MEETING MINUTES
CAMERON STATION COMMUNITY ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE

Tuesday, June 5, 2012

The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for June was held on Tuesday, June 5, 2012. The meeting was called to order at 7:00 pm by Craig Wiesen in the Cameron Club Henderson Room.

ARC Members in Attendance:  
Craig Wiesen, ARC Chair  
Brian Sundin, ARC Vice Chair  
Ruth Kim, ARC Member  
Elizabeth McAlee, ARC Member  
Michael Mayes, ARC Member  
Matthew Grimm, ARC Member

Members Absent:  
Karen Diener, ARC Member

Others in Attendance:  
Mary Meghan Flynn, Assistant Community Manager, CMC

Resident’s in Attendance:  
Donna Dymon  
Lisa Marie Hatcher  
Jeff Powers  
Jim Hooley  
Neal Henson  
Keith Moffatt  
Julie Painter

RESIDENT’S OPEN FORUM
One residence in attendance asked if the Architectural Review Committee to discuss and consider allowing the installation of swings behind garages that is not in an enclosed yard.

REVIEW OF EXTERIOR MODIFICATION APPLICATIONS FOR RESIDENTS THAT ARE PRESENT WITH REMAINING APPLICATIONS TO FOLLOW
All action on Exterior Alteration Applications will reflect abstention (AB) and nay/opposing (N) votes including the members casting these votes.

*Applications received less than ten days before the regularly scheduled ARC meeting may be deferred until the following meeting. Incomplete applications will be returned.*

<table>
<thead>
<tr>
<th>App#</th>
<th>Address</th>
<th>Modification Request</th>
<th>ARC Action / Votes</th>
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Approved on 7/10/12
<table>
<thead>
<tr>
<th>Case #</th>
<th>Address</th>
<th>Type of Work</th>
<th>Action Taken</th>
<th>Motion: Passed</th>
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<tbody>
<tr>
<td>12-039</td>
<td>5233 Harold Secord Street</td>
<td>Front yard landscaping wall</td>
<td>Application approved with the contingency that the CAC approves the portion of the wall that extends into common area.</td>
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<td>Moved by: Craig Wiesen</td>
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<td>Seconded by: Ruth Kim</td>
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<td>For: ALL</td>
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<td>Against: NONE</td>
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<td>Abstentions: None</td>
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<tr>
<td>12-041</td>
<td>371 &amp; 373 Cameron Station Boulevard</td>
<td>Back yard landscaping (joint project)</td>
<td>Application was approved as submitted.</td>
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<td>Moved by: Brian Sundin</td>
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<td>Seconded by: Matthew Grimm</td>
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<td>Abstentions: None</td>
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<tr>
<td>12-047</td>
<td>5195 Brawner Place</td>
<td>Front yard landscaping wall</td>
<td>Approved application with stipulations</td>
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<td>ARC approved the application with the stipulation that should the owner at 5197 Brawner ask that the wall which slightly encroaches on to their property ask for it to be moved back, that the owner of 5195 comply with the request.</td>
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<td>Moved by: Elizabeth McAlee</td>
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<td>Seconded by: Ruth Kim</td>
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<td>For: Elizabeth McAlee, Ruth Kim, Brian Sundin, Craig Wiesen</td>
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<td>Against: NONE</td>
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<td>Abstentions: Matthew Grimm, Michael Mayes</td>
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<td>Motion: Passed</td>
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<tr>
<td>12-030</td>
<td>5142 Brawner Place</td>
<td>Front yard landscaping wall</td>
<td>Approved application with stipulations</td>
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<td>ARC approved the application with the stipulation that homeowner will remove any portion of the materials that may encroach on to the property of 5144 Brawner if the owners make such a request.</td>
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<td>Moved by: Ruth Kim</td>
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<td>Seconded by: Brian Sundin</td>
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<td>Against: Michael Mayes</td>
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<td>Abstentions: None</td>
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<td>Motion: Passed</td>
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<td>Case</td>
<td>Address</td>
<td>Project</td>
<td>Decision</td>
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| 12-037 | 5095 Donovan Drive | Front yard edging               | **Approved application as submitted**
  
  Moved by: Brian Sundin
  
  Seconded by: Matthew Grimm
  
  For: ALL
  
  Against: NONE
  
  Abstentions: None
  
  Motion: Passed |
| 12-042 | 5023 Waple Lane    | Window and siding replacement    | **Approved application as submitted**
  
  Moved by: Elizabeth McAlee
  
  Seconded by: Ruth Kim
  
  For: ALL
  
  Against: NONE
  
  Abstentions: None
  
  Motion: Passed |
| 12-040 | 258 Murtha Street  | Exterior roof vent               | **Approved application as submitted**
  
  Moved by: Ruth Kim
  
  Seconded by: Elizabeth McAlee
  
  For: ALL
  
  Against: NONE
  
  Abstentions: None
  
  Motion: Passed |
| 12-043 | 326 Cameron Station Boulevard | Front yard landscaping wall | **Request for more information**
  
  The ARC requested a written statement from the owner of 324 Cameron Station Blvd., advising that they agree to have the proposed landscaping wall encroach on to a portion of their flower bed. The ARC agreed that they would only be able to approve this application as is if such a document is submitted.
  
