

Architectural Review Committee

June 04, 2014
Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association held a meeting on Wednesday, June 04, 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 7:05p.m.

ROLL CALL

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

Present: Members Rod Berry, Sandi Morris, Maryanne Natarajan (7:18) and Dave Carpenter (7:10pm); Carol Shaffer (PCHOA Board Liaison), Colleen Liberacki, recording secretary. In addition, residents: Brent Griffin, Mark & Theresa Mugerditchian and Patsy Welch on behalf of Melvin Thoede were also present to discuss their application submittals.

Absent: None

Homeowner Forum

Patsy Welch, designer for Melvin Theode, who was submitting an application for enlarging the original garage footprint, adding a bonus room above the garage, installing a pergola (painted white) onto the existing patio, and an outdoor fireplace, 10’H. Neighbor comments were lacking, however, blueprints, brochures, pictures and a plat of survey were submitted. She noted that all finished work would be painted to match the existing colors and trim.

Brent Griffin was attending the ARC meeting in order to discuss their multiple project requests and inquire about the approval status of them. He was anxious for approval or denial status and any direction accompanying the status, so that he may move forward or change their plans. Chairman Suvanich stated that the fireplace project posed many concerns and promised it was the goal of the committee tonight to determine the status as such so that they may plan accordingly. Chairman Suvanich also inquired about the status of the exterior lighting fixtures (over the porch and flanking the garage) research that was previously agreed upon as a compromise from their 4/22/14 meeting. HO reported no movement on that item.

Mark & Theresa Mugerditchian presented their project request for 1) stone patio, 2) sunken patio area with moveable fire pit, 3) stone lined driveway, 4) decorative stone around culvert, 5) replacement of rear swing doors with slider doors, 6) installation of front screen door, 7) 2 rain barrels, and 8) garden fence installation. Details of discussion are listed under New Review Requests R14-016.

Minutes

A motion was made by Maryanne Natarajan to approve the May 07, 2014 minutes meeting minutes as presented, and seconded by Sandi Morris, the motion was carried unanimously.

Old Business

Pattern Book Project

Chairman Suvanich has not yet been able to discuss and reclaim whatever materials are necessary to complete the Pattern Book from Suzanne Mynard and is going to recommend to the PC HOA Board to hire someone to complete the graphics and the rest of the project. He stated that he would email them tonight.

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.
06/04/14	Maryanne Natarajan contacted the HO for required neighbor comments and they advised her that they would provide them. However, nothing has been submitted as of yet.

- 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.**
- 06/04/14** **Above-mentioned letter to be sent to HO summarizing the decision of the ARC regarding the compromise suggested by Chairman Suvanich that the ARC is supporting was approved to send.**

- C. 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.**

06/04/14 Chairman Suvanich polled the group for their feelings about the outdoor fireplace. Two members were not in favor, two members were open to the possibility of the concept, and one member was undecided until more research was done; Chairman Suvanich felt that more needed to be considered, such as parameters and impact, after additional research. He also felt that the ARC was there to serve the HOs and they needed much more research, and the ultimate decision would be linked to and result in impacting the guidelines. **The letter will be sent to reflect that the ARC is still deliberating the fireplace issue, but approving the patio, as long as it was adhering to the PC guidelines, whether they wanted to move it or change the shape to accommodate them.**

- D.** 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.**

06/04/14 Rod Berry contacted the HO for required neighbor comments and detailed information about the mature height of the trees, but there has been no response as of yet.

- E.** 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.**

06/04/14 Rod Berry contacted the neighbor for the required comments and he has not heard back as of yet.

Previously Discussed Violations

Chairman Suvanich reported that he met with the Englehart's regarding their sunroom addition in progress located on Penstemon (lot# 256) and it was determined that the project was in compliance. He noted that the trim looked odd, the purpose of which was concealing a 6 x 6 structural post, and that might have drawn people's attention.

