

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

~ Approved~

Minutes of the Regularly Scheduled April 19, 2010 ACC Meeting

Members Present: Bill Clark, Vaughn Bradshaw, Sharron Sherfick

Guests: Kent Bitter

Call to order: The April 5, 2010 meeting of the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) was called to order at 3:00 p.m. by Chair Bill Clark. Member Sharron Sherfick was in attendance, member Vaughn Bradshaw attended via telephone conference. Members Jim Boyer, and Eve McDougall were absent from this meeting.

Approvals:

The ACC duly discussed and approved the following requests:

LOT #	Submission Date	PETITIONER(S)	REQUEST
3-0-043	4/6/10	W. Anderson & K. Wilson	House Trim Paint
7-0-004	4/10/10	Ken & Joanna Parson	House Paint
3-0-004	4/10/10	Gary & Arleen Berg	Roofing & House Paint
5-0-001	4/15/10	Neil & Lia Robinson	House Paint
1-4-078	4/19/10	Ferguson & Cole	Lot Clearing for New Home Construction

New and Old Business in order of discussion:

1. Chair Bill Clark reported to the committee that he had made a site visit regarding a **Hazardous Tree removal request** submitted by **Richard Jovag, owner of lot # 1-4-079**, 261 Machias Loop. Mr. Jovag was concerned about a Fir tree, approximately 120 feet tall that shared a base with another tree bordering his property line and that of vacant lot # 1-4-078. Mr. Clark was unable to reach another ACC member to visit the site at the time requested by Mr. Jovag, so Mr. Clark asked the Operations Committee (OPC) Chair Jimmy Goode to go with him. Mr. Clark reported learning that while visiting the site, developers Ferguson and Cole had plans to build a house on lot # 1-4-078, so Mr. Clark and Mr. Goode were able to observe the trees marked for removal by this company, who would (if approved) remove the trees that concerned Mr. Jovag as well as their own.
2. As referred to above with Mr. Jovag's request, Scott Shelton, project manager for Ferguson & Cole, Inc. came to this day's meeting to submit a **New Home Construction application, House Plans, and a tree removal request (lot clearing plan) for lot #1-4-078 on Machias Loop**, which the company owns. The \$500.00 application fee was also

- submitted, this was given to General Manager Brian Belmont for deposit. Committee members reviewed plans for a three (3) bedroom, two (2) bath ranch style home, approximately 1,700 sq. feet in size, along with the tree removal plan. Mr. Shelton acquainted himself with the LMC CC&Rs and was aware of what was required prior to ACC giving approval of this house; his primary concern at this time was getting permission to clear the trees requested as he has a crew ready to do this. Since Mr. Clark had already visited the site, the committee agreed that this could be done. Neighbor notices and a lot clearing approval letter will be sent.
3. A request to **re-paint their house paint trim with white** was made by **Wayne Anderson and Kathy Wilson, owners of lot # 3-0-064, 680 Rainier Lane**. Members agreed to approve this request, an approval letter will be sent.
 4. A **house paint request made by Ken and Joanna Parson, owners of lot # 7-0-004, 74 Wells Ridge Court** was approved by committee members. The paint to be used will be all Benjamin Moore colors; 1235 (brown) for the body of the house, #1030 (cream) for the trim and 1253 (green) for the front door. An approval letter will be sent.
 5. **Gary and Arleen Berg, owners of lot #'s 3-0-004 and 3-0-005, 81 Schooner Lane submitted two (2) requests that were approved**; one for Pabco Premier 40 year Weathered Wood shingles to be installed by Hanley Construction in August of this year, and one for their home to be painted with the same colors as currently on their home. Approval letters will be sent.
 6. A request to **repaint their home brown** (the same color currently on the house) was made by **Neil and Lia Robinson, owners of lot #'s 5-0-001 and 5-0-002, 31 Montgomery Lane**. Members approved, an approval letter will be sent.
 7. Chair Bill Clark reported that after repeatedly trying to contact him, he was able to meet with Stephen Perry, owner of lot # 3-0-084, Yawl Lane, on April 18, 2010 regarding a **Hazardous Tree request made by Bill & Shirley Curd, owners of lot # 3-0-085, 31 Yawl Lane**. Mr. & Ms. Curd stated in their February 26, 2010 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"*. Mr. Perry stated that at this time he could not afford to pay for having the tree removed. Mr. Clark gave him a tree removal application and encouraged Mr. Perry to apply for removal as soon as he is able
 8. Previously, Bill Clark and 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. At this day's meeting, chair Bill Clark reported that he had spoken with Mr. Griswold, who asked Mr. Clark to have Ms. Hurd contact him directly. Mr. Clark did so by email, and requested that the neighbors will let the ACC know the outcome.
9. 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 continued. At this day's meeting, Mr. Clark brought a d letter that he had drafted denying this request (please see rational as stated above), committee members read the letter and unanimously agreed to send this decision to the Abbot's.
10. Previously, Bill Clark received a telephone call from a **Port Townsend realtor whose client, Bill Stevens is selling his home at 11 Trader Lane, lot # 2-3-180**. She told Mr. Clark that prospective buyers were inquiring **whether a bathroom could be added to the shop** (separate from the house and garage) as they would like to use it for a personal art studio. Committee member Eve McDougall recalled that the shop was built in 1976 by the then owner, a Mr. Peck, it was illegal at the time and the regulations have been changed. Committee members examined Regulation I, Article I, paragraph 2, and what the Jefferson County Building codes would require. Upon conclusion, members agreed that this

- would not conform to LMC regulations. Member Vaughn Bradshaw noted that Mr. Clark should put documentation of his conversation with the realtor into the property file. At this day's meeting, Mr. Clark read to the committee his report of the denial, this will now be filed.
11. Members spent considerable time reviewing Tree and View cases that were waiting on the moratorium list and determined that they would like to develop a form letter that would address owners regarding these issues. It was determined that there should be two letters, one for complainants and another for owners. Included with both letters would be a copy of the regulations pertaining to these issues. Also of concern would be to revise the current application form, member Sharron Sherfick volunteered to work on this and will email this to Bill Clark for his revisions.
 12. Members discussed a neighbor complaint that had been on the moratorium list about lot # 2-3-235, which has bushes that appear to have grown beyond the roofline of the home but does not obstruct any of the neighbor's views. Members determined that the new regulation revisions do not put this issue in the ACC's purview; Mr. Clark will draft a letter to the complainant and notify the Operations Committee Chair.

Minutes of the March 15, 2010 Meeting were approved as corrected.

The next regularly scheduled meeting of the ACC will be held Monday May 3, 2010 at 3:00 p.m. The April 19, 2010 ACC meeting adjourned at 5:30 p.m.

Respectfully submitted:
Susan Bartkus,
ACC Recording Secretary