



**MINUTES OF A REGULAR MEETING OF THE
EAGLE RANCH DESIGN REVIEW BOARD
May 18, 2023**

A Regular Meeting of the Eagle Ranch Design Review Board was held on Thursday, May 18, 2023, at 2:00 p.m. at 1143 Capitol Street, Suite 208, Eagle, Colorado, and by Google Meet.

MEMBERS ATTENDING

Melanie Richmond
John Martin
Rick Messmer
Alicia Davis
Jim Crine
Tom McCord
Rick Dominick

MEMBERS NOT ATTENDING

Michael Sanner

OTHERS ATTENDING

Nick Richards, Association Manager
Shelley Bellm, Association Assistant Manager
Mike Ingo, DRB Administrator
Piper – Brett Piper, Kathy Aalto
Shelley – Alicia Davis, Amanda Shelley
Newell – Alicia Davis, Kayce Newell
Betz – Paul Roberts
Beatty – Paul Roberts, Angela Beatty
Douglas – Kurt Peterson, Tim Owen, Danny Douglas
Birk – Gaby Meola, Craig & Kristina Birk
Everett – Bobby Ladd, Greg & Colleen Everett
Dow – Maggie Fitzgerald, Andrea Ansnes, Mary Dow

MEETING MINUTES

The Board reviewed the April 20, 2023, meeting minutes. **Motion to approve by Melanie Richmond, Seconded by Rick Messmer, 3-0**

The Board reviewed the March 2, 2023, Special Meeting minutes. **Motion to approve by Melanie Richmond, Second by John Martin, 4-0**

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

Piper Swimming Pool Filing 24 – Block 00 – Lot 52 _ 0014 Clover Ln. – **MEI Final** – Architect: Ceres Landcare, Kathy Aalto; Highlands

- a. **Discussion Item:** Review proposed site access through previously disturbed area as discussed in 2/16/23 DRB Meeting.
- b. Provide existing Gross Area of house and included added gross area for pool equipment shed for Technical Plan review.
- c. Temporary disturbance area for daylighting drain acceptable. Add note to plans to revegetate immediately after work is complete for Technical Plan review.
- d. Provide spec and color for door at pool equipment shed for Technical Plan review.
- e. Clarify note on Sheet L2 regarding revegetation at access per previous street access for Technical Plan review.
- f. Provide Exterior Lighting Worksheet on Plans, if applicable for adding lighting, for Technical Plan review.

Summary: Provide continuing compliance with Highlands Design Guidelines and Outbuildings, Recreational Structures & Fire Pits Policy.

Additional Board Discussion:

Must stay below 7000 with the addition of the pool equipment shed.
Provide temporary irrigation.
Screening between pool house and road – soften view of roof with shrubs

Motion:

Motion by Melanie Richmond, seconded by Rick – vote 5-0
1. Landscaping placed on north side of pool mech building
2. Temporary irrigation on access until seed is established

Shelley Garage ADU Addition Filing 02 – Block 04 – Lot 51 _ 0055 Ewing Street – Major MEI Final – Architect: Alicia Davis Architect; Village Homes

- a. **Discussion Item:** Clarify proposed color for new stair railing shown on elevation. **Ultimately Village Homes decision**
- b. **Discussion Item:** Clarify relocated fence material. **Will match existing fence**
- c. Provide note on elevation for window trim to match existing for Technical review.
- d. Provide ADU Address Marker at stair storage.
- e. Provide Structural Plans for Technical review.

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

Additional Board Discussion:

Gable roof over stair case
Jim opposed to exterior stairs as it does not comply with fully integrated ADU; Concern with accumulation of snow.

Motion:

Motion to approve by Melanie Richmond, Second by Tom McCord, vote 3-1
1. Recommend a gable roof over stair for snow

Newell Garage ADU Addition Filing 18 – Block 00 – Lot 04 _ 1048 Sylvan Lake Road – Major MEI Final – Architect: Alicia Davis Architect; Village Homes

- a. **Discussion Item:** Clarify proposed staggered edge panel siding shown on elevation.
- b. Provide note on elevation for window trim to match existing for Technical review.
- c. Provide ADU Address Marker at ADU Entry Door. Relocate Existing Address Marker.
- d. Provide Structural Plans for Technical review.

