

**SINGLETREE DESIGN REVIEW COMMITTEE  
MEETING MINUTES  
March 5, 2020**

A Regular Meeting of the Singletree Design Review Committee (DRC) was held on Thursday, March 5, 2020, at 8:30 am, at the Singletree Community Center, Edwards, Colorado.

The members present were Alex Coleman, David Viele, Larry Deckard, Larry Rogers, and Mike Suman. Architectural Consultant, John Perkins was also present.

SPOA members present were Ariana Burkley, Courtney Holm, George Gregory, Jennie Longville May, and Karen Zavis.

**JOINT MEETING WITH SPOA MEMBERS** – The SPOA Board joined the DRC Board to discuss previously proposed updates to the Design Guidelines. The proposed updates from December 2018, were proposed to address the built-out nature of Singletree. Topics discussed at the meeting include –

- Landscaping – ensure landscaping guidelines are environmentally sensitive and comply with the County’s wildfire guidelines.
- Roofing – focus on long-term quality products. Duplexes remain a roofing challenge when one half of a duplex wants to change roofing products.
- Solar Design – allow for maximum efficiency. When proposed installations are flush with the roof the application is staff approved. Low angles have been allowed on flat roofs. Do not want to discourage installations.
- Recreational Equipment, Hot Tubs, etc. – need additional clarity.
- Design Review Approvals – add language around expiration of approvals, process for extending approvals.
- Completion of Projects – require a construction schedule be submitted with plans and violations of the schedule shall result in forfeiture of compliance deposit.
- Fees and Deposits – these are tied to Architectural Consultant’s compensation today and any changes need to be reconciled with Consultant’s contract.
- Staff Approvals – discussed if there should be a charge for them. Concerned that any charge may reduce the number of Owners who seek approval(s) prior to commencing work.
- Compliance Agreement – review existing Agreement to confirm if it is working.

The DRC will provide direction back to the SPOA Board on the topics discussed.

At 9:40 AM the SPOA Board left the meeting.

**MEETING MINUTES** – The Committee reviewed the February 6, meeting minutes. By motion duly made and seconded, it was unanimously

**RESOLVED** to approve the February 6, 2020, meeting minutes.

**Roeland/Sumner Duplex**  
**John Roeland**

**Filing 3 Block 3 Lot 14**  
**0475/0477 Singletree Road**

**Final Review**  
**Exterior Remodel**

John Roeland, owner, presented updated plans for the exterior remodel. The updates include: window openings remaining the same as existing, a new metal 2:12 pitch over the west unit entry area and a metal roof over the new BBQ working area in the back of the house, the proposed turnaround has been eliminated, a new window is being added to the north side of the west unit at the master bedroom, and the new deck rails will be vertical metal rails. The cedar shakes will be replaced with DaVinci Multi Width Shakes in Tahoe and variable beige dry stack stone veneer will be added at the entryway columns and wall wainscot on both halves of the duplex.

The Committee reviewed the plan and a motion was made to approve the Final Plan. By motion duly made and seconded, it was unanimously

- a. Samples of all new materials be approved by the Architectural Consultant prior to installation.
- b. The applicant was reminded that any changes to the approved plans shall be approved by the DRC prospectively.
- c. Final approval shall be granted upon receipt of \$10,000 for the Design and Construction Site Compliance Deposit and \$750 in fees to the SPOA (\$250 for the Site Observation Fee and \$500 Administrative Fee.)

**RESOLVED** to approve the Final Plan subject to the conditions above.

**Brownlee Residence**

**Filing 1 Lot 54**  
**Melissa Brandrup & Michael Brownlee 0461 Charolais Circle**

**Conceptual Review**  
**Addition & Exterior Remodel**

Melissa Brandrup, architect, presented plans to add approximately 400 sq ft of Habital Area by squaring off an existing octagon room and adding full head height area to an existing attic space, replace the existing roof material with standing seam metal, paint the exterior new colors and add a covered outdoor living area accessed by a new sliding glass door.

The Committee reviewed the plan and a motion was made to approve the Conceptual Plan. By motion duly made and seconded, it was unanimously

- a. Consider eliminating the fake garage door and adding a new window in that storage area.
- b. Review the windowsills and roof on the back side of the house.

**RESOLVED** to approve the Conceptual Plan subject to the conditions above.

**MacColl Residence**  
**John Perkins, Architect**

**Filing 4 Block 2 Lot 53**  
**0190 Foal Circle**

**Preliminary Review**  
**Exterior Remodel**

John Perkins, architect, presented preliminary plans for complete window replacement, the addition of a new stairway to an existing exterior room that is not currently attached to the residence, a new Clopay garage door, and add a new deck on the east side at the master bedroom. The new windows will no longer be divided light windows and will include three south facing sliding doors that will all be clad in dark bronze. The parapets will be capped as part of the project. The proposed new deck rails will be glass panels with steel posts and fasteners. Existing log overhangs will be removed and there will be new narrow metal fascia with metal facing. The Committee liked the idea of removing the log overhangs and the proposed new window package.

