

**DESIGN REVIEW BOARD MINUTES  
TOWN OF MOUNTAIN VILLAGE  
DESIGN REVIEW BOARD MEETING  
THURSDAY SEPTEMBER 2, 2021**

**Call to Order**

Chairman Banks Brown called the meeting of the Design Review Board (DRB) of the Town of Mountain Village to order at 10:04 AM on September 2, 2021

**Attendance**

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

Greer Garner  
Liz Caton  
Banks Brown  
Adam Miller  
Ellen Kramer  
David Craige  
Cath Jett arrived  
Scott Bennett 1<sup>st</sup> Alternate  
Shane Jordan 2<sup>nd</sup> Alternate

**The following Board members were absent:**

None

**Town Staff in attendance:**

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

**Public in attendance:** None

**Item 2. Reading and Approval of the August 5, 2021, Regular Design Review Board Meeting Minutes.**

On a **MOTION** by **Caton** and seconded by **Miller** DRB voted unanimously to approve the August 5, 2021 Regular DRB Meeting Minutes.

**Item 3. Consideration of a Design Review: Final Architecture Review for a new Single Family Home on Lot 166AR2-2, 1 Stonegate Drive, pursuant to CDC Section 17.4.11.**

Amy Ward presented on behalf of staff  
Nick Moskwa, TKP Architects, presented as applicant

Public Comment: None

On a **MOTION** by **Caton** and seconded by **Garner** DRB voted unanimously to approve the Final Architectural Review for a new single-family home located at Lot 166AR2-2, based on the evidence provided within the Staff Report of record dated August 24, 2021, with the following design variations and specific approvals:

Design variations:  
1) Road and Driveway Standards  
2) Tandem Parking

DRB Specific Approval:

- 1) Metal Fascia
- 2) Board form Concrete (address monument)
- 3) GE encroachment – Grading, below grade soil nailing, retaining walls.

And, with the following conditions:

- 1) Prior to building permit the applicant shall submit a revised lighting plan for review by staff and one board member, to include moving the hot tub light to an allowable location, replace specified cans with outdoor rated fixtures and place lights around the skylight on a dimmer system.
- 2) Prior to building permit the applicant shall submit a revised construction mitigation plan addressing the issues of concern in this memo for staff review. Any needed permissions of adjacent landowners will also be provided to staff.
- 3) Prior to building permit the applicant shall provide a tree survey of the site and shall work with the Town Forester to mark trees for removal in Zone 2 of the Fire Mitigation Area.
- 4) Prior to issuance of a building permit the applicant shall provide written authorization from the owners of OSP-51RA for additional driveway encroachments and the extension of the driveway retaining wall.
- 5) Prior to issuance of a building permit the owner shall receive consent to the building permit application from the Town for the installation of the subterranean soil nails beneath Stonegate Drive
- 6) Prior to issuance of a certificate of occupancy the owner shall enter into a nonrevocable easement agreement for the subterranean soil nails with the Town.
- 7) A non-revocable general easement encroachment agreement will be executed prior to issuance of a certificate of occupancy for any encroachments approved by the DRB.
- 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) 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.  
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.
- 10) Prior to the Building Division conducting the required framing inspection, a fourfoot (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
- 11) It is incumbent upon an owner to understand whether above grade utilities and town infrastructure (fire hydrants, electric utility boxes) whether placed in the right of way or general easement, are placed in an area that may encumber access to their lot. Relocation of such above grade infrastructure appurtenances will occur at the owner's sole expense and in coordination with the appropriate entity (fire department, SMPA, Town of Mountain Village) so that the relocated position is satisfactory.

#### **Item 4. Consideration of a Design Review: Final Architecture**

**Review for a new Single Family Detached Condominium on Lot AR59, 129 Adams Way, pursuant to CDC Section 17.4.11.**

Amy Ward presented on behalf of staff

Ken Alexander, Architects Collaborative, presented as applicant

Public comment: None

On a **MOTION** by **Kramer** and seconded by **Jett\_DRB** voted unanimously to approve the Final Architectural Review for a new detached condominium located at Lot AR-59R, based on the evidence provided within the Staff Report of record dated August 18, 2021, with the following design variations and specific approvals:

Design Variation:

1) Window and door material

DRB Specific Approval:

1) GE encroachment for hammerhead and grading

And, with the following conditions:

- 1) 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.
- 2) 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.
- 3) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
- 4) Prior to the Building Division conducting the required framing inspection, a fourfoot (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
- 5) It is incumbent upon an owner to understand whether above grade utilities and town infrastructure (fire hydrants, electric utility boxes) whether placed in the right of way or general easement, are placed in an area that may encumber access to their lot. Relocation of such above grade infrastructure appurtenances will occur at the owner's sole expense and in coordination with the appropriate entity (fire department, SMPA, Town of Mountain Village) so that the relocated position is satisfactory.

