

Architectural Review Committee

May 04, 2016
Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association, which held a meeting on Wednesday, May 04, 2016 at 7:00 pm at the Yellow Farmhouse, 32400 N. Harris Road, Grayslake, IL.

CALL TO ORDER

Chairman Husemoller called the meeting to order at approximately 7:20p.m.

ROLL CALL

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

Present: Members Rob Callis, Cindy Madson, Sandi Morris and Joe Marencik; Katherine Gilbertson (PCHOA Board Liaison); Colleen Liberacki, recording secretary.

Absent: None

Homeowner Forum

Ellen Winick, Julie Rolfsen, Tom Poynor, Dimitri Georgatsos and Melissa Ritter presented their requests, the details of which are located under New Review Requests.

Minutes

A motion was made by Madson to approve the April 06, 2016 meeting minutes, and seconded by Morris; the motion was carried unanimously.

Old Business

Previously Discussed Review Requests

- A. R16-003, Thomas Gilbertson, 1262 Prairie Trail, Lot# 51, dated 11/05/2015.**

Homeowner submitted an application for a deep trenching project that had been going on in their front yard relocating the direction of drainage into the swale and had since been completed. It was noted that the drainage pipe did extend out too far into the swale and needed: 1) to be reduced in length, 2) screened, not capped and 3) mitigate the pending erosion with rocks at the entrance of the pipe into the swale. Morris received neighbor comments via email previously and agreed to contact homeowner to convey the ARC concerns and gain homeowner’s promise to abide. Chairman Husemoller polled all members for their input, to which everyone agreed to approve the project, pending receipt of the required information. **Chairman Husemoller requested that an approval letter be sent informing homeowner, pending receipt of requested information.**

03/02/16 Still awaiting requested information, as Morris emailed the homeowner on 2/4/16 expressing the ARC concerns.

04/06/16 Still awaiting requested information. Morris will recheck to make sure no response was received, and will recontact the homeowner once again, if

necessary, to obtain the necessary assurances. It was noted that weather has played a role in the progress, but the homeowner should have at least responded to the email inquiry.

05/04/16 Katherine Gilbertson advised the ARC that the drainage pipe had been cut back and was inquiring about what type of vegetation to plant. Chairman Husemoller referred her to the Conserve Lake County website for guidance. Morris suggested that significant rock formation needed to be installed at the discharge site to prevent erosion, to which she agreed.

- B.** R16-010, Devon Mann, 1296 Hedgerow, Lot# 133, dated 3/30/2016. The homeowner submitted an application along with a product image requesting the installation of 5 exterior replacement light fixtures (8.5”H x 9”w x 10”L). Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved, pending receipt of neighbors’ comments and additional information on the make and model of the product image. Marencik will follow up to obtain the requested information. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of neighbors’ comments and make/model information.**

05/04/16 Marencik advised the ARC that the neighbors’ comments and additional information were received and the application could be approved.

Previously Discussed Violations

In regards to the new front door, transom and sidelights installed at 1367 Hedgerow, an ARC application was submitted.

New Business

New Review Requests

- A.** R16-011, Gary Mitchiner and Ellen Winick, 1435 Wild Iris Lane, Lot# 117, dated 4/21/2016. The homeowner appeared before the ARC submitting an application along with neighbors’ comments and photo of desired siding color change with PC color scheme – Pewter Gray siding, with white trim and black front door. The previous color was red. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved. **Chairman Husemoller requested that an approval letter be sent to the homeowner.**
- B.** R16-012, Frank & Suzanne Mynard, 1250 Prairie Trail, Lot# 52, dated 4/28/2016. The homeowners submitted an application along with neighbors’ comments and plat of survey, which indicates the placement of the desired 10 aspens to be planted (7 on the south and 3 on the east) sides of their house. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved. **Chairman Husemoller requested that an approval letter be sent to the homeowner.**
- C.** R16-013, Lee & Laura Wittwer, 526 Switchgrass Lane, Lot# 11, dated 5/02/2016. The homeowner submitted an application along with a plat of survey, which indicates the placement of the desired cherry tree, weeping willow and 3 pine trees. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved, pending receipt of neighbors’ comments. It was noted that the cherry tree

and weeping willow were not a species favored by the ARC. Chairman Husemoller would contact the homeowner requesting neighbor comments. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of neighbors' comments.**

