

**AVALON BEACH ESTATES OWNER'S ASSOCIATION, INC.**  
**ARCHITECTURAL REVIEW BOARD (ARB) MEETING MINUTES**

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**Date: Friday, December 6<sup>th</sup>, 2024**

**Time: 11:00 AM CDT**

**Place: ZOOM Call**

**IN ATTENDANCE**

Teri Davis  
Randy Wright  
Jamie Day  
Mark Beldon

**HOMEOWNERS PRESENT**

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**AGENDA**

1. Mark Beldon called the meeting to order and confirmed that a quorum of all 4 ARB members was present on the call. Jamie D made a Motion to accept the Minutes of the August 15th meeting previously emailed to the ARB. Randy W seconded; motion passed 4 – 0.

**REPORTS**

1. None.

**OLD BUSINESS**

1. Lot 128/Avalon Blvd – McLean new home plans Update

Mark B summarized the previous 12 weeks events. In August, ARB had approved the McLean plans dated July 17<sup>th</sup>, 2024 with 1401 SF on the ground floor, In early October, we learned via a visit to the Walton County Planning office in Freeport that the County had approved the June plans version that ARB had earlier rejected has non-compliant. This version showed 1309 SF on the ground floor. The Planning Dept had approved the 1309 SF plans and the Building Dept had already approved and issued a building permit at the time of our visit. ARB immediately directed Robert Kaufmann to write a letter to Mr McLean stating that the plans version they intended to break ground with were non-compliant and that HOA would not hesitate to use all legal routes to compel a change to the July version 1401 SF plans. If this meant potentially tearing out and modifying existing construction, then the HOA was prepared for that possibility. Mr McLean contacted Robert to explain this simple misunderstanding and that the July plans would indeed be used. Billy Bearden, head of the Building Dept, signed off on the plans change to the 1401 SF ground floor and this revision was confirmed as uploaded to the County website (dated November 18<sup>th</sup>). All members of the ARB agreed that the house framing and wall locations would have to be verified on-site. No motion was necessary for this to verification take place. Lot clearing and ground breaking had already begun in early October.

## 2. 20 Paginet – Unfinished Mailbox

This masonry mailbox was still unfinished as of today's meeting. No stucco and paint color matching the house had been completed yet which is not compliant with Avalon Rules & Regulations Article I, page 2.

On August 31, **2023** ARB sent a letter to the Tanners about their collapsed mailbox and that it needed to be rebuilt by December 1<sup>st</sup>, **2023**. The new mailbox was rebuilt by that deadline, but had still not been stucco'd or repainted since LAST December (over 11 months later). Three owners complained about the mailbox appearance to the ARB in September and October of 2024. Mark B recently emailed a reminder to the Tanners on November 4<sup>th</sup>, 2024 and mailed a hard copy on November 21<sup>st</sup> 2024. A requested completion deadline of 30 days – December 6<sup>th</sup>, **2024** was indicated. Mark received back an email response on November 22<sup>nd</sup>, 2024 from Jeff Tanner stating he would complete the work when he felt like it and then directed his anger back on Mark B. All correspondence with the Tanners about this incident is attached to these Minutes.

Since ARB was not getting cooperation or assurance the mailbox would be completed by December 6<sup>th</sup> (after beginning this process 15 months ago), it was discussed that this needed to be referred to and addressed by the Board.

Mark B made the Motion to refer this continued architectural violation to the Board and the Avalon Rules Enforcement Committee for further consideration and action. Jamie D seconded; motion passed 4 – 0.

## **NEW BUSINESS**

### 1. 56 Ballamore Cv – Covenant Violations & New ARB Request

In light of the three (3) alterations/improvements made earlier this year without ARB approval, Robert Kaufmann sent a letter to the Browns on October 21<sup>st</sup>, stating they were in violation of Avalon Covenants and described the procedure for them to submit an ARB request. On November 15, 2024, ARB received an emailed request form for the 3 improvements. Robert had also emailed ARB directly on November 18<sup>th</sup> concerning the new paver driveway. Each requested improvement was discussed separately.

#### **Front Façade/New Archway**

Mark B made the Motion to approve the new entrance configuration as submitted. Randy W seconded; motion passed 4 – 0.

