



AGENDA

Town Council Regular Meeting

Wednesday, October 4, 2023 at 5:30 PM

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/88549735230>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 885 4973 5230

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 Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

- 1) **CALL TO ORDER**
- 2) **ROLL CALL AND PLEDGE OF ALLEGIANCE**
- 3) **APPROVAL OF CONSENT AGENDA**

Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

- a) September 20, 2023 Meeting Minutes Pg 4
- b) 759 Main St – Bianchi Driveway Pg 12
- c) Liquor License: El Fraile, DBA The Mexican Bar and Grill annual renewal of a Hotel and Restaurant Liquor License, Juan Estrada, Owner/Manager, 160 N Railroad Ave.

Pg 72

- d) Liquor License: Deutschman Family LLC, DBA Kirby Cosmos BBQ Bar annual renewal of a Hotel and Restaurant Liquor License, Mark Tamberino Owner/Manager, 474 Main St Pg 75
- e) Liquor License: The Bunkhouse annual renewal of a Lodging and Entertainment (City) Liquor License, Nancy Richards Owner/Manager, 175 Williams St. Pg 78

4) APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

5) DECLARATION OF CONFLICTS OF INTEREST

6) PUBLIC COMMENT

Citizens are invited to comment on any item on the Consent Agenda, or 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 Clerk. Those who are speaking are requested to state their name and address for the record.

7) COUNCIL COMMENTS & COMMITTEE REPORTS

8) STAFF REPORTS

- 9) Manager's Report Pg 81

10) SPECIAL PRESENTATIONS

Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes if prior arrangements are made with the Town Clerk.

- a) Eagle Valley Community Foundation Pg 82

11) BUSINESS ITEMS

Items and/or Public Hearings listed under Business may be old or new and may require review or action by the Council.

- a) Ordinance 13 - Series 2023 (Second Reading) an Ordinance Amending Chapter 16 Article 16 of the Minturn Municipal Code; Amending Section Titles (only) of the Parking Code Pg 104
- b) Resolution 29 - Series 2023 A Resolution exempting Minturn from live streaming municipal court Pg 111
- c) Council motion to formally accept the FY2024 Preliminary Budget – Brunvand
 - i) Budget Review and acceptance Pg 114

12) DISCUSSION / DIRECTION ITEMS

13) FUTURE AGENDA ITEMS Pg 119

14) ADJOURN

INFORMATIONAL ONLY ITEMS

Upcoming Council Meetings:

- Oct 18, 2023
- Nov 1, 2023
- Nov 15, 2023
- Dec 6, 2023



Wednesday, September 20, 2023
Executive Session – 4:30pm
Regular Session – 5:30pm
Work Session – Immediately following the regular session

OFFICIAL MINTUES

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

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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/82681697266>

Zoom Call-In Information: **1 651 372 8299 or 1 301 715 8592 Webinar ID: 826 169 7266**

Please note: all virtual participants are muted. To be called upon and 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 Jay Brunvand, Town Clerk, prior to the meeting and will be included as part of the record.

1. CALL TO ORDER

Mayor Earle B. called the meeting to order at 4:35pm.

2. ROLL CALL & PLEDGE OF ALLEGIANCE

The Minturn Town Council will open the Regular Meeting at 4:30pm for the purpose of convening into Executive Session. At (approximately) 5:30pm the Council will convene into Regular Session.

Those present included: Mayor Earle Bidez, Town Council members, Lynn Feiger, Gusti Kanakis,

Brian Rodine, Kate Schifani, and Tom Sullivan. Note: Mayor Pro Tem Terry Armistead was excused absent.

Staff present: Attorney Michael Sawyer (zoom), Attorney Susan Ryan, and Town Manager Michelle Metteer.

3. EXECUTIVE SESSION

An Executive Session for the purposes of receiving legal advice on specific legal questions pursuant to C.R.S. 24-6-402(4)(b) – Legal Analysis of Options for Minturn’s Cross Creek Water Rights (S. Ryan)

Motion by Gusty K., second by Brian R., to convene in Executive Session for the purposes of receiving legal advice on specific legal questions pursuant to C.R.S. 24-6-402(4)(b) – Legal Analysis of Options for Minturn’s Cross Creek Water Rights. Motion passed 6-0.

The Council Convened at 5:33pm for the Regular Session. Those present included: Mayor Earle Bidez, Town Council members, Lynn Feiger, Gusty Kanakis, Brian Rodine, Kate Schifani, and Tom Sullivan. Note: Mayor Pro Tem Terry Armistead was excused absent.

Staff present: Attorney Michael Sawyer (zoom), Town Manager Michelle Metteer, Town Planner Madison Harris, and Town Clerk Jay Brunvand (zoom).

4. APPROVAL OF CONSENT AGENDA Consent agenda items are routine Town business, items that have received clear direction previously from the council, final land-use file documents after the public hearing has been closed, or which do not require council deliberation.

4.1 September 6, 2023 Meeting Minutes

4.2 Resolution 28 – Series 2023 A Resolution approving an IGA with Eagle County Animal Control for services within the Town of Minturn

Motion by Gusty K., second by Tom S., to approve the Consent Agenda of September 20, 2023 as presented. Motion passed 6-0. Note: Terry A. was excused absent.

5. APPROVAL OF REGULAR AGENDA Opportunity for amendment or deletions to the agenda.

Remove: Vail Valley Community Foundation presentation

Motion by Kate S., second by Tom S., to approve the Agenda of September 20, 2023 as amended. Motion passed 6-0. Note: Terry A. was excused absent.

6. DECLARATION OF CONFLICTS OF INTEREST

7. PUBLIC COMMENT Citizens are invited to comment on any item on the Consent Agenda, or 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 Clerk. Those who are speaking are requested to state their name and address for the record.

8. COUNCIL COMMENTS & COMMITTEE REPORTS

Earle B. updated on the Eagle Valley Transit Committee and spoke of service increases and fair-free services between Vail and Beaver Creek to commence with the 23-24 ski season.

9. STAFF REPORTS

9.1 Manager Report

Minturn/Battle Settlement Diligence Meeting

Minturn and Battle Mountain held our first diligence meeting this week. Full representation from both parties were present and work is underway to execute the action steps outlined in the Settlement Agreement. Monthly meetings will be held moving forward to provide each party with an update on progress.

HR Roadmap – Employers Council

The council recently approved the contract with Employers, a human resources training and support firm specializing in the HR needs of municipalities. I held an initial discovery meeting with a representative and have been provided with a customized roadmap for addressing the town's needs moving forward. The Employers Council will be a resource as I move through the creation of documents outlined in the roadmap and setting up policies to better address workplace needs. A copy of Minturn's roadmap has been included for reference.

Council Packet Process Overhaul

Cindy Krieg has been helping me with the upgrading/updating of the Council, Commission and HPC packets. The town currently puts the packets together through an antiquated system using Adobe Acrobat. We will be moving to the online CivicPlus packet platform which integrates directly with the town's website. We expect to find increased efficiency through this process, along with a better public interface and save on labor hours. We will go live with the new platform (hopefully) by the end of the year.

Payroll Processing Upgrades

Jay Brunvand and I have been reviewing options for a more efficient payroll processing system. Currently, for hourly team members they turn in a piece of paper with their handwritten hours. We are finding this is not the most efficient, transparent, or data-centric manner for handling this process and will be upgrading to a new system in the coming months.

Proposition HH – CML Position

The Colorado Municipal League has come out in opposition to Proposition HH. Proposition HH proposes to lower property taxes however after a deeper dive, there is much more to this proposed legislation. CML has provided a detailed summary and analysis explaining the legislation and what it would mean for municipalities. Additionally, Jay Brunvand attended a county-wide meeting

discussing HH and can answer questions as needed. A copy of CML's analysis is included for reference.

- 10. SPECIAL PRESENTATIONS** Presentations are limited to 5 minutes. Invited presentations are limited to 10 minutes unless prior arrangements are made with the Town Clerk.

10.1 Eagle Valley Community Foundation

This has been moved to Oct 4

- 11. BUSINESS ITEMS** Items and/or Public Hearings are listed under Business may be old or new and may require review or action by the Council.

11.1 Ordinance 12 - Series 2023 (Second Reading) an Ordinance Amending the Water Moratorium (Sawyer)

Mike S. detailed the need of this Ordinance to amend specific deadlines as presented. He noted the necessity of extending the Minturn North deadlines and felt this amendment was warranted. He noted there were no changes from First Reading.

Discussion ensued as to any objectors, at this time there are none.

Public Hearing Opened

Mr. Jeff Armistead, 1632 Main St, asked of a possible Belden application. Mike S. stated under the moratorium there is a condition that a development could make application for any relinquished SFEs. Mr. Armistead asked if there were a count of possible SFEs; approximately 16. Mr. Armistead asked if he could apply for them for his project? He would need to have submitted an application. He asked of the town's leak detection system and if that would potentially equate to more capacity? Mike S. stated the town's limitations are constrained by the plant capacity and the limitations set by the water decrees. During the late summer months is when we bump against those limitations. Michelle M. stated the leak system is on service lines, the water loss would need to be consistently well under 20% for an extended time period of several years. Until such a time we would not want to allow future use.

Public Hearing closed.

Motion by Gusty K., second by Brian R., to approve Ordinance 12 – Series 2023 (Second Reading) an Ordinance amending Ordinance 02-2023 amending a deadline for certain events to occur. Motion passed 6-0. Note: Terry A. was absent.

11.2 Ordinance 13 - Series 2023 (First Reading) An Ordinance amending Chapter 16 Article 16 of the Minturn Municipal Code; Amending Section Titles (only) of the Parking Code

Madison H. presented.

Staff noticed that in Article 16 - *Parking* it was not apparent that there were certain sections that were not applicable in the 100 Block Commercial Zones due to the update done several months ago. Staff brought forward this ordinance correcting section titles only, not affecting the content of those sections, to make clear that the parking requirements were applicable everywhere except for the 100 Block Commercial Zones. The Planning Commission reviewed this ordinance at their September 13, 2023 regular meeting and forwarded a recommendation of approval to the Town Council. Public notice was provided in accordance with the Minturn Municipal Code as a matter of posting of the official agenda and packet materials for public review prior to the hearing, and following Section 16-21-610 Public notice.

Public Hearing Opened
No Public Comment
Public Hearing closed.

Motion by Kate S., second by Gusty K., to approve Ordinance 13 - Series 2023 (First Reading) An Ordinance amending Chapter 16 Article 16 of the Minturn Municipal Code; Amending Section Titles (only) of the Parking Code as presented. Motion passed 6-0. Note: Terry A. was excused absent.

12. DISCUSSION / DIRECTION ITEMS

12.1 Easement Relocations – Bianchi Driveway

Scot H. presented. Others that may discuss are Engineer Jeff Spanel and Mike S.

The Town has received an application to modify a roadway located on Lot 2 of the Minturn Estates Subdivision. The existing roadway serves as the access road to the Town water tank. The roadway crosses Lot 2 (owned by SBR Investments) onto Lot 1 (owned by Medina) before ultimately accessing the water tank. An aerial photo of this area is attached as exhibit A. A survey showing the existing conditions on Lot 2 is attached as exhibit B. The existing road is located in an easement benefiting the Town. A copy of the 1999 subdivision plat depicting the existing town easement is attached as exhibit C. The existing roadway has steep grades and a non-engineered surface. A Town water main is also located under the existing roadway within the town easement.

The Lot 2 owners are seeking approval to relocate a portion of the existing roadway and a portion of the existing town water main to facilitate development on their property. Attached as exhibit D is a plan that depicts the location of the existing water line in the existing roadway and the location of the revised water line which is to some degree located in the relocated roadway. After the existing water line is relocated and the new roadway constructed, the existing roadway that parallels the relocated roadway will be regraded and vegetated. The Town will utilize the new relocated roadway to access the water tank up to the point where it connects with the existing roadway that crosses on to Lot 1. The applicant's engineer has modeled the turning radius to get from the relocated roadway onto the existing road leading to the water tank and concluded allows for passage of Town heavy vehicles. See exhibit E. At the northwest corner of lot 2, the relocated roadway will cross onto a small parcel of Town property. The owner of Lot 2 believes that there is a pre-existing easement from the Town benefiting Lot 2 for access across the Town

property. Staff will research the existence of that easement and how it figures into the proposed relocation prior to Council meeting.

Staff is looking for Council direction as to its willingness to: (a) relocate the roadway and water line easement from its existing location to the proposed new location on Lot 2, (b) consent to the owner's construction of a new water line at the relocated location, and (c) if necessary grant the owner an easement across the small Town parcel for a portion of the relocated roadway.

Mike S. reviewed the various maps within the packet and the intent of the easement relocation. Jeff Armistead, applicant, discussed existing conditions and proposed new water line and water concerns during proposed construction.

Jarod Limke, Town Engineer, stated this would not affect the water the town during construction because the new tank would be online supplying the town. The Medina property would be affected.

Jeff Spanel, Town Engineer, detailed a temporary water line that would be enabled during the construction process. Further, a new service line will be necessary for the long term solution.

Mike S. stated because this is an issue caused by the developer, they would be responsible for costs to install, temporarily water to site and adjacent neighbors.

Update from my notes.

Mike S. asked if this was a direction the council would consider approving in the future. Council agreed this was a good plan.

12.2 Proposition 123 – Housing Funding Program

Madison H. presented and introduced Mr. Dana Hlavac, Dept of Local Affairs.

Proposition 123 which supports affordable housing investment was passed in November 2022. This authorized the state dole out funds 60/40 through the Division of Housing (DOH) from state tax revenue to the Office of Economic Development and International Trade (OEDIT) and the Department of Local Affairs (DOLA).

From coloradoaffordablehousingfinancingfund.com/about/ “Sixty percent of Proposition 123 funds are allocated to the Affordable Housing Finance Fund, which is managed by OEDIT and administered by CHFA [Colorado Housing and Finance Authority]. This fund includes three programmatic areas: Land Banking, Equity, and Concessionary Debt. Local and tribal governments must complete a Proposition 123 Local Government Affordable Housing Commitment, unless otherwise noted, for projects within their jurisdiction to be eligible for funding.” “Forty percent of Proposition 123 funds are allocated to the Affordable Housing Support Fund, which is managed by the Department of Local Affairs (DOLA) through its Division of Housing (DOH) and Division of Local Government (DLG). The Support Fund includes three programmatic areas: Affordable Homeownership, Serving Persons Experiencing Homelessness, and Local Planning Capacity Development.”

If the Town of Minturn would like to receive funding or would like to make affordable housing projects within the Town boundaries eligible for funding, we will need to make a commitment by November 1, 2023 how, as a Town, we are committed to increasing our affordable housing stock 3% per year over the next 3 years, or 9% total in the next 3 years.

Another component is needing to develop a “Fast-Track Approval Process” for a development project in which 50% or more of the residential units constitute affordable housing. This process requires a final decision within 90 days for “any application for a special permit, variance, or other development permit, excluding subdivisions...” (C.R.S. 29-32-105 (2)(a)) There are options for extending this time period at the request of a developer or because another entity is required to review the application. It is not a requirement that a developer use the fast-track approval process.

If the Town does not meet its commitment goals to increase affordable housing 9% by 2027, we will not be eligible to receive funding for the first year of the next 3-year commitment cycle.

PROCESS

1. Establishing Baseline
 - a. First the Town will need to establish the Median Income we will use: Area Median Income, Median Family Income, or State Median Income.
 - b. Then the Town will need to choose which source to use for our Household Income Distribution: Department of Housing and Urban Development (HUD) Comprehensive Housing Affordability Strategy (CHAS) Data or American Community Survey Data
 - c. Then the Town will look into the Total Affordable Units: no more than 30% monthly household income toward a housing payment. For ownership limit this is 100% AMI or below and for rental limit thi is 60% AMI and below.
2. File a Commitment
 - a. Objective is to increase affordable housing by 3% per year or 9% over 3 years. For new housing this is counted at the time of building permit and for existing housing when converted from market rate to affordable.
 - b. Set an Affordable Housing Baseline
 - c. Provide information supporting the Baseline
 - d. Make the commitment

Brian R. noted he supports the research but felt it was difficult to review in that we are a small town with limited resources which would lessen the impact and the ability to sincerely take advantage of this opportunity.

Earle B. stated we are looking forward to providing affordable housing but asked how this might look for Minturn.

Mr. Hlavac stated the funding is in the \$60m range. He stated that opting in is a commitment to be eligible, again it does not obligate the town to make the commitment. He stated the first opportunity to access the funds is 2026. By the town opting in, anyone can ask for the money, without going through the town, they can go right to DOLA or CHFA. Although they would need to follow town regulations. If we do not opt in, no one can ask for the funds from the state. Simply, there is not penalty for opting in, only for not opting in. The deadline for opting in is November 1, 2023.

Discussion ensued as to how this would work with examples.

Discussion ensued as to what cost would be determined affordable. Lynn Fl. Asked how this would be affected by the current moratorium. He said there is little to lose by opting in but we can't come in later as easily.

Michelle M. noted that we do have some concept plans on the horizon that could benefit from this program as long as we have opted in. She noted the intent is to let council discuss this and give direction as to proceeding and that it does sound like this would be an opportunity even if we don't actually use the program.

It was noted that if we don't opt in by 11/1/23 we miss out on the first year, we could opt in during future years.

Direction was to opt in this year.

13. FUTURE AGENDA ITEMS

14. ADJOURN

Motion by Kate S., second by Gusty K., to adjourn the meeting at 6:54pm.

15. WORK SESSION: 2024 BUDGET (Metteer/Brunvand)

INFORMATIONAL ONLY ITEMS

Upcoming Council Meetings:

- Oct 4, 2023
- Oct 18, 2023
- Nov 1, 2023
- Nov 15, 2023

Minturn Planning Department
Minturn Town Center
302 Pine Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Amanda Mire
Sage Pierson
Tom Priest

To: Town Council
From: Madison Harris, Planner I
Date: September 27, 2023
Re: 759 Main Street - Bianchi Driveway

REQUEST:

Review and ratification of Planning Commission actions from their regular meeting of September 13, 2023. The following actions were taken by the Planning Commission, acting as the Minturn Design Review Board, which may be called-up for further review by the Minturn Town Council:

759 Main Street:

- Bianchi Driveway Project

Please note that unless there are revisions or additions to the conditions proposed by staff during decision by the Planning Commission, staff will no longer be writing cover memos for items on the Consent Agenda. In this case there was an addition of two conditions and the adjustment of two others.

INTRODUCTION:

At their regular meeting of September 13, 2023, the Planning Commission, acting as the Town of Minturn Design Review Board, reviewed the plans for a driveway at 759 Main Street. The plans approved by the DRB are for:

- **Development of a Driveway to Provide Access to Future Building Site, Lot 2, South Minturn Estates**

Site plans, civil engineering drawings, and survey documents - all of which have been reviewed by the Town Engineer and Town Attorney - are attached for reference.

Several neighbors spoke at the DRB hearing where the DRB discussed the application in context to Chapter 16 – *Zoning*, and Appendix ‘B’ *Design Review Standards and Guidelines*, and Section 16-17-70 - *Hillside Building Regulations*, of the Town of Minturn Municipal Code (MMC). There were concerns about hill stability, protection for Martin Creek, protection for the structures located below (to the east) of the proposed driveway located on Lot 1, South Minturn Estates, and impacts on existing easement rights benefiting adjacent properties.

Ultimately, the DRB voted 4-0 to recommend approval of the proposal as a Final Plan review, with two additional conditions implemented by the Planning Commission:

1. The Applicant shall vacate the that portion of an existing 20' wide "Access and Utility Easement" on, over, and through Lot 2, South Minturn Estates Subdivision, as depicted on the 1999 Final Plat for South Minturn Estates, filed at Reception Number 702733.
2. The Applicant shall seek approval from the Minturn Town Council to vacate the existing 15' wide "Town of Minturn Utility Easement" on, over, and through Lot 2, South Minturn Estates Subdivision, filed at Book 673, Page 959, and as depicted on the 1999 Final Plat for South Minturn Estates, filed at Reception Number 702733.
3. The Applicant shall provide the Town new easement documents, to be approved by the Minturn Town Council, and which will be provided for the purpose to recreate access and utility easements in new locations and with new alignments on, over, and through Lot 2, South Minturn Estates Subdivision, in accordance with approved plans for the driveway project on Lot 2; and to allow for construction of the driveway and all appurtenances, lines and structures necessary to meet Town standards and requirements.
4. The Applicant shall seek approval from the Minturn Town Council to relocate and reconstruct the Town of Minturn 12" water main line consistent with 100% construction drawings approved by the Town as part of the Town of Minturn grading permit application and approval process. The applicant will provide security for the improvement to the Town in the amount of 110% of the construction cost estimate.
5. The Applicant shall provide cost estimates for the driveway project based on 100% construction drawings as part of the Town of Minturn Grading Permit application and approval process, and shall subsequently work with the Town to provide financial guarantees (Letter of Credit, bond, or other acceptable surety) prior to commencement of construction activities for the driveway project.
6. The Applicant shall seek approval from the Minturn Town Council to obtain an easement or encroachment license for that portion of the driveway project located on Town property between Lot 2 and King Ranch Road, otherwise referred to on the 1999 Final Plat for the South Minturn Estates Minor Subdivision as the "McFarlane to Town" parcel.
7. The Applicant shall pay the costs of surveying the easements, reimburse the Town's expenses, and provide the Town with as-built surveys of all relocated infrastructure.
8. The Eagle Fire Protection District letter be reviewed by the Town Council.
9. The Applicant shall work with staff to address Inter-Mountain Engineering's comments.
10. Staff shall clarify what specific mitigation measures shall be taken in regards to Martin Creek, Lot 1, and soil erosion relative to stormwater management and water quality protection.

ANALYSIS:

In reviewing the application, the Planning Commission considered the criteria and findings required by the Minturn Municipal Code, as well as testimony of staff, the public, and the Applicant.

The driveway project necessitates the vacation and re-creation of certain easements that currently encumber Lot 2 and which benefit the Town of Minturn (access and utility easements providing access to and the ability to install, maintain and repair water line) because portions of the proposed driveway will deviate from the location and alignment of an existing access road and water line. These issues were presented to the Town Council at their September 20, 2023 meeting as a discussion item.

At that meeting, the Town Attorney clarified that approval of the driveway plans will permit the applicant to move forward in the Town’s review process, then next step being producing 100% construction drawings, addressing the DRB’s recommended conditions of approval, and starting work on the vacation and re-creation of easements encumbering Lot 2, as well as development agreements and cost estimates. Staff recommends that the driveway project may be approved on consent and all final review and determination of easements and a development agreement may occur separately as part of the grading permit review and approval process.

COMMUNITY INPUT:

Several members of the public spoke at the DRB hearing with concerns about hill stability, protection for Martin Creek, protection of residential structures on adjacent Lot 1, South Minturn Estates, and impacts on existing easement rights benefiting surrounding properties. Public notice was provided in accordance with the Minturn Municipal Code as a matter of posting of the official agenda and packet materials for public review prior to the hearing, and following Section 16-21-610 Public notice.

STRATEGIC PLAN ALIGNMENT:

The Planning Commission’s review of proposed development projects and their actions to approve final plans for individual projects, acting as the Town of Minturn Design Review Board, aligns with the following key strategies:

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

THE TOWN WILL SEEK TO MAKE INFORMED, DATA-BASED DECISIONS WITH A STANDARD OF “DOING IT RIGHT.” WITH AN HONEST APPROACH TO ALL ASPECTS OF LOCAL GOVERNMENT AND A FOCUS ON THE PUBLIC PROCESS, THE TOWN COUNCIL AND STAFF ARE COMMITTED TO SERVING MINTURN WITH THE HONESTY AND INTEGRITY EXPECTED OF A SMALL-TOWN GOVERNMENT.

ADVANCE DECISIONS/PROJECTS/INITIATIVES THAT EXPAND FUTURE OPPORTUNITY AND VIABILITY FOR MINTURN

The ability for Minturn to approach development as resilient, sustainable, creative and diverse will allow the town to continue embracing what has “made Minturn, Minturn.” The town can further leverage its crossroads location as a valley-wide benefit and competitive advantage.

RECOMMENDED ACTION OR PROPOSED MOTION:

Approve the following application on consent:

1. 759 Main Street - Bianchi Driveway

ATTACHMENTS:

- Staff Memo for Planning Commission
- Application

Minturn Planning Department
Minturn Town Center
302 Pine Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Amanda Mire
Sage Pierson
Tom Priest

To: Planning Commission
From: Scot Hunn, Planning Director
Date: September 7, 2023
Re: 759 Main Street - Bianchi Driveway

Introduction

The proposed development is for a driveway to eventually serve a residential use in accordance with allowable uses in the Martin Creek Residential Estate Zone District at 759 Main Street otherwise known as Lot 2, South Minturn Estates. The access to the property is currently from Highway 24 via existing “Access and Utility” easements. This development application was originally reviewed at the August 9, 2023 Planning Commission meeting where the Planning Commission made a motion to review the application that was before them as a conceptual plan with the goal of answering outstanding questions brought up in the public hearing. These questions covered topics such as easements, engineering, and wildlife impacts.

