



Architectural Committee Meeting Minutes –September 5, 2019

BSAC/Staff in Attendance:

Brian Wheeler
Trevor McSpadden
Dan Hoadley
Maggie Good
Kate Scott
Suzan Scott
Jess Bevilacqua

Guests in Attendance:

Bill & Jennifer Reed
Matt Oehler
Chad Allen
Joe Schwem
Bob & Yvonne Leipheimer
Rob Leipheimer
Scott Hammond
Dave Seabury
Jackie Gillespie
James Lee
Andrew Daigle
Kris Nunn
Ed Barr
Daryl Nourse
Meaghan Altman
Marisue Tallichet

Project Attending For:

#02728 Reed
#06289A Aspen Groves Partners
#05403 Slade
#06343 Feigenbaum & #06243 Leipheimer
#06243 Leipheimer
#06243 Leipheimer
Crail Creek Condos
#06281 Cascade LLC
#07509-10 Gillespie
#07509-10 Gillespie
#04630 Rowe
#04630 Rowe
#06120A Barr
#05406 Bulis
#07113 Tract 5 LLC
#05403 Slade & #05406 Bulis

Using GoTo Meeting:

Bill Merritt

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 15, 2019 BSAC Meeting Minutes. Trevor McSpadden seconded the Motion. The Motion passed unanimously.

Due to timing, several agenda items were reviewed out of order. After the Gillespie application, the order was Barr, Leipheimer, Rowe, Bulis, Tract 5, and Cascade LLC. Maggie Good left the meeting at 10:00 AM after the Leipheimer application.

4. Minor Alterations Review

BSOA #02728 Reed Minor Alterations

Legal: Aspen Groves Block C Lot 27-28A

Street: 146 West Pine Cone Terrace

Staff presented the plans for the Reed minor alterations application. The application was to replace the existing log railing around the home and an area of the porch with a powder coated steel post and rod railing system. The existing railing is over 15 years old and is deteriorating due to age and environmental factors. A sample of the powder coat color was provided. Staff recommended the application be approved as submitted as it is an improvement to the home and necessary maintenance to the property.

Kate Scott made a Motion to approve the application as submitted. Dan Hoadley seconded the Motion. The Motion passed unanimously.

BSOA #06289A Aspen Grove Partners Minor Alterations

Legal: Cascade Block 4 Lot 289A
Street: 9 Rising Bull Road

Staff presented the plans for the Aspen Grove Partners minor alteration application. The application was to replace the existing deck and joist due to wear and deterioration. The deck footprint would remain the same. Matt Oehler represented the application and provided a sample of the proposed material, which matches the existing deck closely. Staff recommended the application be approved as submitted as it is an improvement to the home and maintenance to the property.

Maggie Good made a Motion to approve the application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

BSOA #05403 Slade Minor Alterations

Legal: Sweetgrass Hills Block 4 Lot 3
Street: 456 Chief Joseph Road

Staff presented the plans for the Slade minor alterations application. The application was submitted by the new owners of the home, Sean and Karla Slade and was represented by Chad Allen. The proposed work included replacing the deck railings with a stainless steel and wire railing system with a wooden top rail. It was noted that the existing railing is not up to building code. The owner also wanted to install a hot tub on an existing concrete patio where a hot tub was previously installed.

Staff noted that the owner plans to power wash the deck, and if the existing blue paint on the edge of the deck and posts is removed, the owner plans to cover it in clear coat stain. Staff reviewed the proposed hot tub location and noted that as there had previously been a hot tub installed on the concrete patio, there was adequate screening between a retaining wall and existing landscaping.

Staff recommended that the application be approved as submitted, noting that replacing the railing is a necessary improvement to the home and that the hot tub will be adequately screened.

Kate Scott made a Motion to approve the application as submitted, noting that the approval included clear coating of the deck if necessary after power washing. Trever McSpadden seconded the Motion. The Motion passed unanimously.

BSOA #06343 Feigenbaum Minor Alterations

Legal: Cascade Block 4 Lot 343
Street: 343 East Low Dog Road

Staff presented the plans for the Feigenbaum minor alterations application. The application was to replace the existing roof consisting of asphalt shingles with green metal roof to match the roof on the addition that was approved in 2015, and to extend a small portion of the roof over the back door of the home to create more coverage and join the entry area with the existing covered porch. Joe Schwem represented the project. A sample of the roof material was provided.

