



Architectural Committee Meeting Minutes – October 16, 2025

<p><u>BSAC/Staff in Attendance:</u> John Seelye, Chair Ernie Chappell Gina Dee Les Hopper Holly Coltea Lisa Chase</p> <p><u>BSAC Joining Virtually:</u> Dave McCaffery Vanessa McGuire</p>	<p><u>Guests in Attendance:</u> Marci Funk Scot Munro Dean Soderberg</p> <p><u>Guests Joining Virtually:</u> Jason Hubbard Janet Serrano Mel Crichton Ethan Dissinger Troy Haugeberg John Hyun Grayson Timon Ryan Hirsh Jeff Johnson Kenny Holtz</p>	<p><u>Project Attending For:</u> #02516 959 Andesite Rd. #04220 2505 Curley Bear Rd. #05317 2665 Bobtail Horse Rd.</p> <p>#02815 169 Silverado Trail #02815 169 Silverado Trail #02810 82 Nordic Lane #02810 169 Silverado Trail #06012 6 Sioux Rd. #05317 2665 Bobtail Horse Rd. #04522 2265 Little Coyote Rd. #04522 2265 Little Coyote Rd. #02810 82 Nordic Lane</p>
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1. Membership Forum -

2. Call to Order - The Chair called the meeting to order at 8:59 AM.

3. Meeting Minutes -

October 2, 2025, Meeting Minutes:

Motion tabled due to staff constraints. Staff will present the October 2, 2025, Meeting Minutes at the following BSAC meeting.

4. Single-Family, Minor Alteration

- a. BSOA #02815 Jason Hubbard
Subdivision: Aspen Groves
Legal: Block D, Lot 15
Street: 169 Silverado Trail

Staff presented a Minor Alteration for a deck and roof replacement. Jason Hubbard, Owner, attended the meeting by Zoom.

Janet Serrano, L & S Roofing, attended the meeting by Zoom as the Project Representative for the roof replacement.

The existing roof will be replaced with a cold roof design that will add 5 - 3/4 inches to the existing structure. Staff produced BSAC architectural archives showing the existing structure height to be 25 feet in height at the highest ridge. Aspen Groves Covenants allow for a single-family dwelling to be a maximum of 25 feet in height. The applicant submitted a Variance application to exceed maximum allowable height by 5-3/4 inch. L & S Roofing LLC will apply a high temp titanium underlayment and replace the shingles with a 24-gauge standing seam snap-lock metal roof, with 1-1/2-inch-tall vertical ribs, in Hartford Green, produced by the Great Northern Metal Company.

Ethan Dissinger, Western Log & Timber, and Project Representative for the deck replacement, attended the meeting by Zoom.

The two existing front decks will be removed and replaced with a log railing system. The project will maintain the existing footprint, layout and architectural character of the home. The wood will be replaced with a composite wood in a dark brown color. The new railing will match the existing railing.

Staff highlighted the construction staging plan which will include material staging, dumpster and portable restroom; all to be located on the driveway and off the road.

Motion made by Ernie Chappell to approve the application and Variance contingent on staff receiving a material sample prior to commencement; seconded by Gina Dee. Motion passed unanimously.

5. Single-Family, Minor Alteration

- b. BSOA #02516 Joseph & Marci Funk
Subdivision: Aspen Groves
Legal: Block A, Lot 16
Street: 959 Andesite Rd.

Staff presented a Minor Alteration to add a front patio and sitting area. Marci Funk, Owner, attended the meeting in person.

A new Trex patio will extend off the front entrance creating a 333 square foot sitting area. The area will encompass the existing front steps and extend 14 feet front the front of the home. The length of the patio will extend 28 feet adjacent to the upper driveway. A 30-inch-high railing will match the existing railings. The Trex material will match the existing deck. Existing plantings will be relocated.

Motion made by Gina Dee to approve the application as submitted; seconded by Ernie Chappell. Motion passed unanimously.

6. Single-Family, Minor Alteration

- c. BSOA #06012 Big Sky Bliss, LLC, Troy Haugeberg
 Subdivision: Cascade
 Legal: Block 1, Lot 12
 Street: 6 Sioux Rd.

Staff presented a mass of Minor Alterations to an existing home built in 1993. Troy Haugeberg, who purchased the property in May 2025, attended the meeting by Zoom.

The proposed alterations include the replacement of 14 windows and 2 patio doors, with slight modifications to the living room windows consisting of 4 windows, as well as the installation of two 2 patio doors in the garage and 1 additional picture window in the garage.

The plans include the addition of a 6' by 24' 1/2" expansion of the existing southwest deck with an added hot tub, for which natural screening exists.

