

BBVCC Architectural Control Committee (ACC) Minutes May 2, 2017

BBVCC Clubhouse

Call to Order: Kathy Green, Chairperson, called the meeting to order at **7:00**.

Roll Call:

Kathy Green, Chair –	Present
Ken Woods –	Present
Richard Baer	Present
Tom Wright	Present
Bill Knowlton –	Present
Robert Austin-Murphy-	Present
Mark St. Germaine	Present

Also Present:

Ken Hoffer, General Manager
Ann Nydam, recording secretary
Dawn Baker, Board Liaison

Amended Agenda:

Kathy Green requested the agenda be amended to have her resignation as Chairperson and the election of a new ACC chair moved to the end of the meeting, after the Projects.

- **Motion made by Bill Knowlton, seconded by Tom Wright and carried to approve the Agenda as amended.**

Minutes:

- **Motion** made by Bill Knowlton, seconded by Tom Wright and carried to approve the minutes of the April 4, ACC meeting as written.

Projects:

- **A.** Motion made by Richard Baer, seconded by Ken Woods and carried to approve **Project #2017-22-52, Tree Removal, Div. 12C, Lot 32 8161 Kayak Way, Pete & Kathy Pappas** contingent upon two (2) new trees being planted as is indicated on the plan. Robert Austin-Murphy opposed.
- **B.** Motion made by Ken Woods, seconded by Tom Wright and carried to approve **Project #2017-23-52, Fence, Div. 12C, Lot 57, 8132 Quinault Road, Enok Lian.**
- **C.** Motion made by Richard Baer, seconded by Ken Woods and carried to approve **Project #2017-24-52, Porch, Div. 12, Lot 19, 8064 Quinault Road, Jean McGoey.**

- **D.** Motion made by Ken Woods, Seconded by Mark St. Germaine and carried to approve **Project #2017-25-52, Concrete Hot Tub Pad, Div. 15A, Lot 48, 5554 Coquitlam Drive, Lyle Sieg.**
- **E.** Motion made by Tom Wright, seconded by Robert Austin-Murphy and carried to approve **Project #2017-26-52, Fence, Div. 12M, Lot 33, 8233 Skeena Way, Kelli Johnson.**
- **F.** Motion made by Ken Woods, seconded by Mark St. Germaine and carried to approve **Project #2017-27-52, New Home Construction, Div. 12C, Lot 107, 8193 Skagit Way, Greenway LLC.**
- **G.** Motion made by Richard Baer, seconded by Ken Woods and carried to approve **Project #2017-28-52, Fence/Tree Removal, Div. 11, Lot 5, 5410 Nootka Loop, Ken & Mary Jane Morrison.**
- **H.** Motion made by Tom Wright, seconded by Richard Baer and carried to approve **#Project #2017-29-52, Driveway Parking, Div. 6, Lot 7, 5549 Haida Way, Loretta Wilbert.**
- **I.** Motion made Ken Woods, seconded by Robert Austin-Murphy and carried to approve **Project #2017-30-52, New Home Construction, Div. 5, Lot 1, Cowichan/Nootka, Dean Wahlquist.**
- **J.** Motion made by Robert Austin-Murphy, seconded by Tom Wright and carried to approve **Project #2017-31-52, Children's Playset, Div. 4, Lot 48, 8261 Snohomish Road, Keith Flett.**
- **K.** Motion made by Tom Wright, seconded by Ken Woods, and carried to approve **Project #2017-32-52, Fence, Div. 15, Lot 3, 8209 Chehalis Road, Patrick & Cynthia Ryan.**
- **L.** Motion made by Bill Knowlton, seconded by Ken Woods and carried to approve **Project #2017-33-52, Fence/Shed, Div. 12C, Lot 94, 8169 Skagit Way, Joe & Kelly Smith, contingent upon the shed roof material matching that of the existing house.**
- **M.** Motion made by Tom Wright, seconded by Richard Baer and carried to approve **Project #2017-34-52, Tree Removal, Div. 12C, Lot 67, 8163 Quinault Road, Robert Klee.**
- **N.** Motion made by Ken Woods, seconded by Richard Baer and carried to approve **#2017-35-52, New Home Construction, Div. 8, Lot 12, 8112 Comox Road, Rick & Kay Janecke.**

Discussion:

CURE Notice – Illegal Tree Cutting, 8146 Skeena Way, Div. 12C, Lot 5.
 Notice of the tree cutting was sent to Whatcom County Department of Natural Resources as the lot abuts a critical areas habitat. The Board of Directors was notified as well.
 Resignation of Kathy Green as Chairperson.

Nominations for Chairperson: Richard Baer will chair if someone else would be willing to co-chair as he might not be able to attend all meetings. Ken Woods agreed to Co-Chair.

- Motion made by Bill Knowlton, seconded by Mark St. Germaine and carried to approve Richard Baer as Chairperson and Ken Woods to be Vice-Chairperson.

The changes to the AR&R's will become effective once all members have had a chance to review them.

The Tree Removal Checklist needs to be amended and have the following added to it:

1. This checklist is completed by either placing a check mark (indicating yes) or N/A (indicating not applicable) next to each step and providing or attaching all requested supporting information. All blanks are to be filled with either the pertinent information or 'N/A' where not applicable. Refer to Birch Bay Village Community Club (BBVCC) Architectural Rules and Regulations (AR&R) for specific and detailed information as to requirements and limitations.
2. If there are any questions whatsoever prior to, or during preparation of this application, it is recommended that an appointment be made with the ACC representative at the BBVCC management office for guidance in the completion. Incomplete or inaccurate paperwork may cause the request to be excluded from the agenda or the project may be denied by the ACC. Any projects that are excluded or denied due to these circumstances may submit their request to be reviewed at the next regularly scheduled ACC meeting. There will be no special meetings called because of incomplete/inaccurate submissions - **NO EXCEPTIONS.**

Chairperson Kathy Green handed out a document which will be discussed at the June 6, ACC meeting.

Adjournment:

- **Motion** made by Tom Wright, seconded by Bill Knowlton and carried to adjourn, meeting adjourned at 8:35pm.