

1. Call Meeting to order at 10:01 a.m.
2. Certify Quorum of Committee: Present in person: Kathy Bondur, Christine Lukowitsch, Lynda Morrison, Bob Neal and Emery Tapley. Present Via Zoom: Sarah Hans
3. Previously distributed minutes from 01/14/2021 were unanimously ratified.
4. Applications Review:

NEIGHBORHOOD	ADDRESS	NAME	PROJECT DESCRIPTION	FEE	PIC	APPROVE/DENY	COMMITTEE VOTES	COMMENTS/CONTINGENCIES
Eaton Place	7514 Eaton Court	Thomas & Caren Walsh	Exterior Paint -- Body: Benjamin Moore Cayman Islands -- Trim: BM Chantilly Lace -- Door: BM Audubon Russet	X	X	Approved	6 Approved / 0 Oppose	None
Hampton Green	6414 Addington Place	Gail Berenson	Replace roof; Slate / Thunderstorm blend	X	X	Approved	6 Approved / 0 Oppose	None
St. John's Wood	7210 St. John's Way	Larry & Leslie Slavin	Replace roof: Barrel / Birchwood	X	X	Approved	6 Approved / 0 Oppose	None
Kenwood Park	8143 Abingdon Court	Jerry & Pennie Gray	Remove areca palm due to ganoderma	X	X	Approved	6 Approved / 0 Oppose	None
Lennox Gardens	6916 Lennox Place	Deborah Hull	Remove oak tree causing damage to driveway	X	X	Tabled		Please provide the name of the proposed tree replacement, a site plan showing the easement and a sketch of the alternate placement of the new tree.
Richmond Park	8136 Collingwood Court	Sharon Lyons	1) Remove palm tree 2) Landscape alterations per plan	X	X	Tabled		Please provide us with the name of the replacement tree and a list of the plants that are being removed. Also, a site plan showing the easement boundaries and a sketch of the proposed new landscape is required, for clarity.
Victoria Circle	7183 Victoria Circle	Michael & Alexander Goot	Generator Installation	X	X	Approved	6 Approved / 0 Oppose	Generator must be screened from street view. Viburnum, Pitch Apple or Podocarpus are suggested shrubs.
Whitebridge Court	7622 Whitebridge Glen	Anne Gold	Install retaining wall on right side of property to alleviate erosion	X	X	Approved	6 Approved / 0 Oppose	None
Wentworth	7307 Windemere Lane	Emery Tapley & William Crocker	Remove prickly pear and replace it with an Italian Cypress tree at corner of poolcage	X	X	Approved	6 Approved / 0 Oppose	None
Wentworth	7328 St. George's Way	Janice Mulder	Trim native vegetation	X	X	Approved	6 Approved / 0 Oppose	Height of palmettos after pruning should be no lower than 3 1/2 feet near the greens and tees; palmetto stems should not be removed or cut back without prior approval.

5. The HOA board has read the updated ALC criteria and forwarded it to the Neighborhood Chairs. Their comments and changes will be submitted to us by the end of February.
6. 7903 Hampton Court has trimmed palmettos down to the ground on their property and the golf course. It was also noted that there is no perimeter plant screening around the foundation of the house/pool cage. PBM will send a letter to the homeowner that ALC/PBM approval is required prior to any external work being started and ask who the vendor was that completed this work. The homeowner will be told to remove the palmetto roots; suggested replacements are Dwarf Pandanus, Dwarf Pringle or Shell Ginger. The perimeter planting along the foundation of the house must be screened completely and should be planted with Sloppy Painter Croton, Dwarf pringle podocarpus or Macho fern. These are our suggestions and they should send the ALC their plan with a sketch prior to the work being completed.
7. ALC request forms on the new website will be placed on the public site as well as the homeowners section to make it easier to find them.
8. ALC criteria states that homeowners are responsible for any damage to their own property, neighboring property and community property. We will include this statement with approvals for construction of any kind by way of reminder.
9. Sandy Lee will ask Jennifer to link the index list of ALC criteria to the actual criteria on the website so that homeowners can click on the index and be redirected to that particular criteria.
10. Virginia Water has notified the ALC that there is a storage shed in the woods (common area) that was approved by the declarant. They would like this on record as being approved. The ALC has so noted.
11. 7419 and 7423 Ascot Court were reported to have removed buffer zone shrubbery in a wetland area. Brian Niehaus has inspected this area and sees no evidence.

Adjourned at 11:24 a.m.
Respectfully Submitted,
Sarah Hans