

**DESIGN REVIEW BOARD MINUTES
TOWN OF MOUNTAIN VILLAGE REGULAR
DESIGN REVIEW BOARD MEETING
THURSDAY JUNE 2, 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 June 2, 2022.

Attendance

The following Board members were present and acting:

Banks Brown
Liz Caton
Scott Bennett
David Craige – recused himself for Agenda Item #10.
Greer Garner

The following Board members were absent:

Ellen Kramer
Shane Jordan (2nd alternate)
Adam Miller

Town Staff in attendance:

John Miller, Principal Planner
Amy Ward, Senior Planner
Samuel Quinn-Jacobs, Planning Technician

Public Attendance:

Jim Austin, Teri Steinberg, Ed Healy, Peter McGinty, Charles Harris, Elise Streeb, Laila Benitez, Gabriel Bustamante, David Forrest

Item 2. Swearing In of Appointed Members for the Mountain Village Design Review Board
continued from May 31, Special Design Review Board Meeting

David Craige was sworn as a Design Review Board Member of the Town of Mountain Village

Item 3. Reading and Approval of Summary of Motions of the May 5, 2022, Design Review Board Meeting.

Samuel Quinn-Jacobs: Presented as Staff

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

Item 4. Reading and Approval of Summary of Motions of the May 17, 2022, Design Review Board Meeting.

Samuel Quinn-Jacobs: Presented as Staff

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

Item 5. Interview New Applicants for Design Review Board open alternate seat with recommendation to Town Council

John Miller: Presented as Staff

On a **MOTION** by **Garner** and seconded by **Craige** the DRB voted **unanimously** to make the recommendation to Town Council to appoint **Jim Austin** as the second alternate seat, on the Design Review Board of the Town of Mountain Village.

Item 6. Consideration of a Design Review: Final Architecture Review for a new Single Family detached condominium on Lot 161D1, Unit 17, 6 Tunnel Lane, pursuant to CDC Section 17.4.11 and 17.5.16.

Amy Ward: Presented as Staff

Chris Hawkins: Presented as Applicant

Public Comment: None

On a motion by **Caton** and seconded by **Bennett** DRB voted **unanimously** to approve the Final Architectural Review for a new single-family detached condominium located at Lot 161D-1 Unit 17, based on the evidence provided within the Staff Memo of record dated May 24, 2022, with the following specific approvals, findings and conditions:

Specific Approval:

1. Materials – Cementitious panel

Findings:

1. That the application is consistent with the Ridgeline Lot requirements found at 17.5.16
2. That the applicant has satisfied the parking requirement.
3. That the application was filed in 2021, when mother-in-law suites were still allowed in detached condominium.

Conditions:

1. Prior to submittal for building permit, the applicant shall provide design and location details for the address monument, to include lighting details and any civil revisions for shallow utilities associated with the monument for staff review.

2. Prior to the submittal for a building permit the applicant shall revise the lighting plan per the comments in this report for review by staff and one DRB member.
3. Prior to the submittal 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 submittal for building permit the applicant shall revise the construction mitigation plan to address the concerns raised in the staff memo of record.
5. Prior to the submittal for a building permit the applicant must provide the town with an executed copy of the Addendum to Reservation and Escrow Agreement for parking.
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. 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 common open-space.
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

Item 7. Consideration of a Design Review: Final Architecture Review for a new Single Family Detached Condominium on Lot AR-53-R1, TBD Adams Way, pursuant to CDC Section 17.4.11.

John Miller: Presented as Staff

Ken Alexander: Presented as Applicant

Public Comment: Was provided in the packet associated with this meeting.

On a motion by **Craige** and seconded by **Caton** DRB voted **unanimously** to approve the Final Architecture Review for a new single-family detached condominium home located at Unit AR-53R1, based on the evidence provided within the Staff Report of record dated May 19, 2022, with the following Design Variations and Specific Approvals:

Design Variations:

Fiberglass Windows

Design Review Board Specific Approvals:

Grading in General Easement

And with the following conditions:

- 1) Prior to the issuance of a building permit, the applicant shall provide an updated utility plan based on the field verification of all utilities and submit a revised utility plan to the public works director identifying these locations for approval.
- 2) Prior to the issuance of a building permit, the applicant shall submit an updated lighting plan to planning staff and a member of the DRB for review and approval, to include a photometric study along with specifications for the address monument lighting. added by David “ modified that the lower patio recess can and entry lights be included in the Iso footcandle study and specification sheets be provided to staff.
- 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 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
- 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 8. Consideration of a Design Review: Final Architecture Review for a new Single Family home on Lot 89-3A, 99 Lookout Ridge, pursuant to CDC Section 17.4.11.