An asphalt driveway will be installed along with the replacement of the existing concrete sidewalk. The driveway will be installed per the 2018 Approved Addition Plans, which the paving was never completed during the 2019 ADU installation.

The project also includes the installation of a new sunken propane tank and connecting piping.

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

7. Single-Family, Minor Alteration

- d. BSOA #05427 Great Point LLC, Sam LaPointe
 Subdivision: Sweetgrass Hills
 Legal: Block 4, Lot 27
 Street: 3225 Crow King Rd.

Staff presented a Minor Alteration for a deck replacement. Samantha LaPoint, Owner, was not present for the review, however, staff requested the committee waive the requirement of project representative citing unique circumstances.

The scope of work will include demolition of the existing rear decks, excavation to create positive drainage and the addition of a monolithic slab structure, 12' x 12,' with 3/4 inch compacted rock. The concrete will be in Coachella Sand color with a French Gray release for antiquing.

Motion made by Ernie Chappell to approve the application as submitted; seconded by Gina Dee. Motion passed unanimously.

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

- e. BSOA #02810 Jeffrey & Christina Johnson

Subdivision: Aspen Groves
Legal: Block D, Lot 10
Street: 82 Nordic Lane

Staff presented an After-the-fact review for a Minor Alteration. Jeff Johnson, Owner, attended the meeting by Zoom.

On October 3, 2025, staff became aware that work had commenced at the property without prior BSAC approval and contacted the owner. Mr. Johnson responded promptly, explaining that the project scope was limited to a roof replacement matching the existing design with no addition to the structure's height.

The work included removal of existing material, the installation of an ice and water barrier, replacement of existing shingles with Malarkey Highlander Shingles in Midnight Black, and black standing seam metal added to porch roof.

Motion made by Ernie Chappell to approve the application contingent on the applicant paying an After-the-fact review fee of \$100.00; seconded by Gina Dee. Motion passed unanimously.

9. Single-Family, Major Alteration Sketch Review

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

Staff presented a Sketch Review for a Major Alteration.

Dean Soderberg, MFGR Design LLC, attended the meeting as Project Representative on behalf of the Owner. Mr. Soderberg is a Montana Licensed Architect. MFGR Designs LLC, based in Bozeman, will also be the General Contractor.

The proposed addition will consist of 199 net square feet of conditioned habitable space with no increase to the existing building footprint. The space will recapture 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.

The addition intends to “complete” the existing roofline that currently jogs and only partially covers the existing deck (to be removed). This submittal proposes that the exterior of the addition be clad in a light gray cedar horizontal shiplap to seamlessly integrate with the existing architecture.

The hot tub will be relocated to a concrete pad about the home on the east elevation, enclosed with privacy walls on three sides and covered with a shed roof.

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

10. Single-Family, Minor Alteration Cease & Desist

- g. BSOA #04522 Ryan Hirsh
Subdivision: Meadow Village
Legal: Block 5, Lot 22
Street: 2265 Little Coyote Rd.

Staff presented an After-the-fact review for a Minor Alteration.

Ryan Hirsh, Owner, attended the meeting by Zoom. Grayson Timon, Project Manager, also attended the meeting by Zoom.

Staff observed work commencing on the existing driveway at 2265 Little Coyote and reached out to the Owner by email and phone on October 3, 2025, October 5, 2025, and October 7, 2025. Staff sent a Cease and Desist to the Owner on October 8, 2025. Owner, Mr. Hirsh, responded to the Cease and Desist and was able to convey his plans to staff.

The scope of the project consists of widening the existing driveway, adding retaining walls adjacent to the drive and a staircase to access the front door. The patio will be slightly extended to connect the stairs to the front door. A wire cable railing will be added for safety and will match the existing deck railing.

At the top of the driveway the retaining wall will be 8 feet in height. Per *Design Regulation 3.6 Retaining Walls*, shall not be greater than 4 feet in height, and 24 feet in uninterrupted length.

Motion made by Ernie Chappell to approve the application contingent on the applicant paying an After-the-fact review fee of \$250.00, a fee for an Exception to the *Design Regulation 3.6* in the amount of \$750.00 and removes of dirt encroaching on the adjacent property; seconded by Gina Dee. Motion passed 5:1 opposed.

11. Single-Family, Minor Alteration

- h. BSOA #04605 Soren Solari
Subdivision: Meadow Village
Legal: Block 6, Lot 5
Street: 2115 Spotted Elk Rd.

Staff presented a Minor Alteration. Owner, Soren Solari, requested approval to construct a garbage receptacle enclosure, attached to the home on the east elevation and designed to blend into the existing rock façade. Mr. Solari was not present for the review, however, staff requested the committee waive the requirement of project representative citing unique circumstances.