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

Additional Board Discussion:

ADU Parking in garage; Stairs located inside structure.

Motion:

1. Motion to approve by Melanie Richmond, Seconded by Jim Crine, vote 4-0

Betz Deck Addition Filing 04 – Block 08 – Lot 07 _ 0019 Hernage Creek Road – **MEI Final** – Architect: Turnipseed, Glenn Harakal; Uplands

- a. **Discussion Item:** Review roof support posts. Posts supporting roof above must spring from pier or wall. UDG 2.2.10(9)

Summary: Provide continuing compliance with Uplands Design Guidelines.

Additional Board Discussion:

Roof support & Beam must meet structural requirements
Exposed rafters must match what is currently existing on home

Motion:

Motion to approve by Melanie Richmond, Seconded by John Martin, vote 5-0
1. Must meet structural requirements

Beatty Residence Filing 22 – Block 00 – Lot 20 _ 0244 N. Penstemon Lane – **Preliminary** – Architect: Turnipseed, Paul Roberts; Uplands, Victorian

- a. **Discussion Item:** Review house/garage orientation and width in façade zone setbacks. UDG 2.2.3(1), 2.2.3(2), & 2.2.6.2(3a)
- b. **Discussion Item:** Review proposed grades on front of house entry and connectors in relation to existing grades. UDG 2.2.2(3)
- c. **Discussion Item:** Clarify function of “Plunge Pool”, previously shown as “Hot Tub” in Pre-Design, for review with Outbuildings & Recreational Structures Policy 1.3.2(c) or 1.3.2(e) – **Technically a large hot tub**
- d. **Discussion Item:** Review Floor Areas provided with DRB Take-offs per Gross Area requirements. Gross Area shall not exceed 7,000sf. UDG 2.1.1(1) **Verify calculations & scale**
- e. **Discussion Item:** Review ADU access at Level 1 for inclusion in ADU Area Calc.
- f. **Discussion Item:** Review elevated first story deck roof projection less than 6'-0". UDG 2.2.10(4) **okay, main level**
- g. **Discussion Item:** Review post for roof support at rear deck. Must spring from substantial pier or wall. UDG 2.2.10(9) **okay**
- h. **Discussion Item:** Review window patterns and divided lights. UDG 2.3.3 **okay, header & sill will be proud of trim**
- i. **Discussion Item:** Exterior Materials.
 - i. Horizontal siding: Clarify range of multi-width. Color to be Dark Grey. Min. 6", max. 12". UDG 2.3.1.2(1) **Vintage woods**
 - ii. Vertical siding: Clarify width. Color to be Snowdrift. Min. 6", max. 12". UDG 2.3.1.2(1)
 - iii. Fascia, Trims, Beams, Posts, Windows: Color to be Charcoal – matte finish. **2 x 8**
 - iv. Soffit: 1x6 T&G V-Groove. Color to be stained light.
 - v. Roofs: Primary 10:12 gables with asphalt shingle, Charcoal. Secondary 2:12 sheds with standing seam metal, Dark Grey – matte finish
 - vi. Trim: Review details of proposed corner and various window trim.
 - vii. Material Transition: Review detail for same-plane material transitions. **Be consistent with one material across single façade. No transitions allowed.**
- j. **Discussion Item:** Review raised trim garage doors. Provide garage door spec for Final Plan review. UDG 2.3.2. **raised trim is allowed**
- k. **Discussion Item:** Review door opening and transom height exceeding 10' in height off Great Room. UDG 2.3.3.1(8)
- l. **Discussion Item:** Review ADU dormer width off rear of Garage exceeding 16' in width per Victorian Style. UDG 3.2.2.2(6) **No wider than 16'**
- m. **Discussion Item:** Clarify proposed vertical wood reveal shown in Chimney details but not on Elevations. **Will not be using that detail.**
- n. Update Site Calculation Worksheet and areas where shown on Plans for Final Plan review. Values do not calculate correctly and do not match values provided on plans.
- o. Show location(s) for underground utility routing as applicable outside Building Envelope for Final Plan review. Hatch areas.
- p. Clarify subgrade at flagstone patios to identify if impervious or not for inclusion in Site Calculation Worksheet for Final Plan review. Walkway states sand set which is pervious while Main Entry and Ante Entry show a slab on A2.1. Clarify rear patio.
- q. Landscape Plan: Provide the following for Final Plan review.
 - i. Include all final quantities in Plant Schedule meeting minimum requirements. UDG 2.4.2.1(5)
 - ii. Provide location for Address Marker on Plan. Include detail for Address Marker on Plan. UDG 2.2.4.
 - iii. Provide irrigation notes on Plan and include on Site Calculations Worksheet, including any temp irrigation.
- r. Utility Enclosure shown on Site Plan off back of Garage. Show enclosure on Elevations and Floor Plans for Final Plan review.
- s. Window trim must be detailed with head or sill differentiated at minimum. UDG 2.3.3.2(2)
- t. 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.
- u. Provide 35' building height offset from most restrictive of existing or proposed grades on all elevations for Final Plan review. UDG 2.1.4. Provide highest Building Height point in USGS referenced to permanent benchmark for review with ILC.
- v. Provide Architectural Details for Final Plan review. Refer to Final Plan Submittal Check List for requirements.

