

**DESIGN REVIEW BOARD MINUTES
TOWN OF MOUNTAIN VILLAGE
REGULAR DESIGN REVIEW BOARD MEETING
July 11, 2024, 10:00 AM**

Call to Order

Chair **Brown** called the meeting of the Design Review Board (DRB) of the Town of Mountain Village to order at 10:00 a.m. on July 11, 2024.

Attendance

The following Board members were present and acting:

Banks Brown

Greer Garner

Liz Newton

Adam Miller

Scott Bennett

Scott Bennett

David Craige

Jim Austin (alternate, voted on Item 5 when Newton recused herself)

The following Board members were absent:

David Eckman

Town Staff in attendance:

Amy Ward – Community Development Director

Erin Howe – Planning Technician

Drew Nelson – Senior Planner (via Zoom)

Claire Perez – Planner II (via Zoom)

Lars Forsythe – Building (via Zoom)

Public Attendance:

Harvey Mogenson

Patricia McKinley

Richard Thorpe

Jolana Vanek

Jack Wesson

Kristine Perpar

Lea Sisson

Public Attendance via Zoom:

Phillip du Toit

Michael Walton

Zack Hodgins

Terry Cope

Marina Nacheva

Item 2. Reading and Approval of Summary of Motions of the June 6, 2024, Design Review Board Meeting.

On a **MOTION** by **Garner** and seconded by **Newton** the DRB voted **unanimously** to approve the summary of motions of the June 6, 2024, Design Review Board meeting minutes.

Note that Scott Bennett was listed as both attending and not attending the June 6, 2024 DRB Meeting, but he was attending and draft minutes will be changed to reflect this.

Note that there was a suggestion to defer the June 25, 2024 Special Meeting minutes until the August meeting, but this was an error, as no June 25, 2024 Special Meeting occurred.

Item 3. Review and Recommendation to Town Council regarding a CDC Amendment to CDC section 17.5.6 Building Design, pursuant to CDC Section 17.1.7.

Drew Nelson: Presented as Staff

Town of Mountain Village: Presented as Applicant

Public Comment: None

On a **MOTION** by **Miller** and seconded by **Kramer**, the DRB voted **unanimously** to recommend the approval to Town Council of the proposed changes to the Community Development Code to CDC Sections 17.4.3 Development Review Procedures, 17.4.11 Design Review Process, and 17.5.6 Building Design, regarding roofing materials and Design Review processes, based on the evidence provided in the staff memo of record dated June 25, 2024, and the findings of this meeting.

With the following conditions:

- 1) *Staff to add additional language regarding prevention of oil canning of said metal fascia.*

Item 4. Consideration of a Design Review: Final Architecture Review for Lot 166AR2-10, 10 Stonegate Dr, pursuant to CDC Section 17.4.11.

Drew Nelson: Presented as Staff

Jack Wesson: Presented as Applicant

Public Comment: Michael Walton

On a **MOTION** by **Kramer** and seconded by **Garner** the DRB voted **2-5** (denial by Brown, Miller, Bennett, Newton, and Craige due to the applicant making requested changes from IAR to FAR) to **continue** the Final Architecture Review for a new single-family residential unit on Lot 166AR2-10, TBD Stonegate Drive to the September 5, 2024 meeting, based on the evidence provided in the staff memo of record dated June 28, 2024, and the findings of the meeting.

