

**BBVCC
ARCHITECTURAL CONTROL COMMITTEE
REGULAR MEETING
December 5, 2023
Meeting Minutes**

Committee Members Present	Committee Members Absent
Bev Franklin - Board liaison	
Rich Santi	
Michael Stringam	
Harry Shearer – Board Liaison	
Frank Sanchez	
Lisa Guthrie	
Staff	
David Franklin, GM & Debbie Johnson, Asst GM	
Members	
8051 Niska – Kevin Morgan	
8208 Sehome – Tom Hilton	
5467 Tsawwassen – Karen & Edward Heutink	
8224 Skeena – Brian & Dori Binder	
8160 Comox – John Stone	
5568 Salish – Milton Lambson	

CALL TO ORDER: Roll call was taken, Harry Shearer was appointed as the chairperson, as Marian Harmon has completed her term. It was confirmed that a quorum was present. The meeting was called to order at 10:00am.

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

RATIFY MINUTES: November 7, 2023

Motion: Michael Stringam Second: Harry Shearer

Motion: Approved

NEW BUSINESS:

A. **178950 – 5568 Salish Rd – Shed**

Motion: Bev Franklin on the condition that the shed is 5ft from the property lines & 10ft from existing structures. Second: Michael Stringam

Motion: Approved

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B. 179926 – 8145 Cowichan Rd – Front Porch

Motion: Lisa Guthrie Second: Michael Stringam

Discussion: Porch replacement is nearly an exact replacement, different materials used. Debbie Johnson suggested refunding the application fee.

Motion: Michael Stringam to refund the application fee. Second: Lisa Guthrie

Motion: Approved

C. 179925 – 5506 Sehome Ct. – Tree Removal

Motion: Bev Franklin Second: Lisa Guthrie

Discussion: Owner plans to plant a spruce tree or other evergreens, existing tree is messy.

Motion: Approved

D. 179924 – 8051 Niska Road – Fence (Moved to first item. Member present)

Discussion: Fence appears to be within the property lines and under the height restrictions according to the application.

Motion: Rich Santi Second: Bev Franklin

Motion: Approved

E. 179921 – 8060 Cowichan Rd - Shed

Motion: Michael Stringam Second: Lisa Guthrie

Discussion: Rich Santi to abstain from voting, his application/property.

Motion: Approved

F. 179920 – 8208 Sehome – Carport (Moved to second item. Member present)

Motion: Bev Franklin to deny. Second: Michael Stringam

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Discussion: Impervious structure calculation needed; it might exceed 35%. The carport is placed too close to the existing structure, would require a waiver from Whatcom County for setback requirement. Detached carport not allowed in his division.

Motion: Denied

G. 179927 – 5467 Tsawwassen – Wall (Moved to third item. Member present)

Discussion: Project does not require an approval from the ACC as it is under 3ft, however it is subject to Whatcom County approval from proximity to the shoreline.

H. 180002 – 8224 Skeena Way – Tree Removal (Moved to fourth item. Member present)

Motion: Michael Stringam on the condition the owner provides an arborist report identifying the trees being diseased or dying or pose a danger to existing structures and provide a permit or waiver from Whatcom County due to proximity to wetland. Second: Frank Sanchez

Discussion: Owner states that trees have outgrown the environment. The trees and their roots are encroaching on the structures. Intends to cut them down as a wildlife snag.

Motion: Approved

I. 180003 – 8160 Comox Rd – Tree Removal (Moved to fifth item. Member present)

Motion: Michael Stringam Second: Lisa Guthrie

Motion: Approved

J. 179781 – 8039 Quinault – Tree Removal (for ratification, emergency approval granted via email)

Motion: Bev Franklin Second: Lisa Guthrie

Motion: Approved

ADDITIONAL DISCUSSION:

Committee Workshop - Scheduled committee workshop for January 2nd, immediately following the scheduled ACC meeting to follow up on progress on revisions and finalize the new forms.

ADJOURNMENT: The meeting adjourned at 11:06am

Motion: Bev Franklin Second: Rich Santi