

**Architectural Committee Meeting – January 10, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J, Big Sky, Montana 59716**

1. **Membership Forum-** No one was present for membership forum discussion.
2. **Call to Order -** Committee member Brian Wheeler called the meeting to order at 8:02A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Stacy Ossorio, Trevor McSpadden, Kenny Holtz and John Loomis. Committee members Sharon Douglas and Pat Dillon were not present at the meeting. BSOA staff present included Suzan Scott, Mindy Nowakowski and Michele Geppert. BSOA members and project representatives Anne Marie Mistretta, Mike Oshier, Dennis Brown, Anne Williams, Daryl Nourse and Kyle Barner.
3. **Pre Sketch Plan Review -**
  - a. **BSOA #05206 Kihm-Jeck Single Family Dwelling Project** (Crazy Horse Road, Lot 6, Block 2, Sweet Grass Hills Subdivision, Gallatin County) – Builder Kyle Barner was present for discussion and represented the owners. Michele Geppert discussed that the property owners are seeking a variance to the existing front yard setback requirement of 25 feet per the Gallatin Canyon/Big Sky Zoning Regulations. The Covenants reference the zoning regulations for setback requirements for Sweet Grass Hills Subdivision. Kyle Barner discussed that the variance is necessary to build on this property given the extreme steep topography. A revised 5 foot front-yard setback would provide the owner the ability to build a reasonably sloped driveway. He discussed that over eight different options for home placement and floor plans were reviewed and Option #4, as shown in the submitted drawings, was the best option available that would leave the driveway with a 8.7% slope instead of a sloped driveway of 10% or more for all other options. Kyle Barner discussed that large retaining walls would also be necessary given the topography of the property. Mindy Nowakowski discussed that since the variance to the setbacks would be done through Gallatin County, adjacent neighbors will be notified about the project. The BSAC encouraged the project representative to make direct contact with adjacent neighbors prior to the county's notification which will be sent out in order to help neighbors feel more comfortable with what is being proposed. The BSAC discussed that given the extreme topography, the utility line that exists that goes down the middle of the property, the 45 feet of un-asphalted ground between the road and the front property boundary and the fact that an approved 5 foot front-yard setback would lessen the grade for a driveway, they were in support of the concept of a 5 foot front yard setback requirement.
4. **Sketch Plan Review -**
  - a. **BSOA #04363 Landon Single Family Dwelling Project** (Looking Glass Road, Tract 5, Meadow Village Subdivision, Gallatin County) – Architect Daryl Nourse was present for discussion and represented the owners. Michele Geppert went through the staff report and discussed that a propane tank was indicated within the utility easement and Staff suggests finding an alternative location given its proximity to the proposed sewer line; one or more roof overhangs appear to encroach in the setbacks by more than 2 feet as allowed per the Design Regulations and; one exception to the roof slope requirements of the Design Regulations is being requested. Daryl Nourse discussed that the location of the propane tank will be reconsidered and the roof overhangs will be modified so they do not encroach setbacks by more than 2 feet. The BSAC discussed that the roof slope should not be a problem since the Design Regulations are being

modified and will not require any particular slope just so long as the roof pitch is appropriate for the design of the home. In this instance, the proposed 2:12 roof pitch is appropriate given this architectural design aesthetic. Kenny Holtz made a motion and Trevor McSpadden seconded to approve the Skerch Plan drawings as submitted based on moving the propane tank and adjusting the roof overhangs into the setbacks per the discussion. Motion approved unanimously.

#### **5. Neighbor Notification Discussion -**

**a. Neighbor Feedback Advisory Discussion** - The BSAC discussed neighbor notification and agreed to the following:

- 1.) The definition for Adjacent Neighbor should be: "property that shares a common boundary with the subject property, as well as, any Property that is located directly across the street, common area, open space or water course;"
- 2.) Condominium owners have the same rights as single family homeowners. Since they are a part of an association, the president/chairman of each condominium association and the condominium and/or property manager should receive notification about adjacent projects. It will be up to each individual association as to how they determine the best way to communicate to their members when receiving notification;
- 3.) Staff needs to clearly define and distinguish projects where maintenance is being performed versus material alterations. Maintenance work should not require adjacent neighbor notification but any project in which a material alteration is being made should;
- 4.) Staff needs to remove language in the Design Regulations on Exceptions and anything that does not meet objective requirements of the Design Regulations should now be considered a "Variance to the Design Regulations." A Variance to the Design Regulations will be treated just as a Variance to the Covenants in terms of neighbor notification. This requires modifications to the Design Regulations which staff will perform and present to the BSAC at a future BSAC meeting. Projects that meet the Design Regulations and Covenants shall be subject to the standard postcard and email notification to adjacent neighbors and all Variances shall be subject to a more thorough mailing packet to each adjacent neighbor.

**b. Design Regulation Re-write Feedback** - The BSAC discussed changes to the Design Regulations during the previous discussion on Neighbor Notification.

#### **6. Staff Report -**

**a. Performance Deposit Tracking Sheets** - There were no comments on the Performance Deposit Tracking Sheets.

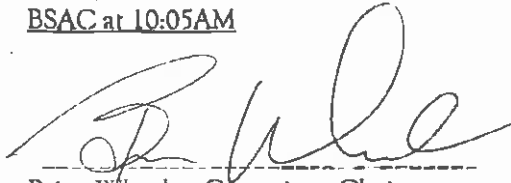
**b. Covenant Compliance Tracking Sheet** - There were no comments on the Covenant Compliance Tracking Sheet.

#### **c. Meeting Minutes -**

**i. November 7, 2012 BSAC Meeting Minutes** - Trevor McSpadden made a motion and John Loomis seconded to approve the November 7, 2012 BSAC meeting minutes. Motion carried unanimously.

**ii. December 13, 2012 BSAC Meeting Minutes** - Trevor McSpadden made a motion and John Loomis seconded to approve the December 13, 2012 BSAC meeting minutes. Motion carried unanimously.

7. Adjourn - Trever McSpadden made a motion and Kenny Holtz seconded to adjourn the meeting of the BSAC at 10:05AM



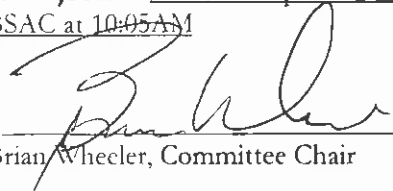
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Brian Wheeler, Committee Chair



**Architectural Committee Meeting – February 14, 2013**

**8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

1. **Membership Forum-** No one was present for membership forum discussion.
2. **Call to Order -** Committee member Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Trevor McSpadden, Pat Dillon, Kenny Holtz, Sharon Douglas, Stacy Ossorio and John Loomis. BSOA staff present included Suzan Scott, Janet Storey, Mindy Nowakowski and Michele Geppert. BSOA members and project representatives present included Anne Marie Mistretta, Mike Oshier and Daryl Nourse; E. Blaine Adams and Reid Smith were present via phone.
3. **Variance Review -**
  - a. **BSOA #06340 Falcon-Adams** (Low Dog Road, Lot 340, Block 6, Cascade Subdivision, Madison County) – Daryl Nourse and of Reid Smith Architects was present for discussion and represented the owners. Owner E. Blaine Adams and Reid Smith of Reid Smith Architects were also present via phone. Michele Geppert discussed that the owners would like to receive a Variance to the front-yard setback of 0-ft due to topography. Feedback notices were sent out and to all Adjacent Property Owners and feedback was received from all but one. The BSAC discussed the Adjacent Property Owner feedback and agreed that they support the concept of approval of a Variance to the front yard setback due to topography, but could not approve the Variance without seeing what the home will look like first. Kenny Holtz made a motion and Sharon Douglas seconded to deny approval for a Variance to the front yard setback. The decision to deny the request was based on not seeing drawings of the home to know how it will impact neighbors; however the BSAC does support the concept for a Variance due to hardship related to topography. Motion carried unanimously.
4. **BSAC Discussion –**
  - a. **Design Regulations Re-write – Draft #1** - The BSAC discussed making changes to several sections of the Design Regulations and will continue discussion of Draft #1 at their next meeting.
5. **Staff Report -**
  - a. **Performance Deposit Tracking Sheets** - There were no comments on the Performance Deposit Tracking Sheets.
  - b. **Covenant Compliance Tracking Sheet** - There were no comments on the Covenant Compliance Tracking Sheet.
  - c. **Meeting Minutes –**
    - i. **January 31, 2013 BSAC Meeting Minutes** – Trevor McSpadden made a motion and Pat Dillon seconded to approve the January 31, 2013 BSAC meeting minutes. Motion carried unanimously.
6. **Adjourn** – Trevor McSpadden made a motion and Pat Dillon seconded to adjourn the meeting of the BSAC at 10:05AM

  
Brian Wheeler, Committee Chair

**Architectural Committee Meeting – February 28, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

- 1. Membership Forum-** No one was present for membership forum discussion.
- 2. Call to Order -** Committee member Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Trevor McSpadden, Pat Dillon, Kenny Holtz, Stacy Ossorio and John Loomis. BSAC member Sharon Douglas was present via phone. BSOA staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members and project representatives present included Anne Marie Mistretta and Mike Oshier.
- 3. BSAC Discussion –**
  - a. Design Regulations Re-write – Draft #1 -** The BSAC discussed making changes to several sections of the Design Regulations and will continue discussion of Draft #1 at their next meeting.
  - 4. Staff Report -**
    - a. Performance Deposit Tracking Sheets -** There were no comments on the Performance Deposit Tracking Sheets.
    - b. Covenant Compliance Tracking Sheet -** There were no comments on the Covenant Compliance Tracking Sheet.
  - c. Meeting Minutes –**
    - i. February 14, 2013 BSAC Meeting Minutes –**Trevor McSpadden made a motion and Pat Dillon seconded to approve the February 14, 2013 BSAC meeting minutes. Motion carried unanimously.
- 5. Adjourn –** Trevor McSpadden made a motion and Pat Dillon seconded to adjourn the meeting of the BSAC at 10:05AM

  
Brian Wheeler, Committee Chair



**Architectural Committee Meeting – March 14, 2013**

**8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

**1. Membership Forum-** Emory and Susie Sanders (BSOA #05315), new owners within the BSOA, wanted to briefly introduce themselves to the Big Sky Architectural Committee. No one else was present for membership forum discussion.

**2. Call to Order** - Committee member Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Pat Dillon, Kenny Holtz, Stacy Ossorio and John Loomis. BSAC member Trevor McSpadden was present via phone. BSOA staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members and project representatives present included Anne Marie Mistretta and Mike Oshier.

**3. BSAC Discussion –**

**a. Design Regulations Re-write – Draft #1** - The BSAC discussed making changes to several sections of the Design Regulations and completed revisions for Draft #1.

The BSAC discussed that on occasion, information is later brought to light regarding a project approval previously made; and if that information had been known at the time of review, the BSAC may have made a different decision. In these instances, the BSAC would like further clarification from outside council if the approval previously made could be invalid. Kenny Holtz made a motion and Pat Dillon seconded to task staff with seeking a second legal opinion from outside council regarding this question. Motion carried unanimously.

**4. Staff Report -**

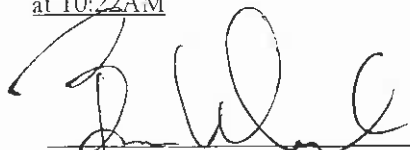
**a. Performance Deposit Tracking Sheets** - There were no comments on the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet** - There were no comments on the Covenant Compliance Tracking Sheet.

**c. Meeting Minutes –**

**i. February 28, 2013 BSAC Meeting Minutes** – John Loomis made a motion and Kenny Holtz seconded to approve the February 28, 2013 BSAC meeting minutes. Motion carried unanimously.

