



Architectural Committee Meeting Minutes – November 20, 2025

<u>BSAC/Staff in Attendance:</u> John Seelye, Chair Vanessa McGuire Gina Dee Dave McCaffery Holly Coltea Lisa Chase <u>BSAC Joining Virtually:</u> Ernie Chappell Les Hopper	<u>Guests in Attendance:</u> Dean Soderberg <u>Guests Joining Virtually:</u> Marty Palmer Betsy Sullivan Sal Schirripa Krista Lauro James Norman Jeramiah Young Edward O'Donnell Joe Gambescia	<u>Project Attending For:</u> #05317 2665 Bobtail Horse Rd. #18XXX 22 Moose Ridge Rd. #18XXX 22 Moose Ridge Rd. #18XXX 22 Moose Ridge Rd. #04440 2900 Little Coyote Rd. #04516 2165 Little Coyote Rd. #06254A 36 Swift Bear Rd. #04415 2655 Little Coyote Rd. #18XXX 22 Moose Ridge Rd.
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1. **Call to Order** - The Chair called the meeting to order at 9:02 AM.

2. **Membership Forum** - None

3. **Meeting Minutes** -

October 2, 2025, Meeting Minutes

Motion made by John Seelye to approve the October 2, 2025, Meeting Minutes; seconded by Dave McCaffery. Motion passed unanimously.

October 16, 2025, Meeting Minutes

Motion made by Vanessa McGuire to approve the October 16, 2025, Meeting Minutes; seconded by John Seelye. Motion passed unanimously.

October 23, 2025, Meeting Minutes

Motion made by John Seelye to approve the October 23, 2025, Meeting Minutes; seconded by Dave McCaffery. Motion passed unanimously.

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

a. **BSOA #06272A Dawn McGeddy**

Subdivision: Cascade
Legal: Block 3-4, Lot 272A
Street: 3 Little Wolf Rd.

Staff presented an After-the-fact review for a roof replacement. Staff observed roof work taking place at 3 Little Wolf Rd. on October 23, 2025, prior to BSAC review. Staff was unable to connect with the Owner, Dawn McGeddy, until November 3, 2025, by phone. Mrs. McGeddy confirmed with staff that no height had been added to the structure and the color matched the previous roof.

Joseph Cathcart of Cobex Construction Group was the Project Manager.

The Owner nor the Project manager were present at the meeting.

Motion made by John Seelye to approve the After-the-fact roof replacement contingent on the Owner paying a \$100.00 Minor Alteration fee and a \$250.00 After-the-fact fee; seconded by Dave McCaffery. Motion passed unanimously.

5. Single-Family, Geotechnical Alteration After-the-fact

b. BSOA #04440 Lauro Realty Holdings Co., LLC

Subdivision: Meadow Village

Legal: Block 4, Lot 40

Street: 2900 Little Coyote Rd.

Staff presented an After-the-fact review for Geotechnical excavation at 2900 Little Coyote Road. Krista Lauro, Owner, attended the meeting by Zoom and acknowledged her ignorance in not realizing the need for prior approval. The BSAC noted that the property has potential wetland issues and a recreational easement, emphasizing the importance of considering these factors in future development plans. Members recommended that the Owner verify whether the property contains delineated wetlands.

Motion made by Dave McCaffery to approve the application contingent on the conditions listed below; seconded by Vanessa McGuire. Motion passed unanimously.

The Approval included the following conditions:

1. The Owners confirm if disturbed area is classified as delineated wetland prior to remediation.
2. Geotechnical Review fee of \$100.00
3. After the fact Review fee of \$250.00

6. Single-Family, Minor Landscaping Alteration

c. BSOA #04516 James & Elizabeth Norman

Subdivision: Meadow Village

Legal: Block 5, Lot 16

Street: 2165 Little Coyote Rd.

Staff presented a Minor Landscaping Alteration for Site Accessories. James Norman, Owner, attended the meeting by Zoom, to request approval to place a sauna and cold plunge (in addition to their hot tub) on the rear patio. Mature trees provide screening from adjacent lots. The Owner noted he added one additional tree to close a gap.

Motion made by Vanessa McGuire to approve the site accessories contingent on neighbor review; seconded by Dave McCaffery. Motion passed unanimously.

7. Single-Family, Major Alteration Final Review

d. BSOA #06254A Swift Bear Lodge, LLC

Subdivision: Cascade

Legal: Block 3, Lot 254A

Street: 36 Swift Bear Rd.

