

Architectural Review Committee

February 1, 2017

Meeting Minutes

Minutes of The Architectural Review Committee (“ARC”) of the Prairie Crossing Homeowners Association, which held a meeting on Wednesday, February 1, 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 7:05p.m.

ROLL CALL

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

Present: Members Krista Braun (7:12pm), Joe Marencik, Sandi Morris, Dave Siebert; David Carpenter (PCHOA Board Liaison); and Colleen Liberacki, recording secretary.

Absent: Member Cindy Madson

Homeowner Forum

Robert Heinrich and builder Chip Edwards of WEBuilders presented their revised homeowner project application (post completion), details of which can be found under Previously Discussed Review Requests.

Minutes

A motion was made by Morris to approve the January 04, 2017 meeting minutes, and seconded by Siebert; 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.

2/01/17 Morris advised that the homeowner has responded stating that they have put their project on hold until later in the spring or summer and will recontact the ARC at that time with either requested information or a change of plans.

- D. R16-059, Robert & Amy Heinrich, 1357 Hedgerow Drive, Lot# 154, dated 10/05/2016. Robert Heinrich and his builder, Chip Edwards of WEBuilders resubmitted their original application and an updated set of construction plans/elevations differing from what was originally presented to address several construction changes that varied from the approved plans and were not necessarily compliant with the guidelines. These changes were brought to the attention of the ARC as a result of neighbors' complaints. The changes were: 2 skylights (21"W x 54"W); 2 sun tunnels (14" diameter and 10"H) on the roof; differing color of shingles on garage addition from original structure; and location of trim board to cover siding seam at point of addition. Furthermore, the homeowner would like to install an HVAC in wall outside condenser (Mitsubishi split system) suspended 6' off the ground, shielded by a louvre system, as the ground area in the desired location was a tight fit.

The builder claimed that he was not able to acquire the exact color of roofing shingles as what was on the original house and used the closest color available. Robert Heinrich stated that they were intent on replacing the house shingles now to match the garage and recently received a quote. The builder was asked to supply the manufacturer's name, model/style number and color of the garage shingles, for the ARC's record and future reference, so that the result would be consistent with the garage. The builder stated that the trim board hiding the siding seam would not be visible, as the downspout would be installed over it, feeding into an underground drainage. Member Siebert stated that the standard procedure would be to move the downspout to the end of the structure and feather in the siding at the attachment site. The homeowner was also asked to collect the neighbors' comments once again, since there were many changes to the plans as they were originally presented.

The multiple points were discussed among the members and it was agreed that the original application as presented did not represent the finished project. Chairman Husemoller approached each feature as a discussion point in order to build a consensus or ask for feedback. All members were agreeable with the two (21"W x 54"W) skylights; all members but one did not agree to the installation of the two (14" diameter and 10"H) sun tunnels, and Member Braun noted that they were not accurately represented on the latest drawing plan, as no height was indicated. It was agreed that this feature was not consistent with the PC style and nothing resembling it could be found in the neighborhood, so it would not be approved.

The vertical trim to hide the seam of joined siding from the addition and downspout placement was also not standard construction practice, and would not be approved. It was noted that on all additions that the gutter is repitched and downspout is moved to the end of the structure, which would necessitate feathering the siding seams. It was decided that the HVAC in wall outside condenser (Mitsubishi split system) suspended 6' off the ground, shielded by a louvre system (reminiscent of window air conditioners) would not be approved due to the unnecessary visual impact it would impose and would suggest placing it elsewhere, at a height not to exceed 3' from the ground. The ARC also decided that revised final plans be submitted featuring these required changes along with neighbors' comments before agreeing to issue any further approvals and conclude their involvement.

Previously Discussed Violations

Regarding the follow up inquiry by Chairman Husemoller of an older violation reported on Amos Bennett Street, Premier Management reported back that the mold violation on Amos Bennett is still outstanding on their violation report; they have mailed numerous warning/violation letters and the homeowner continues to be fined monthly until this violation is corrected.

It was related that Heather McArthur asked for direction from the Board during the January meeting regarding ARC request R16-036, 1337 Calamus Lane, Lot# 106. President Shaffer asked for more details, which were provided by Sandi Morris and Colleen Liberacki. She further polled Board members, who were all in agreement and advised Heather McArthur to issue a violation letter to remove the stone path encroaching on the common area. Heather McArthur reported on 1/17/17 that another warning letter would be sent out.