Summary: Provide continuing compliance with Uplands Design Guidelines.

Additional Board Discussion:

Must comply with item n-v
John likes the architecture, will fit in very well with neighborhood

Motion:

Motion to approve by Melanie Richmond, seconded by Rick Messmer, Vote 5-0

1. Material change not allowed in same plane
2. Verify building square footage within 7000 sf.
3. Items N-V shall be complied with on the administrative notes

Douglas Residence Filing 24 – Block 00 – Lot 03 _ 0019 Aster Court – **Preliminary** – Architect: Focal Studio, Kurt Peterson; Highlands, Victorian

- a. **Discussion Item:** Review house/garage orientation. HDG 2.2.5.2(3)
- b. **Discussion Item:** Review various roof pitches for primary roofs. All meet 10:12 to 12:12 range for Victorian Style. HDG 3.2.2.2(1)
Prefer pitch at 10:12 for consistency; review lower gable and consider minimum 3:12
- c. **Discussion Item:** Review 1:12 roof pitch over chimney cap. Minor roofed elements may have shed roofs with pitches between 2:12 and 12:12. HDG 3.2.2.2(3)
- d. **Discussion Item:** Review window patterns and divided lights. HDG 2.3.3. Picture windows do not require divided; operable require divided lights.
- e. **Discussion Item:** Exterior Materials. Review rendering with color board. Provide all clarifications discussed on plans for Final Plan review.
 - i. Horizontal siding: Composite lap siding. Color to be Porpoise. Clarify reveal, min. 8" required. HDG 2.3.1.2(1)
 - ii. Vertical siding: Board & batten. Clarify width and spacing of battens. Color to be Sealskin. Review if belt course not less than 2x12 at each floor to eliminate butt joints is required. HDG 3.2.2.5(1c)
 - iii. Stone Veneer: Versetta Stone. Color to be Mission Point. Detail the transition between stone & vertical siding
 - iv. Fascia, Soffit, Timbers: Color to be Gray Brown stain.
 - v. Windows: Clarify color of window frames. Require a trim; stands proud of batten
 - vi. Roofs: Primary 10:12, 11:12, & 12:12 gables with asphalt shingle, Estate Gray. Secondary 2:12 sheds with standing seam metal, Dark Bronze – matte finish
 - vii. Trim: Clarify corner trim, window trim materials and colors.
- f. **Discussion Item:** Clarify garage door finish. Provide garage door spec for Final Plan review. HDG 2.3.2. Flat/smooth black panel metal
- g. **Discussion Item:** Review elevated Front Porch with Victorian Style for open below and if railings required. HDG 3.2.2.3. Under 30", no railing required. Cannot be floating
- h. Provide offset to either end door of three car garage min. 2' offset from the plane of the other doors. HDG 2.2.5.2(d)
- i. Update roof overhang background on Site and Landscape Plans to match current Roof Plan for Final Plan review.
- j. Include calculated area for Disturbance Area where called out on plan for Final Plan review.
