TOWN OF MOUNTAIN VILLAGE DESIGN REVIEW BOARD REGULAR MEETING THURSDAY MARCH 2, 2017 10:00 AM

2nd FLOOR CONFERENCE ROOM, MOUNTAIN VILLAGE TOWN HALL

455 MOUNTAIN VILLAGE BLVD, MOUNTAIN VILLAGE, COLORADO AGENDA

	Time	Min.	Presenter	Type	
1.	10:00		Chair		Call to Order
2.	10:00	5	Van Nimwegen	Action	Reading and Approval of Summary of Motions of the February 2, 2017 Design Review Board Meeting.
3.	10:05	45	Starr	Public Hearing Quasi-Judicial Action	Consideration of a Design Review Process Development Application for new construction of a single-family residence on Lot 165R-22, 22 Cortina Drive.
4.	10:50	15	Bangert	Public Hearing Quasi-Judicial Action	Consideration and Recommendation to Town Council of an Application for Rezone/Density Transfer for Lot 128, units 736 and 740 (the Peaks) 136 Country Club Drive.
5.	11:05	30	Van Nimwegen	Worksession	Review of Design Review Application Requirements
6.	11:35	5	Van Nimwegen	Discussion	Other Business
7.	11:40				Adjourn

Agenda Item 2

SUMMARY OF MOTIONS TOWN OF MOUNTAIN VILLAGE DESIGN REVIEW BOARD MEETING THURSDAY, FEBRUARY 2, 2017

Call to Order

Chairman Dave Eckman called the meeting of the Design Review Board of the Town of Mountain Village to order at 10:03 a.m. on Thursday, February 2, 2017 in the Conference Room at 455 Mountain Village Boulevard Mountain Village, CO 81435.

Attendance

The following Board/Alternate members were present and acting:

Dave Eckman (Chair)
Banks Brown (Vice-Chair)
Phil Evans
Keith Brown
Luke Trujillo
Dave Craige
Greer Garner
Jean Vatter (Alternate)
Liz Caton (Alternate)

The following Board members were absent:

None.

Town Staff in attendance:

Glen Van Nimwegen, Director of Planning and Development Services Dave Bangert, Senior Planner/Forester Sam Starr, Planner Jim Mahoney, Town Attorney

Public in attendance:

Devin Morris Mark McGarey David Ballode

David Ballode <u>dballode@msn.com</u>

Lea Sisson <u>lea@leasisonarchitects.com</u>

Executive Session for the Purpose of Receiving Legal Advice Pursuant to C.R.S. 24-6-402(b)

On a **Motion** made by Phil Evans and seconded by Banks Brown, DRB voted **7-0** to enter into Executive Session for the Purpose of Receiving Legal Advice Pursuant to C.R.S. 24-6-402(b)

Chairman David Eckman concluded Executive Session and returned to regular session 10:30 a.m.

Reading and Approval of Summary of Motions of the January 5, 2017 Design Review Board Regular Meeting

On a **Motion** made by Phil Evans and seconded by Greer Garner, the DRB voted 7-0 to approve the Summary of Motions from the January 5, 2017 Design Review Board Meeting.

An amendment to a previously approved conditional use permit for a 100 foot communication tower to be located in Tract OSP 49-R (Resolution No. 2015-0423-08) to remove the condition

that prohibited the tower from including lights. The request is to allow a red beacon as required by the Federal Aviation Administration

Glen Van Nimwegen updated the board on the changes to the proposed new tower, which includes adding a red light beacon as required by the FAA. Staff recommends the change with the following proposed amended conditions:

- 1. The tower shall not MAY include a light beacon AS REQUIRED BY or be brightly painted to stand out to aircraft. If the Federal Aviation Administration ("FAA") SUBJECT TO THE USE OF AN AIRCRAFT DETECTION LIGHTING SYSTEM AS APPROVED BY THE FAA. requires either a light beacon or bright paint for the tower to stand out, the antenna shall be lowered to a height where these FAA requirements do not apply.
- 2. The proposed towers and antennas shall be painted to match the surrounding tree color below the tree line and a blue gray above the tree line to mitigate visual impacts. The applicant shall provide color samples to the Town and San Miguel County for review and approval prior to or concurrent with submitting for a building permit.
- 3. New antennas or equipment placed on the existing tower shall be painted to match the surrounding tree color below the tree line and a blue gray above the tree line to mitigate visual impacts, with the color reviewed and approved by the Town and San Miguel County.
- 4. The new tower shall be designed to co-locate the number of antennas shown on the Proposed Site Elevations plan, Sheet C-3.1 dated 4/15/15.
- 5. The current and proposed towers shall be made available for colocation of new telecommunication equipment so long as: (A) there is enough room on the tower for the new equipment (given the vertical & horizontal separation requirements of the current users), (B) there is enough structural capacity for the new equipment, and (C) the new equipment will not cause interference to the current users.
- 6. Prior to issuing a building permit, the applicant shall submit long-term easements from The Ridge, TSG and any other intervening property owner for (1) the access road to the tower site; (2) the tower site; and (3) utility routes for existing and new utilities to the site. Prior to executing such easements, the Town shall review and approve the easements to ensure long-term vehicular and utility access across intervening land and long term tower siting.
- 7. Prior to issuing a building permit, the applicant shall submit a composite utility plan to show the planned routes for power, fiber and any other necessary utilities to the site.
- 8. The approved conditional use permit application is for the benefit of the existing tower that is owned by Telluride Ski and Golf, LLC ("TSG") and the proposed new tower on TSG owned land. Therefore the conditional use permit is hereby granted to TSG and any successors or assigns.
- 9. The conditional use permit shall be valid for a period of twenty (20) years from the Effective Date subject to meeting the conditions specified herein.
- 10. THE APPLICANT, CROWN CASTLE, ENTERS INTO A LEGALLY BINDING WRITTEN COMMITMENT WITH SAN MIGUEL COUNTY TO ALLOW THE RELOCATION OF THE STATE OF COLORADO'S DTRS 800 RADIO SYSTEM EQUIPMENT LOCATED ON THE EXISTING 90 FOOT COMMUNICATION TOWER IN A MANNER AND AT LOCATIONS ACCEPTABLE TO THE SAN MIGUEL COUNTY SHERIFF, THE COLORADO OFFICE OF INFORMATION TECHNOLOGY, AND SMETSA. THE APPLICANT SHALL PROVIDE A NEW SITE PLAN DEPICTING THE DTRS 800 RADIO SYSTEM EQUIPMENT AND THE

- PROPOSED SITE ELEVATIONS TOGETHER WITH THE PROPOSED AT&T ANTENNAS TOGETHER WITH FUTURE COLOCATOR ANTENNA ARRAY AND MICROWAVE DISHES ON A DRAWING TO REPLACE THE PROPOSED SITE ELEVATIONS, SHEET C-3.1 PREPARED BY BLACK AND VEATCH.
- 11. THE TOWN, BY WRITTEN RESOLUTION, FORMALLY COMMIT TO TURN OFF AND DISCONTINUE USING THE "UPPER BANK" OF LIGHTS IN THE SAN SOPHIA GONDOLA STATION, FROM DUSK TO DAWN TO REDUCE LIGHT SPILL IN TO THE COONSKIN VIEW PLANE. IT IS UNDERSTOOD THAT THESE LIGHTS MAY BE TURNED ON INTERMITTENLY AS NEEDED FOR MAINTENANCE AND REPAIRS, AS WELL AS IN EMERGENCY SITUATIONS.

On a Motion made by Banks Brown and seconded by Phil Evans, the DRB voted 7-0, to recommend the Town Council approve the proposed amendment to the conditional use permit recorded as Resolution No. 2015-0423-08 with the findings contained in the staff memo and the amended conditions above, excluding condition #11 because this is not in the purview of the DRB in relation to approving the amended CUP.

Review and recommendation to the Town Council regarding the following proposed actions for Lot 640A, 306 Adams Ranch Road: A. The proposed rezoning of the southern .55 acres of Lot 640A (2.56 Acres) from Multi-Family Zone District to Class 2 Active Open Space and the remaining 2.01 acres to Class 3 Active Open Space; and B. The transfer of 15 units of Employee Apartment or Condominium units (45 person equivalent density) from the Density Bank to Lot 640A for a total of 45 units of Employee Apartment or Condominium units (135 person equivalent density); and C. The approval of a Conditional Use Permit for 45 Employee Apartment or Condominium units on the central 1.41 acres of Lot 640A; and D. Approval of the Replat of 640A.

Glen Van Nimwegen requested that this item be tabled – stating that the application will have to be re-noticed for a future agenda.

On a Motion made by Phil Evans and seconded by Greer Garner, the DRB voted 7-0, to Table the application Lot 640A, 306 Adams Ranch Road.

An amendment to the design of the driveway and retaining walls for a previously approved single-family home on Lot 912R, located at 132 Victoria Drive.

Dave Bangert presented the application for an amendment to the design of the driveway and retaining walls for a previously approved single-family home on Lot 912R, located at 132 Victoria Drive. Lea Sisson from Sisson Architects presented the proposed amendment on behalf of the owner.

On a Motion made by Luke Trujillo and seconded by Keith Brown, the DRB voted 6-1, with Dave Eckman opposed to the vote, to approve the development application for a new driveway alignment for a previously approved single-family home and accessory dwelling unit on Lot 912R subject to the previously approved conditions and the following conditions:

- 1. The applicant shall enter into an agreement with the TFPD assuring maintenance of the fire fighter access walk and record such agreement with San Miguel County.
- 2. The approval shall be subject to the additional conditions of the TFPD as shown on the attached exhibits.

3. All representations of the applicant/agent, whether within the submittal or at the DRB hearing, are conditions of this approval.

Review for a recommendation to the Town Council proposed amendments to Chapter 17.4

Development Review Procedures of the Community Development Code regarding establishing a two-step Design Review process.

Mr. Van Nimwegen presented the latest amendments to Section 17.4 to the Board. The amendments are to create a two-step process for projects where the first step would include approval of preliminary plans and the second would be final review and approval. The Board and staff discussed several issues that include:

- · Consistently using either "final" or "formal";
- Provide reference to requiring a complete application before a project goes forward;
- Safeguards to allow applicant to proceed if they fail at initial step one; and
- Better define what is a complete composition as described in Section 17.4.11 (C) 3 a and b.

A **Motion** was made by Banks Brown, seconded by Phil Evans and the DRB voted **7-0** to recommend to Town Council the proposed amendments to Chapter 17.4 Development Review Procedures of the Community Development Code regarding establishing a two-step Design Review process.

Board Member Keith Brown left the meeting at 1:05 p.m. due to another commitment

Other Business

Mr. Van Nimwegen mentioned an opportunity for the Board to meet with the Town Hall planning consultants on March 13 from 11 am to 12 pm in the Council Chambers.

On a **Motion** made by Greer Garner and seconded by Banks Brown the DRB voted 7-0 to adjourn the February 2, 2017 meeting of the Mountain Village Design Review Board at 1:15 p.m.

Respectfully Submitted,

Glen Van Nimwegen Director





PLANNING & DEVELOPMENT SERVICES DEPARTMENT

455 Mountain Village Blvd. Mountain Village, CO 81435 (970) 728-1392

TO: Design Review Board

FROM: Sam Starr

FOR: Meeting of March 2, 2017

DATE: February 23, 2017

RE: Consideration of a Design Review application for a new single-family dwelling on

Lot 165R, 22 Cortina Drive

PROJECT GEOGRAPHY:

Legal Description: Lot 165R

Address: 22 Cortina Drive.

Applicant/Agent: Alpine Planning, LLC & Tommy Hein Associates

Owner: David H Ezell Living Trust

Zoning: Multi-Family
Vacant Lot
Proposed Use: Single-Family
Lot Size: 0.44 acres

Adjacent Land Uses:

North: Multi-Family
 South: Multi-Family
 East: Multi-Family
 West: Multi-Family

ATTACHMENTS:

Exhibit A: NarrativeExhibit B: Plan Set

BACKGROUND:

A Conceptual Work Session for this project was held on January 5, 2017. The applicant has submitted an application in accordance with the provisions of Section 17.4.6 of the Community Development Code (CDC) for Design Review of a new single family residence. The proposed project consists of a 3,268 square foot single-family home and an 831 square foot garage/mechanical space located on lot 165R, Unit 22.

PROJECT SUMMARY:

CDC Provision	Requirement	Proposed			
Maximum Building Height	48' maximum +5' for appurtenances	40' 8.5"			
Maximum Avg Building Height	48' maximum	24.09'			
Maximum Lot Coverage	65% maximum	16.2%			
General Easement Setbacks					
North	16' General Easement	34' from GE			
South	16' General Easement	4' from GE			
East	16' General Easement	11 'from GE			
West	16' General Easement	0.5' from GE			
Roof Pitch					
Primary	6:12 to 12:12	3:12; 12:12			
Secondary	4:12 unless specific approval	3:12; 5:12			
Exterior Material					
Stone	35%	40.27%			
Wood	25% (No requirement)	10/74%			
Windows/Doors	40% maximum for windows	17.95%			
Metal Accents	Specific Approval	28.35%			
Parking	2 enclosed and 2 non-tandem	2 Garage + 2 Surface			

ANALYSIS:

17.3.12.C BUILDING HEIGHT LIMITS

Applicant has stated that the maximum building height will be 40'-8.5", and the average building height is 24"-10". Both of these measurements are compliant with the Community Development Code.

17.5.5 BUILDING SITING DESIGN

Lot 165R is a 0.44 acre semicircular lot that has significant northern facing slopes which exceed 30% in grade. In addition to steep grades, this property abuts Cortina Drive on three sides. The proposed building is north facing to capture the views of the Sneffels Mountain Range, and to provide privacy from southern neighbors. The applicant is also proposing to bring the driveway up from the western portion to minimize the need for substantial retaining walls, and have the flattest possible driveway. All proposed improvements on the lot are outside of the General Easements, but due to the close proximity of the western stairs, a footing survey will be required prior to pouring concrete. This is a condition of approval.

17.5.6 BUILDING DESIGN

Building Form and Exterior Wall Form

The proposed form and massing demonstrate a heavy, grounded base.

Roof Forms

The CDC allows for primary roof pitches to be between 6:12 and 12:12 and be gable in form, and secondary roofs will not have pitches less than 4:12 and be either gable or shed in form. The proposed roof forms are a combination of a primary "asymmetrical gable" and 4 sheds. The primary asymmetrical gable has a 3:12 and 12:12 pitch, and the secondary shed roofs have 3:12 pitches. Each demonstrates sloped planes, and varied ridgelines pursuant to current and pending development codes. Nevertheless, variations will be needed to allow primary roof forms under 6:12, and secondary roof pitches under 4:12.

Exterior Wall Materials

The exterior walls consist of 40.27% stone veneer; 20.26% 6" vertical steel siding; 10.74% timber; and 17.95% fenestration (with aluminum clad wood framing). The northern elevation includes two windows that are 49 square feet. One gallery window is allowed by code, but DRB approval will be needed for the second window that exceeds the code maximum of 40 sq. ft. The total fenestration for the northern elevation is 21.51%, which is code compliant. The roofing material proposed is bonderized standing seam metal.

Building Design Variations and Specific Approvals

- The applicant is seeking specific approval for the following design variations pursuant to CDC Section 17.4.11(E)(5):
 - 1. Proposed primary and secondary shed roofs with 3:12 pitches as outlined in CDC Section 17.5.6.(C)(2)(a, b)
 - 2. Proposed driveway grade exceeding the maximum grade of 8% as outlined in CDC Section 17.6.6(A)(4)(a)(b)
 - 3. Proposed fenestration to exceed maximum uninterrupted glass area of 40 sq. ft. as outlined in CDC Section 17.5.6(G)(2)(a)
 - 4. Proposed flat chimney cap instead of code required arched chimney cap as outlined in CDC Section17.5.6(D)(2)
 - 5. Proposed siting of home that does not have south walls open to sun and views as outlined in CDC Section 17.5.6(G)(1)(b)
 - 6. Proposed driveway exceeds maximum grade of 8% as outlined in CDC Section 17.6.6(B)(4).
 - 7. Proposed lighting that is not downward facing as outlined in CDC Section 17.5.12(E)(1)
- Section 17.4.11(E) (5) (e) and (f) states:
- (e) The following criteria shall be met for the review authority to approve a design variation development:
 - i. The design variation is compatible with the design context of the surrounding area, and provides for a strong mountain vernacular design.
 - ii. The design variation is consistent with the town design theme;
 - iii. The strict development application of the Design Regulation(s) would prevent the applicant or owner from achieving its intended design objectives for a project;
 - iv. The design variation is the minimum necessary to allow for the achievement of the intended design objectives;
 - v. The design variation is consistent with the purpose and intent of the Design Regulations;
 - vi The design variation does not have an unreasonable negative impact on the surrounding neighborhood; and
 - vii. The proposed design variation meets all applicable Town regulations and standards.
 - (f) Cost or inconvenience alone shall not be sufficient grounds to grant a design variation.

17.5.7 GRADING AND DRAINAGE PLAN

The applicant has provided a grading and drainage plan prepared by Alpine Land Consulting, LLC for the proposed development. Positive drainage away from the structures has been

provided with all disturbed areas and drainage swales to have final grades of 2:1 or flatter.

17.5.8 PARKING REGULATIONS

There are 2 enclosed parking spaces and 2 exterior spaces proposed. All parking spaces are completely located within the property boundaries. The total amount of snowmelt proposed is 739.6 square feet, which is under the 1000 square foot maximum.

17.5.9 LANDSCAPING REGULATIONS

In addition to the existing vegetation, the proposed landscape plan shows an addition of 3 Dwarf Colorado Spruce and 7 Quaking Aspen, as well as 2 gardening beds. All plantings will need to be in compliance with Table 5-4 of the CDC:

Table 5-4, Minimum Plant Size Requirements

Landscaping Type	Minimum Size
Deciduous Trees –Single stem	3 inches caliper diameter at breast height ("dbh")
Deciduous Trees – Multi-stem	2.5 inches dbh
Evergreen Trees –Single-family lots	8 to 10 feet in height, with 30% 10 feet or larger.
Evergreen Trees – Multi-family lots	8 to 12 feet in height, with 30% 12 feet or larger.
Shrubs	5 gallon or larger massing of smaller shrubs

A formal irrigation plan has been submitted that shows a drip system for the new trees, and a backflow prevention device.

17.5.11 UTILITIES

All shallow utilities are proposed to be run from the north east corner to existing lines, and the sanitary sewer is proposed to run southeast to Cortina Drive. Public Works requests that all utilities be field located by the contractor prior to construction. Applicant also proposes that both the indoor and outdoor fireplaces be gas-fueled.

17.5.12 LIGHTING REGULATIONS

The proposed lighting plan includes 18 sconces, 3 accent lights and 13 recessed cans. Locations include egress, auto court, and deck and patio areas. Lighting is permitted in all proposed locations; however, the DRB should determine if these are appropriate for the design and lighting location since many of the lights are on the green roof above the garage. Additionally the 3 identified accent lights have the ability to rotate 355 degrees, and CDC 17.5.12E requires that the lights be down facing. The code also prohibits architectural lighting, and these lights, if facing upward, can be used as such.

17.6.6.B DRIVEWAY STANDARDS

Although the driveway entry has slopes less than 5%, portions of the driveway between the entry and auto court exceed the maximum 8% and will need specific approval. The Telluride Fire Protection District has also reviewed and approved this driveway.

17.7.19 CONSTRUCTION MITIGATION

All construction staging is within the lot boundaries and is compliant with the Community Development Code.

Potential Variations and Specific Approvals

- Primary and secondary roof pitches of 3:12;
- One window containing glass area of 49 sq. ft;
- Driveway slope at 10%;
- Orientation is to have south walls be less open to sun and views;
- Flat chimney cap; and
- Use of accent lighting that rotates.

RECOMMENDATION:

Staff recommends the DRB approve the Design Review application for Lot 165R with the above variations, specific approvals and conditions with the following motion:

"I move to approve a Design Review Process development application for a new single-family residence on Lot 165R with the findings and conditions as set forth at the March 2, 2017 DRB meeting to include:

- 1. A survey of the footers will be provided prior to pouring concrete to determine that there are no encroachments into the GE.
- 2. A ridge height survey will be provided during the framing inspection to determine the building height is in compliance.
- 3. The residence shall have a monitored fire sprinkler system; and the numbers on the address monument shall be coated or outlined with material to cause them to be reflective.
- 4. Prior to the issuance of a building permit, the applicant shall field verify all utilities and submit a revised utility plan to the public works director identifying the location of utilities and connection points.

22 Cortina Design Review Process Project Narrative







BACKGROUND

The David H Ezell Living Trust ("Owner") owns Unit 2, Cortina Land Condominiums located at 155 Cortina Drive ("Property"). The Owner intends to construct a new single-family dwelling on the Property starting in the spring of 2017.

The Property is vacant and is located on the north end of the interior development area of the Cortina Subdivision, with Cortina Drive looping and wrapping around the Property as it gains elevation to the upper lots in the subdivision. The Property is shown in Figure 1. The Property is located in the Multi-family Zone District.



The Property has slopes 30 percent or greater, which combined with Cortina Drive wrapping around it, create a unique design context. This context has shaped the design as presented, with the goal to minimize slope disturbance as discussed below, maximize views, provide safe access and fit the new home on the site as sensitively as possible. This design has significantly limited the lot coverage to roughly one-third of that permitted for the zone district, with a large undisturbed area that will retain its natural character.

The proposed design of the home is based in Mountain Village's and Telluride's evolving mountain vernacular design with some European influences. The primary roof form is a shed roof form with two main shed roof forms creating a secondary asymmetrical gable form at the top of the roof. The primary shed roof forms on the western side of the home have a 3:12 pitch to match the primary roof, while a secondary shed on the east elevation has a 5:12 pitch. The gable end to the east has a 12:12 pitch while the gable end to the west has a 3:12 pitch. We feel the proposed roof has a composition of multiple forms that emphasize sloped planes, varied ridgelines and vertical alignments as allowed by current CDC and pending amendments to the Design Regulations.

Views from the Property are oriented primarily to the north San Sophia Ridge, with secondary views to the east and west. There are no southern views with Unit 21 to be developed in the future most likely impacting the limited southern views from the Property.

The proposed home is designed with a solid, heavy stone base that leads into the chimney with the upper floor consisting of glass, wood siding, metal siding, timber posts and beams. Roofing will be a bondurized standing seam metal roof. The home will also have outdoor living spaces to the north and west that are integrated into the home.

The Cortina Subdivision was approved by the Town in 2005 and permits 19 single-family, "detached condos" on Units 1-16 and 20-22, with multi-family development in the already constructed Villas at Cortina on Lot 18R and vacant 17R. Detached condos were an express allowed use in the town per the old Land Use Ordinance. The Mountain Village Community Development Code ("CDC") does not list detached condos as an express permitted use, however, CDC Table 3-1 lists "single-family dwelling platted as a condominium dwelling unit" as a permitted use in the Multi-family Zone District. Table 1 outlines the geography for the Property.

Table 1. Geography and Zoning Requirements

Geography and Zoning Requirements		
	Existing/Requirement	Proposed
Legal Description	Unit 22, Cortina Land Condominiums	No Change
Address	155 Cortina Drive	No Change
Lot Size	0.44 acre; 19,166.4 square feet	No Change
Floor Area	No Floor Area Requirement	4,099.1 sq. ft.
Zone District	Multi-family Zone District	No Change
Maximum Building Height	48 feet + 5 feet for roof appurtenances	Approx. 40 feet
Average Building Height	48 feet	Approx. 40 feet
Lot Coverage	65%	16.2% (3,104.6 sq. ft.)
Setbacks		
Front - East	16 feet	24 feet
Front - North	16 feet	50 feet
Front - West	16 feet	16.5 feet
Rear - South	16 feet	18 feet
Parking	2 enclosed spaces + 2 unenclosed	2 garage + 2 surface

VARIATIONS AND SPECIFIC APPROVALS

The proposed single-family home will necessitate the following variations and specific approvals:

- Specific approval per CDC Section 17.5.6(C)(1)(a)(i) to have a primary shed roof form
- Variation to CDC Section 17.5.6(C)(2)(a) for roof pitches of less than 6:12 to allow for 3:12 pitches
- Specific approval to CDC Section 17.5.6(C)(2)(b) allow secondary roof forms to have a pitch of less than 4:12 to allow for 3:12 pitches.
- Specific approval to CDC Section 17.5.6(G)(2)(a) to allow uninterrupted glass area to exceed 40 sq. ft.
- Variation to CDC Section 17.5.6(D)(2) that requires an arched chimney cap to allow for a flat chimney cap
- Variation to CDC Section 17.5.6(G)(1)(b) to have the south walls be less open to sun and views.
- Specific approval to CDC Section 17.6.6(B)(4) to allow for driveway grades greater than 8 percent.

Variations

CDC Section 17.4.11(E)(5)(e)establishes the following review criteria for the Design Review Board ("**DRB**") to approve a variation:

- i. The design variation is compatible with the design context of the surrounding area, and provides for a strong mountain vernacular design.
- ii. The design variation is consistent with the town design theme;
- iii. The strict development application of the Design Regulations(s) would prevent the applicant or owner from achieving its intended design objectives for a project;
- iv. The design variation is the minimum necessary to allow for the achievement of the intended design objectives;
- v. The design variation is consistent with purpose and intent of the Design Regulations;
- vi. The design variation does not have an unreasonable negative impact on the surrounding neighborhood; and
- vii. The proposed design variation meets all applicable Town regulations and standards.

We believe the variations to allow primary shed roof forms with a 3:12 pitch; secondary roof forms with a 3:12 pitch; a flat chimney cap; and views oriented to the north, east and west meet the criteria to approve a variation outlined above. The design variations are compatible with the design context of the surrounding area and provide a strong mountain vernacular design. We believe the design fits in perfectly with the more European Villas at Cortina and the more modern design on Unit 14. Mountain Village has several recent designs that are a part of the evolving local mountain vernacular, with the development community and community desiring change to allow for the continuing evolution of mountain modern design in Mountain Village and Telluride Region.

The Town amendments to the Design Regulations are supportive of the requested variations, with a new roof design requirement to have "...multiple forms that emphasize sloped planes, varied ridgelines and vertical alignments". The proposed amendments to the Design Regulations also allow for non-arched chimney caps.

We believe that the proposed design variations are consistent with the Town Design Theme because the building design is sensitive to the building location, access, views, solar gain, tree preservation and visual impacts to the design context of the surrounding neighborhood development. The design provides a simple massing that steps with the steep topography of the Property. The design also provides a solid, heavy grounded base that will withstand the high alpine conditions. The design also provides for sustainable materials with stone, wood, metal and glass, with natural colors that will blend into the site.

The strict application of the Design Regulations would prevent Tommy Hein's design objectives to create a more modern design that is based in the evolving mountain vernacular of the Telluride Region. The design variations are the minimum necessary to achieve the design objectives, and are consistent with the Design Page 3

Regulations Purpose and Intent. The Design Regulations will not have an unreasonable or negative impact on surrounding properties in the surrounding neighborhood. Last, the design variations will meet all applicable Town regulations and standards, especially the pending amendments to the Design Regulations.

Specific Approvals

Primary Shed Roof Forms With a 3:12 Pitch and Secondary Roof Forms with 3:12 Pitch

The design has primary shed roof forms with a 3:12 pitch so specific approvals are needed to achieve the design objectives for the development. CDC Section 17.5.6(C)(1)(a)(i) states:

"Other primary and secondary roof forms may be approved by the DRB as a specific approval consistent with the roof pitch requirements as set forth herein, and provided the Town design theme is met."

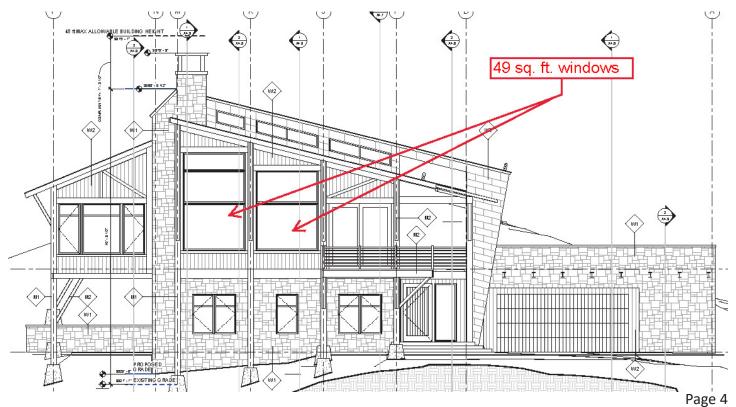
The specific approvals to allow the proposed roof design and roof pitch are also in line with the pending amendments to the Design Regulations that allow roofs to have "a composition of multiple forms that emphasize sloped planes, varied ridgelines and vertical alignments". We believe the roof forms provide the desired roof form composition while also clearly meeting the Design Theme.