The height of the enclosure will align with the height of the garbage receptacle and the rock façade on the lower portion of the home.

The enclosure will allow the Owner and (ADU) tenant to access an area for trash that is safe from bears and hidden from view.

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

12. Single-Family, Minor Alteration After the fact Emergency

- i. BSOA #04212 J2MP LLC Brooke
Subdivision: Meadow Village
Legal: Block 2, Lot 12
Street: 2670 Curley Bear Rd.

Staff presented an After-the-fact review for a Minor Alteration. Morgan Brooke, Owner, was not present for the review, however, staff requested the committee waive the requirement of project representative citing unique circumstances.

Staff received notice of work taking place prior to BSAC approval. Staff reached out to the Owners on October 14, 2025. The Owners responded that in response to recent BSAC inquiries regarding wildfire mitigation at the property the Owners discovered the deck support pillars and boards were severely rotted.

The Owner confirmed the existing deck is being replaced with a Timber Tech composite decking in Class A fire retardant materials. The color chosen is the best match to the previous deck in Boardwalk Gray. The dimensions and the design of the deck will match existing.

Motion made by Ernie Chappell to approve the application contingent on a \$100.00 review fee; seconded by Gina Dee. Motion passed unanimously.

13. Single-Family, Minor Alteration After the fact Emergency

- j. BSOA #04220 Scot & Kathy Munro
Subdivision: Meadow Village
Legal: Block 2, Lot 20
Street: 2505 Curley Bear Rd.

Staff presented an After-the-fact review for a Minor Alteration roof replacement. Scot Munro, Owner and Project Manager, attended the meeting in person.

The Owner stated that the roof replacement was an emergency repair and required immediate attention. Staff confirmed that the Owner is performing the work, is a licensed Montana Contractor, and does not require a porta potty or dumpster for the project.

Staff noted the wood shakes are being replaced with a metal roof in a rusted patina and no height will be added to the structure.

Motion made by Gina Dee to approve the application contingent on the applicant paying an After-the-Fact review fee of \$100.00; seconded by Dave McCaffery. Motion passed unanimously.

14. Discussion

a. Compliance

Staff noted several complaints from residents on Little Coyote Road east regarding lighting at 1880 and 1856 Little Coyote Road. Staff's interpretation of process is when any Member requires BSAC approval, and/or if there is an issue of nuisance, there is an opportunity for review and to bring the home into current compliance. Staff referred to **9.2 Discretion**, of the BSOA Bylaws.

Staff are currently drafting a BSOA umbrella resolution for dark-sky compliance as each subdivision has unique language regarding lighting and currently, no document exists for the entirety of the BSOA jurisdiction. The purpose of this resolution is to provide clarity and consistency.

The BSAC will re-review lighting issues after the resolution is approved by Legal and the Board.

b. Boyne Golf Course Wedding & Events

Staff reported Boyne plans to host weddings and events at the golf course in Meadow Village starting in spring 2026. Mike Bergin, Director of Group Sales at Big Sky Resort, plans to present an event site plan to the BSAC prior to the commencement of events.

c. COSA Cascade Block 6, Updates

Recent finding revealed a Certificate of Subdivision Approval (COSA) was never filed with Madison County when this Block 6 of Cascade Subdivision was originally created.

Subdivision regulations exist to ensure each parcel has appropriate sanitation systems and that water sources are safely separated from potential contamination. These requirements fall under the Sanitation in Subdivisions Act, which took effect on July 1, 1973. Cascade Subdivision was recorded just before this law went into effect – on April 27, 1973. Because of the timing, Block 6 was never reviewed for sanitation and never received COSA approval. In the 1990s, Boyne hired Gaston Engineering to re-plat Blocks 1-5, and COSA approval was obtained for those blocks. However, Block 6 was never amended, and was never brought into compliance with the sanitation approval process.

Historically, Madison County did not require COSA approval for development on Block 6. However, the County has now clarified that:

- Existing homes will NOT be required to obtain a COSA retroactively.
 - Any homeowner who wants to build, remodel, or otherwise modify their property on Block 6 must now obtain an individual COSA.
 - The COSA process can take 4-9 months to complete.
- d. Elkhorn Creek Lodges – Staff reported Katherine Lewis, Chair, Elkhorn Creek Lodges HOA expressed concerns that the development was being sold prior to Owner notification. Staff connected the Owner with Outlaw Realty.
- 4. Adjourned** – The Chair adjourned the meeting at 10:42 AM.
John Seelye, Chair