The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for September was held on Tuesday, September 6, 2016. The meeting was called to order at 7:00 p.m. in the Cameron Station Clubhouse Henderson Room with a quorum present.

ARC Members in Attendance:
Elizabeth McAlee, ARC Chair
Mark Brzezinski, ARC Vice Chair
John Philibin, ARC Member
Ann Garriott, ARC Member
Jay Bieszke, ARC Member

ARC Members Absent:
Mark Sanchez, ARC Member
Karen Diener, ARC Member

Others in Attendance:
Meghan Marville, Covenants Administrator, CMC
Martin Menez, BOD Liaison

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

RESIDENT'S OPEN FORUM
No residents present for open forum.

HEARING
Resident not present, appeal information included in Executive Session.
**APPROVAL OF ARC MINUTES**

**MOVE TO:** Approve the July 12, 2016 ARC meeting minutes as presented.

Moved by: John Philibin  
Seconded by: Ann Garriott  
For: ALL  
Against: NONE  
Abstentions: NONE  
**MOTION: PASSED**

<table>
<thead>
<tr>
<th>APP #</th>
<th>ADDRESS</th>
<th>MODICATION REQUEST</th>
<th>ARC ACTION/VOTE</th>
</tr>
</thead>
</table>
| 16-90  | 351 Livermore | Add Rear Deck (RESUBMISSION)           | APPROVED: with the stipulation that balusters are wooden or Trex material, and the depth of the deck is no greater than the neighbors on that row.  
Moved by: Mark Brzezinski  
Seconded by: John Philibin  
Against: NONE  
Motion: PASSED |
| 16-98  | 162 Martin   | Exterior Light                         | APPROVED: as submitted.  
Moved by: Mark Brzezinski  
Seconded by: Jay Bieszke  
Against: NONE  
Motion: PASSED |
| 16-100 | 5243 Brawner | Add Privacy Screen to Deck             | DENIED: as submitted.  
Moved by: Mark Brzezinski  
Seconded by: John Philibin  
Against: NONE  
Motion: PASSED |
| 16-101 | 4923 Donovan | Tree Replacement                       | DENIED: as submitted.  
Moved by: Mark Brzezinski  
Seconded by: Ann Garriott  
Against: NONE  
Motion: PASSED |
| 16-102 | 5134 Donovan | Replace Front Light                    | DENIED: as submitted.  
Moved by: Mark Brzezinski  
Seconded by: John Philibin  
Against: NONE  
Motion: PASSED |
| 16-104 | 5235 Brawner | Install French Drain, Replace Portion of Fence | APPROVED: as submitted.  
Moved by: Mark Brzezinski  
Seconded by: John Philibin  
Against: NONE  
Motion: PASSED |
<table>
<thead>
<tr>
<th>Item</th>
<th>Address</th>
<th>Item Description</th>
<th>Decision</th>
<th>Notes</th>
</tr>
</thead>
</table>
| 16-105 | 5136 Donovan | Replace Exterior Light | DENIED: as submitted. | Moved by: John Philibin  
Seconded by: Ann Garriott  
Against: Jay Bieszke  
Motion: PASSED |
| 16-106 | 5248 Bessley | Install Storm Door with Brushed Nickel Hardware | APPROVED: as submitted. | Moved by: Mark Brzezinski  
Seconded by: Jay Bieszke  
Against: NONE  
Motion: PASSED |
| 16-107 | 5248 Bessley | Install Brushed Nickel Hardware on Front Door | APPROVED: as submitted. | Moved by: Mark Brzezinski  
Seconded by: Jay Bieszke  
Against: NONE  
Motion: PASSED |
| 16-109 | 5248 Bessley | Install No Solicitor Plaque | APPROVED: as submitted. | Moved by: Jay Bieszke  
Seconded by: John Philibin  
Against: Ann Garriott  
Motion: PASSED |
| 16-110 | 5050 Kilburn | Replace Front Tree | APPROVED: as submitted. | Moved by: Mark Brzezinski  
Seconded by: Jay Bieszke  
Against: NONE  
Motion: PASSED |
| 16-111 | 5012 Grimm | Replace Fence | APPROVED: as submitted. | Moved by: Jay Bieszke  
Seconded by: John Philibin  
Against: NONE  
Motion: PASSED |
| 16-112 | 5132 Donovan | Replace Exterior Front Light | DENIED: as submitted. | Moved by: Mark Brzezinski  
Seconded by: Ann Garriott  
Against: NONE  
Motion: PASSED |
| 16-114 | 357 CSB | Landscaping | APPROVED: with stipulation that all landscaping is within owner’s property line. | Moved by: Jay Bieszke  
Seconded by: Mark Brzezinski  
Against: NONE  
Motion: PASSED |
| 16-115 | 166 Comay | Landscaping | APPROVED: with stipulation that Common Area Committee approve portion outside of property line. | Moved by: Mark Brzezinski  
Seconded by: John Philibin  
Against: NONE  
Motion: PASSED |
<table>
<thead>
<tr>
<th>16-116</th>
<th>166 Comay</th>
<th>Replace All Exterior Lights</th>
<th>APPROVED: Choice #1 for Front and Garage, Choice #4 for Rear Deck. Moved by: Mark Brzezinski Seconded by: John Philibin Against: NONE Motion: PASSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-117</td>
<td>5111 Grimm</td>
<td>Landscaping</td>
<td>APPROVED: as submitted. Moved by: Mark Brzezinski Seconded by: John Philibin Against: NONE Motion: PASSED</td>
</tr>
</tbody>
</table>

