**Architectural Committee Meeting Minutes – November 20, 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 Jamie Daugaard, Centre Sky Architecture

Trever McSpadden Sam Tomlison, Centre Sky Architecture

Stacy Ossorio Jim Wolfram, Member

Kenny Holtz Anne Marie Mistretta, HCR

Sharon Douglas (phone) Joe Schwem, Lyric Architecture

Suzan Scott Kim Ibes, Member

Dawn Smith

Janet Story

**1. Membership Forum –** None.

**2.**  **Call to Order –** Brian Wheeler called the meeting to order at 8:07 am.

**3. Minor Project Review**

BSOA# 07098 Minor Alteration – Sign Approval

Legal Description: Lot 1-A Meadow Village

Street Address: 15 Spotted Elk Rd.

Staff presented the application for installation of interpretive signs with the Historic Crail Ranch Property. This proposal seeks to install 4 interpretive signs on the HCR property. The proposed signs will be uniform in design and will be placed within the HCR property at specified locations. The signs will be visible from neighboring properties but will not restrict existing views or create glare on adjacent properties. Anne Marie Mistretta spoke on behalf of the application stating that HCR was in the process of seeking a grant for the signs and that the signs would give visitors a representation of what the meadow looked like 100 years ago and with historical information about the Crail Ranch. Trever McSpadden disclosed that he is a member of the Big Sky Community Corporation which is the governing organization for the Historic Crail Ranch and would abstain from discussion and vote. Stacy made a motion to approve the application as submitted, Kenny Holtz seconded the motion. Motion passed unanimously.

BSOA #05418 Epstein – Patio Enclosure

Legal: Lot 18 Block 4 Meadow Village

Street Address: 125 Chief Joseph Rd.

Staff reviewed the compliance issue regarding the construction and placement of the patio enclosure. This item has been discussed at previous BSAC meetings; October 9 and 30, 2014. In addition three communications were sent to the member dated September 32, October 13 and November 4, 2014. The owner did bring some information to the BSOA office in regard to the project but still has not been able to confirm whether or not the patio structure is within the lot setbacks. Jim Wolfram stated that he did not understand why he had to apply to build improvements on his existing patio. Brian Wheeler discussed the purpose of the BSOA/BSAC, for the applicant/owner and for the neighbors. The goal of bringing this to the BSAC is so that the application can be reviewed for conformance with covenants and design regulations. Trever McSpadden addressed the issue of verifying the location of the improvement in relation to the setbacks and stated that there are pins present that can be used to mark the property lines. If the structure is non-conforming then it must be addressed as such as additional improvements to a non-conforming structure compound the existing issue. Jim Wolfram asked if can simply get a statement from his neighbor that he approves and accepts the location of the structure and that he would not pay for the cost of a survey. Kenny Holtz stated that once the pins are located then the location of the deck and improvements can be verified. If the pins cannot be located then a survey would be necessary. Trever McSpadden made a motion to continue the item until a complete application is received, Kenny Holtz seconded the motion. Motion passed unanimously.

BSOA #06162A Diduch– New Construction

Legal: Lot 162A Cascade Subdivision

Street Address: 5 Black Moon Rd

Staff presented the application for construction of a single family residence with attached two-car garage. The site has a building envelope. The driveway as proposed exceeds the allowable length of 75 feet and therefore will need a letter from the BSFD, the slope is shown at exactly 10% which is within design regulations. The parking areas are shown extending outside of the building envelope along with retaining walls to support the parking/driveway area. The exterior of the structure is in conformance with design regulations in regard to wall length and roof lines. Proposed exterior materials are reclaimed wood siding, wood siding and stone veneer with asphalt shingles and metal roof accents.

**Considerations**

Parking area partially outside of building envelope.

Length and height of retaining walls along driveway and parking areas.

Letter of approval from BSFD for driveway.

Reclaimed wood siding.

**Required for Final Plan Review**

All material specifications and samples; manufacturer, color, style etc. (siding, roof, doors, windows, deck, patio etc.)

Light fixtures

Complete landscape plan

Final Plans to scale

Jamie Daugaard and Sam Tomlison were present as representatives for the applicant and briefly reviewed the application and offered to answer questions. BSAC was favorable to the sketch plan application. Kenny Holtz made a motion to approve the sketch plan as submitted noting the list of considerations and requirements for final plan review, motion was seconded by Trever McSpadden. Motion passed unanimously.

BSOA #02513 Ibes –New Construction

Legal: Lot 13 Block A Aspen Groves

Street Address: TBD Autumn Trail

The application is for construction of a single family residence. The applicant does not require any exceptions to the design regulations or variances. The site is generally flat and located at the end of a cul-de-sac. The site contains a fair amount of trees along the west and south sides of the lot providing screening from those properties. The design is contemporary in style with single slope roof lines and contemporary window designs. There are no considerations at this time in relation to the design regulations or covenants.

**Required for Final Plan Review**

All material specifications and samples; manufacturer, color, style etc. (siding, roof, doors, windows, deck, patio etc.)

Light fixtures

Complete landscape plan

Final Plans to scale

Joe Schwem presented for the applicant. He asked about the ability of having an exterior fireplace, which is permitted if the structure has a chimney. He also reviewed the current color scheme which is dark grey. Stacy Ossorio made a motion to approve the sketch plan as submitted with the stated requirements for final plan review, Trever McSpadden seconded the motion. Motion passed unanimously.

**6. Staff Report**

1. **Meeting Minutes –** Kenny Holtz made a motion to approve the November 6, 2014 meeting minutes, Trever McSpadden seconded the motion, motion passed unanimously. Trever McSpadden mad a motion to approve the October 30, 2014 meeting minutes, motion was seconded by Kenny Holtz. Motion passed unanimously.
2. **BSAC Update –** Staff updated committee on upcoming meetings and retreat
3. **Covenant Compliance -** Staff updated BSAC on current compliance issues.
4. **Performance Deposit Tracking Sheets –** Staff noted recent changes.
5. **Discussion –** BSAC discussed the scheduling of January meetings, it was decided to cancel the meeting on January 1, 2015 and to have the next regular meeting on January 22, 2015 due to the retreat being scheduled on January 8, 2015.

**7.** **Adjourn –** Kenny Holtz made a motion to adjourn the meeting of the BSAC at 9:46 a.m., Stacy Ossorio seconded the motion. Motion carried unanimously.

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Brian Wheeler, Committee Chair