

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
NOVEMBER 4, 2014 7:00 PM
AT THE CLUBHOUSE
8181 COWICHAN ROAD
MINUTES**

MEMBERS PRESENT:

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

ALSO PRESENT:

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

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

MINUTES:

- Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve the minutes of October 7, 2014 as amended.

BUSINESS:

- A) Motion made by Ken Woods, seconded by Dawn Baker and carried to approve Project #2014-56-114, Fence/Deck, Div. 14, Lot 25, 8114 Sehome Road, John & Robin Kilborn.
- B) Motion made by Bill Knowlton, seconded by Richard Baer and carried to approve Project #2014-57-114, Fence/Floating Dock, Div. 11A, Lot 1, 5302 Nootka Loop, Thomas Baldwin.
- C) Motion made by Richard Baer, seconded by Michael Schmidt and carried to approve Project #2014-58-114, Fence, Div. 10A, Lot 22, 8001 Comox Road, Rick & Bonnie Tippe.
- D) Motion made by Ken Woods, seconded by Bill Knowlton and carried to approve Project #2014-59-114, Tree Removal, Div. 11B, Lot 16, 5444 Salish Road, Timothy Fiechtner.
- E) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve Project #2014-60-114, Shed, Div. 11B, Lot 45, 5361 Salish Road, Robert & Sue Sullivan.

DISCUSSION:

- **Retaining wall rule change:**
 - **Motion made by Bill Knowlton, seconded by Dawn Baker and carried to recommend approval to the board of directors for the changes submitted by Richard Baer and Ken Woods to the AR&Rs 3.9 “Retaining Walls” with the amended change proposed by Tom Wright:**
 - **3.9 RETAINING WALLS**

Retaining walls are vertical structures made from one of the following:

 - Poured concrete with a horizontal slab footer and vertical stem wall.
 - Concrete modules.
 - Properly treated wood.
 - Rock.

Plans for all retaining walls greater than two (2) feet require ACC approval. Additionally plans for retaining walls greater than three (3) feet shall be approved by a Washington State licensed structural engineer. Retaining wall height is determined by a ninety degree vertical measurement from the lowest point of the wall structure which is either a concrete module, properly treated wood, rock or poured concrete horizontal footer. The following must be shown on plans submitted for ACC approval:

 - Wall materials.
 - When used, concrete module dimensions.
 - Wall height.
 - Wall thickness
 - When used, horizontal footer width and thickness.
 - Soil depth on each side of the vertical portion of the wall.
 - Drainage system.

Retaining walls shall not exceed five (5) feet in height nor be closer than five (5) feet apart. Additionally, concrete wall modules are to be no greater than 8” X 16” and cinder blocks in excess of one (1) foot in height are not allowed.
- **Deck rule change:**
 - **Motion made Michael Schmidt, seconded by Bill Knowlton and carried to recommend approval to the board of directors for the AR&R addition regarding decks submitted by Michael Schmidt with the amended changes suggested by Ken Woods:**
 - **Any deck that is newly constructed or replaced of any material that is 30” or higher from the ground level must comply with county code.**
- **Vacancies:** There are currently four (4) applicants for the three (3) vacant ACC positions existing after the regular meeting on November 7, 2014. The ACC will review the applicants (plus any additional applications) at the December meeting. The applicants will be strongly encouraged to attend to the December meeting, but appearance is not required.

ADJOURNMENT:

- **Motion made by Bill Knowlton, seconded by Michael Schmidt and carried to adjourn the meeting at 7:40pm.**