**Architectural Review Board**

**HHP POA ARB Board Room**

**Meeting Minutes**

**February 22, 2024**

**Board Present:** Jordan Berliner, Chairperson, Dale Strecker; Architect, Brad Hix; Landscape Architect, Dave Barnum, 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:** Bob Zinn motioned to approve the ARB meeting minutes for January 25, 2024, meeting. Dale Strecker seconded the motion. The January 2024 Meeting Minutes were unanimously approved.

**Meeting Adjourned:** Bob Zinn motioned to adjourn the February 22, 2024, meeting. Brad Hix seconded the motion. The February 22, 2024, meeting was adjourned at 09:30 am.

**Appeal:**

1. Lot 105 Sawtooth Court #16 Case: 6414

Morgan

The Owner appealed the Board’s decision to deny the concept drawing for a courtyard wall. The Owner will also resubmit a revised variance request of the small addition on the side of the house.

Comments from the Board:

* The revised variance request of the storage room area has been approved. However, detailed drawings are required for the final approval of the structure. The Board is concerned about what the roof elements will look like. The concept drawings submitted for the front courtyard are approved. However, courtyards are described as exterior walls in the guidelines, and the material shown in your plan is mesh material, which is more like a fence. The Board requests that the Owner look at other appropriate material and submit the detailed drawings for final approval.
1. Lot 29 Bear Creek Drive #38 Case: 8688

Hardt

Final Review: Submitted final pool plans with detailed elevations drawings to add a swimming pool with wall in the rear. The plans submitted were granted Final Approval.

Comments from the Board:

* A landscape plan must be submitted prior to the completion of the pool project.
1. Lot 81 Bent Tree Lane #9 Case: 5526

Vincent

Final review: Submitted plans to add a workshop connected to the garage and bumping out the right side of the house. No variances required. The plans submitted were granted Final Approval.

1. Lot 24 Angel Wing Drive #36 Case: 5180

Andreas

Concept Review: Submitted concept drawings to add garage bay area, remove existing gables and extend other gables.

Comments from the Board:

* The Board consensus is that the overall conceptual drawings are approvable. The roof plan was blurry, the roof pitch and layout could not be clearly reviewed. The Board requires clear, professional drawings are required for the preliminary or final decision to be determined if the plans meet architectural guidelines.
1. Lot 84 Hickory Knoll Place #9  Case: 5657

Harrigan

Final Review: Submitted final plans to add a guest bedroom and bath, a screen porch and swimming pool, brick pavers around the house and pool deck, new paver driveway. The plans submitted have

been granted Final Approval.

Comments from the Board:

* The concept of the swimming pool with pool barrier has been approved. The board is granting a 4’ variance to allow the barrier to remain as shown on the plan. Additional pool details are required for final approval of the swimming pool installation. Please refer to Section 3.3 and 4.24. in the ARB guidelines.
1. Lot 354 Woodland Sky Court #4 Case: 5580

Reeder

Concept Review: Submitted concept plans to add two suites. The owner is requesting corner variances 3’ x 14’ on the in-law suite, and 2’, 2’ on corners of the master suite. The conceptual plans submitted have been approved.

Comments from the Board:

* The wall on the master bedroom side is not an approved structure and must be removed.
* The exposed HVAC Unit must be contained in an enclosure with a gate and latch and must match the existing material and color of the home. Refer to ARB Guidelines Sections 4012 and 4.13.
* The Board encourages you to move forward with preliminary or final review drawing that meets the architectural guidelines. . 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.

Administrative Approvals:

1. Lot 54 Deerfield Road #72 replace deck board Case: 5926
2. Lot 227 Wild Holly Court #8 pool barrier Case: 6855
3. Lot 78 Lenora Drive #9 pool deck/sidewalks Case: 8591
4. Lot 104 Sugar Pine Lane #20 wood deck/pavers Case: 6632
5. Lot 276 Headlands Drive #95 replace S/Y sidewalk Case: 5474
6. Lot 114 Sawtooth Court #5 paver driveway Case: 7291
7. Lot 148 Persimmon Place #19 pool deck Case: 8345
8. Lot 254 Ellenita Drive #30 Window Siding Case: 6771
9. Lot 74 Old Fort Drive #10 Driveway Case: 8070
10. Villages of Skull Creek Drive Add small pathway Case: N/A
11. Lot 8 Towhee Road #15 front walkway Case: 5228
12. Lot 100 Sugar Pine Lane #12 Courtyard Case: 6290
13. Lot 90 Virginia Rail Lane #11 Deck Case: 5940
14. Lot 28 Pineland Road #37 Trellis Case: 5044
15. Lot 7 Foxglove Court #7 Repair SY paver patio Case: N/A

**Fees:**

February Review Fees: $ 1,150

February Administrative Fees: $ 3,975

Total Fees: $ 5,125

Y.T.D Fees: $ 8,875

February Tree Mitigation Fees: $ 495

Y.T.D. Fees $ 1,867

February Fines: $ 0

Y.T.D. Fines: $ 0

The next scheduled ARB Meeting is Thursday March 28, 2024.