

Architectural Review Committee

March 06, 2013

Meeting Minutes

Minutes of The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association held a meeting on Wednesday, March 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 7:38 p.m.

ROLL CALL

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

Present: Chairman Dorsey, Members Rod Berry, Sandi Morris. Maryanne Natarajan, Paul Suvanich, Dave Carpenter; Colleen Liberacki, recording secretary

Absent: Bob Gjerdingen (PCHOA Board Liaison)

Also present: None

Homeowner Forum

Nothing to report.

Minutes

A motion was made by Maryanne Natarajan to approve the February 6, 2013 meeting minutes as presented, and seconded by Paul Suvanich, the motion was carried unanimously.

Old Business

Pattern Book Project

Chairman Dorsey recapped the history of the Pattern Book Project for the benefit of the new members and advised that Suzanne Mynard would forge ahead with a project devoted to the history of Prairie Crossing. He further stated that he felt that the Pattern Book purpose should be for (photographic) support of the guidelines and not a repetition of the guideline document.

Chairman Dorsey put the question to the ARC members to redefine the Pattern Book. Maryanne Natarajan inquired about what the frequently asked questions of the HOs were. Paul Suvanich stated that in the book, he wanted to see actual examples of what was acceptable for common projects and additions/replacements. Maryanne Natarajan felt that the book that Suzanne Mynard furnished as an example (*The Architectural Pattern Book*, by Urban Design Associates) was not what the ARC needed. Chairman Dorsey stated that Suzanne Mynard wanted direction from the ARC on how the book should be structured. Paul Suvanich felt that the book should be a concise booklet of examples, no flourish or history and include addresses of existing examples for the HO to reference. Chairman Dorsey questioned about the choice between an electronic or hard copy reference, but thought an electronic version would be best.

Sandi Morris reminded the members that a color range was previously discussed and thought that should be included in the book as well. Paul Suvanich advised that there should be some provisions to guard against rogue installations on homes that are later sold, and unapproved

designs continued by the uninformed new HO, and Rod Berry agreed. Sandi Morris cited an example of lattice work under porches and questioned how much detail should be devoted to it. Chairman Dorsey does agree photo examples should be used, but Paul Suvanich felt it should be restricted to only “approved” project photographs, not unacceptable styles, colors, etc., because it opens the negotiation of what version could be approved between acceptable and unacceptable. Chairman Dorsey polled the ARC members for their opinion of what/how the content of the Pattern Book should be structured. Paul Suvanich replied that it should be a non-binding document and the scope of the book should be redefined. He will put something together and submit it to the ARC in a timely manner.

Rod Berry questioned if Premier Management needed Board approval to issue a violation letter, to which both Sandi Morris and Paul Suvanich replied no.

Previously Discussed Review Requests

None

Previously Discussed Violations

Chairman Dorsey inquired if the house Harris Road house was still for sale. Member Berry replied he was not sure, but has seen a moving truck there several times. He further stated that the “for sale” sign has been removed, which was the focus point of the reported violation.

Chairman Dorsey advised that there was no current record of 1565 Lupine on the project tracking sheet regarding work that was done in the HO yard that resulted in encroaching on the common area. He needs access to the storage locker that contains further documentation and Klaus Wisiol is in possession of the key. He is not sure when he will be able to meet with Wisiol to do the research. Sandi Morris mentioned that the complainant was not specific about the encroachment on the common area at 1565 Lupine.

Paul Suvanich noted that a plat of survey would be needed to make the decision about encroachment, even with the documentation, a field visit would also be necessary by a survey engineer to confirm same. He suggested referring this matter to the PC HOA Board, since ARC could not enforce such a transgression, and believes that there are other examples that could also be sited and grouped as a community-wide concern that needs to be addressed. Sandi Morris volunteered to pull together other examples that can be used and will present them to ARC for review before submitting them to the Board. Paul Suvanich suggested that possibly there is a master plan document that surveys all common areas and Chairman Dorsey advised that Mike Sands might have or know where such a document could be found.

New Business

It was discussed among the members who would be willing to assume the chairmanship and Paul Suvanich volunteered to chair the committee for the next six months, unable to commit further due to job and family obligations. The arrangement was acceptable to all present.

A MOTION was made by Sandi Morris to nominate Member Suvanich for Chairman and Dave Carpenter seconded the motion. Motion was carried unanimously.

New Review Requests

- A. R13-002, Leo & Cheryl Dorsey, 1591 Amos Bennett Street, Lot# 309, dated 3/06/2013. HO requested to have the existing roofing shingles replaced with a brown wood composite shingle. They have submitted their request along with the sample of the actual shingle material, and the neighbors to the west and south are agreeable to the updating. Chairman Dorsey asked for additional comments from members; none were forthcoming and project was approved. **Members requested that an approval letter be sent to HO.**

New Violations – sent to Premier Management

Chairman Dorsey requested that a violation letter be sent by PM to his neighbor at 1581 Amos Bennett, due to repeated and chronic dog waste littering on the sidewalk or his lawn, and anywhere else other than the neighbor's property. Chairman Dorsey also requested that a reference to Grayslake Village guidelines should be included in the violation letter.

ARC Action

Chairman Dorsey suggested it was up to the remaining ARC members to decide about process of contributing any future articles for Meadowmix publication. Sandi Morris welcomed Dave Carpenter to the ARC.

Other Agenda Items

On the eve of his last meeting, Chairman Dorsey gave a brief history of ARC procedures and project requests, for the benefit of the new members. He stated that he had voluminous electronic information and hard copies as well, in addition to mailbox supplies, which is at the disposal of the ARC for their use.

Chairman Dorsey assigned the Village and the Meadow Lots to Dave Carpenter on project follow up. Chairman Dorsey reviewed the other assignments: Paul Suvanich was assigned the Station Village East and Pods, Station Village West – Rod Berry, Sandi Morris – Prairie Trail and Maryanne Natarajan - Hedgerow.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:30 p.m. on Wednesday, April 03, 2013. The subsequent meetings of 2013 are as follows: 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 8:55 p.m. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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