



**Architectural Committee Meeting Minutes – November 16, 2023**

**BSAC/Staff in Attendance:**

Stacy Ossorio, Chair  
John Seelye  
Brad Reiersen  
Maggie Good  
George Mueller  
Suzan Scott  
Lisa Chase

**Guests in Attendance:**

Brian Lubin  
Joe Schwem  
Clay Lorinsky  
John McGuire  
Vanessa McGuire

**Guests Joining**

**Virtually:**

Sue Mitchell  
Jeff Bloomfield  
Melissa Steiner

**Project Attending For:**

#07509 Lot 3 Moosewood Rd  
#07509 Lot 3 Moosewood Rd  
Chair, BSOA Board  
#07509 Lot 3 Moosewood Rd  
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**1) Membership Forum –**

**2) Call to Order –** The Chair called the meeting to order at 9:02 AM.

**3). Meeting Minutes –**

November 2, 2023, Minutes

**Motion made by John Seelye to approve the November 2, 2023, Meeting Minutes; seconded by Brad Reiersen. Motion passed unanimously.**

**4). Meeting Minutes –**

November 13, 2023, Minutes

**No Motion made. Staff will present the November 13, 2023, Minutes at the next BSAC meeting.**

## 5.) Single-Family, New Construction

- a. BSOA: #07509 Brian & Cindy Lubin

Legal: North Fork Creek

Lot 3

Street: Moosewood Rd.

Staff presented the Final Plan Application requirements for Lot 3 on Moosewood Rd, the house site location and driveway.

The owner-proposed one acre building envelope, as noted on the site plan, encompasses the hand-drawn house depicted on the subdivision plat. And the one acre building envelope, as depicted on the final site plan submittal, shall define any potential future structures on Lot 3.

Staff noted that although the North Fork Creek CC&Rs state the driveway shall be at a designated location, no such designation is recorded:

- D. Driveways. The access driveway from the subdivision roads shall be at the location designated on the subdivision plat or at an alternate location approved by the architectural committee.**

The location, length and slope of the driveway comply with the Design Regulations.

Staff noted (per the North Fork Creek CC&Rs) that the project did not require a Variance Application nor hardship for the building envelope or driveway location.

**Motion made by George Mueller to approve the building site and driveway location as submitted, the location of the home has been found reasonable, and the location of the home and driveway are within a one acre building envelope of the hand-drawn house; seconded by Brad Reiersen. Motion passed with 3 in favor and 1 opposed.**

The Motion above, vacates the Cease-and-Desist order submitted November 3, 2023.

## 6.) Single-Family, Major Alteration

- b. BSOA: #07504 Kimberly Kircher

Legal: BSOA

COS 1501 Parcel 1

Street: 34 North Fork Rd.

Staff presented a Major Alteration on North Fork Rd. The intent of the project is to turn the existing garage loft into an ADU. The garage is to remain a garage with a rated floor/ceiling assembly separating it from the new living space above. The existing art studio space that is currently adjacent to the south side of the garage will be expanded. A roof will be added over the studio to mirror the roof off-of the north side of the building. There will be a new set of exterior stairs up to the ADU, and several new exterior doors and windows. As there will be added plumbing for the living space, a new septic/drain field will be provided to support the ADU.

34 North Fork Creek, Parcel 1 of COS 1501, does not fall under the North Fork or North Fork Creek Subdivision and therefore the project is only restricted by the BSOA Design Regulations in which it complies.

**Motion made by Brad Reiersen to approve the application as submitted; seconded by Stacy Ossorio. Motion passed unanimously.**

7). **Adjourn** - The meeting adjourned at 10:54 AM.

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Stacy Ossorio, BSAC Chair