

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
MARCH 6, 2012 7:00 PM
AT THE CLUBHOUSE 8181 COWICHAN ROAD
MINUTES**

ROLL CALL:

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

Also Present: Ken Hoffer, General Manager; Esther Matter, Office Manager

CALL TO ORDER: Ken Woods called the meeting to order at 7:02pm.

MINUTES:

Approval of the regular session minutes of February 7, 2012.

- Motion made by Bill Knowlton, seconded by Richard Baer and carried to accept the regular session minutes of February 7, 2012 with the amended change of “allow for” instead of “request” under the first bulleted item in the Discussion section.

BUSINESS:

- A) Motion made by Carl Garlow, seconded by Paula Rotondi and carried to approve as submitted Project # 2012-05-36, Fence, Div. 4, Lot 8, 8232 Quinault Road, Patrick & Cynthia Ryan.
- B) Motion made by Richard Baer, seconded by Paula Rotondi and carried to approve as submitted Project #2012-06-36, Fence Replacement, Div. 1, Lot 26, 5437 Tsawwassen Loop, Mary Ellen Copner.
- C) Motion made by Paula Rotondi, seconded by Shannon Parsons and carried to deny Project #2012-07-36, Tree Removal, Div. 14, Lot 12, 8178 Sehome Road, Kenneth Brophy due to the tree appearing to be healthy as well as being an aesthetic asset to the neighborhood.
- D) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve as submitted Project #2012-08-36, Fence/Culvert/Catch Basin/Deck/Exterior Stairs, Div. 1, Lot 29, 5445 Tsawwassen Loop, Graham Bowen.
- E) Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to approve as submitted Project #2012-09-36, Bedroom Addition/Fence, Div. 9, Lot 40, 5710 Nakat Way, Jake & Daisy Eigenbrood.
- F) Motion made by Shannon Parsons, seconded by Carl Garlow and carried to approve as submitted Project #2012-10-36, Shed, Div. 12C, Lot 40, 8117 Kayak Way, Larry Tremaine.

DISCUSSION:

- Request for a project extension will be placed on the April agenda, as the project completion timeline will not expire until May (the concrete foundation was poured in November – per AR&Rs owners have six months from work commencement to complete the project)
- Valery Anderson discussed the progress report on the front gate remodel. One bid has come in so far; waiting on two more that have expressed interest. Lights are on order; the new sign will be chosen by the Board soon. A new set of plans including the current electrical plans are being sent by the architect.
- Ken Hoffer went over some updates being made to the interior of the clubhouse. Some sheet rocking and painting will be done on the wall by the restrooms and library. The “check-in” window will be closed up, and the door to the library will be removed. The lighting along the wall will be replaced with four new sconces.
- Carl Garlow would like the committee to review information on changing the definition of materials that are considered impervious, and be prepared to discuss at the April ACC meeting.
- Some of the trellis and arbors that are currently out of compliance need to be enforced.
- A second evergreen tree needs to be placed on the golf course by Chehalis Road.

VOLUNTEER TO REPORT AT THE NEXT BOARD MEETING:

- Ken Woods will give the ACC report for the March Board meeting.

ADJOURNMENT:

- Motion made by Bill Knowlton, seconded by Carl Garlow and carried to adjourn. Meeting adjourned at 8:02pm.

Esther Matter

Recording Secretary: Esther Matter