

# Normandy Park Riviera Section Community Club Annual Meeting Minutes

November 11, 2019

## I. Call to Order & Welcome

Ron Ebbers called to order the Normandy Park Riviera Section Community Club (NPRSCC) Annual Meeting at approximately 7:30 PM on November 11, 2019, at the Normandy Park Cove Clubhouse.

Ron started the meeting by introducing the Board of Trustees (the Board): Ron Ebbers, Quyen Nguyen, Susan Fitzpatrick, Charles Angelo, and John Leatherwood.

In consideration of Veterans' Day, Ron expressed sincere appreciation to veterans in attendance for their important service to the country.

## II. Call to Order & Welcome

Ron called for amendments to the current meeting's agenda, to which no changes were requested. Approval of the agenda was proposed, seconded and unanimously accepted by attending community members.

## III. Reading of minutes from the last meeting

John Leatherwood read the minutes from the prior Annual Meeting (November 12, 2018, copy available on the club website).

A motion was made to accept the minutes as presented and with no requested amendments, which was seconded and unanimously approved by the members in attendance.

## IV. Officers' Reports

### A. Treasurer's Report

Susan Fitzpatrick provided a NPRSCC financial update

<b>Revenues</b>	_____	
Donations		1,030.00
Actions (9 applications)		900.00
<b>Disbursements</b>	_____	
Postage and certified letter	14.50	
Washington Secretary of State (fee for non-profit report)	10.00	
<b>Current Balance</b> (as of November 11, 2019)		<u>\$ 4,631.12</u>

All related questions regarding the Officers' report and are combined in the Questions section below.

1. Bill Prothero contributes by directly paying the domain renewal fee as well as provides services to maintain the NPRSCC website.
2. Ron expressed appreciation to the Cove for the use of the Clubhouse facilities. The Community Club grew out of the original Rivera Section separating the community social from the property restrictions committee (NPRSCC). The Cove continues to allow NPRSCC use of clubhouse facilities to conduct this annual meeting.

3. 2019 Actions:

**a. Robert and Nancy Cecchi (18153 Brittany Dr. SW)**

February 10<sup>th</sup> applied to install a pool for which the plans indicated no encroachment into the setback. The Board granted pre-approval.

October, the Cecchi's announced they changed the project to install a spa in place of a pool, which also did not violate setback restrictions so the Board approved.

**b. Jason Pham (1023 SW Shoremont Ave, between Marine View Dr. and Riviera Place)**

March, Jason submitted an application for a project to build a new house. The original plans indicated the new structure went into the western setback for the Board requested a change. The design was modified and the Board approved the final plans without any setback variance. Construction is ongoing as of this meeting.

**c. Owen and Marsha Miller (18703 Brittany Dr. SW)**

May 19<sup>th</sup> applied regarding plans for remodel with some minor structural change. Changes did not appear to extend into the setback for their double-lot property, so the Board approved the application.

**d. Kevin and Lois Gracey (18625 Beverly Rd. SW)**

Modifications include rec room/office/guest suite addition to the north side of the garage. The proposed renovation was within covenant setbacks. Final approval granted May 19, 2019.

**e. Dao family (1216 SW Shoremont Ave)**

May 30<sup>th</sup> applied regarding a new shed. Ron met with the owners to discuss setbacks for their property and shed positioning was adjusted to comply. The application was approved without variance.

**f. Lisa Johnson (17969 Normandy Terrace SW)**

August 6<sup>th</sup> remodeling under the existing roofline that did encroach on the setback. NPRSCC and City had no record of variances granted, but due to the age of construction, the Board felt no action could be taken. The Board approved the application as long as modification moved no further into the setback.

**g. Normandy Park Swim Club (17655 12th Ave SW)**

August 7<sup>th</sup>, submitted plans for a major remodel of the clubhouse facilities. This property fell half with Rivera Section and half not, creating an interesting situation. The design adds a second story but remains largely within the existing footprint, well within prescribed setbacks. The Board approved the plans and the project is ongoing.

**h. Charissa Chi Williams (17902 Riviera Place SW)**

September 30<sup>th</sup> applied for an addition. Their property had no established setbacks within the Covenants. Using setbacks defined for neighboring properties, the Board determined that the changes reasonably complied and the application was approved.

**i. Bill Colello (17979 Normandy Terrace SW)**

November 25<sup>th</sup>, the Board approved plans for a second story addition above the garage and other modifications that largely remained within the existing building footprint.

4. Defining street setback reference point.

The Covenants references setbacks from the street but is unclear if the measure is from the center of the street, edge of the street, or property line. The industry standard is typically 20 feet from the property line, which the Board feels we should generally adopt as a minimum setback guideline.

However, some specified setbacks are smaller than 20 feet and others large. the Board will pay closer attention when determining a starting point of measure. If the specified setback is 20 feet or less, the measurement will generally be assumed from the property line. However, if the specified setback is a large number (e.g. 40 feet), the Board may shift the starting point to be center of the street, but at least 20 feet from the property line.