**DISCUSSION, INFORMATION & ACTION TOPICS**

**A. Finalize Parking Policy Edits**

MOVE TO: “Submit edited Parking Policy to the BOD for approval and implementation.”

Moved by: Mark Brzezinski
Seconded by: John Philibin
For: ALL
Against: NONE
Abstentions: NONE

MOTION: PASSED

**B. DMS Edits: Exterior Modification Application**

Discussed changes included in ARC book for committee review and discussion, will discuss further for next meeting.

**C. Ratify Email Vote Applications**

MOVE TO: “Approve email vote for Application #16-94 to install an awning as submitted.”

Moved by: Mark Brzezinski
Seconded by: John Philibin
For: ALL
Against: NONE
Abstentions: NONE

MOTION: PASSED

MOVE TO: “Approve email vote for Application #16-95 to replace the rear light fixture as amended.”

Moved by: Mark Brzezinski
Seconded by: John Philibin
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

MOVE TO: “Approve the email vote for monetary charge of $50 (per occurrence) or $10/day plus administrative cost ($6.47 postage) for recommended fines for failure to comply with the association policies and direction as discussed:

- Account 205-5613; starting on 8/3/16
- Account 205-5616; on 7/18/16
- Account 205-3851; starting on 8/3/16”

Moved by: Mark Brzezinski
Seconded by: John Philibin
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

D. DMS Edits For Next Meeting
   Will include Trim Color and Lead Walks

E. Resale Query
   Discussed query from owner regarding resale inspection.

F. Parking Enforcement Update
   New enforcement officer Tim Dickinson started in August 2016.

Covenants Report
   ➢ The number of Comprehensive Inspections performed for August/September 2016 was 299.
   ➢ The number of Resale Inspections performed in August/September 2016 was 14.
   ➢ For the months of August & September 2016 a total of 96 violation letters were sent.
   ➢ Currently the Association has 420 total violations for 2016.
   ➢ The next meeting of the Architectural Review Committee is on October 4, 2016.
   ➢ As of September 2016 there were 120 applications submitted, of which 106 were approved.

EXECUTIVE SESSION
MOVE TO: “Convene into Executive Session at 8:27 p.m.”

Moved by: Mark Brzezinski
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED
Discussed possible fines, appeal and Condo Application Information.

MOVE TO: “Convene into Open Session at 8:35 p.m.”
Moved by: Mark Brzezinski
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

MOVE TO: “I move to reduce the Homeowner’s fine (Account ID #220-0086) to $106.47.”
Moved by: Mark Brzezinski
Seconded by: John Philibin
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

MOVE TO: “Approve the email vote for monetary charge of $50 (per occurrence) or $10/day plus administrative cost ($6.47 postage) for recommended fines for failure to comply with the association policies and direction as discussed:

- Account 205-3709; starting on 9/7/16
- Account 399-0159; on 8/4/16, 8/15/16
- Account 246-2390; on 8/8/16
- Account 341-6044; starting on 9/7/16
- Account 282-6826; starting on 9/7/16
- Account 234-2193; starting on 9/7/16
- Account 403-6135; starting on 9/7/16
- Account 310-8417; 8/16/16
- Account 208-1315; 8/16/16
- Account 354-9283; 5/25/16
- Account 319-3545; 8/17/16
- Account 387-0758; starting on 9/7/16
- Account 279-3991; starting on 9/7/16
- Account 345-4598; 8/21/16, 8/23/16
- Account 227-4397; 8/23/16

Moved by: Jay Bieszke
Seconded by: Mark Brzezinski
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

ADJOURNMENT
MOVE TO: “Adjourn the meeting at 8:36 p.m.”
Moved by: Elizabeth McAlee
Seconded by: Ann Garriott
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

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