**Item 5. Consideration of a Design Review: Final Architectural and Site Review for a new single-family home on Lot 729R-7, 87 Pennington Place, pursuant to CDC Section 17.4.11.**

John Miller presented on behalf of staff

Kyle Warkentin on behalf of Karen Keating, TKP Architects presented as applicant

Public Comment: None

On a **MOTION** by **Garner** and seconded by **Kramer**, DRB voted unanimously to approve the Final Architecture Review for a new single-family home located at Lot 729R-7, based on the evidence provided within the Staff Report of record dated August 20, 2021, with the following Specific Approvals and Design Variations:

Design Review Board Specific Approvals:

- 1) Metal Fascia
- 2) General Easement Encroachments
- 3) Board Form Concrete
- 4) Tandem Parking

Design Review Board Design Variation:

- 1) Road and Driveway Standards

And, with the following conditions:

- 1) 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.
- 2) Prior to the issuance of a building permit, the applicant shall obtain an easement from TSG to access the sewer line to the west of the home or submit a revised utility plan to the public works director that provides access from Pennington Place.
- 3) 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.
- 4) It is incumbent upon an owner to understand whether above-grade utilities and town infrastructure (fire hydrants, electric utility boxes) whether placed in the right of way, general easement, or setback, are placed in an area that may encumber access to their lot. Relocation of such above-grade infrastructure appurtenances will occur at the owner's sole expense and in coordination with the appropriate entity (Fire Department, SMPA, Town of Mountain Village) so that the relocated position is satisfactory.
- 5) 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.
- 6) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
- 7) Prior to the Building Division conducting the required framing inspection, a fourfoot (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

**Item 6. Consideration of a Design Review: Initial Architectural and Site Review for a new single-family home on Lot 729R-6, 89 Pennington Place, pursuant to CDC Section 17.4.11.**

John Miller presented on behalf of staff

Tim Barstad, TKP Architects, presented as applicant

Public Comment: None

On a **MOTION** by **Garner** and seconded by **Kramer**, DRB voted unanimously to approve the Initial Architecture and Site Review for a new single-family home located at Lot 729R-6, based on the evidence provided within the Staff Report of record dated August 20, 2021, with the following Specific Approvals and Design Variations:

Design Review Board Specific Approvals:

1) General Easement Encroachments

Design Review Board Design Variation:

1) Road and Driveway Standards

And, with the following conditions:

- 1) The applicant shall revise the material sheet to remove all instances of stucco.
- 2) The applicant shall update the landscape plan and fire mitigation plan to remove flammable species from Zone 1 or otherwise revise the plan to include these trees in the dripline of the home. The landscaping plan shall also be revised to include irrigation locations throughout the lot.
- 3) The applicant shall revise the lighting plan submittal to include the cutsheet for the proposed LED strip light.
- 4) The applicant shall revise the civil drawings to indicate the full area of disturbance on the site to include all areas of grading and layback based on the existing civil designs for the home and site.
- 5) The applicant shall revise the civil drawings to demonstrate a 5-6% grade for all garage entries and parking areas.
- 6) Prior to the issuance of a building permit, the applicant shall obtain an easement from TSG to access the sewer line to the west of the home or submit a revised utility plan to the public works director that provides access from Pennington Place.
- 7) 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.
- 8) 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.
- 9) It is incumbent upon an owner to understand whether above-grade utilities and town infrastructure (fire hydrants, electric utility boxes) whether placed in the right of way, general easement, or setback, are placed in an area that may encumber access to their lot. Relocation of such above-grade infrastructure appurtenances will occur at the owner's sole expense and in coordination with the appropriate entity (Fire Department, SMPA, Town of Mountain Village) so that the relocated position is satisfactory.
- 10) 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.
- 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) A monumented land survey establishing the maximum building height and the maximum average building height, including but not limited to natural grade, finished grade and the building height measurement points (in USGS datum) prior to the Building Division conducting the required framing inspection.
- 13) Prior to the Building Division conducting the required framing inspection, a fourfoot

(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

### **Item 7. Lunch**

### **Item 8. Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family Home on Lot 810A, 118 Arizona Street, pursuant to CDC Section 17.4.11.**

Amy Ward presented on behalf of staff  
Thomas Diverio, presented as applicant

Public Comment: None

On a **MOTION** by **Garner** and second by **Jett** DRB voted unanimously to approve the Initial Architectural and Site Review for a new single-family home located at Lot 810A, based on the evidence provided within the Staff Report of record dated August 19, 2021, with the following specific approvals:

DRB Specific Approval:

- 1) GE encroachment for grading and western retaining wall
- 2) Metal fascia

And, with the following conditions:

- 1) Prior to final review, the applicant shall include the max average height calculations on their height compliance sheet.
- 2) Prior to final review, the applicant shall revise the landscaping plan to move all new spruce plantings at least 5' from edge of home, and to add additional plantings for screening to the east of the driveway.
- 3) Prior to final review, the applicant shall revise the materials calculations and renderings to be in alignment and clarify the material at the top of the "stone bases".
- 4) Prior to final review, the applicant shall revise the materials calculations to show the total sum of each material.
- 5) Prior to final review, the applicant shall revise the address monument to meet the lighting specifications of the CDC and shall show the proposed monument location on the site plan.
- 6) Prior to final review, the applicant shall revise the construction mitigation plan to calculate excavated material to be store or removed, and to indicate a staged parking scenario.
- 7) Prior to final review, the applicant shall revise the floorplans to indicate fuel source for any solid fuel burning devices.
- 8) 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.

9) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.

10) Prior to the Building Division conducting the required framing inspection, a fourfoot (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

11) It is incumbent upon an owner to understand whether above grade utilities and town infrastructure (fire hydrants, electric utility boxes) whether placed in the right of way or general easement, are placed in an area that may encumber access to their lot. Relocation of such above grade infrastructure appurtenances will occur at the owner's sole expense and in coordination with the appropriate entity (fire department, SMPA, Town of Mountain Village) so that the relocated position is satisfactory

12) Prior to final review the applicant shall make sure the civil drawings and architectural drawings are in alignment (especially as it pertains to the western retaining wall).

13) Prior to final review the applicant will replace the stucco material with a stone material.

### **ADJOURN**

**MOTION** to adjourn by unanimous consent, the Design Review Board voted to adjourn the September 2, 2021 meeting at 1:45 pm.

Prepared and Submitted by,

Amy Ward  
Planner