

**DESIGN REVIEW BOARD MINUTES  
TOWN OF MOUNTAIN VILLAGE  
DESIGN REVIEW BOARD MEETING  
THURSDAY SEPTEMBER 2, 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 10:05 AM on SEPTEMBER 3, 2020, held remotely via ZOOM:

<https://us02web.zoom.us/j/87510921376?pwd=bFNIMjcxODhBODZlZHMwZBODNaQT09>

**Attendance**

**The following Board members were present and acting:**

Banks Brown  
David Craige  
Greer Garner  
Cath Jett  
Adam Miller  
Ellen Kramer (1<sup>nd</sup> alternate)  
David Eckman  
Liz Caton

**The following Board members were absent:**

Scott Bennett (2<sup>nd</sup> alternate)

**Town Staff in attendance:**

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

**Public in attendance:**

9704715559 John Howe

**APPROVAL OF MINUTES**

On a **MOTION** by Jett, **SECONDED** by Garner, the DRB unanimously approved the minutes dated August 6, 2020

**AGENDA ITEMS FOR CONTINUATION**

Staff requested the continuation of Agenda Item #3 to the October 1, 2020, Design Review Board (DRB) meeting. The following items were heard for the purposes of continuation and the Public Hearing was not opened.

**Item 3.** 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.

On a **MOTION** made by Garner and **SECONDED** by Kramer, the DRB voted unanimously to continue DRB Agenda Item #3 to the October 1, 2020 Regular DRB meeting

**Item 4. Consideration of a Design Review: Initial Architecture and Site Review for a new single-family residence on Lot 630, Double Eagle Drive, pursuant to CDC Section 17.4.11.**

John Miller presented on behalf of staff

Narcis Tudor, architect, presented as the applicant

Public comment: none

On a **MOTION** by Garner and **SECONDED** by Kramer, the DRB voted unanimously to the Initial Architectural and Site Review for a new single-family home located at Lot 630, based on the evidence provided within the Staff Report of record dated August 21, 2020, and with the following specific approval of:

- 1) Earthen Roof;

And, with the following conditions:

- 1) Prior to submittal for a Final Architectural Review, the applicant shall revise the proposed address monument so that the Numbering is a minimum of 54" above adjacent grade.
- 2) Prior to the submittal for a Final Architectural Review, the applicant shall provide an updated landscaping plan providing additional variation in the proposed tree species.
- 3) Prior to the submittal for a Final Architectural Review, the applicant shall provide a detailed lighting plan to include specific fixture cut sheets, dimmer switch details, and a photometric study of the Lot demonstrating compliance with the CDC lighting standards.
- 4) 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.
- 5) 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.
- 6) 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 general easement encroachments approved.
- 7) 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.
- 8) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
- 9) 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
- 10) Prior to submittal for a Final Architectural Review, the applicant shall provide a landscape plan indicating proposed species to be planted on the sod roof
- 11) Prior to submittal for a Final Architectural Review, the applicant shall include all specific exterior lighting fixtures on all elevations

**Item 5. Consideration of a Design Review: Initial Architecture and Site Review for a Class 3 Residential Addition, Lot 424, 121 Touchdown Drive, pursuant to CDC Section 17.4.11.**

John Miller presented on behalf of staff  
Chris Hawkins presented as the applicant with Tommy Hein and Devon Reed,  
Patrick & Carly Latcham – owners also presented.

Public comment: none

On a **MOTION** by Jett and **SECONDED** by Gardner, the DRB voted against (3-4, Brooks, Miller, Craig and Caton dissent) Continuing Item 5 to the October 1 meeting.

