

**REGULAR MEETING OF THE ARCHITECTURAL CONTROL COMMITTEE  
BIRCH BAY VILLAGE COMMUNITY CLUB  
DECEMBER 1, 2015 7:00PM  
AT THE CLUBHOUSE, 8181 COWICHAN ROAD**

**MINUTES**

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

<b>Roll Call:</b>	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 carried to approve the ACC minutes of November 3, 2015 as written.

**Business:**

Tom Wright's term as chairman is finished, he asked if anyone wanted to take over as chairperson.

- Motion made by Bill Knowlton, seconded by Sheryl Jensen and carried to keep Tom as chairman.
- **A) Motion made by Bill Knowlton, seconded by Richard Baer, and carried to approve Project #2015-76-121, Fence/Deck, Div. 12D, Lot 26, 8107 Comox Loop, Julie Carpenter, contingent upon the fence not to exceed 6 feet in height where allowed.**

**Discussion:**

- Peter Hoemberg submitted a draft copy of a minor ACC projects checklist for the ACC to review.
  - Discussion concerning AR & R's, 6.1 regarding roofs on sheds; they are to be compatible with the existing house roof. As the rules read now, flat roofs on sheds would not be allowed.
  - Motion made by Bill Knowlton, seconded by Peter Hoemberg and carried to submit to the BOD, a request to change the word 'but' to 'or', in AR & R's, 6.1 (a).
- Terms for Bill Knowlton and Richard Baer are up: Motion made by Michael Schmidt, seconded by Peter Hoemberg and carried to extend Bill & Richard's terms for another year.
- Motion made by Bill Knowlton, seconded by Sheryl Jensen and carried to adjourn, meeting adjourned at 8:25 pm.