



**Architectural Committee Meeting Minutes – April 23, 2026**

**BSAC/Staff in Attendance:**

John Seelye, *Chair*  
Vanessa McGuire  
Holly Coltea  
Lisa Chase  
Sam Luedtke

**Guests in Attendance:**

Greg Ethenoz  
Evan McKnight  
Kenny Holtz

**Project Attending For:**

#04441 3075 Half Moon Ct.  
#04441 3075 Half Moon Ct.  
#01707 2360 Yellowtail Rd.

**BSOA Joining Virtually:**

Dave McCaffery  
Gina Dee  
Cindy Miller  
Ernie Chappell  
Michelle Horning, Board  
Chair

**Guests Joining Virtually:**

Robb Schlimgen  
Jeff Brauer  
Paul Boneham  
Brett Nemke  
Jeff Phillippe  
Joe Muggli  
Parkin Costain  
William Wagner

#06023 Lot 23 Washakie Rd.  
#04341 3245 Two Moons Rd.  
#04608 2165 Spotted Elk  
#04537 1880 Little Coyote Rd.  
#05401 526 Chief Joseph Trail  
#04441 3075 Half Moon Ct.  
#06026 Lot 168A Cascade  
#04331 3065 Two Moons Rd.

1. **Call to Order** - The Chair called the meeting to order at 9:00 AM.
2. **Membership Forum** - None
3. **Meeting Minutes** - April 2, 2026, Meeting Minutes

**Motion made by John Seelye to approve the April 2, 2026, Meeting Minutes; seconded by Ernie Chappell. Motion passed unanimously.**

March 19, 2026, Meeting Minutes

**Motion made by Gina Dee to approve the March 19, 2026, Meeting Minutes; seconded by Vanessa McGuire. Motion passed unanimously.**

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

- a. BSOA #04537 Donahome LLC  
Subdivision: Meadow Village  
Legal: Block 5, Lot 37  
Street: 1880 Little Coyote Rd.

Staff presented a Minor Landscaping Alteration. Brett Nemke, Owner, attended the meeting by Zoom.

Mr. Nemke and his wife purchased the home last summer. Staff reached out shortly thereafter to request natural screening for the existing hot tub. The Owners opted to stagger 3-5 Black spruce (*Picea marina*) trees. Black spruces are slow-growing evergreen trees and will mature to approximately 15-25 feet in height.

Staff noted there is no objection from the adjacent neighbor.

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

## **5. Single-Family, Minor Landscaping Alteration**

- b. BSOA #04441 Barbara Rowley  
Subdivision: Meadow Village  
Legal: Block 4, Lot 41  
Street: 3075 Half Moon Ct.

Staff presented a Minor Alteration for a deck replacement and a Minor Landscaping Alteration. Greg Ethenoz and Evan McKnight of Horizon Decks attended the meeting in person. Joe Muggli, Big Sky Landscaping & Irrigation, LLC, attended the meeting by Zoom.

The deck replacement entails the following:

### Front Porch

- Remove existing deck boards, tune up and enhance substructure.
- Install Trex Transcend decking in Jasper color (ICC ESR-3497).
- Install Trex Signature Mesh railing in Black.

### Rear Decks

- Demo two existing decks and build one new deck spanning the entire back facade of the house.
- Install Trex Transcend decking in Jasper color (ICC ESR-3497).
- Install Trex Signature Mesh railing in Black.

The existing rear decks have a total square footage of 467 feet. The new deck will comprise 860 square feet. The width of the deck will increase 1'-10."

The scope of landscaping includes:

- Clean up and cut back of the overgrowth in the planting beds surrounding the driveway and front yard.
- Widening and replacing existing flagstone footpaths around the house and creating additional paths to each door.
- Replacing and refreshing all beds on property with fresh weed-mat and non-combustible materials, new borders, and new native plants.
- Removing the old vinyl edging and creating a new shovel cut natural edge.
- New washed rock and river cobble will be added as a bed covering
- Existing boulders & address marker garden beds to be touched up for a clean manicured look.

- 3/4" road mix to add to the edges of the hammerhead/turnaround parking area; compacted to create a durable surface and buffer between the lawn and native grasses and mitigate mud and puddles from forming.
- All disturbed areas will be reclaimed with topsoil and a native grass seed mix.

Contractor staging and parking will be located on the driveway,

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

## 6. Single-Family, Minor Landscaping Alteration

### c. BSOA #02711 Tim & Stacia Czartoski

Subdivision: Aspen Groves

Legal: Block C, Lot 11

Street: 139 Nordic Lane

Staff presented a Minor Landscaping Alteration. Tim Czartoski, Owner, attended the meeting by Zoom to request approval for a driveway demolition and reinstallation.