Staff believes the plans are complete and that, if properly conditioned, will comply with the Minturn Municipal Code (MMC), Chapter 16, Zoning as well as the Town’s engineering standards.

If the DRB feels that the plans are complete, appropriate, and meet the intent and purposes of the MMC, the DRB has the option to take final action to approve or approve with specific conditions and giving the Applicant and staff clear direction on any recommended revisions to the plans.

Staff is recommending approval of the Bianchi Driveway DRB application, with conditions.

Outstanding Issues

At their regular meeting of August 9, 2023, the Planning Commission discussed several issues of concern related to the driveway construction including the adequacy of existing easements serving Lot 2, plans and costs associated with the relocation and replacement of the Town’s 12” water main that traverses Lot 2 and which is currently connected to the Town’s water tank, impacts on the hillside (of Lot 2), and impacts to wildlife.

As a reminder, Town staff stated during the public hearing on August 9th that Lot 2 is a legally platted lot and that wildlife impacts are not generally or specifically addressed during development applications for platted lots that come before the DRB. To be clear, the Planning Commission’s purview in this case is restricted to the standards of Appendix B, *Minturn Design Standards and Guidelines* (which do not include criteria or standards for wildlife impact

mitigation) and the Town of Minturn Hillside Building Regulations (Sec. 16-17-70 of the Minturn Municipal Code), which also do not address or contemplate wildlife or wildlife impact mitigation.

Additionally, staff respectfully reminds the Planning Commission that costs and/or legal issues associated with any removal, relocation and reconstruction of the Town's infrastructure (water line and appurtenances) is not generally within the Planning Commission's purview. Any considerations or decisions related to Town infrastructure should be addressed at the Town Council, Town Manager and Town Attorney level and, should, specifically, be addressed and resolved during any review of new easements for water lines and during the grading permit review by the Town Engineer and Town Public Works department.

Since the public hearing on this matter which occurred on August 9th, staff has investigated the following issue:

Easements

Staff has researched all existing easements associated with Lot 2 and has conferred with the Town Attorney, Mike Sawyer, to verify that all existing access and utility easements are adequate to serve Lot 2 and, specifically, the proposed driveway construction in the future. Specifically, staff researched access and utility easements granted via the 1999 "Final Plat for South Minturn Estates Minor Subdivision, A Resubdivision of Parcel A" which set forth the following general notes:

6. *Marcella J. Carter hereby reserves the right for herself, her successors and assigns the area designated hereon as "Access and Utility Easement" over and across Lot 1 for the purpose of ingress and egress to and from Lot 2; and over, under and across Lot 1 for the purpose of the installation, maintenance and replacement of utilities including but not limited to sewerlines, waterlines, gaslines, electric lines, cable TV lines, communication lines and necessary structures relating to said utilities, along with ingress and egress therefrom.*
7. *Any future development of Lot 2 of the South Minturn Estates Minor Subdivision is contingent upon road access to Lots 1 and 2 being upgraded to meet Town of Minturn Standards. The Town of Minturn shall be granted an easement on this road to access the Town of Minturn water tank and Town of Minturn water lines. The Town of Minturn may require an improvements agreement and collateral as outlined in the Town of Minturn Subdivision Regulations.*

As indicated by the two plat notes above, the Town, in 1999, ensured that future access to Lot 2 as well as to the Town's water tank would be protected and/or enhanced. The notes (particularly Note 7) ensures that any development of Lot 2 would be served by a roadway/driveway that meets Town standards, and that any future construction of a driveway or other improvements associated with "development" of Lot 2 could be covered by an improvements agreement and/or collateral (bond or other form of collateralization) to ensure proper design, construction and completion of any improvements on Lot 2.

To this end, the Applicant confirmed at the public hearing on August 9th that in order to construct the driveway, as designed, the Town's water main line will need to be relocated and

reconstructed and that such work would be completed at the Applicant's expense. The civil engineering drawings reviewed by the Town Engineer for this project include details showing the existing and proposed water line location and alignment.

Staff has confirmed that a new easement similar to the easement described in General Note 6 from the 1999 plat will need to be created to allow for the new driveway and water line/utility alignment across/over Lot 2 (the previous Access and Utility easement depicted on the 1999 plat follows the general alignment of the existing access driveway/road across Lot 2).

To this end, staff is recommending several conditions of any DRB approval requiring that the Applicant vacate existing easements that follow existing access road and water line alignments; provide a new easement agreement and map exhibit showing the location of all new easement(s) following the proposed driveway and water line alignment(s) and which include the same easement rights conveyed in previous plats or easement agreements (access for ingress and egress; utility installation, replacement, repair and maintenance, for instance); and that any new utility easements related to the Town of Minturn water main line be reviewed and approved by the Town of Minturn Town Council prior to final permitting of the driveway project.

Last, in the event that the Town of Minturn Town Council approve of new easements and, therefore, the relocation of the Town's 12" water main line; and should the main line be relocated and taken out of service temporarily, John Volk, Town of Minturn water treatment plant operator, will address any water line/water quality issues or regulatory requirements.

Staff is recommending **approval with the following conditions.**

Note: these conditions were not originally presented at the August 9, 2023 hearing and are only now being presented for the Planning Commission's consideration following additional research, review, and analysis of the project by staff and the Town's consultant team:

1. The Applicant shall vacate the existing 20' wide "Access and Utility Easement" as depicted on the 1999 Final Plat for South Minturn Estates, filed at Reception Number 702733.
2. The Applicant shall seek approval from the Minturn Town Council to vacate the existing 15' wide "Town of Minturn Utility Easement" filed at Book 673, Page 959, and as depicted on the 1999 Final Plat for South Minturn Estates, filed at Reception Number 702733.
3. The Applicant shall provide the Town new easement documents, to be approved by the Minturn Town Council, and which will be provided for the purpose to recreate access and utility easements in new locations and with new alignments in accordance with approved plans for the driveway project on Lot 2; and to allow for construction of the driveway and all appurtenances, lines and structures necessary to meet Town standards and requirements.
4. The Applicant shall seek approval from the Minturn Town Council to relocate and reconstruct the Town of Minturn 12" water main line consistent with 100% construction drawings approved by the Town as part of the Town of Minturn grading permit application and approval process. The applicant will provide security for the improvement to the Town in the amount of 110% of the construction cost estimate.

5. The Applicant shall provide cost estimates for the driveway project based on 100% construction drawings as part of the Town of Minturn Grading Permit application and approval process, and shall subsequently work with the Town to provide financial guarantees (Letter of Credit, bond, or other acceptable surety) prior to commencement of construction activities for the driveway project.
6. The Applicant shall seek approval from the Minturn Town Council to obtain an easement or encroachment license for that portion of the driveway project located on Town property between Lot 2 and King Ranch Road, otherwise referred to on the 1999 Final Plat for the South Minturn Estates Minor Subdivision as the “McFarlane to Town” parcel.
7. The Applicant will pay the costs of surveying the easements, reimburse the Town’s expenses, and provide the Town with as-built surveys of all relocated infrastructure.



Design Review Board Hearing

Final Plan Review for New Driveway

759 Main Street

Hearing Date:	August 9, 2023
File Name and Process:	Bianchi Driveway Final Plan Review
Owner/Applicant:	SBR Investments LLC
Representative:	Jeff Armistead, 10 th Mountain Builders
Legal Description:	South Minturn Estates, Lot 2
Address:	759 Main Street
Zoning:	Martin Creek Character Area – Residential Estate Zone District
Staff Member:	Madison Harris, Planner I
Recommendation:	Approval, with Conditions

Staff Report

I. Summary of Request:

The Applicant, Jeff Armistead, requests Final Plan review of a new, driveway located at 759 Main Street in the Martin Creek Residential Estate Zone District. The Applicant has been proactive in meeting with Town staff prior to submitting plans for the driveway and has provided a relatively complete and thorough set of site and landscaping plans.

Proposed Plans

The plans show a winding driveway up to the flatter portion of the lot at the top. This is coming to the Planning Commission as a driveway falls within Chapter 16's definition of development: "*Development* means any manmade change to improved or unimproved real estate, including but not limited to construction, demolition, renovation, rehabilitation, mining, dredging, filling, grading, paving, excavation or drilling operations."

According to staff's analysis of development standards and dimensional limitations in Section III below the project appears to meet the Town's standards.

Staff believes that the Town has been provided a complete, detailed set of plans necessary to complete a thorough final plan review.

As a reminder, the Planning Commission has the option to review the proposal as a "conceptual" plan review if the Commission feels that the plans are *not* sufficient or are in need of revisions and additional review prior to final plan approval; or, the Commission may take action to approve, approve with conditions, or deny the Final Plans.

Staff is **recommending approval**, with conditions.

II. Summary of Process and Code Requirements:

This is a final plan-level of review for a new driveway on a legally created lot within the Town of Minturn. This is a formal hearing providing the Applicant and staff the opportunity to discuss the proposal with the Planning Commission, acting as the Design Review Board, and to address the DRB's concerns or feedback regarding suggested revisions to the project.

If the DRB feels that the plans are complete, appropriate, and meet the intent and purposes of the Minturn Municipal Code, Chapter 16, the DRB has the option to take final action to approve or approve with specific conditions and giving the Applicant and staff clear direction on any recommended revisions to the plans.

No variances are required or requested at this time.

Design Review Process

Appendix 'B' of the Minturn Municipal Code, Section 16-21-615 - *Design Review Applications*, subsection "d" below outlines the criteria and findings necessary for DRB review and approval of all new, major development proposals:

(d) Administrative procedure.

- (1) Upon receipt of a completed and proper application, the application for Design Review will be scheduled for a public hearing. The hearing will be conducted in accordance with the procedures set forth in this Chapter.*
- (2) Criteria and findings. Before acting on a Design Review application, the Planning Commission, acting as the Design Review Board (DRB), shall consider the following factors with respect to the proposal:*
 - a. The proposal's adherence to the Town's zoning regulations.*
 - b. The proposal's adherence to the applicable goals and objectives of the Community Plan.*
 - c. The proposal's adherence to the Design Standards.*

(3) *Necessary findings. The Design Review Board shall make the following findings before approving a Design Review application:*

- a. *That the proposal is in conformance with the Town zoning regulations.*
- b. *That the proposal helps achieve the goals and objectives of the Community Plan.*
- c. *That the proposal complies with the Design Standards.*

Staff suggests that the final plans for 759 Main Street meet or can be revised to meet the required findings ‘a,’ ‘b,’ and ‘c’ or subparagraph 3 – *Necessary findings* - with proposed conditions of approval.

III. **Zoning Analysis:**

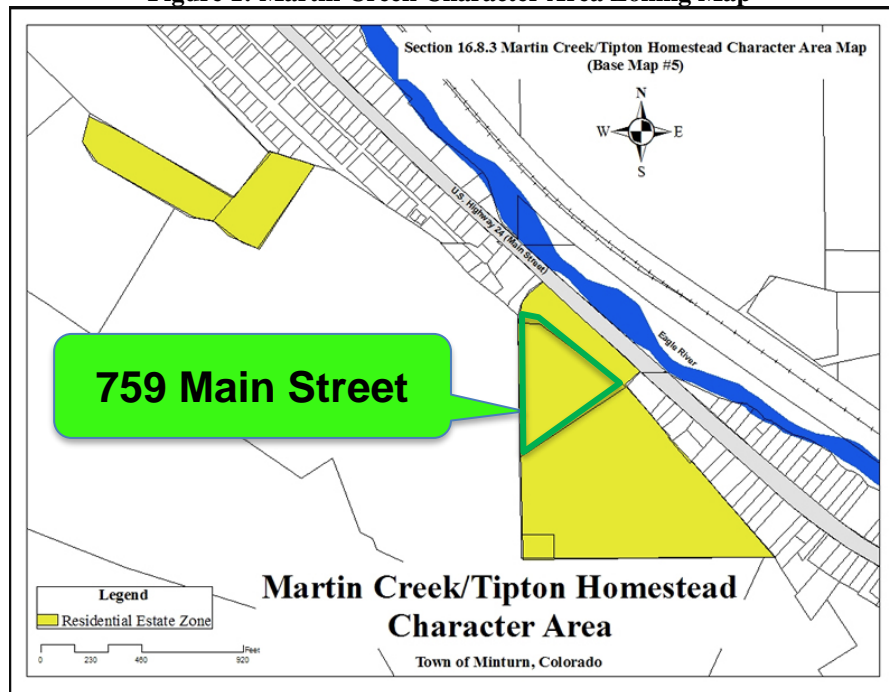
Zoning

The subject property is located within the “Martin Creek Character Area” Residential Estate Zone District, described as follows:

- (a) *This area is on a north-facing hillside with significant vegetation. The area is characterized by single-family residences on larger lots with some nonconforming uses near Highway 24. The residences are typically one (1) and two (2) stories, with outbuildings and significant setbacks between structures.*
- (b) *The purpose of this zone is to provide land for larger lots and larger homes. The objective is to remain low density, maintain significant open space and provide the opportunity for a rural lifestyle.*

- Town of Minturn Town Code Section 16-8-20

Figure 1: Martin Creek Character Area Zoning Map



IV. Applicable Standards and Design Guideline Criteria:

Sec. 16-17-70. – Hillside building regulations.

- (1) A soils report with foundation and site retention recommendations prepared by and bearing the seal of a registered professional engineer shall be provided prior to the issuance of a building permit.
- (2) A topographic survey prepared by a registered surveyor, with contour intervals of not more than two (2) feet, shall be submitted with the Design Review Board application.
- (3) Structures must be designed by a licensed architect.
- (4) In order to protect the natural landform and vegetation on steep slopes, not more than sixty percent (60%) of the total site area may be disturbed from present conditions by construction activities. The Planning Commission may approve site disturbance in excess of the sixty-percent maximum if specific design criteria warrant the extent of the requested deviation.
- (5) Hillside development should be complementary to the natural grade of the site and should avoid excessive excavation or hillside removal which, upon completion of construction, would result in a dramatic alteration to the site's natural topography.
- (6) A site grading and drainage plan, prepared by a licensed civil engineer, shall be required.
- (7) A detailed plan of retaining walls or cuts and fills in excess of five (5) feet, prepared by a licensed engineer, shall be required.
- (8) A detailed revegetation plan must be submitted prior to the issuance of a building permit.

Staff Response:

The Town Engineer, Planning Department, and Public Works have reviewed this application in accordance with engineering standards, road standards, and the hillside building regulations. While there are items still for the applicant to address before the building/grading permit, these plans have been deemed sufficient for Planning Commission discussion.

The applicant has provided an erosion plan with site retention practices included, a topographic survey, there are no structures proposed at this time, the Applicant has stated they will not be disturbing more than 60% of the land, a grading plan has been provided, a revegetation plan has been provided, there is engineering remaining to be accomplished before grading permit (see letter from Town Engineer dated July 11, 2023).

What has been provided appears to meet, or can be designed to meet, the criteria within the Municipal Code.

V. Issues and Areas of Non-Conformance:

Engineering

Staff recommends a condition of approval that requires the Applicant to provide final, detailed designs for all site work - specifically any retaining walls (engineered if over 4' in height), drainage or other facilities. (IME letter dated July 11, 2023).

Staff referred this final plan to the Town Engineer (Intermountain Engineering) for comments. The Town Engineer’s comments are provided as an attachment to this staff report.

VI. Staff Recommendation and Suggested Conditions:

Staff suggests that the Final Plans for the Bianchi Driveway, 759 Main Street, as conditioned below, generally **comply** with the applicable provisions and/or minimum standards of Chapter 16 of the Minturn Town Code.

Staff is **recommending approval** of the plans, with the following recommended condition(s):

1. The Applicant shall work with the Town to address Inter-Mountain Engineering’s comments dated July 11, 2023, prior to any application for development permits.

July 11, 2023

Madison Harris
Town of Minturn Planner
PO Box 309
Minturn, CO 81645

Re: Lot 2, South Minturn Estates
759 Main Street
DRB Submittal Review – June 15, 2023 additional information

Project No. 20-0061

Dear Madison:

We reviewed the June 15, 2023 additional information submitted for the driveway of Lot 2 South Minturn Estates for compliance with the engineering requirements of Section 16-21-165; Design Review applications and Section 16-25-270 Submission Requirements for all permit applications; waivers of the Minturn Municipal Code (MMC). The applicant responses are in **red**; our comments are in **green** below.

MMC Section 16-21-615 Section C:

Section (C) (2) Boundary Survey:

- A Boundary Survey has not been included with the application. **Please see attached survey.**
 - An ALTA/NSPS Land Title Survey has been submitted. The survey meets the MMC boundary survey requirement.
- A title report was not included in the materials provided. **Please see attached title report.**
 - The survey refers to a May 22, 2023 title commitment for Land Title Guarantee Company; however, the commitment was not included in the materials provided to this office. Please provide a copy to confirm all exceptions are shown on the survey.

Section (C) (3) Site Plan:

“South Minturn Estates Lot 2; Sewer, Water, & Grading Plans” prepared by Marcin Engineering LLC dated August 2022 were submitted with this application. Please note the engineer’s seal on the cover is dated 3/16/23:

- The plans provided are missing several required items: **Acknowledged**

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Madison Harris

Re: Lot 2, South Minturn Estates

759 Main Street

DRB Submittal Review – June 15, 2023 additional information

Project No. 20-0061

- f. Driveways and parking areas. Indicate finished surface, heated or unheated, grade, percent slope, dimensions, turning radii and spot elevations at the property line. **See sheet C-4**
 - The requested information is not limited to sheet C-4 but is included in the provided plans.
 - The proposed drive will be constructed with 6 inches of class 6 roadbase and not heated.
- i. Existing and proposed retaining walls (including materials). **See sheet C-10 – C-13**
 - Retaining walls are proposed to be constructed with boulders and/or “Redi-Rock.” Redi Rock are large stacked concrete blocks. The proposed finish on the exposed surface is “Ledgestone.”
 - The retaining wall details state” Final retaining wall design shall be by a licensed structural engineer.” These detailed designs must be submitted prior to the issuance of a grading permit.
- l. Snow storage areas. **See sheet C-29**
 - Snow storage areas have been added to the plans. The proposed 5,108 square feet is roughly 25% of the area of the driveway.
- m. Landscaped areas. **See sheet C-29**
 - A large portion of lot 2 will be disturbed in the construction of the driveway. The plans require disturbed areas to be reseeded; however, MMC Chapter 16; Article 17, Section 16-17-70 Hillside building regulations: requires a detailed revegetation plan must be provided. The plan must include specifications for planting, plant materials and a restoration plan for the abandoned access road to the water tank.

Driveways and parking will be submitted at building permit process. The driveway finish surface will be 6” class 6 roadbase and will not be heated. Please see sheet C4-C8 for grades, percent of slope, dimensions, and spot Elevations. Please see sheet C-3 for geometric radii and other horizontal data.

Section (C) (4) Grading & Drainage Plan:

“*South Minturn Estates Lot 2; Sewer, Water, & Grading Plans*” prepared by Marcin Engineering LLC dated August 2022 were submitted with this application. Please note the engineer’s seal on the cover is dated 3/16/23.

- The plans provided are missing several required items:
 - Drainage arrows. Include drainage arrows that show how stormwater will be routed around buildings and where stormwater will exit the property. Stormwater cannot cause damage to any adjacent property. Drainage and erosion control features needed to prevent damage must be included. **Detail drainage relating to building will be submitted during Building submittal process.**

Madison Harris

Re: Lot 2, South Minturn Estates

759 Main Street

DRB Submittal Review – June 15, 2023 additional information

Project No. 20-0061

- No drainage arrows have been added, however additional drainage details and notes have been added to the plans instructing drainage is to be directed away from Lot 1.
- Drainage facilities. Proposed drainage facilities, such as French drains or culverts, must be shown. **See sheet C-19 for retaining wall drain** or culverts, must be shown. **Please see sheet C-04 and C-28.**
 - Retaining wall and culvert details have been added to the plans.
 - Culvert materials must be specified.
 - The retaining wall details state” *Final retaining wall design shall be by a licensed structural engineer.*” These detailed designs must be submitted prior to the issuance of a grading permit.
- Retaining walls. Retaining wall details are required and must include drainage details. Note top- and bottom-of-wall elevations at each location where the retaining wall steps up or down, and include the tallest point of the retaining wall. **Please see retaining wall sheets C-04 and sheets C-10 – C-13.**
 - Details for the retaining walls have been added to the plans.
 - The retaining wall details state” *Final retaining wall design shall be by a licensed structural engineer.*” These detailed designs must be submitted prior to the issuance of a grading permit.

MMC Section 16-25-270:

The application package includes a signed application for a Grading Permit. The revision dates on the “South Minturn Estates Lot 2; Sewer, Water, & Grading Plans” match the dates on the plans submitted and reviewed with the Grading Permit application in August of 2022 and again in March of 2023. We spot checked several sheets to confirm they are the same plans as reviewed previously. The questions & comments should be addressed prior to the application being reviewed by the Planning Commission.

Addressing the questions & comments raised in the attached October 21, 2022 letter will provide the information necessary for both the DRB and Grading Permit applications.

- Please refer to updated comments in the attached letter.

Please feel free to contact us if you have additional questions.

Respectfully,

Inter-Mountain Engineering (Town Engineer)



Jeffery M. Spanel PE

CC: Michelle Metteer, Scot Hunn

July 11, 2023

Madison Harris
Town of Minturn Planner
PO Box 309
Minturn, CO 81645

Re: Engineering Review - June 15, 2023 resubmittal.
Sewer, water & grading plans (August 2022)
Lot 2 South Minturn Estates, Minturn, CO.
Project No. 20-0061

Dear Madison:

We reviewed the August 2022 Sewer Water & Grading Plans, revised June 15, 2023, prepared by Marcin Engineering. The applicant responses are in red; our comments are in green below. Please note the applicant response is satisfactory where no comment is offered.

General:

1. The plans are sealed by the engineer of record, but noted “Not for Construction,” **Changed the plans from “Not for Construction to “For Construction.”**
2. Please verify contacts & revise the coversheet:
 - a. Madison Harris is the representative for the Town of Minturn. **Contact information corrected.**
 - b. General Note 2 should include the Eagle River Water & Sanitation District (ERWSD). **Added ERWSD to Note 2 please see sheet C-1.**
 - c. A contact for Holy Cross Energy is provided – Please verify, Xcel Energy is typically the electrical power provider in Minturn. **Revised utility contact to Xcel Energy.**
3. Plans are adequate to demonstrate design intent; however additional details should be provided for construction – for example:
 - a. Suggest running a “Spell Check.” **Acknowledged.**
 - b. Stationing and contour labels are missing on some sheets – please include the labeling on each plan sheet. **Added stationing to appropriate sheets.**
 - c. Suggest checking legibility – notes & dimensions cross over one another. **Acknowledged.**
4. Please provide technical specifications for road & utility construction. The Town of Minturn uses ERWSD standard specifications for water main construction. **Road and Utility Construction Specifications are described in the notes on the cover sheet of the construction plans. Minturn Municipal code, CDOT specifications and Utility Company specifications.**

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July 11, 2023

Madison Harris

Re: Engineering Review - June 15, 2023 resubmittal.

Sewer, water & grading plans (August 2022)

Lot 2 South Minturn Estates, Minturn, CO.

