

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

Call to Order

Board Member David Craige called the meeting of the Design Review Board (DRB) of the Town of Mountain Village to order at 10:00 AM on DECEMBER 2, 2021

Attendance

The following Board members were present and acting:

Liz Caton

David Craige

Shane Jordan (2nd alternate)

Scott Bennett (1st alternate)

Adam Miller – Arrived at 11:04 – Left at 12:10 (Stayed for the duration of Item #5)

The following Board members were absent:

Cath Jett

Ellen Kramer

Banks Brown

Greer Garner

Town Staff in attendance:

Michelle Haynes, Planning & Development Services Director

Amy Ward, Planner

John Miller, Community Housing Director

Samuel Quinn-Jacobs, Planning Technician

Public Attendance:

Winston Kelly

Item 2. Reading and Approval of the November 4, 2021 Regular Design Review Board Meeting Minutes.

Samuel Quinn-Jacobs: Presented as Staff

On a **MOTION** by **Caton** and seconded by **Bennett** the DRB voted unanimously to approve the minutes from the November 4, 2021 Meeting.

Item 3. Consideration of a Design Review: Initial Architecture and Site Review for a new single family detached condominium on Lot 649R Unit 17, 17 Boulders Way, pursuant to CDC Section 17.4.11.

Amy Ward: Presented as Staff

John Miller and Richard Gilliland: Presented as Applicants

Public Comment: None

On a motion by **Caton** and seconded by **Jordan** DRB voted unanimously approve the Initial Architectural and Site Review for a new single-family home located at Lot 649R, Unit 17, based on the evidence provided within the Staff Report of record dated November 18, 2021, with the following design variations and specific approvals:

Design Variation:

- 1) Exterior Materials – Stone Percentage
- 2) Landscaping – Request for smaller diameter trees
- 3) Exterior Lighting – Sconces on second level deck
- 4) Road and Driveway Standards – driveway less than 12' in width

DRB Specific Approval:

- 1) Setback encroachment

And, with the following conditions:

- 1) Prior to final review, the applicant shall revise the address sign detail.
- 2) Prior to final review, the applicant shall specify an alternate light fixture for the address sign.
- 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) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the setbacks.
- 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) 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
- 7) 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: Initial Architectural and Site Review for a new single-family home on Lot 536, 219 Russell Drive

Amy Ward: Presented as Staff

Casey Culbertson: Presented as Applicant

Public Comment: None

On a motion by **Bennett** and seconded by **Miller** DRB voted unanimously to approve the Initial Architecture and Site Review for a new single-family home located at Lot 536, based on the evidence provided within the Staff Report of record dated November 22, 2021, with the following Specific Approvals and Design Variations:

DRB Specific Approvals:

1. Metal Fascia

Design Variations:

1. Landscaping – Diversity of Species

And, with the following conditions:

1. Prior to Final Architectural Review (FAR), the landscape plan shall be revised to reflect that the proposed trees meet CDC requirements for height and diameter.
2. Prior to FAR, the applicant shall revise the Rear Elevation to indicate what material will be used to cover the concrete foundation.
3. Prior to FAR, the applicant shall update the landscape plan and fire mitigation plan to remove flammable species within 8' of window openings and that the dripline of the home includes them where necessary. The landscaping plan shall also be revised to include irrigation locations throughout the lot.
4. Prior to FAR, the applicant shall provide a construction mitigation plan that includes the full area of disturbance on the site and all areas of grading and layback based on the existing civil designs for the home and site as well as all of the other construction mitigation requirements of the CDC.
5. Prior to final review, the applicant shall specify the fuel source for all solid fuel burning devices.
6. Prior to FAR, the applicant shall revise the address monument to include reflective numbers and to specify a CDC compliant light fixture
7. Prior to building permit the applicant will work with the Town Forester to indicate which trees in the Zone 2 Fire Mitigation area are to be removed.
8. 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.
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. 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.
11. 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.
12. A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
13. 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
14. Prior to FAR, the applicant shall identify the retaining wall cladding material.

On a Motion by Craige and seconded by Bennett, the chairmanship was transferred to Caton for the duration of Item #5. Craig recused himself for conflict of interest for this item.

Item 5. Consideration of a Design Review: Final Architecture Review for a new Single Family Home on Lot 166AR2-7, 6 Stonegate Drive, pursuant to CDC Section 17.4.11

Amy Ward: Presented as Staff

Dylan Henderson Presented as Applicant

Public Comment: None

On a motion by **Jordan** and seconded by **Bennett** DRB voted unanimously to approve the Final Architectural Review for a new single-family home located at Lot 166AR2-7, based on the evidence provided within the Staff Report of record dated November 20, 2021, with the following design variations and specific approvals:

Design Variation:

- 1) Landscaping – diversity of species

DRB Specific Approval:

- 1) Parking Waiver
- 2) GE encroachment – grading

And, with the following conditions:

- 1) Prior to building permit, the applicant shall work with the Town Forrester to ensure they are meeting the Zone 2 crown to crown spacing required for fire mitigation.
- 2) Prior to building permit, the applicant shall work with Public Works to field verify all utilities.
- 3) Prior to building permit, the applicant shall provide proof of an access agreement with the owner of Lot OS 166R, if still being used for construction staging.
- 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) Prior to a certificate of occupancy, a GE agreement shall be executed recognizing approved encroachments into the GE.
- 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) 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) 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
- 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 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.
- 10) Prior to building permit issuance, applicant will either have completed Town processes to replat the lot minimizing the North setback to avoid the stair encroachment or will provide a revised design that eliminates the encroachment within the currently existing setback area.
- 11) Window cladding has been approved as an alternate color from the submitted plan set, the new approved window cladding color is desert tan.

Item 7. Consideration of a Design Review: Final Architectural Review for a new single-family home on Lot 729 R-6, 89 Pennington Place

John Miller: Presented as Staff

Matthew Shear and David Ballode: Presented as Applicants

Public Comment: None

On a motion by **Caton** and seconded by **Jordan** DRB voted unanimously to approve the Final Architecture Review for a new single-family home located at Lot 729R-6, based on the evidence provided within the Staff Report of record dated November 19, 2021, and as modified by the presentation of December 2, 2021, with the following Design Review Board Design Variation approvals:

Design Review Board Design Variation:

- 1) Road and Driveway Standards/Retaining Wall Height
- 2) Landscape Species Diversity

And, with the following conditions:

- 1) 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.
- 2) 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.
- 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 Revocable 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) 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.

- 8) 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

Item 8. Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family Home on Lot 138, 100 Granite Ridge, pursuant to CDC Section 17.4.11, Review and Recommendation to Town Council of a Variance application, pursuant to CDC Section 17.4.16

On a motion by **Bennett** and seconded by **Caton** DRB voted unanimously to continue, Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family Home on Lot 138, 100 Granite Ridge, pursuant to CDC Section 17.4.11, Review and Recommendation to Town Council of a Variance application, pursuant to CDC Section 17.4.16 to the Regular Design Review Board Meeting on January 6, 2022.

Item 9. Conceptual work session for Lot 138, 100 Granite Ridge, to develop new Single-Family home, pursuant to CDC sections 17.4.11. and 17.4.16

Amy Ward: Presented as Staff

Narcis Tudor and David Ballode: Presented as applicants

STAFF AND BOARD DISCUSSION

Michelle Haynes reminded the board of the special joint meeting with Town Council on December 16, 2021.

ADJOURN

MOTION to adjourn by unanimous consent, the Design Review Board voted to adjourn the December 2, 2021 meeting at 1:57

Prepared and submitted by,

Samuel Quinn-Jacobs
Planning Technician