

**DESIGN REVIEW BOARD MINUTES  
TOWN OF MOUNTAIN VILLAGE  
DESIGN REVIEW BOARD MEETING  
THURSDAY October 7, 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 10:01 AM on October 7, 2021

**Attendance**

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

Greer Garner  
Liz Caton  
Banks Brown  
Adam Miller left at 12:30  
Ellen Kramer  
David Craige  
Cath Jett arrived at 10:05  
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, Community Housing Program Director  
Brian Grubb, Senior Planner  
Amy Ward, Planner  
Samuel Quinn-Jacobs, Planning Technician  
Paul Wisor, Interim Town Manager & Town Attorney

**Public in attendance:** Sue Bey, J. J. Ossola, Kristina Lamb

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

On a **MOTION** by **Garner** and seconded by **Kramer** DRB voted unanimously to approve the September 2, 2021 Regular DRB Meeting Minutes.

**Item 3. Consideration of a Design Review: Final Architecture 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 **Craige** and seconded by **Kramer** DRB voted 6-1 (Jett dissented because the item does not meet the stone requirements set by the CDC). to approve the Final Architectural Review for a new single-family home located at Lot 810A, based on the evidence provided within the Staff

Report of record dated September 27, 2021, with the following design variations and specific approvals:

Design variations:

- 1) Exterior materials – less than 35% stone
- 2) Lighting – lighting on upper floors
- 3) Road and Driveway Standards, for a 4ft retaining wall

DRB Specific Approval:

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

And, with the following conditions:

- 1) Prior to building permit, the applicant shall provide a lighting specification for the address monument for staff review.
- 2) Prior to building permit, the applicant shall revise the construction mitigation plan to calculate excavated material to be store or removed, and to indicate a staged parking scenario.
- 3) Prior to building permit, the applicant shall provide a revised roof plan indicating snow fencing, and adding the roof over the back entry for staff review.
- 4) 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.
- 5) 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.
- 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
- 8) 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. Review and recommendation to Town Council regarding a rezone and density transfer on Lot 27A, Belvedere Phase III Development, Parcel Three-R, 112 Lost Creek Lane, Mountain Village to develop 19 condominium units**

Michelle Haynes presented on behalf of staff

Idarado Real Estate Co., & James Mahoney, attorney, as applicant

Public comment: Randy Dedulski: supports the project development and employee housing.

On a **MOTION** by **Kramer** and seconded by **Garner** DRB voted unanimously to recommend approval to the Town Council regarding a density transfer and rezone application at Lot 27A, Belvedere Phase III, 112 Lost Creek Lane, Parcel 3R from 17 condominiums, 10 lodge units and 2 efficiency lodge units, to 19 condominium units and 2 employee condominium units.

With the following findings:

1. Phase I has 3 constructed condominiums, Phase II has 7 constructed condominiums and Phase III proposes 19 condominiums. In total the property in aggregate will have 29 condominium zoning designation units.
2. 10 lodge units and 2 efficiency lodge units will be transferred to the density bank.
3. The applicant will acquire two (2) condominiums zoning designation units from the density bank and demonstrate the purchase/acquisition prior to recordation of the ordinance.
4. The application meets the rezone and density transfer criteria outlined in this memo.
5. The lot list will be updated to reflect the rezone approval.
6. The associated density certificate/s will be voided once the density is assigned to the lot concurrent with recordation of the ordinance.

With the following conditions:

1. The ordinance reflects that a Master Development Plan amendment and design review be submitted and approved within 18 months of the rezone and density transfer approval.
2. The applicant affirms the design of the building will be consistent with the underlying zone district regulations.
3. The owner of record of density in the density bank, once transferred, 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.
4. The design review application will be subject to Resolution 2021-1021-xx, affordable housing mitigation in areas if it is not yet adopted when the application is submitted.
5. If additional employee condominium units are approved by the HOA as part of the development of phase III, the applicant will need to add those units via the density transfer and rezone process with the Town. The town will waive application fees and cover the cost of public noticing in order to accommodate the employee housing condominium unit designation on the site.
6. With an additional recommendation that 2 employee condominiums be included with their development project plan.

This motion is based on the evidence and testimony provided at a public hearing held on October 7, 2021, with notice of such hearing as required by the Community Development Code.

**Item 5. Consideration of a Design Review: Final Architecture Review for a Multi-Family Development at Lot 30, 98 Aspen Ridge, consisting of Sixteen (16) Condominium Units and two (2) Employee Condominiums, pursuant to CDC Section 17.4.11.**

John Miller presented on behalf of staff

Timothy Losa, Zehren and Associates, and Stephanie Fanos presented as applicant

Public Comment: None

On a **MOTION** by **Jett** and seconded by **Caton**, DRB voted 5-2 (Kramer dissented due to parking space calculation, Craigie dissented due to concerns over public health and safety) to approve the Final Architecture Review for a new multi-family condominium located at Lot 30, 98 Aspen Ridge, based on the evidence provided within the Staff Memo of record dated September 27, 2021, with the following Specific Approvals:

1) Design Review Board Specific Approvals:

Section 17.5.8(A)(6): Alternative Parking Plan allowing for 1.2 spaces per unit.

and, with the following conditions:

1) The proposed bollard lighting for the Courtyard area shall be operated on a dimmer to limit overall lumen output.

2) The applicant shall submit proposed floorplans for Building 100 to the Town of Mountain Village Housing Authority

for review and approval prior to the issuance of a permit for either Building 100 or 98 Aspen Ridge. The applicant shall

simultaneously provide these plans to the Planning Division for the appropriate design review approval for the conversion

of the existing commercial space into 2 additional residential units.