Project No. 20-0061

5. The shallow utilities to the water tank will be disturbed during road construction – please provide shallow utility plans to assure continuous service. **We provided temporary overhead service to assure continuous service. Please see C-15 overall utility plan.**
6. Please review detail sheet C-22. The detail labeled “Inlet Protection” is for corrosion protection of water lines and should be relabeled and moved to the water details. **Detail relabeled.**

Drainage & Grading:

1. Please provide the drainage explanation included in the September 15 response in a separate letter with the “Drainage Summary – 25-yr” summary provided in the May 27 submittal as an exhibit. The engineer of record should seal the consolidated drainage letter. **Please see attached letter.**
2. Please note if the disturbance area will require a Storm Water Discharge Permit (SWMP). **The disturbance area is over 1 acre so therefore a Storm Water Discharge Permit (SWMP) will be required. The contractor will be responsible for applying for a Storm Water Discharge Permit (SWMP) prior starting construction.**
 - a. **A copy of the State issued SWMP must be submitted to the Town prior to the issuance of a grading permit.**
3. Additional grading detail should be provided – for example.
 - a. The culvert crossing at the tank road intersection drains onto a steep (1.5:1) embankment. Please provide erosion control details. **We will be providing riprap and an erosion control blanket to stabilize the 1.5:1 slope (see sheet C-20).**
 - b. The roadside ditch on the northeast side of the drive ends at roughly Sta 2+00. Provide details to protect the improvements & structures on the adjacent property. **The majority of the storm water will be captured and diverted to the northwest end of the site into an intercept ditch and culverted under the proposed driveway road to the existing drainage channel at the west end of the site. The remaining storm water will follow the historic patterns.**
 - c. Please provide grading detail at the inside of the curve at Sta 3+00. The plan currently notes “Grade to Drain” **We graded out a ditch and provided riprap. Please see sheet C-4.**
 - d. Please provide a standard detail for the drainage ditches showing side slope conditions, lining etc. **See sheet C-19.**
 - e. Please provide specifications for culvert materials. **Culvert material will be HDPE.**
 - i. **HDPE is acceptable. Please add the material specification to the plans.**
4. The Grading Plan depicts slopes of 1.5:1 and retaining walls exceeding 5’ in height. Please provide reports and designs from qualified, licensed engineers providing slope stability, retaining wall design & erosion protection requirements in accordance with MMC Chapter

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Lot 2 South Minturn Estates, Minturn, CO.

Project No. 20-0061

16; Article 17, Section 16-17-70 Hillside building regulations: **Please reference geotechnical report. Hillside building regulations will be addressed during building permit process.**

- a. A preliminary Geotechnical Engineering Study dated August 30, 2017 by Kumar & Associates Inc. is included in the submittal.
 - i. Proposed grading is generally consistent with the recommendations of the report: “Permanent unretained cut and fill slopes should be graded at 2 horizontal to 1 vertical or flatter and protected against erosion by revegetation or other means. Steeper cut slopes up to 1½ horizontal to 1 vertical may be feasible and should be further evaluated at the time of excavation.”
- b. The detailed revegetation plan required by MMC Chapter 16; Article 17, Section 16-17-70 Hillside building regulations must include specifications and locations for erosion control fabric.:
- c. From the report “This report has been prepared for the exclusive use by our client for planning and preliminary design purposes. We are not responsible for technical interpretations by others of our information. As the project evolves, we should provide continued consultation and field service during construction to review and monitor the implementation of our recommendations, and to verify that the recommendations have been appropriately interpreted.”
 - i. Ongoing consulting & site observations are required. The Town must be provided copies of all such reports.

The following requirements shall apply to all developments on slopes greater than or equal to thirty percent (30%). Land sloping in excess of forty percent (40%) shall not be considered suitable for development unless a variance permit is issued pursuant to this Chapter.

1. A soils report with foundation and site retention recommendations prepared by and bearing the seal of a registered professional engineer shall be provided prior to the issuance of a building permit.
 - a. See Drainage & Grading item 4 above.
2. A soils report with foundation and site retention recommendations prepared by and bearing the seal of a registered professional engineer shall be provided prior to the issuance of a building permit.
 - a. See Drainage & Grading item 4 above.

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Lot 2 South Minturn Estates, Minturn, CO.

Project No. 20-0061

3. A topographic survey prepared by a registered surveyor, with contour intervals of not more than two (2) feet, shall be submitted with the Design Review Board application.
 - a. Survey has been provided, however the title report referenced on the survey must be provided to verify all exceptions have been shown.
4. Structures must be designed by a licensed architect. In order to protect the natural landform and vegetation on steep slopes, not more than sixty percent (60%) of the total site area may be disturbed from present conditions by construction activities. The Planning Commission may approve site disturbance in excess of the sixty-percent maximum if specific design criteria warrant the extent of the requested deviation.
 - a. Engineer should verify less than 60% of the site will be disturbed by the proposed road construction.
5. Hillside development should be complementary to the natural grade of the site and should avoid excessive excavation or hillside removal which, upon completion of construction, would result in a dramatic alteration to the site's natural topography.
6. A site grading and drainage plan, prepared by a licensed civil engineer, shall be required.
 - a. Refer to Drainage & Grading comments above.
7. A detailed plan of retaining walls or cuts and fills in excess of five (5) feet, prepared by a licensed engineer, shall be required.
 - a. Details for the retaining walls have been added to the plans.
 - b. The retaining wall details state "Final retaining wall design shall be by a licensed structural engineer." These detailed designs must be submitted prior to the issuance of a grading permit.
8. A detailed revegetation plan must be submitted prior to the issuance of a building permit.
 - a. The plans require disturbed areas to be reseeded; however, MMC Chapter 16; Article 17, Section 16-17-70 Hillside building regulations: requires a

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Project No. 20-0061

detailed revegetation plan must be provided. The plan must include specifications for planting, plant materials and a restoration plan for the abandoned access road to the water tank.

5. A boulder wall is called out from Sta 1+85 to 2+55 on sheets C-7 & C-10. It is not shown on the grading or in the cross sections. This note may be a carryover from a previous design? **Boulder wall note has been removed.**

Driveway:

1. The proposed driveway includes grades of 12% and centerline curve radiuses of 36 feet which do not meet the requirements of the Minturn Municipal Code (MMC) Appendix C; Chapter 4; Section 1.03 – Driveways. The Code states: “Access by Emergency Vehicles: All dwellings and other structures shall be accessible by emergency vehicles. A maximum grade of eight (8) percent and a minimum centerline radius of forty-five (45) feet are recommended for driveways on north-facing slopes. On south-facing slopes, a maximum grade of ten (10) percent and a minimum centerline radius of forty-five (45) feet is recommended. Curves should be widened generously in both circumstances.”
2. The applicant has provided the following information in support of a variance to the MMC requirements:
 - a. Referral comments from the ERFPD:
 - i. The grade of access exceeds the 10% grade as found in IFC 2021 Appendix D. That may delay or obstruct access when wet or frozen.
 - ii. The site plan road width meets requirements of IFC 2021.
 - iii. Pull offs and a turnaround will be in place as required by IFC 2021.
 - b. MMC Section 17-2-10; Mountaintop Road Standards allow a maximum grade of 12% up to 15% for 200’ segments. **Acknowledged.**
 - c. “Auto Turn” analysis has been provided demonstrating access for both the Town dump truck and a fire truck. Curve widening has been provided to accommodate access for these vehicles. **Acknowledged.**
 - d. Given the information provided, we are comfortable with a variance to the MMC Driveway design standards. **Acknowledged.**
3. Intersection with existing access road to water tank:
 - a. Plans call for widening the road at the water tank access – will the road platform be widened? **The shoulder will be widened to accommodate water tank access.**
 - i. Sheet C-4 includes the note “Widen road 5’ for town dump truck turning”. Please show the extents of the widening.
 - b. Near the intersection of the water tank road there is a turn out, road widening, and a short northerly extension of the existing tank road. We suggest reviewing to

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determine if these can be simplified and combined into a single improvement. **We eliminated the short northerly extension turnout to simplify the improvement.**

- i. **The short extension is still shown. This was a suggestion – the segment can remain.**
- c. What is planned for the abandoned section of the existing tank road? **The abandoned section of the tank road will remain in place in the event that the town preserve the water tank mains as a potential use or site for secondary tank.**
 - i. **The Town will continue to use the water tank. The construction proposed by these plans replaces the tank road, water line and shallow utilities from approximately station 0+00 to 10+00. The existing water line should be removed or properly abandoned as shown on sheet C-18 and the abandoned portion of the existing tank road reclaimed. The access & utility easement to the water tank must be revised to match the location of the proposed driveway.**
4. A question was raised regarding an easement for this driveway as it crosses Lot 1. The Final Plat; South Minturn Estates; Minor Subdivision; A Resubdivision of Parcel A, South Minturn Estates, Town of Minturn County of Eagle, State of Colorado, recorded July 15th, 1999, as Reception Number 702733 specifically reserves an access & utility easement across Lot 1 for the benefit of Lot 2. **Acknowledged**
5. Please provide typical cross sections for both the asphalt & gravel roadway sections, showing width, shoulders, pavement & base thickness as well as subgrade preparation. **Please see typical road section detail sheet C-19.**

Water Main:

1. Thank you for providing pothole information for the existing main.
2. The existing water main is the sole source of water to the Town, and when shut down, water service (including fire protection) north of the proposed connection will be terminated. Applicant referred this concern to the Eagle River Fire Protection District (ERFPD) – here is their response.
 - a. Fire engine availability during water outage. Engine 5 will remain in district 5 (Minturn) during the duration. Water Tender 125 will be assigned to District 5 for duration. Engine 7 and 3 will remain on high alert.
 - b. Town residents must be notified a minimum of 48 hours in advance of the water outage. Notice must provide the date, time & duration of the outage.
3. We believe Frank Medina's house on Parcel B of Minturn Estates is tapped into the existing 12" main. This needs to be verified and if connected to the existing main the service extended to the main in Highway 24. The cost of this extension may be a Town expense and if so, the most cost-effective way to extend the service is in conjunction with this water main

VAIL VALLEY OFFICE

30 Benchmark Road, Suite 216 | PO Box 978 | Avon, CO 81620

DENVER OFFICE

9618 Brook Hill Lane | Lone Tree, CO 80124

970.949.5072 | info@inter-mtn.net

July 11, 2023

Madison Harris

Re: Engineering Review - June 15, 2023 resubmittal.

Sewer, water & grading plans (August 2022)

Lot 2 South Minturn Estates, Minturn, CO.

Project No. 20-0061

replacement & we suggest the Town consider entering into an agreement with the Applicant for this extension. **Acknowledged.**

- a. **The Town will extend a new service line from US 24 to the Medina residence this summer. A meeting must be scheduled ASAP to coordinate the location & easement requirements. Please suggest available times and a meeting will be scheduled.**
4. The plan shows connecting the new main to the existing main at Sta 8+00 with a Tee. What is the purpose of the Tee – we do not see a reconnection. If no reconnection is planned, a 45-degree bend might be a better connection. **Plans have be revised to show 45- degree connection.**
5. Please provide details for the abandonment of the existing pipeline. **Please see detail sheet C-18.**
6. Please add stationing to locate the hydrant at approximately STA 7+50. Has the ERFPD reviewed the location of the fire hydrant? **The water plan has been sent to ERFPD to review hydrant location.**
 - a. **ERFPD approval of the hydrant location must be provided to approve these plans.**
7. Please provide details and requirements for disinfecting & flushing the new water lines. **The details for disinfecting and flushing of the new water line will be per the ERW&SD Section V – 5.4 Disinfection.**
 - a. **Please note this requirement on the plans.**
8. Please provide a standard trench section showing requirements for backfill, bedding, and the location of each pipe within the common trench. **Please see standard trench detail sheet C-19.**
9. Please provide a valve at the connection point of the private 3-inch service line.
10. Please clarify the termination point of the service line. The line terminates at a tee – is there a plan for two taps and where will service be metered? **One tap was removed.**

Sanitary Sewer:

1. Sanitary sewer main plans have been deleted from the current set of plans. The response letter indicates the Applicant has resolved plans for septic system design with the ERWSD.
 - a. We understand a ISDS is being considered in lieu of the sewer main. Please identify the governing agency – ERWSD or Eagle County Health Department?
 - b. Plans for sanitary sewer service (service line or ISDS design) should be included in this plan set.
 - i. **Written approval from the ERWSD for the use of an ISDS must be provided prior to the approval of these plans. .**
 - ii. **A copy of the approved ISDS plans must be included with the building permit application.**

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Lot 2 South Minturn Estates, Minturn, CO.

Project No. 20-0061

Please feel free to contact us if you have additional questions.

Respectfully,

Inter-Mountain Engineering (Town Engineer)



Jeffery M. Spanel PE

CC: Michelle Metteer, Scot Hunn, Michael Sawyer, John Volk; Arnold Martinez

VAIL VALLEY OFFICE

30 Benchmark Road, Suite 216 | PO Box 978 | Avon, CO 81620

DENVER OFFICE

9618 Brook Hill Lane | Lone Tree, CO 80124

970.949.5072 | info@inter-mtn.net

April 24,2023

Town Of Minturn Planning Department

Madison Harris

Dear Madison,

This property sits across the street from the Cemetery Bridge in the center of town at 759 Main Street. The property is a larger parcel that contains a steep, dirt access road used by the Town Public Works staff to get up to the water tank located on an adjacent parcel (Medina)

The current access road is only accessible in the summer months and is very steep and does not meet any current codes. The town has 2 water lines buried under the existing access road and shares an easement with the property owner. It is the intention of the property owner, SBR Investments LLC, is to construct a new driveway to safely access the upper part of the property and ultimately, build a new home at the top of the new driveway. The proposed plans will bring the new road into conformance with existing codes and will replace the existing waterlines with 2 new waterlines. The realigned road will also allow permanent year-round access for the water tank and maintenance of the new waterlines.

Eagle River Fire Protection District



Occupancy: **759 MAIN ST**
 Occupancy ID: **210335109002**
 Address: **759 MAIN ST**
MINTURN CO 81645

Inspection Type: **Site Inspection**

Inspection Date: **9/19/2022**

By: Woodworth, Mick (0019)

Time In: **10:32**

Time Out: **10:47**

Authorized Date: **09/30/2022**

By: Woodworth, Mick (0019)

Form: Site Inspection

Inspection Description:

Site Inspection Generic

Inspection Topics:

General Information

Preconstruction

Preconstruction

Status: COMPLETE

Notes: A site inspection and a plan review for apparatus access for this building site has been completed. The findings are as follows:

1. Fire engine availability during water outage. Engine 5 will remain in district 5 (Minturn) during the duration. Water Tender 125 will be assigned to District 5 for duration. Engine 7 and 3 will remain on high alert.
2. The grade of access exceeds the 10% grade as found in IFC 2021 Appendix D. That may delay or obstruct access when wet or frozen.
3. The site plan road width meets requirements of IFC 2021.
4. Pull offs and a turnaround will be in place as required by IFC 2021.

Walk Through

Site inspection general walk through

Status:

Notes:

Additional Time Spent on Inspection:

Category	Start Date / Time	End Date / Time
----------	-------------------	-----------------

Notes: No Additional time recorded

Total Additional Time: 0 minutes

Inspection Time: 15 minutes

Total Time: 15 minutes

Summary:

Overall Result: Complete

Inspector Notes:

Inspector:

