

**Holley by the Sea  
Architectural Control Committee  
September 19, 2011  
9:00 A. M.**

**MINUTES**

**Call to Order: 9:03 am**

**Roll Call:** Lee Steinert -ACC Chairperson, Beth Walter-ACC, Bob Geller-ACC, Cecil Everett-ACC, Frank Valensi- ACC, Dan Ramsey- ACC

**Staff:** Mike -Arch. Staff

**Guests/Presenter:**

**Proof of Notice:** Agenda posted 09-16-2011

**Approval of Minutes:** 09-07-11 Motion: Steinert 2<sup>nd</sup> Geller Approved 6/0

**Old Business:**

**Discussion: The ACC will follow up on the issue of converting to electronic files. Neal will email the BOD. Motion: Neal, 2<sup>nd</sup>: Walter Approved 6/0, Tabled**

**Final Inspection Proposal - Status Report & Update for submission to 9 Aug BOD Meeting. Will be on the 09-13-2011 BOD agenda. Tabled**

**Trash bin Storage:** Service provided by Waste Management and community information awareness. The issue will be addressed by communication to members, including a mailing with the assessment notices.

**Fall Community Cleanup:** Planning/tentative date/and advertising. Date to be determined, possibly November. The ACC will work with the Beautification Committee to plan the event. Arch Staff to contact Larry Larson to see if he is willing to take the lead. Mr Larson declined. Sandy and Bob Geller will work together on the event, tentatively scheduled for November 5<sup>th</sup> from 8 to 12 am.

**Garage/Yard sale policy draft.** The Committee tabled the issue until a final response is received from the BOD. Motion: Neal, 2<sup>nd</sup>: Walter, Approved 7/0, Tabled

**2550 Pepper Dr:** Determine how to proceed with violation. ACC members will drive by to determine a course of action. Boat trailer is parked on a dead end dirt road. Arch staff to contact Sheriff's Office to see if any action can be taken.

**Sheds - Validate/Rescind previously approved BOD Policy:** A 2006 policy was reviewed, further records search will be done to verify validity. A previous policy gave the ACC authority to approve shed up to 320 square feet. The issue was tabled to a future meeting. Motion: Everett, 2<sup>nd</sup>: Walter, Approved 7/0, Add to 10-03-11 ACC agenda.

**Parking policy draft review.** The Committee tabled the issue until more info is received from legal. Motion : Neal, 2<sup>nd</sup>: Valensi, Approved 7/0, Tabled

**Discussion:** Billy wants the final inspection issue added to the September BOD agenda. A manhour estimate was discussed and will be presented to the BOD. Motion: Walter, 2<sup>nd</sup> Everett, Vote for approval 6, Opposed 1

**ACC Flowchart:** Billy presented a flowchart draft. Tabled.

**1969 Seagrape Dr:** Review a variance request for a fence setback. The ACC will recommend approval of the variance request at the next BOD meeting. Motion: Neal, 2<sup>nd</sup>: Ramsey, Approved 5/0. The variance was approved by the BOD on 09-13-11. Closed

**2378 Pineneedle Dr:** Review a variance request for a driveway extension. The ACC will recommend approval of the variance request at the next BOD meeting. Motion: Neal, 2<sup>nd</sup>: Walter, Approved 5/0. The variance was approved by the BOD on 09-13-11. Closed

**2628 Citrus Dr:** Review a variance request for a driveway extension and fence setback. The ACC will recommend approval of the variance request at the next BOD meeting. Motion: Geller, 2<sup>nd</sup>: Walter, Approved 5/0. The variance was approved by the BOD on 09-13-11. Closed

#### **New Business:**

**2056 Aurora Dr:** Review violations and how to proceed. Lee will contact the owner, and a demand letter will be sent. Motion: Neal, 2<sup>nd</sup>: Geller, approved 6/0, Valensi abstained. Property manager responded, getting estimates for sod.

**Dan Ramsey:** ACC policies, procedures, and publications. Dan requested a meeting with the BOD.

**6593 Fern St:** Update on violation status. Lee is following up on the violation.

#### **Update on Architectural legal issues.**

**Review of Material for the next BOD meeting:**

**Adjournment: 9:40**

Sincerely,

*Lee Steinert*

Chairman, Architectural Control Committee