

***ARCHITECTURAL REVIEW COMMITTEE AGENDA***  
***January 3, 2023***  
***Administration Conference Room***

<b><u>ARC Meeting Agenda 1-3-23</u></b>					
<b>Public Comments</b>					
<b>Variances/Exceptions:</b>					
<b><u>Time</u></b>	<b><u>Sec/Lot</u></b>	<b><u>Address</u></b>	<b><u>Owner</u></b>	<b><u>Discussion</u></b>	<b><u>Comments</u></b>
1:05 p.m.	09/0200	19 Southwind Court	Sawdy	Exception to keep an RV parked on the property temporarily through April 2023.	<i>Approved</i>
1:25 p.m.	10/0586	39 King Richard Road	Grillo	Exception to build an addition on the rear of the home that will extend beyond the 35' rear building restriction line by approximately 5'.	<i>Approved</i>
<b>Violations:</b>					
<b><u>Time</u></b>	<b><u>Sec/Lot</u></b>	<b><u>Address</u></b>	<b><u>Owner</u></b>	<b><u>Discussion</u></b>	<b><u>Comments</u></b>
	01B/0457	60 Grand Port Road	Slater	Non-Compliance: Easement	<i>Final Letter then GM</i>
	06/0740	5 Helm Court	Cadden	Non-Compliance: No House #	<i>Final Letter then GM</i>
	08/0010	23 Garrett Drive	Holsinger	Non-Compliance: Inappropriate Sign/Debris	<i>Final Letter then GM</i>
	08/0017	37 Garrett Drive	Shannon	Non-Compliance: No House #	<i>Final Letter then GM</i>
	09/0473	9 Tortola Lane	Porcelli	Non-Compliance: No Permit – Addition	<i>Final Letter then GM</i>
	13/0199	582 Ocean Parkway	Phoenix Property Developers LLC	Non-Compliance: No Permit – Outside Shower	<i>Final Letter then GM</i>

## ARCHITECTURAL REVIEW COMMITTEE

January 03, 2023

PRESENT: John Dilworth, Susan Holt, Kevin Middleton, Beth Gismondi, Gary Murray.  
ALSO PRESENT: Josh Vickers (Chief Inspector), Colette Horn (ARC liaison).

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John called the meeting to order at 1:03 p.m.

19 Southwind Court – Variance to allow Exception to keep an RV parked on property temporarily through April 2023:  
Mr. Sawdy made his presentation on why he needed to have the travel trailer on his property till April 15<sup>th</sup>. He acquired four after five neighbor letters in his favor and he also acquired a cover for the RVs. He was denied to keep it there that long but was given 8 weeks to do repairs and then have it removed. He stated that it was not fair that boats are allowed by RV's are not. John addressed Mr. Sawdy about the rules that are in the ARC guidelines. Susan made a motion to approve the 8-week consecutive permits for his RV, Kevin seconded, and all were in favor.

39 King Richard Road – Variance to allow Exception to build an addition on the rear of the home that will extend beyond the 35' rear building restriction line by approximately 5':

Mr. Grillo showed his plans to the Committee to have his addition proceed pass the BRL on the rear property line and through this they determined it was adequate to allow the variance. Kevin made a motion to approve the 5' over the BRL in the rear, Susan seconded, all were in favor.

### Violations

The Committee unanimously agreed to send a final 15-day letter, then forward to the General Manager for action:

60 Grand Port Road	Easement Violation
5 Helm Court	No House Number
23 Garrett Drive	Inappropriate Sign/Debris in Yard
37 Garrett Drive	No House Number
9 Tortola Lane	No Permit – Addition
582 Ocean Parkway	No Permit – Outdoor Shower

John made a motion to approve the Violations, Susan seconded, all were in favor.

### Minutes

Susan made a motion to approve the minutes of the last meeting, Kevin seconded, all were in favor.

### Old Business

Addressed the affidavit's and discussed the attorney process.

Discussed the changes made to M0-1 .

### New Business

Discussed sending letters to the BOD for violations and any appeals .

Discussed changes to the 1<sup>st</sup> and 2<sup>nd</sup> letter sent out to homeowners.

Asked again to have a meeting with John Viola about legal issues .

