

BBVCC
ARCHITECTURAL CONTROL COMMITTEE
REGULAR MEETING
November 7, 2023
Meeting Minutes

Committee Members Present	Committee Members Absent
Bev Franklin - Board liaison	Marion Harmon - Chair
Rich Santi	Lisa Guthrie
Michael Stringam	
Harry Shearer – Board Liaison	
Frank Sanchez	
Staff	
Debbie Johnson, Asst GM	
Members	
Mark Schofield & Christina Grasdal 8141 Cowichan Rd.	
Dennis & Beth Thornburg 8099 Quinault Rd	

CALL TO ORDER: Roll call was taken and with Marion being absent, Bev Franklin was appointed as the chairperson, and it was confirmed that a quorum was present. The meeting was called to order at 10:05am.

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

RATIFY MINUTES: October 3, 2023

Motion: Michael Stringam with request to amend minutes to include discussion about scheduling a workshop to review AR&R's, forms & applications Second: Harry Shearer

Motion: Approved

OLD BUSINESS:

- A. **177852 – 8235 Sehome** - Shed - provided waiver of setback requirements from county.
- B. **177861 - 8144 Quinault** - Shed - provided updated site plan with required setbacks.
- C. **171652 - 8145 Cowichan Rd** - Aux Building - updated application, whatcom county permit is no longer needed, structure will be under 200 sf., corrected impervious surface calculation provided.

Discussion: Updated information provided by the three applications were acceptable, no action required on behalf of the committee.

NEW BUSINESS:

- A. **178953 - 8134 Cowichan Rd - Tree Removal**

Motion: Rich Santi Second: Harry Shearer

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Motion: Approved

B. 177859 - 8281 Cowichan Rd – Fence

Motion: Frank Sanchez Second: Rich Santi

Discussion: Replacing fence with chain link that is within the lot lines of the property.

Motion: Approved

C. 178945 - 8141 Cowichan Rd - Fence & Golf Screen

Motion: Michael Stringam Second: Rich Santi

Discussion: Committee agrees a golf screen is needed at this property. Committee made reference to the AR&R's to follow for the application requirements and variance procedure for golf screen approval. Owners to coordinate with the admin staff to provide sufficient notice to surrounding properties for ACC hearing at January meeting to provide recommendation to the board of directors for January board meeting.

Motion: Approved 3' cedar fence only

D. 178946 – 8099 Quinault Rd - Tree Removal (Moved to first item. Member present)

Motion: Michael Stringam Second: Harry Shearer

Motion: Approved removal of five adler trees

E. 178764 – 8254 Salish Ln - Fence & Replacement Deck

Motion: Michael Stringam Second: Rich Santi

Discussion: Application was missing the impervious surface calculation and committee members did not have a clear understanding of the dimensions of the replacement deck, suspecting the new deck was larger. Neither item would affect their decision to approve the deck but would like confirmation & documentation as a matter of record as required on the application.

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Motion: Approved on the condition the owner provided impervious surface calculation of the lot and confirmation of the dimensions of the deck.

Motion: Michael Stringam Second: Rich Santi

Motion: Ratified - Assistant GM's approval of the fence

F. 179+63 - 8096 Comox Rd - Tree Removal

Motion: Harry Shearer Second: Frank Sanchez

Discussion: Member remarked that the application was the most thorough and detailed application in the history of tree removal applications.

Motion: Approved removal of tree marked as hazard

G. 178954 - 8134 Skeena Way – Tree Removal (Member present)

Motion: Rich Santi Second: Harry Shearer

Discussion: Trees in the vicinity of Beaver Pond and subject to County RCW's. Owner intends to trim the trees as needed to avoid property damage resulting from one of the trees falling. RCW's indicate the trees can be trimmed down to 4 ft or less with county approval. Birch Bay Village does not require an application for tree trimming.

Motion: Approved on the condition the work is performed according to Whatcom County specifications.

ADDITIONAL DISCUSSION:

Committee Workshop - Scheduled committee workshop to discuss AR&R's and forms - November 27th @ 9am in the Marina Room - Hybrid Meeting (Zoom & in-person)
Michael, Rich & Frank will come up with an agenda prior to the workshop.

Upcoming ACC Meeting - December 5th @ 10AM via zoom until further notice

ADJOURNMENT: The meeting adjourned at 11:05am

Motion: Harry Shearer Second: Rich Santi