

Architectural Review Committee

July 08, 2014
Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association held a meeting on Tuesday, July 08, 2014 at 7:00 pm at the Yellow Farmhouse, 32400 N. Harris Road, Grayslake, IL.

CALL TO ORDER

Chairwoman Natarajan called the meeting to order at approximately 7:10p.m.

ROLL CALL

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

Present: Members Sandi Morris and Dave Carpenter; Carol Shaffer (PCHOA Board Liaison), Colleen Liberacki, recording secretary. In addition, residents: Connie Barhorst, Chris Engelhardt and Jay Kalbrener were also present to discuss their application submittals. Resident David Husemoller was observing ARC activities in anticipation of joining the committee.

Absent: None

Homeowner Forum

Chris Engelhardt submitted three separate applications for home projects. The detailed comments are found under New Review Requests.

Connie Barhorst presented an application for a patio, and the detailed comments are found under New Review Requests.

Jay Kalbrener presented an application for a Unilock paver patio installation and the detailed comments are found under New Review Requests.

Minutes

Chairwoman Natarajan provided revisions to the June minutes: Page 4, omitting “whether they wanted to move it or change the shape to accommodate them” and inserting “and a revised plan should be submitted for review.” Page 7, under New Violations, (first paragraph) omit neighbor and add “an HO violation” and (second paragraph) add “Chairman Suvanich requested that a second follow-up letter be sent to Zipperer addressing the issue”.

A motion was made by Dave Carpenter to approve the June 04, 2014 minutes meeting minutes with revisions, and seconded by Sandi Morris, the motion was carried unanimously.

Old Business

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.
07/08/14 Chairwoman Natarajan received neighbor comments on 6/9/14 **and instructed that an approval letter be sent out to 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.
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.**
- 07/08/14** Chairwoman Natarajan received the picture and specs of the new proposed exterior light fixtures, which were 10"W and 14"H, Freeport Black #1802 and #1805. All present approved the choice. **Chairwoman Natarajan instructed that an approval letter be sent out to HO.**

- 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.**
- 07/08/14** Chairwoman Natarajan received an email communication advising the ARC that new revised plans would be forthcoming by the August meeting.

- 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.
- 07/08/14** Chairwoman Natarajan received the neighbor comments and is confident that the HO will follow up with the additional detailed information about the tree selection and mature dimensions.

Previously Discussed Violations

None.

New Business

New Review Requests

- A. R14-023, Philip Schultz & Karen Inman, 1031 Harris Road, Lot# 203, dated 07/2/2014. The HO is requesting to replace the wooden stairs on the back of the house with brick steps, using the same material as the patio. The plat of survey and neighbor comments were also submitted. Chairwoman Natarajan wanted the name of the brick material for the record, but other than that, all present agreed to approve the request upon receipt of the requested info. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of brick material specifications. Chairwoman Natarajan will contact HO asking for the detailed information requested.**
- B. R14-024, Ron Roselli, 980 Blazing Star, Lot#205, dated 6/17/2014. HO is requesting to replace a dying ash tree with a swamp white oak tree, however, neighbor comments, plat of survey and mature tree height information is still needed. Sandi Morris noted that guideline 4.02 required ARC approval to proceed with a replacement of a different tree, and all others approved the request pending receipt of the needed items. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of: neighbor comments, plat of survey and mature tree height information. Chairwoman Natarajan will follow up with HO to obtain details.**
- C. R14-025, April & Shane Huckstadt, 1485 Colbee Benton Rd., Lot#276, dated 7/02/2014. HO was submitting an application for installation of a natural cleft bluestone patio & walkway and 7' x 10' deck of composite material (Trex). Accompanying the request was the plat of survey and Buhrman Group quote with specifications of patio deck material, but no neighbor comments. Chairwoman Natarajan wanted the HO to submit more information about the composite material and requested Colleen Liberacki furnish the minutes from the Oct & Nov ARC meeting dealing with the same decision. Chairwoman Natarajan polled all members and it was agreed that the project could be approved upon receipt of the desired information. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of the composite material specifications and neighbor comments. Dave Carpenter will contact HO asking for the detailed information requested.**
- D. R14-026, Chris & Donna Engelhardt, 1550 Penstemon Ct., Lot#256, dated 7/07/2014. HO was submitting an application for extensive landscaping, either adding or replacing shrubs with bushes, ground covering and perennial plants. Although the accompanying Breezy Hill Nursery sales quote did not indicate so, he stated that his wife is mostly interested in plants native to the area. He thought that he might contact Jim O'Connor and benefit from his advice. In addition, Sandi Morris offered resources such as googling "noxious weeds Illinois" or the website for Chicago Botanic Garden to guide their landscaping choices. Also included was the landscaping plan and plat of survey, but the neighbor comments were lacking. David Husemoller would like the HO to avoid

planting invasives, however, there is nothing in the guidelines to restrict such. Sandi Morris and Chairwoman Natarajan wanted the mention of the Chicago Botanic Garden (http://www.chicagobotanic.org/plantinfo/landscaping_native_plants) and Conserve Lake County (<http://www.conservelakecounty.org>) websites to be included in their approval letter to encourage the HO to use native plantings. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of the neighbor comments, which Sandi Morris will request.**

