

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

~ Approved ~

Minutes of the Regularly Scheduled September 20, 2010 ACC Meeting

Members Present: Vaughn Bradshaw, Charlie Jackson, Sharron Sherfick

Guests: Richard Babaian, John Frieberg

Call to order: The September 20, 2010 meeting of the Ludlow Maintenance Commission (LMC) Architectural Control Committee (ACC) was called to order at 3:04 p.m. by Sharron Sherfick. Members Vaughn Bradshaw and Charlie Jackson were also in attendance.

New and Old Business in order of discussion:

1. (2:00) John Frieberg, owner of lot # 2-1-052, 221 Montgomery Lane, submitted a **Roofing** request to have Hanley Construction replace their current cedar shake roof with new 50 year laminate shingles, in either Pabco Oakwood or Certain Teed Autumn blend. Members reviewed each option, and approved this request for either type of shingle. Mr. Frieberg was given a copy of the signed approval and asked to call an ACC member when the material is delivered so a materials inspection may be done. A confirmation letter will be sent.
2. (5:00) Member Vaughn Bradshaw reported that he **inspected** shingles delivered to John & Beverly Henderson for their recently approved request and brought the wrapper in to be placed in their file.
3. (6:40) Guest **Richard Babaian**, owner of lot # 1-2-035, 211 Condon Lane asked members about the September 3, 2010 submission from Don & Verba Abbott, owners of lot # 1-2-038, 210 Condon Lane. Mr. Babaian objected that Mr. & Ms. Abbott incorrectly cited "bushes" as a factor in their view obstruction complaint; Dr. Babaian said he has no bushes on his property. Members will review the complaint and files and let Mr. Babaian know the outcome.
4. (9:13) **Dr. Babaian** also brought to the committees attention that recently approved applications for an existing **Woodshed** and an existing **Fence** submitted by **Ann Bremmeyer**, owner of lot # 1-2-036 did not have neighbor notices sent out prior to approval being granted approval. Member Vaughn Bradshaw explained that these were approved during the September 6, 2010 meeting, after he and Sharron Sherfick visited the site and found these structures to be acceptable. Mr. Babaian pointed out that fence applications are required to have neighbor notices sent out prior to approval, and that he also thought the shed needed notices sent out as well. Regulations were reviewed, with members agreeing that the regulations do require that the ACC send neighbor notices, and that in the aforementioned case they would need to be sent. Members reviewed their reasoning for approving the fence, 1) that there is a steep grade on the property

that could constitute a very real hazard and that if the fence were removed and someone became injured, the LMC could be held responsible for that injury, and 2) that since the situation is different than the normal procedure (the fence had been installed prior to Ms. Bremmeyer being aware that she needed to apply for permission) the neighbor notices were inadvertently overlooked. This matter will be further discussed with committee chair Bill Clark upon his return.

5. (14:05) Dr. Babaian also noted that the draft minutes of September 6, 2010, item # 11, referring to Mr. & Ms. Abbotts complaint and the steps to be taken via the new Tree & View Regulation, was not completed as it referred to "discussion" needing to be attempted by the complainant to the neighbor whose trees are obstructing a view. Dr. Babaian objected to the proposal that step 1 of the Regulation had been completed by the Abbotts, he does not feel that a certified letter (sent in August of this year) from Mr. & Ms. Abbott, informing the Babaian's that they were in violation constitutes an attempt at discussion; he maintains that this was their only attempt to contact Dr. & Ms. Babaian regarding the subject. As all persons who had access to the complete files were not in attendance at this meeting, members agreed to investigate further and inform Dr. Babaian of their findings.
6. (27:00) A **Tree Removal** request, submitted on September 8, 2010 by Gerald Purdy, owner of lot # 2-3-139, 14 Forrester Lane was reviewed. Mr. Purdy would like to remove a 15" in diameter Douglas Fir Tree that he stated is overtaking his lawn, he would also like to remove or limb up several smaller cedars that are less than 6" in diameter. Members made plans to visit the site after this day's meeting.
7. (29:25) The Committee reviewed another **Tree Removal** request, this submitted by Bob Linrothe, owner of lot # 1-2-040, 192 Condon Lane. Mr. Linrothe would like to remove one 8" in diameter Pine Tree, and possibly another dead tree. Guest Richard Babaian noted he knows which tree is being applied for, and that the tree looks diseased. He expressed concern that the cause of the trees decay could be due to Pine Beetles. Members will visit the location after this day's meeting.
8. (31:25) Members reviewed letters that had been prepared for signature, and drafted notes for recording secretary Sue Bartkus (not present at this meeting) for new letters that would need to be drafted. Discussion pertaining to fence materials overlapped this procedure.
9. (39:54) Sharron Sherfick reported that she received a telephone call from builder Loren Bishop this day, regarding a Master Bedroom Addition he is building for clients Rick & Barbara Dance, owners of lot # 5-0-056, 75 Warbler Lane (this application was submitted on July 19, 2010). Mr. Bishop reported that Jefferson County informed him that the Building Permit is in the final process of clearing, as he is anxious to begin construction as soon as he receives this permit, members unanimously agreed to approve the application subject upon receiving a copy of the Building Permit, and confirmation of a Port Ludlow Drainage District approved Drainage Plan. A letter will be drafted confirming this conditional approval.
10. (45:00) Members reviewed and unanimously approved the Minutes of the September 10, 2010 emergency meeting of the ACC that were prepared by member Vaughn Bradshaw.
11. (47:00) Members reviewed cases closed during the September 10, 2010 meeting and the letters that were prepared for mailing.

12. (50:15) Members reviewed a Tree Removal application previously submitted by Michael & Jackey Nilssen, owners of lot # 2-3-199, 51 Harms Lane. Mr. & Ms. Nilssen requested to remove trees, some on their own property and some of the trees in the large grouping belong to the Kehele park area, which borders the Nilssen's property. Mr. Nilssen was supposed to meet with members of the committee at the site, but he has been unable to do so as his primary residence is in California. This will remain pending until Mr. Nilssen is able to meet with the committee. Dr. Babaian inquired as to who would be making the decision pertaining to the trees located within Kehele Park, that since it was common property shouldn't it be under the purview of the Greenbelt Committee. Member Vaughn Bradshaw expressed that since it is LMC property that would fall under the purview of the Operations Committee, and he believed that they would have to review that matter, but he commented that Dr. Babaian had brought up an interesting question and that he (Mr. Bradshaw) would look into it further.
13. (1:00) Discussion pertaining to **roofing material** occurred, with Dr. Babaian inquiring why metal roofing is not approved by the ACC and pointing out that there are no regulations forbidding such material. Member Vaughn Bradshaw pointed out that though it is an unwritten policy it has been common practice to deny these requests, stating that metal roofing, to many committee members, had a commercial or industrial appearance not in keeping with a residential community. All agreed that this is why ACC members are striving to have LMC Board approved ACC policies and procedures in written form.
14. (1:04) Dr. Babaian stated that he reviewed how many **tree removal requests** had been applied for and approved in the past few years by the ACC and the Greenbelt Committees, and that he believed these committees should keep a running log of tree removal requests and approvals and include within the approval letters language that would encourage members to replace the removed trees with other vegetation.

The minutes of the September 6, 2010 and the minutes of the September 10, 2010 emergency meeting of the ACC were approved as written.

The September 20, 2010 ACC meeting adjourned at 4:23 p.m.

Respectfully submitted:
Susan Bartkus, ACC Recording Secretary