

**SINGLETREE DESIGN REVIEW COMMITTEE
MEETING MINUTES
July 17, 2014**

A Regular Meeting of the Singletree Property Owners Association was held on Thursday, July 17, 2014, at 8:00 a.m., at the Singletree Community Center, Edwards, Colorado.

The members present were: Chairman George Gregory, Charlie Dolan, Karen Zavis, Larry Rogers and Connie Powers. Larry Deckard, a Singletree resident with a possible interest in a position on the DRC, was also in attendance. The Architectural Consultant, John Perkins, was also present.

MEETING MINUTES – The Committee reviewed the July 3, 2014 meeting minutes. By motion duly made and seconded, it was unanimously

RESOLVED to approve the July 3, 2014 meeting minutes as submitted.

**Spangler Residence
Philippe Courtois**

**Flg. 4, Blk. 3, Lot 21A
960 Winslow Road**

**Exterior Changes
Conceptual Review**

Philippe Courtois presented the proposed exterior changes to the Committee for their review and the following matters were noted:

- a. Modifications which are approvable are: 1) the painting of the window trim and fascia (Cordova brown) on the entire duplex property; 2) the replacement of the front entry door on the Spangler residence; 3) the addition of a hot tub at the rear of the Spangler residence; and 4) a reconfigured entry roof to remedy an existing issue with roof drainage on the Spangler residence.
- b. If exterior hand railings are to be changed, the new railings need to be installed on both sides of the duplex at all railing locations on the structure.
- c. The modifications to the exterior of the duplex, such as the proposed revised entry stairs and entry roof overhang, proposed new handrails, and the addition of the hot tub need to be professionally drawn, dimensioned and detailed for review by the DRC.
- d. All proposed materials and finishes are to match existing materials, except as specified on the proposed drawings.
- e. The co-duplex owner needs to sign off on the proposed changes; a deposit from both owners is required prior to the commencement of the work; and the work is to be performed on both sides of the duplex simultaneously.

A motion was made to give the project conceptual approval subject to the conditions outlined above. By motion duly made and seconded, it was unanimously

RESOLVED to approve the conceptual plans subject to the conditions outlined above.

Insull/Kisker Duplex

**Flg. 3, Blk. 2, Lot 12
0861 June Creek Road**

Remodel

Garrett and Lea Insull presented the remodel plans to the Committee for their review and the following matters were noted:

- a. The proposed roof at the new upper level space needs to be reviewed and engineered for both the roof loading and depth of space for adequate insulation to be installed.
- b. The new main level deck material is to be specified.
- c. A cut sheet is required for the proposed new front entry door.
- d. The proposed privacy wall must be shown on the plans.

- e. Since the applicant indicated that the proposed remodel might be performed in stages, the Applicant agreed to the condition that the existing deck would not be removed until the new deck construction is to be commenced.
- f. The Applicant also agreed to paint the existing garage door to match the wall on the west elevation until such time as the garage door is re-clad with horizontal siding to match such wall.
- g. It was suggested that the Applicant review their drainage strategy for the new roofing areas and propose roof parapets that accommodate the necessary drainage patterns.
- h. All exterior colors and finishes are to match existing and such must be noted on the plans.
- i. The Design and Construction Compliance Deposit shall be \$3,000, of which \$2,500 is refundable upon successful project completion.

A motion was made to approve the remodel plans subject to the conditions outlined above. By motion duly made and seconded, it was unanimously

RESOLVED to approve the remodel plans subject to the conditions outlined above.

Lewis Residence

Fig. 3, Blk. 1, Lot 16
140 Chaparral

Preliminary Review

Miller Lewis and the builder, Jay Carlson, presented the preliminary plans to the Committee for their review and the following matters were noted:

- a. All plans presented must be drawn to scale.
- b. The related Structural drawings must be based on the same Architectural plans. Errors in the Structural plans that need to be corrected include general dimensions and incorrect top-of-wall and top-of-footing dimensions.
- c. Dimensions must be to the exterior face of walls, the basis on which square footage is determined.
- d. All plan details need to be integrated into the plan set and not on separate sheets.
- e. A window schedule will be required, indicating each window in the project, dimensions and operation of each, as well as the manufacturer name.
- f. Window and door operation is to be called out on the Architectural Elevations.
- g. The Applicant is to verify the final configuration of the large window walls on the south elevation of the building, taking into consideration the maximum glass square footage size. If window mullions or divisions are required, Applicant is to present revised elevations for approval.
- h. The building height is over the Guideline maximum by 2 feet on the west elevation and must be reduced for compliance with the Guidelines.
- i. Cut sheets on the garage doors are required.
- j. A Construction Management Plan is required per the Guidelines Checklist.
- k. Reconsider the snow storage area on the north side of the property. The proposed evergreen trees would create a shady area where snow will accumulate. It was suggested to the Applicant consider decreasing the number of evergreen trees and replacing and supplementing such with appropriate smaller scale shrubs to soften the building edge at grade.
- l. The Applicant was requested to revise the landscaping plan to overtly blend the west side landscaping into the west neighbor's lot and to consider the possible use of stepped retaining (terracing) at that side of the building.
- m. It is recommended that the drainage swale be sodded on the west elevation.

- n. The utility meter concealment strategy needs to be addressed, including the use of landscaping material to screen the meters. It was recommended that the Applicant consider separating the utility meters for each respective side of the duplex.
- o. A note on the plans indicating that all mechanical vents will be painted out to match the adjacent building color is required.
- p. The lights labeled LI are not approvable. All exterior lights need to be down lights (Section 3.13).
- q. A Typical Wall Section and details of the party wall is required.
- r. A note must be added to the drawings indicating that the Mechanical Rooms (both sides) will not be used as habitable space.
- s. There is no egress window at the east unit master bedroom.
- t. Areas indicated on the elevations as “Stained Concrete” are to be stuccoed concrete, color matched to the adjacent color on the building.
- u. The Applicant was directed to review the Final Design Review Checklists in Section 9.3 of the Design Guidelines to assure that the Final submission to the DRC is complete, in addition to addressing the matters described above.
- v. The Applicant was reminded that all changes to the final-approved plans during construction must be submitted for review and approval by the DRC prior to the implementation of such changes.

The matter is tabled per the Applicant’s request.

ADJOURNMENT – There being no further business to come before the Committee, by motion duly made and seconded, it was unanimously

RESOLVED to adjourn the Regular Meeting of the Singletree Design Review Committee this the 17th day of July, 2014.