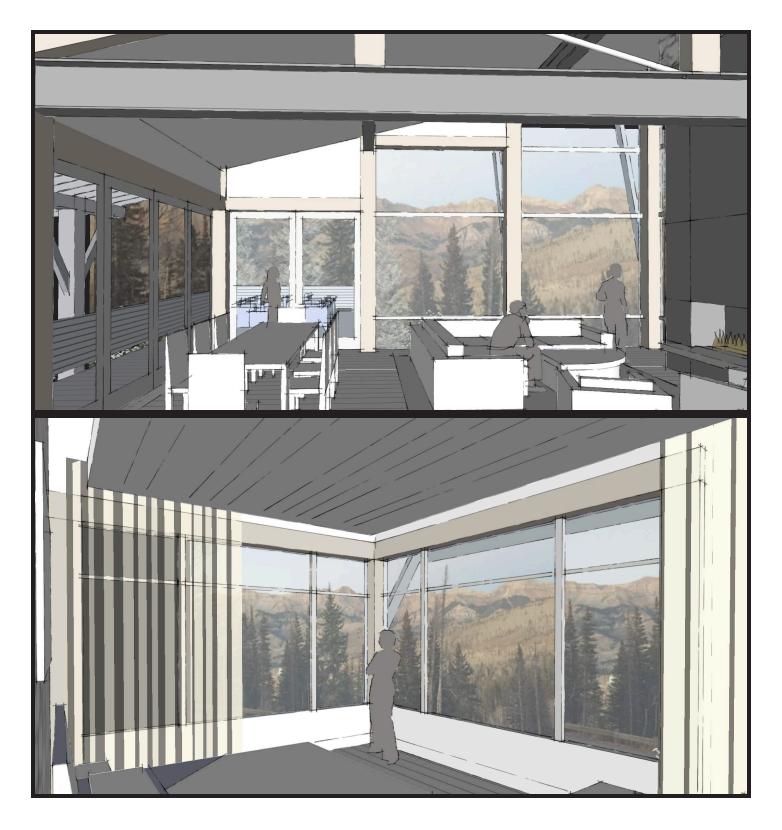
Uninterrupted Glass Area Greater Than 40 Square Feet

The design of the home has incorporated two 49 square foot windows into the north elevation in order to capture the main views from the living room to the San Sophia Ridge. This design is integral to the Owner's desire to make the surrounding environment the focal point of the integrated outdoor and indoor living spaces. This design is also consistent with the pending amendments to the CDC that will not require a specific approval for window areas over 40 sq. ft., with the new window standard stating:

"Window design must be responsive to the energy code and site conditions. Each window wall composition will be evaluated on the basis of whether it is an integral part of the structure's complete design."

We believe that the overall window design is integral to the overall design and wall composition of the structure, maximizing window fenestration on the north east and west facades, and limiting on the south due to the overall design and the future home siting on Unit 21 in the future.





Driveway Grade Greater Than Eight Percent

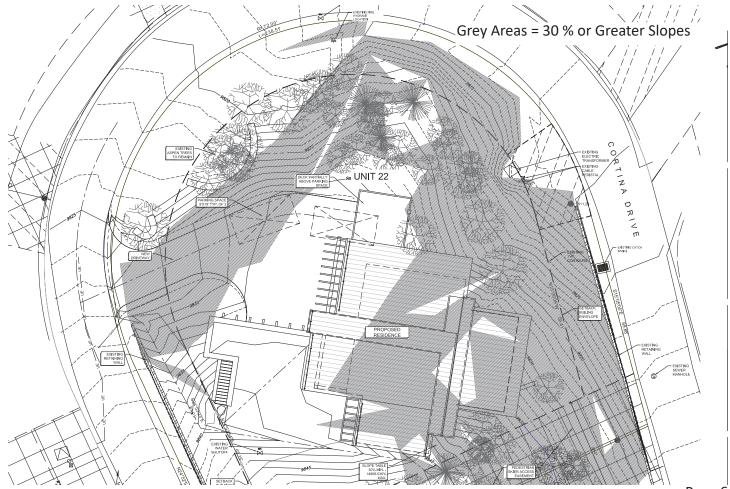
The Property has a steep topography as discussed in the Steep Slope Regulation section below. This existing condition necessitates a driveway grade of 10 percent. The entry to the driveway has slopes less than 5 percent as required by the CDC Driveway Regulations, and the auto-court by the home has a grade of 1.4 to 2.2 percent. The driveway in between the entry grade and auto-court grade is 10% to connect the gentler sloping driveway entry and auto-court. The Telluride Fire Protection District has reviewed and approved the driveway design.

Steep Slope Regulations

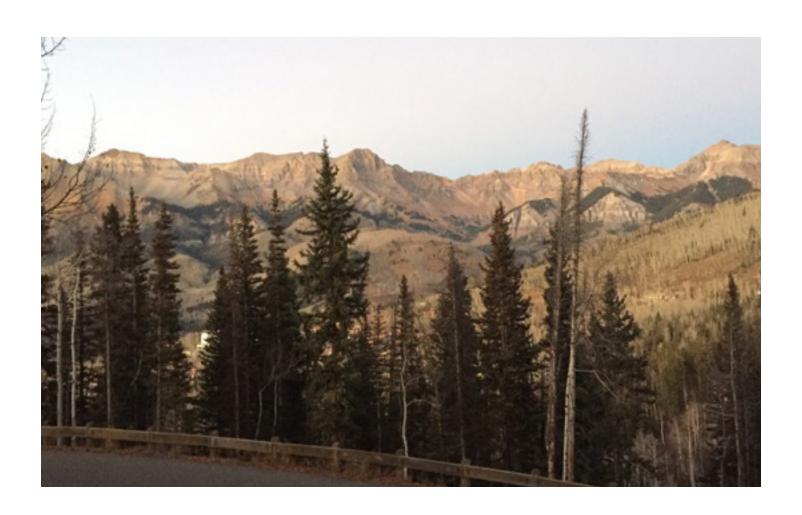
The Property contains large areas of slopes that are 30 percent or greater so it is not possible for development to avoid these steep slopes areas. CDC Section 17.6.1 states that the DRB will only allows for disturbance to slopes that are 30 percent or greater if the following criteria are met:

- i. The proposed steep slope disturbance is in general conformance with the Comprehensive Plan;
- ii. The proposed disturbance is minimized to the extent practical;
- iii. A Colorado professional engineer or geologist has provided:
 - a. A soils report or, for a subdivision, a geologic report; or
 - b. An engineered civil plan for the lot, including grading and drainage plans.
 - c. And the proposal provides mitigation for the steep slope development in accordance with the engineered plans.

The CDC states "...that is may be necessary to permit disturbance of slopes that are 30% or greater on a lot to allow access to key viewsheds, avoid other environmental issues, buffer development and similar site-specific design considerations." In this instance, a majority of the buildable area of the Property contains slopes that are 30 percent, so the development of a home will have to impact steep slopes to allow for reasonable use. The home was sited in an area that has slopes less than 30 percent, with the driveway having to cross a steep slope area and the main home to the east of the garage disturbing steep slopes. The home has been designed to have the foundations step with the topography and site grading is being minimized, with only 24% lot coverage. Grading has also been minimized through the design with the second-story bedroom projecting out from the foundation that is supported by columns. The proposed development is in conformance with the Mountain Village Comprehensive Plan that envisions the development of the Cortina Subdivision. Site grading has also been minimized and mitigated with the design prepared by a Colorado Professional Engineer based on a soils report.



Page 6







STANDARDS	ALLOWED	PROPOSED
LOT COVERAGE		<u> </u>
GROSS LOT AREA (S.F. AND ACREAGE)	< 40% LOT COVERAGE	0.44 ACRES= 19,166.4 LOT COVERAGE= 3,104.6 COVERAGE %= 1
OT COVERAGE	< 40%	(16% IS 24% BELOW THE ALLOWABLE 40%)
FLOOR AREA CALCULATIONS		
		FLOOR AREA TO EXTERIO FACE OF WALLS:
		LOWER LEVEL= 2,159.7 UPPER LEVEL= 1,939.4 GROSS AREA= 4,099.1
		LIVABLE AREA= 3268.0 (SEE A2.0)
MISC REQUIREMENTS		
BUILDING SETBACKS BUILDING HEIGHT	16FT.	N=50' S=18' E=24' W=16.
- MAXIMUM - AVERAGE NUMBER OF UNITS BY TYPE	- 48+5 - 48+5 - 1 RESIDENTIAL	- 40 FT +/- - 40 FT +/- - 1 RESIDENTIAL
PARKING SPACES -ENCLOSED -SURFACE	- 2 ENCLOSED - 2 SURFACE	- 2 ENCLOSED - 2 SURFACE

SNOWMELT AREA

EXTERIOR MATERIALS

ZONING CODE SUMMARY

- 1000.0 S.F.

- SEE A3.0

LOT COVERAGE 3,104.6 s.f

- 739.6 SHOWN (COMPLIANT

19,166.4 s.f.

2,159.7 s.f.

1,939.4 s.f.

4,099.1 s.f.

3268.0 s.f.

BY 260 S.F.)

- SEE A3.0

ZONING -SINGLE FAMILY RESIDENTIAL BUILDING CODE -IRC-2013 DESCRIPTION -2.0 STORY

OCCUPANCY CLASSIFICATION -IRC 1&2 AUTOMATIC FIRE SPRINKLERS -NFPA 13D- SPRINKLERED GREATER THAN 3,600 S.F. FIRE RESISTIVE RATING -N.A. **EXIT ENCLOSURE RATING -N.A. ELEVATOR SHAFT -N.A.**

ORTH ELEVA

GENERAL NOTES

CONTRACT DOCUMENTS

CONTRACT DOCUMENTS CONSIST OF THE AGREEMENT, GENERAL CONDITIONS, SPECIFICATIONS AND DRAWINGS, WHICH ARE COOPERATIVE AND CONTINUOUS. WORK INDICATED OR REASONABLY IMPLIED IN ANY ONE OF THE DOCUMENTS SHALL BE SUPPLIED AS THOUGH FULLY COVERED IN ALL. ANY DISCREPANCIES BETWEEN THE PARTS SHALL BE REPORTED TO THE ARCHITECT PRIOR TO COMMENCEMENT OF WORK THESE DRAWINGS ARE PART OF THE CONTRACT DOCUMENTS FOR THIS PROJECT. THESE DRAWINGS ARE THE GRAPHIC ILLUSTRATION OF THE WORK TO BE ACCOMPLISHED **ORGANIZATION**

THE DRAWINGS FOLLOW A LOGICAL, INTERDISCIPLINARY FORMAT: PLANNING & REGULATORY (A SHEETS) CIVIL DRAWINGS (C SHEETS) LANDSCAPE DRAWINGS (L SHEETS) ARCHITECTURAL DRAWINGS (A SHEETS) INTERIOR DRAWINGS (I SHEETS) STRUCTURAL DRAWINGS (S SHEETS) MECHANICAL DRAWINGS (M SHEETS) ELECTRICAL (E SHEETS) AUDIOVISUAL DRAWINGS (LV SHEETS) LIGHTING DRAWINGS (LP SHEETS)

CODE COMPLIANCE

ALL WORK, MATERIALS AND ASSEMBLIES SHALL COMPLY WITH APPLICABLE STATE AND LOCAL CODES, ORDINANCES AND REGULATIONS. THE CONTRACTOR, SUBCONTRACTORS AND JOURNEYMEN OF THE APPROPRIATE TRADES SHALL PERFORM WORK TO THE HIGHEST STANDARDS OF CRAFTSMANSHIP AND IN ACCORDANCE WITH AIA DOCUMENT A201-SECTION 3

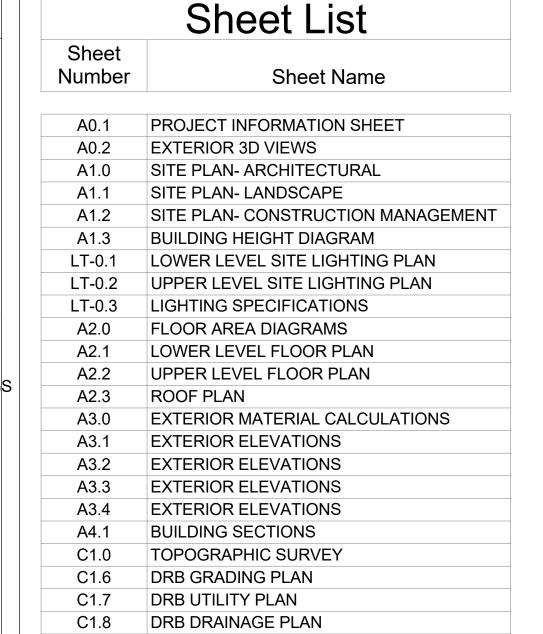
REGULATORY COMPLIANCE

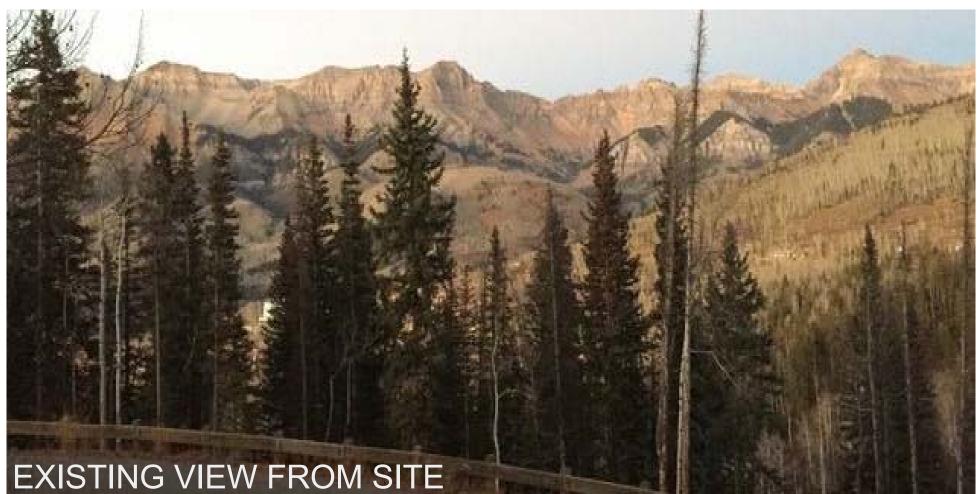
THE CONTRACTOR SHALL ENSURE THAT THE WORK AND CONSTRUCTION ADMINISTRATION PROCESSES COMPLY WITH ALL APPLICABLE GOVERNMENTAL AND PRIVATE REGULATIONS, INCLUDING BUT NOT LIMITED TO THE TOWN OF TELLURIDE LAND USE CODE (LUC), DESIGN GUIDELINES, HISTORIC AND ARCHITECTURAL REVIEW COMMISSION (HARC) CONDITIONS, CERTIFICATES OF APPROPRIATENESS (CAs) AND IMPACT STATEMENTS; THE TOWN OF MOUNTAIN VILLAGE COMMUNITY DEVELOPMENT CODE (CDC) AND DESIGN REVIEW BOARD (DRB) CONDITIONS; SAN MIGUEL COUNTY BUILDING REGULATIONS; AND ALL COVENANTS, CONDITIONS & RESTRICTIONS, DECLARATIONS. ARCHITECTURAL GUIDELINES AND RULES AND REGULATIONS ESTABLISHED BY ANY PRIVATE OWNERS ASSOCIATIONS THAT GOVERN THE PROJECT SITE

THESE DOCUMENTS ARE INTENDED TO INCLUDE ALL LABOR, MATERIALS, EQUIPMENT AND SERVICES REQUIRED TO COMPLETE THE WORK DESCRIBED HEREIN

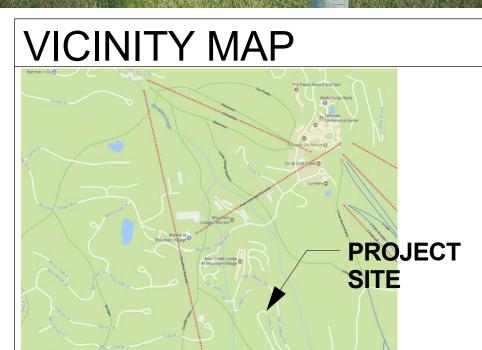
COORDINATION

THE CONTRACTOR SHALL CAREFULLY STUDY AND COMPARE THE DOCUMENTS, VERIFY THE ACTUAL CONDITIONS AND REPORT ANY DISCREPANCIES, ERRORS, OR OMMISIONS OF THE ARCHITECT IN A TIMELY MANNER. THE ARCHITECT SHALL CLARIFY OR PROVIDE REASONABLE ADDITIONAL INFORMATION REQUIRED FOR SUCCESSFUL EXECUTION. THE CONTRACTOR SHALL VERIFY AND COORDINATE ALL OPENINGS THROUGH FLOORS, CEILINGS AND WALLS WITH ALL ARCHITECTURAL, INTERIOR, STRUCTURAL, MECHANICAL, ELECTRICAL, PLUMBING, AUDIO/VISUAL AND LIGHTING **DRAWINGS**









PROJECT TEAM

Box 3327

Telluride, Colorado 81435 970.728.1220

Submissions

11-23-16

12-08-16

12-15-16

01-19-17

CLIENT REVIEW

CLIENT REVIEW

CLIENT REVIEW &

DRB CONCEPTUAL

HOA/ DRB/ OWNER

OWNER:

DAVID H. EZELL LIVING TRUST c/o TOMMY HEIN ARCHITECTS

ARCHITECT:

TOMMY HEIN ARCHITECTS TOMMY HEIN 108 S. OAK ST- P.O. BOX 3327 TELLURIDE, CO 81435 p. 970.728.1220 f. 970.728.1294 TOMMY@TOMMYHEIN.COM

PROJECT PLANNER:

ALPINE PLANNING, LLC **CHRIS HAWKINS** P.O. BOX 654 RIDGWAY, CO 81432 p. 970.964.7927 CHRIS@ALPINEPLANNINGLLC.COM

CONTRACTOR:

TELLURIDE, CO 81435 p. 970.XX f. 970.XX

INTERIORS:

TRIBE INTERIOR DESIGN SLOAN PRESSLY P.O. BOX 3292 TELLURIDE, CO 81435 p. 970.688.0505

LANDSCAPE:

CIVIL:

ALPINE LAND CONSULTING, LLC **GREGG ANDERSON** P.O. BOX 234 RICO, CO 81332 970.708.0326 GREGG@ALPINELANDCONSULTING.COM

STRUCTURAL:

COLORADO STRUCTURAL MIKE ARBENY 315 BELLEVUE. SUITE 2B P.O. BOX 2544 CRESTED BUTTE, CO 81224 970.349.5922 MIKE@COLORADOSTRUCTURAL.COM

MECHANICAL, ELECTRICAL, **PLUMBING**:

HUGHES CONSULTING ENGINEERING DIMITRI MERRILL 220 W. COLORADO AVE. TELLURIDE, CO 81435 p. 970.239.1949 DIMITRI@HCE-PA.COM

LIGHTING:

ROBERT SINGER & ASSOCIATES INC. **ROBERT SINGER** P.O. BOX 8929 ASPEN, CO 81621 p.970.963.5692 f.970.963.5684 RSINGER@ROBERTSINGERLIGHTING.COM

SURVEYOR:

SAN JUAN SURVEYING CHRISTOPHER KENNEDY 102 SOCIETY DR TELLURIDE, CO 81435 p.970.728.1128 f.970.728.9201 OFFICE@SANJUANSURVEYING.NET

EZELL RESIDENCE

LOT 22 CORTINA

155 CORTINA DRIVE

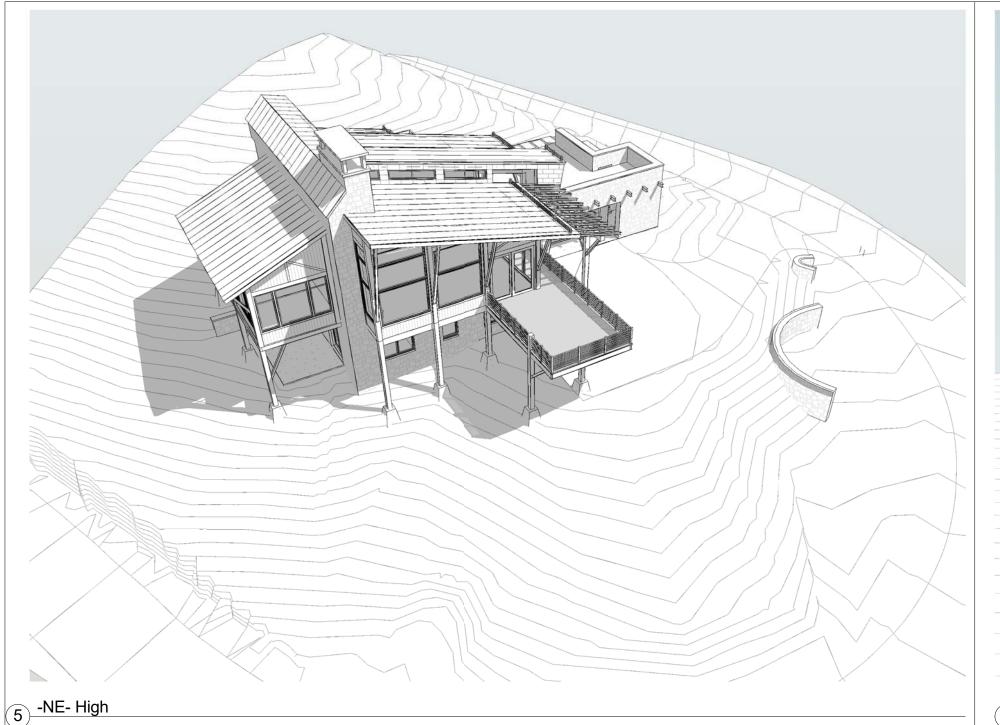
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PROJECT INFORMATION SHEET

CONTRACTOR TO REVIEW AND COMPARE ALL CHAPTERS AND INTERDISCIPLINARY DRAWINGS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO ANY FIELD WORK BEING DONE IN ACCORDANCE WITH AIA DOCUMENT A201

A0.1







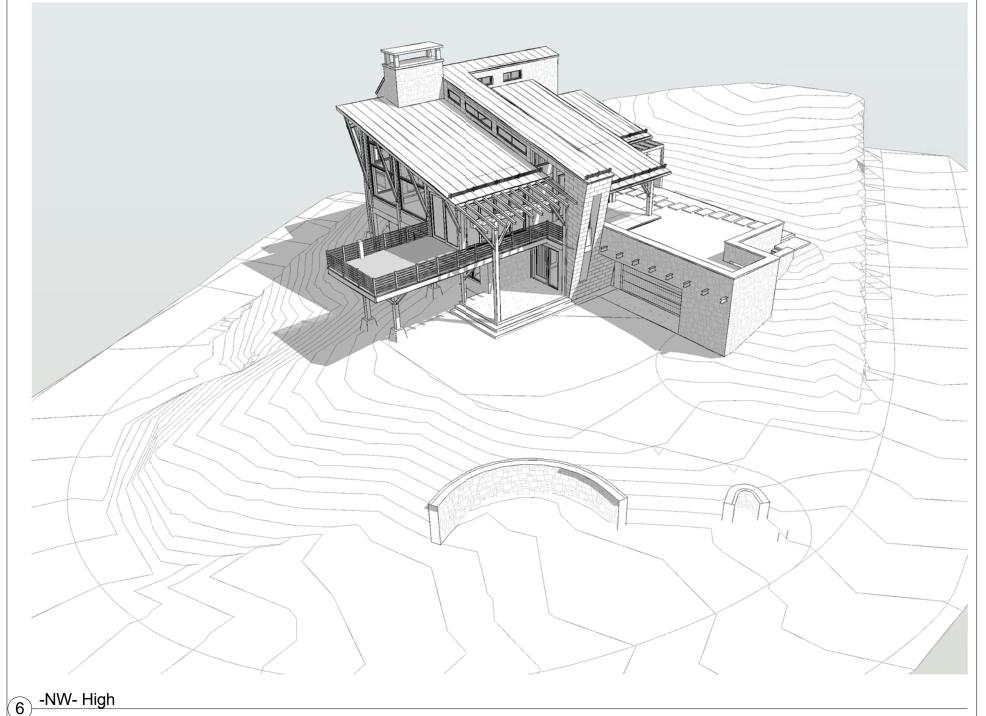




Submissions

CLIENT REVIEW
CLIENT REVIEW
CLIENT REVIEW &
DRB CONCEPTUAL
HOA/ DRB/ OWNER

11-23-16 12-08-16 12-15-16 01-19-17







EZELL RESIDENCE

LOT 22 CORTINA

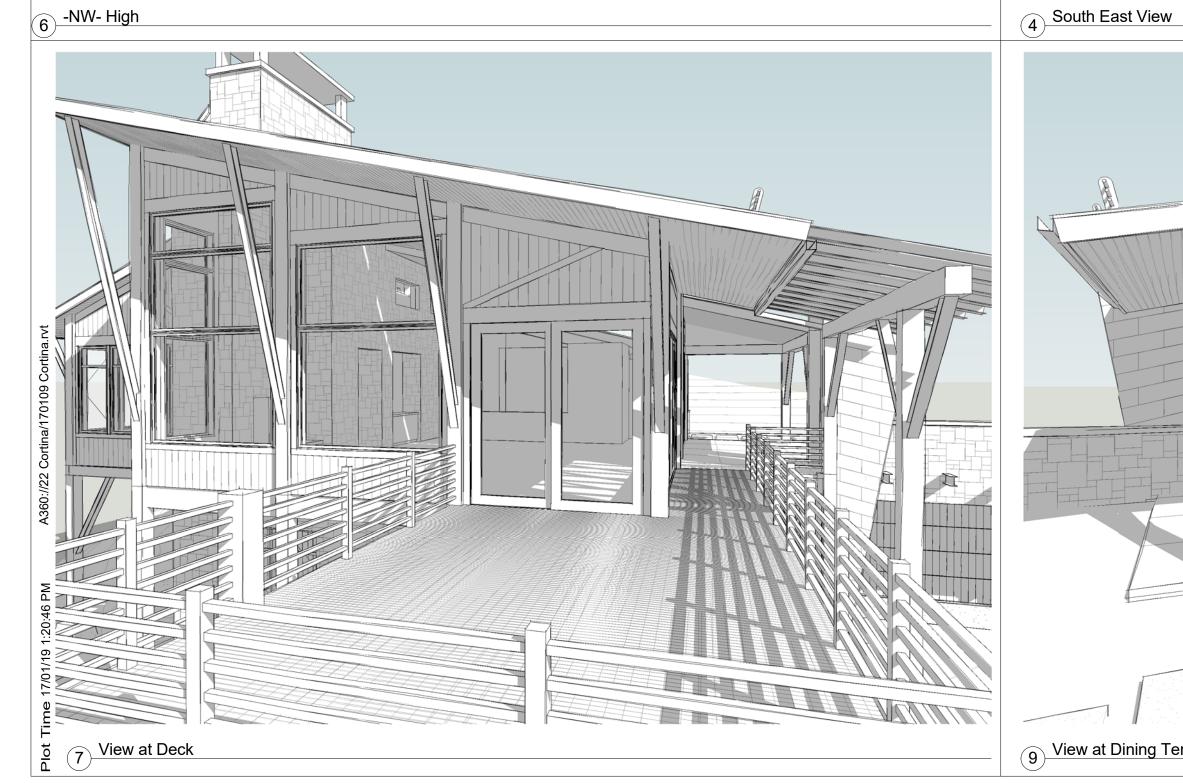
155 CORTINA DRIVE

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EXTERIOR 3D VIEWS

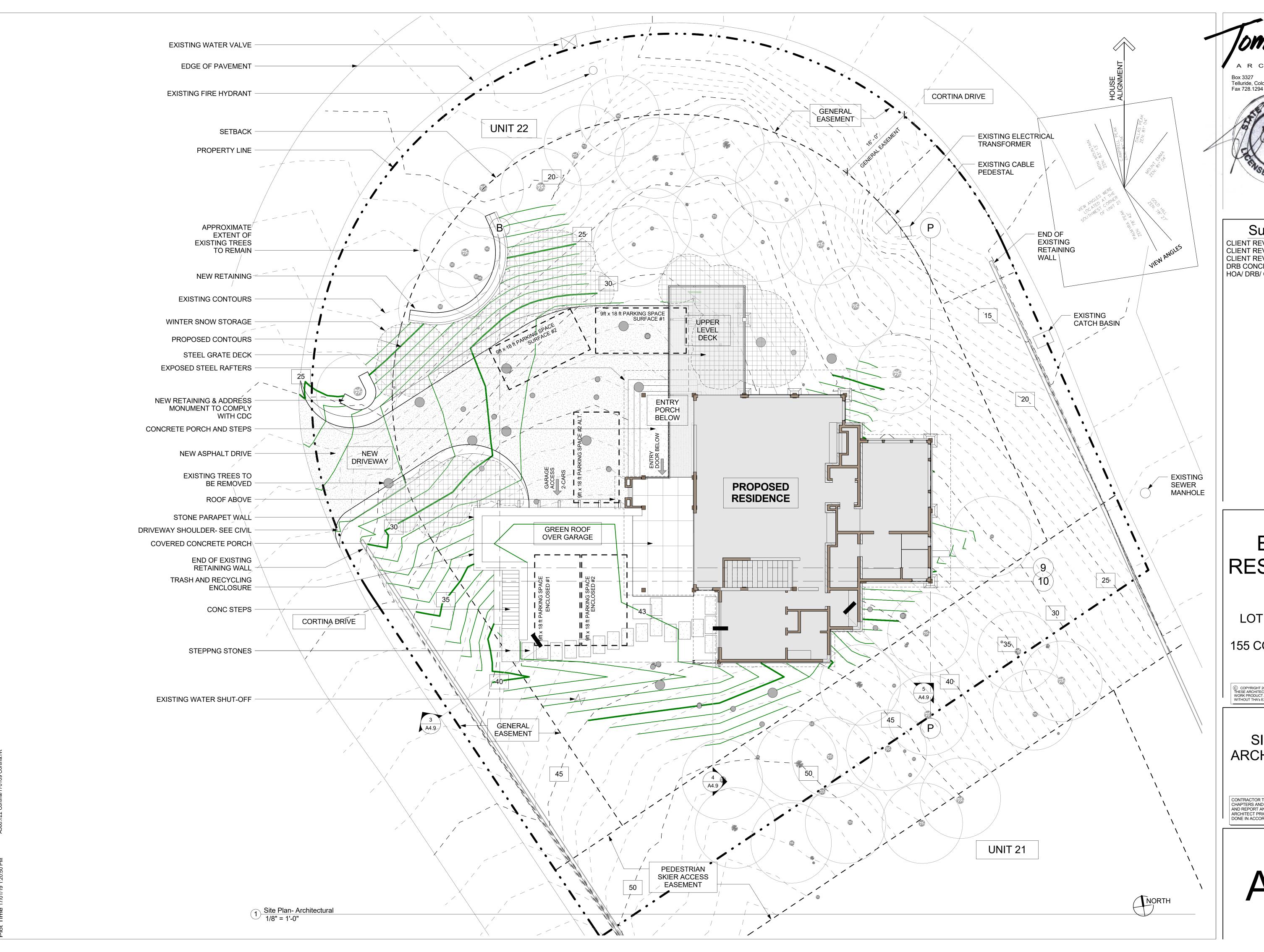
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A0.2