Name: Woodworth, Mick
Rank: Fire Marshal



Lot 2

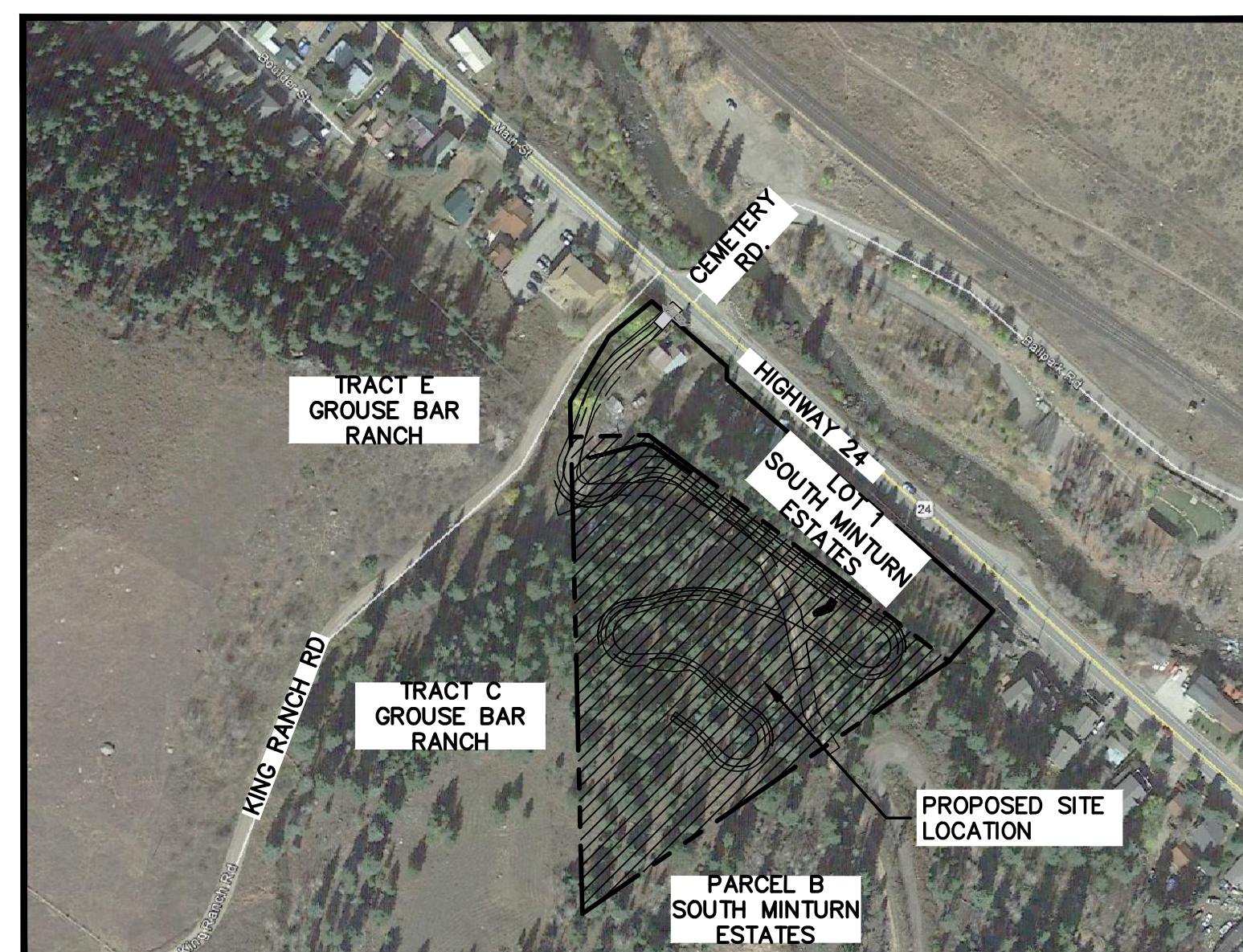


SOUTH MINTURN ESTATES LOT 2 SEWER, WATER & GRADING PLANS MINTURN, COLORADO JUNE, 2022

GENERAL NOTES

1. THE CONTRACTOR SHALL CONFORM TO ALL TOWN OF MINTURN RULES, REGULATIONS AND STIPULATIONS WHILE ACCESSING THROUGH OR WORKING ON SITE.
2. THE CONTRACTOR SHALL SCHEDULE A PRE-CONSTRUCTION MEETING WITH THE TOWN OF MINTURN, UPPER EAGLE REGIONAL WATER AUTHORITY, ERW&SD AND THE DESIGN TEAM AT LEAST 48 HOURS PRIOR TO THE START OF CONSTRUCTION. PLANS FOR CONSTRUCTION WILL BE DISTRIBUTED AT THIS MEETING. NO CONSTRUCTION WILL BE PERMITTED PRIOR TO THE PRE-CONSTRUCTION MEETING.
3. THE CONTRACTOR IS WARNED THAT CONFLICTS WITH EXISTING UTILITIES MAY EXIST. PRIOR TO BEGINNING ANY CONSTRUCTION, THE CONTRACTOR SHALL CONTACT ALL APPROPRIATE UTILITY COMPANIES FOR LINE LOCATIONS, AND CONTRACTOR SHALL LOCATE ALL UTILITIES (INCLUDING DEPTH). NEITHER MARCIN ENGINEERING NOR THE OWNER ASSUME ANY RESPONSIBILITY FOR UTILITY LOCATIONS. ANY CONFLICTS WITH THE PROPOSED CONSTRUCTION SHALL BE BROUGHT TO THE ATTENTION OF MARCIN ENGINEERING AND THE OWNER SO THAT MINOR LINE OR GRADE CHANGES CAN BE MADE TO ELIMINATE ANY CONFLICTS WITH THESE EXISTING UTILITIES. ALL EXISTING UTILITIES SHALL BE PROTECTED FROM DAMAGE BY THE CONTRACTOR. UTILITIES THAT ARE DAMAGED BY THE CONTRACTOR THAT WERE PROPERLY MARKED/LOCATED SHALL BE REPAIRED BY THE CONTRACTOR AT NO EXPENSE TO THE OWNER OR ENGINEER.
4. CONTRACTOR SHALL OBTAIN, AT ITS OWN EXPENSE, ALL PERMITS AND INSPECTIONS, WHICH ARE NECESSARY TO PERFORM THE PROPOSED WORK. THE CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH THESE PERMITS: STORM WATER DISCHARGE PERMIT, CONSTRUCTION DEWATERING PERMIT, TOWN OF MINTURN BUILDING PERMIT, TOWN OF MINTURN GRADING PERMIT, TOWN OF MINTURN RIGHT OF WAY PERMIT, ARMY CORPS OF ENGINEERS 404 PERMIT AND ANY OTHER REQUIRED PERMITS.
5. THE CONSTRUCTION OF ALL ROADS, SIDEWALKS, CURBS, EARTHWORK AND OTHER INFRASTRUCTURE DEVELOPMENT NOT SPECIFICALLY SPECIFIED BY SEPARATE UTILITY COMPANIES, SHALL BE CONSTRUCTED TO THE TOWN OF MINTURN MUNICIPAL CODE AND COLORADO DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION 2011 EDITION AND LATEST REVISIONS, CDOT TRAFFIC STANDARD PROJECT PLANS, 2006 EDITION AND LATEST REVISIONS AND ANY SUPPLEMENTAL SPECIFICATIONS PROVIDED WITH THE CONTRACT. THE CONTRACTOR SHALL OBTAIN COPIES OF THESE SPECIFICATIONS AND PLANS. THE CONTRACTOR SHALL HAVE ONE COPY OF THE PLANS AND ONE COPY OF THE SPECIFICATIONS AT THE JOB SITE AT ALL TIMES.
6. ALL SITE DEVELOPMENT WILL BE CONSTRUCTED TO THE ABOVE MENTIONED COLORADO DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION 2011 EDITION AND LATEST REVISIONS, AND TOWN OF MINTURN STANDARDS AS MAY BE APPLICABLE. WHEN STANDARDS CONFLICT, THE STANDARD JUDGED MOST RESTRICTIVE BY THE ENGINEER SHALL PREVAIL. THE CONTRACTOR SHALL OBTAIN COPIES OF THE TOWN OF MINTURN MUNICIPAL CODE IN ITS MOST CURRENT EDITION AND HAVE THAT COPY ON THE SITE AT ALL TIMES.
7. CONTRACTOR SHALL NOT SCALE DRAWINGS FOR CONSTRUCTION PURPOSES. ANY MISSING DIMENSIONS OR DISCREPANCIES IN THE PLANS, FIELD STAKING OR PHYSICAL FEATURES SHALL BE BROUGHT TO THE ATTENTION OF MARCIN ENGINEERING AND THE OWNER. IF THE CONTRACTOR PROCEEDS WITH THE WORK WITHOUT NOTIFYING MARCIN ENGINEERING AND THE OWNER, HE DOES SO AT HIS OWN RISK.
8. OBSERVATIONS OF THE WORK IN PROGRESS AND ON-SITE VISITS ARE NOT TO BE CONSTRUED AS A GUARANTEE OR WARRANTY BY MARCIN ENGINEERING OF THE CONTRACTOR'S CONTRACTUAL RESPONSIBILITIES.
9. THE CONTRACTOR IS RESPONSIBLE FOR ALL COORDINATION OF STOCKPILING OF MATERIALS. THE CONTRACTOR SHALL COORDINATE WITH THE OWNER, THE TOWN OF MINTURN, AND THE MATERIAL SUPPLIER.
10. CONSTRUCTION STAKING IS BY OWNER.
11. BENCHMARKS: CONTACT MARCIN ENGINEERING FOR BENCHMARKS.
12. SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. NEITHER MARCIN ENGINEERING OR THE TOWN OF MINTURN IS RESPONSIBLE FOR SAFETY IN, ON, OR ABOUT THE PROJECT SITE NOR FOR COMPLIANCE BY THE APPROPRIATE PARTY WITH ANY REGULATIONS RELATING THERETO.
13. ALL UTILITY TRENCHES IN ROAD PRISM TO BE COMPACTED AND TESTED PER GEOTECHNICAL ENGINEER REQUIREMENTS.
14. MATERIALS TESTING IS BY THE OWNER, BUT THE CONTRACTOR MUST NOTIFY THE GEOTECHNICAL ENGINEER, THE OWNER, AND MARCIN ENGINEERING OF SCHEDULING.
15. THE CONTRACTOR SHALL TAKE ALL APPROPRIATE PRECAUTIONS TO SIGNIFICANTLY REDUCE ANY POTENTIAL POLLUTION CAUSED BY HIS ACTIVITIES, INCLUDING VEHICLE FUELING, STORAGE OF FERTILIZERS OR CHEMICALS, ETC. THE CONTRACTOR SHALL HAVE IDENTIFIED PROCEDURES FOR HANDLING POTENTIAL POLLUTANTS AND HAVE IDENTIFIED SPILL PREVENTION AND RESPONSE PROCEDURES PRIOR TO ANY ACTIVITIES AT THE PROJECT SITE.
16. THE CONTRACTOR SHALL KEEP TWO (2) SETS OF CONTRACT DRAWINGS MARKED TO FULLY INDICATE "AS-BUILT" CONDITIONS. THE DRAWINGS SHALL BE PROVIDED TO THE OWNER AND MARCIN ENGINEERING UPON COMPLETION OF THIS WORK. THE SURVEYED AS-BUILT INFORMATION SHALL BE CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER OR SURVEYOR. THE AS-BUILT INFORMATION IS TO INCLUDE THE LOCATION AND FIELD-VERIFIED ANGLE OF DEFLECTION OF ALL PROPOSED PIPE DEFLECTIONS.
17. IF ANY GROUND WATER IS ENCOUNTERED, THE CONTRACTOR SHALL CONTACT THE PROJECT ENGINEER AND THE PROJECT GEOTECHNICAL ENGINEER IMMEDIATELY.
18. THE CONTRACTOR SHALL MAINTAIN EXISTING DRAINAGE CHANNELS, CULVERTS AND APPURTENANCES DURING CONSTRUCTION, AS NECESSARY TO PROTECT ROADS AND PROPERTY.
19. ROAD AND SIDEWALK SUBGRADE SHALL BE PROOF ROLLED AND FREE OF DEFLECTION TO THE SATISFACTION OF THE GEOTECHNICAL ENGINEER. ANY FAILING AREAS SHALL BE REPAIRED AND PROOF ROLLED AGAIN UNTIL ACCEPTED BY THE GEOTECHNICAL ENGINEER WITH NO ADDITIONAL COST TO OWNER.
20. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE REVEGETATED ACCORDING TO THE LANDSCAPE PLAN.
21. TOPSOIL SHALL BE STRIPPED AND STOCKPILED. COORDINATE WITH THE OWNER FOR ACCEPTABLE STOCKPILE LOCATIONS.
22. OVERSIZE BOULDERS (ROCK EXCAVATION-AS DEFINED IN CDOT SPECIFICATION 203.02.D) ENCOUNTERED DURING THE WORK SHALL BE REMOVED AND STOCKPILED IN A LOCATION DESIGNATED BY THE OWNER. NO EXTRA PAYMENT WILL BE DUE FOR THIS ITEM OF WORK.
23. CONTRACTOR IS RESPONSIBLE FOR DAILY CLEANING OF ALL ACCESS ROADS AND OTHER PUBLIC STREETS NECESSITATED BY HIS ACTIVITIES ON THE SITE.
24. DUST CONTROL IS INCIDENTAL TO EARTHWORK CONSTRUCTION AND SHALL BE PROVIDED BY CONTRACTOR, AT NO COST TO OWNER, IN ACCORDANCE WITH THE TOWN OF MINTURN MUNICIPAL CODE.
25. DISPOSAL OF TRASH, ASPHALT, CONCRETE, AND CONSTRUCTION DEBRIS IS THE RESPONSIBILITY OF THE CONTRACTOR AND CONSIDERED PART OF THE WORK.
26. THE CONTRACTOR SHALL PROVIDE EROSION CONTROL IN ACCORDANCE WITH BEST MANAGEMENT PRACTICES AND STORM WATER DISCHARGE PERMIT.
27. ALL CONSTRUCTION ACTIVITIES MUST COMPLY WITH THE STATE OF COLORADO PERMITTING FOR "STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY AND AIR POLLUTANT EMISSION PERMIT." FOR INFORMATION CONTACT THE COLORADO DEPARTMENT OF HEALTH, WATER QUALITY CONTROL DIVISION, WQCD-PF-82, 4300 CHERRY CREEK DRIVE SOUTH, DENVER CO 80223 ATTENTION: PERMITS AND ENFORCEMENT SECTION, PHONE (303)-692-3590. THE CONTRACTOR IS RESPONSIBLE FOR THIS PERMIT.
28. THE CONTRACTOR SHALL PROVIDE ALL LIGHTS, SIGNS, BARRICADES, FLAGMEN, OR OTHER DEVICES NECESSARY TO PROVIDE FOR PUBLIC SAFETY IN ACCORDANCE WITH THE CURRENT MUTCD CODE. THE CONTRACTOR WILL BE RESPONSIBLE FOR ALL CONSTRUCTION ZONE TRAFFIC CONTROL.
29. EARTHWORK SHALL COMPLY WITH THESE PLANS, SOILS REPORT RECOMMENDATIONS, AND PROJECT SPECIFICATION. THE MOST RESTRICTIVE SPECIFICATION SHALL PREVAIL.
30. THE CONTRACTOR SHALL PROTECT AND PRESERVE ALL TREES, BUSHES, SHRUBS, AND GROUND COVER, NOT DESIGNATED FOR REMOVAL, IN A MANNER ACCEPTABLE TO THE OWNER.
31. ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION BY MARCIN ENGINEERING. MARCIN ENGINEERING RESERVES THE RIGHT TO ACCEPT OR REJECT ANY SUCH MATERIALS AND WORKMANSHIP THAT DO NOT CONFORM TO THE APPROVED DRAWINGS AND/OR SPECIFICATIONS.
32. CONTRACTOR SHALL TAKE APPROPRIATE MEASURES TO ASSURE NO WILDLAND FIRES ARE STARTED AS A RESULT OF HIS ACTIVITIES. CONTRACTOR IS REQUIRED TO PROVIDE AND MAINTAIN ADEQUATE FIRE EXTINGUISHER EQUIPMENT ON SITE, AS NECESSARY TO SATISFY LOCAL FIRE DEPARTMENT REQUIREMENTS FOR JOB SITE AND WILDLAND FIRE SUPPRESSION.
33. ALL CONSTRUCTION MUST ADHERE TO ALL PERMIT REQUIREMENTS AND ALL CONDITIONS THERETO OF ALL APPLICABLE PERMITS FOR THE WORK.
34. IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTORS TO PROTECT THE WATER MAIN, VALVES AND OTHER APPURTENANCES AFTER THE 3'-4" SUBGRADE SECTIONS, TRENCHES AND WATER MAIN INFRASTRUCTURE INSTALLED. PROTECTION OF THE WATER MAIN INFRASTRUCTURE, APPURTENANCES SHALL REMAIN IN EFFECT PRIOR TO TESTING AND ACCEPTANCE BY THE DISTRICT, WHICH WILL NOT OCCUR UNTIL REMAINDER OF THE SUBGRADE SECTION IS ACHIEVED.
35. FUTURE SEWER CONSTRUCTION ABOVE POTABLE WATER MAINS SHALL ADHERE TO ALL APPLICABLE REGULATIONS INCLUDING UTILIZING PRESSURE PIPE ETC.

VICINITY MAP APPROXIMATE SCALE: 1"=200'



SHEET INDEX

C-1	COVER SHEET
C-2	EXISTING CONDITIONS MAP
C-3	HORIZONTAL GEOMETRY PLAN
C-4	OVERALL GRADING & DRAINAGE PLAN
C-5	STATE HIGHWAY 24 CONNECTION PLAN & PROFILE
C-6	DRIVEWAY PLAN AND PROFILE 0+00 - 5+50
C-7	DRIVEWAY PLAN AND PROFILE 5+50 - 11+00
C-8	DRIVEWAY PLAN AND PROFILE 11+00 - END
C-9	DRIVEWAY SECTIONS
C-10 - C-13	RETAINING WALL PLAN AND PROFILES
C-14	EROSION CONTROL PLAN
C-15	OVERALL UTILITY PLAN
C-16 - C-18	WATER PLAN AND PROFILE
C-19 - C-22	CONSTRUCTION DETAILS
C-23	TURNING ANALYSIS 103 PIERCE ARROW
C-24	TURNING ANALYSIS TANDEM AXLE DUMP TRUCK
C-25	DRAINAGE BASIN MAP
C-26	EXISTING 12" POTHOLE WATER PLAN, TREE REMOVAL AND DISTURBANCE PLAN
C-27	SLOPE ANALYSIS PLAN
C-28	CULVERT PLAN AND PROFILES
C-29	SNOW STORAGE AND LANDSCAPE PLAN

CONSULTANT CONTACTS

- A. Town of Minturn, Madison Harris (970) 827-5645 x3
- B. Marcin Engineering LLC, Tom Marcin PE, PLS (Civil Engineer, Surveyor), (970) 748-0274
- C. LPK Engineering Inc, Luize Petrovska PE, (970) 390-0307

UTILITY CONTACTS

- A. Water System, (Town of Minturn Public Works) Arnold Martinez (970) 376-4270
- B. Sewer System, (ERW&SD) and (UERWA), Jason Cowles/Tug Birk (970) 748-7480
- C. Xcel Energy Holy, (Electric) Sue Esdale (970) 262-4003
- D. Utility Notification Center of Colorado, (UNCC) 811

DUST CONTROL NOTES

- THE CONTRACTOR IS RESPONSIBLE FOR THE CONTROL OF FUGITIVE DUST AND TO INCORPORATE THE FOLLOWING:
1. ALL UNPAVED ROADS AND OTHER DISTURBED AREAS ON SITE SHALL BE WATERED TO MINIMIZE FUGITIVE DUST.
 2. VEHICLE SPEED ON ALL UNPAVED ROADS AND DISTURBED AREAS SHALL NOT EXCEED A MAXIMUM OF 30 MPH. SPEED LIMIT SIGNS SHALL BE POSTED.
 3. HAUL ROADS SHALL BE TREATED WITH MAGNESIUM CHLORIDE IF WATER IS NOT CONTROLLING THE DUST.
 4. ALL DISTURBED SOIL SHALL BE COMPACTED ON A DAILY BASIS TO WITHIN 90% OF MAXIMUM COMPACTION.
 5. ALL DISTURBED SURFACE AREAS SHALL BE REVEGETATED AS SOON AS POSSIBLE.
 6. MUD AND DIRT CARRYOUT ONTO PAVED SURFACES SHALL BE PREVENTED. ANY MUD AND DIRT CARRYOUT ONTO PAVED SURFACES SHALL BE CLEANED UP DAILY.
 7. NO EARTHWORK ACTIVITIES SHALL BE PERFORMED WHEN THE WIND SPEED EXCEEDS 30 MPH.

TOWN RESIDENCE MUST BE NOTIFIED A MINIMUM 48 HOURS IN ADVANCE OF THE WATER OUTAGE. NOTICE MUST PROVIDE THE DATE, TIME AND DURATION OF THE OUTAGE

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
COVER SHEET
MINTURN, COLORADO

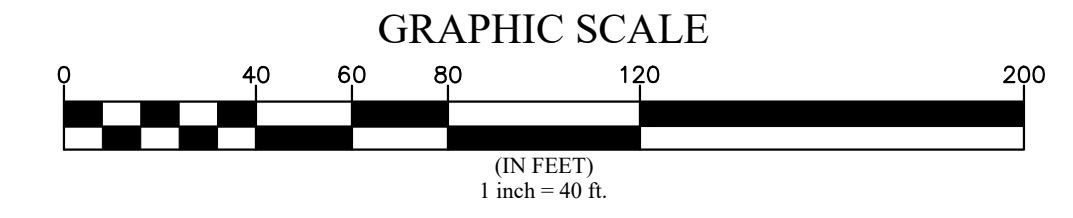
NO. DATE REVISIONS BY



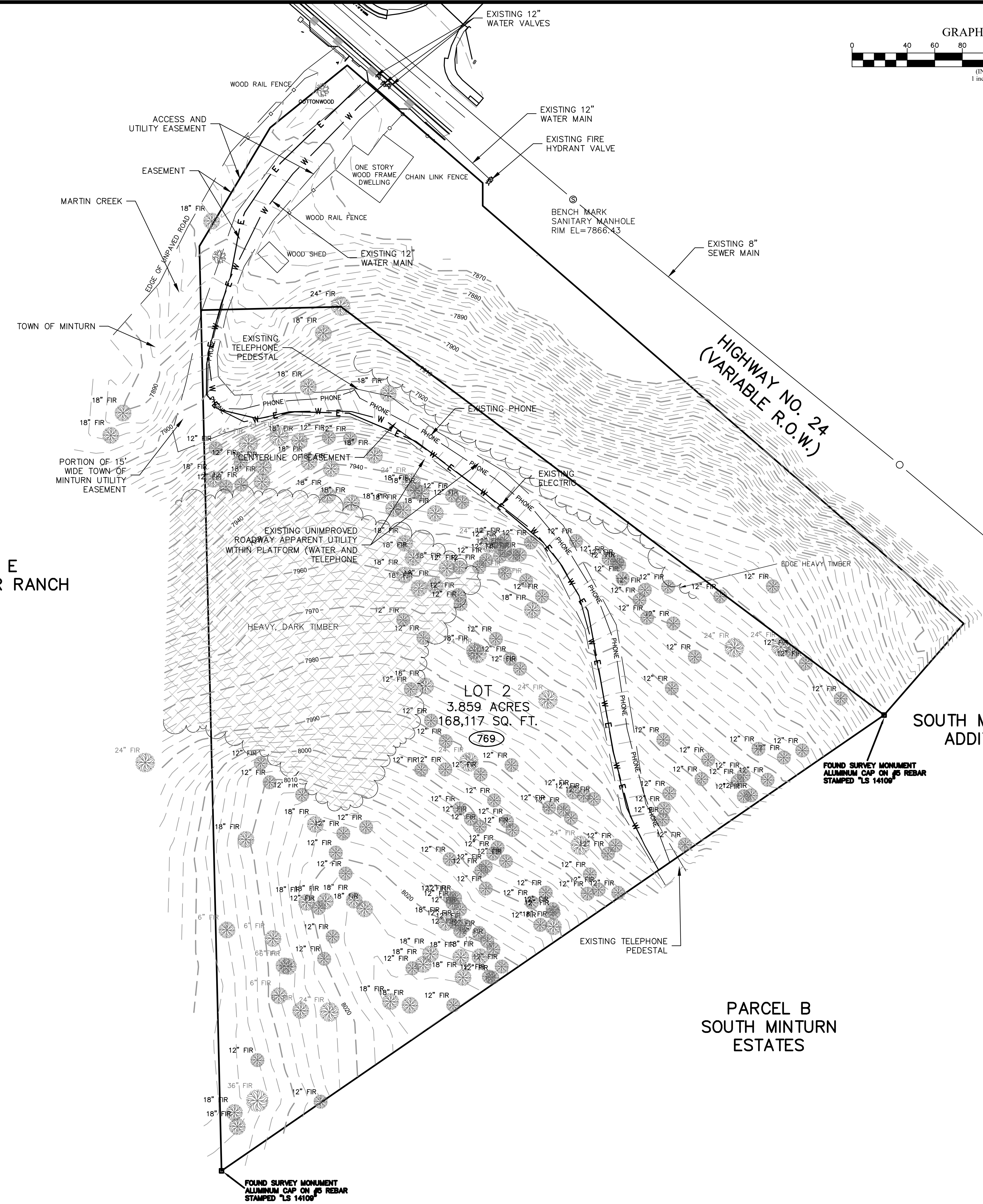
JOB: 16018
DATE: 6/15/23
SCALE: N/A

SHEET
C-1

FOR CONSTRUCTION



TRACT E
GROUSE BAR RANCH



PARCEL B
SOUTH MINTURN
ESTATES

SOUTH MINTURN
ADDITION

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
EXISTING CONDITIONS PLAN
MINTURN, COLORADO

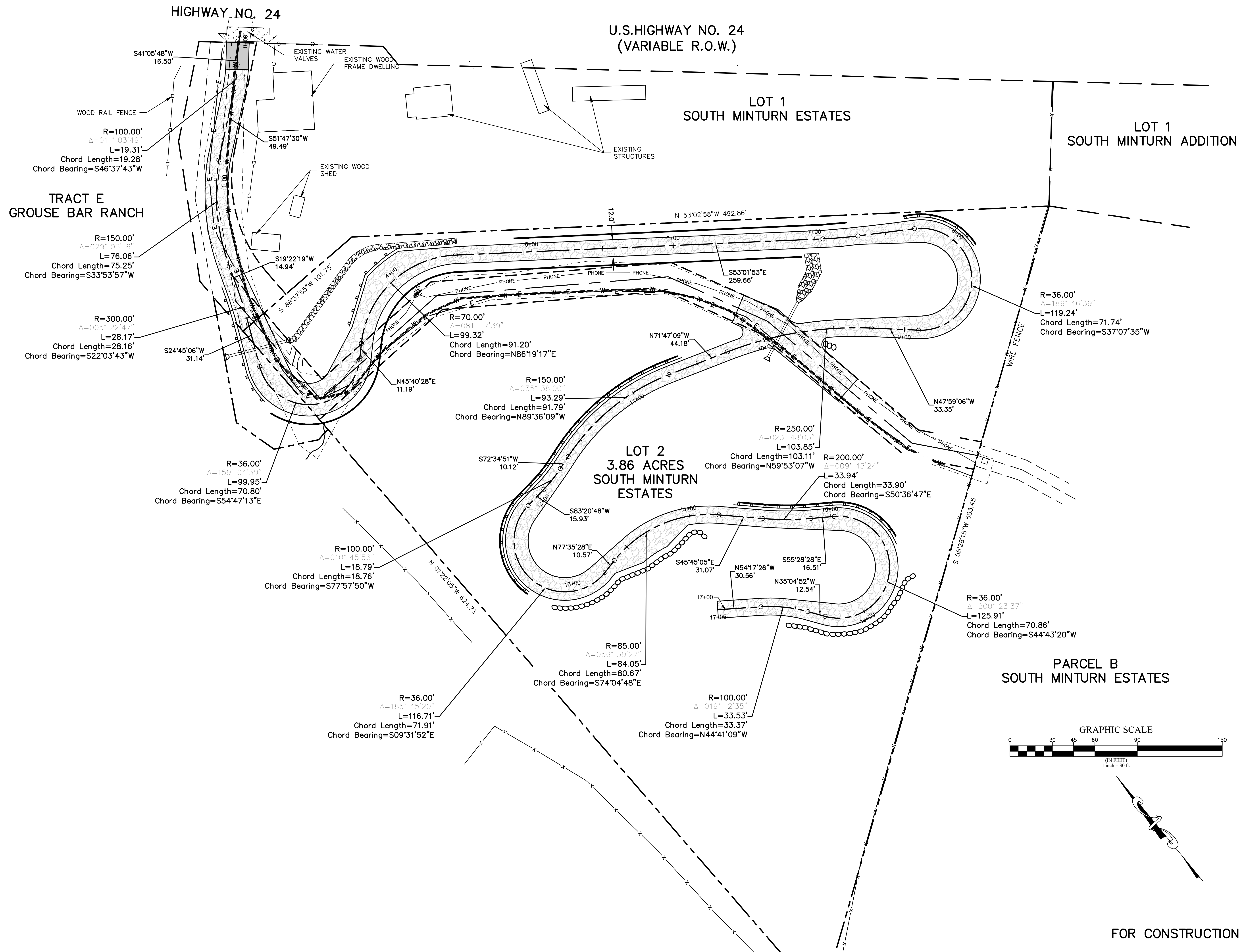
NO. DATE REVISIONS BY



JOB: 16018
DATE: 6/15/23
SCALE: 1" = 40'

SHEET
C-2

FOR CONSTRUCTION



MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
HORIZONTAL GEOMETRY PLAN
MINTURN, COLORADO

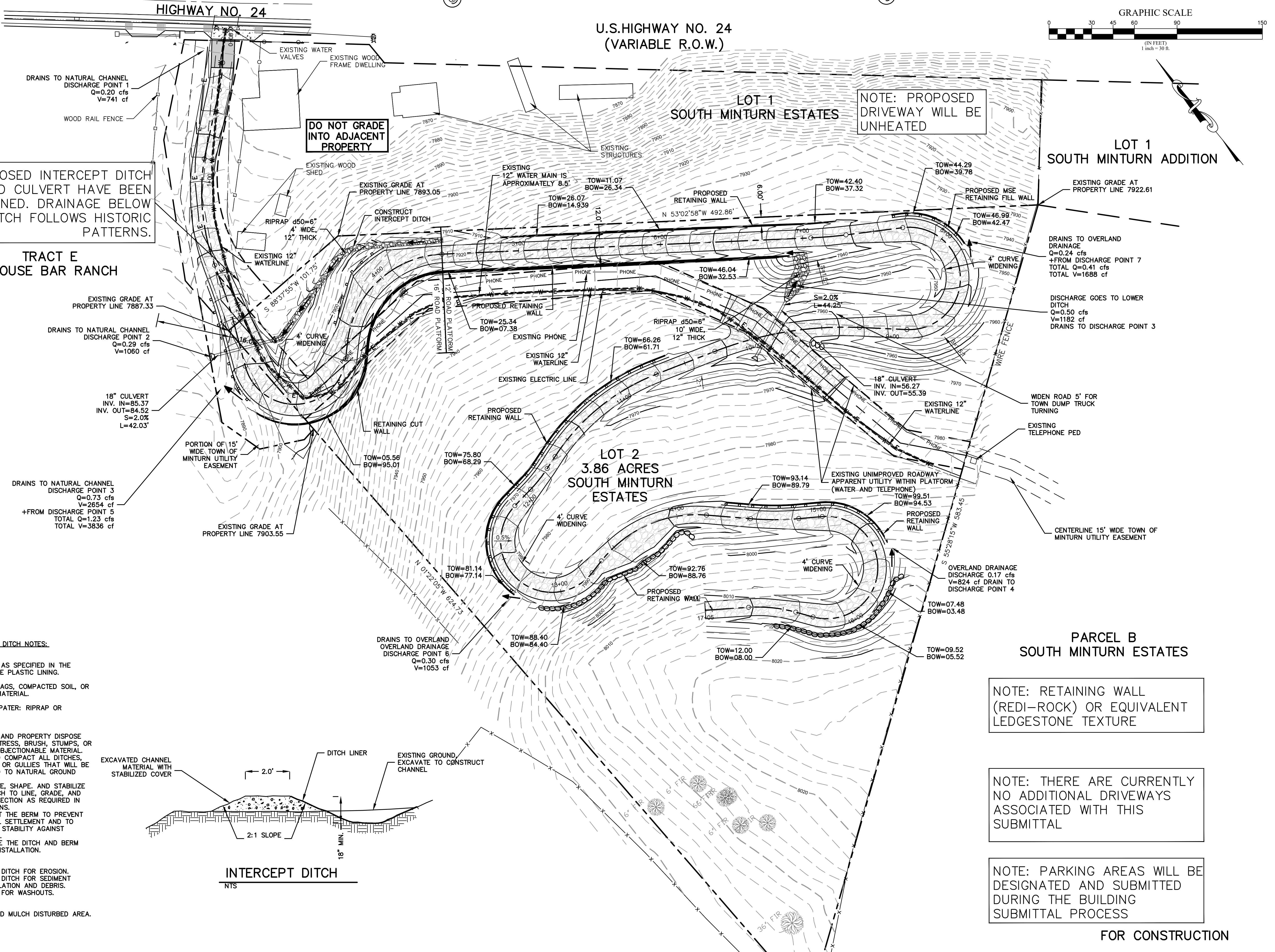
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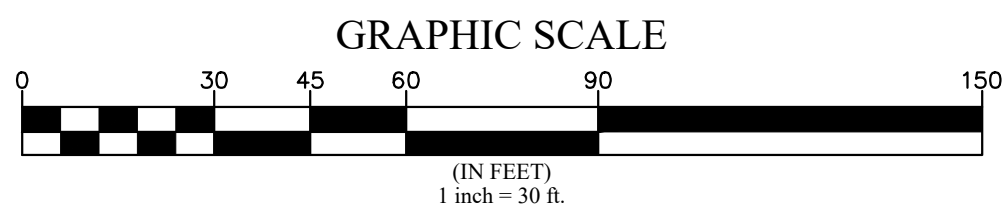
JOB: 16018
DATE: 6/15/23
SCALE: 1" = 30'

SHEET
C-3

FOR CONSTRUCTION



U.S. HIGHWAY NO. 24
(VARIABLE R.O.W.)



