

Architectural Review Committee

May 07, 2014
Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association held a meeting on Wednesday, May 07, 2014 at 7:00 pm at the Yellow Farmhouse, 32400 N. Harris Road, Grayslake, IL.

CALL TO ORDER

Member Sandi Morris called the meeting to order at approximately 7:05p.m.

ROLL CALL

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

Present: Members Rod Berry, Sandi Morris, Maryanne Natarajan and Dave Carpenter (7:20pm); Carol Shaffer (PCHOA Board Liaison), Colleen Liberacki, recording secretary. In addition, residents: Suzanne O'Reilly, Brent Griffin, Bob Eckola, Gary Zipfel and Eric Carré and his son were also present to discuss their application submittals.

Absent: Chairman Suvanich

Homeowner Forum

Suzanne O'Reilly and Brent Griffin were attending the ARC meeting in order to discuss their multiple project requests and as a follow-up to a meeting with Chairman Suvanich at their residence. In regards to R13-050, dated 09/10/2013, the request was submitted after receiving a violation notice, and first came to the ARC's attention on 2/5/14. They were dismayed that they were expected to remove exterior light fixtures that cost \$1K, 8 months after the purchase, since they could not get a refund or store credit. They were reminded of the compromise that Chairman Suvanich suggested: Keeping the lights that flank the front door and researching different products for the lighting over the porch and on the garage and submit their findings/samples to the ARC for consideration.

Suzanne O'Reilly and Brent Griffin moved on to request R14-004, dated 04/1/2014 concerning the fence, patio and fireplace issues. Brent Griffin advised that they were omitting the fence project. They were willing to adjust the patio location or shape in order for it to be installed and were willing to reduce the height of the fireplace and landscape around it for screening concerns. They stated that they would like direction from the ARC in order to accommodate their concerns. They noted that the fireplace would be safer than a fire pit, which is currently allowed under PC guidelines.

Minutes

A motion was made by Maryanne Natarajan to approve the April 02, 2014 minutes meeting minutes as presented, and seconded by Sandi Morris, the motion was carried unanimously.

Old Business

Pattern Book Project

Sandi Morris volunteered to follow up with Suzanne Mynard, and will assume this responsibility from Chairman Suvanich 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.
04/02/14	Chairman Suvanich to follow up with HO; he believed the fence is now painted.
05/07/14	Maryanne Natarajan volunteered to follow up with HO for neighbor comments.

- 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.

05/07/14 Please refer to HO Forum and summary communication from Chairman Suvanich dated 5/6/14. Sandi Morris volunteered to research the timeline regarding the HO request. However, all present felt that the porch and garage lighting must be replaced, as the compromise stipulated and the ARC should await the information to be furnished by the HO. **Sandi Morris suggested a letter be sent to HO summarizing the decision of the ARC regarding the compromise suggested by Chairman Suvanich that the ARC is supporting.**

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.

05/01/14 Chairman Suvanich reported via email that as previously agreed by the ARC, door color and style are acceptable. He verified hardware on door is an Antique Pewter finish (dark gray, matte finish). The guidelines do not stipulate neighbor comments, so an approval letter can be issued now. **Chairman Suvanich requested that an approval letter be sent.**

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.
- 05/01/14** Chairman Suvanich reported via email that the ARC has all requested information, including neighbor comments. **Chairman Suvanich requested that an approval letter be sent.**

- E.** 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.

- 05/07/14** Chairman Suvanich reported via email on 5/6/14 summarizing his 4/22/14 visit with HO regarding the ARC's numerous concerns, cc'ing the HO. Carol Shaffer was not in favor of a fireplace installation, and polled other members. Sandi Morris and Dave Carpenter were also not in favor of the fireplace; Maryanne Natarajan was not in favor of the fireplace as submitted and Rod Berry thought it looked nice and was not in agreement with the

others. The overriding concern was that this installation was setting a precedent and there was nothing in the PC guidelines addressing it. Dave Carpenter cited the Page 5 Section 2.00, item #6 protecting the residents' longview: "unobstructed longview of environmental assets by walking paths and neighborhood residents". Additional discussion was devoted to the patio placement, that it not extend past more than one side of the house, according to the PC guidelines, Section 2.07, Item #4. **It was agreed to issue HO letter stating that the fireplace would not be approved and the patio must adhere to the PC guidelines, whether they wanted to move it or change the shape to accommodate them.**

Previously Discussed Violations

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. The ARC is awaiting additional scanned information from Chairman Suvanich before further consideration.

New Business

New Review Requests

- A. R14-006, Rob & Kathleen Eckola, 1449 Windflower Ct., Lot# 214, dated 05/07/2014. HO submitted an application, plat of survey and photo samples in person requesting landscaping replacements with cottoneaster, 6ft hydrangeas, boxwoods, rose bushes and boulders. There would also be a 12 x 12.96 paver patio and walkway in the front yard with an "L shaped" 18" high seating wall. Rob Eckola was notified that neighbors' comments should be sent directly to the ARC via email in order to complete the application. After HO departure, the group discussed the project, noting that there was nothing similar seen to date inside of PC. Sandi Morris consulted the PC guidelines regarding placement of the paver patio and there were no issues. **Sandi Morris requested that an approval letter be sent pending receipt of neighbors' comments.**
- B. R14-007, Sean & Kelly Murphy, 988 Shooting Star Road, Lot# 331, dated 05/7/2014. HO submitted an application requesting replacing an ash tree with a maple tree and one addition of a flowering tree. Although those present had no immediate objections, it was determined that more information was needed. **Rod Berry will contact HO asking for a plat of survey, the neighbors' comments and detailed information regarding the mature height of each tree and the name, to determine the appropriate fit in the landscaping and placement.**
- C. R14-008, Jeannine & Gary Zipfel, 1551 Penstemon Court, Lot# 251, dated 05/5/2014. HO submitted an application in person requesting replacement of asphalt driveway with concrete, stamped concrete patio and walkway, seating wall with brick material and burial of drainage pipes leading from sump pumps and downspout drainage. Also submitted were plat of survey, sample pictures of stamped concrete, blueprint and neighbors' comments. After HO departure, the group discussed the project and Sandi Morris consulted the PC guidelines. It was noted that page 17, Section 4.09 use of buried