The Owners commissioned Maddie Good of Allied Engineering and Jeff Knaub of Andesite Construction & Apex Asphalt.

Existing Driveway:

- The driveway is steep, reaching 19.9% longitudinal slope at one point near bottom with about 1/5 of the drive at 18% and the remaining amount approx. 12+ % slope.
- The longitudinal slope is complicated by a cross /outward tilt of 6% in some areas and over 12% in others with the majority consistently at 9.5% cross tilt
- The drive is narrow with trees along pavement, which is problematic with the cross tilt.
- Other issues include a grade coming out of the garage that is a higher elevation of the concrete at garage level.
- There is no area to effectively turn vehicles around.

Driveway Reinstallation:

- Remove old drive and remediate area to nature terrain.
- Transfer drive to the east as depicted in plan with a small swerve following the least steep topography and big gradual radius.
- Position drive and build-up in areas so a very consistent and even 12% longitudinal grade can be achieved all the way top to bottom.
- Flatten tilt inward/uphill (west) and reduce to a 2% internal tilt.
- Widen entire paved drive from approximately 12-13 ft to 16 feet in long stretch and create a gradual expansion and curve at bottom to keep a radius wide & reasonable making it easier for turns as well as fire dept, propane and other service vehicles etc.
- Remove elevation coming out from garage so water can flow away from garage with a consistent even 2% slope.
- Add turn around with a reasonable radius of turn to drive forward up driveway.
- Build with robust/solid stone base and repave with two layers to achieve 4 inches of asphalt for longevity and robust stability.

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

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

- d. BSOA #04341 Jeff Brauer  
Subdivision: Meadow Village  
Legal: Block 3, Lot 41  
Street: 3245 Two Moons Rd.

Staff presented a Minor Alteration. Jeff Brauer, Owner, attended the meeting by Zoom.

The scope of the Minor Alteration entails the following:

- (19) windows will be replaced.
- East and west facing sliding glass doors will be replaced.
- The storm door will be replaced and painted blue to match the siding color.
- Two (2) pine trees will be planted in the backyard to screen from the traffic on Lone Mountain Trail.
- Approval for the future placement of a 7' x 7' Sauna on the back patio.
- Paint touch ups with existing color.

The sauna will not be visible to the road or adjacent neighbors.

Construction staging is limited. Lowe's will haul away old windows and perform per diem jobsite cleanup.

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

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

- e. BSOA #05401 JKAT Trust  
Subdivision: Sweetgrass Hills  
Legal: Block 4, Lot 1  
Street: 526 Chief Joseph Trail

Staff presented a Minor Alteration for a roof replacement. Jeff Phillippe, Owner, attended the meeting by Zoom. Elliot McAuliffe, Dennis General Contractor, Belgrade, will perform the work.

The shingles will be replaced to match the existing shingles: Malarkey Legacy, *Weathered Wood*. No height will be added to the structure. Contractor staging and parking will be located on the driveway.

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

## 9. Single-Family, Minor Alteration

- f. BSOA #04331 William Wagner  
Subdivision: Meadow Village  
Legal: Block 3, Lot 31  
Street: 3065 Two Moons Rd.

Staff presented a Minor Alteration for a deck replacement. William Wagner, Owner, attended the meeting by Zoom.

The second story deck, deck stairs and landing, built in 1989, will be replaced with Trex Transcend 3.5-inch composite decking in *Spiced Rum*. The post will also be replaced and match the decking in *Spiced Rum*. There will be no changes to the design or footprint of the deck. Contractor staging and parking will be located on the driveway. Contractors will not park in the roadway.

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

## 10. Single-Family, New Construction Resubmittal

- g. BSOA #06023 High Peak Enterprises, LLC  
Subdivision: Cascade  
Legal: Block 1, lot 23  
Street: (Lot 23) Washakie Rd.

Staff presented a Resubmittal for New Construction and noted there have been no changes since the Final Review. The Final Review was approved on June 6, 2024. Robb Schlimgen, Schlimgen Designs, attended the meeting on behalf of the Owners.

The home was designed by Robert Schlimgen and the plans stamped by Montana licensed architect, Mark Fetzer (PE-LIC-62975).

The main floor of the home will have an attached garage. The lower-level will comprise a finished walk-out basement. The total habitable square footage of the home will be 4,416 square feet and non-habitable square footage 784 square feet.

The home will be constructed of wood framing, with wood lap siding stained Charlie Brown, accent siding will be weathering flat metal full sheets and Chief Cliff stone. The average height of the home is 26' 7"

Staff noted there is a Driveway Easement Agreement for Lots 21, 22 & 23 recorded with Madison County (Doc #204236). The easement grants the owners of Lots 22 & 23 a non-exclusive driveway easement for ingress and egress from Washakie Road over and across a portion of Lot 21 to the eastern boundary of Lot 22. As presented, the driveway for Lot 23 will begin on Lot 22 and branch off prior to the existing culvert on Lot 22 (N15° 06' 23.96"E).

