

Architectural Control Committee

Meeting Minutes

June 16, 2026, Time: 9:30am in the Clubhouse

- 1) Call to Order at 9:30am by Mike Couture, Chairperson
- 2) Pledge of Allegiance
- 3) Roll Call: Nancy Seeley, Member; Mike Couture, Member; Bradley Wasser, Alternate; George Young, Member; Dan Tarnowski, District Manager; 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

COMPLETED APPLICATIONS:

Applicant: Gary Jackson
Address: 242 Holiday Park Blvd NE
Application: Storm shutter installation
Contractor: Shoreline Shutters

Applicant: Nancy Jacobs
Address: 300 Holiday Park Blvd NE
Application: Roof replacement
Contractor: All Florida Weatherproofing and Construction

EXPEDITED APPLICATIONS:

Applicant: Leanne Johnson
Address: 309 Holiday Park Blvd NE
Application: Roof replacement
Contractor: Wescon Construction

Applicant: Georgena Shough
Address: 1140 Floral Court NE
Application: Roof replacement
Contractor: All Florida Weatherproofing and Construction

Applicant: Yvonne Tedder
Address: 1085 Maple Ct NE
Application: Pavers
Contractor: Homeowner

Applicant: George Harmon
Address: 111 Cheswick Cir NE
Application: Pavers
Contractor: Cutting Edge Outdoor Services LLC

TABLED:

Applicant: Roxanne Hutchinson
Address: 290 Blossom Ln
Application: Replacement of lattice work and rotted wood frame & replace with screen and new wood and add a new screen door
Contractor: owners (Michael and Roxanne Hutchinson)
Status: TABLED FOR NEXT MEETING – waiting on permit from Palm Bay

Applicant: Debra Ribe/ Richard Smith
Address: 212 Holiday Park Blvd
Application: 10' x 12' patio in back against shed to put patio table and BBQ
Contractor: owner (Richard Smith)
Status: TABLED FOR NEXT MEETING – inspection for underground wiring is strongly recommended

APPLICATIONS FOR APPROVAL:

Applicant: Roxanne Hutchinson
Address: 290 Blossom Ln
Application: Replacement of lattice work and rotted wood frame & replace with screen and new wood and add a new screen door
Contractor: owners (Michael and Roxanne Hutchinson)
Status: TABLED FOR NEXT MEETING – waiting on permit from Palm Bay

Applicant: Lorri King
Address: 424 Holiday Park Blvd
Application: Removal of 5 palm trees by car port
Contractor: 1 Tree Expert LLC
Status: ALL PAPERWORK COMPLETE, BRADLEY WASSER MOTIONED TO APPROVE, NANCY SEELEY SECOND HIS MOTION. APPLICATION APPROVED.

Applicant: Tracey Clark
Address: 126 Holiday Park Blvd
Application: Replacement of roof over laundry room
Contractor: Owner
Status: NANCY SEELEY MOTIONED TO APPROVE, BRADLEY WASSER SECOND HER MOTION. APPLICATION APPROVED

UPDATES:

Address: 1180 Floral Court NE
Application: Pavers / Stone
Status: ACC Violation Letter Mailed 03/04/26
Status: Turned over to Violation Panel for 3/25/26 meeting
Status: Violation letter sent from Violation Committee 03/25/26
Status: **04/12/26 - RECEIVED LETTER FROM RESIDENT**
Status: **04/29/26 – VIOLATION LETTER CORRECTED W/PARK ADDRESS AND RESENT; DEADLINE IS 05/26/26**
Status: 6/16/26- THIS VIOLATION WILL BE TAKEN OFF THE AGENDA FOR NEXT MEETING

Applicant: Cathy Bradley
Address: 419 Holiday Park Blvd NE
Application: Ramp
Contractor: Friend
Status: Violation Letter Hand Delivered 03/05/26
Status: **04/20/26 - \$100.00 VIOLATION FEE PAID; CATHY BRADLEY'S SISTER PICKED UP ACC APPLICATION AND HAS REQUESTED PERMIT FROM THE CITY FOR RAMP; 05/19/26 CHECKED BREVAD COUNTY WEBSITE, PERMIT HAS NOT BEEN APPROVED AS OF YET**
Status: 6/16/26 – CITY MUST GET INVOLVED IN THIS MATTER

DISCUSSION ITEMS:

- Rules and Regulations Draft
- 4 DRAFT APPLICATIONS:

- Renovate Unit
- Install Unit
- Landscaping
- Remove Unit

APPLICATIONS TO BE SENT TO THE BOARD OF TRUSTEES FOR REVIEW AND VOTE AT THE NEXT BOT MEETING.

DAVE PECK SUGGESTED THAT (ONCE APPROVED) EVERYONE RECEIVE A COPY INCLUDING BOT, ACC, AND THE RESIDENTS (in "About Us" books)

ANONYMOUS LETTER: ACC received an anonymous letter regarding some wording and requirements on the ACC applications. It was suggested that the letter should be discussed at the Board of Trustees meeting, and that the letter should have been signed.

338 HOLIDAY PARK BLVD: FENCE ON PROPERTY IS ALLOWED TO STAY DUE TO PREVIOUS BOARD APPROVAL. DUE DILIGENCE MUST BE DONE FROM NOW ON TO MAKE SURE THAT THIS SITUATION DOES NOT OCCUR AGAIN WITHIN THE PARK

1200 CABER CT: OWNER NOW DECEASED, BROTHER WANTING TO REPAIR THE ROOF. SHOULD BE OK TO REPAIR, AS LONG AS THIS IS NOT A NEW ROOF JOB. ALL 3RD PARTY REPAIRS TO PROPERTIES REQUIRE A CONTRACTOR'S LICENSE AND LIABILITY INSURANCE

DAN TARNOWSKI EXPLAINED THE NEW VIOLATION CARBON COPY FORMS AND THE NEW PROCEDURES THAT WILL BE INVOLVED WITH THE CARBON COPIES. ACC MEMBERS REVIEWED THE NEW FORMS AND WERE GIVEN DESIGNATED AREAS TO MONITOR FOR VIOLATIONS STARTING NEXT WEEK.

DAVE BROUGHT UP DEALING WITH RESIDENTS WHO ARE OUT OF TOWN AND GIVEN VIOLATIONS FOR THEIR PROPERTIES. SOLUTION PROPOSED WAS TO CALL RESIDENTS IF THE VIOLATIONS ARE NOT CURED WITHIN 30 DAYS.

BECKY EARNEST SUGGESTED THAT AT LEAST 1 ACC MEMBER BE PRESENT AT THE BOARD OF TRUSTEES MEETING ON 6/22/26.

Mike Couture motioned to adjourn the meeting at 10:17am.

NEXT MEETING: 07/07/26 9:30am in the Clubhouse