A R C H V T E C T S

Box 3327 108 S. Oak St. Penthouse
Telluride, Colorado 81435 970.728.1220
Fax 728.1294 www.TommyHein.com

Submissions

CLIENT REVIEW 11-23-16
CLIENT REVIEW 12-08-16
CLIENT REVIEW &
DRB CONCEPTUAL 12-15-16
HOA/ DRB/ OWNER 01-19-17

EZELL RESIDENCE

LOT 22 CORTINA

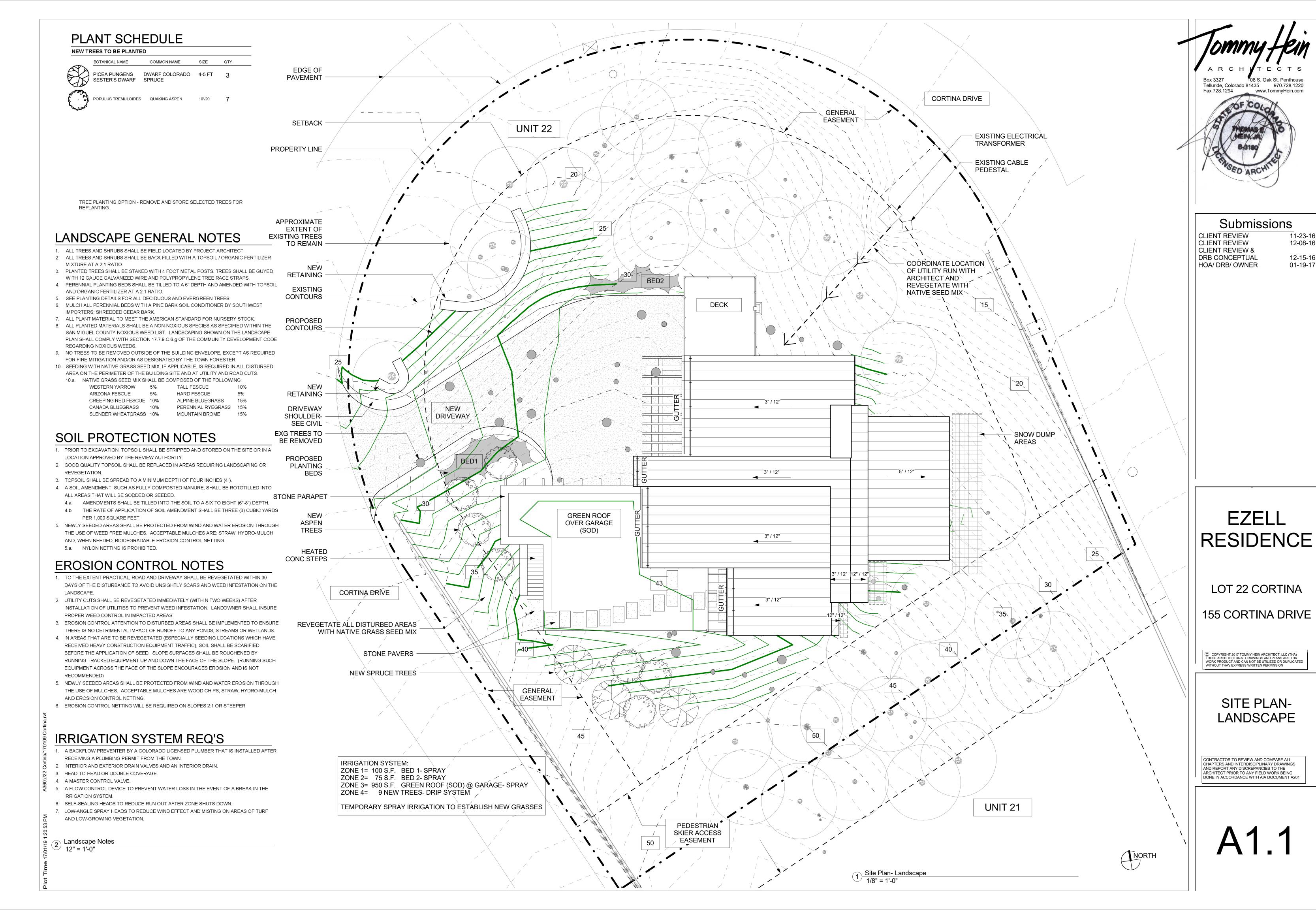
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SITE PLAN-ARCHITECTURAL

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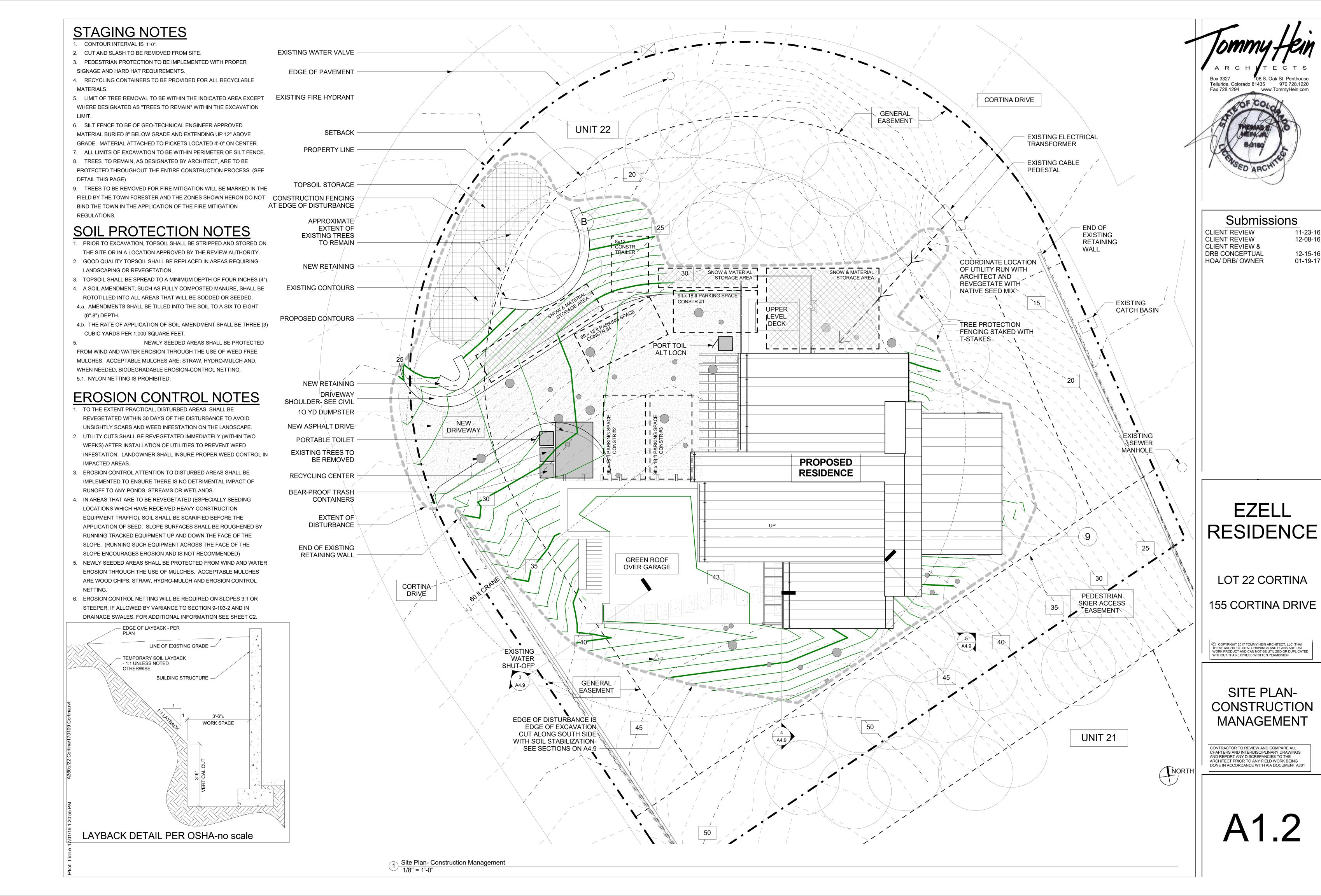
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12-08-16

12-15-16

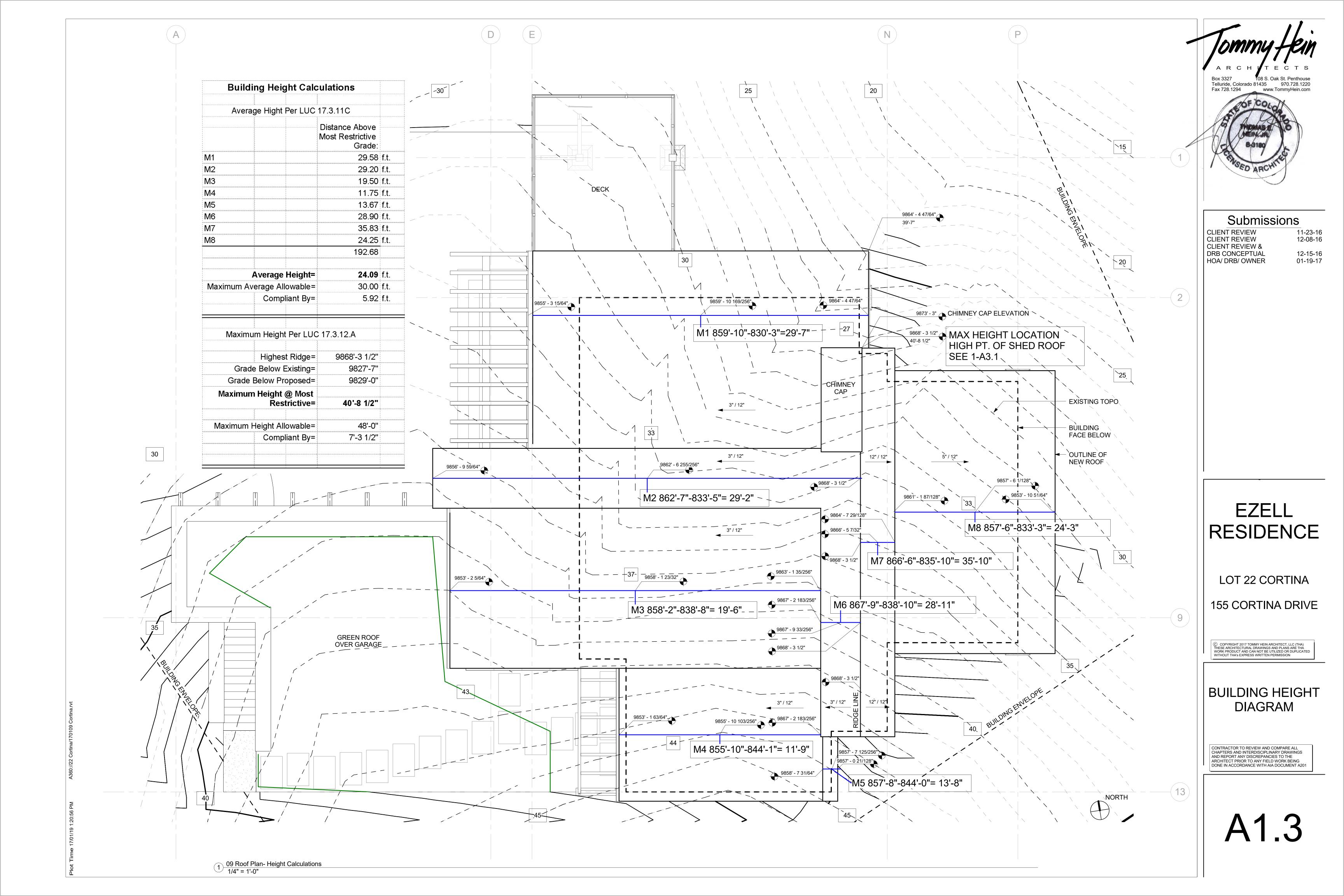
01-19-17



12-08-16

12-15-16

01-19-17







ROBERT SINGER ASSOCIATES INC.

DESIGN CONSULTANTS LIGHTING SPECIALISTS Corporate Member IALD, IES

po box 8929 po box 26344 aspen_co 81621 scottsdale_az 85255 T 970_963_5692 F 970_963_5684

655 e. valley rd. suite 200

basalt_co 81621 www.robertsingerlighting.com

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01-18-17 DRB SUBMITTAL

NOT FOR



PROJECT

EZELL RESIDENCE

22 CORTINA MOUNTAIN VILLAGE, CO DESCRIPTION
UPPER LEVEL SITE LIGHTING PLAN

SCALE: 1/8"=1'-0"

LT-0.1





ROBERT SINGER

ASSOCIATES INC.

DESIGN CONSULTANTS LIGHTING SPECIALISTS Corporate Member IALD, IES

po box 8929 po box 26344 aspen_co 81621 scottsdale_az 85255

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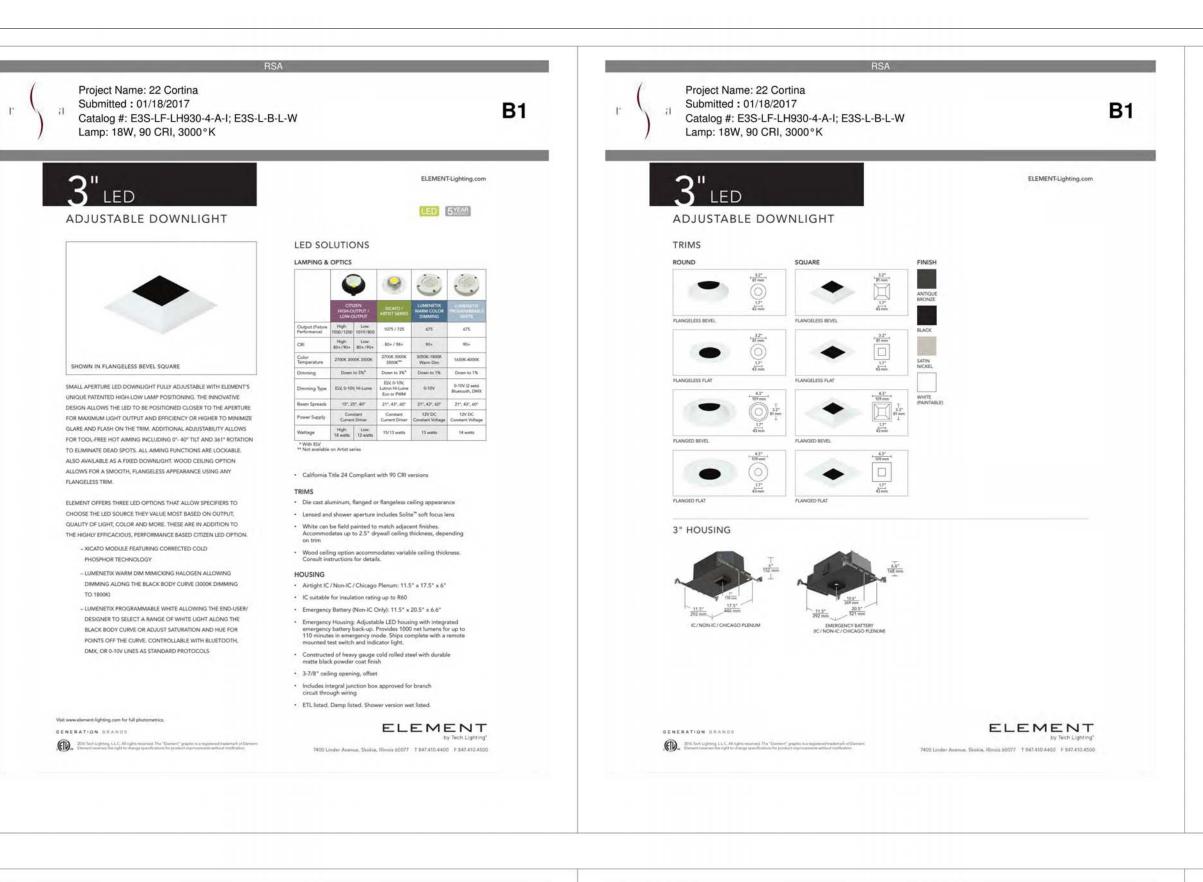
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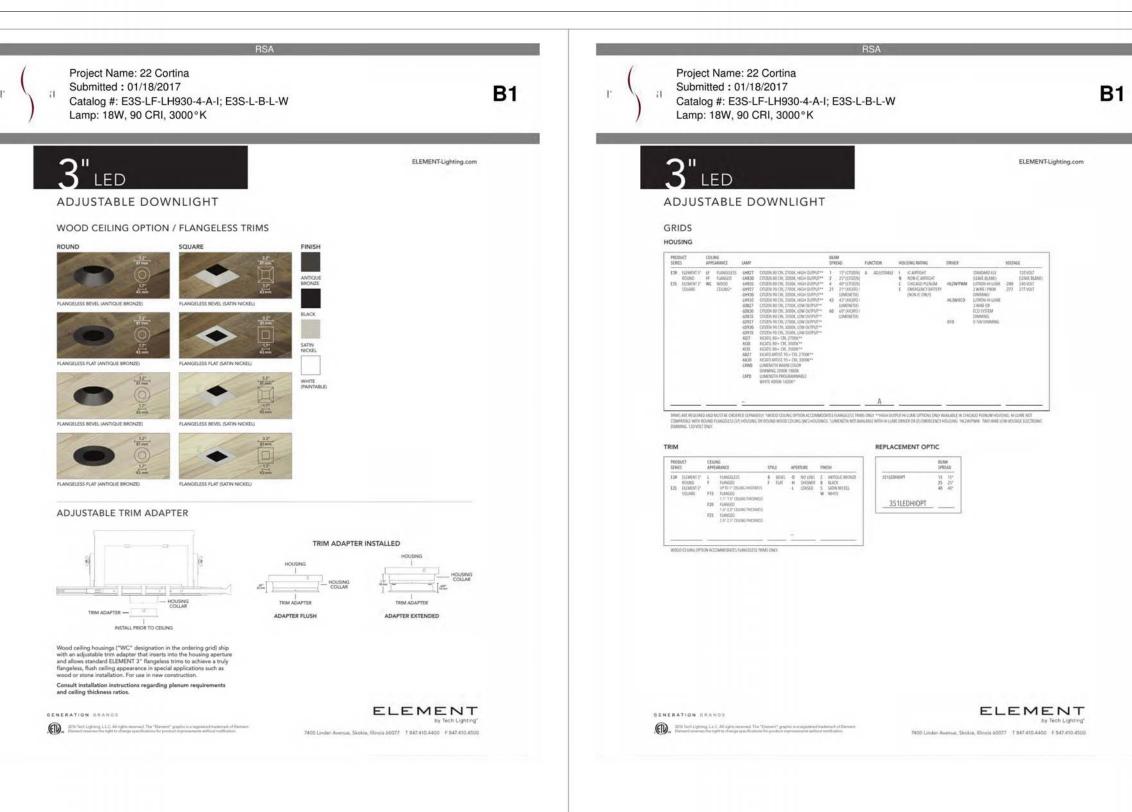
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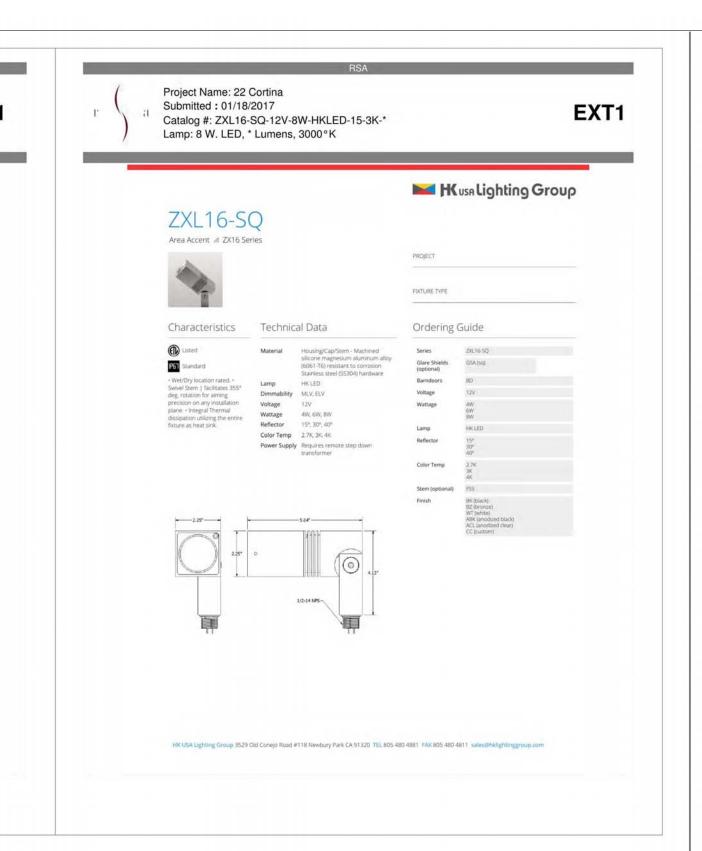
22 CORTINA MOUNTAIN VILLAGE, CO DESCRIPTION LOWER LEVEL SITE

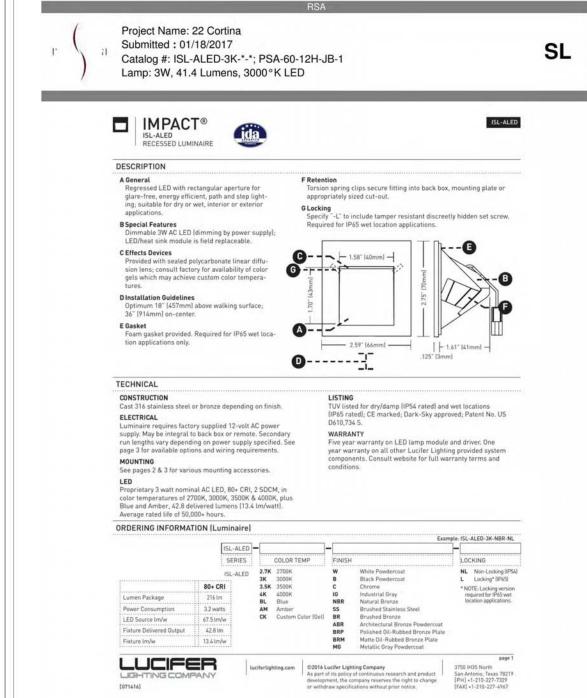
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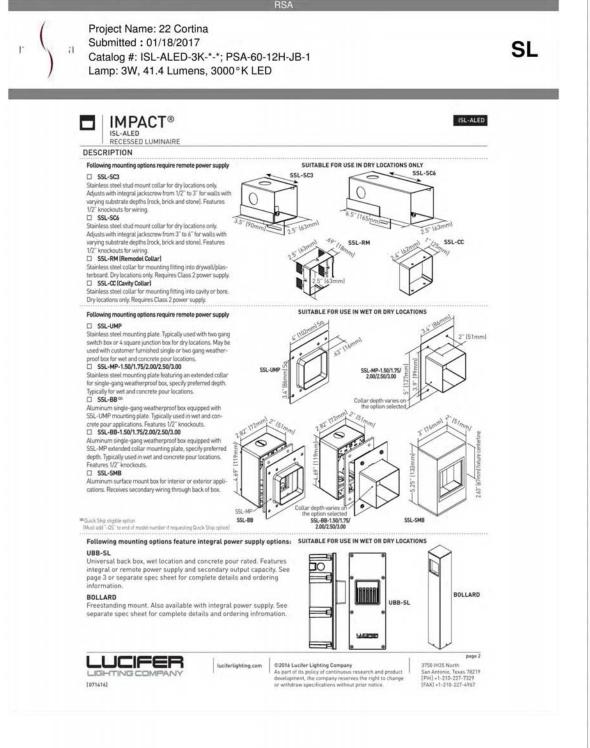
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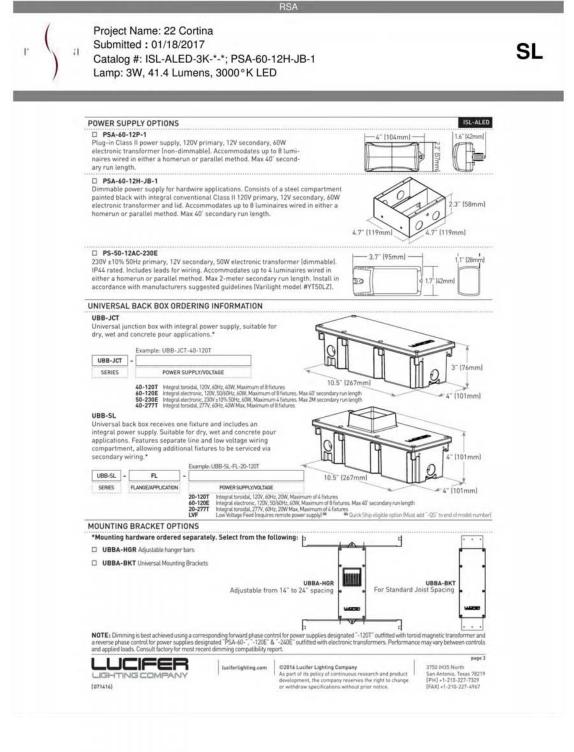




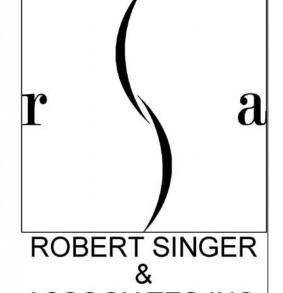












ASSOCIATES INC

DESIGN CONSULTANTS LIGHTING SPECIALISTS Corporate Member IALD, IES

po box 8929

Issue:

