

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

**ROLL CALL:**

|                               |         |
|-------------------------------|---------|
| Ken Woods - Chairman          | Present |
| Richard Baer                  | Present |
| Dawn Baker                    | Present |
| Terry Garrow                  | Excused |
| Bill Knowlton                 | Present |
| Paula Rotondi                 | Present |
| Tom Wright                    | 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. Ken Woods welcomed Tom Wright to the committee.

**MINUTES:**

Approval of the regular session minutes of February 5, 2013.

- Motion made by Richard Baer, seconded by Dawn Baker and carried to approve the ACC minutes of February 5, 2013 as written.

**BUSINESS:**

- A) Motion made by Richard Baer, seconded by Paula Rotondi and carried to approve as submitted Project #2013-6-35, Deck/Deck Replacement, Div. 4, Lot 8, 8232 Quinault Road, Patrick & Cynthia Ryan.
- B) Motion made by Richard Baer, seconded by Tom Wright and carried to approve as submitted Project #2013-7-35, Pergola, Div. 9, Lot 121, 5643 Nakat Way, Mike & Kathleen Lambert.

**DISCUSSION:**

- Ken Woods will be gone for the next meeting; Paula Rotondi has agreed to chair the April ACC meeting.
- Ken Woods reminded the committee of a drainage project that was denied last year due to a current rule that states that a culvert has to run along the entire property. After more research by the Roads & Drainage Committee, and Jim Baker, it has been determined that a wrap-around culvert is not possible for the lot. The lot is a corner lot and piping cannot be placed low enough without extensive costs. The property owner might be submitting another project request with some alternative ideas.
- Ken Hoffer mentioned an emergency tree removal request on Salish Lane by the beaver pond on community property. There are two (2) fir trees leaning towards a nearby house and could come down at any time. Kendall Tree Service has been contacted to remove the trees as soon as possible.

- By consensus the committee approved of the tree removal subject that proper paper work be filled out and filed at the office.
- Ken Woods asked that Steve Freitas research the start date of a certain new home construction on Salish and send a reminder of the timeline; as well as being sure to keep on top of all project start dates so that the project timeline can be enforced in order to be fair and consistent to the community.

**ADJOURNMENT:**

- Motion made by Bill Knowlton, seconded by Tom Wright and carried to adjourn. Meeting adjourned at 7:15pm.

*Esther Matter*

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Recording Secretary: Esther Matter