

**DESIGN REVIEW BOARD MINUTES
TOWN OF MOUNTAIN VILLAGE
DESIGN REVIEW BOARD MEETING
THURSDAY MARCH 3, 2022**

Call to Order

Chair Banks Brown called the meeting of the Design Review Board (DRB) of the Town of Mountain Village to order at 10:01 AM on March 3, 2022.

Attendance

The following Board members were present and acting:

Banks Brown
Adam Miller
Ellen Kramer
Liz Caton
Scott Bennett (1st alternate)
Shane Jordan (2nd alternate)
Cath Jett - Via Zoom

The following Board members were absent:

David Craige
Greer Garner

Town Staff in attendance:

Michelle Haynes, Planning & Development Services Director
Amy Ward, Senior Planner
Samuel Quinn-Jacobs, Planning Technician

Public Attendance: Emory Smith

Item 2. Reading and Approval of the February 3, 2022 Regular Design Review Board Meeting Minutes.

Samuel Quinn-Jacobs: Presented as Staff

On a **MOTION** by **Caton** and seconded by **Kramer** the DRB voted **unanimously** to approve the minutes from the February 3, 2022 Meeting.

Item 3. Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family home on Lot 344R, 111 Rocky Rd., pursuant to CDC Section 17.4.11

Amy Ward: Presented as Staff
David Baker and Paul Langford: Presented as Applicants

Public Comment: None

On a **MOTION** by **Caton** and seconded by **Kramer** DRB voted **unanimously** to approve the Initial Architectural and Site Review for a new single-family home located at Lot 344R, based on the evidence provided within the Staff Report of record dated February 23, 2022, with the following design variations and specific approvals:

Design Variations:

- 1) Road and Driveway standards – retaining walls over 5'
- 2) Address Monument - Height

DRB Specific Approval:

- 1) GE Encroachments – Retaining wall and grading

And, with the following conditions:

- 1) Prior to final review, the applicant shall revise the plans to show (2) exterior parking spaces
- 2) Prior to final review, the applicant shall revise the driveway to reflect the comments of this memo regarding a 16' hard surface.
- 3) Prior to final review the applicant shall demonstrate that the window shutters are operable.
- 4) Prior to final review, the applicant shall revise the address monument plan to include a lighting specification and to otherwise meet the requirements of the CDC.
- 5) Prior to final review, the applicant shall provide a fire mitigation plan.
- 6) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the setbacks.
- 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 Certificate of Occupancy the applicant will enter into a revocable Encroachment Agreement with the Town for any approved encroachments in the general easement. This includes any encroachments that already exist on the property as well as any new encroachments.
- 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) 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 Architecture and Site Review for a new Single Family home on Lot 503, 115 Lone Fir Lane, pursuant to CDC Section 17.4.11

Amy Ward: Presented as Staff

Edwin Lindell: Presented as Applicant

Public Comment: None

On a motion by **Kramer** and seconded by **Jordan** voted **unanimously** to approve the Initial Architectural and Site Review for a new single-family home with attached ADU located at Lot 503, based on the evidence provided within the Staff Report of record dated February 23, 2022, with the following specific approvals and design variations:

DRB Specific Approval:

- 1) GE Encroachments – Retaining wall
- 2) Road Right of way encroachment (insubstantial) – Retaining wall
- 3) Road and Driveway Standards - (2) Curb cuts

Design variations:

- 1) Landscaping – diversity of species
And, with the following conditions:
 - 1) Prior to final review the applicant shall revise their site coverage calculations to include patios and decks consistent with the definition of site coverage found on page 297 of the CDC and Section 17.8 Definitions.
 - 2) Prior to final review, the applicant shall revise the parking to remove all instances of tandem parking while still providing (2) exterior spaces.
 - 3) Prior to final review, the applicant shall submit an address monument design for both the Russell Drive address and the alternate access at Lone Fir Lane per the comments of the Police Chief and Fire Marshall, and to otherwise meet the requirements of the CDC.
 - 4) Prior to final review, the applicant shall revise the construction mitigation plan to include silt fencing, and to move dumpsters and toilets within the fenced area.
 - 5) Prior to final review, the applicant shall indicate the fuel source for all fireplaces.
 - 6) Prior to final review, the applicant shall revise the lighting plan per the comments of this memo.
 - 7) Prior to building permit the applicant shall provide proof of an access agreement with Telski for the sewer accesses.
 - 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) Prior to Certificate of Occupancy the applicant will enter into a revocable Encroachment Agreement with the Town for any approved encroachments in the general easement. This includes any encroachments that already exist on the property as well as any new encroachments.
 - 10) Prior to Certificate of Occupancy the applicant will enter into a revocable Encroachment Agreement with the Town for any approved encroachments in the

road right of way. This includes any encroachments that already exist on the property as well as any new encroachments.

