

**DESIGN REVIEW BOARD MINUTES
TOWN OF MOUNTAIN VILLAGE REGULAR
DESIGN REVIEW BOARD MEETING
SEPTEMBER 1ST, 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 10:03 AM on September 1st, 2022.

Attendance

The following Board members were present and acting:

Banks Brown
Liz Caton
Scott Bennett
Shane Jordan (1st alternate)
Greer Garner
Jim Austin (2nd alternate)

The following Board members were absent:

Ellen Kramer
David Craige
Adam Miller

Town Staff in attendance:

Paul Wisor, Town Manager
Michelle Haynes, Assistant Town Manager
Amy Ward, Senior Planner
Kim Schooley, Deputy Town Clerk
David McConaughy, Town Attorney
Jim Loebe, Transit & Recreation Director
Lauren Kirn, Environmental Efficiencies & Grant Coordinator
Lizbeth Lemley, Finance Director
Sean DeLand (live streaming)

Public Attendance: Leslie Browning, Judy Thompson, Mike Foster, Sherri Reeder, John Miller, Rosalea Davis, Heather Knox, Scott Pittenger, Chris Chaffin, Kristina Lamb, Narcias Tudor, Mark

Public Attendance via Zoom: Callie New, Jessica Garrow, Kristine Perpar, Sam Richards, Jonathan Greenspan, Harvey Mogenson, Peter Lundeen, Graham Cathey, Stephanie Fanos, David Ballode, Lynn Holbert, Rick Baumeister, LW Holbert, Frank Hensen, John Howe, Sherri Reeder, Matt Hoisch, Cath Jett, Matthew Snyder, David Whatcott, Eric Tscherter, Yvette Rauff, Will Hentschel, Gyles Thornely, Bryan Woody, Randy Podolsky, Griffin Gilbert, Christine Shine, John Emens, Tali Lipton, Emma Brown

Item 2. Reading and Approval of Summary of Motions of the July 20, 2022, Design Review Board Meeting.

On a **MOTION** by **Garner** and seconded by **Bennett** the DRB voted **unanimously** to approve the summary of motions of the July 20th, 2022, Design Review Board meeting.

Item 3. Reading and Approval of Summary of Motions of the August 4, 2022, Design Review Board

On a **MOTION** by **Bennett** and seconded by **Caton** the DRB voted **unanimously** to approve the summary of motions of the August 4th, 2022, Design Review Board meeting.

Item 4. Consideration of a Design Review: Final Architecture Review for a new Single-Family home on Lot AR10, 118 Lawson pursuant to CDC Section 17.4.11

This item is being continued to the November 3, 2022, DRB meeting at the request of the applicant
Amy Ward: Presented as Staff

On a **MOTION** by **Caton** and seconded by **Austin** the DRB voted unanimously to continue the Consideration of a Design Review: Final Architecture Review for a new Single-Family home on Lot AR10, 118 Lawson pursuant to CDC Section 17.4.11 to the November 3rd, 2022, Design Review Board meeting.

Item 5. A review and recommendation to Town Council regarding amendments to CDC 17.2.3 Design Review Board to consider compensation for attendance.

Michelle Haynes: Presented as Staff

Public Comment: None

On a **MOTION** by **Garner** and seconded by **Caton** the DRB voted to recommend approval to the Town Council regarding amendments to CDC Section 17.2.3 Design Review Board to provide compensation for attendance as presented in the attached ordinance, attachment A.

Item 6. Consideration of a Design Review: Final Architecture Review for a new Single Family detached condominium on Lot 640DR, Unit 5, 5 Spring Creek Dr., pursuant to CDC Section 17.4.11.

Amy Ward: Presented as Staff

Peter Lundeen: Presented as Applicant

Public Comment: Lynn Holbert and Jonathon Greenspan

On a **MOTION** by **Caton** and seconded by **Bennett** the DRB voted **unanimously** approve the Final Architectural Review for a new single-family detached condominium located at Lot 640DR Unit 5, based on the evidence provided within the Staff Report of record dated August 24, 2022, with the following design variations and specific approvals

Design Variation:

- 1) Exterior materials – less than 35% stone

DRB Specific Approval:

- 1) Metal soffit and fascia
- 2) Fiberglass windows and doors
- 3) Layback in the GE – no retaining walls will be allowed
- 4) Allowing stone steps along the eastern side of the house

And, with the following conditions:

- 1) Prior to building permit, the applicant shall work with the Town Forrester to ensure they are meeting the required fire mitigation.
- 2) Prior to building permit, the applicant shall work with Public Works to field verify all utilities.
- 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) A monumented land survey of the ridge height will be provided prior to final planning review to determine the maximum building height.
- 5) 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:
- 6) The stone, setting pattern and any grouting with the minimum size of four feet (4') by four feet (4');
 - a. Wood that is stained in the approved color(s);
 - b. Any approved metal exterior material;
 - c. Roofing material(s); and
 - d. 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 7. R Consideration of a Design Review: Final Architecture Review for a single-family home on Lot 927R2, TBD Sundance Lane, pursuant to CDC Section 17.4.11

