

**REGULAR MEETING OF THE ARCHITECTURAL CONTROL COMMITTEE
BIRCH BAY VILLAGE COMMUNITY CLUB
APRIL 5, 2016 7:00PM
AT THE CLUBHOUSE, 8181 COWICHAN ROAD**

MINUTES

Call to Order: Chairman Tom Wright, called the meeting to order at 7:00pm.

Roll Call:	Tom Wright, Chairman	Present
	Michael Schmidt	Present
	Bill Knowlton	Present
	Sheryl Jensen	Present
	Peter Hoemberg	Present
	Kathy Green	Present
	Richard Baer	Present
	Dawn Baker, Board Liaison	Present
	Steve Freitas, Operations Manager	Present
	Ken Hoffer, General Manager	Present
	Ann Nydam, Office Assistant	Present (Recording Secretary)

Minutes:

- Motion made by Bill Knowlton, seconded by Richard Baer and carried to approve the minutes of March 1, 2016 written.

Business:

- **A)** Motion made by Peter Hoemberg, seconded by Kathy Green and carried to approve Project #2016-13-45, Tree Removal, Div. 15A, Lot 19, 5541 Coquitlam Drive, John Canterbury.
- **B)** Motion made by Richard Baer, seconded by Peter Hoemberg and carried to approve Project 2016-14-45, New Mobile Home, Div. 12M, Lot 46, 8248 Skeena Way, Wendy Hessler, contingent upon the new mobile home fits the existing foundation. Any changes to the existing foundation must be approved by the BBV office.
- **C)** Motion made by Sheryl Jensen, seconded by Bill Knowlton, and carried to approve Project #2016-15-45, New Mobile Home, Div. 7, Lot 57, 5858 Salish Road, Jim Pearson and Sarah Peck-Pearson.
- **D)** Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve Project #2016-16-45, Fence, Div. 12B, Lot 8, 8084 Skeena Way, Patrick & Shannon Kendzierski.
- **E)** Tom Wright recused himself as chairman, Bill Knowlton appointed acting chair for this project. Motion made by Richard Baer, seconded by Sheryl Jensen and carried to approve Project #2016-17-45, Shed, Div. 9, Lot 98, 8073 Kispiox Road, Mark & Sue Mickle. Roll Call vote taken:
 - Peter Hoemberg-approve the motion
 - Richard Baer-approve the motion
 - Sheryl Jensen-approve the motion
 - Kathy Green-approve the motion
 - Michael Schmidt-approve the motion
- **F)** Motion made by Kathy Green, seconded by Sheryl Jensen and carried to approve Project #2016-18-16, Fence, Div. 9, Lot 35, 8035 Makah Road, Pete Hellstrom.

- G) Motion made by Peter Hoemberg, seconded by Richard Baer and carried to approve Project #2016-19-16, Fence, Div. 1, Lot 14, 8153 Cowichan Road, William Hoelker.
- H) Motion made by Bill Knowlton, seconded by Sheryl Jensen and carried to approve Project #2016-20-16, New Home Construction, Div. 12C, Lot 67, 8163 Quinault Road, Lee Wiebe.
- I) Motion made by Peter Hoemberg, seconded by Richard Baer, and carried to approve Project #2016-21-16, Fence Post Replacement, Div. 4, Lot 23, 8241 Quinault Road, Glenda Vorse/Carll Ann Strader.

Discussion:

- The ACC feel they have a vested interest in Stop Work Orders (SWO) they would like to encourage the Board of Directors to have more ‘teeth’ put into the SWO, they would also like to be notified whenever an SWO is issued. An SWO is issued by the General Manager.
 - The ACC suggested that wording should be put into the existing SWO stating that within 30 days of issuance, a request must be submitted to the ACC or the structure needs to be removed.
 - Peter Hoemberg asked if there was a particular problem they were trying to correct, feels there shouldn’t be too many rules and regulations.
 - A village resident had received a letter regarding the garden she had on a neighbor’s vacant lot, with his permission. She requested the ACC grant her permission to keep the garden until harvest time at which point she would level the dirt. She was told the owner of the vacant lot needed to submit a request to the ACC to keep the garden.
- Motion made by Bill Knowlton, seconded by Richard Baer and carried to adjourn, meeting adjourned at 7:49 pm.