

**South Riding Proprietary  
Covenants Committee Meeting Minutes  
March 19, 2014 6:30 pm**

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

**MEMBERS PRESENT: Craig Garant, Chair; Dario Valli, Vice-Chair; Kellee Herrera**

**STAFF PRESENT:**

Rebecca Lyons, Director of Facilities and Community Service, Jennifer Burke, Covenants Inspector; Kelana Latimer, Covenants Inspector

**OTHERS PRESENT:**

Various residents

**ABSENT:** Stephen Faseru, Barath Prabhakaran, Karen MacDowell, Ram Kuppuswami

Note: unanimous votes exclude absent Committee members

**CALL TO ORDER**

Mr. Garant called the meeting to order at 6:41 P.M.

**RESIDENT COMMENT PERIOD**

No resident comments

**APPROVAL OF MINUTES**

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to approve the minutes from the 12/11/13 as presented.

The motion **PASSED** unanimously. Mr. Garant abstained.

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to approve the minutes from the 1/15/14 as presented.

The motion **PASSED** unanimously. Mr. Garant abstained.

Mr. Garant **MOVED** and Mr. Valli **SECONDED** to approve the minutes from the 2/12/14 as presented.

The motion **PASSED** unanimously. Ms. Herrera abstained

**BOARD/COMMITTEE/STAFF REPORTS**

**Committee Chair Report**

Mr. Garant recommended adjustments to the committee decision sheet.

**Board Liaison Report**

Mr. Kuppuswami was not present.

Staff Report

Ms. Lyons has nothing outside the agenda to report.

**OWNER APPLICATIONS FOR REVIEW/DECISION**

Ms. Herrera **MOVED** and Mr. Valli **SECONDED** to approve the Madame Curie Daycare sign as submitted.

The motion **PASSED** unanimously.

Address: 25959 KREBS LANE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a pool/spa and a fence as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 25188 LARKS TERRACE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a composite deck as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 25223 LARKS TERRACE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **deny** the application for a resin storage shed as it did not meet the Design & Maintenance standards. The motion **PASSED** unanimously.

Address: 25234 CROSSFIELD DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for an egress window as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 25279 KENNEBEC DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for screened porch, deck and stairs as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 25473 FARM NECK COURT

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application to resurface existing deck with composite material, add patio with sitting wall and fire pit as stipulated in the approval letter. The motion **PASSED** unanimously.

Address: 25489 BERESFORD DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **deny** the application for a shed as it did not meet the Design & Maintenance standards.

The motion **PASSED** unanimously.

Address: 25588 CREEKMORE TERRACE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **defer** the application for a deck with stairs.  
The motion **PASSED** unanimously.

Address: 25794 DONEGAL DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a fence with stairs as stipulated in the approval letter.  
The motion **PASSED** unanimously.

Address: 25904 FLINTONBRIDGE DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for removal of three trees as stipulated in the approval letter.  
The motion **PASSED** unanimously.

Address: 25945 HARTWOOD DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **defer** the application to replace existing deck with sunroom, add two car garage addition.  
The motion **PASSED** unanimously.

Address: 25960 PRIESTERS POND DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a composite deck with stairs as stipulated in the approval letter.  
The motion **PASSED** unanimously.

Address: 26040 IVERSON DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for tree removal as stipulated in the approval letter.  
The motion **PASSED** unanimously.

Address: 26066 KIMBERLY ROSE DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a composite deck and storm door as stipulated in the approval letter and to **defer** the landscape border.  
The motion **PASSED** unanimously.

Address: 26098 SARAZEN DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application to add a ground level wood deck and planting of 6 trees as stipulated in the approval letter.  
The motion **PASSED** unanimously.

Address: 26170 LANDS END DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for tree removal as stipulated in the approval letter.  
The motion **PASSED** unanimously.

Address: 26187 LANDS END DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for fence addition as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 42460 FLEMMING DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the revised application for a shed as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 42530 NEIGHBORLY LANE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a composite deck as submitted.

The motion **PASSED** unanimously.

Address: 42756 SHALER DRIVE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a ground level wood deck as stipulated in the approval letter.

The motion **PASSED** unanimously.

Address: 43015 TIPPMAN PLACE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to **approve** the application for a patio and storm door as stipulated in the approval letter and to **defer** the front porch addition.

The motion **PASSED** unanimously.

Address: 43182 TUTHILL LANE

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to approve the application for roof shingle replacement and gutter and trim replacement as stipulated in the approval letter.

The motion **PASSED** unanimously.

### **EXECUTIVE SESSION**

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to enter Executive Session at 7:05 pm to discuss appeals and rules hearings.

Ms. Herrera **MOVED** and Mr. Valli **SECONDED** to exit Executive Session at 7:14 pm.

### **ACTION TAKEN POST EXECUTIVE SESSION**

Ms. Herrera **MOVED** and Mr. Valli **SECONDED** to approve the rules hearing

The motion **PASSED** unanimously.

Appeal - 25491 Beresford Drive – Ms. Miller - Black metal fence

Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to uphold the Committees original decision.

The motion **PASSED** unanimously.

**MATTERS FOR DISCUSSION**

Members Terms/Appointment- Mr. Valli **MOVED** and Ms. Herrera **SECONDED** to nominate Dario Valli, Craig Garant, Bharath Prabhakaran and Kellee Herrera for appointment to the Covenants Committee.

The Covenants Committee recommends to the board a 3 year appointment for committee members.


Review of Design & Maintenance Standards redline document- Ms. Lyons discussed having concentrated working sessions during meetings to allow more time to focus on the Design and Maintenance Standards.

Chadwick, Washington law firm will be presented at the April 23, 2014 meeting- The committee wants a confirmation that all members will be able to attend on this scheduled date.

**ADJOURNMENT**

Ms. Herrera **MOVED** and Mr. Valli **SECONDED** to adjourn the meeting at 8:25

The next meeting will be held at Town Hall on April 19, 2014 at 6:30 pm.

Signed:  Date Approved: 4/9/2014  
Craig Garant, Covenants Committee Chair