**Architectural Review Board**

**HHP POA ARB Board Room**

**Meeting Minutes**

**April 25, 2024**

**Board Present:** Jordan Berliner, Chairperson; Dale Strecker; Architect, Brad Hix; Landscape Architect, JT Landreth, James Slavetskas, Pat Smith, Jack Toti, Bob Zinn

**Absent with notice:** N/A

**Staff Present:** Michele Chisolm

**Call to Order:** 8:00 AM

**Minutes:** James Slavetskas motioned to approve the ARB meeting minutes for March 25, 2024, meeting. Dale Strecker seconded the motion. The March 2024 Meeting Minutes were unanimously approved.

**Meeting Adjourned:** Bob Zinn motioned to adjourn the April 25, 2024, meeting. Dale Strecker seconded the motion. The April 25, 2024, meeting was adjourned at 09:10 am.

1. Lot 43 Foxbriar Lane #20 Case: 5515

Muldoon

Muldoon’s request that the Board reconsider their decision to deny their concept design submitted in March’s meeting. The Muldoon’s were informed that most of the designs did not meet specific guidelines in addition to aesthetics and that they should consider submitting a revised plan as well. On the March review meeting the Muldoon’s submitted conceptual plans to add two bedrooms over the existing garage (existing variance ), add screen porch over existing deck, move service yard from front to West side of the house, solar panels in the front view, large cantilevers on the additions and other renovations . Variance requesting for new proposals on existing structures: The proposed screen porch requires a 3’6” variance, the existing garage encroaches 5’2” and the new cantilevered second floor of the garage would encroach 6’2”. Solar panels are not permitted in the front view.

The new location of the service yard was not shown, the views of the 3D plan and perspectives appeared to be somewhat distorted, the height of the bonus room cannot exceed the height of the main roof line, and the additions are out of proportion with the rest of the home.

Comments from the Board:

The revised ***Concept Plans***  requesting variances to build vertical for additions over existing structures and skylight and other exterior modifications as shown on the concept plan has been approved. Vertical structures include a screen porch over an existing deck in the rear 3”6” over the setback line, move service yard from front to West side of the home, add a 2nd floor to the existing garage 5’2” over the existing setback line, bedroom porch in the rear, new front porch with railings design was approved. The plans showed the relocation of the service area, the height of the bonus room did not exceed the main roof line and the additions were proportional with the rest of the home.

1. Lot 34 Myrtle Bank Road #22 Case: 6497

Evans

Final Review: Submitted plans to add a guest suite in the front of the home next to the existing garage and service yard. The planssubmitted did not comply with the Land Use Restrictions, as a result the plans were denied. The Board was sympathetic to Owners need to have such a structure, but the Land Use Restrictions are governing documents, and the rules must be followed.

Comments from the Board:

The Land Use Restriction governing documents states that Guest suites and accessory buildings

A guest suite or like facility may be included as part of the main dwelling so long as it does not contain a separate kitchen or has direct access to the outdoors. A kitchen is defined as an area equipped with major appliances used for the regular preparation of meals. A one-story accessory building, which may include a detached garage and/or servant quarters, may occupy a Lot in addition to a detached single family dwelling. Such building may not be constructed prior to the main building; may not contain a kitchen, as previously defined; must not overcrowd the site; if a garage is not part of the main building, must provide a garage; and may not be used for any business or commercial activity.

Refer to the Amended Land Use Restrictions Protective Covenants. Building Standard Class A Residential. Article 1 Section 4c. A copy of the governing document provided via email.

Options to consider for approval:

* Make the kitchenette smaller, remove the enclosed connector to the house to keep the front door that gives direct access to the outside and move the structure closer to the front setbacks, to lessen the overcrowding. A photo of the site plan showing arrows moving the proposed location of structure up to the front setback line is provided via email.
* Make the kitchenette smaller, remove the front door that gives direct access to the outside, and keep the enclosed connector to the house.

1. Lot 354 Woodland Sky Court #4 Case: 5580

Reeder

Final Review: Submitted final plans to add two suites. Variances for 3’ x 14’ on the in-law suite, and 2’, 2’ on corners of the master suite was approved in February 2024 review meeting. This was tabled at the March review meeting to further review the Land Use Restrictive Guidelines for guest suites.

Comments from the Board:

* The bedroom addition is approved. The lounge addition does not meet ARB requirements as it does not comply with the Land Use Restrictive Covenants. The Board requests that you reconsider the design and resubmit it to the ARB for review.

