

Architectural Control Committee

Minutes

Tuesday, June 3, 2025, Time: 9:30am in the Clubhouse

- 1) Call to Order @ 9:30am by Delores Lencioni, Chairperson
- 2) Pledge of Allegiance
- 3) Roll Call: Delores Lencioni, Chair; Nancy Seeley, Member; Mike Couture, Member; Larry Small, Alternate; Lori Bodoh, Alternate (Absent); Dan Tarnowski, District Manager; David Peck, Advisor; 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!

COMPLETED APPLICATIONS:

Applicant: Catherine Wilson
Address: 126 Holiday Park Blvd NE
Application: Replace rotting water heater structure & all exterior rotting wood panels & add lattice work on carport

NEW APPROVED APPLICATIONS:

Applicant: Niki Hollenbeck
Address: 224 Holiday Park Blvd NE
Application: Install 2 pieces of decorative lattice on side of carport
Contractor: Owner

Applicant: Kathy McManus
Address: 163 Holiday Park Blvd NE
Application: Install pavers from carport to deck
Contractor: Owner

NEW APPLICATIONS FOR APPROVAL:

Applicant: Garry Jackson & Marianne Vorhies
Address: 242 Holiday Park Blvd NE
Application: Trees/Bushes Removal
Contractor: TBD
Discussion: In addition to Trees & Bushes, there is a dead stump at the back of the property that needs to be removed & ground down 2" below ground level
Action: Larry made motion to approve removal of the trees, bushes & the stump, including grinding the stump down 2" below ground level
Mike seconded motion
All in favor

Applicant: Garry Jackson & Marianne Vorhies
Address: 242 Holiday Park Blvd NE
Application: Unit Removal
Contractor: River Grove Enterprises
Action: Larry made motion to approve
Nancy seconded motion
All in favor

Applicant: Rebecca Ransier (not present at meeting)
Address: 465 Holiday Park Blvd NE
Application: Planting plants & flowers (Plumbago-African Lily-Milkweed)
Contractor: Owner
Discussion: Owner must adjust the planting area accordingly to avoid planting in the easement. An ACC member (Mike) will to assist the Owner with identifying the easement at the property & bring the Owner the approved landscape application.
Action: Larry made motion to accept landscaping approximately 4' from carport @ end of pavers
Mike 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);
05/20/25 – Steve Douglas called to request a 30-day extension. Reasons: project is not on schedule because stucco contractor had a medical concern. Contractor's son is doing the stucco work on the skirting & steps. Concrete will be completed after stucco work & then sod will be layed. Steve will then call for a Certificate of Occupancy from the City of Palm Bay & will notify the District Office when it is obtained.
06/03/25 – Steve attended ACC Meeting. In addition to the information above he indicated there have also been delays with the back & forth with the City of Palm Bay in obtaining the multiple permits needed.

UPDATES (continued):

Nancy made motion to approve 30-day extension for install at 146 Holiday Park Blvd NE
Larry seconded motion
All in favor

Address: 215 Holiday Park Blvd NE
Application: HPPOA Lending Shed
Status: Under Review by City of Palm Bay (06/02/25)

Address: 169 Holiday Park Blvd NE
Application: Replace existing windows on the sunroom
Status: Approved – Pending Payment by City of Palm Bay (05/28/25)

DISCUSSION ITEMS:

At present, ACC Meeting dates & times will remain as scheduled through June & July. Due to Vacations, Mike will attend 6/9 Board of Trustees Meeting to request temporary appointment of 1 (one) or 2 (two) individuals, i.e. District Manager &/or Board Member(s) &/or Trustee(s) &/or Resident to assist with reviewing & approval of ACC Applications as well as attending ACC Meetings to have a quorum throughout the summer months.

Status update re: proposed updates/changes to ACC Rules & Regulations & ACC Applications.
Updates to ACC Rules & Regulations & Applications SUSPENDED pending review of the Deed Restrictions by the Deed Restrictions Committee appointed by the Board of Trustees. ACC will review documents again when Board of Trustees approves updated Deed Restrictions.

Stumps: language will be reviewed in ACC Rules & Regulations for greater clarity re: stumps/trunks/trees/tree trimming. Consider adding process to address concerns that present that are not part of the ACC Application, i.e. stumps/trunks/trees/tree trimming. Add definitions in ACC Rules & Regulations, i.e. Tree Trimming, etc.

437 Holiday Park Blvd: appropriate approval was obtained by ACC application. Future ACC Landscape applications will be further scrutinized. More stringent language in Acc Rules and Regulations to include when a tree/tree trunk dies, it must be ground down to 2" below ground level, consistent with how stumps are to be handled.

Fences: lengthy discussion concerning fences. The Deed Restrictions Committee & the ACC are reviewing fence information.

ADJOURNMENT: Nancy made motion to adjourn
Mike seconded motion
All in Favor

NEXT MEETING: 06/17/25