

Architectural Review Committee

November 2, 2011

Meeting Minutes

The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association held a meeting on Wednesday, November 2, 2011 at 7:42 pm at the Yellow Farmhouse.

Attendees

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

Homeowner Forum

None

Minutes

A MOTION was made by Suzanne Mynard to approve the September 7, 2011 meeting minutes as presented. Seconded by Jay Kalbrener. 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.
 - 07-06-11** SM and SD to make a site visit.
 - 08-03-11** SM and SD to make a site visit.
 - 09-07-11** HO will take issue to the Board.
 - 10-05-11** Awaiting HOA Confirmation of receipt and decision
 - 11-02-11** Awaiting HOA Confirmation of receipt and decision

- B. Review Request R09-035, Hsien-Hsin Tung, 860 Blazing Star, Lot 171
Retractable Awning
 - 08-03-11** It appears that HO changed the request without notice to the ARC. Instead of a retractable awning, a tarp has been put in its place. Letter Issued.
 - 09-07-11** HO has agreed to remove the tarp.
 - 10-05-11** Awaiting confirmation of removal.
 - 11-02-11** SD to check on removal.

- C. Review Request R11-012, Hsien-Hsin Tung, 860 Blazing Star, Lot 171
3 Rain Barrels
- 08-03-11** It appears that HO changed the request without notice to the ARC. Instead of the approved rain barrels, HO has a rain barrel with a connector leading to an old garbage can. Letter Issued.
- 09-07-11** HO has agreed to replace trash can with another rain barrel.
- 10-05-11** Awaiting confirmation of removal.
- 11-02-11** SD confirmed removal.
- D. Review Request R11-040, Brian Schneider, 1297 Hedgerow, Lot 131
This request is for a hot tub.
- 09-07-11** Approval Letter Issued with warning that screening may be required if visible on Harris Road.
- 10-05-11** Awaiting confirmation on low/no visibility.
- 11-02-11** Awaiting confirmation on low/no visibility.
- F. Review Request R11-044, Robert Heinrich, 1367 Hedgerow, Lot 154
This request is for landscape lighting.
- 09-07-11** On hold for trial spot light.
- 10-05-11** Awaiting confirmation on low/no visibility
- 11-02-11** Awaiting confirmation on low/no visibility
- G. Review Request R11-046, Don & Corinne Kehrberg, 1442 Sunflower Ct., Lot 232
This is a request for a screened porch.
- 10-05-11** Approval Letter Issued Conditional upon receipt of neighbor comments.
- 11-02-11** Final Approval Letter Issued.
- H. Review Request R11-050, Andrew & Jackie Pauls, 1541 Amos Bennett, Lot 304
This request is for several new trees.
- 10-05-11** Request more info Letter Issued asking for mature heights and expressing concern that the Prairie Fire Crabapple may overhang the sidewalk.
- 11-02-11** Approval Letter Issued with warning about tree trimming.
- I. Review Request R11-051, Andrew & Jackie Pauls, 1541 Amos Bennett, Lot 304
This request is for a French drain to take sump pump drainage out to the street.
- 10-05-11** Deferred to the Environmental Consultant.
- 11-02-11** LD will check in with HOA BOD on 11/3/11.

Previously Discussed Violations

1313 Calamus – trailer still parked in driveway

New Business

New Review Requests

- A. Review Request R11-052, Jim Coonan, 1430 Windflower, Lot 238
This request is for a natural gas back-up generator.
11-02-11 More Info Letter Issued, requesting neighbor comments, mounting specs and equipment specs.
- B. Review Request R11-053, Anthony Niec, 1288 Prairie Trail, Lot 49
This request is for a small antenna mounted on the gable face on the east side of the home.
11-02-11 Approval Letter Issued.
- C. Review Request R11-054, Steve Actemeier, 1094 Prairie Trail, Lot 65.
This request is for the concept plan of a conversion of the garage to a screened porch and the addition of a new garage (see R08-031).
11-02-11 Conceptually fine, but final plan needed before approval.

New Violations – sent to P.M.

1490 Windflower – multiple realtor signs against guidelines
1531 Penstemon – unapproved and unacceptable rain barrel
Lot 168 – chicken wire fencing around garden
1465 Indian Grass – storing trash cans outside
Lot 280 – type of realtor sign against guidelines

There are more than a few roofs that are curling and need replacing. The issue will be brought before the HOA Board for consideration.

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

ARC would like to suggest to the board that one of their archive boxes be scanned to figure out an approximate size and cost.