Susan made a motion to have Colette Horn inform the BOD on informing John Viola to meet about legal issues, Kevin seconded, all in were in favor.

In M0-1, 3A.2 needs a period at the end of it.

Commented that there needs to be a column on the spreadsheets for appeals and the date the are received .

### Adjournment

Susan made a motion to adjourn the meeting, Kevin seconded, all in favor, and the meeting adjourned at 3:28 p.m.

**OPEN VIOLATIONS**

SEC/LOT	ADDRESS	VIOLATION	CPI LETTER	INSPECTION DATE	ARC LETTER	ARC INSPECTION DATE	SENT TO GM
01/0039	22 White Horse Drive	No House #	12/13/2022	12/28/2022			
01/0087	10 Newport Drive	No Permit - RV Parking	12/12/2022	12/27/2022			
01/0122	54 Newport Drive	No House #	12/12/2022	12/27/2022			
01/0122	54 Newport Drive	No Permit - RV Parking	12/12/2022	12/27/2022			
01/0443	45 Grand Port Road	Shed Color	11/28/2022	ext. to 1/16/2023			
01B/0457	60 Grand Port Road	No House #	12/12/2022	12/27/2022			
01B/0457	60 Grand Port Road	Easement	12/12/2022	12/27/2022			
01/0522A	13 Cove Lane	No Permit- Gazebo	11/22/2022	12/7/2022	<b>12/20/2022</b>		
02/0030	74 White Horse Drive	No House #	12/13/2022	12/28/2022			
02/0054	9 Mayflower Court	No Permit - RV Parking	12/13/2022	12/28/2022			
02/0073	5 Burr Hill Drive	No House #	12/13/2022	12/28/2022			
02/0147	1 Coventry Court	No Permit - Outside Shower	8/17/2022	9/1/2022	9/20/2022	10/6/2022	under review - new owners
02/0183	58 Burr Hill Drive	No House #	12/13/2022	12/28/2022			
02/0184	56 Burr Hill Drive	No House #	12/13/2022	12/28/2022			
02/0233	38 Burr Hill Drive	No Permit - RV Parking	12/13/2022	12/28/2022			
02/0235	42 Burr Hill Drive	Inappropriate Sign	12/13/2022	12/28/2022			
02/0280	155 Ocean Parkway	Leaf Maintenance	12/9/2022	12/24/2022			
02/0327	107 White Horse Drive	No House #	12/13/2022	12/28/2022			
02/0333	93 White Horse Drive	No Permit - Shed/Attached Storage	9/15/2022	under review			
02/0357	14 Whaler Lane	Inappropriate Sign	12/12/2022	12/27/2022			
02/0372	43 Capetown Road	No House #	12/13/2022	12/28/2022			
02/0382	2 Galley Lane	No Permit - Shed	12/13/2022	12/28/2022			
02/0409	23 Capetown Road	No House #	12/6/2022	12/21/2022			
02/0421	17 Whaler Lane	No House #	12/13/2022	12/28/2022			
02/0424	11 Whaler Lane	No House #	12/13/2022	12/28/2022			
02/0456	59 Capetown Road	No House #	12/13/2022	12/28/2022			
03/0027	97 Pinehurst Road	Leaf Maintenance	12/7/2022	12/22/2022			
03/0207	69 Ocean Parkway	Dangerous Tree	12/7/2022	12/22/2022			
03/0241	13 Coventry Court	No House #	12/13/2022	12/28/2022			
04/0221	16 Moonshell Drive	No Permit - Pier/Boatlift	11/16/2021	ext. to 8/22/2022	9/20/2022	10/6/2022	under review - new owners
04/0226A	4 Moonshell Drive	No Permit - Floating Dock	6/20/2022	7/5/2022	7/19/2022	ext. to 10/31/22 (applied for MDE/County Permit)	
04/0486	7 Lookout Point	Maintenance	11/17/2022	12/2/2022	<b>12/20/2022</b>		
05/0266	40 Battersea Road	Deck Screening	10/10/2022	10/25/2022	11/1/2022	11/30/2022	under review - to be done in the Spring
06/0213	14 Sandyhook Road	No House #	12/12/2022	12/27/2022			
06/0227	17 Rabbit Run Lane	No Permit - Shed	11/1/2022	11/16/2022	12/6/2022	12/21/2022	
06/0227	17 Rabbit Run Lane	Shed Color	11/1/2022	11/16/2022	12/6/2022	12/21/2022	
06/0227	17 Rabbit Run Lane	No House #	11/1/2022	11/16/2022	12/6/2022	12/21/2022	
06/0369	41 Abbyshire Road	No House #	12/12/2022	12/27/2022			
06/0377	49 Abbyshire Road	Easement (Ditch)	7/19/2022	8/3/2022	8/16/2022	9/1/2022	under review
06/0667	3 Harpoon Road	Deck Screening	11/16/2022	ext. to 2/3/2023			
06/0740	5 Helm Court	No House #	12/12/2022	12/27/2022			
06/0749	9 Abbyshire Road	Debris in Yard	9/5/2022	9/20/2022	10/4/2022	10/19/2022 (then hire contractor)	
06/0756	23 Abbyshire Road	Inappropriate Sign	11/17/2022	12/2/2022	<b>12/20/2022</b>		
07/0006	64 Bramblewood Drive	Leaf Maintenance	12/9/2022	12/24/2022			
07/0007	66 Bramblewood Drive	Leaf Maintenance	12/9/2022	12/24/2022			
07/0009	74 Bramblewood Drive	Debris in Yard	12/12/2022	12/27/2022			
07/0010	76 Bramblewood Drive	Debris in Yard	12/12/2022	12/27/2022			
07/0076	6 Ambleside Court	Debris in Yard	11/29/2022	12/14/2022			
08/0010	23 Garrett Drive	Debris in Yard	12/12/2022	12/27/2022			
08/0010	23 Garrett Drive	Inappropriate Sign	12/12/2022	12/27/2022			

