

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
JULY 2, 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	Present
Bill Knowlton	Present
Paula Rotondi	Present
Tom Wright	Absent
Harry Shearer - 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. Announced that the Agenda had been altered to add a Stop Work Order on Haida Way and a Tree Removal request from BBVCC located on the golf course.

MINUTES:

Approval of the regular session minutes of June 4, 2013.

- Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve the ACC minutes of June 4, 2013 as written.

BUSINESS:

- A) Motion made by Terry Garrow, seconded by Paula Rotondi and carried to approve as submitted Project #2013-29-72, Fence, Div. 1, Lot 32, 5455 Tsawwassen Loop, Allen Oakley.
- B) Motion made by Paula Rotondi, seconded by Terry Garrow and carried to approve as submitted Project #2013-30-72, Deck, Div. 9, Lot 22, 8048 Makah Road, Tim & Cyndi Konkin; a tree removal request on the plans was “decorative” and did not need approval.
- C) Motion made by Richard Baer, seconded by Dawn Baker and carried to approve as submitted Project #2013-31-72, Exterior Renovation, Div. 11C, Lot 26, 8216 Cowichan Road, Ken Newman.
- D) Motion made by Bill Knowlton, seconded by Terry Garrow and carried to approve as submitted Project #2013-32-72, Patio Cover, Div. 12C, Lot 78, 8184 Skagit Way, Harry & Aleen Cornell.
- E) Motion made by Richard Baer, seconded by Dawn Baker, and carried to approve Project #2013-33-72, New Home Construction, Div. 15A, Lot 3, Matsqui Place, Bryan & Mary Vander Yacht pending alterations being made to the project plans showing a drainage plan (changed plans then need to be signed by the contractor or owner) and approved by the Roads & Drainage Committee; will still need to receive a Whatcom County permit before construction.

- F) Motion made by Terry Garrow, seconded by Bill Knowlton and carried to approve as submitted Project #2013-34-72, Patio/Concrete Work, Div. 12C, Lot 39, 8121 Kayak Way, Rick & Carrie Jeffries.
- G) Motion made by Bill Knowlton, seconded by Terry Garrow and carried to approve Project #2013-35-72, Culvert/Catch Basin, Div. 7, Lot 52, 5848 Salish Road, Alan Crawford & Don Hamelin pending that the plans are altered to reflect where the Roads & Drainage Committee has approved the location of the catch basin, and the changes must be signed by the owner or contractor.
- H) Motion made by Paula Rotondi, seconded by Richard Baer and carried to approve as submitted, Project #2013-36-72, Shed/Tree Removal/Awning/Concrete Work, Div. 7, Lot 6, 5732 Salish Road, Alan Crawford & Don Hamelin.
- I) Motion made by Richard Baer, seconded by Dawn Baker and carried to approve as submitted Project #2013-37-72, Storage Shed/Patio, Div. 7, Lot 33, 5794 Salish Road, Stan Reynolds.

DISCUSSION:

- Reviewed a construction timeline extension request from Paul Kenner for Project #2012-45-73, Exterior Renovation/Remodel, Div. 3, Lot 5, 5511 Haida Way.
 - Motion made by Bill Knowlton, seconded by Richard Baer and carried to grant a construction extension until January 2, 2014.
- A Stop Work Order was issued on Div. 5, Lot 9 for some drainage work that was not approved by the ACC. The drainage should have been added to the ACC Project #2013-4-25, Home Addition/Covered Porch, Div. 5, Lot 9, 5397 Nootka Loop, but the contractor did not notice the needed change until last week.
 - Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to approve the addition of a 10' Culvert and Catch Basin to the above project, pending approval by the Roads & Drainage Committee and Steve Freitas, BBVCC Maintenance/Compliance Manager.
- A request for a project construction extension request came in over the weekend for Project #2012-57-87, Concrete Work, Div. 15, Lot 55, 5612 Chehalis Road.
 - Motion made by Bill Knowlton, seconded by Richard Baer and carried to grant a construction extension for the above project until September 30, 2013.
- A tree removal has been requested by the golf staff and committee for a Pine tree by the #2 fairway. The tree's roots have grown around the drainage and are causing a water leak. The ACC denied the request for removal until a representative from the Roads & Drainage Committee and a representative from ACC can look at the problem and see if there is another solution than cutting the tree down. Paula Rotondi will represent the ACC committee, and the project will be presented for the August ACC meeting.
- Ken Hoffer mentioned a recent ruling from a Superior Court Judge on a tree removal dispute between two neighbors in BBVCC. The judge ruled that the cedar trees would not be required to be removed, but the decorative trees planted along the house would need to be cut to 6 feet per CC&Rs 8h.

ADJOURNMENT:

- Motion made by Richard Baer and carried to adjourn. Meeting adjourned at 7:48pm.

Esther Matter

Recording Secretary: Esther Matter