**5. Adjourn** – John Loomis made a motion and Kenny Holtz seconded to adjourn the meeting of the BSAC at 10:22AM

  
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Brian Wheeler, Committee Chair



### Architectural Committee Meeting – March 28, 2013

8:00A.M. BSOA Conference Room – 145 Center Lane Unit J, Big Sky, Montana 59716

1. **Membership Forum**- No one was present for membership forum discussion.
2. **Call to Order** - Committee member Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Pat Dillon, Trever McSpadden, Stacy Ossorio and John Loomis. BSAC member Sharon Douglas was present via phone. BSOA staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members and project representatives present included Anne Marie Mistretta, Dennis Jeck, Kathi Kihm, Erik Aasheim, William Feher, Denny Holder, Joe Schwem and Kyle Barner.
3. **Minor Alteration** –
  - a. BSOA #04366 – Woodard Landscape Modifications (Lot 66, Block 3, Meadow Village Subdivision, Gallatin County: 2130 Looking Glass Road) – Erik Aasheim was present for discussion and represented the Woodards. Michele Geppert discussed that the only noticeable potential issue was the proposed location of the boulder/tree feature in or near the front setback of the property and explained that if this landscape feature is located within the road right-of-way, it could interfere with snow removal. Erik Aasheim discussed that the feature will be moved out of the right-of-way and will not interfere with snow removal. Sharon Douglas made a motion and John Loomis seconded to approve the proposed landscape modification as proposed. Motion carried unanimously.
4. **Sketch Plan Review** -
  - a. BSOA #05206 Kihm-Jeck Single Family Dwelling (Lot 6, Block 2, Sweet Grass Hills Subdivision, Gallatin County: Crazy Horse Road) – Owners Kathi Kihm and Dennis Jeck and contractor and Designated Project Representative Kyle Barner were present for discussion. Michele Geppert discussed that she had received an inquiry from a neighbor, Lisa Hornburg (BSOA #05203-05205), requesting to be kept in the loop regarding the review of this project. Michele Geppert discussed that she had been updating Lisa Hornburg via email and had provided dialing instructions in case she wanted to listen to the discussion during the meeting. The BSAC requested anyone other than those on the committee to confirm their attendance via phone at the meeting and there was no response. Kyle Barner discussed that a variance to the setback was approved by Gallatin County permitting construction up to 5 ft from the front-yard setback. The BSAC discussed the proposed Exception to the Design Regulations for a retaining wall which Kyle Barner described as 6 ft in height at its tallest point and composed of stacked boulders. Kyle showed the BSAC photographs taken of the 18 ft tall retaining wall located at Black Eagle and discussed that the impact of the retaining walls will be lessened by plantings between rocks. The BSAC discussed that the proposed retaining wall meets the aesthetic intent of the design regulations since it does not appear to be a solid wall; rather it is stacked and stepped in a way that it will be incorporated in the site design nicely. John Loomis made a motion and Pat Dillon seconded to approve the Exception to the Design Regulations for the retaining wall and also approve Sketch Plan as submitted. Motion carried unanimously.
  - b. Cascade Ridge Single Family Condominium by Lilly & Lopker, LLC (Lot A13, Block 2, Cascade Subdivision, Madison County: Little Thunder Road) – Developer and property owner Pat Lopker was present via phone. Architect Joe Schwem and Property Manager William Feher were present for discussion. Pat Lopker discussed that the two proposed units shown on drawing submitted for Sketch Plan Review have been downsized from the original approved plans. The materials and design aesthetics are similar to other units and will coordinate nicely with the existing site and units previously built. Joe Schwem discussed that

the materials have not yet been selected since it is the developers intent to allow those that purchase the property to select from a list of BSAC approved materials to design a home that is both unique from other units, and also matches the design aesthetic of the other units already built. The BSAC discussed that they cannot pre-approve a list of different materials for different areas for finished on the two units; the materials submitted for Final Review will have to be the materials the future homeowners use unless they resubmit for new materials. Pat Lopker also mentioned in the cover letter submitted with the Sketch Plan application that the BSAC had previously approved an Exceptions to the Design Regulations regarding the height and length of the retaining wall due to topography and was requesting this again since the topography necessitates retaining walls with these dimensions. Sharon Douglas made a motion and Stacy Ossorio seconded to approve an Exception to the Design Regulations with regards to the proposed retaining walls and also approve Sketch Plan as submitted. Motion carried unanimously.

**5. Final Plan Review –**

a. BSOA #02731 Holder Single Family Dwelling (Lot 31, Block C, Aspen Groves Subdivision, Gallatin County: Pine Cone Terrace) – Owner Denny Holder was present for discussion. Michele Geppert discussed that Denny Holder had received Final Plan approval back on April 14, 2011, but the approval was no longer valid. Michele Geppert discussed that the only issue with plans as proposed is that the roofing material does not carry a Class A or Class B rating as currently required by the Design Regulations. Denny Holder discussed that he intends on using a fire-retardant material beneath the cedar shingles that would classify the roof as a Class A rating roof. Trever McSpadden made a motion and Sharon Douglas seconded to approve the resubmitted Final Plan drawings as submitted contingent upon the roofing materials carrying a Class A rating. Motion carried unanimously.

**6. BSAC Discussion –**

a. **Design Regulations Re-write – Draft #1** - The BSAC discussed making changes to several sections of the Design Regulations. Since it was their intent to make the recommendation to the BSOA to adopt the Design Regulations today and it did not appear as though there was agreement on multiple sections for the Draft Design Regulations, the BSAC discussed that they would like to hold a special meeting next week to finalize the document. Staff will send a meeting notification and establish quorum for a time next week to meet to discuss the Design Regulations.

**7. Staff Report -**

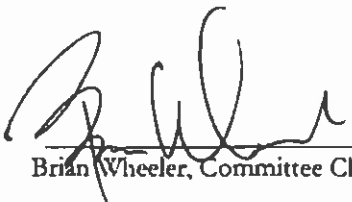
a. **Performance Deposit Tracking Sheets** - There were no comments on the Performance Deposit Tracking Sheets.

b. **Covenant Compliance Tracking Sheet** - There were no comments on the Covenant Compliance Tracking Sheet.

**c. Meeting Minutes –**

i. **March 14, 2013 BSAC Meeting Minutes** – John Loomis made a motion and Kenny Holtz seconded to approve the March 14, 2013 BSAC meeting minutes. Motion carried unanimously.

8. **Adjourn** – John Loomis made a motion and Pat Dillon seconded to adjourn the meeting of the BSAC at 9:45 AM



Brian Wheeler, Committee Chair



**Architectural Committee Meeting – April 5, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

1. **Membership Forum-** No one was present for membership forum discussion.
2. **Call to Order** - Committee member Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Pat Dillon, Kenny Holtz, Trevor McSpadden, Stacy Ossorio and John Loomis. BSAC member Sharon Douglas was present via phone. BSOA staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA member Anne Marie Mistretta was present at the meeting.
3. **BSAC Discussion –**
  - a. **Design Regulations Re-write – Draft #1** - The BSAC discussed making changes to several sections of the Design Regulations and completed revisions for Draft #1. Although the BSAC is ready to adopt the Design Regulations, they discussed that the legal committee or a staff attorney needs to review them.

**\*\*BSAC Member Kenny Holtz left the meeting at 10:00AM\*\***

Trevor McSpadden made a motion and John Loomis seconded to make a recommendation to the BSOA Board to adopt the revisions to the Design Regulations pending a second look at the document by a staff attorney or Legal Committee. Motion carried unanimously.

Member Stacy Ossorio discussed that she supported the adoption of the new Design Regulations but discussed that personal property rights should always be considered a priority when a project is being reviewed by the BSAC.

4. **Adjourn – John Loomis made a motion and Pat Dillon seconded to adjourn the meeting of the BSAC at 11:37A.M.**

  
Brian Wheeler, Committee Chair  
John Loomis

**Architectural Committee Meeting – April 11, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

**1. Membership Forum-** No one was present for membership forum discussion.

**2. Call to Order -** Committee member Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Pat Dillon, Kenny Holtz, Trevor McSpadden and John Loomis. BSAC member Sharon Douglas was present via phone. BSOA staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members/project representatives included: Anne Marie Mistretta, Markus Kirchmayr, John Maloney and Frank Sundeen were present at the meeting.

**3. Minor Alteration Review –**

a. BSOA #01188-01366 Hill Condominium Deck Modifications (21 Sitting Bull Road, unknown COS or Tract, Cascade Subdivision, Madison County) – Architect Randy Visser was present for discussion and represented the Hill Condominium Owners Association. Randy Visser discussed that the project will be phased per the description in the written statement and phase I will take place this summer, phase II will take place next summer and the last phase to finish the project up will take place in summer 2015. He discussed that construction staging will take place across the street in a lot the Hill Condominium Owners Association owns. The proposed materials are: 1) decking surface in 2"x6" fir T&G decking painted in Sikkens semi-transparent paint in 'Hickory'; 2) framing done using pressure treated joists with 24" spacing; 3) posts will be 6"x6" or 4"x4" painted in Sikkens semi-transparent paint in 'Hickory' 4) skirt board and railing cap trim boards will be cedar in Sikkens semi-transparent paint in "Hickory" and; railing system in steel tub frame with 4" square welded wire metal mesh infill panel painted 'black.' Kenny Holtz made a motion and Pat Dillon seconded to approve the deck modification project as submitted and as a 3-phase project to be completed by the end of summer 2015. Motion carried unanimously.

**4. Sketch Plan Review –**

a. BSOA #04417 Doyle Additions, Major Renovations (2695 Little Coyote Road, Lot 17, Block 4, Meadow Village Subdivision, Gallatin County) – Architect Janet Storey was present for discussion and represented the owners. Janet Storey discussed that presently, there is already 46' in uninterrupted wall length on the home, and the owners would like to expand upon that by 6'. Sharon Douglas made a motion and Trevor McSpadden seconded to approve the Sketch Plan submittal inclusive of the Exception to the Design Regulations for the expansion of the wall to 47' finding that the proposed building materials and site grade help break the uninterrupted wall length up, thus meeting the intent of the Design Regulations. Motion carried unanimously.

b. BSOA #04314A Bowman Single Family Dwelling (Two Moons Road, Lot 14A, Block 3, Meadow Village Subdivision, Gallatin County) – Architect Mark Weirich was present for discussion and represented the owners. The BSAC discussed window placement with Mark Weirich. Kenny Holtz made a motion and John Loomis seconded to approve the Sketch Plan submittal as submitted. Motion carried unanimously.

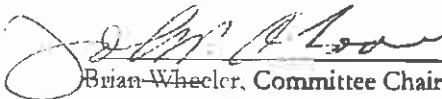
**5. Staff Report –**

a. Performance Deposit Tracking Sheets – No comments or questions came up for discussion on the Performance Deposit tracking sheets.

b. Covenant Compliance Tracking Sheet - No comments or questions came up for discussion on the Covenant Compliance tracking sheet.

c. March 28, 2013 BSAC Meeting Minutes – Kenny Holtz made a motion and John Loomis seconded to approve the March 28, 2013 BSAC meeting minutes. Motion carried unanimously.

6. Adjourn – Trever McSpadden made a motion and Kenny Holtz seconded to adjourn the meeting of the BSAC at 8:45A.M. Motion carried unanimously.

  
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Brian Wheeler, Committee Chair

  
John Loomis

**Architectural Committee Meeting – April 25, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

**1. Membership Forum-** No one was present for membership forum discussion.

**2. Call to Order –** Acting committee chair John Loomis called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included John Loomis and Pat Dillon. BSAC members Sharon Douglas and Brian Wheeler were present via phone. BSOA staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members and project representatives present included: Dennis Jeck, Kathi Kihm, Joe Schwem, Kyle Barner, Al Malinsowski, Dave Nordstrom, Jerry Scott, Anne Scott and Jamie Daugaard. Architect Andrew Brechbuhler was present via phone.

**3. BSAC Discussion –**

**a. BSOA #04303A Hansen Reroof** (2920 Two Moons Road, Lot 3A, Block 3, Meadow Village Subdivision, Gallatin County) – Michele Geppert discussed that owner Don Hansen was supposed to call into the meeting at any time to discuss his project. She showed the BSAC reroof material options submitted by Don Hansen which included: Bridger Steel in 'Colonial Red,' Bridger Steel in 'Light Gray,' Bridger Steel in 'Forest Green,' Bridger Steel in 'Desert Brown.' She discussed that the owner's preference was the 'Colonial Red.' The BSAC discussed the color options and agreed that given the color of the garage door is green, the 'Forest Green' color is the best option at this time since questions regarding the other color options could not be addressed by the owner. Sharon Douglas made a motion and Pat Dillon seconded to approve the Bridge Steel reroof material in 'Forest Green.' Motion carried unanimously.

