

**DESIGN REVIEW BOARD MINUTES  
TOWN OF MOUNTAIN VILLAGE  
REGULAR DESIGN REVIEW BOARD MEETING  
MARCH 6, 2025, 10:00 AM**

**Call to Order**

Acting Chair **Craige** called the meeting of the Design Review Board DRB of the Town of Mountain Village to order at 10:01 a.m. on March 6, 2025.

**Attendance**

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

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

**The following Board members were absent:**

Banks Brown

**Town Staff in attendance:**

Amy Ward – Community Development Director  
Drew Nelson – Housing Director  
Claire Perez – Planner II  
Erin Howe – Planning Technician  
Lauren Tyler – GIS Administrator

**Public Attendance:**

Tim Blonkvist  
Austin Bentley

**Public Attendance via Zoom:**

Ty Claussen – Overland  
Kurt Carruth – Hinge Architects  
Daniela Gutierrez  
Chris Hawkins – Alpine Planning

Yanjing Chen  
David Ballode  
Heather  
Isaias Zapata  
Steven Bellanger  
Brendan Hamlet  
Mario Bours Laborin  
Overland Guest  
James Joseph Ossola  
Steven Lorence

**Item 2. Reading and Approval of Summary of Motions of the February 6, 2025, Design Review Board Meeting.**

On a **MOTION** by **Garner** and seconded by **Miller** the DRB voted **unanimously** to **approve** the summary of motions for the February 6, 2025, Design Review Board meeting minutes.

**Item 3. Consideration of a Design Review: Initial Architecture and Site Review for a New Single-Family Home on Lot 161A-4-8 Unit 8, TBD Raccoon Ln\*, pursuant to CDC Section 17.4.11.**

Claire Perez: Presented as Staff  
Chris Hawkins: Presented as Applicant  
Public Comment: None

On a **MOTION** by **Kramer** and seconded by **Garner** the DRB voted **5-2** to **continue** the Initial Architecture and Site Review for a new single-family home at Lot 161A-4-8 Unit 8, TBD Raccoon Ln\*, pursuant to CDC Section 17.4.11. to the April 3, 2025, Design Review Board meeting (**Miller** and **Bennett** dissented because they thought there was sufficient information to continue to the Final Architecture Review), based on the evidence provided in the staff memo of record dated February 24, 2025, and the findings of the meeting.

**David Craige recused himself for Item 4; Scott Bennett became acting chair.**

**Item 4. Consideration of a Design Review: Final Architecture Review for a Significant Addition at Lot 23R, 121 Yellow Brick Rd, pursuant to CDC Section 17.4.11.**

Drew Nelson: Presented as Staff  
Tim Blonkvist: Presented as Applicant  
Public Comment: None

On a **MOTION** by **Garner** and seconded by **Miller** the DRB voted **unanimously** to **approve** the Final Architecture Review for a significant addition at Lot 23R, 121 Yellow Brick Rd, pursuant to

CDC Section 17.4.11., based on the evidence provided in the staff memo of record dated February 27, 2025, and the findings of the meeting.

### **Design Variation**

- 1) Glass Roofing Materials

### **And with the following conditions:**

- 1) *Prior to disturbance of any wetland areas, the applicant shall provide evidence of an approved Nationwide Permit 29 from the ACOE to allow for disturbance and ongoing wetlands monitoring.*
- 2) *Prior to building permit issuance, the applicant shall provide an agreement in a form acceptable to the Town Attorney for long-term monitoring and maintenance of the wetland areas in conformance with Section 17.6.1.B.2.d.iv of the CDC.*
- 3) *Prior to building permit issuance, the applicant shall revise the landscape plan to include vegetation to screen exterior utility units.*
- 4) *Prior to building permit issuance, the applicant shall provide details for the accessory gazebo to ensure design compliance with Section 17.3.4.F.2.c of the CDC.*
- 5) *Prior to building permit issuance, the applicant shall revise the landscape plan to meet the requirements of the CDC for nonflammable materials within Zone 1.*
- 6) *Prior to building permit issuance, the applicant shall revise the plans to remove the two tandem parking spaces and replace them with two surface parking spaces elsewhere on the site.*
- 7) *At no time shall there be interior artificial lighting in the conservatory structure of the main residence, and any artificial lighting in the greenhouse attached to the Accessory Dwelling Unit shall be limited to the hours between dawn and dusk.*
- 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) *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 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 6. Lunch; Reconvened at 12:44.**

**Item 5. Consideration of a Design Review: Initial Architecture and Site Review for a New Single-Family Home at Lot GH-6, 106 Cabins Ln, pursuant to CDC Section 17.4.11.**

On a **MOTION** by **Miller** and seconded by **Austin** the DRB voted **unanimously** to **approve** the Initial Architecture and Site Review for a new single-family home at Lot GH-6, 106 Cabins Ln, pursuant to CDC Section 17.4.11., based on the evidence provided in the staff memo of record dated February 19, 2025, and the findings of this meeting.