New Business

New Review Requests

- A. R14-015, Melvin Theode, 1023 Harris Road, Lot# 202, dated 06/4/2014. Patsy Welch presented an application in person, and she is the designer for client Melvin Theode, who was submitting an application for enlarging the original garage footprint, adding a bonus room above the garage, installing a pergola (painted white) onto the existing patio, and an outdoor fireplace, 10'H. Neighbor comments were lacking, however, blueprints, brochures, pictures and a plat of survey were submitted. She noted that all finished work would be painted to match the existing colors and trim. Chairman Suvanich questioned the style and location of exterior lighting and the specifics of roofing material and windows being replaced, so that they are consistent with existing finishes. Maryanne Natarajan confirmed via phone that the picture of the pergola on the front page of the brochure was indeed the model that the HO intended to install. Chairman Suvanich confirmed all members' opinions, and they were in agreement of approval of all items except the fireplace and with the questions about finishes being answered. Chairman Suvanich also wanted a copy of the blueprints and elevations to retain for the ARC permanent file. **Chairman Suvanich requested that an approval letter for all items (except the fireplace) be sent to HO pending receipt of: neighbors' comments, specifications answered about the roofing material and windows; and submission of the blueprints and elevations to retain for the ARC permanent file. Maryanne Natarajan will contact HO asking for the neighbors' comments and detailed information requested.**
- B. R14-016, Mark & Theresa Mugerditchian, 1345 Hedgerow Drive, Lot#155, dated 6/04/2014. HOs presented their project request for 1) L-shaped Belpasso Nuvola stone patio (36'W), ledge seating "24H and replacement of concrete stoops with stone stoops 2) sunken patio area with moveable fire pit, and stone pathway leading to it, 3) stone lined driveway, 4) decorative stone around culvert, 5) replacement of rear swing doors with slider doors, 6) installation of front screen door, 7) addition of two rain barrels positioned close to the existing vegetable garden, and 8) garden fence installation. Also accompanying their request was neighbor comments, plat of survey, brochure samples of the stone. Sandi Morris requested product specs on the sliding doors, Rod Berry inquired about the material for the ledge seating and Chairman Suvanich would like the

screen door product sheets. Theresa Mugerditchian noted that they are waiting about two weeks for neighbor Johnston's approval as to what style fence they would be using and arrive at a compromise. Chairman Suvanich suggested that they drop the fence project from this application and resubmit it at a later date so it would not hold up the rest of the project, to which HO agreed. **Chairman Suvanich requested that an approval letter be sent to HO pending receipt of sliding door product specs, screen door product sheets and ledge seating material. Maryanne Natarajan will follow up with HO to obtain details.**

- C. R14-017, Jeannine & Gary Zipfel, 1551 Penstemon Ct., Lot#251, dated 6/02/2014. HO was submitting an application for landscaping at the conclusion of their 2013 project. Accompanying the request was the neighbor comments, plat of survey and proposed trees and shrubs planting specifications. Chairman Suvanich polled all members and it was agreed that the project could be approved. **Chairman Suvanich requested that an approval letter be sent to HO.**
- D. R14-018, David Husemoller & Peggy Wingo, 1479 Potawatomi Rd., Lot#298, dated 5/02/2014. HO was submitting an application for replacement of 32 white double hung windows. Chairman Suvanich determined the application incomplete due to lack of neighbor comments, and it was not indicated if the windows are a change in style or an exact replica of what is currently installed. If this is an exact replica, no approval nor neighbor comments were needed. **Chairman Suvanich requested that Dave Carpenter contact HO for additional information and determine if approval and neighbor comments were necessary.**
- E. R14-019, Tom & Kathryn Gilbertson, 1262 Prairie Trail, Lot#51, dated 5/30/2014. HO was submitting an application for landscaping installation of one Tiarella cordifolia, 3 Acer griseum and grouping of Lamium maculatum. Accompanying the application was a plat of survey indicating that the landscaping would be planted and neighbor comments. All agreed that project could be approved. **Chairman Suvanich requested that an approval letter be sent to HO.**
- F. R14-020, Andrew & Carin Roberts, 1184 Goldenrod Lane, Lot#88, dated 5/24/2014. HO was submitting an application for landscaping installation of 1) columnar white swamp oak trees, 2) converting turf into prairie grass and flowers, 3) 17' garden wall and 4) gravel patio and firepit constructed of Brussels block. Also accompanying their request was the plat of survey and product brochures. HO alluded to a discussion with neighbors and their consent, although nothing was in writing from neighbor. All agreed that project could be approved pending written neighbor comments. **Chairman Suvanich requested that an approval letter be sent to HO pending receipt of written neighbor comments. Sandi Morris will contact HO for same.**
- G. R14-021, Wallace C. Winter, 1451 Wild Iris Lane, Lot#119, dated 5/28/2014. HO was submitting an application for landscaping installation of eight dwarf fruit trees (apple, plum and cherry – 6'-8' apart) and two grey rain barrels. Also included was a plat of survey that indicated that the planting would be in a semi-circle on the downhill side of the small swale on their property. There were no neighbor comments submitted and it was determined that Sandi Morris would do a site visit to determine how close to the trail

