



**Architectural Committee Meeting Minutes – March 6, 2025**

<u><b>BSAC/Staff in Attendance:</b></u>	<u><b>Guests in Attendance:</b></u>	<u><b>Project Attending For:</b></u>
John Seelye, Chair	Paul Boneham	#04608 2165 Spotted Elk Rd.
Ernie Chappell	Tom Johnson	#04608 2165 Spotted Elk Rd.
Vanessa McGuire		
Dave McCaffery	<u><b>Guests Joining</b></u>	
Les Hopper	<u><b>Virtually:</b></u>	
Suzan Scott	Dave Buckingham	#04608 2165 Spotted Elk Rd.
Lisa Chase	Rist	#06068A Lot 68A Little Thunder
	Kaitlyn Kuntz	#06068A Lot 68A Little Thunder
	Jackson Trout	#06249 1216 Chief Joseph Trail
	Matt Pumford	#05417 61 Chief Joseph Trail
	Andrea Michael	#04102 1930 Yellowtail Rd.
	Rob White	#06223 37 Middle Rider Rd.
	Joe Schwem	#06223 37 Middle Rider Rd.
	Marie Ryley	#06223 37 Middle Rider Rd.
	David Gasser	#07716 33 Swift Bear Rd.
	Jeff Brauer	#04341 3245 Two Moons Rd.
	Grant Jardine	#06545 22 Sitting Bull Rd.
	Brett Krause	#04341 3245 Two Moons Rd.
	Jackson Boyer	#06019 11 Cheyenne Rd.

**1. Membership Forum –**

**2. Call to Order –** The Chair called the meeting to order at 9:08am.

**3. Meeting Minutes-**

February 20, 2025, Meeting Minutes

**Staff did not present the meeting minutes for review. No Motion was made.**

**4. Single-Family, New Construction Extension**

- a. BSOA: #06019 Kimberly & Jackson Boyer  
Subdivision: Cascade  
Legal: Block 1, Lot 19  
Street: 11 Cheyenne Rd.

Staff presented an Extension for New Construction on Cheyenne Rd.

The final review was approved on September 2, 2021. The Performance Deposit was received June 16, 2022. The last Extension request was reviewed on February 1, 2024, BSAC meeting. The Extension was granted through November 2024. This final Extension request was delayed due to staff error.

Jackson Boyer, Owner and Project Manager, attended the meeting by Zoom to provide a project status. Mr. Jackson reported that the six (6) bedroom, seven (7) bath home is nearly complete. Mr. Boyer estimated that the project will be completed by the end of August, including landscaping.

**Motion made by John Seelye to approve the Extension for Construction Completion to June 1, 2025, and an Extension for Landscaping Completion to August 31, 2025; seconded by Dave McCaffery. Motion passed unanimously.**

#### **5. Single-Family, New Construction Extension**

- b. BSOA: #06249 John Skelly  
Subdivision: North Fork  
Legal: Section 26, Lot 4A  
Street: 1216 Chief Joseph Trail

Staff presented an Extension for New Construction on Chief Joseph Trail. The final plan was approved on May 18, 2023, and the Performance Deposit was received on July 5, 2023. The Extension request was delayed due to staff error.

Jackson Trout, Project Representative, attended the meeting by Zoom on behalf of the owner. Mr. Jackson reported that the exterior of the four (4) bedroom, five (5) bath home is almost complete. The dumpster and porta potty are expected to be removed by the end of April. The driveway will be asphalted along with landscaping, after the snow melts.

**Motion made by John Seelye to approve the Extension for Construction Completion to April 30, 2025, and an Extension for Landscaping Completion to September 1, 2025; seconded by Dave McCaffery. Motion passed unanimously.**

#### **6. Single-Family, New Construction Extension**

- c. BSOA: #07716 David & Marianne Gasser  
Subdivision: Cascade  
Legal: Block 3, Lot 249  
Street: 33 Swift Bear Rd.

Staff presented an Extension for New Construction on Swift Bear Rd. The final plan were approved on July 21, 2022. The Performance Deposit was received on November 29, 2022. The last Extension was approved on January 4, 2024.

Mr. Gasser, Owner, attended the meeting by Zoom and reported that the exterior of the home is almost complete and requested an Extension for Construction through April.

