

Architectural Review Committee

February 06, 2013

Meeting Minutes

Minutes of The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association held a meeting on Wednesday, February 06, 2013 at 7:30 pm at the Yellow Farmhouse, 32400 N. Harris Road, Grayslake, IL.

CALL TO ORDER

Chairman Dorsey called the meeting to order at approximately 8:03 p.m.

ROLL CALL

Upon a call of the roll, the following persons were:

Present: Chairman Dorsey, Members Rod Berry, Maryanne Natarajan, and Bob Gjerdingen (PCHOA Board Liaison); Colleen Liberacki, recording secretary

Absent: Members Sandi Morris and Paul Suvanich

Also present: Suzanne Mynard

Homeowner Forum

Nothing to report.

Minutes

A motion was made by Rod Berry to approve the January 2, 2013 meeting minutes as presented, and seconded by Maryanne Natarajan, the motion was carried unanimously.

Old Business

- A. R12-009, Chris and Donna Engelhardt, 1550 Penstemon Court, Lot# 256, dated 5/1/12. HO is requesting approval for a project that will create an attached sunroom/screened-in porch, which will replace the current porch, which is rotting. Bob Gjerdingen and Suzanne Mynard felt it imperative that the HO furnish architectural designed drawings before additional time was spent on consideration. Chairman Dorsey was also reluctant to approve, felt that this project was morphing into a home addition, rather than just a screened-in porch project and that this project would change/exceed the original lines of the house. Also, if this truly were a room addition, footings or foundation would be necessary. Also lacking was the neighbor comments on the application. **Approval for this application has been held in abeyance pending submission of architectural designed drawings and neighbor comments.****

06-06-12

Chairman Dorsey reported receiving an architectural drawing for a similar project, with the statement (via email) that a trench foundation would also be installed. HO is reluctant to commit funds to create architectural plans for this project due to the uncertainty of ARC approval. The ambiguity of categorizing this structure as either a screened-in porch (which must **not** have windows, per ARC rules), or a sunroom, (which requires a permanent building foundation, per ARC rules) has presented problems for all the ARC members. Suzanne Mynard feels that

this is a house addition, and all windows, siding and roof must conform to the PC rules and present style of the house. Suzanne Mynard further believes the HO has 3 choices: 1) replace deck with rot-resistant material, 2) build a screened-in porch w/o windows, according to PC standards or 3) build room addition with siding, windows and roof (and proper foundation) that conform to PC standards, and all members concurred. **Approval for this application has been withheld and Chairman Dorsey requested that a letter be sent to HO explaining the decision.**

- 07-11-12** Nothing received from HO regarding ARC request. Rod Berry to check on this for next ARC meeting.
- 08-01-12** Rod Berry evaluated site and inquired about possible previous addition/renovation. He will keep an eye on it for any changes or response from HO about application non-approval.
- 09-05-12** Rod Berry reported no activity in regards to desired project. Chairman Dorsey requested that he keep an eye on it for any changes or response from HO about application non-approval.
- 10-03-12** Paul Suvanich now responsible for this territory; he will look to see if any activity is present.
- 11-07-12** Paul Suvanich not present, topic is deferred until next meeting.
- 12-05-12** Paul Suvanich not present, topic is deferred until next meeting.
- 01-02-13** Paul Suvanich indicated he has not seen any activity on this request, and will keep an eye on things to see what, if anything, happens.
- 02-06-13** Chairman Dorsey requested that this item be relocated to the project tracking sheet, due to the inactivity.

Previously Discussed Review Requests

- A.** R12-022, Charles and Karla Boucek, 1337 Calamus Lane, Lot# 106, dated 10/10/2012. HO is requesting to permanently enclose the existing screened in porch and use the additional space created to expand the kitchen area. Additionally, he is seeking to create another more architecturally appealing porch. The request was accompanied by a floor plan and elevations. Chairman Dorsey noted that the ARC would also need a plat plan to demonstrate how the modifications would affect the structure placement on the lot. Bob Gjerdingen noted that this property backs up to the prairie common area and cautioned that the contractors could not access this lot through the prairie. Sandi Morris expressed concern that the HO should have a plan for protecting the prairie common area during the construction phase and the vendor(s) should only utilize the driveway for access. All members were in agreement that this project could proceed if the aforementioned conditions were observed. **Chairman Dorsey requested that an approval letter be sent to HO, with the conditions noted.**

- 12-05-12** Chairman Dorsey reported that the ARC has not yet received the requested plat plan and he instructed that the HO be sent a reminder letter.
- 01-02-13** Homeowner provided the requested plat plan. Based on receipt of

this requested information, a formal approval letter should be issued, thanking the homeowner for providing the additional information and complete with restatement of the conditions noted in the original letter.