- D. R16-014, Rainy Investments, 1405 Turks Cap Road, Lot# 319, dated 5/04/2016. The investor submitted an application along with a plat of survey, design drawings and product brochures/samples requesting the installation of a proposed 10' x 10' paver patio, with a connecting 4' x 5' walkway leading from the glass door stoop and a connecting 3' x 10' walkway to the garage stoop comprised of Unilock Brussels Sierra stone product in the back yard. The application is notably lacking neighbor comments, one of whom is Rob Callis, who is currently experiencing difficulty with this property. The outstanding issue is the elimination of a berm and the ensuing improper grading (without a site development permit), which is causing a substantial amount of water to be directed off the property, causing the neighbor's sump pump to continuously run. He stated Premier Management is aware of the situation and a violation letter has been issued. Marencik will follow up with this request. **Chairman Husemoller requested that an approval letter be held in abeyance, pending receipt of neighbors' comments and successful restoration of the grading.**
- E. R16-015, Regina Horine, 1530 Penstemon Court, Lot# 257, dated 5/04/2016. The homeowner submitted an application along with neighbor's comments and a product brochure for an exact replacement (GAF Timberline HD shingles Pewter Gray) of the roof due to storm damage. As this is an exact replacement, no approval is necessary, but the homeowner does need a letter stating so in order to obtain the village permit. **Chairman Husemoller requested that a letter be sent to the homeowner explaining that the roof replacement would be permissible without ARC approval.**
- F. R16-016, Leif & Julie Rolfsen, 1554 Portia, Lot# 288, dated 4/30/2016. The homeowner appeared before the ARC submitting an application along with a plat of survey, elevation, drawings indicating the placement of a white picket fence, (3'H with a 45° or 60° pointed top around their property), and one neighbor's comment. She indicated that her trim was red, but they would like to paint the fence white. The two options for installation would either be A) 21'6" x 23'3" or B) 33'6" x 23'3" adjoining their existing deck and garage. Chairman Husemoller consulted the guidelines, which permitted both types of formation and color on this property and polled all members for their input, to which all agreed that the project could be approved, pending receipt of one more neighbor's comment. Chairman Husemoller will follow up to obtain the requested information. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of one more neighbor's comment.**
- G. R16-017, Tom Poynor, 1591 Penstemon Court, Lot# 253, dated 5/04/2016. The homeowner appeared before the ARC submitting application along with neighbors' comments, insurance claim, Dart Home Exteriors proposal and a product brochure for a replacement of his 3-tab shingle roof with a new(GAF Timberline HD shingles Pewter Gray) of the roof due to storm damage. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved. **Chairman Husemoller requested that an approval letter be sent to the homeowner.**

- H. R16-018, Sean & Kelly Murphy, 988 Shooting Star Road, Lot# 331, dated 5/03/2016. The homeowner submitted an application along with neighbors' comments, sample photo and site drawings for installation of a 14'-15' circular pea gravel/crushed granite patio, 2 new arbor vitae and 5 privets to be planted across from common area. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved. **Chairman Husemoller requested that an approval letter be sent to the homeowner.**
- I. R16-019, Rich Palmer, 1505 Portia Road, Lot# 278, dated 5/04/2016. The homeowner submitted an application along with sample photos and product specifications for a WCLA36 Home Depot wood classic screen door for the front to be painted white, to match the trim. The written neighbors' comments were not included. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved upon receipt of neighbors' comments. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of neighbors' comments.**
- J. R16-020, Rob & Amy Heinrich, 1357 Hedgerow Drive, Lot# 154, dated 4/23/2016. In response to a violation letter the homeowner submitted an application along with a drawing for a mahogany fiberglass front door with a transom and sidelights. The written neighbors' comments were not included. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved upon receipt of neighbors' comments. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of neighbors' comments.**
- K. R16-021, Dimitri & Cathie Georgatsos, 1286 Prairie Orchid Lane, Lot# 101, dated 5/04/2016. The homeowner appeared before the ARC submitting application along with a plat of survey indicating placement of 14 trees, which were oak, evergreen and maple. The neighbors' comments were lacking. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved upon receipt of neighbors' comments. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of neighbors' comments.**
- L. R16-022, Gwen & Anthony Ricchio, 920 Blazing Star Road, Lot# 188, dated 4/01/2016. The homeowner submitted application along with a Lowes quote for a sliding glass door to replace two windows and a single door, due to external wood rot. The homeowner stated that the trim and style would match existing windows and doors. Chairman Husemoller polled all members for their input, to which all agreed that the project could be approved upon receipt of another neighbor's comments. **Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of another neighbor's comments.**
- M. R16-023, Gwen & Anthony Ricchio, 920 Blazing Star Road, Lot# 188, dated 4/01/2016. The homeowner submitted application along with a product brochure to replace the damaged screen door on the front deck with a Decorator Advantage #391 color# PMK2164 (steel blue/gray). The homeowner stated the door would match the trim or front door. Chairman Husemoller polled all members for their input, to which all agreed

