

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

~Approved~

Minutes of the Regularly Scheduled March 15, 2010 ACC Meeting

**Members Present:** Bill Clark, Jim Boyer, Vaughn Bradshaw

**Guests Present:** Brian Belmont, Alan Mills

**Call to order:** The March 15, 2010 meeting of the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) was called to order at 3:11 p.m. by Chair Bill Clark. Member Jim Boyer was in attendance, member Vaughn Bradshaw attended via telephone conference. Members Sharron Sherfick and Eve McDougall were absent from this meeting.

**New and Old Business in order of discussion:**

1. (2:27) Chair Bill Clark noted that the **Port Ludlow Drainage District (PLDD) has issued a new tree removal notification** that will need to be filled out and then given to the PLDD when owners remove any trees from vacant lots. Mr. Clark noted that this will only be for tracking purposes. A letter from the PLDD to all vacant lot owners, and the LMC, was read by Mr. Clark to the committee, the letter in part stated the following:

*The Port Ludlow Drainage District's Comprehensive Stormwater Management Plan, 2003, has identified stormwater management policies and goals that are intended to be implemented through the adoption of development regulations and performance standards enforced by Jefferson County. Jefferson County has adopted the 2005 Stormwater Management Manual for Western Washington.*

*Land disturbing activities in critical areas or that encompass areas totaling 7,000 square feet or greater require a Stormwater Management Permit from Jefferson County. Land disturbing activity includes clearing and grubbing, excavation and tree cutting. This requirement applies to actions taken on reserve areas and drainage easements, as well as private property. You have received this letter because you own currently undeveloped property in the Port Ludlow Drainage District. In addition to requesting permission to cut trees on your property from the LMC you must complete the attached Tree Cutting Identification Form and submit it to the Drainage District. The Drainage District will use the information to track the cumulative total amount of land disturbing activity on a property and will notify the County when the 7,000 foot threshold has been exceeded.*

Mr. Clark asked that recording secretary Sue Bartkus forward copies of these types of requests to the PLDD when approved by the ACC.
2. (6:00) A **Hazardous Tree request made by Bill & Shirley Curd, owners of lot # 3-0-085**, 31 Yawl Lane, was reviewed. Mr. & Ms. Curd state in their request that "(vacant) Lot next to ours, (#3-0-084, 0 Yawl Lane, owned by Stephen Perry) due east, red tape has been placed around tree. 6 ft. in diameter large multi-trunk maple, sheds large limbs. One of the limbs fell several weeks ago and damaged a guest's car. Have picture of damage. If possible would like tree taken down. May cause extensive damage when it comes down, quite large". Chair Bill Clark, and member Eve McDougall had observed this site and agree that the tree could be hazardous. After discussion, members agree that a letter should be sent asking that the owner, Mr. Perry consider removing the tree, a draft letter will be prepared.
3. (6:46) Chair Bill Clark reported that he and member Eve McDougall visited lot #'s 3-0-025 & 3-0-026, at the request of **Gayle Hurd, owner of lot # 3-0-025, 42**