Staff presented a Final Review for a Major Alteration.

Jeremiah Young of Kibler & Kirch, Project Manager, attended the meeting by Zoom, on behalf of the Owners.

The Sketch and Variance Reviews were approved by BSAC on July 10, 2025, Motion passed 4:1, John Seelye, Chair, opposed.

Mr. Young confirmed Kibler & Kirch is a Design Firm and he is not a licensed architect. EFO Engineering Firm, Billings, MT, is also working on the project.

The Variance approval is for one footing (one sonotube) for the bottom of the deck stair, that is slightly outside the Designated Building Envelope.

The primary focus of the project is to improve aesthetics and function of the home. The scope of the project includes the following:

- Material modifications
- New deck
- New roof canopy
- Flagstone patio
- Cohesive & extensive new landscaping
- Replacement of failing metal shingles with stone to match existing pillars & wrap chimney in same stone (mass will increase slightly)
- Removal of exterior door to mud room (right of garage)
- Improving the entry sequence with flagstone path & landscaping
- Cracked concrete will be removed
- Solid single- door to be replaced with double- doors and new lights

The Landscaping plans will be implemented by Performance, LLC, Billings, MT and include the addition of deciduous and evergreen trees and shrubs as well as perennials. The contractor will design and install irrigation zones based on available water flow and pressure.

Materials will match existing. There will be no new materials introduced.

Motion made by Dave McCaffery to approve the application as submitted contingent on staff receiving a Construction Staging Plan prior to commencement; seconded by Vanessa McGuire. Motion carried.

8. Single-Family, Major Alteration Final Review

- e. BSOA #05317 William Maw
Subdivision: Sweetgrass Hills
Legal: Block 3, Lot 17
Street: 2665 Bobtail Horse Rd.

Staff presented a Final Review for a Major Alteration. Dean Soderberg, MFGR Design LLC, attended the meeting in person, on behalf of the Owners.

The Sketch Review was approved unanimously by BSAC on October 16, 2025.

The project is a proposed addition that will consist of 199 net square feet of additional conditioned habitable space with no increase to the existing building footprint. The added space will recapture the footprint currently occupied by the existing wood deck. The addition will increase the conditioned space from 2,356 square feet to 2,555 square feet, adding office and bedroom space with supplemental storage.

As part of recapturing the existing deck space the existing hot tub will be relocated to the east elevation of the residence and will include screen walls and a shed roof.

Materials will match existing. There will be no new materials introduced.

Motion made by John Seelye to approve the application as submitted contingent on staff receiving a Construction Staging Plan prior to commencement; seconded by Dave McCaffery. Motion passed unanimously.

9. Single-Family, Minor Alteration After-the-fact

- f. BSOA #04415 Edward J IV & Jacqueline O'Donnell
Subdivision: Meadow Village
Legal: Block 4, Lot 15
Street: 2655 Little Coyote Rd.

Staff presented an After-the-fact review for a replacement driveway and entry staircase. Staff observed work taking place at 2655 Little Coyote Rd. prior to BSAC approval.

Edward O'Donnell IV, Owner, attended the meeting by Zoom. Mr. O'Donnell stated he was unaware a BSAC review was required. He confirmed the scope of the project is limited to the driveway replacement and added front stair noting the previous driveway was in poor condition and causing safety issues.

Staff noted they received several complaints regarding the dumpster, construction staging and mud on Little Coyote Road, highlighting the importance of a 'construction staging plan.'

The BSAC advised against attempting vegetation work until spring due to the late season, and recommended consulting with a local landscape company to develop a plan for remediation.

Motion made by John Seelye to approve the application contingent on the conditions listed below; seconded by Dave McCaffery. Motion passed.

The Approval included the following conditions:

1. The Owner submits a Landscaping Remediation Plan by January 30, 2026.
2. The Landscaping Remediation Plan is completed no later than June 30, 2026.
3. Geotechnical Review fee of \$100.00
4. After the fact Review fee of \$250.00

10. Multi-Family, Covenant Compliance

- g. BSOA #18002 & #18005 Powder Ridge Cabins Unit 2 & 5

Subdivision: Powder Ridge Phase I, Cascade

Legal: Powder Ridge Condo 1, S19, T06 S, R03 E, Powder Ridge Ph1 Cascade
Sub Tract 5b Unit 1-7 & A-F

Street: 22 Moose Ridge Rd. Unit 2 & 5

Members of the Powder Ridge Cabins Phase I attended the meeting by Zoom, to discuss concerns that two of the seven garages, 2 and 5, are being rented to property management companies and being used for commercial activity and storage, violating Powder Ridge Condominium covenants that specify owner-only use.

