



Architectural Committee Meeting Minutes – February 4, 2016

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

BSAC and Staff in Attendance

Brian Wheeler
Stacy Ossorio
Grant Hilton
Trevor McSpadden
Kenny Holtz
Gary Walton (phone)
Sharon Douglas (phone)
Casey Drayton
Suzan Scott
Janet Storey

Guests in Attendance

Jamie Daugaard; Sweetgrass Hills Block 4 Lot 7
Mark Kawell; Cascade Block 3 Lot 221A (phone)

1. Membership Forum - none

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

3. Meeting Minutes – Trevor McSpadden made a motion to approve the meeting minutes from the January 7, 2016 BSAC meeting. Kenny Holtz seconded the motion. Motion passed unanimously.

4. Building Envelope Amendment

BSOA #06221A White
Legal: Cascade Subdivision Block 3 Lot 221A
Street: 39 Middle Rider

Staff presented the previously approved site plan and original plat for the section of the Cascade Subdivision showing existing building envelopes. The home was originally approved and fit within the designated 50' radius circle building envelope. The new proposed change to the envelope would alter the shape to allow for the addition of a third garage bay. Staff presented the new site plan and plat prepared for Madison County review. Staff also noted that no negative feedback had been received from any adjacent property owners. Trevor McSpadden made a motion to approve the new site plan showing the alteration to the building envelope. Kenny Holtz Seconded the motion. Motion passed unanimously.

5. Alteration to Approved Plan

BSOA #06221A White
Legal: Cascade Subdivision Block 3 Lot 221A
Street: 39 Middle Rider

Staff presented the updated home elevations and floor plans for the proposed third garage bay. Staff noted that the new roofline would be 2' 6" lower than previously approved and all materials are to match approved. The BSAC discussed that the cascading roofline into the hillside minimizes visual impact. Trevor McSpadden made a motion to approve the alteration to the previously approved plans to allow for a third garage bay. Kenny Holtz seconded the motion. Motion passed unanimously.

BSOA #05407 Goldberg
Legal: Sweetgrass Hills Block 4 Lot 7
Street: 300 Chief Joseph Trail

Staff presented an update set of elevations that reflected several changes to the exterior renovation and addition which were previously approved. The major changes noted were: brick will be replacing the board formed concrete tile around front entrance and addition bump-outs, two chimney stacks have been removed, chimney stack that remains has been changed from board formed concrete tile to semi-rusted metal panels, window configuration on the north wall of the great room has changed, the awning above garage windows on the south side of the home has been removed, the roof over the third garage bay has been extended toward the south to cover the dog run, all horizontal wood siding has been switched to vertical wood. The BSAC reviewed the samples of the new materials presented by Jamie Daugaard, project representative. The committee discussed the changes and questioned the architect on the removal of the awning over the windows on the south elevation. Jamie Daugaard explained that there are many materials found throughout the home and the goal was to achieve a clean look on the south face. The BSAC discussed that there will be limited visibility of the south face due to lot location and topography. Trever McSpadden noted that there are no design regulations to require the addition of the shed roof or an element to break up the face. Trever McSpadden made a motion to approve the alterations as proposed. Kenny Holtz Seconded the motion. The BSAC did discuss that due to no design regulations requiring something to break up the south face and the location relative to adjacent properties, the south elevation was approved as proposed. Motion passed unanimously.

6. Enforcement Review

BSOA #06239 Butera
Legal: Cascade Subdivision Block 3 Lot 239
Street: 5 Swift Bear

Staff presented photos of the Butera home and updated the BSAC on the construction status and the lights that were to be removed. All exterior home construction was found to be complete and the soffit lighting had been removed. The light fixtures were removed and a cap placed to allow access if needed to the wiring. The BSAC discussed they were thankful for the owner working to finish by the extended deadline. Staff presented the BSAC with a request from the owner wanting to know what hours the outdoor lighting can be turned on. The BSAC noted that there are no design regulations or covenants that have specific times listed. Trever McSpadden made a motion that a portion of the deposit be released for the construction, retaining an amount for the landscaping that matches current deposit requirements. Grant Hilton seconded the motion. Kenny Holtz discussed that the owner be encouraged to use lightbulbs that are the lowest wattage reasonable for the exterior lights and they are shut off when not in use. Motion passed unanimously.

7. Staff Report/Discussion

- a. **Construction Standards** – Staff presented the BSAC with information on the Construction Standards that are currently available. Staff presented some preliminary revisions to the document to remove unnecessary, duplicate, and misleading information. Staff presented to the committee that this document has not been adopted and serves as an overview of important information that originates in covenants, resolutions, and design regulations. The BSAC discussed the importance of this document for owners, architects, and contractors during the construction process. The BSAC discussed that the document should be short, no longer than 2 pages with a clear outline of information regarding work prior to construction, during construction, and after construction. The BSAC began to work through the current document and discussed that a retreat may be a better venue to focus on revising the document. Stacy Ossorio questioned if Brian Wheeler had a conflict of interest on the topic. Brian responded that he did not. Staff mentioned that these standards will affect all committee members. The BSAC requested that staff come back at the next meeting with a list of topics that should be in the construction standards and work on arranging a time outside of a regular meeting for a longer discussion.

- b. **Parking on BSOA Subdivision Roads** – Staff reviewed the covenants for several of the major subdivisions within the jurisdiction of the BSOA and went over any on street parking regulations contained within them. It was found that only the Cascade Subdivision prohibits on street parking. Trever McSpadden questioned if this is a county issue due to safety concerns. The BSAC agreed that some form of policy should be in place to allow the BSOA to tow vehicles parked on street after a warning period. Suzan Scott stated staff would talk with the legal committee or attorney to discuss control over cars parked on street.
- c. **Covenant Compliance** - Staff updated the BSAC on the Compliance Tracking Sheet.
- d. **Performance Deposit Tracking Sheets** – Staff updated the performance deposit tracking sheet.
- e. **Adjourn** – Kenny Holtz made a motion to adjourn the meeting at 10:25 am. Trever McSpadden seconded. Motion passed unanimously.



Brian Wheeler, Committee Chair