

LRR HOA Architectural Review Board

Meeting Minutes
February 22, 2010

Call to Order:

The regular meeting of the Architectural Review Board was called to order at 7:00 P.M. on February 22nd, 2010 in Recreation Center 1 by Katie McGovern, ARB Chairperson.

Present:

Katie McGovern
John Purvis
Chris Prichard
John Charters
Scott Randall

Not Present:

Colleen Kikis
Brien Looney

HOA Staff Present:

Steve Hurwitz
Kristen Higgins

A. Welcome

Opening comments and welcoming of guests was provided by Katie McGovern, Chairperson.

B. Resident Input

No Residents were present to provide input.

C. Approval of Minutes from the 18 January 2010 Meetings

Minutes for the 18 January 2010 Meeting were presented to the Board.

- Motion to Approve Minutes: **Katie McGovern**
- Seconded by: **John Charters**
- **Unanimously Approved**

D. HOA Staff Report

- 1) Schedule for Revitalization
 - a. Schedule Presented to ARB
 - b. Final processes being worked out by staff
 - c. Data accumulation will be per inspector
 - They will be able to use whatever method they choose
 - Data is canonicalized as it is put into the system by TOPS

LRR HOA Architectural Review Board

- d. Katie McGovern noted that Rock Brook is slated for later in the plan, but faces Compton
 - Will be moved to earlier in the schedule
- e. On Average, Inspectors are covering 400-500 homes per month
- f. Re-inspections are triggered by a date in TOPS
- 2) HOA Staff doing Revitalization Inspections would like to not have to do photos
 - a. Would these have a use for historical purposes or for violation purposes only
 - b. HOA staff wants to beg off "front door" photos of all homes
 - c. If we decide later it would be relatively easy to catch up
 - d. Decided to go one month into the inspections into and revisit
- 3) Violation letters will be more spartan than we had planned
 - a. No space for free form response from the home owner
 - b. Recommend no required response
 - c. Not sure we can compel a response from the home owner
 - d. Path for follow up with Violations will be
 - Violation notice
 - At 30 day 2nd Notice
 - In 15 days Notice of Hearing
 - 45 Days Total
 - e. HOA Staff do receive emails from Violation Letters
 - f. ARB wants to ensure there is constant communication
 - g. Vote to Approve/Reject the Amended Letters of Violation
 - Motion to Approve: **Katie McGovern**
 - Second: **John Charters**
 - Vote to Approve: **4** | Vote to Disapprove: **1**
 - Dissenting Member: **John Purvis**
- 4) Reviewed Violations Reports
 - a. Have closed over 120 to date
 - b. Change Next Action Dates to "Spring" if we are waiting for Spring for follow up on a Violation

E. ARB Applications

None

F. ARB Violations

None

G. New Business

- 1) Townhome Resident Forum/Resident Input
 - a. Heard from a Resident on Waterflow Place regarding Trees downed from snow storm
 - i. Giving full view of Deerfield Court
 - ii. Recommended replacing trees behind Waterflow Place with Hollys
 - iii. Inquired as to process for getting new trees planted

LRR HOA Architectural Review Board

- b. Heard from Resident with question on how to apply to have a tree removed that was knocked over during the snow storm

H. Old Business

- 1) Home Improvement Faire Update
 - a. Status of Applications
 - i. Kristen has 6 Applications
 - ii. John has 13 Applications
 - b. John suggested putting together a registry of participants
 - c. Mix of registrants so far is
 - i. Couple of Landscapers
 - ii. Painter
 - iii. Majority is General Contractors
 - d. John suggested putting together a package for Participants with Guidelines for the Event
 - e. Centreville HS will not be able to participate with the Mulch Sale
 - f. Discussed Advertising
 - i. Banner on Website
 - ii. Blast Email
 - iii. Signage
 - 1. John Purvis will donate stakes
 - 2. ARB will need to make the signs
 - iv. Use Rec Center Boards
- 2) Spring Revitalization Update
 - a. Color Palette is done for SFH
 - b. Mariam (from TH) has color palette from 1992
- 3) Newsletter Article Due March 10
 - a. Will be Revitalization Kick Off Article
 - b. Scott Randall will write

Adjournment:

Meeting was adjourned at 9:00 PM by Katie McGovern. The next ARB meeting will be at 7:00 PM on March 15, 2010 in Recreation Center 2.

- Motion to Adjourn: **Katie McGovern**
- Seconded by: **Scott Randall**
- **Unanimously Approved**

Minutes submitted by:

Chris Prichard – Recording Secretary, ARB

Approved by:

To Be Approved at the next ARB meeting