

Brutus Maintenance Association (BMA)  
Building and Landscape Committee (BLC)  
Meeting Minutes April 1, 2022

Meeting began at 1:00 p.m. at home of Chairperson Cindy Ringstad. Committee members Deborah Solatka and Sue Cutting were in attendance.

The committee reviewed and refined the four (4) proposed forms to be used by the BLC. These forms are Project Proposal Request, Project Proposal Review Matrix, Project Appeal Form, BLC Walk-Thru Checklist. Cindy will forward the final forms to the BMA Board members for their review, input and approval. Once approved the process of notifying and providing access to the community members will need to be decided.

The Spring Walk-Thru date was changed to Thursday, May 19, 2022 to accommodate committee members schedules. Notices will be sent to community members two weeks prior. Need to determine who will send notice –BLC Chairperson or BMA Vice President. Also need to prepare what notice will say.

Lot 15 Proposed Project – Cindy reported the committee has received a Proposed deck replacement project for Lot 15. This request was received via email through Sue Perry on March 27, 2022. The lot owners are asking for preliminary approval of the water side deck replacement and front step deck area replacement prior to submitting application for building permit through Island County. The committee reviewed the foot print layout of both deck areas, the type of deck material and color, as well as railing type and color. The committee also did a site visit, meeting with the homeowner to go over proposal on April 1, 2022. The water side deck proposal is basically replacing a deteriorated, unsafe deck and stairs. The proposal includes adding 6 feet width on either end of the existing deck footprint in front of the living room space and bedroom space. Homeowner has met with the county and provided the site plan to see if the proposal would be possible to apply for permit based on proximity to bank and setback requirements. The type of decking will be a low maintenance synthetic product in a light gray with dark gray border. The railings will be aluminum/glass front on the deck and aluminum/picket going down the stairs in a bronze color. After committee review, it was determined to give a “conditional approval” for homeowner to apply for building permit using the 4/1/22 site plan. Homeowner was advised to resubmit proposal to BLC once a building permit is received.