

# ARCHITECTURAL REVIEW COMMITTEE MINUTES

August 4, 2025

Administration Conference Room

<u>ARC Meeting Minutes 8-4-25</u>				
Public Comments: None				
Variances/Exceptions:				
<u>Time</u>	<u>Sec/Lot</u>	<u>Address</u>	<u>Discussion</u>	<u>Comments</u>
9:35 a.m.	04/0594	22 Ivanhoe Court	Variance request to install vinyl fencing 36" high up to bulkhead. Two 18' sections, one on North corner to bulkhead and one up to bulkhead on East corner. We need to come within 15' of bulkhead as shown in drawing.	<b>Discussion and Next Steps</b> The committee determined that clarification is needed regarding Ms. Stern's request before a decision can be made. Therefore, she will resubmit her request for future consideration. At this time, the variance request has been temporarily tabled.
9:55 a.m.	02/0112	94 Sandyhook Road	Variance to keep concrete patios, pergolas and gazebos in their current locations.	<b>Discussion of Variance Request and Associated Violations</b> The ARC examined the submitted As-Built drawings along with the documented violations. During the review, it was highlighted that several improvements and structures were found to encroach onto neighboring properties as well as side and rear easements. Additionally, it was noted that a concrete slab and an associated structure were built within a designated storm sewer and drainage easement, which serves the surrounding community. This placement was determined to interfere with the intended function of the drainage easement. Further points raised included: <ul style="list-style-type: none"><li>• A CPI violation notice is forthcoming regarding the encroachment into the</li></ul>

				<p>stormwater and drainage easement.</p> <ul style="list-style-type: none"> <li>• Several structures were constructed without the required permits and may not comply with applicable building codes.</li> <li>• Properties are limited to only one of each type of structure.</li> <li>• All structures must be located within the Building Restriction Lines (BRLs).</li> </ul> <p><b>Decision on Variance Request</b>  Following thorough review and discussion, the ARC unanimously decided to deny the Variance Request to retain the encroaching concrete slabs, three gazebos, two pergolas, two sheds, and the various additional hardscaping structures in their current locations.</p>
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PRESENT: Phil Grillo, Kevin Middleton  
ALSO PRESENT: Elaine Brady (ARC liaison)

Called to order 9:30am by ARC *acting* Chair Kevin Middleton

Scheduled business and purpose of the meeting:

- Conduct hearings as scheduled for two, (2) Variance and no (0) Exception Requests
- No further discussion
- No new business

Adjournment: Kevin moved to adjourn, Phil seconded, and the motion passed unanimously 10:45am.