- k. Provide missing line not showing on all site plans for the Rear Setback line for Final Plan review.
- l. Landscape Plan: Provide the following for Final Plan review.
 - i. Include all final quantities and sizes in Plant Schedule meeting minimum requirements. HDG 2.4.1.4(6)
 - ii. Provide location and detail for Address Marker on Plan. HDG 2.2.3.
 - iii. Provide irrigation notes on Plan and include on Site Calculations Worksheet, including any temp irrigation.
 - iv. Correct Landscape Notes for proper USGS elevation set as 100'-0" and remove language for differing DRC.
- m. Coordinate exterior light fixtures quantities on Exterior Lighting Worksheet with what is shown on Plan. Fixture quantity shown on Plan per manufacturer's lumen spec will exceed max. allowable 5,500lm. Proposed unshielded can lights exceed max. allowable unshielded lumens. HDG 2.3.8.
- n. Include Exterior Lighting Worksheet and fixture cutsheets on Plans for Final Plan review.
- o. Correct Floor Plan Notes (typ) for proper USGS elevation set as 100'-0" on all sheets for Final Plan review.
- p. Review accessible Attic (ceiling below 5') that was presented as Storage, Hall, Mechanical, and/or 3rd Upper Level Bedroom at Pre-Design. Will review with Structural Plans at Technical Plan review to determine if Attic needs to be included in Gross Area calculations. Dead spaces 5'-0" or more that could be accessible will count toward the overall square footage. HDG 2.1.1(1)
- q. 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.
- r. Provide Architectural Details for Final Plan review. Refer to Final Plan Submittal Check List for requirements. i.e. window trim for each siding material, corner trim, eave and rake with soffit and fascia, chimney cap, etc.

- s. Include Site Calculations Worksheet on Plans for Final Plan review.

Summary: Provide continuing compliance with Highlands Design Guidelines.

Additional Board Discussion:

Screen ADU parking with plantings

Verify utility location with utility provider – they are requiring location near front of building

Overall architecture & plans are well done

Understand fire-zones

Motion:

Motion to approve by Melanie Richmond, seconded by Jim Crine, vote 5-0

1. Study roof pitches bringing to 10:12
2. Divided lights on operable windows, picture windows do not require divided light
3. Study stone veneer; ensure it does not look like a veneer; wrap corners if necessary
4. Cut sheet on garage door must be provided for final
5. Study siding & trim requirements
6. 1 garage door must be offset 2' by others
7. Must comply with items H-S

Birk Residence Filing 04 – Block 06 – Lot 40 _ 2023 Eagle Ranch Road – **Preliminary** – Architect: Gabrielle Designs, Gaby Meola; Meadows, Victorian

