

Hidden Hills Country Club Estates Homeowners Association, Inc.
Architectural Review Committee

February 21, 2007

The Hidden Hills Country Club Estates HOA, Inc. Architectural Review Committee held its regular monthly meeting this date at the Hidden Hills Country Club, 3901 Monument Road, Jacksonville, Florida.

Roll Call and Proof of Notice

Committee Members Present were: Shawn Griffith (chair), Cletia Bowron, and Charles Smith.

Notice of the meeting is posted on the association's website and included in the newsletter.

Call to Order

Shawn Griffith called the meeting to order at 6 p.m.

Approval of Minutes

The minutes from the January 17, 2007 meeting were approved with one change. NMI was to seek guidance from the association's attorney regarding blocking contractors who do not comply with the HHCCE rules and regulations.

Griffith will work on the guidelines for equipment enclosure walls for review at the next meeting.

Old Business

Mikell – 12577 Highview Court. Pan Roof Issue. Mr. Mikell presented an approved application that he obtained from the prior owner of the property. The scope of the application was unclear. It could not be determined whether the application was for enclosing an existing structure or for the actual roof. Smith will attempt to contact Tom Hawk, who was the ARC chairman at the time of the application, for clarification. Scott Fallar will also be contacted for a legal opinion. The extension previously granted will be continued.

Correspondence

McNeil – 12653 Muirfield Boulevard South. Chimney Cap/Windscreen Issue. Mrs. McNeil submitted a letter from a roofing contractor that stated that the two chimneys had never had windscreens and that they were not necessary. The Committee restated its position that a painted metal windscreen must be installed on the exterior chases of the fireplaces. Mrs. McNeil will be notified that the windscreens must be installed within ten days or legal action will commence. Mrs. McNeil's request that the legal fees already incurred be waived was denied.

Martin – 12474 Masters Ridge Drive. Landscaping Issues. The homeowner indicated verbally to NMI that a landscape plan would be submitted by Friday, February 23rd. The plans will be forwarded to the Committee immediately upon receipt. If they are not received by the 23rd, a letter will be sent to Mr. Martin to advise that the Association will have the necessary work done at his expense if not completed within ten days. .

VanVlerin – 12640 Shoal Creek Lane North. Bulkhead/Screen Enclosure. Griffith stated that he had put the owners in contact with two bulkhead contractors. The owners have had two onsite meetings with the contractors to discuss the need for a bulkhead. A letter will be sent to them to acknowledge that they are working on the problem and to ask that they keep the Committee updated on the progress. An application for the screen enclosure will be required upon completion of the bulkhead.

Blount – 12738 Shinnecock Court. Chimney Cap/Windscreen and Satellite Dish Issues. Mr. Blount submitted a letter stating that he has made arrangements to have the satellite dish relocated to the rear roof. He requested clarification of the chimney requirement. He will be notified that a painted metal windscreen is required on the exterior chase of the chimney.

New Business

Stesney – 3927 Muirfield Boulevard East. Request for Exception to Rear Setback. The owners requested an exception to allow a ten-foot rear setback to accommodate a lap pool. The request was approved. The property is for sale – the new owners will submit the application for the pool and enclosure.

Whaley - 12852 Isleworth Drive. Application for Landscaping. The application was approved as submitted.

Hong – 12511 Mission Hills Circle North. Application to Paint Exterior of House. The application was approved. As always, the Committee reserves the right to require the trim be changed if there is too much contrast with the body color.

Other Business

12620 Mission Hills Circle North. It was noted that the holiday lights and wreath are still displayed at this address. Additionally, there is still an inoperable vehicle in the driveway. The vehicle issues have been previously addressed with the homeowner and will now be referred to the attorney. NMI will contact the homeowner regarding the decorations.

3766 Five Farms Court. It was reported that new landscaping is being installed without approval. The homeowner will be contacted.

NMI will make an inspection of the remaining outstanding roof issues and provide an update to the Committee within one week.

Lot 7 – Old Warson Court. A question was raised about the type of doors planned for the front of the house. NMI will check the plans and report back to the Committee.

Adjournment

There being no further business, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Jan Herren, LCAM