**4. Sketch Plan Review –**

**a. BSOA #04221 Stoner Additions, Major Renovations** (2635 Curley Bear Road, Lot 21, Block 2, Meadow Village Subdivision, Gallatin County) – Architect Joe Schwem was present for discussion and represented the owners. Staff questioned if a hot tub was intended for this addition. Joe Schwem discussed that the current plan does not include a hot tub, but the decking shown in drawings will adequately screen a future hot tub. The BSAC questioned if lighting was being proposed. Joe Schwem discussed that light fixtures will be submitted for the final plan review. Window placement along the East Elevation was discussed but it was determined that given the location of the window as indicated in the Floor Plan, it seems appropriate to leave the window out. Sharon Douglas made a motion and Pat Dillon seconded to approve the Sketch Plan proposal as submitted. Motion carried unanimously.

**5. Final Plan Review –**

**a. BSOA #05206 Kihm-Jeck Single Family Dwelling** (2325 Crazy Horse Road, Lot 6, Block 2, Sweetgrass Hills Subdivision, Gallatin County) – Owners Denny Jeck and Kathi Khim were present for discussion. Contractor Kyle Barner and architect Andrew Brechbuhler were also present to answer questions. The BSAC discussed the proposed light fixtures and agreed that given the location of the non-Dark Skies Compliant lighting which faces the uphill side away from any current residence, and given that the lights are covered by the entry roof, the lights as proposed meet the intent of Dark Skies Compliant. The BSAC briefly discussed the retaining walls and looked at samples of other retaining walls. Since they discussed retaining walls at length during the Sketch Plan review, the BSAC discussed that the retaining walls were still appropriate given the topography of the lot as well as given the fact that the walls are located on the side of the home opposite to views from existing homes in the area. Kyle Barner showed the BSAC the materials board. Materials include: horizontal lap siding by Dolly Varden in 'Cedar', vertical board and batt in 'Cedar', and Trim in 'Cedar', roofing in Marlarkey asphalt shingles class A rated in 'Weathered Wood', fascia in 'Cedar', windows

are aluminum clad in 'Champagne', decking to match exterior wall/trim materials, lighting to include Craftmade Espana small outdoor sconce under front door patio cover, and Kichler outdoor Dark Skies Compliant wall lights in 'Architectural Bronze.' Brian Wheeler made a motion and Pat Dillon seconded to approve the Final Plan proposal as submitted. Approval is contingent upon submitting a letter from the licensed surveyor confirming that the property has been staked according to the approved Site Plan and is in compliance with the Covenants. Motion carried unanimously.

**b. BSOA #07108 Tract 5, LLC Single Family Dwelling Condominium Project (2335 Curley Bear Road, Tract 5, Block 2, Meadow Village Subdivision, Gallatin County) –** Project developer Al Malinowski introduced the project and discussed that there will be a total of 7 units. Approval for a 0-ft side-yard setback Variance was granted by Gallatin County. Three of the buildings will consist of duplexes and slight external modifications will be made to give each unit a unique look. As identified by the drawings, each duplex has an A and B floor plan. Al Malinowski discussed that the average height of all the units complies with the maximum height restrictions of the Covenants. In addition, plans include a golf-cart barn which holds 8 cart bays, one per unit in addition to one additional bay for storage. Jamie Daugaard and Brian Scott discussed the materials board. Materials include: metal resibond standing seam low slope roofing in 18" panel and lap siding at 1.5" corner trim lap siding, Cal siding in 'ghostwood silver city' 1"x8" vertical siding, board formed concrete, primary roof pitches in GAF class A timberline asphalt shingles in 'Barkwood,' Certainteed cement board timber series in 'Woodland,' aluminum clad windows and doors in 'Chestnut Bronze,' Outdoor Wall 2Lt #9246AZ in 'Architectural Bronze' wall sconces and Dreamscape Lighting in 'Copper Bronze' #DL-126-3 for landscape. Janet Storey discussed that other lights were indicated on the Site Plan as well. Al Malinowski discussed that they will bring those lights through the BSAC at a later date. Al Malinowski discussed that the Dreamscape lighting will point down and meets the intent of Dark Skies Complaint lighting. Jamie Daugaard discussed that the patio shown in drawings submitted prior to review has been modified so it no longer encroaches front setbacks. The BSAC questioned what the intent is for construction completion. Al Malinowski discussed that at this time, the intent is to start and finish the entire project. If plans change and it is determined that they need to phase the project, they will come back through the BSAC for approval. The BSAC questioned the architectural concrete shown on the east elevation. Jamie Daugaard discussed that the topography makes the architectural concrete necessary, but would like to see what the finished project looks like with the architectural concrete remaining before any additional finishes are added to cover it. He discussed that landscape nearby will screen the architectural concrete from view. The BSAC discussed that they would like to see the architectural concrete when the units are built and will make a decision on the matter prior to releasing the performance deposit. Further, it was noted that Boyne property adjacent would be likely to have landscape that could cover visible landscape. Jamie Daugaard discussed that the trail to the golf course will be relocated to Boyne property where it was originally intended. Brian Wheeler commented that even though being associated with Boyne and Boyne owning adjacent property, he felt his voting on the project was not a conflict. Sharon Douglas asked Suzan Scott, Executive Director, for direction regarding the potential conflict. Suzan Scott assured BSAC that since Brian Wheeler already wore two hats on BSAC, his voting on the project should not be a problem. Brian Wheeler made a motion and Sharon Douglas seconded to approve the project as submitted. Approval is contingent upon approval of the architectural concrete by the BSAC prior to releasing the performance deposit. future BSAC approval of the additional site lighting, and submittal of a letter from the licensed surveyor confirming that the property has been staked according to the approved Site Plan and is in compliance with the Covenants. Motion carried unanimously.

**c. BSOA #04417 Doyle Additions, Major Renovations (2695 Little Coyote Road, Lot 17, Block 4, Meadow Village Subdivision, Gallatin County) –** Architect Janet Storey was present for discussion and represented the owners. Janet Storey discussed that the living room and dining room will be enlarged on the south side of the house and a new family room will be added on the north side. She discussed that the existing home is a "prow" front log home. The owners would like to add 7' to the log walls on the main level of the east and west walls and extend the prow 6'. This would add one foot to the foundation wall and make the east and west walls 47' long. The deck on the south side would be rebuilt 3' beyond the existing deck making the new deck approximately 3' smaller in depth than the existing deck. She discussed that the BSAC

granted the owners an exception during the Sketch Plan review for the wall length of 47'. The BSAC questioned how construction staging will take place. Janet Storey discussed that most of the staging will be

located inside the garage and top of the driveway and the contractor will keep as much of the staging off the street as possible. Michele Geppert discussed that the letter from the licensed surveyor has been submitted. Sharon Douglas made a motion and Pat Dillon seconded to approve the project as submitted. Motion carried unanimously.

Member Sharon Douglas suggested that traffic and construction staging concerns be addressed during all project reviews in the future.

**6. Staff Report -**

**a. Design Regulations/Procedures Update – Draft #1 –** Michele Geppert discussed that the BSAC needs to make a decision on where best to incorporate the procedural changes discussed over the last few months. Sharon Douglas made a motion and Pat Dillon seconded to make a recommendation to the BSOA Board that the procedural changes of the BSAC be incorporated into the BSAC Procedure Resolution. Motion carried unanimously.

**b. Performance Deposit Tracking Sheets –** The BSAC did not have any questions or comments on the Performance Deposit Tracking Sheets.


**c. Covenant Compliance Tracking Sheet –** The BSAC did not have any questions or comments on the Covenant Compliance Tracking Sheet.

**d. Approval of Meeting Minutes –**

i. Brian Wheeler made a motion and Sharon Douglas seconded to approve the April 5, 2013 BSAC meeting minutes as written. Motion carried unanimously.

ii. Pat Dillon made a motion and Brian Wheeler seconded to approve the April 11, 2013 BSAC meeting minutes as written. Motion carried unanimously.

**7. Pat Dillon made a motion and Sharon Douglas seconded to adjourn the meeting of the BSAC at 9:45AM. Motion carried unanimously.**

  
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Brian Wheeler, Committee Chair

**Architectural Committee Meeting – May 9, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

**1. Membership Forum-** There was no membership forum discussion.

**2. Call to Order –** Committee Chair Brian Wheeler called the meeting to order at 8:04A.M. The Big Sky Architectural Committee (BSAC) members present included Pat Dillon, Kenny Holtz, Trevor McSpadden and Brian Wheeler. BSAC members Sharon Douglas and John Loomis were present via phone. BSOA staff present included Suzan Scott, Janet Storey and Krista Mach. BSOA members and project representatives present included Scott Bechtle, Alan McClain, Scott Hammond, Sara Gram, Todd Thesing and Gail Thomas. Owners Paul Julsrud and Kevin Stump and Joe Urbani were present via phone.

**3. Minor Alteration –**

**a. BSOA #04222 Julsrud Landscape Modifications** (2655 Curley Bear Rd., Lot 22, Block 2, Meadow Village Subdivision, Gallatin County) – Landscaper Alan McClain discussed project specifications that included landscaping plans, new patio off the back deck, a minor irrigation system and plans for reclamation of the disturbed area at the front of the house. Staff questioned the proposed planting of spruce trees in front and suggested they be planted further back on property. Kenny Holtz made a motion and Trevor McSpadden seconded to approve the Landscape Modifications. Motion carried unanimously.

**b. BSOA Street Lamp on Sitting Bull Road** (Sitting Bull Road, Cascade Subdivision, Madison County) – After a request by a homeowner in Cedar Creek for additional street lights on Sitting Bull Road, the BSOA Board tasked staff to further investigate the logistics, cost, and design of lights. After some research, staff requested the BSAC to review the aesthetics of two proposed street lights. After some discussion, Kenny Holtz made a motion and Trevor McSpadden seconded to approve the idea of a light fixture at the presented location(s) but would like more thought on the what type of light be considered and suggested a master light plan for the top of the mountain. Motion carried unanimously. Further discussion and suggestions were to consult with Glennis Indrelend of Boyne, as well as Northwestern Energy regarding a master plan and have Glennis on the agenda at the May 23<sup>rd</sup> BSAC agenda. It was also suggested that a September deadline be considered for a street light(s) to be put in.

**4. Sketch Plan Review –**

**a. BSOA #05433 Stump Pond, Major Renovation** (2735 Chief Joseph Rd., Lot 33, Block 4, Sweetgrass Hills Subdivision, Gallatin County) – Project Representative Joe Urbani was on the phone for discussion, along with Kevin Stump, the property owner. Joe Urbani presented the project that included pond specifications, a re-circulating stream, the circulating system and filters, along with the estimated evaporation rate/water replacement needs. The estimated project timeline was 4 weeks and construction would begin at the start of summer. Staff then questioned the setbacks, which were not indicated on the drawings, the water overflow onto neighbor's property, and the height of the proposed berm. Joe Urbani proposed a 7 foot high berm with outflow going into the culvert below, by the road and onto the graded south portion of the Stump property. Committee members also questioned the diameter of the pond (26 ft. wide, 63 ft. long) in relation to the size of the lot (1.15 acres) and questioned whether the pond could be made smaller and still work as a functioning body of water. BSAC also questioned the water source, which would come from the public water system. After further discussion, Kenny Holtz made a motion and Trevor seconded to table the project until the pending 5 items were addressed. They are as follows: 1) Revised Plan that indicates Pond Berm area is located outside property setbacks; 2) Landscape Plan of the disturbed area, including irrigation; 3) A section drawing through the Pond; 4) A letter from Big Sky Water and Sewer District that confirms the

water supply through the peak months of July and August; 5) Neighbor Notification that includes a packet of information for each of the 5 adjacent neighbors to include a written statement introducing the project in more detail, plans showing the extent of the cut and fill as well as the plans, drawings and specifications already submitted to the BSAC. The motion carried with Trever McSpadden, John Loomis, Kenny Holtz, Brian Wheeler, and Sharon Douglas in favor and Pat Dillon opposed.

**b. BSOA #07113 Tract 9, Morning Sun Condominium, LLC Multi-Family Project (2025 Little Coyote Road, Lot TR9, Block 5, Meadow Village Subdivision, Gallatin County)** – Due to a potential conflict of interest Brian Wheeler abstained from comment on the project. Kenny Holtz, therefore, lead the project discussion and Project Manager, Scott Bechtle presented the project. The proposed multi-family project was presented with the goal of being affordable housing for Big Sky, which includes 28 units and 1,300 sq. ft. of living space in each unit with an access road that lead to a driveway and garage with 2 parking spaces. It was stated that further review with the Fire Chief will include turnaround space that will be addressed at final review. Broadwater Condominium's propane tank will be removed from the property and the proposed units will be heated with electricity. Colors of materials will be addressed at final review as well. Staff questioned parking on lower units and whether the parking lot complies with the 25 ft. setback, snow storage areas, and the variation of wall length. The BSAC discussion was about snow storage and whether a different location for the trash bins could be a solution to this issue. After no further discussion, Trever McSpadden made a motion, seconded by Sharon that the Committee approve the sketch plan contingent upon the following information being added prior to Final Plan review: 1) Snow storage areas; 2) Include length of walls in the Plan; 3) Include a Hot Tub Plan so that there is uniformity when owners put in this accessory. Motion carried unanimously. Let it be noted that Brian Wheeler abstained from voting.