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.
- Write up a no windows in screened porches guideline

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:30 p.m. on Wednesday, December 7, 2011.

Adjournment

The meeting was adjourned at 9:05 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
R09-028	Ed & Lynne Clemens 1433 Indian Grass #22	08-05-09	Replace Patio Door	Jay Kalbrener
R09-036	Tim & Kathryn Gilbertson 1262 Prairie Trl #51	10-07-09	4 skylights This project completed	Suzanne Mynard
R09-038	Kim & Bob Loeschorn 1118 Prairie Trl #63	10-07-09	3 add'l trees This project completed	Suzanne Mynard
R10-003	John Miller & Marla Ma 891 Harris #163	03-09-10	Dwarf Peach & Dwarf Cherry	Sean Daw
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

<i>R10-019</i>	<i>William & Regina Horine 526 Switchgrass #11</i>	<i>05-05-10</i>	<i>Bury Sump Discharge Line 70' to front swail</i>	<i>Jay Kalbrener</i>
<i>R10-022</i>	<i>James & Susan Williamson 1261 Hedgerow #128</i>	<i>05-05-10</i>	<i>Unilock paver sidewalk in front</i>	<i>Suzanne Mynard</i>
<i>R10-024</i>	<i>Robert Helle 998 Prairie Trail #73</i>	<i>05-05-10</i>	<i>Deck, Seating Wall</i>	<i>Suzanne Mynard</i>
<i>R10-025</i>	<i>Steve Achtemeier 1094 Prairie Trail #65</i>	<i>06-02-10</i>	<i>Fountain at corner of patio</i>	<i>Suzanne Mynard</i>
<i>R10-026</i>	<i>Steve Achtemeier 1094 Prairie Trail #65</i>	<i>06-02-10</i>	<i>Fence around Vegetable Garden</i>	<i>Suzanne Mynard</i>
<i>R10-029</i>	<i>Dale Shields 1455 Turks Cap #324</i>	<i>06-02-10</i>	<i>Paint Front Door Red</i>	<i>Paul Suvanich</i>
<i>R10-030</i>	<i>Dale Shields 1455 Turks Cap #324</i>	<i>06-02-10</i>	<i>Rain Barrel, painted grey</i>	<i>Paul Suvanich</i>
<i>R10-031</i>	<i>Steve Sennott & Ann Jordahl, 1321 Calamus, #104</i>	<i>07-07-10</i>	<i>Paver Patio, Flagstone steps, Seating Wall</i>	<i>Suzanne Mynard</i>
<i>R10-032</i>	<i>Linda Johnson 1148 Goldenrod #85</i>	<i>07-07-10</i>	<i>4 Exterior Lights</i>	<i>Suzanne Mynard</i>
<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 Armingier 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>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>
<i>R11-015</i>	<i>Mike & Pam Corrigan, 1496 Colbee Benton #270</i>	<i>05-04-11</i>	<i>Metal Roof</i>	<i>Leo Dorsey</i>

<i>R11-017</i>	<i>Debby Storms 1531 Penstemon #250</i>	<i>05-04-11</i>	<i>2 Raised Garden Beds, 2 covered compost bins</i>	<i>Jay Kalbrener</i>
<i>R11-020</i>	<i>Gary Mitchiner & Ellen Winick 1435 Wild Iris #117</i>	<i>06-01-11</i>	<i>2nd story addition over garage</i>	<i>Suzanne Mynard</i>
<i>R11-022</i>	<i>Margaret Kullis 1350 Coneflower #166</i>	<i>06-01-11</i>	<i>Rain Barrel</i>	<i>Sean Daw</i>
<i>R11-24</i>	<i>Shelly Mann & Kenton Longenecker 1371 Osage Orange #27</i>	<i>07-06-11</i>	<i>Trex Deck, Hot Tub, French Doors</i>	<i>Jay Kalbrener</i>
<i>R11-025</i>	<i>Shelly Mann & Kenton Longenecker 1371 Osage Orange #27</i>	<i>07-06-11</i>	<i>Re-staining House and Trim</i>	<i>Jay Kalbrener</i>
<i>R11-026</i>	<i>Nick & Julie Kotzmanus 976 Shooting Star #332</i>	<i>07-06-11</i>	<i>2 Rain Barrels</i>	<i>Paul Suvanich</i>
<i>R11-027</i>	<i>Maria & Matt Sanborn 1511 Amos Bennett #301</i>	<i>07-06-11</i>	<i>Basketball Hoop Attached to garage</i>	<i>Leo Dorsey</i>
<i>R11-028</i>	<i>Christopher & Jaime Richardson 556 Blue Stem #7</i>	<i>07-06-11</i>	<i>Patio & Walkway</i>	<i>Jay Kalbrener</i>
<i>R11-029</i>	<i>Christopher & Jaime Richardson 556 Blue Stem #7</i>	<i>07-06-11</i>	<i>Re-establish Drainage Swale DEFERRED TO BOD</i>	<i>Jay Kalbrener</i>
<i>R11-030</i>	<i>Christopher & Jaime Richardson 556 Blue Stem #7</i>	<i>07-06-11</i>	<i>Remove 5 Maples</i>	<i>Jay Kalbrener</i>
<i>R11-031</i>	<i>Christopher & Jaime Richardson 556 Blue Stem #7</i>	<i>07-06-11</i>	<i>LS Additions</i>	<i>Jay Kalbrener</i>
<i>R11-032</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>08-03-11</i>	<i>Patios</i>	<i>Leo Dorsey</i>

