

**Architectural Review Board
HHP POA ARB Board Room
Meeting Minutes
December 13, 2022**

Board Present: Jordan Berliner, Chairman, Brad Hix; Landscape Architect, Dale Strecker; Architect, James Slavetskas, Jack Toti, Patricia Smith, Bob Zinn

Absent with notice: Don Schnackel; JT Landreth

Staff Present: Michele Chisolm

Call to Order: 8:00 AM

Minutes: Bob Zinn motioned to approve the ARB meeting minutes for November 17, 2022. Dale Strecker; seconded the motion. The November Meeting Minutes were approved.

Meeting Adjourned: Bob Zinn motioned to adjourn the ARB Meeting on December 13, 2022. Dale Strecker seconded the motion. The December ARB Meeting was adjourned at 09:00 am.

Submissions:

1. Lot 77 Big Woods Drive #57 Case: 5457
Rice
Final Review: Submitted plans to add a room behind the garage. A 6' variance was granted in the November ARB Meeting. The plans were granted Final Approval. A final approval letter was forwarded to the Owner and Architect.

2. Lot 331 Seabrook Drive #276 Case: 7042
Cox
Concept Review: Submitted plans to replace/extend rear deck add a gazebo, outdoor kitchen grill, and re-landscape. The conceptual plans were approved with comments.

Comments from the Board:

- The landscaping plan is a critical factor in the final approval. The property sits on the corner of the main road. A full landscape plan must be submitted with labeling of plants and legend, consistent spacing, plants should show layering and ground flowers, good screening from the roadway and all that applies.
- The roof pitch is a concern. The Board asks that the proposed roof match the existing roof pitch.
- Provide photos and manufacture information for stone material for the outdoor kitchen.

The Board encourages you to move forward with preliminary or final plans for review. The final plans must be full working drawings with a site plan (1/8-inch scale), tree and topo survey if applicable, elevation drawings of all four (4) sides, finish floor elevations, adjacent property elevations if applicable, roof plan, drainage plan if applicable, window schedules if applicable, structure details, cross section details, wall section details, electrical plans, exterior colors, and materials a landscaping plan, and all else that applies.

3. Lot 11 Prestwick Court Case: 7042
Wimmer

Preliminary Review: Submitted concept plans to add a room in the second floor attic space with rear dormer. No windows will be added to the patio wall side. Colors will match the existing home. Roof material will match the existing roof that was replaced in 2015. The concept plans was approved with comments.

Comments from the Board:

- Consider dropping the bearing height and in turn increase the pitch of the roof for a better aesthetic look.
- You must submit full size drawings (24 x 36).

The final plans must be full working drawings with a site plan (1/8-inch scale), elevation drawings of all four (4) sides, finish floor elevations, roof plan, drainage plan, structure details, cross section details, wall section details, electrical plans, exterior colors, and materials.

4. Lot 31 Parkwood Drive #13 Case: 7959
Protheroe

Final Review: Submitted final plans to add a man cave, exercise studio, and screen porch addition. The Board did not agree with the roof plan and tabled their decision.

Comments from the Board:

- The roof line looked busy and odd. It was not the same as shown in the concept that was approved.
- The Board requested that the Owner revisit the elevation and roof plan and submit a new plan to the ARB Staff to present to the Board.

Update: The Owner and Architect revised the elevation and roof plan to reflect that which was shown in the concept plan. The plans were approved.

Administrative Approvals: None

December

Review Fees:	\$ 1,050
Administrative Fees:	\$ 0
Total Monthly Review Fees:	\$ 1,050
Y.T.D.	\$ 53,125
Monthly Tree Mitigation Fees:	\$ 0
Y.T.D.	\$ 7,227
Monthly Fines Collected:	\$ 0
Fines Y.T.D.	\$ 200

The next scheduled ARB Meeting will be January 26, 2022.