

**Ludlow Maintenance Commission
Architectural Control Committee
Post Office Box 65060
Port Ludlow, WA 98365
~ APPROVED ~**

Minutes of the Regularly Scheduled February 9, 2009 ACC Meeting

Members Present: Jim Boyer, Vaughn Bradshaw, Eve McDougall, and Sharron Sherfick

Guests: No guests attended this meeting

Call to order: The 9 February, 2009 regularly scheduled meeting of the Architectural Control Committee (ACC) was called to order at 3:08 p.m. by Chair Sharron Sherfick, member Bill Clark was absent; all other members were in attendance. Minutes of the Regularly Scheduled January 26, 2009 meeting were approved as corrected. Attached to these minutes are the Pending Cases reviewed during this meeting.

Public Forum: There were no guests in attendance to address the committee.

New Business:

- The committee discussed the Hackney/Garrettson (lot # 2-1-054) new home construction, and the appeal to the LMC Board of Trustees filed by neighbors Mr. & Mrs. Bangle (2-1-025), Mrs. Brannan (2-1-024), Ms. Brown (2-1-035), Mr. & Mrs. Eddy (2-1-032), Mr. & Mrs. March (2-1-036), Mr. & Mrs. Gautestad (2-1-023), Mr. & Mrs. Hendrie (2-1-034), Mr. & Mrs. Reasoner (2-1-037). Neighbors cite that the issues concerning them are the final bench mark and the height of the house. ACC Chairperson Sharron Sherfick requested that the appeal be scheduled on March 21 or 28, 2009 to give her time to recuperate from surgery that she is scheduled to have on February 20, 2009. Committee members will help her to prepare for the appeal hearing. Committee member Eve McDougall suggested that photographs of the area be taken and possibly positioning a height pole on the property that would demonstrate the finished height of the house.

Old Business:

1. The new house application of **Frances & Andrea Marik, owners of Lot # 2-3-020, Wheeler Drive** was discussed. On January 12, 2009 Architects Ivo & Lidija Gregov attended the ACC meeting to submit new house plans and the \$500.00 application fee on behalf of **Mr. & Ms. Marik**. Plans are for a 2,350 sq. ft one level (with daylight basement) house, with a maximum elevation of 200.96 at the cupola; most of the building is 197 ft. elevation according to the survey plan. There will be an attached two (2) car garage, no trees will be removed, and paint and roofing material requests as well as a construction agreement form were submitted with the package. The construction agreement form had been sent back to them on January 15 requesting the signature of their contractor; Schweizer Construction Company. Neighbor notices were sent on January 15, 2009, with the comment period due January 29, 2009, no neighbor comments were received. The construction agreement has been signed and re-submitted. Yet to be received are the Jefferson County Building permit and the Port Ludlow Drainage District (PLDD) approved drainage plan. Committee member Eve McDougall expressed concern that the lot had been recently cleared, Committee member Jim Boyer had viewed the lot and believed that tree and brush removal had happened previously. A letter will be sent requesting the documents still needed before approval can be given, also a site visit will be done to confirm the setback dimensions.

