

**ILIUM PARK OWNERS ASSOCIATION  
DESIGN REVIEW BOARD MEETING MINUTES**

Date: Tuesday, March 30, 2021 at 12:30 p.m., MST.  
Location: via Conference Call  
DRB Present: Mike Balsler, Josh Blakeman, Tegan Jones  
Owners Present: Ryan Kusuno, Anita Cody, Ray Cody,  
Others Present: Elyssa Krasic (Full Circle HOA), Emory Smith, Edwin Lindell (on behalf of lot 440-5 application), Troy Hangen, (San Miguel County), Matt Gonzales (San Miguel County)  
Meeting called to order at 12:35 p.m., MDT  
Roll call.  
Determination that a quorum is present.

*Motion by Josh Blakeman, second by Mike Balsler, to approve the February 23, 2021 Design Review Board meeting minutes. All in favor, motion passes, unanimously.*

**Lot 400-4 Application Extension**

In attendance: Ryan Kusuno lot 400-4 representative.  
The construction was delayed due to the Covid-19 pandemic. Requesting a one-year extension with no changes to the application.

*Motion by Josh Blakeman, second by Mike Balsler, to approve Lot 400-4 DRB application extension with no changes for one year, expiring March 30, 2022. All in favor, motion passes, unanimously.*

**Lot 400, Lot 400-1, Lot 442– Q & A with County Planning and Building Departments**

In attendance: Ryan Kusuno, Lot 400 and 400-1 owner representative.  
Troy Hangen, Senior Planner, San Miguel County  
Matt Gonzales, Building Official, San Miguel County

Discussion of applications.

- Troy Hangen, Planning Department reviews development applications submitted to the County and the DRB approval letter with conditions. Discussion of the definition of temporary structure and storage as defined in the IPOA Declaration, IPOA Guidelines and by the County.
- Expresses concern regarding safety and engineering of the spanned storage containers.
- The planning department considers the spanned storage containers structures and so they require development applications. Any vertical structure requires a development permit. Conex containers require permits. Trailers, airstreams, RV trailers do not require permits.
- The County defines temporary storage as 180 days or less.
- Matt Gonzales, Building Official for San Miguel County outlines the Building department requirements for spanning conex containers. Requirements include engineered plans, approved product material and use information and a building permit.
- The County recommends providing applicants with 30-day notice to remove items from the top of the storage containers and provide County permit information on how they must proceed with pursuing County approval to keep the structures.
- Discussion of terms of occupancy and use requiring sanitation.
- County outlines applications should be reviewed in the following order:
  - DRB Application Review and Approval
  - Development Application to the Planning Department
  - Building Application to the Building Department

## Discussion of Compliance

Direction provided to Full Circle HOA to send reminder letter to applicants to remove everything on top of the spanned conex containers and advise of County requirements. If they would like to keep the spanned structure, first step is to submit a Development application to the Planning Department and (second) a Building application to the Building Department.

The DRB approves using storage space created under a spanned conex however the County requires an application including how long these structures are intended to be used for. The County and DRB can have different definitions of temporary structures. County would like to know what the DRB determines as IPOA's definition of temporary storage. DRB will have a work session to further discuss.

## Lot 440-5 Application

In attendance: Edwin Lindell, Architect; Anita Cody and Ray Cody- Owners.

Edwin Lindell, Architect presents the final application, there are no changes to the application.

Building just under allowable square footage and height allowance.

Review of access road and site survey.

Signage on South East corner of the lot separating lot 440-6 and 440-5

Bear proof trash enclosure along fencing line.

Dark metal fencing,

Snow storage will be thrown over boulder wall; applicant has snow throwing equipment.

Additional snow storage between boulders and through the fence.

Exterior lighting reviewed.

Snow retention: snow guards have been added, along with gutters and dry wells.

Landscaping to add screening to storage area.

3 parking spaces for employee (s).

Details regarding the following items found on the indicated drawings:

- Signage detail- A101, A210
- Exterior lighting plan- A110
- Fence detail: A1010, A220, A910
- Trash plan: A101, A910
- Snow storage and removal plan- A101
- Roof Snow retention -A112, A910

Motion by Mike Balsler, second by Josh Blakeman, to approve the application as presented. *All in favor, motion passes, unanimously.*

Applicant Request: To transfer the 2018 deposit (\$1500) to the 2021 application.

\$1510 was paid in 2018 (\$1500 deposit and \$10 application fee).

DRB approves transferring the \$1500 refundable deposit to the 2021 Application. The applicant will pay \$300 for the Non-residential application fee.

Discussion of noticing requirements.

Discussion of 2021 application Fees

\$2000 asphalt cut- Refundable Deposit (tbd)

\$60 Placard Fee (tbd)

Tap fees (as determined)

## Lot 400-15 Application

In attendance: Ryan Kusuno, owner representative.

- Signage detail: Small sign next to door, larger one on the side. Design to be submitted by email at a later date.
  - Exterior lighting plan: Motion Sensor light above the garage door. Shines down and into fenced in area.
  - Fence detail: Chain linked; applicant requests confirmation that 7 feet is maximum height.
    - Guidelines state fencing can be 8 ft height limit no less than 6 or as approved by DRB approval.
  - Trash plan: There is an enclosed dumpster on the lot.
  - Garage Door Replacement Detail: Hoping to replace same door with glass panes about ¾ way up.
- Discussion of fencing and screening requirement. The DRB requests picture of desired fencing.

Motion by Josh Blakeman, second by Teagan Jones, to approve the application with the condition:

- fencing detail is submitted including height and apparatus on the top of the fence per state requirements.
- signage detail is submitted including the size and placement on building.

*All in favor, motion passes, unanimously.*

Review of 2021 Application Fees:

\$1500 Refundable Deposit

\$10 Fence & Sign fee

\$60 Placard Fee (tbd)

First Amendment to the DRB Guidelines Vote:

Review of First Amendment to DRB Guidelines approval process.

Motion by Josh Blakeman, second by Teagan Jones, to approve the First Amendment to the DRB Guidelines effective March 30, 2021. *All in favor, motion passes, unanimously.*

2021 Meeting Schedule:

If there are no applications 1 week prior to the meeting, the meetings maybe be cancelled by Board.

April 27, 2021 at 12:30 pm. MST

May 25, 2021 at 12:30 pm. MST

June 29, 2021 at 12:30 pm. MST

July 27, 2021 at 12:30 pm. MST

August 31, 2021 at 12:30 pm. MST

September 28, 2021 at 12:30 pm. MST

October 26, 2021 at 12:30 pm. MST

November 30, 2021 at 12:30 pm. MST

December 28, 2021 at 12:30 pm. MST

Motion by Josh Blakeman, second by Mike Balser, to adjourn the meeting. *All in favor, motion passes unanimously.*

*Meeting adjourned at 2:14 p.m.*

Meeting adjourned at 2:14 p.m., MST. THE FOREGOING MINUTES WERE APPROVED BY THE DESIGN REVIEW BOARD AT ITS MEETING HELD ON \_\_\_\_\_, 2021.