The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for December was held on Tuesday, December 2, 2014. The meeting was called to order at 7 p.m. in the Cameron Station Clubhouse Henderson Room.

ARC Members in Attendance:
Elizabeth McAlee, ARC Vice Chair
Mark Brzezinski, ARC Member
Karen Diener, ARC Member
Jay Bieszke, ARC Member
Ann Garriott, ARC Member
Ruth Kim, ARC Member

ARC Members Absent:
NONE

Others in Attendance:
Meghan Marville, Covenants Administrator, CMC
Bethany Lammers, Covenants Administrator, CMC

APPROVAL OF AGENDA

MOVE TO: Approve Agenda as presented.
Moved by: Ruth Kim
Seconded by: Mark Brzezinski
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

RESIDENT'S OPEN FORUM

Mr. Menez of 4924 Donovan Drive inquired about the possibility of installing an elevator to the back of his home, modifying the exterior. Committee is open to discussion upon receiving more detailed information.

APPROVAL OF ARC MINUTES

MOVE TO: Approve the October 7, 2014 ARC meeting minutes as presented.
Moved by: Mark Brzezinski
Seconded by: Karen Diener
For: ALL
Against: NONE
Abstentions: NONE
<table>
<thead>
<tr>
<th>APP #</th>
<th>ADDRESS</th>
<th>MODICATION REQUEST</th>
<th>ARC ACTION/VOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>14-75</td>
<td>371 Livermore Lane</td>
<td>Change front garden design</td>
<td>APPROVED: all except volcanic rock which is not allowed per DMS, p. 15, Section H. Moved by: Mark Brzezinski Seconded by: Ruth Kim For: ALL Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
<tr>
<td>14-76</td>
<td>371 Livermore Lane</td>
<td>Replace front light</td>
<td>APPROVED: As submitted. Moved by: Karen Diener Seconded by: Jay Bieszke For: ALL Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
<tr>
<td>14-77</td>
<td>5135 Gardner Drive</td>
<td>Install patio, grass, composite stairs</td>
<td>APPROVED: as submitted, with STIPULATION that owner must submit sample of Trex material to Covenants Administrator to match to approved stain color. Moved by: Mark Brzezinski Seconded by: Ruth Kim For: ALL Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
<tr>
<td>14-78</td>
<td>247 Murtha Street</td>
<td>Replace roof</td>
<td>APPROVED: as submitted. Moved by: Mark Brzezinski Seconded by: Ruth Kim For: ALL Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
</tbody>
</table>

**DISCUSSION, INFORMATION & ACTION TOPICS**

Ratification of applications for 128 and 136 Martin Lane voted by email in October

MOVE TO: Approve as submitted.
Moved by: Ruth Kim
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

Review Submitted Committee Member Application for AJ Brasseur

Move to: Recommend to the Board, Appointment of AJ Brasseur as ARC Committee Member
Moved by: Jay Bieszke
Seconded by: Ruth Kim
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

DMS Edits
Voted 4-2 against changing rules to allow crossbars on storm doors
Will discuss more edits at January meeting

Covenants Report
- The number of Comprehensive Inspections performed for October and November 2014 were 176.
- The number of Resale Inspections performed in October and November 2014 were 9.
- The next meeting of the Architectural Review Committee is on January 6, 2015.
- As of November 30, 2014 the Association has 597 total open violations for 2014.
- For the months of October and November a total of 104 violation letters were sent.

Executive Session
Move to: Convene into Executive Session at 7:54 p.m.
Moved by: Karen Diener
Seconded by: Ruth Kim
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

Move to: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.48 postage) for failure to comply with the Association’s Trash Policy: trash can out on a non-trash day, for the following accounts:

- Account 344-8520; on 11/18/14
Moved by: Mark Brzezinski
Seconded by: Karen Diener
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.48 postage) for failure to comply with the Association’s parking policy: parking in visitor parking, for the following accounts:

- Account 317-9718 (BMW); on 10/25/14, 10/29/14, 12/1/14
- Account 317-9718 (Lexus); on 10/21/14, 11/7/14, 11/8/14, 11/24/14
Moved by: Mark Brzezinski
Seconded by: Karen Diener
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.48 postage) for failure to comply with the Association’s parking policy: parking in visitor parking, for the following accounts:

- Account 323-5461; on 10/16/14
Moved by: Mark Brzezinski
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.48 postage) for failure to comply with the Association’s parking policy: parking in visitor parking, for the following accounts:

- Account 336-1827; on 10/7/14, 10/21/14, 10/29/14
Moved by: Mark Brzezinski
Seconded by: Elizabeth McAlee
For: Mark Brzezinski, Elizabeth McAlee, Karen Diener, Jay Bieszke, Ann Garriott
Against: Ruth Kim
Abstentions: NONE
Motion: PASSED

MOVE TO: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.48 postage) for failure to comply with the Association’s parking policy: parking in visitor parking, for the following accounts:

- Account 354-9416; on 10/7/14
- Account 302-0171: on 11/19/14
- Account 209-3798; on 12/1/14
- Account 348-0520; on 12/1/14
- Account 233-4143; on 12/1/14
Moved by: Mark Brzezinski
Seconded by: Elizabeth McAlee
For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Approve the monetary charge of $50 (per occurrence) plus administrative cost ($6.48 postage) for failure to comply with the Association’s Pet Policy: dogs off leash, for the following accounts:

- Account 383-1289; on 10/11/14
- Account 227-5079; on 11/10/14

Moved by: Mark Brzezinski
Seconded by: Jay Bieszke

For: ALL
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Convene into Open Session at 8:08 p.m.

Moved by: Mark Brzezinski
Seconded by: Ruth Kim

For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

ADJOURNMENT

MOVE TO: Adjourn the meeting at 8:10 p.m.

Moved by: Mark Brzezinski
Seconded by: Ruth Kim

For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED