



Architectural Committee Meeting Minutes – May 17, 2018

BSAC and Staff in Attendance:

Brian Wheeler
Kate Scott
Dan Hoadley
Janet Storey
Suzan Scott

Using "Go to Meeting"

Maggie Good
Trever McSpadden
Grant Hilton (joined at 10 am)

Guests in Attendance, Project Attending For:

Alan McClain	# 04337 Houchins & Davison
Dick Fast	# 02812 Chernausek & Wisniewski
Mike Stout	# 02812 Chernausek & Wisniewski
Joe Schwem	# 020209 Cascade Ridge #209
Joe Schwem	#02508 Glowacki
Mary Ann Comstock	#04604 JHP
Al Malinowski	# 07205 Meadowview
Eryn Schwehr	# 07205 Meadowview
Mary Ann Comstock	# 07205 Meadowview
Gary Simonich	# 04210 Simonich & Stoner
Linda Stoner	#04210 Simonich & Stoner
Brian Scott	# 312184 & 312188 Fairways

Using "Go to Meeting"

Jim Glowacki	#02508 Glowacki
Mary Fallon	# 02812 Chernausek & Wisniewski

1. Membership Forum - None

2. Call to Order – Brian Wheeler Called the meeting to order at 8:04 am.

3. Meeting Minutes –

A Motion to approve the May 3, 2018 BSAC was made by Maggie Good. Dan Hoadley seconded the Motion. The Motion passed unanimously.

4. Alterations to Approve Plans

BSOA: 046024 Scott Minor Alteration

Legal: Meadow Village Block 6, Lot 24A
Street: 2250 Spotted Elk Rd.

Staff presented the photos and narrative for the Alterations to Approved Plans for the Scott Minor Alterations project. The Owners are requesting BSAC approval to replace all of the windows in the house with new black clad Jeld-Wen windows, to add a window on the north side of the house, to change the shape of two windows from angle tops to rectangular and to replace the decking on the existing deck. Staff showed the BSAC material proposed to be used for the deck replacement and the color sample for the windows. The Owner, BSAC member Kate Scott, recused herself from the discussion and the vote.

Staff recommended that the BSAC approve the application as submitted based on the finding that the proposed changes are an improvement to and in keeping with the style of the existing home and comply

with Covenants and Design Regulations.

Maggie Good made the Motion to approve the Scott Alterations to Approved Plan as submitted. Dan Hoadley seconded the Motion. The Motion passed unanimously.

5. Landscape Alterations

BSOA #04337 Houchins & Davison Landscape Alterations

Legal: Meadow Village No.1 2nd Filing Block 3, Lot 37

Street: 3175 Two Moons Rd.

Staff presented the drawings, photos and narrative for the Houchins & Davison Landscape Alterations. The homeowner is proposing to install a perimeter planting bed around the home, a berm in the back with trees and shrubs and to also plant trees on the lot. A small amount of sod will be installed and the rest of the lot will be reseeded with native grasses. Irrigation is included in the project. The BSAC discussed the proposed work and found it was an improvement to the property.

Staff recommended that the BSAC approve the application as submitted based on the finding that the Landscape Alterations are an improvement to the existing home, in compliance with the Meadow Village Covenants, Design Regulations and consistent with the subdivision.

Dan Hoadley made the Motion to approve the Houchins & Davison Landscape Alteration application as submitted. Kate Scott seconded the Motion. The Motion passed unanimously.

6. Minor Alterations

BSOA #04604 JHP Minor Alterations (Comstock)

Legal: Meadow Village Subdivision Block 6, lot 4

Street: 2105 Spotted Elk Rd.

Staff presented the drawings, photos and narrative for the JHP Minor Alterations. One of the property Owners, Mary Ann Comstock, attended the meeting. The applicant proposes to remove one of the existing spruce trees due to the proximity to the house, install a propane tank, prune shrubs, repair existing asphalt driveway, replace and extend existing concrete parking pad in front of the garage and replace existing cedar roof with a new asphalt roof.

Staff recommended that the BSAC approve the application as submitted based on the finding that the modifications are an improvement to the existing home, comply with Covenants and Design Regulations and are consistent with the subdivision.

Maggie Good made the Motion to approve the JHP Minor Alterations application as submitted. Dan Hoadley seconded the Motion. The Motion passed unanimously.

7. SFR Sketch Plan Review

BSOA #02812 Chernausek & Wisniewski SFR Sketch Plan

Legal: Aspen Groves Subdivision Block D Lot 12

Street: TBD Silverado Trail

Staff presented the drawings, photos and narrative for the Chernausek & Wisniewski single family residence. The designated project representative and project general contractor, Mike Stout, attended the meeting. Aspen Groves HOA representative, Dick Fast, also attended the meeting. Adjacent property owner, Mary Fallon, joined the meeting using GoToMeeting.

The plans for the home were revised and resubmitted after the Staff Report was issued. Several of the concerns raised in the Staff Report have been addressed in the resubmitted plans including the height and length of the retaining walls and the addition of windows to the garage. The BSAC reviewed the number and size of the garage windows. Staff noted that the windows were similar to the windows in the home, the number and the placement created a nice rhythm.

The site plan was reviewed and the proposed dog run was discussed. The BSAC noted that additional information on the dog run would be required for the Final Plan application.

The BSAC reviewed the north elevation of the home in detail. The north wall of the house is 46' which exceed the 40' maximum length allowed by the Design Regulations. The north wall is proposed to be sheathed in 2 different materials, includes doors, windows and a metal canopy. The BSAC was asked to consider if the design features meet the definition of a "design element change" as mentioned in the Design Regulations. The BSAC considered this and also reviewed the compatibility of the home with the subdivision. An updated rendering was requested for the Final Plan submittal.

Staff recommended that the BSAC approve the application as submitted based on the findings that the proposed home complies with the Aspen Groves Subdivision Covenants and, with one Exception, complies with the Design Regulations and is consistent with the neighborhood.

Kate Scott made the Motion to approve the Chernausek & Wisniewski Single Family Residence application as submitted with the one Exception listed below. Trever McSpadden seconded the Motion. The Motion passed with three in favor and one opposed.

The following Exception to the Design Regulations was granted:

1. Based on the finding that the longer, uninterrupted wall length is consistent with the contemporary design of the home and that the doors, windows, metal canopy accent and the use of two different materials create a "design element change" an Exception to the Design Regulations was granted for the 46'-0" north wall.

The approval is subject to the following Conditions:

1. The following items be included on the Final Site Plan:
 - a. A note on the site plan stating that all grading shown adjacent to the south east property corner will be located on the Chernausek & Wisniewski 's property.
 - b. Length of Driveway.
 - c. Length of all retaining walls shown on plan.

- d. Construction staging area.
 - e. Portable toilet location.
2. The following information to be included on the Final Floor Plan and Elevation Drawings:
- a. Information on the “Dog Run” including materials and spacing of posts is required to be added to the Floor Plan and Elevation drawings.
3. 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.

8. Single Family Condominium Sketch Plan Review

BSOA # 020209 Cascade Ridge #209 SFC Sketch Plan

Legal: Lt 36, Blk 5, Meadow Village

Street: TBD Little Coyote Rd.

Staff presented the drawings, photos and narrative for the Cascade Ridge Single Family Condominium building #209. The condominium building, *The Yellowstone*, is consistent with the design elements and materials of the existing Cascade Ridge units. The Designated Project Representative, architect Joe Schwem, attended the meeting.

The BSAC discussed the height of the building, fireplaces and the progress on the revised overall site plan for the development. The architect noted that the construction on this unit is scheduled to start prior to the completion of Cascade Ridge buildings #102 & #206 because the building has been sold.

Staff recommended that the BSAC approve the application as submitted based on the finding that the Single Family Condominium unit complies with the Cascade Subdivision Covenants, the Design Regulations and is compatible with the Subdivision.

Kate Scott made the Motion to approve the Cascade Ridge #209 SFC Sketch Plan Application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

The approval is subject to the following conditions:

1. 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

Please note that Glowacki Major Alterations Application was reviewed prior to Cascade Ridge SFC Application due to Mr. Glowacki joining the meeting on GoToMeeting.

9. Major Alterations Final Plan Review

BSOA #02508 Glowacki Addition

Legal: Aspen Groves Subdivision

Street: 29 Chucks Place.

Staff presented the drawings, photos and narrative for the Glowacki Addition Application. The Designated Project Representative, architect Joe Schwem, attended the meeting. Mr. Glowacki joined the meeting using GoToMeeting.

Staff reviewed the changes that were made to the plans following the Sketch Plan approval with the BSAC. The changes were presented using “before and after” drawings. The BSAC felt that the proposed changes to the approved Sketch Plan application were acceptable and the revised addition was an improvement to the home. Staff also noted that the conditions required at Sketch Plan approval had been incorporated into the plans. The Landscape Plan was reviewed and the BSAC noted that trees had been added to the proposed west berm to provide screening for the existing hot tub. A material board was not required as Mr. Glowacki indicated that all materials would match the existing home.

Staff recommended that the BSAC approve the application as submitted based on the findings that the proposed addition complies with the Aspen Groves Subdivision Covenants, the Design Regulations and is an improvement to the existing home.

Maggie Good made the Motion to approve the Glowacki SFC Sketch Plan Application as submitted. Kate Scott seconded the Motion. The Motion passed unanimously.

10. Single Family Residence Final Plan Review

BSOA #04210 Simonich & Stoner

Legal: Meadow Village Subdivision #1, 2nd Filing, Block 2, Lot 10

Street: TBD Curley Bear Rd.

Staff presented the drawings, photos and narrative for the Simonich & Stoner Single Family Residence. The Owners, Gary Simonich and Linda Stoner, attended the meeting. Staff noted that the Conditions required for Sketch Plan approval had been met including the addition of a second window on the west side of the home. Staff stated that the Owners would prefer to not have the second window on the west side and have requested an Exception to the Design Regulations to exclude the window. The BSAC discussed this request in detail and determined that the window had to be installed.

The BSAC reviewed the landscape plan. The plantings shown on the landscaping plan are appropriate for the design of the home and planting beds are included. The disturbed areas are called out to be reseeded with native grasses. The Material Board was also presented and reviewed.

Staff recommends that the BSAC approve the application as submitted based on the findings that the proposed home complies with the Meadow Village Subdivision Covenants, is consistent with the neighborhood and, with one Exception, complies with the Design Regulations.

Maggie Good made the Motion to approve the Simonich & Stoner Final Plan Application as submitted including the window on the West Elevation. Grant Hilton seconded the Motion. The Motion passed unanimously.

11. Multi-Family Condo Final Plan Review

BSOA # 07205 Meadowview II LLC Condominiums

Legal: Sweetgrass Hill Tract 2, Plat H-36

Street: TBD Arapaho Trail

Staff presented the drawings, photos and narrative for the Meadowview II LLC Condominiums development. Project Representatives Al Malinowski and architect Eryn Schwer attended the meeting. BSAC Chairman Brian Wheeler, BSAC members Trever McSpadden and Kate Scott recused themselves from participation in the review of the project unless asked a specific question and also from the vote.

The Meadowview Final Plan Review application is for the Site Plan and for the 2 Condominium Building types. Following the Final Plan Review application approval the site and infrastructure work will be built first with the building construction to begin following the installation of the infrastructure. A projected timeline for the Meadowview Development shall be submitted with the prior to the start of building construction. Staff noted that all information required to be submitted with Final Plan Application including the monument sign has been included in the submittal.

The BSAC discussion focused primarily on the exterior finish materials, light fixtures and the landscaping. Four color schemes are proposed for the project. The architect presented proposed color schemes were presented by the architect. The BSAC thought that the color schemes were nice and provided variety for the development. The Monument Sign for the project was also briefly reviewed.

Staff recommended that the BSAC approve the application as submitted based on the finding that the Meadowview Condominium Development complies with the Sweetgrass Hill Subdivision Covenants, the Design Regulations and is consistent with the subdivision and neighborhood.

Maggie Good made the Motion to approve the Meadowview Multi-family Condominium Final Plan Application as submitted with Conditions stated below. Grant Hilton seconded the Motion. The Motion passed with 3 in favor and 3 BSAC members recused as noted above.

