

**DESIGN REVIEW BOARD MINUTES  
TOWN OF MOUNTAIN VILLAGE  
REGULAR DESIGN REVIEW BOARD MEETING  
FEBRUARY 1, 2024**

**Call to Order**

Acting Chair **Bennett** called the meeting of the Design Review Board (DRB) of the Town of Mountain Village to order at 10:03 a.m. on February 1, 2024.

**Attendance**

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

David Eckman  
Ellen Kramer  
Greer Garner  
Liz Caton  
Adam Miller  
Scott Bennett  
Jim Austin (via Zoom)

**The following Board members were absent:**

David Craige  
Banks Brown

**Town Staff in attendance:**

Claire Perez – Planner II  
Amy Ward – Community Development Director  
Jason Habib – Planning Technician  
Drew Nelson – Senior Planner  
Haley Carmer - Town Attorney  
Jessica Garrow - Design Workshop (via zoom)

**Public Attendance:**

Steven Morton  
Other Ridge work session guy - Don  
Other ridge work session woman – Elizabeth

**Public Attendance via Zoom:**

Hot Dog House LLC  
Kristine Perpar  
Chris Hawkins  
Stephanie Fanos  
Amy Alvarez  
Bill Hoins

Nico Warden  
Agustina Garcia del Rio  
Erik  
David  
Paul Sangha

**Item 2. Reading and Approval of Summary of motions January 4, 2024, Design Review Board Meeting minutes**

On a **MOTION** by **Miller** and seconded by **Kramer** the DRB voted **unanimously** to approve the summary of motions of the January 4, 2024, Design Review Board meeting minutes.

**Item 3. Discussion with Town Attorney regarding open meetings law and open records (CORA)**

**Item 4. Review and Recommendation of an Ordinance to Amend to CDC Section 17.6.1(B) – Wetlands Regulations**

Haley Carmer: Presented as Staff

Public Comment: None

On a **MOTION** by **Eckman** and seconded by **Kramer** the DRB voted **unanimously** to recommend approval to Town Council for an ordinance to amend to CDC Section 17.6.1(B), based on the evidence provided in the staff record of memo dated January 29, 2024, and the findings of this meeting, with the following recommended edits:

1. Strike the added language in 3.B.2.d “(i) the development proposed in the land use application serves a compelling public purpose including, but not limited to, affordable housing, and” and reference to affordable housing in section 3.B.2.j, “including, but not limited to, affordable housing.”

**Item 5. Consideration of a Design Review: Final Architecture Review for Lot 710, TBD Adams Ranch Rd, Pursuant to CDC Section 17.4.11**

Claire Perez: Presented as Staff

Staff is requesting to table the Final Architecture Review for Lot 710, TBD Adams Ranch Road.

On a **MOTION** by **Caton** and seconded by **Eckman** the DRB voted **unanimously** to table the consideration of a Design Review: Final Architecture Review for a new Single-Family Home on Lot 710, TBD Adams Ranch Road, pursuant to CDC Section 17.4.11.

**Item 6. Consideration of a Design Review: Initial Architecture and Site Review for Lot 1 Unit 1, TBD Eagle Drive, pursuant to CDC Section 17.4.11**

Claire Perez: Presented as Staff

Staff is requesting that the Initial Architecture and Site Review for Lot 1 Unit 1, TBD Eagle Drive, be continued to the March 7, 2024, Design Review Board Meeting.

On a **MOTION** by **Eckman** and seconded by **Miller** the DRB voted **unanimously** to continue the consideration of a Design Review: Initial Architecture and Site Review for a new Single-Family Home on Lot 166AR2-10, TBD Stonegate Drive, pursuant to CDC Section 17.4.11, to the Regular Design Review Board Meeting on March 7, 2023.

**Item 7. Consideration of a Design Review: Initial Architecture and Site Review for Lot 1 Unit 1, TBD Eagle Drive, pursuant to CDC Section 17.4.11**

Claire Perez: Presented as Staff

Kristine Perpar: Presented as Applicant

Public Comment: none

On a **MOTION** by **Eckman** and seconded by **Caton** the DRB voted **unanimously** to approve the Initial Architecture and Site Review for a new single-family detached condominium located at Lot 1, Unit 1, TBD Eagle Drive, based on the evidence provided in the staff record of memo dated January 15, 2024, and the findings of this meeting, with the following design variations and specific approvals:

DRB Specific Approval:

1. Materials – Metal Fascia

Design Variation:

1. Address Plaque

And with the following conditions:

- 1) *Prior to final review, the applicant shall modify the landscaping plan to adhere to the CDC and the Forester's comments.*
- 2) *Prior to the issuance of a building permit, the town forester shall sign off on both the landscaping plan and fire mitigation plan.*
- 3) *Prior to the issuance of a building permit, the applicant shall field verify all utility locations.*
- 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 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.*

*9) Per CDC 17.3.9 Housing Impact Mitigation Requirements for this development application are set at 50% since the application was submitted in 2023.*

*10) A monitored automatic sprinkler system shall be installed in accordance with NFPA 13D, 2018 IFC, and TFPD amended codes.*

*11) An interconnected monitored fire alarm system shall be installed in accordance with NFPA 72, 2018 IFC, and TFPD amended codes.*

*12) Monitored carbon monoxide detection shall be installed in accordance with 2018 IFC 915.2.1.*

*13) Address numbers shall be a minimum of 4 feet 6 inches from grade to the bottom of 6-inch numbers/letters with a reflective coating or outlined with a reflective coating.*

*14) Electric vehicle charging stations/outlets shall be installed in accordance with NFPA 70 and located within 5 feet of the garage door.*

## **Lunch**

## **Item 8: Review and Recommendation to Town Council regarding a height variance application for Lot 165 Unit 3, TBD Cortina Dr, pursuant to CDC Section 17.4.16**

Jessica Garrow of Design Workshop: Presented as Staff  
Kris Perpar and Amy Alvarez: Presented as Applicant

Public Comment: None

On a **MOTION** by **Miller** and seconded by **Eckman** the DRB voted **5-2 (Kramer and Austin opposed due to application not meeting point E “variance being granted is minimum necessary”)** to recommend approval to Town Council of a maximum height variance of 14.36 feet above the allowable and an average height variance of 2.17 feet above the allowable, per the height restrictions listed in the CDC for portions of a new single-family detached condominium located at Lot 165 Unit 3, 130 Cortina Drive based on the evidence provided in the staff memo of record dated January 22, 2024 and the findings of this meeting.

**Item 9: Consideration of a Design Review: Initial Architecture and Site Review for Lot 165 Unit 3, Cortina Unit 3, pursuant to CDC Section 17.4.11**

Jessica Garrow of Design Workshop: Presented as Staff  
Kris Perpar and Amy Alvarez: Presented as Applicant

Public Comment: None

On a **MOTION** by **Kramer** and seconded by **Caton** the DRB voted **5-2 (Miller and Bennett opposed because they preferred to move application to final review)** to continue the Initial Architecture and Site Review for a new multi-family home located at Lot 165 Unit 3 to the March 7, 2024 Regular Design Review Board Meeting, based on the evidence provided in the staff memo of record dated February 1, 2024, and the findings of this meeting.

**Item 10: Discussion regarding a Conceptual Work Session for Lot 161A-R2, Unit 1 the Ridge, to develop a new Single-Family residence, pursuant to CDC Section 17.4.11**

**Item 11: Adjourn**

On a **MOTION** by **Miller** the DRB voted **unanimously** to adjourn the February 1, 2024, meeting at 2:49 pm.

Prepared and submitted by,

Jason Habib, Planning Technician