

Architectural Review Committee

January 4, 2016
Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association, which held a meeting on Wednesday, January 4, 2017 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 7:00p.m.

ROLL CALL

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

Present: Members Krista Braun, Cindy Madson, Sandi Morris, Dave Siebert; Colleen Liberacki, recording secretary.

Absent: Kathryn Gilbertson (PCHOA Board Liaison) and Member Joe Marencik;

Homeowner Forum

Margaret Rader and Mark Wilson presented their homeowner project application, details of which can be found under New Review Requests.

Minutes

A motion was made by Madson to approve the December 07, 2016 meeting minutes, and seconded by Morris the motion was carried unanimously.

Old Business

Previously Discussed Review Requests

- A. R16-064, Doug Harper, 1246 Prairie Orchid Lane, Lot# 96, dated 12/01/2016. The homeowner submitted an application, neighbors’ comments, plat of survey, brochures for desired Jacuzzi, Hollandstone paver patio and temporary folding privacy screen. Members checked the guidelines, noting that the screening should be some type of fixed trellis in the PC style and/or tall shrubs. Members requested more information about the plans for a fixed trellis or shrubbery for screening and privacy purposes. **Chairman Husemoller requested that approval letter be held in abeyance pending receipt of the requested information.**

1/04/17 Morris advised that she emailed the homeowner asking for additional information, but has had no response thus far. She offered to call the homeowner and advise the committee of status and if still no response, a letter could be sent to homeowner informing them the project would not be approved until the requested information could be provided.

Previously Discussed Violations

Chairman Husemoller inquired if there was any follow up of an older violation reported on Amos Bennett Street, as the mold is still a problem.

New Business

New Review Requests

- A. R17-001, Margaret Rader and Mark Wilson, 884 Blazing Star Road, Lot# 169, dated 12/26/2016. The homeowners appeared before the committee, submitting an application, neighbors' comments, a proposed image of finished work and a manufacturer's brochure and specs for the 15 Sunmodule SW 340-350 XL MONO photovoltaic solar panels to be installed on their south side facing roof, in two rows (11 panels aligning with the roofline ridge and 4 more panels on the second row between the dormers). The specs indicate the size of each panel to be approximately 74"H x 37"W and it was our understanding the work was to be done by Rethink Electric of Geneva, IL. Chairman Husemoller did suggest to Morris and the homeowners that perhaps an article in the Meadowmix might be of interest regarding this project. **Chairman Husemoller requested that an approval letter be sent to the homeowners.**

New Violations

There were no new violations reported.

Other Agenda Items

There still was an issue of frequently dropped emails between the members, as Krista Braun did not receive some of the intended communications and it was suggested for the ARC members to create their own distribution list with the ARC members personal email addresses until Tom Herrera could address this. Sandi Morris offered to check in with Tom Herrera and ask about the progress of solving this issue with creating ARC emails for the members.

The difficulties of project of R16-036, Chuck & Karla Boucek, 1337 Calamus Lane, Lot# 106 dated 5/27/2016 (but not presented until the 6/29/16 ARC meeting) were discussed, Chairman Husemoller advising that there was recent communication with Heather McArthur of Premier Management, who noted she never received notification of a violation concerning the Environmental Team/ARC's observations and the infringement on the common area. The homeowner submitted an application along with a plat of survey which included installation of 12" wide flagstones along each side of grass path leading from backyard to common trail, **stopping before the swale**. At that time, Chairman Husemoller requested more information be obtained prior to approval. Upon contact, Morris was informed that the project was completed, since homeowner felt that ARC did not respond promptly to their application. Morris thought the final result looked larger than what was presented and Chairman Husemoller had volunteered to speak to the homeowner, since the 60-day period had not lapsed before the homeowner was allowed to proceed without communication from the ARC. At this point, it appears that nothing has changed and the photos presented at the previous meeting indicate that the path was extended into the common area, using non-natural materials (mown grass and/or wood chips are PC compliant). Chairman Husemoller asked Colleen Liberacki that Heather McArthur would be contacted to act on this, since his communication with McArthur made this clear that this was a violation. He also stated he would ask Joe Marencik for status from the Environmental Team, since Chairman Husemoller did refer this to them as well.

Sandi Morris presented the newly revised draft of the Exterior Modification Request Form that will replace the ARC project request application and asked for feedback. The goal was to modify the form being used to be more user friendly and understandable, so as to reduce the number of incomplete applications. It was preferred that this application could be filled out on the computer, to reduce the possibility of handwritten misinterpretations. It was suggested that the desired exterior modifications be grouped into categories that require the same type of documents (i.e. plat of survey, dimensions, etc.), rather than an alphabetical listing of projects and repetitious requirements. The categories would be: "New or modified structures", such as additions, deck, windows/doors; "Color change", such as siding/trim, roof shingles, door; "Landscaping/hardscape", such as drainage, paver patios, tree/shrubs, sidewalks; "Non-structural exterior modification", such as fencing, play/sports equipment; and "Exact replacement of exterior features, no approval necessary, but ARC letter needed for permitting purposes", such as exact replacement of windows or roofing shingles. The form will take on a table format, with the category in the left column and the list of documents required to supplement the application in the right column. Each row would contain one of the modification categories and its corresponding requirements.

It was also suggested to move the "General Notes" direction to the top of the page and to include the template for the required written neighbor comments.

Next Meeting

The next regularly scheduled meeting of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Wednesday, February 1, 2017. The following meetings will be: March 1, April 5, May 3, June 7, July 5, August 2, September 6, October 4, November 1 and December 6, 2017.

Adjournment

Madson made a motion to adjourn the meeting at 9:00p.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.