

Architectural Review Committee

August 06, 2014

Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association which held a meeting on Wednesday, August 06, 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 7:05p.m.

ROLL CALL

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

Present: Members Dave Carpenter, David Husemoller and Joe Marencik; Carol Shaffer (PCHOA Board Liaison), Colleen Liberacki, recording secretary. In addition, resident Corrine Jasper was also present to discuss her application submittal.

Absent: Sandi Morris

Homeowner Forum

Corrine Jasper submitted an application for a new driveway and decorative trim above the garage door. The detailed comments are found under New Review Requests.

Minutes

A motion was made by Dave Carpenter to approve the July 08, 2014 minutes meeting minutes with revisions, and seconded by Carol Shaffer, the motion was carried unanimously.

Old Business

Previously Discussed Review Requests

- A. 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.

08/06/14 Chairwoman Natarajan is still awaiting the anticipated revised plans.

- 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.**

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.

08/06/14 Chairwoman Natarajan is still awaiting the anticipated information about the tree selection and mature dimensions.

- 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.**

08/06/14 Member Carpenter received the neighbor comments and produced a physical sample of the composite material furnished by the HO. Joe Marencik noted that he was advised by another vendor that if this material is used for a deck in a sunny area, it heats up very quickly and it is rendered unusable without shoes. All those present agreed that the project was approved. **Chairwoman Natarajan requested that an approval letter be sent to HO.**

Previously Discussed Violations

Chairwoman Natarajan reported Premier Management issued a violation letter for 1034 Prairie Trail, having a bright red door and trim, a color that was out of compliance with PC guidelines, but no action has been taken yet by the HO.

In response to the violation letter received by Zipperer regarding his sump pump drainage, a letter dated 7/27/14, was issued to the ARC from the HO. The contents thereof denied the existence of a violation regarding the direction and installation of the sump discharge and asking for guidance should this not be the issue. Member Marencik was not sure of what the guideline

violation was and Carol Shaffer could not find a guideline addressing this specific issue, since it was supposed to actually be addressing the gutter downspout discharge. Chairwoman Natarajan felt that it was not necessarily the installation or water flow itself being the issue, but the shoddy appearance of the discharge site. Carol Shaffer felt they should communicate to the HO gratitude for his attention to the matter, but perhaps they could improve the visual condition. Member Marencik stated that the scattered patio stones was not a long term solution, due to the ongoing erosion concerns, and was suggesting more imbedded field stones replacing the patio stones as an amenable improvement. **Chairwoman Natarajan requested that a letter be sent to the HO suggesting this solution to remediate the problem and advise Premier Management that the issue was being resolved.**

New Business

New Review Requests

- A. R14-031, Klaus & Karin Wisiol, 1411 Wild Iris Lane, Lot# 114, dated 07/31/2014. The HO is requesting to replace the black asphalt surface driveway with Prairie color Unilock pavers, (pattern 40% XL, 40% standard & 20% half). All present approved the application, upon receipt of neighbor comments – the only neighbors are the Smiths and Chairwoman Natarajan offered to follow up for same. Member Marencik noted that the semi-pervious feature of pavers favors ground water absorption vs. runoff. **Chairwoman Natarajan requested that an approval letter be sent to HO pending receipt of neighbor comments. Chairwoman Natarajan will contact HO asking for the information requested.**
- B. R14-032 Ben & Sarah Verhaagh, 1332 Prairie Trail, Lot#46, dated 7/22/2014. HO submitted an application, plat of survey & fence elevation drawing requesting: 1) installation of standard white picket fence extending around perimeter of property from back of house, 2) installation of 9'X20' deck, 3) installation of brick patio with fire pit next to the deck, 4) construction of two car detached/attached garage on other side of patio/fire pit, 5) new asphalt installation leading from existing driveway to the new proposed garage and 6) landscaping replacing dead shrubs. Although it was noted on application, that the neighbors approved all the projects, there was no written communication as such.

