



**MINUTES OF A REGULAR MEETING OF THE  
EAGLE RANCH DESIGN REVIEW BOARD  
April 20, 2023**

A Regular Meeting of the Eagle Ranch Design Review Board was held on Thursday, April 20, 2023, at 2:00 p.m. at 1143 Capitol Street, Suite 208, Eagle, Colorado, and by Google Meet.

**MEMBERS ATTENDING**

Melanie Richmond (via Google Meet)  
John Martin (via Google Meet)  
Rick Messmer  
Alicia Davis

**MEMBERS NOT ATTENDING**

Tom McCord  
Jim Crine  
Michael Sanner  
Rick Dominick

**OTHERS ATTENDING**

Nick Richards, Association Manager  
Shelley Bellm, Association Assistant Manager  
Mike Ingo, DRB Administrator  
Kokoska – Paul Roberts  
Shields – Paul Roberts  
Dow – Andrea Ansnes, Mary Dow  
Everett – Bobby Ladd, Colleen Everett

**MEETING MINUTES**

The Board reviewed the February 16, 2023, meeting minutes. **Motion to approve by John Martin, second by Mel Richmond, (4-0).**

The Board reviewed the March 2, 2023, Special Meeting minutes. Tabled to May 18, 2023.

The Board reviewed the March 16, 2023, meeting minutes. **Motion to approve by John Martin, second by Mel Richmond, (4-0)**

**ADMINISTRATIVE REVIEW** – *Board Discussion/Clarifications to Administrative Review Items, follow respective item in red italics*

**Kokoska Residence** Filing 24 – Block 00 – Lot 39 \_ 2272 East Haystacker Drive – **CDC Roofing Materials/Siding/Mockup** – Architect: Turnipseed, Glenn Harakal; Highlands, Craftsman

- a. **Discussion Item:** Review request for changing roofing materials from red/rust hues to brown/bronze hues.
- b. **Discussion Item:** Review request to utilize material selected for vertical wood siding for horizontal siding too instead of different species or color stain. *Must be 8" minimum*
- c. **Discussion Item:** Review photos of mockup for Board Approval with material changes.

**Summary:** Provide continuing compliance with Neighborhood Center Single Family Residential Design Guidelines.

**Additional Board Discussion:**

Board okay with the changes proposed.

**Motion:** Motion to approve by Alicia Davis, second by Rick Messmer (4-0)

**Shields Residence** Filing 22 – Block 00 – Lot 50 \_ 1057 Fourth of July Road – **CDC Exterior Materials & Patio Revisions** – Architect: Turnipseed, Brennen Fitzgerald; Uplands, Craftsman

- a. **Discussion Item:** Review increased patio size, added grill, screen wall, and hot tub.
  - i. Clarify surface of revised patio. Site Plan shows concrete, Floor Plan shows sand set pavers.
- b. **Discussion Item:** Exterior Lighting
  - i. Review revised light fixture cut sheet.
  - ii. Review light fixture quantity. Lighting Worksheet and Sheet A1.2 only show 9 fixtures. Sheet E2.1 shows 14 fixtures, including step lights and can light. Provide cutsheet for ceiling fan at Covered Patio and include in calcs if it has a light. Coordinate sheets and update Lighting Worksheet accordingly. Maintain max. allowable 5,500 lumens. UDG 2.3.7(4)
  - iii. Clarify no additional lighting at revised hot tub location.
- c. **Discussion Item:** Review revised West Exterior Elevation on 1/A3.0
  - i. Replaced vertical siding with new material, horizontal siding at 3<sup>rd</sup> Garage Bay.
  - ii. Replaced stucco with new material, horizontal siding at Kitchen.
  - iii. Review stucco above lighter material, wood siding, at Kitchen. UDG 2.3.1(3)
  - iv. Replaced vertical wood siding and metal panels with new material, horizontal siding at Main Entry.
  - v. Replaced vertical wood siding and stone wainscot with stucco with new material, horizontal siding along Bedroom. See 2/A3.4 for full elevation.
  - vi. Replaced stucco with vertical wood siding and stone wainscot at Bedroom.
- d. **Discussion Item:** Review revised South Exterior Elevation on 1/A3.1
  - i. Replaced vertical wood siding and full glass panel garage doors with new material, horizontal siding at 3<sup>rd</sup> Garage Bay. See 1/A3.4 for full elevation.
  - ii. Replaced metal panel with stucco at Chimney.
- e. **Discussion Item:** Review revised East Exterior Elevation on 1/A3.2
  - i. Review added transom windows above door at Master Bedroom.
  - ii. Review reduced window sizes at Great Room and Office.
  - iii. Replaced metal wall panels with new material, horizontal siding at Great Room.
  - iv. Review stucco above lighter material, wood siding, at Dining/Kitchen and Office. UDG 2.3.1(3)
- f. **Discussion Item:** Review revised North Exterior Elevation on 1/A3.3
  - i. Replaced vertical siding with new material, horizontal siding at Stairway.
  - ii. Review added stone wainscot below floor level at Laundry.
  - iii. Replaced vertical siding with new material, horizontal siding at 3<sup>rd</sup> Garage Bay.
- g. **Discussion Item:** Review revised North Partial Exterior Elevation on 2/A3.4
  - i. Review relocated window.
- h. **Discussion Item:** Review revised Masonry quantities. South and North Partial Elevations exceed 50%. UDG 2.3.1.1(1)
- i. Update Impervious Coverages on Cover Sheet to reflect increased rear patio. Showing same areas as 3/11/2022 stamped Approved Plans.
- j. Landscape Plan: Provide missing Plant Schedule and Legend previously shown on 3/11/2022 stamped Approved Plans. Update accordingly for planting revisions around patio and hot tub revisions.
- k. Provide offset lines for max. Building Height on all Elevation Sheets as previously shown on 3/11/2022 stamped Approved Plans.
- l. Top of plate elevation increased 6" above Office on A3.2. Provide revised missing Building Height EL. as previously shown on 3/11/2022 stamped Approved Plans.
- m. Provide corner detail for added new material, horizontal wood siding. All corner boards and trim must be at least 2x6 nominal. UDG 2.3.1.3(1)