#### **New Overhang material over Front Entrance**

Discussion followed about the overhang not being part of the actual roof and being a somewhat small area that, from the street was hardly noticeable with the new dark brown standing seam metal surface.

Mark B made the Motion to approve the overhang configuration and material with the stipulation that this approval shall not also carry over to the existing concrete tile roof in the future. Any future replacement or modifications to the Brown's concrete tile roof shall be subject to the Avalon Covenants Article VII Design Standards, Section 3 Roofing. Jamie D seconded; motion passed 4 – 0.

## **New Paver Driveway**

Last summer, Mark B confirmed with the County that no permit was issued to the Browns for the new paver driveway installation nor did the County require a permit. Dawn Hinson with the County Public Works Dept said that stormwater runoff management is a major County concern and that the Walton County Planning & Stormwater Management Dept or Code Enforcement Dept would likely need to get involved for this enlargement of the impervious surface.

When Avalon houses are built or renovated, their stormwater management plan must be reviewed by the County such that it complies with Avalon's 1993 County recorded Plan.

[http://www.avalonbeach.org/docs/Avalon\\_Beach\\_Estates\\_Stormwater\\_Plan.pdf](http://www.avalonbeach.org/docs/Avalon_Beach_Estates_Stormwater_Plan.pdf)

It was also noted that Avalon has 5 homes with dual, separated garages. All houses except the Browns have a landscaped area between the 2 garage entrances. These landscaped areas are not impervious. ARB also looked at several photos of the Lot, before and after the new driveway was installed. It was noted how small the landscaped areas are; mostly the narrow side yards only.

Mark B made the Motion to deny the request for the new paver driveway configuration in its present state, but with the stipulation that EITHER of the two (2) following conditions can be completed by the Browns for eventual approval by ARB:

- a) Retain an Engineer, Architect or licensed stormwater consultant to do a Lot stormwater evaluation with the new paver driveway layout and certify the entire Lot with this new driveway complies with Avalon's Master Stormwater Plan and Walton County Stormwater Management criteria for ISR (impervious surface ratio). This evaluation/study needs to be submitted to the Walton County Planning and Development Services, Stormwater Division; contact is Ms Andrea Ward. Once the layout is deemed compliant, ARB will require the completed and signed MASTER STORMWATER PLAN LETTER OF COMPLIANCE (attached).

### **OR**

- b) In lieu of a) above, a middle section of the pavers between the 2 garage doors and below your front entry down to the existing sidewalk line shall be removed and replaced with a landscaped bed as was there previously. The width of the removed pavers should be to the outer boundaries of the new archway; see photo below. Any type of mulch (bark, stone, pine straw) and shrubs may be placed in this landscaped area. If this option is chosen, please submit a sketch of the landscaped area to the ARB before work begins.

A deadline to complete either Option a) or b) above was set on **March 1<sup>st</sup>, 2025**.

Jamie D seconded; motion passed 4 – 0.



2. Mark B stated his desire to rotate the ARB Chairmanship to another ARB member by the end of February. There was discussion about at least 3 owners we could approach about joining the ARB.

#### **NEXT Meeting**

- Date of next date - TBD

#### **ADJOURNMENT**

Randy W made to adjourn. Mark B seconded; motion passed 4 – 0.

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#### **ZOOM Call-In Info:**

**Topic:** Zoom Meeting – ARB Review

**Time:** December 6th, 2024 11:00 AM Central Time (US and Canada)

#### **Join Zoom Meeting**

<https://us02web.zoom.us/j/89937896466?pwd=rwlhfFbb7o2aEAkpHkXoHWDOSTCj4v.1>

Meeting ID: 899 3789 6466

Passcode: 7hkcXA

#### **One tap mobile**

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**Dial by your location**

- +1 301 715 8592 US (Washington DC)
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Meeting ID: 899 3789 6466

Passcode: 142746

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**Join Zoom Meeting**

<https://us02web.zoom.us/j/86277639006?pwd=LtORo8KyFwl1aKcFiEIEOaAyFSEDtV.1>

Meeting ID: 862 7763 9006

Passcode: 2k5zr5

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Meeting ID: 862 7763 9006

Passcode: 926796