

THE KEYSTONE DESIGN REVIEW BOARD

March 5, 2007

I. Call the Meeting to Order

The Keystone Design Review Board meeting was called to order at 1:00 p.m. in the Neighbourhood Company conference room on Monday, March 5, 2007.

Board Members Present Were;

Randy May, Chairman
Paul Duxbury, Member
Gene Baker, Member
Todd Weber, Member

II. Approve Previous Meeting Minutes – February 19, 2007

The previous minutes dated February 19, 2007 were reviewed and approved as presented.

III. Lot 41 Elk Run – Schematic (Karl Koch Owner, Castle Rock Architect)

The Keystone Design Review Board reviewed the schematic phase for Lot 41 at Elk Run. The Board continues to have issues with the submittal and will require an additional schematic review. The board maintains their position with the project, more substantial changes in the design are required in order to meet the intent of the Elk Run Architectural Standards and Procedures guidelines. In an attempt to eliminate future submittals that do not meet the boards concerns it is recommended the project architect attend the next meeting. The following are sections of the guidelines that are critical in developing a project that is complementary and consistent with the neighborhood.

VI. Architectural Standards

A. Professional Design Assistance

It is required that all owners engage a licensed architect, familiar with mountain home design, for the design of their residences. It is further **required** that the architect personally visit the lot prior to the submission of the Schematic Design Statement of Intent.

The board strongly recommends the architect attend the board meetings throughout the review process.

B. Design Configuration

Points 1-5 must be taken into consideration and based on the orientation submittal the boards concerns are specific to items 2 thru 4.

A site plan with including building location, driveway, parking, grading, existing tree locations, trees proposed to be removed due to disease revegetation, retaining wall, (if any) designated storage areas for excess fill, construction debris and material, and designated parking for construction vehicles will be required for this submittal in order to understand the overall design and site configuration.

C. Building Height and Massing

Although this lot does not have a bulk plane limit, all of the other items in this section do apply to the project. The intent of the limiting the second floor to 75% of the first floor area is to encourage stepping the house in or reducing the massing and scale of the walls as the building increases in height. An opportunity to reduce the mass and scale of the walls is to take advantage of elevation changes within the building envelope.

D. Exterior Walls

Large expanses of continuous vertical wall planes shall be avoided. No more than three exterior wall materials shall be used.

Section C. and D. are closely related and although material changes can be used break up massing of walls, it is encouraged to use substantial changes (extending or recessing) wall elevations whenever possible to eliminate large sections of wall.

E. Roofs

The guidelines recommend simple forms that utilize the gable configurations, however, complementary forms can be used to enhance the design in areas where elevation changes occur while reducing wall massing and scale. Large overhangs are also encouraged when possible.

G. Entries and Exterior Doors.

The front entry shall be the dominant feature and while the size of many of the lots do not allow for side load garages the board prefers to see the detail where possible. Garage walls, if adjacent, shall be set back a minimum of five feet (5'-0") from entry walls. The board considers the extension of the entry feature beyond the garage doors an acceptable solution to this detail.

Additionally, the Board would like to see the square footages for each level on the plans and a site plan with all of the items identified in item B. completed by a registered surveyor. The Board is now enforcing, with all applicants, the requirement of plans being submitted two weeks prior to the meeting in which the applicant would like to attend. Therefore if you would like to be on the agenda for the April 2, 2007 meeting, the next set of plans will need to be submitted no later than 1pm on March 19, 2007 at the Neighbourhood Company office.

IV. Lot 5 Settlers Creek – Schematic (Steve Harrison Architect, Donald Smotzer Owner)

The Keystone Design Review Board reviewed the Schematic phase for Lot 5 at Settlers Creek. The Board is requiring an additional Schematic phase review based on the following comments and concerns.

- There appears to be some unresolved roof issues related to size and locations of roof elements.
- There is still large unbroken planes on the North elevation and the upper part of the South elevation.
- Consider varying the roof overhangs.
- Minimal snow melt equipment is encouraged on the roofing systems. There is a snow shed issue over the garage door that could be minimized with an alternate design or identify the proposed locations of the gutters downspouts and heat tape.
- Rework the gable and window configurations.

The Board is now enforcing, with all applicants, the requirement of plans being submitted two weeks prior to the meeting in which the applicant would like to attend. Therefore if you would like to be on the agenda for the April 2, 2007 meeting, the next set of plans will need to be submitted no later than 1pm on March 19, 2007 at the Neighbourhood Company office.

V. Lot 35 Elk Run – Preliminary Round Two (Pat Hubble Architect, Steve & Peggy Hendrix Owner)

The Keystone Design Review Board reviewed and approved the preliminary phase for Lot 35 at Elk Run pending submission and approval of the remaining information required for this phase including but not limited to a color and materials board, light fixture locations and cut sheets, a final landscaping plan and a construction staging plan.

VI. Elk Run Mailboxes

The Keystone Design Review Board reviewed and approved the revision to the previously approved mailboxes and Elk Run. The applicant may choose to add timbers at the base of the mailboxes as long as they are installed at the same angles on both sides.

VII. Adjournment

The meeting was adjourned at 3:30 p.m.