

**REGULAR MEETING OF THE  
BIRCH BAY VILLAGE COMMUNITY CLUB  
ARCHITECTURAL CONTROL COMMITTEE  
JUNE 4, 2013 7:00 PM  
AT THE CLUBHOUSE  
8181 COWICHAN ROAD  
MINUTES**

**ROLL CALL:**

Ken Woods - Chairman	Present
Richard Baer	Present
Dawn Baker	Present
Terry Garrow	Absent
Bill Knowlton	Present
Paula Rotondi	Excused
Tom Wright	Present
Valery Anderson - BOD Liaison	Present

Also Present: Ken Hoffer, General Manager; Steve Freitas, Maintenance and Compliance Manager; 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 May 7, 2013.

- Motion made by Bill Knowlton, seconded by Tom Wright and carried to approve the ACC minutes of May 7, 2013 as written.

**BUSINESS:**

- A) Motion made by Richard Baer, seconded by Dawn Baker and carried to approve as submitted Project #2013-21-64, Deck, Div. 11B, Lot 32, 5439 Salish Road, Larry & Diane Eide.
- B) Motion made by Bill Knowlton, seconded by Richard Baer and carried to approve as submitted Project #2013-22-64, Tree Removal, Div. 11, Lot 23, 5363 Nootka Loop, Sharron Chop.
- C) Motion made by Dawn Baker, seconded by Richard Baer and carried to approve as submitted Project #2013-23-64, Playground Set, Div. 9, Lot 98, 8073 Kispiox Road, Elisa Kalinski (renter).
- D) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve as submitted Project #2013-24-64, Fence/Patio/Pergola/Concrete Work, Div. 15, Lot 67, 8219 Sehome Road, Harold & Mary Leyda.
- E) Motion made by Tom Wright, seconded by Dawn Baker, and carried to approve as submitted Project #2013-25-64, Deck, Div. 14, Lot 21, 8132 Sehome Road, Steven Berry.
- F) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve as submitted Project #2013-26-64, Deck, Div. 15A, Lot 45, 8131 Coquiltam Place, Gene Carr.
- G) Motion made by Tom Wright, seconded by Dawn Baker and carried to approve as submitted Project #2013-27-64, Fence, Div. 2, Lot 58, 8248 Comox Road, Karen Oram.

**EM: 06/06/13**

**Approved: 07/02/13**

- H) Motion made by Bill Knowlton, seconded by Tom Wright and carried to approve as submitted, Project #2013-28-64, Mobile Home Siting, Div. 7, Lot 16, 5760 Salish Road, Richard Calef.

**DISCUSSION:**

- A draft rule change for the AR&Rs was submitted by Ken Woods and reviewed. By consensus the committee agreed to send the suggested change on to the Board of Directors for approval (see attached).
- Paul Kenner may be asking for an extension on his home remodel due to the work being done on the shoreline and having to apply for permits and archeological studies from the county that have taken time to process.
- A fence on 8212 Quinault Road was built out of compliance. It is too high in the 25 foot setback and was built after the bond refund was returned for the new home construction (the fence had been included in the new home project but not built at time of inspection). By consensus the ACC will recommend to the Board that the fence be brought into compliance.

**ADJOURNMENT:**

- Motion made by Bill Knowlton, seconded by Dawn Baker and carried to adjourn. Meeting adjourned at 7:38pm.

*Esther Matter*

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Recording Secretary: Esther Matter

# DRAFT

5 June 2013

To: BBVCC Board of Directors

Re: Recommended Changes to BBVCC AR&R

1. Add under AR&R section **5 SINGLE FAMILY DWELLING TYPES** the following: For pre-owned dwellings being brought into BBVCC a completed housing inspection report must accompany the ACC project request. The inspector employed by the property owner must be licensed by the State of Washington.

2. Delete item e. of section 5.2 **MANUFACTURED/MOBILE HOMES** that reads “Manufactured/mobile homes greater than five (5) years old at the time of initial placement must be approved by the ACC to be acceptable in appearance” and change the current item f. to an e.

**Rational:** To require an inspection report for all homes, stick built and manufactured/mobile, being brought into BBVCC. The ACC believes the age of a dwelling and its appearance do not necessarily correlate. Therefore, the ACC believes all pre-owned homes being brought into BBVCC should have a home inspection to help the ACC determine the dwellings’ appearance acceptability. The ACC notes that home inspections are routine in today’s real estate transactions and thus not an unreasonable item to include in our AR&R.

Chairperson, ACC

**EM: 06/06/13**

**Approved: 07/02/13**