



Architectural Committee Meeting Minutes – August 16, 2018

BSAC and Staff in Attendance:

Brian Wheeler, Chairman
Dan Hoadley
Maggie Good
Gary Walton
Grant Hilton
Trevor McSpadden
Janet Storey
Suzan Scott

Guests in Attendance, Project Attending For:

Mel Crichton	#04117 Crichton & Drook
Cory Lepper	# 06253A Lepper
Scot Munro	#04220 Munro
William Farhat	#06507A Gallatin Rural Fire District
Tyler Grupe	#02811 SF10 LLC
Dick Fast	#02811 SF10 LLC
Joshua Mollenkamp	#04349 Schiltz
Cassandra Elwell	#06296 Wisnieski
Kim Ibes	#02513 Ibes
Al Malinowski	# 7203 Meadowview

1. Membership Forum - None

2. Call to Order – Brian Wheeler called the meeting to order at 8:00 am.

3. Meeting Minutes –

Maggie Good made a Motion to approve the August 2, 2018 BSAC. Trevor McSpadden seconded the Motion. The Motion passed unanimously.

4. Performance Deposit Waiver

BSOA #06507A Gallatin Rural Fire District

Legal: Cascade Subdivision, Block 1, Tract 7-1B Plat 4/309

Street Address: 462 Lone Mountain Trail

Staff presented the photos and narrative for the Gallatin Rural Fire District Performance Deposit Waiver Request. The Fire District is requesting the Waiver as the project meets the criteria stated in the BSOA Procedure Resolution that the Owner Applicant is a utility or a governmental entity and its proposed project will benefit the Membership. Fire Chief Farhat attended the meeting.

Staff recommended that the BSAC approve the request for a Waiver to the requirement to post the Performance Deposit for the Gallatin Canyon Rural Fire District Station #2 Addition based on finding that the request meets the criteria stated in the BSAC Procedure Resolution.

Maggie Good made the Motion to approve the Gallatin Rural Fire District Performance Deposit Waiver request as submitted. Dan Hoadley seconded the Motion. The Motion passed unanimously.

5. Minor Alterations:

BSOA #04220 Munro Minor Alterations

Legal: Meadow Village No.1 2nd filing, Block 2, Lot 20

Street: 2505 Curley Bear Rd.

Staff presented the photos, materials and narrative for the Munro Minor Alteration application. The Owners are proposing to media blast and repaint the house using Sherwin Williams for the logs in the

“Cape Blackwood” color and the trim & fascia using Valspar in the "Gondola" color. The Owner, Scot Munro, attended the meeting.

Staff recommended that the BSAC approve the application as submitted based on the finding that the proposed work is an improvement to the existing home, complies with Covenants and Design Regulations and is compatible with the subdivision.

Trever McSpadden made a Motion to approve the Munro Minor Alteration Application as submitted. Maggie Good seconded the Motion. The motion passed unanimously.

6. Landscape Alterations:

BSOA #04117 Crichton & Drook Landscape Alterations

Legal: Meadow Village No.1 2nd filing, Block 1, Lot 17

Street: 2310 Yellowtail Rd

Staff presented the photos, drawing and narrative for the Crichton & Drook Landscape Alteration application. The Owners are proposing to transplant 2 existing aspen trees and to plant 6 spruce trees. The Owner, Mel Crichton, and the landscape contractor, Lee Griffiths, attended the meeting.

Staff recommended that the BSAC approve the application as submitted based on the findings that the proposed alterations comply with the Meadow Village Covenants, the Design Regulations and are compatible with the subdivision.

Grant Hilton made a Motion to approve the Crichton & Drook Landscape application as submitted. Dan Hoadley seconded the Motion. The Motion passed unanimously.

7. SFR Final Plan Review

BSOA #06253A Lepper SFR

Legal: Cascade Subdivision Blk 3 lot 253

Street: TBD Swift Bear Rd.

Staff presented the photos, drawings and narrative for the Lepper Single Family Residence Final Plan Application. The Owner, Cory Lepper, attended the meeting.

