

# Architectural Control Committee

## MINUTES

Date: Tuesday, January 17th, 2023

Time: 9:30 a.m. in the Clubhouse

1. Call to Order – 9:32 AM
2. Pledge of Allegiance
3. Roll Call, Ron Foote, Bob Burns, Bill Linhares, Michael Johnson, District Manager Miguel Garcia Jr., and Trustee Chairman Carol Sommers was **present**.
4. Applications for Review
5. Suggestions, Problems, Issues or Concerns
6. Public Comments
7. ACC Board Member Comments
8. Adjournment

### Applications

Applicant:	Samuel Mills ( <b>Present</b> )
Address:	296 Charm Ct
Application:	Rescreen front porch. Frame and screen in part of carport.
Contractor:	Johnson Aluminum (insurance & license attached)
Action:	<b>Approved</b> . Bill motioned, Bob seconded. All in favor.

Applicant:	Gregory Clifford ( <b>Absent</b> )
Address:	1170 Crystal Court NE
Application:	New roof for mobile
Contractor:	Florida Top Shield Roofing (insurance & license attached)
Action:	Approved by Ron seconded by Bill. ( <b>Approved</b> before meeting)

Applicant:	Wayne Adams & Carol Sommers ( <b>Present</b> )
Address:	1143 Greenview Ct. NE
Application:	Roof Replacement
Contractor:	Total Home Roofing (License & insurance attached)
Action:	<b>Approved</b> . Bob motioned, Bill seconded. All in favor.

Applicant:	Joan Haas <b>(Present)</b>
Address:	141 Holiday Park Blvd
Application:	Extend driveway 3-4' on left side to accommodate 2 <sup>nd</sup> car. (Land survey attached)
Contractor:	Owner
Action:	<b>Approved.</b> Bob motioned, Bill seconded. All in favor.

Applicant:	Gary Valentine <b>(Absent)</b>
Address:	1057 Maple Ct
Application:	Tree removal
Contractor:	Alpine Tree Service of Brevard
Action:	Need owner and contractor's signatures. Application <b>approved.</b> Bob motioned, Bill seconded. All in favor.

Updates	
211 Borel	Stop work order issued due to no ACC application and permit at the time. ACC application submitted, need valid license and insurance from contractor.
1285 Dove	Still waiting on demolition. Voicemail was left regarding the demolition needed. They were notified that they received a letter in the mail on this matter and that their response is requested.
146 HPB	Resident responded to demolition request. Tropical Demolition will do it. The owner is in the process of signing the contract and will send over the completed ACC application via email once all documents from the contractor is ready. The pest control service has been completed.
194 HPB	Home has been brought in. It is not set up yet. Owner inquiring about utility and awning addition.
214 HPB	Driveway extension approved; work set to begin 2 <sup>nd</sup> week of January.
254 HPB	Still waiting on demolition. Resident responded to follow up call and stated that she is still working on getting the demolition services and

	the exterminator was at the residence last week. No paperwork for demolition has been submitted yet.
334 HPB	Attorney sent letter to resident. The resident has not picked up the letter. Letter is currently in file. Miguel responded to attorney and is waiting to hear from the park attorney.
274 Mystic	Approved carport repair. Work will be completed within the next 12 weeks. Resident is still waiting on materials.

Notes: From office – ACC applications are due 7 days before the meeting. ACC applications are required for work on mobile homes such as: new roofs, installations, landscaping, exterior renovations, removals, and more. Please refer to pages 1-7 under the “ACC” section of Holiday Park’s “About Us” book. If unsure, please call the office at: 321-724-2240 | Monday – Fri (9 AM – 4 PM). Applications are available at the district office or at the Holiday Park website, [www.holidayparkfl.com](http://www.holidayparkfl.com)

Discussion:

- Carmen Booth prompted a long discussion around fencing for dogs.
- Ken Brody came up to the stand with a question regarding new trailer, in which Miguel & Ron responded. The trailer cannot be left at mobile, it must go into the compound.
- We are still looking for new members. An ACC secretary is needed. Ron and Miguel are still doing inspections once a week.

Sign In for Meeting:

- Samuel Mills
- Joan Haas
- Carmen Booth
- Carol Sommers
- Bob Adey
- Ken Brody
- Karen Foote
- Toni-Ane G.

Meeting Adjourned 10:05 AM | Bill motioned, Mike seconded.

Minutes typed by Toni-Ane

Next Meeting Date: Tuesday February 7<sup>th</sup>, 2023.