\*\*\*\*\* Sharon Douglas left the meeting at 9:38 a.m. \*\*\*\*\*

**c. BSOA #06351, Personal Care Real Estate, Inc. "Cignavitch" Single Family Dwelling** (no assigned address available: Low Dog Road, Lot 351, Block 6, Cascade Subdivision, Madison County) – Architect Sara Gram introduced the project and discussed that the house was designed further back on the lot to access the ski slope and therefore, a redesign of the driveway was done. Staff concerns had to do with Fire Department turning ratio, and the driveway. After some discussion, a motion was made by Trever McSpadden and seconded by Pat Dillon for approval of the sketch plan pending additional information on the staff report to be submitted prior to Final Review which includes the following: 1) additional cut and fill information/grading is needed for the driveway; 2) Retaining walls are not indicated on the Site Plan; 3) Need clarification of driveway materials; 4) Patio decks are not shown on Site Plan; 5) Hot tub is not shown on the Site Plan. Motion passed unanimously.

**d. BSOA #05319 Myers Addition to Single Family Home, Major Renovation** (2860 Rain in Face Road, Lot 19, Block 3, Sweetgrass Hills Subdivision, Gallatin County) – Contractor Todd Thesing was present for discussion and represented the property owners. Instead of an auxiliary building, the owners are presenting the proposed addition to the house. After some Committee discussion, positive comments were heard from John Loomis. There was clarification requested, however, regarding the turnaround in the driveway and that a retaining wall may be needed for that purpose, as well as additional information regarding a hot tub. Kenny Holtz made a motion and John Loomis seconded to improve the sketch plan as submitted. Motion carried unanimously.

**e. BSOA #02502 Papp Single Family Swelling** (No address available: Autumn Trail Road, Lot 2, Block A, Aspen Groves Subdivision, Gallatin County) – Architect Janet Storey presented the project but due to a conflict of interest, Krista Mach presented the Staff Report. After some discussion, a motion was made by Trever McSpadden to approve the project as is, with a second from Kenny Holtz. The motion carried unanimously.



**5. Staff Report -**

**a. Design Regulations/Procedures Update to BSAC –** Suzan Scott presented the update, along with additional edits from the BSOA Legal Committee and Board and asked that the BSAC approve the changes as-is and recommend further approval of the Board at their May 17<sup>th</sup> meeting. Pat Dillon made a motion and John Loomis seconded to approve the edits and recommend approval from the BSOA Board of the Design Regulations and BSAC Procedure Resolution, as well as a \$50 increase to the Review Fees for Major Renovations to cover the additional costs of Neighbor Notification. Motion carried unanimously.

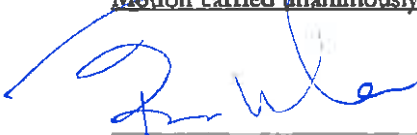
**b. Performance Deposit Tracking Sheets –** The BSAC did not have any questions or comments on the Performance Deposit Tracking Sheets.

**c. Covenant Compliance Tracking Sheet -** The BSAC did not have any questions or comments on the Covenant Compliance Tracking Sheet.

**d. Approval of Meeting Minutes –**

- i. Because Sharon Douglas had previously requested changes to the April 25<sup>th</sup> meeting minutes and she left the meeting early, it was suggested that April's meeting minutes get put on the May 23<sup>rd</sup> BSAC meeting agenda.

**7. Trever McSpadden made a motion and Pat Dillon seconded to adjourn the meeting of the BSAC. Motion carried unanimously.**



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Brian Wheeler, Committee Chair



### Architectural Committee Meeting – May 23, 2013

8:00A.M. BSOA Conference Room – 145 Center Lane Unit J, Big Sky, Montana 59716

1. **Membership Forum-** No one was present for membership forum discussion.

2. **Call to Order** – Committee Chair Brian Wheeler called the meeting to order at 8:05A.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Stacy Ossorio, John Loomis, Kenny Holtz and Pat Dillon. BSAC member Sharon Douglas was present for the meeting via phone. The Big Sky Owners Association (“BSOA”) staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members and project representatives present included: Steve and Marie Rapp, Mark Weirich and Jamie Roberts.

3. **Minor Alteration Review –**

a. **BSOA # 04620 Wimmer Reroof and Deck Railing Project** (Property street address: 2180 Spotted Elk Road; Legal Description: Lot 6, Block 20, Meadow Village, Gallatin County) - Michele Geppert discussed that the owner would like to replace their roof with Grand Sequoia asphalt shingles in ‘Weathered Wood.’ In addition, the owner’s insurance company is requiring he install a railing around the deck. The deck railing will coordinate with existing materials. Kenny Holtz made a motion and Pat Dillon seconded to approve the reroof and deck railing projects as submitted. Motion carried unanimously.

4. **Sketch Plan Review –**

a. **BSOA # 06304 Hansen Properties LP Single Family Dwelling** (Property street address: 9 White Grass Road; Legal Description: Cascade Block 4, Lot 304, Madison County) – Architect Janet Storey was present for discussion and represented the owners. The BSAC discussed the proposed driveway grading and drainage in relation to the ski trail easement with Janet Storey and recommended plans be designed so as to not interfere with the use of the ski trail easement. Janet Storey discussed that plans for the grading and drainage of the driveway were designed with the ski trail easement in mind and should not interfere with the easement. Kenny Holtz made a motion and Sharon Douglas seconded to approve the Sketch Plan drawings as submitted based on all comments regarding drainage and the ski trail easement. Motion carried unanimously.

b. **BSOA # 04519A Rapp Single Family Dwelling** (Property street address: 2245 Little Coyote Road Legal Description: Lot 1, Block 5, Meadow Village, Gallatin County) – Owners Steve and Marie Rapp were present for discussion. The BSAC discussed the location for the driveway which is located around a curve and recommended care be taken for the driveway plan since icy road conditions may increase the likelihood that vehicles will slide into the proposed driveway. Steve and Marie discussed that they will take this into consideration for Final Plan drawings. Steve discussed that the drawings submitted will have added window and additional stonework for the Final Plan submittal. Kenny Holtz made a motion and Pat Dillon seconded to approve Sketch Plan drawings as submitted. Motion carried unanimously.

5. **Final Plan Review –**

a. **BSOA # 04314A Bowman Single Family Dwelling** (Property street address: 3240 Two Moons Road Legal Description: Meadow Village Block 3, Lot 14) – Architect Mark Weirich was present for discussion and represented the owners. The BSAC discussed that the tree located within the front setback should be moved back so it does not interfere with snow removal or the road right-of-way. Mark Weirich discussed that he would move the tree back out of the front setback. The BSAC discussed the landscape plan and materials board and requested a list of colors of the materials to be provided to staff for the file. Kenny Holtz made a

motion and John Loomis seconded to approve the Final Plan Drawings as submitted contingent upon submitting a list of colors for the proposed materials. Motion carried unanimously. Brian Wheeler further discussed that construction staging needs to be closely monitored for this project given the tight space these property owners will have to work with and all staging needs to take place out of the roadway as much as possible. When construction vehicles park in the roadway, it is advisable to use orange cones and to also keep traffic condensed to one side of the road.

**b. BSOA # 02502 Papp Single Family Dwelling** – (Property street address: Autumn Trail  
Legal Description: Aspen Groves Block A, Lot 2) – Architect Janet Storey was present for discussion and represented the owner. The BSAC discussed the proposed light fixtures with Janet Storey. Janet Storey discussed that one light fixture is Dark skies compliant, but the other proposed fixture is not yet it points down and is shrouded thus meets the intent of Dark Skies compliance. Kenny Holtz made a motion and Stacy Ossorio seconded to approve the Final Plan drawings as submitted contingent upon a letter from the licensed surveyor. Approval is contingent upon the Aspen Groves Homeowners Association approval. Motion carried unanimously.

**6. Staff Report -**

**a. Performance Deposit Tracking Sheets** – The BSAC did not have any questions or comments on the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet** - The BSAC did not have any questions or comments on the Covenant Compliance Tracking Sheet.

**c. Approval of Meeting Minutes –**

i. Sharon Douglas made a motion and Pat Dillon seconded to approve the April 25, 2013 BSAC meeting minutes as written. Motion carried unanimously.

ii. Trever McSpadden made a motion and Kenny Holtz seconded to approve the May 9, 2013 BSAC meeting minutes as written. Motion carried unanimously.

**7. Kenny Holtz made a motion and Stacy Ossorio seconded to adjourn the meeting of the BSAC at 9:10AM. Motion carried unanimously.**

  
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Brian Wheeler, Committee Chair  


**Architectural Committee Meeting – June 13, 2013****8:00A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

**1. Membership Forum-** Anne Marie Mistretta discussed that she was hoping to attend the meeting to participate in discussion for two agenda items but due to time constraints, will miss the second discussion of the Tract 9, LLC multi-family condominium project ("Morning Sun"). She discussed her concerns regarding the Morning Sun Condominium Development and explained that developers could consider changing the angle of the entrance to the upper Two Gun White Calf road portion of the development. By changing the angle to which the entry curves from Two Gun White Calf road, it may help the flow of traffic and minimize the danger to and from downhill traffic coming from the Sweet Grass Hills neighborhood. In addition, changing the angle of the entrance may improve the accessibility for garbage trucks to the site. The BSAC thanked Anne Marie Mistretta for her comments and will continue discussion on this project during the scheduled discussion.

**2. Call to Order –** Committee Chair Brian Wheeler called the meeting to order at 8:10A.M. The Big Sky Architectural Committee ("BSAC") members present included Brian Wheeler, Stacy Ossorio, John Loomis, and Trever McSpadden. BSAC member Sharon Douglas was present for the meeting via phone. The Big Sky Owners Association ("BSOA") staff present included Suzan Scott, Janet Storey and Michele Geppert. BSOA members and project representatives present included: Anne Marie Mistretta, Dick Fast, Jeff Clark, Al Lockwood, Brian Caldwell, Scott Bechtle, Sara Gram, Alan Roos, Steve Rapp, Marie Rapp and Cody Cavanaugh.

**3. Sketch Plan Review –**

**a. BSOA #02720 Olson Single Family Dwelling** (Legal Description: Aspen Groves Block C Lot 20 Street Address: not assigned, West Pine Cone Terrace) - Contractor John Venner was present for discussion and represented the owners. Aspen Groves board member Dick Fast discussed that both he and Bill Reed had reviewed the architectural drawings on behalf of the Aspen Groves Homeowners Association prior to this meeting and were aware of two issues: proposed height of the structure is greater than the allowable height and parking near the front property boundary within the front setback was indicated. The BSAC discussed the location of the proposed home with John Venner and it was agreed that there could be minor modifications to the site plan to minimize the impact the parking/turn-around around currently shown within the front setback had to the neighborhood. It was also discussed that a 4-point method per the Design Regulations would need to be clearly illustrated on the drawings for the Final Plan submittal and the roof height from the average of those points would have to comply with the Covenant height restriction of 28 ft maximum. Stacy Ossorio made a motion and Trever McSpadden seconded to approve the Sketch Plan drawings as submitted based on discussion about modifying the location of the home so the parking/turn-around area was not located within the front setback and modifying the roof slope so that the height of the structure would comply with Covenants. Motion carried unanimously.

