

**MINUTES – Revised 6/11/19**  
**ARCHITECTURAL REVIEW BOARD MEETING**  
**May 14, 2019 – 9:30 AM**  
**Omni Racquet Park Conference Center – Ibis Room**  
**Amelia Island Plantation**

**ATTENDEES:**

**ARB:** Kelli Allen, ARB Chair/ Omni Community Affairs Director  
John Cotner, Architectural Consultant  
Lee Poechmann, Architectural Consultant  
Jeff Barnes, Architectural Consultant/ AIP Property Owner

**AIPCA/  
Castle:** Rick Mesard, President, AIPCA BOD  
Brad Church, AIPCA BOD/ ARB Liaison  
Patty Stewart, General Manager/ Castle Group  
Sheila Cocchi, Community Standards Coordinator/ Castle Group  
Cameron Thomas, Account Manager/ Castle Group

**Guests:** Ted & Sandy Kostich, William Rushing, Lyn Pannone, Vic Buscaino, Alden Howell, John Dodd, Daniel Groth, Debra Lane, Mike Block, Jeff Comfort, Neil & Katherine Meyers.

**The meeting was called to order at 9:30 AM**

**Minutes from the April 9, 2019 meeting were approved as written.**

1. **Kostich Development (Model Home), 67 Sea Marsh Road Lot #37- EID#1690.1**  
Final Review – New construction/ single family (2) story home.  
Square Footage: 4482 SF conditioned space, 227 SF covered porches, 746 SF garage,  
5455 TSF  
Submitted by Ted Kostich, Kostich Development  
Attendees: Ted and Sandy Kostich

The board noted that all revisions requested at the preliminary review in April had been made.

Prior to the meeting the board reviewed concerns from two nearby home owners regarding the height, size and style of this new home. The board noted that the height of the new construction home has been reduced. It is now just over 31' which is well within the maximum guideline of 35'. In addition, during the meeting they reviewed pictures of adjacent and nearby properties as a comparison to the new construction. The board concluded that the new construction home fits within the style and size of homes found within the Sea Marsh Community.

The final plans were unanimously approved as submitted with the following conditions:

- Add a band board between the 1st and 2nd floor on the right and left elevation.
- Reduce the end gables by 1' or more if possible.
- Add a plate height elevation on the plans.
- Adjust the driveway footprint in an effort to save the 18" Oak.
- Submit a revised set of plans via email for final approval.
- Submit a landscape plan within 60 days following the start of construction to

include mitigation for the 15 trees to be removed assuming the 33" Oak referenced below is saved. Mitigation requirements for new construction call for removed trees to be replaced on property at a 1:2 ratio or make a comparable donation to the AIP Foundation.

- As a follow-up from the April 9, 2019 meeting, the ARB recommends saving the 33" Oak on the north. The tree will be evaluated during the lot inspection. If the tree is a healthy specimen then the ARB will allow the footprint of the home to be shifted 5' to the south in an effort to save that tree. This will still provide for a 15' side yard setback.

2. **Panonne/ Nadeau Residence, 9 Marsh Hawk Road- EID#1395.1**

Revisions to Approved Plan – Multiple window revisions for new guest suite above existing garage.

Submitted by Randy Rice, Architect

Attendees: William Rushing, Rushing Construction and Lyn Panonne, Property Owner

This project was previously approved by the ARB in June, 2018. The revisions presented today included additional windows on three elevations. However, William Rushing noted that the windows have been installed as he was under the impression from the architect that the plans he received had been approved by the ARB and those included the window revisions.

A lengthy discussion ensued regarding projects and/or revisions to approved projects that commence without approval and potential consequences to the home owner. No definitive conclusion was reached but the board agreed that the subject needs further review.

The window revisions submitted today were approved by Kelli Allen, John Cotner, and Lee Poechmann. Jeff Barnes abstained.

3. **Meyer Residence, 26 Ocean Club Drive Lot #22- EID#1691.1**

Final Review – New construction/ single family (2) story home.

Square Footage: 4765 SF conditioned space, 966 SF covered porches, 828 SF garage, 6559 TSF

Submitted by Vic Buscaino, President/ Plantation Housing Corp

Attendee: Vic Buscaino

The final plans, colors and materials were unanimously approved as submitted with the following conditions:

- Lower the pitch of the canopy/shed roof over the garage - recommend to fall between 4/12 and 6/12.
- Left elevation - add a faux shutter to the wall below the small square bathroom window to match the faux shutter/bathroom windows on the front elevation.
- Widen the front steps to soften the vertical appearance of the stairs.
- Submit a revised set of plans via email.
- Submit a landscape plan within 60 days following the start of construction to include mitigation for the 24 trees to be removed. Mitigation requirements for new construction call for removed trees to be replaced on property at a 1:2 ratio or make a comparable donation to the AIP Foundation.