The BSAC reviewed the landscape plan and the dark sky compliant light fixture that the owner is proposing to install. The BSAC discussed the proposed gabion basket retaining walls that was approved at the Sketch Plan Review. The size of the wire and the rocks for the basket were also considered. The BSAC asked for a clarification on the drawing and were reassured that the rectangular boxes shown on the plan were not concrete but, just a flaw in the drawing program. During discussion after the Motion a BSAC member noted that additional shrubs adjacent to the retaining walls might be needed.

Staff recommended that the BSAC approve the application as submitted based on the finding that, with the Height Variance and 2 Exceptions previously granted, the home complies with the Cascade Subdivision Covenants, the Design Regulations and is consistent with the Subdivision.

Grant Hilton made the Motion to approve the Lepper Single Family Residence Final Plan Application as submitted with the following conditions. Trever McSpadden seconded the Motion. The motion passed unanimously.

The Approval was subject to the following conditions:

1. A signed letter from a licensed surveyor verifying that he/she has staked the footprint of the home as shown on the approved site plan and that the location meets all setback requirements as listed in the Cascade Subdivision Covenants be submitted to the BSAC prior to construction.
2. Due to the length of the driveway, a letter from the fire chief accepting the driveway as shown on the plan.

8. SFR Sketch Plan Review

BSOA #02811 SF10 LLC Single Family Residence

Legal: Aspen Groves Subdivision, Block D, Lot 11

Street: TBD Nordic Lane

Staff presented the photos, drawings and narrative for the SF10 LLC (Tyler Grupe) Single Family Residence Sketch Plan Application. The Owner, Tyler Grupe, attended the meeting. Aspen Groves HOA representative, Dick Fast, also attended the meeting.

The BSAC reviewed the south wall of the home that exceeds the maximum length of 40' as allowed by the Design Regulations. The BSAC determined that the wall included a "design element" change that satisfied the Design Regulation criteria and would not require an Exception. Dick Fast commented that it is a nice looking house but, noted that he is concerned about traffic in the area due to other projects in the vicinity.

Staff recommended that the BSAC approve the application based on the findings that the proposed home complies with the Aspen Groves Subdivision Covenants, the Design Regulations and is compatible with the subdivision.

Grant Hilton made the Motion to approve the SF10 LLC Single Family Residence Sketch Plan Application as submitted with the following conditions. Trever McSpadden seconded the Motion. The Motion passed unanimously.

The Approval was subject to the following conditions:

1. The following items be included on the Final Site Plan:
 - a. Length, average slope and materials proposed to be used for the driveway.
 - b. Materials used to build retaining walls.
 - c. Construction staging area.
 - d. Address sign at the end of the driveway within the property.
 - e. Portable toilet location.
2. All Final Submittal information to be provided including:
 - a. All Sketch Plan Requirements in Final Form.
 - b. Landscape Plan.
 - c. Materials Board including all materials.
 - d. Light Fixture Cut sheets.
 - e. Light fixture locations shown on Floor Plans and Elevations.
 - f. A signed letter from a licensed surveyor verifying that he/she has staked the footprint of the home as shown on the approved site plan and that the location meets all setback requirements as listed in the Aspen Groves Covenants.
 - g. Due to the length of the driveway, a letter from the fire chief accepting the driveway as shown on the plan.

BSOA #06296 Wisnieski Single Family Residence

Legal: Cascade Subdivision Block 4, Lot 296

Street: TBD White Grass Rd.

Staff presented the photos, drawings and narrative for the Wisnieski Single Family Residence Sketch Plan Application. The architect and Designated Project Representative, Cassandra Elwell, attended the meeting.

The BSAC discussed the fireplaces shown on the plans and suggested that perhaps one of the fireplaces be gas instead of wood burning. Ms. Elwell noted that the proposed fireplaces are a no-emission design. The BSAC discussed the fact that currently there are no limits to the number of fireplaces allowed per home in BSOA jurisdiction.

Staff recommended that the BSAC approve the application as submitted based on the finding that the home complies with the Cascade Subdivision Covenants, the Design Regulations and is consistent with the subdivision.