the planting would be. It was also requested that the mature height be specified. **Chairman Suvanich requested that Sandi Morris do a site visit to determine exact location of plantings and ask for neighbor comments and mature tree height information.**

- H. R14-022, Chris Reget, 1423 Thimbleweed Rd, Lot#337, dated 6/4/2014. HO was submitting typed letter for a change in the exterior color of their house along with the neighbor comments. The house is currently yellow and they are referencing another home located at 1504 Portia, which is brown. They would like to accomplish this before 7/4/14 week-end. Chairman Suvanich stated he knows the owner and would approach them to get the exact color swatch and fill out the formal request. **Chairman Suvanich requested that an approval letter be sent to HO pending receipt of paint name and manufacturer and formal application.**

New Violations

It was reported that Devon Mann contacted Chairman Suvanich regarding a neighbor HO at 1034 Prairie Trail having a bright red door, a color that was out of compliance with PC guidelines. He referred the matter to Heather McArthur of Premier Management who will handle it as a violation.

Chairman Suvanich advised the members that the ARC is waiting for a request for the Zipperer sump pump drainage, since it was cited as a violation and they should be responding with a project application submission.

ARC Action

Status and discussion of the guidelines revision was tabled due to time constraints and rescheduled to meet outside of the regular ARC meeting on Sunday, June 8, 2014. To add to the task, now the guideline revision group must consider the possibility of adding an additional item addressing the outdoor fireplace amenity, since it is becoming a popular request and nothing in the guidelines directly addresses it. It was discussed and agreed upon to put a placeholder in the draft guidelines regarding fireplaces, and due to the lack of collective knowledge about this amenity, more research is required to render a more informed decision and that it could take six months to procure.

Additionally, the committee had a wide variety of feelings about the installation of outdoor fireplaces, but the overriding concern is that there are pros and cons which need to be thoroughly researched before issuing a decision that will ultimately change the landscape of the community, should they be permitted. Chairman Suvanich felt it was important to serve the members well and look into all issues that would be impacted before adding it to the guidelines with special conditions required or prohibiting the installation altogether. Timing is also an issue, since additional research to be better informed about the fireplace would impact the guideline revision schedule. Chairman Suvanich suggested putting an article in the upcoming MeadowMix seeking input from HOs about such an amenity.

Other Agenda Items

Carol Shaffer wanted to discuss the email from HO Laurel Casey, who was volunteering her services to join the ARC. In the email, her qualifications were noted and well prepared her for the task. Dave Carpenter volunteered to talk to Laurel Casey before submitting her name to the

PC HOA Board as a potential candidate as a replacement for the two vacancies.

Chairman Suvanich advised the members that Maryanne Natarajan agreed to chair the committee going forward after his resignation became effective at the end of tonight's meeting. He handed over to her the active files, jump drive of scanned documents and box of mailbox numbers.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Tuesday, July 08, 2014. The day and date is different due to the national holiday falling during the week of the regular meeting, which disturbs the schedule. Dave Carpenter volunteered to put a notice in the MeadowMix to advise any HO of the meeting change and Sandi Morris volunteered to check the room availability for 7/8/14. The subsequent meetings of 2014 are as follows: August 06, September 03, October 01, November 05 and December 03.

Adjournment

Chairman Suvanich made a motion to adjourn the meeting at 10:20p.m, seconded by Sandi Morris. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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