Callie New, Design Workshop: Presented as Staff

Kris Perpar: Presented as Applicant

Public Comment: none

On a motion by **Garner** and seconded by **Austin** DRB voted **unanimously** to approve the Final Architectural Review for a new single-family home located at Lot 927R2, based on the evidence provided within the Staff Report of record dated August 24, 2022, with the following findings and specific approvals:

Findings:

- 1) Landscaping – DRB has found that the retained existing trees along the southern property border should suffice to create a buffer to the abutting property, and that the planting of additional trees in this location is not necessary.

Design Review Board Specific Approvals:

- 1) Road right of way encroachment – insubstantial

And, with the following conditions:

- 1) Prior to building permit, the applicant shall work with Public Works to field verify all utilities.
- 2) Prior to building permit, the applicant shall obtain approval of the landscaping plan by the Town Forrester.
- 3) If the DRB determines the landscape buffer between the proposed building and

the southern neighbor is not sufficient, a revised landscape plan shall be provided for staff review prior to the issuance of a building permit.

4) Prior to building permit, the applicant shall obtain necessary road closure permits from the Town prior to any crane usage that would impact roadway access on Sundance Lane.

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 a certificate of occupancy, a GE encroachment agreement shall be executed recognizing approved encroachments into the GE.

7) Prior to a certificate of occupancy, a road right of way encroachment agreement shall be executed recognizing approved encroachments into the road right of way.

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.

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 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: Initial Architecture and Site Review for a single-family home on Lot 615-2CRR-A, TBD Lawson Overlook, pursuant to CDC Section 17.4.11

Jessica Garrow: Design Workshop: Presented as Staff
Narcis Tudor: Presented as Applicant

Public Comment: None

On a motion by **Garner** and seconded by **Jordan** DRB voted **unanimously** to approve the Initial Architecture and Site Review for a new single-family home located at Lot 615-2CRR-A, based on the evidence provided in the staff record of memo dated September 1st, 2022, and the findings of this meeting with the following design variations and specific approvals:

Design Variations:

- 1) Road and Driveway Standards - Driveway Grade

Specific Approvals:

- 1) Metal soffit and fascia
- 2) GE Encroachment – entryway staircase, parking

And, with the following conditions:

- 1) Prior to certificate of occupancy the applicant will enter into a Licensing Agreement with the Town for any approved encroachments in the GE and the road right of way.
- 2) Prior to final review, the applicant shall provide an updated landscape plan showing compliance with species diversity.
- 3) Prior to final review, the applicant shall specify the fuel source for all solid fuel burning devices.
- 4) Prior to final review, the applicant shall revise the construction mitigation plan to address the concerns around parking and location of the dumpster and material storage.
- 5) Prior to final review, the applicant shall provide a detailed erosion control and revegetation plan.
- 6) Prior to certificate of occupancy the applicant will enter into a Licensing Agreement with the Town for any approved encroachments in the right of way.
- 7) A monumented land survey shall be prepared by a Colorado public land surveyor to establish the maximum building height and average building height.
- 8) The structure shall require a monitored NFPA 72 alarm system and monitored NFPA 13D sprinkler system.
- 9) A Knox Box for emergency access is recommended.
- 10) 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.
- 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) 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
- 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.

Item 9. Consideration of a Design Review: Design Variation Request to vary materials on an existing multi-family development, on Lot 648-AR, 313 Adams Ranch Rd., pursuant to CDC Section 17.4.11

Jessica Garrow: Design Workshop: Presented as Staff

Eric Tscherter: Presented as Applicant

Public Comment: None

On a motion by **Caton** and seconded by **Austin** DRB voted **unanimously** to approve the design variation for the use of Exterior Insulation Finished System (EIFS) above the metal panel wainscot and fiberglass composite windows for the exterior remodel of Lot 648AR, Prospect Plaza Building (Building 2) at 313 Adams Ranch Road based on the evidence provided in the staff record of memo dated September 1, 2022, and the findings of this meeting with the following condition:

1) Prior to building permit, the applicant shall revise the construction mitigation plan to include a bear proof trash container.

