



OFFICIAL MINUTES

Planning Commission Regular Meeting

Wednesday, February 26, 2025

Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/81570201100>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 815 7020 1100

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner 1, prior to the meeting and will be included as part of the record.

1. CALL TO ORDER - 5:30 PM

Lynn Teach called the meeting to order at 5:30 p.m.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

Those present at roll call: Planning Commission Chair Lynn Teach and Planning Commission Members Jeff Armistead, Michael Boyd, Eric Rippeth, and Darell Wegert.

Staff member present: Planner II Madison Harris.

Note: Amanda Mire is excused absent.

3. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

Motion by Jeff A., second by Darell W., to approve the agenda as presented. Motion passed 5-0.

Note: Amanda M. is excused absent.

4. APPROVAL OF MINUTES

A. February 12, 2025

Motion by Jeff A., second by Darell W., to approve the minutes of February 12, 2025 as presented. Motion passed 5-0.

Note: Amanda M. is excused absent.

5. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest.

6. PUBLIC COMMENT

Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Planner. Those who are speaking are requested to state their name and address for the record.

No public comment.

7. SPECIAL PRESENTATIONS

Presentations are limited to 5 minutes unless prior arrangements are made with the Town Planner.

8. DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

- A.** Ordinance TBD - Series 2025 An Ordinance Amending Chapter 13, 16, and 17 of the MMC to Incorporate into the Code Existing Restrictions on Connections to the Town's Water System Based on Limitations of Available Legal and Physical Water Supply
- Madison H. introduced the agenda item. This is a continuation of a hearing from February 12, 2025. A reminder that the public comment was left open at the last hearing. The Town wishes to amend Chapters 13, 16, and 17 of the Minturn Municipal Code (the "Code") to incorporate into the Code existing restrictions on connections to the Town's water system based on limitations of available legal and physical water supply. The limitations that exist on the Town's water availability include: (1) legal consumptive use limitations on the Town's water rights, and (2) limited physical capacity of the Town's water treatment facility, both of which necessitated implementing a moratorium on connection to the Town's water system and allocation of water service in 2020. The Town extended the 2020 moratorium in 2023 to limit allocation of water service to no more than the historic number of Single Family Equivalents ("SFEs") used plus one additional SFE for new water use for an entire property or collection of adjoining properties owned by the same or related owners, as legally configured on the date the 2020 ordinance was passed. Chapter 13 of the Code contains the provisions that govern Municipal Utilities. Chapters 16 and 17 contain the Zoning and Subdivision provisions of the Code and include language on connections to the Town's water supply. Town staff has reviewed these Code chapters and believes it necessary to amend the code provisions set forth in the ordinance exhibit to condition any building permit or subdivision on issuance of a "Letter of Service" from the Town authorizing connection to the Town's water system. This condition will ensure that no building permit is issued without conformance to the restrictions set forth by the 2020 and 2023 moratoriums. The code changes will also limit the processing and approval of a subdivision creating more lots or units than are made available in the Letter of Service. To protect the Town's water supply while the Town pursues legal and physical capacity solutions to expand its water service, Town staff recommends codifying the restrictions articulated by the 2020 and 2023 moratoriums into the Code with the adoption of the ordinance.

No public comment.

Public comment closed.

Darell W. asked if they would see the letter in their packets

Jeff A. asked for clarification on Sec. 13-2-10(d) and Sec. 13-2-20.

- This is existing language in the code and not proposed to change.

Michael B. asked about ADUs.

Motion by Jeff A., second by Michael B., to forward a recommendation of approval to the Town Council of Ordinance TBD - Series 2025 An Ordinance Amending Chapter 13, 16, and 17 of the MMC to Incorporate into the Code Existing Restrictions on Connections to the Town's Water System Based on Limitations of Available Legal and Physical Water Supply. Motion passed 5-0.

Note: Amanda M. is excused absent.

9. DISCUSSION / DIRECTION ITEMS

A. Minturn Forward: Land Use Code Update

Matt Farrar, Western Slope Consulting went through his presentation.

Darell W. questioned in Duplexes if the subdivisions also have to apply the Fire Code

- Yes

Discussion ensued on Minor Subdivisions. Planning Commission ok with 6 lots being staff approved.

Michael B. asked about the incorporation of the ordinance just passed. He also asked about vacation of public ROW and vested rights.

Jeff A. asked about Major Subdivisions vs. PUDs

Lynn T. asked about sketch plan vs. conceptual plan.

Eric R. asked about when vesting comes into effect.

10. STAFF REPORTS

A. Manager's Report

B. Highlands Parcel Survey / Public Input from Open House

11. PLANNING COMMISSION COMMENTS

12. FUTURE MEETINGS

A. March 12, 2025

B. March 26, 2025

13. ADJOURN

Motion by Jeff A., second by Darell W., to adjourn the regular meeting of February 26, 2025 at 6:54 p.m. Motion passed 5-0.

Note: Amanda M. is excused absent.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director