

**BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
REGULAR MEETING
MARCH 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. Tom welcomed new ACC member, Kathy Green.

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

Minutes:

- **Motion** made by Bill Knowlton **to approve the ACC minutes of February 3, 2015 as written**, motion seconded by Sheryl Jensen and carried.

Business:

- **A) Motion** made by Bill Knowlton seconded by Dawn Baker and carried, to approve **Project #2015-10-33, Fence Replacement, Div. 8, Lot 1 8178 Comox Road, Robert & Elaine Goodman**, contingent upon the retaining wall being less than three (3) feet in total height.
- **B) Motion** made by Michael Schmidt, seconded by Bill Knowlton and carried, to approve **Project #2015-11-33, Garage/Shop Building, Div. 8, Lot 18, 8141 Comox Road, Richard Green**.
- **C) Motion** made by Bill Knowlton, seconded by Michael Schmidt and carried, to approve **Project #2015-12-33, New Home Construction, Div. 3, Lot 2, 5505 Haida Way, Kim Thorpe/JTM Agent**.

Discussion:

- **At the February ACC meeting it was decided that the committee review the Rules & Regulations and determine what, if any, changes should be recommended to the Board. Tom asked the committee how they wanted to proceed with reviewing the**

AR&R's. Michael Schmidt suggested starting with the Definitions and work on one section at a time. By consensus the ACC agreed.

- Tom suggested the ACC checklists also be reviewed; they will be added to next month's agenda.
- Once the lower gate area is completed, Valery Anderson and Karla Foss will beautify the area with various plantings.
- Ken related to the ACC the line item the ACC requested: stating '*the property owner is responsible for getting county permits prior to beginning a project*', has been put on hold. The Board decided they would prefer a disclaimer at the beginning of the AR&R's and asked the attorney to write it. The attorney is still working on wording.
- Motion made by Bill Knowlton, seconded by Michael Schmidt and carried to adjourn, meeting adjourned at 7:25pm.