



OFFICIAL MINUTES Planning Commission Meeting

Wednesday, March 13, 2024

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/87992233396>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 879 9223 3396

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 - 6:30 PM

Lynn Teach called the meeting to order at 6:30 p.m.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE

Those present at roll call: Planning Commission Chair Lynn Teach and Planning Commission Members Michael Boyd and Amanda Mire.

Staff Members Present: Planning Director Scot Hunn and Planner I Madison Harris

Note: Tom Priest, Jeff Armistead, and Sage Pierson are excused absent.

3. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

Motion by Michael B., second by Amanda M., to approve the agenda as presented. Motion passed 3-0.

Note: Tom P., Jeff A., and Sage P. are excused absent.

4. APPROVAL OF MINUTES

A. February 28, 2024

Motion by Michael B., second by Amanda M., to approve the minutes of February 28, 2024 as presented. Motion passed 3-0.

Note: Tom P., Jeff A., and Sage P. are 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

9. DISCUSSION / DIRECTION ITEMS

A. Minturn Forward: Land Use Update

Scot H. went over the memo and the history of Chapter 16 update.

Lynn T. went over the memo. R-1: wants to make sure club is right in the new code.

Michael B. clarified that things in the memo have not actually been implemented yet.

Lynn T. would like to make sure that the definitions for home business and home occupations need to be clarified.

Amanda M. questioned the removal of festival marketplace from Grouse Creek commercial.

Lynn T. questioned the allowance of public meeting and mass gatherings.

10. STAFF REPORTS

A. 03-06-2024 Manager's Report

2025 Congressionally Directed Spending

I am preparing Minturn's 2024 Earmark applications (brief memo included with this update). Minturn will be applying for water treatment funding, money toward Little Beach Park improvements and funds toward the continued sidewalk construction along Main Street. It is a competitive process and contingent on federal funds, so the likelihood of award is minimal.

Snow Removal - Pine Street Sidewalk Shoveling Improvements Needed

We need your help! The Minturn Public Works crew tries hard to get to everyone's streets in a timely manner. During a recent snowstorm, Monday, February 26th, public works plowed the side roads (Pine Street as an example) only to have residents immediately shoveling the sidewalk snow back into the road AFTER the plow went by. We can all do better! Let's work as a team. This was not just a violation of the Snow Removal Pla, but it squanders precious public works time in making the team go back and replot the road again. It also leaves large amounts of snow immediately adjacent to the sidewalk, only to melt and leave a puddle causing more issues. Let's not multiply the snow removal issues. We can work together toward efficient snow removal for everyone!

Colorado Association of Ski Towns – Legislative Session

The mayor and I will be in Denver Thursday, March 7th returning Friday, March 8th for a CAST legislative session. The Governor of Colorado along with the mayor of Denver will both be addressing the membership and updates on pertinent legislative matters will be discussed.

Little Beach Park Grant Denied

I recently applied for a Land and Water Conservation Fund grant through the National Parks Service. This was an intensive application process that would have awarded Minturn \$250,000 toward retaining wall and replacement playground equipment at Little Beach Park. Unfortunately, after making it through the first round of cuts and providing a presentation of our project to the selection committee, Minturn's project did not get approved to go to the Congressional Subcommittee for consideration of selection.

Minturn Forward Survey

The Town of Minturn is conducting a brief, online survey (paper copies available at town hall information table as needed) requesting feedback from Minturn residents and business owners. The Town is updating its land use, development, and subdivision regulations (Chapters 16 and 17 of the Minturn Municipal Code) and moving the Town forward after the recent adoption of the 2023 Minturn Community Plan which is intended to guide the Town's land use and development decision making over the next 10-15 years. This public process is critical to the success of the Chapter 16 update and an anonymous survey provides a great opportunity for not just property owners, but renters, who may otherwise feel intimidated to provide feedback publicly, to voice their opinion. The Planning Commission is tasked with the long-term future built-out vision of the town and everyone giving their feedback will help to ensure the public's opinions are known.

11. PLANNING COMMISSION COMMENTS

No Planning Commission comments.

12. FUTURE MEETINGS

- A. Minturn Forward Open House #1: March 11 5:30-7:30
- B. Minturn Forward Open House #2: March 14, 5:30-7:30
- C. Minturn Forward Open House #3: March 21, 5:30-7:30
- D. Planning Commission Meeting March 27, 2024
- E. Planning Commission Meeting April 10, 2024

13. ADJOURN

Motion by Amanda M., second by Michael B., to adjourn the regular meeting of March 13, 2024 at 7:42 p.m. Motion passed 3-0.

Note: Tom P., Jeff A., and Sage P. are excused absent.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director