

**DESIGN REVIEW BOARD MINUTES
TOWN OF MOUNTAIN VILLAGE
REGULAR DESIGN REVIEW BOARD MEETING
SEPTEMBER 5, 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 September 5, 2024.

Attendance

The following Board members were present and acting:

Banks Brown
Ellen Kramer
David Craige
Greer Garner
Liz Newton
Adam Miller
Scott Bennett
Jim Austin

The following Board members were absent:

David Eckman

Town Staff in attendance:

Amy Ward – Community Development Director
Drew Nelson – Senior Planner
Claire Perez – Planner II (via Zoom)
Erin Howe – Planning Technician
Mae Eckard – Administrative Assistant II Town Hall & Housing (via Zoom)

Public Attendance:

Kristine Perpar
Chris Hawkins
Tommy Hein
Thomas Kennedy
Doug Meade
Ken Watt

David Ballode
Beau Bailic

Public Attendance via Zoom:

Dave Bulson
Juan Carlos Casas
Michael Sondermann
Trevor Martin
Chris Hawkins
Bertrand Serlet
Yanjing Chen

Item 2. Approval Of Previous Minutes.

On a **MOTION** by **Bennett** and seconded by **Garner** the DRB voted **unanimously** to approve the summary of motions of the August 1, 2024, Design Review Board meeting minutes.

Item 3. Worksession: Lot 1171R, TBD San Joaquin Rd

Drew Nelson: Presented as Staff
Chris Hawkins and Tommy Hein: Presented as Applicants
Public Comment: None

Item 4. Request to Table Consideration of a Design Review: Final Architecture Review for a new single-family home at Lot 344R, 111 Rocky Rd, pursuant to CDC Section 17.4.11.

Claire Perez: Presented as Staff
N/A: Presented as Applicant
Public Comment: None

On a **MOTION** by **Craige** and seconded by **Bennett** the DRB voted **unanimously** to **approve** the request to table the consideration of a Design Review: Final Architecture Review for a new single-family home on Lot 344R, 111 Rocky Rd, pursuant to CDC Section 17.4.11., based on the evidence provided in the staff memo of record dated DAY, YEAR, and the findings of the meeting.

Item 5. Consideration of a Design Review: Final Architecture Review for a new single-family detached condominium at Lot 649R, TBD Boulders Way Unit 11, pursuant to CDC Section 17.4.11. This item was previously noticed for this date, but was re-noticed for an earlier date, August 1, 2024. This item will not be reviewed at today's hearing.

Item 6. Consideration of a Density Transfer and Rezone to Lots 373R/374R, 539 Benchmark, pursuant to CDC Sections 17.14.9 and 17.4.10.

Drew Nelson: Presented as Staff

Thomas Kennedy: Presented as Applicant

Public Comment:

On a **MOTION** by **Garner** and seconded by **Bennett** the DRB voted **unanimously** to recommend approval to Town Council of the Consideration of a Density Transfer and Rezone to Lots 373R/374R, 539 Benchmark, pursuant to CDC Sections 17.14.9 and 17.4.10., based on the evidence provided in the staff memo of record dated August 28, 2024, and the findings of this meeting.

With the following conditions:

- 1. Prior to the recordation of the associated ordinance approving the Density Transfer and Rezone, the owner must obtain Town Council approval of the Class 5 Minor Subdivision.*
- 2. The owner of record of density in the density bank, shall be responsible for all dues, fees, and any taxes associated with the assigned density and zoning until such time as the density is either transferred to a lot or another person or entity.*

Item 7. Consideration of a Design Review: Specific Approval for roofing material in the Village Center on Lot 34, 129 Lost Creek Lane, pursuant to CDC Section 17.4.11.

Claire Perez: Presented as Staff

Ken Watt and Doug Meade: Presented as Applicants

Public Comment: None

On a **MOTION** by **Newton** and seconded by **Craige** the DRB voted **unanimously** to **approve** the Consideration of a Design Review: Specific Approval for roofing material in the Village Center on Lot 34, 129 Lost Creek Lane, pursuant to CDC Section 17.4.11., based on the evidence provided in the staff memo of record dated August 23, 2024, and the findings of this meeting,

And with the following conditions:

- 1) *Prior to finalization of the building permit, Planning Staff shall verify compliance with the approved design shown in the attached plans.*
- 2) *Snow fencing shall be installed per the CDC requirements for pedestrian walkways.*
- 3) *Any guttering as applicable shall be of a like material and color to the proposed metal roofing. The guttering shall not be pre-manufactured K-style guttering.*
- 4) *Prior to issuance of the Building Permit, the applicant shall provide a construction mitigation plan demonstrating areas for material staging and demo to the Town's Building Official.*
- 5) *Applicable Town fees and taxes shall be paid prior to commencing the activity or prior to the Town issuing a permit, as applicable, including but not limited to the Town's use tax.*
- 6) *Trees shall have tree protection fencing installed at a minimum of the dripline of each tree. No backfill, excavation, trenching, staking, material storage, or concrete waste shall be permitted within the tree protection zone of any tree. If any of the above activities need to occur within the tree protection zone of any tree, permission must first be obtained from a Planning Department staff member to either authorize adjustments to the tree protection zone or to issue a tree removal permit so the tree may be removed.*
- 7) *Any landscape disturbance caused by construction activities must be revegetated using town approved seed mix.*

Item 8. Consideration of a Design Review: Final Architecture Review for Lot BC110RR, TBD Lawson Overlook, pursuant to CDC Section 17.4.11.

Drew Nelson: Presented as Staff

Kristine Perpar: Presented as Applicant

On a **MOTION** by **Craige** and seconded by **Kramer** the DRB voted **unanimously** to **approve** the Final Architecture Review for Lot BC110RR, TBD Lawson Overlook, pursuant to CDC Section 17.4.11., 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) Grading in the General Easement

And with the following conditions:

- 1) *Prior to building permit, the applicant shall update the landscape plan to indicate trees to be removed within the Zone 1 Fire Mitigation area of the site.*
- 2) *Per CDC Section 17.3.9, Housing Impact Mitigation requirements for this development application are set at 75% as the application was first submitted in 2024.*

- 3) *The applicant shall work with Public Works and utility providers to finalize the utilities plan as a condition of approval prior to building permit.*
- 4) *A monitored automatic sprinkler system shall be installed in accordance with NFPA 13D, 2018 IFC, and TFPD amended codes.*
- 5) *An interconnected monitored fire alarm system shall be installed in accordance with NFPA 72, 2018 IFC, and TFPD amended codes.*
- 6) *A Knox Box for emergency access is recommended.*
- 7) *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.*
- 8) *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**
- 9) *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.*
- 10) *Prior to Building Permit, the applicant shall revise the address monument lighting for staff level review.*

Item 9. Adjourn

The DRB voted **unanimously** to adjourn the September 5, 2024, Design Review Board Meeting at 11:24AM.

Prepared and submitted by,

Erin Howe, Planning Technician