D. Review Request R11-018, Frank and Suzanne Mynard, 1250 Prairie Trail, Lot 52
This request is for the additional of 7 aspens and 1 river birch.
05-04-011 Approval Letter Issued
- E. Review Request R11-019, Hsien-Hsin Tung, 860 Blazing Star, Lot 171
This request is a 24” chicken fence.
05-04-11 Non-Approval Letter Issued, citing Guideline 2.04.

New Violations – sent to P.M.

1458 Prairie Trail – storing trash cans outside

580 Blue Stem – storing trash cans outside

520 Switchgrass – 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 try and revise ARC request form PDF to change number of meetings per month, add pearl gray Cabot formula 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 and Grill storage on driveways 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, June 1, July 6, August 3, September 7, October 5, November 2, December 7, 2011.

Adjournment

The meeting was adjourned at 8:39 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
R09-025	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>R11-008</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>R11-012</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>R11-014</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>