- 11) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the setbacks.
- 12) 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.
- 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
- 14) 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: Initial Architecture and Site Review (2) for a new Single Family home on Lot 613-C1, 101 Lawson Point, pursuant to CDC Section 17.4.11.

Amy Ward: Presented as Staff

Thomas Bulk, Shift Architects: Presented as Applicant

Public Comment: None

A motion by **Kramer** and seconded by **Jett** to continue the Initial Architectural and Site Review (2) for a new single-family home located at Lot 613-C1, to the March 31, 2022 Design Review Board Meeting failed **3-4** (Bennett, Jordan, Miller and Caton Dissented- all citing it wasn't meeting simplicity of form requirement 17.5.4.F.2).

On a motion by **Bennett** and seconded by **Miller** DRB voted **4-3** (Jett, Kramer and Brown dissented due to CDC requirement 17.5.4.F.2- simplicity of form) to approve the Initial Architectural and Site Review (2) for a new single-family home located at Lot AR 613-C1, based on the evidence provided within the Staff Report of record dated January 25, 2022, with the following specific approvals:

DRB Specific Approval:

- 1) Setback Encroachments – Driveway retaining wall and grading
- 2) Metal fascia and soffit
- 3) Parking waiver

And, with the following conditions:

- 1) Prior to final review, the applicant shall revise the landscaping plan to increase the diversity of species.
- 2) Prior to final review, the applicant shall revise the fire mitigation plan by extending the Zone 1 area to include any spruce trees to be kept within the dripline of the home.
- 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) Prior to Certificate of Occupancy the applicant will enter into a revocable Encroachment Agreement with the Town for any approved encroachments in the general easement. This includes any encroachments that already exist on the property as well as any new encroachments.
- 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.
- 8) Prior to final review the applicant will add a reflective background behind the cut out lettering on the address monument.

Item 7. Consideration of a Design Review: Initial Architecture and Site Review (2) for a new Single Family home on Lot BR600-11R, 11 Trails Edge Lane, pursuant to CDC Section 17.4.11.

Amy Ward: Presented as Staff

Jack Wesson: Presented as Applicant

Public Comment: None

On a motion by **Miller** and seconded by **Caton** DRB voted **unanimously** to approve the Initial Architectural and Site Review (2) for a new single-family home located at Lot 600BR-11R, based on the evidence provided within the Staff Report of record dated February 22, 2022, with the following design variations and DRB specific approvals:

Design Variations:

1. Landscaping – Diversity of Species

DRB Specific Approval:

1. Tandem parking
2. Setback encroachments – Grading, parking and landscaping
3. GE Encroachments – Grading
4. Board form concrete (address monument)

And, with the following conditions:

1. Prior to the building permit, the applicant shall provide proof of an encroachment/license agreement with Telski for proposed construction fencing within the GE areas.
2. Prior to building permit the applicant shall work with the Town Forester to identify trees for removal in the Zone 2 fire mitigation area.
3. Prior to building permit the applicant will provide a revised utility plan for approval by Public Works, if sewer access is proposed on OS-FT1 then proof of an encroachment agreement with Telski will be provided.
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 of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the setbacks.
6. 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.
7. 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
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 8. Consideration of a Design Review: Final Architecture Review for a new Single Family detached condominium on Lot 161-D1, unit 22, 4 La Salle Lane, pursuant to CDC Section 17.4.11.

Amy Ward: Presented as Staff

Steve Morton: Presented as Applicant

Public Comment: None

On a motion by **Kramer** and seconded by **Caton** DRB voted **unanimously** (Jett abstained) to approve the Final Architectural and Site Review for a new single-family detached condominium located at Lot 161D-1 Unit 22, based on the evidence provided within the Staff Memo of record dated January 24, 2022, with the following specific approvals and DRB Specific Approvals:

DRB Specific Approvals:

1. Metal Fascia
2. Landscaping in the GCE
3. Architectural Lighting

Design variations:

1. Landscaping – diversity of species

And, with the following conditions:

- 1) The lighting system will be placed on a capped dimmer system that will limit lumen output of all fixtures to those levels allowed per CDC lighting regulations.
- 2) Prior to issuance of a building permit the applicant must provide the town with an executed copy of the Addendum to Reservation and Escrow Agreement for parking.
- 3) 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.
- 4) Prior to the issuance of a building permit the applicant shall finalize the minor subdivision process altering the Unit 22 location on the condominium map for town review, and record a new condo map with San Miguel County.
- 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) 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.
- 7) A monumented land survey of the footers will be provided prior to pouring concrete To determine there are no additional encroachments into the common open-space.
- 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) A revised set showing the addition of solar panels on the roof may be approved by staff prior to building permit.

Item 9. Review of Village Core Design Presentation from 2018, Oz Architecture

Michelle Haynes: Presented as Staff

ADJOURN

MOTION to adjourn by unanimous consent, the Design Review Board voted to adjourn the March 3, 2022 meeting at 1:57pm.

Prepared and submitted by,

Samuel Quinn-Jacobs
Planning Technician