<i>R11-033</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>08-03-11</i>	<i>Grill Surround</i>	<i>Leo Dorsey</i>
<i>R11-034</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>08-03-11</i>	<i>Trellises</i>	<i>Leo Dorsey</i>
<i>R11-036</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>08-03-11</i>	<i>Fire pit</i>	<i>Leo Dorsey</i>
<i>R11-037</i>	<i>Dick Hosten & Carol Shaffer 1024 Harris #217</i>	<i>09-07-11</i>	<i>Replace front door and transom</i>	<i>Sean Daw</i>
<i>R11-038</i>	<i>Chris Zimmerman 1575 Portia #285</i>	<i>09-07-11</i>	<i>Paint trim and porch white</i>	<i>Jay Kalbrener</i>
<i>R11-040</i>	<i>Brian Schneider 1297 Hedgerow #131</i>	<i>09-07-11</i>	<i>Hot Tub (may need screening from Harris Road)</i>	<i>Suzanne Mynard</i>
<i>R11-041</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>09-07-11</i>	<i>Pergola</i>	<i>Leo Dorsey</i>
<i>R11-042</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>09-07-11</i>	<i>Add'l LS (awaiting SM approval)</i>	<i>Leo Dorsey</i>
<i>R11-043</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>09-07-11</i>	<i>Pond, Waterfall, Bridge</i>	<i>Leo Dorsey</i>
<i>R11-044</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>09-07-11</i>	<i>LS Lighting (hold for spot trial)</i>	<i>Leo Dorsey</i>
<i>R11-045</i>	<i>Robert Heinrich 1367 Hedgerow #154</i>	<i>09-07-11</i>	<i>Stone Stoops</i>	<i>Leo Dorsey</i>
<i>R11-046</i>	<i>Don & Corinne Kehrberg 1442 Sunflower Ct #232</i>	<i>10-05-11</i>	<i>Screened Porch</i>	<i>Jay Kalbrener</i>
<i>R11-048</i>	<i>Bob Loeschen 1118 Prairie Trail #163</i>	<i>10-05-11</i>	<i>Paver front walk & stoop, move birch to side, add service berry</i>	<i>Suzanne Mynard</i>

<i>R11-049</i>	<i>Henry & Margaret Dittmeier 1475 Colbee Benton #275</i>	<i>10-05-11</i>	<i>Replace existing roof</i>	<i>Leo Dorsey</i>
<i>R11-050</i>	<i>Andrew & Jackie Pauls 1541 Amos Bennett #304</i>	<i>10-05-11</i>	<i>Add trees (more info needed – not approved)</i>	<i>Leo Dorsey</i>
<i>R11-051</i>	<i>Andrew & Jackie Pauls 1541 Amos Bennett #304</i>	<i>10-05-11</i>	<i>French Drain (deferred to Environ Consult. Not approved)</i>	<i>Leo Dorsey</i>
<i>R11-052</i>	<i>Rob & Joyce Twardock 1345 Calamus #107</i>	<i>10-05-11</i>	<i>Full View Storm Door</i>	
<i>R11-053</i>	<i>Jim Coonan 1430 Windflower #238</i>	<i>11-02-11</i>	<i>Back-up Generator</i>	<i>Jay Kalbrener</i>
<i>R11-054</i>	<i>Anthony Niec 1288 Prairie Trl #49</i>	<i>11-02-11</i>	<i>Antenna</i>	<i>Suzanne Mynard</i>
<i>R11-055</i>	<i>Steve Actemeier 1094 Prairie Trl #65</i>	<i>11-02-11</i>	<i>Addition</i>	<i>Suzanne Mynard</i>