- E. R14-027, Chris & Donna Engelhardt, 1550 Penstemon Ct., Lot#256, dated 7/07/2014. HO was submitting an application for installation of a buried trench storm sump pump discharge pipe with crushed rock at the disposal site to alleviate the flooding experienced in their yard. David Husemoller cautioned about the buried pipe discharging too close to the trail and causing erosion, and the suitability of the plan submitted depended on the topography present at the site, which should be discharged on a gentle slope. He felt that the HO should manage the water flow on their own property and not shift the responsibility onto the common area. Chairwoman Natarajan suggested a site visit by the environmental team for their input and David Husemoller may join them. Also lacking were neighbor comments. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of the neighbor comments, which Sandi Morris will request and information gathered from the environmental team.**
- F. R14-028, Chris & Donna Engelhardt, 1550 Penstemon Ct., Lot#256, dated 7/07/2014. HO was submitting an application for two separate paver patios (8'x9' and 15'x20'), the smaller one on the east side off the kitchen and the larger off the three season room with a seating wall 18"-21" high. Accompanying the request was the plat of survey, and material specs, however, the neighbor comments were missing. Chairwoman Natarajan polled the group for their input and all agreed to approve pending receipt of the neighbor comments. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of written neighbor comments. Sandi Morris will contact HO for same.**
- G. R14-029, Jay Kalbrener, 1535 Portia Rd., Lot#281, dated 7/8/2014. HO was submitting an application for a Unilock paver patio installation replacing an existing deck of the same 13'x19' dimension. Also submitted were the product specs. He was reluctant to seek neighbor comments, thinking it was unnecessary and that the neighbor would either not be approachable or willing to respond. Chairwoman Natarajan encouraged Jay Kalbrener to email the neighbor and cc the ARC, showing that an attempt would be made to obtain the comments before the ARC rendered its decision, giving the neighbor 7 days to respond. Sandi Morris did check the guidelines and noted that neighbor comments were necessary, but all approved the patio pending the necessary information. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of written neighbor comments.**
- H. R14-030, Connie & Jeff Barhorst, 1274 Prairie Trail, Lot#50, dated 7/8/2014. HO was submitting an application for a 19' diameter circular irregular cut Fon Du Lac flagstone patio, with a central firepit feature (18"H x 3' W), using 8"-10" granite boulders and Olde Quarry Coping on top of pit, towards the back end of their property and transplanting an apple tree towards the other side of their property line. Also included

was the plat of survey and neighbor comments. David Husemoller inquired about the proximity to the common area, to which HO replied that it was at least 10' away and all noted that the intended spot was within the house lines. Chairwoman Natarajan polled all present for their input, and it was ultimately agreed to approve the application. **Chairwoman Natarajan requested that an approval letter be sent to HO.**

New Violations

Sandi Morris was approached about a buried sump pump PVC pipe that is protruding from a swale at 1128 Hedgerow, stating erosion concerns and unsightly streetview. This originated from an application R13-049 from Wayne Rosenwinkel that was approved by the ARC on 12/4/13, after a visit from Mike Sands. Chairwoman Natarajan will ask the environmental team to do a site visit and make recommendations to HO on how to address the issue. Sandi Morris agreed to go along on the visit to represent the ARC. It was agreed to keep in mind for future applications to inquire about discharge plans regarding erosion.

David Husemoller reported that the Waste Management rental property at 1492 Potawatomi had a number of violations: 1) numerous roof shingles in disrepair, 2) Quaking Aspen (invasive) tree is growing out of control and needed to be trimmed back, 3) house siding is either covered in mold or paint is peeling in alternating spots and 4) weeds were overhanging the sidewalk and lawn is excessively weedy and not mowed regularly. **Chairwoman Natarajan requested that Premier Management issue a violation letter, citing the numerous guideline violations, including 6.4.01.**

Chairwoman Natarajan reported that three violation letters were issued by Premier Management: 1) 1034 Prairie Trail, having a bright red door and trim, a color that was out of compliance with PC guidelines, 2) 1200 Hedgerow, the camper has returned to the driveway and overstayed its stated upon departure date and 3) 1062 Harris Road, parkway and yard has been overgrown and not maintained. Carol Shaffer felt that for 1034 Prairie Trail, the trim color was the issue, not so much the door color.

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. **Chairwoman Natarajan requested that a second follow-up letter be sent to Zipperer addressing the issue, at Chairman Suvanich's earlier suggestion to do so.**

ARC Action

Chairwoman Natarajan reported that Sandi Morris had done a great job with corralling all participants in producing the guideline revisions and the finished draft was submitted to the PC HOA Board on 7/2/14. Carol Shaffer advised that they took out references to the Pattern Book in the guidelines, if there was no mention of same in the PC website and suggested that further evaluation might be a good fall project for the ARC.

Other Agenda Items

Chairwoman Natarajan reported that two potential candidates had submitted their names to the PC HOA Board for consideration: David Husemoller and Joe Marencik, both of whom have extensive and useful expertise.

Chairwoman Natarajan shared an email communication from Dick Hosteny as a result of the

Meadowmix publication seeking input regarding outdoor fireplaces.

Chairwoman Natarajan suggested two Meadowmix topics to Dave Carpenter, who is currently writing the articles: 1) guideline sections 4.01, item# 3 and 4.02, item# 6. This is regarding lawn maintenance and avoiding the look of straight landscaping lines defining property boundaries to achieve a more natural look. 2) Setting HO expectations of the 30-day processing period regarding *completed* project applications. Dave Carpenter suggested also counseling HOs on how to respond to/appeal a violation notice.

Sandi Morris advised that she received an email from a new neighbor and responded to her questions.

Next Meeting

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

Adjournment

Chairwoman Natarajan made a motion to adjourn the meeting at 9:19p.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.