

Architectural Control Committee – Meeting Minutes

Thursday, January 11, 2024

5:30 PM – 6:30 PM

POA Office, 14015 Fortuna Bay Drive

1. Call to order

- a. Rick McGinley called the meeting to order at 5:30 PM.

2. Roll call:

- a. ACC: Rick McGinley (ACC Chair), Natasha Muse, Mark Dragoo, Tom Stull, and Jordan Ledford (ACC Coordinator).
- b. Board: Steve Brown.

3. Approval of Meeting Minutes

- a. Rick McGinley, Mark Dragoo, and Tom Stull approved the meeting minutes from the December 7, 2023, meeting.

4. Member Comments:

- a. Rick McGinley: Discussed the current review process. For the past few months ACC applications have been reviewed via email. McGinley stressed the importance of making sure each committee member is reviewing the applications and not providing a decision based off someone else. This will ensure that ALL applications are within the ACC Guidelines and Governing documents should one of the other committee members have missed something.
- b. Mark Dragoo: Advised that a lot of projects are being started on Captain Kidd and would like to have Compliance drive around to check which properties have received ACC approval before starting construction.
- c. Jordan Ledford (ACC Coordinator): Numerous property owners have expressed interest in putting a swimming pool on their deck/dock. If the property owners move forward with their plans what all would be required? It was agreed by all committee members that due to the area we are in, and the history of replacements on decks and docks, engineered plans would be required for ANY/ALL applications for above ground pools on decks/docks. This will potentially help property owners to ensure that the deck/dock could support the weight of a pool without causing damage to someone's property.

5. Old Business

- a. Jordan Ledford (ACC Coordinator): Provided a report on the current turn around time for ACC Applications. At this time ACC Applications are being decisioned within a week of being submitted. 4 applications have been approved, and 3 are pending as of 01/11/2024. The number of ACC Applications being submitted in January 2024 is the lowest we've seen compared to previous years. While few property owners have been caught building without ACC Approval it is being noticed that there are several more projects being completed without getting approval prior to starting construction.

- b. The revision of the ACC Guidelines is currently still pending information. As of right now the ACC is trying to decide an appropriate distance a structure would need to be from the bulkhead to ensure there will be enough space to work on the bulkhead should maintenance be required. This will potentially prevent any damage to new structures being built on waterfront properties.

6. New Business

- a. Property owner looking to install Geothermal Heat Pumps on property. Wanting to know if an ACC application would be required. The owner/Contractor advised that they'd stop by with an application and plans. It was agreed that the ACC would need to be present during this time to evaluate if an application would be required.
- b. Pergola/Shade Structures: ACC application submitted for shade structure. However, the property owner does not want to get engineered plans or WPI and asked about setting post for a temporary shade structure. Asked if an ACC application would be required. Committee members agreed that if the posts are NOT pre-existing then an ACC application would be required showing the location where the post would be set.

7. Next Meeting Date

- a. February 8, 2024

8. Adjourn

- a. Rick McGinley adjourned the meeting at 6:30 Pm.

Architectural Control Applications - 2024																										
ACC Applications - Disposition Status																										
	January		February		March		April		May		June		July		August		September		October		November		December		TOTAL	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Approved	14	93%	4	67%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%	0	0%	0	0%	19	61%
Approved with conditions	0	0%	0	0%	1	100%	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	2	6%
Disapproved	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%	1	100%	1	100%	1	100%	0	0%	0	0%	1	100%	5	16%
Additional info required	0	0%	0	0%	0	0%	0	0%	1	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	3%
Incomplete	1	7%	2	33%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%	0	0%	4	13%
Total Applications - DECISIONED¹	15	100%	6	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	1	100%	31	100%
Pending ²	4		4																							
Total Applications - PENDING & DECISIONED³	19		10																							

	January		February		March		April		May		June		July		August		September		October		November		December		TOTAL	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Addition/Rebuild/Remodel	3	21%	0	0%	0	0%	0	0%	0	0%	2	20%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Boat Lift	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	20%	0	0%	0	0%	0	0%	0	0%	0	0%
Commercial	0	0%	0	0%	0	0%	0	0%	0	0%	3	22%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Deck/Dock/Lift	3	21%	2	50%	0	0%	0	0%	0	0%	3	22%	0	0%	0	30%	0	0%	0	0%	0	0%	0	0%	0	0%
Duplex - Water Access (Land)	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Duplex - Water Front (Canal)	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Fence/Wall	2	14%	1	25%	0	0%	0	0%	0	0%	0	6%	0	0%	0	30%	0	0%	0	0%	0	0%	0	0%	0	0%
Inground Pool	2	14%	0	0%	0	0%	0	0%	0	0%	0	6%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	2	200%
License to Encroach	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Modification	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Multi-family - Water Access (Land)	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Multi-family - Water Front (Canal)	0	0%	0	0%	0	0%	0	0%	0	0%	0	6%	0	0%	0	2%	0	0%	0	0%	0	0%	0	0%	0	0%
Pre review/Exception/Mooring/Other	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Shade Structure	0	0%	0	0%	0	0%	0	0%	0	0%	0	6%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Single family - Water Access (Land)	2	14%	0	0%	0	0%	0	0%	0	0%	0	6%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Single family - Water Front (Canal)	1	7%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	100%
Solar Panels	0	0%	1	25%	0	0%	0	0%	0	0%	0	0%	0	0%	0	20%	0	0%	0	0%	0	0%	0	0%	1	100%
Storage Shed	1	7%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
Total DECISIONED (excludes ADD'L INFO, INCOM & PENDING)	14	100%	4	100%	1	0%	1	100%	1	0%	1	100%	1	100%	1	100%	1	0%	1	0%	1	0%	1	0%	1	100%

¹ All applications are **decisioned** by at least three (3) members of the ACC.
² **Pending** applications have been processed by coordinator but not yet decisioned by the ACC.
³ Sum of all **decisioned** and **pending** applications at specific time.

ACC Decided Applications

