



MINUTES (Approved)
Hiddenbrooke Architectural Review Committee (HARC)

Library, Hiddenbrooke Golf Club
Tuesday July 16, 2013 – 7:00 PM

1. **Call to order – 7:18 pm**
2. **HARC Committee Members:** Jamie Clark (Chair), Jan Elms (Secretary), Shannon Elms (HPOA Liaison), Stephne Elliot, Allen Wildermuth (Alternate); Maria Andrews HPOA Unable to Attend: Jane McWhorter,
3. **HPOA Board/Other:** Last meeting of HPOA there was discussion of future refinement of the CC&Rs and Design Guidelines. It was suggested that HARC take the task.
4. **Invited Guests:** Youngjin Hou, 2955 Carlingford C&D letter (No Show)
5. **Minutes –** Approval of minutes of July 16, 2013 committee meeting.
6. **Custom Home Applications for approval:** None
7. **Landscape Plan Submittals:**
 - a. David Garton 6537 Deerfield Drive – Wants to remove existing bark and plants in small front yard area and replace with a lawn, as all other homes in The Summit have a lawn. Has already been approved by HOA. Jan observed yard with Chris Brittle. Approved: Jan to write approval letter but state exception to watering/maintenance of Summit.
 - b. Hou - 2955 Carlingford – witness saw homeowner dumping dirt (?) in open spaces behind his home and assumed he was working on yard without prior approval. Cease & Desist letter has been written by Jan, sent and posted by HPOA. Homeowner has removed dumped dirt in open space and submitted plan (late to HPOA) for koi pond and tree planting in back yard. Unable to approve as plan needs more information. Jan to email Yongjim Hou and request information needed. Approval pending.
 - c. Stevenson - 5050 Staghorn – New submittal through HPOA – fee has been waived by HPOA. Plan was for decorative ginger rock (minimal) around plants – pictures taken as it looks nice and not overdone. Approved. Jan to do approval letter for their records.
8. **Status of CC&R Violations:**
 - a. David Rodriguez, 6048 Stonehouse Dr – Cease & Desist letter was completed and forwarded to HPOA, however, they had been communicating with homeowner regarding doing work on front yard without approval. Jan communicating with him by email and attempted phone call.
 - b. 3053 Blue Sky – reported to me by neighbor that homeowner was piling ginger rock in front yard and asked if application for work had been received by HARC. None to date. Cease & Desist letter written by Jan, sent to HPOA to post. Homeowner phoned Jan with explanation of tree issues with neighbor but HARC members agreed not an issue for ginger rock in vast expanse in front yard. HPOA nor HARC can become involved in neighbor/tree maintenance issues, nor give out homeowner information of rented property.
9. **HPOA –** Report from Board
10. **Community Forum** -- *Anyone wishing to address Board on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of HARC may speak now. Each speaker should state his/her name, and address for the record. Each speaker is limited to three minutes. Secretary will track the time.*

11. Unfinished Business:

- a. Artificial Turf Issue: Jamie has submitted one sample of a higher quality turf and company, Synlawn. Jan to find time to do more research. Jamie almost done with project of install – very costly to homeowner.
- b. 2909 Carlingford – tear down of room/shed. Update from HPOA: Room/shed has been torn down but foundation remains. Will be asked to remove that also.
- c. Navarro 1948 Beltaine Court – unapproved landscape with Italian cypress impedes view for upper neighbor, whom has complained. Jan now to write letter of complaint to homeowner. Reported he has removed some trees but still needs to remove cypress. Jan to write letter and complaint has been reissued.
- d. Markovich – 6561 Deerfield Drive: Application for 1) Remove hedges, right side of driveway and replace with Daylily's; remove hedges under from windows-replace with rosebushes; remove hedge under the gas/elec meter, no replacement; remove 2 of 3 spike plants in front w/no replacement-overgrown and 2) backyard (now just weeds) add stamped concrete in curved outline and both sides of the house and 3) extend the upper deck to the back side of garage and side of house with small hot tub on deck and 4) Construct pergola behind garage with built-in BBQ and countertop under deck and 5) install gas fire pit in center of the yard with a built-in stone/stucco bender wall. Application fee \$50 has been submitted but only rendered drawings of back/side yard remodel. Will need exact construction blueprints submitted for approval by HARC, HOA Summit and City -- Jan wrote letter stating "more information needed" prior to approval. HARC has had no response.
- e. Van Dam – 5046 Staghorn Dr - 1)Put in walkway through front yard with stairs and put in a lawn and 2) Back yard – remove planter/fountain area and replace with built-in BBQ of stone to match stone of house. 3) Side yard put in 4 ft. walkway and replace stepping stones and 4) wants to concrete entire back yard (cannot be approved) as some planting bed is necessary. Jan Elms to write letter, as specific plans/dimensions (blueprint) are needed. Homeowner called and requested visit from Jan to view expanse of suggested projects. Jan and Shannon went to property but by then homeowner had changed his mind about what he was going or wanting to do (very unsure). He was told to draw up blueprints of requests; be certain of desired plans; submit to HARC again. Told cemented in back yard not approved. As of meeting, had no response.
- f. 2017 Bennington – homeowner had done planting bed area in front yard. Jan did a Cease & Desist letter and hand-delivered. Front door open and homeowner and Jan had conversation. He said it was not new construction, just a redo of the existing bark that was not keeping weeds down and clean-up of plants. He then admitted the walkway (from and to nowhere) was new. He was told that further discussion by HARC would ensue. Jan to write another letter to let homeowner know he needs to submit his plans with materials used, dimensions, types of plants. Also will mention planting of potted items throughout front yard.
- g. Van Dam – 5046 Staghorn Dr - 1)Put in walkway through front yard with stairs and put in a lawn and 2) Back yard – remove planter/fountain area and replace with built-in BBQ of stone to match stone of house. 3) Side yard put in 4 ft. walkway and replace stepping stones and 4) wants to concrete entire back yard (can not be approved) as some planting bed is necessary. Jan Elms to write letter, as specific plans/dimensions (blueprint) are needed. Jan to do drive-by to view expanse of suggested projects.
- h. 2039 Bennington – – Old issue, new discussion – banana and palm trees need removal and homeowner given 6 months, but still has done nothing. HPOA to get all letters from Jamie – HPOA now going to fine \$50 per day.

12. **New Business:**

- a. Cease & Desist letters to be reworked by HPOA and updated. Need a strong CEASE message. HPOA will now do the C&D letters and post to homeowner with a follow-up to HARC. HARC will follow with any plan submitted for construction/landscape to fix the C&D issue. It was agreed to give 15 days to homeowner to submit plans to HARC.
- b. 3017 Overlook – has a tree issue with a city tree. HPOA will refer to city contact.

13. **Discussion Items**

14. **Adjourned: 9:03 pm** -Next scheduled meeting Tuesday, August 20, 2013 at 7:00pm.