

**ARCHITECTURAL REVIEW COMMITTEE AGENDA**  
**November 1, 2022**  
**Administration Conference Room**

<u><b>ARC Meeting Agenda 11-1-22</b></u>					
<b>Public Comments</b>					
<b>Variances/Exceptions:</b>					
<u><b>Time</b></u>	<u><b>Sec/Lot</b></u>	<u><b>Address</b></u>	<u><b>Owner</b></u>	<u><b>Discussion</b></u>	<u><b>Comments</b></u>
1:05 p.m.	09/0343	2 Belleview Drive	Adkins	Variance to allow an RV to be parked on the property permanently.	<i>Not Approved</i>
<b>Violations:</b>					
<u><b>Time</b></u>	<u><b>Sec/Lot</b></u>	<u><b>Address</b></u>	<u><b>Owner</b></u>	<u><b>Discussion</b></u>	<u><b>Comments</b></u>
	05/0266	40 Battersea Road	Sadler	Non-Compliance: Deck Screening	<i>Final Letter then GM</i>
	10/0325	13 Beechnut Court	Patschorke	Non-Compliance: No Permit: Vinyl Tech to Sunroom	<i>Final Letter then GM</i>
	17/0110	140 Parkside Circle	Sandoe	Non-Compliance: Shed Color	<i>Final Letter then GM</i>

## ARCHITECTURAL REVIEW COMMITTEE

November 01, 2022

PRESENT: John Dilworth, Susan Holt, Beth Gismondi, Kevin Middleton.

ALSO PRESENT: Michelle Ross (Assistant Office Manager), Josh Vickers (Chief Inspector), Colette Horn (ARC liaison), Steve Jacobs (Board Member)

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John called the meeting to order at 1:00 p.m.

### 2 Belleview Drive – Variance to allow an RV to be parked on the property permanently:

Mr. Adkins did not show up to the meeting. John Dilworth had talked to homeowner about the request. It was decided by the committee to make a motion to deny the variance, Kevin made a motion and Susan Seconded it on grounds that it would be too visible from Ocean Parkway.

### Violations

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

40 Battersea Rd	Deck Screening
13 Beechnut Ct	No Permit: Vinyl Tech to Sunroom
140 Parkside Cir	Shed Color

Prior to sending, the letters will need to be revised to include the language from HB 615.

### Minutes

Susan asked for a change to the directions on side property lines. Susan moved to accept the minutes from the October 18, 2022, meeting with changes above, Kevin seconded, and all were in favor.

### New Business

Steve Jacobs addressed the Committee on due process for all purpose and for 11B-111.10. Steve suggested that the Committee needs to have everything in writing, need to make sure the letters are received by the homeowner, and need to give the homeowner time to deal with the violation as in accordance with 11B-111.10.

John explained the flow chart to Steve and how it could be changed.

Colette and Steve advised the committee to have all notices verified by homeowner, have a red line version of M-01 to the board asap, and one be sent to Jeremy Tucker.

Kevin mentioned he thinks they should have the attorney's advice before they make a red line version so that they are not editing multiple times.

Kevin and John brought up to Steve about going to the board with bringing fines for 11 different sections.

Beth made a motion to add violations to the website, add info to the second 15 day ARC letter to read that homeowners will now have 10 days to acquire a hearing with the board of directors and to notify CPI Department if they wish to appeal said violation. Kevin seconded the motion; all were in favor.

### Adjournment

Kevin moved to adjourn, Susan seconded, all in favor and the meeting adjourned at 3:07 p.m