4. **Stevens Residence, 15 Sparkleberry Court Lot #21- EID#1474.2**

Revision to Approved Plan – Add a bath next to bedroom #2, reconfigure windows on bedroom #2 & #3 and eliminate muntins on all windows.

New construction/ single family (1) story home.

Revised Square Footage: 3218 SF conditioned space, 535 SF covered porches, 708 SF garage, 4461 TSF

Submitted by Alden Howell, Project Manager

Attendee: Alden Howell

The revisions were unanimously approved as submitted with one condition:

- Replace the shingles on the front column bases with stucco to match the foundation.

5. **Groth Residence, 49 Marsh Creek Road- EID#1737**  
Preliminary Review – Add a 303 SF (2) car garage to existing home.  
Submitted by John Dodd, Architect  
Attendees: John Dodd and Daniel Groth, Property Owner

John Dodd presented an alternate plan at the meeting to include a metal roof accent and skylight over the front porch. He also presented materials/ colors for the new shingle roof, paver driveway, garage door, front door and exterior paint colors.

Discussion continued with a review of the new garage. Jeff Barnes asked about the ridge height as compared to the existing home and the shift of the new garage roof. John Dodd confirmed that the ridge height of the new garage would be the same as the existing home and noted that the approximate 6” shift of the new garage roof would barely be noticeable.

The plans, material and exterior colors were approved by Kelli Allen, Lee Poechmann and John Cotner (Jeff Barnes abstained) with the following conditions:

- Submit a cut sheet for the proposed skylight and metal roof color.
- Eliminate the door on the patio wall.
- Choose an alternate garage door design to reflect a horizontal pattern (vs. the vertical pattern submitted) to match the horizontal siding on the existing home – left hand side.
- Submit a revised set of plans via email for final approval.

6. **Lane Residence, 1 Royal Tern, Patio Lot #175- EID#1736**  
Preliminary Review – New construction, single family (2) story home.  
Square Footage: 2394 SF conditioned space, 130 SF covered porches, 462 SF garage, 2986 TSF.  
Submitted by John Dodd, Architect  
Attendees: John Dodd and Debra Lane, Property Owner

Jeff Barnes opened the discussion asking if the 36” Oak tree shown on the survey had been removed as he noticed during a recent site visit that the tree is no longer there. The property owner, Debra Lane confirmed that she had not authorized anyone to take down the tree. John Cotner noted that many trees were lost in that area during the hurricanes however the survey is dated 2/26/19.

During his site visit Jeff also observed the 23” tree toward the rear of the lot and noted that it is actually a Hickory tree not an Oak, as noted on the survey and it is a very healthy and beautiful tree. He requested a discussion on revising the plans in an effort to save that tree. John Dodd noted that based on the design requests of the property owner, the fact that the tree is approximately 7’ in from the property line, and considering the drip line that would be required to protect the tree during construction, it would not be reasonably feasible to revise the plans to accommodate that tree. John Cotner stated that it is generally assumed by property owners that trees within the buildable area can be removed given the small nature of patio lot buildable areas. He further noted that the Class A covenants state that trees can be removed without approval if they are within 10’ of the home.

A lengthy discussion ensued regarding plans submitted to the ARB with the assumption that they will be approved. Lee Poechmann stated that there appears to be an entitlement by owners to have plans approved during the initial review. He also noted that submitted plans should allow for alternate design options.

The board continued with their review of the plans and noted the multiple windows on the patio wall which are not allowed. However, given the adjacent buffer, a minor exception could be allowed. Following a lengthy discussion on the guidelines governing

patio walls, the board agreed that the (4) 2<sup>nd</sup> story windows are to be eliminated and the closet and shower window on the 1<sup>st</sup> floor will be eliminated leaving only (3) windows on the patio wall vs. (8) as submitted.

The (3) windows must be fixed, installed at least 6' from the finished floor and contain translucent glass.

The preliminary plans were unanimously approved as submitted with the following conditions:

- Revise the hip roof over the porch to a gable to match the rest of the structure.
- Revise windows on patio wall as referenced above.
- Front elevation - replace the two pair of different shaped windows in the 2<sup>nd</sup> story yoga room with one grouping of three windows.
- Submit a revised set of plans at a future meeting.

7. **Omni Amelia Island LLC, Oak Marsh Golf Course-** EID#1730  
Retroactive Review – Replaced existing golf cart path signs/ previously damaged in storms.  
Submitted by Mike Block, Director of Golf/ Omni  
Attendee: Mike Block

Mike Block and Rick Mesard, President AIPCA BOD will work together on alternate wording and locations for the signs. ARB review is pending a revised submittal.

8. **Onofry Residence, 11 Sweetwater Oaks-** EID#1701  
Conceptual Review – Review setbacks for proposed pool/ screen enclosure.  
Submitted by Ronny Onofry, Property Owner

The board approved the conceptual plan for a pool/ screen enclosure provided both the 16" and 27" trees in the rear yard are not removed and the 10' enclosure setback is maintained.