DRB SUBMITTAL

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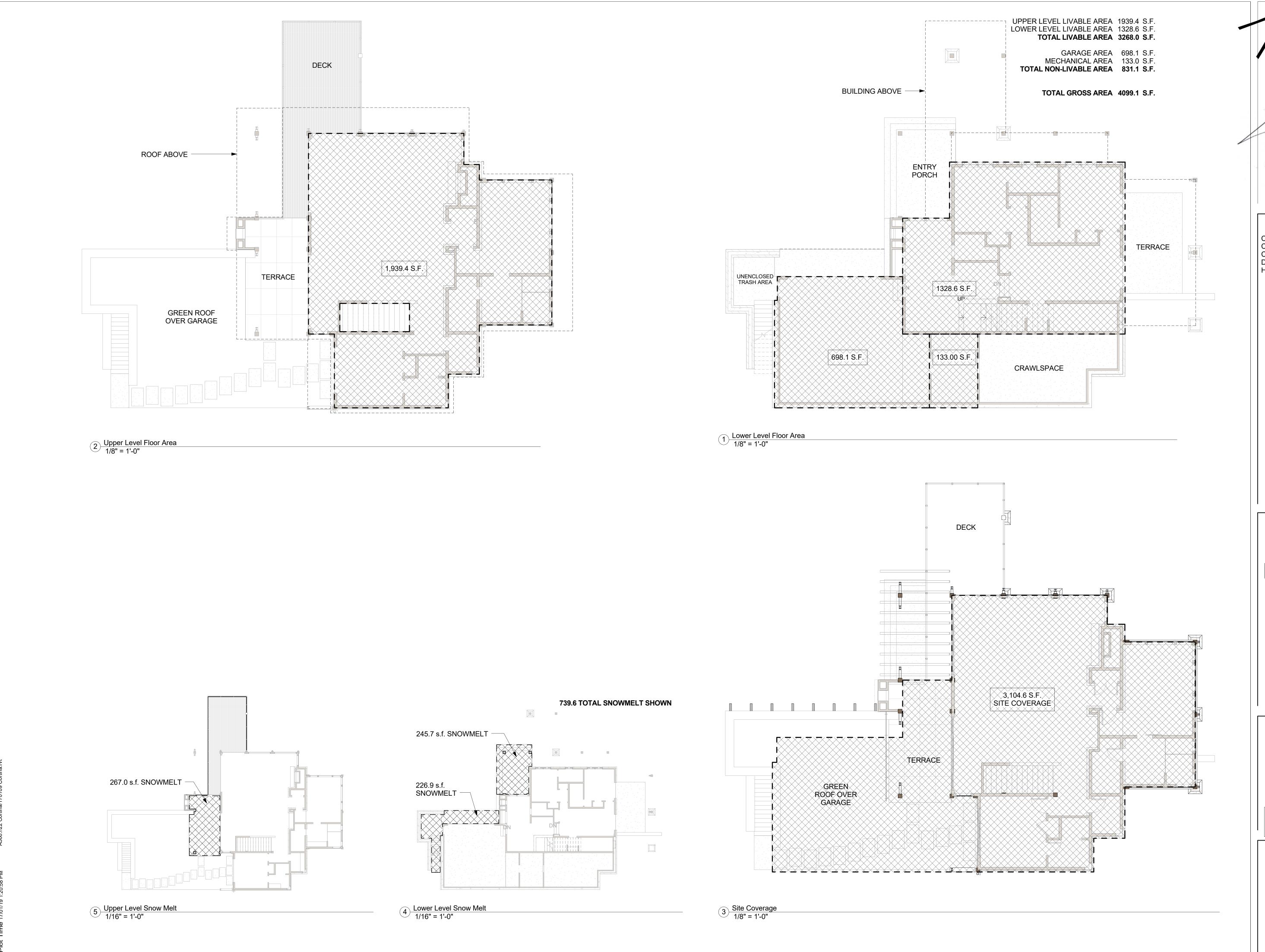
PROJECT

EZELL RESIDENCE

22 CORTINA MOUNTAIN VILLAGE, CO DESCRIPTION

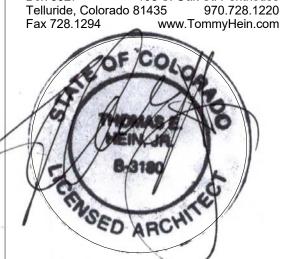
SPECIFICATIONS

SCALE: ----SHEET



ARCHITECTS

Box 3327 108 S. Oak St. Penthouse



Submissions

CLIENT REVIEW 11-23-16
CLIENT REVIEW 12-08-16
CLIENT REVIEW &
DRB CONCEPTUAL 12-15-16
HOA/ DRB/ OWNER 01-19-17

EZELL RESIDENCE

LOT 22 CORTINA

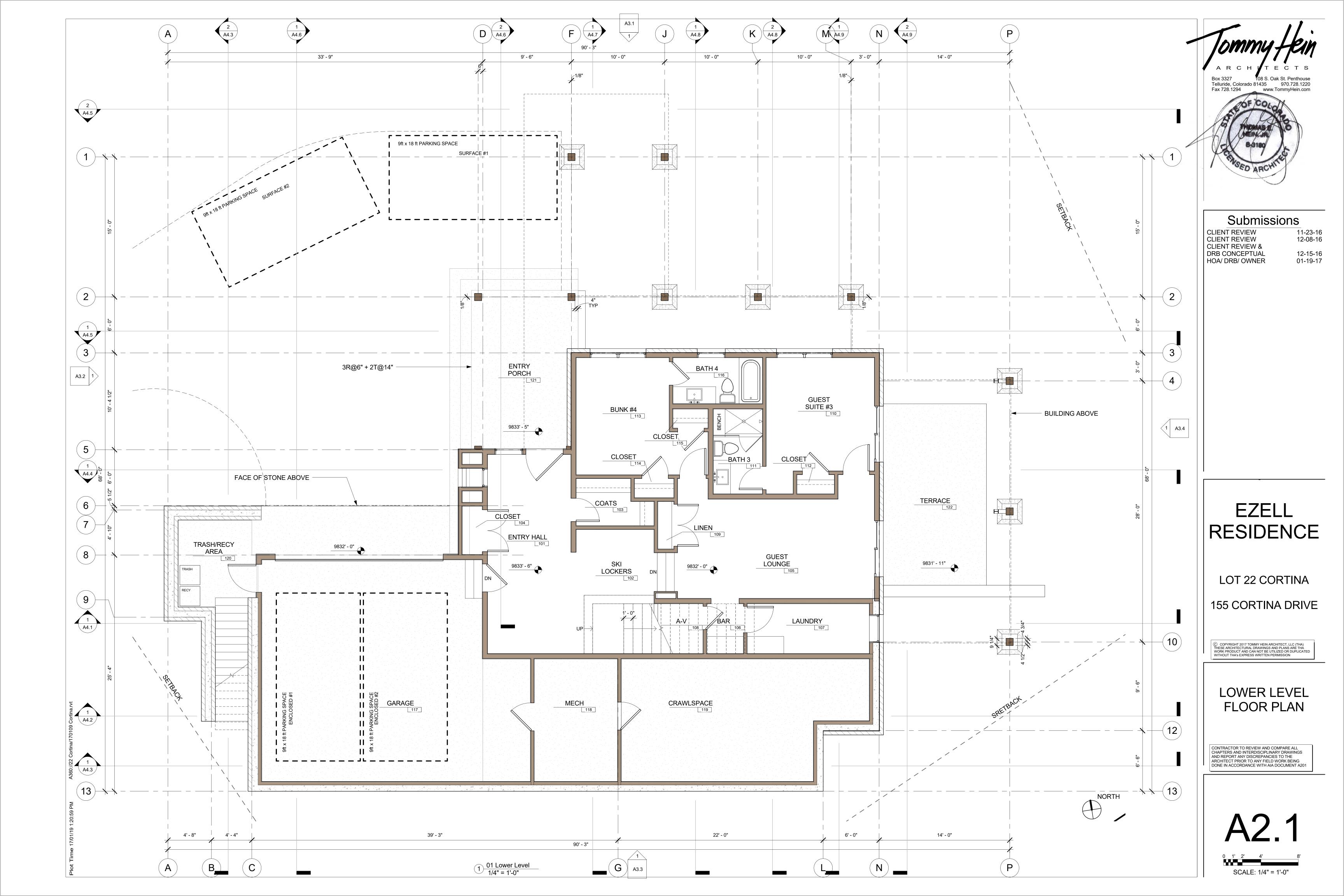
155 CORTINA DRIVE

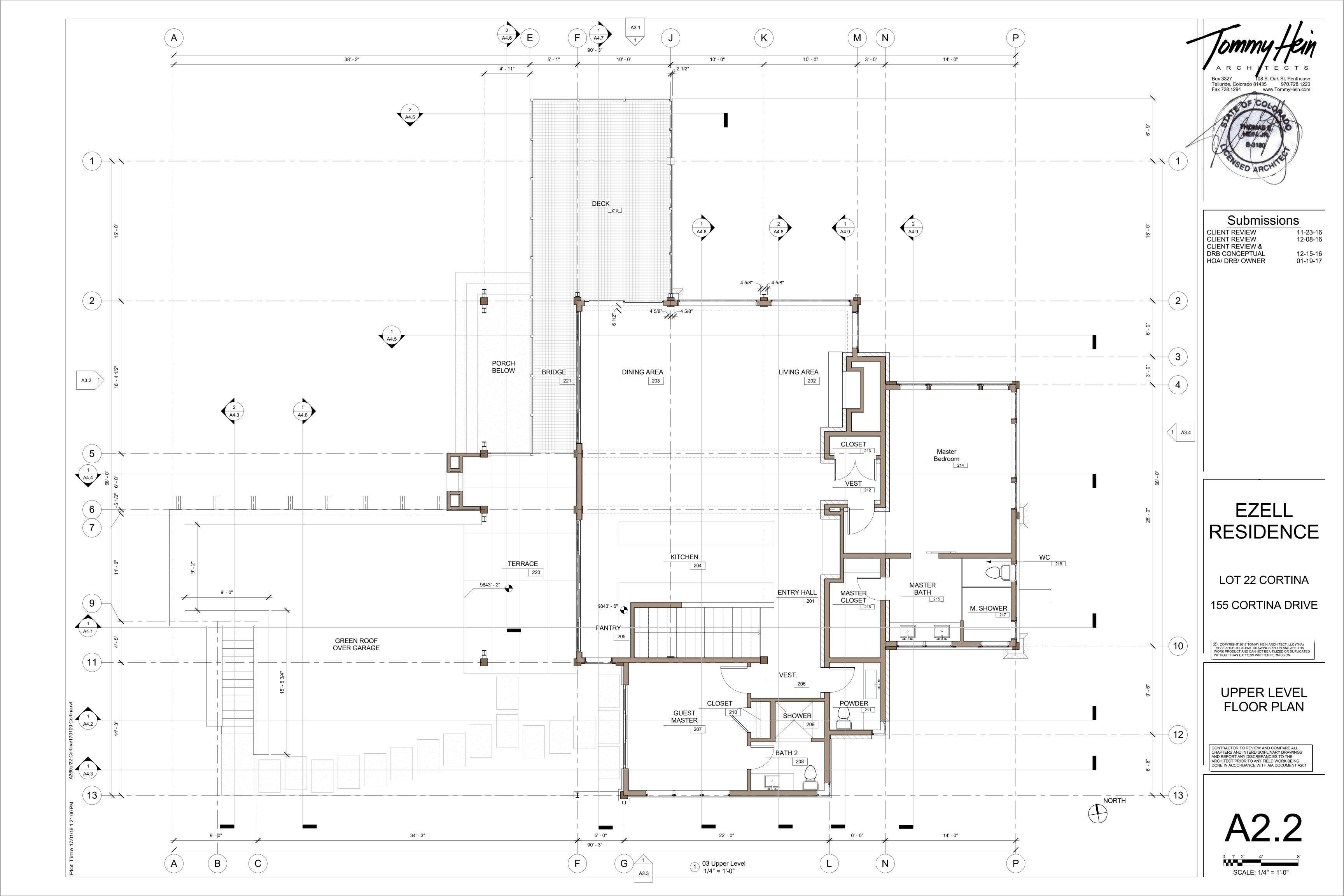
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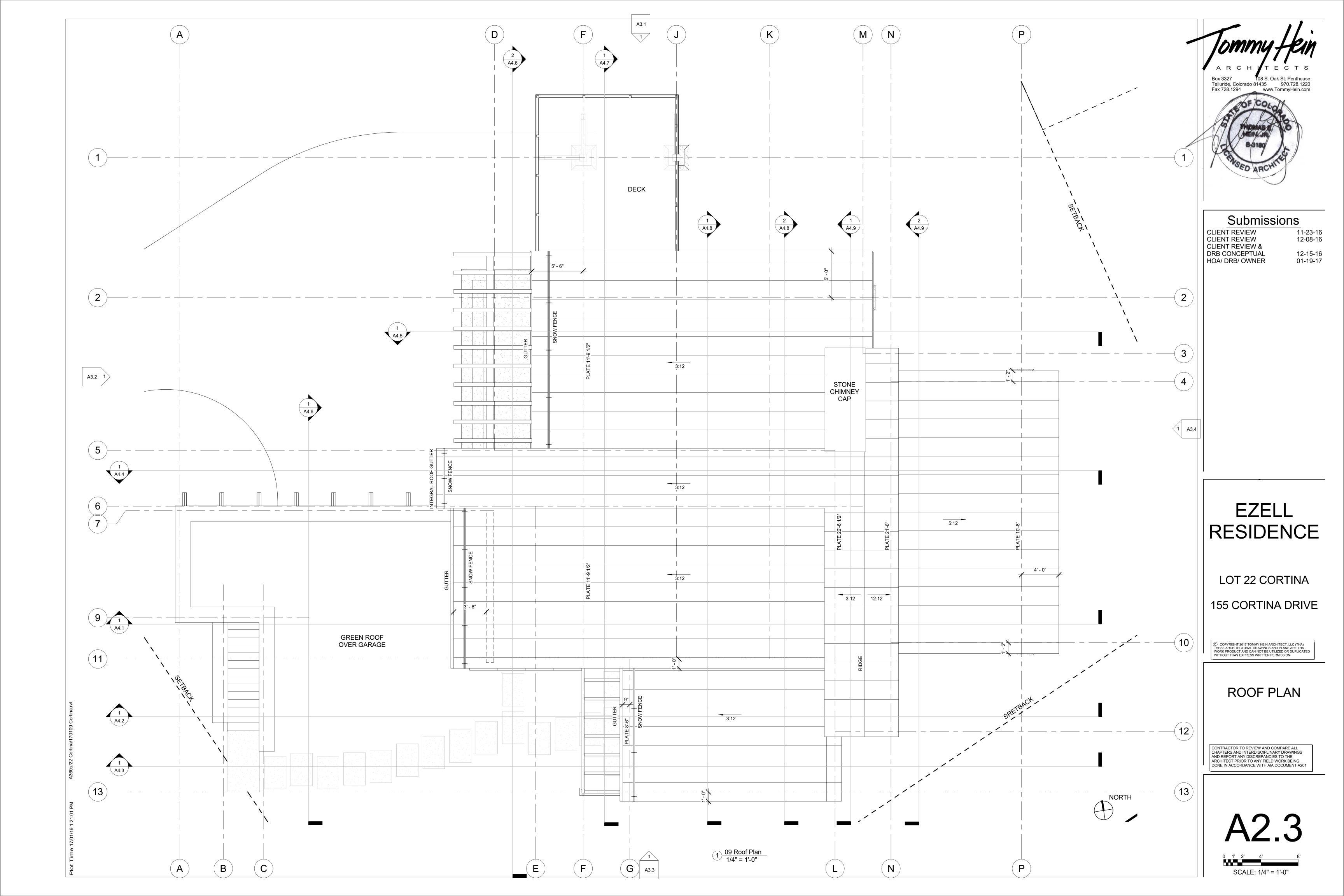
FLOOR AREA DIAGRAMS

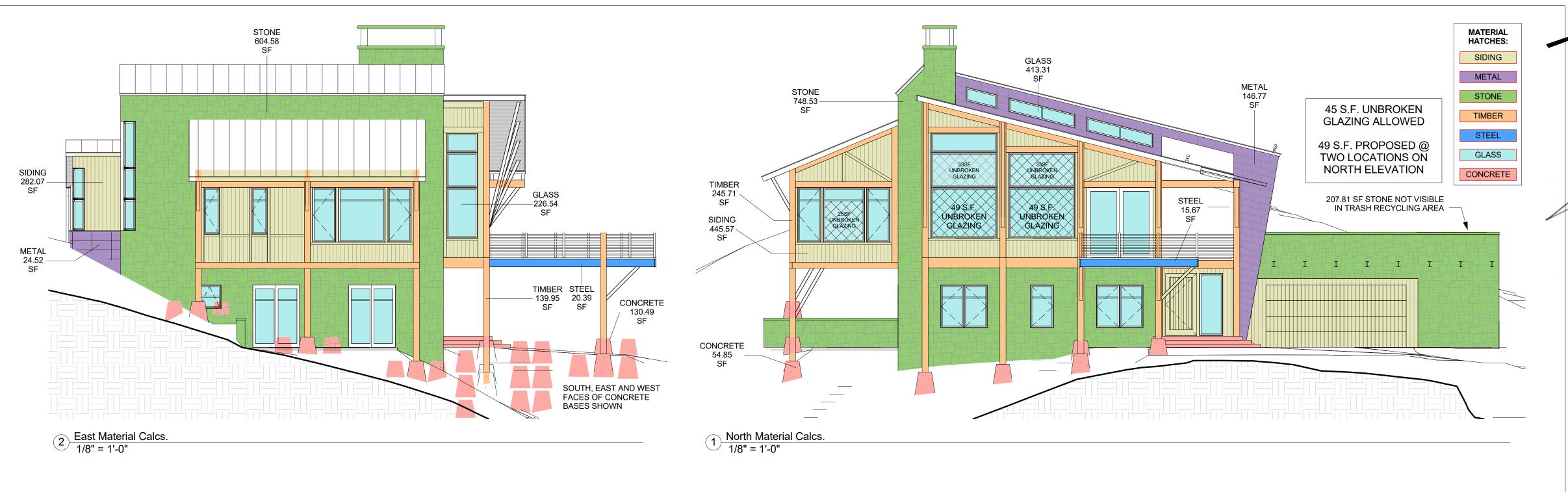
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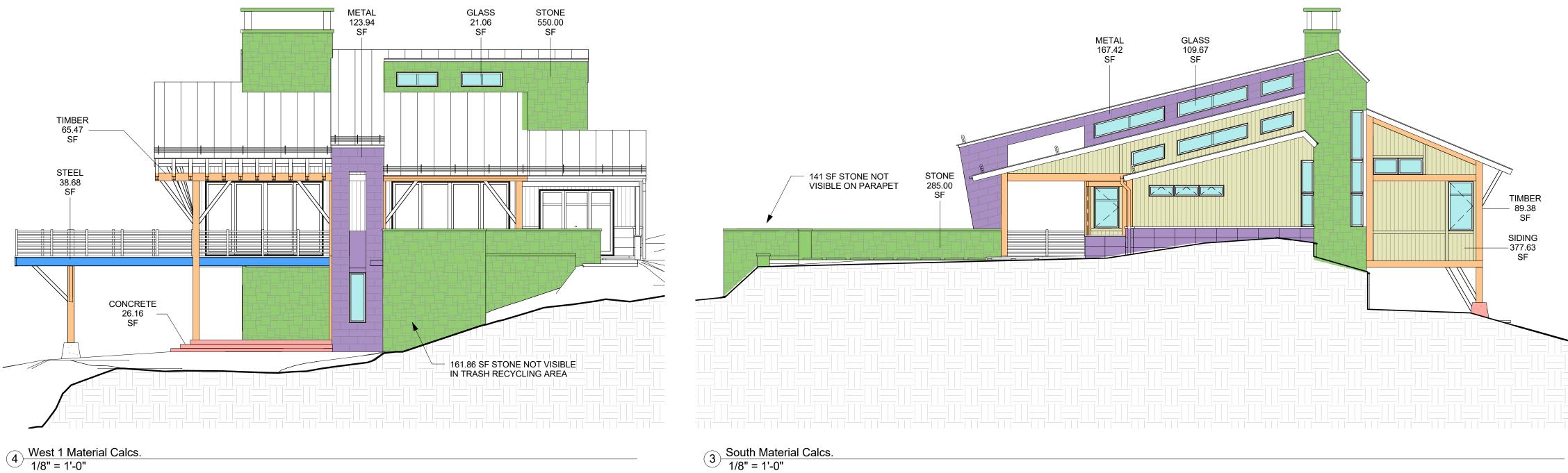
A2.0













NORTH	SOUTH	EAST	WEST 1	WEST 2	TOTALS:	
363.80	375.64	268.56		190.95	1,198.95	20.26%
146.77	167.42	24.52	123.94	16.22	478.87	8.09%
801.57	426.00	606.04	550.00		2,383.61	40.27%
251.68	89.38	139.95	65.47	89.43	635.91	10.74%
15.67		20.39	38.68		74.74	1.26%
53.91			30.34		84.25	1.42%
447.56	111.49	236.25	21.06	245.99	1,062.35	17.95%
2,080.96	1,169.93	1,295.71	829.49	542.59	5,918.68	100.00%
		West 1	+ West 2=	1,372.08		
21.51%	9.53%	18.23%	2.54%	17.93%	17.95%	17.95%GLAZING PROVIDED 40% GLAZING ALLOWED COMPLIANT BY 22%
TONE REQUIF	REMENT CAL	CULATION:				
•			F.			
	•	•				
Co	mpliant By=	312.07 S.	F.			
Co	mpliant By=	5.27%				
	146.77 801.57 251.68 15.67 53.91 447.56 2,080.96 21.51% CONE REQUIR 35% Stone Res	146.77 167.42 801.57 426.00 251.68 89.38 15.67 53.91 447.56 111.49 2,080.96 1,169.93	146.77 167.42 24.52 801.57 426.00 606.04 251.68 89.38 139.95 15.67 20.39 53.91 447.56 111.49 236.25 2,080.96 1,169.93 1,295.71 West 1 21.51% 9.53% 18.23% FONE REQUIREMENT CALCULATION: 35% Stone Requirement= 2,071.54 S. Stone Provided= 2,383.61 S. Compliant By= 312.07 S.	146.77 167.42 24.52 123.94 801.57 426.00 606.04 550.00 251.68 89.38 139.95 65.47 15.67 20.39 38.68 53.91 30.34 447.56 111.49 236.25 21.06 2,080.96 1,169.93 1,295.71 829.49 West 1 + West 2= 21.51% 9.53% 18.23% 2.54% FONE REQUIREMENT CALCULATION: 35% Stone Requirement= 2,071.54 S.F. Stone Provided= 2,383.61 S.F. Compliant By= 312.07 S.F.	146.77 167.42 24.52 123.94 16.22 801.57 426.00 606.04 550.00 251.68 89.38 139.95 65.47 89.43 15.67 20.39 38.68 53.91 30.34 447.56 111.49 236.25 21.06 245.99 2,080.96 1,169.93 1,295.71 829.49 542.59 West 1 + West 2= 1,372.08 7ONE REQUIREMENT CALCULATION: 35% Stone Requirement= 2,071.54 S.F. Stone Provided= 2,383.61 S.F. Compliant By= 312.07 S.F.	146.77 167.42 24.52 123.94 16.22 478.87 801.57 426.00 606.04 550.00 2,383.61 251.68 89.38 139.95 65.47 89.43 635.91 15.67 20.39 38.68 74.74 53.91 30.34 84.25 447.56 111.49 236.25 21.06 245.99 1,062.35 2,080.96 1,169.93 1,295.71 829.49 542.59 5,918.68 West 1 + West 2= 1,372.08 **CONE REQUIREMENT CALCULATION: 35% Stone Requirement= 2,071.54 S.F. Stone Provided= 2,383.61 S.F. Compliant By= 312.07 S.F.

A R C H V T E C T S Box 3327 108 S. Oak St. Penthouse Telluride, Colorado 81435 970.728.1220 Fax 728.1294 www.TommyHein.com

Submissions

CLIENT REVIEW 11-23-16
CLIENT REVIEW 12-08-16
CLIENT REVIEW &
DRB CONCEPTUAL 12-15-16
HOA/ DRB/ OWNER 01-19-17

EZELL RESIDENCE

LOT 22 CORTINA

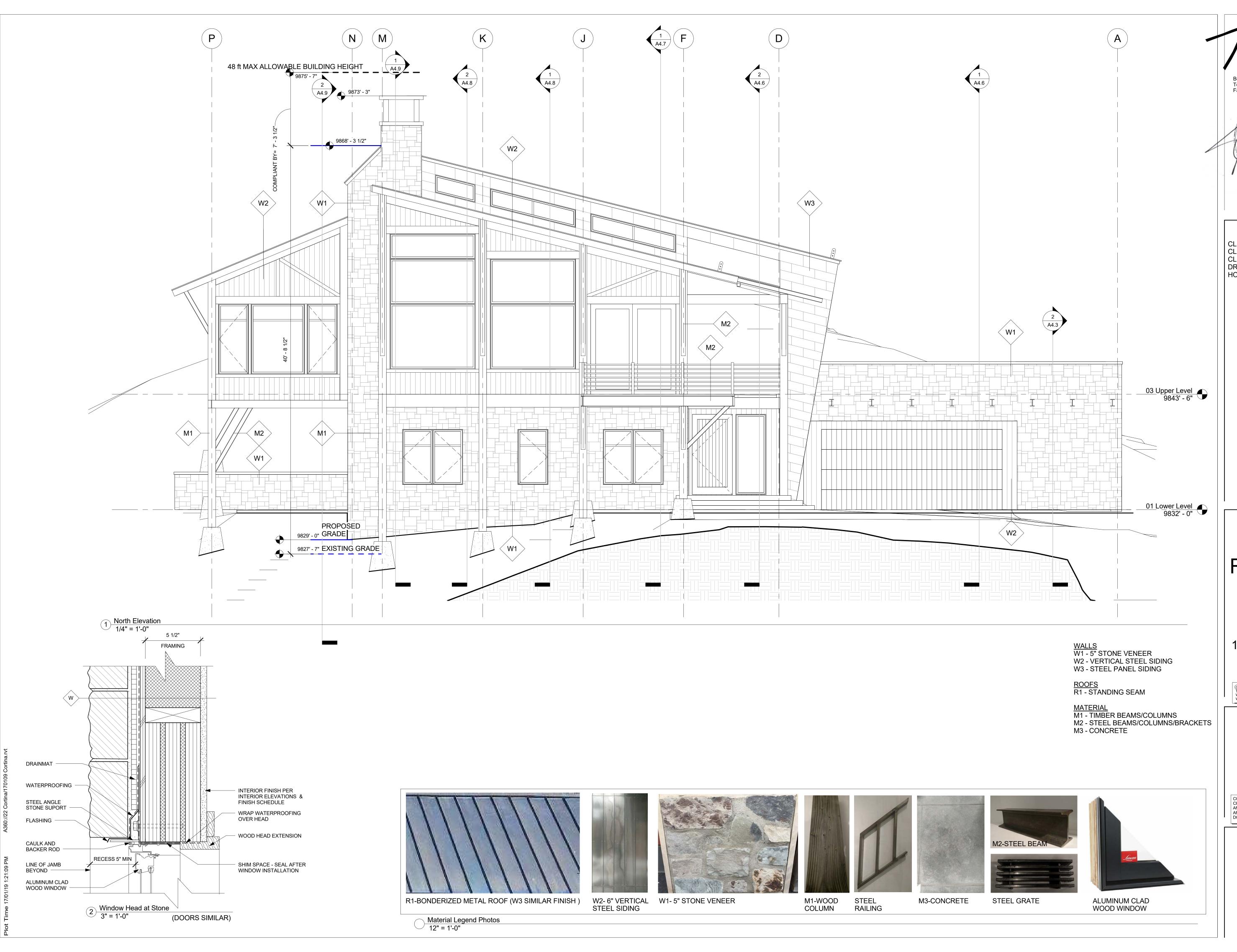
155 CORTINA DRIVE

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EXTERIOR MATERIAL CALCULATIONS

CONTRACTOR TO REVIEW AND COMPARE ALL CHAPTERS AND INTERDISCIPLINARY DRAWINGS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO ANY FIELD WORK BEING DONE IN ACCORDANCE WITH AIA DOCUMENT A201

A3.0



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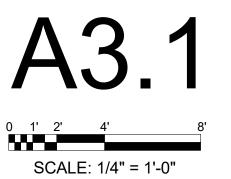
LOT 22 CORTINA