**b. BSOA #07098 Historic Crail Ranch Storage Shed –** (Legal Address: Meadow Village Lot 1-A; Street Address: 15 Spotted Elk) – Historic Crail Ranch ("HCR") chairman Al Lockwood and HCR board member Anne Marie Mistretta were present for discussion and represented the HCR and Big Sky Community Corporation ("BSCC"). Al Lockwood presented photographs, materials, a site plan and three different concepts to the BSAC for a garden-shed/storage building to be added to the site as a welcoming cabin and for equipment storage. Anne Marie Mistretta discussed that the HCR also intends on adding electricity to the existing historic cabin on site and the electrical work will be used for the proposed structure as well. The BSAC discussed all three concepts with Al Lockwood and agreed that as a historical site, the added storage

building should be designed to closely coordinate with the two existing structures on the site. BSAC member Trever McSpadden disclosed that he is on the board for the BSCC; the BSAC discussed that Trever McSpadden's role on the BSCC board should not negatively impact the ability to vote on this issue. Stacy Ossorio made a motion and John Loomis seconded to approve the Storage/welcoming building for Sketch Plan as submitted. Motion carried unanimously.

Michele Geppert discussed that as a 501-C-3, the HCR has requested Review Fees be waived in the past and questioned if the BSAC would like to entertain waiving the Review Fees for this project. Stacy Ossorio made a motion and Sharon Douglas seconded to approve to waive the Review Fees for this project. Motion carried unanimously.

**c. BSOA #04204 Stirling Additions** (Legal Address: Meadow Village Block 2, Lot 4; Street Address: 2530 Curley Bear Rd.) - Architect Brian Caldwell was present for discussion and represented the owners. Brian Caldwell discussed that some modifications have been made to drawings to bring the project into compliance with Covenants including the height. He discussed that the owner's intent for this project is to add some additional square footage since the home will be used as a primary residence for their family as well as make modifications to improve the existing roof-line of the home. The BSAC discussed that since additional paving will be added for access to the proposed garage addition, it is likely that some of the existing trees and vegetation on site will be removed and wanted clarification on the landscaping to the site for the future Final Plan submittal. Brian Caldwell discussed that he was aware a survey is a requirement per the Project Application requirements, but questioned if this requirement could be waived since a survey was provided for an addition that took place in 2007. Stacy Ossorio made a motion and Trever McSpadden seconded to approve the Sketch Plan drawings as submitted and approved to waive the requirement of a survey contingent upon whether staff locates proof of a survey in the architectural file or if the owners are able to provide BSOA staff with proof of the survey. Motion carried unanimously. It was further discussed that the BSAC would like to see some additional trees added to a landscape plan for Final Plan submittal.

#### **4. Final Plan Review -**

**a. BSOA #06351 Personal Care Real Estate, Inc. "Cignavitch" Single Family Dwelling** (Legal Description: Cascade Lot 351, Block 6; Street address: Address not assigned, Low Dog Road) - Architect Sara Gram and contractor Alan Roos were present for discussion and represented the owners. Sara Gram discussed that since Sketch Plan review, the height of the home was adjusted to comply with Covenants. In addition, she discussed that Fire Chief Bill Farhat approved the schematics for the driveway. Alan Roos discussed the materials which include: Malarkey asphalt shingles in 'Heather' and 16 in standing seam cold rolled metal roofing; staggered butt cedar wall shingles painted in Shakertown using a custom paint mixture of Pittsburgh paint sunproof semi-transparent stain, 50% 'Blue Ridge Bay' and 50% 'Coffee;' 1x12 inch boards with 1x4 inch batts painted in Ranchwood 'East Color' for batt and board siding; 1x8 inch horizontal ship lap siding painted in Ranchwood 'West Color;' window trim, corner boards, band boards, soffit, posts and beams painted in Ranchwood 'East Color;' 7/8 in corrugated rusted siding for window pop-outs; thin stone veneer in 'Homestead' from Quarry Works; Sierra Pacific aluminum clad windows in 'Antique Brown;' 6x6 in fir posts with 4x4 in fir railings and 4x4 in grid steel mesh and; decking in 2x6 in redwood. Sara Gram discussed that the exterior lights will be Dark Skies compliant but the owners have not yet selected the fixtures. Lastly, the landscape plan was reviewed and discussed. Trever McSpadden made a motion and John Loomis seconded to approve the Final Plan drawings and specifications as submitted contingent upon submitting the Dark Skies compliant light fixture for review, submitting a letter from the licensed surveyor and; providing staff with clarification on some of the window cladding material. Motion carried unanimously.

**b. BSOA#04519A Rapp Single Family Dwelling** (Legal Description: Meadow Village Block 5 Lot 1 Sub-Lot A; Street address: 2245 Little Coyote Rd.) - Owners Marie and Steve Rapp were present for discussion. Steve Rapp discussed that Sketch Plan review; a few items were adjusted on drawings including added windows and stone veneer. In addition, the home site has been adjusted to minimize cut-and-fill. Steve Rapp discussed the materials which include: board-on-board siding painted in Sherwin Williams using a custom mixture of 1 part 'Chestnut,' 1 part 'Charcoal;' window trim using the same Sherwin Williams custom

mixture as the siding and diluted 20% and; all other areas around the home using the same Sherwin Williams custom mixture as the siding and then diluted 50%. The roof will be done using Malarkey asphalt shingles in 'Natural Wood,' vinyl windows by Weather Shield in 'Almond,' stone veneer in by Harris Stone in 'Chief Joseph Stack' and; Kenroy Home Beacon outdoor wall lantern. The BSAC discussed that the light fixture would be required to have cloudy glass and meet the intent of Dark Skies Compliant lighting. Lastly, the landscape plan was reviewed and it was discussed that the tree positioned near the neighboring property would need to be moved further into the property so that it would not grow over the property boundary and into the neighbors yard. John Loomis made a motion and Sharon Douglas seconded to approve the Final Plan drawings and specifications including the Exception to the Design Regulations for cut-and-fill. Approval is contingent upon: the letter from the licensed surveyor: the light fixture meeting the intent of Dark Skies Compliant lighting and utilizing a foggy glass covering and; moving the proposed tree further into the property so that once it fully matures, it does not expand into the neighboring property. Motion carried unanimously.

**\*\*Member Sharon Douglas left the meeting at 9:35A.M.\*\***

**\*\*Member Pat Dillon joined the meeting (in person) at 9:40A.M.\*\***

**c. BSOA #07113 Tract 9, LLC "Morning Sun" Multi Family Condominium Development (Legal Description: Meadow Village (incl 25 Lot Addition) Block 5, Lot TR9; Street address: 2025 Little Coyote Rd.) – Architect Scott Bechtle and landscape designer Cody Cavanaugh were present for discussion and represented the owners. Michele Geppert discussed that at the time of Sketch Plan Review, the policy for neighbor notification was not in place but the project representative opted to have all Adjacent Neighbors notified in writing so staff did send all Adjacent Neighbors a letter. Scott Bechtle discussed that this property is zoned as RMF-3500 by Gallatin County which stipulates that there can be no more than 12 multi-family dwellings that are 3,500 sq ft each per gross acre; tract 9 is approximately 2.4 acres and contains 28 units that are between 1,619 to 1,882 sq ft and is well under the density requirement. Scott Bechtle addressed Anne Marie Mistretta's discussion point from membership forum with regards to the angle of the driveway access from Two Gun White Calf Road and explained that a 90 degree angle of entry is required and based on code. He further discussed that the entire site has been assessed by civil engineers.**

The BSAC addressed questions that came up from neighbors during Sketch Plan review and also via emailed with staff. During Sketch Plan review, one BSOA member that owns property in Sweet Grass Hills questioned which rural improvement district ("RID") Morning Sun would be taxed under since the property is currently taxed under the Meadow Village RID #318 but would be accessing Two Gun White Calf Road which is a part of Sweet Grass Hills RID #353. Michele Geppert discussed that the staff report to the BSAC addressed this concern which discussed that Morrison-Maierle, Inc, the engineering firm that manages the RIDs in the Gallatin County portions of Big Sky, would propose an amendment to the Gallatin County Commissions for both RIDs by removing the portion of unit owners that accessed Two Gun White Calf Road from RID #318 and annexing them into RID #353. The BSAC questioned how snow removal will be handled during the winter months. Scott Bechtle discussed that snow removal will be managed by a property management company that will require vehicles move to alternating sides of the driveway/parking areas during different times of snow-plow days; this will keep parking limited to the driveway/parking areas and out of the roadways. The BSAC questioned if enough parking was being provided. Scott Bechtle discussed that two parking spaces per unit are being provided; one space is provided in a garage enclosure for each condominium and one exterior parking space in front of the garage door. In addition, the parking lot allows for many more parking spaces for potential guests and a parking policy will be incorporated into the condominium declarations and enforced by the property management company. As part of their enforcement, the property management company will monitor and keep Morning Sun owners and their guests out of roadway. Staff discussed that one BSOA member had concerns about property values impacted by this condominium association. Scott Bechtle discussed that Morning Sun is not considered low-income housing as it is not accepting government funding; Morning Sun is a condominium development designed to encourage local community residential housing based on mid-range price points and low-maintenance exterior materials. The BSAC discussed that price-points are not within the purview of the

BSOA whereas quality design aesthetic consistent with the Design Regulations and Covenants are; they discussed that this project meets the intent of both Design Regulations and Covenants.

Scott Bechtle discussed the materials which include: Ripley 10 in Dark Sky compliance exterior wall light for areas around the building that have no overhang and Minka Lavery Bay Bronze non Dark Skies Compliant outdoor lights in areas around the buildings with overhangs; Malarkey asphalt shingle roofing in 'Weathered Wood;' James Hardie Trim in 'Cobble Stone;' James Hardie Horizontal siding in 'Navaho Beige;' James Hardie Board and Batten in 'Monterey Taupe;' windows/sliding doors by Anderson in 'Terratone' and; entry door by Simpson in '1662 Fir;' insulated metal overhead garage door in 'Cobble Stone.'

Cody Cavanaugh discussed the landscape plan and logistics for hot tubs. He discussed that hot tubs are opted for by the person purchasing a condominium unit. A master plan for screening using a wall and vegetation will be brought through the BSAC at a future date. In addition, landscape is shown within the road easement and it was discussed that the proposed landscape would help screen the driveway/parking areas from view of the main roadway. Michele Geppert discussed that cut-and-fill of over 4 ft was proposed. The BSAC discussed that although cut-and-fill is being proposed over 4 ft, the proposed cut-and-fill is necessary and meets the intent of the Design Regulations in that it coordinates and blends in with the natural site and topography.

BSOA member Jeff Clark discussed his concerns that this development project will negatively impact property values particularly because of the proposed density of 28 proposed condominium units. The BSAC discussed that their role was to review for compliance to the Covenants and Design Regulations and based on the submittal, the project meets the intent of both. Property use and density are governed by zoning and not the BSAC. Jeff Clark discussed that the lower price-point is likely going to have an impact on the value of his property as well. The BSAC discussed that price-points are not within the purview of the BSOA whereas quality design aesthetic consistent with the Design Regulations and Covenants are; they discussed that this project meets the intent of both Design Regulations and Covenants.

Committee member Brian Wheeler disclosed that he is abstaining from voting on this project given his potential conflict of interest. Trever McSpadden made a motion and John Loomis seconded to approve the Final Plan drawings as submitted taking into consideration points that were brought up with both staff and the BSAC as well as all other discussion points above. Approval is contingent upon the Fire Chief's and all other regulatory agency approvals. Motion carried with 5 BSAC members voting to approve the drawings and 1 member abstaining.

**d. BSOA #06304 Hansen Single Family Dwelling** (Legal Description: Cascade Block 4, Lot 304; Street address: 9 White Grass Rd.) - Architect Janet Storey was present for discussion and represented the owners. Janet Storey discussed that no changes were made from Sketch Plan Review except some added screening around the proposed hot tub area. She discussed the materials which include: stonework using 'Moss Rock' natural stone, cedar Dolly Varden walls using Sherwin Williams Woodscapes solid body stain #SW7039 in 'Virtual Taupe;' cedar shingles for gable ends and dormers using in Sherwin Williams Woodscapes semi-transparent stain SW3540 in 'Mountain Ash;' trim and fascia done using Sherwin Williams Woodscapes solid body stain SW7038 in 'Tony Taupe;' window cladding in 'tan' and; GAF Timberline asphalt shingle roof in 'Weathered Wood.' Lastly, the landscape plan was reviewed and discussed. The proposed light fixture was discussed since it was not Dark Skies Compliant but the BSAC felt that it met the intent of Dark Skies Compliant lighting therefore complied with Design Regulations. Stacy Ossorio made a motion and John Loomis seconded to approve the Final Plan drawings and specifications as submitted contingent upon submitting the letter from the licensed surveyor, approval from the Fire Chief for the driveway specifications. Motion carried unanimously.

