

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

~ Approved~

Minutes of the Regularly Scheduled April 4, 2011 ACC Meeting

Members Present: Jeff Beres, Vaughn Bradshaw, Carol Ann Napheys, Noble Nilssen, and Bill Clark

No Guests Were Present at this meeting:

Call to order: The April 4, 2011 meeting of the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) was called to order at 3:00 p.m. by Chair Bill Clark. Alternate Charlie Jackson, alternate Joe Thompson, and regular member Sharron Sherfick were not present at this meeting.

Approvals:

The ACC duly discussed and approved (some contingent upon site visit findings) the following requests:

LOT	DATE	PETITIONER(S)	ADDRESS	REQUEST
2-3-098	3/23/11	Sasha Coffey	61 Fleet Drive	Propane Tank
2-2-017	3/24/11	Robert MacNeal	191 Rainier Lane	House & Trim Paint
1-4-039	3/28/11	David Lawrence	331 Rainier Lane	Tree Removal
2-2-102	3/31/11	Ruth Cabler	150 Goliah Lane	Hazardous Tree Removal
TH-08	3/30/11	R. Olsen/L. Foley	32 Heron Road	Roofing Shingles

Old & New Business in Order of Discussion:

1. Members reviewed and unanimously approved a request made by Sasha Coffey, resident of 61 Fleet Drive (lot # 2-3-098), to install and screen a **Propane Tank**, an approval letter will be sent.
2. (5:35) A request to **re-paint** with the same colors as currently on his home, was made by Robert MacNeal, owner of 191 Rainier Lane (lot # 2-2-017). Members reviewed and approved this request, an approval letter will be sent.
3. (6:00) Members discussed **propane tank screening and installation** and the Regulations (II, article II, paragraphs 14 and 20) that deal with such requests. Members determined that they would be working on revising the Propane Tank request form and Propane Tank guidelines.
4. (12:26) David Lawrence, owner of 331 Rainier Lane (lot # 1-4-039) submitted a request to **remove two (2) trees**, one (1) Douglas Fir 17" in diameter, and one (1) Maple with four (4)sucker trunks (8", 11", 11", 11"). Mr. Lawrence stated in his application diagram that his reasons for removal are: *To open yard for landscaping, and that the trees impinge on large cedar that is to remain. The Maple is an ugly trash tree and the Douglas Fir also is a risk to my house (with a high crown subject to windstorm).* Members discussed the issue and

unanimously voted that upon site visit confirmation these trees would be approved for removal, if warranted an approval letter will be sent.

5. (15:22) A request to **re-roof** their home was submitted by Richard Olsen and Lisa Foley, owners of 36 Heron Road (lot # TH-18) which is in the Town Home Association. Their request is to have Cornerstone Roofing install Certainteed Landmark Plus 40 year shingles in the color of Heather Blend, or Pabco Premier 40 year shingles in the color of Prairie Wood. Members agreed to approve this request pending confirmation of the color choices, if colors are acceptable an approval letter will be sent.
6. (19:25) Members reviewed and approved (subject to site visit findings) a **Hazardous Tree Removal** request submitted by Ruth Cabler, owner of 150 Goliah Lane (lot # 2-2-102). If warranted an approval letter will be sent.
7. (20:50) A reminder letter that was drafted by member Vaughn Bradshaw to Don & Verba Abbott, owners of lot # 1-2-038, 210 Condon Lane, concerning measures they need to address prior to the committee being able to close their **retroactive Tree Limbing request** of January 7, 2011 was reviewed and approved by the committee. A copy of the ACC February 10, 2011 letter to the Abbotts (which requests data to be provided by a professional) will be copied and enclosed with the reminder letter. As this request for data has not yet been received, and LMC sanctions cannot be lifted by the LMC Board until Mr. & Ms. Abbott do so, the committee agrees to leave the matter on the Pending Case Agenda until resolved.
8. (23:10) Chair Bill Clark reviewed with the committee a letter written by Dale Williams to the LMC Board concerning ongoing tree issues with his neighbors the Fesslers.
9. (29:00) Chair Clark let the committee members know that at the annual membership meeting, each committee would have a table with information available to the membership, and that this would be different from years past.
10. (32:53) Chair Clark reported speaking with Peter Joseph of the Townhome Association regarding ACC applications that have been submitted by owners as of late, and that language in the Townhome Association Regulations currently require application being made to the ACC. The Townhome Association is currently working to revise this language, meanwhile Mr. Joseph and Mr. Clark discussed writing up a memorandum of understanding. ACC member Vaughn Bradshaw pointed out that this would probably have to be an understanding between the LMC Board of Trustees and the Townhome Association. Members agreed that ACC Regulations address primarily single-family dwellings, not multi-unit buildings and that the ACC Regulations really are not applicable to Townhome matters.

The March 21, 2011 Meeting Minutes were reviewed and approved as written.

The April 4, 2011 ACC meeting was adjourned at 3:54 p.m.

Respectfully submitted:
Susan Bartkus, ACC Recording Secretary

