**Architectural Committee Meeting Minutes – May 22, 2014**

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

**BSAC and Staff in Attendance Guests in Attendance**

Brian Wheeler, Chair

John Loomis Bill Reed, Owner Aspen Groves

Kenny Holtz

Sharon Douglas (phone)

Trever McSpadden (phone)

Suzan Scott (phone)

Janet Storey

Dawn Smith

**1. Membership Forum –** None

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

**3. Sketch Plan Review**

a. BSOA #02731 Holder – Storage Unit

Legal: Lot 31 Block C

Street Address: 42 Pine Cone Terrace

 Staff presented the application for construction of a detached accessory structure. The proposed structure will measure 12 x 20 feet with sidewalls of 8 feet and a roof ridge of 12 feet. The applicant is proposing to use the same siding and asphalt roof shingle as currently installed on the main residence. Staff presented photos to demonstrate the degree of visibility from the road, which would be minimal. The applicant spoke briefly confirming the materials and construction plans. Chair Wheeler asked for public questions. Bill Reed, representing Aspen grove HOA stated that the landscaping needs to be completed, driveway needs to be paved and asked to go on record that the Aspen Grove HOA Board does not support the existing siding on the home and subsequent use on additional structures. The applicant, Mr. Holder, responded that 12 feet of sod has been installed along around the house perimeter and the remainder of the site has been seeded and will need to get established. The driveway has not been finished due to the moisture in the ground and will be completed once the ground has dried sufficiently.

John Loomis stated that in light of the siding issues it was necessary to be diligent in reviewing all materials prior to approval. Mr. Holder stated that he will bring in all materials. In addition he stated that the driveway would be paved after construction of this structure.

Kenny Holtz made a motion to approve the sketch plan as submitted with the following comments; for final application and for clarity all materials including roof shingle need to be submitted and reviewed. Sharon Douglas seconded the motion. Motion passed unanimously.

**4. Minor Plan Review**

a. BSOA #04614 Anderson – propane tank

Legal: Lot 14 Block 6

Street Address: 2295 Spotted Elk

Staff presented the application for installation of an underground propane tank. BSAC asked about the size and the tank and the color of the cap. The BSAC also commented that the area will be well disturbed and efforts made to restore the vegetation.

Kenny Holtz made a motion to approve the application as submitted with the notation that the BSAC is assuming that the tank cap is dark/hunter green. If the cap is another color then that color would need to be considered by the BSAC. Sharon Douglas seconded the motion. Motion passed unanimously.

**4. Staff Report**

1. **BSAC Update–** Staff presented final materials choices for windows and doors for the Wolfram project. The BSAC had no issues with the materials.

Staff asked the BSAC for feedback on shed review. Comments were as follows, neighbor notification should apply for sheds and nonpermanent foundation is preferred.

1. **Covenant Compliance Tracking Sheet –** Staff reported that there was a complaint on the Hill Condo overflow parking lot. After contacting Alpine Management, staff was informed that the items were set to be removed the first week of June.

Staff asked the BSAC for feedback on the Trever Smith property which has an outstanding performance deposit and the property is set to change ownership. BSAC commented that the deposit runs with the property and belongs to whoever is owner. Staff was directed to send a correspondence to the current owner stating that the extension had run out and the property still required work.

1. **Performance Deposit Tracking Sheets –** Staff noted recent changes.

Staff presented a request for performance deposit recalculation for the Tract 5 project based on the newly adopted fee schedule. As adjusted the applicant Tract 5 would be entitled to a $19,000 reduction refund. Trever McSpadden mad a motion to approve adjusted the required performance deposit amount to coincide with the current fee schedule. John Loomis seconded the motion. Motion passed unanimously.

1. **Meeting Minutes for May 8, 2014 BSAC Meeting –** Kenny Holtzmade a motion to approve the May 8, 2014 meeting minutes. Motion was seconded by John Loomis. Motion passed unanimously.

**5.** **Adjourn –** John Loomis made a motion to adjourn the meeting of the BSAC at 9:50a.m., Kenny Holtz seconded the motion. Motion carried unanimously.

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Brian Wheeler, Committee Chair