



Official Minutes

MEETING OF THE MINTURN PLANNING COMMISSION
Minturn Town Center, 302 Pine Street
Minturn, CO 81645 • (970) 827-5645

Wednesday February 22, 2017

Regular Session – 6:30 pm

CHAIR – Lynn Teach
COMMISSION MEMBERS:

Greg Gastineau
Bobby Head
Jeff Armistead
Burke Harrington

Planning Director Janet
Hawkinson

These minutes are formally submitted to the Town of Minturn Planning Commission for approval as the official written record of the proceedings at the identified Meeting. Additionally, all Planning Commission meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Planning Office at 970/827-5645 302 Pine St. Minturn, CO 81645.

Regular Session – 6:30 pm

1. Call to Order

Chair L. Teach called the meeting to order at 6:35pm

- Roll Call

Those present included Chair Lynn Teach, Greg Gastineau, Bobby Head, Jeff Armistead, and Burke Harrington.

- Pledge of Allegiance

2. Approval of Agenda

- Items to be Pulled or Added

Motion by Greg G., second by Burke H., to approve the agenda as presented. Motion passed 5-0.

3. Approval of Minutes

- February 8, 2017

Motion by Burke H., second by Greg G., to approve the minutes of February 8, 2017 as presented. Motion passed 4-0. Note: Bobby H. was excused absent.

4. Public comments on items, which are NOT on the agenda (5-minute time limit per person)

**PUBLIC HEARINGS, DISCUSSION, AND ACTION ITEMS
FUTURE AGENDA ITEMS**

5. AEC - Architectural Engineering Lighting Presentation

Electrical Lighting Engineer Stanton Humphries and Town Engineer Jeff Spanel explained the attributes and characteristics of dark sky lighting. A replica of the town light was on display. It was turned on to show the light pattern and recessed light. It was explained through engineering and light distribution the downtown street lights are dark sky rated. An electrical engineering report was provided.

6. Sign Approval: EDAC Minturn Community Message Board

Michelle Metteer, Minturn's Economic developer, described the use of the board as a public use for communication purposes. The board was in Council to show for approval.

Motion by Jeff A., second by Greg G., to approve the Sign EDAC Minturn Community Message Board as presented. Motion passed 5-0.

7. Sign Approval: Peace * Love Yoga Sign Approval

Greg G. asked about the material being used to build the sign, which was unknown at the moment. He suggested the applicant to add additional information to the sign such as: "yoga studio", as the words "peace-love" don't quite reflect the type of business conducted at the store.

Commission agreed that a 14" tall x 8' long sign size, doesn't seem big enough for that kind of building.

Planning Commission would like further information on the kind of materials that will be used to build the sign, before they make a motion.

Sign was tabled until next meeting.

8. Subdivision Approval - RBLA Subdivision Lot 721 Main Street, Minturn, CO

Janet H. introduced the Subdivision Application. She described the lots and the staff recommendation for conditions of approval for the subdivision. Applicant Representative, Tom Sullivan, 116 Nelson Ave., described the history of the land and the objectives the owner has had, as well as the taxes and fees paid by him over the years. He clarified that there is a potential buyer who intends to build small developments, most likely for employee housing. Which will be individually developed. There is no water line easements currently on the property. Mr. Sullivan stated that a 10' instead of 15' setback for the water easement is something they can probably work with, but no buyer would want a snow storage for the Town at the end of their lot.

Public comments:

Mr. Sorensen, 671 Boulder St., requested to be able to look at the building envelope for potential construction in specific areas.

The owner of lot 711 Main St. expressed his distress about the 10' setback, whether it is in the front yard, backyard or on the side. Feels as new construction will end up very constraining.

Mrs. Lochhead, Ian's Lochhead mother at 711A Main St. expressed her son's concerns about the proposed lot #2 regarding: drainage, snow storage behind his property, right away access, turnaround for fire trucks and maintaining trees to preserve the natural environment as well as privacy. Please see attached statements.

Anne Hutchinson, representing seller, as the attorney. Exposed the plans of the first subdivision application which would be divided into 6 subdivisions, spending money on developing and building permits fees of the Town. Stated it will go in foreclosure if not sold. Burke asked her about the snow storage being utilize in the lot.

Janet H. affirmed section 16-17-18 has been reviewed and they do comply with the Code. Therefore it is recommended by Town staff to approve the subdivision.

Lynn T. called a recess at 8:05pm.
Meeting was called back to order at 8:10pm.

Burke H. appreciated all the real concerns from residents about setbacks, drainage, snow storage, fire, though is up to the new owners to determine what they can build in the future. All those issues are not being decided right now.

Bobby H. identified the fact that the Town has been using that lot for snow storage over the years, is not a necessity but a convenience, it can be figure out differently.

Motion by Greg G., second by Bobby H., to approve the RBLA Subdivision Lot 721 Main St, Minturn CO as presented with the following conditions:

1. The subdivision plat will be amended to depict an easement dedicated to the Town of Minturn on through the rear of Lots 2 and 3, and amended Lot 1 of the McFarlane Minor Subdivision. The easement will be 10 feet in width for the construction, operation, maintenance and replacement of a water line. This easement is required to allow Minturn to loop water lines in this area which is needed to provide adequate supply and pressure to the newly created lots and in the event water needs to be temporarily turned off in an adjoining town zone.
2. The subdivision plat contains drainage and utility easements along common lot lines for the benefit of each lot depicted on the plat. The plat will be amended to contain a plat note stating "It is anticipated that sidewalks will be constructed along Highway 24 and the Highway 24 roadway will be resurfaced in 2019. In order to prevent damaging cuts into the new sidewalk and roadway, utility service extensions from Highway 24 will be constructed onto each Lot prior to the sidewalk/resurfacing work. In the event that any utility is not extended from Highway 24 onto the Lot prior to the sidewalk/resurfacing work, the owner of said Lot will be required to obtain access to such utility from Boulder Street by way of the utility and drainage easements depicted on the plat." The individual lots will not be granted street cut permits to attach to water, sewer and other utilities on Highway 24 after the new paving and sidewalks are installed with the CDOT - Minturn South Sidewalk & Road Reconstruction Project.
3. The subdivision plat will be modified consistent with comments of the Town Attorney and the Town Engineer.

(*the snow storage easement is not part of the motion for approval of the subdivision).

Motion passed 5-0.

STAFF REPORTS

9. **Town Planner** - Bobby Head announced he is resigning from Planning Commission do to his expanding business – everyone congratulated him on his success.

Planning Commission applications will be accepted

Meeting of March 22 Planning Commission needs to vote on Chair.

FUTURE AGENDA ITEMS

10. Next Meeting – March 8, 2017

11. Future Meetings:

12. Set Future Meeting Dates

- a) Commission Meetings:
- March 22, 2017
 - April 12, 2017
 - April 26, 2017

13. Adjournment

Motion by Jeff A., second by Greg G., to adjourn at 8:40pm. Motion passed 5-0.


Lynn Teach, Chair


Janet Hawkinson, Planning Director