



**Architectural Control Committee Minutes  
October 12, 2023 – Zoom Teleconference Meeting**

**ACC Members Present:** Allen Alchian, Dan Snelling, Dan Garrison

**ACC Members Absent:** Heather Cashman, Ed Topps

**Others Present:** John Highhouse (Executive Director), Gabrielle Werner, Amy & Sunil Salve

**New Business:**

1. 19874 Upchurch Way, Lot 33 Highlands filing 6 – Miscellaneous Application. Renovate back deck replacing railing with glass, adding stone, adding Infratech heaters, and outdoor fireplace. The ACC approved the project as submitted.
2. 19747 Knights Crossing, Lot 10 Highlands filing 5 – Change Order. Request for deadline extension and removal two small windows in the front porch (south elevation). On the rear (west) elevation, remove deck stairs and add four windows to bring more light into the house. The ACC approved changes to house. Regarding the construction deadline, the ACC approved the extension until 12/25/23 and if not completed by then to impose a \$100 per week withhold from the compliance fee starting on 1/1/24 until complete. Minimum landscape standards will need to be fully met by 9/30/2024.
3. 18025 Archers, Lot 1 Classic filing 5 – Construction final on major addition. ACC approved to close the project and refund the balance of the compliance fee.
4. 18710 Archers, Lot 21 Classic filing 1 – Construction final on major addition. The ACC found the following discrepancies: two windows missing leaving a large blank wall on the rear elevation. The ACC imposed a \$50 withhold for the variations and approved to close project, refunding balance of compliance deposit.
5. 19834 Upchurch, Lot 32 Highlands filing 6 – Landscape final on new construction. Finding no discrepancies, the ACC approved to close out the project and refund the balance of compliance deposit.
6. 19039 Dorncliffe, Lot 66 Highlands filing 6 – Landscape final on new construction. The ACC imposed a withhold of \$25 per tree, for 10 trees not meeting the requirement of being a minimum 4 feet tall when planted. The total withhold for the landscape portion of the project is \$250. The ACC then approved to close out the project and refund the balance of the compliance deposit.
7. 2148 Trenholme, Lot 57 Highlands filing 5 – Miscellaneous Application. On 10/2/2023, in-office approval was given to repaint house exterior with SW7719 “Fresco Cream” for the body and SW 7715 “Pottery Urn” for the trim.
8. 19150 Breton Place, Lot 15 Classic filing 4 – Miscellaneous Application. On 10/10/2023, in-office approval was given to replace roof shingles with GAF Grand Sequoia in color “Weathered Wood”, repair stucco and paint stucco SW6127 “Ivoire”, repair and replace shutters on exterior with color SW7612 “Mountain”, repair exterior trim, soffit, and fascia with SW7006 “Extra White”, replace gutters and downspouts with same existing gutters “White”.
9. Executive Director sent additional emails to several properties that have open construction and/or construction related landscaping deadlines at the end of September.
10. Due to lack of regular attendance and participation the Committee recommends to the Board of Directors that Ed Topps be removed from the ACC. The Committee appreciates Topps service to the community and extends a welcome back on the ACC when he has more time to commit to the requirements of the Committee.

October 12, 2023 Architectural Control Committee activities (continued)

**Adjournment** – Meeting was adjourned at 5:45 PM. The next ACC Zoom meeting is scheduled to be held on October 26, 2023 at 5:00 PM.