

Architectural Control Committee

Minutes

Tuesday, April 15, 2025, Time: 9:30am in the Clubhouse

- 1) Call to Order @ 9:30am by Delores Lencioni, Chair
- 2) Pledge of Allegiance
- 3) Roll Call: Delores Lencioni, Chair; Nancy Seeley, Member; Larry Small, Alternate; Lori Bodoh, Alternate (Absent); Dan Tarnowski, District Manager; Becky Earnest, Liaison
- 4) Updates
- 5) Applications for Review
- 6) Discussion Items, Suggestions, Problems, Issues or Concerns
- 7) Public Comments
- 8) ACC Member Comments
- 9) 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!

LETTER OF INTENT: Letter of Intent from Michael (Mike) Couture was read aloud.
Larry made motion to approve
Nancy seconded motion
All in favor
Discussion: Mike's letter of intent will be distributed to the Board of Trustees. He was invited to the next Board of Trustees meeting on 04/28/25 @ 7:00pm in the Recreation Center.

COMPLETED APPLICATIONS:

Applicant: Manuel & Maria Neves
Address: 124 Holiday Park Blvd NE
Application: Install pavers to create patio for outside sitting area (10'8" X 18')

Applicant: Manuel & Maria Neves
Address: 124 Holiday Park Blvd NE
Application: Replace lattice with white metal corrugated sheets

Applicant: Judith H. Spurgin
Address: 1161 Sobey Court NE
Application: Palm tree removal & Oak tree branch removal

Applicant: Gladys Mastrion
Address: 256 Charm Court NE
Application: Re-roof

Applicant: Scott & Barbara Barnier
Address: 336 Holiday Park Blvd NE
Application: Putting hurricane shutters on all windows

Applicant: Judith Feola
Address: 1149 Parkview Court NE
Application: 6' X 8' shed

Applicant: Robert & Carol Adey
Address: 1000 Vista Court NE
Application: Install 3 window shutters

NEW APPLICATIONS:

Applicant: Lizzette & Fernando Bermudez (not distributed – waiting on Delores' OK)
Address: 1083 Moonlight Court NE
Application: Remove warped vinyl siding on front, one side & rear walls of mobile & replace with Hardie panels, wood & faux stone panels; paint other side of vinyl siding
Discussion: Acknowledged the application addresses 3 of the 4 sides of the mobile.
Contractor: Owner
Action: Nancy made motion to approve
Larry seconded motion
All in Favor

Applicant: Mervin Minnach
Address: 1094 Sunflower Lane NE
Application: Additional parking area (12' X 24')
Contractor: Owner
Discussion: Mervin is considering having a contractor complete the project. He also asked if in the future he could extend the parking area another 30' to his shed. It was explained there is no guarantee this would be approved & clarified a new ACC Application would need to be submitted for review.
Action: Larry made motion to approve contingent upon receipt of contractor's license or business tax receipt (tax certificate) & certificate of liability insurance
Nancy seconded motion
All in favor

Applicant: William & Sandra Busico
Address: 1156 Keystone Court NE
Application: Pavers from driveway to ramp
Contractor: AJ's Landscaping & Design
Discussion: Project had begun prior to ACC Meeting
Action: Nancy made motion to approve
Larry seconded motion
All in favor

Applicant: Georgeena Shough
Address: 1140 Floral Court NE
Application: Remove Palm tree
Contractor: Owner
Discussion: Palm tree was removed prior to ACC Meeting however stump remains.
Action: Larry made motion to approve contingent upon stump being removed or ground down (2) inches below ground level in accordance with ACC Rules & Regulations
Nancy seconded motion
All in favor

Applicant: Kurt Whitmore
Address: 213 Holiday Park Blvd NE
Application: 3 small Palm trees
Contractor: Owner
Discussion: 2 of the 3 Palm trees were planted prior to ACC Meeting. Owner was advised all areas that are left inaccessible to lawn mowers (under 5 feet grass area radius between obstacles) will be owner's responsibility to maintain in accordance with ACC Rules & Regulations.
Action: Larry made motion to approve
Nancy seconded motion
All in favor

Applicant: Holiday Park HPPOA
Address: 215 Holiday Park Blvd NE
Application: 10' X 12' shed
Contractor: The King of Sheds (Shed Movers)
Discussion: Locations throughout the Park were discussed. It was agreed the proposed location next to the Compound area would be best. Land use permit will be needed from City of Palm Bay
Action: Larry made motion to approve contingent upon receiving Brevard County Tax Receipt (Tax Certificate) & land use permit
Nancy seconded motion
All in favor

UPDATES:

Address: 146 Holiday Park Blvd NE
Application: New Install
Status: Approved at 03/04/25 ACC Meeting with contingency of moving the mobile back 5' to accommodate steps on to the front porch.
Replacement Mobile Home – Permit Issued by City of Palm Bay (BL25-01935)
Carport & Utility Shed addition – Permit Issued by City of Palm Bay 04/03/25 (BL25-03098)

Address: 1285 Dove Court NE
Application: Deck & Ramp (BL25-01648)
Status: Permit Issued by City of Palm Bay (03/26/25)

UPDATES (continued):

Address: 1006 Moonlight Court NE
Application: Deck on back of home 5' X 10' (BL25-01385)
Status: Permit Under Review by City Palm Bay (02/18/25)

Address: 296 Holiday Park Blvd NE
Application: 10' X 20' Shed (BL25-04169)
Status: Submitted – Under Review (04/07/25)

DISCUSSION ITEMS: What needs an ACC Application? Reviewed Application information in ACC Rules & Regulations (page 2). Discussed further definition of pavers & base may be helpful. Specifics to be determined. Suggested reaching out to paver companies to see what is recommended.
Additional paver parking dimensions.
Front of home landscaping with pavers or stones was discussed.
Allowing pet fencing was discussed: Concerns about unsupervised pets & nuisance, i.e. barking, etc.
List of items an ACC Application is not necessary. A list will be compiled of projects for which an ACC Application is not necessary.
Discussed ways to improve/expedite application process, Can we expedite ACC Applications where no City of Palm Bay permit and no measurements are needed?
Landscape application (add both property survey pins & project must be marked)?
What needs a City of Palm Bay permit? Not discussed.

ADJOURNMENT: Larry made motion to adjourn @ 11:20am
Nancy seconded motion
All in favor

NEXT MEETING: 05/6/25