

# **Crestbrook Homeowners Association**

## **Meeting Minutes, May 8, 2018**

- I. **Call to order** - Mr. Brabrook called the Crestbrook Homes Association meeting to order at 7:10 PM. There were four board members, and Lisa Cornaire from Spectrum Property Management present.

Mark Brabrook	Chris O'Donnell	
Lew Thorp	Rob Garratt	

- II. **Review / Approval of meeting minutes:** The minutes from March were not available and there was no meeting in April. The review of the March minutes was deferred until June.
- III. **Homeowner Forum:** An owner presented a case to retain their chain link fence which was discovered during the Spring Inspection and was found to be out of compliance with the standards of the neighborhood and sent a violation letter. . The owner acknowledged their understanding that they should have submitted an ARC application prior to having the fence installed but stated at this time they do not have the funds to correct the violation. The owner also states that the fence is for a service dog. They requested a waiver of this violation and wish to retain the chain link fence. The board decided to give the homeowner two years to plan and save for a more appropriate fence replacement.
- IV. **Old Business:** Articles for the Summer newsletter were discussed. Mr. Thorp had a draft titled Fairfax County Special Permits. This was reviewed and feedback provided. Other articles planned for the newsletter include, Fairfax County AirB&B policy, HOA Yard Sale and Annual Meeting Signs.
- V. **New Business:** Based on the discussion of the Chain Link fence Ms. Cornaire recommended the HOA establish Architectural guidelines. No motion was made to pursue this or a volunteer to draft it.
- VI. **Management Report:** Sixty late dues notice letters were mailed. Mr. O'Donnell stated he would go door to door when the list of late payers got to 30 or less.
- VII. **Committee Chairmen Reports:** Nothing significant to report.
- VIII. **Adjournment**  
Mr. Brabrook motioned the meeting be adjourned at 7:55 PM.  
Minutes submitted by: Lew Thorp