



**Architectural Committee Meeting Minutes – June 5, 2025**

**BSAC/Staff in Attendance:**

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

**BSAC/Staff Joining**

**Virtually:**

George Mueller  
Ernie Chappell  
Suzan Scott

**Guests in Attendance:**

Josh Greene, Greene Co  
Joe Schwem, Lyric Arch.  
Mel Crighton

**Guests Joining**

**Virtually:**

Lisa Kaufman  
Kim Koch

**Project Attending For:**

#06342 Lot 342 Low Dog Rd.  
#06223 37 Middle Rider Rd.  
#02805 316 Nordic Lane

#06342 Lot 342 Low Dog Rd.  
#06342 Lot 342 Low Dog Rd.

**1. Membership Forum – None**

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

**3. Meeting Minutes-**

May 22, 2025, Meeting Minutes

**Motion made by John Seelye to table the May 22, 2025, Meeting Minutes; seconded by Brad Reiersen. Motion passed unanimously.**

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

- a. BSOA: #02805 Catherine Drook & Melvin Crichton  
Subdivision: Aspen Groves  
Legal: Block D, Lot 5  
Street: 316 Nordic Lane

Staff presented a Minor Landscaping Alteration for wildfire mitigation at 316 Nordic Lane. Mel Crighton, Owner, attended the meeting in person. Mr. Crighton recently surveyed his property with the BSGD to identify trees that may impede fire crews in a wildfire. Thirteen trees in total will be removed by the BSGD ‘fuels crew.’ The trees being removed are lodgepole pines, high alpine and Engelmann spruce.

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

*BSOA Meeting Minutes –June 5, 2025*

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

### **b. BSOA: #06223 Leonard & Shelley Liston**

Subdivision: Cascade

Legal: Block 3, Lot 223A

Street: 37 Middle Rider Rd.

Staff presented the Final review for a Major Alteration. Joe Schwem, Lyric Architecture and Project Manager, attended the meeting in person.

The project scope includes a one-bedroom addition, two covered deck additions a cold roof design. The project material will match existing, and the metal roof will be painted a matte black.

Additional lighting includes (6) recessed can lights in the rear porch ceiling and (4) can lights in front under the covered deck. The hot tub will remain in the current location with additional screening provided by (5) dwarf Mugo pine trees (8-10 feet at planting).

The BSAC raised concerns regarding construction debris potentially entering the adjacent ski easement noting safety hazards from large boulders and construction materials. Mr. Schwem confirmed contractor staging will be primarily on the driveway with a commitment to keep materials out of easement areas.

Mr. Schwem also noted the owners have not yet solidified a contractor; however, Blue Ribbon Builders will likely be selected. Project timeline targets fall completion, though roofing work may extend timeline due to cold roof complexity.

**Motion made by Ernie Chappell to approve the application contingent on the conditions listed below; seconded by Cindy Miller. Motion passed unanimously.**

The Approval included the following Conditions:

- 1). Prior to work starting the applicants provide staff with the name of a Montana Licensed General Contractor.
- 2). The ski easement trail remains free of all obstructions during the month November to May.

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

### **c. BSOA: #06342 Terra Big Sky, LLC**

Subdivision: Cascade

Legal: Block 6, Lot 342

Street: (Lot 342) Low Dog Rd.

Staff presented Final plans for New Construction on Lot 342 of Low Dog Rd.

Kim Koch, Terra Innovations and Project Manager attended the meeting by Zoom. Josh Greene, Greene Construction, attended the meeting in person.

The Sketch plan and Variance application were reviewed at the May 1, 2025, BSAC meeting.

The Variance request was for a 15'-0" front setback required for construction due to topographical constraints caused by the steep slope occupying the rear (north) portion of the property (Cascade requires 25'-0" front setback).

The following motions were made on May 1, 2025:

Motion made by George Mueller to approve the Variance application without contingency; seconded by Ernie Chappell. Motion passed unanimously.

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

The home will consist of four (4) bedrooms. The square footage is as follows:

Main Level: 1,904 square feet

Lower Level: 1,904 square feet (finished walk-out daylight basement)

Upper Level: 526 square feet

Garage: 952 square feet

Total Habitable Area: 4,334 square feet

Total Area Including Garage: 5,286 square feet

Changes since Sketch review include removal of the hot tub and the addition of three retaining walls. The retaining wall on the west elevation will encroach into the side setback 7 feet measuring 23'-3" feet x 7 feet in length, both under 4 feet in height. The rear retaining wall measures 62'-6" feet in length and 4' in height, requiring an Exception to Design Regulation 3.6 (maximum 24 feet without jogging/contouring). The boulder retaining walls will be constructed from on-site materials.

The landscaping plan will incorporate Douglas fir, Bristlecone pine, Green Mound Alpine Currant, Dwarf Mugo pines, Common White Snowberry and Blue Oat Grass. Three (3) Douglas Fir trees (8-10 feet at planting) will be planted on the west elevation to provide natural screening.

Staff raised concerns regarding the retaining wall that would encroach into the 15-foot ski easements required by Cascade Covenants. Although, staff confirmed retaining walls and driveways may encroach into easement areas at the owners own risk, the BSAC requested staff contact Chad Wilson of Boyne Resorts for written confirmation of no objection.

Project materials consist of timber siding, boulder retaining walls, metal wainscoting foundation cover (black), and a black metal roof. The lighting plan design is minimal with (8) recessed cans, (1) sconce in the front, (4) sconces in the rear of the home; all dark-sky compliant.

Fire Mitigation Consideration: The BSAC noted potential access issues for future masticator equipment due to house placement covering most of lot frontage. Recommended addressing before construction begins.

**Motion made by Brad Reiersen to approve the Final Review and Exception for Design Regulation 3.6 (Retaining Walls) contingent on notifying Big Sky Resorts (Boyne) and that they have no objection to the encroachment; seconded by John Seelye. Motion passed unanimously.**

**7. Community Non-Profit, Minor Alteration**

d. Benefit Big Sky: Huntley-Kern Pond

Subdivision: Meadow Village

Legal: 2ND FILING, S36, T06 S, R03 E, Lot 1, ACRES 5.221, COS I-12-E TR

Street: Little Coyote Rd.

Staff presented the final design plans for the new monument sign for the Huntley-Kern Pond, noting the site location and lighting plans have not yet been submitted.

Ernie Chappell, Volunteer and Amy Gitchell, Benefit Big Sky staff, were both present at the meeting for discussion.

Benefit Big Sky is working with Sign Solutions of Bozeman on the custom aluminum halo lit monument. The sign will measure 72" x 48" x 18"

Final placement, detailed specifications and the temporary donor appreciation sign will be presented at a future meeting once completed.

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

**8. Discussion**

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

BSOA: #02813 David & Coleen McCaffery

Subdivision: Aspen Groves

Legal: Block D, Lot 13

Street: 89 Silverado Trail

On May 20, 2025, staff approved the owners request to remove five (5) dead lodgepole pines from their property.

b. Reschedule July 3, 2025, Meeting

- i. Due to the next meeting encroaching on the July 4<sup>th</sup> holiday, staff requested to move the BSAC meeting to July 10 and July 24.

c. BSOA Chipper Days – Staff is working to solidify a “BSOA Chipper Day”

d. June 23- Surviving Wildfire – Upcoming Community Event Announcement

9. **Adjourn** - The meeting adjourned at 9:57 am.

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John Seelye, Chair