Trever McSpadden made the Motion to approve the Wisnieski Single Family Residence Sketch Plan Application as submitted with the following conditions. Dan Hoadley seconded the Motion. The motion passed unanimously.

The approval was subject to the following conditions:

1. The following items be included on the Final Site Plan:
 - a. Length, width, average slope and materials proposed to be used for the driveway.
 - b. Height, length and materials used to build retaining walls.
 - c. Construction staging area.
 - d. Address sign at the end of the driveway within the property.
 - e. Portable toilet location.
 - f. Snow storage area.
 - g. An address sign is added to the site plan. The address sign must be located on the site, not in the road right of way.
2. Due to the length of the driveway, a letter from the fire chief accepting the driveway as shown on the plan.
3. A signed letter from a licensed surveyor verifying that he/she has staked the footprint of the home as shown on the approved site plan and that the location meets all setback requirements as listed in the Cascade Subdivision Covenants.
4. All Final Submittal information to be provided including:
 - a. All Sketch Plan Requirements in Final Form.
 - b. Landscape Plan including screening for the hot tub.
 - c. Materials Board including Light Fixture Cut sheets.
 - d. Light fixture locations shown on Floor Plans and Elevations

BSOA #04349 Schiltz Single Family Residence
Legal: Meadow Village No.1 2nd filing, Lot 49
Street: TBD Lone Walker Rd.

Staff presented the photos, drawings and narrative for the Schiltz Single Family Residence Sketch Plan Application. The architect and Designated Project Representative, Joshua Mollenkamp, attended the meeting. The BSAC discussed the style of the home and noted that it was more contemporary.

Staff recommended that the BSAC approve the application as submitted based on the findings that the proposed home complies with the Meadow Village Subdivision Covenants, the Design Regulations and is compatible with the subdivision.

Trever McSpadden made the Motion to approve the Schiltz Single Family Residence Sketch Plan Application as submitted with the following conditions. Maggie Good seconded the Motion. The motion passed unanimously.

The approval was subject to the following conditions:

1. The following items be included on the Final Site Plan:
 - a. Information on retaining walls, length, height and proposed materials. Please note that permanent construction is not allowed in setbacks.
 - b. Length, slope and paving materials for driveway.
 - c. Construction staging area.
 - d. Culvert at intersection of road and driveway.
 - e. Portable toilet location.
2. All Final Submittal information to be provided including:
 - h. All Sketch Plan Requirements in Final Form.
 - i. Landscape Plan.
 - j. Materials Board including all materials.
 - k. Light Fixture Cut sheets.
 - l. Light fixture locations shown on Floor Plans and Elevations.
 - m. A signed letter from a licensed surveyor verifying that he/she has staked the footprint of the home as shown on the approved site plan and that the location meets all setback requirements as listed in the Meadow Village Covenants.

9. Discussion Items:

a. Project Update:

BSOA # 07205 Meadowview Condominiums
Legal: Sweetgrass Hill Tract 2, Plat H-36
Street: TBD Arapaho Trail

Staff presented the information on the Meadowview Condominium Project Update. As a condition of Final Approval for the project the Owners of the Meadowview Condominiums were required to provide a schedule for the construction of the buildings following the installation of infrastructure and prior to the start of construction of the condominium buildings. Meadowview Project Representative and part Owner, Al Malinowski, submitted a letter on August 10, 2018 to the BSAC that included information on the projected schedule and on the pile of material that has been removed from the site and stockpiled on the property adjacent to Little Coyote Road. Al Malinowski attended the meeting.

Construction on Phase 1 is scheduled to begin in late August. Phase 1 will include 9 buildings. Al stated in the letter that the timing on the next phase would be based on the market absorption of Phase 1 and was optimistic that the project would be completed in two phases. The letter also mentioned the current discussions with the Human Resource Development Council (HRDC) and the possibility of selling the entire project to HRDC.