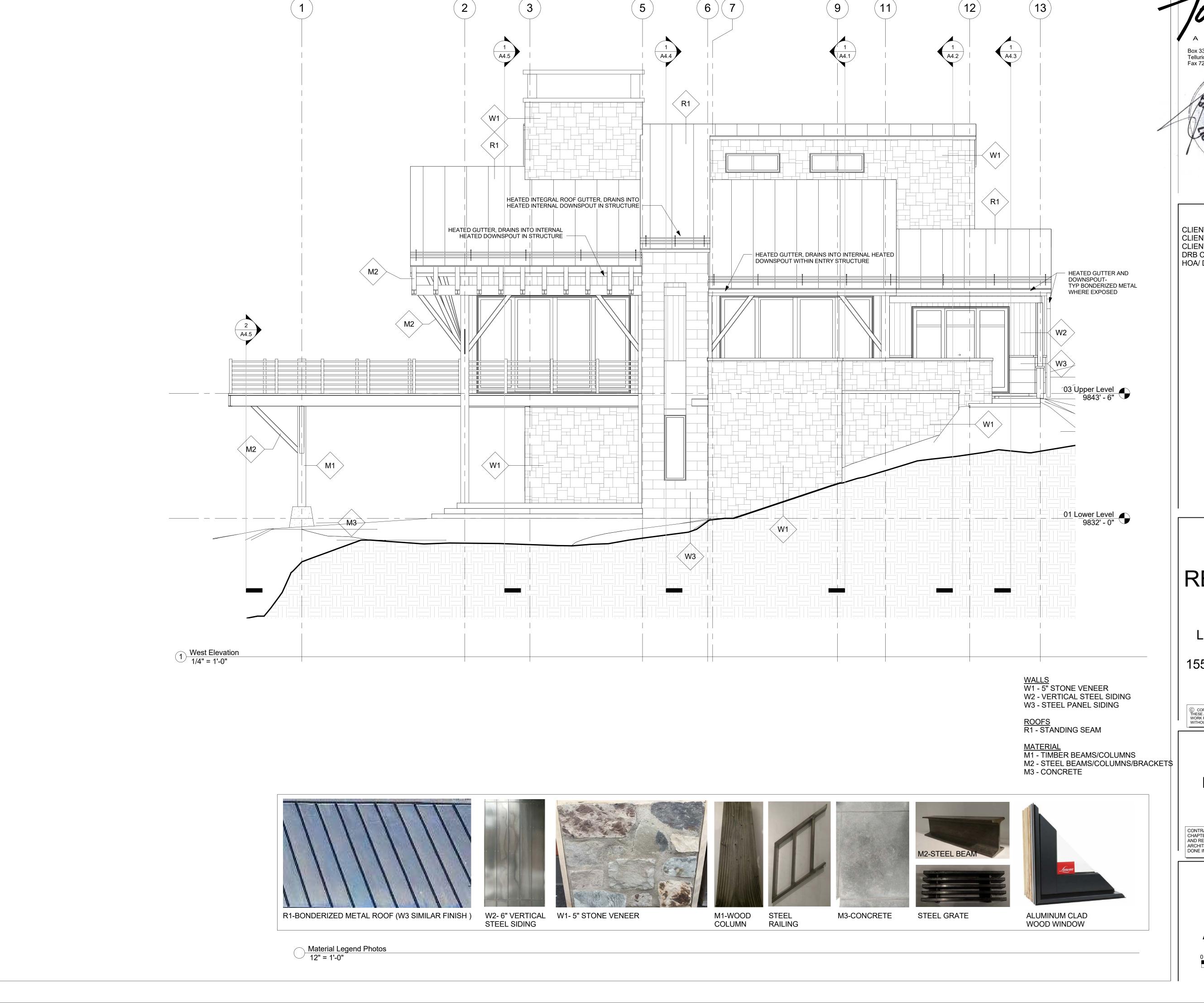
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EXTERIOR ELEVATIONS

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A R C H / T E C T S

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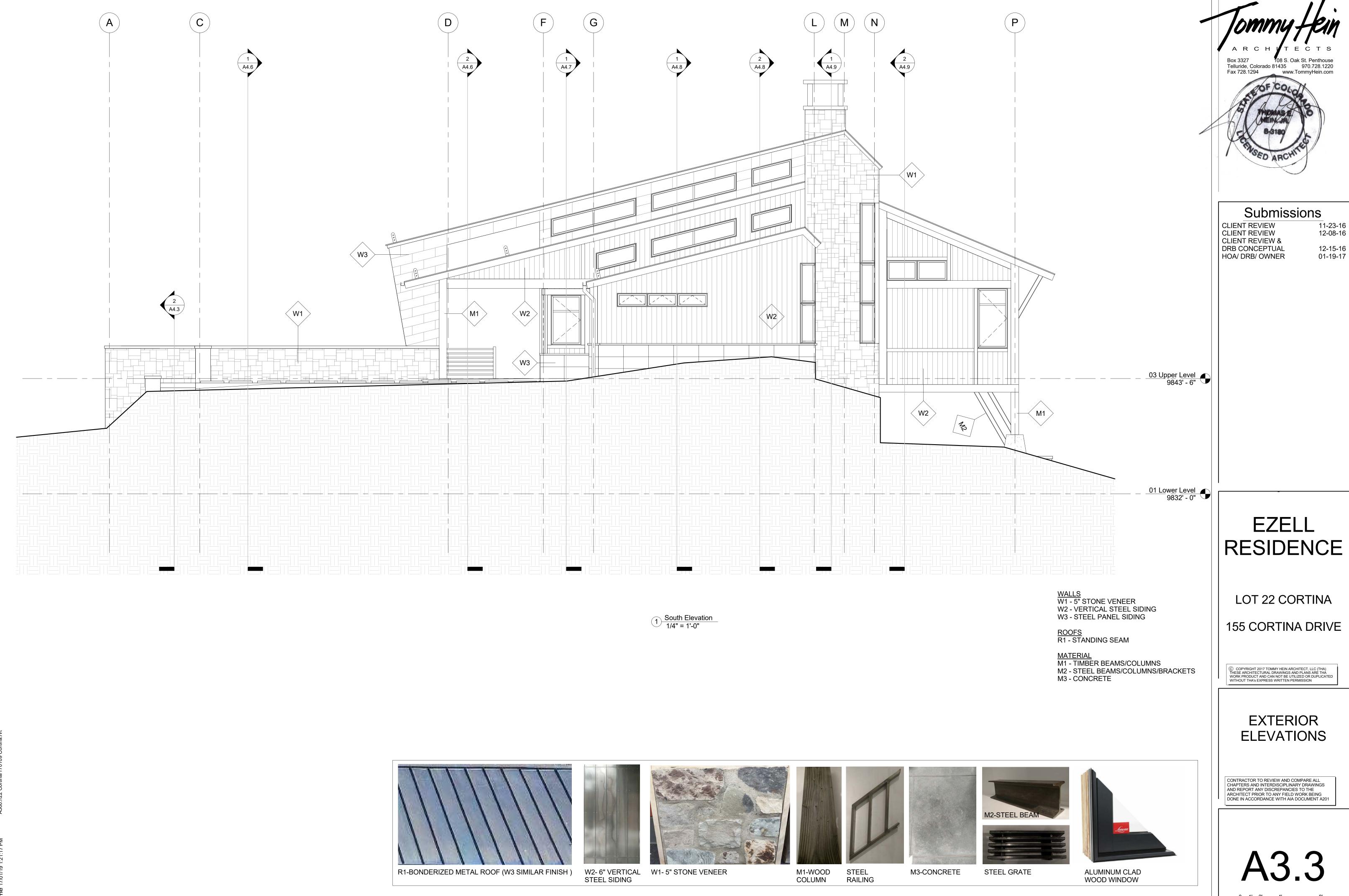
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A3.2

SCALE: 1/4" = 1'-0"



Material Legend Photos
12" = 1'-0"

EZELL

Submissions

11-23-16 12-08-16

12-15-16 01-19-17

LOT 22 CORTINA

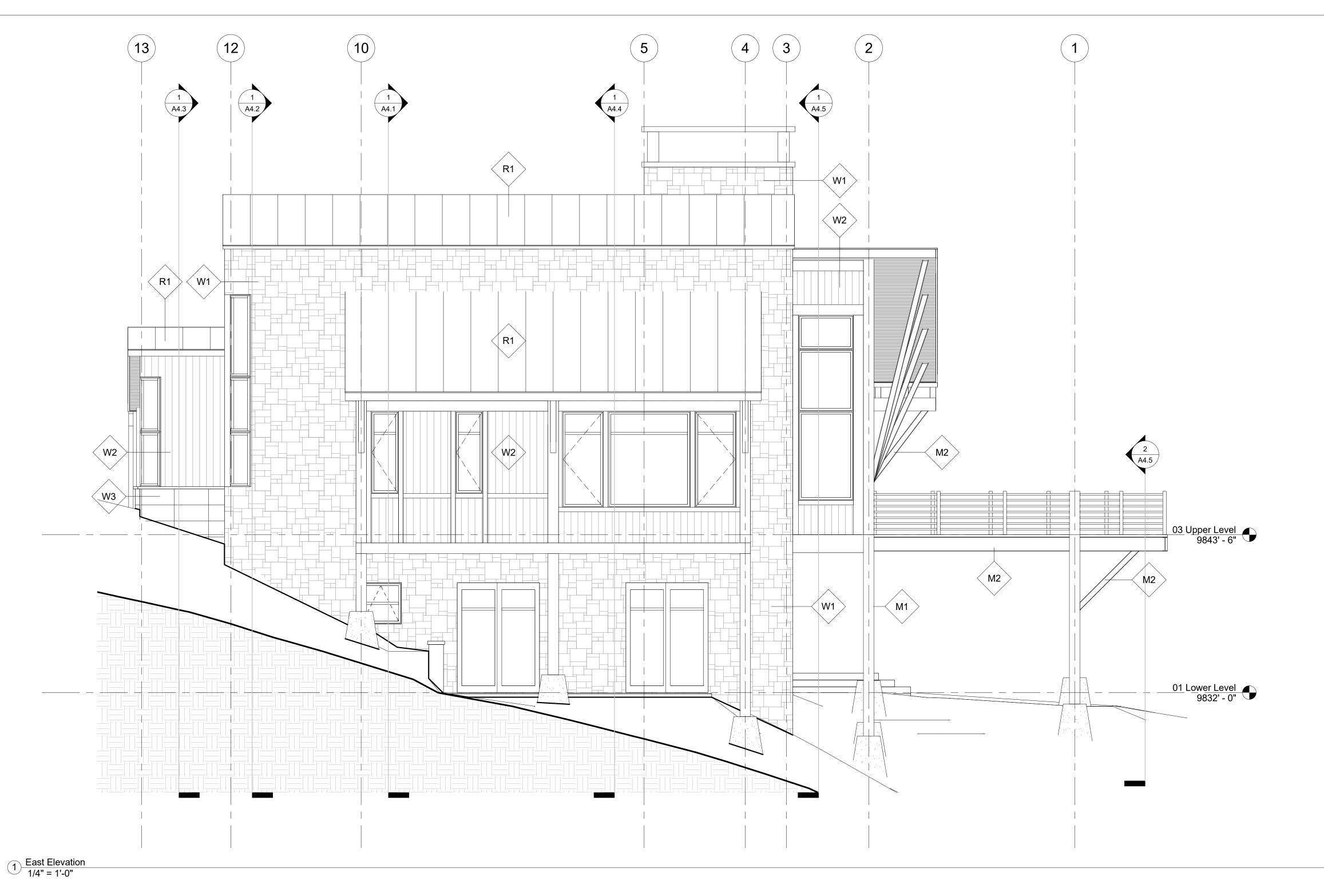
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SCALE: 1/4" = 1'-0"



RESIDENCE

LOT 22 CORTINA

EZELL

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Submissions

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CLIENT REVIEW
CLIENT REVIEW
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EXTERIOR ELEVATIONS

CONTRACTOR TO REVIEW AND COMPARE ALL CHAPTERS AND INTERDISCIPLINARY DRAWINGS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO ANY FIELD WORK BEING DONE IN ACCORDANCE WITH AIA DOCUMENT A201

SCALE: 1/4" = 1'-0"

WALLS W1 - 5" STONE VENEER W2 - VERTICAL STEEL SIDING W3 - STEEL PANEL SIDING

ROOFS R1 - STANDING SEAM

MATERIAL
M1 - TIMBER BEAMS/COLUMNS
M2 - STEEL BEAMS/COLUMNS/BRACKETS M3 - CONCRETE





STEEL SIDING





M1-WOOD

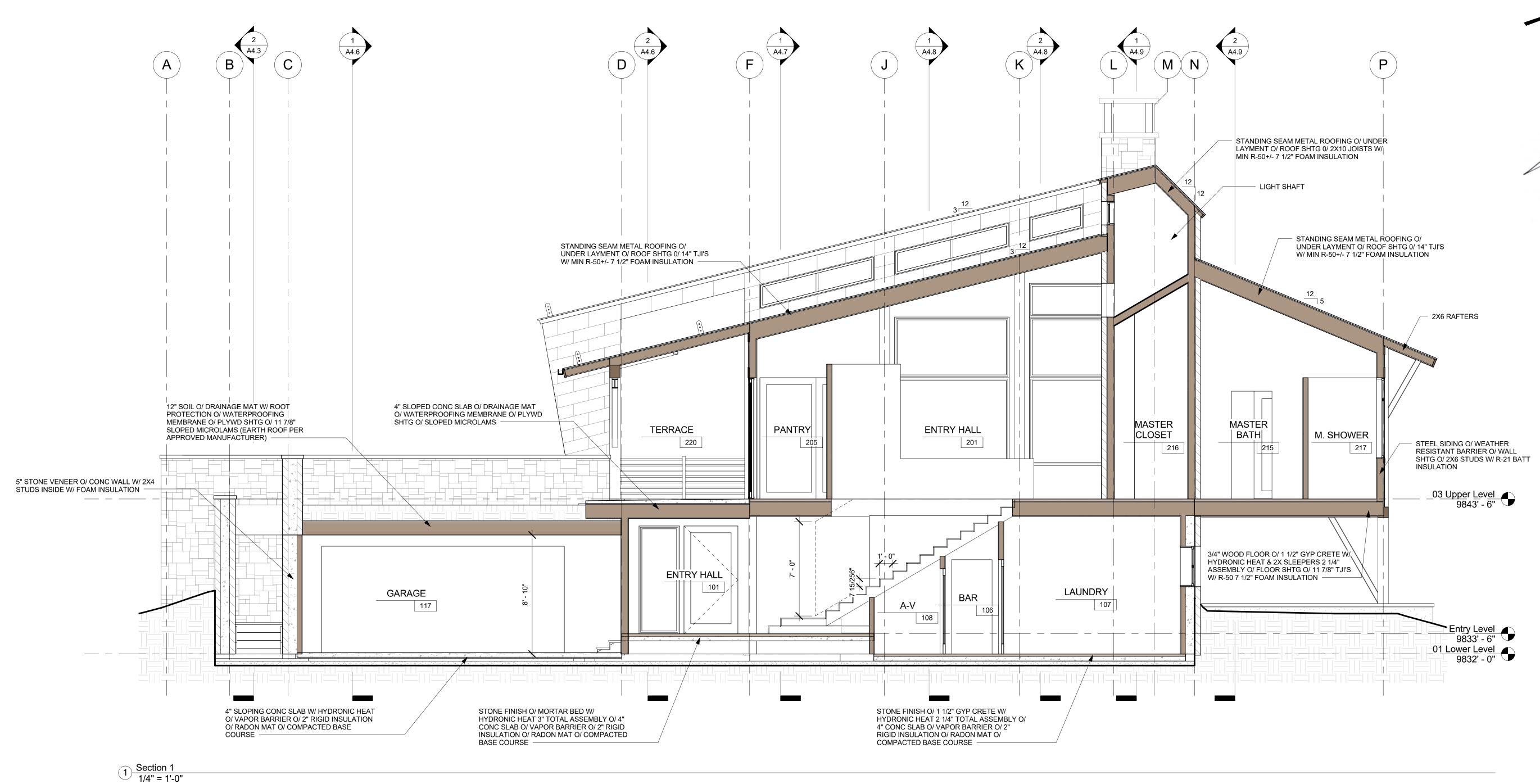
COLUMN







Material Legend Photos
12" = 1'-0"



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Submissions

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EZELL RESIDENCE

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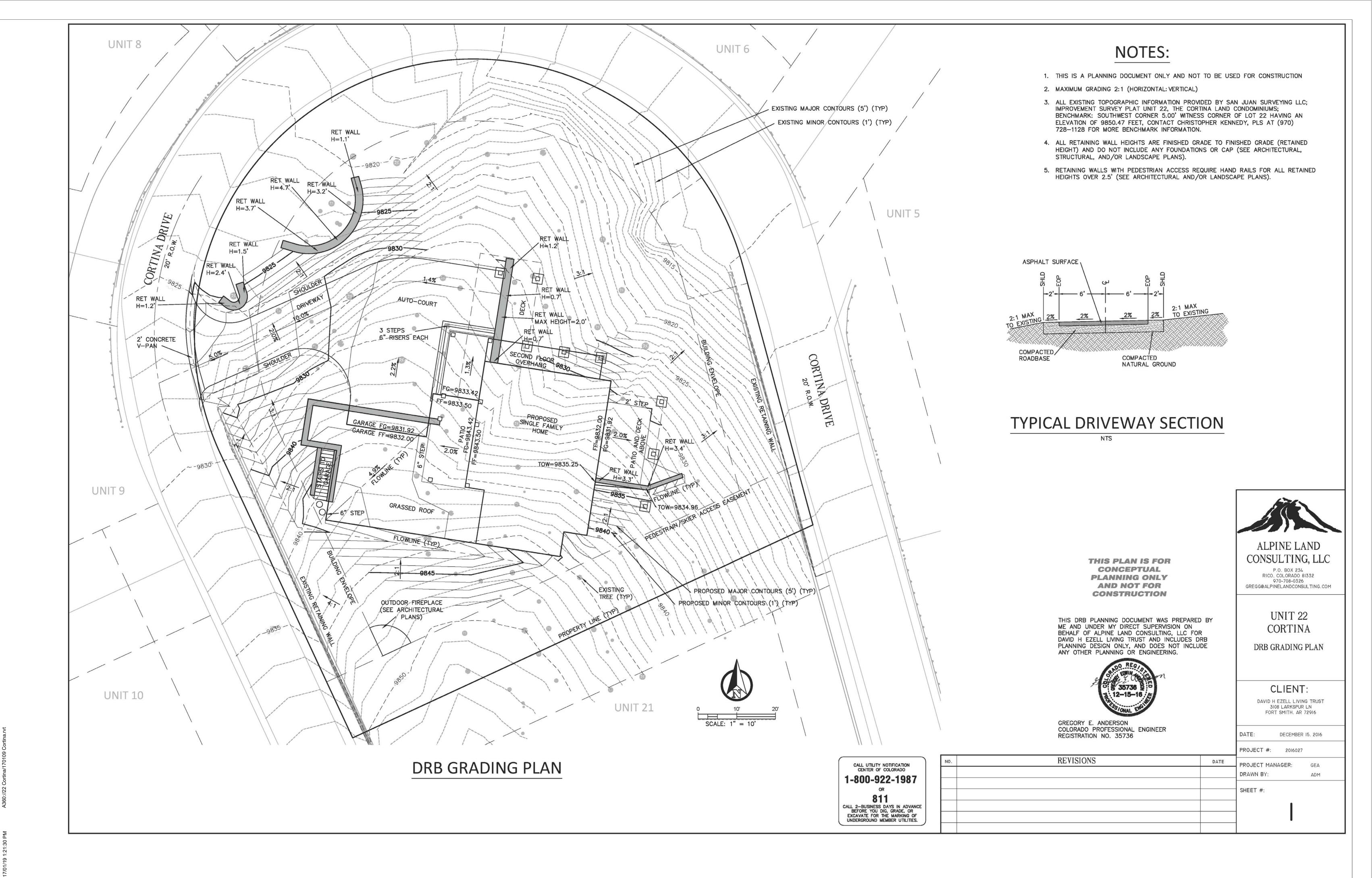
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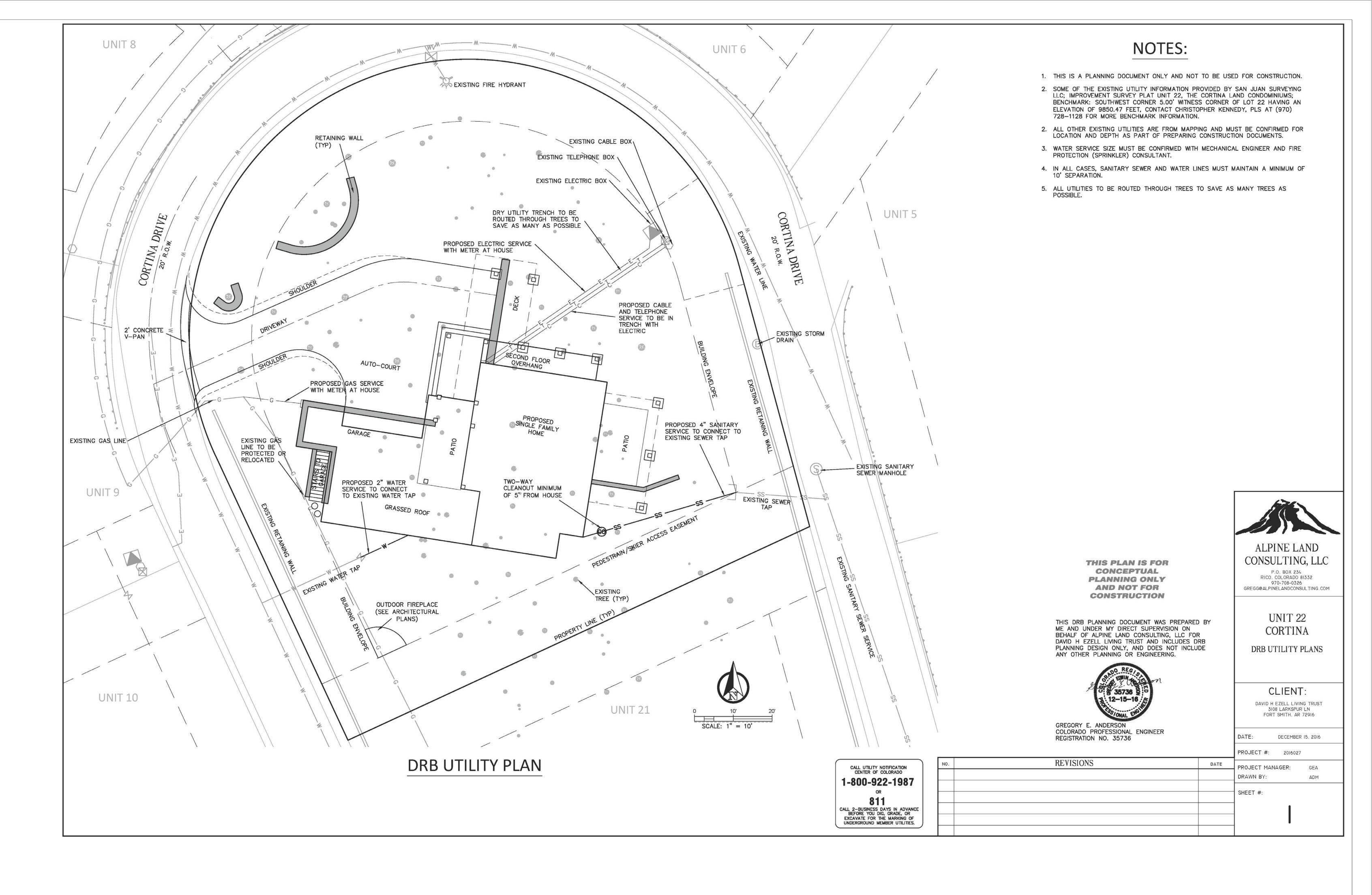
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BUILDING SECTIONS

CONTRACTOR TO REVIEW AND COMPARE ALL CHAPTERS AND INTERDISCIPLINARY DRAWINGS AND REPORT ANY DISCREPANCIES TO THE ARCHITECT PRIOR TO ANY FIELD WORK BEING DONE IN ACCORDANCE WITH AIA DOCUMENT A201

SCALE: 1/4" = 1'-0"







PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

455 Mountain Village Blvd. Mountain Village, CO 81435 (970) 369-8250

Agenda Item No.4

TO: Design Review Board

FROM: Dave Bangert, Senior Planner

FOR: Meeting of March 2, 2017

DATE: February 7, 2017

RE: Consider a recommendation to the Town Council Regarding the Proposed

Rezoning/Density Transfer application of Lot 128, The Peaks to combine condominium Units 736 and 740 to create one condominium unit and Transfer One Density Unit (three person equivalent density) to the Density

Bank.

PROJECT GEOGRAPHY

Legal Description: Lot 128, The Peaks Units 736 and 740

Address: 136 Country Club Drive
Applicant/Agent: Kris Perpar, Shift Architects
Owner: Robert and Charlotte Kettler

Zoning: Village Center
Existing Use: Condominium
Proposed Use: Condominium
Lot Size: 5.56 Acres

Adjacent Land Uses:

North: Village Center and Residential – Single Family

South: Active Open Space and Village Center

East: Village CenterWest: Active Open Space

<u>ATTACHMENTS</u>

Exhibit A: Site plans and Condominium map

• Exhibit B: Rezoning and Density Transfer application

BACKGROUND

The applicant, Kris Perpar/Shift Architects, represents owners of units 736 and 740, Lot 128, The Peaks. The owners desire to combine their two condominium units, unit 736 (3222 S.F.) and unit 740 (872 S.F.) The rezoning is required to move the density on unit 740 (three person equivalent) to the Density Bank under the owner's name. In 2015 Thomas G. Kennedy, applicant and owner's representative, submitted an application for a rezoning and density transfer to re-designate 174 Peaks Condo Hotel Units from hotel zoning to 142 efficiency lodge units and 32 lodge units without increasing the number of units at the Peaks. It is important to note that the proposed rezoning was extensively discussed during the creation of the Mountain Village Comprehensive Plan, and was seen as a way to help the Town achieve the density envisioned in the Town Hall Center and the Mountain Village Center subareas. In general.

there was support for the proposed rezoning and density transfer knowing it will only transfer density to the density bank.

DISCUSSION

To transfer density to the Density Bank the rezoning process must be followed, which includes a recommendation by the Design Review Board and final action by the Town Council. The following criteria must be met for the review authority to approve a rezoning application:

- a. The proposed rezoning is in general conformance with the goals, policies and provisions of the Comprehensive Plan;
- b. The proposed rezoning is consistent with the Zoning and Land Use Regulations;
- c. The proposed rezoning meets the Comprehensive Plan project standards;
- d. The proposed rezoning is consistent with public health, safety and welfare, as well as efficiency and economy in the use of land and its resources;
- e. The proposed rezoning is justified because there is an error in the current zoning, there have been changes in conditions in the vicinity or there are specific policies in the Comprehensive Plan that contemplate the rezoning;
- f. Adequate public facilities and services are available to serve the intended land uses:
- g. The proposed rezoning shall not create vehicular or pedestrian circulation hazards or cause parking, trash or service delivery congestion; and
- h. The proposed rezoning meets all applicable Town regulations and standards.

The Mountain Village Center Subarea Plan of the Comprehensive Plan provides principles, policies and actions for this important core of the town. The specific recommendations for The Peaks parcel states:

"The Peaks provided an overall plan for the following parcels of land that are based solely on the provision of hotbeds, without any condominiums. Therefore, any future development review that requires general conformance with the Comprehensive Plan only requires the provision of hotbed units and dorm units as outlined in the Mountain Village Center Subarea Development Table, with the minimum sizes for the hotbed units in accordance with the hotbed policies."

The proposal to reduce one condominium unit by transferring it to the Density Bank is consistent with the plan because it does not change the current number of hotbeds or dorm units. Also, because the proposal is transferring density to the Bank, versus increasing the intensity of development of Lot 128, the project standards of the Comprehensive Plan, and the decision criteria related to adequate facilities and infrastructure does not apply. Staff finds the application meets the above criteria.

The following criteria must be met for the Town Council to approve the transfer of density to the density bank:

- a. The criteria for decision for a rezoning are met, since such density transfer must be processed concurrently with a rezoning development application;
- b. The density transfer meets the density transfer and density bank policies; and
- c. The proposed density transfer meets all applicable Town regulations and standards.

The proposed density transfer meets the above criteria.

PROPOSED MOTION

The Design Review Board recommends the Town Council approve the rezoning of Lot 128, The Peaks to combine units 736 and 740 and to transfer one Condominium density unit (three person equivalent density) to the Density Bank.



REZONING/DENSITY TRANSFER APPLICATION

Planning & Development Services
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

	APPLICANT II	NFORMATION		
Name: Kristine Perpar; Shift Architects			E-mail Address: kristine@shift-architects.com	
Mailing Address: P.O. Box 3206		Phone: 9707288145		
City: Telluride	Sta CO		Zip Code: 81435	
Mountain Village Business License 1732	Number:			
	PROPERTY IN	IFORMATION		
Physical Address: 136 Country Club Drive		Acreage:		
Zone District: Zoning Multi Unit Multi U	Designations:	Density Assigned to the Lot or Site:		
Legal Description: Lot 126 Unit 736 & 740				
Existing Land Uses: Multi Unit				
Proposed Land Uses: Multi Unit				
	OWNER INF	ORMATION		
Property Owner: Robert Kettler		E-mail Address: bob@kettler.com		
Mailing Address: 1751 Pinnacle Drive; Suite 700	Phone: 703 6415300			
City: Stat McLean VA		e:	Zip Code: 22102	
	DESCRIPTION	OF REQUEST		
Combining of 2 Peak Units. U	nit 736; 3222 S.F. 8	Unit 740 87	2 S.F.	



