

## **Architectural Review Committee**

June 1, 2011

### **Meeting Minutes**

The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association held a meeting on Wednesday, June 1, 2011 at 7:37 pm at the Yellow Farmhouse.

#### **Attendees**

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

#### **Homeowner Forum**

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

#### **Minutes**

**A MOTION was made by Paul Suvanich to approve the May 4, 2011 meeting minutes as presented. Seconded by Sean Daw. Motion carried unanimously.**

#### **Old Business**

##### **Previously Discussed Review Requests**

- A. 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.
  - 06-01-11** SM and SD to make a site visit.
  
- B. 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.
  - 06-01-11** Keep an eye on this.
  
- C. 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
  - 06-01-11** Thank you letter Issued
  
- D. 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.

**Previously Discussed Violations**

**New Business**

**New Review Requests**

- A. Review Request R11-020, Gary Mitchiner & Ellen Winick, 1435 Wild Iris, Lot 117  
This request is for a second-story addition over the garage.  
**06-01-11** Approval Letter Issued
- B. Review Request R11-021, Tom & Kathryn Gilbertson, 1262 Prairie Trail, Lot 51  
This request is to add 3 spruce and 3 junipers.  
**06-01-11** Approval Letter Issued
- C. Review Request R11-022, Margaret Kullis, 1350 Coneflower, Lot 166  
This request is for a rain barrel.  
**06-01-11** Approval Letter Issued
- D. Review Request R11-023, John & Celeste Breen, 1486 Colbee Benton, Lot 271  
**06-01-11** Approval Letter Issued

**New Violations – sent to P.M.**

Lot 186 – unapproved garden boxes  
1313 Calamus – camper trailer on driveway at least 2 weeks  
Hedgerow – camper trailer on driveway

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, July 6, August 3, September 7, October 5, November 2, December 7, 2011.

#### **Adjournment**

The meeting was adjourned at 8:30 p.m.

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

# ONGOING REQUESTS

| Review Request Number | Homeowner Name<br>Address<br>Lot #                         | Date Approved                                                                      | Project Summary                                                           | ARC Member to Oversee                                          |
|-----------------------|------------------------------------------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------------------------|----------------------------------------------------------------|
| R07-006               | Robert Helle<br>998 Prairie Trl<br>#73                     | 02-07-07<br>Expiration Ltr Issued<br>11/4/09<br>Chimney started<br>11/10 per email | Add Bay, Replace<br>Door, Add FP<br>Chimney and<br>Windows                | Suzanne Mynard<br>Only part not<br>completed is the<br>chimney |
| R09-008               | Shelly Mann<br>1371 Osage<br>Orange<br>#27                 | 05-12-09                                                                           | Patio & Seating Wall                                                      | Jay Kalbrener                                                  |
| R09-020               | Karen & John<br>Schuster<br>1470 Windflower<br>#240        | 06-03-09                                                                           | Unilock patio                                                             | Jay Kalbrener                                                  |
| R09-025               | John Gill &<br>Carrie Van Deyck<br>1140 Hedgerow<br>#146   | 07-01-09<br>(awaiting plat of<br>survey)                                           | Patio, Walkway,<br>Seating Wall<br>This project on hold<br>as of 4/7/10   | Suzanne Mynard                                                 |
| R09-028               | Ed & Lynne<br>Clemens<br>1433 Indian Grass<br>#22          | 08-05-09                                                                           | Replace Patio Door                                                        | Jay Kalbrener                                                  |
| R09-036               | Tim & Kathryn<br>Gilbertson<br>1262 Prairie Trl<br>#51     | 10-07-09                                                                           | 4 skylights<br>This project<br>completed                                  | Suzanne Mynard                                                 |
| R09-038               | Kim & Bob<br>Loeschorn<br>1118 Prairie Trl<br>#63          | 10-07-09                                                                           | 3 add'l trees<br>This project<br>completed                                | Suzanne Mynard                                                 |
| R10-003               | John Miller &<br>Marla Ma<br>891 Harris<br>#163            | 03-09-10                                                                           | Dwarf Peach &<br>Dwarf Cherry                                             | Sean Daw                                                       |
| R10-004               | Tracy & Ted Erski<br>1522 Levi Baxter<br>#267              | 03-09-10                                                                           | Raised Garden Beds                                                        | Leo Dorsey                                                     |
| R10-005               | Robert &<br>Catherine<br>Gjerdinger<br>1505 Portia<br>#278 | 03-09-10                                                                           | Fence, Prairie, Rain<br>Barrel, Pond                                      | Leo Dorsey                                                     |
| R10-014               | Scot Lara<br>1570 Levi Baxter<br>#261                      | 05-05-10                                                                           | Pampass Grasses                                                           | Leo Dorsey                                                     |
| R10-015               | Steve Achtemeier<br>1094 Prairie Trail<br>#65              | 05-05-10                                                                           | Landscaping<br>(if Locust dies,<br>replacement needs<br>new request form) | Suzanne Mynard                                                 |

