

**PALMIRA GOLF AND COUNTRY CLUB
MASTER HOMEOWNERS ASSOCIATION, INC.**

C/O KEB Management Services
6017 Pine Ridge Road #262
Naples, Florida 34119
PH: 239.262.1396 FAX: 239.262.5947

**MINUTES OF PALMIRA MASTER HOA - ARC MEETING:
Palmira Golf and Country Club Master Homeowners Association, Inc.**

A meeting of the Palmira Golf and Country Club Master HOA – ARC Committee was held on Thursday, March 08, 2012, at 1:00 PM in the media room of the Renaissance Center Club, 28121 Palmira Blvd, Bonita Springs, FL 34135.

A: Proof of Notice of Meeting

Meeting was noticed at the Main Guard gate, in the Palmira Weekly, and on the website.

B: Committee Members Present:

John Compton, Harvey Fontaine, John Gainey, Larry Hengehold, Dick Marks

C: Approval of Minutes

The ARC Committee waived the reading of the meeting minutes from the December meeting.

Mr. Fontaine motioned to approve minutes from the December 2011 ARC meeting.

Mr. Compton seconded. Unanimously approved.

D: Approval of Prior ARC Requests

Ken Bloom, property manager, presented 23 administratively approved ARC requests.
See attached report

E: Old Business

Design Review Guidelines update – The ARC Committee has received a quote from Steve Trudnak (not to exceed \$4700) to review and re write the current guidelines. This work is being done primarily to deal with future remodels. Previously the ARC voted by email to accept the proposal and to recommend funding by the Palmira Board.

F: New Business

1. Claeys landscape plan – As it was an additional landscape submittal, the builder paid the additional review fee. Steve Trudnak, consulting architect, has reviewed the plan and the list of plants to be used.

Mr. Compton motioned to approve the landscape plan.

Mr. Gainey seconded.

Unanimously approved.

2. Valentine remodel – Mr. Valentine plans to remove the side entry door to his garage and replace with a roll down door to allow golf cart access. He will also create a brick paver driveway that will allow access for the golf cart to enter the roll down door. Two high impact windows will be installed on the west side of the house above the kitchen cabinets. The ARC Committee will send an approval letter requesting a copy of the Bonita Springs permit for the files.
Mr. Compton motioned to approve the remodel.
Mr. Marks seconded.
Unanimously approved.
3. Propane Tank Removal – Divco has moved the propane tank from the original approved spot at the front of the property to the back of the property. The location has been approved by the City of Bonita. Mr. Hengehold got a legal opinion that states the ARC Committee can deal with removal of the tank and the external connection only. The tank location is under the City of Bonita’s jurisdiction. The ARC Committee has no jurisdiction over the “eyebrow” parcel.

The ARC Committee will put Divco on notice that they will not be allowed to build more homes in Palmira if the continue to disregard the approval process. Their construction deposit will not be returned due to their disregard of the review process. The Committee will send a letter to Divco requesting they supply a drawing for the actual location of the tank and line. The resolution was:

“The ARC approves the removal of the propane tank and the installation of the pipeline to an external source off of Lot 14 provided that DIVCO provides a correct drawing that reflects the location of the pipe line and the offsite tank. The location drawing is requested in case an emergency situation should occur. DIVCO has made three or more changes to the external portions of the house without corresponding ARC requests for approval. Therefore, the ARC voted to require the forfeiture of the construction deposit by DIVCO and hereby issues an appropriate warning regarding current and future projects.”

Mr. Fontaine motioned to approve the proposed resolution.
Mr. Marks seconded.
Unanimously approved.

The property manager gave an update of this build. He had walked the property with the superintendant and discussed several issues of concern. The superintendant to address the trash issue and after the wind settles, will reset the silt fence. The electrician is doing his punch work, landscape will start within 30 days and the pool cage will be installed once the wind dies down.

4. New Builder – Strategy Capital owns a lot on Chianti and has a buyer that would like to build a home with ARBC/Lyons Housing. Since this is a new builder, they will be required to pay a review application fee and put down the refundable construction deposit of 1% of the construction cost. Once the builder has a contract, they will be required to present their company and the plan to the ARC Committee for approval. The Estate Homes Board will be invited to attend this meeting.

G: Public Comment - none

H: Adjournment

Mr. Marks motioned to adjourn.
Mr. Compton seconded.

Meeting was adjourned at 1:50 PM

Respectfully submitted,

By: _____
Kenneth E. Bloom, Property Manager for Palmira Master HOA