Staff recommended the application be approved as submitted as the proposed items are improvements to the home and material matches the existing roof.

Kate Scott made a Motion to approve the application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

Crail Creek Condominiums Minor Alterations **after the fact*

Legal: Meadow Village Block 2 Tract 6

Street: Curley Bear Road

Staff presented the plans for the Crail Creek Condominiums minor alteration application. The application was to replace the existing roof on three buildings, housing units 601-612, with the same material due to the age and condition of the existing shingles. The work had begun in August and is currently in process. Scott Hammond represented the project.

Staff noted that this type of improvement requires BSAC approval in advance. Staff recommended that the application be approved as submitted, noting that the \$500 after-the-fact approval fee should apply in this case, but that the roofing material should be approved for future use and further BSAC review should not be required to update the remaining buildings in the future, should the applicant wish to move forward with that. It was noted that a separate performance deposit will be required for each phase or set of buildings to be reroofed.

Maggie Good made a Motion to approve the application as submitted, noting that the \$500 after the fact approval fee would be required, and also noting that the roofing material is approved and that BSAC approval would not be required for future phases of the roofing project. Kate Scott seconded the Motion. The Motion passed unanimously.

It was noted that for future phases of roofing, staff should be notified and that a performance deposit will be required for each additional phase/group of buildings.

5. Landscape Alterations Review

BSOA #06281 Cascade, LLC Landscape Alterations

Legal: Cascade Block 4 Lots 281-A1, 284, 285A

Street: Rising Bull Road

Staff presented the plans for the Cascade LLC landscape alterations, which applies to three adjacent lots owned by the same owner. The application was to install a gravel pathway connecting the three lots. It was noted that the path would not be of a permanent nature, therefore per design regulations was permitted to cross through setbacks. No existing trees would be removed to install the path.

Staff recommended the application be approved as submitted noting that the pathway will not be of a permanent nature and is permitted in setbacks. Staff also noted to Mr. Seabury that landscaping in easements and setbacks is allowed, but is done at the owner's risk should use of the easement be required in the future.

The BSAC noted that if the properties were to be sold in the future, the pathway might present an issue and the owner should be encouraged to look into it.

Maggie Good made a Motion to approve the application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

BSOA #07509-10 Gillespie Landscape Alterations **after the fact*

Legal: North Fork Creek Lots 3 & 4

Street: Andesite Road

Staff presented the plans for the Gillespie landscape alteration application. The work being proposed in this application had already begun and had not been reviewed or approved by the BSAC. The applicant intended to dig a drainage ditch on lot 3 to uncover a blocked culvert and mitigate water issues in the wetland area. It was noted that the digging has drawn much attention due to the sensitive nature of the wetland. At the time that it was noticed, Mr. Lee and Ms. Gillespie were ordered by the BSOA to cease work on the lot, remove existing machinery and submit an application to the BSAC for review. Staff had also recommended at that time that Mr. Lee and Ms. Gillespie contact the Army Corp of Engineers and other local environmental agencies before taking any additional steps to resolve the drainage problems or restore the area.

Jackie Gillespie described the problems encountered with drainage on the lot. Ms. Gillespie noted that the intent of the work was to clear a culvert that had become blocked with debris and a burnt log and had been blocked for a couple of years. She noted that in order to locate the culvert, the ditch had been dug and that since then the water appears to be coming off the property correctly. Ms. Gillespie also noted that work ceased immediately after being ordered by the BSOA to stop. She noted that at this point, they only wish to clean up and restore the area.

Staff recommended the application be denied and tabled until a formal proposal to mitigate the drainage issues be provided, with approval from other governing agencies, and that further disturbance of the area should be avoided until such proposal is provided.

The BSAC recommended that an environmental engineer be engaged in the process and staff noted that she had provided Mr. Lee with contact information of a consultant who is familiar with the lots. The BSAC noted that because this is a sensitive environmental issue, other approvals such as from the Army Corp of Engineers, Department of Environmental Quality and Department of Natural Resources and Conservation should be obtained. The BSAC noted that a plan showing the impact of the disturbance should be submitted to the appropriate governing agency and any work approved before BSAC review or approval could be provided.

