

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

~ Approved ~

Minutes of the Regularly Scheduled August 16, 2010 ACC Meeting

Members Present: Bill Clark, Vaughn Bradshaw, Sharron Sherfick

Guests: Verba Abbott, Kathy Gager, Dean Rienstra, Charlie Jackson, Scott Shelton

Call to order: The August 16, 2010 meeting of the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) was called to order at 3:05 p.m. by Chair Bill Clark. Members Vaughn Bradshaw and Sharron Sherfick were in attendance, (Sharron via telephone conference).

New and Old Business in order of discussion:

1. Scott Shelton, project manager for Ferguson & Cole, Inc. came to this day's meeting to conduct the required pre-construction meeting regarding the company's **New Home Construction for lot #1-4-078 on Machias Loop**. Mr. Shelton and committee members signed all necessary documents and Mr. Shelton submitted copies of the Jefferson County Building Permit, as well as a Port Ludlow Drainage District approved Drainage Plan. Ferguson & Cole Inc. will now begin construction on a three (3) bedroom, two (2) bath ranch style home, approximately 1,700 sq. feet in size. Mr. Shelton acquainted himself with the LMC CC&Rs is aware of all construction requirements, he will notify the committee prior to pouring footings, and when roofing shingles are delivered. An approval letter will be sent.
2. (18:00) **Dean Rienstra & Kathy Gager, owners of lot # 2-1-044, 40 Libbey Court**, attended this day's meeting to discuss their **Addition Application**. Their plans are to expand their master bedroom suite by 450 square feet, add a 40 square foot hot tub deck, and a 140 square foot front porch deck. Ms. Gager and Mr. Rienstra also brought copies of their previously approved (by Jefferson County and PLDD) Drainage Plan. Neighbor Notices were sent out previously with the comment period due back on Wednesday August 18, 2010. Committee members voted to provisionally approve this request pending a copy of the Jefferson County Building Permit being submitted, and that no neighbor objections are received prior to August 18, 2010. A letter confirming this will be sent to Ms. Gager and Mr. Rienstra.
3. (26:36) **Verba Abbott, owner of lot # 1-2-038, 210 Condon Lane**, had previously submitted a Fence request application to the ACC during the June 14, 2010 ACC meeting. Committee members conducted a site visit for clarification of this request prior to the July 5, 2010 meeting. After review, chair Bill Clark wrote a letter to Ms. & Mr. Abbott on July 6, 2010 requesting a meeting to discuss their fencing plans and gain clarification of exactly what Ms. Abbott would like to do.

During the August 2, 2010 meeting, Ms. Abbott stated that she never received this letter. A copy was given to her and members further discussed the fence with Ms. Abbott. Members concluded that a neighbor notice mailing could be waived if Ms. Abbott obtained a signed agreement with her next door neighbor, Karen Brattain owner of lot # 1-2-037, 220 Condon Lane, as Ms. Brattain would be the only neighbor directly affected by the building of this fence. Ms. Abbott stated that she had spoken with Ms. Brattain and felt that she would be in agreement with Ms. Abbott's fencing plans. Ms. Abbott told committee members that she would seek a signed agreement and submit it to the ACC. During this day's meeting, Ms. Abbott reported that Ms. Brattain was now not willing to agree to sign off on the fence. Ms. Abbott stated that she was now withdrawing her fence application. Ms. Abbot also said that in lieu of a regular fence she might plant some vegetation. Chair Bill Clark instructed her that if she chooses to do so, to keep in mind that a living fence would have to be maintained at a maximum height of eight (8) feet. In addition, Ms. Abbott stated that the circle, where a neighbor had complained of illegal trimming taking place, was not illegal, it is county property and therefore subject to only Jefferson County allowing permission for maintenance of the area not the ACC.

4. (35:57) Committee members reviewed and approved a **House Paint request submitted by Karen Brattain, owner of lot # 1-2-037, 220 Condon Lane**. Ms. Brattain would like to paint the body of the house a light brown color of True Value paint (sample submitted) mixed by Hadlock Building Supply. This color is very close to the color the house is now painted. An approval letter will be sent.
5. (37:17) A fencing request submitted on July 31, 2010 by **Thomas & La Jean Belding, owners of lot # 3-0-038, 60 Barque Lane**, was approved by members. Mr. & Ms. Belding plan to build a 4 ft high x 160 ft long cedar fence with gates and wire mesh around the back of their existing trellis posts. The fence will serve two purposes, dog containment and child safety. A site visit was conducted by members Sharron Sherfick and Vaughn Bradshaw; they concluded that a fence was definitely needed for safety. An approval letter will be sent.
6. (40:00) **Michael & Jackey Nilssen, owners of lot # 2-3-199, 51 Harms Lane submitted a request to remove some Fir trees** in their back yard, all trees have been marked with tape. Committee members Vaughn Bradshaw and Bill Clark will conduct a site visit.
7. (41:20) A complaint pertaining to **two unscreened propane tanks on lot #'s 2-3-199, 51 Harms Lane and 2-3-198, 61 Harms Lane**, was submitted by Frank & Irma Silier, owners of lot # 2-3-197, 71 Harms Lane. Committee members Vaughn Bradshaw and Bill Clark will visit the site; a copy of this complaint will be forwarded to the Greenbelt Committee.
8. (45:09) **Joseph Murray, owner of lot # 4-0-037, 30 Falcon Lane** submitted a request to raise his existing back deck (and install a railing to match the front porch of his home), Mr. Murray included photographs and plans with his request. After discussion, committee member agreed to approve this request. An approval letter will be sent.
9. (55:51) Chair Bill Clark brought up a case he was made aware by the **Townhome Association**, concerning a deck being built by Doug Barker, owner

of 18 Heron Road. Mr. Barker was served with a cease and desist order by the Townhome Association. In addition he was told to contact the ACC for approval, as well as obtaining prior permission from the Townhome Association. Mr. Clark called Mr. Barker and left a message. This matter will rest until the committee is notified otherwise.

10. (60:00) Chair Bill Clark re-read email exchanges with **Ms. Annette Isaksen regarding tree removals requested by her neighbor's Kent & Wendy Chesney**, and how she was willing to work with them to improve/restore their view; this reflected how some members are beginning to implement the new Tree View Regulation. As of yet no application has been received from Ms. Isaksen, though through email exchanges with Mr. Clark she is aware of the process, the committee will now wait until Ms. Isaksen submits this request.
11. (64:26) Chair Clark read a letter from Ms. Abbott to Brian Belmont, General Manager of the LMC, and also to the ACC, stating that she was dismayed with the minutes of July 2010, regarding her tree removal/ trimming application and the decision by the ACC at that time. Mr. Clark stated that he also received a letter from Karen Brattain stating that she would not be opposed to a living fence; he will bring a copy of this letter for the file.
12. (74:13) Chair Clark will send a draft letter to be mailed to Dave's Tree Service concerning unapproved trimming that was done by them on the Abbott's property, asking them to make sure that approval has been given prior to this being happening again.
13. (75:00) Chair Clark read a letter from Verba Abbott to Richard Babaian concerning trimming trees on his property that have grown to obstruct her view.

The minutes of the August 2, 2010 meeting were approved as corrected.

The August 16, 2010 ACC meeting adjourned at 4:37 p.m.

Respectfully submitted:
Susan Bartkus, ACC Recording Secretary