- a. **Discussion Item:** Review setback of garage. Min. 15' from front of house. Back wall of garage faces street. MDG 2.2.6(6) 15' requirement must be met.
- b. **Discussion Item:** Review double driveway. Verify requirements with the Town of Eagle, may require single driveway cut. Designate ADU parking & screen from street with landscaping. Review garage door requirements. Double door garage would be acceptable.
- c. **Discussion Item:** Clarify proposed design for Privacy Panels at patio. Provide detail for Final Plan review. eliminated
- d. **Discussion Item:** Review two principal masses of house meet Victorian Style for 1-1/2 to 2-story requirements. Majority of primary house is 1-story. MDG 3.2.3(1) Board reads design as Victorian
- e. **Discussion Item:** Primary Roof must be symmetrical gable roofs. MDG 3.2.4(1). No primary masses of the house may have shed roofs. MDG 3.2.4(2) Broken with stone pillars to provide break; shed concern for snow/ice buildup; needs to be studied
- f. **Discussion Item:** Review window layout/orientation and divided lights. Horizontally oriented rectangular ganged windows shown in some locations. Vertically oriented rectangular windows are strongly encouraged for Victorian homes. MDG 3.2.8. Front garage windows (horizontal) will be adjusted to match others; more balance between the vertical and horizontal windows throughout the design. Divided light needs to be more consistent throughout the design, too much variation at this stage.
- g. **Discussion Item:** Review unsupported cantilevered balcony and spiral stair projection at ADU. Large cantilevered second story elements are discouraged because they are foreign design elements in traditional Colorado architecture. MDG 2.3.8. Guidelines do not support cantilever balcony; must be ground supported – extend deck and post; loft area to be removed – to be replaced with vaulted area.
- h. **Discussion Item:** Review unsupported bay window projections. MDG 2.3.2.1(5) Ground support required
- i. **Discussion Item:** Exterior Materials
 - i. Vertical siding: Board & batten. Clarify material, batten size and spacing, and color.
 - i. Large multi-story spans shown. Review potential belt course not less than 2x12 at each floor to eliminate butt joints in board and batten similar to Uplands DG 3.2.2.5. Typical all elevations with multi-story spans.
 - ii. Stone: Clarify proposed color and pattern. Random horizontal ashlar lay-up of stone is required. No more than 20% of surface area may be comprised of non-rectangular units that must be randomly dispersed within the ashlar field. MDG 2.3.1.1(7)
 - iii. Soffit, Fascia, Gable, Window & Door Trim: Clarify material, sizes, and color
 - iv. Clarify bottom of wall band. Provide details for Final Plan review.
 - v. Roofs: Primary gables with 12:12 pitch and primary sheds with 2:12 pitch. Secondary with 2:12 pitch. All roofs shown as standing seam metal in matte Dark Bronze. Main Roofing elements may not have metal roofing materials. MDG 2.3.3(6)
 - vi. Windows: Clarify color of window frames and mullions.
 - vii. Bay Window Projections: Clarify siding material, size, and color at projections.
- j. **Discussion Item:** Clarify condition above front auxiliary garage with a window, not shown on floor plans. Accessible area over 5'-0" in height must be calculated in Gross Area calculations. MDG 2.1.1.
- k. **Discussion Item:** Review railings. Clarify design intent and provide details for Final Plan review.
- l. **Discussion Item:** Landscape Plan
 - i. Provide Final Landscaping Plan for Final Plan review. Include setbacks and easements on plan.

