

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
NOVEMBER 7, 2012 7:00 PM
AT THE CLUBHOUSE
8101 COWICHAN ROAD
MINUTES**

ROLL CALL:

| | |
|---------------------------------|---------|
| Ken Woods - Chairman | Present |
| Shannon Parsons - Vice Chairman | Present |
| Richard Baer | Present |
| Jim Baker | Excused |
| Carl Garlow | Excused |
| 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 (recording secretary)

CALL TO ORDER: Ken Woods called the meeting to order at 7:00pm.

MINUTES:

Approval of the regular session minutes of October 2, 2012.

- Motion made by Shannon Parsons, seconded by Paula Rotondi and carried to approve the ACC minutes of October 2, 2012 as written.

BUSINESS:

- A) Motion made by Shannon Parsons, seconded by Richard Baer and carried to approve as submitted Project #2012-71-117, Lake Bank Reinforcement, Div. 11, Lot 17, 5346 Nootka Loop, David Towle.
- B) Motion made by Shannon Parsons, seconded by Richard Baer and carried to approve Project #2012-72-117, Retaining Wall, Div. 12M, Lot 35, 8241 Skeena Way, Rex & Ellis Willis subject that the wall is built according to the photograph submitted with the project.
- C) Motion made by Bill Knowlton, seconded by Richard Baer and carried to approve as submitted Project #2012-73-117, Deck Replacement, Div. 13, Lot 7, 5492 Sehome Court, Robert & Patricia Simpson (Contractor: Arcadia Builders).
- D) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve as submitted Project #2012-74-117, Exterior Renovation, Div. 8, Lot 9, 8130 Comox Road, Angelo Bonomi (Contractor: JTM Construction).
- E) Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to approve as submitted Project #2012-75-117, Pavilion, Div. 10, Lot 10, 5623 Matsqui Place, Gerald & Sherie Vekved.
- F) Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to approve as submitted Project #2012-76-117, Storage Shed/Gate Addition, Div. N/A, Lot N/A, 8201 Cowichan Road, BBVCC.
- G) Motion made by Paula Rotondi, seconded by Bill Knowlton and carried to approve as submitted Project #2012-77-117, Large Playground Set, Div. 3, Lot 13, 8092 Cowichan Road, Preston & Rachelle Bouma.

- H) Motion made by Richard Baer, seconded by Paula Rotondi and carried to approve as submitted Project #2012-78-117, Large Playground Set, Div. 4, Lot 8, 8232 Quinault Road, Patrick Ryan. Shannon Parsons opposed the motion.

DISCUSSION:

- Discussed the lake bank reinforcement rule and whether it should stay in the rules or be removed - members would then have to comply with county and state regulations. The subject will be tabled until the next ACC meeting.
- Carl Garlow and Jim Baker have submitted requests to stay on the ACC for another term and have been approved by the Board. Richard Baer and Ken Woods will submit requests for an extension for the November Board meeting. All extensions will be based on no other interested applicants. Shannon Parsons will not be serving a second term.
- Bill Knowlton nominated Ken Woods for chairman for 2013, Richard Baer seconded. Ken Woods agreed to continue as chairman subject that the Board approves the term extension.
- An application was submitted to serve on the ACC from Dawn Baker. By consensus the committee recommends approval from the Board for Dawn Baker to serve on the ACC.
- Ken Hoffer addressed the status of a few structures not in compliance, as well as some gravel/dirt being moved to different vacant lots.

VOLUNTEER TO REPORT AT THE NEXT BOARD MEETING:

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

ADJOURNMENT:

- Motion made by Bill Knowlton, seconded by Shannon Parsons and carried to adjourn. Meeting adjourned at 7:43pm.

Esther Matter

Recording Secretary: Esther Matter