The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for September was postponed to Tuesday, September 8, 2015. 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
Ann Garriott, ARC Member
A.J. Brasseur, ARC Member
Jay Bieszke, ARC Member

ARC Members Absent:
Ruth Kim, ARC Member
Karen Diener, ARC Member

Others in Attendance:
Meghan Marville, Covenants Administrator, CMC

MOVE TO: Start with applications for the residents who are present.
Moved by: Mark Brzezinski
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

RESIDENT’S OPEN FORUM
None present.

APPROVAL OF ARC MINUTES
MOVE TO: Approve the August 4, 2015 ARC meeting minutes as presented.
Moved by: Mark Brzezinski
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>
<tbody>
<tr>
<td>19-15</td>
<td>246 Murtha</td>
<td>Tree Replacement</td>
<td>APPROVED: as submitted. Moved by: Mark Brzezinski&lt;br&gt;Seconded by: AJ Brasseur&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>20-15</td>
<td>274 Murtha</td>
<td>Tree Replacement</td>
<td>APPROVED: as submitted. Moved by: AJ Brasseur&lt;br&gt;Seconded by: Mark Brzezinski&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>15-56</td>
<td>5246 Brawner</td>
<td>Add Brick Pavers/Stain Deck and Fence</td>
<td>APPROVED: as submitted. Moved by: Ann Garriott&lt;br&gt;Seconded by: Jay Bieszke&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>15-57</td>
<td>192 Martin</td>
<td>Replace Roof</td>
<td>APPROVED: as submitted. Moved by: Jay Bieszke&lt;br&gt;Seconded by: AJ Brasseur&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>15-58</td>
<td>4919 Waple</td>
<td>Landscaping</td>
<td>APPROVED: with the stipulation that the decorative bench be presented in a separate application. Moved by: AJ Brasseur&lt;br&gt;Seconded by: Jay Bieszke&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>15-59</td>
<td>5133 Gardner</td>
<td>Landscaping</td>
<td>APPROVED: as submitted. Moved by: Ann Garriott&lt;br&gt;Seconded by: Jay Bieszke&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>15-60</td>
<td>5013 Barbour</td>
<td>Replace Roof</td>
<td>APPROVED: as submitted. Moved by: Ann Garriott&lt;br&gt;Seconded by: Mark Brzezinski&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>15-61</td>
<td>243 Somervelle</td>
<td>Replace deck doors</td>
<td>APPROVED: as submitted. Moved by: Mark Brzezinski&lt;br&gt;Seconded by: Jay Bieszke&lt;br&gt;Against: NONE&lt;br&gt;Abstentions: NONE&lt;br&gt;Motion: PASSED</td>
</tr>
<tr>
<td>Case</td>
<td>Address</td>
<td>Item</td>
<td>Decision</td>
</tr>
<tr>
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</tr>
<tr>
<td>15-63</td>
<td>4916 Waple</td>
<td>Add vent to rear of home</td>
<td>APPROVED: with the stipulation that the vent must match the siding. Moved by: Mark Brzezinski Seconded by: Ann Garriott Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
<tr>
<td>15-68</td>
<td>5051 Minda</td>
<td>Gutters</td>
<td>APPROVED: as submitted. Moved by: Mark Brzezinski Seconded by: Jay Bieszke Against: NONE Abstentions: NONE Motion: PASSED</td>
</tr>
</tbody>
</table>
15-70  232 CSB  Landscaping  APPROVED: as submitted.  
Moved by: AJ Brasseur  
Seconded by: Mark Brzezinski  
Against: NONE  
Abstentions: NONE  
Motion: PASSED

Moved by: AJ Brasseur  
Seconded by: Ann Garriott  
Against: NONE  
Abstentions: NONE  
Motion: PASSED

15-72  5028 Gardner  Deck  APPROVED with Stipulation: that new matching color be approved.  
Moved by: All  
Email Vote  
Against: NONE  
Abstentions: NONE  
Motion: PASSED

Moved by: Jay Bieszke  
Seconded by: AJ Brasseur  
Against: NONE  
Abstentions: NONE  
Motion: PASSED

15-74  5011 Barbour  Replace Roof  APPROVED: as submitted.  
Moved by: Mark Brzezinski  
Seconded by: AJ Brasseur  
Against: NONE  
Abstentions: NONE  
Motion: PASSED

DISCUSSION, INFORMATION & ACTION TOPICS

A.  DMS Edits
   Discussed edits to Deck and Fence Staining policy, have draft language to present to BOD at next meeting.

Covenants Report
   ➢ The number of Comprehensive Inspections performed for September 2015 was 0.
   ➢ The number of Resale Inspections performed in September 2015 was 5.
   ➢ For the month of September 2015 a total of 42 violation letters were sent.
   ➢ Currently Association has 511 total open violations for 2015.
   ➢ The next meeting of the Architectural Review Committee is on October 13, 2015.
   ➢ As of September 2015 there were 74 applications submitted, of which 66 were approved.

EXECUTIVE SESSION
MOVE TO: Convene into Executive Session at 8:17 p.m.
Moved by: Mark Brzezinski  
Seconded by: Ann Garriott
For: ALL  
Against: NONE  
Abstentions: NONE

**MOTION: PASSED**

Discussed possible fines and appeals.

**MOVE TO: Convene into Open Session at 8:21 p.m.**

Moved by: AJ Brasseur  
Seconded by: Mark Brzezinski  
For: ALL  
Against: NONE  
Abstentions: NONE

**MOTION: PASSED**

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

- Account 348-0520; on 7/27/15, 8/1/15  
- Account 399-1459; on 7/31/15, 7/31/15  
- Account 336-1827; on 8/10/15  
- Account 313-1141; on 7/31/15  
- Account 306-1774; on 8/1/15

Moved by: Mark Brzezinski  
Seconded by: Ann Garriott  
Against: NONE  
Abstentions: NONE

**Motion: PASSED**

**MOVE TO: Approve the monetary charge of $10 (per day until abated) plus administrative cost ($6.74 postage) for recommended fines for failure to comply with the association policies and direction:**

- Account 207-4801; starting 8/10/15

Moved by: Mark Brzezinski  
Seconded by: Ann Garriott  
Against: NONE  
Abstentions: NONE

**Motion: PASSED**

**ADJOURNMENT**

**MOVE TO: Adjourn the meeting at 8:26 p.m.**

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

MOTION: PASSED

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