**Summary:** Provide continuing compliance with Uplands Design Guidelines.

**Additional Board Discussion:**

Board okay with changes implemented already.

Approval process needs to happen prior to implementation on future projects.

**Motion:** Motion to approve by Alicia Davis, second by Rick Messmer (4-0)

**Dow Residence** Filing 04 – Block 07 – Lot 10 \_ 0171 West Foxglove Lane – **Pre-Design** – Architect: Maggie Fitzgerald Architects, Maggie Fitzgerald; Meadows, Prairie

- a. **Discussion Item:** Review house orientation with setback requirements. Review option for narrow frontage facade zone/front setback preferred min. 40', max. 50'. MDG 2.2.1.1 & 2.2.3
- b. **Discussion Item:** Review 81 foot long, near-continuous, plane elevation on northeast along property line.
- c. **Discussion Item:** Review driveway encroachment on Drainage Easement. Will require Town of Eagle Approval prior to DRB Approval.
- d. **Discussion Item:** Review Alternate Site Plan with further setback against Items a through c above. *Alternate is improvement from original Site and Floor Plan.*
- e. **Discussion Item:** Review Code requirements for man-door entry access to ADU and Address Numbers. MDG 2.2.4(2)
- f. **Discussion Item:** Review windows layout, shape/orientation, and divided lights for progress into Preliminary review. MDG 2.3.2
- g. **Discussion Item:** Review massing of ADU over garage at front of home as tallest element. *Acceptable with step back at balcony.*
- h. Provide Site Calculations and Exterior Lighting Worksheets for Preliminary Plan Review.
- i. Verify Site Area calcs and Gross Area calcs against DRB's area take-offs.
- j. Include Utility Enclosure and underground utility routing on Site Plan for Preliminary Review, including on Floor Plans. MDG 2.3.5.
- k. Two-car garages must have two matching doors, max. 10'w x 10'h. MDG 2.2.6(9)
- l. Roof Eave Overhangs may encroach into setbacks by not more than 30". MDG 2.2.1.4. NE eave scales out at 36" on South Elevation. Provide roof eave overhang dimensions on Site, Roof, and Elevation Plans for Preliminary review.
  - i. Continue to follow Architectural Style for Prairie in relation to close proximity on setback. Eave overhangs must be at least 30" wide. MDG 3.4.4(2)
- m. Provide for all requirements listed on Preliminary Plan Submittal Check List for Preliminary Review.

**Summary:** Provide continuing compliance with Meadows Design Guidelines.

**Additional Board Discussion:**

*Feels the design is "forced" into lot; John and Alicia feel house need to be pushed back with views to the north with a long driveway; to align with the neighborhood*

*Design has an unacceptable giant flat wall along property line facing neighboring home.*

*May require a variance to move house back and allow for a longer driveway and a variance for front door location.*

*John Martin to review plat language to see if any requirements were placed on the lot requiring flagpole design.*

**Motion:** *No Board Motions made at Pre-Design Phase*

**Everett Residence** Filing 01 – Block 01 – Lot 17 \_ 0344 Lime Park Drive – **Preliminary** – Architect: RAL Architects, Robert Ladd; Meadows, Craftsman

