

Architectural Control Committee

Meeting Minutes

July 21, 2026, Time: 9:30am in the Clubhouse

- 1) Call to Order at 9:30 am.
- 2) Pledge of Allegiance
- 3) Roll Call: Nancy Seeley, Member; George Young, Member; Bradley Wasser, Alternate; Timothy Whelihan, Member; Becky Earnest, Liaison; Daniel Tarnowski, District Manager
- 4) Approval of 7/7/26 ACC Meeting Minutes – Tim made motion to approve, Brad seconded
- 5) Updates
- 6) Applications for Review
- 7) Discussion Items, Suggestions, Problems, Issues or Concerns
- 8) Public Comments
- 9) ACC Member Comments
- 10) Adjournment at 10:13 am, Brad made motion to adjourn, Tim seconded

COMPLETED APPLICATIONS:

Applicant: Deborah Metzger
Address: 250 Blossom Ln
Application: 8x11 enclosed screen porch under the carport
Contractor: Lafferty Aluminum and screening

Applicant: Stewart Shulterbrandt
Address: 1215 Dove Ct
Application: temporary gardening fence with gate 24" high – prebuilt modular
Contractor: Owner (Stewart)

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) – 07/06/26 – permit approved, pending payment / **PERMIT PICKED UP, WE HAVE COPY, AND APPLICATION APPROVED 07/07/26**

Applicant: Jeana Traynor (deceased) application filled out by Scott Traynor (brother)
Address: 1200 Caber Ct
Application: Repair leaking roof
Contractor: Hough Roofing, all legal documents on file (per Scott, work completed)

Applicant: Mark Watson
Address: 1215 Shell Ct
Application: Enclose Car Port with screen
Contractor: Owner

EXPEDITED APPLICATIONS:

Applicant: Kendra Bender
Address: 192 Holiday Park Blvd
Application: re-roof
Contractor: Heart Roofing

TABLED:

Applicant: Hellen Bush
Address: 194 Holiday Park Blvd
Application: shed installed on a concrete slab
Contractor: Heardon's Construction
Status: Still tabled pending decision on slab or 4 tubes filled with concrete for shed to install on,
Property was flagged by Mike
Tim motioned pending final plan and permits, Brad seconded

APPLICATIONS FOR APPROVAL:

Applicant: Penny Butts
Address: 142 Mystic Blvd
Application: Hot tub installation / 5x7 hard side in carport
Contractor: Self (owner)
Status: Application was approved to install the hot tub

Applicant: Hellen Bush
Address: 194 Holiday Park Blvd
Application: shed installed on a concrete slab
Contractor: Heardon's Construction
Status: Need to visit site, motion by Tim, seconded by Brad

UPDATES:

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 BREVARD COUNTY WEBSITE, PERMIT HAS NOT BEEN APPROVED AS OF YET; AS OF 07/06/26 – PERMIT IS still UNDER REVIEW WITH CITY OF PALM BAY; as of 7/14/26 – permit still under review with City of Palm Bay***

DISCUSSION ITEMS:

Number of signatures on ACC applications: Expedited vs. All Other Applications – all applications need to have 3 signature lines and 3 signatures

ADJOURNMENT: 10:13, motion made by Brad to adjourn, Tim seconded

NEXT MEETING: 08/04/26 9:30am in the Clubhouse