

Hollybrooke DSS HOA Annual Meeting

When: Monday July 7, 2025 - 7:00PM via zoom

In Attendance: Eli, Dave, Dominic, George, Jon, Jody, Jim, Heather-MTM
Richard Wong, Margie Henry, Jane Markley, Bill Gustavson

Welcome

- Quorum of attendees per Article 5-206 of the Maryland Corporation Association Code, with the authority to seat the new board. Per above Article and necessary quorum, a motion was put forth to seat the new board as elected – 2nd - **Approved**
- Approval of Minutes – 2nd - **Approved**
- Officer Reports
 - President: Dave Minier
 - Welcome to Dominic. Thank you for joining the board. It's his first time serving on an HOA.
 - Standish Place update – Some board members received a packet of information from the attorney representing the company that is planning on redeveloping the Standish Place office park into 200 residential units. A plan application letter was included stating that plan applications have been filed with the Montgomery County Planning Board and there will be a public hearing tentatively scheduled for October 23, 2025. The actual meeting date will be sent out no later than 10 days before the hearing. Dave would like a representative from the board to attend the meeting. The packet included detailed maps on tree plantings throughout the property. This will also be discussed at the meeting. The letter is attached below.
 - Vice President: Jonathan Tubman – nothing to report
 - Treasurer: George Wolohojian – As authorized at the last meeting, a transfer of funds from reserves to the operating account has taken place. This will bring the budget back into balance. This was due to the extra money spent this year due to snow clearing. We transfer the projected income, not the principal, into the operating account.
 - Secretary: Eli Nadel - nothing
- Committee Report(s)
 - AERC Liaison – Summer walk-around in progress. Scheduled to end the beginning of August, so letters can be sent out in order to give the homeowner's time to rectify their issue before the winter.
- Current Business
 - Grid #GS32 related to encroachment of plantings – please see the attached summary, provided by Dave. The left column is a recap of the history of what has currently been done. The right column could be options available, if the owner or son ever responded. Dave has sent the son 2 text messages, one of which was sent on 6/23. On 6/26, Dave tried calling. A woman who answered the phone said that the son wasn't home, so Dave left message. The call has yet to be returned and the texts have not been answered. This homeowner has a long history of ignoring letters from the AERC and doing what he wants. Green Earth has given an estimate of \$1500 to remove the trees and shed. MTM has said that based upon our bylaws, we can bill the homeowner for that cost, but they are checking with the attorney as to whether we can bill the homeowner for the survey that was done to delineate the property lines. MTM will add these costs to the homeowner's account. If the Homeowner only

pays his biannual assessments, these payments will be applied to the oldest outstanding debt, which is the tree removal charge. He will fall behind on his assessment payments and risk having a lien placed on the house.

Motion to send a registered letter to the homeowner detailing the cost of the action and to schedule removal of structure and trees, forthwith - 2nd – **Approved.**

Bill Gustavson said that he would go over and take pictures of the survey marks, just to make sure they haven't been removed and for them to be documented.

- Grid #GS31 & #GS42 related to common area land management and remediation of bamboo* We need to find a permanent solution to keep the bamboo from encroaching onto the personal property of the homeowners that backup to the bamboo that grows on the HOA common area. Cutting it back is not a permanent solution. Perhaps, as was explained by one homeowner at the last meeting, a trench can be dug and a vinyl barrier can be installed underground, in order to keep the bamboo rhizome from spreading into the yards. Dave will ask Green Earth for a quote to do this. Maybe the HOA could pay for the entire project out of reserves or maybe the costs could be split between the affected homeowners & the HOA.

*A total of 10 properties are adjacent to the two parcels: 7320 Gold Ring Terrace through 7200 Gold Ring Terrace as well as 7317 Grinnell Dr. through 7305 Grinnell Dr. & 15428 Indianola Dr.

