

# Architectural Control Committee

## Meeting Minutes

Tuesday, March 4, 2025, Time: 9:30am in the Clubhouse

- 1) Call to Order by Delores Lencioni, Chair at 9:33am
- 2) Pledge of Allegiance
- 3) Roll Call: Delores Lencioni, Chair; Nancy Seeley, Board Member; Janet Keeble (Absent), Alternate; Larry Small, Alternate; Dan Tarnowski, District Manager; Becky Earnest, Liaison; Karen Foote, Adviser re-appointed by the Trustee's 10/14/2024
- 4) Letter from Donna Matten
- 5) Applications for Review
- 6) Updates
- 7) Discussion Items, Suggestions, Problems, Issues or Concerns
- 8) Public Comments
- 9) ACC Member Comments
- 10) Adjournment

ACC is still in need of new members. Please submit a letter of intent to an ACC member if you are interested. We need YOU!

### **COMMUNICATIONS**

Janet Keeble - Resignation Letter  
Lori Bodoh - Letter of Intent  
Action: Larry Small made motion to approve  
Nancy Seeley seconded motion  
All in favor

### **COMPLETED APPLICATION:**

Address: 1055 Sunflower Lane NE  
Application: Re-roof completed

### **TABLED APPLICATIONS FOR REVIEW:**

Applicant: Timothy Whelihan  
Address: 1107 Keystone Court NE  
Application: Remove sidewalk & planter from front of unit  
Contractor: KO Landscaping  
Action: Larry made motion to approve  
Nancy seconded motion  
All in Favor

Applicant: Timothy Whelihan  
Address: 1107 Keystone Court NE  
Application: New stucco skirting to front of mobile  
Contractor: The Treasure Coast Stucco Co Inc  
Action: Larry made motion to approve following receipt of license/tax certificate  
Nancy seconded motion  
All in Favor

Applicant: Daniel Jacobs  
Address: 296 Holiday Park Blvd NE  
Application: Install 10' X 20' Shed  
Contractor: Owner  
Action: Nancy made motion to approve  
Larry seconded motion  
All in Favor

### **NEW APPLICATIONS:**

Applicant: River Grove Mobile Home Sales (Steven Douglas)  
Address: 146 Holiday Park Blvd NE  
Application: New Install  
Contractor: Endeavor Construction Inc  
Action: Nancy made motion to approve contingent upon moving back 5'  
Larry seconded motion  
All in Favor

Applicant: Manuel & Maria Neves  
Address: 124 Holiday Park Blvd NE  
Application: Concrete paver patio  
Contractor: Owner  
Action: Nancy made motion to approve  
Larry seconded motion  
All in Favor

Applicant: Robert Clark  
Address: 325 Holiday Park Blvd NE  
Application: Roof repair  
Contractor: Gorrow Construction  
Action: Nancy made motion to approve  
Larry seconded motion  
All in Favor

Applicant: Robert & Carol Adey  
Address: 1000 Vista Court NE  
Application: Install 3 window shutters  
Contractor: Palm Bay Aluminum  
Action: Nancy made motion to approve  
Larry seconded motion  
All in Favor

**UPDATES:**

Address: 1157 Crystal Court  
New Install  
Status: Certificate of Occupancy (CO) issued by City of Palm Bay 03/04/25.  
ACC did their final inspection on 03/03/25 & signed off in the 03/04/25 ACC Meeting.  
District Manager & Trustee signatures will be obtained to finalize.

Address: 1285 Dove Court NE  
Deck & Ramp  
Status: Permit Under Review by City of Palm Bay (03/04/25)

Address: 1006 Moonlight Court NE  
Deck  
Status: Permit Under Review by City of Palm Bay (03/04/25)

**DISCUSSION ITEMS:** Setbacks – Buildings, Easements  
Karen Foote stepped down from her role as ACC Advisor. Thank you to Karen for all of her assistance to the ACC.

**ADJOURNMENT:** Nancy made motion to adjourn  
Larry seconded motion  
All in favor

**NEXT MEETING:** 03/18/25