- Clipper Lane.** Ms. Hurd had stated in her **Hazardous Tree request** that “*1 large Fir, 20” in circumference was wrapped with a 9” wild (east) choke cherry, it is leaning towards kitchen. Also, a 9” Fir leaning toward kitchen beside the gravel path on the north east side*”. These trees are located on vacant lot # 3-0-026, belonging to Gary & Mary Pat Griswold. Mr. Clark and Ms. McDougall visited the site but they were unable to determine which trees Ms. Hurd was referring to in her request, she is currently out of town; Mr. Clark will contact her and ask her to be present during the next site visit so the trees can be identified.
4. (10:00) **Ed and Sally Wilkerson, owners of lot # 3-0-065, 700 Rainier Lane, submitted a request to have Wayne Anderson remove one Wild cherry tree** with three (3) trunks from their property. Bill Clark and Jim Boyer agreed to conduct a site visit after this day’s meeting.
  5. (11:43) During the February 1, 2010 meeting, the committee approved a request made by **Herbert & Grace Lawson, owners of lot # 1-3-041, 24 Tye Lane**, to have Do-It-Right Roofing replace the shingles on their home with Pabco Premier 40 year shingles in either Pewter Gray or Antique Black, these colors were approved by the committee. On March 1, 2010 Mr. & Ms. Lawson changed their minds about their choice and submitted a new request to change the color of the shingles to Driftwood, a light brown neutral color, this was also approved by the committee. Chair Bill Clark reported at this day’s meeting that when he inspected the shingles, Mr. & Ms. Lawson told him that they were very pleased with their roofing contractor, William Bacchus, owner of Do-It-Right Roofing & Construction, and would highly recommend him, they noted that he not only replaced the shingles, but as a contractor he was able to fix the damage caused by the former leaking tile roof.
  6. (14:36) During the March 1, 2010 ACC meeting, LMC General Manager Brian Belmont brought to the committee’s attention a **complaint made by Alan Mills, owner of lot # 1-3-036, 92 Tye Lane**. Mr. Mills brought to the ACC photographs of the property (lot #'s 1-3-045, 1-3-046 & 1-3-047) located directly behind him and owned by one resident. Along with violations that are to be addressed by the LMC Operations Committee, Mr. Mills noted some violations by his neighbor that fall under the ACC’s purview. Notably, a boat cover structure, a bamboo fence approximately ten (10) feet long and six (6) feet high, and a wire dog run. Chair Bill Clark reported that he spoke with Jimmy Goode; Chair of the Operations Committee, Mr. Goode spoke with the owner of the property in question. Mr. Clark asked Sue Bartkus to work on a draft letter to the property owner. The letter will include an invitation to the owner to submit plans for fencing that would be within ACC fencing guidelines.
  7. (25:54) At this point in the meeting, member Vaughn Bradshaw rejoined by telephone conference. Chair Bill Clark reviewed the issues covered thus far for Mr. Bradshaw’s review and input.
  8. (34:00) Committee members discussed a prior submission to **remove a six (6) foot Leland Cypress tree** that was submitted on October 23, 2009 by **Don & Verba Abbott, owners of lot # 1-2-038, 210 Condon Lane**. Mr. & Ms. Abbott’s letter attached to their Tree Removal Application form states: “*We are requesting a removal of one Leland Cypress Tree on the south side of our driveway. This tree has been looked at by “Dave’s Tree Service” and he suggested the removal of the one tree only at this time...then we can tell how much if any sunlight will filter through. Don and I are trying to get “some” sunshine on our property. This tree is in a row of 5 Leland Cypress on “OUR” property. Please feel free to look at the tree it will have a pink/red ribbon attached. The removal will not affect anyone’s view or their property.* Committee

members have been extensively reviewing this request. Addressing concerns the committee had previously about this tree's removal, chair Bill Clark reported that he and Jim Boyer had visited the site; their findings were 1) that this tree is not located in a Jefferson County Critical Area and 2) the tree is within the Abbott's property boundaries. The committee received a letter from the Abbott's next door neighbor, Karen Brattain (owner of lot # 1-1-037, 220 Condon Lane), was submitted, Ms. Brattain strongly opposes the tree's removal. Due to the many concerns held by the committee, a letter was sent to Mr. & Ms. Abbott thanking them for their patience while the ACC continues to research this request and letting them know that at this time a decision could not be reached. Committee members decided that they couldn't approve this request until they knew that removal of the tree wouldn't cause further drainage issues in that area and have on file a plan from the Abbott's that would indicate what steps they would take to prevent further drainage issues, and to cite Regulation II, Article I, Paragraph 2.C., which states: An important function of large trees is absorption of runoff; so trees should not be cut if a drainage problem will be created. Further review of this case has continued. Bill Clark will work on a draft letter to Mr. & Ms. Abbott.

The approval of the Minutes of the February 1<sup>st</sup>, February 15<sup>th</sup>, and March 1<sup>st</sup>, 2010 were approved as written by committee member Jim Boyer and chair Bill Clark, member Vaughn Bradshaw abstained from voting as he was unable to read the documents prior to this day's meeting.

The next regularly scheduled meeting of the ACC will be held Monday April 5, 2010 at 3:00 p.m. The March 15, 2010 ACC meeting adjourned at 3:55 p.m.

Respectfully submitted:  
Susan Bartkus,  
ACC Recording Secretary