**Motion made by Vanessa McGuire to approve the Extension for Construction Completion to April 30, 2025, and an Extension for Landscaping Completion to August 31, 2025; seconded by Dave McCaffery. Motion passed unanimously.**

#### **7. Single-Family, Minor Alteration**

- d. BSOA: #04608 Paul & Pamela Boneham  
Subdivision: Meadow Village  
Legal: Block 6, Lot 8A  
Street: 2165 Spotted Elk Rd.

Staff presented a Minor Alteration to add a cold roof design on Spotted Elk Rd. As a result of heavy snow, the applicant's home has had significant ice damming. Paul Boneham, Owner and Dave Buckingham of Alpine Management, attended the meeting by Zoom to request approval. The proposal adds six (6) inches in height; eleven (11) inches total including the boston ridge. Staff calculated the overall average elevation omitted the porch addition elevations. Construction staging will take place on the owners' driveway.

**Motion made by John Seelye to approve the application as submitted; seconded by Dave McCaffery. Motion passed.**

#### **8. Single-Family, Major Alteration Sketch**

- e. BSOA: #04341 Jeff Brauer  
Subdivision: Meadow Village  
Legal: Block 3, Lot 441  
Street: 3245 Two Moons Rd.

Staff presented a Major Alteration addition for 3245 Two Moons Rd. The home was built in 1986. Jeff Brauer, Owner, attended the meeting by Zoom.

The project will consist of necessary demolition to existing floors, walls, ceilings, roofing, and deck. The kitchen will be extended within the existing wall construction, eliminating a sunroom. 110 square feet will be added to the existing main floor bedroom and will only affect the main floor and associated roof. The dilapidated siding and trim will be replaced with new vertical siding material and flashing. Existing shingle roofing will be replaced with a standing seam metal roof. The existing exterior deck will be demolished and rebuilt utilizing the existing footings and layout.

Mr. Brauer confirmed he is working with Travis Irvine, a Montana licensed architect from Missoula.

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

## 9. Single-Family, Major Alteration Sketch

- f. BSOA: #04102 Eric Schiltz  
Subdivision: Meadow Village  
Legal: Block 1, Lot 2  
Street: 1930 Yellowtail Rd.

Staff presented a Major Alteration Sketch review for 1930 Yellowtail Rd. Andrea Michael, Love Shack Architecture, Project Representative, attended the meeting by Zoom on behalf of the owner.

The Major Alteration proposes a 24' deep x 31' wide addition attached to the existing home at the northeast corner to provide for a garage, mudroom, office and bath on the lower level (246 square feet) and one (1) bedroom living unit above (528 square feet). The addition includes an ADU with a full (although efficiency size) kitchen. Two (2) parking spaces will be added to the garage with two (2) additional spaces in the driveway. Two new windows will replace existing sliding doors on the main west facade. The sketch review contemplates a loop drive.

The stairwell in the rear of the ADU would face the golf course, and for aesthetic reasons the committee requested the applicants rereview the design of railing, materials and perhaps landscaping to reduce the industrial feel of the stairs.

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

## 10. Single-Family, Major Alteration Sketch & Variance

- g. BSOA: #06223 Shelley & Leonard Liston  
Subdivision: Cascade  
Legal: Block 3, Lot 223A  
Street: 37 Middle Rider Rd.

Staff presented a Major Alteration, a Variance to Building Envelope on Lot 223A on Middle Rider Rd. and a Variance for cold roof height allowance.

Joe Schwem of Lyric Architecture, Project Representative, attended the meeting on behalf of the owners.

The applicants requested approval to shift the Designated Building Envelope ten (10) feet west. The existing envelope overlaps with the utility easement on the east side of the property diminishing the useful area. The Major Alteration entails adding a covered deck in front of the existing home and a bedroom and covered deck in the back of the existing home (adding 493 square feet).

Additionally, a cold roof will be installed adding four (4) inches over most of the roof, with boston ridges that would add nine (9) inches to the ridges, exceeding the maximum height allowance by 5-inches required a Variance to the Cascade Covenants.