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| <i>R10-016</i> | <i>Steve Achtemeier<br/>1094 Prairie Trail<br/>#65</i>                 | <i>05-05-10</i> | <i>Landscape Lighting</i>                                 | <i>Suzanne Mynard</i> |
| <i>R10-017</i> | <i>Steve Achtemeier<br/>1094 Prairie Trail<br/>#65</i>                 | <i>05-05-10</i> | <i>Patio, Seating Wall</i>                                | <i>Suzanne Mynard</i> |
| <i>R10-018</i> | <i>Joseph Armiger<br/>896 Blazing Star<br/>#168</i>                    | <i>05-05-10</i> | <i>Patio, White Pergola</i>                               | <i>Sean Daw</i>       |
| <i>R10-019</i> | <i>William &amp; Regina<br/>Horine<br/>526 Switchgrass<br/>#11</i>     | <i>05-05-10</i> | <i>Bury Sump Discharge<br/>Line 70' to front swail</i>    | <i>Jay Kalbrener</i>  |
| <i>R10-022</i> | <i>James &amp; Susan<br/>Williamson<br/>1261 Hedgerow<br/>#128</i>     | <i>05-05-10</i> | <i>Unilock paver<br/>sidewalk in front</i>                | <i>Suzanne Mynard</i> |
| <i>R10-024</i> | <i>Robert Helle<br/>998 Prairie Trail<br/>#73</i>                      | <i>05-05-10</i> | <i>Deck, Seating Wall</i>                                 | <i>Suzanne Mynard</i> |
| <i>R10-025</i> | <i>Steve Achtemeier<br/>1094 Prairie Trail<br/>#65</i>                 | <i>06-02-10</i> | <i>Fountain at corner of<br/>patio</i>                    | <i>Suzanne Mynard</i> |
| <i>R10-026</i> | <i>Steve Achtemeier<br/>1094 Prairie Trail<br/>#65</i>                 | <i>06-02-10</i> | <i>Fence around<br/>Vegetable Garden</i>                  | <i>Suzanne Mynard</i> |
| <i>R10-029</i> | <i>Dale Shields<br/>1455 Turks Cap<br/>#324</i>                        | <i>06-02-10</i> | <i>Paint Front Door Red</i>                               | <i>Paul Suvanich</i>  |
| <i>R10-030</i> | <i>Dale Shields<br/>1455 Turks Cap<br/>#324</i>                        | <i>06-02-10</i> | <i>Rain Barrel, painted<br/>grey</i>                      | <i>Paul Suvanich</i>  |
| <i>R10-031</i> | <i>Steve Sennott<br/>&amp; Ann Jordahl,<br/>1321 Calamus,<br/>#104</i> | <i>07-07-10</i> | <i>Paver Patio,<br/>Flagstone steps,<br/>Seating Wall</i> | <i>Suzanne Mynard</i> |
| <i>R10-032</i> | <i>Linda Johnson<br/>1148 Goldenrod<br/>#85</i>                        | <i>07-07-10</i> | <i>4 Exterior Lights</i>                                  | <i>Suzanne Mynard</i> |
| <i>R10-033</i> | <i>Debbie Storms<br/>1531 Penstemon<br/>#250</i>                       | <i>07-07-10</i> | <i>Replace Roof</i>                                       | <i>Paul Suvanich</i>  |