There are not many undeveloped lots in the Riviera Section.

## V. Questions

All questions raised during the meeting are summarized and consolidated below.

1. Kevin and Lois Gracey (18625 Beverly Road SW) not included in President's report, but the fee was paid in May 2019.

A: Omission was due to an error in dating the original approval letter. A notation is included in the 2019 Action (above) and the acceptance letter re-written, signed and delivered to provide a correctly dated approval.

5. Has anyone ever challenged the authority of NPRSCC requiring legal action?

A: Yes; In 2007 a court case reaching the State Supreme (Green vs Normandy Park Riviera Section Community Club Inc.) upheld the authority of the NPRSCC to continue the covenants established by the original developer.

Another case pertaining to a property on Normandy Terrace also brought a challenge to the setback restrictions.

6. Are the current Covenants as originally defined in 1929 and have there been amendments?

A: They are the original Covenants and, to our knowledge, there have been no amendments.

There is a mechanism in the Covenants for accomplishing change that requires a majority of homeowner approval and can only be raised during an approximate 6-month window of opportunity in the 9<sup>th</sup> year of the decade (e.g. 2009, 2019, 2029).

By-laws can be amended by a special meeting with a specified quorum attending.

7. Does NPRSCC have anything with regard to Lot-A rights and are there Lot-A properties outside the Riviera Section?

A: NPRSCC has no organizational involvement with the Lot-A determination; that is under the Normandy Park Community Club.

This group also is responsible for all Cove maintenance and use rules.

Yes, there are Lot-A properties not in the Riviera Section.

All properties in Riviera Section are Lot-A.

Riviera Section owners were the original contributors to fund construction of the clubhouse. (see <https://www.npcove.org/about/cove-history/>)

8. Is Riviera Section defined in the property deed?

A: Yes, the property description should explicitly include the words "Riviera Section".

9. Do Accessory Dwelling Units (ADUs / a dwellings either attached or detached from the main house—that exist on a lot with another house) come under NPRSCC jurisdiction.  
A: This is primarily controlled by the City.
10. Does NPRSCC have jurisdiction over any other aspects of structure and use other than setbacks?  
A: Yes, there are other restrictions such as animals (Section 32) and trees (Section 34).
11. Are unapproved projects excluded from the reporting?  
A: All open projects are normally reported and can also be seen on the website on the Interactive Map.  
Currently, there are no unapproved projects or projects in the pipeline.
12. Do the neighbors have a say in Covenant variances?  
A: The Board strives to work as a clearing-house between owner/projects and their effected neighbors, as well as generally enforcing the rules. Neighbors have to agree with significant variances before the Board will approve.  
We have found the majority of neighbors to be accommodating.

## **VI. Election of board officers**

### **1. Board terms are ending for Ron Ebbers and Susan Fitzpatrick.**

Both have agreed to continue serving on the board.

Ron and Susan were nominated, seconded and unanimously approved by the attending members. Both accepted appointment.

### **2. Charles Angelo submitted his resignation from Board effective November 11, 2019.**

### **3. Ron called for any individuals interested in joining the board.**

Ideally, the Board will have a minimum of 5.

Ron explained the basic qualifications and responsibilities of the Board.

Trey Danna (18051 Normandy Terrace) expressed an interest in joining the Board.

Trey is a Real Estate Broker and is currently a member of the Normandy Park Community Club Committee.

Trey was nominated, seconded and unanimously approved by the attending members, filling out the remainder of Charles Angelo's term.

## **VII. Other Riviera business**

1. The Board will work towards more use of emails in communicating with property owners. The website does not currently have a database for User entry/maintenance of emails, but it is the intent of the Board to explore how we can accommodate.
2. Available on the website (<http://nprsc.org>) under Application, a new cover letter/form has been created to assist in understanding what information is needed for a new application.

3. We have obtained a large signboard showing the Riviera Section plat (original 1929), likely made up for the land company that ended up on Vashon Island.  
The Arts Commission has funded restoration to be hung in Normandy Park City Hall in the next few months.
4. There is a potential new development of the Ferrar property on Edgecliff. Plans are going through geotechnical analysis. Owners have not yet submitted an NPRSCC application.

## **VIII. Adjourn**

A motion to adjourn was made, seconded, and approved unanimously.

The meeting concluded at 8:30 pm

Normandy Park Riviera Section Community Club  
Annual Meeting  
November 11, 2019 7:30 p.m. at the Cove

Agenda

1. Welcome
2. Approval of Agenda
3. Reading and approval of Minutes from 2018 annual meeting
4. Officers' Reports:
  - a. Treasurer's report
  - b. President's report
    1. 2019 actions
    2. Other board actions – 20' min. front setback
5. Questions for officers regarding past year's actions
6. Election of board officers – class of 2022
  - a. Ron Ebbers, Susan Fitzpatrick
  - b. Other nominations
7. Other Riviera business and questions – email sign up
8. Informational items -
9. Adjourn