

ARCHITECTURAL REVIEW COMMITTEE AGENDA
January 17, 2023
Administration Conference Room

<u>ARC Meeting Agenda 1-17-23</u>					
Public Comments					
Variations/Exceptions:					
<u>Time</u>	<u>Sec/Lot</u>	<u>Address</u>	<u>Owner</u>	<u>Discussion</u>	<u>Comments</u>
1:05 p.m.	01/0122	54 Newport Drive	Middleton	Exception to keep an RV parked on the property permanently.	<i>Approved for parking for 8 weeks only</i>
Violations:					
<u>Time</u>	<u>Sec/Lot</u>	<u>Address</u>	<u>Owner</u>	<u>Discussion</u>	<u>Comments</u>
	01/0039	22 White Horse Drive	Boyersmith	Non-Compliance: No House #	<i>Final Letter then GM</i>
	02/0030	74 White Horse Drive	Fisher	Non-Compliance: No House #	<i>Final Letter then GM</i>
	02/0049	4 Mayflower Court	Quinn	Non-Compliance: No Permit – Trees Removed	<i>Final Letter then GM</i>
	02/0115	100 Sandyhook Road	Raygoza	Non-Compliance: No House #	<i>Final Letter then GM</i>
	02/0235	42 Burr Hill Drive	Seitz	Non-Compliance: Inappropriate Sign	<i>Final Letter then GM</i>
	02/0327	107 White Horse Drive	Muller	Non-Compliance: No House #	<i>Final Letter then GM</i>
	02/0382	2 Galley Lane	Debelius	Non-Compliance: No Permit – Shed	<i>Final Letter then GM</i>
	02/0456	59 Capetown Road	Rexroth	Non-Compliance: No House #	<i>Final Letter then GM</i>
	03/0241	13 Coventry Court	McAleer	Non-Compliance: No House #	<i>Final Letter then GM</i>
	03/0314	181 Sandyhook Road	Witt	Non-Compliance: No House #	<i>Final Letter then GM</i>
	03/0354	188 Sandyhook Road	O'Brien	Non-Compliance: No House #	<i>Final Letter then GM</i>
	06/0739	3 Helm Court	Walker	Non-Compliance: Maintenance	<i>Final Letter then GM</i>
	07/0006	64 Bramblewood Drive	Frazier	Non-Compliance: No House #	<i>Final Letter then GM</i>
	07/0020	10 Whisper Lane	Turner	Non-Compliance: No House #	<i>Final Letter then GM</i>
	07/0079	2 Briarcrest Drive	Brown	Non-Compliance: No House #	<i>Final Letter then GM</i>
	07/0134	103 Bramblewood Drive	Andrascik	Non-Compliance: No House #	<i>Final Letter then GM</i>

ARCHITECTURAL REVIEW COMMITTEE

January 17, 2023

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

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

54 Newport Drive – Exception to keep an RV parked on property permanently:

Mr. Middleton acquired a 25-foot RV in 2019-2020. He explained his position for needing a permanent RV parking permit. He had all his neighbors sign letters of approval. He believed his RV is not an eyesore and believes boats are issues as well.

John said that the RV is highly visible from the side of 52 Newport and the front of Mr. Middleton's property. He explained that this is a very popular permit and it is equally difficult, only 34 out of 8558 HOA lots have a permit. He also talked about the rules and guidelines about boats.

The original request for a permanent parking was denied. To accommodate time for Mr. Middleton to make arrangement to store the RV off site, John made a motion to approve 4 – 2-week permit all at once, Susan seconded, and all were in favor.

Violations

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

22 White Horse Drive	No House Number
74 White Horse Drive	No House Number
4 Mayflower Court	Tree Removal No Permit
100 Sandyhook Road	No House Number
42 Burr Hill Drive	Inappropriate Sign
107 White Horse Drive	No House Number
2 Galley Lane	No Permit Shed
59 Capetown Road	No House Number
13 Coventry Court	No House Number
181 Sandyhook Road	No House Number
188 Sandyhook Road	No House Number
3 Helm Court	Maintenance Violation
64 Bramblewood Drive	No House Number
10 Whisper Lane	No House Number
2 Briarcrest Drive	No House Number
103 Bramblewood Drive	No House Number

John made a motion to send the 15-day letter, Kevin seconded, and all were in favor.

Minutes

A change was noted to the minutes of the last name from Geillo to Grillo. John made a motion to approve the minutes of the January 3, 2023 meeting, Susan seconded, and all were in favor.

New Business

Updates to M-01 were discussed.

