



OFFICIAL MINUTES
Planning Commission Meeting I 5:30PM
Wednesday, November 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/84755935763>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 847 5593 5763

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, Amanda Mire, Eric Rippeth, and Darell Wegert. Staff members present: Planning Director Scot Hunn, Town Attorney Richard Peterson-Cremer, Town Engineer Jeff Spanel, and Planner I Madison Harris.

3. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

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

Note: Eric R. is attending in his status as an alternate.

4. APPROVAL OF MINUTES

A. October 23, 2024

Motion by Amanda M., second by Michael B., to approve the minutes of October 23, 2024 as presented. Motion passed 5-0.

Note: Eric R. is attending in his status as an alternate.

5. DECLARATION OF CONFLICTS OF INTEREST

Jeff A. will need to recuse himself for Agenda Items 8A, 8B, and 8C as he is the applicant.

Amanda M. disclosed that she had worked with Jeff A. on her house, but has no conflict with the Midtown Village project.

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

Note: Jeff A. recused himself.

A. Midtown Village PUD - Planned Unit Development Review for Preliminary Plan

Madison H. introduced the agenda item and gave a presentation about preliminary plan for PUD standards and how Midtown Village PUD addresses those.

Amanda M. clarified that they can make different motions for the different applications.

Mr. Jeff Armistead, Applicant, stated that the 2030 future land use shows this area as medium density (10-20 units per acre) and what is being proposed fits in that. Have allotted for three units to be above the firestation, but if it does become a fire station, then it is likely to just be beds for the firemen and women and so the density might shift in the future. He detailed the request for variation regarding rear setbacks for the apartment building.

Eric R. clarified the front of the apartment building.

- Mr. Armistead said that the entrance is the driveway to the parking garage.

Michael B. would have concern about this more if it wasn't USFS next to him.

Lynn T. has concerns about fire, moving the building five feet closer, but clarified that the building is fire sprinkled.

Amanda M. clarified that there was enough room for emergency turn around in front of the apartment building.

Mr. Armistead discussed the requirement of trees being potentially exempt for commercial development so removing the tracts that have commercial changes the need of 110 trees to 64 trees.

Darell W. does not believe that a variance is needed if the requirement is 64 trees.

Michael B. pointed out that he does not believe that the commercial tracts should not have any trees.

Lynn T. encouraged drought tolerant plantings.

Scot H. said that the reduction is likely contingent on the amount/percentage of commercial on each tract.

Lynn T. would like to have more information.

Scot H. suggested looking at providing shrubs instead of all trees.

Mr. Armistead discussed the variation for open space.

- Amanda M. asked if there had been discussions about a community garden.
- Mr. Armistead said that it will likely come down to what the residents want.

Eric R. asked which lots will be deed restricted.

Michael B. asked about water

- Richard P.-C. said that the water will be memorialized via the SIA and a plat note.

Michael B. pointed out that there is a lot of outstanding items. Since he got on the Planning Commission he's always pushed to have applications as complete as possible when it gets to them to review.

- Lynn T. would also like to see more of the conditions resolved prior to approval.

Note: 5 minute recess called at 7:51 p.m.

Amanda M. clarified the open space amount.

Lynn T. asked that the AMI be lowered. Would like to have more detail on the parking as well as detailing how to handle the parking for the rural trail. Would like to see ADA access to the apartment building improved. Would like to see more visuals for the buildings (colors, charts, etc.). Has issues with the snow removal and would like to see it clarified concerning snow removal on the sidewalk on Main Street.

Darell W. asked if Mr. Armistead had looked into geothermal for snowmelt.

Amanda M. would like more detail on the rustic trail and if there were any comparable examples from nearby.

Eric R. asked for clarification on the artificial turf.

Public comment opened.

Direction given to the Applicant was to address as many conditions of approval as possible, including providing exhibits for landscaping and parking, considering lowering the AMI, cleaning up the PUD Guide and Narrative, and taking a closer look at the snow removal plan.

Motion by Lynn T., second by Michael B., to continue the hearing of Midtown Village PUD - Planned Unit Development Review for Preliminary Plan to December 11, 2024. Motion passed 5-0.

- B.** Midtown Village PUD - Planned Unit Development Review for Preliminary Plat
Madison H. introduced the agenda item. While this is technically a separate agenda item and a separate motion needs to be made, all discussion previous should apply to this.

Public comment opened.

Motion by Lynn T., second by Eric R., to continue the hearing of Midtown Village PUD - Planned Unit Development Review for Preliminary Plat to December 11, 2024. Motion passed 5-0.

- C. Midtown Village PUD - Planned Unit Development Review for Amendment to the Character Area and Zone District Map
Madison H. introduced the agenda item. While this is technically a separate agenda item and a separate motion needs to be made, all discussion previous should apply to this.

Public Comment opened.

