

**South Riding Proprietary  
Covenants Committee Meeting Minutes  
February 11, 2015 6:30 pm**

A meeting of the South Riding Proprietary Covenants Committee was convened this day.

**MEMBERS PRESENT:**

Craig Garant, Chair  
Stephen Faseru  
Karen MacDowell  
Joanne Salazar  
Gary Smith (Board Liaison)

**STAFF PRESENT:**

Kristi Felouzis, CMCA, AMS, Covenants Manager  
Grace Hogue, Covenants Inspector

**OTHERS PRESENT:**

A home owner was in attendance to voice concerns regarding an application to install play equipment.

**ABSENT:**

Julia Mathers  
Note: unanimous votes exclude absent Committee members

**CALL TO ORDER**

Mr. Garant called the meeting to order at 6:35 P.M. and asked if anyone would be recording the meeting. No one reported recording.

**APPROVAL OF MINUTES**

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to approve the Minutes from the January 14, 2015 meeting as presented. The motion **PASSED** (2-0-1). Mr. Garant abstained and Mr. Faseru arrived after the vote on this motion.

**BOARD/COMMITTEE/STAFF REPORTS**

Committee Chair Report

There was no report.

Board Liaison Report

There was no report.

Staff Report

Revisions to the Covenants Committee Charter will go before the Board of Directors. Staff has recommended that the meeting quorum requirements be updated.

**OWNER APPLICATIONS FOR REVIEW/DECISION**

Address: 25577 Arthur Place

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **approve** the application to install a screened porch, portico, and patio and update the front walkway as stipulated in the approval letter. The motion **PASSED** unanimously.

Address: 25904 Donovan Drive

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **approve** the application to install a fence as stipulated in the approval letter. The motion **PASSED** unanimously.

Address: 42438 Longacre Drive

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **defer** for additional information the application to install a screened porch. The motion **PASSED** unanimously.

Address: 42486 Longacre Drive

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **deny** the application to install a fence. The motion **PASSED** unanimously.

Address: 42490 Longacre Drive

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **approve** the application to install a deck. The motion **PASSED** unanimously. Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **deny** the application to install a fence. The motion **PASSED** unanimously.

Address: 43075 Holly Tree Lane

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **approve** the application to install a fence as stipulated in the approval letter.

Address: 43244 Lighthouse Place

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **approve** the application to install a fence as stipulated in the approval letter.

Address: 43344 St. Andrews Street

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **deny** the application to leave grids out of garage windows. The motion **PASSED** unanimously.

Address: 43373 Chorley Wood Street

Ms. Salazar **MOVED** and Mr. Faseru **SECONDED** to **approve** the application to install a new patio, walkway and railing on walk-up. Ms. MacDowell abstained, the motion **PASSED 3-0-1**.

Address: 43417 Mink Meadows Street

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to **defer** the application to replace garage doors. The motion **PASSED** unanimously.

#### **EXECUTIVE SESSION**

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to enter Executive Session at 7:40 pm to discuss appeals and rules hearings. The motion **PASSED** unanimously.

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to exit Executive Session at 7:42 pm. The motion **PASSED** unanimously.

**ACTION TAKEN POST EXECUTIVE SESSION**

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to approve the Consent Agenda as recommended by staff. The motion **PASSED** unanimously.

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to nominate Kip Lowe to the Covenants Committee. The motion **PASSED** unanimously.

**MATTERS FOR DISCUSSION**

Discussed the various scopes of work that would require the \$1,300.00 deposit to cover the cost of an Independent Consultant as outlined in the SRP Design & Maintenance Standards as well as the article in the SRP magazine.

**ADJOURNMENT**

Ms. Salazar **MOVED** and Ms. MacDowell **SECONDED** to adjourn the meeting at 8:00 p.m.

The next meeting will be held at Town Hall on March 11, 2015 at 6:30 p.m.

Signed:  \_\_\_\_\_  
Craig Garant, Covenants Committee Chair

Date Approved: 3/11/2015