- FY budget planning set initial meeting date – will start budget discussion at the next meeting.
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- New Business
 - Open Items – Jody said there is a large, downed tree in the common area behind her house on Wapello. Even though we cut it, this land is not HOA property but rather M-NCPPC property and it's their responsibility to remove the tree. ***Margie spoke to M-NCPPC on 7/8 and they will only remove a tree if it's blocking a trail.
There was a discussion as to whether the development of Standish Place from an office park in residential units will cause more traffic on Crabbs Branch. Perhaps this can be an opportunity to get a traffic light at Monona & Crabbs Branch. Eli will send out the packet via the listserv and ask the community if they would be interested in seeing a traffic light.
 - 2025 fall leaf pick up schedule – dates will be discussed via email. The first pickup will probably be early October with the second pick up later in the fall. Dates and where to place the leaves will be announced in the newsletter and via the listserv.
 - Next Meeting: Tuesday August 26 at 7:00pm via Zoom
- Adjourn

The issue was discussed and the HOA board approved a citation that asked that the items be removed from HOA property within 30 days of the notice. No action would result in a contractor removing the items at the owners expense. The HOA sent two letters over the course of two months to the owner that outlined the violations. The recipient did not respond nor take action as requested.

At the June board meeting the topic was reviewed and the board agreed to attempt to meet the owner to discuss the issue. A neighbor offered assistance as a translator and to schedule a meeting. The owner acknowledged the letters to the neighbor and indicated he would remove the structure but he didn't feel the trees were an issue. The HOA ask the neighbor to request a meeting with the owner, he refused citing language concerns, she offered to translate, he declined. He said the HOA should speak with his son. We've requested an appointment with him and await his response.

Original citation expenses

- Land survey to determine boundaries: \$2,000
- Removal of items on the HOA property: \$1,475
- No further planting or structures on HOA property

Negotiation position (assumes a meeting with the owner or son)

- Full land survey expense to owner (negotiable item? – split 50/50)
- Contractor remove only the structure at owners expense
- No tree removal.
Landscaper replace the DIY protective materials with proper staking and fencing on all trees on or near the common area at owners expense (negotiable item? - split 50/50)
- No future planting or structures on common area by the owner

If no response to our request for a call with the son; Then removal of the structure and the trees will be scheduled

Note 1: Review of the survey markers indicate the fence exceeds the property line. No action has been taken by the board on this matter. In addition we have no record of AERC approval of the fence installation.

Note 2: Negotiable items required board approval

Monday, June 23, 2025

**Patrick L. O'Neil***Attorney*

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vgbiase@lerchearly.com**Notice of Applications**

NEW DEVELOPMENT PLANS AND FOREST CONSERVATION TO BE CONSIDERED BY
THE MONTGOMERY COUNTY PLANNING BOARD AT A PUBLIC HEARING

Plan Type	Preliminary Plan, Site Plan, and Forest Conservation Plan
Plan Number	120250180, 820250090, and F20250670
Name of Plan	Centro Square
Geographic Location	7501 Standish Place, Rockville
Current Zone	CRNF-1.25, C-0, R-1.25, H-60' (Commercial Residential Neighborhood Floating Zone)
Number of Proposed Lots/Area and Use(s)	13.86-acre; Proposed mix of up to 200 townhomes and two-unit condominiums.
Date	July 2, 2025

The above referenced plan applications have been filed with the Montgomery County Planning Board and are being reviewed under the provisions of the Montgomery County Code and according to the administrative procedures outlined by the regulations for Chapter 50 and 59 at COMCOR 50/59.00.01.

Copies of the proposed plans are enclosed. These plans may change because of specific reviews and changes suggested by Maryland-National Capital Park and Planning Commission (M-NCPPC) and other county and state agencies. You may participate in this review by sending written comments at any time to the Intake and Regulatory Coordination Division (IRC), M-NCPPC, 2425 Reedy Drive, Wheaton, Maryland 20902, or by contacting the M-NCPPC lead reviewer. Contact information for the lead reviewer is available by linking to the Development Activity Information Center (DAIC) on the M-NCPPC website at www.montgomeryplanning.org/development.

The Montgomery County Planning Board will also hold a public hearing on the above referenced plan applications to obtain public comment. The tentative date for this hearing is October 23, 2025; however, please note that this may change. Written notification of the actual public hearing date will be sent to you no later than ten days before the hearing.

If you have questions pertaining to the plan applications, please contact the lead reviewer. If you have general questions about M-NCPPC's process, please contact the Information Counter at (301) 495-4610.

Sincerely,

Patrick L. O'Neil

Vincent G. Biase