

Architectural Review Committee

November 05, 2014

Meeting Minutes

Minutes of The Architectural Review Committee ("ARC") of the Prairie Crossing Homeowners Association which held a meeting on Wednesday, November 05, 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 7:01p.m.

ROLL CALL

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

Present: Members Dave Carpenter, David Husemoller, Joe Marencik and Sandi Morris; Carol Shaffer (PCHOA Board Liaison); Colleen Liberacki, recording secretary.

Absent: none

Homeowner Forum

Robert Kettner of 1165 Hedgerow Drive presented his request to install a freestanding fence surrounding some garden vegetation that was originally cited as a violation and Becky VanDeWeghe of 1546 Lupine Court presented her request to remove three poplar trees. The details can be found in New Review Requests.

Minutes

A motion was made by Dave Carpenter to approve the October 01, 2014 minutes meeting minutes, and seconded by Sandi Morris; the motion was carried unanimously.

Old Business

Previously Discussed Review Requests

- A. R14-039 Nathan & Mayumi Aaberg, 1331 Wild Indigo Road, Lot#212, dated 9/28/2014. HO submitted an application, plat of survey and material specs for installation of short flagstone path walkways in 5 locations and natural patio (9' x 11') at south end of property. Chairwoman Natarajan questioned if patios could be detached from the house and Member Morris consulted the guideline 2.07, which stated that patio must not extend past more than one house line and size should be in proportion to the house. It also stated that excessive walkways should be discouraged. The width of the walkways was the only question unanswered and neighbor comments were lacking. Chairwoman Natarajan polled others for their input and all agreed the application could be approved pending receipt of the needed items. Chairwoman Natarajan agreed to email HO for the lacking items. **Chairwoman Natarajan requested that an approval letter be held in abeyance pending receipt of written neighbor comments and the width of the walkways.**

- 11/05/14** Chairwoman Natarajan initially felt that there were too many small patios and sought feedback from the group. Joe Marencik still needed the dimensions of the walkways and wanted to know what the filler would be between the fieldstones (grass, gravel, etc.). David Husemoller thought that the HO might need a permit for this work if it was an impervious surface, and cautioned if the walkways were more tightly packed they would create more of a visual impact. Chairwoman Natarajan agreed to ask the HO for more details, but stated that the walkways were between 10" – 18" in width. David Husemoller agreed that more details would be helpful. Joe Marencik also offered to take a couple of pictures of the site to see if any of these considerations were worth worrying about, especially if the landscaping concealed much of it. Sandi Morris read the guidelines 2.97 & 2.08 to help define the parameters addressing the project.

Previously Discussed Violations

Chairwoman Natarajan questioned the existence of a follow-up or tracking process of previous violations, and how would they know if it was being addressed by the HO, and what the additional steps/consequences would be if the HO was still not compliant with the guidelines. She resolved to call Premier Management to see what was done and how the ARC could be better informed.

New Business

New Review Requests

- A.** R14-042, Ronald Kettner, 1165 Hedgerow Drive, Lot# 80, dated 11/04/2014. In response to a violation notice, the HO submitted an application requesting to retain the fence he installed, which also included a photo and neighbor comments. The pine split rail freestanding fence with anchored posts was 22' x 16, backed by chicken wire and stained dark brown/red. He explained that the purpose of the fence was to protect their bushes and vegetables. He stated that he did not understand the purpose of the ARC, David Carpenter explained this to him. HO noted that he had seen other outside structures painted a dark color and thought that his project would be acceptable. After the HO departure, Joe Marencik questioned the guidelines and thought that this HO would argue that there was a similar fence inside of PC. Sandi Morris stated that guideline 2.04, item#7 only permits a courtyard fence for a Hedgerow lot, no higher than 36". Joe Marencik noted the split rail fence that appeared at the NE end of Hedgerow and Harris and thought this was constructed without approval. The only other suggestion was a temporary chicken wire fence that would come down in the fall. No other members had any other suggestions that would not violate the guidelines.

