

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
SEPTEMBER 4, 2012 7:00 PM
AT THE CLUBHOUSE 8181 COWICHAN ROAD
MINUTES**

ROLL CALL:

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

Also Present: Ken Hoffer, General Manager; Steve Freitas, Marina/Compliance Technician; 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 August 7, 2012.

- Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to accept the regular session minutes of August 7, 2012 with the changes to the first bulleted item under "Discussion" to read: "The owner of 5557 Salish Road was present with the same plans the ACC had reviewed at the November 2011 meeting. The ACC stated they had no authority to approve the plans; the ACC suggested the lot owner submit plans that conform to the AR&Rs as outlined in the November 2011 ACC meeting minutes."

BUSINESS:

- A) Motion made by Shannon Parsons, seconded by Paula Rotondi and carried to approve as submitted Project #2012-61-94, Fence, Div. 12C, Lot 13, 8169 Skeena Way, Marco & Silvana Menezes.
- B) Motion made by Shannon Parsons, seconded by Bill Knowlton and carried to approve as submitted Project #2012-62-94, Exterior Renovation, Div. 13, Lot 3, 5512 Sehome Court, Betty Piersma.
- C) Motion made by Jim Baker, seconded by Shannon Parsons and carried to *deny* Project #2012-63-94, Tree Removal, Div. 14, Lot 21, 8132 Sehome Road, Lorna Berry (Quatro Management Ltd.) with the recommendation to trim the tree, and if the tree is thought to be diseased an arborist report should be obtained.
- D) Motion made by Carl Garlow, seconded by Paula Rotondi and carried to approve as submitted Project #2012-64-94, Tree Removal, Div. 12C, Lot 85, 8142 Skagit Way, Danny Gibbons.

DISCUSSION:

- Valery Anderson mentioned that the Maintenance Meeting Room was almost complete. The flooring was installed; and the only items remaining are some last minute touch-ups and the table which is on order.

- Carl Garlow requested that the ACC packets be scanned and e-mailed as well as a hard copy delivered to the homes. The e-mail would also go out the Wednesday or Thursday before the next meeting.
- Ken Hoffer and Steve Freitas will look into some possible compliance issues, including a trellis going up within the twenty-five (25) foot setback, and some large playground sets that were installed without approval.

VOLUNTEER TO REPORT AT THE NEXT BOARD MEETING:

- Ken Woods will give the ACC report at the September Board meeting.

ADJOURNMENT:

- Motion made by Bill Knowlton, seconded by Jim Baker and carried to adjourn. Meeting adjourned at 7:25pm.

Esther Matter

Recording Secretary: Esther Matter