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| <i>R10-034</i> | <i>Barb Provost<br/>1546 Lupine<br/>#248</i>                      | <i>08-04-10</i> | <i>Replace Front Walk</i>                                             | <i>Leo Dorsey</i>     |
| <i>R10-035</i> | <i>Kari &amp; Brett Saul<br/>1463 Potawatomi<br/>#297</i>         | <i>08-04-10</i> | <i>Replace Front Walk</i>                                             | <i>Leo Dorsey</i>     |
| <i>R10-037</i> | <i>Joseph Armingier<br/>896 Blazing Star,<br/>#168</i>            | <i>09-02-10</i> | <i>2 Rain Barrels</i>                                                 | <i>Sean Daw</i>       |
| <i>R10-039</i> | <i>Linda Johnson,<br/>1148 Goldenrod,<br/>#85</i>                 | <i>10-06-10</i> | <i>Replace Patio Door</i>                                             | <i>Suzanne Mynard</i> |
| <i>R11-001</i> | <i>Hsien-Hsin Tung<br/>860 Blazing Star<br/>#171</i>              | <i>01-05-11</i> | <i>Additional Trees;<br/>FENCE NOT<br/>APPROVED</i>                   | <i>Sean Daw</i>       |
| <i>R11-002</i> | <i>Ed &amp; Kim Gerns<br/>1081 Prairie Trail<br/>#65</i>          | <i>01-05-11</i> | <i>Compost Bin</i>                                                    | <i>Suzanne Mynard</i> |
| <i>R11-003</i> | <i>Sandy Cerna<br/>1305 Calamus,<br/>#102</i>                     | <i>01-05-11</i> | <i>Replace Windows</i>                                                |                       |
| <i>R10-043</i> | <i>Robert Hile<br/>1426 Turks Cap<br/>#343</i>                    | <i>11-03-10</i> | <i>Fence</i>                                                          | <i>Paul Suvanich</i>  |
| <i>R11-004</i> | <i>Bob Helle<br/>998 Prairie Trl<br/>#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<br/>875 Harris<br/>#161</i>                        | <i>04-06-11</i> | <i>Paint Exterior, Reset<br/>Porch Stairs</i>                         | <i>Sean Daw</i>       |
| <i>R11-006</i> | <i>Ron Roselli,<br/>980 Blazing Star<br/>#205</i>                 | <i>04-06-11</i> | <i>2 White Ful View<br/>Storm Doors</i>                               | <i>Sean Daw</i>       |
| <i>R11-008</i> | <i>Lucy &amp; Mitch<br/>Ferguson<br/>1346 Prairie Trl<br/>#45</i> | <i>04-06-11</i> | <i>15 x 18 cedar deck,<br/>painted white w/pearl<br/>gray decking</i> | <i>Suzanne Mynard</i> |
| <i>R11-009</i> | <i>Lucy &amp; Mitch<br/>Ferguson<br/>1346 Prairie Trl<br/>#45</i> | <i>04-06-11</i> | <i>Stone BBQ w/seating<br/>counter</i>                                | <i>Suzanne Mynard</i> |

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| <i>R11-010</i> | <i>Bob Lee<br/>1238 Prairie<br/>Orchid,<br/>#95</i>                      | <i>04-06-11</i> | <i>16 x 18 patio, seating<br/>wall, front walkway</i>         | <i>Suzanne Mynard</i> |
| <i>R11-012</i> | <i>Hsien-Hsin Tung<br/>860 Blazing Star<br/>#171</i>                     | <i>04-06-11</i> | <i>3 white rain barrels</i>                                   | <i>Sean Daw</i>       |
| <i>R11-014</i> | <i>Eric Schwartz<br/>1446 Thimbleweed<br/>#362</i>                       | <i>04-06-11</i> | <i>35 x 15 paver patio<br/>w/seating wall and<br/>walkway</i> | <i>Paul Suvanich</i>  |
| <i>R11-015</i> | <i>Mike &amp; Pam<br/>Corrigan,<br/>1496 Colbee<br/>Benton<br/>#270</i>  | <i>05-04-11</i> | <i>Metal Roof</i>                                             | <i>Leo Dorsey</i>     |
| <i>R11-016</i> | <i>Beth &amp; Cory<br/>Chaitman<br/>1571 Amos<br/>Bennett<br/>#307</i>   | <i>05-04-11</i> | <i>Retractable Awning</i>                                     | <i>Leo Dorsey</i>     |
| <i>R11-017</i> | <i>Debby Storms<br/>1531 Penstemon<br/>#250</i>                          | <i>05-04-11</i> | <i>2 Raised Garden<br/>Beds, 2 covered<br/>compost bins</i>   | <i>Jay Kalbrener</i>  |
| <i>R11-018</i> | <i>Frank &amp; Suzanne<br/>Mynard<br/>1250 Prairie Trail<br/>#52</i>     | <i>05-04-11</i> | <i>3 hybrid oaks, 1 river<br/>birch</i>                       | <i>Jay Kalbrener</i>  |
| <i>R11-020</i> | <i>Gary Mitchiner &amp;<br/>Ellen Winick<br/>1435 Wild Iris<br/>#117</i> | <i>06-01-11</i> | <i>2<sup>nd</sup> story addition over<br/>garage</i>          | <i>Suzanne Mynard</i> |
| <i>R11-021</i> | <i>To &amp; Kathryn<br/>Gilbertson<br/>1262 Prairie Trail<br/>#51</i>    | <i>06-01-11</i> | <i>3 spruce, 3 juniper</i>                                    | <i>Suzanne Mynard</i> |
| <i>R11-022</i> | <i>Margaret Kullis<br/>1350 Coneflower<br/>#166</i>                      | <i>06-01-11</i> | <i>Rain Barrel</i>                                            | <i>Sean Daw</i>       |
| <i>R11-023</i> | <i>John &amp; Celeste<br/>Breen<br/>1486 Colbee<br/>Benton<br/>#271</i>  | <i>06-01-11</i> | <i>Paver Front Sidewalk</i>                                   | <i>Leo Dorsey</i>     |