

# **VIRTUAL COVENANTS COMMITTEE MEETING MINUTES**

April 13, 2021

**CALL TO ORDER** The meeting was called to order at 7:03 P.M.

**ATTENDANCE** Present were:  
Yvonne Zecca – Committee Chair  
Eric Keber – Committee Vice Chair  
Paula Martori – Committee Member  
Debbie Perez – Committee Member  
Kristen Mowery – Committee Member  
Patricia Willets – Covenants Director  
Dana Cross – Assistant General Manager  
Dan Courtney – Board Liaison

**BOARD LIAISON REPORT:** Board Liaison, Dan Courtney, shared details for the Annual Board Meeting, which will be a two-day virtual event held on April 21st and 22<sup>nd</sup>, with the Election results for new members being announced on Thursday, April 22<sup>nd</sup>.

Dan made announcement of his last meeting for Board Liaison and representation to the Covenants Committee.

**MINUTES:** Committee Chair, Yvonne Zecca, called for a motion of the March 9, 2021 Covenant meeting minutes. A motion was made and seconded to approve the minutes as submitted. Motion passed by acclamation.

**VIOLATIONS:** Discussed at 8:35 p.m.

**OPEN DISCUSSION:** Propane Heat Lamps, Fire Pits/Propane Fire Tables  
Tenant Katherine Davis and Homeowner Peggy Stipula present for discussion.  
Committee suggested to bring topic to next Board Meeting. Yvonne to speak to Scott Buchanan for Board discussion.

**VISITORS:** Dave Gordon, Owner/Contractor-R&B, Inc., for HVAC relocation at 3238 Valley Drive and Contractor Representative for HVAC Split System at 3250 Gunston Road  
Daniel Shen-Unit Owner, HVAC Split System  
Steve Lose-Unit Owner-HVAC Split System  
Will Nance-Unit Owner-Flagstone Patio  
Terry Karraker-Unit Owner-Flagstone Patio  
Debra Livingston-Patio Contractor  
Kaitlyn King & Tom Spearing-Unit Owners-Shrub Plantings  
Elaine Lawler-Unit Owner-Plantings  
Katherine Davis-Tenant-discussion for propane fire pit/table  
Peggy Stipula-Homeowner-discussion for propane fire pit/general fire pits

## **NEW BUSINESS**

3522 Gunston Road – Committee Chair Yvonne Zecca, called for a motion of the HVAC Split System. A motion was made and seconded to deny the application based on the Compressor Pad needs to be larger in relation to the Compressor and that the material could not be made of rubber, and the location of the Compressor in relation to the downspout was not clear. The motion was passed to deny unanimously (5-0-0).

3238 Valley Drive – Committee Chair Yvonne Zecca, called for a motion of the HVAC Compressor relocation. A motion was made and seconded to approve the HVAC relocation application.  
The motion passed unanimously (5-0-0).

3250 Gunston Road – Committee Chair Yvonne Zecca, called for a motion of the HVAC Split System. A motion was made and seconded to approve the application. The motion was passed to approve unanimously (5-0-0).

1647 Fitzgerald Lane – Committee Chair Yvonne Zecca, called for a motion of the HVAC Split System for a back wall mount due to utilities in front of unit. A motion was made and seconded to approve the application. The motion was passed to approve unanimously (5-0-0).

3563 Martha Custis Drive – Committee Chair Yvonne Zecca, called for a motion of the extended existing brick patio only. A motion was made and seconded to approve the application. The motion was passed to approve unanimously (5-0-0).

1419 Martha Custis Drive – Committee Chair Yvonne Zecca, called for a motion of removing the existing Brick patio and replace and extend by 4’ with a Flagstone Patio. A motion was made and seconded to approve the application. The motion was passed to approve unanimously (5-0-0).

3314 Martha Custis Drive – Committee Chair Yvonne Zecca, called for a motion to replace existing Brick patio for an extended Flagstone patio with two stipulations that before any work is done, the two corrections are made: that the 2% grade is adhered to and that the reference to the concrete is removed and is poly sand. A motion was made and seconded to approve the application based on the stipulations. The motion was passed to approve unanimously (5-0-0).

1621 Preston Road – Committee Chair Yvonne Zecca, called for a motion for plantings. A motion was made and seconded to approve the application. The motion was passed to approve unanimously (5-0-0).

3531 Martha Custis Drive – Committee Chair Yvonne Zecca, called for a motion for plantings. A motion was made and seconded to deny the application for further items to be addressed: Neighbor Survey needed, a written recommendation to mitigate irrigation, and need actual dimensions from patio to edge of plants. A motion was passed to deny unanimously (5-0-0).

3767 Gunston Road – Committee Chair Yvonne Zecca, called for a motion for plantings. A motion was made and seconded to deny the application due to more information needed with specific dimensions for plants in relation to patio, front, and sides. A motion was passed to deny unanimously (5-0-0).

**ADJOURNMENT:** The virtual meeting adjourned at 8:46 p.m.  
The date for the next Covenants Committee Meeting is scheduled for May 11, 2021.

**SUBMITTED BY:** Patricia Willets **DATE:** 4/28/2021

**ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

# Parkfairfax Condominium Landscape Committee Report May, 2021

## Gardens in the Park Month

Building on the success of last year's expansion of Gardens in the Park Week to an entire month, the Parkfairfax Landscape Committee has been putting together activities that will help residents explore our lovely community (while staying socially distant of course).

Among the activities featured for this month are (in no particular order):

- Available Adopt-a-Tree
- Compost Program
- Coloring Pages
- ID'ing invasives/alternatives
- Scavenger hunt
- Virtual tree walk
- Virtual turtle/climbing sculptures walk
- FAQs on Parkfairfax Landscaping

In addition, we are attempting to schedule speakers on Deer Prevention for Your Garden and Climate Change – stay tuned!

## Grant Update

This spring, the Committee is continuing to work to complete two grant applications for landscaping – these include:

- Audubon Society/Plant NoVA Natives Grant for HOA Entrances
- TD Bank Grant for Trees

We'll continue to keep the Board informed of the progress on these grants – as they are due in the next 6 weeks.

## Project Revisited – Parkfairfax Garden Guide

With many residents focused on the Homefront during the pandemic, and with the pending revisions of the ARs, the Committee is revisiting the content of the Parkfairfax Garden Guide (last time revised was 2011). We look forward to adding and updating the guide with input from other Committees and the Board of Directors.

Our next meeting will be on June 1 at 7 PM via Zoom.