The Committee reviewed the plan and a motion was made to approve the Preliminary Plan. By motion duly made and seconded, it was unanimously

- a. Provide a sample of the proposed deck railing and fasteners.

**RESOLVED** to approve the Preliminary Plan subject to the conditions above.

**Chandler Residence**  
**Larry Rogers**

**Filing 4 Block 2 Lot 30**  
**0261 Foal Circle**

**Conceptual Review**  
**Convert Single Family to Duplex**

Larry Rogers, architect, presented plans to convert an existing single-family residence into a duplex. The lot is zoned for a duplex. The existing residence contains non-conforming Habital Area of approximately 7,375 sq ft, whereas approximately 5,809 sq ft are allowed. The Committee asked to confirm that the existing non-conformity could be relocated under the proposed conversion to a duplex.

The Committee tabled the Conceptual Plan pending resolution of the non-conformity question.

**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 5<sup>th</sup> day of March 2020, at 10:45 AM.

### **Staff Approvals**

**Gaylord Residence** Remove one cottonwood tree with root exposure/damage  
Filing 2 Block 4 Lot 19  
0045 Rawhide Road

**Gaylord Residence** Replace French doors and stone veneer at garage door, installation of new patio with built-in grill  
Filing 2 Block 4 Lot 19  
0045 Rawhide Road

**Bennett/Pelcher Res.** Replace deck railings on both halves of duplex with new metal vertical pickets with wood rails and cap carried by 4x4 wood posts with metal caps  
Filing 1 Lot 40  
0231 Hackamore

**Thompson Residence** Remove one cottonwood tree that is too close to the house and leaning toward the house  
Filing 3 Block 2 Lot 38  
1100 June Creek Road

**Wilson Residence** Replace cedar shake roof with Sheffield standing seam metal roof in Dark Bronze  
Filing 4 Block 1 Lot 4  
1840 Winslow Road

**Biegler Residence** Replace wood siding with new wood siding in Flood Series Stain in Espresso, new front door and sidelights to match existing  
Filing 3 Block 1 Lot 27  
0061 Chaparral Road

**Neuswanger Res.** Install new 4' split rail fence and expand existing deck within required setbacks per 2020.03.16 Borgerson Design  
Filing 1 Lot 18  
0028 Charolais Circle

**Prather Residence** Install KW grid tied PV system - panels flush with roof pitches  
Filing 2 Block 2 Lot 2  
0420 Winslow Road

**DePriest Residence** Replace garage door with NW Therma Classic Model No. R001S  
Filing 2 Block 4 Lot 19  
0051 Miller Place

**DePriest Residence** Replace cedar shake roof with CMG standing seam metal roof in Matte Black  
Filing 2 Block 4 Lot 19  
0051 Miller Place

**Pena Residence** Replace roof with DaVinci Bellaforte Single Width Shake in Tahoe  
Filing 4 Block 3 Lot 13  
0141 Mesquite Drive

**Canada Residence** Replace existing membrane roof with Carlisle Syntech Membrane  
Filing 2 Block 2 Lot 32  
0051 Howard Drive

**Bartlett Residence** Remove 33 cottonwood trees  
Filing 1 Lot 66  
0860 Charolais Circle

**Viele Residence** Remove three cottonwood trees too close to the house  
Filing 2 Block 1 Lot 8  
0044 Conestoga Circle

**DePriest Residence** Repaint house in Sherwin Williams Mindful Grey (SW7016) with trim and  
Filing 2 Block 4 Lot 19 new 6x6 wood deck posts remaining white  
0051 Miller Place

**Oliver/Perkins Res.** Replace cedar shakes with Sheffield Metal standing seam metal roof in  
Filing 3 Block 1 Lot 8 Dark Bronze  
0111 Lariat Road

**Zwaan/Oberlohr Dup** Replace cedar shakes with Drexal Metals standing seam metal roof in  
Filing 3 Block 1 Lot 12 Classic Bronze  
0004 Lariat Road

**Flaherty Residence** Add 8' x 27' to existing deck all materials to match existing  
Filing 1 Lot 17  
0777 Charolais Circle

**Bennett/Pletcher Dup** Repaint both halves of duplex – Body in Coventry Grey (HC-169), Fascia,  
Filing 1 Lot 40 Front Doors, and Garage Doors in Wrought Iron (2124-10), Trim in  
0231 Hackamore Road Frostine (AF-5) and Stucco clad in Nickle LedgeStone

**Bennett/Pletcher Dup** Replace existing deck rails - vertical black metal pickets with wood rails  
Filing 1 Lot 40 and cap carried by 4"x4" posts with metal caps  
0231 Hackamore Road

**Burton/Feiler Duplex** Add a 12'x20' storage addition under the deck on the ground level and  
Filing 2 Block 6 Lot 12 re-grade the backyard to improve drainage  
0312A June Creek Road