**DRB Specific Approval**

- 1) Setback encroachments – parking spaces and landscape stairs
- 2) Retaining wall height

**Design Variation**

- 1) Driveway grade

**And with the following conditions:**

- 1) *Prior to final review, the landscape plan should be revised to include the species of trees marked for retainage.*
- 2) *Prior to final review, the construction mitigation plan should be revised to include the trees marked for retainage.*
- 3) *Prior to final review, the applicant shall provide a light fixture for the address monument that meets CDC requirements.*
- 4) *Prior to final review, the sconce should be replaced with one that meets the CDC lighting requirements.*
- 5) *Prior to the issuance of a building permit, the town forester shall sign off on both the landscaping plan and fire mitigation plan.*
- 6) *Prior to the issuance of a building permit, the applicant shall field verify all utility locations.*
- 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) *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 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.*
- 12) *The applicant shall meet the following conditions of the Fire Marshall:*
  - a. *A monitored automatic sprinkler system shall be installed in accordance with NFPA 13D, 2018 IFC, and TFPD amended codes.*
  - b. *An interconnected monitored fire alarm system shall be installed in accordance with NFPA 72, 2018 IFC, and TFPD amended codes.*
  - c. *Monitored carbon monoxide detection shall be installed in accordance with 2018 IFC 915.2.1.*
  - d. *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.*
  - e. *Electric vehicle charging stations/outlets shall be installed in accordance with NFPA 70 and located within 5 feet of the garage door.*
- 13) *Per CDC 17.3.9 Housing Impact Mitigation Requirements for this development application are set at 100% since the application was submitted and deemed complete in 2025.*
- 14) *Prior to Final Architecture Review, the applicant shall move the address plaque from the eave to the wall of the home.*

**Item 7. Review and recommendation to Town Council for a CDC amendment proposing adoption of The 2024 Editions of the International Building Code (“IBC”), International Residential Code (“IRC”) , International Mechanical Code (“IMC”), International Fuel Gas Code (“IFGC”), International Property Maintenance Code (“IPMC”), International Plumbing Code (“IPC”), International Existing Building Code (“IEBC”), International Swimming Pool and Spa Code (“ISPSC”), and the 2018 International Fire Code (“IFC”) as adopted by the Telluride Fire Protection District (TFPD), the 2023 Edition of the National Electric Code, NFPA70, (“NEC”), as adopted by the State of Colorado, (collectively referred to as the “codes”).**

Amy Ward and Lars Forsythe: Presented as Applicant

Public Comment: None

On a **MOTION** by **Bennett** and seconded by **Miller** the DRB voted **unanimously** to **continue** the Review and recommendation to Town Council for a CDC amendment proposing adoption of The 2024 Editions of the International Building Code (“IBC”), International Residential Code (“IRC”) , International Mechanical Code (“IMC”), International Fuel Gas Code (“IFGC”), International Property Maintenance Code (“IPMC”), International Plumbing Code (“IPC”), International Existing Building Code (“IEBC”), International Swimming Pool and Spa Code (“ISPSC”), and the 2018 International Fire Code (“IFC”) as adopted by the Telluride Fire Protection District (TFPD), the 2023 Edition of the National Electric Code, NFPA70, (“NEC”), as adopted by the State of Colorado, (collectively referred to as the “codes”) to the April 3 DRB meeting, based on the evidence provided in the staff memo of record dated March 4, 2025, and the findings of the meeting.

**Item 8. Work Session Regarding Potential Changes to the Lighting Regulations.**

**Item 9. Adjourn**

The DRB voted **unanimously** to adjourn the March 6, 2025, Design Review Board Meeting at 2:40 PM.

Prepared and submitted by,

Erin Howe, Planning Technician