Chairwoman Natarajan requested that a denial letter be sent with alternative suggestions that the guidelines would allow.

- B.** R14-043, Andrew & Rebecca VanDeWeghe, 1546 Lupine Court, Lot#248, dated 11/03/2014. HO submitted an application, plat of survey and neighbor comments for a request to remove three mature poplar trees whose roots are growing into the foundation and drain tile. HO stated that they had consulted an arborist to arrive at this conclusion and later additional replacement landscaping would be planned and a request would be submitted to the ARC, along with a plan from a landscape architect. After the HO

departure, Chairwoman Natarajan asked for feedback and noted that there was no approval necessary, according to the guidelines. **Chairwoman Natarajan requested that letter be sent to HO stating that approval was not required.**

New Violations

One member noted that there was a wooden porch painted red and done so without approval. The exact address was needed and Chairwoman Natarajan directed the member to send the information to Premier Management directly.

Another member noted that the previous violation at 1034 Prairie Trail, having a bright red door trim, a color that was out of compliance with PC guidelines now has drainage furrows running along the front yard and a drainpipe sticking out as well. This was also reported to Premier Management directly.

ARC Action

None reported.

Other Agenda Items

Carol Shaffer noted that the Board was interested in dealing with encroachments on a more consistent basis and issued letters to the offending HOs to submit a plan by end of August reporting how they would deal with the infraction. The Board reported no response and now wants to alter their approach to become more proactive. Sandi Morris thought the encroachment issue would be tricky, as it is difficult to determine the property line boundaries without a formal survey. David Husemoller suggested looking for the existing survey stakes, however, Joe Marencik noted that they were difficult to locate, even if you knew where to look.

Carol Shaffer had a list of eight HO lots who had encroachment issues, mostly dealing with yard waste dumping on the common area, a metal shark sculpture, and mowing an eight foot wide path into the common area. Someone suggested that the ARC perform a visual observation to confirm the violation. Joe Marencik stated that the present offending issues were already addressed in the Meadowmix publication. Carol Shaffer suggested sending a warning letter to the HO asking for a plan to deal with the reported violation. Sandi Morris suggested a rotating observation schedule determined by territories. Joe Marencik thought the listed infractions could be easily corrected and should be addressed right away. Sandi Morris questioned if they should wait to issue letters to the HO after the revised guidelines were ratified on 11/06 and distributed to the HOs.

Chairwoman Natarajan inquired if the letter would come from the Board or Premier Management, as the Environmental Team would either confirm or identify the encroachment. David Husemoller thought the ARC should create a letter template, upon the advice from the Board, but that the letter should be issued by Premier Management. Carol Shaffer thought that she could not inspect most properties to confirm an encroachment issue without actually trespassing. Both Sandi Morris and Carol Shaffer pointed out that the guidelines govern the encroachment issues. Joe Marencik detailed the compliance process as: encroachment issue is reported to the Board, the Board dispatches the Environmental Team to confirm/verify the encroachment issue, and the Environmental Team reports the violation to Premier Management,

who send out a violation notice. He also noted that the Environmental Team has talked with the HO about restoration of the affected common area. In the past, the Environmental Team has taken the liberty of speaking with the HO and has had some success, but not always.

Carol Shaffer noted that the revised guideline 4.13 specifically mentions the prohibition of dumping yard waste, mowing, erecting playground equipment, etc. on the common area. Joe Marencik felt that a representative of the Environmental Team should deal with the encroachment issues. Carol Shaffer said that she understood the process to be the Environmental Team brought the encroachment issue to the Board, who would have Premier Management issue a warning letter asking for corrective action.

Next Meeting

The next regularly scheduled meetings of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Wednesday, December 03, 2014. The subsequent meetings of 2015 are as follows: January 7, 2015, February 4, March 4, April 1, May 6, June 3, July 1, August 5, September 2, October 7, November 4, and December 2.

Adjournment

Sandi Morris made a motion to adjourn the meeting at 8:23p.m, seconded by Joe Marencik. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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