REZONING/DENSITY TRANSFER APPLICATION

Planning & Development Services Department Planning Division 455 Mountain Village Blvd. Mountain Village, CO 81435

		the owner of Lot 128; unit 736 & 740 (the		
	I, Robert Kettler	, the owner of Lot	this	
"Property") hereby certify that the stateme application are true and correct. I acknowled information on the application submittal mapplication or the imposition of penalties and Development Code. We have familiarized procedures with respect to preparing and allow access to the proposed development members and the Town Council. We agree the representations made in the development subsequently issued building permit(s) or notice if there is a breach of representation acknowledgement, I understand and agree required on-site and off-site improvement including but not limited to: landscaping.		at the statements made by myself and my agents on ect. I acknowledge that any misrepresentation of any of penalties and/or fines pursuant to the Community of penalties and/or fines pursuant to the Community of penalties and/or fines pursuant to the Community of familiarized ourselves with the rules, regulations and reparing and filing the development application. We development site at all times by member of Town stancil. We agree that if this request is approved, it is is the development application submittal, and any apply permit(s) or other type of permit(s) may be revoked representations or conditions of approval. By signing and and agree that I am responsible for the complete improvements as shown and approved on the final permit or paying Town legal fees and other fees as set forth	al may be grounds for denial of the development les and/or fines pursuant to the Community and development les and/or fines pursuant to the Community and ourselves with the rules, regulations and lend filing the development application. We agree to ment site at all times by member of Town staff, DRB agree that if this request is approved, it is issued on community application submittal, and any approval or lor other type of permit(s) may be revoked without actions or conditions of approval. By signing this agree that I am responsible for the completion of all ments as shown and approved on the final plan(s) and ing, paving, lighting, etc.). We further understand frown legal fees and other fees as set forth in the	
	OF	FICE USE ONLY By:		
ee Paid:				



REZONING/DENSITY TRANSFER APPLICATION

Planning & Development Services
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

OWNER AGENT AUTHORIZATION FORM

I have reviewed the application and hereby authorize $oxed{K}$	ristine Perparof
Shift Architects to be and to act as my designate	d representative and represent the development
application through all aspects of the development revie	w process with the Town of Mountain Village.
RC Kattle (cx)	1 10 17
(Signature)	(Date)
Robert Kettler	
(Printed name)	



REZONING/DENSITY TRANSFER APPLICATION

Planning & Development Services
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

HOA APPROVAL LETTER

I, (print name) Curtis Brunjes	, the HOA president of property located at
Lot 128	, provide this letter as
written approval of the plans dated 1.9.2017	which have been submitted to the
Town of Mountain Village Planning & Development Se	ervices Department for the proposed improvements to be
	that the proposed improvements include (indicate below):
1. 1.	
# / 80	1 10 17
(Signature)	(Date)
HOA President	
(Title)	•

GENERAL NOTES:

CONTRACT DOCUMENTS:

CONTRACT DOCUMENTS CONSIST OF THE AGREEMENT, GENERAL CONDITIONS, SPECIFICATIONS, DETAIL BOOK AND DRAWINGS, WHICH ARE COOPERATIVE AND CONTINUOUS. WORK INDICATED OR REASONABLY IMPLIED IN ANY ONE OF THE DOCUMENTS SHALL BE SUPPLIED AS THOUGH FULLY COVERED IN ALL. ANY DISCREPANCIES BETWEEN THE PARTS SHALL BE REPORTED TO THE ARCHITECT PRIOR TO THE COMMENCEMENT OF WORK. THESE DRAWINGS ARE PART OF THE CONTRACT DOCUMENTS FOR THIS PROJECT. THESE DRAWINGS ARE THE GRAPHIC ILLUSTRATION OF THE WORK TO BE ACCOMPLISHED. ALL DIMENSIONS NOTED TAKE PRECEDENCE OVER SCALED DIMENSIONS. DIMENSIONS NOTES WITH "N.T.S." DENOTES NOT TO SCALE.

ORGANIZATION:
THE DRAWINGS FOLLOW A LOGICAL, INTERDISCIPLINARY FORMAT: ARCHITECTURAL DRAWINGS (A SHEETS), CIVIL DRAWINGS (C SHEETS), STRUCTURAL (S SHEETS), MECHANICAL AND PLUMBING (M SHEETS), ELECTRICAL (E SHEETS) AND LIGHTING (LTG SHEETS).

CODE COMPLIANCE:

ALL WORK, MATERIALS AND ASSEMBLIES SHALL COMPLY WITH APPLICABLE STATE AND LOCAL CODES, ORDINANCES AND REGULATIONS. THE CONTRACTOR, SUBCONTRACTORS AND JOURNEYMEN OF THE APPROPRIATE TRADES SHALL PERFORM WORK TO THE HIGHEST STANDARDS OF CRAFTSMANSHIP AND IN ACCORDANCE WITH AIA DOCUMENT A201-SECTION 3. THE BUILDING INSPECTOR SHALL BE NOTIFIED BY THE CONTRACTOR WHEN THERE IS NEED OF INSPECTION AS REQUIRED BY THE INTERNATIONAL BUILDING CODE OR ANY LOCAL CODE OR ORDINANCE.

THESE DOCUMENTS ARE INTENDED TO INCLUDE ALL LABOR, MATERIALS, EQUIPMENT AND SERVICES REQUIRED TO COMPLETE THE WORK DESCRIBED HEREIN.

COORDINATION:

THE CONTRACTOR SHALL CAREFULLY STUDY AND COMPARE THE DOCUMENTS, VERIFY ACTUAL CONDITIONS AND REPORT ANY DISCREPANCIES, ERRORS OR OMISSIONS TO THE ARCHITECT IN A TIMELY MANNER. THE ARCHITECT SHALL CLARIFY OR PROVIDE REASONABLE ADDITIONAL INFORMATION REQUIRED FOR SUCCESSFUL EXECUTION. THE CONTRACTOR SHALL VERIFY AND COORDINATE ALL OPENINGS THROUGH FLOORS, CEILINGS AND WALLS WITH ALL ARCHITECTURAL, INTERIOR, STRUCTURAL, MECHANICAL AND PLUMBING, ELECTRICAL AND LIGHTING DRAWINGS. CONTRACTOR WILL ASSUME RESPONSIBILITY OF ITEMS REQUIRING COORDINATION AND RESOLUTION DURING THE BIDDING PROCESS.

SUBSTITUTIONS:

ANY MATERIALS PROPOSED FOR SUBSTITUTION OF THOSE SPECIFIED OR THE CALLED-OUT-BY-TRADE-NAME IN THESE DOCUMENTS SHALL BE PRESENTED TO THE ARCHITECT FOR REVIEW. THE CONTRACTOR SHALL SUBMIT SAMPLES WHEN REQUIRED BY THE ARCHITECT AND SUCH SAMPLES SHALL BE REVIEWED BY THE ARCHITECT BEFORE THE WORK IS PERFORMED. WORK MUST CONFORM TO THE REVIEWED SAMPLES. ANY WORK WHICH DOES NOT CONFORM SHALL BE REMOVED AND REPLACED WITH WORK WHICH CONFORMS AT THE CONTRACTOR'S EXPENSE. SUBCONTRACTORS SHALL SUBMIT REQUESTS FOR REVIEW THROUGH THE GENERAL CONTRACTOR WHEN WORK IS LET THROUGH HIM OR HER. REQUIRED VERIFICATION AND SUBMITTALS TO BE MADE IN ADEQUATE TIME AS NOT TO DELAY WORK IN PROGRESS.

SHOP DRAWINGS SHALL BE SUBMITTED TO THE ARCHITECT FOR HIS OR HER REVIEW WHERE CALLED FOR ANYWHERE IN THESE DOCUMENTS. REVIEW SHALL BE MADE BY THE ARCHITECT BEFORE WORK IS BEGUN, AND WORK SHALL CONFORM TO THE REVIEWED SHOP DRAWINGS, SUBJECT TO REPLACEMENT AS REQUIRED IN PARAGRAPH "SUBSTITUTIONS" ABOVE.

SAFETY & PROTECTION OF WORK:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY AND CARE OF ADJACENT PROPERTIES DURING CONSTRUCTION FOR COMPLIANCE WITH FEDERAL AND STATE O.S.H.A. REGULATIONS, AND FOR THE PROTECTION OF ALL WORK UNTIL IT IS DELIVERED COMPLETED TO THE OWNER.



PROJECT CODE INFORMATION

ZONING

IRC 2012 AND ALL APPLICABLE CODES AS REQUIRED BY THE TOWN OF MOUNTAIN VILLAGE **BUILDING CODE**

DESCRIPTION

OCCUPANCY CLASSIFICATION

AUTOMATIC FIRE SPRINKLER

FIRE RESISTIVE RATING

VICINITY MAP ountry Club Dr SITE LOCATION-PALMY RA OS 3BR2 CONDOS

PROJECT INFORMATION

REMODEL OF EXISTING CONDOMINIUM

136 COUNTRY CLUB DRIVE, MOUNTAIN VILLAGE, CO 81435 PROPERTY ADDRESS:

TAX AREA: 108

DORAL HOTEL SUBDIVISION:

FLOOR AREA CALCULATION:

UNIT 736

LEVEL 7 1,761 SF LEVEL 8 675 SF LEVEL 9 **TOTAL UNIT 740** 872 SF LEVEL 7

TOTAL: 4,094 SF

PROJECT TEAM

STRUCTURAL:

ROBERT C. KETTLER JESSE PEKKALA, LLC PO BOX 688 P. 703.641.5300 TELLURIDE, CO 81435 bob@kettler.com C. 970.728.5013

jesse@pekkalaeng.com

ARCHITECT:

OWNER:

SHIFT ARCHITECTS KRISTINE PERPAR, AIA - ARCHITECT 100 WEST COLORADO STE. 211 TELLURIDE, CO 81435 P. 970.275.0263 kristine@shift-architects.com

GENERAL CONTRACTOR:

TBD

SHEET INDEX

GENERAL

G1.0 COVER SHEET

ARCHITECTURAL

EXISTING / DEMO PLANS EXISTING / DEMO PLANS

EXISTING ELEVATIONS EXISTING ELEVATIONS FLOOR PLANS

FLOOR PLANS **EXTERIOR ELEVATIONS** A4.2 EXTERIOR ELEVATIONS

Z M

COVER SHEET

SHEET NUMBER

G1.0

3

SHIFT

100 W. Colorado Suite 211 Telluride, Colorado 81435

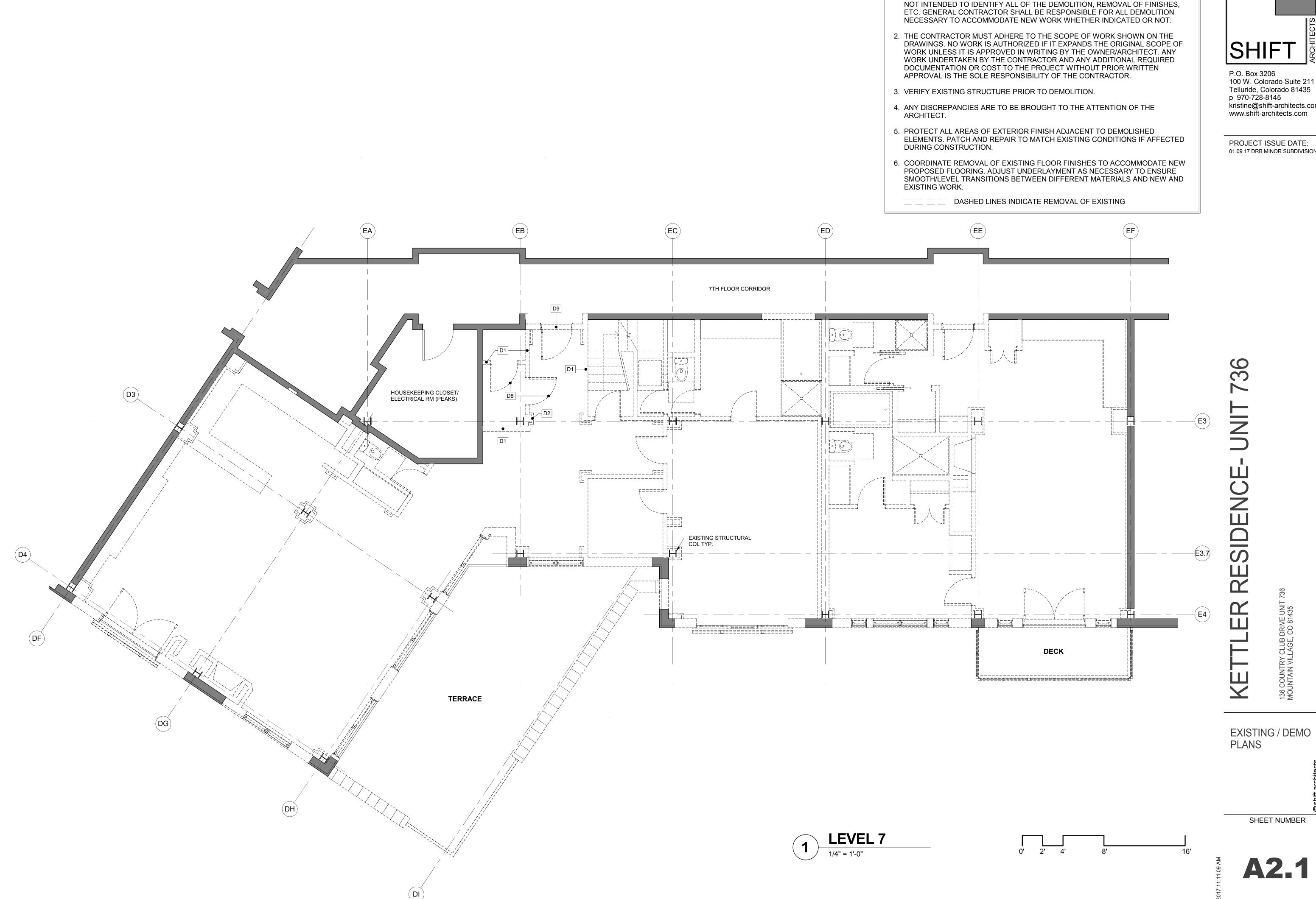
kristine@shift-architects.com

www.shift-architects.com

PROJECT ISSUE DATE: 01.09.17 DRB MINOR SUBDIVISION

P.O. Box 3206

p 970-728-8145



GENERAL DEMOLITION NOTES:

1. DEMOLITION INDICATED IS FOR GENERAL REFERENCE PURPOSES ONLY AND IS

P.O. Box 3206 100 W. Colorado Suite 211 Telluride, Colorado 81435 p 970-728-8145 kristine@shift-architects.com www.shift-architects.com

PROJECT ISSUE DATE: 01.09.17 DRB MINOR SUBDIVISION

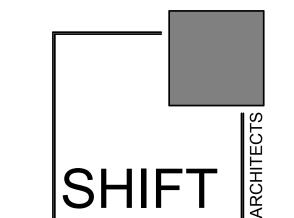
SHEET NUMBER

A2.1

GENERAL DEMOLITION NOTES:

- 1. DEMOLITION INDICATED IS FOR GENERAL REFERENCE PURPOSES ONLY AND IS NOT INTENDED TO IDENTIFY ALL OF THE DEMOLITION, REMOVAL OF FINISHES, ETC. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DEMOLITION NECESSARY TO ACCOMMODATE NEW WORK WHETHER INDICATED OR NOT.
- 2. THE CONTRACTOR MUST ADHERE TO THE SCOPE OF WORK SHOWN ON THE DRAWINGS. NO WORK IS AUTHORIZED IF IT EXPANDS THE ORIGINAL SCOPE OF WORK UNLESS IT IS APPROVED IN WRITING BY THE OWNER/ARCHITECT. ANY WORK UNDERTAKEN BY THE CONTRACTOR AND ANY ADDITIONAL REQUIRED DOCUMENTATION OR COST TO THE PROJECT WITHOUT PRIOR WRITTEN APPROVAL IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- 3. VERIFY EXISTING STRUCTURE PRIOR TO DEMOLITION.
- 4. ANY DISCREPANCIES ARE TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.
- 5. PROTECT ALL AREAS OF EXTERIOR FINISH ADJACENT TO DEMOLISHED ELEMENTS. PATCH AND REPAIR TO MATCH EXISTING CONDITIONS IF AFFECTED DURING CONSTRUCTION.
- 6. COORDINATE REMOVAL OF EXISTING FLOOR FINISHES TO ACCOMMODATE NEW PROPOSED FLOORING. ADJUST UNDERLAYMENT AS NECESSARY TO ENSURE SMOOTH/LEVEL TRANSITIONS BETWEEN DIFFERENT MATERIALS AND NEW AND EXISTING WORK.

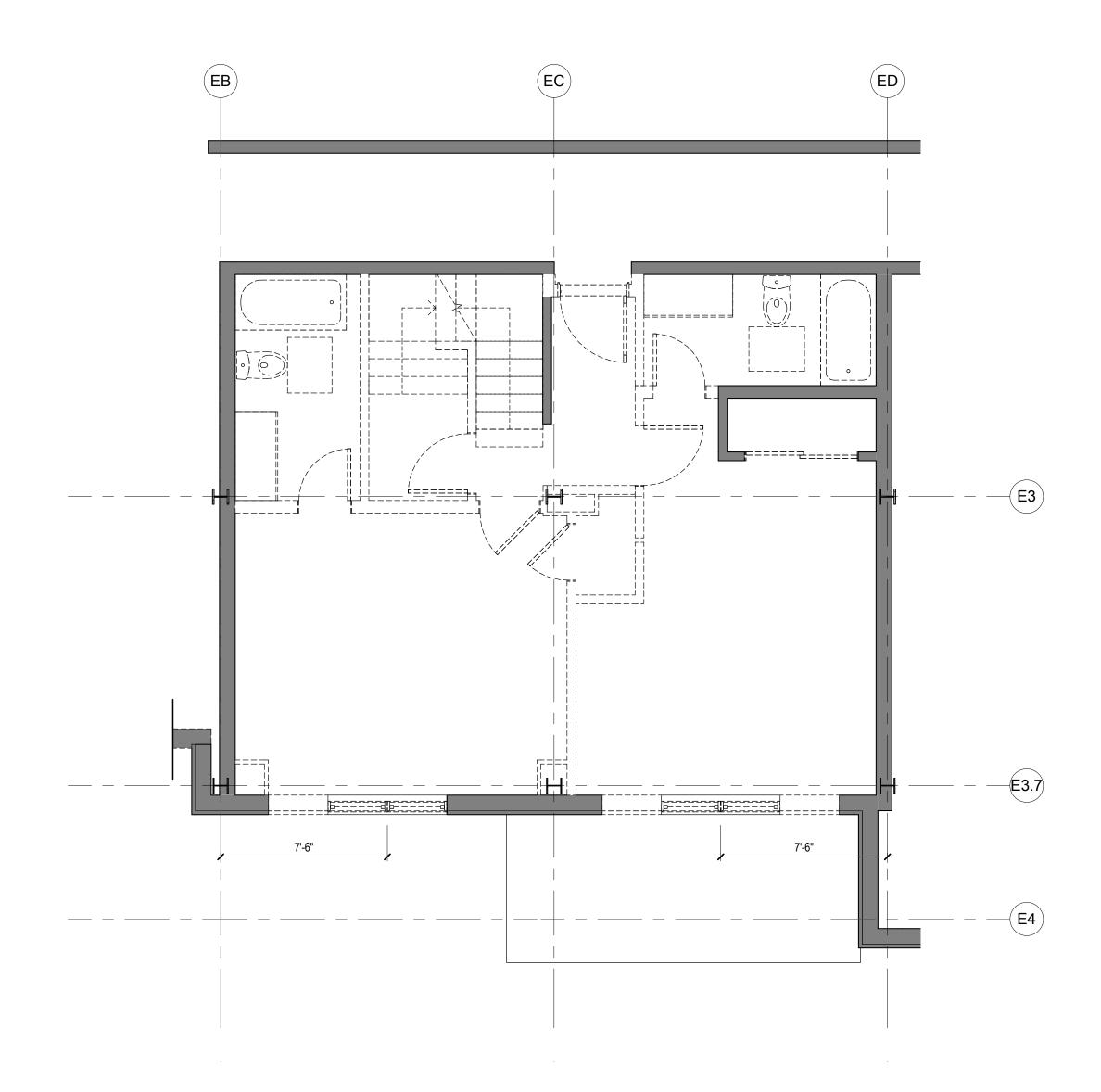
__ _ _ _ DASHED LINES INDICATE REMOVAL OF EXISTING

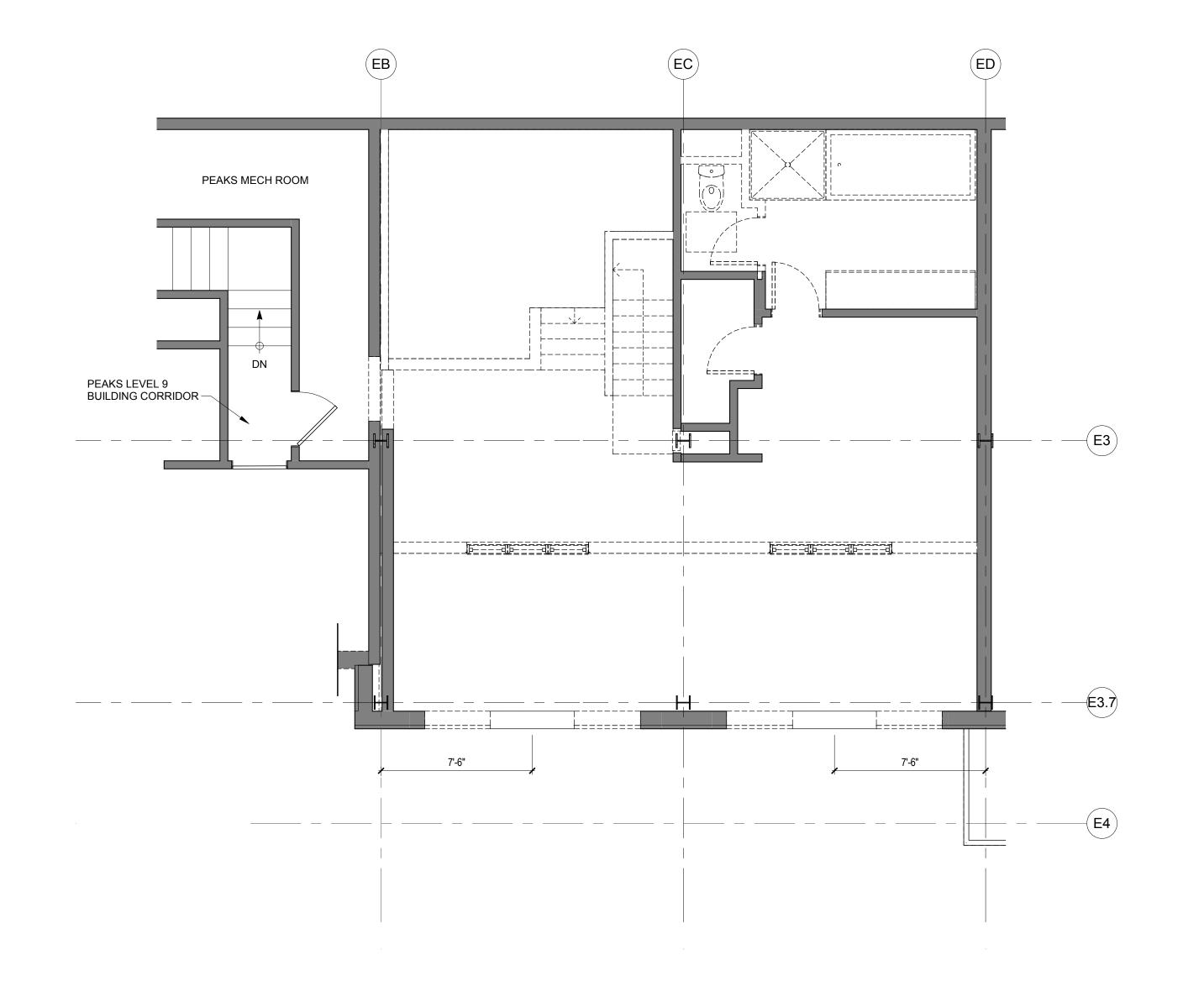


P.O. Box 3206 100 W. Colorado Suite 211 Telluride, Colorado 81435 p 970-728-8145 kristine@shift-architects.com www.shift-architects.com

PROJECT ISSUE DATE: 01.09.17 DRB MINOR SUBDIVISION

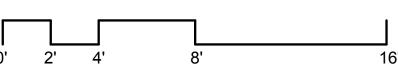
9





LEVEL 81/4" = 1'-0"





EXISTING / DEMO

SHEET NUMBER

PLANS

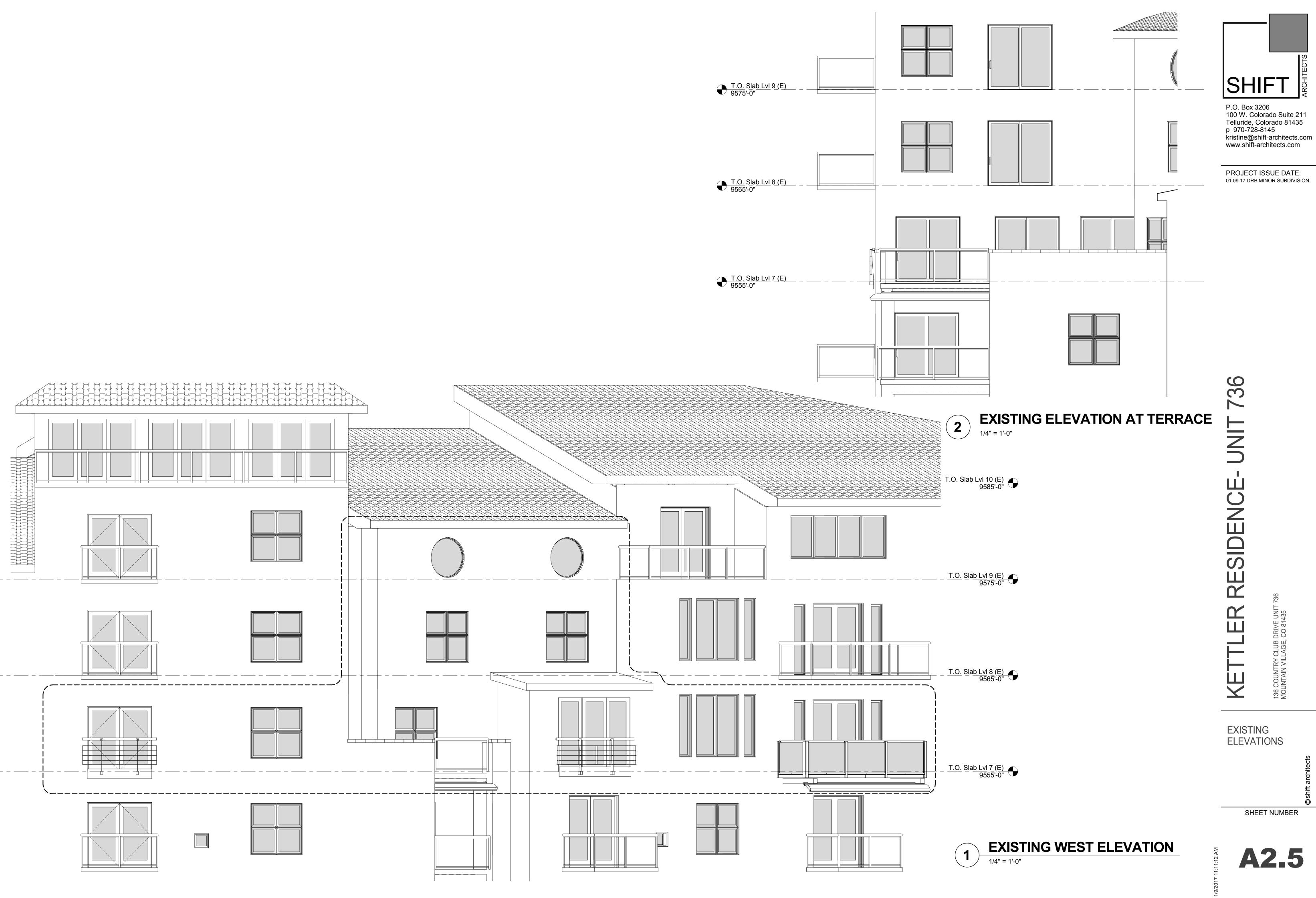


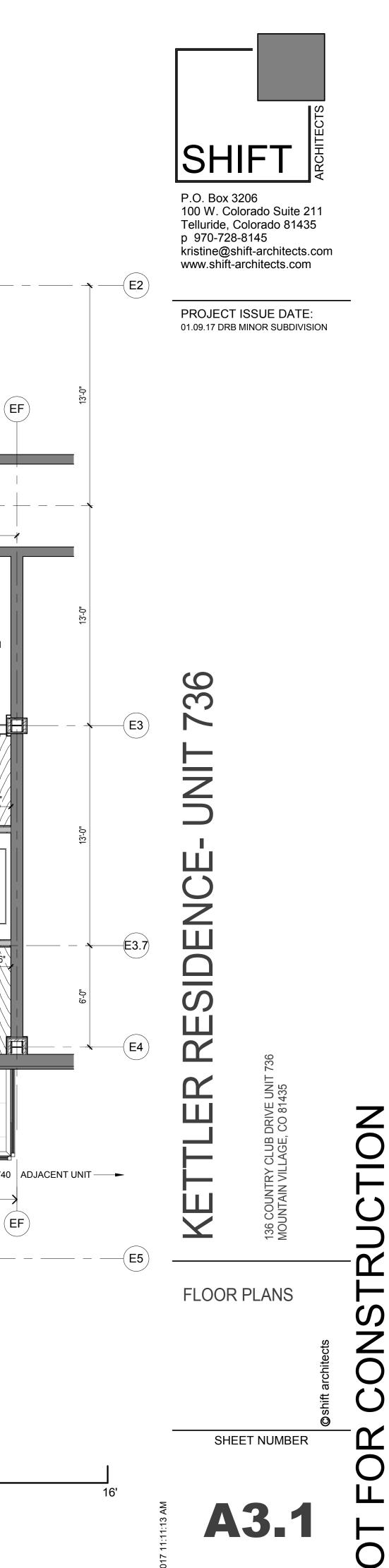
P.O. Box 3206 100 W. Colorado Suite 211 Telluride, Colorado 81435 p 970-728-8145 kristine@shift-architects.com www.shift-architects.com

