The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for February was held Wednesday, March 2, 2016. The meeting was called to order at 7:01 p.m. in the Cameron Station Clubhouse Henderson Room with a quorum present.

**ARC Members in Attendance:**
Elizabeth McAlee, ARC Chair
Karen Diener, ARC Member
A.J. Brasseur, ARC Member
Ann Garriott, ARC Member

**ARC Members Absent:**
Ruth Kim, ARC Member
Mark Brzezinski, ARC Vice Chair
Jay Bieszke, ARC Member

**Others in Attendance:**
Meghan Marville, Covenants Administrator, CMC

**APPROVAL OF AGENDA**
MOVE TO: Approve Agenda as presented.
Moved by: Ann Garriott
Seconded by: AJ Brasseur
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

**APPEAL**
A resident presented his appeal for parking violations.

**APPROVAL OF ARC MINUTES**
MOVE TO: Approve the February 3, 2016 ARC meeting minutes as presented.
Moved by: AJ Brasseur
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

**RESIDENT’S OPEN FORUM**
No residents present.

<table>
<thead>
<tr>
<th>APP #</th>
<th>ADDRESS</th>
<th>MODIFICATION REQUEST</th>
<th>ARC ACTION/VOTE</th>
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</table>
| 16-10 | 163 Somervelle | Replace Gutters    | APPROVED: as submitted. Moved by: Ann Garriott  
Seconded by: AJ Brasseur  
Against: NONE  
Abstentions: NONE  
Motion: PASSED |
| 16-11 | 310 CSB   | Replace Gutters     | APPROVED: with stipulation that gutters are not plastic, per the DMS.  
Moved by: Ann Garriott  
Seconded by: AJ Brasseur  
Against: NONE  
Abstentions: NONE  
Motion: PASSED |
| 16-12 | 252 CSB   | Replace Windows     | APPROVED: with stipulation that there is no tint to windows.  
Moved by: Ann Garriott  
Seconded by: AJ Brasseur  
Against: NONE  
Abstentions: NONE  
Motion: PASSED |
| 16-14 | 145 CSB   | Pergola             | TABLED: Pending/requesting further information.  
Is it free standing?  
Is a permit required?  
How tall will it be? |
| 16-15 | 208 Martin | Replace Roof        | APPROVED: with stipulation that dump trailer be coordinated with Covenants Administrator.  
Moved by: Ann Garriott  
Seconded by: AJ Brasseur  
Against: NONE  
Abstentions: NONE  
Motion: PASSED |
| 16-16 | 135 Tull  | Landscaping         | TABLED: Pending/requesting further information. |
| 16-17 | 166 Barrett | Replace Deck       | APPROVED: as submitted with extension.  
Moved by: AJ Brasseur  
Seconded by: NONE  
Against: Ann Garriott, Karen Diener  
Abstentions: NONE  
Motion: DENIED |
<p>| | | | |</p>
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<thead>
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<tbody>
<tr>
<td>16-17</td>
<td>166 Barrett</td>
<td>Replace Deck Same Dimensions</td>
<td>APPROVED: with same footprint. Moved by: Karen Diener Seconded by: AJ Brasseur Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
</tbody>
</table>

**EXECUTIVE SESSION**

**MOVE TO:** Amend the agenda and Convene into Executive Session at 7:54 p.m.
Moved by: Karen Diener
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
**MOTION: PASSED**

Discussed possible fines and appeal.

**MOVE TO:** Convene into Open Session at 8:35 p.m.
Moved by: AJ Brasseur
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
**MOTION: PASSED**

**MOVE TO:** Approve the monetary charge of $50 (per occurrence) or $10/day plus administrative cost ($6.74 postage) for recommended fines for failure to comply with the association policies and direction as discussed:

- Account 319-3545; on 1/30/16, 2/18/16
- Account 389-6509; on 1/30/16
- Account 325-0475; on 1/29/16, 1/30/16
- Account 330-8534; on 2/17/16
- Account 325-0624; on $10/day

Moved by: Karen Diener
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

MOVE TO: Deny appeal for account #271-2956.
Moved by: Karen Diener
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

DISCUSSION, INFORMATION & ACTION TOPICS

A. Parking Policy Edits: Subcommittee Report
   Subcommittee met in February and started making proposed notes, will meet again in March.
   Provided copy of initial draft for parking policy edits for ARC review.

Covenants Report
   ➢ The number of Comprehensive Inspections performed for March 2016 was 135.
   ➢ The number of Resale Inspections performed in March 2016 was 10.
   ➢ For the month of March 2016 a total of 12 violation letters were sent.
   ➢ Currently the Association has 64 total violations for 2016.
   ➢ The next meeting of the Architectural Review Committee is on April 5, 2016.
   ➢ As of March 2016 there were 18 applications submitted, of which 15 were approved.

ADJOURNMENT
MOVE TO: Adjourn the meeting at 8:50 p.m.
Moved by: Ann Garriott
Seconded by: AJ Brasseur
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

Minutes prepared, and respectfully submitted by: Meghan Marville, Covenants Administrator, CMC