

**London Towne Homeowners Association  
Board of Directors Meeting**

**April 22, 2004**

**ATTENDANCE:**

Robin Peralta, President  
Sally Saucedo, Treasurer  
Mike Mallon, Secretary  
Mike Lannes, Director

**Approved**

Craig Courtney, Sequoia Management  
Elizabeth Scarangella, Recording Secretary

**ABSENT**

Joe Climo, Vice President

**CALL TO ORDER:**

The President called the meeting to order at 7:08 p.m.

**RESIDENT INPUT:**

A resident questioned the parking policy and the need for parking passes. She doesn't feel it was fair and that there are more important issues that need to be addressed.

A visitor to the neighborhood was towed because he parked in an open space without a parking pass. He felt that there were not enough signs indicating that passes were required. The Board reiterated the Parking Policy and the directions that have been given to Dominion Towing from the Board. There are signs at each entrance to the community indicate that parking passes are required. The Board will consider refunding his towing fee in Executive Session and notify him in writing of their decision.

A resident is in the process of establishing block captains to walk the community helping other residents with problems and answering questions. Being good neighbors.

A resident would like to remove a tree from her front yard because the roots are making grass growing difficult. She was requested to complete an architectural application.

A resident sent a letter questioning the violation notice he received on the positioning of his satellite dish. He quoted the ruling by the FCC, but the community has acceptable locations and if reception is unavailable the homeowner must provide information from his installer as to the alternative positions.

A resident asked for guidance on the repairs needed to his driveway. Ms. Peralta would like Mr. Courtney to explain the resurfacing procedure and give additional direction on how the repairs will be made. The Board suggested that he contact his neighbor to address the problem of water in his basement.

A resident questioned the denial of changing his glass sidelights to wood. He pointed out four other houses that have this change. Management will check the house files to see if there is approval change. If not approved, the resident will be informed as well as the homeowners with the unapproved change. The residents with unapproved changes will be notified and told that when the door area is repaired or replaced it must be brought into compliance.

**MINUTES:**

The minutes from the March 25, 2004 meeting were inadvertently omitted from the Board Package and therefore will be reviewed by the Board next month along with the April minutes.

**COMMITTEE REPORTS:**

**ACC Committee:**

No written report.

**Parking Committee:**

No written report.

**MANAGEMENT REPORT:**

Mr. Courtney presented an analysis of the Balance Sheet, Income Statement and General Ledger. The Board reviewed the information. The Board did not have any questions.

**OLD BUSINESS:**

The monthly report from Premier Turf & Landscaping was reviewed.

The Board would like a report from Dominion Towing detailing the towing within the community.

Mr. Courtney informed the Board of the concrete and asphalt repair schedule.

**ARCHITECTURAL APPLICATIONS:**

The following applications were presented to the Board.

Huebner (14751 Ealing Court) storm door approved subject to door matching the trim

Mansfield (6179 Gothwaite Drive) trim painting approved

Benbihi (14821 Hoxton Square) windows approved with 8X8 grids

Catholics for Housing (14807 Hatfield Square) shed approved

Garcia (14883 Lambeth Square) disapproved because no information was supplied regarding alternative positions

Foster (14716 Wycombe Street) shed approved

Blackburn (14827 Maidstone Court) shed approved

Garcia (14814 Palmerston Square) deck approved

**NEW BUSINESS:**

A letter from Supervisor Frey to the Department of Transportation requesting that the state streets in London Towne be designated as a Community Parking District and therefore restricting commercial and recreational vehicles was reviewed. Mr. Courtney outlined the process requiring signatures of the residents and the follow up.

The three way stop sign that the Board had requested be installed at Gothwaite Drive and Paddington Lane was revisited and Mike Coyle from Supervisor Frey's office indicated that VDOT would consider the sign if the traffic on Leicester Court be one way in the opposite direction.

The Board reviewed a letter with costs of a private security service. The cost is still too much for the community.

Ms. Peralta said she had received a letter indicating how to begin the process of reacquiring Regents Park Road. The letter will be included in the next Board package.

**EXECUTIVE SESSION:**

The Board recessed in Open Session and convened in Executive Session to discuss delinquent accounts at 8:18 p.m.

The Board reconvened in Open Session at 9:12 p.m.

The Board decided not to refund the towing fee for the man parked in an open space without a pass. They felt it is the responsibility of the residents to inform their visitors of the parking policy of the community.

**ADJOURNMENT:**

A motion was made, seconded and approved unanimously to adjourn at 9:13: p.m.