**OPEN VIOLATIONS**

SEC/LOT	ADDRESS	VIOLATION	CPI LETTER	INSPECTION DATE	ARC LETTER	ARC INSPECTION DATE	SENT TO GM
08/0010	23 Garrett Drive	No House #	12/12/2022	12/27/2022			
08/0017	37 Garrett Drive	No House #	12/12/2022	12/27/2022			
08/0017	37 Garrett Drive	Box Trailer	12/12/2022	12/27/2022			
09/0200	19 Southwind Court	No Permit - RV Parking	11/23/2022	ext. to 1/4/2023			
09/0236	762 Ocean Parkway	Placement	12/8/2022	12/23/2022			
09/0371	662 Ocean Parkway	Dangerous Tree	11/21/2022	12/6/2022			
09/0419	45 Martinique Circle	Dangerous Tree	6/15/2022	ext. to 9/19/2022 (contractor hired)			
09/0473	9 Tortola Lane	No Permit - Addition	12/7/2022	12/22/2022			
10/0020	10 Nottingham Lane	No Permit - Deck and Roof Over Deck	11/10/2022	11/28/2022	12/6/2022	12/21/2022	
10/0030	30 Nottingham Lane	Leaf Maintenance	11/30/2022	12/15/2022			
10/0044	58 Nottingham Lane	No Permit - Trees Removed	6/2/2022	ext. to 12/17/2022			
10/0057	84 Nottingham Lane	Debris in Yard	11/29/2022	12/14/2022			
10/0205	91 Nottingham Lane	Leaf Maintenance	11/16/2022	12/1/2022			
10/0205	91 Nottingham Lane	Vulgar Sign	12/9/2022	12/24/2022			
10/0235	39 Nottingham Lane	Unauthorized Sign	12/9/2022	12/24/2022			
10/0325	13 Beechnut Court	No Permit - Vinyl Tech to Sunroom	10/10/2022	10/25/2022	11/1/2022	11/30/2022	under review
10/0358	1034 Ocean Parkway	Trash at Roadway	7/25/2022	under review			
10/0804	75 Camelot Circle	Unregistered Vehicle	6/29/2022	7/14/2022	8/2/2022	8/17/2022	under review
10/1248	26 Fosse Grange	Placement	12/9/2022	12/24/2022			
11/0201	831 Ocean Parkway	No Permit - Screened Porch	6/8/2022	6/23/2022	7/5/2022	7/20/2022	7/25/22 - new owner: applying for permits
13/0047	51 Fairway Lane	No Permit - RV Parking	10/10/2022	under review			
13/0199	582 Ocean Parkway	No Permit - Outside Shower	12/7/2022	12/22/2022			
15A/0009	15 Bearberry Road	Sign	11/29/2022	12/14/2022			