Due to the challenging topography and geotechnical concerns, the applicants faced challenges designing the driveway to be within a 10% grade. After Sketch Review, the applicants redesigned the driveway - the slope of the driveway went from an average of 16% to 12%. BSAC approved an Exception to the Design Regulations for the 12% driveway slope. The BSFD also approved the driveway.

Staff noted the adjacent neighbors understand the driveway easement and have no objections to the driveway plans, or the new Construction.

Contractor staging and parking will be located on the Lot. There shall be limited contractor parking on the cul-de-sac.

**Motion made by John Seelye to approve the application contingent on neighbor notifications for driveway work; seconded by Gina Dee. Motion passed unanimously.**

## **11. Discussion**

### **a. Single-Family, Minor Landscaping Alteration**

BSOA #04608 Paul & Pamela Boneham

Subdivision : Meadow Village

Legal: Block 6, Lot 08A

Street: 2165 Spotted Elk Rd.

Staff observed a metal dog fence (temporary in nature) wrapped around a tree. The Owners noted that they were having issues with the electric dog fence since the adjacent neighbors also installed an electric dog fence.

The committee expressed concerns about setting a precedent for temporary or permanent fencing and preferred exploring alternative solutions like adjusting existing electric fences or using geofence collars. As a compromise, the committee agreed to allow the Owners to keep the temporary fence until the end of June, with the understanding that he would explore alternative solutions afterward.

### **b. Multi-Family, Site Inspection**

BSOA #00275-00303 Park Condominium

Subdivision: Meadow Village

Legal: S36, T06 S, R03 E, TRACT 2A

Street: 1985 Yellowtail Road

The board reviewed the status of a pool demolition project, which is nearly complete with only grading and seeding remaining. The board discussed plans to potentially install two hot tubs in the same footprint, though no final decision was made.

### **c. Multi-Family, New Construction Update**

BSOA #01707 MN Yellowtail Partners, LLC

Subdivision: Meadow Village

Legal: S36, T06 S, R03 E

Street: 2360 Yellowtail Road

Tom Berkley, Outlaw Partners, LLC, and Project Manager, attended the meeting by Zoom to provide an update on the MN Yellowtail Partners' site cleanup efforts noting plans to move cribbing, boxes, and riprap (stone) materials.

Mr. Berkley reported he is in communications with the Owners regarding fines owed and will confirm payment with Staff by the following Thursday.

Landscaping for Building 3 will begin next week, weather permitting. A reclamation plan will be submitted by April 30th for BSAC review. The BSAC agreed to review the reclamation plan and associate specific dates for completion.

Mr. Berkley noted as they continue to develop a site plan for Lot 4, they have engaged legal counsel to determine the validity of Easement M-132 (Doc #136424).

d. Real Estate Sign One-pager

Staff presented edits to the Real Estate Sign Rules. BSAC requested staff differentiate between distinct types of real estate signs and their appropriate uses to create a clear definition document for real estate signs, specifically distinguishing between for-sale, directional, and open house signs. Once finalized, staff will disseminate the document with the managing directors of real estate offices in town.

e. Trash Resolution Rebuttal & Republic Update

Staff noted they received a rebuttal to the 24-hour allotted time for trash pick-up, and since BSAC revised trash pick-up time into two seasonal windows:

- **Winter Season (December 1 - February 28):** To insure the greatest level of safety for humans and bears, no Owner or his/her tenants, guests and/ or invitees (inclusive of any Owner's agent) shall: (i) place any Trash or Trash Receptacle for curbside trash pick-up prior to **6:00 P.M. on the evening prior** to a scheduled pick-up; or (ii) fail to remove any Trash Receptacle placed for curb-side pick-up later than **6:00 P.M. of the day such pick-up** is scheduled by the designated service provider.
- **Bear Season (March 1 - November 30):** To insure the greatest level of safety for humans and bears, no Owner or his/her tenants, guests and/or invitees (inclusive of any Owner's agent) shall: (i) place any Trash or Trash Receptacle for curbside trash **pick-up prior to 5:00 A.M. on the day such pick-up** is scheduled; or (ii) fail to remove any Trash Receptacle placed for curb-side **pick-up later than 8:00 P.M. of the day such pick-up** is scheduled by the designated service provider

The goal of the seasonal amendment is to create awareness of 'bear season,' give members more flexibility to take trash out during the winter months, and importantly deter bears from becoming habituated to trash. Bear habituation to trash may create high-risk situations.

## **12. Adjourned -**

The meeting adjourned 10:11 AM.