

Architectural Control Committee

Minutes

Tuesday, June 17, 2025, Time: 9:30am in the Clubhouse

- 1) Call to Order 9:30am by Mike Couture, Member
- 2) Pledge of Allegiance
- 3) Roll Call: Delores Lencioni, Chair (Absent); Nancy Seeley, Member; Mike Couture, Member; Larry Small, Alternate; Lori Bodoh, Alternate (Absent); Jack Emerich, Alternate (Temporary); Dan Tarnowski, District Manager (Absent); David Peck, Advisor; Becky Earnest, Liaison
- 4) Updates
- 5) Applications for Review
- 6) Discussion Items, Suggestions, Problems, Issues or Concerns
- 7) Public Comments
- 8) ACC Member Comments
- 9) Adjournment

Welcome to Jack Emerich, Alternate who will be serving on the ACC temporarily during the summer months!

ACC is still in need of new members. Please submit a letter of intent to an ACC member if you are interested. We need YOU!

COMPLETED APPLICATIONS:

Applicant: Niki Hollenbeck
Address: 224 Holiday Park Blvd NE
Application: Two (2) pieces of lattice to be attached to carport

Applicant: Veronica Fitzgerald
Address: 1143 Center Lane
Application: Re-roof

Applicant: Charles & Dorothy Lowry
Address: 228 Holiday Park Blvd NE
Application: Replace windows

EXPEDITED APPLICATIONS:

Applicant: James Milucky
Address: 415 Neighborly Court NE
Application: Paver driveway
Contractor: Elite Pavers LLC
Action: Nancy made motion to approve
Larry seconded motion
All in Favor

EXPEDITED APPLICATIONS (Continued):

Applicant: David & Kathy Curtis (unable to attend meeting)
Address: 1130 Seminole Court NE
Application: Replace vinyl siding on South end of home
Contractor: Allstate Exteriors (Contractor's License & Certificate of Liability Insurance **PENDING**) & Contractor's signature needed on Waiver of Liability
Discussion: Application was expedited, Contractor's signature was obtained & application was approved prior to meeting.

NEW APPLICATIONS FOR APPROVAL:

Applicant: Michael Meloney
Address: 259 Holiday Park Blvd NE
Application: Carport & ~~Screen Room~~
Contractor: Housman's Aluminum & Screening Inc.
Discussion: Screen room will not be completed at this time. Mr. Maloney drew a line through the screen room information on the application & initialed.
City of Palm Bay permit Issued 06/16/25 (BL25-06995)
Action: Jack made motion to approve
Nancy seconded motion

Applicant: Michael Meloney
Address: 259 Holiday Park Blvd NE
Application: Pavers (Driveway)
Contractor: Alliance Pavers of Brevard LLC
Discussion: Dave recommended providing Mr. Maloney the Paver suggestions added to the DRAFT revision of ACC Rules & Regulations.
Action: Larry made motion to approve
Nancy seconded motion

UPDATES:

Address: 146 Holiday Park Blvd NE
Application: New Install
Status: Approved at 03/04/25 ACC Meeting with contingency of moving the mobile back 5' to accommodate steps on to the front porch.
Replacement Mobile Home – Permit Issued by City of Palm Bay (BL25-01935)
Carport & Utility Shed addition – Permit Issued by City of Palm Bay 04/03/25 (BL25-03098);
06/03/25 – 30-day install application extension approved at ACC Meeting. Steve attended meeting. A/C will be moved from side of unit to back of unit per ACC request.
05/20/25 – Steve called to request a 30-day extension. Reasons: project is not on schedule because stucco contractor had a medical concern. Contractor's son is doing stucco work on the skirting & steps. Concrete will be completed after stucco work then sod will be laid. Steve will then call for a Certificate of Occupancy (COE) from the City of Palm Bay & will notify the District Office when it is obtained.

Address: 215 Holiday Park Blvd NE
Application: HPPOA Lending Shed
Status: Permit Under Review by City of Palm Bay 06/02/25 (BL25-06517)

Address: 242 Holiday Park Blvd NE
Application: Landscaping & Removal (single); NOTE: Install Application (double) to follow
Status: Permit/s not applied for as of 06/17/25

DISCUSSION ITEMS:

- Location of ACC Meetings during kitchen renovation – TBD, possibly Card Room. Jodi will let everyone know when the 07/15/25 meeting agenda is distributed.
- **THANK YOU TO LARRY SMALL FOR SERVING ON THE ACC! The ACC wishes you & Myra all the best— enjoy your family up in Florida’s Panhandle!!!**
- David indicated this is his last meeting for the summer. He will return in the fall. Karen Foote is willing to advise as needed in David’s absence.
- David requested the ACC members review the ACC Rules & Regulations periodically as a refresher.
- David shared a 2003 letter regarding the sound wall was located & indicates there is a 5’ right-of-way along the entire wall for FDOT. The ACC should be cognizant of this when approving future ACC Applications. Clarification is being sought whether FDOT or Holiday Park is responsible for the maintenance of the sound wall.
- In follow up to a tree removal @ 257 Fantasy Court NE a stump remains & will need to be ground down 2” below ground level. The Owners (Occhienero/McClain) have left the Park for the season. Jodi will draft a friendly reminder email & ask Mike to review.
- Jodi mentioned we have 1 @ small & 1 @ 4XL ACC burgundy polo shirts. Lanyards were mentioned as an option to consider. Will revisit at 07/15/25 meeting.

ADJOURNMENT: Nancy made motion to adjourn@ 10:05am

NEXT MEETING: 07/15/25