**OPEN VIOLATIONS**

SEC/LOT	ADDRESS	VIOLATION	CPI LETTER	INSPECTION DATE	ARC LETTER	ARC INSPECTION DATE	SENT TO GM
01/0144A	98 Newport Drive	Debris in Yard	9/7/2022	9/22/2022	10/4/2022	10/19/2022 (then hire contractor)	
02/0049	4 Mayflower Court	Shed Color	9/15/2022	9/30/2022	10/18/2022	11/3/2022	
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
02/0169	65 Burr Hill Drive	Unregistered Vehicle	8/5/2022	ext. to 10/14/2022	<b>11/1/2022</b>	11/16/2022	
02/0333	93 White Horse Drive	No Permit - Shed/Attached Storage	9/15/2022	under review			
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)	
04/0455	79 Teal Circle	Maintenance	8/3/2022	under review			
04/0596	23 Ivanhoe Court	Tent	6/13/2022	ext. to 9/5/2022	9/20/2022	10/6/2022	
05/0266	40 Battersea Road	Deck Screening	10/10/2022	10/25/2022	<b>11/1/2022</b>		
05/0266	40 Battersea Road	Grass	10/10/2022	to be cut			
06/0184	142 Windjammer Road	No Permit - RV Parking	9/23/2022	10/10/2022	10/18/2022	11/3/2022	
06/0225	21 Rabbit Run Lane	No Permit - Shed	10/4/2022	10/19/2022	<b>11/1/2022</b>		
06/0225	21 Rabbit Run Lane	Shed Color	10/4/2022	10/19/2022	<b>11/1/2022</b>		
06/0377	49 Abbyshire Road	Easement (Ditch)	7/19/2022	8/3/2022	8/16/2022	9/1/2022	under review
06/0749	9 Abbyshire Road	Debris in Yard	9/5/2022	9/20/2022	10/4/2022	10/19/2022 (then hire contractor)	
06/0749	9 Abbyshire Road	No Permit - Trees Removed	9/5/2022	9/20/2022	10/4/2022	10/19/2022	10/24/2022
09/0419	45 Martinique Circle	Dangerous Tree	6/15/2022	ext. to 9/19/2022 (contractor hired)			
10/0041	52 Nottingham Lane	No Permit - Privacy Fence	9/5/2022	9/22/2022	10/4/2022	10/19/2022	10/24/2022
10/0044	58 Nottingham Lane	No Permit - Trees Removed	6/2/2022	ext. to 12/17/2022			
10/0063	96 Nottingham Lane	Placement (Trampoline)	10/25/2022	11/9/2022			
10/0090	6 Poplar Trail	Shed Color	8/1/2022	8/16/2022	9/20/2022	10/6/2022	10/24/2022
10/0325	13 Beechnut Court	No Permit - Vinyl Tech to Sunroom	10/10/2022	10/25/2022	<b>11/1/2022</b>		
10/0358	1034 Ocean Parkway	Trash at Roadway	7/25/2022	under review			
10/0486	23 King Richard Road	Vehicle Parking	10/25/2022	11/9/2022			
10/0804	75 Camelot Circle	Unregistered Vehicle	6/29/2022	7/14/2022	8/2/2022	8/17/2022	under review
10/1231	81 Robin Hood Trail	Easement (Ditch)	10/7/2022	10/22/2022	<b>11/1/2022</b>		
11/0136	5 Avon Court	Vehicle Parking	10/18/2022	11/2/2022			
11/0136	5 Avon Court	Debris in Yard	10/18/2022	11/2/2022			
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	10/26/2022			
13/0049	47 Fairway Lane	Vehicle Parking	10/10/2022	10/26/2022			
17/0110	140 Parkside Circle	Shed Color	10/6/2022	10/21/2022	<b>11/1/2022</b>		

*as of 10/25/2022*

**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
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	
	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
	03/0240	11 Coventry Court	Trash/Debris	6/23/2020	8/4/2020	8/20/2020	9/11/2020	10/7/2020
	03/0286	70 Ocean Parkway	More Than 1 Shed	2/16/2022	3/15/2022	4/11/2022	4/19/2022	5/2/2022
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
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
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
	06/0528	8 Yeoman Court	Wire Fence	8/17/2020	9/15/2020	10/1/2020	10/8/2020	
	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
	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
	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
	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
	10/0041	52 Nottingham Lane	No Permit - Trees Removed	6/22/2022	7/19/2022	8/29/2022	9/22/2022	10/4/2022
	10/0120	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
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	
	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
	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

**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>
	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
	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 10/21/2022*

**CLOSED VIOLATIONS**

<b>SEC/LOT</b>	<b>ADDRESS</b>	<b>VIOLATION</b>	<b>DATE CLOSED</b>
01/0157	35 Seabreeze Road	Grass	10/24/2022
02/0095	49 Burr Hill Drive	No Permit - Deck Enclosed	10/3/2022
03/0065	142 Sandyhook Road	Grass	10/11/2022
04/0449	39 Clubhouse Drive	Placement Violation (Playground Equip.	10/21/2022
05/0134A	55 Duck Cove Circle	Deck Screening	10/18/2022
05/0134A	55 Duck Cove Circle	No Permit - Addition & Maintenance	10/18/2022
09/0237	760 Ocean Parkway	Grass	10/11/2022
09/0240	754 Ocean Parkway	Grass	10/11/2022
10/0056	82 Nottingham Lane	No Permit - Shed (Shed Color)	10/7/2022
10/0349	15 Royal Oaks Drive	Grass	10/11/2022
10/0551	29 Quarter Staff Place	Grass	10/25/2022
10/0617	44 Quarter Staff Place	Grass	10/17/2022
10/0919	19 High Sheriff Trail	Dangerous Tree	10/7/2022
10/1295	1008 Ocean Parkway	Grass	10/11/2022
10/1296	1010 Ocean Parkway	Grass	10/11/2022
11/0143	31 Gloucester Road	Placement (Fence) & No Permit - Fence	10/25/2022
11/0490	903 Ocean Parkway	Grass	10/11/2022
13/0048	49 Fairway Lane	Vehicle Parking	10/21/2022
13/0224	528 Ocean Parkway	Grass	10/10/2022
14B/0027	35 Harlan Cove	No Permit - Dock	10/5/2022
14B/0081	3 Leslie Mews	No Permit - Boatlift	10/5/2022
14B/0127	50 Alton Point	No Permit	10/5/2022
14B/0145	17 Alton Point	No Permit - Vinyl Tech	10/21/2022
14C/0117	16 Mallard Drive West	No Permit - Boatlift	10/5/2022
14C/0158	18 Mallard Drive East	No Permit - Dock/Boatlift	10/5/2022
14C/0164	29 Mallard Drive East	No Permit - Dock/Boatlift	10/5/2022

from legal

from legal