

**Holley by the Sea**  
Architectural Control Committee Meeting  
Minutes of May 21, 2009 (Thursday)

**Meeting Was Called to Order at:** 9:00 A.M.

**Roll Call:**

Joseph Sipp – ACC Chairperson

Larry Larson – ACC

Lee Steinert – ACC

Dick Justice – ACC

**Absent:**

**Guest:** Eddie and Ellen Woodall-2098 Indigo Dr

Pete Peterzen-Chairman- Covenant Committee  
and Rohit Trivedi-representing 1950 Edgewood Dr

**Staff:**

Mike – Arch. Staff

Kamille – Arch. Staff

Wendy – GM

Cathy - Arch Staff

**Proof of Notice:**

Agenda was posted on May 18, 2008

**Minutes Approval:**

Minutes from May 06, 2009 were approved.

**Old Business:**

**7446 Brevard:** Whitworth final inspection on this property was done and passed all criteria except occupancy. The ACC has discussed the issue at length. After a long discussing Lee Steinert made a motion to recommend the BOD release the builders bond back to the builder. At the 05-12-09 BOD meeting the impression was given that they wanted the ACC to work this out. The reasons behind the ACC's decision were the following: The builder's reputation, builder came into the office in insure this would not happen again, HBTS builder's application form says that the bond "may" be withheld, ACC feels that the message was sent by holding the previous bond. A vote was taken 3-1 Yes: Dick Justice, Lee Steinert, Larry Larson No: Joe Sipp **BOD voted 4/0 to release the builder's bond.**

**Builder's Application & Final Inspection Form changes:** A motion was made to change the Builder's Application form. The current form reads, **"I also understand that I must meet with an architectural staff member before clearing any lot, and a final inspection must take place before occupancy. Failure to obtain a FINAL inspection before occupancy may result in forfeiture of the \$2000**

**Builder's Bond.** Change may to "*shall*". A motion was made to change the form vote 4-0 in favor.

**Freedom Court:** Neighbors continue to have problems. Chain link fence was placed incorrectly and the fence is 1 ft from the front of the home. Kamille asked if someone would step up and look through the file to get a time line of what happened in the past so we could move forward and have the owner fix the fence.

*The file is waiting to be reviewed, carried over to the next ACC meeting.*

**1933 Seahawk:** Home remains in violation. ACC to recommend next step. Final intent letter to be sent. Motion to send letter 4-0

*A letter was sent to the owner, no response as of 05-20-09.*

**6530 Bellingham:** Sent to legal. ACC recommended to the BOD that usage of the facility be taken away until the owner complies with the covenants. Owner refuses to comply with the covenants and all letters that are sent to the owner are returned "refused". *BOD voted to restrict use of the common areas.*

**6904 Flintwood:** Drive by to look at driveway. ACC agrees to send a letter asking owner to clean up driveway. Motion to send letter 4-0

*A letter was sent to the owner and SRC Code Compliance will be contacted.*

**Violations in Legal:** Reviewed the current issues with the attorney and their status. Reported back to the ACC

**2032 Aurora:** Variance for driveway extension. ACC recommends approval at the next BOD meeting. Motion to approve 4-0

*BOD approved the variance 4/0.*

**6944 Flintwood:** Garage Door filled in with only a pedestrian door installed. While the ACC recommended the house should have a standard door, ACC agrees that the garage is okay. 4-0

*ACC has no issue with the door.*

**Guidelines manual:** Joe to get the ACC working on a manual that would make it easier for the ACC to be consistent. This manual would have all policies, guidelines, county code and parts of the covenants that pertain to the ACC. This would make it easier to tie the covenants and the county together. We would just have everything at our finger tips.

*It was decided the ACC will bring ideas to the next meeting.*

**Assign areas to ACC members:** Gave violation forms with areas assigned to them to the ACC and asked them to start writing up violations in their area. The members were asked to sign out the camera and take pictures of the violation also. Joe Sipp area 4, Lee Steinert area 1, Larry Larson area 5, Dick Justice area 6, Mike area 7, Kamille area 2. *ACC members to bring in some new violations from their assigned areas.*

## New Business:

**Covenant and Social committee will attend meeting.** Sign discussion.

Pete Peterzen briefed the ACC on the county code regarding signs on county Right of Ways. The county considers signs on the ROW as litter, and anyone may remove them. There was a discussion about the proper procedure for HBTS, or it's committees, to post signs for our events. Rec center property and the pond area on Water St is zoned commercial property, all other signs will get ACC approval

**6817 Dona Dr:** Info from Joe about building violation.

Joe tried to contact the owner, no results. ACC drove by the house, and it appears to be occupied, and Joe will continue to try to contact.

**Guidelines Manual:** Input from ACC members.

It was determined the project will require some separate meetings, Joe will coordinate a meeting with the ACC members.

**2377 Pineneedle:** Follow up on request to re-locate shed.

The shed has not been moved, we will contact the owner and request that the shed be moved ASAP.

**2098 Indigo Dr:** Failure to submit fence application. Next step?

Mr and Mrs Woodall attended the meeting to discuss some options to keep their boat on the property. A discussion was generated about the 2005 Parking Policy. It was noted that most of the provisions in the 2005 Parking Policy, for a special parking permit, were created as a short term solution after hurricanes Ivan and Dennis, to allow owners time to repair fences and property. The ACC believes the 2005 Parking Policy is no longer serving the purpose it was designed for, and it needs to be updated. Lee motioned to review some similar violations to the Woodall's, and the ACC will determine a solution. Approved 4/0.

**2071 Hawthorne Dr:** Removal of brush from the yard.

A follow-up check of the property will be done to verify that the brush has been removed.

**1950 Edgewood Dr:** Request for a fence permit.

Mr. Trivedi (American Realty) requested permission to install one section of a privacy fence with the rough side out. The neighbors have a chain link fence along the property line, and have requested that nobody enters their property to install a fence. A letter signed by the neighbors was provided, allowing the fence to be installed along the chain link fence with the rough side facing their property. Larry made a motion to approve the permit with conditions. The conditions are: the builder does not enter the neighbor's property, and weed blocker is installed under the fence to try and stop weeds from growing. Approved 4/0.

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

**7659 Sandstone:** Requested the owners attendance at the next BOD meeting on 4-14-09 @ 6:00 to discuss the structure in his back yard. The previous ACC and BOD denied the Structure and he was told to remove it, but he still has it in the backyard.

SRC will be contacted to check on the status of a permit.

**1949 Flamingo:** Formal complaint filed with Code Compliance on 4-2-09. Would request that the BOD demand him to remove the building that was denied by the previous ACC and BOD.

It was decided that because the building was denied, a demand letter requesting removal of the building will be sent.

**Parking policy change:** Proposal to add line #8

**All passenger vehicles shall be parked in a driveway or garage at all times. Vehicles may not be parked on the lawn, including the county right of way next to the road. This is to include vacant lots also.**

**This subject will be part of reviewing the 2005 Parking Policy.**

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**Adjournment:** 11.21 AM