

Architectural Review Committee

March 05, 2014

Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association held a meeting on Wednesday, March 05, 2014 at 7:00 pm at the Yellow Farmhouse, 32400 N. Harris Road, Grayslake, IL.

CALL TO ORDER

Chairman Suvanich called the meeting to order at approximately 7:15 p.m.

ROLL CALL

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

Present: Members Chairman Suvanich, Maryanne Natarajan and Dave Carpenter; Carol Shaffer (PCHOA Board Liaison), Colleen Liberacki, recording secretary

Absent: Rod Berry and Sandi Morris

Homeowner Forum

Julie Kolodziej presented her application for a deck installation, details to be found under New Review Requests.

Minutes

A motion was made by Maryanne Natarajan to approve the December 04, 2013, January 08, 2014 and February 05, 2014 minutes meeting minutes as presented, and seconded by Dave Carpenter, the motion was carried unanimously.

Old Business

Pattern Book Project

Suvanich reported that he has not met with Suzanne Mynard as of yet, but it is his intent to discuss and reclaim whatever materials are necessary to complete the Pattern Book.

Previously Discussed Review Requests

- A. R13-020, Donna Shallenberg, 1565 Lupine Ct., Lot# 244, dated 5/09/2013. HO requested approval for a fence already in existence that was cited as a violation. Plat of survey accompanied an application for a 3’ high cedar fence, however written neighbor comments were lacking. **Sandi Morris requested that an approval letter to HO be held in abeyance pending neighbor comments.****

07/10/13	Chairman Suvanich to follow up with HO.
08/01/13	Chairman Suvanich to follow up with HO.
09/04/13	Chairman Suvanich to follow up with HO.
10/02/13	Chairman Suvanich to follow up with HO.
11/06/13	Chairman Suvanich to follow up with HO.
12/04/13	Chairman Suvanich to follow up with HO.
01/08/14	Chairman Suvanich to follow up with HO.

- 02/05/14** Chairman Suvanich to follow up with HO. Sandi Morris noted that the fence was now painted.
- 03/05/14** Chairman Suvanich to follow up with HO.

B. R13-050, Suzanne O'Reilly, 1490 Windflower Court, Lot# 24, dated 09/10/2013. HO submitted an application, photos of the installed style and color of outdoor light fixtures. The request was submitted after receipt of a violation letter and it was requested that the lights be installed with the 25watt bulbs. The request was also lacking neighbor comments. Chairman Suvanich consulted the PC guidelines, which placed emphasis on the impact of lighting on neighborhood residences and consistency with PC style and existing home light fixtures. It was determined that a decision would not be made until visual research and neighborhood comparison were done by ARC members. **Chairman Suvanich requested that an approval letter be held in abeyance pending further research by committee members to determine the PC scale, style and color consistency.**

- 02/05/14** Sandi Morris noted that they all agreed via email that the scale and style was inconsistent with the PC style. She wanted a copy of the violation letter to see what was cited before contacting HO.
- 03/05/14** Chairman Suvanich needs to follow up with HO and would like a copy of the violation letter previously sent. He requested Colleen Liberacki to have Premier Management send him a copy.

C. R13-051, Suzanne O'Reilly, 1490 Windflower Court, Lot# 24, dated 09/10/2013. HO submitted an application, photos of the door style and color desired, however, no color sample. The request was also lacking neighbor comments. Chairman Suvanich advised that he would contact HO to request 1) exact color sample 2) hardware style and 3) neighbor comments. **Chairman Suvanich requested that an approval letter be held in abeyance pending further information to be submitted by the HO regarding a specific color sample, hardware style and neighbor comments.**

- 02/05/14** Chairman Suvanich to follow up with HO. Sandi Morris would like to know if there was a HO response and it was possible that the door was installed – she will check out that fact.
- 03/05/14** Chairman Suvanich needs to follow up with HO and requested Colleen Liberacki to send a letter reminding HO of what was needed to complete the application (color sample, hardware style image or photo and neighbor comments). He will also do a drive-by to see if in fact the door was already installed.

Previously Discussed Violations

In regards to the Curran mailbox, Chairman Suvanich believed a violation letter was sent and wondered if the violation was still pending or settled. Colleen Liberacki will ask Heather about the status.

New Business

New Review Requests

- A.** R14-002, Julie and Richard Kolodziej, 1402 Prairie Trail, Lot# 41, dated 03/02/2014. HO submitted an application requesting construction of a 22' x 34' deck, which would

include an open air pagoda, railings and possible composite decking. Accompanying the application were the blueprint of the deck and plat of survey. She further stated that the deck would either be stained the Olympic Pearl gray or using composite material of a close color match. HO indicated that 1) the railings and pagoda would be cedar material and 2) the railings would be stained the same color as those on the front porch and they will need to remove one bush to complete their plans. Also, HO has no plans for exterior lighting or lattice installation, but will notify ARC or submit a secondary application if necessary.

Chairman Suvanich advised the HO that they would need the neighbors' comments, trim color name and a picture/sample of the composite material to complete the application. He also noted that if lattice were used, it would have to be the horizontal style to be consistent with the PC style.

New Violations

Dave Carpenter raised the subject of the Guidelines requirement that all seasonal decorations are to be removed two weeks after the holiday. It was questioned if this timeframe was realistic, given the weather and maybe some consideration should be given to revising it.

Maryanne Natarajan noted that the previously reported birdhouse was still up and Chairman Suvanich elected to postpone any further action until the weather improves, to give HO a chance to remove.

Dave Carpenter referred to an item that Rod Berry brought up last time, that he was not sure about an application submission for a sunroom addition in progress located on Penstemon (lot# 256). He called attention to the awkward roofline and window style and did not recall seeing an application as such nor approving it. Chairman Suvanich offered to pull the file for further deliberation and comparison what was approved and what was done. He noted that the construction was stopped due to the weather and that may have contributed to the appearance.

Chairman Suvanich noted that he received a complaint about Lot# 131, a satellite dish mounted on a 4 ft post in the back yard that is visible. The members deliberated about the guidelines that would permit such an installation. Section 2.13 stated that it was permissible, but discouraged the post installation. In section 4.04, the lawn ornament was not to be higher than 18". It was decided that the satellite installation was allowed as is, even if it was preferable to be put on the side of the house.

Chairman Suvanich questioned if PC occupants, specifically renters, have access to guidelines and does the PCHOA Board expect owners to provide to the renter.

ARC Action

Dave Carpenter said that at Sandi Morris' suggestion he is coordinating with new Board President Debby Storms on the content of ARC Notes in MeadowMix, so that they do not overlap or conflict with the board president's notes, and is open to suggestions for content for the April issue. Chairman Suvanich suggested adding to the article about HOs considering home improvements that they should avoid the rush and submit their application early. He also suggested that the HO should arrange their samples accompanying the application on standard size paper and avoid small clippings that are hard to keep and digitize later.

Other Agenda Items

Carol Shaffer offered to keep track of all suggested changes/tweaking to the guidelines as a basis for when the revision task comes due.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Wednesday, April 02, 2014. The subsequent meetings of 2014 are as follows: May 07, June 04, July 09, August 06, September 03, October 01, November 05 and December 03.

Adjournment

Chairman Suvanich made a motion to adjourn the meeting at 8:00p.m., seconded by Maryanne Natarajan. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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