

**WELLINGTON COMMONS ARC MEETING**

**16 March 2010**

**\*\*\*\*\*MINUTES\*\*\*\*\***

**ATTENDEES:**

- Ken Polk, Chairman
- Matt Hocking, BOD Liaison
- Laura Marsh
- Florence Daniels
- Peter Caporale

-Meeting Called to Order 7:10 pm

**ARC DISCUSSION:**

TREE ISSUE 6175 WCD: ARC determined that damaged trees should be removed

**REVIEW AND SCRUB MINUTES FROM 23 FEB 10 MAKE-UP MEETING:**

**APPLICATION REVIEW:**

-6114 T-Court (Removal of two trees from front of unit). Application w/ ARC response forwarded to Management.

**2010 SPRING WALK CHECKLIST REVIEW – ARC Tasking from 23 Feb 10**

**Special Meeting:**

Main Checklist is already developed and in the hands of Management.

ARC recommends that Management focus on the following:

- \*ROOFS (Rake Boards/Trim/Shingles)
- \*PAINTING (Damaged Boards/Trim/Shutters/Doors)
- \*CHIMNEY CAPS
- \*FENCES
- \*GOUNDS UPKEEP
- \*DIRECT LINE OF SIGHT VIOLATIONS
- \*CONDITION OF WINDOWS SCREENS AND DOORS
- \*GUTTERS AND DOWN SPOUTS

**RECOMMENDATION FOR BOD FLYER-ARC Tasking from 10 Special Meeting:**

**Caption: “ATTENTION HOMEOWNERS – SPRING INSPECTION WALK 2010 IS COMING SOON”**

**The following items will be closely observed:**

- Your Roof (Rake Boards/Trim/Shingles)**
- Painting (Damaged Boards/Trim/Shutters/Doors)**
- Rusted Chimney Caps**
- Damaged Fences**

- Ground Upkeep
- Direct Line of Sight Violations (including those above the fence line)
- Condition of Your Window Screens and Doors
- Gutters and Spouts

**ATTENTION!** If you are thinking about making external changes, **REMEMBER** you may need to submit an **APPLICATION**.

**CONTACT:** [Eastcoastmgmt@aol.com](mailto:Eastcoastmgmt@aol.com)/Phone: (703) 569-9880

**FRIENDLY REMINDER!**

\***Recycle Items** are only picked up on Tuesdays (Please do not put these items out on Fridays).

\* Please **DO NOT** put item like **PAINT CANS** and **REFRIGERATORS** out. **THESE ITEMS WILL NOT BE PICKED UP.**

\*You can arrange **Special Pick-Up** of large items by contacting Trash Away. Phone:

**“Thanks for contributing to the upkeep of our fine community”**

**HANDBOOK UPDATE:**

-ARC will review assigned sections individually. Suggested changes will be reviewed between members via email on 13 Apr 10. Final review is set for next ARC meeting – 20 Apr 10.

**NEW BUSINESS:**

-Who will handle the tree damage issue. Major landscape issues are looming

Meeting Adjourned 8:20 pm

Next ARC Meeting is scheduled for 20 Apr 10 2010

//ORIGINAL SIGNED//

Kenneth Polk

Chairman, Wellington Commons ARC