Maggie Good made a Motion to deny and table the application to perform any additional work or restoration in the area until the appropriate environmental agency approvals and any other required approvals are obtained, and until an environmental engineer is engaged in the process and a formal proposal to restore the area and/or mitigate drainage issues is provided. Kate Scott seconded the Motion. The Motion passed unanimously.

It was noted that the after the fact approval fee would not be required at this time as the application was being tabled, but that Ms. Gillespie would give staff an update at the end of each quarter until a formal plan is in place and approved. Ms. Gillespie agreed to do this.

6. Major Alterations Final Plan Review

BSOA #04630 Rowe Major Alterations

Legal: Meadow Village Block 6 Lot 30

Street: 2350 Spotted Elk Road

Staff presented the plans for the Rowe major alterations final plan application. The sketch plan was approved on July 18, 2019 with no conditions. The application was for a master bedroom and sitting area addition along with various exterior improvements. The only change since sketch plan was that the golf netting had been shifted slightly due to recent incidents.

Staff presented the lighting and landscape plans. Finish materials were provided by Kris Nunn. Staff recommended the application be approved as submitted noting that the proposed alterations are improvements to the property.

Kate Scott made a Motion to approve the application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

BSOA #06120A Barr Major Alterations

Legal: Cascade Block 2 Lot 120A

Street: 30 White Butte Road

Staff presented the plans for the Barr major alterations final plan application. The application was for a detached storage garage located outside the building envelope of the property. The variance and sketch plan for the garage had been approved on July 18, 2019.

Due to the agreed upon location, the garage and entry doors on the garage had been switched. It was noted that disturbed areas would be restored but that no additional landscaping features would be added. Ed Barr had provided staff a letter from C & H Engineering noting that the garage location had been staked per the location agreed upon at the July 18 BSAC meeting.

Finish materials would match the existing home, and a siding sample was provided. The light fixtures were reviewed. Staff recommended the application be approved as submitted noting the variance and sketch plan had been approved, and the finishes will match the existing home.

Maggie Good made a Motion to approve the application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

7. SFR Final Plan Review

BSOA #05406 Bulis Final Plan

Legal: Sweetgrass Hills Block 4 Lot 6

Street: 2640 Chief Joseph Trail

Staff presented the plans for the Bulis single family residence final plan application. The sketch plan was approved on July 18, 2019 with no conditions. Since sketch plan approval, several changes had been made to the design of the home. Roofs had been redesigned to simplify construction and drainage design, two "pop-outs" were added to the master bedroom and play room, stone was added to the entry and back dining area, and the fireplace had been moved.

Staff presented the changes from sketch to final and noted that it should be considered that these changes represent improvements to the overall aesthetic and function of the home design.

Staff presented the lighting plan. It was noted that the mono-lights will be installed in the ceiling and will be downlit. It was also noted that the wall sconces contain seeded glass, but that the light source is actually concealed and they are listed as dark sky compliant. The landscape plan was reviewed. Finish materials were provided by Daryl Nourse.

Staff recommended that the application be approved as submitted, if it was agreed by the BSAC that the changes made from sketch to final were approved.

Trever McSpadden made a Motion to approve the application as submitted noting that the changes made from sketch to final plan were approved. Dan Hoadley seconded the Motion. The Motion passed unanimously.

8. Variance Review

BSOA #06281 Cascade, LLC (Conway)

Legal: Cascade Block 4 Tract 281-A1

Street: 23 Rising Bull Road

Staff reviewed the plans for the Cascade LLC variance application. The application was to reconfigure the interior storage space above the garage into an apartment for a live-in caretaker. No exterior changes would be made to the home. The purpose of adding the apartment was to secure a caretaker to oversee the property, as there are numerous systems that require daily to weekly monitoring, maintenance, and oversight. Dave Seabury represented the application. It was noted that a lack of affordable housing in the area makes it difficult to secure a full-time, long-term caretaker if housing is not provided.

Staff noted that only one neighbor had responded to the variance packet that had been sent out, and that neighbor approved of the variance.