The Powder Ridge Cabin garages are located on a commercial lot owned by Boyne, located across the street from the cabins and in the Cascade Subdivision. The Powder Ridge Cabins have a non-exclusive easement with Boyne for the sole benefit of the owners of cabins (units) 1-7 of Phase I for access to the Garage Building. The Powder Ridge Cabins Covenants specify the garages are for only-only use.

Members of the Powder Ridge Cabins expressed concerns about gross propane storage and dumpster overloading, noting that the problems have been growing for five years and owners of garages 2 and 5 have been difficult to reach for compliance discussions.

Motion made by Les Hopper to table the review pending outside Legal counsel; seconded by Dave McCaffery, Motion passed unanimously.

11. Discussion

a. Staff Approvals

i. Single-Family, Major Alteration Material Modification

BSOA #06223 Leonard & Shelley Liston

Subdivision: Cascade

Legal: Block 3, Lot 223A

Street: 37 Middle Rider Rd.

Staff presented a 'staff approved' material change for a Major Alteration. A Project Representative was not present. The changes are listed below:

- Roof shingles- Owens Corning Driftwood (comparable to Malarkey Weathered Eood)
- Standing seam & corrugated - Protech Rustic Rawhide
- Chimney stone- Stone to match existing
- Windows-Weathershield Signature Series Boysenberry to match existing
- Siding- Lap fir siding to match existing

ii. Single-Family, Minor Alteration

BSOA #06167A Brett & Georgia Baker

Subdivision: Cascade

Legal: Block 3, Lot 167A

Street: 6 Spotted Eagle Rd.

Staff presented a Site Accessory. A Project Representative was not present.

The Owners requested approval to install an address monument. The placement and design of the sign was approved at their Final Review in 2020. The sign measures 24" H x 28" W and will be lit from underneath the top black bar.

The BSAC approved the sign contingent that the lighting element be reduced from 3500K Lumens to 2700K Lumens.

b. Madison County Public Notice: Construction & Demolition Permits

- i. Pursuant to Ordinance 1-2020, each property owner in Madison County's Solid Waste District (within Madison County Lines), before commencing a construction project shall obtain a permit for such project from the Madison County Sanitarian. [Link to Ordinance 1-2020](#)

c. BSOA #07107 MN Yellowtail Partners, LLC Due Date

- i. Subdivision: Meadow Village
Legal: Yellowtail Residences Condo, S36, T06 S, R03 E, Condo Master
Street: 2360 Yellowtail Road

Staff presented a status update regarding the Construction Staging at the MN Yellowtail Residences. A Project representative was not present.

At the October 23, 2025, meeting, the BSAC made the following Motion:

Motion made by Ernie Chappell to approve a Construction Extension for Building 2 & 3 until April 30, 2026, contingent on the conditions listed below; seconded by Dave McCaffery. Motion passed unanimously.

The Approval included the following Conditions:

- a. Revise and isolate fencing to contain building 2 & 3 only by November 23, 2025.
- b. Remove all modular pods and staging of by November 23, 2025.
- c. Reclamation plan for site disturbance due by April 30, 2026 (to include remediation of Lot 32 boundary) and executed by June 30, 2026.
- d. The Owner will be subject to fines after November 23, 2025, for failure to move fences and/or remove modular pods.

The committee discussed the status of the MN Yellowtail Residences construction staging noting that the fence has been appropriately shifted and reduced, however, the modular pods remain as well as a camper trailer.

Staff noted Fines issued for enforcement under the BSOA Enforcement Resolution shall not exceed \$100,000.00 per violation for properties of multi-family residences. The BSAC has the discretion to levy fines either on a per violation basis or on a per day penalty basis. Fines on a per day basis shall not exceed \$1,000.00/day for properties of multi-family residences.

Motion made by Dave McCaffery to implement a daily fine of \$250.00 beginning November 23, 2025, until the modular pods have been removed from the site; seconded by Vanessa McGuire. Motion passed unanimously.

12. Adjourned -

Motion made by John Seelye, Chair, to adjourn the meeting at 10:59 AM; seconded by Vanessa McGuire. Motion passed unanimously.