MEETING MINUTES
CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE
Tuesday, November 3, 2015

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for November was held Tuesday, November 3, 2015. The meeting was called to order at 6:54 p.m. in the Cameron Station Clubhouse Henderson Room with a quorum present.

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

ARC Members Absent:
Karen Diener, ARC Member
A.J. Brasseur, ARC Member

Others in Attendance:
Meghan Marville, Covenants Administrator, CMC
Jon Dellaria, CSCA BOD Liason

RESIDENT’S OPEN FORUM
None present.

APPROVAL OF AGENDA
MOVE TO: Begin with applications for residents who are present.
Moved by: Ruth Kim
Seconded by: Mark Brzezinski
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

APPROVAL OF ARC MINUTES
MOVE TO: Approve the October 13, 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>21-15</td>
<td>164 Comay</td>
<td>Tree Replacement</td>
<td>APPROVED: to replace as submitted. Moved by: Jay Bieszke</td>
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<td></td>
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<td>Seconded by: Ruth Kim</td>
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<td>Against: NONE</td>
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<td>Abstentions: NONE</td>
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<td>Motion: PASSED</td>
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<tr>
<td>15-83</td>
<td>5160 Brawner</td>
<td>Replace Garage Door</td>
<td>APPROVED: as submitted.</td>
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<td>Moved by: Mark Brzezinski</td>
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<td>Seconded by: Jay Bieszke</td>
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<td>Against: NONE</td>
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<td>Abstentions: NONE</td>
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<td>Motion: PASSED</td>
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<tr>
<td>15-84</td>
<td>5000 Grimm</td>
<td>Landscaping/Hardscaping</td>
<td>APPROVED: with stipulation that cobbles of front stoop must remain the same.</td>
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<td>Moved by: Ruth Kim</td>
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<td>Seconded by: Mark Brzezinski</td>
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<td>Against: NONE</td>
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<td>Abstentions: NONE</td>
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<td>Motion: PASSED</td>
</tr>
<tr>
<td>15-85</td>
<td>4924 Donovan</td>
<td>Awning</td>
<td>APPROVED: as submitted except Rodanthe Sunrise is not an approved color.</td>
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<td>Moved by: Ruth Kim</td>
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<td>Seconded by: Mark Brzezinski</td>
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<td>Abstentions: NONE</td>
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<td>Motion: PASSED</td>
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DISCUSSION, INFORMATION & ACTION TOPICS

A. Parking Policy Edits
   ARC was presented with parking policy including combined notes for suggested changes to review and discuss at the next meeting.

B. DMS Edits – Signs, Railing Colors/Application
   Discussed possible change in language to Signs portion of DMS. Decided to wait to discuss again at next meeting.

C. Ratify Email Vote for Application #15-82
   MOVE TO: Ratify the unanimous email vote to approve this application as submitted.
   Moved by: Mark Brzezinski
   Seconded by: Ruth Kim
   For: ALL
Covenants Report
- The number of Comprehensive Inspections performed for November 2015 was 26.
- The number of Resale Inspections performed in November 2015 was 6.
- For the month of November 2015 a total of 36 violation letters were sent.
- Currently Association has 582 total open violations for 2015.
- The next meeting of the Architectural Review Committee is on December 2, 2015.
- As of November 2015 there were 105 applications submitted, of which 93 were approved.

EXECUTIVE SESSION
MOVE TO: Convene into Executive Session at 7:32 p.m.
Moved by: Mark Brzezinski
Seconded by: Jay Bieszke
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

Discussed possible fines.

MOVE TO: Convene into Open Session at 7:40 p.m.
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 ($6.74 postage) for recommended fines for failure to comply with the association policies and direction as discussed:

- Account 239-5580; on 10/16/15
- Account 265-4360; on 10/16/15
- Account 372-0206; on 10/16/15
- Account 336-1827; on 9/12/15, 10/24/15
- Account 382-5826; on 9/12/15
- Account 354-9283; on 10/19/15
- Account 205-1439; on 10/1/15

Moved by: Jay Bieszke
Seconded by: Mark Brzezinski
Against: NONE
Abstentions: NONE
Motion: PASSED

MOVE TO: Warn account #397-2685 that they have until 1 December 2015 to remedy their violation before $10/day fines will be imposed.
Moved by: Jay Bieszke
Seconded by: Mark Brzezinski
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

ADJOURNMENT
MOVE TO: Adjourn the meeting at 7:50 p.m.
Moved by:
Seconded by:
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

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