On a **MOTION** by **Miller** and seconded by **Newton** the DRB voted **5-2** (denial by Garner and Kramer due to building siting design and square footage on an extremely steep lot) to **approve** the Final Architecture Review for a new single-family residential unit on Lot 166AR2-10, TBD Stonegate Drive, based on the evidence provided in the staff memo of record dated June 28, 2024, and the findings of the meeting, with the following specific approvals and design variations:

DRB Specific Approvals:

- 1) Parking Requirements – Waiver of 1 exterior surface
- 2) Steep Slopes Over 30%

Variance:

- 1) Building Height Variance – 6' over the maximum allowable height

And with the following conditions:

- 1) *Prior to Building Permit issuance, the applicant shall work with Public Works and the Telluride Fire Protection District to locate a standpipe from the fire hydrant due to the steep site and lack of a firetruck turnaround.*
- 2) *Prior to Building Permit issuance, the applicant shall provide additional color details for roofing materials, window frames, garage doors, all exterior doors, and all other materials necessary to meet CDC guidelines.*
- 3) *Prior to Building Permit issuance, the applicant shall provide additional details on the layback and foundation plans to certify that no structures will be placed in either the no-build zone or in the general easement on the west and north sides of the structure, respectively.*

- 4) *A monumented land survey shall be prepared by a Colorado public land surveyor to establish the maximum and average building height as well as accurately depict footer and foundation locations adjacent to the no-build zone and general easement.*
- 5) *The applicant shall work with Public Works and utility providers to finalize the utilities plan as a condition of approval prior to building permit.*
- 6) *The structure shall require a monitored NFPA 72 alarm system and monitored NFPA 13D sprinkler system.*
- 7) *A Knox Box for emergency access is recommended.*
- 8) *Per CDC 17.3.9 Housing Impact Mitigation Requirements for this development application are set at 75% since the application was submitted and deemed complete 2024.*
- 9) *Unenclosed accessory structures attached to buildings with habitable spaces and projections, such as decks, shall be protected by one of the following methods: Constructed with either non-combustible materials, heavy timber as specified in the (2018 IBC section 2304.11) or exterior grade ignition resistant materials as specified in the (2018 IBC section 2303.2). Or constructed so that all exposed structural members are enclosed with an approved one hour assembly by the Building Official, or constructed in coordination with the Planning Department upon approval of a wildfire mitigation plan addressing defensible space criteria provided in CDC Section 17.6.1(A) – Fire Mitigation and Forestry Management. All appendages and projections regardless of method of construction shall provide a cleanable ground surface, as applicable. The fire mitigation approach will require a planning department sign off on the inspection record, prior to the framing inspection.*
- 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) *Prior to building permit the applicant shall provide revised drawings demonstrating final details of ski path for a Staff level review*
- 13) *Prior to building permit the applicant shall provide final calculations on fenestration for a Staff level review*

Item 5. Review and Recommendation to Town Council regarding a Conditional Use Permit for telecommunications facilities to be located in public rights-of-way, pursuant to CDC Section 17.6.5.

Drew Nelson: Presented as Staff

Terry Cope and Zack: Presented as Applicant (via Zoom)

Public Comment: Harvey Mogensen, Patricia Mckinley, and Jolana Vanek

Newton recuses herself, **Austin** voting for this agenda item.

On a **MOTION** by **Craige** and seconded by **Austin** the DRB voted **unanimously** to recommend **denial** to Town Council for a Conditional Use Permit for telecommunications facilities to be located in public rights-of-way, based on the evidence provided in the staff record of memo dated July 1, 2024, and the findings of this meeting. Reasons for denial cite dimensions not represented on documentation, diameter of poles being too large, concern regarding lightning protection, and not enough information provided by applicant.

Item 6. Lunch.

Item 7. Consideration of a Design Review: Initial Architecture and Site Review for Boulders 11, 11 Boulders Way, pursuant to CDC Section 17.4.11.

