

**BBVCC**  
**ARCHITECTURAL CONTROL COMMITTEE**  
**REGULAR MEETING**  
**October 3, 2023**  
**Meeting Minutes (Draft)**

<b>Committee Members Present</b>	<b>Committee Members Absent</b>
Llew Johnson	Frank Sanchez
Rich Santi	Bev Franklin
Michael Stringam	Marion Harmon - Chair
Harry Shearer – Board Liaison	
<b>Staff</b>	
David Franklin, GM	
<b>Members</b>	
Malcom East 8041 Comox Rd	
Bob Rude 5479 Salish	
Susanne Jones 8196 Sehome Road	
Laura Hudgins 8142 Comox Road	

**CALL TO ORDER:** The meeting began with David Franklin filling in for Debbie Johnson and taking notes. Roll call was taken and with Marion being absent, Harry Shearer was appointed as the chairperson, and it was confirmed that a quorum was present. The meeting was called to order at 7:01pm.

**OPEN FORUM:** There were no members in attendance requesting to speak.

**RATIFY MINUTES:** September 5, 2023

Motion: Michael Stringam Second: Llew Johnson

**Motion: Approved**

Discussion: Short discussion on 8066 Niska lighting issue. Board member Randy Ambuehl volunteered to look at the issue.

**OLD BUSINESS:**

- A. **176274 – 8232 Quinault** – Covered Patio (owner provided final plan / consensus from ACC via email found the corrected impervious surface calculation acceptable)

Motion: Michael Stringam Second: Llew Johnson

Discussion: Correct impervious surface calculations were submitted to the committee subsequent to the last meeting.

**Motion: Approved**

**NEW BUSINESS:**

**A. 177495 – 5600 Chehalis – Deck**

Motion: Michael Stringam    Second: Llew Johnson

Discussion: Committee members raised concerns about missing details in the impervious service calculations, the lack of a detailed side yard setback and deck height. There was a proposed conditional approval, contingent on these issues being addressed and the potential intrusion into the side yard being reduced.

**Motion: Conditional Approval, contingent on the side deck being reduced if it exceeds 2 feet, ensure 5 ft set back on side yard, and the correct impervious calculations are provided.**

**B. 177850 – 5479 Salish – (Culvert Moved to third item. Member present)**

Motion: Rich Santi    Second: Michael Stringam

Discussion: Culvert in BBVCC road right of way. Member wants to put a culvert into an existing open ditch. The contractor has specified 12” culvert with two catch basins. Committee recommends the member work with Bill Riley to determine pipe size. David Franklin will contact Bill Riley and Bob Rude to get them together to come to a resolution.

**Motion: Conditional Approval, upon Bill Riley, from Lakes and Drainage approval.**

**C. 177852 – 8235 Sehome Rd – Shed**

Motion: Michael Stringam    Second: Llew Johnson

Discussion: Benefit to the property. Closer than 10ft to the house. County code requires 10ft setback. Experience is that County will waive requirement.

**Motion: Conditional Approval, contingent upon Whatcom County approval of setback less than 10ft.**

**D. 177855 – 5421 Tsawwassen Loop – Tree Removal**

Motion: Llew Johnson    Second: Michael Johnson

Discussion: Llew observed trees and they were dead and dying.

**Motion: Approved removal of three pine trees.**

**E. 177856 – 5812 Salish Rd – Tree Removal**

Motion: Rich Santi                      Second: Llew Johnson

Discussion: There was none

**Motion: Approved removal of trees.**

**F. 177857 – 8041 Comox Rd – Tree Removal (Moved to second item. Member present)**

Motion: \_\_\_\_\_                      Second: \_\_\_\_\_

Discussion: Tree was found to be under the circumference limit required for committee approval. The committee confirmed circumference by a site visit. **No action necessary by the committee.**

**G. 177858 - 8142 Comox Rd – Tree Removal (Member present)**

Motion: Llew Johnson                      Second: Michael Stringam

Discussion: Committee members visited the site and believe the request is reasonable.

**Motion: Approved removal of cedar tree and trimming as requested.**

**H. 177861 – 8144 Quinault Rd – Shed**

Motion: Llew Johnson                      Second: Michael Stringam

Discussion: Llew Johnson visited site and requested a resubmittal of the site plan from the member to include property line. Drawing also indicates the shed will be only 9 ft from the existing house. This would require County permission.

**Motion: Conditional Approval, contingent upon accurate site plan submitted to the ACC showing distance to property line and to the house, if the site plan shows a distance to the house of less than 10ft then Whatcom County approval is also required.**

**I. 177864 – 8254 Salish Ln – Auxiliary Structure – Compliance**

Motion: Llew Johnson                      Second: Michal Stringam

Discussion: Property being sold. Concern about compliance of existing shed. Applicant is using proper application as an auxiliary structure to ensure compliance.

**Motion: Approved to accept application as compliant.**

**J. 177875 – 8196 Sehome Rd – Tree Removal (Member present. Moved to first item on agenda)**

Motion: Rich Santi     Second: Llew

Discussion: There was discussion about a tree on Sehome, which was identified as a beach pine likely planted by the developer in the late sixties. There were concerns raised about potential hazards from large branches falling into the roadway or someone's yard.

**Motion: Approved request to remove.**

**K. 176273 – 8079 Kayak Way – Deck & Covered Pergola – Compliance**

Motion: Llew Johnson             Second: Rich Santi

Discussion: Concern that the cover is into the 5ft setback. No impervious surface calculation. May not be able to provide a variance due to Whatcom County Code 20.80.220. Applicants would need a variance from the County before BBVCC ACC would consider any variance to the ACC Rules and Restrictions.

**Motion: Rejected. Member must go back to the County for a variance approval and then resubmit to the ACC with no guarantee of approval. Adjacent members would need to be notified if a variance is requested. Additionally, if the application is resubmitted, accurate impervious surface coverage is required. The current calculation is inaccurate.**

**ADDITIONAL DISCUSSION:**

**Departing of Llew Johnson** - Committee members expressed their appreciation to Llew Johnson for his dedication and participation to BBVCC and the ACC Committee. Llew would like the ACC to commit to discuss the requirements and restrictions regarding impervious surface coverage on lots in BBVCC. The committee will set up a workshop to address impervious surface coverage. Develop Submission templates and examples of exemplary applications as examples for members.

**Move the ACC Meeting from the Evenings to Business Hours** – Harry Shearer suggested that the ACC consider moving their meetings to business hours to accommodate staff who often put in over 12-hour days to accommodate both the BBVCC business and committee activities. Llew Johnson attests that moving the Marina Meetings to the afternoon has improved the attendance of committee members and non-committee members and committee performance. It was suggested that the meetings be held at the Conference Room above the Administrative Offices both in person and via Zoom.

Motion: Llew Johnson            Second: Michal Stringam

Discussion: The ACC members discussed as above.

**Motion: Approved to move ACC meetings to the afternoon to be determined by BBVCC calendar and staff, likely at 2pm or 3pm to be held in-person and Zoom (Hybrid)**

**ADJOURNMENT: The meeting adjourned at 8:14pm**