On a **MOTION** by Miller and **SECONDED** by Caton, the DRB voted to approve (5-2, Jett and Craig dissent) the Initial Architectural and Site Review for a Class 3 Residential Addition located at Lot 424, 121 Touchdown Drive, based on the evidence provided within the Staff Memo of record dated August 24, 2020, with the following Specific Approvals:

- 1) Earthen Roof;

And, with the following conditions:

- 1) Prior to the submittal for a Final Architectural Review, the applicant shall revise the Civil plans to demonstrate CDC requirements as documented in this memo.
- 2) Prior to submittal for a Final Architectural Review, the applicant shall revise the proposed fire mitigation plan to demonstrate compliance on all of Lot 424.
- 3) Prior to the submittal for a Final Architectural Review, the applicant shall provide an updated landscaping plan providing additional details on the earthen roof and turf areas.
- 4) 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. This plan shall incorporate the entirety of Lot 424 and is required to address non-compliant existing fixtures.
- 5) Prior to the submittal for a Final Architectural Review, the applicant shall revise plans to demonstrate that the fireplaces are natural gas burning.
- 6) 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.
- 7) Prior to the submittal for a Final Architectural Review, the applicant shall revise the plans to demonstrate areas of snowmelt – if applicable.
- 8) 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.
- 9) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no encroachments into the GE.
- 10) 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:
  - f. The stone, setting pattern and any grouting with the minimum size of four feet (4') by four feet (4');
  - g. Wood that is stained in the approved color(s);
  - h. Any approved metal exterior material;
  - i. Roofing material(s); and
  - j. Any other approved exterior materials
- 12) Prior to the submittal for a Final Architectural Review, the applicant shall provide additional details regarding the proposed materials for the underside of the cantilevered portion of the addition.
- 13) Prior to the submittal for a Final Architectural Review, the applicant shall provide additional view

impact studies showing the perspective of the home from a street view.

14) Prior to the submittal for a Final Architectural Review, the applicant shall include all exterior lighting specifications for the entire building, as well as a photometric study of the proposed new addition.

At 11:34 am, Chairman Brown left the meeting. David Craige assumed the role of Chairperson.

**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.

John Miller presented on behalf of staff

Sherri Reeder, Jeff Proteau and Blake Builder with Telski presented as the applicant

Public comment: none

On a **MOTION** by Garner and **SECONDED** by Jett, the DRB voted unanimously to approve, an Ordinance regarding the rezone and density transfer application pursuant to CDC Sections 17.4.9 & 17.4.10 of the Community Development Code, to rezone Lot 648AR and transfer 4 employee apartment density units (12-person equivalent density) to the subject lot based on the evidence provided within the Staff Report of record dated August 21, 2020, and with the following conditions:

1. The owner of record of density shall be responsible for all dues, fees, and any taxes associated with the assigned density and zoning until such time as the density is either transferred to a lot or another person or entity.
2. The final location and design of any buildings, grading, landscaping, parking areas, and other site improvements shall be determined with the required Design Review Process application pursuant to the applicable requirements of the CDC.
3. Associated deed restriction legal documents will be required to be executed prior to issuance of a certificate of occupancy for the newly created deed-restricted units.

**Item 7.** 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.

John Miller presented as behalf of staff

Robert Stenhammer, John Howe representing the HOA presented as the applicant.

Public comment: none

On a **MOTION** by Miller and **SECONDED** by Garner, the DRB voted (4-2, Jett and Eckman dissenting) to approve the rezone and density transfer application for Lot 37, Columbia Place, Units 5, 6, 7, 8, 9, 10, 11, and 12 to rezone from a hotel efficiency lodge zoning designation to lodge zoning designation;

In addition, to approve a resolution to allow a variance to the CDC parking requirement standards granting deviations to the required 0.5 parking spaces for Units 6, 7, 9, 10, 11, 12.

And, with the following conditions:

1. The applicants should work with the Columbia Place HOA to update the declarations to recognize Units 5, 6, 7, 8, 9, 10, 11, and 12 as Lodge units.
2. The Lot list shall be updated to reflect the rezone from eight hotel efficiency lodge units to eight lodge units.

3. The applicant shall demonstrate the remaining unused density has been transferred into the Town Density Bank prior to recording the associated ordinance rezoning the units from hotel efficiency lodge to lodge units.

**ADJOURN**

**MOTION** to adjourn by unanimous consent, the Design Review Board voted to adjourn the September 3, 2020 meeting at 12:42pm.

Prepared and Submitted by,

Amy Ward  
Planner