that the project could be approved upon receipt of another neighbor's comments.

Chairman Husemoller requested that an approval letter be sent to the homeowner, pending receipt of another neighbor's comments.

- N. R16-024, Melissa Ritter, 904 Shooting Star Road, Lot# 351, dated 5/04/2016. The homeowner appeared before the ARC submitting application along with site drawing indicating placement of a dwarf Japanese Maple, Chilton flagstone and other bushes. The neighbors' comments were lacking, along with dimensions and elevation of the outcropping stone, brochure indicating the style and color of stone and plant list. Chairman Husemoller polled all members for their input, to which all were reserving a decision until the additional information and neighbors' comments could be provided. **Chairman Husemoller requested that an approval letter be held in abeyance, pending receipt of neighbors' comments and required additional information.**

New Violations

It was noted that a new door replaced a window at 1339 Wild Indigo with almond grids (not white), possibly without an application. Morris agreed to research the previous history for an application for same. If this is a violation, she will advise Chairman Husemoller, who will in turn advise Heather McArthur of the violation, so that she could follow up.

Marencik noted that a number of roofs were getting replaced without applications that were not an exact replacement; noting the differing colors and styles, one with the garage and house roof being different colors. He stated that Premier Management was aware of this. Premier Management was also notified about the new number of colors that were being painted on the front doors as well.

It was also noted on Lot 251 of a water feature that had been raised in height and additional plantings of trees. Morris offered to check for applications regarding same to see if all was compliant with the 36" maximum height of the water feature.

Other Agenda Items

As a follow up to the email was sent to the ARC by Rory Rizzo, 1358 Coneflower Road, who previously requested a driveway extension that would extend 15' beyond the garage width, which was reviewed and declined (R15-032). The ARC referred the matter to the PCHOA Board, who supported the ARC decision after being provided with the background and research.

Callis inquired about the approval of R16-008, Rainy Investments, 1442 Turks Cap Road, Lot# 345, dated 4/01/2016, noting that a walkway was also installed, but this was not reflected in the minutes. A review of the application noted description of a 7.5' x 11.5' (75 square feet) comprised of Unilock Brussels Sierra stone product in the back yard, but no walkway. However, there was a mention to install pavers from stairs to the city walk on the application.

Chairman Husemoller reported receiving a number of ARC emails and he wondered the best way to respond to them. He suggested that if the homeowner email was part of a member's territory, that it was acceptable to respond, suggest an application to the ARC if necessary, and cc the ARC in the email, so it was clear that there was a response. Chairman Husemoller also thought that if in communication with the homeowner submitting an application, that they could suggest they submit an application plus three copies thereof to save on time and photocopying at the

meeting. Chairman Husemoller also thought the form was outdated and should be revised. Morris offered to check with Tom Herrera to see if he had a working and revisable document. It was questioned if the suggested revisions might fall under the guideline revisions, but thought not, since it was a separate document.

Next Meeting

The next regularly scheduled meeting of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Wednesday, June 1, 2016. The following meetings will be: June 29, August 3, September 7, October 5, November 2 and December 7.

Adjournment

Marencik made a motion to adjourn the meeting at 9:36p.m., seconded by Morris. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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