New Business

New Review Requests

- A. R17-002, Blake & Cloence McClanahan, 1446 Thimbleweed Road, Lot# 362, dated 1/27/2017. The homeowners submitted an application, neighbors' comments, a proposed image of desired Anderson Series 3000 white storm door (36" x 80") with a nickel finish handset, in addition to a request to have their white front door painted Peppercorn SW7674 (Sherwin Williams dark gray). ARC members were polled and all agreed to approve the request. **Chairman Husemoller requested that an approval letter be sent to the homeowners.**
- B. R17-003, Ellyn Ruhlmann, 1368 Hedgerow Drive, dated 1/20/2017, Lot# 153. The homeowners submitted an application, and a color photocopy of the desired wood finish fiberglass front door replacement that was solid but had a transom and sidelights, as well as a request for flanking exterior lighting. Neighbor comments, specs, dimensions and manufacturer information of front door and sidelights was lacking. ARC members were polled and all agreed to approve the request pending the required information. **Chairman Husemoller requested that an approval letter be sent to the homeowners pending receipt of required information.**
- C. R17-004, Helen Jenkins, 1172 Goldenrod Lane, dated 1/18/2017, Lot# 87. The homeowners submitted an application, and a color photocopy of the desired Anderson Series 3000 white storm door with screen insert along with neighbor comments, specs, dimensions and manufacturer information. ARC members were polled and all agreed to approve the request. **Chairman Husemoller requested that an approval letter be sent to the homeowners.**
- D. R17-005, Margie Rader, 884 Blazing Star Road, dated 1/31/2017, Lot# 169. The homeowners submitted an application, plat of survey and one neighbor's comment requesting the addition of two dwarf cherry trees (*prunus cerasus*), mature dimensions estimated to be 8' – 10' tall and wide in their yard. ARC members were polled and all agreed to approve the request pending the receipt of one more neighbor's comment. **Chairman Husemoller requested that an approval letter be sent to the homeowners**

pending receipt of required information.

- E. R17-006, Steve Kick, 1411 Turks Cap Road, dated 1/26/2017, Lot# 320. The homeowners submitted an application, photos of two screen/storm door types (full view and low kick plate) and a drawing of the back of the house. They are requesting to install the desired screen/storm door and paint the exterior door trim white to match the existing trim, however are lacking neighbor comments, manufacturer's name and specs of desired door. ARC members were polled and all agreed to approve the request pending the required information. **Chairman Husemoller requested that an approval letter be sent to the homeowners pending receipt of required information.**

New Violations

It was reported that three boats were on the ground in back of the house at 1339 Osage Orange on Sanctuary Pond, encroaching on the common area. Morris would provide photos and send an email to Premier Management for them to address the issue.

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, however they had been on vacation. It was decided not to pursue the issue, but each member to create their own distribution list using their personal emails.

Chairman Husemoller inquired of David Carpenter if the PCHOA Board was agreeable with the recent project application form changes, to which he replied yes. Chairman Husemoller offered to email the form and speak with President Carol Shaffer about discussing it at the upcoming 2/14/17 annual membership meeting. David Carpenter promised to follow-up with President Shaffer as well.

It was announced that Colleen Liberacki could not attend the June 7 ARC meeting due to travel plans, but all members agreed to keep to the date and find another person to take minutes. It was also discussed and decided to move the July 5 meeting date to June 28, to accommodate the national holiday the day before. Morris will speak to Tom Herrera about changing the website calendar and publish a notice in MeadowMix, in order to inform all residents about the change.

Next Meeting

The next regularly scheduled meeting of the ARC will be at the Yellow Farmhouse at 7:00 p.m. on Wednesday, March 1, 2017. The following meetings will be: April 5, May 3, June 7, June 28, August 2, September 6, October 4, November 1 and December 6, 2017.

Adjournment

Braun made a motion to adjourn the meeting at 9:00p.m., seconded by Chairman Husemoller. The motion was carried unanimously.

Colleen Liberacki, Recording Secretary

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