

## MINUTES

### ARCHITECTURE AND LANDSCAPE COMMITTEE – THE HIGHLANDS

#### APPLICATIONS MEETING

January 30, 2019

**QUORUM PRESENT:** Connie Armstrong, Judy Baese, Pat Gaines, Gordon Keeney, Rob Mustard, Jim Peffers

**Meeting Start: 1045**

#### APPLICATIONS – LANDSCAPE

None

#### APPLICATIONS – ARCHITECTURE

- 1) Braverman, Mark & Cindy, 16330 SW 129<sup>th</sup> Terrace.  
Request to repair or replace the concrete walkway on the left (north) side of the house. The surface has settled and cracked, and water is draining towards the foundation.  
**APPROVED**, pending signature of the homeowner(s). This work probably won't be able to be done, however, until the weather warms up (late March, early April).

#### DISCUSSION ITEMS:

- 1) Given that there was only one application for this week's meeting, the group discussed establishing a formal submissions deadline for apps to be considered at the weekly ALC meeting (this would not be applicable to the standing monthly ALC meeting). The group suggested that a cut-off time of 10:30am on Monday (48 hours before the usual 10:30am Wednesday meeting time) should be a good target. **Note:** this will require formal notification to the Community, through modification to the Application form, signage on the ALC's literature rack, and postings to HiNet and the *Highlands Highlights*.
- 2) Connie Armstrong has agreed to be the Secretary for the ALC during Bonnie Chown's absence over the next couple of weeks. Rob Mustard will send examples of the notes and subsequent meeting minutes to Connie for use as references.

**Meeting Adjourned: 1100**