



Architectural Review Committee (ARC)

Meeting Minutes

Date: March 3, 2026

6:00 PM - Heron Bay Clubhouse

Attendees:

Henry Munn

Taylor Harrington

Lisa Thortsen - Absent

Barb Lippert - HOA Board Liaison - Absent

Minutes:

Assign Minutes Taker.

Presentation:

Business Session:

Approve - Previous Meeting Minutes

Approved

New Business:

Review ARC Guidelines DRAFT

Waiting for comments from Lisa before submitting final draft

Review Landscape plan Nance 200 Heron Bay Drive

Requested more information on front yard planting. Not visible on submitted drawing.

Review Landscape plan Moss 121 Badin view.

Landscape plan approved.

Open Discussion:

Landscape lighting

To be allowed but submitted on landscape plan for approval

Outdoor site lighting

Will be reviewed with owner during plan approval meeting

Old Business:

Construction Project Status - New Homes

- Beach - 181 Kingfisher
 - Landscaping - Email received on 12/3/25, Tom's Creek is putting plan together.
 - Landscaping - Owner agreed to provide Final Landscaping Plan by 1/15/25.
 - Landscape plan is still pending. Reminder email sent 2-1-26
- Caldwell - 219 Whisper Lake
 - Design Change Form completed on 8/21/25.
 - Construction is In-Progress.
- Cunningham - 354 Badin View
 - Stakeout was conducted and APPROVED on 8/25/25.
 - Construction is In-Progress
 - Pending Landscape plan submittal
- Duffell - 199 Heron Bay
 - Stakeout was conducted and APPROVED on 12/13/25.
 - Construction is In-Progress
- Freeman 379 Whisper Lake
 - Stakeout was conducted and APPROVED on 5/30/25
 - Construction is In-Progress.
 - ARC requested Owner to place Dumpster on site.
 - No response for Dumpster installation
 - Dumpster is onsite, just no debris placed in it. Reminder will be sent.
- Heston / Menard - 121 Kingfisher
 - Construction is In-Progress.

- Landscaping Plan APPROVED on 12/9/25.
 - Request made for a package delivery container at Kingfisher. Will address with ARC committee.
- Intorre - 224 Badin Lake
 - Landscaping Plan was APPROVED on 11/7/25
 - Construction is In-Progress.
- Khan - 235 Badin View
 - Landscaping Plan received on 11/26/25.
 - ARC met Owner at site on 12/3/25 and requested edits to Plan.
- Klyn - 205 Kingfisher
 - Stakeout was conducted and APPROVED on 11/13/24
 - Construction is In-Progress.
- LeClair - 179 Mallard
 - Construction is In-Progress.
 - Landscaping Plan APPROVED on 12/28/25.
- Moss - 121 Badin View
 - Design Change approved 11/13/25 for U-Shaped Driveway
 - Construction is In-Progress.
 - Owner report theft of material and unauthorized use of their dumpster (Dec2025).
 - Landscape plan submitted 2-27-26
- Nance - 200 Heron Bay
 - Stakeout was conducted and APPROVED on 8/25/25.
 - Construction is In-Progress
 - Landscape Plan Submitted 2-27-26
 -
- Pegram - 141 Bayview
 - Stakeout was conducted on 1/5/26.
 - Email to be sent stating Approval is contingent on acceptance of Clearing Limits and Silt fence locations suggested by ARC.
 - Approval email sent.

- Wall - 610 Pearl Bay
 - ARC granted a 25ft Front Variance for Initial house design.
 - New House Design now requires new variance evaluation.

Projects: Other than New Homes - (Short Form Submittal)

- Camp - 509 Whisper Lake - **3 Short Forms (Tree Removal, Drainage, Trees)**
 - ARC approved the projects on 10/12/25.
 - Once project is completed, ARC can conduct the Final Inspection
 - **Work complete. Final inspection approved.**
- Clark 179 Pearl Bay - **Flag Pole & Shrubbery**
 - Project completed on 12/14/25.
 - Final inspection Approved and project Closed & Complete
- Cooke - 121 Waterview Ct. - **Shore Stabilization, Tree Removal, Irrigation**
 - Project completed on 12/14/25.
 - Final inspection Approved and project Closed & Complete
- Harrington - 637 Whisper Lake - **Landscaping**
 - ARC approved Submittal on 3/24/24 and verified still active on 12/31/25.
 - Once project is completed, ARC can conduct the Final Inspection
- Lee - 146 Chersonese - **Grading & Retaining Wall**
 - ARC approved on 4/23/25 and verified still active on 9/20/25.
 - Once project is completed, ARC can conduct the Final Inspection
- Marino - 335 Whisper Lake - **Landscaping and Shoreline Stabilization**
 - ARC approved on 9/3/25.
 - Once project is completed, ARC can conduct the Final Inspection
- Patton - 116 Summer Lake - **Pool & Landscaping**
 - ARC approved on 4/23/25 and verified still active on 12/30/25.
 - Added single replacement with Like Singles.
 - Once project is completed, ARC can conduct the Final Inspection

- Thompson - 685 Whisper Lake - **Path to Dock**
 - ARC approved on 6/10/25 and verified still active on 9/20/25.
 - Once project is completed, ARC can conduct the Final Inspection
- Toney - 215 Heron Bay - **Enclose Patio**
 - ARC approved on 11/1/25.
 - Once project is completed, ARC can conduct the Final Inspection
- Wilson - 193 Kingfisher - **Landscaping / Water Flow Control**
 - ARC approved Submittal on 8/17/24 with inquiry made on 9/20/25.
 - Once project is completed, ARC can conduct the Final Inspection

Adjourn