

BBVCC
 ARCHITECTURAL CONTROL COMMITTEE
 Meeting Minutes
 July 2, 2024 at 10:00AM

Committee Members Present		
Rich Santi, Chair	Bev Franklin – Board Liaison	Michael Stringam
Lisa Guthrie		
Committee Members Absent		
	Bob Whale – Board Liaison	Kevin Ryan (Joined Meeting late)
Staff Present		
	David Franklin, GM	Justine Brooks, ACC Admin
Members Present		
	Robert – 5782 Salish	Jerry Marquell – 5460 Tsawwassen
Marc – 8099 Skeena Way	Tina – 8141 Cowichan	Susan & Scott – 8103 Comox

- I. **CALL TO ORDER:** by Rich Santi at 10:00 am
- II. **ADOPTION OF AGENDA**
Motion: Adopt the agenda with the addition of discussion of the letter of communication to the ACC.
Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**
- III. **OPEN FORUM:**
 Paul Theriault – Questioned the approval of his application for his new home. Justine will resend the approval.
- IV. **RATIFY MINUTES:** June 4, 2024
Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**
- V. **CONSENT AGENDA**
 - A. 8246 Salish Lane – ARC 19169 – Shed
 - B. 8244 Cowichan Rd – ARC 191707 – Shed**Motion to:** Approve the consent agenda as presented.
Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**
- VI. **OLD BUSINESS:** NONE
- VII. **NEW BUSINESS:**

TREE

 - A. 8286 Cowichan Rd – ARC 191807 – Tree
Motion to: Approve subject to the member providing the office with the tree removal company information.
Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**
 - B. 5409 Salish – ARC 192812 – Tree
Motion to: Approve the tree removal as submitted.
Motion by: Bev Franklin **Seconded by:** Michael Stringam **Approved**
 - C. 8224 Quinault Rd – ARC 193052 – Tree
Motion to: Approve
Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

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D. 8187 Skagit – ARC 193125 – Tree

Motion to: Approve removal of tree as it is not a legacy tree.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

E. 8034 Kayak Way – ARC 193130 – Tree

Motion to: Deny as there was no arborist report provided and the trees are legacy trees.

Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

FENCE

F. 5782 Salish Rd – ARC 192529 – Fence

Motion to: Deny the fence as it is a vacant lot and there are to be no structures on a vacant lot per Section 5.9.6 in the AR&Rs

Motion by: Michael Stringam **Seconded by:** Bev Franklin **Approved**

G. 8268 Cowichan Rd – ARC 192822 – Fence

Robert Hunn was Present.

Motion to: Approve fence project with the requirement that the fence be 3’ and 35’ back from the pond.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

H. 5625 Nakat Way – ARC 192816 – Fence

Motion to: Approve the fence as submitted

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

I. 8274 Cowichan Rd – ARC 193035 – Fence

Motion to: Approve fence project with the requirement that the fence be 3’ and 35’ back from the pond.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

J. 8178 Sehome Rd – ARC 192884 – Fence & Shed

Motion to: Deny and recommend that the member ask the Board for a height variance.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

K. 5460 Tsawwassen Loop – ARC 193001 – Fence

Jerry Marquell was Present.

Motion to: Approve fence as submitted.

Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

L. 8240 Comox – ARC 193204 – Fence Replacement

Motion to: Approve as submitted.

Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

DECK

M. 8099 Skeena Way – ARC 192292 – Deck

Marc Parce was Present

Motion to: Deny as there is insufficient materials. The project is actually a renovation/addition and will most likely need a Whatcom County Permit.

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Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

N. 8032 Makah Rd – ARC 193007 – Deck

Motion to: approve deck subject to a Whatcom County Permit.

Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

O. 8169 Quinault Rd – ARC 193161 – Deck Replace/extension

Motion to: approve as submitted.

Motion by: Michael Stringam **Seconded by:** Lisa Guthrie **Approved**

P. 8141 Cowichan – ARC 193004 – Paver Patio

Tina G. was present

Motion to: Disapprove due to incomplete site plan. Need a site plan that shows where the project is located and where the setbacks are.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

This matter was discussed later in the meeting and the voted upon the project again with the following outcome.

Motion to: Approve contingent upon the impervious calculations and a correct site plan with project location and setbacks.

Motion by: Michael Stringam **Seconded by:** Lisa Guthrie **Approved.**

Q. 8237 Skeena Way – ARC 193270 – Deck Replacement

Motion to: Approve as submitted.

Motion by: Michael Stringam **Seconded by:** Lisa Guthrie **Approved**

R. 8103 Comox Loop – ARC 193133 – Front steps repair/replacement.
were Present.

Susan and Scott Burbank

Motion to: Approve the front steps.

Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

MISC.

S. 8148 Comox Rd – ARC 193024 – Shed (Also T and U)

Motion to: Approve all three projects submitted – Shed, Flagpole and Trellis.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

T. 8148 Comox Rd – ARC 193028 – Trellis

Motion to: Approve all three projects (S,T,&U)

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

U. 8148 Comox Rd – ARC 193031 – Flagpole

Motion to: Approve all three projects (S,T,&U)

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

PAVING/DRIVEWAYS

V. 5784 Salish Road – ARC 193138 – Replace Gravel Driveway

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Motion to: Approve as submitted.

Motion by: Lisa Guthrie **Seconded by:** Bev Franklin **Approved**

W. 5517 Sehome Ct – ARC 193010 – Driveway Apron

Motion to: Deny the paving of the apron as it is the parking strip. Per section 5.9.4 BBVCC reserves the rights of use for the portion of the right of way between the road edge and private property. Owners have some use of this area with limitations.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

X. 5795 Salish Rd – ARC 193021 – Driveway

Motion to: Approve paving of the driveway as submitted.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

Y. 5598 Salish Rd – ARC 193342 – Driveway

Motion to: Approve contingent upon member providing the correct impervious calculations.

Motion by: Michael Stringam **Seconded by:** Lisa Guthrie **Approved**

VII. ADDITIONAL ITEMS DISCUSSION:

A. Revision to ACC R&R

B. Revision to ACC Forms

Motion to: Approve both the ACC R&R's and ACC Forms contingent upon final review of Forms and AR&R's

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

C. Correspondence

The Committee reviewed a letter to the office for the ACC. The letter is a compliance issue and needs to go through the GM, Board and Compliance.

D. ACC Application for Lyle S

Motion to: Approve the application for Lyle Sieg.

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**

VIII. ADJOURNMENT:

Motion to: Adjourn Meeting at 12:30pm

Motion by: Bev Franklin **Seconded by:** Lisa Guthrie **Approved**