

**Architectural Review Board
HHP POA ARB Board Room
Meeting Minutes
July 2023**

Board Present: Jordan Berliner, Chairman, Brad Hix; Landscape Architect, Dale Strecker; Architect, David Barnum, JT Landreth, James Slavetskas, Don Schnackel, Pat Smith, Bob Zinn

Absent with notice: Jack Toti

Staff Present: Michele Chisolm

Call to Order: 8:00 AM

Minutes: Bob Zinn motioned to approve the ARB meeting minutes for June 29, 2023. Dale Strecker seconded the motion. The June 2023 Meeting Minutes were unanimously approved.

Meeting Adjourned: Bob Zinn motioned to adjourn the ARB Meeting on July 27, 2023, Don Schnackel seconded the motion. The July 2023 ARB Meeting was adjourned at 09:15 am.

1. Lot 65 Hickory Forest Drive #35 Case: 8898
Sanniota
Final Review: Submitted final plans for the construction of a single-family home. A 215sq. ft./6'5" variance in the rear for a screen porch, and a 41 sq. ft./2'7" variance for a garage was granted at the March 2023 review meeting. The plans submitted were granted Final Approval. The Landscape plan was approved. The exterior colors were approved.

Comments from the Board:
 - Submit a pool plan for approval. For swimming pools, see ARB Guidelines Sections 3.3 and 4.24. The next meeting date is August 24, 2023. The deadline to submit pool plans is noon, Monday, August 21, 2023.
 - Service yard cross section details are required. It was not shown in the submitted plans. The service yard shall have a concrete floor and visually soldi enclosing walls not less than size feet (6') high starting at a height of 4" above the slab material.
 - Provide a copy of the structural drawings to POA Staff.

2. Lot 44 Maplewood Court #2 Case: 8900
Dunaway
Final Review: Submitted preliminary plans for new construction of a single-family home. The plans submitted were granted Administrative Approval. The Owner must submit the requested details to be issued a final approval letter.

Comments from the Board:
 - Provide electrical plans and wall sections.
 - Provide a sample of the exterior color on the stucco material
 - The service yard must show a concrete floor and visually soldi enclosing walls not less than size feet (6') high starting at a height of 4" above the slab material.
 - The trees marked for removal must match the drainage and site plan.

3. Lot 72 Barksdale Court #10 Case: 7244
 Caplan
 Final Review: Submitted plans to add a screen porch addition to the side rear. A 7'4" variance in the rear corner and 7'8" variance in the side corner was granted in the August 2022 review meeting. The plans submitted were granted Final Approval. A final approval letter was forwarded to the Architect and Owner.

4. Lot 204 Cygnet Court #22 Case: 8129
 Pearce
 Concept Review: Submitted plans requesting a 2'5" variance to add a garage bay with bonus room. The variance was approved.

Comments from the Board:

- A landscape plan must be submitted with final plans.
- 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, culvert inert elevations, finish floor elevations, spot grade 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 if applicable, and else that applies.

5. Lot 27 Chickadee Road #13 Case: 8847
 Dueger
 Final Review: Submitted plans to add a bedroom and bath to the right side of the existing house. The plans submitted were granted Final Approval. A final approval letter was forwarded to the Architect and Owner.

6. Lot 19 Dolphin Point Lane #25 Case: 6010
 Godwin
 Concept Review: Submitted conceptual drawings to request a 5 ½ ' variance to extend the garage for a second car and a 5' variance in the rear to add a 2nd floor and extend rear left side of the home to add a den/dining area. The concept plans submitted were denied.

Comments from the Board:

- The front elevation does not work with the home. It is too massive and out of balance.

7. Lot 228 Wild Holly Court #6 Case: 6038
 Winkle
 Final Review: Submitted plans to add a two car garage in front of existing garage. The existing garage to be renovated into an insulated storage area. The plans were denied.

Comments from the Board:

- The front and side elevation looked awkward. It may help to lower the plate to match the roof line of the existing.

8. Lot 41 Myrtle Bank Lane #12 Case: 7706
 Cox
 Final Review: Submitted plans to add a swimming pool in the rear. The plans submitted were granted Administrative Approval.

Comments from the Board:

- The Board has an issue with the design of the retaining wall on the deck and stepping into the pool and instructs the designer and Owner to revise the plan.

Discussions:

Lifesaving pool mesh fences.

An Owner submitted examples of lifesaving pool mesh fences for the Board to consider a pool barrier material. The Board decided to allow the Owner to erect a mesh fence as a test case. The Owner must supply information on the manufacturer, and installation details.

Update: The Owner provided details as required and installed the pool barrier around their existing pool that meets all other ARB requirements for the Board to inspect.

POA Survey Questionnaire.

The Board reviewed and approved the Arb Survey Question for our 2024 Survey.

Administrative Approvals:

1. Lot 12 Adventure Galley Lane #1	Driveway/Walkway	Case: 6168
2. Lot 68 Stillwater Lane #5	Front Door/Shutters	Case: 6025
3. Lot 6 Birkdale Court #11	Garage/Siding	Case: 5007
4. Lot 17 Whitetail Deer Lane #11	Patio	Case: 6166
5. Lot 15 Knollwood Drive #57	Driveway	Case: 7815
6. Lot 334 Oyster Rake Court #2	Driveway	Case: 7575
7. Lot 166 Rainbow Court #5	Patio/SY	Case: 6889
8. Lot 292 Shadewood Court #4	Driveway	Case: 8031
9. Lot 81 Seabrook Drive #301	Garage Door	Case: 8007
10. Lot 33 Purple Martin Lane #32	Window	Case: 5262
11. Lot 19 Field Sparrow Court #5	Garage Door	Case: 7412
12. Lot 2 Eagle Claw Drive #4	Patio	Case: 6495

Fees:

July Review Fees:	\$ 4,150
July Administrative Fees:	\$ 1,000
Total Fees:	\$ 5,175
Y.T.D Fees:	\$ 46,175
July Tree Mitigation Fees:	\$ 930
Y.T.D. Fees	\$ 3,741
July Fines:	\$ 0
Y.T.D. Fines:	\$ 300

The next scheduled ARB Meeting is Thursday, August 24, 2023.