

Holley by the Sea
Architectural Control Committee
August 01, 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, Frank Valensi- ACC

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

Guests/Presenter: Mr. and Mrs. Olin, Mr. and Mrs. Mosher, Dr. Peterzen

Proof of Notice: Agenda posted 07-29-2011

Approval of Minutes: 07-18-11 Motion: Neal, 2nd Everett, approved 5/0

Old Business:

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: 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

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. On the 08-09-11 BOD agenda.

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.

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.

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. Approved at the 07-26-11 BOD meeting.

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.

New Business:

Violation enforcement procedures. Mike sent ACC members a copy of the current process used by the Arch Office, and added ACC requested changes. Approval/Coordination with VAC for submission to BOD for legal review & approval. The Committee discussed adding a phone call to the owner when a violation is initiated. One minor wording change was suggested, then submitted to the BOD for approval. Motion: Steinert, 2nd: Everett, Approved 5/0

6593 Fern St: Review violations. Current violations were reviewed, the Committee recommended to proceed with the violation process. Motion: Neal, 2nd: Valensi, Approved 5/1, Mr Steinert voted no.

Review a letter from “Concerned Residents” regarding Covenant enforcement. The residents suggested more enforcement, the Arch staff will follow up on specific complaints.

Review draft #6 of the Garage/Yard sale policy. The ACC approved the changes, and will present to the BOD for approval. Motion Everett, 2nd:Walter, approved 5/0 Mr Neal abstained.

6750 Bushton St: Review a letter from the owner/builder. Further action tabled until the Arch Office verifies conditions of an agreement are being met. Motion: Steinert, 2nd: Neal Approved 5/0

1969 Seagrape Dr: Review violation. Proceed with a letter.

Review of ACC recommendation and procedures followed concerning the Olin case. The ACC recommended that the Olin’s direct the issues to the BOD.

Additional Member for ACC: Will be presented to the BOD.

ACC Staff JD Priorities - Status Report & Establish a Suspense Date: Arch office is working on it, and has a target completion date of 08-15-2011

ACC Staff Contingency Book - Status Report & Establish a Suspense Date: Arch office is working on it, and has a target completion date of 08-15-2011

Final Inspection Proposal - Status Report & Update for submission to 9 Aug BOD Meeting. Will be on the 08-09-2011 BOD agenda.

Sheds - Validate/Rescind previously approved BOD Policy. A 2006 policy was reviewed, further records search will be done to verify validity.

Update on Architectural legal issues.

Review of Material for the next BOD meeting:

7350 Frankfort St: Re-review of a variance request for a driveway extension. The Committee voted to recommend approval at the 08-09-2011 BOD meeting.

2378 Pineneedle Dr: Review a variance request for a driveway extension. Tabled until we receive more information and address water drainage.

Adjournment:

Sincerely,

Lee Steinert

Chairman, Architectural Control Committee