

**Holley by the Sea
Architectural Control Committee
July 18, 2011
9:00 A. M.**

MINUTES

Call to Order: 9:00 am

Roll Call: Lee Steinert -ACC Chairperson, Beth Walter-ACC, Billy Neal-ACC, Bob Geller-ACC, Cecil Everett-ACC

Staff: Mike -Arch. Staff, Sandy-Arch. Staff

Guests/Presenter: Dan Ramsey, Arturo Martinez

Proof of Notice: Agenda posted 07-15-2011

Approval of Minutes: 07-05-11 Motion: Neal, 2nd Walter, approved 4/0 Neal-Abstained

Old Business:

Review draft of the Garage/Yard sale policy. Working on the draft for the 08-01-11 ACC meeting.

1957 Iris La: Review Home Improvement Application. The application was approved.

6597 Indian St: Violation review. Proceed with the violation process. Motion: Geller, 2nd: Valensi, Approved 5/1 Steinert voted NO

Model Home: Regulations/Requirements. The ACC recommended that the builder submit an application. Once the ACC knows the location, they will review the request and submit to the BOD for a Variance.

1877 Coral St: Review ongoing violation. Member did not attend the meeting, proceed with the violation process.

Final Inspection process: Discuss needed resources. Mike provided an estimate of resources needed to implement an inspection process. Several possible solutions were discussed, and the ACC will take the issue back to the BOD. Motion: Valensi, 2nd: Geller, Approved 6/1.

Discussion: A contingency plan for a possible vacancy in the Arch Office was discussed.

Discussion: The ACC will follow up on the issue of converting to electronic files. Neal will email the BOD. Motion: Neal, 2nd: Walter Approved 6/0 Will be added to the 08-09-11 BOD agenda.

Discussion: The ACC is waiting for word from the legal representative regarding the parking policy and the 60 day approval/denial for permits/variances. Mike will follow up. Motion: Neal, 2nd: Valensi. Approved 6/0 (See below)

New Business:

Larry Larson resigned from the ACC effective 07-17-11.

Review draft of the Garage/Yard sale policy. The Committee discussed some changes, and the Arch Office will amend the draft, and email out to ACC members.

6528 Fern St: Recommendation for a VAC hearing. The ACC voted to recommend a suspension of common area rights, and will refer the issue to the VAC through the BOD. Motion: Neal, 2nd: Walter, Approved 5/0.

Violation enforcement procedures. Mike will work on a new draft based on the current process and add a phone call from an Architectural Staff member and/or Committee member to the process. Motion: Neal, 2nd Walter, Approved 4/0.

2270 Arrow Ct: Recommendation for a VAC hearing. No action at this time, Motion: Neal, 2nd Geller, Approved 5/0

2788 Sherwood Dr: Recommendation for a VAC hearing. The ACC voted to recommend a suspension of common area rights, and will refer the issue to the VAC through the BOD. Motion: Neal, 2nd: Walter, Approved 4/0.

6593 Fern St: Review violations. Committee chairperson will call the property owner to discuss violations.

1969 Seagrape St: Review fence violation. Proceed with the violation process.

2105 Seagrape: Review possible fence violation. Recheck and proceed with the violation.

6750 Bushton St: Builder's bond issue. Letter to be sent, and a recommendation to retain the builder's bond will be presented at the August BOD meeting. Motion: Neal, 2nd: Walter, approved 4/0.

2357 Darvas: Review member complaint. No violations observed, staff will continue to monitor.

Update on Architectural legal issues.

Legal response on the 60 day application approval process. The legal representative verbally reaffirmed that an application or variance request must be denied or approved within 60 days from the application submission date. The process recommendation is to deny the request before issuing a temporary permit. Mike to follow up and request the information from the legal representative is provided in writing.

Review of Material for the next BOD meeting:

7350 Frankfort St: Review a variance request for a driveway extension. The Committee would like neighbor input, and Bob Geller will drive by to assess drainage issues.

6712 Leisure St: Review a variance request for a driveway extension/fence. The ACC will recommend approval of the variance at the August BOD meeting. Motion: Walter, 2nd: Geller, approved 4/0.

Discussion: The committee chairperson will contact the new BOD President with a recommendation he be provided an Information Briefing concerning ACC issue, concerns and current legal cases, ASAP.

Discussion: The committee chairperson requested the Arch Staff to temporarily focus on other Architectural Office responsibilities which include following up on reported violations reported by the ACC members and possible violations/complaints submitted by property owners within the community until the ACC gets specific guidance from the newly elected BOD.

Adjournment: 11:30am

Sincerely,

Lee Steinert

Chairman, Architectural Control Committee