- ii. Include tree and planting quantities and sizes in Legend. Refer to MDG 2.4.2.1(10) for minimum requirements.
- iii. Provide mulched planting beds along all portions of foundation line not contiguous with pavement or hardscapes. MDG 2.4.2.1(6)
- iv. Review trees in/around easement. Access for Town of Eagle Public Works must be maintained.
- v. Provide color of stamped concrete for Final Plan review.
- vi. Irrigation Areas not included on Site Calculations Worksheet. Provide all permanent and temporary irrigation calculations for Final Plan review.
- vii. Include Irrigation Notes on Landscape Plan.
- m. Site Calculations Worksheet: Correct all for Final Plan review and include worksheet on Plans.
 - i. Area of Disturbance shown less than lot size. Define this area on Site Plan and Construction Management Plan if intent is to leave areas undisturbed to properly communicate to builder.
 - ii. Total Impervious Coverage does not calculate properly with all values provided. Showing 6,614.5sf on worksheet but math comes to 7647sf.
 - iii. Review ADU area. Showing 841.2sf on worksheet while DRB take-off is 929.54sf. Max allowable is 850sf. MDG 2.1.2. **Removing the ADU loft.**
 - iv. Review Total Building Area. Showing 5,325.5sf on worksheet while DRB take-off is 5,624.0sf. Plans show 4,445.3sf.
 - v. Provide Irrigation Areas.
- n. Verify Gross Floor Area is calculated from exterior of walls and includes vertical circulation. ADU is calculated under the Gross however has its own separate calculation based on interior space, excluding vertical circulation. MDG 2.1.1. & 2.1.2.
- o. Provide all Final Plan drawings per required scales as provided on Final Plan Submittal Checklist. Many plans submitted for Preliminary are incorrect scale as required by Preliminary Check List.
- p. Provide both existing and proposed grade lines on Site Plan per Checklist. Differentiate using dashed and solid lines.
- q. Note designated ADU parking on Site Plan. MDG 2.2.7(c) **Screen with landscaping**
- r. Provide Site Plan that shows connection all the way to street for driveway and utility connections. Driveway flares incorrectly drawn to Property Line on current plan, not connection to street. Refer to ILC for ROW area currently not shown on Site Plan.
- s. Provide walkway from public sidewalk to front porch. Currently connecting to driveway. MDG 2.2.10(1)
- t. Provide roof eave overhang dimensions on Roof Plan for Final Plan review. Typical all conditions. MDG 3.2.2.2(4)
- u. Building Height is calculated off most restrictive grade, either existing or proposed. Provide plane offset 35' from grade as marked up on plans for all Elevations details. MDG 2.1.4.
 - i. Roof at ADU scales to be within inches of shown existing grade. Provide USGS elevation for highest ridge for comparison with ILC required at Framing Inspection.
- v. Windows at three-sided projection at ADU spiral stair dimension at 11'-3 3/4". Max height of continuous window opening is 10'. Typical all 3 sides of projection. MDG 2.3.2.1.
- w. Review use of stone on all elevations and divider walls. Stone may not cover more than 50% of the vertical surfaces of any elevation. MDG 3.2.7(3)
- x. Provide ADU address numbers at ADU entry or other since located at rear garage. MDG 2.2.4.2
- y. Provide Architectural Details for Final Plan review. Refer to Final Plan Submittal Check List for requirements. i.e. window and door trim for each siding material, corner trim, eave and rake with soffit and fascia, chimney cap, etc.
- z. Provide garage door spec for Final Plan review. MDG 2.2.6(8)
- aa. Provide Exterior Lighting Worksheet and fixture cutsheets showing lumen specs on plans for Final Plan review.
 - i. Included sheets E3.1 and E3.2 in Final Plan set if lighting will not be shown on Architecturals.
 - ii. Clarify fixtures shown on worksheet but not located on plan. Place fixture quantities in correct column on worksheet.
 - iii. Worksheet shows total 3,950 lumens. Lumens based on quantities provided is 5,766. Revise lighting to meet max 5,500 lumens. MDG 2.3.6.

Summary: Provide continuing compliance with Meadows Design Guidelines.

Additional Board Discussion:

There is a lot going on with this project and the site plan may create conflicts in the neighborhood. Work to consolidate and simplify architecture. Massing; long driveway; significant impervious surface areas.

Motion:

Motion to table application by Melanie Richmond, Second by Jim Crine, vote 6-0

1. Study Shed roof along back of home
2. Please provide an overhead view of project

Alicia recused from discussion due to a perceived conflict of interest; previous client.

