



**Architectural Committee Meeting Minutes – May 22, 2025**

**BSAC/Staff in Attendance:**

John Seelye, Chair  
Vanessa McGuire  
Brad Reiersen  
Suzan Scott  
Lisa Chase

**BSAC/Staff Joining**

**Virtually:**

Ernie Chappell  
George Mueller

**Guests in Attendance:**

Josh Greene, Greene Co  
Josh Greene, Greene Co  
Kyle Lanier, Clear Creek  
Jamie Anderson, HPM  
Annalise Locker, HPM  
Cody Van Gilder  
Justice Graham  
Mike Hartman  
Marco DelGuidice  
Madeleine Feher

**Guests Joining**

**Virtually:**

Pat Lopker, Lilly & Lop  
Dave Sonka  
Garrett Damm  
Johanne Bouchard  
Lessa Millard

**Project Attending For:**

#07509 147 Moosewood Rd.  
#06047A 14 Little Thunder Rd.  
#06270A 7 Little Wolf Rd.  
#03XXX 685-691 Sunburst Dr.  
#014XX 90 Downhill Drive  
#06213A 16 Middle Rider Rd.  
#06213A 16 Middle Rider Rd.  
#06122A Lot 122A White Butte  
#07206 25 Seeway Rd.  
#07206 25 Seeway Rd.

#20110 7 L Cascade Ridge Rd.  
#03XXX 685-691 Sunburst Drive  
#03XXX 685-691 Sunburst Drive  
#0213A 16 Middle Rider Rd.  
#07206 25 Seeway Rd.

**1. Membership Forum – None**

**2. Call to Order -** The Chair called the meeting to order at 9:03 am.

**3. Meeting Minutes-**

April 24, 2025, Meeting Minutes

**Motion made by Vanessa McGuire to approve the May 1, 2025, Meeting Minutes; seconded by Brad Reiersen. Motion passed unanimously.**

May 1, 2025, Meeting Minutes

**Motion made by Vanessa McGuire to approve the May 1, 2025, Meeting Minutes; seconded by John Seelye. Motion passed unanimously.**

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

- a. BSOA: #07509 Moosewood 147, LLC (Lubin)  
Subdivision: North Fork Creek  
Legal: Lot 3, ACRES 6.914  
Street: 3 Moosewood Rd

Staff presented a Construction Extension for New Construction on Moosewood Road. Josh Greene, Greene Construction and Project Manager attended the meeting in person.

BSAC approved the Final Review for New Construction of the primary single-family dwelling on April 18, 2024. The Performance was enacted June 15, 2024.

The home will be comprised of 2,623 square feet of living space.

Josh noted that the owner may take over for the final construction of the home. Staff noted she will reach out to Mr. Lubin to confirm the date of transition and confirm that he is licensed in Montana prior to work.

**Motion made by Ernie Chappell to approve the Extension to June 15, 2026; seconded by Brad Reiersen. Motion passed unanimously.**

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

- b. BSOA: #06047A Jonathan & Meredith Stoler  
Subdivision: Cascade  
Legal: Block 2, Lot 47A  
Street: Little Thunder Rd.

Staff presented a Construction Extension for New Construction on Little Thunder Road. The Performance Deposit was provided on September 9, 2022. A previous project extension had been approved for September 9, 2024. This is the second Extension request. Josh Greene, Greene Construction and Project Manager attended the meeting in person.

The two-story home will have 4 bedrooms, and 5 baths comprised of 4,290 habitable square feet and include a 716 square foot garage. Mr. Greene noted the construction portion of the home will be completed by the end of June.

**Motion made by Ernie Chappell to approve the Extension to August 31, 2025, including Landscaping; seconded by John Seelye. Motion passed unanimously.**

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

- c. BSOA: #06270A Williams Montana Lodge, LLC  
Subdivision: Cascade  
Legal: Block 4, Lot 270A  
Street: 7 Little Wolf Rd.

Staff presented a Construction Extension for New Construction on Little Wolf Road. The Performance Deposit was provided on November 3, 2022. A previous project extension had been approved for November 3, 2024. This is the second Extension request. Kyle Lanier, Clear Creek Construction, Inc., and Project Manager attended the meeting in person.

The two-story home will have a daylight basement, 6 bedrooms, and 5 ½ baths. The total square footage will be comprised of 5,587 habitable square feet and 763 non-habitable square feet. Mr. Lanier noted he believes the construction and landscaping will be completed by the end of August.

**Motion made by John Seelye to approve the Extension to September 1, 2025; seconded by George Mueller. Motion passed unanimously.**

**7. Multi-Family, New Construction Extension**

- d. BSOA: #20110 & #20109 Cascade Ridge Condo  
Subdivision: Cascade  
Legal: S19, BLK 2, 13A-1, PLAT 4/754BA  
Street: 7 Lower Cascade Ridge Rd.

Staff presented an Extension request for two units located at Cascade Ridge.

Unit 109 Performance Deposit Received/Project Start Date: 10/25/23

Unit 110 Performance Deposit Received/Project Start Date: 4/22/2022 Extension: 5/31/25

**Motion made by Brad Reierson. to approve the Extension for unit #110 to October 1, 2025, contingent on the applicant providing the \$375.00 Extension Review fee; seconded by Vanessa McGuire. Motion passed unanimously.**

**Motion made by Ernie Chappell to approve the Extension for unit #109 to May 1, 2026; seconded by John Seelye. Motion passed unanimously.**

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

- e. BSOA: #06213A Keith Carlson & Johanne Bouchard  
Subdivision: Cascade  
Legal: Block 3, Lot 213A  
Street: 16 Middle Rider Rd.

Staff presented a Minor Application for roof mounted solar panels. Cody Van Gilder and Justice Graham of Yellowball Roofing & Solar and Project Managers, attended the meeting in person.

The applicants requested approval to install 47 solar panels that are 440 watts each. Each panel is approximately 69 inches by 45 inches.

The solar panels will blend with the low-pitch flat roof design. The design, orientation and landscaping of the home significantly limits neighbors' view of the home and roof. Mr. Graham confirmed that the height of the solar panel will not exceed the parapet.

Staff noted there is a Major Alteration currently taking place at 16 Middle Rider Road and the existing construction staging plan will remain in place for the duration of the solar panel installation. The installation will take 2-3 days to complete.

**Motion made by Ernie Chappell to approve the application as submitted; seconded by Vanessa McGuire. Motion passed.**

#### **9. Multi-Family, Minor Alteration**

f. BSOA: #03XXX Sunburst Condominium

Subdivision: Sunburst Condo

Legal: S35, T06 S, R03 E, COS 1605B PARCEL A-4 0.556 ACRES

Street: 685-691 Sunburst Drive

Staff presented a Minor Application for a cold roof design at Sunburst Condominiums. The cold roof replacement will be installed by Cornerstone Management Services (CMS). Garrett Damm, CMS and Jamie Anderson, Hammond Property Manager, attended the meeting on behalf of Sunburst HOA.

Staff noted the maximum allowable height for a Multi-Family Structure is 40.0 feet or less. The existing average height of the Sunburst Condo is 29.5 feet. Additional height of the cold roof will add 5 inches in the field and 12 inches at two-sided ridges. Materials will match the existing finishes.

Staff confirmed Hammond Property submitted a complete construction staging plan.

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

#### **10. Multi-Family, Minor Alteration & Exception**

g. BSOA: #014XX Beaverhead Condo

Subdivision: Beaverhead Condo

Legal: Block 5, Lot 33

Street: 90 Downhill Drive

Staff presented a Minor Application for a cold roof design at Beaverhead Condominium, building #106, Phase E and an Exception to Design Regulation 5.1 Building Height.

The cold roof replacement will be installed by Cornerstone Management Services (CMS). Garrett Damm, CMS and Annalise Locker, Hammond Property Manager, attended the meeting on behalf of the Beaverhead HOA.

The maximum allowable height for a Multi-Family Structure is 40.0 feet or less. The highest point of building #106 is 42.5 feet. The cold roof design will add 6 inches to the roofline and 12 inches for the Boston ridge. Staff presented an Exception for height.

Per Design Regulation 5.8 Roof Design: Cold roof systems with adequate ventilation and insulation are strongly recommended. For existing homes wishing to add cold roofs, an additional height allowance of up to 12 inches above the maximum Average Grade Height may be considered.

The shingles will be replaced with Malarkey Legacy Heather 50-year shingles with a metal trim in Mansard Brown.

This alteration is the second out of nine replacement roofs, with plans to sequence over the next few construction seasons.

**Motion made by Ernie Chappell to approve the application contingent of the conditions listed below; seconded by Brad Reiersen. Motion passed unanimously.**

The Approval included the following Conditions:

1. Applicants submit a \$750.00 Review Fee for an Exception to Design Regulation 5.1 Building Height, to exceed maximum allowable height.
2. Applicants allow a 10-day notification to Beaverhead Phase A/B prior to the commencement of work.

#### **11. Single-Family, New Construction Final**

- h. BSOA: #06122A Heath Sharp  
Subdivision: Cascade  
Legal: Block 2, Lot 122A  
Street: (Lot 122A) White Butte Rd.

Staff presented the Final Review for New Construction.

The Sketch plan and revised Variance applications were reviewed at the April 24, 2025, BSAC meeting the following Motions were made:

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

\*Motion made by Ernie Chappell to approve the Variance Application as submitted; seconded by Brad Reiersen. Motion passed unanimously.

\*The variance allows the garage and west elevation to protrude (7 feet) outside the designated building envelope.

Square Footage:

Lower Level: 2,406 square feet  
Main Level: 2,488 square feet  
Total Finished: 5,094 square feet  
Garage: 1,160 square feet

The exterior lighting plan features dark sky and wildlife compliant steel sconces. The front door and garage will have 4 sconces, the owner's deck, dining wall will have 3 sconces, the pantry patio and lower-level walk-out will have 8 sconces, and outside the great room will have 2 sconces, totaling 17 sconces.