  Moved by: Elizabeth McAlee
  
  Seconded by: Ruth Kim
  
  For: ALL
  
  Against: NONE
  
  Abstentions: None
  
  Motion: Passed |
| 12-044 | 262 Cameron Station Boulevard | Front yard landscaping wall | **Approved application with stipulations**
  
  The ARC approved this application with the stipulation that all modifications would remain within the homeowner’s property line.
  
  Moved by: Michael Mayes
  
  Seconded by: Ruth Kim
  
  For: ALL
  
  Against: NONE
  
  Abstentions: None |
<table>
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<tr>
<th>Motion: Passed</th>
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<tr>
<th>12-045</th>
<th>5246 Bessley Place</th>
<th>Exterior Decorative Lights</th>
<th>Application was denied</th>
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<tbody>
<tr>
<td>The ARC denied this application as they found the request for the lights not to be compatible with the architectural characteristics of the community.</td>
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<td>Moved by: Michael Mayes</td>
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<td>Seconded by: Ruth Kim</td>
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<td>For: ALL</td>
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<td>Against: NONE</td>
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<td>Abstentions: None</td>
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<tr>
<th>12-046</th>
<th>202 Martin Lane</th>
<th>Paver installation</th>
<th>Approved application with stipulations</th>
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<tbody>
<tr>
<td>This application was approved with the stipulation that the installation of the flagstone pavers within the flagstone wall in the rear garden area will only be used for landscaping purposes.</td>
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<td>Moved by: Elizabeth McAlee</td>
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<td>For: Elizabeth McAlee, Michael Mayes, Matthew Grimm, Ruth Kim</td>
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<td>Against: Brian Sundin</td>
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<tr>
<td>Abstentions: None</td>
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**Move To: Approve the April ARC Meeting Minutes from May 1, 2012**

Moved by: Ruth Kim
Seconded by: Michael Mayes
For: ALL
Against: NONE
Abstentions: NONE
**MOTION: PASSED**

**Move To: Ratify the electronic approval of Application # 12-035**

Moved by: Ruth Kim
Seconded by: Brian Sundin
For: ALL
Against: NONE
Abstentions: NONE
**MOTION: PASSED**
Brian Sundin reported a list of violations that he has witnessed throughout the community to Management.

**BOARD MEETING UPDATES**
Mary Meghan Flynn, Assistant Community Manager, CMC, updated the ARC on the upcoming Cameron Club renovations.

**ARC DISCUSSION TOPICS AND VOTING MOTIONS**
The ARC discussed a topic that was raised at the May Board Meeting regarding swings installed behind garages that are not in an enclosed area which is not in compliance with the CSCA Design & Maintenance Standards. The Board asked the ARC to discuss the idea of changing the DMS to state that swings would be allowed to be installed in front of garages that are not in an enclosed yard. The ARC did not agree with changing this provision in the DMS. Members felt that the manner in which some swings throughout the community that have already been installed in areas that are not in an enclosed area poses a safety hazard as they are installed directly in front of garage doors as well in front of alley ways where cars are driving. The ARC also felt that it would be difficult to enforce the type of swing that is allowed and whether they would be installed properly.

**EXECUTIVE SESSION**

*Move To: Enter Executive Session at 9:10 pm*
 Moved by: Michael Mayes
 Seconded by: Brian Sundin
 For: ALL
 Against: NONE
 Abstentions: NONE
 **MOTION: PASSED**

*Move To: Exit Executive Session at 9:20 pm*
 Moved by: Michael Mayes
 Seconded by: Ruth Kim
 For: ALL
 Against: NONE
 Abstentions: NONE
 **MOTION PASSED**

**MONETARY LETTER REQUEST APPROVALS**

*Move To: Approve the Monetary Letter Request Approvals*

**Parking Violation**
(Approved for $50.00 per infraction plus administrative costs)

- Account # 00306-6740
- Account # 00309-6464
- Account # 00363-4282
- Account # 00335-7064
- Account # 00275-7474
- Account # 00303-4387
- Account # 00205-0333
Account # 00234-2193

**Property Maintenance**
(Approved for $50.00 per infraction plus administrative costs-Trash)

Account # 00205-5613

**Property Maintenance**
(Approved for $10.00 per day for up to 90 days plus administrative costs)

Account # 00205-2098
Account # 00282-6826
Account # 00205-0236

Moved by: Elizabeth McAlee
Seconded by: Brian Sundin
For: ALL
Against: NONE
Abstentions: NONE
**MOTION PASSED**

**Management Report**
The number of open violations the Association has as of 6/1/12 is 137. This is up from 4/26/12 by 42.

**Move To: Adjourn at 9:22 pm**
Moved by: Elizabeth McAlee
Seconded by: Matthew Grimm
For: ALL
Against: NONE
Abstentions: NONE
**MOTION PASSED**

Minutes prepared by: Mary Meghan Flynn, Assistant Community Manager