

**South Riding Proprietary  
Community Standards Committee Meeting Minutes  
January 11, 2017 6:30 pm**

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

**MEMBERS PRESENT:**

Karen MacDowell, Chair  
Gary Smith (Board Liaison)  
Kip Lowe  
Andrea Arvelos  
Julia Mathers (arrived 7:21 p.m.)  
Pat Himes, Vice Chair

**STAFF PRESENT:**

Kristi Felouzis, CMCA, AMS, Director of Community Standards  
Laydy Reyes, Community Resource Coordinator

**OTHERS PRESENT:**

None

**ABSENT:**

Ramesh Sheth  
Dave Smith

**CALL TO ORDER**

Ms. MacDowell called the meeting to order at 6:33 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 December 14, 2016 meeting. The motion **PASSED** 3-0-1. Ms. Mathers was not in attendance at the time the minutes were reviewed.

**BOARD/COMMITTEE/STAFF REPORTS**

Committee Chair Report

None

Board Liaison Report

None

Staff Report

February 8<sup>th</sup> meeting will be held at Town Hall; the Legal Review presentation will be at the March 8<sup>th</sup> meeting.

**OWNER APPLICATIONS FOR REVIEW/DECISION**

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

**MATTERS FOR DISCUSSION**

None.

**EXECUTIVE SESSION**

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to enter Executive Session at 7:36 pm to discuss rules hearings. The motion **PASSED** unanimously.

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to exit Executive Session at 7:38 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 approve the Hearing held in absentia as recommended by staff. The motion **PASSED** unanimously.

**MATTERS FOR DISCUSSION**

Members discussed the draft updates for the Design and Maintenance Standards: Garage Doors, Gazebos, Greenhouses, Gutters and Downspouts, Handicap Access Facilities, Holiday Decorations and Lighting, Hot Tubs and Spas, House Number Address Signs, Kitchens (Outdoor), Landscape Borders, Landscape Plantings and Lighting.

**ADJOURNMENT**

Mr. Himes **MOVED** and Mr. Lowe, **SECONDED** to adjourn the meeting at 7:39 p.m.

The next meeting will be held at Town Hall, Wednesday February 8, 2017 at 6:30 p.m.

Signed:   
\_\_\_\_\_  
Karen MacDowell, Community Standards Committee Chair

Date Approved: February 8, 2017

**EXHIBIT 1**  
**COMMUNITY STANDARDS COMMITTEE APPLICATION DECISIONS**  
**January 11, 2017 MEETING**

ADDRESS	PROJECT(S)	MOTION	DECISION
25083 RIDING CENTER DRIVE	WALKWAY, BORDER/WALL , MISCELLANEOUS	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as presented.	The motion PASSED unanimously.
25609 CREEK RUN TERRACE	COVERED PORCH	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED 3-0-1, Ms. Arvelos abstained, Ms. Mathers was not present.
25915 SYLVIA LANE	FENCE, BASKETBALL GOAL	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the fence and basketball goal Application as stipulated in the letter.	The motion PASSED unanimously.
26091 GLASGOW DRIVE	PATIO, WALKWAY, STAIRS: ALL	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as stipulated in the approval letter.	The motion PASSED unanimously.
42329 MAGISTRATE COURT	SHED	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as presented.	The motion PASSED unanimously.
42485 UNICORN DRIVE	DECK	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application as presented.	The motion PASSED unanimously.
43164 VALIANT DRIVE	DECK, PERGOLA	Mr. Himes MOVED and Mr. Lowe SECONDED to approve the Application with a variance for the pergola height requirement as stipulated in the approval letter.	The motion PASSED unanimously.
43535 HYLAND HILLS STREET	MISCELLANEOUS/OTHER	Mr. Himes MOVED and Mr. Lowe SECONDED to deny the Application as presented.	The motion PASSED unanimously.