Everett Residence Filing 01 – Block 01 – Lot 17 _ 0344 Lime Park Drive – **Preliminary 2nd** – Architect: RAL Architects, Robert Ladd; Meadows, Craftsman

- a. **Discussion Item:** Review revised driveway and garage placement to comply with Massing Cone. MDG 2.2.8. **okay**
- b. **Discussion Item:** Review window patterns and divided lights. MDG 2.3.2 **divided light is a consistent size on all window; maintain rhythm in design.**
- c. **Discussion Item:** Review revised roof plan over Bedroom and window layout. Previously shown as 3:12 standing seam gable at 4/20/23 DRB Meeting. **Improvements are much better.**
- d. **Discussion Item:** Exterior Materials. Provide updated color board and perspective sheets within plan set and coordinate final colors accordingly for Final Plan review.
 - i. Horizontal siding: 8" lap for main massing, 4" lap at minor masses and dormer. Clarify material and color.
 - ii. Fascia & Soffit: Clarify material and color. Provide details for Final Plan review.
 - iii. Roofs: Primary 6:12 gables with asphalt shingle. Secondary 3:12 sheds with standing seam metal
 - iv. Trim: Review proposed corner and various window trims to detail for Final Plan review.
 - v. Review color of exposed posts, beams, roof support brackets, rafters, outlooks.
- e. Driveway flare at street connection point appears to be 22'+. Driveway may flare to 16 feet in width at point of connection. MDG 2.2.5(3)
- f. Provide planting quantities and size on Plant Legend of Landscape Plan for Final Plan review. Refer to MDG 2.4.2.1(10) for minimum.
- g. Per 4/20/23 DRB Meeting, Owner trying to achieve low maintenance lawn. Provide note on Landscape Plan for proposed seed or sod to achieve for manicured front lawn or portion of for Final Plan review.
- h. Show Utility Enclosure on Floor Plan as shown on Site Plan.
- i. Provide specification for Garage Doors for Final Plan review. MDG 2.2.6
- j. Provide beam look out details for Final Plan review. MDG 3.3.4(5)
- k. Provide detail or callout for added bottom of wall band/trim for Final Plan review.
- l. Per 4/20/23 DRB Meeting, provide front door that accurately represents Craftsman Style for Final Plan review.
- m. Per 4/20/23 DRB Meeting, provide column bases for Final Plan review.
- n. 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.
- o. 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.
 - i. Review Building Section for Final Plan review. Looks to be the same detail as previous submittal for 4/20/23 DRB Meeting however roof lines have changes so does not look applicable and no section cut currently shown on plan views.
- p. 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.
- q. Provide Architectural Details for Final Plan review. Refer to Final Plan Submittal Check List for requirements. i.e. window and door trim for each siding material, corner trim, eave and rake with soffit and fascia, chimney cap, etc.
- r. Include Site Calculations Worksheet on plans for Final Plan review.
- s. 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:

Great job with considering recommended changes.

Details of base

Front door details still needs to be provided

Corner trim must meet craftsman requirements

Motion:

Motion to approve by Melanie Richmond, seconded by Jim Crine, vote 6-0

1. Following administration notes e-s

2. All Discussion Items acceptable. Review discussion comments

Dow Residence Filing 04 – Block 07 – Lot 10 _ 0171 West Foxglove Lane – **Preliminary** – Architect: Maggie Fitzgerald Architects, Maggie Fitzgerald; Meadows, Victorian

