

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
FEBRUARY 5, 2013 7:00 PM
AT THE CLUBHOUSE
8101 COWICHAN ROAD
MINUTES**

ROLL CALL:

Ken Woods - Chairman	Present
Richard Baer	Present
Dawn Baker	Present
Jim Baker	Excused
Carl Garlow	Present
Bill Knowlton	Present
Paula Rotondi	Present
Valery Anderson - BOD Liaison	Present

Also Present: Ken Hoffer, General Manager; Steve Freitas, Architectural/Marina Compliance Technician; Esther Matter, Office Manager (recording secretary)

CALL TO ORDER: Ken Woods called the meeting to order at 7:00pm.

MINUTES:

Approval of the regular session minutes of January 2, 2013.

- Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve the ACC minutes of January 2, 2013 with the amended change under Project B of "...railing is a minimum of 36" high".

BUSINESS:

- A) Motion made by Carl Garlow, seconded by Paula Rotondi and carried to approve as submitted Project #2013-1-25, Concrete Work Replacement, Div. 2, Lot 66, 8210 Comox Road, Richard & Kathryn Baer. Richard Baer abstained due to personal involvement.
- B) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve as submitted Project #2013-2-25, Fence Replacement, Div. 12C, Lot 66, 8159 Quinault Road, Jerry Mascio.
- C) Motion made by Bill Knowlton, seconded by Carl Garlow and carried to approve as submitted Project #2013-3-25, Sump Pump/Catch Basin, Div. 9, Lot 104, 5745 Nakat Way, Ruth Lees.
- D) Motion made by Carl Garlow, seconded by Bill Knowlton and carried to approve Project #2013-4-25, Home Addition/Covered Porch, Div. 5, Lot 9, 5397 Nootka Loop, Ron & Joanne McMahon subject that the measurements and calculations (including the roofing shingles) are verified by Steve Freitas.
- E) Motion made by Paula Rotondi, seconded by Carl Garlow and carried to approve Project #2013-5-25, Tree Removal, Div. N/A, Lot N/A, 8181 Cowichan Road (Clubhouse), BBVCC subject to the trees being disposed of properly in order to prevent further infestation.

DISCUSSION:

- Two letters of interest to be on the ACC were submitted. Several current ACC members requested to run another term only if there was no one else interested in serving: Ken Woods, Jim Baker, Carl Garlow and Richard Baer. Jim Baker had asked to be replaced first:

- Motion made by Carl Garlow, seconded by Bill Knowlton and carried to recommend to the Board of Directors that Tom Wright replace Jim Baker on the ACC and that Jim Baker become an Associate Committee Member.
- Carl Garlow volunteered to resign from the ACC to vacate another position:
 - Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to recommend to the Board of Directors that Terry Garrow replace Carl Garlow on the ACC.
- A recommendation to alter the Architectural Rules and Regulations so that any home remodels or home additions would have to follow the minimum size requirements for a new home was brought up at the previous ACC meeting.
 - By consensus the committee will not change the AR&Rs and leave the restriction for new homes only.
- A letter was in the packet for review from a homeowner claiming that their neighbor is out of compliance with the setback rule of plantings on lakefront properties. The trees in question are not in line with the lake and are therefore not in violation. If there are any other plants out of compliance, it should fall under the “good neighbor” policy and be dealt with by management.

ADJOURNMENT:

- Motion made by Bill Knowlton, seconded by Carl Garlow and carried to adjourn. Meeting adjourned at 7:55pm.

Esther Matter

Recording Secretary: Esther Matter