*as of 12/14/2022*

**VIOLATIONS IN LEGAL**

<b>MULTIPLE VIOLATOR</b>	<b>SEC/LOT</b>	<b>ADDRESS</b>	<b>VIOLATION</b>	<b>1st LETTER</b>	<b>ARC LETTER</b>	<b>SENT TO GM</b>	<b>SENT TO LEGAL</b>	<b>ATTORNEY LETTER</b>
	01/0006	11 White Horse Drive	Maintenance	12/9/2021	1/4/2022	1/25/2022	2/2/2022	
	02/0029	72 White Horse Drive	RV Parking - Not in Correct Location	6/2/2022	7/5/2022	7/25/2022	8/8/2022	10/4/2022
	02/0049	4 Mayflower Court	Shed Color	9/15/2022	10/18/2022	12/2/2022	12/14/2022	
	02/0169	65 Burr Hill Drive	Unregistered Vehicle	8/5/2022	11/1/2022	12/2/2022	12/14/2022	
X	02/0243	2 Capetown Road	Maintenance	4/1/2021	5/4/2021	5/28/2021	6/8/2021	
X	02/0247	14 Capetown Road	No Permit - Color Change	1/22/2021	2/16/2021	3/3/2021	3/9/2021	8/2/2021
	02/0350	53 White Horse Drive	RV Parking - Not in Correct Location	6/2/2022	7/5/2022	7/25/2022	8/8/2022	10/4/2022
	03/0213	81 Ocean Parkway	Vehicle Parking	7/29/2021	9/7/2021	9/22/2021	9/28/2021	5/2/2022; affidavit 11/7/2022
	03/0240	11 Coventry Court	Trash/Debris	6/23/2020	8/4/2020	8/20/2020	9/11/2020	10/7/2020; affidavit 11/7/2022
X	04/0170	59 Moonshell Drive	Maintenance (Dock)	1/26/2022	3/1/2022	3/17/2022	3/22/2022	
	04/0244	141 Teal Circle	Easement (Trees in Bulkhead Easement)	6/2/2022	7/5/2022	7/25/2022	8/8/2022	10/4/2022
	04/0485	9 Lookout Point	No Permit - Fence	8/23/2018	1/15/2019	3/9/2019	6/26/2019	
X	06/0116	268 Windjammer Road	No Permit - Color Change	1/14/2022	3/1/2022	3/17/2022	3/22/2022	
	06/0175	160 Windjammer Road	Vehicle Parking	6/15/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
	06/0184	142 Windjammer Road	No Permit - RV Parking	9/23/2022	10/18/2022	12/2/2022	12/14/2022	
X	06/0199	17 Sandyhook Road	Trash in Yard/Maintenance	3/3/2021	4/6/2021	4/27/2021	5/3/2021	8/2/2021
	06/0225	21 Rabbit Run Lane	No Permit - Sunroom	4/25/2018	1/16/2019	3/9/2019	6/26/2019; 3/11/2020	4/24/2020; affidavit 11/7/2022
X	06/0420	12 Starboard Court	No Permit - Color Change/Shed Color	3/5/2019	4/2/2019	6/1/2019	6/2/2019	6/12/2019
X	06/0420	12 Starboard Court	Canopy	10/27/2021	12/7/2021	3/17/2022	3/22/2022	
X	06/0420	12 Starboard Court	Maintenance	5/13/2022	6/6/2022	6/21/2022	8/8/2022	10/4/2022
	06/0565	5 Moby Dick Drive	No Permit - RV	1/21/2022	3/1/2022	3/17/2022	3/22/2022	
	06/0632	32 Seafarer Lane	Shed Color	4/6/2022	5/3/2022	5/26/2022	5/31/2022	7/5/2022
	06/0749	9 Abbyshire Road	No Permit - Trees Removed	9/5/2022	10/4/2022	12/2/2022	12/14/2022	