**\*\*BSAC member Pat Dillon left the meeting at 11:00A.M.\*\***

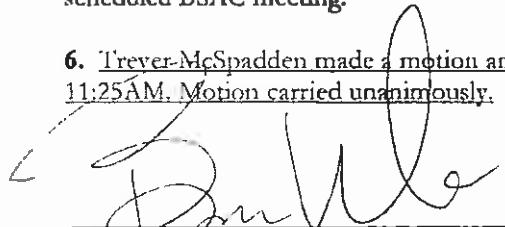
**5. Staff Report -**

**a. Performance Deposit Tracking Sheets** – Michele Geppert discussed that one outstanding Performance Deposit for the Holder Project (BSOA #02731) had not yet been deposited and construction has begun onsite; but the property owner has made arrangements to discuss the Performance Deposit at the next BSOA Board meeting scheduled for June 21, 2013. The BSAC questioned what the policy is for enforcing the Performance Deposit requirement and staff discussed that most of the procedures involving review, approval and construction are addressed in the Big Sky Owners Association, Inc Board of Directors Resolution "Big Sky Architectural Committee Procedure Resolution. No further comments or questions came up related to the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet** - The BSAC did not have any questions or comments on the Covenant Compliance Tracking Sheet.

**c. Scheduled BSAC Meetings** – Committee member John Loomis discussed that scheduled Thursday BSAC meeting interfere with regularly scheduled community events during both winter and summer seasons and questioned if other BSAC members would be willing to consider moving meeting to another day during the week. The BSAC discussed options and agreed to consider these options for discussion at the next scheduled BSAC meeting.

**6. Trever McSpadden made a motion and John Loomis seconded to adjourn the meeting of the BSAC at 11:25AM. Motion carried unanimously.**

  
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Brian Wheeler, Committee Chair





## Architectural Committee Meeting – July 11, 2013

3:00 P.M. BSOA Conference Room – 145 Center Lane Unit J, Big Sky, Montana 59716

1. **Membership Forum-** No one was present for membership forum discussion.
2. **Call to Order** - Committee member Brian Wheeler called the meeting to order at 3:00P.M. The Big Sky Architectural Committee (BSAC) members present included Brian Wheeler, Stacy Ossorio and John Loomis. BSAC member Kenny Holtz was present via phone. BSOA staff present included Suzan Scott, Janet Storey, Michele Geppert and Dawn Smith. BSOA members and project representatives present included Dick Fast, Cheryl Creed, Anne Scott and John Venner.
3. **Minor Alteration –**
  - a. BSOA #07108 – Tract 5 LLC Construction Sign (Legal Description: Meadow Village Block 2 Lot TR5; Street Address: 2335 Curley Bear Road) - Michele Geppert presented the staff report. Anne Scott, applicant representative, displayed the actual sign that will be installed on the site. She also presented a picture of the sign frame which will match the existing frame already on site. Stacy Ossorio made a motion to approve the construction sign application, the motion was seconded by John Loomis. Motion carried unanimously.
4. **Sketch Plan Review –**
  - a. BSOA #08600 Baltic Associates Addition (Legal Description: Cascade Block TR Lot 3A; Street Address: 3 Turkey Leg Road, Unit A (CKA The Black Bear Bar and Grill)) - Michele Geppert presented the staff report. Cheryl Creed discussed the parking lot access and dumpster location with the BSAC. Access and dumpster location will be addressed when the architect begins the site plan drawings. Stacy Ossorio made a motion to approve the sketch plan as submitted, the motion was seconded by John Loomis. Motion carried unanimously.
5. **Final Plan Review –**
  - a. BSOA #02720 Olson Single Family Dwelling (Legal Description: Aspen Groves Block C Lot 20; Street Address: TBD, West Pine Cone Terrace) - Michele Geppert presented the staff report noting changes from the last application. BSAC discussed site irrigation, materials and colors. Applicant will submit updated plans showing final material and color selection. John Loomis made a motion to approve the final plan review with the following conditions: 1) plans show final color and materials selections and surface-mounted address sign, 2) the letter from the surveyor submitted to BSOA and 3) correction in elevation drawings noting the roofing material as asphalt shingles; the motion was seconded by Stacy Ossorio. Motion carried unanimously.
6. **Staff Report**
  - a. **Performance Deposit Tracking Sheets** - There were no comments on the Performance Deposit Tracking Sheets.
  - b. **Covenant Compliance Tracking Sheet** - There were no comments on the Covenant Compliance Tracking Sheet.
  - c. **Meeting Minutes –**
    - i. **June 13, 2013 Minutes** –Approval of the minutes was tabled until the July 25, 2013 meeting.

**7. Adjourn** – Stacey Ossorio made a motion and John Loomis seconded to adjourn the meeting of the BSAC at 4P.M. Motion carried unanimously.

  
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Brian Wheeler, Committee Chair



## Architectural Committee Meeting – July 25, 2013

**3:00P.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

### BSAC in Attendance

Brian Wheeler  
Stacy Ossorio  
Kenny Holtz  
Sharon Douglas  
Trevor McSpadden (phone)

### Guests in Attendance

Joe Schwem, Cascade Ridge (agent)  
William Feher, Cascade Ridge (agent)  
Bob Brooks, Luechtefeld (agent)  
Jack Luechtefeld, owner  
Anne Williams, BSOA Member/Neighbor  
Rumsey Young, BSOA Board Member

### 1. Membership Forum

**2. Call to Order** Brian Wheeler called the meeting to order at 3:05pm

### 3. Sketch Plan Review

BSOA #05308 Luechtefeld – Meade Single Family Dwelling Jack & Linda Luechtefeld-Meade, Owners.

Legal Description: Sweetgrass Hills Lot 8 Block 3 Street Address: 2690 Bobtail Horse Road.

Staff presented the review of the sketch plan noting areas that will need to be addressed with the final plan application; hot tub screening and placement, landscape plan required for final review, verification of the retaining wall heights and degree to which walls are to stepped/staggered; building height calculations need to be verified and shown on final plan and must conform to the required maximum height; materials sample board must be submitted. Staff also addressed the need for exception or changes in the following areas; roof lengths, the front roof eave length measures 45 feet, 5 over the allowable, length of the rear wall on main structure is over allowable length of 40 feet by 6 inches.

Applicant briefly responded to the staff comments stating that all areas will be addressed in the final application. The building height will meet the allowable as final grade will be adjusted and shown on final site plan. Applicant answered questions from BSAC regarding retaining wall and stepping of boulders.

BSAC discussed the project addressing the rear wall length and the fact that a change in materials was in place at each end providing visual relief from the overall length. The front roof eave length was offset due to the enhanced design features in the main structure proving visual interest and relief. The retaining wall height will need to be clarified in the final submission along with the screening of the hot tub and other items noted by staff. Overall the project received favorable response. Kenny Holtz made a motion to approve the sketch plan review with the following conditions: clarification of hot tub screening and landscape plan be shown in final plan; clarification of retaining wall height and design be included in final plan; building height must meet the maximum allowable of 25 feet and shown on final plan; roof eave length exception will be allowed due to chimney and other architectural details as shown on the submitted elevations; rear wall length exception will be allowed due to the book-end effect of the change in materials; materials sample board must be submitted with final plan. The motion was seconded by Sharon Douglas. Motion passed unanimously.

### 4. Final Plan Review

Cascade Ridge Development, Lilly & Lopker LLC

Legal Description: Cascade Area13 Block 2 Street Address: Plentycoops Rd. (Cascade Ridge)

Staff presented the review of final application for construction of a single family condominium unit. This is a new design including footprint, elevations and site design. Items to be considered in the review were the extent to which the applicant was proposing to pave the road and the need for approval from the fire department that emergency access requirements were met. Also to be clarified was the extent of landscaping

to be completed along with a final decision on materials and colors to be used for the unit. The applicant did submit a site area plan generally showing where this phase of improvements/construction would terminate. Also highlighted were the continuation of previous exceptions granted for retaining wall height and length throughout the project. Staff reminded BSAC that the approval was for only Unit 101, no other units are proposed to be constructed or altered at this time.

Applicant briefly addressed the items mentioned by staff and presented a letter from the fire department approving the road improvement and access to Unit 101. The applicant representative William Feher requested that the BSAC consider a reduction in both the single family condominium review and performance deposit fee.

BSAC discussed the items addressed in the staff report and found all to be consistent with the sketch plan along with the original development approval. Materials presented by the applicant were acceptable. BSAC then discussed the applicant representative request for a review fee and performance deposit reduction. It was decided that due to the proposal being for a new building, and not a continuation of previously approved buildings that the review of \$750 was appropriate. The BSAC did discuss the performance deposit fee in relation to the 'small' single family condominium fee versus the fee on a single family residence. Since a previous phase of the project had been developed and the infrastructure was in place to accommodate further build out the BSAC felt it was appropriate to adjust the performance to a fee that more accurately reflected the current proposal of one single family condominium being constructed and related site improvements. Kenny Holtz made a motion to approve the final plan with the following conditions: review of \$750 was applicable; consideration of a reduction in performance deposit fee would be given due to the substantial amount of infrastructure that completed to date, said fees would be \$7,500 for construction performance deposit and \$5,000 for landscaping performance deposit. Sharon Douglas seconded the motion. Motion passed unanimously.

## **5. Staff Report**

**a. Performance Deposit Tracking Sheets** - There were no comments on the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet** - There were no comments on the Covenant Compliance Tracking Sheet.

## **c. Meeting Minutes**

**June 13, 2013 BSAC Meeting Minutes** – Kenny Holtz made a motion to approve the June 13, 2013 BSAC meeting minutes. Trevor McSpadden seconded the motion. Motion carried unanimously.

**July 11, 2013 BSAC Meeting Minutes** – Stacy Ossorio made a motion to approve the July 11, 2013 BSAC meeting minutes. Kenny Holtz seconded the motion.

**6. Adjourn** – Kenny Holtz made a motion to adjourn the meeting of the BSAC at 4:15 PM. Sharon Douglas seconded the motion. Motion carried unanimously.

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Brian Wheeler, Committee Chair



## Architectural Committee Meeting – August 1, 2013

3:00P.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716

### BSAC in Attendance

Stacy Ossorio, Chair Pro-tem  
John Loomis  
Kenny Holtz  
Sharon Douglas (phone)

### Guests in Attendance

Don Fuller, Owner (phone)  
Kevin McNeilly, Fuller Agent  
Lauren Visser, Fischer Agent

**1. Membership Forum** – Stacy Ossorio added Minor Alteration/Repair Painting project at Fischer Residence to the agenda per the request of Owner Representative Lauren Visser.

**2. Call to Order** Stacy Ossorio called the meeting to order at 3:05pm

### 3. Minor Alteration Review

a BSOA #06054 Slug Land, Inc "Fuller" Minor Alteration

Legal Description: Cascade Block 2 Lot 54 Sub-Lot A Street Address: 26 Little Thunder Rd.

Staff presented the request for installation of a 10.5 foot sculpture in the rear yard of the residence. It was explained that the design regulations do not specifically address site accessories such as this so the site accessory overview would apply.

BSAC discussed whether they had ever done a review of this type in the past. It was also discussed that the size of the sculpture was at a human scale and the part of the sculpture comprising the portion above 6 feet was an accent to the main part and the visibility would be minimal. Overall it was agreed that the installation was appropriate for the site.

Kenny Holtz made a motion to approve the minor alteration project/ installation of a sculpture. the motion was seconded by John Loomis. Motion passed unanimously.

b. BSOA #04417 Margaret Doyle Minor Changes to Final Plans

Legal Description: Meadow Village Block 4 Lot 17 Street Address: 2695 Little Coyote Rd.

Staff presented the application for minor alterations to an existing approved construction project. Areas outlined in the report included the change in elevations for the rear addition, namely the addition of a traditional gable roof form. Staff addressed the two exceptions being requested by the applicant; increase in retaining wall height from 4 feet to 5 feet 8 inches and an exception for encroachment into the side yard setback by both the patio surface pavers and the placement of the hot tub.

The applicant architect Janet Story highlighted the changes, further detailing the retaining wall construction and the new elevations from all three perspectives. Janet Story also discussed the site constraints and how the changes were based on said constraints.