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1. Lot 7 Stonegate Drive #31 Case: 8207

Lucas

Concept review: Submitted plans to request a 2’6 variance to add an 18’x10’ on the side of the residence room. The concept drawings you submitted were approved.

Comments from the Board:

* You must provide detailed drawings that meet ARB requirements to review for final approval.
* The Board encourages you to move forward with preliminary or final review. The final plans must be full working drawings, most of which were shown in the preliminary. Final review includes a copy of the stamped survey showing building setback lines, site plan (1/8-inch scale), tree and topo survey, elevation drawings of all four (4) sides, culvert inert elevations, finish floor elevations, spot grade elevations, adjacent property elevations, roof plan, drainage plan, window schedules, structure details, cross section details, wall section details, electrical plans, exterior colors, and materials (color board) landscaping plan and all that applies.

1. Lot 53 D Santa Maria Drive #53 Case: 8432

Eitzen

Final Review: Submitted plans to extend the living area toward the rear and add a second floor. The plans submitted were granted Final Approval. A Final Approval letter was forwarded to the Owner and Architect.

1. Lot 3 Field Sparrow Road #40 Case: 5696

Nicopemus and Grogan

Concept Review: Submitted conceptual drawings requesting a 5’8” variance to add a garage and bonus room and add a clear story to the main house. A 9” variance was granted in the March review meeting and add a new bathroom on the right side. The concept plans submitted were

Comments from the Board:

* Be mindful of the locations of the windows adjacent to the neighboring property for the 2nd floor addition.
* An overview of the interior living and exterior recreational areas of adjacent properties from second floor doors, windows, balconies, decks, etc. is prohibited. To prevent the possibility of any overviews of adjacent properties from the second floor of a Patio Lot dwelling, the following restrictions apply:
  + Windows or any other openings that are within eye level with a glazed surface less than 5’6” above the finished floor are prohibited in the exterior walls of both sides of the second floor.
  + Overviews from windows, doors, porches, decks, balconies, etc. from the second floor at the front and rear may not be approvable.
  + In order to prevent overviews from these locations, wall extensions, structural screens, recessed windows, or other effective means are required
* The Board encourages you to move forward with preliminary or final review. The final plans must be full working drawings, most of which were shown in the preliminary. Final review includes a copy of the stamped survey showing building setback lines, site plan (1/8-inch scale), tree and topo survey, elevation drawings of all four (4) sides, culvert inert elevations, finish floor elevations, spot grade elevations, adjacent property elevations, roof plan, drainage plan, window schedules, structure details, cross section details, wall section details, electrical plans, exterior colors, and materials (color board) landscaping plan and all that applies.

1. Lot 105 Sawtooth Court #16 Case: 6414

Morgan

Concept Review: Re-submitted plans to bump out the right side of home to extend the bathroom and add a balcony on the second floor. The concept plan has been denied. The Board also revisited the original concept drawing of a balcony with railings. The idea of a balcony is not approvable as the balcony on the side does not look good aesthetically.

Discussion:

Fernwood Trail Mailboxes: The Fernwood Community would like to redesign their mailbox assembly. The HOA submitted a plan to build a group assembly post with mailboxes and a metal roof for the Fernwood Trail and Fernwood Court area. The plan submitted was approved. The Maintenance Director approved the design.

Administrative Approvals:

1. Lot 175 Marsh Owl Ct. #5 replace siding Case: 5710
2. Lot 58 Hickory Forest Drive #34 replace siding Case: 7091
3. Lot 50 Yellow Rail Lane #18 skylight Case: 6066
4. Lot 14 Raintree Lane #22 patio courtyard Case: 5964
5. Lot 3 Angel Wing Drive #17 driveway courtyard Case: 6477
6. Lot 23 Herring Gull Lane #4 driveway Case: 6271
7. Lot 87 Wood Thrush Place #6 walkway Case: 5290
8. Lot 6 Wild Turkey Run #15 Dock DHEC approved Case: 5345
9. Lot 179 Winding Trail Lane #12 deck, awning Case: 6737
10. Lot 13 Towhee Road #25 pool deck walkway Case: 5266
11. Lot 150 Whispering Pines #6 small arbor Case: 7772
12. Lot 37 Myrtle Bank Road #74 deck, driveway, walk Case: 5530

**Fees:**

March Review Fees: $ 2,050

March Administrative Fees: $ 1,225

Total Fees: $ 3,275

Y.T.D Fees: $ 22,610

March Tree Mitigation Fees: $ 0

Y.T.D. Fees $ 2,715

March Fines: $ 1200

Y.T.D. Fines: $ 1200

The next scheduled ARB Meeting is Thursday May 23, 2024.