



**Architectural Committee Meeting Minutes - September 18, 2025**

**BSAC/Staff in Attendance:**

John Seelye, Chair  
George Mueller  
Vanessa McGuire  
Holly Coltea  
Lisa Chase  
Amy Gitchell

**Guests in Attendance:**

Mary Ann Comstock  
Ed Barr  
Joe Swiatek

**Project Attending For:**

#05201 2410 Dull Knife Lane  
#06120A 30 White Butte Rd.  
#02725 206 W. Pine Cone  
Terrace

**BSAC Joining Virtually:**

Ernie Chappell  
Cindy Miller

**Guests Joining Virtually:**

1. **Membership Forum -**
2. **Call to Order -** The Chair called the meeting to order at 9:01 AM.
3. **Meeting Minutes -**

**September 4, 2025, Meeting Minutes:**

**Motion made by George Mueller to approve the September 4, 2025, Meeting Minutes; seconded by Vanessa McGuire. Motion passed unanimously.**

**4. Single-Family, Minor Alteration**

- a. BSOA #02602 Eric Schwartz  
Subdivision: Aspen Groves  
Legal: Block B, Lot 2A  
Street: 549 Autumn Trail

Staff presented a Minor Alteration for a roof replacement. The existing metal roof will be replaced with Malarkey Windsor shingles in antique brown. No height will be added to the existing structure. Construction staging will be located on the driveway.

**Motion made by John Seelye to approve the application as submitted; seconded by Cindy Miller. Motion passed unanimously.**

**5. Single-Family, Minor Alteration After-the-fact**

- b. BSOA #04306 Andrew Hofley  
Subdivision: Meadow Village  
Legal: Block 3, Lot 6

Street: 3040 Two Moons Rd.

Staff presented an After-the-fact Minor Alteration for a roof replacement. Staff received notice on September 3, 2025, of work commencing at 3040 Two Moons Road, prior to BSAC approval. The owner stated they were replacing their roof and promptly provided an application and review fee.

The owner stated to staff that no height was added to the structure, and the materials matched existing.

**Motion made by Vanessa McGuire to approve the application contingent on of the After-the-fact fee of \$100.00 in addition to the \$100.00 Minor Alteration review fee; seconded by John Seelye. Motion passed unanimously.**

**6. Single-Family, Minor Alteration**

- c. BSOA #02725 Joseph & Sally Swiatek  
Subdivision: Aspen Groves  
Legal: Block C, Lot 25  
Street: 206 W. Pine Cone Terrace

Staff presented an asphalt repair and minor alteration to an existing driveway. Joe Swiatek, Owner, attended the meeting in person.

The scope of the project is limited to the installation and compaction of 3-inch-thick asphalt to approximately 104 square feet at the top of the driveway and paving an additional 500 square feet with 3 inches of hot mix asphalt.

Staff noted the project did not require a formal review and made a recommendation to waive a review fee.

**Motion made by George Mueller to approve the request as submitted and waive the review fee; seconded by John Seelye. Motion passed unanimously.**

**7. Single-Family, Major Alteration & Variance**

- d. BSOA #06120A Jan & Edward Barr  
Subdivision: Cascade  
Legal: Block 2, Lot 120A  
Street: 30 White Butte Rd.

Staff presented a Final Review for a Major Alteration and Variance. Ed Barr, Owner, attended the meeting in person.

The Major Alteration is the addition of a 472 square foot, attached garage with a 238 square foot covered deck. The driveway will be extended 12-foot to the new garage.

The existing home is contemporary design with a finished lower level, a walk-out patio and daylight basement. The main level has an attached garage and a second floor above. The total habitable area of the house including the mechanical room and existing garage is 5,666 square feet.

The Designated Building Envelope was shifted east and the shape modified in 2015. Due to this, the addition requires a Variance as the garage would protrude from the current Designated Building Envelope 7 feet.

Design and materials will match the existing home.

**Motion made by George Mueller to approve the application and Variance as submitted contingent on staff receiving a written confirmation of understanding from the adjacent neighbor; seconded by John Seelye. Motion passed unanimously.**

**8. Single-Family, New Landscaping Perf. Deposit Release**

- e. BSOA #06294 Brett Gaylis  
Subdivision: Cascade  
Legal: Block 4, Lot 294  
Street: White Grass Rd.

Staff presented a New Landscape Performance Deposit release request.

A Motion made at the January 17, 2024, BSAC meeting approved the release of the Construction portion of the Performance Deposit, and the release of the Landscaping portion was contingent on the Owner addressing the following concerns:

- 1) Culvert runoff redirected from the adjacent lot
- 2) Restoration of disturbed area on Lot 296
- 3) Remediation of downed trees

Staff confirmed the culvert has been redirected, the disturbed area restored, and five (5) saplings planted.

**Motion made by John Seelye to approve the release of the Landscaping Performance Deposit; seconded by Ernie Chappell. Motion passed unanimously.**

**9. Single-Family, Wildfire Mitigation**

- f. BSOA #05201 Mary Ann Comstock  
Subdivision: Sweetgrass Hills  
Legal: Block 2, Lot 1  
Street: 2140 Dull Knife Lane

Staff presented plans for wildfire mitigation. Mary Ann Comstock, Owner, attended the meeting in person. The Big Sky Fire Department (BSFD) assessed the property and made the following recommendations:

- Keep grass within 30 feet of structure mowed short during summer months
- Limb trees of ladder fuels
- Thinning of smaller trees in timber strings along roadway and along the adjacent lot
- Space canopy 12-18 feet between mature trees, lower branches trimmed 6 feet above ground

The BSFD made a recommendation to the Owner to have the timber string located in the BSOA road easement thinned and spaced. The Owner requested permission from the committee to do so, at her expense.

**Motion made by George Mueller to approve the request contingent on BSOA Board approval; seconded by Cindy Miller. Motion passed unanimously.**

#### 10. Discussion

##### **a. Single-Family, Roof Replacement**

BSOA #05301 Jill & David Guetschow (Weber Trust)

Subdivision: Sweetgrass Hills

Legal: Block 3, Lot 4 & 5

Street: 2680 Rain in Face Rd.

Staff received a complaint regarding the sheen of the galvalume roof and noted the recent installed landscaping does not screen the roof. Staff confirmed she will reach out to the Owners to request additional screening.

No Motion was made.

##### **b. Single-Family, Minor Alteration Modification**

BSOA #06114A Amanda & Ernie Chappell

Subdivision: Cascade

Legal: Block 2, Lot 114A

Street: White butte Rd.

Owner, Ernie Chappell, requested approval for a modification to a minor alteration. The plans for the minor alteration were to extend the upper and lower portions of the existing driveway, which has been completed. In lieu of paving the driveway extensions, the Owner would like to keep those portions gravel to absorb snow.

**Motion made by John Seelye to approve the modification as requested; seconded by George Mueller. Motion passed 4:1 abstained. \*\*\*Ernie Chappell abstained from voting. \*\*\***

**c. Block 6 Cascade Subdivision COSA**

- i. Staff received notice that Madison County will not issue an address for Lot 342 of Low Dog Rd. due to lack of a Certificate of Subdivision Approval (COSA) for Block 6 of the Cascade Subdivision. Staff reached out to the County, Boyne Resort and Gaston Engineering to either locate the original COSA for Block 6 or find a solution. Staff will also inquire with the BSOA Legal Committee.

**11. Adjourned** - The Chair adjourned the meeting at 9:47 AM.  
John Seelye, Chair