- a. **Discussion Item:** Review Architectural Style Repetition. MDG 3.1.2(2) – *current style is acceptable.*
- b. **Discussion Item:** Review house orientation and façade zone setbacks with lot layout on cul-de-sac. Preferred min. 40', max. 50'. MDG 2.2.1.1(3). House should be tangent to the curve of the street. MDG 2.2.3(2). DRB may grant variance where skewed side property lines create a hardship upon the placement of a reasonable house. MDG 2.2.3(3).
- c. **Discussion Item:** Review house massing cone with garage extending outside the 45 deg line. MDG 2.2.8 –
- d. **Discussion Item:** Review garage setback less than 15' from front of house. MDG. 2.2.6(6) – *must comply with 15' setback or use recommendation to turn the garage to face street with 25' setback.*
- e. **Discussion Item:** Review front yard landscaping. Showing all disturbed area as native seed. Front yard and planting strip lawn areas may be installed as sod or variation of buffalo grass. Native grasses may be planted along the sides of the front yard if it blends with neighboring lots. MDG 2.4.4(3) *owner is trying to achieve low maintenance. ok*
- f. **Discussion Item:** Review window patterns and divided lights. MDG 2.3.2 *Must accurately represent front door with Craftsman Style.*
- g. **Discussion Item:** Exterior Materials. Review separate Color Board. Include color board and perspective sheets within plan set and coordinate final colors accordingly for Final Plan review.
  - i. Horizontal siding: Clarify sizing, material, and profile, clarify color
  - ii. Vertical siding: Clarify sizing, material, and profile, Bungalow Blue
  - iii. Fascia & Soffit: Clarify material and color. Provide details for Final Plan review.
  - iv. Roofs: Primary 6:12 gables with asphalt shingle, Dark Grey. Secondary 3:12 sheds with standing seam metal, Grey – *must be 4:12 pitch at gable/shed extension above bedroom.*
  - v. Trim: Review proposed corner and various window trims to detail for Final Plan review. *Provide details*

- vi. Review color of exposed posts, beams, roof support brackets, rafters, outlooks.
- h. Driveway flare at street connection point appears to be 18'+. Driveway may flare to 16 feet in width at point of connection. MDG 2.2.5(3)
- i. Provide planting quantities on Plant Legend of Landscape Plan for Final Plan review. Refer to MDG 2.4.2.1(10) for minimum.
- j. Provide Address Numbers on front façade for Final Plan review. MDG 2.2.4
- k. Provide specification for Garage Doors for Final Plan review. MDG 2.2.6
- l. Provide beam look out details for Final Plan review. MDG 3.3.4(5)
- m. Provide Construction Management Plan, including details for silt fence continuous around Limits of Disturbance, for Final Plan review. Refer to Final Plan Submittal Check List for requirements.
- n. Verify Gross Floor Area is calculated from exterior of walls and includes vertical circulation. Attic spaces greater than 5'-0" in height shall be included in Gross Floor Area calculations. MDG 2.1.1.
- o. Provide 35' building height offset from most restrictive of existing or proposed grades on all elevations for Final Plan review. MDG 2.1.4. Provide highest Building Height point referenced to permanent benchmark for review with ILC.
- p. Provide Architectural Details for Final Plan review. Refer to Final Plan Submittal Check List for requirements.
- q. Include Site Calculations Worksheet on plans for Final Plan review.
- r. Provide exterior lighting on Floor or Site Plan, or separate plan. Include Exterior Lighting Worksheet and manufacturer's fixture cutsheets with lumen specs on plans for Final Plan review.

**Summary:** Provide continuing compliance with Meadows Design Guidelines.

**Additional Board Discussion:**

- Need greater detail on the front door for Craftsman Style
- Need greater design details for garage door
- Consider a base of sorts, Bellyband, corner boards required at horizontal siding
- Trim details required
- "Left Elevation" windows width needs reviewed
- Discussed risks of proceeding to final may delay approval.

**Motion:** Motion to approve by Alicia Davis, second by Rick Messmer (3-0)

**Conditions:**

1. Consider front load garage
2. Review windows on left elevation
3. Orientation acceptable
4. Show façade cone
5. Repetition of architectural style okay
6. Review roof pitch above bedroom
7. Provide house & columns base
8. More detail on front door

**OTHER BUSINESS**

**Decorative Fence Request**

- a. Not intended to define a yard.
- b. Potential to install on one side of driveway
- c. Intended to be decorative and not functional
- d. Should be within the spirit of the guidelines & architecture of the property.
- e. Require a maximum number of four(4) vertical posts and three(3) sections

**Artificial Turf**

- a. No artificial turf in front yard
- b. Okay in back yard or as a dog run – consider % of lot coverage or maximum square footage
- c. Concern for wildlife who graze in Eagle Ranch – unnatural product
- d. Must be fenced in; no visibility from street

**Building Envelope Update**

- a. Town of Eagle think a minor modification to the Eagle Ranch PUD would allow for minor changes at Staff Level approval
  - i. Further input needed from Colorado Department of Wildlife
- b. Will try to push to allow for planting outside of limits of disturbance/Building Envelope to assist with restrictions of Wildfire

requirements

- c. Unmurry building envelope from Limits of Disturbance as currently in PUD
- d. Define building "area" and allowable disturbance area for MEI projects after successful revegetation from original build

#### **Solar Policy**

- a. Table until more members are present for vote.

#### **Notice of Violation**

- a. Contractor & homeowner were issued a violation & fine.

#### **Contractor Registry**

- a. Draft policy was provided to the Board for review and comment. Members in attendance provided support for the policy, in general. However, they felt it was important to allow more time for review and comment by members not present at the meeting. The draft document was forwarded to the DRB with a request for comments by May 10 so they could be incorporated into the final draft for the Executive Board.

#### **Exterior Lighting**

- a. Request was made for a potential update to the guideline to include LED. Current Guideline is driven by TOE current Municipal Code.

Rick Messmer made a motion to adjourn at 4:27 pm, second by Alicia Davis

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END OF MINUTES