2. Committee Chair Sharron Sherfick reviewed a request for a **Hazardous Tree Removal** made by **George Jones (lot # 1-3-009), 90 Ames Lane** about a tree belonging to **Mark & Maggie Hitch (lot # 1-3-008)** on their vacant Ames Lane property. The tree in question is leaning ninety (90) degrees toward the Jones house. Ms. Sherfick was called by property manager Christina Nelson of Townsend Bay Property Management, Sharron advised Ms. Nelson to submit a request and mark the tree. Committee members will view the site after today's meeting.
3. Committee member Vaughn Bradshaw read a draft letter to be sent to **Daniel & Ann Klemp, owners of vacant lot # 2-3-010, 0Keller Lane**. Mr. & Ms. Klemp submitted a request to remove all cedar trees (except those in the Jefferson County right of way) and two (2) maple trees ten (10) inches in diameter at breast height, submitted by **Daniel & Ann Klemp, owners of vacant lot # 2-3-010, 0Keller Lane**. Prior to this submittal, Mr. & Mrs. Klemp had sent a letter to the LMC/ACC (received 1/13/09), stating that they were going to be removing all the trees on the lot. Vaughn Bradshaw called and explained to Ms. Klemp that LMC Covenants require them to obtain permission from the ACC before they can cut trees. Ms. Klemp stated the trees had become overgrown over the years and they wanted to cut some trees to either build a house or to show that it was a view lot in case they decided to sell the property; she then requested that a site visit be done. Mr. Bradshaw related all information to other committee members via email and telephone contact; subsequently a site visit was conducted by Sharron, Vaughn and Jim on Saturday January 17, 2009. The new tree removal request includes a plot plan diagram with trees circled to indicate their location on the property. Committee members agreed that approval could be granted after the following conditions were met a) a PLDD approved detailed drainage plan must be obtained b) a Jefferson County permit must be obtained prior to any driveway being constructed (whether temporary or permanent) on the county right of way c) the easterly edge of the property boundary must be marked. The owners will also be instructed that burning of debris from the process (as they noted on their request) on the property is prohibited by LMC Regulations. The committee approved the letter, copies will be sent to Walt Cairns, PLDD Commissioner and Terry Duff, of Jefferson County Public Works.
4. **Robin and Jason Woods, owners of lot # 2-2-016, 201 Rainier Lane** submitted a hazardous tree removal request for three (3) trees on this lot. As described in the application by Mr. Woods; the first tree was on the right side of the driveway, the top was broken out of the tree and leaning toward the house, the second tree was to right of house, it was leaning and the root ball pulled up from the soil, the third tree in rear of the house near the deck was split about two (2) feet down the crotch. Mr. Wood included a site plan with the trees circled; he had also gone to the property and marked the trees in question with brightly colored orange paper (LMC was out of pink tape). Mr. Wood expressed concern that the leaning tree was very large and would take out the entire house if it came down in a storm. Committee members conducted a site visit after the January 26, 2009 ACC meeting and agreed to approve this request. An approval letter was sent the following day January 27, 2009 and the work has already been completed.
5. Ms. Sherfick read the Greenbelt committee (GBC) meeting minutes regarding a GBC tree removal request made by **Robert & Audrey Mackey owners of Lot # 2-3-177, 41 Trader Lane**. Mr. & Ms. Mackey retained a tree arborist to evaluate the tree; the arborist found it hazardous, therefore the GBC will remove it. Formerly, Ted Buehler, chair of the Greenbelt Committee (GBC) had notified the ACC regarding this request as it was believed to be partially on the Mackey's property and would need ACC approval, this is issue is now resolved and will be removed from the agenda.
6. Committee members discussed the **ACC Policies and Procedures** draft that member Vaughn Bradshaw has been revising as per prior discussion, in particular Regulation II, Article I, # 5. There were no changes made during today's meeting, therefore Vaughn will forward final drafts to ACC members as well as a cover letter and final draft to be submitted to the Covenants and Regulations Committee (CRC). Members briefly discussed a revision to the name of the ACC to be Architectural Advisory Committee, thereby discarding "Control" which many interpret to have negative connotations.

7. Minutes of the Regularly Scheduled January 26, 2009 meeting were reviewed and approved as corrected. Approved ACC Minutes will now be posted on the LMC website.
8. Committee members discussed finding other LMC members that might be willing to serve on the ACC. Chair Sharron Sherfick will be moving to Marysville by the end of March and would like to continue serving as an alternate member (she will still own property here) but she will need to resign as Chair. Committee members reported approaching other LMC members about serving on the ACC, with no one as yet expressing interest in serving.
9. Committee members adjourned to conduct site visitations at 4:22 p.m., with Eve McDougall deferring visitation as she had prior commitments and had visited the properties prior to today's meeting.

The next regularly scheduled meeting of the Architectural Control Committee will be held on Monday February 23, 2009 at 3:00 PM. The February 9, 2009 meeting adjourned at 4:22 p.m.

Respectfully submitted:
Susan Bartkus,
ACC Recording Secretary