

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
DECEMBER 4, 2012 7:00 PM
AT THE CLUBHOUSE
8101 COWICHAN ROAD
MINUTES**

ROLL CALL:

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

Also Present: Ken Hoffer, General Manager; Steve Freitas, Architectural/Marina Compliance Technician; Esther Matter, Office Manager (recording secretary)

CALL TO ORDER: Ken Woods called the meeting to order at 7:00pm; then introduced and welcomed new ACC member, Dawn Baker.

MINUTES:

Approval of the regular session minutes of November 7, 2012.

- Motion made by Bill Knowlton, seconded by Paula Rotondi and carried to approve the ACC minutes of November 7, 2012 as presented.

BUSINESS:

- A) Motion made by Richard Baer, seconded by Carl Garlow and carried to approve as submitted Project #2012-79-124, Pergola (Patio Cover), Div. 11, Lot 17, 5346 Nootka Loop, David Towle; a photograph showing elevation and the appearance of the cover was added to the submitted plans.
- B) Project #2012-72-117, Div. 4, Lot 3, 8237 Comox Road, John Biondolillo was broken down into sections:
 - Motion made by Carl Garlow, seconded by Bill Knowlton and carried to approve as submitted the Parking Cover for a golf cart. The Shed request was withdrawn from the project due to the approval of the parking cover.
 - Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve the Trellis based on the design of the submitted photograph.
 - Motion made by Dawn Baker, seconded by Richard Baer and carried to approve the Privacy Screen as submitted.
 - Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve the Large Playground Set subject that it is placed five (5) feet from the property line.
 - Motion made by Carl Garlow, seconded by Dawn Baker and carried to approve the Fence Repair/Replacement as submitted.

DISCUSSION:

- Discussed the Lake Bank Reinforcement rule and restrictions: by consensus the ACC believes the requirements should remain in the AR&Rs.
- Discussed changing the January 2013 ACC meeting as it will fall on New Year's Day: by consensus the ACC will tentatively schedule the January ACC meeting for Wednesday, January 2, 2012 (only if a meeting is necessary).
- Steve Freitas and Ken Hoffer gave an update on a couple compliance issues, as well as the marina launch ramp and the front gate project.

VOLUNTEER TO REPORT AT THE NEXT BOARD MEETING:

- Carl Garlow will be present at the December Board meeting to answer questions.

ADJOURNMENT:

- Motion made by Bill Knowlton, seconded and carried to adjourn. Meeting adjourned at 7:30pm.

Esther Matter

Recording Secretary: Esther Matter