The landscaping plan includes a tiered boulder wall, on the north elevation, featuring a propane-fire pit, sauna and hot tub. Plantings include Sumac, Cranberry bush and Firedance Dogwood. Washed cobble and river rock will provide a 5-foot hardscape around the perimeter of the structure. The landscape plan includes 27 dark-sky compliant low-light LED path lights distributed over the property.

Mr. Hartman confirmed the owners reached out to an arborist to select cut and/or trim trees to bring the property up to Big Sky wildfire mitigation standards, but they would only be addressing approximately 10-15 feet outside the designated area of disturbance.

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

## **12. Commercial, Community Park Updates**

- i. BSOA: #07206 BSCO  
Subdivision: Sweetgrass Hills  
Legal: Section 31, Lot 2A-  
Street:25 Seeway Rd.

Marco DelGuidice, Director of Parks & Trails and Madeleine Feher, Chief Executive Officer of Big Sky Community Park, attended the meeting in person to provide park updates and preliminary designs for the following three project initiatives.

- 1). Park Fields
- 2). Racquet Court Facility – refreshing existing building, replacing deck & adding parking lot
- 3). Camp Big Sky – relocating current big sky camp location further east along the river, adding three platforms to the yurts, modular bathroom systems and walkways to the structures

Leslie Millard, Principal Landscape Architect at inContour, attended the meeting by Zoom to present an initial concept design for Camp Big Sky highlighting traffic and parking being a main concern. Ms. Millard noted they are currently working through design opportunities that would foster a drop-off location, parking functionality, designated camp space and landscape screening.

Mr. DelGuidice noted they are waiting for civil engineering and the SWB plan for the fields work and could have the submittal to the BSAC in the next few weeks.

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

- i. BSOA: #06114A Ernie & Amanda Chappell  
Subdivision: Cascade  
Legal: Block 2, Lot 114A  
Street: 14 White Butte Rd.

Ernie Chappell, Owner and Jerad Biggerstaff, Biggerstaff Construction and Project Manager, attended the meeting in person to present a Minor Alteration.

The scope of the project is to expand the width of the upper and lower driveway and install a boulder 2' x 24' retaining wall along the upper portion of the driveway. The culvert will be extended 10 feet and by doing so will correct the western approach creating more symmetrical driveway flare.

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

\*\*\*Ernie Chappell abstained from voting. \*\*\*

**14. Discussion**

- a. Additional Review for Adjacent Neighbors
  - i. **Single-Family, Major Alteration Sketch & Variance Request**  
BSOA: #06020 Lone Peak Partners, LLC (Robert Rapp)  
Subdivision: Cascade  
Legal: Block 1, Lot 20  
Street: 120 Cheyenne Rd.

At the May 1, 2025, meeting, the BSAC made the following motion:

Motion made by Ernie Chappell to approve the Variance Application and Sketch Plan review for Submittal Plan B, contingent upon no opposition from neighbors within the notification period. If neighbors remain opposed, the application will return to BSAC for further review; seconded by Dave McCaffery. Motion passed unanimously.

**Neighbors were not present for the meeting. No motion was made.**

- b. Staff Approved Projects
  - i. **Multi-Family, < Minor Alteration & Wildfire Mitigation**  
BSOA: #071XX Morning Sun Condo  
Subdivision: Meadow Village  
Legal: Tract 9, Plat 1-12-R

Staff approved the following three projects on April 24, 2025:

- 1). Morning Sun Condo Monument Sign: the posts have been lengthened to ensure visibility. This project has been completed.
- 2). Painting: touchup painting of doors, railings, and garage doors with the same color paint already approved. This project will be ongoing throughout the summer.
- 3). Mulch Replacement: all existing mulch on campus will be replaced with washed rock. None of the beds will change size, shape, or location.

**ii. Multi-Family, New Construction Staging Plan**

BSOA: #021XX Black Eagle Lodge Condo

Subdivision: Mountain Village

Legal: S30, T06 S, R03 E, MV Subd

Construction activity has commenced as of April 2025 at 19 & 20 Black Eagle Road. This work is part of scheduled improvements to the property and is expected to continue through October 2026. Blue Ribbon is working diligently to achieve a watertight enclosure before the onset of Winter 2025.

Blue Ribbon Builders would like to highlight the following anticipated impacts:

- 1). Vehicle & Pedestrian Delays – Temporary closures and/or limited access on the horseshoe/owner access/Black Eagle spur road during equipment deliveries and active construction periods.
- 2). Increased Traffic – Intermittent movement of heavy vehicles, equipment and mobile crane activity during working hours.
- 3). Noise & Dust – Construction activities during business hours may result in elevated noise levels and dust in the immediate area.

**iii. Single-Family, < Minor Wildfire Mitigation**

BSOA: #02807 Jeremy & Sarah Mitchell

Subdivision: Aspen Groves

Legal: Block D, Lot 7A

Street: 234 Nordic Lane

Staff approved the following wildfire mitigation application with recommendations from the BSFD:

- Remove (3) dead trees that are ~30' tall-no leaves and are very dead.
- Remove (10) dead trees that are under 15' height- no leaves.
- Remove (10) saplings, under 6' tall.

15. **Adjourn** – The meeting adjourned at 10:29 am.

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John Seelye, Chair