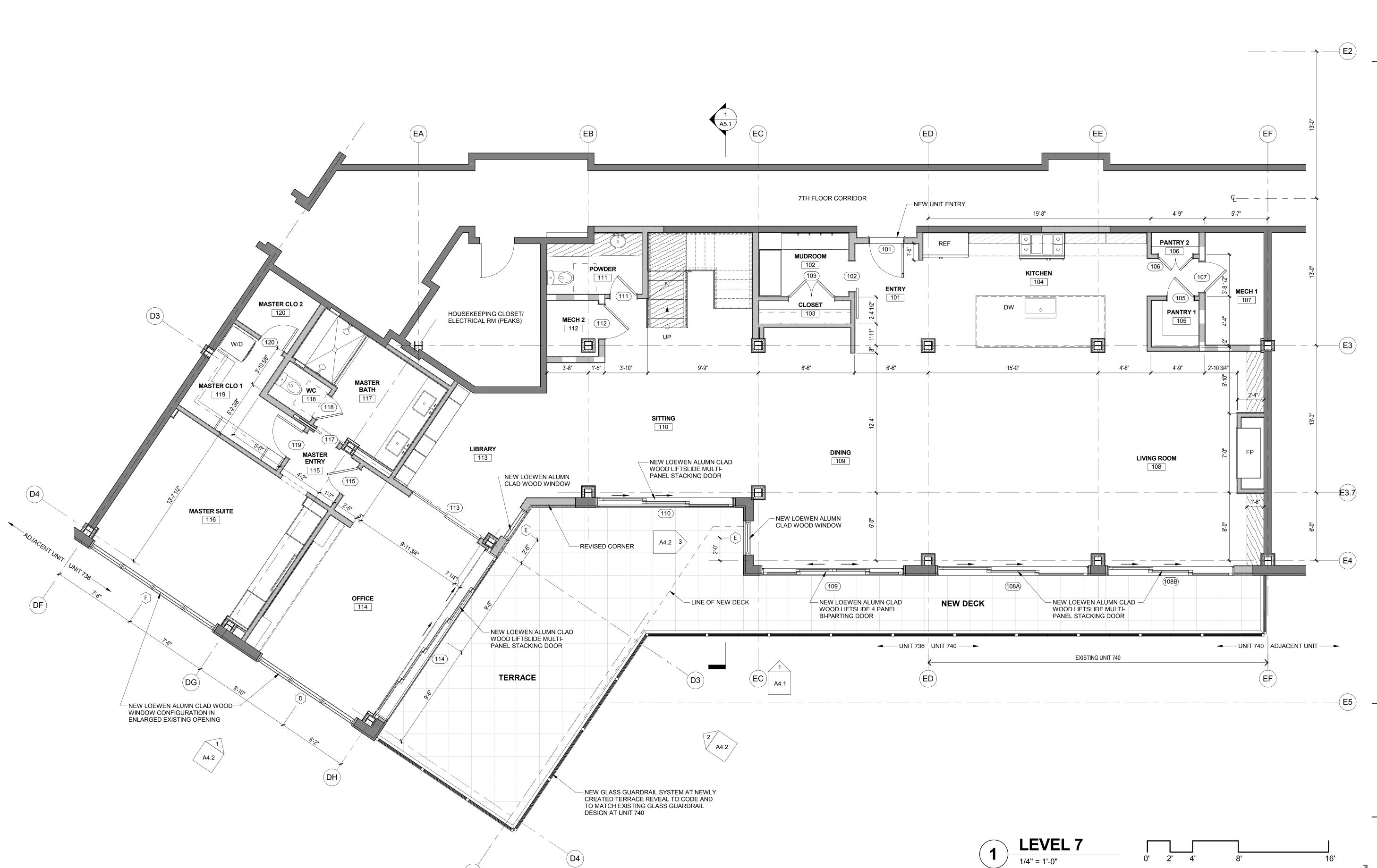
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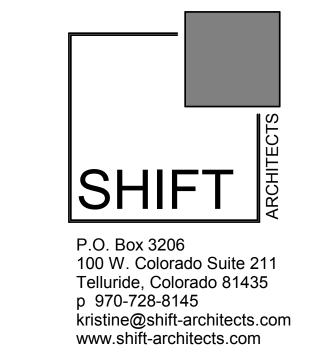
EXISTING ELEVATIONS

SHEET NUMBER

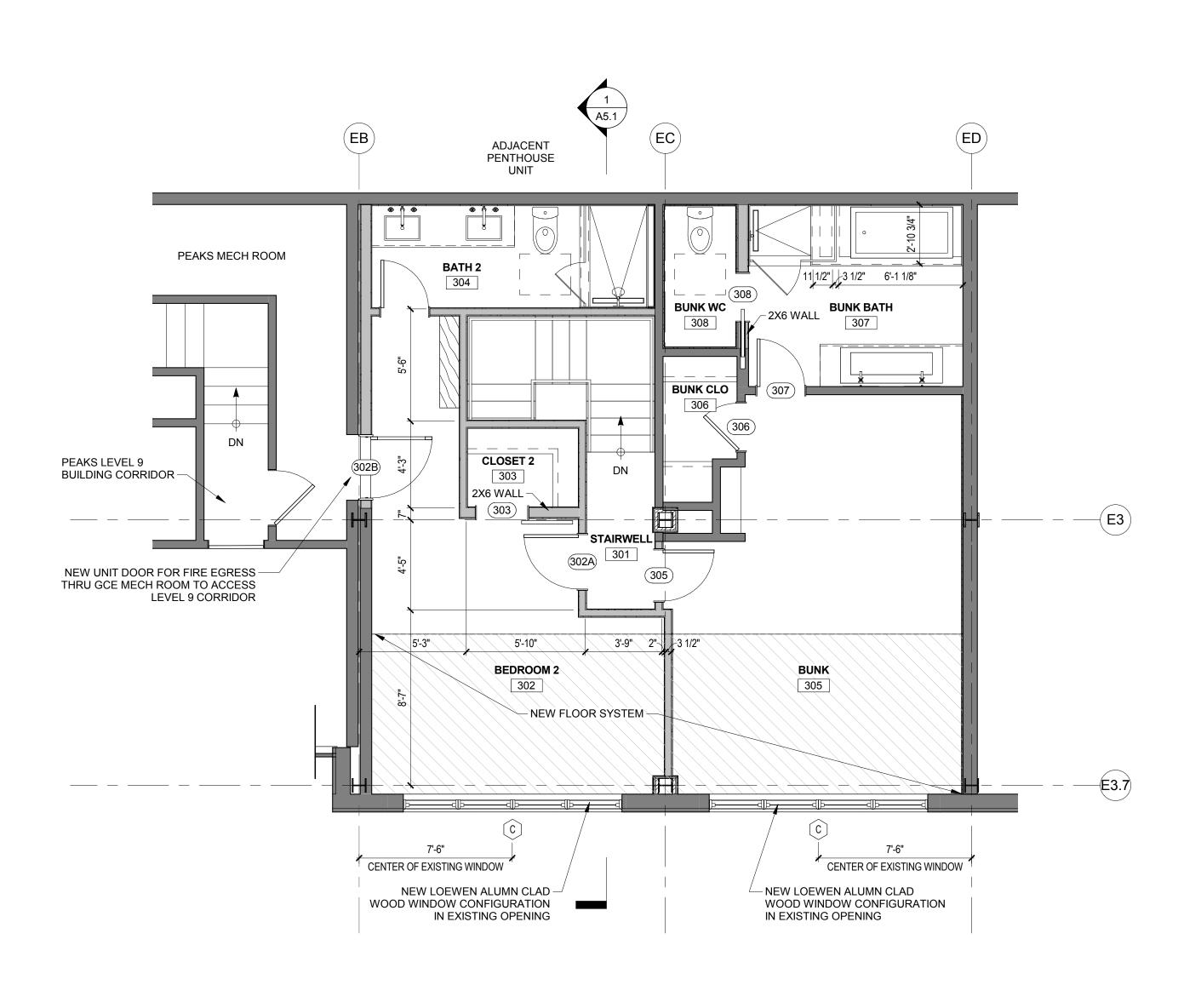


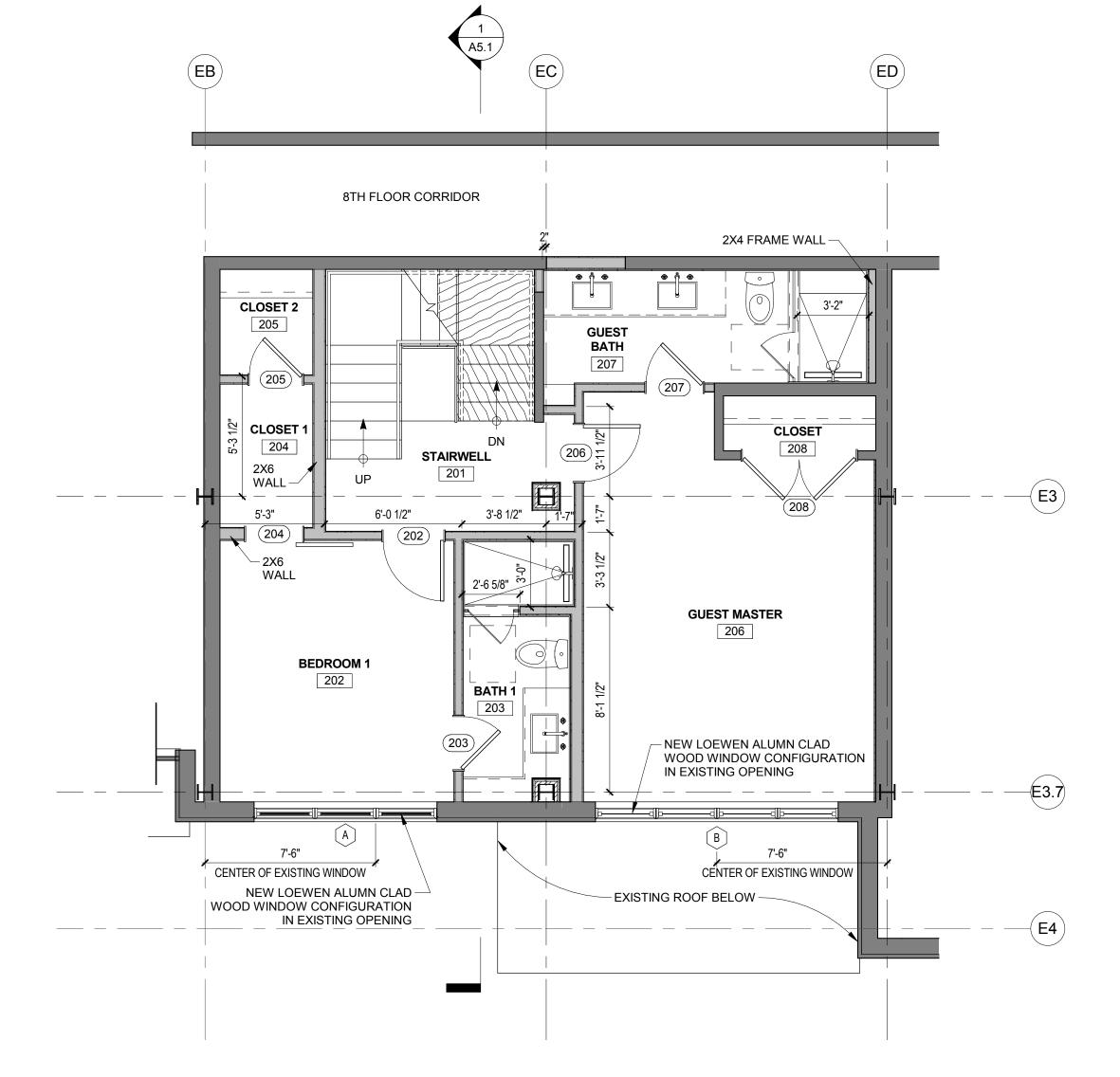






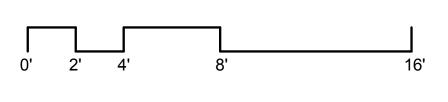
PROJECT ISSUE DATE: 01.09.17 DRB MINOR SUBDIVISION





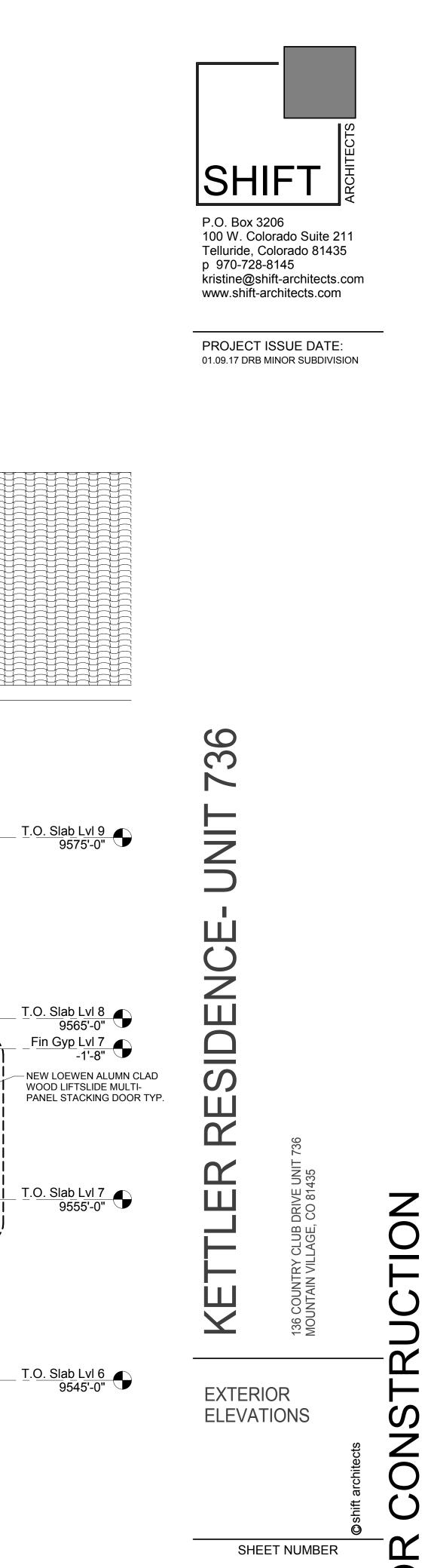
1 LEVEL 8
1/4" = 1'-0"





AM KETTL STATE STA

MA 41:11:14 AM



SOUTH ELEVATION
1/4" = 1'-0"

(108A)

NEW REVEAL AT TERRACE TO — MATCH EXISTING BUILDING STANDARDS

CENTERLINE OF EXISTING WINDOW

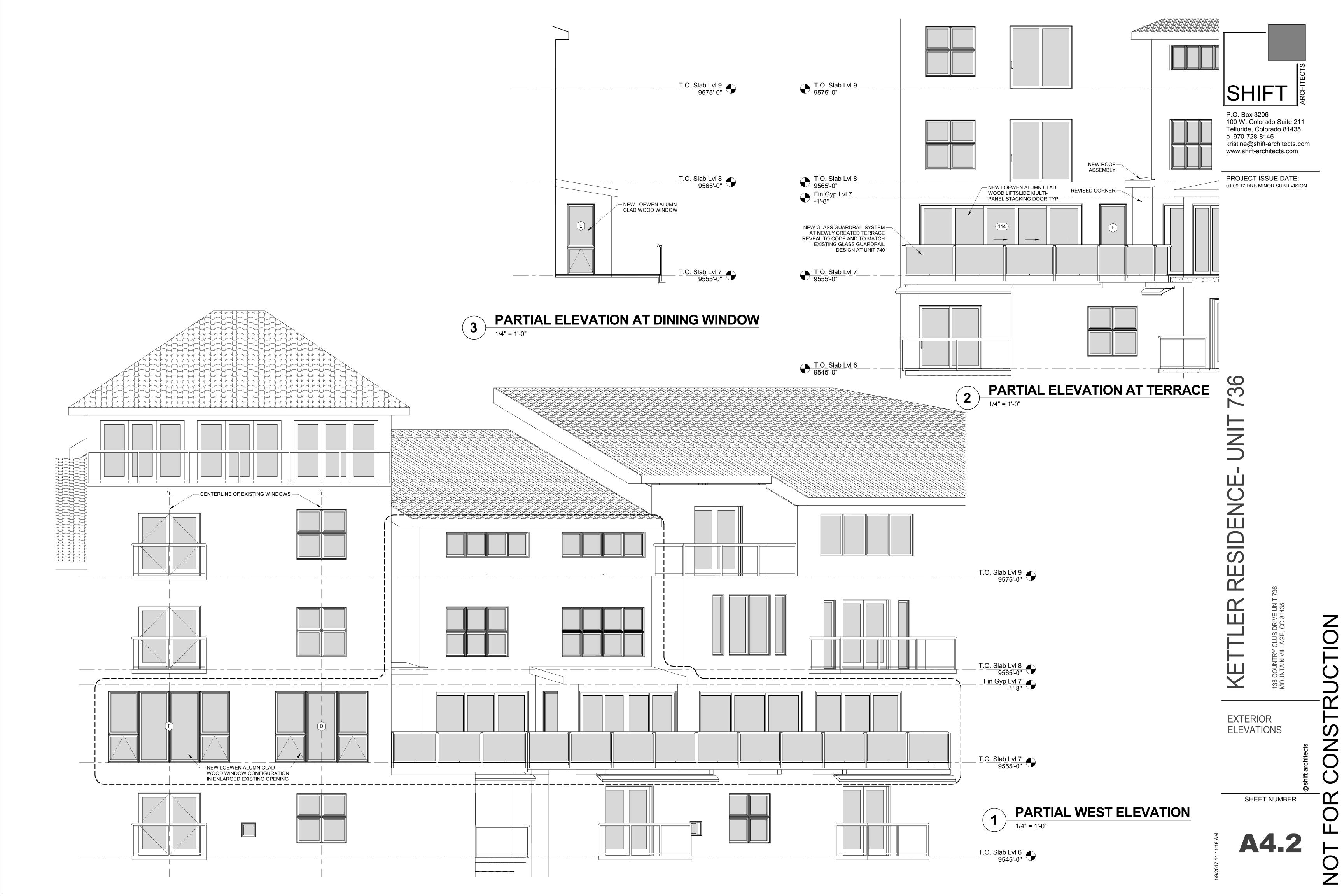
KETTLER RESIDENCE

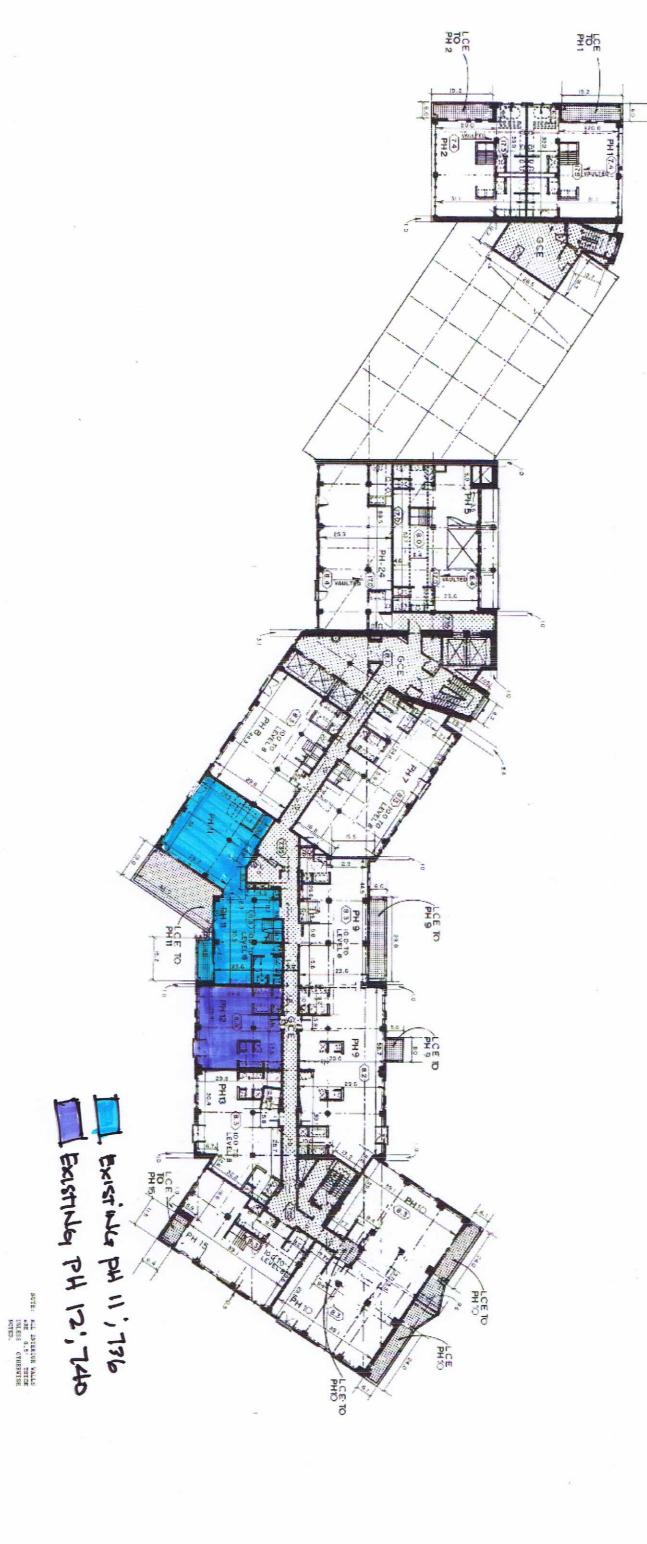
- NEW WINDOW CONFIGURATION $-\!\!\!<$ IN ENLARGED EXISTING OPENING

- NEW GLASS GUARDRAIL SYSTEM
AT NEWLY CREATED TERRACE
REVEAL TO CODE AND TO MATCH
EXISTING GLASS GUARDRAIL

DESIGN AT UNIT 740

- NEW ROOF ASSEMBLY





LEGEND

8.2 Room Height (horizontal boundary) Limited Common Element General Common Element

LCE

Height Change

GCE

Doral Telluride

GREENHORNE & O'MARA, INC.

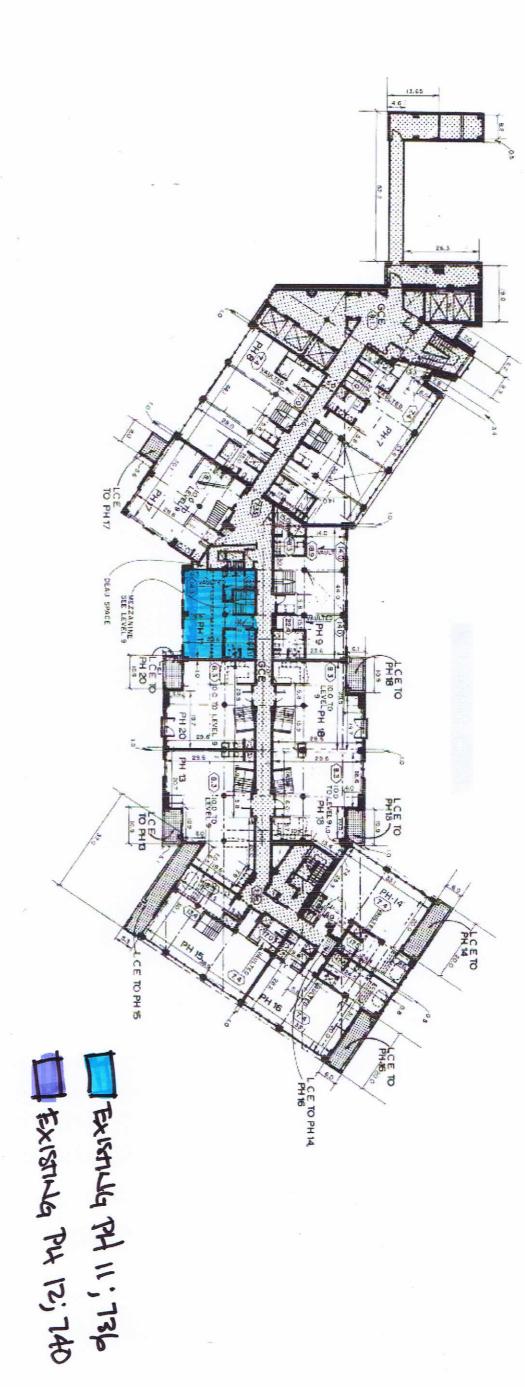
Engineers / Architects / Planners / Scientists / Surveyors

⊕ 176% G IJE **(3)** ۲,

[]→

(3

LEVEL SEVEN



Doral Telluride

GCE General Common Element

(8.2) Room Height (horizontal boundary)

Limited Common Element

··· Height Change

CREENHORNE & O'MARA, INC.

Engineers / Architects / Planners / Scientists / Surveyors

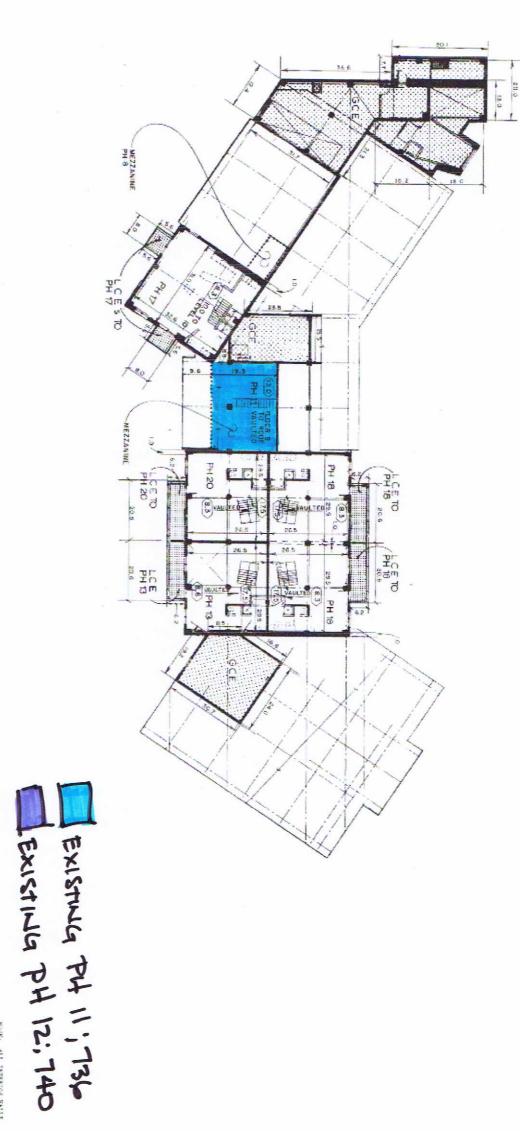
SHEET 14 OF 20

MOTES AND OLD THICK MOTES. OTHERWISE MOTES.

LEVEL EIGHT

LOE GCE (8.2) Room Height (horizontal boundary) Height Change Limited Common Element General Common Element

LEGEND



Doral Telluride

RESORT & SPA

GREENHORNE & O'MARA, INC.

Engineers / Architects / Planners / Scientists / Surveyors

LEVEL NINE



PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

455 Mountain Village Blvd. Mountain Village, CO 81435 (970) 369-8250

Agenda Item #5

TO: Design Review Board

FROM: Glen Van Nimwegen, AICP

Director

FOR: Meeting of March 2, 2017

DATE: February 22, 2017

RE: Work Session to Review Application Requirements

With the migration of the process to two steps, Sketch and Final, staff thought it would be helpful to review the current application requirements. Our goal will be to reach consensus with the Board of what documents are required for the initial Sketch review. We have attached the current applications for Class 3 DRB Review and Work Session.

Town Council is scheduled to have the public hearing and possible approval of the amendments to Chapter 17.4 <u>Development Review Procedures</u> on March 16, 2017. If adopted, the changes will go into effect on April 15, 2016. Any application made prior to this date will follow the current process.

Attachments:

- Conceptual Work Session Application
- Design Review Process Application



Planning & Development Service
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

The Planning & Development Service Department is here to assist you with your conceptual worksession request pursuant to the Community Development Code (CDC).

This publication outlines the Conceptual Worksession process of the CDC and also provides the submittal requirements for such development applications.