PROPOSED INTERCEPT DITCH AND CULVERT HAVE BEEN DESIGNED. DRAINAGE BELOW THIS DITCH FOLLOWS HISTORIC PATTERNS.

DO NOT GRADE INTO ADJACENT PROPERTY

NOTE: PROPOSED DRIVEWAY WILL BE UNHEATED

LOT 1 SOUTH MINTURN ADDITION

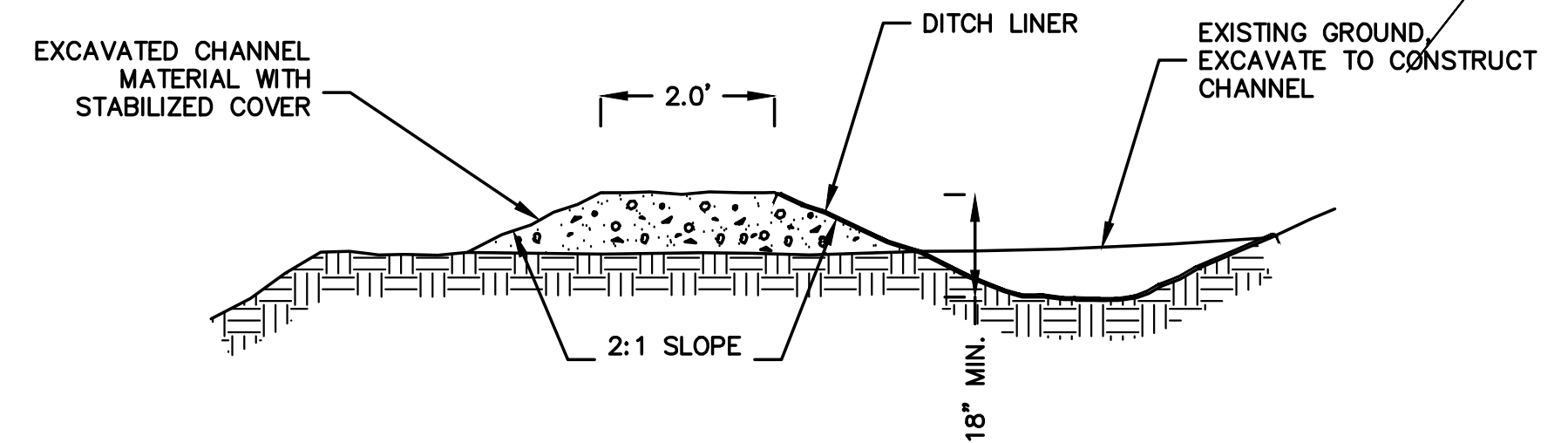
TRACT E GROUSE BAR RANCH

LOT 2 3.86 ACRES SOUTH MINTURN ESTATES

PARCEL B SOUTH MINTURN ESTATES

INTERCEPTION DITCH NOTES:

- MATERIALS DITCH LINER: AS SPECIFIED IN THE PLANS OR USE PLASTIC LINING.
- BERM: SANDBAGS, COMPACTED SOIL, OR EQUIVALENT MATERIAL.
- ENERGY DISSIPATER: RIPRAP OR SANDBAGS.
- INSTALLATION
 - REMOVE AND PROPERTY DISPOSE OF ALL TREES, BRUSH, STUMPS, OR OTHER OBJECTIONABLE MATERIAL.
 - FILL AND COMPACT ALL DITCHES, SWALES, OR GULLIES THAT WILL BE CROSSED TO NATURAL GROUND LEVEL.
 - EXCAVATE, SHAPE, AND STABILIZE THE DITCH TO LINE, GRADE, AND CROSS SECTION AS REQUIRED IN THE PLANS.
 - COMPACT THE BERM TO PREVENT UNEQUAL SETTLEMENT AND TO PROVIDE STABILITY AGAINST SEEPAGE.
 - STABILIZE THE DITCH AND BERM AFTER INSTALLATION.
- INSPECTION:
 - INSPECT DITCH FOR EROSION.
 - INSPECT DITCH FOR SEDIMENT ACCUMULATION AND DEBRIS.
 - INSPECT FOR WASHOUTS.
- REMOVAL:
 - SEED AND MULCH DISTURBED AREA.



INTERCEPT DITCH
NTS

NOTE: RETAINING WALL (REDI-ROCK) OR EQUIVALENT LEDGESTONE TEXTURE

NOTE: THERE ARE CURRENTLY NO ADDITIONAL DRIVEWAYS ASSOCIATED WITH THIS SUBMITTAL

NOTE: PARKING AREAS WILL BE DESIGNATED AND SUBMITTED DURING THE BUILDING SUBMITTAL PROCESS

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
OVERALL DRIVEWAY GRADING AND
DRAINAGE PLAN
MINTURN, COLORADO

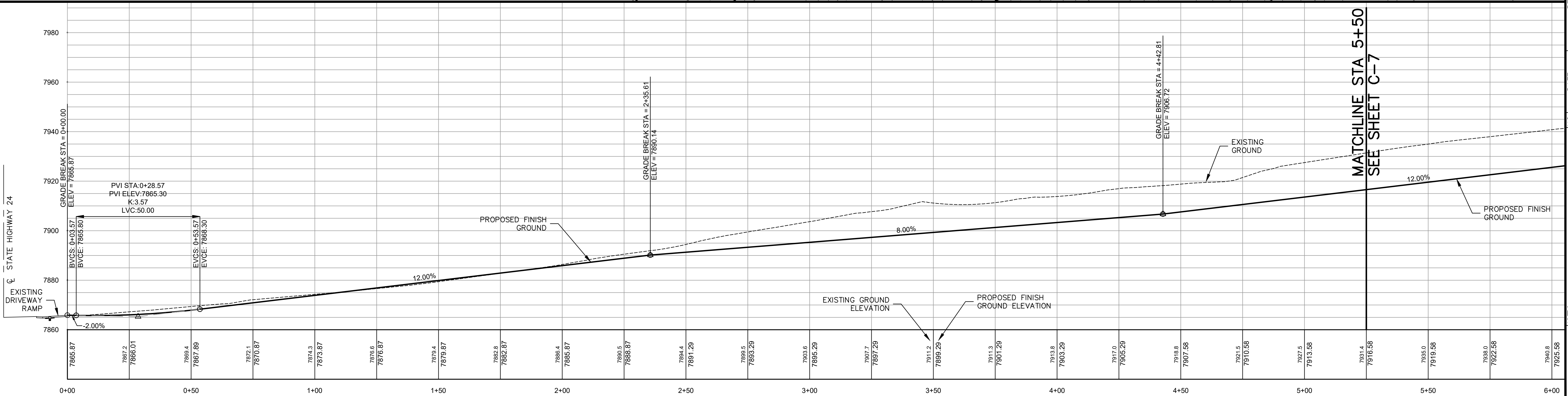
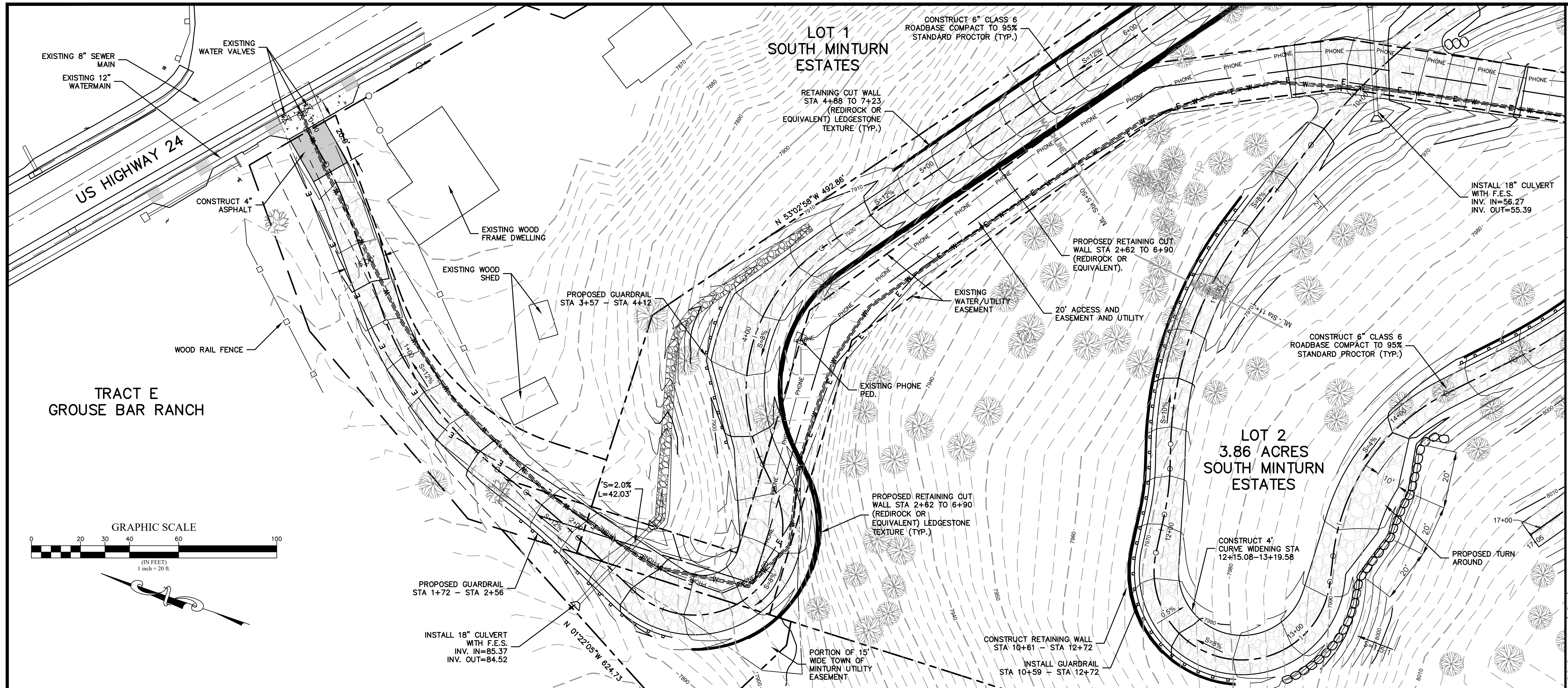
NO.	DATE	REVISIONS	BY



JOB: 16018
DATE: 6/15/23
SCALE: 1" = 30'

SHEET C-4

FOR CONSTRUCTION



MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
DRIVEWAY GRADING PLAN AND PROFILE
STA 0+00 TO STA 5+50
MINTURN, COLORADO

NO. DATE BY REVISIONS

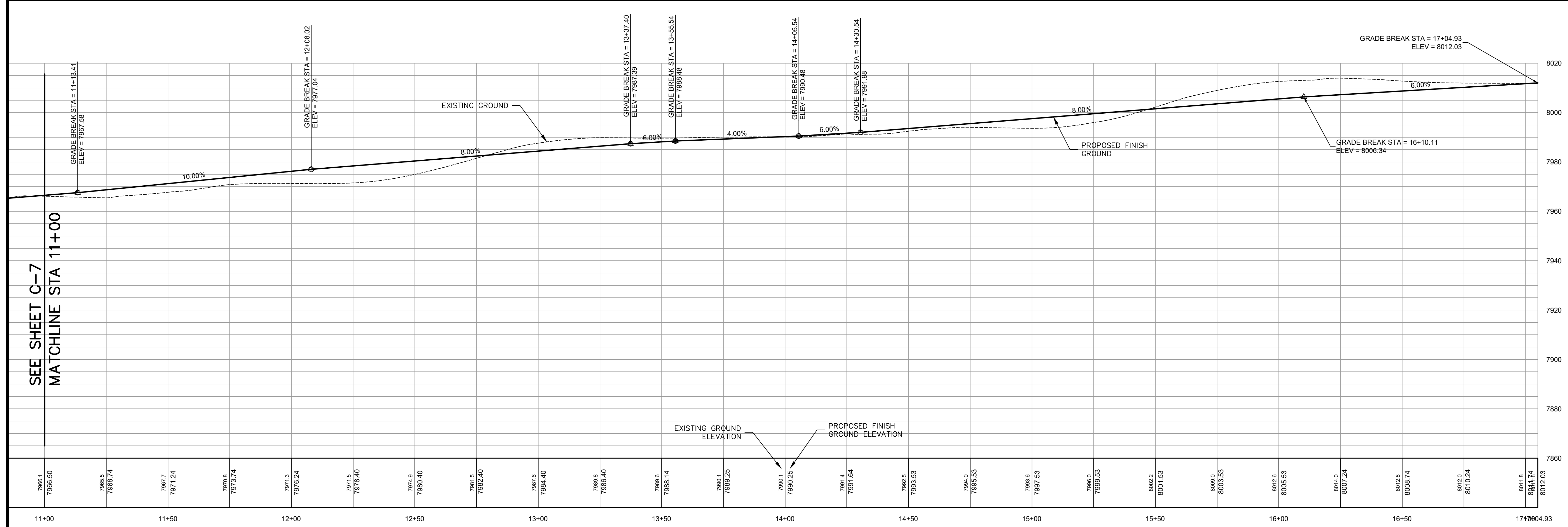
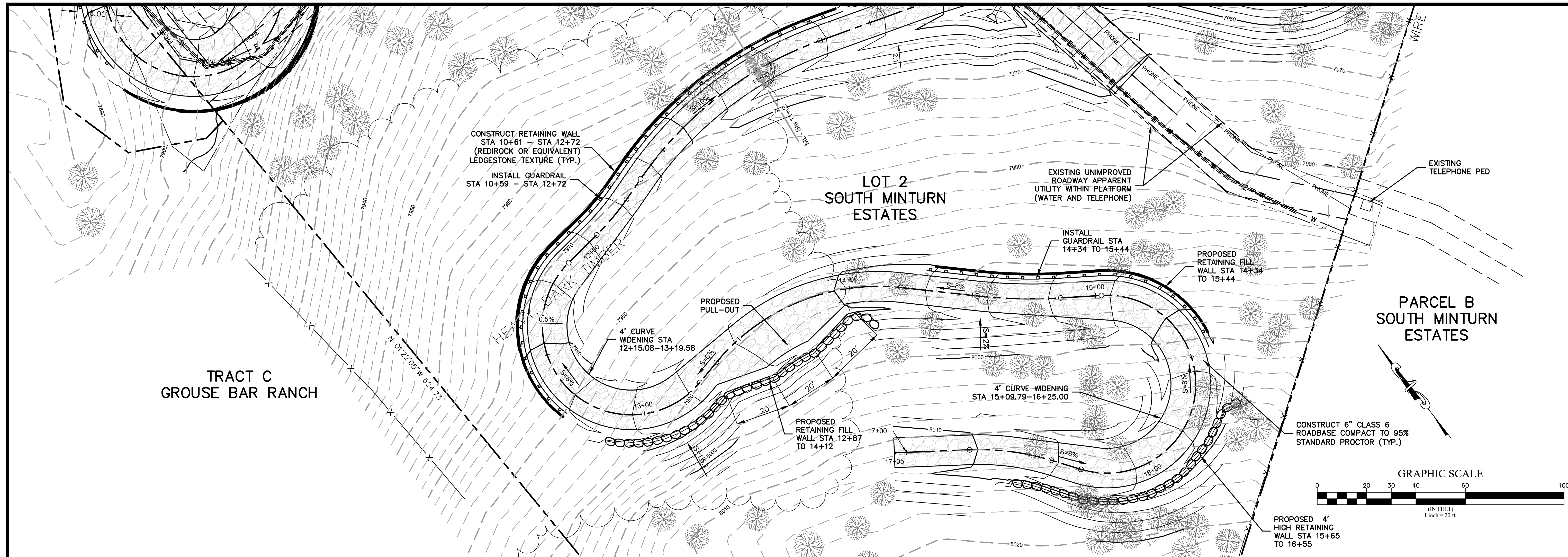
32492
6/15/23
PROFESSIONAL ENGINEER

JOB: 16018
DATE: 6/15/23
SCALE: 1" = 20'

SHEET C-6

FOR CONSTRUCTION

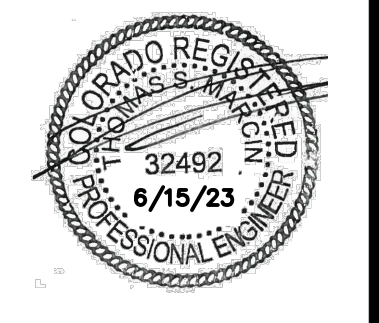
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MARCIN ENGINEERING LLC
 P.O. BOX 1062
 AVON, COLORADO
 970-748-0274

**SOUTH MINTURN ESTATES LOT 2
 DRIVEWAY GRADING PLAN AND PROFILE**
 STA 11+00 TO END
 MINTURN, COLORADO

NO.	DATE	REVISIONS	BY

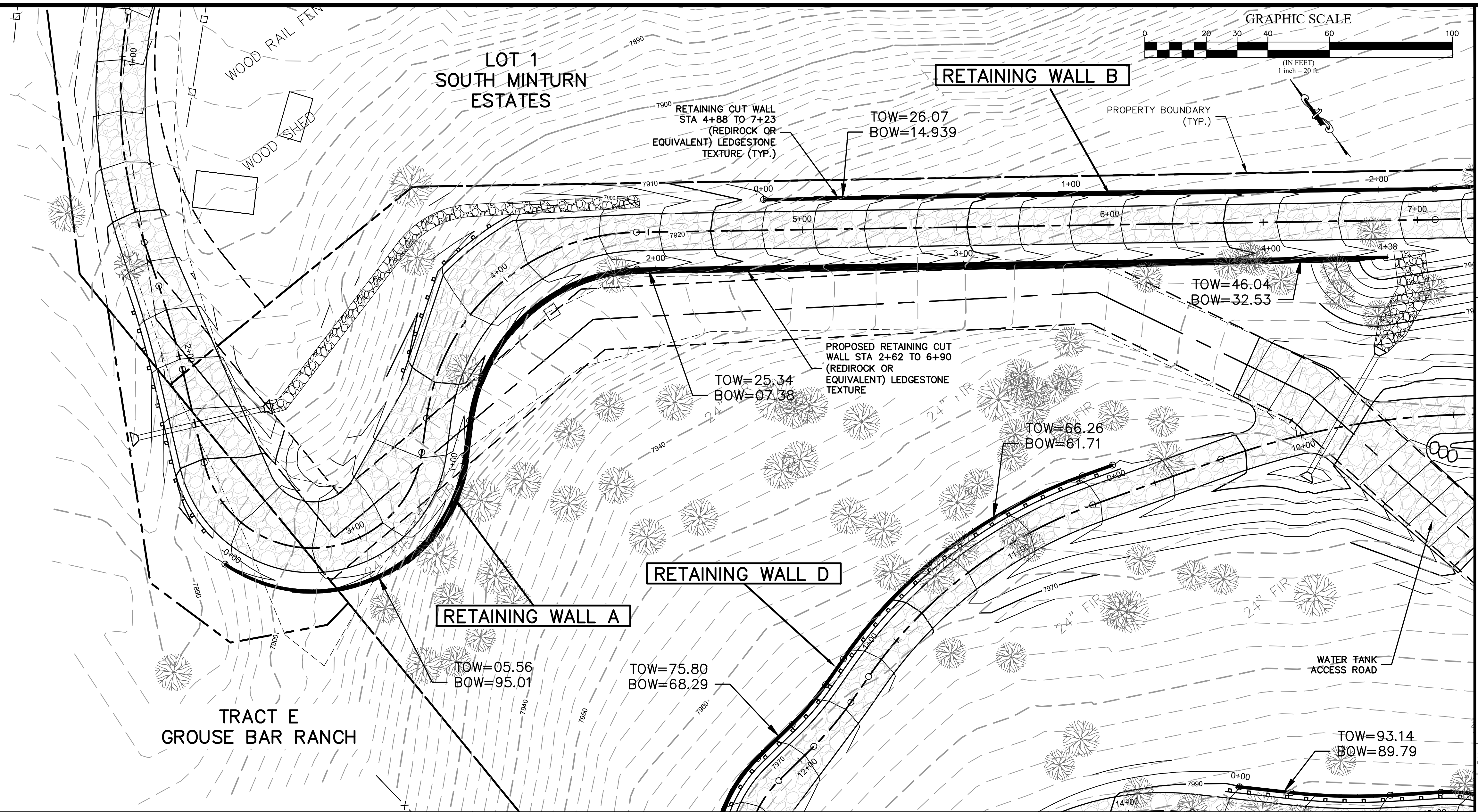


JOB: 16018
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SHEET C-8

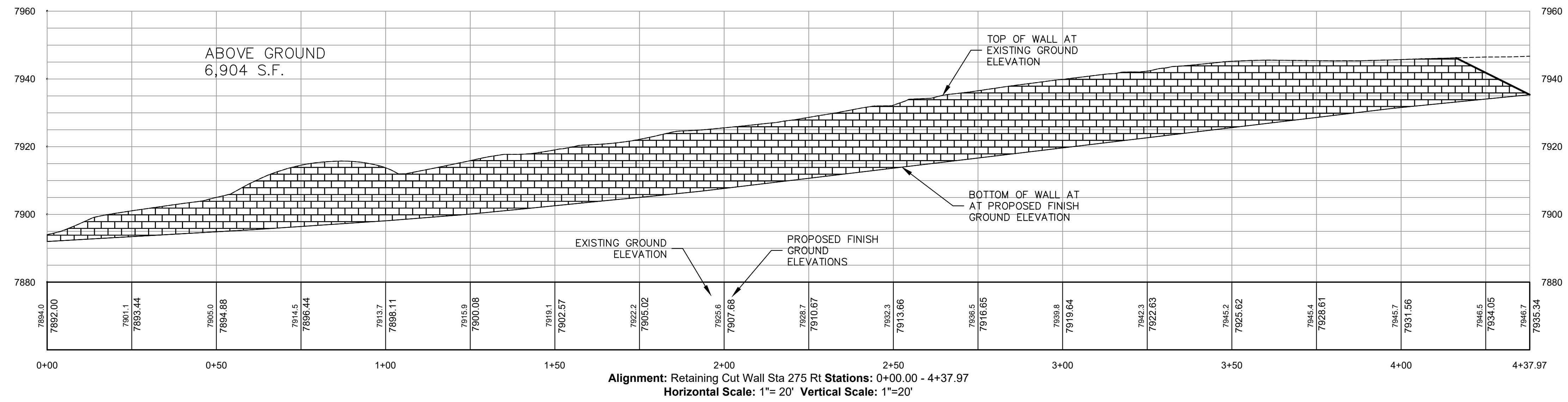
FOR CONSTRUCTION

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RETAINING WALL A – CUT WALL PLAN

