

**DESIGN REVIEW BOARD MINUTES
TOWN OF MOUNTAIN VILLAGE
DESIGN REVIEW BOARD MEETING
THURSDAY JUNE 4, 2020**

Call to Order

Chairman Banks Brown called the meeting of the Design Review Board (DRB) of the Town of Mountain Village to order at 10:39 AM on June 7, 2020, held remotely via ZOOM:

<https://zoom.us/j/94389558052?pwd=c2E3QXNUElByWGFIUxVTHI2WGx4UT09> .

Attendance

The following Board members were present and acting:

Banks Brown
Liz Caton
Cath Jett
Greer Garner
Adam Miller
David Eckman
Ellen Kramer (1nd alternate)
Scott Bennett (2nd alternate)

The following Board members were absent:

David Craigie

Town Staff in attendance:

Michelle Haynes, Planning & Development Services Director
John Miller, Senior Planner

Public in attendance:

There were no members of the public in attendance.

Reading and Approval of Minutes May 7, 2020 Design Review Board Meeting

Jett made a **MOTION** to approve the DRB meeting minutes with one edit to recognize Bennett as an alternate and Miller as a regular member.

SECONDED by Miller

Motion carries unanimously

AGENDA ITEMS FOR CONTINUATION: Staff requested the continuation of Agenda Items 4, 6, 7 and 8 to the July 2, 2020, Design Review Board (DRB) meeting. The following items were heard for the purposes of continuation and the Public Hearing was not opened.

Item #4. Consideration of a Design Review: Initial Architectural and Site Review Application for a new single-family residence on Lot 601, Knoll Estates Unit Two, pursuant to CDC Section 17.4.11.

Item #6. Review and Recommendation to Town Council regarding a Density Transfer and Rezone located at Lot 648AR, 313 Adams Ranch Road, to rezone and convert three (3) units or 3,264 square feet of commercial space into four (4) Employee Apartments.

Item #7. Review and Recommendation to Town Council regarding a Density Transfer and Rezone located at Lot 60RA, 650 Mountain Village Blvd #C, to rezone La Chamonix Unit C from

one (1) Efficiency Lodge Zoning Designation to one (1) Lodge Zoning Designation.

Item #8. A review and recommendation to Town Council regarding a rezone and density transfer application to rezone Columbia Place Condominiums (Lot 37) Units 5-12 from a Hotel Efficiency Lodge zoning designation to Lodge zoning designation. Concurrent review and recommendation to Town Council regarding a variance for parking requirements for 6 of the 8 units.

On a **MOTION** made by Garner and **SECONDED** by Ellen Kramer, the DRB voted unanimously to continue DRB Agenda Items 4, 6,7 and 8 to the July 2, 2020 Regular DRB meeting.

Item #3. Consideration of a Design Review: Initial Architectural and Site Review Application for a new single-family residence on Lot AR-2, 113 Lawson Point, pursuant to CDC Section 17.4.11.

Senior Planner Miller presented
Narcis Tudor presented for the applicant
Public Comment: none

On a **MOTION** by Garner and **SECONDED** by Miller the DRB voted unanimously to approve the Initial Architectural and Site Review for a new single-family home located at Lot AR2, based on the evidence provided within the Staff Report of record dated May 20, 2020, and with the following conditions:

- 1) Prior to the submittal for a Final Architectural Review, the applicant shall revise the plan set and remove all encroachments from the General Easement unless they are deemed appropriate and acceptable improvements by the Design Review Board.
- 2) Prior to the submittal for a Final Architectural Review, the applicant shall revise the Building Height Diagram to demonstrate both Maximum Height and Average Maximum Height per the notes provided within this staff memo.
- 3) Prior to the submittal for a Final Architectural Review, the applicant shall revise their parking plans to demonstrate the ability to provide exterior parking on Lot AR2. Also provide a study exploring moving the house and possibly providing only one driveway.
- 4) Prior to the submittal for a Final Architectural Review, the applicant shall provide an updated landscaping plan demonstrating all areas located within the Zone 1 Wildfire Mitigation Area, along with modifying their plans to remove all coniferous species within Zone 1. Also, the applicant shall demonstrate all areas to be landscaped with the specific planting and irrigation schedules.
- 5) Prior to the submittal for a Final Architectural Review, the applicant shall provide a detailed lighting plan to include specific fixture cut sheets and a photometric study of the Lot demonstrating compliance with the CDC lighting standards.
- 6) Prior to the issuance of a building permit, the applicant shall field verify all utilities and submit a revised utility plan to the public works director identifying the location of utilities and connection points.
- 7) Consistent with town building codes, Unenclosed accessory structures attached to buildings with habitable spaces and projections, such as decks, shall be constructed as either non-combustible, heavy timber or exterior grade ignition resistant materials such as those listed as WUIC (Wildland Urban Interface Code) approved products.
- 8) Prior to the submittal for a Final Architectural Review, the applicant shall revise the plans to demonstrate areas of snowmelt – if applicable.
- 9) Prior to issuance of a CO, the property owner will enter into a General Easement Encroachment Agreement, as applicable, with the Town of Mountain Village for the proposed roof overhang elements and retaining walls located within the General Easement.
- 10) A monumented land survey shall be prepared by a Colorado public land surveyor to establish the maximum building height and the maximum average building height.

- 11) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
- 12) Prior to the Building Division conducting the required framing inspection, a four-foot (4') by eight-foot (8') materials board will be erected on site consistent with the review authority approval to show:
 - a. The stone, setting pattern and any grouting with the minimum size of four feet (4') by four feet (4');
 - b. Wood that is stained in the approved color(s);
 - c. Any approved metal exterior material;
 - d. Roofing material(s); and
 - e. Any other approved exterior materials
- 13) When excavating around the rock, determine whether additional retaining walls, and how tall, are needed as part of the final submittal

Item #5. Consideration of a Design Review Process Application for a design variation to 17.5.13, Sign Regulations, on Lot 1003R-2A, 455 Mountain Village Boulevard.

Miller presented on behalf of staff.

Garrett Brafford presented on behalf of the applicant.

Public Comment: None

Kramer moved to **CONTINUE** the Class 3 Design Review Process Application for a Design Variation to Section 17.5.12, Lighting Regulations, and 17.5.13, Sign Regulations, to allow an internally illuminated sign on Lot 1003R-2A, 455 Mountain Village Boulevard to the July 2, 200 regular DRB meeting. **SECONDED** by Jett. Unanimous vote.

With the following conditions:

- 1) Provide an exhibit showing the sign drawn in context
- 2) Provide alternative materials and an alternative sign style
- 3) Provide the lumen output

Adjourn

On a **Motion** made by Miller, and seconded by Garner the Design Review Board voted unanimously to adjourn the June 4, 2020 meeting of the Mountain Village Design Review Board at 2:00pm.

Prepared and Submitted by,

Michelle Haynes
Planning and Development Services Director