John Miller: Presented as Staff

Sean O'Bryant and Todd Kennedy, CCY Architects: Presented as Applicant

Public Comment: None

On a motion by **Caton** and seconded by **Garner** DRB voted **unanimously** to approve the Final Architecture Review for a new single-family home located at Lot 89-3A, based on the evidence provided within the Staff Report of record dated March 20, 2022, with the following Specific Approvals:

Design Review Board Specific Approvals:

- 1) Metal Fascia
- 2) General Easement Encroachments, no gravel in the 3ft walkway.

And, with the following conditions:

- 1) Prior to Building Permit, the applicant shall revise the landscaping plan to demonstrate irrigation locations and overall water usage, as well as revise the native seed mix to meet the CDC requirements.
- 2) Prior to Building Permit, the applicant shall revise the lighting plan to reduce the overall number of light fixtures, replace fixture X05, and to include a photometric study – to be reviewed by a member of the DRB and town staff.
- 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) 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) 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.
- 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 of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
- 8) 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 9. LUNCH

Item 10. Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family home on Lot 220B, 113 Palmyra Drive, pursuant to CDC Section 17.4.11.

John Miller: Presented as Staff

Chris Hawkins, Alpine Planning: Presented as Applicant

Public Comment: None

On a motion by **Garner** and seconded by **Bennett** DRB voted **unanimously** to approve the Initial Architecture and Site Review for a new single-family home located at Lot 220B, based on the evidence provided within the Staff Report of record dated May 20, 2022, with the following Design Variations and Specific Approvals:

Design Variations

Road and Driveway Standards

Design Review Board Specific Approvals

General Easement Encroachments

And, with the following conditions:

- 1) Prior to final review, the applicant shall revise the parallel plane diagram per the requirements of the CDC to demonstrate that no portion of the home penetrates the 40-foot plane reflecting the most restrictive adjacent grade.
- 2) Prior to final review, the applicant shall provide window and door recess details for windows and doors located in stone.
- 3) Prior to final review, the applicant shall provide design and location information related to the home's address monument.
- 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 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, 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.

Item 11. Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family home on Lot 3R, AKA R3, 158 Vischer Drive, pursuant to CDC Section 17.4.11.

John Miller: Presented as Staff

Kristine Perpar: Presented as Applicant

Public Comment: None

On a motion by **Craige** and seconded by **Garner** DRB voted **unanimously** to approve the Initial Architecture and Site Review for a new single-family home located at Lot 3R, based on the evidence provided within the Staff Report of record dated May 20, 2022, with the following Design Variations and Specific Approvals:

Design Variations

Road and Driveway Standards

Design Review Board Specific Approvals

General Easement Encroachments

And, with the following conditions:

- 1) Prior to final review, the applicant shall revise the location of the address monument to be located outside of the road ROW of Vischer Drive.
- 2) Prior to final review, the applicant shall provide a chimney cap detail.
- 3) Prior to final review, the applicant shall revise the landscaping plan to demonstrate additional plantings to increase diversity to 40% as required by the CDC.
- 4) Prior to final review the applicant shall revise the lighting plan to include the cut sheets for the LED strip light proposed for the address monument.
- 5) 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.

- 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 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.
- 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 additional 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:
 - 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, 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.

Item 12. Consideration of a Design Review: Initial Architecture and Site Review for a new Single Family home on Lot 533, 237 Russell Drive, pursuant to CDC Section 17.4.11.

John Miller: Presented as Staff

Jim Kehoe and David Ballode: Presented as Applicant

Public Comment: None

On a motion by **Garner** and seconded by **Caton** DRB voted **unanimously** to approve the Initial Architecture and Site Review for a new single-family home located at Lot 533, based on the evidence provided within the Staff Report of record dated May 23, 2022, with the following Design Variations and Specific Approvals:

Design Variations

Road and Driveway Standards

Design Review Board Specific Approvals

1. General Easement Encroachments
2. Green Roof

And, with the following conditions:

- 1) Prior to final review, the applicant shall revise the height diagrams to include USGS Datum points for natural and finished grades along with each roof element per the requirements of the CDC.
- 2) Prior to final review, the applicant shall provide a landscaping plan addressing the items in this memo of record.
- 3) Prior to final review, the applicant shall revise the fire mitigation plan to remove all flammable vegetation from Zone 1.
- 4) Prior to final review, the applicant shall provide details related to road and shoulder widths.
- 5) Prior to final review, the applicant shall provide a construction mitigation plan per the requirements of the CDC.
- 6) 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.
- 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 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.
- 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.
- 10) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.
- 11) 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
- 12) 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.

ADJOURN

MOTION to adjourn by unanimous consent, the Design Review Board voted to adjourn the June 2, 2022 meeting at 2:28pm.

Prepared and submitted by,

Samuel Quinn-Jacobs
Planning Technician