

**MINUTES
ARCHITECTURAL REVIEW COMMITTEE (ARC)
SEPTEMBER 4, 2006**

The goal of the ARC is to preserve and protect property values and quality of life in the community. The ARC does not seek to restrict individual taste or preferences; rather its aim is to avoid harsh contrasts in the architectural themes and landscapes and to foster thoughtful design so that there is harmony between residential homes and the environment created within the community.

Members Present

Charlie Barger, Chairman
Marjorie Goldenberg
Jean Gregory, Recording Secretary
Art Simmons
Rich Wilbur

I. Call to Order

Chair Barger called the September 2006 meeting to order at 4:00 p.m. and it was noted that a quorum was present.

II. Approval of Minutes

A motion was presented, seconded and unanimously carried to approve the August 1, 2006 meeting minutes. In an attempt to disseminate more timely minutes, *draft* minutes of the most recent meeting will continue to be posted on UP's website as well as approved minutes of the previous month's meeting.

III. ARC Housekeeping:

Jean Gregory passed out updated procedures for member's notebooks and noted that procedures are a work in progress. Dominic, AMI manager was also given a notebook containing the by-laws, procedures, & covenants etc., last month. Jean advised the committee that she is assembling two other notebooks (1) containing past ARC minutes and (2) letters to homeowners that detail ARC actions, organized by streets in alphabetical order and within a street by numerical order or house numbers.

The committee discussed the need to revise the design review application form as it is inadequate for ARCs needs. For example, our documents require certain types of mulch but there is no mention of mulch on the form. Estimated start and completion dates should be on the form too but there is no place for that either. Chair Barger asked members to go through the documents before the next meeting and give their input to Jean who will revise the form.

IV. Old Business

A. Amendments to Guidelines for Statuary, Fountains & Fences

Richard Wilbur announced that the Board adopted ARC's recommendations on statuary and fountains (see attached) with minor clarifying changes at their August meeting but deferred the fencing recommendation until their next meeting.

B. Failure to Submit Information Requested by ARC

Chair Barger noted that several design review application requests were being held in suspension due to failure to provide additional information requested by the ARC. The committee discussed the problems associated with these applications and decided that if the requested information is not submitted within 30 days from the date ARC requested it, the application will be returned to the applicant marked denied.

C. Service Areas & Equipment

At the June meeting, the committee discussed the lack of fully screened utilities and mechanical equipment – pool pumps, A/Cs etc., (see Page 29 of the Guidelines) and the minutes reflect a request for homeowners to comply with this rule by Labor Day but in retrospect, the committee realizes that letters need to go out to every household. In view of this, the committee unanimously agreed to extend the deadline to April 30, 2007 in order to give both year round and winter residents time to comply and plant under favorable conditions. To that end, Richard will write a letter to violators and it will be put in their mailbox tube in early January. Notice of the new deadline will be posted in the December newsletter. The committee plans to provide a list of suitable plantings for the homeowner to choose from.

Chair Barger noted that page 26 of the Guidelines dealing with fences state that plantings are required to minimize and soften the appearance of fences and suggested this be added to the December newsletter.

D. Driveway Finishes

A discussion on ways to beautify ugly stained driveways resulted in Chair Barger asking Marjorie Goldenberg and Art Simmons to look into the many new products and applications on the market. Chair Barger noted that the concrete industry has been rapidly developing new products that can be applied to existing concrete driveways. The committee was given some information on this subject last month when a homeowner gave a presentation to the committee. Richard noted that the guidelines (Entry Walks and Driveways, p. 28) state that any applied top coating is not allowed meaning that unless a product can be added by magic wand, everything is ruled out forever. However, the Declarations, which always prevail over the Guidelines state (4.03) that "all standards may be revised or expanded from time to time to take cognizance of new materials, techniques or proposals. He noted that 6.11 of the Covenants (Yards and Lawns) states that "all

driveways and walkways shall be constructed of concrete “and that
“Driveway and walkway design, location, material and coloring shall be subject
to ARC approval after architectural review.”

V. New Business

A. Design Review Application Requests – ARC Action

1. Mr. & Mrs. Gerald McParland, 8214 Tabbystone Place – the committee unanimously approved, under the conditions outlined in the ARC notification letter, their request to install a pool according to the drawing submitted by J.D. Pool Works, enclose it with fencing and then screen in the existing concrete slab.

2. Mr. & Mrs. Leslie Nulty, 7610 Alston Ct. – application dated June 14 to install a white metal planter for flowers in the front yard was unanimously denied due to insufficient information; additional information was requested by letter but not provided.

3. Mr. & Mrs. John Colombaro, 7740 Heyward Circle – request to screen portable basketball equipment denied. Additional information was requested but no response received; accordingly the application was unanimously denied and our letter sent to the compliance committee.

4. Mr. & Mrs. Alasdair MacLauchlan, 7431 Green St. – request to install fountain in front yard was unanimously denied.

5. Mr. & Mrs. William Pope, IV, 8108 Planter’s Knoll Terrace – request to install a fence in backyard was unanimously denied.

VI. Next Meeting

The next regular meeting of the ARC is Tuesday, October 3, 2006 at 5:30 p.m. in the Charleston Street Meeting Room.

VII. Adjournment

There being no further discussion, the meeting adjourned at 5:30 p.m. after a proper motion.

cc: Dominic, AMI
Ron Oliver, Compliance