Claire Perez: Presented as Staff

Kristine Perpar: Presented as Applicant

Public Comment: Richard Thorpe and Jolana Vanek

On a **MOTION** by **Bennett** and seconded by **Newton** the DRB voted **unanimously** to approve the Initial Architecture Review for a new single-family detached condominium on Lot 649R Unit 11, TBD Boulders Way, based on the evidence provided in the staff memo of record dated June 21, 2024, and the findings of this meeting, with the following specific approvals:

DRB Specific Approvals:

- 1) Setback Encroachment
 - a. Roof overhangs in front setback
 - b. Concrete walkway in front setback

- c. Exterior parking in front setback
- 2) Tandem Parking

And with the following conditions:

- 1) *Prior to final review, the applicant shall modify the landscaping and fire mitigation plans 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*
 - f. *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) *Per CDC 17.3.9 Housing Impact Mitigation Requirements for this development application are set at 75% since the application was submitted in 2024.*
- 9) *The applicant shall meet the following conditions of the Fire Marshall:*

- 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) *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.*

Note that **Kristen Perpar** requested to move the FAR to the August 1, 2024 DRB meeting instead of the usual two-months-later September 5, 2024 meeting. This request was approved by **Amy Ward**. The applicant will be required to re-notice for the public hearing due to the date change.

Item 8. Consideration of a Design Review: Final Architecture Review for Lot 205A, 112 Stevens Dr, pursuant to CDC Section 17.4.11.

Claire Perez: Presented as Staff

Lea Sisson: Presented as Applicant

On a **MOTION** by **Miller** and seconded by **Craige** the DRB voted **7-1** (Garner opposed, as they believe the addition is too different from the current architecture of the home) to **approve** the Final Architecture Review for an addition to an existing single-family home located on lot 205A, 112 Stevens Drive, based on the evidence provided in the staff memo of record dated June 18, 2024, and the findings of this meeting, with the following specific approvals:

DRB Specific Approvals:

- 1) General Easement Encroachment – Exterior Parking

And with the following conditions:

- 1) *Prior to Building Permit, the applicant shall provide recess details that comply with CDC requirements.*
- 2) *Prior to Building Permit, the applicant shall provide an updated construction mitigation plan that includes tree protection management devices and trees marked for retention.*
- 3) *Prior to Building Permit, the applicant shall provide an updated landscape plan identifying species in the front garden and demonstrating existing trees on the lot.*

- 4) *Prior to building permit, the applicant shall provide a fire mitigation plan and coordinating landscape plan that demonstrates trees that will remain on site and compliance with fire mitigation standards per the CDC.*
- 5) *Prior to Building Permit, the applicant shall provide an updated parking plan that includes the dimensions of the exterior spaces.*
- 6) *Prior to Building Permit, the applicant shall provide a utility plan for the addition.*
- 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) *The structure shall require a monitored fire alarm system.*
- 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.*
- 11) *The development shall meet the following conditions of the Fire Marshall:*
 - a. *The addition shall be in accordance with the 2018 IFC, TFPD Amended Fire Code, and NFPA Standards for a Group R-3 occupancy.*
 - b. *A monitored automatic sprinkler system shall be installed in the addition in accordance with NFPA 13D, 2018 IFC, and TFPD amended codes.*
 - c. *An interconnected monitored fire alarm system shall be installed in accordance with NFPA 72, 2018 IFC, and TFPD amended codes.*
 - d. *Monitored carbon monoxide detection shall be installed in accordance with 2018 IFC 915.2.1.*
 - e. *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.*

- f. Electric vehicle charging stations/outlets shall be installed in accordance with the TFPD Amended Fire Code and NFPA 70.*
 - g. A Knox box is recommended at the main entrance on the address side for emergency access.*
- 12) Per CDC 17.3.9 Housing Impact Mitigation Requirements for this development application are set at 75% since the application was submitted and deemed complete in 2024.*
 - 13) 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.*
 - 14) A monumented land survey of the footers will be provided prior to pouring concrete to determine there are no additional encroachments into the GE.*
 - 15) Prior to the building permit, the applicant shall submit a revised lighting plan for the main home demonstrating compliance with current lighting regulations.*
 - 16) The Applicant must work with neighbors to provide screening on the landscape plan.*

Item 9. Adjourn

The DRB voted **unanimously** to adjourn the July 11, 2024, Design Review Board Meeting at 01:33PM.

Prepared and submitted by,

Erin Howe, Planning Technician