

St. Andrews Manor Homeowners Association, Inc.

Minutes of the Architectural Review Committee Meeting July 7, 2025

CALL TO ORDER:

Warren McKesson (standing in for Matt Sickler) called the meeting to order at 9:35 a.m. at the corner of Craigston St and Durksly Dr (3422 Durksly Dr) in Melbourne, FL.

ROLL CALL:

Carmine Siniscal, Deb McKesson, Leslie Doody, Claudia Young, and Warren McKesson present. Also attending were Joe Reyes (of 5460 Calder Dr), Peter McCauley (of 3812 Durksly Dr), and Rob and Dody Burnett (of 4092 Durksly Dr).

PROOF OF NOTICE:

Proof of notice was posted at the entrance and on the SAM website in accordance with the By-Laws and Florida Statutes.

OLD BUSINESS:

The committee discussed a revised ARC request submitted earlier this year from Glenn and Dee Tanabe (of 3873 Craigston St) for a GENERAC standby generator. The modification was simply to insert the name of a new installer (Wavelength Electrical Contracting Inc). Because all other parameters remained the same — installing it 18" from the west side wall at least 5' from the nearest window — the committee recommended approval of this revised request.

NEW BUSINESS:

1. 3532 Durksly — Landscaping Changes Request: Committee recommends approval.
2. 5450 Calder — Hurricane Shutters Request: Committee recommends approval.
3. 3812 Durksly — New Front Door Request: Committee recommends approval.
4. 5336 Kirkwall — Fence Request: Request incomplete so the Committee recommends to hold off approving until owner confirms the rear fence will no closer than 7.5' from the rear property line (per the Second Amendment to the Covenants).
5. 5460 Calder — Installation of Drainage System: Committee recommends approval.
6. 5470 Calder — Installation of Pool and Pergola: Committee recommends approval — with the caveat that this request is also subject to approval of an easement variance by Brevard County (which requires HOA approval first). The approval is also contingent upon the proviso that the pool and pergola will be enclosed within a screen and/or fence, both of which must be no closer than 7.5' from the rear property line as modified by the County variance.
7. 3821 Durksly — Hurricane Shutters Request: Committee recommends approval.

DISCUSSION:

The committee recommended that the Board adopt a new procedure requiring all future ARC requests for hurricane shutters to include a copy of the "Hurricane Protection Architectural Specifications" Policy # 2024-3 to ensure that those seeking them have read it and that their requests follow all the guidelines. Similarly, the committee recommended that the Board consider issuing another Policy document that consolidates all the guidance for fences (Article III, Section 10 of the Covenants and the Second Amendment) to simplify the process for following such governance by capturing it all in one place.

ADJOURNMENT:

Since there was no further business, a motion was duly made and seconded to adjourn at 4:28 p.m.