12. Discussion Items:

a. Construction Completion Extension Request:

BSOA ## 312184 & 312188 Fairways New Multi-Family Condominiums

Legal: Meadow Village #1, 2nd Filing Tract E, Plat I-12

Street: 2184 – 2188 Little Coyote Rd.

Staff presented the drawing, photos and narrative for the Fairways Construction Completion Extension Request. Staff also reviewed the history of the project and updated the BSAC on the sale of the project to Lone Pine Builders. Brian and Kate Scott, part project owners and owners of Lone Pine Builders,

attended the meeting. Kate Scott recused herself from the discussion unless asked a direct question and the vote.

The BSAC reviewed the Extension request, the remediation drawing and photos taken the previous day showing significant progress in cleaning up the site. The BSAC noted that the request is for a Construction Completion Extension and discussed the length of time the Extension should be granted. The closing date of the sale of the Fairview Condominium development to Lone Pine Builders as majority owners is June 11, 2018.

Trever McSpadden made the Motion to continue the Fairways Multi Family Condominium Construction Extension Application until June 21, 2018 with Conditions stated below. Maggie Good seconded the Motion. The Motion passed unanimously with one BSAC member recused as noted above.

The Approval included the following conditions:

1. Submittal of a new Site Plan to the BSAC showing a suitable construction staging area, jobsite trailer location and construction worker/subcontractor trailer parking. The parking area must be shown on the plan and delineated on the site using stakes, snow fencing or other means. The site plans must also include portable toilet and dumpster locations. Ingress and egress for trailers should be shown on the plan. No overnight parking of vehicles or trailers will be allowed on the street.
2. The removal of all materials that are currently stored on the site including the storage container unless it is shown on the new site plan and approved by the BSAC.
3. Redistribute the pile of topsoil to create a berm to define the construction staging and parking area.
4. Move the snow fencing to the outside of the new berm.
5. Spread some of the topsoil over the area outside of the bermed/construction staging area, reseed and temporarily irrigate the reclaimed area and the berm. Provide weed control as needed.
6. Staff to verify signs for compliance with the Design Regulations and to verify that the Site in 100% compliance with all Design Regulations after Remediation work has been completed.
7. Work on additional Condominium Buildings shall not be started until Units # 2184 and 2185 are completed including the landscaping.
8. Following the completion of Condominium Buildings #2184 and #2188 and prior to commencement of construction of any other Condominium Buildings a new site plan shall be submitted and approved by the BSAC.

b. BSAC Retreat Review

Staff presented the narrative for amending the Cascade, Sweetgrass Hills and Meadow Village Covenants. Staff reviewed with the BSAC the proposed amendments for each subdivision and the process for amending the covenants. The BSAC discussed each proposed amendment. The BSAC decided that the Design Regulations should be revised to limit the maximum square footage of homes instead of amending the covenants.

Kate Scott made the Motion that the BSAC request that the Board of Directors initiate the process to amend the Cascade, Meadow Village & Sweetgrass Hills Subdivision Covenants as listed below. Dan Hoadley seconded the Motion. The Motion passed unanimously.

The Approval included the following Amendments:

Cascade Subdivision:

1. The Cascade Subdivision Covenants be amended to allow 18 month Construction Completion Date with an additional 12 months for Landscape completion.

Meadow Village Subdivision:

1. The Meadow Village Subdivision Covenants be amended to include language to allow Variances.

Sweetgrass Hills Subdivision:

1. The Sweetgrass Hills Subdivision Covenants be amended to include language to allow Variances.
2. The Sweetgrass Hills Subdivision Covenants be amended to allow a maximum height of 28'.

c. Covenant Compliance:

Staff updated the BSAC on the changes on the Emergence Group and the Doc's Real Estate Projects.


d. Performance Deposit Tracking:

Staff updated the BSAC on the changes to the Performance Deposit Tracking Spreadsheet.

e. Certificates of Deposit Status:

Staff updated the Certificate of Deposit tracking sheet for the BSAC noting that it is anticipated that the Rainham American Properties LLC CD will be converted to a cash Performance Deposit in the near future.

f. Adjourn –The BSAC meeting adjourned at 11:58 pm.



Brian Wheeler, BSAC Chairman