Contents of the Publication

This publication is intended to address the submittal requirements for a worksession consistent with the Conceptual Worksession Process, which is a required process for certain development applications, such as a rezoning or PUD applications. However, it is each developer's responsibility to review the CDC and any associated regulations to ensure a full understanding of the conceptual worksession process.

Development Review Process

Conceptual worksession submittals shall follow the process and procedures set forth in Chapter 17.4 of the CDC. The worksession process generally consists of the following steps:

Step 1:	Pre-submittal Meeting
Step 2:	Conceptual Worksession Submittal
Step 3:	Planning Division Completeness Check
Step 4:	Referral and Review
Step 5:	Planning Division Follow-up Communication
Step 6:	Plan Revisions
Step 7:	Schedule DRB and, if applicable, Town Council Public Meeting(s)
Step 8:	Publish Review Authority Agenda; and
Step 9:	Conduct Public Conceptual Worksession

Conceptual Worksession Submittal Requirements:

The following forms, information and plans will need to be submitted in order to have a complete conceptual worksession submittal. Situations will occur when all of the listed submittal requirements will not be required and where items not listed as submittal requirements will be required in order for the Town to have sufficient information to fully evaluate the impacts of a proposed development. The Planning Division is therefore authorized to determine, based on the nature of a proposed development, whether to waive submittal requirements or require additional submittal requirements.

Submitted (Office Use)	Item No	Submittal Requirements
	1.	Worksession Submission Form. Completed; form (Attached).
	2.	Fees. \$1,000 (Credit for any future development submittals).



Planning & Development Service Department Planning Division

Submitted	Item	Submittal Requirements		
(Office Use)	No			
		The agent and property owner are responsible for paying all Town fees as set forth in the		
		fee resolution, and are also required by the CDC to pay for Town legal fees, the cost of		
		special studies, and other fees as set forth in the CDC. Such fees are considered a		
		condition precedent to having a complete development process submission, and shall be		
		paid prior to the Town issuing the final approval.		
	3.	Proof of Ownership. Copy of current deed or title report on the effected property.		
	4.	Agency Letter. If conceptual worksession request is not submitted by the owner of the		
		property, a letter of agency, signed by the property owner giving permission to a firm or		
		person to submit the requested land use application (Attached). A conceptual		
		worksession for a PUD may be filed only by the owner(s) of fee title to all land to be		
		included within such PUD or other person holding written consent thereto from the		
		owner(s) of all land to be included in such PUD, or any combination thereof. No PUD may		
		be approved without the written consent of the landowner(s) whose property is included		
		in the PUD.		
	5.	HOA Letter. For proposed development on property that is owned in common by a		
		homeowners association, the conceptual worksession submittal shall include: A. A letter from the Homeowner's Association (HOA) board giving permission for		
		the request (Attached), and, where a vote is required by the HOA governing		
		documents, a copy of the proof of the vote and outcome of such vote.		
		B. A copy of the HOA governing documents, including bylaws and declaration.		
	6.	Title Report. Copy of current title report for the property listing all encumbrances.		
	7.	Development Narrative. A written narrative of the proposed development that outlines		
		the request. The narrative should include a summary of how the proposed development		
		meets the key requirements of the CDC, such as the applicable criteria for decision.		
	8.	Existing Condition Plan. A stamped, monumented land survey prepared by a Colorado		
		registered land surveyor showing existing site and surrounding access (driveway or		
		roadway route, utility route, etc.) conditions drawn at a scale of $1'' = 10'$ to a maximum		
		of 1" = 30' showing the following information:		
		A. Lot Size. Lot size needs to be shown.		
		B. Existing Lot Lines. Existing platted lot lines need to be shown with distances,		
		bearings and a basis of bearing. Existing property pins or monuments found and the		
		relationship to the established corner also need to be shown.		
		C. Existing Topography. Existing topography needs to be shown with two foot contour		
		intervals, including spot elevations at the edge of asphalt along any roadway or		
		driveway frontage for the intended accessway at 25 foot intervals.		
		D. Steep Slopes. Any slopes that are 30% or greater shall be mapped with a shaded or hatched pattern.		
		E. Wetlands, Ponds, Streams or Drainages (if any). Wetlands, ponds, streams and		
		drainages need to be shown. Recent wetland delineation by qualified consultant		
	<u> </u>	arama _b es need to be shown. Recent wetland defined for by qualified consultant		



Planning & Development Service Department Planning Division

Submitted	Item	Submittal Requirements			
(Office Use)	No				
		must be surveyed and shown on proposed site plan for United States Army Corps of			
		Engineers approval. If wetlands are located adjacent to the development site, such			
		wetland area also needs to be shown.			
		F. Easements. Indicated all easements shown on the governing plats and recorded			
		against the property.			
		G. Utilities. All underground and above ground utilities and pedestals or transformers			
		need to be shown.			
		H. Existing Improvements. Any existing site improvements need to be shown, such as			
		buildings (including driplines), drainage systems, trails (if part of official Town trail			
		system as shown in the Comprehensive Plan), sidewalks, roadways, driveways, light			
		poles and fences.			
		I. Fire Mitigation/Forestry Management. A tree survey of all trees with a diameter at			
		breast height of four inches (4") or greater shall be shown to ensure compliance			
		with the fire mitigation and forestry management requirements.			
	9.	Proposed Development Plan. The following information shall be submitted for the			
		conceptual worksession:			
		A. Conceptual Site Plan. A conceptual site plan prepared by a qualified consultant			
		(architect, engineer, planner, etc.) in accordance with the applicable regulations of the CDC (unless a variation is requested pursuant to the PUD Regulations) shall be			
		submitted to show the proposed location of any roads, driveways, buildings,			
		sidewalks, trails, parking areas, amenity areas, plaza areas, or other intended or			
		required development.			
		B. Conceptual Grading Plan. A conceptual grading plan prepared by a qualified			
		consultant showing how the project can meet the CDC roadway and driveway			
		standards, grading and drainage design requirements and pedestrian connections,			
		as applicable, with proposed grading shown with a solid line and spot elevations as			
		needed.			
		C. Conceptual Building Elevations and Floorplans: Conceptual architectural plans			
		prepared by a qualified consultant designed in accordance with the applicable			
		regulations of the CDC (unless a variation is requested pursuant to the PUD			
		Regulations) including but not limited to building elevations and floorplans with a			
		scale of $\frac{1}{4}$ " = 1' to $\frac{1}{16}$ " = 1' for larger scale projects.			
		D. Conceptual Landscaping Plan. A conceptual landscaping plan in accordance with			
		the Landscaping Regulations shall be designed and prepared by a qualified			
		consultant with experience in creating and planting landscape plans in montane and			
		subalpine life zones.			
	10	Practicable Alternatives Analysis: For development proposing disturbance to wetlands,			
		the general easement or slopes greater than 30%, the Town may require an applicant			
		prepare a practicable alternatives analysis to demonstrate why it is not practicable to			
		avoid such areas.			



Planning & Development Service Department Planning Division 455 Mountain Village Blvd. Mountain Village, CO 81435

Submitted	Item	Submittal Requirements
(Office Use)	No	
	11	 Plan Set Sheet Requirements. All plans sets as set forth in these submittal requirements shall be formatted to have a sheet size of 24" X 36", with cover sheet providing the contact information of all plan consultants, vicinity map, and sheet index; and all sheets showing date of original plan preparation and all revision dates, sheet labels and numbers, borders, title blocks, project name, lot number, address and legends. A. All plans submitted by a Colorado licensed architect, surveyor, geologist or interior designer shall be electronically stamped and signed without a locked signature to allow for commenting on the plan sets.
	12	ePlan Submittal. All conceptual worksession requests shall be submitted pursuant to the ePlans submittal as outlined in the following publication: https://townofmountainvillage.com/media/ePlans-Electronic-Submittal-and-Review.pdf

Questions and/or comments on ePlans Process can be directed to cd@mtnvillage.org or call 970-728-1392.



Planning & Development Service
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

WORKSESSION SUBMISSION PROCESS				
APPLICANT INFORMATION				
Name:			E-mail Address:	
Mailing Address:			Phone:	
City:		State	Zip Code:	
Mountain Village Business	License Number:			
	PROPER	TY INF	ORMATION	
Physical Address:			Acreage:	
Zone District:	Zoning Designations:		Density Assigned to the Lot or Site:	
Legal Description:				
Existing Land Uses:				
Proposed Land Uses:				
	OWNE	R INFO	RMATION	
Property Owner:			E-mail Address:	
Mailing Address:			Phone:	
City:		State	ze: Zip Code:	
DESCRIPTION OF REQUEST				



Planning & Development Service
Department
Planning Division
455 Mountain Village Blvd

	l,	, the owner of Lot	(the		
	"Property") hereby certify tha	t the statements made by r	nyself and my agents on this		
	submittal are true and correct	. I acknowledge that any m	nisrepresentation of any		
	information on the submittal	may be grounds for denial o	of the development worksession		
	or the imposition of penalties	and/or fines pursuant to th	ie Community Development		
	Code. We have familiarized o	ode. We have familiarized ourselves with the rules, regulations and procedures with			
	respect to preparing and filing the development submission request. We agree to allow				
	access to the proposed develo	opment site at all times by r	nember of Town staff, DRB		
	members and the Town Counc	cil. We agree that if this red	quest is approved, it is issued on		
	the representations made in t	he development submittal,	and any approval or		
	subsequently issued building p	permit(s) or other type of p	ermit(s) may be revoked without		
OWNER/APPLICANT	notice if there is a breach of re	•			
ACKNOWLEDGEMENT	<u> </u>	•	oonsible for the completion of all		
OF RESPONSIBILITIES	·	•	d approved on the final plan(s)		
	(including but not limited to: landscaping, paving, lighting, etc.). We further understand				
	that I (we) are responsible for paying Town legal fees and other fees as set forth in the				
	Community Development Code.				
	<u> </u>				
	Signature of Owner		Date		
	Cignature of /Agent				
	Signature of /Agent	Date	:		
	OFFIC	CE USE ONLY			
Foo Daids	OFFIC				
Fee Paid:		By:			
		Planner:			



Planning & Development Service
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

OWNER AGENT AUTHORIZATION FORM

I have reviewed the development submiss of	ion request and hereby authorizeto be and to act as my designated representative and represent
the development request through all aspe Village.	cts of the development review process with the Town of Mountain
(Signature)	(Date)
(Printed name)	



Planning & Development Service
Department
Planning Division
455 Mountain Village Blvd.
Mountain Village, CO 81435

HOA APPROVAL LETTER

I, (print name)	, the HOA president of property located at
	, provide this letter as
written approval of the plans dated	which have been submitted to the
Town of Mountain Village Planning & Develo	opment Service Department for the proposed improvements to be
completed at the address noted above. I und	derstand that the proposed improvements include (indicate below):
(C:	(D-+-)
(Signature)	(Date)
(Title)	



Planning & Development Services
Department
Planning Division
455 Mountain Village Blvd. Ste. A

Mountain Village, CO 81435

The Planning & Development Services Department is here to assist you with your development application pursuant to the Community Development Code (CDC).

This publication outlines the Design Review Process Development Application process of the CDC and also provides the submittal requirements for such development application.

Contents of the Publication

This publication is intended to address the submittal requirements for a Design Review Development Application. However, it is each applicant's responsibility to review the CDC and any associated regulations to ensure a full understanding of the development application process.

Development Review Process

After any required conceptual worksession with the DRB and/or the Town Council, design review process development applications shall be processed as a class 1, class 2 or class 3 development applications as follows:

Class 1 application: Staff development application review process;

Class 2 application: Staff-DRB chair development application review process;

Class 3 application: DRB development application review process;

Class 1 Applications. The following types of Design Review Process development applications shall be processed as class 1 applications:

- 1. Design revisions or remodeling that are minor in nature, does not alter the massing of the structure and does not compromise the intent of the Design Regulations or approved plans provided the developer provides a courtesy notice to all property owners within 400 feet of the lot affected by the redevelopment;
- 2. Painting or staining of an existing home or structure;
- **3.** Roofing replacement;
- 4. Insubstantial landscaping and grading development applications;
- **5.** Sign permits;
- **6.** Bridges for recreational or pedestrian paths;
- 7. Fire mitigation and forestry management projects;
- 8. New or modified lighting on all buildings and structures;
- 9. The replacement of a lift with a new lift provided the capacity of the lift is not changing;
- 10. Minor golf course improvements or landscaping, such green or tee replacements; and
- **11.** Minor ski resort improvements such as replacing or installing a snowmaking line.

If any of design variation is sought pursuant to Design Variation Process for one of the development applications set forth above, such development application shall be processed as a class 3 application. The review authority may elect to elevate a Design Review Process Development Application to either a class 2 or 3 application based on complicating factors, complex design or other similar considerations. If the review authority elects to elevate



Planning & Development Services

Department

Planning Division

455 Mountain Village Blvd. Ste. A

Mountain Village, CO 81435

a Design Review Process Development Application to a class 3 application, no public notice of such application is required.

Class 2 Development Applications. The following types of Design Review Process development applications shall be processed as class 2 applications:

- 1. Building additions that do not increase the floor area by more than twenty-five percent (25%) of the primary structure;
- 2. Design revisions or remodeling that are more significant in nature, minimally alters the massing of the structure and does not compromise the intent of the Design Regulations or approved plans provided the developer provides a courtesy notice to all property owners within 400 feet of the lot affected by the redevelopment;
- **3.** New or remodeled, non-residential buildings or structures with less than 2,500 sq. ft. of floor area; and
- **4.** Substantial landscaping and grading development applications;

If any of design variation is sought pursuant to Design Variation Process for one of the development applications set forth above, such development application shall be processed as a class 3 application. The review authority may elect to elevate a Design Review Process development application to a class 3 application based on complicating factors, complex design or other similar considerations. If the review authority elects to elevate a Design Review Process development application to a class 3 application, no public notice of such application is required.

Class 3 Development Applications. All other Design Review Process development applications not listed above shall be processed as class 3 applications.

The development application process generally consists of the following steps:

Step 1:	Pre-submittal Meeting with Applicant and Planning Division (Class 2 and 3 Applications, or if Required for Class 1 Applications)
Ston 2.	Applicant Development Application Submittal
Step 2:	•••
Step 3:	Planning Division Development Application Completeness Check
Step 4:	Planning Division Development Application Referral and Review
Step 5:	Planning Division Follow-up Communication
Step 6:	Applicant Plan Revisions
Step 7:	Planning Division Schedule Review Authority Public Hearing (Class 3 Applications)
Step 8:	Applicant Public Noticing for Class 3 Applications (Minimum of 30 days prior to hearing)
Step 9:	Planning Division Preparation of Staff Reports (Typically only for Class 2 and 3 applications)
Step 10:	Design Review Board Public Hearing(s) Typically Only for Class 3 Applications (Class 1 and 2
	Applications May be Elevated)
Step 11:	Review Authority Action
Step 12:	Planning Division Provides Notice of Action
Step 13:	Effective Date of Application Decision and Appeal
Step 14:	Length of Validity (Generally 18 months unless longer vesting)



Planning & Development Services
Department
Planning Division
455 Mountain Village Blvd. Ste. A

Mountain Village, CO 81435

Development Application Submittal Requirements:

The following forms, information and plans will need to be submitted in order to have a complete development application. Situations will occur when all of the listed submittal requirements will not be required and where items not listed as submittal requirements will be required in order for the Town to have sufficient information to fully evaluate the impacts of a development application. The Planning Division is therefore authorized to determine, based on the nature of a development application, whether to waive submittal requirements or require additional submittal requirements.

Submitted	Item	Submittal Requirements
(Office Use)	No	
	1.	Application Form. Completed application form (Attached).
	2.	Fees.
		A. Class 1: \$250 for 2 hours; hourly rate thereafter
		B. Class 2: \$500 for 4 hours; hourly rate thereafter
		C. Class 3: \$3,500 plus per unit fee
		The applicant and property owner are responsible for paying all Town fees as set forth in
		the fee resolution, and are also required by the CDC to pay for Town Legal fees, the cost
		of special studies, and other fees as set forth in the CDC. Such fees are considered a
		condition precedent to having a complete development application, and shall be paid
		prior to the Town issuing the final approval
	3.	Proof of Ownership. Copy of current deed or title report on the effected property.
	4.	Agency Letter. If application is not submitted by the owner of the property, a letter of
		agency, signed by the property owner giving permission to a firm or person to submit the
		requested land use application (Attached).
	5.	HOA Letter. For development on property that is owned in common by a homeowners
		association, the development application shall include:
		A. A letter from the Homeowner's Association (HOA) board giving permission for
		the application (Attached), and where a vote is required by the HOA governing
		documents, a copy of the proof of the vote and outcome of such vote.
		B. A copy of the HOA governing documents, including bylaws and declaration.
	6.	Title Report . Copy of current title report for the property listing all encumbrances.
	7.	Development Narrative. A written narrative of the development application that
		outlines the request. The narrative should include a summary of how the application
		meets the key requirements of the CDC, such as the applicable criteria for decision
	8.	Existing Condition Plan. A stamped, monumented land survey prepared by a Colorado
		registered land surveyor showing existing site and surrounding access (driveway or
		roadway route, utility route, etc.) conditions drawn at a scale of 1" = 10' to a maximum
		of 1" = 30' showing the following information:
		A. Lot Size. Lot size needs to be shown.
		B. Existing Lot Lines. Existing platted lot lines need to be shown with distances,
		bearings and a basis of bearing. Existing property pins or monuments found and the
		relationship to the established corner also need to be shown.
		C. Existing Topography. Existing topography needs to be shown with two foot contour



Planning & Development Services
Department
Planning Division

Submitted (Office Use)	Item No	Submittal Requirements
		intervals, including spot elevations at the edge of asphalt along any roadway or
		driveway frontage for the intended access-way at 25 foot intervals.
		D. Steep Slopes. Any slopes that are 30% or greater shall be mapped with a shaded or
		hatch pattern.
		E. Wetlands, Ponds, Streams or Drainages (if any). Wetland, ponds, streams and drainages need to be shown. Recent wetland delineation by qualified consultant must be surveyed and shown on proposed site plan for United States Army Corps of Engineers approval. If wetland are located adjacent to the development site, such wetland area also needs to be shown (17.6.1 B)
		F. Easements. Indicate all easements shown on the governing plats and recorded against the property.
		G. Utilities. All underground and above ground utilities and pedestals or transformers need to be shown.
		H. Existing Improvements. Any existing site improvements need to be shown, such as buildings (including drip lines), drainage systems, trails (if part of official Town trails system as shown in the Comprehensive Plan), sidewalks, roadways, driveways, lite poles and fences.
		I. Fire Mitigation/Forestry Management. A Tree survey of all trees with a diameter at breast height of four inches (4") or greater shall be shown to ensure compliance with the fire mitigation and forestry management requirements (17.6.1 A)
	9.	Proposed Development Plan. The following information needs to be submitted:
		 A. Site Plan. A site plan showing all proposed development improvements with an engineered scale of 1"=10' to a maximum of 1" =30' showing: Existing topography, existing utility pedestals and transformers, proposed grading, wetlands, trees with a bdh of 4" or greater, ponds, streams, drainages, setbacks and easements. Proposed buildings, with roof drip lines clearly shown. Composite utility plan including but not limited to proposed gas and electric meter locations and any new transformer locations. Proposed parking areas and spaces, required signage (adaptable parking spaces, loading/unloading area, no parking etc.), address monuments, sidewalks, lighting, trash/recycling enclosures, amenity area, patios, decks and other proposed improvements clearly shown. Project summary that lists project data, including but not limited to lot size, zoning designations on the lot or site, building height, average building height, required parking and maximum lot coverage.
		B. Grading Plan. An access and grading plan prepared by a Colorado registered
		professional engineer showing how the project can meet the CDC roadway and driveway standards (17.6.6), grading and drainage design requirements (17.5.5 and 17.5.7) and pedestrian connections, as applicable, with existing grading in a dashed line, propose degrading shown with a solid line and spot elevations as needed.
		C. Building Elevations and floor Plans Architectural plans prepared by a Colorado



Planning & Development Services
Department
Planning Division

Submitted (Office Use)	Item No	Submittal Requirements
		licensed architect designed in accordance with the applicable regulations of the CDEC (Design Regulations, Zoning Regulation, etc.) including but not limited to building elevations and floor plans with a scale of 1/4" = 1' to 1/16"= 1' for larger scale projects.
		 i. Floor plans labeled, dimensions and drawn in sufficient detail ii. All elevations of proposed buildings with all exterior wall materials clearly labeled and calculated in a table format to comply with section 17.5.6E and iii. Maximum building height and maximum average height with plan submittal requirements pursuant to CDC section 17.3.11, including but not limited to a table calculating the maximum average building height.
		 iv. Roof plan that meets the roof form Design Regulations in section 17.5.6.C, including but not limited to roof design, snow and ice shed prevention devices, pitch, eaves and fascia, drainage and material v. Roof plan overlaid on a topographic survey with all ridgeline heights labeled in
		 USGS elevation vi. Window and door schedule to comply with CDC section 17.5.6.G-H Details of recess of windows and doors within stucco or stone walls. vii. Address monument design and lighting to comply with CDC section 17.5.13.E(4) and 17.5.13.F.
		D. Computer Massing Model. A computer massing model with interactive viewing capability (360 degree rotation, fly by, etc.) showing the proposed buildings, including roof forms, illustrating building mass and proportion, site contours of 2' intervals, and surrounding development to scale so the building design can be evaluated pursuant to the Design Regulations.
		E. Landscape Plan. A Landscape plan in accordance with the Landscaping Regulations (17.5.9) shall be designed and prepared by an American Society of Landscape Architecture certified designer or a landscape professional with experience in creating and planting landscape plans in montane and subalpine life zones.
		F. Outdoor Lighting Plan. A conceptual outdoor lighting plan in accordance with the Lighting Regulations (17.5.12) including but not limited to the need to provide full cut-off light fixtures.
		 G. Construction Mitigation Plan. Maps or plans and written narrative describing layout of the construction site to show: Limits of construction disturbance, including limits of excavation; Location of cranes and crane radius (if applicable); Limits of tree removal; Identification of trees to remain within the limits of disturbance; Location of construction fencing and details of methods to protect the trees to be preserved on a site and any other vegetation;
		vi. Location of building materials storage areas, cut and slash storage and route of removal;vii. Construction parking(location and amount);



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Submitted (Office Use)	Item No	Submittal Requirements
(000 000)		viii. Location of port-a-toilet;
		ix. Location and size of construction trailer;
		x. Location and methods of erosion control and methods to protect ponds, streams
		and wetland is applicable;
		xi. Location and size of trash container of enclosure and route of removal; and
		xii. Location of bear proof container for all food waste.
		H. Material Board. The applicant shall submit photos of proposed materials and a 2'x3'
		materials board with sampled of stone, siding material, colors, accent material and
		roofing at the time of the DRB Review for Class 3 applications. A 4'x4' stone mockup
		shall be constructed on site prior to commencement of stone work.
	10.	A. Engineered Infrastructure Plan. The development shall include sufficient
	10.	infrastructure designed by a Colorado registered professional engineer, including but
		not limited to vehicular and pedestrian access, mass transit connections, parking,
		traffic circulation, fire access, water, sewer and other utilities.
		i. Utility Plan . A composite utility plan showing the intended routes for providing
		water, sewer, electric, cable and telecommunications.
		ii. Availability of Water, Sewage Disposal and Utilities. The applicant shall consult
		with the director of the Public Works Department, San Miguel Power association
		and Source Gas prior to the submission of a development application to include
		statements from such agencies in the application on the availability of utilities to
		serve the intended development.
		iii. Access Plan. An access plan providing access to and from the site of the
		development shall be provided, including any needed infrastructure
		improvements as may be required by the Subdivision Regulations and the Road
		and Driveway Standards.
	11.	Practicable Alternatives Analysis: For development proposing disturbance to wetlands,
		the general easement or slopes greater than 30%, the Town may require an applicant
		prepare a practicable alternative to demonstrate why it is not practicable to avoid such
		areas.
	12.	Design Variation. If a design variation is requested pursuant to the Design Variation
		Process in the CDC section 17.4.11.E(5), the application shall include a detailed narrative
		on how such variation meets the criteria in section 17.4.11.E(5)(e).
	13.	Public Improvements Cost Spreadsheet. For multi-family, mixed use or commercial
		development, or as otherwise required by the CDC or a development agreement, the
		developer shall submit a spreadsheet breaking down the cost of the construction of any
		public facilities or improvements that are necessary for the development, with such
		spreadsheet providing the line item total cost, unit type (EG. Lineal feet, cubic yards, sq.
		Ft.)
	14.	Plan Set Sheet Requirements. All plan sets as set forth in these submittal requirements
		shall be formatted to have a sheet size of 24" x 36", with cover sheet providing the
		contact information of all plan consultants, vicinity map, and sheet index; and all sheets
		showing date of original plan preparation and all revision dates, sheet labels and
		numbers, borders, title blocks, project name, lot number, address legends.



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455 Mountain Village Blvd. Ste. A Mountain Village, CO 81435

Submitted	Item	Submittal Requirements
(Office Use)	No	
		A. All plans submitted by a Colorado licensed architect. Surveyor, geologist or
		interior designer shall be electronically stamped and signed without a locked
		signature to allow for commenting on the plan sets.
	15.	Licensed Architect Required. All development applications for a structure or building to
		be constructed, altered or modified within the town are required to be stamped by a
		Colorado licensed architect. If allowed by the CRS 12-25-301 et seq, the Director of
		Community Development may exempt a remodeling development application for this
		requirement, if he/she determines that such remodeling is minor in nature and without
		any modification to a building's mass, or for a remodeling that is simply proposing the
		replacement of exterior materials and associated minor alterations.
	16.	ePlan Submittal. All development applications shall be submitted pursuant to the ePlans
		submittal process as outlined in the following publication:
		https://townofmountainvillage.com/media/ePlans-Electronic-Submittal-and-Review.pdf

Questions and/or comments on ePlans Process can be directed to cd@mtnvillage.org or call 970-728-1392.



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Mountain Village, CO 81435

DESIGN REVIEW PROCESS APPLICATION				
	APPLICA	NT INF	ORMATION	
Name:			E-mail Address:	
Mailing Address:			Phone:	
City:		State	Zip Code:	
Mountain Village Business	License Number:			
	PROPER	TY INF	ORMATION	
Physical Address:			Acreage:	
Zone District:	Zoning Designations:		Density Assigned to the Lot or Site:	
Legal Description:				
Existing Land Uses:				
Proposed Land Uses:				
	OWNE	R INFO	RMATION	
Property Owner:			E-mail Address:	
Mailing Address:			Phone:	
City:		State	:	Zip Code:
	DESCRIP	TION (OF REQUEST	



Planning & Development Services Department Planning Division

	l,	, the owner of Lot	(the	
	"Property") hereby certify tha	t the statements made by myse	elf and my agents on this	
	application are true and corre	ct. I acknowledge that any misi	representation of any	
	information on the application	n submittal may be grounds for	denial of the development	
	application or the imposition of	of penalties and/or fines pursua	ent to the Community	
	Development Code. We have familiarized ourselves with the rules, regulations and			
	procedures with respect to pr	eparing and filing the developm	ent application. We agree to	
	allow access to the proposed	development site at all times by	members of Town staff, DRB	
	and Town Council. We agree	that if this request is approved,	it is issued on the	
	representations made in the o	levelopment application submit	ital, and any approval or	
	subsequently issued building p	permit(s) or other type of permi	it(s) may be revoked without	
OWNER/APPLICANT	notice if there is a breach of re	epresentations or conditions of	approval. By signing this	
ACKNOWLEDGEMENT	•	nd and agree that I am respons	·	
OF RESPONSIBILITIES	•	mprovements as shown and app	• • • •	
	•	andscaping, paving, lighting, etc	•	
		paying Town legal fees and oth	er fees as set forth in the	
	Community Development Cod	e.		
				
	Signature of Owner	D	ate	
	Signature of Applicant/Agent		 Date	
	Signature of Applicant/Agent		Date	
	OFFIC	E USE ONLY		
Fee Paid:		By:		
		Planner:		



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OWNER AGENT AUTHORIZATION FORM

I have reviewed the application and he	reby authorize (agent <i>name</i>)	
of (agent's business name)		_to be and to act as my designated
representative and represent the devel	opment application through all	aspects of the development review
process with the Town of Mountain Vill	age.	
(Signature)	(Date)	
(Printed name)		



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HOA APPROVAL LETTER

I, (print name)	, the HOA president of property located at
	, provide this letter as
written approval of the plans dated	which have been submitted to the
Town of Mountain Village Planning & Develop	ment Services Department for the proposed improvements to be
completed at the address noted above. I under	rstand that the proposed improvements include (indicate below):
(Signature)	(Date)
(Printed name)	

SIGN-IN SHEET

DRB Meeting THURSDAY MARCH 2, 2017 Please write clearly

ATTENDEE NAME (PLEASE PRINT CLEARLY)	EMAIL ADDRESS
STACY LAXT	S. HARPER, MERKICO GMI STACY & TOMMYHEIN, COM Charles = Ipin-planing!