Motion by Lynn T., second by Darell W., to continue the hearing of Midtown Village PUD - Planned Unit Development Review for Amendment to the Character Area and Zone District Map to December 11, 2024. Motion passed 5-0.

Note: Jeff A. unrecused himself.

9. DISCUSSION / DIRECTION ITEMS

10. STAFF REPORTS

A. Manager's Report

Minturn Bike Park Security Gate

Town staff met with VVMTA representatives and Strategic Fencing for the installation of a security gate at Little Beach Park. This gate has been requested for several years by VVMTA management and should be a good addition toward better securing Minturn's assets. The gate is expected to have the ability to automatically open and close on a timer basis.

Safe Streets for All (SS4A)

We held our second virtual stakeholder working group meeting on Tuesday, October 29th. This effort, funded by a federal Department of Transportation grant, is expected to culminate in a Safety Action Plan whereby Minturn can focus on needed safety improvements throughout town. If any Council members are interested in participating in the Stakeholder Working Group, please let me know. If you are interested in providing comments on the safety concerns of Minturn's side streets, please go to the Story Map at:

<https://storymaps.arcgis.com/stories/94f6745fea5049db8ca5d0ab604fc248>

Eagle County Draft Open Space Plan

I attended a community open house held at Colorado Mountain College the evening of Monday, October 28th to review the draft Eagle County Draft Open Space Plan. This plan outlines the recommended efforts the County should adopt for the acquisition of parcels large and small. In the Plan, Minturn's geographic area is identified within the "Headwaters" area. It is acknowledged in the Plan, that given the cost for land in the Headwaters area, acquisition may need multiple support partners and creative strategies. For more information and a video overview of the Plan, go to

<https://storymaps.arcgis.com/stories/db60a76e06f14fcb98c2479c0bc3c043>.

Little Beach Park Grants

Minturn was awarded \$147,000 through a DOLA EIAF Tier 1 grant application. This is an exciting announcement as these funds will allow the town to repair the failing retaining wall in the playground area. This grant requires a 50% match and because Minturn was not awarded the larger GOCO grant application, the Town will request to match these funds with the

installation of a new playground area. We are in the process now of determining approval for this request.

2024/25 Taylor St Snow Removal

Minturn staff is preparing informational flyers and will be taking those flyers door to door along Taylor St to communicate the upcoming seasonal snow removal efforts. This will be done in a positive way with an effort toward problem solving. Staff understands the residents of Taylor St are accustomed to pushing their snow across the street however adjustments will need to be made this season due to the safety fencing for the Minturn North project. We are hopeful that by going door to door and trying to talk to residents individually, this will be a smooth adjustment.

HWY 24/Main Street Speed Feedback Signs Installed

CDOT has donated two speed feedback signs that have been installed, programmed and are now operations. One sign is located heading southbound just before the “S” curve by Minturn Anglers and the second sign is facing northbound close to the Boneyard Open Space property. Special thanks for the donations from CDOT which we hope will help inform drivers of their speed. Minturn has been optimistic about this opportunity to help/assist drivers in being more aware of their vehicle speeds.

Main Street Bulb Outs

I have continued to talk with Jeff Spanel about finding ways to install permanent bulb outs. A permanent bulb out, although significantly more expensive, would be smaller in size and of a more “traditional” shape as the side street stop sign would be allowed to move into the Main Street right of way, increasing line of sight without eliminating excessive parking. The other complication to the permanent option is drainage. Intermountain Engineering has studied Minturn’s intersections and the permanent bulb outs would require moving the storm drains entirely or taking measures to allow the drainage through the bulb out. After review, it appears that allowing drainage through the bulb out comes with a variety of complications that would need addressing. We continue to study this option.

Nelson St Heat Exchange Opportunity

Jeff Spanel and I met with Eagle River Whisky representatives and discussed the opportunity to increase safety on Nelson Street and the hill on Nelson by adding a heat exchange option that would take the wasted heat generated by the distilling process and convert it to a snowmelt system for the road/hill. This is still in the exploratory phase, however given that the Town is considering the repaving of Nelson St, the timing would be appropriate as a combined project. Costs associated with such a project require more research and we will continue to provide the Council updates as more information becomes available.

Main Street Speed Limit Enforcement

Unless otherwise directed by the Town Council, Minturn is shelving the AVIS speed radar enforcement option for increasing safety on Main Street.

11. PLANNING COMMISSION COMMENTS

12. FUTURE MEETINGS

- A. November 27, 2024
 - a. Darell W. will not be here
- B. December 4, 2024 - Joint Work Session with Town Council
 - a. Darell W. will not be here
 - b. Eric R. will be late
- C. December 11, 2024
 - a. Darell W. will not be here

D. December 25, 2024 - Meeting Cancelled

13. ADJOURN

Motion by Darell W., second by Jeff A., to adjourn the regular meeting of November 13, 2024 at 9:39 p.m. Motion passed 5-0.

Note: Eric R. is attending in his status as an alternate.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director