

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

~ Approved ~

Minutes of the Regularly Scheduled May 2, 2011 ACC Meeting

**Members Present:** Vaughn Bradshaw, Bill Clark, Carol Ann Napheys, and Sharron Sherfick

**Guests:** No Guests were present at this meeting

**Call to order:** The May 2, 2011 meeting of the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) was called to order at 3:07 p.m. by Chair Bill Clark. Member Noble Nilssen was absent as were alternate members Jeff Beres, Charlie Jackson, and Joe Thompson/.

**Approvals:**

- The April 18 Meeting Minutes were reviewed and approved as corrected.
- The ACC duly discussed and approved (some contingent upon site visit findings) the following requests:

LOT	DATE	PETITIONER(S)	ADDRESS	REQUEST
1-1-025	4/21/11	Jack Zalaha	80 Helm Lane	Hazardous Tree/Limb Removal
2-3-116	4/23/11	C. & A. Gruszewski	160 Pioneer	Waterproof Floor Deck Material

**Old & New Business in Order of Discussion:**

1. (2:00) A **house paint** request submitted by **Gary & Veronica Schroeder, owners of 45 Olympic Lane, lot #1-4-034**, was reviewed. Members Jeff Beres and Carol Anny Napheys visited the area reporting back that Mr. Beres would speak with Mr. & Ms. Schroeder and make a suggestion to subdue the color. Later during this day's meeting (59:30) members revisited this matter, with Ms. Napheys reporting that the applicants were removing their previous color (as committee members mentioned to the owners that the color may be too bright) and will be submitting a more muted shade.
2. (6:35) Chair Clark reported he and members Sharron Sherfick and Noble Nilssen visited the home of **Jack Zalaha, owner of lot # 1-1-025, 80 Helm Lane**, after receiving a telephone call from a neighbor who reported cutting activity by West Coast Tree Care on Mr. Zalaha's property. At the site, the aforementioned ACC members stopped the activity to review the situation; Mr. Zalaha had dropped an arborist report off at the Beach Club, believing that this notification was all that was required prior to **tree removal**. Since the tree Mr. Zalaha wanted to remove (and some limbs of other trees) had been deemed to be possible hazards by an arborist's written report, an emergency decision was made to approve this action. Chair Clark did have Mr. Zalaha fill out the necessary paperwork. A confirmation approval letter will be sent.

3. (13:37) Chair Clark mentioned that during the last LMC (Ludlow Maintenance Commission) Board meeting, trustee Richard Babaian had asked Mr. Clark if there was an ACC **recommended or approved re-planting list** that members could utilize. Members discussed this matter during this day's meeting and what rational would be used. Member Vaughn Bradshaw suggested that perhaps the ACC should invite Mr. Babaian (and possibly Jefferson County) to provide the committee with their thoughts and/or recommendations for replanting, prior to incorporating any suggestions, requirements or guidelines into ACC policies. Chair Clark will email Mr. Babaian and ask him to do this.
4. (23:11) Jason White, owner of 41 Ames Lane, lot # 1-3-003, submitted a request to remove one 30" diameter Cedar tree with roots that are growing into his drain field and creating shade that is killing his lawn. Members will visit the site and report their findings at the May 16<sup>th</sup> ACC meeting.
5. (25:00) **Chase and Alisha Gruszewski, owners of 160 Pioneer Drive, lot # 2-3-116, submitted two requests** for ACC review, one for Weatherdeck waterproof material for the surface of their deck, and the other to prune limbs from 7 (seven) Western Red Cedar trees that are beginning to grow too close to their home. Members will conduct a site visit to observe the trees and will report their findings to the committee at the next ACC meeting. After looking at the submitted floor deck sample, members agreed to approve the material. An approval letter will be sent for the decking request.
6. (27:25) A request to build a **Greenhouse** was made on April 28, 2011 by **Gene Carmody, owner of lot # 1-1-071, 4 Phinney Lane**, and was withdrawn the day of this meeting via telephone with Mr. Clark. Mr. Carmody reported to Mr. Clark that he had spoken with his neighbors, who didn't like the proposal, and in the interest of keeping good relations with his neighbors he decided not to pursue his plans. Members discussed the possibility of developing Greenhouse building criteria for the ACC Policies and Procedures.
7. (32:47) A **tree removal request submitted by Laurie Dokken, owner of 650 Rainier Lane, lot # 3-0-054** was reviewed. Members will conduct a site visit and report their findings at the next ACC meeting.
8. (34:30) Members reviewed a fence application submitted by **Scott Shelton project manager for Ferguson & Cole, owners of lot # 1-4-078, Machias Loop**. Neighbor comments are due by May 15, 2011; ACC members will wait until after the comment period has expired prior to making a decision on this matter.
9. (35:52) Member Vaughn Bradshaw reported receiving a telephone message from **Verba Abbott, owner of lot # 1-2-038, 210 Condon Lane**, who stated.  
*"Hi Vaughn. It's Verba again. I'm not going to have a geotech look at any of my stuff. I can't afford it and I really don't think it's going to solve a problem. I planted 12 arbor vitas in replacement of the limbs that I removed off of a tree. So I'm not going to go any further with this. I'm done. You guys can do whatever you want. I'm not going to interfere with any of your decisions. Thank you."* After much discussion, committee member Sharron Sherfick decided to review the recordings of the original meetings regarding Ms. Abbott's communications with the ACC, prior to the committee making any decisions about how to proceed.

10. (1:03) **David & Lisa Holloway's, owners of lot # 1-2-030, 141 Condon Lane**  
September 10, 2010 ACC approved tree removal request was reviewed again. Mr. & Ms. Holloway recently submitted the documentation that was sent to them after they obtained permission from Jefferson County to remove this tree, which was considered hazardous by the owners, with ACC members agreeing that this was a valid fear after having conducted a site visit. Jefferson County sent a requirement that Mr. & Ms. Holloway replace the tree with two trees and two shrubs. A list given by the county that named many trees of which many grow very large and would quickly exceed LMC Regulations regarding height. Members agreed that a letter will be drafted and sent to Mr. & Ms. Holloway reminding them of Regulation II, Article I, paragraph 3.b. Chair Clark will work on a draft.
11. (1:08) Chair Clark shared with the committee a draft of a **memorandum of understanding** between the LMC Board of Trustees and the Townhome Association, as well as the Master Association. Chair Clark and member Vaughn Bradshaw, have been refining the parameters of this agreement, and will share this with Peter Joseph (Townhome owner) prior to submitting this matter to the LMC Trustees for their review. The committee approved this action.

The May 2, 2011 ACC meeting was adjourned at 4:27 p.m.

Respectfully submitted:  
Susan Bartkus, ACC Recording Secretary