

**BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
REGULAR MEETING
FEBRUARY 3, 2015
7:00PM
AT THE CLUBHOUSE
8181 COWICHAN ROAD
MINUTES**

Call to Order: Chairman, Tom Wright, called the meeting to order at 7:00pm.

Roll Call:	Tom Wright, Chairman	Present
	Richard Baer	Present
	Dawn Baker	Present
	Bill Knowlton	Present
	Michael Schmidt	Present
	Sheryl Jensen	Present
	Valery Anderson, Board Liaison	Present
	Steve Freitas, Operations Manager	Present
	Ken Hoffer, General Manager	Present
	Ann Nydam, Office Assistant	Present (Recording Secretary)

Minutes:

- **January 6, 2015: Motion** made by Bill Knowlton to approve the ACC minutes of January 6, 2015 as written, motion seconded by Dawn Baker and carried.

Business:

- **A) Motion** made by Dawn Baker to approve Project #2015-6-23, Tree Removal, Div. 15, Lot 12, 8173 Chehalis Road, Marshall & Maureen Kirby, motion seconded by Sheryl Jensen and carried.
- **B) Motion** made by Michael Schmidt to approve Project #2015-7-23, Fence, Div. 11A, Lot 2, 5304 Nootka Loop, Robert Sullivan, motion seconded by Richard Baer and carried.
- **C) Motion** made by Richard Baer to approve Project #2015-8-23, Tree Removal, Div. 9, Lot 86, Corner Kispiox/Skeena, BBVCC, motion seconded by Michael Schmidt and carried. Tree is located on BBV property that Birch Bay Water & Sewer leases. BBWS has been trimming the tree for years; however they requested the tree be removed as it is causing problems with the existing fire hydrant. BBWS will do the tree removal.
- **D) Motion** made by Bill Knowlton to approve Project #2015-9-23, New Home Construction, Div. 15, Lot 15, 8161 Chehalis Road, LeRoy & Janice Wiebe, motion seconded by Dawn Baker and carried.

Discussion:

- The BOD recently approved changes to the AR&R's 3.4 regarding embankment setbacks for lots abutting waterways. Bill Knowlton objected to the verbiage in the new proposal, he feels it is prohibitive and would like the word 'parallel' removed. He proposed the wording to 3.4 revert back to the 2009 AR&R's.
- Motion made by Dawn Baker to request the Board of Directors to revisit item 3.4 of the AR&R's, remove the word 'parallel' and use the wording from the 2009 AR&R's, motion seconded by Richard Baer and carried.

3.4 LOT LINE SETBACKS

The following setbacks pertain to all BBVCC lots except for the rear lot line requirements for lots described in section 4:

- a. Homes ~~on lots (except Division 7) must shall~~ be setback a minimum of twenty five (25) feet from front and ~~those~~ side lot lines ~~that parallel BBVCC streets~~ except as follows: (1) In Division 7 the home minimum setback from the front lot line is twelve (12) feet; (2) In Division 9 lot 118, Division 10 lots 1,2,3 and 12, Division 15 lot 41 and Division 15A lots-1, 40 and 46 the minimum setback from the front lot lines is twenty (20) feet. The maximum height ~~in within the above these~~ setback areas for any ~~type of~~ structures is four (4) feet from the natural ground level.
 - b. The maximum height on lots in setback areas (other than item 3.4.a above) for fences and detached walls and windscreen type structures is six (6) feet from the natural ground level.
 - c. No home or part of a home (except roof overhangs of 18 inches), such as a small cantilevered room, bay window, chimney, stairway, or any other structure may be erected nearer than five (5) feet from any side or rear lot line. Part of a home such as a small cantilevered room, bay window, chimney, stairway or roof overhang may extend up to two feet into the twenty five (25), twenty (20) and twelve (12) foot setback areas of item 3.4.a above.
- Bill Knowlton recommended the following policy be implemented for ACC members:
 - ACC members should all have the most current copy of the AR&R's
 - All changes to the AR&R's should be underlined.
 - Dawn Baker had questions regarding AR&R's 5.2 Mobile Homes; she suggested the word 'pre-owned' be replaced with the word 'all'.
 - After discussion the ACC agreed by consensus to work through the current AR&R's, then submit changes to the Board at one time, instead of bit by bit.
 - **ACC applicants:** The ACC interviewed Kathy Green for the vacancy on the ACC committee.
 - Motion made by Bill Knowlton to recommend to the Board of Directors approval of Kathy Green for the ACC committee, motion seconded by Dawn Baker and carried.

Adjourn:

- Motion made by Michael Schmidt seconded by Dawn Baker and carried to adjourn at 7:58pm.