

# EXTERIOR ALTERATION COMMITTEE MEETING-SUNSET PALMS

Sunset Village, Inc., 3401 Gandy Blvd., Pinellas Park, FL 33781 Phone: (727) 577-0287, Fax: (727) 577-4864

## EAR Committee Meeting Minutes

**Notice of Meeting:** Sent electronically on December 15 ,2023 @ 6:14 PM

**Recorded By:** Marilyn Corazza

**Meeting Date:** December 19, 2023

**Time:** 10:00 AM EST

**Location:** Board Conference Room and Via Zoom

**Call to Order:** The meeting was called to order by Greg Jackson at 10:10 AM

**Roll Call:** Greg Jackson, Committee Chair; Richard Thomas, Manager; and Marilyn Corazza, Supervisor

**Absent:** Don Barnes

**Attendees:**

**Old Business:** None

**New Business:** Dave Bell, Board Member resigned from the committee on December 13, 2023.

### EAR Submissions for Review:

- Resident: Ralph Payne
- Address: 34129 Oak Drive
- Request: Install a screen door in screen room and erect a set of stairs leading from screen room to back stone patio and extend stone patio on back of property.
- Discussion: Bay Area Aluminum is the contractor. Drawings have been provided. Permit will be needed for screen room; wait on screen door and stairs until permit is received in office.
- Motion to Approve Extension of Paver Patio Approved with Request for screen door and stairs pending receipt of screen room permit in office. Motion made by Greg Jackson.
- Modified Motion for Approval:
  - 2<sup>nd</sup>:
  - Vote:
- Resident: Ralph Payne
- Address: 34129 Oak Drive
- Request: Install a screen room in carport. Drawings provided.
- Discussion: Bay area Aluminum is the contractor. Permit is required.
- Motion to Approve Request as Submitted pending receipt of permit in the office. Motion submitted by Greg Jackson.

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- Modified Motion for Approval:
- 2<sup>nd</sup>.
- Vote:
  
- Resident: Suzann Clark
- Address: 34260 Canal Drive
- Request: Add 3 feet to driveway all the way to the end of shed and install 2 offset posts.
- Discussion: Permit is required.
- Motion to Approve Request as Submitted pending receipt of permit in the office.  
Motion made by Greg Jackson
- Modified Motion for Approval:
- 2<sup>nd</sup>.
- Vote:
  
- Resident: Suzann Clark
- Address: 34260 Canal Drive
- Request: Install new siding in a neutral color.
- Discussion:
- Motion to Approve Request as Submitted: Greg Jackson
- Modified Motion for Approval:
- 2<sup>nd</sup>.
- Vote:
  
- Resident: Suzann Clark
- Address: 34260 Canal Drive
- Request: Install 12 new windows and 2 new doors. Existing openings.
- Discussion:
- Motion to Approve Request as Submitted: Greg Jackson
- Modified Motion for Approval:
- 2<sup>nd</sup>.
- Vote:
  
- Resident: Sean Hickey
- Address: 34432 Oleander Drive
- Request: Extend rear concrete patio by 2 feet.
- Discussion:
- Motion to Approve Request as Submitted: Greg Jackson
- Modified Motion for Approval:
- 2<sup>nd</sup>.
- Vote:

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- Resident: David Russell
  - Address: 34638 Camphor Drive
  - Request: Remove mulch and install patio stones in its place per drawing.
  - Discussion: none
  - Motion to Approve Request as Submitted: Greg Jackson
  - Modified Motion for Approval:
    - 2<sup>nd</sup>.
  - Vote:
- 
- Resident: Ed Burke
  - Address: 34406 Oleander Drive
  - Request: Emergency Repairs – Front step and stair rail.
  - Discussion: none
  - Motion to Approve Request as Submitted: Greg Jackson
  - Modified Motion for Approval:
    - 2<sup>nd</sup>.
  - Vote:
- 
- Resident: Clarence Thomas
  - Address: 34644 Camphor Drive
  - Request: Resurfacing of screen room and carport ceiling with white vinyl soffit material.
  - Discussion: none
  - Motion to Approve Request as Submitted: Greg Jackson
  - Modified Motion for Approval:
    - 2<sup>nd</sup>.
  - Vote:
- 
- Resident: Janet & Larry Hale
  - Address: 34679 Maple Drive
  - Request: Replace windows with double pane windows. Same opening sizes.
  - Discussion: none
  - Motion to Approve Request as Submitted: Greg Jackson
  - Modified Motion for Approval:
    - 2<sup>nd</sup>.
  - Vote:
- 
- Resident: Betty Card
  - Address: 34060 Avocado Drive
  - Request: Remove living room window of home and close in opening.

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- Discussion: Greg went to see homeowner and review what was being done. There is an additional egress in living room.
- Motion to Approve Request as Submitted: Greg Jackson
- Modified Motion for Approval:
- 2<sup>nd</sup>.
- Vote:

**Discussion:** Management can approve painting and mailbox installation requests.

EAR form will be revised to 2 pages: Page 1 will be informational, and Page 2 will be the actual exterior alteration request. Marilyn will work on creating new form.

**Meeting Adjournment:** Motion made to adjourn meeting at 11:00 a.m. by Greg Jackson.

**Next Meeting:** January 2nd, at 10:00 a.m.