

**South Riding Proprietary  
Covenants Committee Meeting Minutes  
March 9, 2016 6:30 pm**

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

**MEMBERS PRESENT:**

Karen MacDowell, Vice Chair  
Stephen Faseru  
Julia Mathers  
Gary Smith (Board Liaison)  
Kip Lowe  
Andrea Arvelos  
Pat Himes

**STAFF PRESENT:**

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

**OTHERS PRESENT:**

Homeowners present for their requested hearing with the Covenants Committee.

**ABSENT:**

Craig Garant

**CALL TO ORDER**

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

**RESIDENT COMMENT**

None

**APPROVAL OF MINUTES**

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to approve the Minutes from the February 10, 2016 meeting. The motion **PASSED** 6-0-0.

**BOARD/COMMITTEE/STAFF REPORTS**

Committee Chair Report

Mr. Garant regretfully resigned his position with the Committee via email sent earlier in the day.

Board Liaison Report

Mr. Smith reported that the Board accepted the Committee's nomination and re-appointed Mr. Lowe to the Committee. The Board also reviewed the Draft fence standards which are out for owner input.

Staff Report

Staff discussed running an efficient meeting.

**MEMBER POSITIONS ON THE COMMITTEE**

Mr. Himes **MOVED** and Ms. Mathers, **SECONDED** to nominate Ms. MacDowell as the Covenants Committee Chair. The motion **PASSED** unanimously.

Ms. MacDowell **MOVED** and Ms. Mathers, **SECONDED** to nominate Mr. Himes as the Covenants Committee Vice Chair. The motion **PASSED** unanimously.

**OWNER APPLICATIONS FOR REVIEW/DECISION**

\*\*\*Please see the Covenants Committee Application Decisions, entered as Exhibit 1.

**EXECUTIVE SESSION**

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to enter Executive Session at 7:50 pm to discuss rules hearings. The motion **PASSED** unanimously.

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to exit Executive Session at 7:52 pm. The motion **PASSED** unanimously.

**ACTION TAKEN POST EXECUTIVE SESSION**

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to approve the Consent Agenda as recommended by staff. The motion **PASSED** unanimously.

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to uphold the Covenants Department decision regarding the maintenance items appealed before the Committee. The motion passed unanimously.

**MATTERS FOR DISCUSSION**

Committee members submitted surveys they were asked to complete regarding their satisfaction with their service and input on strategic plans for the future.

The Committee will be holding two meetings per month in April, May and June.

**ADJOURNMENT**

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to adjourn the meeting at 7:55 p.m.

The next meeting will be held at South Riding Center April 13, 2016 at 6:30 p.m.

Signed:   
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Karen MacDowell, Covenants Committee Chair

Date Approved: April 13, 2016

**EXHIBIT 1**  
**COVENANTS COMMITTEE APPLICATION DECISIONS**  
**March 9, 2016 MEETING**

ADDRESS	PROJECT(S)	MOTION	DECISION
25241 Easterwood Lane	Porch Floor Decking/ Walkway	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as presented.	The motion PASSED unanimously.
25271 Ivory Lane	Replace Wood Deck w/Composite	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as presented.	The motion PASSED unanimously.
25324 Fairbanks Place	Monticello Arch Fence w/1 gate	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
25412 Herring Creek Drive	Existing Basketball Goal on Driveway	Mr. Himes MOVED and Mr. Faseru SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
25508 Heathfield Circle	Stamped Concrete Patio w/Seat Wall, Fire Pit and New Fence	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
25621 America Square	Wood Deck, Natural Stain Color	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
25738 Donegal Drive	Sun Room	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
25888 Quinlan Street	Mt. Vernon Dip Fence w/3 Gates	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application (Alternate Option #2) as stipulated in the approval letter.	The motion PASSED unanimously.
26016 Iverson Drive	Patio w/Seat Wall and Fire Pit	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
26110 Nimbleton Square	Stain Fence and Stair Door/ New Deck and Patio	Mr. Himes MOVED and Mr. Lowe SECONDED to Deny the Deck as presented. Mr. Himes MOVED and Mr. Lowe SECONDED to approve Fence Stain, Stair Door Stain and Patio as stipulated in the letter.	The motion PASSED unanimously.
42461 Mandolin Street	Front Walk and Stoop Redo w/Pavers-Storm Door- Remove 6 Shrubs	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
42478 Longacre Drive	Pickett Fence w/2 Gates	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
42652 Jolly Lane	Plant 17 Green Giant Trees	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
42819 Freedom Street	Deck Replacement	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as presented.	The motion PASSED unanimously.
42991 Golf View Drive	Resubmit (from Feb. meeting) Front Door Color Change	Mr. Himes MOVED and Mr. Lowe SECONDED to deny the Application as presented.	The motion PASSED unanimously.
43639 Oleary Lane	Existing Shed	Mr. Lowe MOVED and Mr. Himes SECONDED to approve the Application with a variance as exists.	The motion PASSED 4-0-2 Ms. MacDowell and Ms. Mathers opposed.
43635 Mink Meadows St.	Black Aluminum Fence	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application with a variance as presented.	The motion PASSED unanimously.