Adjournment

Kevin made a motion to adjourn the meeting, Susan seconded it, and the meeting adjourned at 3:00 p.m

OPEN VIOLATIONS

SEC/LOT	ADDRESS	VIOLATION	CPI LETTER	INSPECTION DATE	ARC LETTER	ARC INSPECTION DATE	SENT TO GM
01/0278	37 Newport Drive	Box Trailer	1/18/2023	2/2/2023	2/21/2023		
01B/0457	60 Grand Port Road	Easement	12/12/2022	12/27/2022	1/3/2023	1/18/2023	
01/0522A	13 Cove Lane	No Permit- Gazebo	11/22/2022	12/7/2022	12/20/2022	1/10/2023	
02/0030	74 White Horse Drive	No House #	12/13/2022	12/28/2022	1/17/2023	2/2/2023	
02/0049	4 Mayflower Court	No Permit - Trees Removed	12/15/2022	12/30/2022	1/17/2023	2/2/2023	
02/0054	9 Mayflower Court	No Permit - RV Parking	12/13/2022	ext. to 2/3/23	2/21/2023		
02/0115	100 Sandyhook Road	No House #	12/15/2022	12/30/2022	1/17/2023	2/2/2023	
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
02/0235	42 Burr Hill Drive	Inappropriate Sign	12/13/2022	12/28/2022	1/17/2023	2/2/2023	
02/0333	93 White Horse Drive	No Permit - Shed/Attached Storage	9/15/2022	under review			
02/0382	2 Galley Lane	No Permit - Shed	12/13/2022	12/28/2022	1/17/2023	2/2/2023	
02/0456	59 Capetown Road	No House #	12/13/2022	12/28/2022	1/17/2023	2/2/2023	
03/0207	69 Ocean Parkway	Dangerous Tree	12/7/2022	12/22/2022	contractor to remove		
03/0241	13 Coventry Court	No House #	12/13/2022	12/28/2022	1/17/2023	2/2/2023	
03/0314	181 Sandyhook Road	No House #	12/20/2022	1/4/2023	1/17/2023	2/2/2023	
03/0350	178 Sandyhook Road	Box Trailer	12/15/2022	ext. to 2/21/2023			
03/0354	188 Sandyhook Road	No House #	12/15/2022	12/30/2022	1/17/2023	2/2/2023	
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)	
04/0392	409 Ocean Parkway	Box Trailer	1/18/2023	ext. to 5/1/23			
04/0486	7 Lookout Point	Maintenance	11/17/2022	12/2/2022	12/20/2022	1/10/2023	
05/0038	9 Brookside Road	Maintenance	2/15/2023	3/2/2023			
05/0042	17 Brookside Road	Box Trailer	1/18/2023	2/2/2023	2/21/2023		
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
06/0156	1 Fantail Court	Maintenance	2/8/2023	2/23/2023			
06/0175	160 Windjammer Road	Mattress in Backyard	2/3/2023	2/20/2023			
06/0196	35 Rabbit Run Lane	Sign	1/18/2023	2/2/2023	2/21/2023		
06/0202	25 Sandyhook Road	Wire Fence	1/19/2023	2/3/2023	2/21/2023		
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	
06/0227	17 Rabbit Run Lane	Maintenance	1/18/2023	2/2/2023	2/21/2023		
06/0377	49 Abbyshire Road	Easement (Ditch)	7/19/2022	8/3/2022	8/16/2022	9/1/2022	under review
06/0439	70 Birdnest Drive	Placement (Trampoline)	2/9/2023	2/24/2023			
06/0528	8 Yeoman Court	Deck Screening	1/19/2023	2/3/2023	2/21/2023		
06/0667	3 Harpoon Road	Deck Screening	11/16/2022	ext. to 2/3/2023	2/21/2023		
06/0739	3 Helm Court	Maintenance	12/19/2022	1/3/2023	1/17/2023	2/2/2023	
06/0745	4 Abbyshire Road	No Permit - RV Parking	1/19/2023	2/3/2023	2/21/2023		
06/0756	23 Abbyshire Road	Inappropriate Sign	11/17/2022	12/2/2022	12/20/2022		
07/0006	64 Bramblewood Drive	No House #	12/15/2022	12/30/2022	1/17/2023	2/2/2023	
07/0009	74 Bramblewood Drive	Debris in Yard	12/12/2022	12/27/2022	Dylan to remove		
07/0079	2 Briarcrest Drive	No House #	12/15/2022	12/30/2022	1/17/2023	2/2/2023	
08/0010	23 Garrett Drive	Debris in Yard	12/12/2022	12/27/2022	1/3/2023	1/18/2023	
08/0010	23 Garrett Drive	Inappropriate Sign	12/12/2022	12/27/2022	1/3/2023	1/18/2023	
08/0017	37 Garrett Drive	No House #	12/12/2022	12/27/2022	1/3/2023	1/18/2023	
09/0236	762 Ocean Parkway	Vehicle Parking	1/30/2023	2/14/2023			
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	1/3/2023	1/18/2023	
10/0044	58 Nottingham Lane	No Permit - Trees Removed	6/2/2022	ext. to 6/2/2023 (did some replanting)			
10/0358	1034 Ocean Parkway	Trash at Roadway	7/25/2022	under review			