02-06-13

Chairman Dorsey requested that this item be relocated to the project tracking sheet.

Previously Discussed Violations

Chairman Dorsey indicated that the reported house at 1561 Amos Bennett that had a For Sale sign in the front yard, had the sign relocated to the porch, in accordance with PC guidelines.

Heather McArthur communicated that the for sale sign on the Harris Road house would soon be coming down, because the house has an imminent closing date scheduled. An attempt to send a violation letter now would probably be received subsequent to the closing date, thereby rendering the violation letter moot.

New Business

Pattern Book Project

Suzanne Mynard appeared before the ARC for this project follow-up. She stated that she reviewed the revised document that the ARC members edited and felt that both parties were not on the same page regarding content and tone, due to the removal of the historical and architectural aspects. She presented the ARC members a book titled *The Architectural Pattern Book*, by Urban Design Associates. She described the book as a “how to” instruction guide to create the PC pattern book, which would include both patterns and PC guidelines and requested that the ARC members look through it and give consideration. She felt that the purpose of the PC pattern book should win the hearts and minds of the HO, and pay tribute to the original design and logic behind it and less strong language stressing the guidelines. She further suggested that the document should be rewritten, including the guideline enforcement in a low-key fashion.

Secretary Gjerdingen suggested that the pattern book must be full of pictures and patterns to define its requirements, but the ARC was reviewing the document submitted based solely on text and as a tool for HO resource to be compliant with guidelines. Mynard agreed that drawings, photos, patterns and measurements should be included.

Chairman Dorsey originally felt that the purpose of the pattern book should be a direct resource for the HO to reference for guideline compliance, not necessarily historical or design information. Secretary Gjerdingen felt that the *The Architectural Pattern Book* was written more for a builder or an architect, not a HO. Suzanne Mynard felt that the pared down revised document and strong language changed the document character so it is no longer a pattern book. She requested that the ARC give this book some thought and if the ARC wants to have this document be more guideline focused, then it should include photos and define the document as an amendment to the guidelines, not necessarily a legal document.

Maryanne Natarajan questioned the purpose of the pattern book, to which Chairman Dorsey replied by giving a brief background of events leading up to the need for the book and how it would show acceptable styles and materials, etc. which would be useful for replacements or additions. Mynard suggested scrapping both versions (her’s and ARC’s) and look at the supplied

book for guidance before another attempt was made. She also noted that the guidelines 6 & 7 undergoing revisions have referenced the pattern book throughout.

New Review Requests

- A. R13-001, Stuart Feen & Carol Sonnenschein, 1443 Wild Iris Lane, Lot# 118, dated 1/24/2013. HO requested to have the existing fencing replace with the exact same dimensions, materials and color. They have submitted their request along with the contractors estimate, plat of survey and design drawing showing shape and placement. Chairman Dorsey asked for additional comments from members; none were forthcoming and project was approved. **Chairman Dorsey requested that an approval letter be sent to HO.**

New Violations – sent to Premier Management

Chairman Dorsey mentioned that Sandi Morris advised him of a neighbor complaint of several properties that have either landscaping or fencing encroaching on the common areas. He then requested Colleen Liberacki to look up 1565 Lupine on the project tracking sheet to find the date of the project so more research could be done. Another area mentioned was Sanctuary Pond, to which Maryanne Natarajan commented there is one property that has stone steps leading from HO property to the pond. Rod Berry inquired about red and green light bulbs on porch lights, to which Chairman Dorsey replied that it was not a violation.

ARC Action

Chairman Dorsey inquired about any topics to be contributed to an article for Meadowmix publication, and it was decided to recycle last year's article for the publication.

Other Agenda Items

Rod Berry inquired about how to advertise for ARC vacancy, to which Chairman Dorsey replied that a notice in the Meadowmix or word of mouth was usually sufficient in the past. Chairman Dorsey advised that the July 03, 2013 meeting would be hard to attend, due to it being the eve of the 4th of July, so the meeting has been rescheduled to 7/10/2013.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:30 p.m. on Wednesday, March 06, 2013. The subsequent meetings of 2013 are as follows: April 03, May 01, June 05, July 10, August 07, September 04, October 02, November 06 and December 04.

Adjournment

Chairman Dorsey made a motion to adjourn the meeting at 8:48 p.m. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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