The regularly scheduled monthly meeting of the Architectural Review Committee (ARC) for December was held on Tuesday, December 12, 2012. The meeting was called to order at 7:02 pm by Craig Wiesen in the Alexandria Police Department meeting room.

ARC Members in Attendance:
Craig Wiesen, ARC Chair
Elizabeth McAlee, ARC Member
Ruth Kim, ARC Member
Michael Mayes, ARC Member

ARC Members Absent:
Brian Sundin, ARC Vice Chair
Karen Diener, ARC Member
Matthew Grimm, ARC Member

Others in Attendance:
Bethany Lammers, Covenants Administrator, CMC

APPROVAL OF AGENDA
Move To: I move to approve the agenda with the following amendment:
- Review the exterior modification applications for residents that are present with remaining applications to follow.
Moved by: Elizabeth McAlee
Seconded by: Ruth Kim
For: ALL
Against: NONE
Abstentions: NONE
MOTION: PASSED

<table>
<thead>
<tr>
<th>App#</th>
<th>Address</th>
<th>Modification Request</th>
<th>ARC Action / Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-67</td>
<td>5009 Donovan Dr</td>
<td>External Vent</td>
<td>Application was approved as submitted.</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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<td></td>
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<td>Motion: Passed</td>
</tr>
<tr>
<td>Case #</td>
<td>Address</td>
<td>Application Type</td>
<td>Description</td>
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<tr>
<td>12-70</td>
<td>5009 Donovan Dr</td>
<td>Deck Replacement</td>
<td>Application was approved as submitted. Moved by: Michael Mayes Seconded by: Craig Wiesen For: ALL Against: NONE Abstentions: None Motion: Passed</td>
</tr>
<tr>
<td>12-68</td>
<td>210 Martin Ln</td>
<td>Storm Door</td>
<td>Deny the application as submitted-crossbar on storm door not approved. Moved by: Michael Mayes Seconded by: Elizabeth McAlee For: ALL Against: NONE Abstentions: Ruth Kim Motion: Passed</td>
</tr>
<tr>
<td>12-69</td>
<td>5231 Tancreti Ln</td>
<td>Storm Door</td>
<td>Application approved as submitted with the stipulation that the proposed trim of the door matches the surrounding trim of the rear door. Moved by: Michael Mayes Seconded by: Ruth Kim For: ALL Against: NONE Abstentions: NONE Motion: Passed</td>
</tr>
</tbody>
</table>

**RESIDENT OPEN FORUM**
None.

**APPROVAL OF MINUTES-October 2, 2012**
Move To: Approve the October ARC Meeting Minutes from October 2, 2012 as presented. Moved by: Michael Mayes Seconded by: Ruth Kim For: ALL Against: NONE Abstentions: NONE MOTION: PASSED

**DISCUSSION, INFORMATION & ACTION TOPICS**
Ratify Motion made by email vote for 109 Martin Lane; app# 12-66
Ratify motion made by email vote:
“I move to approve the Exterior Modification Application for 109 Martin Lane for the replacement of the existing red metal roof with the stipulation that the Homeowner use a shingle that matches the adjoining roofs in color.”
Modifications of the CSCA Design & Maintenance Standards Discussion
Revisions to the Design & Maintenance Standards were discussed. The DMS will be edited with the discussed revisions and presented again at the January ARC meeting for further review.

MANAGEMENT REPORT
The number of open violations the Association has as of 10/31/2012 is 128.

ADJOURNMENT
Move To: Adjourn at 9:16 pm
Moved by: Ruth Kim
Seconded by: Elizabeth McAlee
For: ALL
Against: NONE
Abstentions: NONE
MOTION PASSED

Minutes prepared by: Bethany Lammers, Covenants Administrator