

**Holley by the Sea
Architectural Control Committee
May 16, 2011
9:00 A. M.**

MINUTES

Call to Order: 9:00 am

Roll Call: Larry Larson—ACC, Lee Steinert—ACC, Beth Walter--ACC, Billy Neal—ACC, Bob Geller—ACC, Frank Valensi—ACC, Cecil Everett--ACC

Staff: Mike, Sandy: Arch. Staff

Guests/Presenter: Mr and Mrs Ramsey, Earl Dean, Tyler Manning

Proof of Notice: Agenda posted 04-29-2011

Approval of Minutes: 04-19-11 Motion: Neal, approved 5/0(with amendment)

Old Business:

Cary Manning: Would like to address the Committee regarding building issues. Application fee must be paid before ACC approval.

Block 92 Lot 10: Builders bond issue, variance expired. A builder's bond was never received for this lot, the application fee will be held for one year and reviewed. Motion: Larson, 2nd Geller, approved 5/0

Block 98 Lot03: Builders bond issue. Builder will be contacted requesting attendance at the next ACC meeting to discuss a recommendation concerning the bond or legal action.

2004 Edgewood: Review a letter concerning boat parking/beautification committee. The ACC will recommend to the BOD that a beautification committee be formed.

6697 Codell: Review building permit, possible violation. The ACC will send a letter requesting the owner to attend the next ACC meeting.

7555 Woodmont: Review County Code report. The ACC will request that the County Code office follow up on the issue.

1852 Edgewood: Review HI application/Variance request. Tabled, the owner will be contacted for more information. Motion: Neal, 2nd Larson, approved 4/0

The ACC discussed moving to an electronic filing system, and will ask GM Wendy/BOD to research the feasibility and cost. Motion: Neal, 2nd Larson 4/0

Lee Steinert volunteered to chair the ACC until another member volunteers. Motion: Neal, 2nd: Larson 3/0 Steinert abstained.

The ACC agreed that presentations to the BOD should include a combination of ACC members and Arch Office staff.

The ACC will recommend approval of Frank Valensi and Cecil Everett as ACC members at the next BOD meeting. **Approved by the BOD 05-10-11**

The ACC discussed the need for a final inspection process for home improvement projects that were issued a permit. A recommendation will be made at the next BOD meeting. Motion: Neal, 2nd: Larson approved 4/0. **The BOD agreed with the recommendation. The BOD and GM will research job duties and staff requirements needed to implement the process.**

New Business:

Block 98 Lot03: Builders bond issue. **Builder will be contacted requesting attendance at the next ACC meeting to discuss a recommendation concerning the bond or legal action. A letter from the owner was reviewed. Construction to resume by late June, and completed by October 1st. Motion: Everett 2nd Larson, approved 7/0**

Dan Ramsey: Clarification of yard/lot maintenance policy. **The Committee will consider suggested changes to the policy.**

Communication from the VAC chairman. Materials were distributed and will be reviewed at the next meeting.

6697 Codell St: Review construction of sheds. **One shed was approved, one was constructed without a permit. Owner will submit an application for additional shed and height of a previously completed shed.**

Update on Architectural legal issues.

Review of Material for the next BOD meeting:

7204 Frankfort St: Variance request for a retaining wall setback. **Tabled to the next meeting, more information was requested, county code researched.**

1852 Edgewood Dr: Variance request for a fence setback. The variance request was reviewed, and the ACC will recommend approval at the June BOD meeting. Motion: Everett, 2nd Geller, 7/0

Discussion: The Committee discussed the 10 foot fence setback policy, and whether it should be a recommendation rather than a requirement. The Committee will present the recommendation to the BOD. Motion: Geller, 2nd: Valensi. Approved 4/0 Steinert, Larson, Neal abstained.

GM will be asked to add a comments/suggestions request to the website for the Yard/Lot Maintenance policy. This issue needs to go the BOD.

Lee requested some way to view photos and documents on a laptop or screen. Mike will check into it.

A workshop for the Guidelines Manual will be held on Monday, May 23rd, at 9am.

Adjournment: 11:15 am

Sincerely,
Lee Steinert
Board Secretary
Holley by the Sea

Amended 06-09-11