

**AERC Minutes**  
**September 28, 2005**

The AERC held its August meeting at the home of Bob Day on Tuesday, September 28th at 7:30pm. Members present were Bob Day, Donna Parisi, , Bob Tremmel and Dan Navarro. Also present were Debbie Posner and Maryann Mann, homeowners.

**Applications**

7436 Monona Terrace	install sidewalk lights	Approved
15529 Indianola Drive	replace shingles	Approved
15633 Gold Ring Way	add sun room & new deck	Approved

**The Guideline Review**

The first review of the complete new Guidelines package was completed at the meeting. This was a line-by-line editing review. The package has now been updated and paper copies have been provided to each member of the Board of Directors for their review. Additionally, AERC Notes #3 has been created and will be distributed by the Newsletter Team to all households in early October. We are on schedule for the month of October to be the final review of the new document and November's Board meeting to be the approval of the new Guidelines.

In order to ensure that the new Guideline package reaches all Association members, the AERC recommends a direct mailing of the proposed Guidelines. Since the Board's November meeting will have a direct mailing of the 2006 budget, the Guidelines could join the budget in a single mailing

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Here is a summary of the new items that are in the Guidelines:

**Introduction**

AERC philosophy: get application approved  
General rules – what to expect  
Application process – how to

**Application**

New form - more complete descriptions

**Section I: Application Not Required**

Fans on exterior roof  
Antennas  
Walkway lights/ in-garden lights  
Seasonal window boxes and planters  
Yard decorations less than 2 ft  
Mailboxes on wooden posts  
Temporary tents/canopies  
Deer netting around shrubs

**Section II: Application Required**

Garden planters in non-standard pots  
Yard decorations greater than 2ft high  
Changes to the grading of the lot  
Solar panels  
Permanent window boxes

**Section III: Prohibited**

Decorations or grills attached to storm doors  
Parking of vehicles on lawn areas/walkways  
Non-standard interior window dressings  
9 items specifically listed in our Covenants

- Exterior antennas
- Kennels, pigeon coops, dog runs, etc
- Sheds, huts and shacks
- Wire fencing
- Outdoor clotheslines and clothes dryers
- Signs on the lawn
- Repair or extraordinary maintenance of vehicles in the driveway
- Parking of boats, trailers in driveway
- Parking of inoperable or unlicensed vehicles in the driveway

2 items from Montgomery County Code

- Parking of commercial vehicles in street except when engaged in work
- Parking of trailers in the street greater than 24 hours

#### **Section IV: Maintenance & Repair**

When viewed from the street, there shall be:

- No area of peeling paint
- No grass higher than 6"
- No dead bushes or dead trees
- No driveway cracks that have grass growing in them
- No driveways with holes, depressions, or cracks greater than ½" width
- No visible rust on basketball hoops, play sets, or swing sets
- No rust on metal mailboxes
- No trash/recycle containers visible from street
- No trash/recycle containers street side until the evening before pickup day through nightfall of pickup day.
- No mold areas greater than 10 square feet (~area of one double hung window)
- No missing or broken shutters
- No rotting wood (garage doors/frames, posts, pillars, etc.)
- No bushes, vines or shrubs adjacent to the house that block windows or reach above roof line
- No visible gap between walkway and front stoop.

#### **Section V: Resolution Process**

There is a resolution process, which can be initiated by either the homeowner or the AERC. It starts informally and proceeds through 3 escalating steps.

The 1st step of the resolution process is for the homeowner and the AERC to present their views to the Association's Board of Directors. The Board will listen to all views and vote a course of action. If the homeowner prevails, the matter is ended.

The 2<sup>nd</sup> step of the resolution process is for the homeowner or the Association to petition the County to hear the grievance. This takes place in front of the Commission on Common Ownership Communities. The Commission will listen to all views and vote a course of action. If the homeowner prevails, the matter is usually ended.

The 3<sup>rd</sup> step is for either the homeowner or the Association to take the matter to Civil Court. With legal representation, the homeowner and the Association present their cases and the judge issues a binding verdict.

It is the desire of the Association that all grievances are handled at the lowest level and that the AERC work with homeowners to find mutually agreeable solutions.

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#### **Homeowner Correspondence**

After discussion, the Committee decided to send xx correction letters and xx admiration letters to homeowners –

7434 Monona Terrace	complete garden work (3 <sup>rd</sup> letter)
7432 Monona Terrace	correct downspout tubing (3rd letter)
7306 Grinnell Drive	repair driveway-garage; trim shrubbery-lawn, repair rusty mailbox (2 <sup>nd</sup> letter)
7213 Dubuque Court	admiration letter for beautiful home/lawn/gardens
15405 Indianola Drive	admiration letter for beautiful home/lawn/gardens
7309 Grinnell Drive	admiration letter for beautiful home/lawn/gardens
15508 Moravia Court	admiration letter for beautiful home/lawn/gardens

The AERC adjourned at 9:28pm.