	09/0022	51 Offshore Lane	No Permit - Vinyl Tech/No House #	6/9/2022	7/5/2022	7/25/2022	8/8/2022	10/4/2022
X	09/0123	41 Tail of the Fox Drive	More Than 1 Shed	2/9/2017	3/21/2017	1/27/2018	2/8/2018; 3/11/2020	4/24/2020; affidavit 11/7/2022
	09/0460	87 Martinique Circle	No Permit - Addition	11/15/2017	12/22/2017	1/27/2018	2/8/2018; 12/6/2019	12/9/2019; affidavit 11/7/2022
	09/0476	3 Tortola Lane	No Permit - Fence	6/8/2021	7/6/2021	7/26/2021	7/30/2021	
X	09/0547	70 Crest Haven Drive	Commercial Vehicles	3/31/2021	4/15/2021	5/10/2021	5/17/2021	8/2/2021
X	09/0656	38 Crest Haven Drive	Unregistered Vehicles	6/5/2020	8/4/2020	8/20/2020	10/13/2020	11/17/2020
X	10/0041	52 Nottingham Lane	No Permit - Trees Removed	6/22/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
X	10/0041	52 Nottingham Lane	No Permit - Privacy Fence	9/5/2022	10/4/2022	12/2/2022	12/14/2022	
	10/0090	6 Poplar Trail	Shed Color	8/1/2022	9/20/2022	12/2/2022	12/14/2022	
	10/0120	164 Nottingham Lane	Fence (Placement)	6/7/2022	8/16/2022	9/13/2022	9/22/2022	10/4/2022
	10/0172	10 Footbridge Trail	Placement (Unauthorized Driveway)	4/12/2022	5/17/2022	6/29/2022	7/11/2022	
X	10/0175	16 Footbridge Trail	Maintenance	6/6/2022	7/5/2022	7/25/2022	8/5/2022	10/4/2022
X	10/0190	115 Nottingham Lane	Maintenance (Roof & Screened Porch)	10/4/2019	2/4/2020	4/1/2020	4/2/2020	5/7/2020
X	10/0205	91 Nottingham Lane	Unregistered Vehicle	10/18/2021	11/16/2021	12/2/2021	12/7/2021	
	10/0231	47 Nottingham Lane	Unregistered Vehicle	5/16/2022	6/21/2022	7/25/2022	8/8/2022	10/4/2022
X	10/0285	8 Willow Way	Unregistered Vehicles	1/8/2020	2/6/2020	4/1/2020	4/2/2020	5/7/2020
X	10/0285	8 Willow Way	Maintenance	4/22/2022	5/17/2022	6/29/2022	7/11/2022	
	10/0332	3 Crossbow Trail	No Permit - Sunroom	6/17/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
	10/0472	6 Mulberry Lane	No Permit - Addition	9/27/2021	10/19/2021	11/9/2021	11/19/2021	
X	10/0553	4 Hemlock Lane	Unregistered Vehicle	2/22/2017	5/16/2017	1/15/2019	3/5/2019	4/24/2020
	10/0640	76 Quarter Staff Place	No Permit - Trees Removed	1/29/2021	5/18/2021	6/16/2021	6/29/2021	2/1/2022
	10/0775	11 Chestnut Way	More Than 1 Shed	6/11/2020	7/20/2020	10/21/2020	10/26/2020	11/9/2020; affidavit 11/7/2022
X	10/1129	1300 Ocean Parkway	Maintenance	7/13/2021	8/17/2021	9/3/2021	9/13/2021	
	10/1185	32 Robin Hood Trail	No Permit - Trees Removed	5/27/2021	7/6/2021	7/26/2021	7/30/2021	