NOTE: PROPOSED RETAINING WALL (REDI-ROCK LEDGESTONE TEXTURE) OR EQUIVALENT



RETAINING WALL A – CUT WALL PROFILE

FOR CONSTRUCTION

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

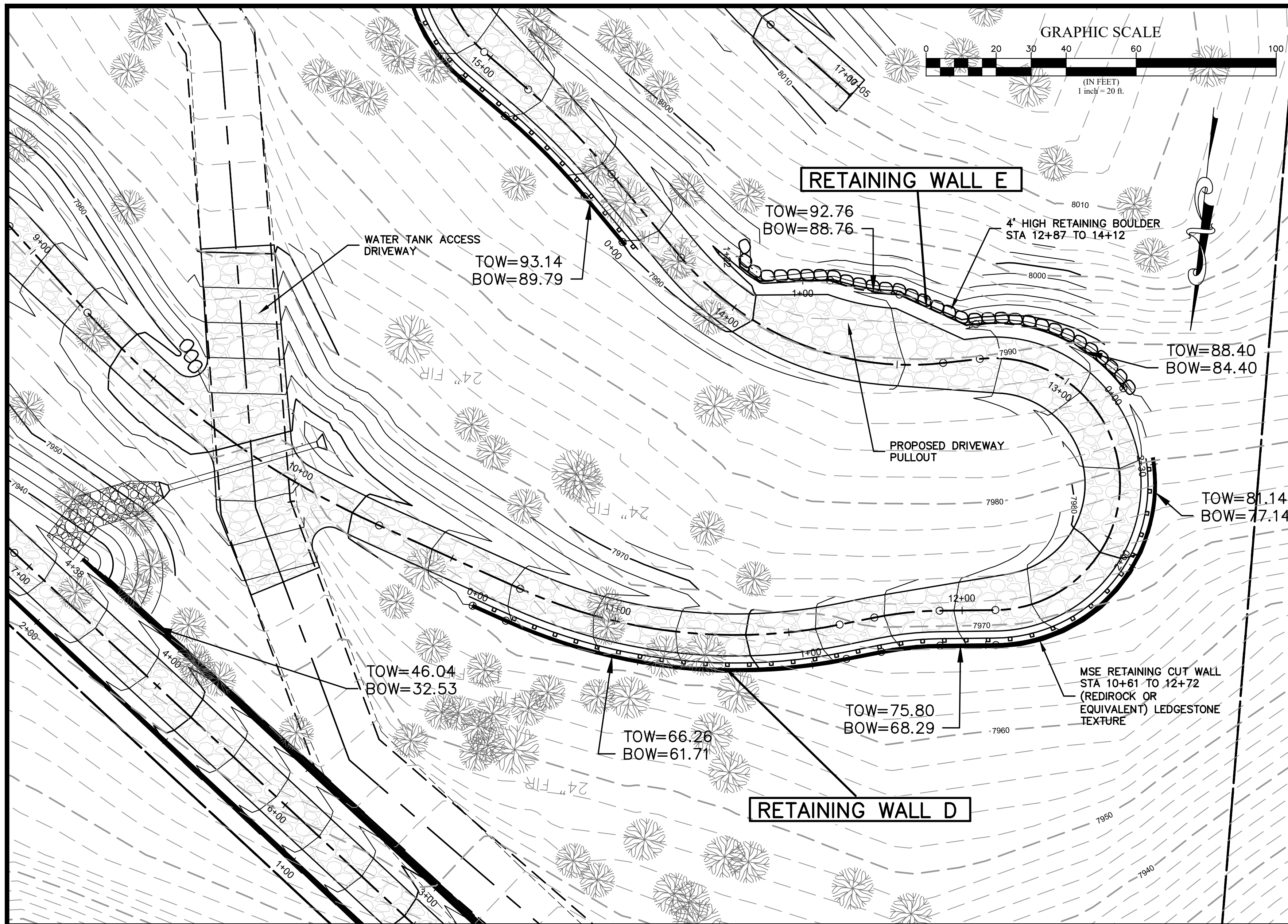
SOUTH MINTURN ESTATES LOT 2
RETAINING WALL A PLAN AND PROFILE
MNTURN, COLORADO

NO. BY DATE REVISIONS

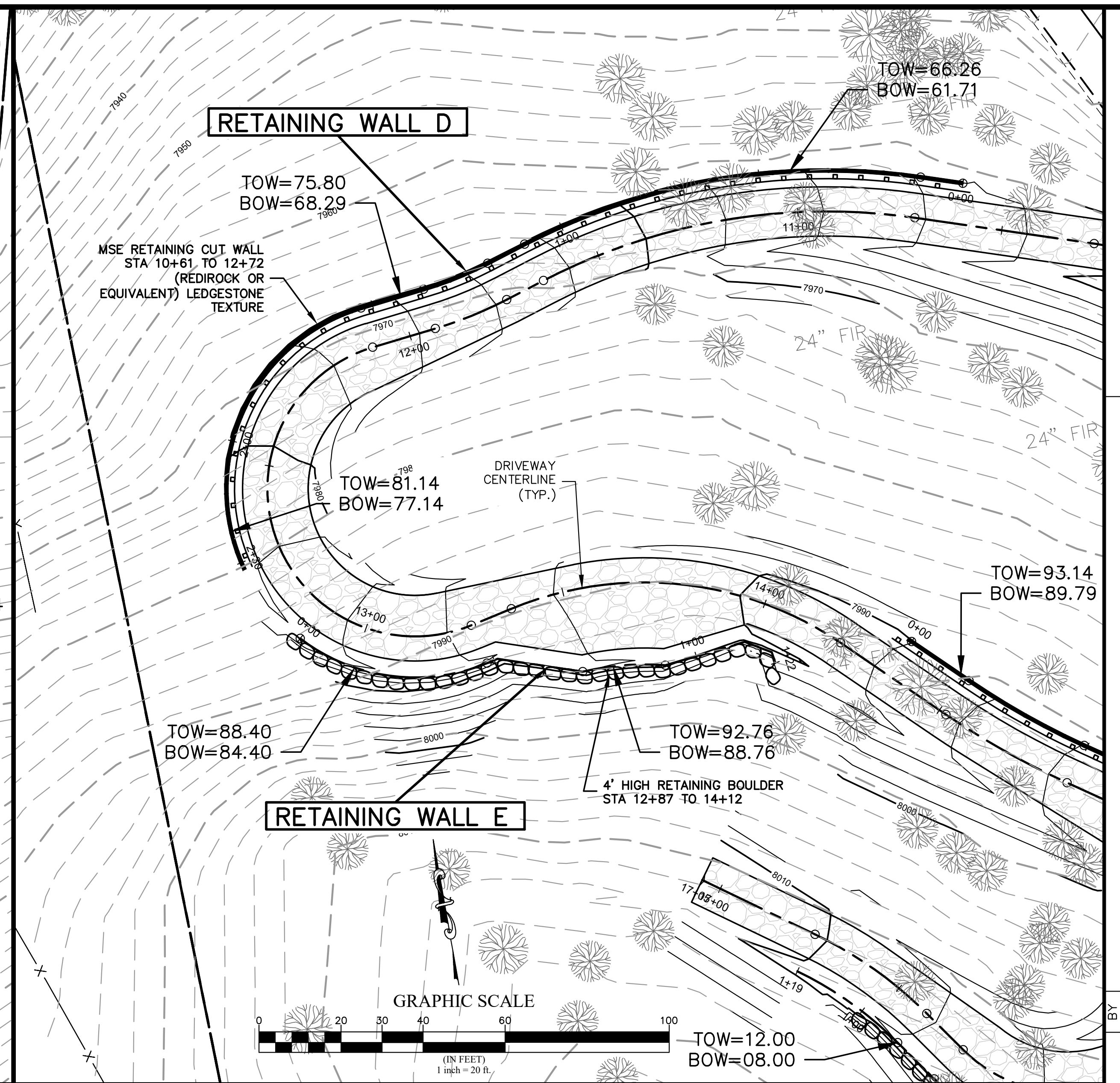


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DATE: 6/15/23
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SHEET C-10

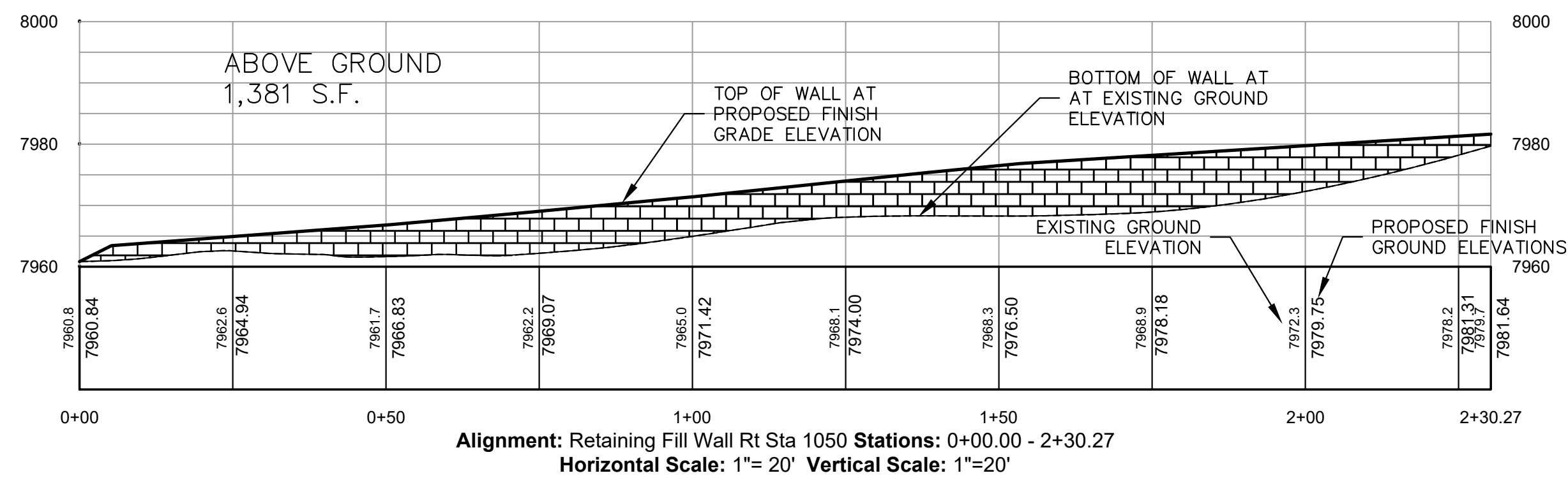


RETAINING WALL D - MSE FILL WALL PLAN

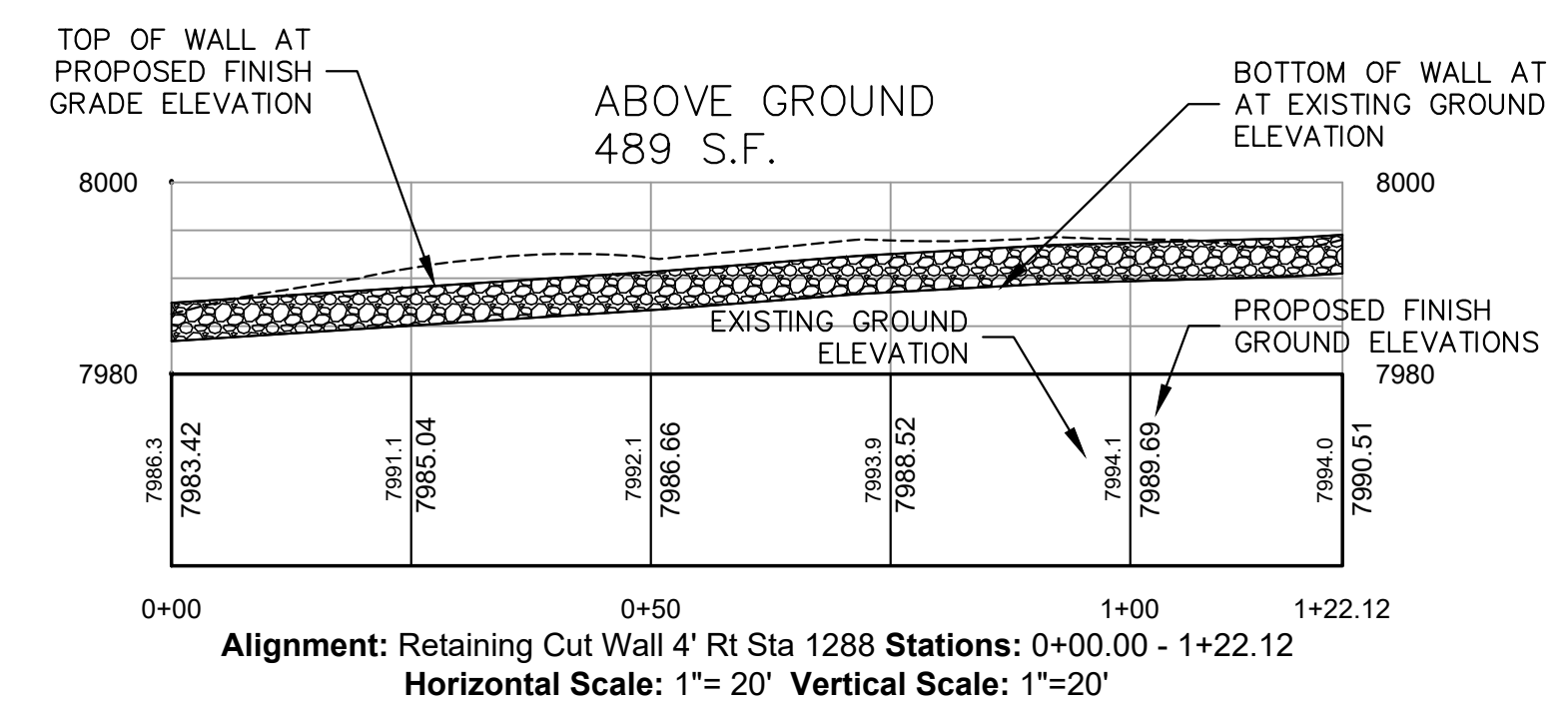


RETAINING WALL E - BOULDER CUT WALL PLAN

NOTE: PROPOSED RETAINING WALL (REDI-ROCK LEDGESTONE TEXTURE) OR EQUIVALENT



RETAINING WALL D - MSE FILL WALL PROFILE



RETAINING WALL E - BOULDER CUT WALL PROFILE

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
RETAINING WALL D AND E PLAN AND PROFILE
MINTURN, COLORADO

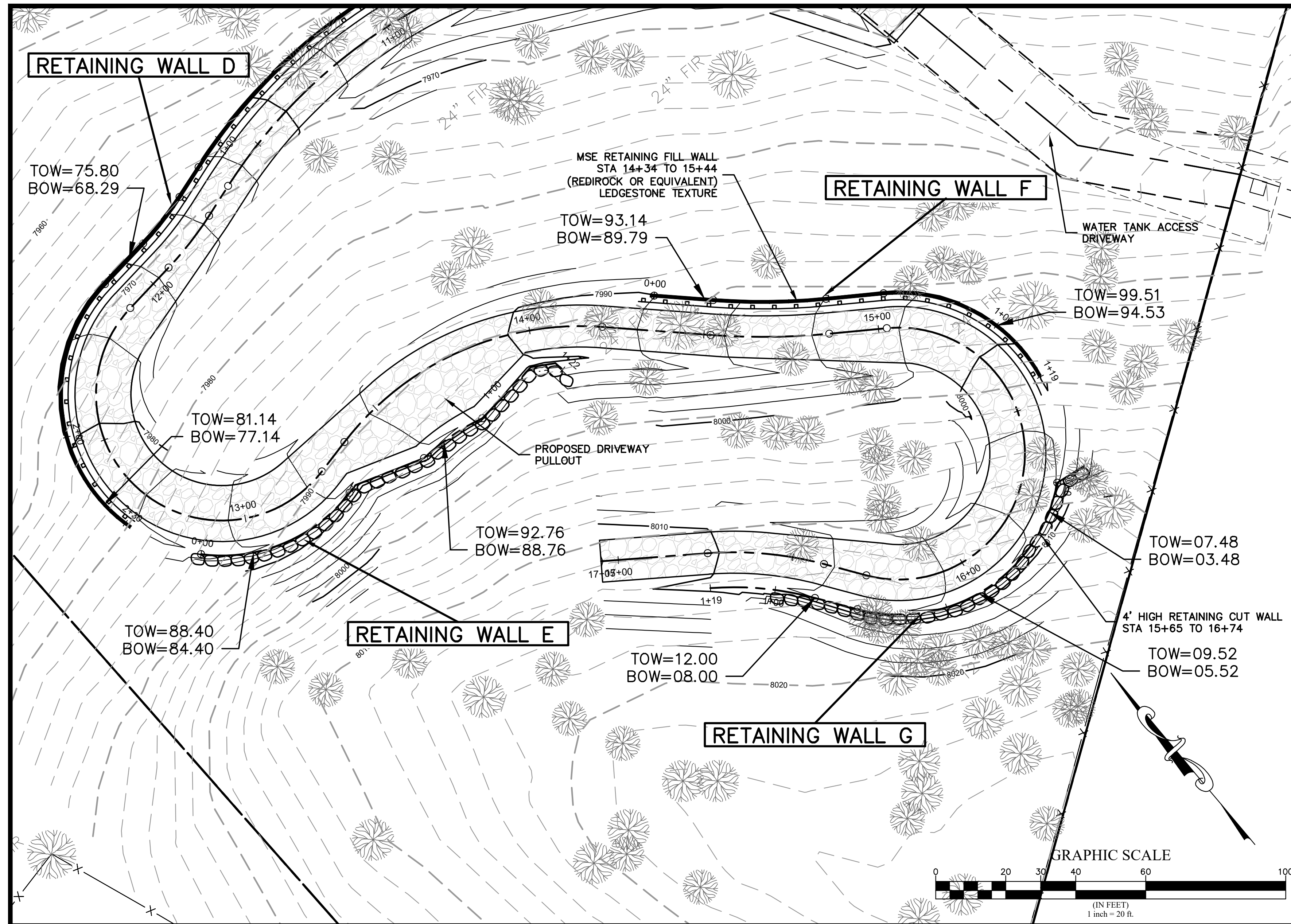
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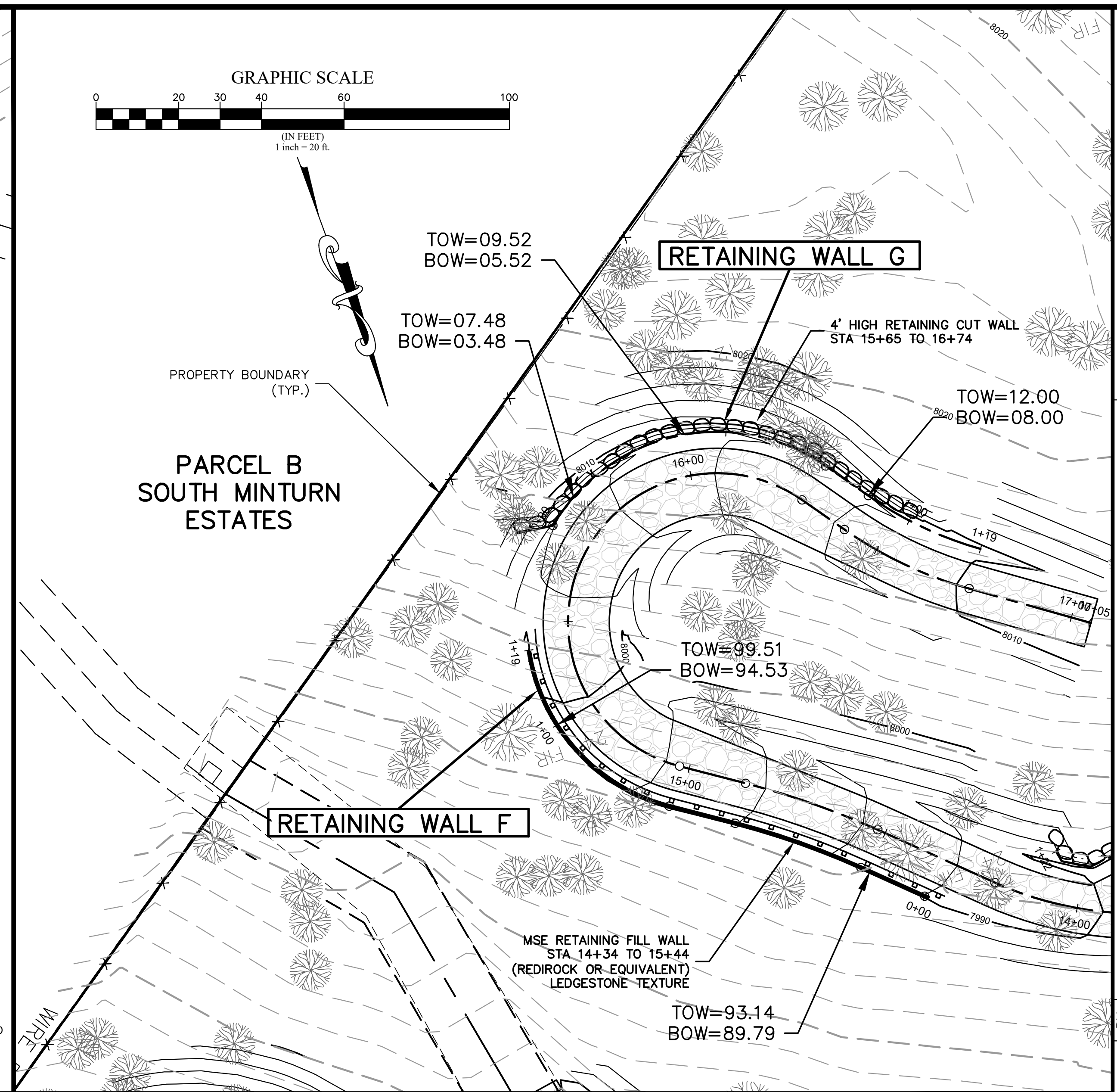
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SHEET
C-12