**Motion made by John Seelye to approve the Variance for an additional 5 inches added [above the maximum allowable height in Cascade Subdivision] in height for the cold roof design; seconded by Dave McCaffery. Motion passed unanimously.**

**Motion made by Ernie Chappell to approve the Variance to shift the Designated Building Envelope ten (10) feet west; seconded by John Seelye. Motion passed unanimously.**

**Motion made by Dave McCaffery to approve the sketch submittal as submitted; seconded by John Seelye. Motion passed unanimously.**

#### **11. Single-Family, Major Alteration Final**

- h. BSOA: #05417 Matt & Dawn Pumford  
Subdivision: Sweetgrass Hills  
Legal: Block 4, Lot 17  
Street: 61 Chief Joseph Trail

Staff presented the Final review for a Major Alteration on Chief Joseph Trail. The Sketch plan was approved on September 26, 2024.

Matt Pumford, Owner and Project Manager, attended the meeting by Zoom.

The existing site has two buildings on it: a home built in 1985 and a carriage house/garage built in 2005. The project will involve connecting the main house to the secondary structure with a 16 x 20 single-story walk-through area on the ground floor lower level and modifying the driveway. Siding, windows, doors, decks, rails and stairways will be replaced. The new entrance to the home will be relocated to the lower level with a Porte Cacher that attaches to the existing main building pillars. This area will be accessed by extending the existing driveway that will circle back out to Chief Joseph Trail. Staff noted the roof and chimney will not be altered.

Staff presented an extensive fire-resistant landscaping plan that include a sunken hot tub, flagstone patio, water feature, fire pit and natural vegetation. Mr. Pumford confirmed he will substitute the wood-burning firepit to propane.

Existing lighting fixtures will be replaced with dark-sky compliant sconces. Owners are eliminating (8) eight old-school flood lights and adding (6) six landscaping path lights.

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

## 12. Single-Family, New Construction Sketch

- i. BSOA: #06068A MAWSE Family Foundation, LLC (Strickland)  
Subdivision: Cascade  
Legal: Block 2, Lot 68A  
Street: (TBD) Little Thunder Rd.

Staff presented a new Sketch review for New Construction on Little Thunder Rd. Kaitlyn Kuntz of Firm 5, Project Representative, attended the meeting on behalf of the owners. Firm 5 has an office space in Belgrade and confirmed they are currently pursuing their Montana Architecture License and anticipate completing the process by March 17, 2025.

The new home will be 6,070 square feet. The main level and mechanical room will be 2,890 square feet, the heated garage 965 square feet, and the upper level a livable space 2,215 square feet.

The foundation will be stem wall, slab on grade throughout the main floor and garage, and will have radiant in-floor heating. The walls and second floor will be wood framed construction with a combination of wood and stone siding on the exterior. Staff confirmed the applicant's calculation of the overall average height; 27'-9."

As drawn footings would encroach outside the Building Envelope 10 inches. Ms. Kuntz confirmed she could shift the foundation of the home to be within the Building Envelope. If by shifting the home the deck will protrude from the Building Envelope approximately 2 ½ feet.

### **Motion made by John Seelye to approve the Sketch application contingent on the conditions listed below; seconded by Ernie Chappell.**

#### Conditions of Approval:

1. The architect confirms MT License
2. Staff receive an updated site plan showing the foundation footings are within the Designated Building Envelope

## 13. Multi-Family, RV Parking Resolution, Non-Compliance

- j. BSOA: #06545 Hill Condo Owners Association  
Subdivision: Cascade  
Legal: Block 1, T5 LA  
Street: 22 Sitting Bull Rd.

The following Motion was made on February 20, 2025, at the Big Sky Architectural meeting (BSAC):

Motion made by Ernie Chappell for staff to initiate the Enforcement Procedure to remove all unauthorized vehicles from the Hill Condo overflow lot by March 15, 2025; seconded by Vanessa McGuire. Motion passed unanimously.

Grant Jardine, Alpine Property Management, attended the meeting by Zoom on behalf of the Hill Condo Association to rebuttal the previous Motion.

Grant confirmed that Hill Condo agreed to have the RV's and trailer removed, however, requested an Extension due to the seasonality of Hill Condo Members.

Hill Condo also requested that BSAC consider allowing the snow removal equipment and machinery to remain on the overflow Lot.

**Motion made by John Seelye to have staff initiate the Enforcement Procedure to have all unauthorized vehicles removed including snow removal equipment from the Hill Condo overflow lot by May 15, 2025; seconded by Vanessa McGuire. Motion passed unanimously.**

#### 14. Discussion

- a. Example of "bad construction"
- b. Aging Performance Deposits: construction and landscaping deferred.

15. **Adjourn** – The meeting adjourned at 11:00am.

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John Seelye, Chair