

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
JULY 1, 2014 7:00 PM
AT THE CLUBHOUSE
8181 COWICHAN ROAD
MINUTES**

MEMBERS PRESENT:

Dawn Baker
Bill Knowlton
Michael Schmidt
Ken Woods
Tom Wright, Chairman

MEMBERS EXCUSED

Richard Baer

ALSO PRESENT:

Valery Anderson, BOD Liaison
Steve Freitas, Operations Manager
Ken Hoffer, General Manager
Esther Matter, Office Manager (recording secretary)

CALL TO ORDER: Tom Wright called the meeting to order at 7:00pm.

MINUTES:

- Motion made by Bill Knowlton, seconded by Ken Woods and carried to approve the ACC minutes of June 3, 2014 as presented.

BUSINESS:

- A) Motion made by Ken Woods, seconded by Michael Schmidt and carried to approve Project #2014-27-71, Culvert, Div. 11C, Lot 3, 8293 Cowichan Road, Clarence Coplin.
- B) Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve Project #2014-28-71, Culvert/Catch Basin, Div. 12, Lot 55, 5788 Nakat Way, Christine Vander Woude.
- C) Motion made by Ken Woods, seconded by Bill Knowlton and carried to approve Project #2014-29-71, Fence, Div. 11C, Lot 38, 8264 Cowichan Road, Brad Urquhart subject that the height does not exceed 36 inches within the 35 foot setback.
- D) Motion made by Ken Woods, seconded by Dawn Baker and carried to approve Project #2014-30-71, Concrete Work/Deck Replacement, Div. 2, Lot 19, 5507 Salish Road, Michael Jeffcoat.

- E) Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve Project #2014-32-71, Pergola, Div. 6, Lot 26, 5520 Haida Way, Janet Burke subject that the height does not exceed four (4) feet.
- F) Motion made by Bill Knowlton, seconded by Michael Schmidt and carried to approve Project #2014-32-71, Fence/Deck, Div. 9, Lot 82, 8088 Kispiox Road, Candice Grene.

DISCUSSION:

- **Tree removals:** Discussed the addition of Maple Trees and possibly Pine Trees being added to the list of trees that may be removed without ACC approval (AR&Rs 10.4), but no recommendations were made.
- **Retaining walls:** Ken Woods will write a change to help clarify where retaining walls should be measured from and present the change at the next ACC meeting. More discussion will be done on whether or not to alter the rule to state that only retaining walls above three (3) feet need approval (the current rule is two [2] feet).

ADJOURNMENT:

- Motion made by Bill Knowlton, seconded by Dawn Baker and carried to adjourn the meeting at 7:52pm.

Esther Matter

Recording Secretary