Staff recommended that since the apartment did not affect the view of nearby lots or the general aesthetics of the neighborhood that the application be approved as submitted.

Kate Scott made a Motion to approve the variance application as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

BSOA #06243 Leipheimer Major Alterations

Legal: Cascade Block 6 Lot 243

Street: 17 Swift Bear Road

Staff reviewed the plans for the Leipheimer major alterations variance application. The application was to add a second story apartment over the existing garage. Owners Bob and Yvonne Leipheimer, Rob Leipheimer and project representative Joe Schwem were in attendance. Neighbor Bill Merritt called in to the meeting using GoTo Meeting.

The application was for the sketch plan of the proposed addition and alterations, and the variance required for the apartment. Staff noted that according to the calculations provided by Mr. Schwem, the home with the proposed addition is under the maximum of 28' height using the four point method.

Staff presented feedback received from neighbors in response to the variance packet that had been sent out. Two letters of opposition and one email of approval was received and distributed to the BSAC. Two neighbors did not respond. The objections were due mainly to the increased mass of the home, raised roofline over the addition area, effect on views and absence of hardship. A view point analysis was provided by Mr. Schwem.

Mr. Merritt spoke in opposition of the variance based on the information he included in his letter to the BSAC. Mr. Merritt inquired about the neighbor notification process and staff explained the procedure for alterations and variances.

Mrs. Leipheimer discussed the reasons and intentions for adding an apartment to the house. Rob Leipheimer, the son of Mr. and Mrs. Leipheimer, intends to live in the apartment.

The mass issue that was raised by two neighbors including Mr. Merritt was discussed. The view point analysis and proposed rendering were reviewed at length. Mr. Merritt did not believe the view from his home was properly represented. It was noted by several BSAC members that due to the topography of the lot, the massing of the home appears appropriate and is compliant.

The criteria for apartment variances as outlined in the Cascade Covenants was reviewed in detail. The questions as worded in the covenants of *"Is there sufficient room for the apartment?"* and *"Does the apartment/structure interfere with the view, building sites, landscaping, elevations and general aesthetics of nearby lots?"* were considered and discussed by the BSAC as applicable to this property. Maggie Good noted that she feels the structure as proposed does interfere with nearby lots. The exterior staircase, size of the home and exterior design were noted by Ms. Good as concerns.

Trever McSpadden made a Motion to approve the variance application as presented noting that based on the view shed analysis there is room for the apartment and that it does not interfere with nearby lots. Kate Scott seconded the Motion. The Motion passed by a majority with Maggie Good voting against it.

Trever McSpadden made a Motion to approve the sketch plan for the proposed alterations as submitted. Kate Scott seconded the Motion. The Motion passed by a majority with Maggie Good voting against it.

9. Miscellaneous - Signage

BSOA #07113 Tract 5, LLC – 19th Hole

Legal: Meadow Village Block 2 Tract 5

Street: Curley Bear Road

Staff reviewed a request presented by Meghan Altman on behalf of Tract 5, LLC to install an additional construction sign at the 19th Hole Condominiums site on Curley Bear Road. The sign would be 48" x 27" and would contain information for Centre Sky Architecture. The sign is compliant but would be the second sign on the property, as the contractor had already installed a sign. One sign is allowed per design regulations. The sign would be located on the other side of the property, facing the golf course, and would not be near the existing sign.

Staff recommended the additional sign be approved as submitted noting that it is not located near the other sign.

Dan Hoadley made a Motion to approve the request for the sign as submitted. Trever McSpadden seconded the Motion. The Motion passed unanimously.

10. Discussion Items:

a. Member Report Tracking Update

Staff briefly reviewed one complaint that had been resolved.

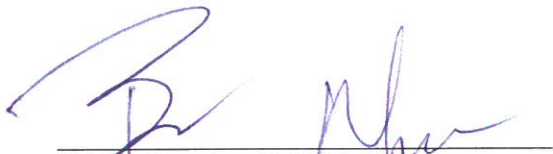
b. Performance Deposit Tracking Update

Staff briefly reviewed the performance deposit sheet.

c. Certificates of Deposit Update

There have been no changes to the certificates of deposit.

The meeting adjourned at 10:30 AM.



Brian Wheeler, BSAC Chairman