FOR CONSTRUCTION

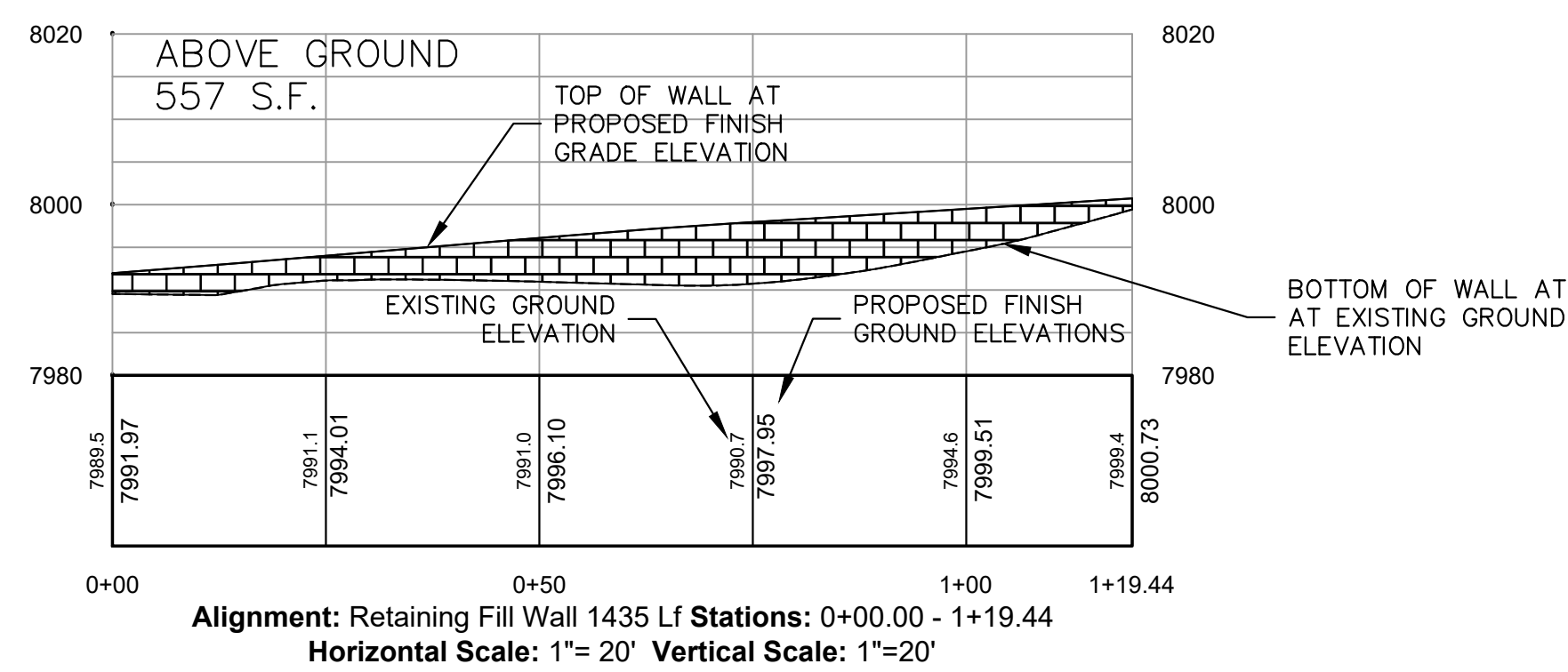


RETAINING WALL F – MSE FILL WALL PLAN

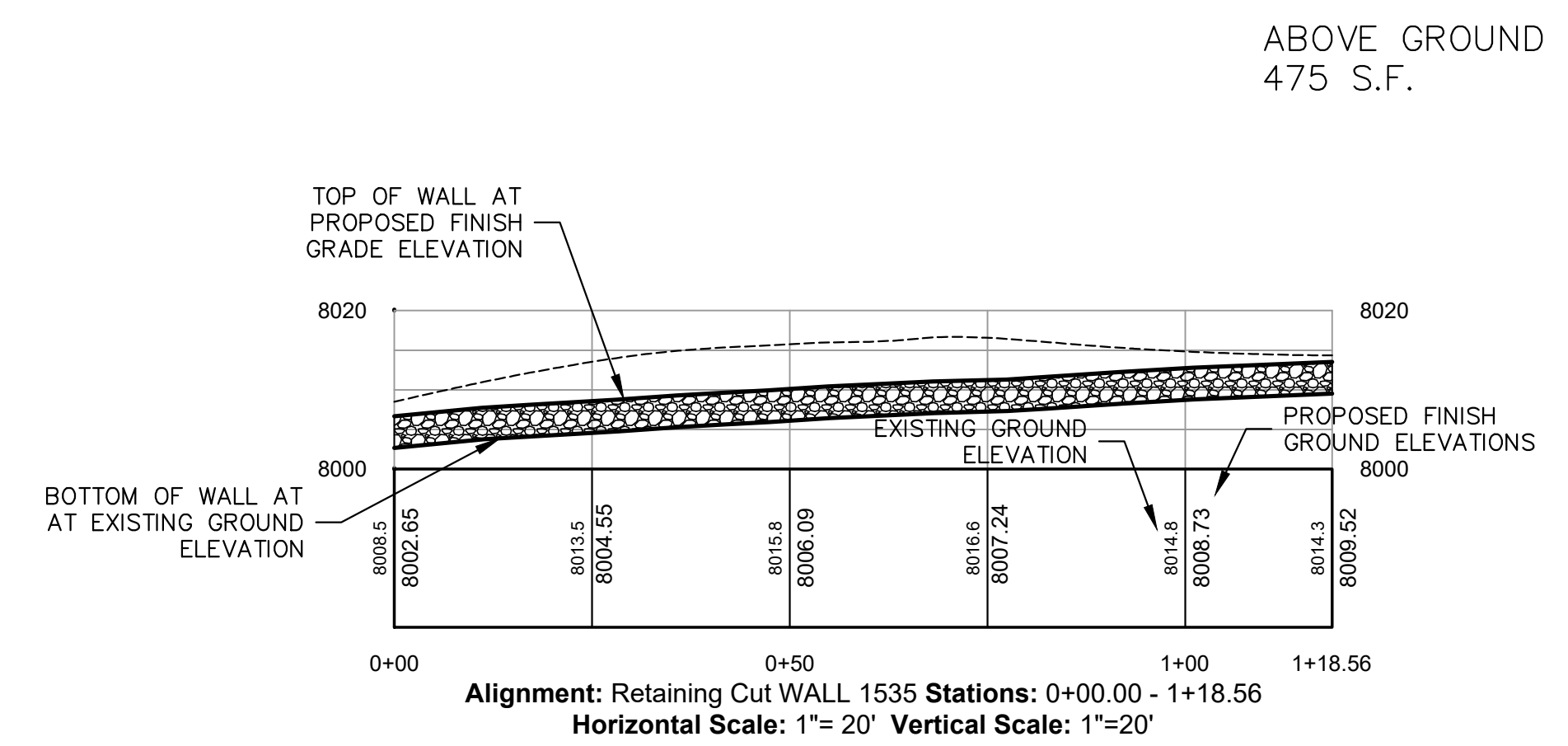


RETAINING WALL G – 4' HIGH BOULDER CUT WALL PLAN

NOTE: PROPOSED RETAINING WALL (REDI-ROCK LEDGESTONE TEXTURE) OR EQUIVALENT



RETAINING WALL F – MSE CUT WALL PROFILE



RETAINING WALL G – 4' HIGH BOULDER CUT WALL PROFILE

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
RETAINING WALL F AND G PLAN AND PROFILE
MINTURN, COLORADO

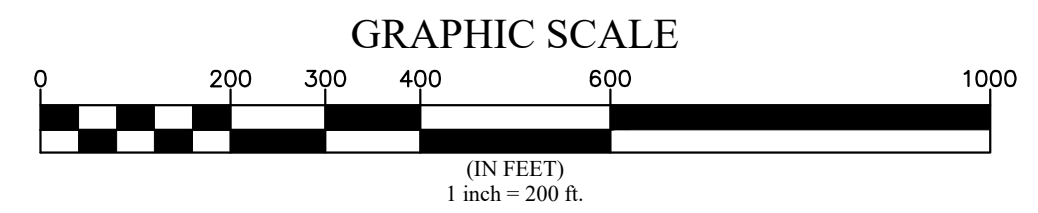
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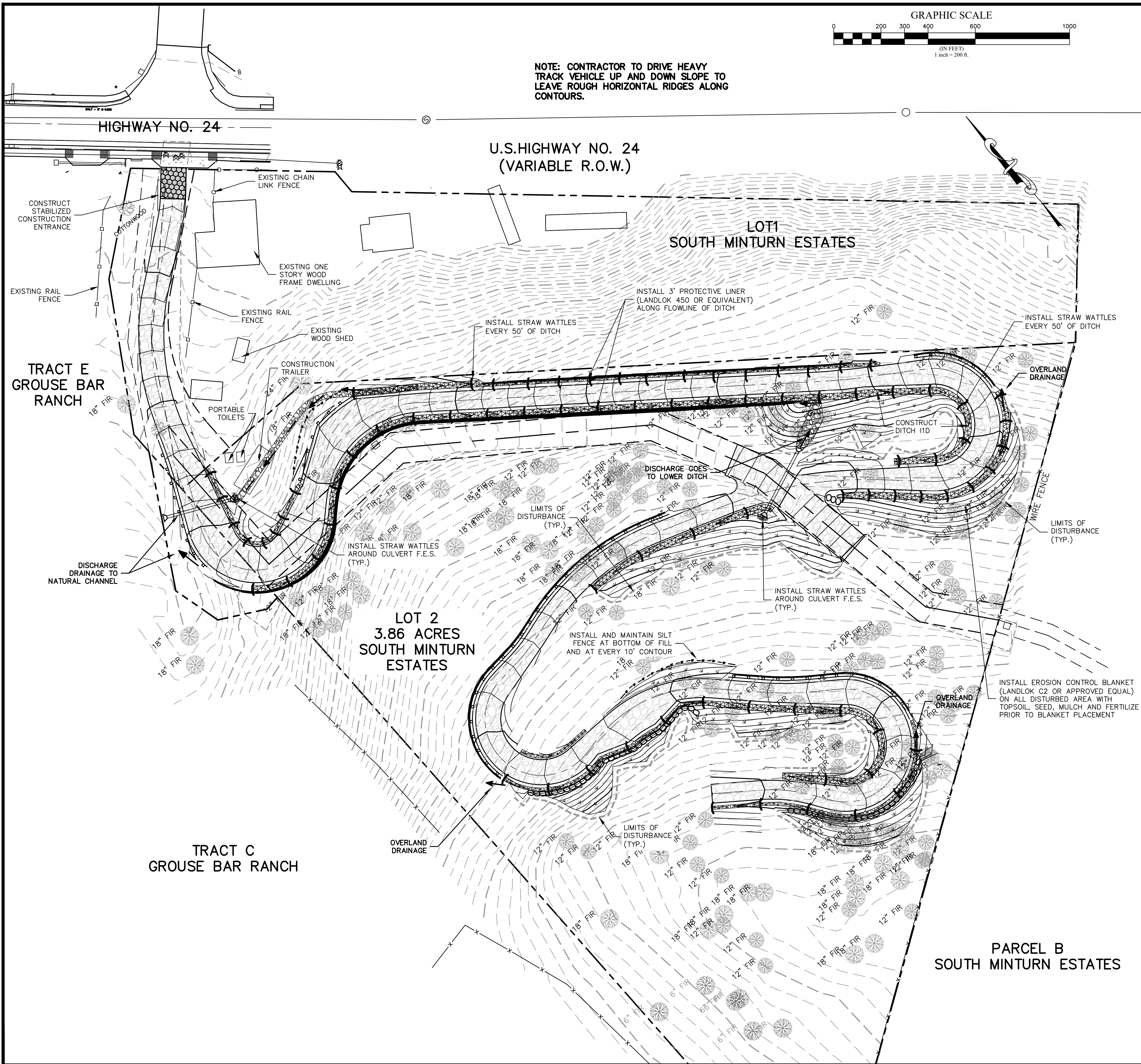
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DATE: 6/15/23
SCALE: 1" = 20'

SHEET
C-13

FOR CONSTRUCTION



NOTE: CONTRACTOR TO DRIVE HEAVY TRACK VEHICLE UP AND DOWN SLOPE TO LEAVE ROUGH HORIZONTAL RIDGES ALONG CONTOURS.



CONSTRUCTION SEQUENCE OF EROSION/SEDIMENT CONTROL MEASURES

1. CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE.
2. INSTALL WATTLES, CONSTRUCTION FENCE, AND SEDIMENT TRAPS PRIOR TO CONSTRUCTION.
3. BEGIN EXCAVATION.
4. INSTALL EROSION CONTROL MEASURES (LANDLOK TRM FABRIC, RIP RAP AND EROSION LOGS) AFTER ROADWAY DITCHES HAVE BEEN CONSTRUCTED AND TOPSOIL PLACED.
5. REVEGETATE ALL DISTURBED AREAS. AREAS TREATED WITH EROSION CONTROL MATTING WILL INCLUDE TOPSOIL, SEED MIX, FERTILIZER, MULCH AND TACKIFIER.
6. INSTALL DELINEATOR POST (TYPICAL) AFTER GRAVEL ON ROAD IS PLACED.

GENERAL NOTES FOR SEDIMENT CONTROL

1. INSTALL AND MAINTAIN SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH THESE PLANS.
2. ALL PROPOSED SEDIMENT CONTROL MEASURES ARE TEMPORARY MEASURES UNLESS SPECIFIED OTHERWISE ON PLANS.
3. SEDIMENT CONTROL MEASURES MAY REQUIRE MINOR FIELD ADJUSTMENTS AT THE TIME OF CONSTRUCTION TO INSURE THAT THEIR INTENDED PURPOSE IS ACCOMPLISHED. ENGINEER'S APPROVAL WILL BE REQUIRED FOR ANY OTHER DEVIATION FROM THE APPROVED PLANS.
4. PROVIDE CONTINUOUS INSPECTION AND MAINTENANCE OF ALL SEDIMENT CONTROL MEASURES TO ENSURE THAT SEDIMENT CONTROL EFFICIENCY IS OBTAINED UNTIL FINAL STABILIZATION OF SITE HAS TAKEN PLACE.
5. INSTALL SEDIMENT CONTROL MEASURES AT THE ONSET OF GRADING OPERATIONS SO THAT EFFECTIVE SEDIMENT CONTROL CAN BE ACHIEVED DURING THE ENTIRE GRADING OPERATION PERIOD.
6. STABILIZE ALL POINTS OF INGRESS AND EGRESS WITH CRUSHED STONE DURING CONSTRUCTION TO PREVENT TRACKING OF MUD ONTO PUBLIC STREETS.
7. THE TERM "REVEGETATION" ON THIS PLAN MEANS TO HAVE SUCCESSFUL GERMINATION AND ESTABLISHMENT OF STABLE GRASS COVER FROM A PROPERLY PREPARED SEEDBED CONTAINING THE SPECIFIED AMOUNT OF FERTILIZER IN ACCORDANCE WITH APPLICABLE "STANDARDS AND SPECIFICATIONS". REFER TO LANDSCAPE PLANS FOR SEED MIX.
8. APPROVAL SHALL BE REQUESTED UPON FINAL STABILIZATION OF ALL SITES BEFORE REMOVAL OF SEDIMENT CONTROLS.
9. THE CONTRACTOR SHALL REMOVE SEDIMENT CONTROL FACILITIES AFTER FINAL STABILIZATION.
10. REMOVAL AND CLEANUP OF ANY SEDIMENT THAT LEAVES THE SITE IS THE RESPONSIBILITY OF THE CONTRACTOR.
11. CONTRACTOR SHALL TAKE APPROPRIATE MEASURES TO ASSURE THAT SEDIMENT LADEN WATER DOES NOT LEAVE THE CONSTRUCTION SITE.
12. ALL SEDIMENT CONTROL AND STORM DRAINAGE FACILITIES SHALL BE PERIODICALLY INSPECTED AND MAINTAINED TO ASSURE THEY FUNCTION PROPERLY.
13. THOSE PORTIONS OF THE ROAD SUBGRADE THAT DO NOT RECEIVE GRAVEL SHALL BE SEEDED, FERTILIZED, MULCHED AND TACKED. THE SEED SHALL BE DRILLED OR BROADCAST AND RAKED INTO THE TOP 1/2" OF SOIL. PRIOR TO SEEDING FERTILIZER SHALL BE WORKED INTO THE TOP 4" OF SOIL AT THE RATE SPECIFIED.

FUGITIVE DUST CONTROL

THE CONTRACTOR IS RESPONSIBLE TO CONTROL FUGITIVE DUST AND TO INCORPORATE THE FOLLOWING:

1. ALL UNPAVED ROADS AND OTHER DISTURBED AREAS ON SITE SHALL BE WATERED TO MINIMIZE FUGITIVE DUST.
2. VEHICLE SPEED ON ALL UNPAVED ROADS AND DISTURBED AREAS SHALL NOT EXCEED A MAXIMUM OF 30 MPH SPEED LIMIT, SIGNS SHALL BE POSTED.
3. HAUL ROADS SHALL BE TREATED WITH MAGNESIUM CHLORIDE IF WATER IS NOT CONTROLLING THE DUST.
4. ALL DISTURBED SOIL SHALL BE COMPACTED ON A DAILY BASIS TO WITHIN 90% OF MAXIMUM COMPACTION.
5. ALL DISTURBED SURFACE AREAS SHALL BE REVEGETATED AS SOON AS POSSIBLE.
6. MUD AND DIRT CARRYOUT ONTO PAVED SURFACE SHALL BE PREVENTED. ANY MUD AND DIRT CARRYOUT ONTO PAVED SURFACE SHALL BE CLEANED UP DAILY.
7. NO EARTH WORK ACTIVITIES SHALL BE PERFORMED WHEN WIND SPEED EXCEEDS 30 MPH.
8. CONTRACTOR SHALL COMPLY WITH THE BEST MANAGEMENT PRACTICES (BMP'S) AND ALL NOTES AND RULES.

MARCIN ENGINEERING LLC
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AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
EROSION CONTROL PLAN
MINTURN, COLORADO

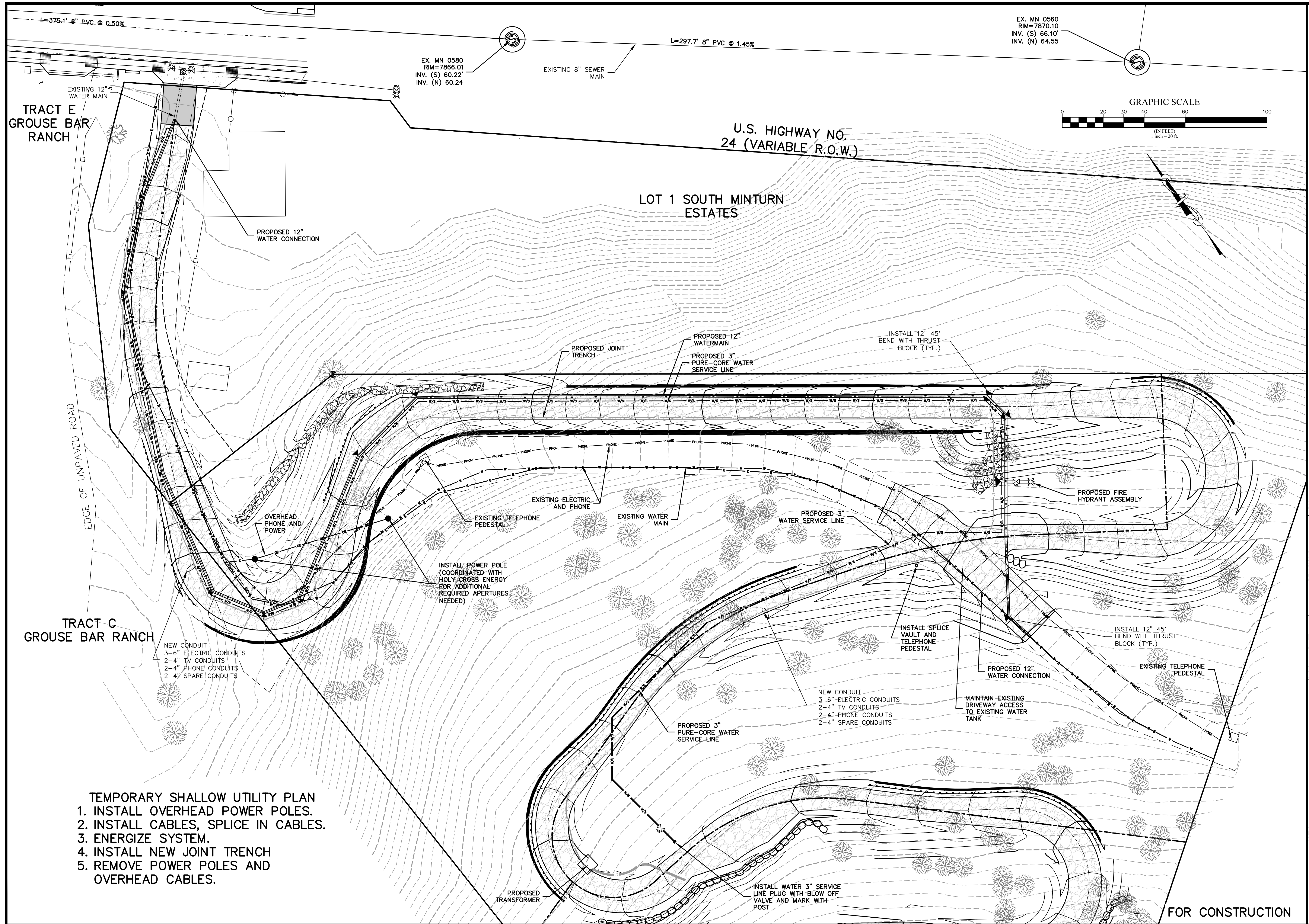
NO.	DATE	REVISIONS	BY



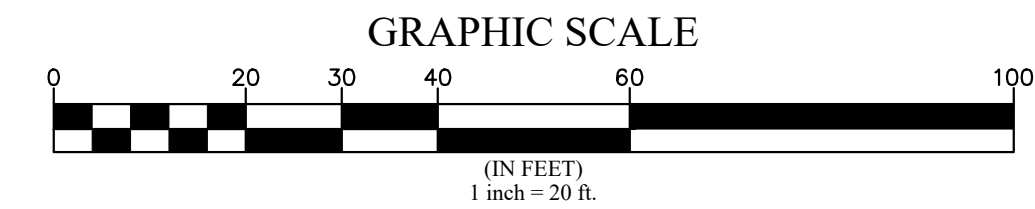
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DATE: 6/15/23
SCALE: N/A

SHEET
C-14

FOR CONSTRUCTION



EX. MN 0560
RIM=7870.10
INV. (S) 66.10'
INV. (N) 64.55



TRACT E
GROUSE BAR
RANCH

LOT 1 SOUTH MINTURN
ESTATES

U.S. HIGHWAY NO.
24 (VARIABLE R.O.W.)

TRACT C
GROUSE BAR RANCH

- TEMPORARY SHALLOW UTILITY PLAN**
1. INSTALL OVERHEAD POWER POLES.
 2. INSTALL CABLES, SPLICE IN CABLES.
 3. ENERGIZE SYSTEM.
 4. INSTALL NEW JOINT TRENCH
 5. REMOVE POWER POLES AND OVERHEAD CABLES.

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SOUTH MINTURN ESTATES LOT 2
OVERALL UTILITY PLAN
MINTURN, COLORADO

NO. DATE BY REVISIONS

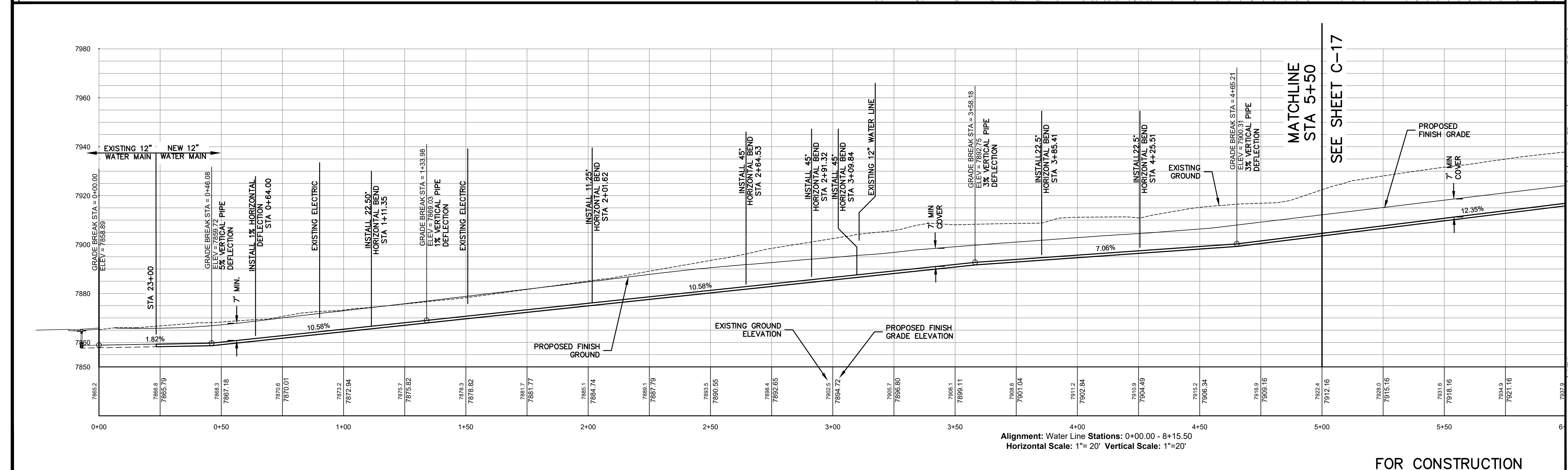
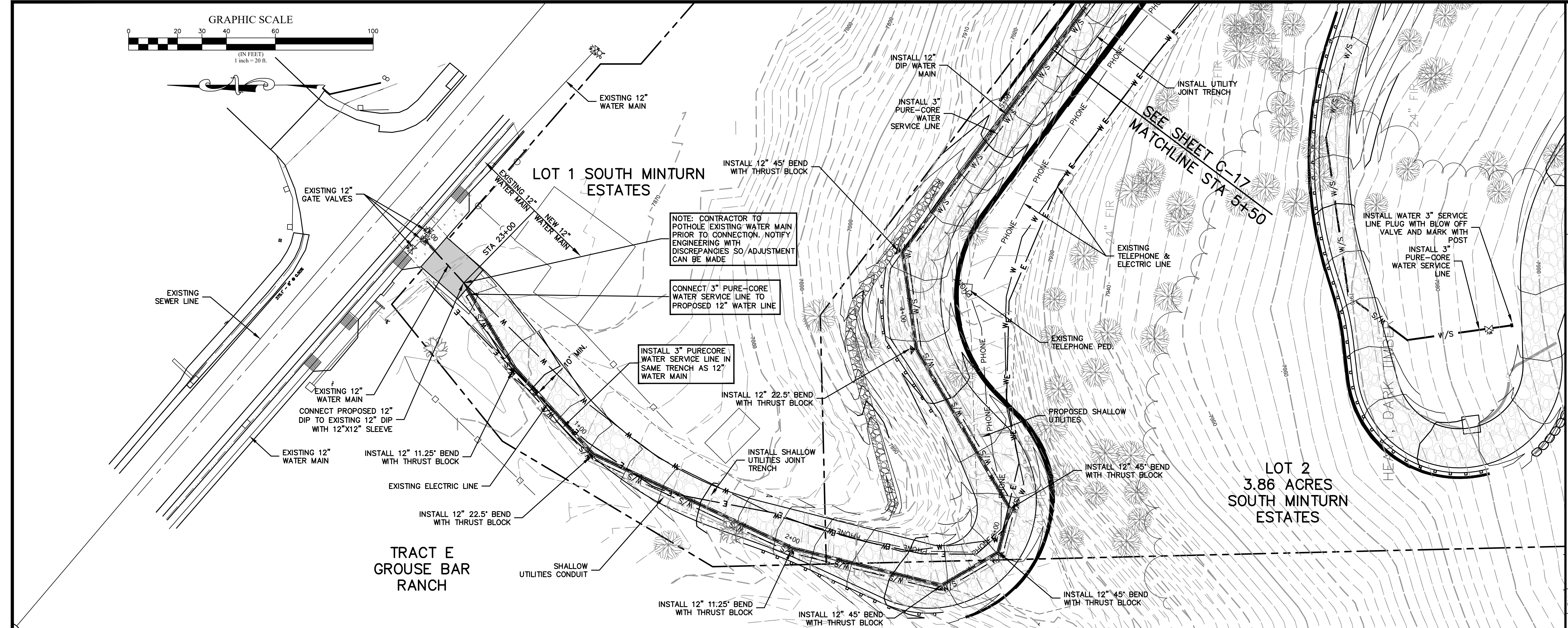
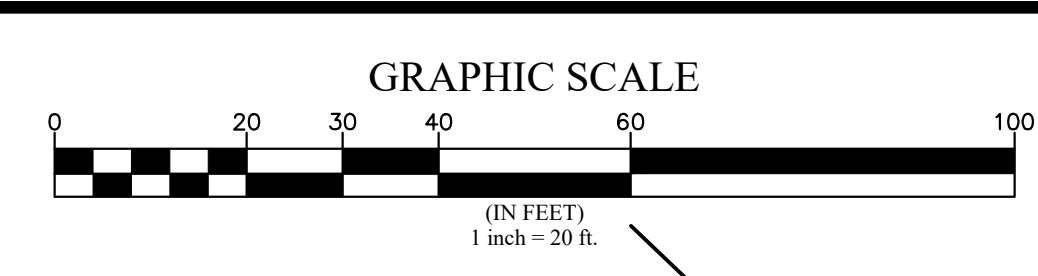