OPEN VIOLATIONS

SEC/LOT	ADDRESS	VIOLATION	CPI LETTER	INSPECTION DATE	ARC LETTER	ARC INSPECTION DATE	SENT TO GM
10/0412	2 Castle Drive	Maintenance	12/28/2022	1/12/2023	2/21/2023		
10/0804	75 Camelot Circle	Unregistered Vehicle	6/29/2022	7/14/2022	8/2/2022	8/17/2022	under review
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
11/0270	759 Ocean Parkway	Junk Vehicle	1/30/2023	2/14/2023			
13/0047	51 Fairway Lane	No Permit - RV Parking	10/10/2022	under review			
13/0103	35 Cannon Drive	Debris in Yard	2/8/2023	2/23/2023			
13/0103	35 Cannon Drive	Vehicle Parking	2/8/2023	2/23/2023			
13/0199	582 Ocean Parkway	No Permit - Outside Shower	12/7/2022	12/22/2022	1/3/2023	1/18/2023	
15A/0084	16 Mist Flower Road	More Than 1 Boat Trailer	1/19/2023	2/3/2023	2/21/2023		
15A/0117	1233 Ocean Parkway	Unregistered Vehicle	1/31/2023	2/15/2023			

as of 2/8/2023

VIOLATIONS IN LEGAL

SEC/LOT	ADDRESS	VIOLATION	1st LETTER	ARC LETTER	SENT TO GM	SENT TO LEGAL	ATTORNEY LETTER
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
02/0243	2 Capetown Road	Maintenance	4/1/2021	5/4/2021	5/28/2021	6/8/2021	
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
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	
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	1/5/2023
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
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
06/0420	12 Starboard Court	Canopy	10/27/2021	12/7/2021	3/17/2022	3/22/2022	
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	1/5/2023
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
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	
09/0547	70 Crest Haven Drive	Commercial Vehicles	3/31/2021	4/15/2021	5/10/2021	5/17/2021	8/2/2021
09/0656	38 Crest Haven Drive	Unregistered Vehicles	6/5/2020	8/4/2020	8/20/2020	10/13/2020	11/17/2020
10/0041	52 Nottingham Lane	No Permit - Trees Removed	6/22/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
10/0041	52 Nottingham Lane	No Permit - Privacy Fence	9/5/2022	10/4/2022	12/2/2022	12/14/2022	1/5/2023
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	
10/0175	16 Footbridge Trail	Maintenance	6/6/2022	7/5/2022	7/25/2022	8/5/2022	10/4/2022
10/0190	115 Nottingham Lane	Maintenance (Roof & Screened Porch)	10/4/2019	2/4/2020	4/1/2020	4/2/2020	5/7/2020
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
10/0285	8 Willow Way	Unregistered Vehicles	1/8/2020	2/6/2020	4/1/2020	4/2/2020	5/7/2020
10/0285	8 Willow Way	Maintenance	4/22/2022	5/17/2022	6/29/2022	7/11/2022	
10/0472	6 Mulberry Lane	No Permit - Addition	9/27/2021	10/19/2021	11/9/2021	11/19/2021	
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
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	
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	

VIOLATIONS IN LEGAL

SEC/LOT	ADDRESS	VIOLATION	1st LETTER	ARC LETTER	SENT TO GM	SENT TO LEGAL	ATTORNEY LETTER
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
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	
17/0110	140 Parkside Circle	Shed Color	10/6/2022	11/1/2022	12/2/2022	12/14/2022	1/5/2023
18E/C2-01	101 Mumfords Landing R	Maintenance	3/12/2021	4/20/2021	5/10/2021	5/17/2021	8/2/2021

as of 1/20/2023

CLOSED VIOLATIONS

SEC/LOT	ADDRESS	VIOLATION	DATE CLOSED
01/0122	54 Newport Drive	No Permit - RV Parking	2/1/2023
01/0127	64 Newport Drive	Maintenance	2/7/2023
02/0327	107 White Horse Drive	No House #	2/9/2023
05/0048	29 Brookside Road	Junk Vehicle	2/2/2023
06/0237	4 Rabbit Run Lane	No Permit - Carport	2/2/2023
06/0277	1 Essex Court	Dangerous Tree	2/1/2023
06/0509	87 Seafarer Lane	Box Trailer	2/13/2023
06/0749	9 Abbyshire Road	Debris in Yard	2/3/2023
07/0020	10 Whisper Lane	No House #	2/2/2023
07/0134	103 Bramblewood Drive	No House #	2/9/2023
10/0020	10 Nottingham Lane	No Permit - Deck and Roof Over Deck	2/1/2023
10/0205	91 Nottingham Lane	Leaf Maintenance	2/1/2023
10/0325	13 Beechnut Court	No Permit - Vinyl Tech to Sunroom	2/1/2023
10/0665	29 Castle Drive	Debris in Yard	2/7/2023
10/1241	8 Fosse Grange	Leaf Maintenance	2/1/2023
11/0373	7 Watertown Road	Unregistered Vehicle	2/2/2023
13/0173	71 Brandywine Drive	Easement	2/6/2023
14B/0138	31 Alton Point	No Permit - RV Parking	2/2/2023