drainage was preferred, but not onto adjacent property. Dave Carpenter noted Section 2.08, Item #2 allowed concrete driveways. Rod Berry liked the buried drainpipe, as it draws water away from the house. Sandi Morris had concerns where the discharge was heading, as water could not be discharged into common area or a neighbor's property and there was a concern for erosion or pooling above ground. Members agreed to approve the driveway, seating wall and stamped concrete patio, but further information was needed for the buried drainage. **Approval letter held in abeyance pending further information about buried drainage and Dave Carpenter will pursue.**

- D. R14-009, Dari & Eric Carré, 1486 Prairie Trail, Lot# 35, dated 04/16/2014. HO submitted an application in person requesting installation of a self-storage white storm/screen door for the front door. Also submitted were the product picture, specs and a plat of survey. HO was notified that neighbor comments were needed to complete the application. After HO departure, the group discussed the project and agreed that it could be approved pending neighbor comments. **Sandi Morris requested that an approval letter be sent pending receipt of neighbors' comments.**
- E. R14-010, Hank & Becky Newell, 920 Blazing Star Road, Lot#188, dated 05/07/2014. HO submitted an application requesting installation of a white picket fence – 2'3"H, along with an elevation, plat of survey and proposed layout. Neighbor comments were also included. The group discussed the project and agreed that it could be approved. **Sandi Morris requested that an approval letter be sent to HO.**
- F. R14-011, Amy & Steve Straus, 1214 Prairie Trail, Lot#55, dated 04/09/2014. HO submitted an application requesting installation of a plexiglass backboard basketball hoop permanently attached to the garage front. They referenced guideline section 3.03, item #11 re: sports equipment, which aligns with their request, since they are on a field lot. Neighbor comments were to be forwarded separately and a picture of their garage was included. The group discussed the project, Sandi Morris consulted the PC guidelines and agreed that it could be approved. **Sandi Morris requested that an approval letter be sent to HO pending receipt of neighbors' comments.**
- G. R14-012, Allison & Josh Augsburgers, 1471 Turks Cap Road, Lot#326, dated 05/07/2014. HO submitted an application and landscaping plan requesting installation of a 7' spruce tree and 2'6" serviceberry trees in back prairie section of their lot. They are removing the ornamental pear tree and the burning bushes that have been ravaged by the rabbits. Neighbor comments were to be forwarded separately along with a plat of survey. The group discussed the project and agreed that it could be approved. **Sandi Morris requested that an approval letter be sent to HO pending receipt of neighbors' comments and plat of survey.**
- H. R14-013, Mike & Tracy Verciglio, 592 Bluestem Lane, Lot#1, dated 05/05/2014. HO submitted an application, landscaping plan and plat of survey requesting installation 1440 plugs, 4 shrubs and 1 Hill's Oak tree replacing a tree that died in same location. The group discussed the project, Sandi Morris consulted the PC guidelines page 15, Section 4.02, which noted that anything less than 4' ft high did not require approval, nor any replacement tree required approval and agreed that it could be approved. **Sandi Morris requested that an approval letter be sent to HO.**

- I. R14-014, James Moioffer, 994 Blazing Star Road, Lot#204, dated 12/11/2013. HO submitted an application requesting installation of a single birdfeeder on a 4x4 pole, approximately 6'H. It was noted that initially a violation notice was sent to HO, who attended PC HOA Board meeting and stated his case. He was encouraged at that point by President Mallon to submit a project request so the ARC could provide a waiver and remove the violation notice. **Sandi Morris requested that an approval letter be sent to HO pending receipt of neighbors' comments.**

New Violations

Sandi Morris reported that Anthony & Carol Niec at 1288 Prairie Trail have painted the trashcan enclosure that after receiving a violation notice.

Maryanne Natarajan received an email from Terry Lee of Premier Management regarding 1239 Hedgerow/HO Zipperer sump pump drainage and inquired if the ARC received a request. She requested Colleen Liberacki to search the database and email her the findings.

ARC Action

Maryanne Natarajan reported an email received from a contractor, Angela Bednarkiewicz for HO located at 1479 Potawatami, who wanted a project request application. She stated she would check with Chairman Suvanich before replying, but her initial opinion was that the HO should be the one making the request.

Other Agenda Items

Carol Shaffer polled the members present for new ideas on how to fill the vacancies created by the upcoming resignations of Chairman Suvanich and member Rod Berry, both taking place after the June 04, 2014 ARC meeting. She suggested Patsy Welch, who had an architectural background. Carol Shaffer inquired about what expertise was needed. Members suggested familiarity with one of the following: landscaping, architecture and/or a longer term resident that had a sense of the history involved with the evolution and mission of the community. Carol Shaffer volunteered to email the Board for further suggestions and suggested that all members funnel their suggestions thru her. She also suggested the members consider a resident who might have handled their own remodeling project with organization and expertise, in their estimation.

Maryanne Natarajan and Sandi Morris reported that they are still working on the PC guideline revisions and in spite of seeking input thru email, HO website and MeadowMix, there have been only a few feedback items and the deadline is 5/15/14.

Next Meeting

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

Adjournment

Dave Carpenter made a motion to adjourn the meeting at 10:10p.m, seconded by Rod Berry. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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