9. **Gunderson Residence, 75 Long Point Drive-** EID#1734  
Preliminary Review – Add a 263 SF single car garage bay to existing detached garage/accessory building. Replace existing handrails on front of home and add new front porch steps.  
Submitted by John Cotner, Architect

John Cotner presented the plans and was recused from the review/ approval process.

The project was unanimously approved as submitted by the other three board members and considered the final plans.

10. **L&A Realty Trust, Luis A. Alvarado Residence, 6 Sound Point Place Lot #3, Long Point II-** EID#1733  
Preliminary Review – New construction/ single family (2) story home with cupola. Square Footage: 4320 SF conditioned space, 1204 SF covered porches, 887 SF garage, 6411 TSF.  
Submitted by John Cotner, Architect

John Cotner presented the plans and was recused from the review/ approval process.

The project was unanimously approved as submitted by the other three board members with the following conditions:

- Verify a survey was submitted during the conceptual review in 2018.
- Submit colors/ materials via email for final review.
- Submit revised plans via email to reflect the change in the location of the chimney.
- Submit a landscape plan within 60 days following the start of construction to include mitigation for trees removed. Mitigation requirements for new construction call for removed trees to be replaced on property at a 1:2 ratio or

make a comparable donation to the AIP Foundation.

11. **Chastain Residence, 1 Spotted Sandpiper, Patio Lot #90-** EID#1502.2  
Revision to Approved Plan – New construction/ single family home with bonus room over garage.  
Revised Square Footage: 1651 SF conditioned space, 144 SF covered porches, 407 SF garage, 2202 TSF.  
Submitted by Robert Chastain, Property Owner

The plans were unanimously approved as submitted with the following conditions:

- Extend the garden wall along the Marsh Creek side covering about a third of the house. Install on the 2' B.R.L.
- Enlarge the transom bath windows on the right elevation or consider a square shaped window installed at approximately the same height.
- Submit a revised set of plans via email to confirm conditions noted above.
- Submit a landscape plan within 60 days following the start of construction to include mitigation for the 10 trees to be removed. Mitigation requirements for new construction call for removed trees to be replaced on property at a 1:2 ratio or make a comparable donation to the AIP Foundation.

12. **Bock Residence, 11 Willow Pond-** EID#1726  
Final Review – Install a generator behind the existing service wall plus underground LP tank.  
Submitted by Patti Bock, Property Owner

The new generator was unanimously approved provided it is completely enclosed within a service yard as per ARB Guidelines. The enclosure must also conceal the height of the generator and be painted to match the existing home. Disturbed landscaping resulting from the buried LP tank must be refurbished.

13. **Stapleton Residence, 62 Long Point Drive-** EID#1731  
Final Review – Landscape Plan/ Front Yard.  
Submitted by Dan Sekula, Beautiful Blooms Landscape

The plan was unanimously approved as submitted.

14. **Comfort Residence, 5 Buckthorne Drive-** EID#1722  
Final Review – Add a new paver walkway connecting the driveway to the existing rear patio.  
Submitted by Jeff Comfort, Property Owner  
Attendee: Jeff Comfort

The plan was unanimously approved as submitted with a recommendation to install the walkway slightly away from the exterior wall, aligned with the eaves so rain water will fall on the ground vs. pavers.

15. **Meyers Residence, 66 Long Point Drive-** EID#1735  
Final Review – Replace front entry door and transom window with wrought iron scroll design over clear glass/ new iron door.  
Submitted by Neil Meyers, Property Owner  
Attendees: Neil and Katherine Meyers, Property Owners

The plan was unanimously approved as submitted.

16. **Karlovec Residence, 136 Long Point Drive-** EID#1727  
Final Review – Replace metal roof with new architectural shingles.  
Submitted by Clayton Buchanan, Buchanan Builders, Inc.

A revised color for the new shingles was submitted at the meeting however that new color choice, "Chateau Green" from Owens Corning was denied as the board agreed the shade of green is too bright. They recommend choosing a more subtle shade in blue/green/grey tones.

17.

**Heath Residence, 2 Spotted Sandpiper**

Review damaged roof (and surrounding circumstances) caused by a fallen tree during clearing of the adjacent lot #96.

The owner of 2 Spotted Sandpiper contacted John Cotner prior to the meeting regarding their damaged roof. During the clearing process of the adjacent lot #96 at 4 Spotted Sandpiper, a tree fell on the house causing damage to the trusses and a hole in the roof. The tree contractor repaired and patched the roof with shingles that do not match the existing roof and work is generally not to Plantation standards. He has refused to replace the shingles on the entire side and repair properly. The owner at 2 Spotted Sandpiper has requested a letter from the ARB confirming that the existing patched roof is not acceptable and new shingles must be put on the entire roof. The board agreed to send the requested letter.

**The meeting was adjourned at 11:47 AM**

**The next ARB Meeting – Tuesday, June 11, 2019/ 9:30 AM**

**Applications due by 5:00 PM - Friday, May 31, 2019.**