Each item was addressed accordingly: 1) Carol Shaffer stated that guideline 2.04, item# 7 allowed only a courtyard style fence on a prairie lot, and the fence that ran along the border would not be in compliance. Member Husemoller suggested a fence between the deck and garage as an alternative. 2) Chairwoman Natarajan noted the lack of supporting information regarding materials, possible steps not noted nor height. Member Marencik noted plat indicated a screened porch already in place and wondered if this was passed thru a previous project application. Member Husemoller had concerns about the setbacks, but thought this would be addressed during the permitting process. 3) Member Marencik inquired about the material specifications not furnished, if this was a raised or sunken fire pit, a possible seating wall and exact dimensions. He also raised concern about its proximity to the garage, which abuts the fire pit. Member Carpenter referred to guideline 4.06, item#2 about fire pit material specs allowed. 4) Chairwoman Natarajan noted the lack of supporting information regarding materials, blueprint plans. Member

Carpenter referred to guideline 2.05, item#2, indicating that a detached garage was not allowed, however Member Marencik noted that there was at least one detached garage already in PC. Member Husemoller confirmed that the Brooks model has a detached garage. 5) Installation was contingent upon the installation of the requested garage and 6) It was noted that the replacement plant details were not provided, and should it be the same landscaping in the same location, approval was not necessary. Member Carpenter stated guideline 4.02, item#1 stated that other than replacement, approval was necessary for any landscaping installation over 4' tall.

Chairwoman Natarajan requested that a letter be sent to HO addressing their concerns about each of the items on the application.

- C. R14-033, Bill Pogson & Sandi Morris, 1124 Goldenrod Lane, Lot#83, dated 7/14/2014. HO was submitting an application, neighbor comments and product image for installation of a window and siding (same size and style as existing structure) to replace a faux door on the south side of the breakfast nook, which is leaking. **Chairwoman Natarajan requested that an approval letter be sent to HO.**
- D. R14-034, Corrine Jasper, 1347 Osage Orange Rd., Lot#30, dated 8/06/2014. HO was submitting an application, plat of survey, product images and neighbor comments for 1) replacement of asphalt driveway with fine grade gravel and 2) decorative trim above her garage door, citing another neighbor's trim as reference. Member Marencik cautioned the HO about the difficulty of plowing the driveway resulting piles of gravel elsewhere and frozen ruts during the winter months, which caused her to amend her application to include asphalt as an alternative. Members present questioned the dimensions, material and color of the desired garage door trim. Member Marencik suggested that the depth of the trim does not extend past the eaves of the garage roof. **Chairwoman Natarajan requested that an approval letter be sent to HO for the driveway only, but the letter should also request more information about the garage door trim.**

Chairwoman Natarajan presented a letter sent by a new HOs, Jennifer Ron and Jessica Kalmewicki inquiring about how to proceed for project approval for several improvements itemized in their letter. She advised the group that Heather McArthur of Premier Management directed them to submit an application for the desired improvements.

New Violations

None.

ARC Action

Carol Shaffer reported that she received the guideline feedback comments from the Board, the guideline committee made the recommended changes and it can go to the PC attorney Jacobson for review. She stated that a couple of desired changes were not permitted due to the rules being grounded in the governing documents: 1) Holiday decoration deadline removal could not be extended, except in writing by a request from the HO; and 2) a 60 day response to a project request could not be extended after the initial review. Also, it was changed that the "ARC can and *not will* revise the guidelines annually", at the request of President Storms. Member Husemoller offered his additional comments and wordsmithing since he recently joined the committee, but he stated that nothing was affecting the actual content and issues. He suggested

that it could be submitted during the HO response stage if it were to hold up the progression onto the next stage of completion. Carol Shaffer offered to speak to the Board at the meeting the next evening to determine what was best. She further stated that she would like to wrap this up this year and they still needed to go thru the 30 day HO comment period. Both Chairwoman Natarajan and Marencik stated they would like to refine the specs for paver driveways, sump pump discharge and address the outdoor fireplace issues on the next round of annual revisions and this would require additional research.

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, September 03, 2014. The subsequent meetings of 2014 are as follows: October 01, November 05 and December 03.

Adjournment

David Husemoller made a motion to adjourn the meeting at 8:56p.m, seconded by Chairwoman Natarajan. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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