

Carderock Springs Citizens' Association
February 19, 2018 Monthly Board Meeting Minutes

Board members present: Jack Orrick, Stefan LoBuglio, Petra Jacobs, and Julie Weber.
Excused: Sindy Udell, Rob Gorman, Yvette Quintela

Guests: Steven Austin, Cheryl Glaessner, Susan Eastman, Margie Orrick, Thomas Deyo, Malcolm Stevens, Scott Wilets, Douglas Soe Lin, Katherine Stifel, Ann Massey, Anne Carlson, Noreen Chohanand, and John Karlik.

CSCA President Jack Orrick convened the meeting at 7:37 PM.

Without a quorum, Jack tabled the review of the minutes and treasurer's report to the March meeting

The role and processes of the Architectural Review Committee (ARC) were the primary agenda item of the meeting, and Jack thanked the three members of the ARC (Wilets, Stifel, and Soe Lin) for their work. He added that given the building boom in the area, he wanted to make sure that the ARC was empowered to ensure that the design covenants of the neighborhood were being upheld. He cited two examples of recent renovations where homeowners did not consult with the ARC which led to problems: one purchased a non-conforming window and another built a shed that was visible from the street. He also wanted to discuss how the ARC was sufficiently publicizing its schedule of project reviews to both remind the community of its role and to provide the opportunity for neighbors affected by the renovations to participate.

Concerning enforcement, ARC Chair Scott Wilets described that the committee does depend on homeowners to voluntarily come to the ARC when planning renovations, and that he and the other members did not have time or the ability to cite homeowners that were not bringing their renovation plans to the ARC. He added that when the ARC has learned of an unapproved home renovation, the ARC would inform the board. Jack suggested that contacting the board should be the second level of action, and the first should be a letter sent to the homeowner. He indicated that the board could draft and issue a standard letter that described the authority of the ARC in approving homeowner renovations

In terms educating new residents about the ARC process, Jack indicated that he would check with the chair of the Welcoming Committee to confirm that members of the committee were continuing to visit newly arrived residents and both welcome them and educate them about the covenants and the ARC review process for new renovations.

On the issue of better publicizing the schedule of project reviews, Scott agreed that he would provide a notice in the CS Chat before the ARC meetings which are scheduled for the first Wednesday of the month. As a matter of practice, the board members indicated they recused themselves from voting on projects that they worked on in their private practices. Susan Eastman and Noreen Chohanand offered to work with the ARC to help publicize the scheduled reviews and to assist with some of the ARC management duties.

Other ideas that were discussed to improve compliance with the ARC included: developing signage to recognize the Carderock community's historic designation; publicizing the tax benefits of renovations that conform with the covenants, an article about the ARC process in the CSCA newsletter, displaying poster boards of some of the archived materials about the Carderock development, and having a house tour. Community member Steve Austin offered to help the CSCA board improve its website to better promote the covenants.

The other items of business discussed concerned the CSCA's support for the Quiet Skies Coalition and the upcoming survey related to the traffic islands.

Finally, the Board agreed to hold the Annual board of election meeting on May 6. The nominating committee (Rob Gorman, Julie Webb, and Yvette Quintela) are soliciting the intentions of current board members as to whether they will serve another year and to seek out other community members to fill vacancies.

The meeting adjourned at 9:05pm.

Submitted by Stefan LoBuglio, CSCS Secretary