- a. **Discussion Item:** Review revised house orientation with 75 foot setback beyond preferred setback requirements as discussed at 4/20/23 DRB Meeting due to lot shape and size.
- b. **Discussion Item:** Review Victorian Style. Main massing preferably 1-1/2 or 2-story. MDG 3.2.3(1)
- c. **Discussion Item:** Review window layout, shape/orientation, and divided lights for progress into Final Plan review. MDG 2.3.2.
- d. **Discussion Item:** Exterior Materials
 - i. Vertical siding: Clarify siding, board and batten or vertical wood siding? Clarify materials and color.
 - i. Horizontal siding is most typical. Vertical siding may be appropriate in certain applications. MDG 3.2.7(1)
Vertical siding – Cementous stain
 - ii. Stone veneer: Limestone-Telluride Stone, Light mortar wet stack “Cottonwood”
 - iii. Roofs: Primary 10:12 gables with asphalt shingle, Black. Secondary 2:12 standing seam metal, Black. Clarify Exterior Materials Legend is mislabeled with Primary shown as metal.
 - iv. Fascia: Clarify material and color. Two different callouts shown on elevations.
 - v. Beam outlooks: Clarify color of exposed timber elements.
 - vi. Window clad: black
- e. **Discussion Item:** Address Marker shown at Entry Door per MDG 2.2.4. Review if proposed 75' setback on lot warrants a street Address Marker similar to Uplands Guidelines? **Add address marker by street due to length of driveway and orientation of buldings**
- f. **Discussion Item:** Review proposed full glass panel garage doors. Provide garage door spec for Final Plan review. **Still in the works, no decision on materials yet. May go with 1-sided light metal door**
- g. Verify Site Area calcs and Gross Area calcs against DRB's area take-offs for Final Plan review. Refer to MDG 2.1.1 and 2.1.2 for method to calculate from exterior of walls.
- h. Site Plan: Provide the following for Final Plan review.
 - i. Clarify if there is a slab at man door to fenced yard as shown on A2.2. If so, show on Site Plan and include in impervious area calculations.
 - ii. Clarify the area adjacent to the Covered Entry. Appears as a planter but if a patio, include in impervious area calculations.
 - iii. Include Site Calculation Worksheet on this plan.
 - iv. Include Exterior Lighting Worksheet and fixture lumen spec on this plan with current lighting schedule.
- i. 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.
- j. Clarify if Future Finish 850 SF labeled on Lower Level is calculated value of 850 SF or just stating max allowable?
- k. Clarify heights of Crawl Spaces for Final Plan review. Area under stair appears inaccessible, while other shows access point. Dead spaces 5'-0" or more that could be accessible will count toward the overall square footage. MDG 2.1.1.
 - i. Crawl space shown on building section detail 1/A4.1 scales out to 5'-6 ¾" so was included in DRB's Gross Area Take-off calculation.
- l. Sheet A2.3 labeled as Main Level Floor Plan and should be Roof Plan. Coordinate hatching between what is show in legend and what is on plan view. Provide revised sheet for Final Plan review.
- m. Provide Architectural Details for Final Plan review. Refer to Final Plan Submittal Check List for requirements. i.e. window and door trim for each siding material, corner trim, eave and rake with soffit and fascia, chimney cap, etc.
- n. Provide all other submittal requirements per Final Plan Submittal Check List for Final Plan review.

Summary: Provide continuing compliance with Meadows Design Guidelines.

Additional Board Discussion:

Main massing in the buildable part of the lot, complimentary of neighboring properties without impacting views.
Back roofing – might consider a bit of architectural play
Metal columns on front to catch the steel beam & draw focus; similar to the beams on the back
Very difficult lot to develop; neighboring properties impact

Motion:

Motion to approve driveway variance by Melanie Richmond, seconded by Rick Messmer, vote 6-0
Motion to approve by Melanie Richmond, seconded by Jim Crine, Vote 6-0

1. Study garage doors
2. Look at items g-n of administrative notes to be included in the final set.

OTHER BUSINESS

Artificial Turf

- a. Reviewed physical sample provided for current application for a rear yard installation.
- b. Follow up with landscaping company for appropriate drainage.
- c. Where / How much allowed / accent
- d. Need quality stipulation
- e. Research and create standards

Solar Policy

- a. Change to policy allows review as CDC if solar specifications are not available at final review.

Contractor Registry

- a. Draft policy was presented to the Executive Board on 5/17/2023.
- b. Board supported policy; instructed staff to have legal review policy and post for 30-day comment period.

Fee Schedule

- a. Review of fee increase effective 7/1/2023
- b. Make Pre-Design mandatory

Sub-HOA Approvals

- a. Submittals for major modification with addition of square footage that are reviewed by the Sub-HOA's and require Master HOA approval may be Staff Approved by the DRB Administrator.

Melanie Richmond made a motion to adjourn at 6:35 pm, second by Jim Crine

END OF MINUTES