

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

Board Present: Bob Zinn; acting Chairperson, Dale Strecker; Architect, JT Landreth, James Slavetskaskas, Pat Smith, Jack Toti

Absent with notice: Dave Barnum; Jordan Berliner, Brad Hix

Staff Present: Michele Chisolm

Call to Order: 8:00 AM

Minutes: Bob Zinn motioned to approve the ARB meeting minutes for October 26, 2023. James Slavetskaskas seconded the motion. The October 2023 Meeting Minutes were unanimously approved.

Meeting Adjourned: Bob Zinn motioned to adjourn the November ARB Meeting. JT Landreth seconded the motion. The November 2023 ARB Meeting was adjourned at 09:45 am.

1. Lot 278 Headlands Drive #99 Case: 6435
Snipes
Concept Review: Requesting a 5' variance to add a covered porch in the rear on an existing patio. The existing patio is 1.8' beyond the 20' rear building setback line. The Owner is requesting an additional 3.2' extension to add the screen porch. The conceptual plans were approved with comments.

Comments from the Board:
 - The Board sees an issue with the existing roof line. Approval of the final plans will be based on the architectural details addressing how the new roof line ties into the existing one.

2. Lot 32 China Cockle Lane #14 Case: 5028
Jordan
Final Review: Submitted plans to remove the existing screen porch enclosure and patio to add a Carolina Room, replace the existing siding material, windows, and replace the entire roof. The plans submitted have been granted Final Approval with comments.

Comments from the Board:
 - If a new HVAC Unit or Split System is installed it must be enclosed in a separate enclosure that meets the ARB requirements or installed in the existing service area. A detailed drawing of the enclosure must be submitted to ARB Staff.
 - The existing chimney is not shown on the plan. Submit a roof and elevation plan that shows the existing chimney to ARB Staff.

3. Lot 120 Clove Hitch Court #9 Case: 8901
Merrihue
Final Review: Submitted drawings for new construction of a single family home on a full size lot. The plans submitted were approved with comments. The landscape and drainage plans were approved.

Comments from the Board:
 - The driveway is too wide. It needs to be 12' wide, similar to 7 Clove Hitch Ct.
 - The fireplace vent shown on the plan must be a Chimney with a Chimney cap. You verified that the fireplace will be ventless.
 - The gable brackets will be 3" thick.
 - Provide a copy of the structural drawings to ARB Staff.

4. Lot 228 Wild Holly Court #6 Case: 6038
Winkle
Concept Review: Submitted concept drawings to add a small addition to the side of the garage. The concept plans submitted were denied.

Comments from the Board:

- The Board suggest that you consider a side entry garage.
- The roof line for the small addition on the side looks odd under the eave.

5. Lot 281 Carma Court #9 Case: 6782
Hall
Concept Review: Re-submitted concept drawings requesting smaller variances to modify the kitchen area with added pergola and grilling area (a) September meeting saw no issues but requested as built, add pergola between kitchen and living room area (b) September meeting reviewed much less intrusive than 1st request but requires more info., add pergola between living room and master bedroom area (c) September meeting review requested more time to review, add steps covering existing planter box (d) September meeting -saw no issues, add cable railing to replace old bench (e)September meeting -saw no issues, add side master bedroom bump out (f)September meeting -saw no issues, add side pergola around existing gazebo (g & h) September meeting request-more time to review.

Comments from the Board:

- Area A Modifications of the kitchen with the added pergola and grilling area: The variance is approved, but approval of the structure will be conditional on the construction details provided in the final drawings.
- Area B Pergola between the Kitchen and Living Room: Denied
- Area C Rear Pergola between the Living Room and Master Bedroom: Denied
- Area D Rear Steps Covering Existing Planter Box: Concept Approved
- Area E Cable Railing to replace old bench: Concept Approved
- Area F Side Master Bump out: Concept Approved
- Area G Side Pergola around gazebo and G Pool facing pergola: Concept Approved
- Area H Pool facing Pergola: Concept Approved
- The Board also suggest that you maintain the banding that is on the original construction.

Administrative Approvals:

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| 6. Lot 105 Sawtooth Court #16 | fire pit/sod | Case: 6414 |
| 7. Lot 100 Sawtooth Court #6 | extend section roof | Case: 7787 |
| 8. Lot 23 Fernwood Court #23 | Service Yd/entry | Case: N/A |
| 9. Lot 38 Stonegate Court #16 | Driveway | Case: 8330 |
| 10. Lot 8 Towhee Road #15 | Window | Case: 5228 |
| 11. Lot 123 Clove Hitch Ct #4 | Driveway | Case: 6097 |
| 12. 29 Stonegate Court #2 | Garage Door | Case: 8002 |
| 13. Lot 62 High Bush Drive #13 | Patio | Case: 5416 |
| 14. Lot 213 Cygnet Court #15 | Driveway | Case: 5000 |
| 15. Lot 312 Sentry Oak Lane #3 | Patio | Case: 6864 |
| 16. Lot 12 Raintree Lane #26 | Driveway | Case: 6941 |
| 17. Lot 274 Headlands Drive #91 | Change gable material | Case: 7381 |
| 18. Lot 8 Towhee Road #15 | Driveway | Case: 5228 |
| 19. Lot 91 Tall Pines #1 | Wood rot | Case: 5330 |
| 20. Lot 148 Purple Martin Lane #48 | Driveway | Case: 5575 |
| 21. Lot 375 Neptune Court #1 | Pool Resurface | Case: 8271 |
| 22. Lot 101 Fiddlers Way #11 | Doors | Case: 7742 |

Fees:

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| November Review Fees: | \$ 1,850 |
| November Administrative Fees: | \$ 1,575 |
| Total Fees: | \$ 3,325 |
| Y.T.D Fees: | \$ 71,775 |
| November Tree Mitigation Fees: | \$ 0 |
| Y.T.D. Fees | \$ 6,003 |
| November Fines: | \$ 0 |
| Y.T.D. Fines: | \$ 300 |

The next scheduled ARB Meeting is Thursday, December 14, 2023.