3) Prior to the issuance of a building permit, the Applicant shall receive approval from the Town Forester for the proposed

landscaping plan as well as obtain a tree permit for any tree removal on the site.

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) Prior to issuance of a building permit, the Applicant shall provide written permissions from the property owner of OS1AR3

for sewer connections. Any utility installation that creates disturbed areas shall be revegetated per the requirements of the

CDC.

6) Prior to the issuance of a Building Permit for either Building 100 or 98 Aspen Ridge, the Owner of Lot 30 enter into a

development agreement to memorialize the underlying parking requirements per unit and designating that all parking at

Lot 30 shall not be sold or otherwise conveyed. AS part of the development agreement the applicant shall demonstrate

that the GCE Parking spaces shall be held in GCE for perpetuity.

7) Town of Mountain Village 1997 Deed Restrictions for each built unit shall be executed prior to the issuance of a Certificate of Occupancy per Section 17.3.9 consistent with the requirements found at CDC Section 17.3.9.

8) Prior to the issuance of a Certificate of Occupancy Condominium Map and Declarations addressing Section 17.5.8 of the CDC shall be provided to the Town for review.

9) 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) 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 outside of Lot 30.

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 material.

13) 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.

14) The proposed updated materials shall be approved by a Town of Mountain Village Staff member and 2 members of the Design Review Board. In addition, the lighting plan shall be reviewed concurrently with the same members.

This motion is based on the evidence and testimony provided at a public hearing held on October 7, 2021, with notice of such hearing as required by the Community Development Code.

**Item 6. Review and Recommendation to the Town Council regarding a Density Transfer and Rezone located at Lot 27A, 112 Lost Creek Lane, Unit 2-3, to transfer one condominium unit of density from the density bank onto the property re-separating Units 2 & 3 into two separate condominium units**

Amy Ward presented on behalf of staff

Thomas G. Kennedy, attorney, and Randy Dedulsk presented as applicant

Public Comment: None

On a **MOTION** by **Craige** and seconded by **Jett**, DRB voted unanimously to recommend to Town Council, an Ordinance regarding the Density Transfer and Rezone application pursuant to CDC Sections 17.4.9 & 17.4.10 of the Community Development Code, to rezone Lot 27A Unit 2-3 and transfer 1 condominium density unit (3-person equivalent density) from the density bank to the lot based on the evidence provided within the Staff Report of record dated September 28, 2021, and with the following conditions:

1. Prior to the recordation of the associated ordinance approving the Density Transfer and Rezone, the owner must complete the Density Bank Transfer process with the Town and this change shall be reflected in the Town official Lot List.
2. The owner of record of density in the density bank, 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 this lot or another person or entity.
3. The final design of the newly separated condominium units shall be determined with the required Design Review Process application pursuant to the applicable requirements of the CDC.
4. A condominium map and amendment showing Unit 23 as two separate condominium unit 2 and 3 must be executed for the legal separation of the units prior to a certificate of occupancy being issued.

This motion is based on the evidence and testimony provided at a public hearing held on October 7, 2021, with notice of such hearing as required by the Community Development Code.

**Item 7. Consideration of a Design Review: Final 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  
Matthew Shear, presented as applicant

Public Comment: None

On a **MOTION** by **Jett** and second by **Kramer** DRB voted unanimously to continue, the consideration of a Design Review: Final Architecture Review for a new Single-Family home on Lot 729R-6, 89 Pennington Place, pursuant to CDC Section 17.4.11.to the Regular Design Review Board Meeting on November 4, 2021.

**Item 8. Lunch**

**Item 9: Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family Home on Lot 515, 134 Russell Drive, pursuant to CDC Section 17.4.11.**

Amy Ward presented on behalf of staff  
Dylan Henderson, Salt Architects, as applicant

On a **MOTION** by **Caton** and second by **Kramer** DRB voted 5-2 (Jett dissented due to proximity to wetlands, Bennet dissented due to the simplicity of the back facade) to approve the Initial Architectural and Site Review for a new single-family home located at Lot 515, based on the evidence provided within the Staff Report of record dated September 29, 2021, with the following specific approvals:

DRB Specific Approval:

- 1) GE encroachment for hammerhead and associated retaining wall, and landscape grading
- 2) Metal fascia
- 3) Tandem parking

And, with the following conditions:

- 1) Prior to final review, the applicant shall clarify the proposed materials for soffit and fascia and give more detail about the installation of the wood siding.
- 2) Prior to final review, the applicant shall revise the landscaping plan to increase the diversity of species and ensure they are meeting the Zone 2 crown to crown spacing required for fire mitigation.
- 3) Prior to final review, the applicant shall revise the utilities plan to remove the encroachment from Lot 514 or provide owner authorization for the installation of utilities from the owner of Lot 514.
- 4) Prior to final review, the applicant shall revise the address monument plan to include a lighting specification for the address monument, and to indicate the numerals will be coated with a reflective surface.
- 5) Prior to final review, the applicant shall specify the fuel source for all solid fuel burning devices.
- 6) Prior to final review, the applicant shall revise the construction mitigation plan to bring the construction fence out of the GE wherever possible, and to add additional protections of the SE side of the proposed berm to prevent silt entering the wetlands.
- 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) 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 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

10) 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.

11) Staff will review delineated wetlands conditions and report back to design review board

### **ADJOURN**

**MOTION** to adjourn by unanimous consent, the Design Review Board voted to adjourn the October, 7 2021 meeting at 1:43 pm.

Prepared and Submitted by,

Samuel Quinn-Jacobs  
Planning Technician