It is estimated that there are approximately 14,000 cubic yards of excavated material currently stored on the site. The letter stated that the goal is to remove a minimum of 5,000 cy prior to October 15th. It is anticipated that approximately 4,000 to 5,000 cubic yards will be needed to backfill the units as they are built. The letter explained that there will continue to be some material on the site as the project is completed.

The BSAC discussed the excavated material in detail with Mr. Malinowski. The BSAC considered the possibility of a fence surrounding the pile being installed in the winter, whether the dirt can be sold or not and screening the material. Mr. Malinowski was asked to provide an update on the excavated material on October 15th. The BSAC also reviewed the proposed construction schedule. Mr. Malinowski stated that the first phase included 9 units, 6 duplexes and 3 free standing units. The project would be built from the east end of the project to the west thus minimizing the disruption to the completed units.

This Agenda Item was a "Project Update". A motion or approval was not required.

b. Covenant Compliance Tracking Update

Staff presented the photographs and information on the no parking and no trespassing signs that have been installed at the Autumn Trail cul-de-sac in Aspen Groves by an adjacent property owner. The posting of signs without review and approval by the BSAC is a violation of the Aspen Groves Covenants and the Design Regulations. The BSOA received a concern from a BSOA member that the signs were all different and not visually pleasing. The member was not opposed to the signs being posted only requested that the appearance be consistent. Adjacent property owner, Kim Ibes, attended the meeting.

The BSAC reviewed the sign installation and discussed the existing parking problem with Ms. Ibes. Ms. Ibes explained that cars are regularly parked in the cul-de-sac making it difficult to snow plow in the winter and for vehicles to turn around all year round. In addition, the cars are parked in that location for the purpose of people gaining access to the trail that is located in the Middle Fork West Fork Gallatin River drainage. To access the trail people are trespassing on private property and Ms. Ibes and her husband do not want people walking or mountain biking on their land. The plat of Aspen Groves Subdivision includes a trail easement for cross country ski trails but, it does not appear to be the platted easement allows summer use.

The BSAC determined that the no parking and no trespassing signs were two different issues. The BSAC also concluded that the no parking signs would alleviate most of the trespassing concerns and that the BSAC could vote to approve the installation of the no parking signs at the current meeting. In the future, if Ms. Ibes determined that the no trespassing signs were required, she could submit an application for the signs to be reviewed and approved by the BSAC.

Grant Hilton made the Motion to approve the installation of 3 to 4 “No Parking” signs on the BSOA standard pressure treated posts in the cul-de-sac of Autumn Trail. Gary Walton seconded the Motion. The motion passed unanimously.

Staff reviewed the Covenant Compliance Tracking Sheet with the BSAC. Staff shared the real estate agent who will be listing the property called to let the BSOA know that the Emergence Group lawsuit has been settled and that reclamation will begin shortly on the site. The information has not been verified by the attorney for the Owner, Bridget leFeber. Staff has requested verification from Ms. leFeber.

The BSAC reviewed other current covenant compliance concerns and the fact that often topics listed on the spread sheet on occasion are not violations of the covenants but concerns from members that require a response from BSOA staff. The BSAC decided to change the name of the tracking sheet to “Member Reports”.

c. Performance Deposit Tracking Update

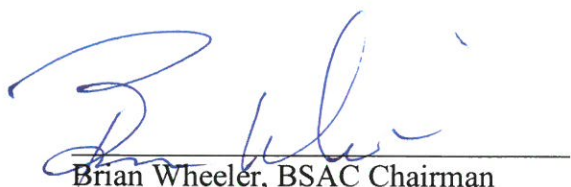
The Performance Deposit Tracking Spreadsheet was reviewed. Staff noted that “Aesthetic Reviews” are being completed on 10 projects and the Performance Deposits should be released shortly.

d. Certificates of Deposit Update

The Certificate of Deposit Tracking Spreadsheet was reviewed.

It was noted that the Fee Schedule is currently being updated and that the revisions would be presented to the BSAC after review by the BSOA Board of Directors. In addition, the BSAC was noted that the Board of Directors would be considering an amendment to the Design Regulations to require that Architects be insured.

The meeting adjourned at 10:55



Brian Wheeler, BSAC Chairman