Item 10. Lunch

Item 11. Consideration of a Design Review: Initial Architecture and Site Review for a multi-family development consisting of 29 employee condominiums, on Lot 644, TBD Adams Ranch Rd., pursuant to CDC Section 17.4.11

Amy Ward: Presented as Staff

Paul Wisor, Michelle Haynes, and Mike Foster: Presented as Applicants

Public Comment: Leslie Browning, Heather Knox, John Miller, David Ballode, Rosalee Davis, Cath Jett

On a motion by **Caton** and seconded by **Bennett** DRB voted **unanimously** to the Initial Architectural and Site Review for a new multi-family development located at Lot 644, based on the evidence provided within the Staff Report of record dated August 23, 2022, 2022, with the following design variations and DRB specific approvals:

Design Variations:

1. Exterior materials- less than 35% stone

DRB Specific Approval:

1. Exterior Materials – fiber cement siding, fascia and soffit, window material (composite)
2. GE Encroachments – A portion of one parking space, parking turn-around, fire access stairs, grading

And, with the following conditions:

1. Prior to final review, the applicant shall provide window and door recess details.
2. Prior to final review, the applicant shall revise height compliance drawings to show USGS datum.
3. Prior to final review the applicant shall revise the address monument design to meet all CDC regulations.

4. Prior to final review the applicant shall revise the fire mitigation/tree removal plan to include Zone 1, 2 and 3 fire mitigation area boundaries.
5. Prior to the final review, the applicant shall revise the road width standards
6. Prior to final review the applicant shall revise the parking plan to provide a pedestrian corridor from the parking area to Building A, to indicate areas of snow storage and to detail parking area signage.
7. Prior to final review the applicant shall either revise plans to include a loading/unloading area or request a design variation for a waiver of this requirement.
8. Prior to final review the applicant shall provide information regarding projected trash removal needs from this development and if necessary, revise the trash area designs to reflect additional capacity.
9. Prior to final review the applicant shall revise the roof plans to indicate any snow safety devices, shall include specifications for solar panels as well as mounting systems, and shall other revise drawings to indicate how gutters will drain.
10. Prior to final review the applicant shall provide stormwater drainage study calculations.
11. Prior to final review the applicant shall provide more information on any proposed retaining wall heights.
12. Prior to final review the applicant shall provide a steep slope practicable alternatives analysis.
13. Prior to final review the applicant shall indicate fuel source for all fireplace devices.
14. 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
15. A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the setbacks.
16. 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
17. 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 12. Consideration of a Design Review: Initial Architecture and Site Review for a multi-family development consisting of 19 condominiums and 2 employee condominiums, on Parcel Three-R, Belvedere Park Condominiums (also known as Lot 27A) TBD Lost Creek Lane., pursuant to CDC Section 14.4.11

Amy Ward: Presented as Staff

Chris Chaffin, Gyles Thornely, Griffin Gilbert, Will Hentschel: Presented as Applicants

Public Comment: Randy Polodsky

On a motion by **Garner** and seconded by **Jordan**, DRB voted **unanimously to approve** the Initial Architectural and Site Review for a new multifamily development on Lot 3R, also known as Lot 27A Belvedere, TBD Lost Creek Lane, based on the evidence provided within the Staff Report of record dated August 24, 2022, with the following design variations and DRB specific approvals:

Design Variations:

1. Exterior materials- less than 25% stucco, more than 25% wood
2. Loading/Unloading Zone Waiver
3. Retaining wall heights

DRB Specific Approval:

1. Exterior Materials – hardie board fascia
2. GE Encroachments – Patio surface, retaining walls, decks, green roof, emergency turnaround(sub-grade)
- 3.Green roof

And, with the following conditions:

1. Prior to final review, the applicant shall provide stormwater calculations.
2. Prior to final review, the applicant shall revise height compliance per the comments of this memo.
3. Prior to final review the applicant shall revise the address monument design to clearly demonstrate dimensions as recommended by DRB members at this meeting
4. Prior to final review the applicant shall provide details of any necessary snow storage areas as well as demonstrate all areas of snowmelt along with included square footages.
5. Prior to the final review, the applicant shall revise the driveway plan to show any required v-pans or shoulders.
6. Prior to final review the applicant shall revise the parking plan to show parking space dimensions as well as drive aisle dimensions, and shall provide details of the parking area sign program as required by the CDC.
7. Prior to final review the applicant shall calculate approximate weekly projected trash removal, shall demonstrate proposed trash and recycling receptacles within the trash area and provide trash area ceiling height.
8. Prior to final review the applicant shall revise the roof plans to indicate any snow safety devices.
9. Prior to final review the applicant shall provide a steep slope practicable alternatives analysis.
10. Prior to final review the applicant shall indicate fuel source for all fireplace devices.
11. Consistent with town building codes, Unenclosed accessory structures attached to buildings with habitable spaces and projections, such as decks, shall be constructed as either noncombustible, heavy timber or exterior grade ignition resistant materials such as those listed as WUIC (Wildland Urban Interface Code) approved products.
12. A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the setbacks.
13. Concurrent with the condominium map and issuance of a certificate of occupancy, the owner must execute deed restrictions associated with the two employee condominiums. The 1997 ordinance/acknowledgment applies.

14. 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

15. 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.

ADJOURN

MOTION to adjourn by unanimous consent, the Design Review Board voted to adjourn the September 1st, 2022, meeting at 3:36 pm.

Prepared and submitted by,

Samuel Quinn-Jacobs and Marleina Fallenius
Planning Technicians