

Environmental Committee Meeting Minutes  
Monday March 21, 2011

**MEMBERS PRESENT:** Dick Scott, David Allen, Don Titus Jr, Mary Murphy, Barb Hunt, Tim Harrington, Melanie Eisenberg

**MEMBERS ABSENT:** Rob Silva

**GUESTS:** See Sign-in Sheet

Meeting called to order at 7:03 PM by Dick Scott – No guests were in attendance. A motion by Don Titus was made to accept the January meeting minutes and seconded by Barb Hunt. All in favor, no one opposed.

**OPEN FLOOR TO DISCUSSION:**

No guests in attendance.

**OLD BUSINESS:** As part of the EC Committee's 2011 Goals we discussed publishing sample applications for use by residents on the BHVA Website. We determined that an impeccable application submitted last year by Kristie Braun could be published and Kristie/ Alan authorized it to be published "as is". Her application was straightforward, left nothing to the imagination, and the EC could very easily understand it and, ultimately, approve it without significant questions arising.

The committee agreed to pursue publishing on the website an acceptable sample application and an unacceptable sample application - thus illustrating the "how to" and the "how not to". There was further discussion regarding providing an on-line application that could be completed on a computer without filling out by hand. Visualization of the project would be easier, if pictures were provided electronically rather than scanned from hardcopy. Likewise illustrations or sketches go a long way to explaining what is being done. Don Titus and Tim Harrington agreed to work to create simply-stated bullets for the necessary items in an EC application that would help facilitate quick approval. There are areas within the Bristol Harbour community that have their own associations.

All agreed that each BHVA sub-association should make available its own regulations particular to its members. The EC Committee will solicit each HOA to provide the EC with their set of rules and regulations for exterior appearance of the residences within each area so that when applications are made to the EC, the board members would have a reference as to what is allowed and what is not allowed within that particular HOA. Once the EC committee consolidates guidelines, we will pursue updating the overall BHVA guidelines, while keeping the sub-association guidelines in context to ensure that guidelines are consistent.

For the areas that do not have a separate HUA, the EC would continue to follow the overall BHVA EC Guidelines document.

Another EC Committee 2011 Goal is to promote tree safety within the BHVA community. We are continuing to explore ways to ensure we create a better process for tree trimming and removal.

**CORRESPONDENCE:** The letter approved by the EC in February to 13 Spyglass was delayed by

need of approvals, etc. and did not get sent out until last week.

**EC APPLICATIONS:**

1. 11-02: 13 Spyglass Hill – Tree Trimming and Removal – This application was approved as follows:
  - 4 Trees requested for removal (Two along driveway and two in the side yard) – Approved
  - 4 Replacement trees are to be planted in proximity of 4 stumps of trees already removed. These replacement trees are designated to be substantial pine trees (white or scotch are preferred) and are to be minimum 5’ to 6’ tall. They are to be nurtured and sustained to maturity or 6’ in. diameter. (The \$250 fine is suspended to fund adequate replacement trees.)
  - The request for new drainage pipe is to be submitted via EC application after replacement trees are planted.
  - Request for new driveway landscaping is to be submitted via EC application pending agreement by neighbor at 15 Spyglass.
2. 11-03: 30 Golfside Circle – Tree Trimming and Removal – Approved as submitted
3. 11-04: 5560 Lakewood Trail – Tree removal and planting – Approved as submitted
4. 11-05: 7 Spyglass Hill – New deck – Approved as submitted (previously approved in 2008)
5. 11-06: 10 Golfside Circle – Roof Repairs – Approved as submitted – Michele please request a completion date and ensure that repair work is completed without disturbance to neighbors.

Meeting adjourned at 8:30PM

Next Meeting tentatively scheduled for April 18, 2011