BSAC discussed the changes along with the request for the two exceptions noting that constraints did exist within the site and the exceptions were in line with said constraints. Kenny Holtz made a motion to approve the application as presented and approve the exception for retaining wall height to 5 feet 8 inches due to the constraints of the site and that the wall is not visible from outside the site; and to approve the exceptions for placement of concrete patio pavers and hot tub to encroach into the side yard setbacks as shown on the submitted site plan. Motion was seconded by Sharon Douglas. Motion passed unanimously.

c. BSOA# 4538 Fischer Exterior Painting

Legal Description: Meadow Village Block 5 Lot 38 Street Address: 1900 Little Coyote Rd.

At the request of Owner representative, Lauren Visser, this Minor Alteration was added to the agenda. The applicant distributed a project summary to the BSAC and outlined the project which would involve painting of the siding, trim, front door and garage door.

BSAC discussed the proposed painting changes, stating that the update is a nice improvement and supported the color choices with the exception of the red being used on the garage door. Kenny Holtz made a motion to approve the minor alteration/painting request with the colors as submitted and added that the BSAC discouraged the use of the red color on the garage door. Motion was seconded by John Loomis. Motion passed unanimously.

**5. Staff Report -** Staff gave an update on tentative projects for the August 22 meeting.

**a. Performance Deposit Tracking Sheets -** There were no comments on the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet -** There were no comments on the Covenant Compliance Tracking Sheet.

**c. Meeting Minutes**

**June 27, 2013 BSAC Meeting Minutes –**Kenny Holtz made a motion to approve the June 27, 2013 BSAC meeting minutes. John Loomis seconded the motion. Motion carried unanimously.

**6. Adjourn –**Kenny Holtz made a motion to adjourn the meeting of the BSAC at 4:15 PM. John Loomis seconded the motion. Motion carried unanimously.

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Brian Wheeler, Committee Chair

**Architectural Committee Meeting – August 22, 2013****3:00 P.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716****BSAC and Staff in Attendance**

Brian Wheeler, Chair  
Sharon Douglas  
John Loomis  
Kenny Holtz  
Trevor McSpadden  
Suzan Scott (phone)  
Janet Story  
Dawn Smith

**Guests in Attendance**

Linda Meade, Owner  
Jack Luechtefeld, Owner  
Denny Brown, Owner  
Alex Hassma, Agent (Stirling)  
Bob Brooks, Agent (Luechtefeld/Meade)  
Jamie Daugaard, Agent (BSCC)  
Jessie Weise, BSCC  
Andy Dreisbacn, Agent (Reeves)

**1. Membership Forum –****2. Call to Order** – Brian Wheeler called the meeting to order at 3:07pm**3. Minor Alteration Review****a. BSOA #05309 Brown and Williams, Porch Addition**

Legal Description: Sweetgrass Hills Block 3 Lot 9      Street Address: 2720 Bobtail Horse Rd.

Staff presented the application for minor alterations, addition to existing front porch. Areas outlined in the report included the location, dimensions, and elevations of the proposed porch addition including hand sketches submitted by the applicant. The deck will match the existing porch in materials and height and will include built in benches and planters. The applicant did not give a presentation.

BSAC had no comments on the project. Kenny Holtz made a motion to approve the application as submitted. Motion was seconded by John Loomis. Motion passed unanimously.

**b. BSOA #06203 Stowe, Porch and Walkway Construction**

Legal Description: Cascade Block 3 Lot 203      Street Address: 12 Beehive Basin Rd.

Staff presented the application for minor alterations, porch and walkway construction. A hand sketch for porch design, walkway design and landscaping improvements was presented. Staff also presented a photo submitted by the owner of the project as-built. The applicant was not present at the meeting.

BSAC had no comments on the application. Kenny Holtz had a motion to approve the application as submitted. Motion was seconded by Sharon Douglas. Motion passed unanimously.

**c. BSOA #02706 Reeves, Roof Replacement**

Legal Description: Aspen Groves Block C Lot 6      Street Address: 443 Andesite Rd.

Staff presented the application for Minor Alteration- Roof replacement. It was noted that the new roof material would be metal versus the existing material of asphalt shingle. Staff communicated the applicants request for waiver of the

review fee based on having submitted a review fee in June for deck expansion. Applicant representative Andy Comer did not give a presentation.

BSAC had no comments. Sharon Douglas made a motion to approve the application as submitted and to deny the request for review fee waiver. Motion was seconded by Kenny Holtz. Motion passed unanimously.

### **Final Plan Review**

#### **b. BSOA #05308 Luechtefeld – Meade Single Family Dwelling**

Legal Description: Sweetgrass Hills Lot 8 Block 3      Street Address: 2690 Bobtail Horse Road

Staff presented the application for single family construction plan review, highlighting the areas that were presented in sketch plan as needing changes or clarification: hot tub screening, landscape plan, retaining wall height, building height and materials. All of said items as presented on the final plan are in compliance with the design regulations. Two exceptions were granted at sketch plan and continued at final plan; roof eave length on the front elevation and wall length on the rear elevation. Applicant has presented a letter to the BSAC stating approval from the BSFD for the driveway length along with a letter from C&H in regard to survey and staking.

Applicant representative Bob Brooks shared the materials board with the BSAC. The BSAC inquired as to the name of the stains to be used on the wood products. Kenny Holtz made a motion to approve the application as submitted. Motion was seconded by Trever McSpadden. Motion passed unanimously.

#### **c. BSOA #04204 Stirling Addition**

Legal Address: Meadow Village Block 2 Lot 4      Street Address: 2530 Curley Bear Rd.

Staff presented the application for major addition highlighting the areas that were presented at sketch plan review as needing clarification of conformance with design regulations; landscape of existing site versus after addition is complete, building height, property survey, snow storage and materials sample. All said areas were presented with the final plan and are in conformance with design regulations with the exception of the materials sample presentation.

Applicant representative presented a sample of the hardi panel siding, board and bat siding and roof shingles. He further described the materials: Timberline asphalt shingles in slate gray, cedar board and bat to match the existing siding color, hardi panel in dark slate to be installed on lower portion of addition; windows will match existing windows; garage door to match existing. BSAC asked for clarification on the exact location of each material and the exact finish colors of the materials and requested the applicant create a sample board with the finished colors and if possible an elevation with accurate color representation. Kenny Holtz made a motion to approve the application as submitted with the exception of a materials sample board which applicant will need to present and have reviewed at the next BSAC meeting, September 5, 2013. Motion was seconded by Trevor. Motion passed unanimously.

#### **d. BSOA #07206 BSCC, Concessions Pavilion**

Street Address: Community Park, Little Coyote Rd.

BSAC Member Trevor McSpadden abstained from the final project review due to his position on the Big Sky Community Corporation Board.

Staff presented the application for final plan review for construction of the west restroom/concession pavilion within the community park. This location and planning of the structure was approved as part of the master plan in 2009. This application was to consider the exact design and materials of the structure. Staff noted that the color of the metal roofing material in the printed copy showed it as much more orange than the actual color of the 'rusted' metal.

Applicant representative presented a material board of the stained siding, rusted metal roof material and also distributed a color rendering of the proposed structure as-built. Kenny Holtz made a motion to approve the final plan application as submitted. Motion was seconded by Sharon Douglas. BSAC discussed the exposed concrete and the need to include an exception for the height of the exposed concrete on the structure. Kenny Holtz made a motion to amend the original motion to include an exception being granted for more than 1 foot of corner foundation to be exposed. Sharon Douglas seconded the amendment. Motion passed unanimously.

## **5. Staff Report –**



**a. Performance Deposit Tracking Sheets** – Staff reviewed the new projects that had started in the past three weeks. There were no comments on the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet - BSAC** discussed the additions to the tracking sheet.

**c. Staff Discussion:**

Approval letter timeline. It was agreed by the BSAC that approvals with no conditions could be sent immediately following the meeting at which approval was given. Approval letters with condition would be given clear instructions and deadline for when the condition are to be met.

Fee schedule reformat. Staff asked the BSAC to review the new formatting and give feedback.

**d. Meeting Minutes**

**August 1, 2013 BSAC Meeting Minutes** – Kenny Holtz made a motion to approve the June 27, 2013 BSAC meeting minutes. John Loomis seconded the motion. Motion carried unanimously.

**6. Adjourn** – Trever McSpadden made a motion to adjourn the meeting of the BSAC at 5:20 PM. Kenny Holtz seconded the motion. Motion carried unanimously.

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Brian Wheeler, Committee Chair



### Architectural Committee Meeting – September 5, 2013

3:00 P.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716

#### BSAC and Staff in Attendance

Brian Wheeler, Chair  
Stacy Ossorio  
Sharon Douglas (phone)  
John Loomis  
Kenny Holtz  
Trever McSpadden  
Suzan Scott  
Janet Storey  
Dawn Smith

#### Guests in Attendance

Tom Reeves, Member Aspen Groves  
Jim Wolfram, Owner  
Becky Bishop, Owner  
Bill Breeden, Member Aspen Groves  
Bill Reed, Member Aspen Grove  
Alex Hassman, Agent (Stirling)  
Bill Murray, Member Aspen Grove

#### 1. Membership Forum –

2. Call to Order – Brian Wheeler called the meeting to order at 3:04pm. Mr. Wheeler suggested that the Discussion Item for BSOA#02731 Holder Single Family Construction be moved to the beginning of the agenda and asked the committee members and other applicants if they consented to this change. The Discussion item was then moved.

#### 3. Final Plan Review – Discussion

##### a. BSOA#02731 Holder Single Family Construction.

Brian Wheeler opened the discussion by giving a history of the project and the reason for the discussion review. Comments and complaints were received by the BSOA and BSAC as to whether the exact color of siding installed on the home was the color that was approved by the BSAC. Mr. Wheeler asked the applicant about materials board presentation, Mr. Holder responded that he presented the materials board at the first review and at the second review the colors were explained. Mr. Holder further stated that he believes he did everything that was required of him. Bill Reed, Aspen Grove Board Member, stated that the Aspen Grove Board had never received the materials. Brian Wheeler called for a 5 minute break so that staff could get the powerpoint from the March 28, 2013 meeting.

Staff presented the PowerPoint presentation from the March 28, 2013 meeting. Kenny Holtz commented that the BSAC approved a general concept of materials being reclaimed wood. Further discussion continued among the BSAC regarding the process for materials presentation. The discussion ended and Mr. Wheeler thanked all members for their continued participation in the BSAC process.

#### 3. Minor Alteration Review

##### a BSOA #06353 Maronick – Driveway Relocation and Construction

Legal Description: Cascade Subdivision Block 6 Lot 353 Street Address: 36 Low Dog Rd

Staff presented the application for minor alteration, driveway relocation and construction. There is an existing house and driveway on Lot 353, however the driveway is steep, approximately 22% grade and short. The applicant is proposing to abandon this driveway and construct one of gentler grade, to be built across the

neighboring property to the north. The applicant owns both lots and it is his intention to file an easement access across Lot 354 to access the existing home on Lot 353. Staff reminded the BSAC that the home and parking area shown on Lot 354 was conceptual and only for the purpose of this application. Staff asked applicant to clarify if a retaining wall would need to be built as was indicated on the submitted site schematic. The applicant briefly described his property and his intention to file an easement across the vacant lot as he is currently the owner and has the ability to do so. Applicant also verified that the retaining wall shown on the site schematic did not exist and would not be necessary as there is an appropriate slope existing.

BSAC commented on the need for the easement to be filed. Stacy Ossorio made a motion to approve the application as submitted. Kenny Holtz seconded the motion. The motion passed unanimously.

**b. BSOA #06203 Wolfram, Window Installation and Deck Construction**

Legal Description: Cascade Block 3 Lot 203 Street Address: 12 Beehive Basin Rd.

Staff presented the application for minor alterations, installation of window and deck on existing attached garage. Staff highlighted the proposed materials for the deck; trex deck and windows; Milgard windows to match existing.

Applicant spoke in regard to the application and that they have yet to retain a contractor and therefore do not have specifics on the project and wanted to know if the idea/concept was acceptable to BSAC.

BSAC discussed the need for better drawings/elevations, which could be obtained by a contractor or draftsman. The elevations should address the deck, window, door and other materials. It was recommended that once the applicant retains a general contractor they check back in with staff to establish review once a definite plan for construction was established.

#### **4. Final Plan Review**

**a. BSOA #04204 Stirling – Single Family Addition**

Legal Address: Meadow Village Block 2 Lot 4 Street Address: 2530 Curley Bear Rd.

