

Architectural Review Committee

April 02, 2014
Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association held a meeting on Wednesday, April 02, 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 7:10 p.m.

ROLL CALL

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

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

Absent: None

Homeowner Forum

Corrine Jasper wanted to discuss the recent violation letter received for her landscaping encroachment issues leading to Sanctuary Pond and wanted clarification. Paul Suvanich stated that the ARC’s purview was the HO property, not the common areas and the PC HOA Board addresses issues concerning the common areas.

Corrine Jasper noted that Heather McArthur of Premier Management was helpful furnishing the previous applications/approvals and documentation for her projects, but the documentation from 2001 for the landscaping in question was not among the documents. Jasper stated that her 2001 project was approved, and the absence of such paperwork should not be an issue to the Board. She stated that she did not keep a copy of the 2001 documents herself, but perhaps she would contact the landscaper who did the project and he might have such documents. She inquired if anyone was present from the 2001 Board, to which Sandi Morris replied that perhaps John Breen might have been present back then, and he is on the Board now.

Chairman Suvanich replied that this subject is one that should be addressed in a meeting between ARC members, Corrine Jasper and the PC HOA Board.

Minutes

A motion was made by Maryanne Natarajan to approve the March 05, 2014 minutes meeting minutes as presented, and seconded by Sandi Morris, 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. He also

noted that he advised Tom Herrera that there was a broken link to the working copy of the Pattern Book on the PCHOA website and he thought it had been fixed.

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.
04/02/14	Chairman Suvanich to follow up with HO; he believed the fence is now painted.

- 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.
04/02/14	Sandi Morris supplied Chairman Suvanich with the researched files and compiled emails and it appeared that the HO thought only the lighting wattage needed to be switched out, and the style of lights were not in question. Chairman Suvanich thought it was necessary that he pay a personal visit to the HO to discuss the conflict of exterior light style with PC guidelines.

- 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.
- 04/02/14** Chairman Suvanich reported that he looked at the door color and it was acceptable, as well as the door hardware. When he visits the HO for the R13-050 project, he would make mention that the neighbor comments were still needed. Maryanne Natarajan thought it would be prudent to have a follow-up letter issued after the visit recapping the topic and Chairman Suvanich agreed.

- D.** 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.

- 04/02/14** Waiting for neighbors' comments, trim color and composite material samples to be furnished.

Previously Discussed Violations

Chairman Suvanich did not recall receiving an application from Jim Moioffer about the birdhouse that exceeded height determined by the PC guidelines. He would like a reminder letter sent to HO, so that they may consider his request and change the status of the violation.**

Sandi Morris gave Chairman Suvanich the Englehart application submission file for a sunroom addition in progress located on Penstemon (lot# 256) previously discussed last month, but it was incomplete. Chairman Suvanich will pull what was scanned for further consideration.

New Business

New Review Requests

- A. R14-003, Suzanne & Frank Mynard, 1250 Prairie Trail, Lot# 52, dated 03/31/2014. HO submitted an application requesting landscaping along the swale to replace the invasive cattails that were removed last fall. In addition to two metal garden arches, the plantings consist of red and yellow twig dogwoods and blue spruces. The main purpose of the project was to curtail the regeneration of the cattails and privacy screening between the neighbors. Maryanne Natarajan was concerned about the spacing of the plantings, however, Rod Berry assured her that it was adequate spacing. In addition to the application, a plat of survey, image of garden arch and a landscape plan was submitted.

Chairman Suvanich noted that they would need the neighbors' comments and he promptly emailed them during the meeting requesting same.

- B. R14-004, Suzanne O'Reilly & Brent Griffin, 1490 Windflower Court, Lot# 24, dated 04/1/2014. HO submitted an application, plat of survey, images of grill and outdoor fireplace requesting approval for 5 related projects: 1) removal/replacement of ash trees with linden and hornbeam trees; 2) extend current flower bed with boxwoods and hydrangeas; 3) installation of 3' high built-in BBQ grill with fieldstone; 4) installation of built-in side patio and outdoor fieldstone fireplace, 9ft in height, 6ft wide and 3ft deep and 5) fence in the back yard, with one of three picket styles: Dover, Colonial or French Gothic. There were no neighbor comments included.

Chairman Suvanich and the group evaluated each item and readily agreed that items 1, 2 and 3 were approved. The side patio in item 4 is in conflict with Guidelines Section 2.07, #4, which stated that, "side patios need to be in proportion to the house and not extend past more than one of the house lines". Chairman Suvanich noted that there were details lacking with the patio construction: patio elevation view, mention of seating wall height, product sheet of clay pavers and walkways between patios that is illustrated, but not mentioned in the application. Sandi Morris offered to check the archive for the HO original landscape request. No guideline reference was immediately found for the fireplace, however, Maryanne Natarajan referenced the Heinrich residence that also has a fireplace and she will research this for the specs allowed. Also, Rod Berry, Carol Shaffer, Dave Carpenter and Maryanne Natarajan questioned the height of the fireplace, since it is next to a high traffic area and wondered if it could be screened with landscaping.

Item 5 described fencing around the perimeter of the house, along the lot lines, however, Sandi Morris noted that this is a prairie lot and the guidelines Section 2.04, #7 note that for prairie lots, only a courtyard style fence is permissible. Furthermore, Carol Shaffer noted that the courtyard style fence would be in conflict with the patio placement.

Chairman Suvanich requested that a letter be sent to HO detailing the ARC's concerns.

- C. R14-005, Carol Shaffer & Dick Hosteny, 1024 Harris Road, Lot#217, dated 3/25/14. HO submitted an application for a new asphalt roof, the same color, but differing style and an image of the intended shingle style. They are changing from the 3-tab shingles to the

“architectural” style. There is a chance that they may also replace some or all gutters with the same style and color as previous ones. After polling other ARC members for input, **Chairman Suvanich requested that an approval letter be sent out.**

New Violations

Sandi Morris reported that Anthony & Carol Niec at 1288 Prairie Trail have a trash can enclosure that had not been painted after the 2010 installation, per their project application. Colleen Liberacki will advise Heather McArthur to send out a violation notice.

In connection with the O'Reilly violations/applications, Chairman Suvanich questioned if Waste Management, or for that matter, any realtor is supplying the PC guidelines when there is a property transfer between owners. Carol Shaffer also added that the Environmental Handbook should also be supplied to the new HO.

ARC Action

None

Other Agenda Items

None.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Wednesday, May 07, 2014. The subsequent meetings of 2014 are as follows: 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 9:03p.m. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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

**** After the meeting, Chairman Suvanich located an email from Jim Moioffer that contained an application for his birdhouse; he will pass this among the ARC members for determination and report back the results.**