**VIOLATIONS IN LEGAL**

<b>MULTIPLE VIOLATOR</b>	<b>SEC/LOT</b>	<b>ADDRESS</b>	<b>VIOLATION</b>	<b>1st LETTER</b>	<b>ARC LETTER</b>	<b>SENT TO GM</b>	<b>SENT TO LEGAL</b>	<b>ATTORNEY LETTER</b>
	10/1231	81 Robin Hood Trail	Easement (Ditch)	10/7/2022	11/1/2022	12/2/2022	12/14/2022	
	11/0161	73 Boston Drive	No Permit - Fence	4/5/2017	5/2/2017	10/30/2017	12/14/2017; 12/6/2019	12/9/2019; affidavit 11/7/2022
	11/0256	805 Ocean Parkway	Box Trailer	8/31/2021	9/21/2021	10/11/2021	10/18/2021	
	11/0365	16 Watertown Road	Shed Color	7/22/2021	8/17/2021	9/3/2021	9/13/2021	
	13/0100	41 Cannon Drive	No Permit - Shed	7/13/2022	8/16/2022	9/13/2022	9/22/2022	10/4/2022
	13/0100	41 Cannon Drive	No Permit - Storage Structure	7/13/2022	8/16/2022	9/13/2022	9/22/2022	10/4/2022
	13/0235	506 Ocean Parkway	Vehicle Parking	3/3/2022	4/5/2022	4/29/2022	5/31/2022	7/5/2022
X	13/0237	5 Hingham Lane	Trash in Yard/Maintenance	4/7/2021	5/4/2021	5/28/2021	6/8/2021	8/2/2021
	14D/0017	83 Wood Duck Drive	More Than 1 Trailer	9/10/2020	11/3/2020	11/19/2020	11/30/2020	2/10/2021
	14D/0029	66 Wood Duck Drive	Attachment to Bulkhead	6/24/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
	14D/0106	43 Wood Duck Drive	Skateboard Ramp	1/28/2020	8/18/2020	9/9/2020	9/11/2020	10/7/2020
	15A/0075	11 Mist Flower Road	Unregistered Vehicle	10/18/2021	11/16/2021	12/2/2021	12/7/2021	
	17/0055	127 Pine Forest Drive	No Permit - Pergola	6/13/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
	17/0110	140 Parkside Circle	Shed Color	10/6/2022	11/1/2022	12/2/2022	12/14/2022	
	18E/C2-01	101 Mumfords Landing P	Maintenance	3/12/2021	4/20/2021	5/10/2021	5/17/2021	8/2/2021

*as of 12/14/2022*

**CLOSED VIOLATIONS**

<b>SEC/LOT</b>	<b>ADDRESS</b>	<b>VIOLATION</b>	<b>DATE CLOSED</b>
01/0144A	98 Newport Drive	Debris in Yard	11/14/2022
01/0628	10 Windjammer Road	Grass/Dead Tree	12/2/2022
01/0628	10 Windjammer Road	Debris in Yard	12/2/2022
03/0059	149 Pinehurst Road	No Permit - Play/Pet Enclosure	12/13/2022
03/0059	149 Pinehurst Road	Metal Fence	12/13/2022
03/0286	70 Ocean Parkway	More Than 1 Shed	11/10/2022
04/0455	79 Teal Circle	Maintenance	12/2/2022
06/0225	21 Rabbit Run Lane	No Permit - Shed	11/1/2022
06/0225	21 Rabbit Run Lane	Shed Color	11/1/2022
06/0249	30 Rabbit Run Lane	Placement (Trampoline)	12/2/2022
06/0249	30 Rabbit Run Lane	No House #	12/2/2022
06/0528	8 Yeoman Court	Wire Fence	12/13/2022
06/0756	23 Abbyshire Road	Vulgar Sign	12/2/2022
09/0195	7 Southwind Court	Sign	12/8/2022
09/0440	6 Fairway Lane	Inappropriate Sign	11/28/2022
10/0062	94 Nottingham Lane	Placement (Trampoline)	11/14/2022
10/0306	25 Serf Place	Leaf Maintenance	12/12/2022
10/0345	23 Royal Oaks Drive	Leaf Maintenance	12/5/2022
10/0486	23 King Richard Road	Vehicle Parking	12/6/2022
11/0136	5 Avon Court	Vehicle Parking	11/2/2022
11/0136	5 Avon Court	Debris in Yard	11/2/2022
11/0279	741 Ocean Parkway	Inappropriate Sign	12/12/2022
13/0049	47 Fairway Lane	Vehicle Parking	11/14/2022
15A/0044	7 Morning Mist Drive	No Permit - RV Parking	12/12/2022

from legal

from legal