Staff recapped that the owner was presenting an exact sample of the colors and materials for the proposed addition along with the re-staining of existing siding, as was requested at the August 22 meeting. The owner presented a materials board along with a sample of the prefinished hardipanel siding in Mountain Sage. The owner further stated that the new board and bat along with existing siding would be stained in Messmer's Oxford Brown, the roof would be the same as existing, Timberline asphalt shingle in Slate.

BSAC asked for clarification on elevations as to the exact location of the new siding materials, as the renderings are not accurate. BSAC commented that they liked the proposed colors. Trever McSpadden made a motion to approve the materials and give final approval to the plan. Kenny Holtz seconded the motion. Motion passed unanimously.

#### **5. Staff Report**

**a. Performance Deposit Tracking Sheets** – Staff reviewed the new projects that had started in the past three weeks. There were no comments on the Performance Deposit Tracking Sheets.

**b. Covenant Compliance Tracking Sheet** - BSAC discussed the additions to the tracking sheet.

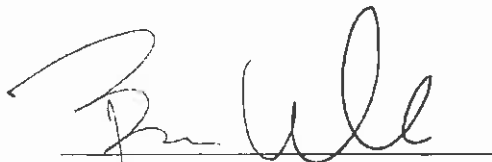
c. **Staff Discussion:** Suzan Scott discussed Bear Smart and the committees decision o have to focused, regulation/waste and education. Regulation committee will look at ways of changing ordinances with clear definitions.

d. **Meeting Minutes August 22, 2013 BSAC Meeting Minutes** – Trever McSpadden made a motion to approve the August 22, 2013 BSAC meeting minutes. John Loomis seconded the motion. Motion carried unanimously.

e. **Meeting Times:** BSAC discussed changing meeting times. It was agreed that the meetings would switch to 8 a.m.

f. **September 19, 2013 meeting:** Brian Wheeler, Chair cancelled the September 19, 2013 meeting due to lack of project applications.

6. **Adjourn** – Stacy Ossorio made a motion to adjourn the meeting of the BSAC at 5:20 PM. John Loomis seconded the motion. Motion carried unanimously.



Brian Wheeler, Committee Chair



### Architectural Committee Meeting – October 3, 2013

8:00 A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716

#### BSAC and Staff in Attendance

Brian Wheeler, Chair  
John Loomis  
Kenny Holtz  
Trever McSpadden  
Suzan Scott  
Janet Storey  
Dawn Smith

#### Guests in Attendance

Peter MacKenzie, Owner  
Cheryl Creed, Representative  
Keith Carlson, Owner (phone)  
Miguel Podolsky, Architect (phone)

#### 1. Membership Forum –

2. Call to Order – Brian Wheeler called the meeting to order at 8:05am.

#### 3. Sketch Plan Review

##### a. BSOA#06217A Bouchard-Carlson – Single Family Dwelling Construction

Legal Description: Cascade Subdivision Block 3 Lot 217a Street Address: 43 Middle Rider Rd.

Staff presented the sketch plan application for new single family construction. Staff highlighted areas in need of discussion or clarification; Wall length, Roof eave length, Samples and colors for all proposed materials (siding, roof, windows, awnings, deck, entry walk, lights and patio, hot tub screening, driveway length – Fire Dept. letter, Snow storage, landscaping plan, Address identification, out of state architect – MT Licensed Engineer verification, patio designation on site plan, retaining/garden wall length on north elevation, site details; drainage, slope, grading, proposed contours and driveway material. Most items could be addressed by the applicant at final plan review stage. Feedback from the BSAC was requested on the exceptions to wall length and roof eave length.

BSAC provided comments on the south wall length stating that the deck, attached to portion of the wall, providing a change in design element and visually breaks-up on the wall length. Comments on the wall length on the south elevation and garden/retaining wall related to the relationship between the garden wall and the building wall as they work together in providing visual interest and relief. BSAC comments regarding the architectural style were favorable and felt that the design, including the wall and roof length exceptions, fit the design, scale and massing of the building. BSAC also felt the garage wall without windows was appropriate as it was not large in size and contained a change in exterior materials along with an offset from the main garage wall. Overall the BSAC felt the style was a good application of the design regulations and an interesting design.

Trever McSpadden made a motion to approve the sketch plan as presented. Kenny Holtz seconded the motion. The motion carried unanimously.

#### 4. Variance Review

a. BSOA #08600 Baltic Associates

Legal Description: Cascade Subdivision Block TR Lot 3A Street Address: 3 Turkey Leg Rd.

Staff presented the applicant request for a variance to the Cascade Subdivision covenants, to allow for a small grocery/convenience store. Per the current covenants this type of use is not called out as permitted. Staff reviewed the Cascade Subdivision covenant requirements for variance along with BSAC requirements for variance.

BSAC commented that the covenants did not account for this type of future use, providing a hardship to the current owner. And that the variance would provide a benefit to the neighborhood in terms of a local convenience. Kenny Holtz made a motion to approve the variance noting the hardship to the applicant and that the variance is considered unique and does not set precedent for future decisions. The motion was seconded by Trevor McSpadden. Motion passed unanimously.

#### 5. Final Plan Review

a. BSOA #08600 Baltic Associates

Legal Description: Cascade Subdivision Block TR Lot 3A Street Address: 3 Turkey Leg Rd.

Staff presented the application for Major Renovation/Addition, final plan review. Staff highlighted the three areas that needed to be reviewed for exceptions; parking encroachment on Turkey Leg side yard setback, pathway/sidewalk encroachment into the rear setback and wall length on both the north and west elevations. Applicant will still need to get a letter of approval from the fire department and submit performance deposits prior to beginning construction. Staff asked applicant for clarification of the sign size, both will be the same as was shown at the meeting.

Owner spoke in regard to the project stating that the building was originally constructed in 1973 and they are proposing a simple addition over an existing foundation and that he felt the resulting retail space would be a good addition to the neighborhood. The owner also stated his request for a reduction in performance deposit fee, specifically \$10,000 for construction and \$10,000 for landscaping.

BSAC discussed the project and agreed that the parking encroachment into the setback on Turkey Leg was allowable as the road could be considered a second frontage, thus allowing encroachment. It was also discussed that in order for the parking lot to function properly it must be paved and striped. BSAC agreed that the increase in wall lengths would be allowed due to the difference in roof height at the addition space which provided a visual break. BSAC asked applicant if they had an estimate for the landscaping and parking lot improvements, applicant stated that all site work would cost approximately \$30,000, however he did not have an estimate for the landscaping. BSAC stated performance deposits were good for ensuring that all work was completed on the site and discussed that a reduced deposit of \$10,000 would be appropriate due to the scope of the project. Kenny Holtz made a motion to approve the project as submitted noting that exception would be granted for the parking to encroach into the setback on Turkey Leg, the walkway/sidewalk to encroach into the rear setback, for the wall length on the north and west façade to be over 50 feet in length, offset by the roofline. The performance deposit for construction would remain at \$10,000 and the performance deposit for landscaping would be reduced to \$10,000. The applicant will need to obtain an approval letter from the fire department and submit the deposit and performance agreements prior to the start of any construction activity. Motion was seconded by John Loomis. Motion passed unanimously.

b. BSOA #02731 I-Holder Single Family – Light Fixture Review

Legal Description: Lot 31 Block C Aspen Grove Street Address: Pine Cone Terrace

Staff presented the proposed light fixtures to be installed at the new residence. The fixture included a solid aluminum top cover, inner frosted glass lay and outer clear glass layer. The specifications for the figure were to have a 60 watt frosted bulb. In addition the applicant submitted elevations with the fixture locations marked. Kenny Holtz made a motion to approve the light fixtures noting that the inner glass layer is frosted and that no greater than a 60 watt bulb be used and that the bulb is frosted as per the light specification sheet. Trevor McSpadden seconded the motion. The motion passed unanimously.

c. BSOA #04417 Doyle Single Family construction  
Legal Description: Meadow Village Lot 17 Block 4 Street Address: 2695 Little Coyote

Staff distributed and reviewed the letter submitted by the Owner representative requesting a waiver of the \$50 review fee for the previously submitted and approved changes to the elevations and site plan for the plans originally reviewed and approved in April 2013.

BSAC commented that the waiver was acceptable since the project had not passed the 18 month approval period. Kenny Holtz made a motion to approve the review fee waiver. John Loomis seconded the motion. Motion passed unanimously.

## 6. Discussion

a. Retreat – BSAC discussed dates for the retreat and decided to rank them 1<sup>st</sup> choice –November 26 2013, 2<sup>nd</sup> choice – December 3, 2013, 3<sup>rd</sup> choice – January. BSAC suggested refining the topics to a few rather than increasing the discussion.


b. Performance Deposit Tracking Sheets – Staff reviewed the new projects that had started in the past three weeks. There were no comments on the Performance Deposit Tracking Sheets.

c. Covenant Compliance Tracking Sheet - BSAC discussed the additions to the tracking sheet.

d. Meeting Minutes September 5, 2013 BSAC Meeting Minutes – Trevor McSpadden made a motion to approve the September 5, 2013 BSAC meeting minutes. John Loomis seconded the motion. Motion carried unanimously.

e. Meeting Times: Meetings will continue to be at 8 am until January 1, 2014 when the meeting time will switch to 3pm.

7. Adjourn – Trevor McSpadden made a motion to adjourn the meeting at 9:59am. motion was seconded by Kenny Holtz. Motion passed unanimously made a motion to adjourn the meeting of the BSAC at 5:20 PM. John Loomis seconded the motion. Motion carried unanimously.



Brian Wheeler, Committee Chair



**Architectural Committee Meeting – November 7, 2013**

**8:00 A.M. BSOA Conference Room – 145 Center Lane Unit J. Big Sky, Montana 59716**

**BSAC and Staff in Attendance**

Brian Wheeler, Chair  
Stacy Ossorio  
John Loomis  
Trevor McSpadden  
Sharon Douglas (phone)  
Suzan Scott  
Janet Storey  
Dawn Smith

**Guests in Attendance**

Jim Wolfram, Owner (phone)

**1. Membership Forum –**

**2. Call to Order –** Brian Wheeler called the meeting to order at 8:03am.

**5. Final Plan Review**

**a. BSOA #05418 Wolfram – Minor Alteration**

**Legal Description:** Lot 8 block 4 Sweetgrass Hills **Street Address:** 125 Chief Joseph Rd.

Staff presented the application for installation of a deck, exterior door onto the deck and window on the second level of an existing garage. Staff presented the updated elevations provided by applicant and noted that the applicant was still undecided as to the type of door and sidelight style to be installed. Staff reviewed the deck materials that were submitted.

BSAC had questions about the correct dimensions of the deck as the written statement and the elevations contradicted each other. Applicant was not able to confirm which size was correct. BSAC had questions as to when the applicant would be able to have a final decision on materials and style specifically the door and sidelight configuration. The applicant expressed that he was not sure what he would do and desired to have an approval for the project in lieu of the materials not being finalized. Staff offered to work with applicant and Valley Glass in determining the final configuration of the door along with all outstanding materials.

Stacy Ossorio made a motion to approve the window installation on the south elevation and the door/sidelight configuration and window on the north elevation contingent on staff confirmation of the exact materials and dimension. Trevor McSpadden seconded the motion. Motion passed unanimously.

**6. Discussion**

**a. Retreat –** Staff reviewed the draft list of topics.

**b. Performance Deposit Tracking Sheets –** Staff reviewed the performance deposits, there were no comments.

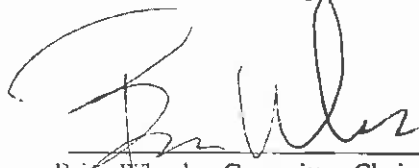
**c. Covenant Compliance -** BSAC discussed compliance issues that had occurred in the past month.



d. Meeting Minutes October 3, 2013 BSAC Meeting Minutes – Stacy Ossorio made a motion to approve the minutes with the deletion of the sentence on page 2 'Per BSO-1 variance criteria....' Trevor McSpadden seconded the motion. Motion carried unanimously. Revised minutes to be presented for signing at the November 21 meeting

e. Meeting Times: Meetings will continue to be at 8 am until January 1, 2014 when the meeting time will switch to 3pm.

7. Adjourn – Trevor McSpadden made a motion to adjourn the meeting at 9:42am, motion was seconded by John Loomis. Motion passed unanimously.

  
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Brian Wheeler, Committee Chair



BIG SKY  
Architectural Committee

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The regularly scheduled Dec. 5, 2013 meeting for the BSAC is cancelled.