JOB: 16018
DATE: 6/15/23
SCALE: 1" = 20'

SHEET
C-15

FOR CONSTRUCTION

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MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
WATER PLAN AND PROFILE STA 0+00 TO 5+50
MINTURN, COLORADO

BY: _____
REVISIONS: _____
DATE: _____
NO.: _____

PROFESSIONAL ENGINEER
STATE OF COLORADO
NO. 32492
DATE: 6/15/23

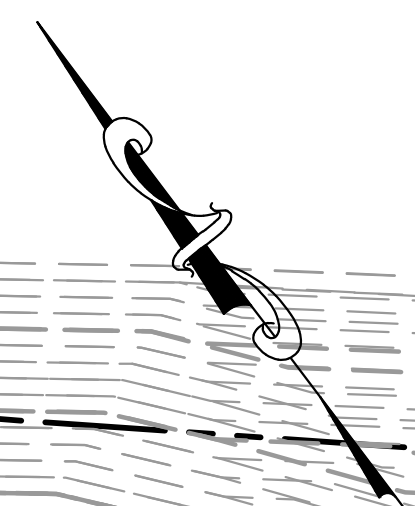
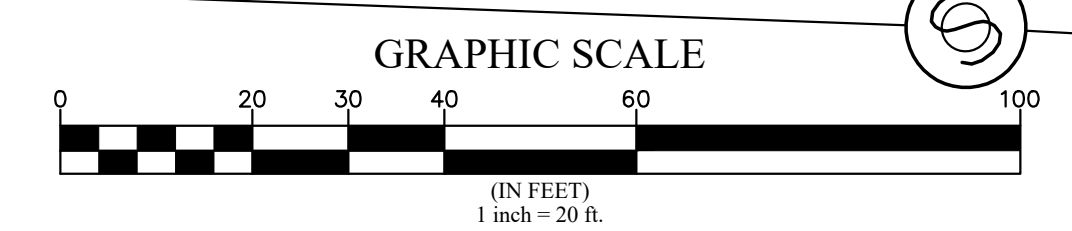
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FOR CONSTRUCTION

BENCH
SANITARY
RIM EL=7800



NOTE: CONTRACTOR TO
POTHOLE EXISTING WATER MAIN
PRIOR TO CONNECTION. NOTIFY
ENGINEERING WITH
DISCREPANCIES SO ADJUSTMENT
CAN BE MADE

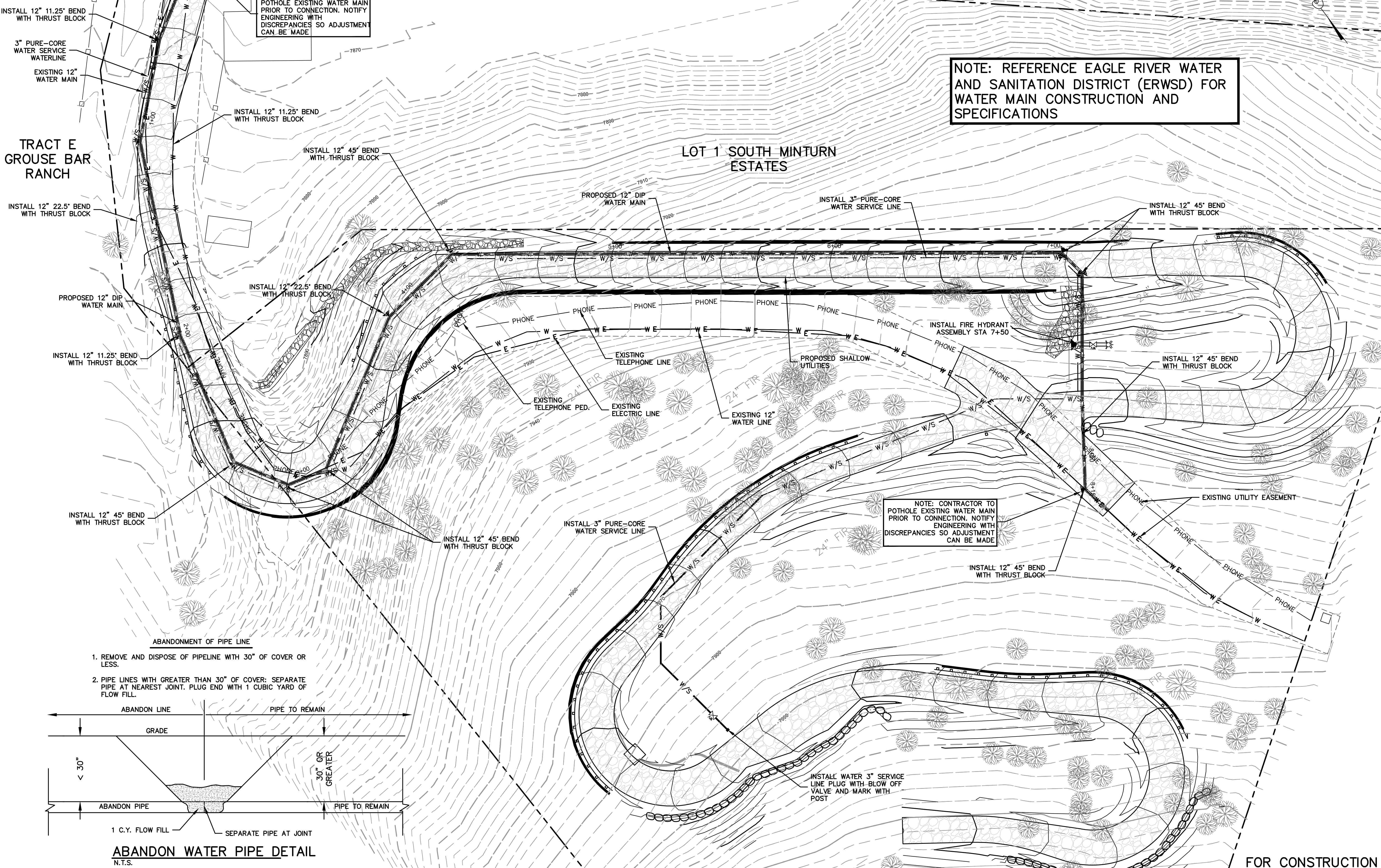
NOTE: REFERENCE EAGLE RIVER WATER
AND SANITATION DISTRICT (ERWSD) FOR
WATER MAIN CONSTRUCTION AND
SPECIFICATIONS

TRACT E
GROUSE BAR
RANCH

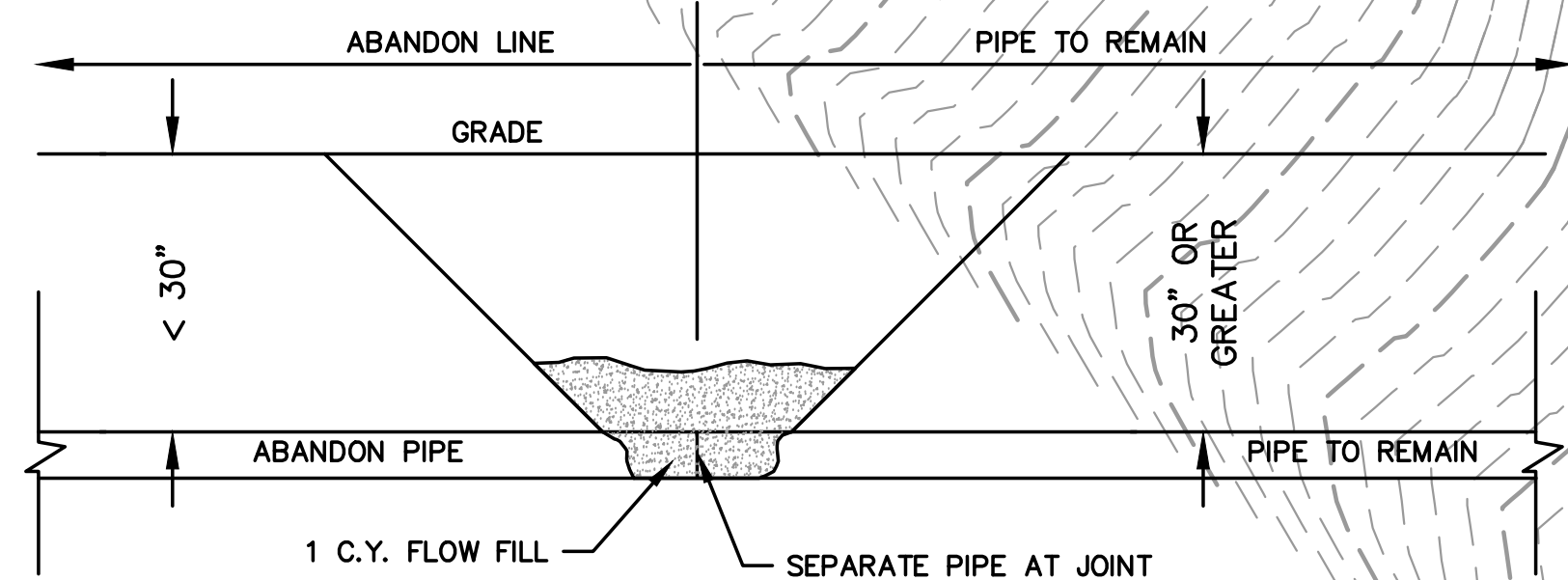
LOT 1 SOUTH MINTURN
ESTATES

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
WATER SERVICE LINE
MINTURN, COLORADO



- ABANDONMENT OF PIPE LINE**
1. REMOVE AND DISPOSE OF PIPELINE WITH 30" OF COVER OR LESS.
 2. PIPE LINES WITH GREATER THAN 30" OF COVER: SEPARATE PIPE AT NEAREST JOINT. PLUG END WITH 1 CUBIC YARD OF FLOW FILL.



NOTE: CONTRACTOR TO
POTHOLE EXISTING WATER MAIN
PRIOR TO CONNECTION. NOTIFY
ENGINEERING WITH
DISCREPANCIES SO ADJUSTMENT
CAN BE MADE

NO. DATE BY REVISIONS

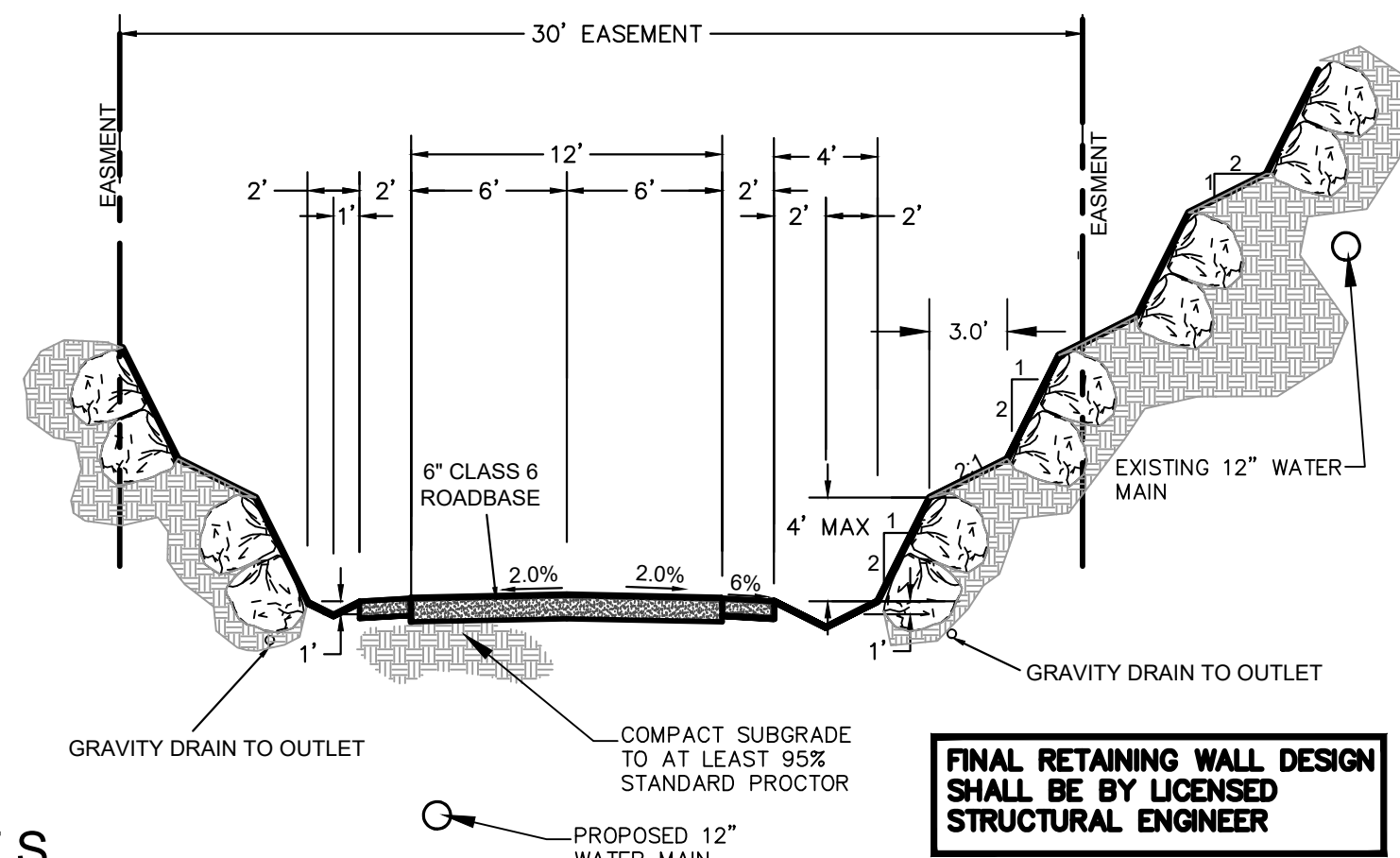


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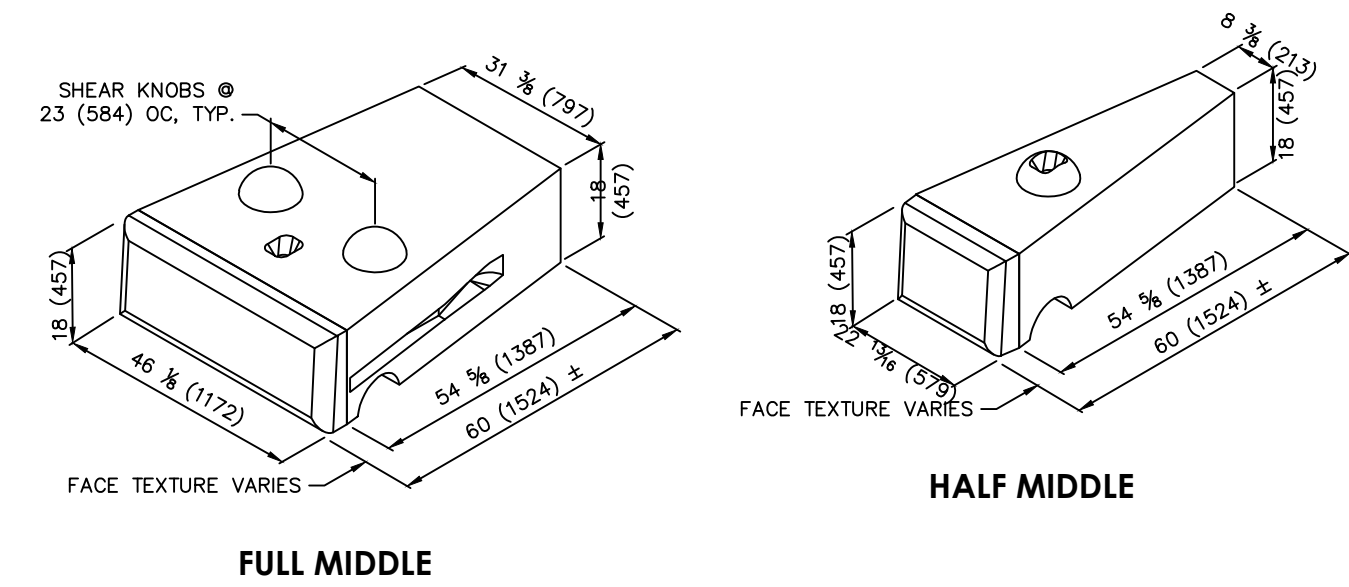
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FOR CONSTRUCTION

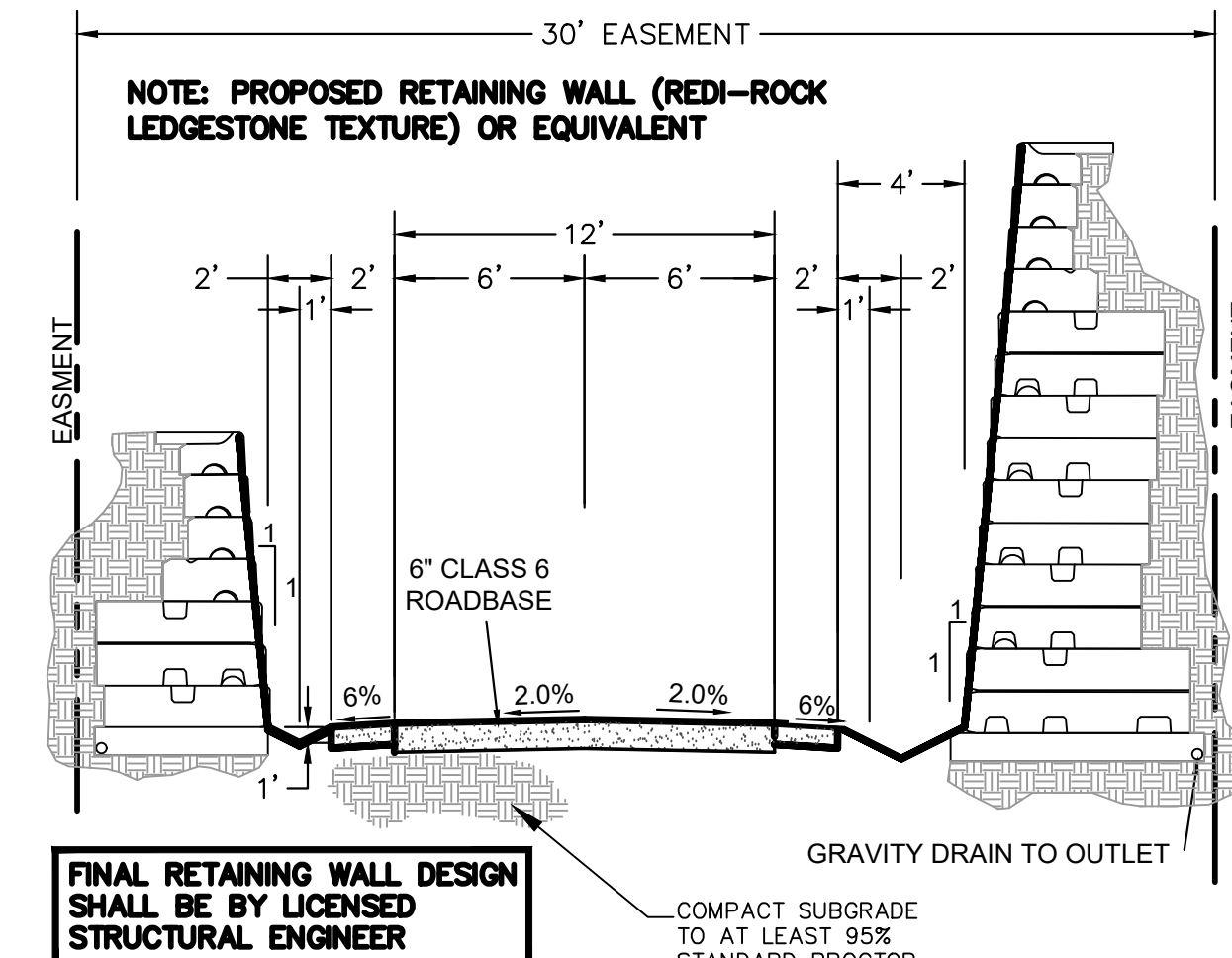
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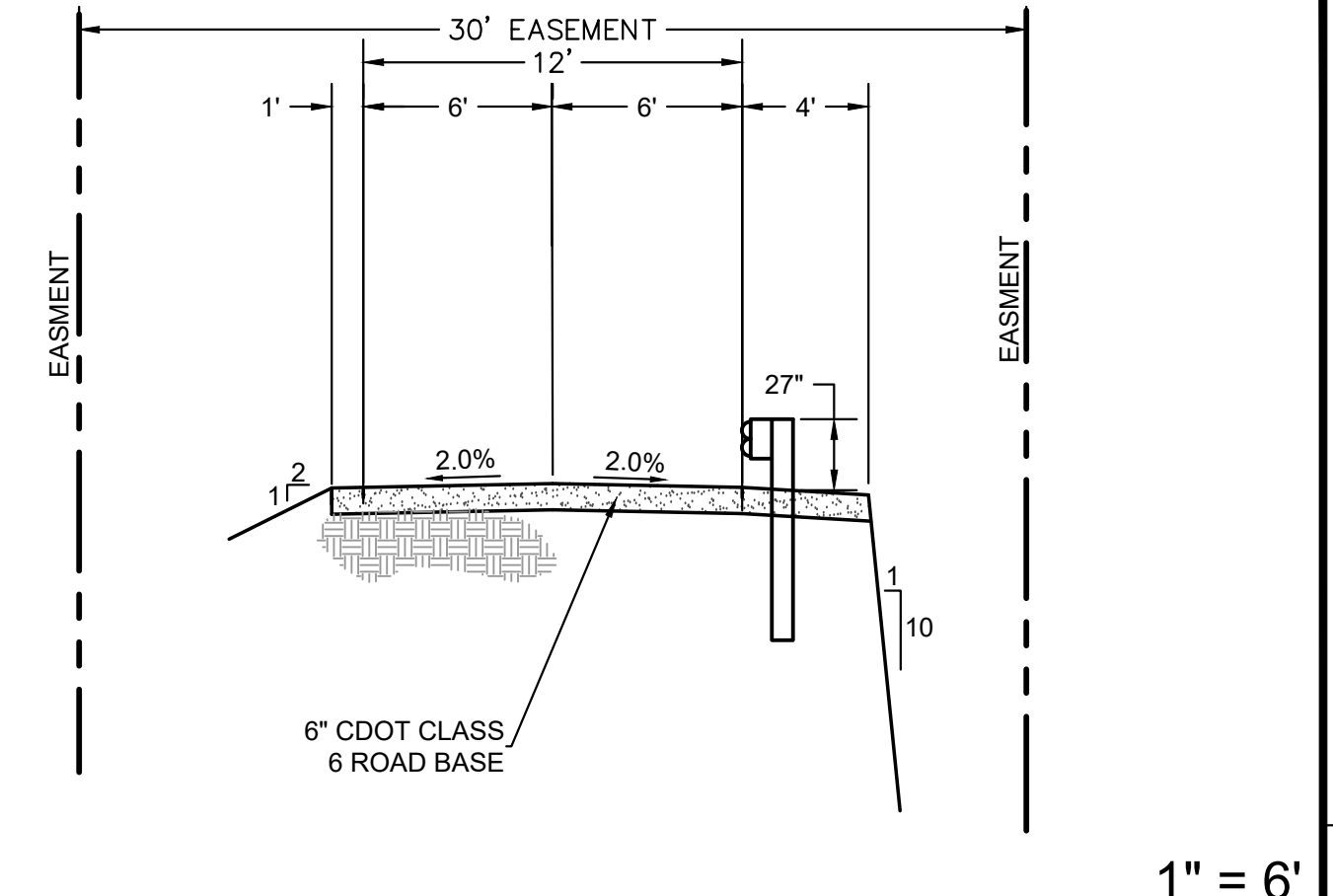
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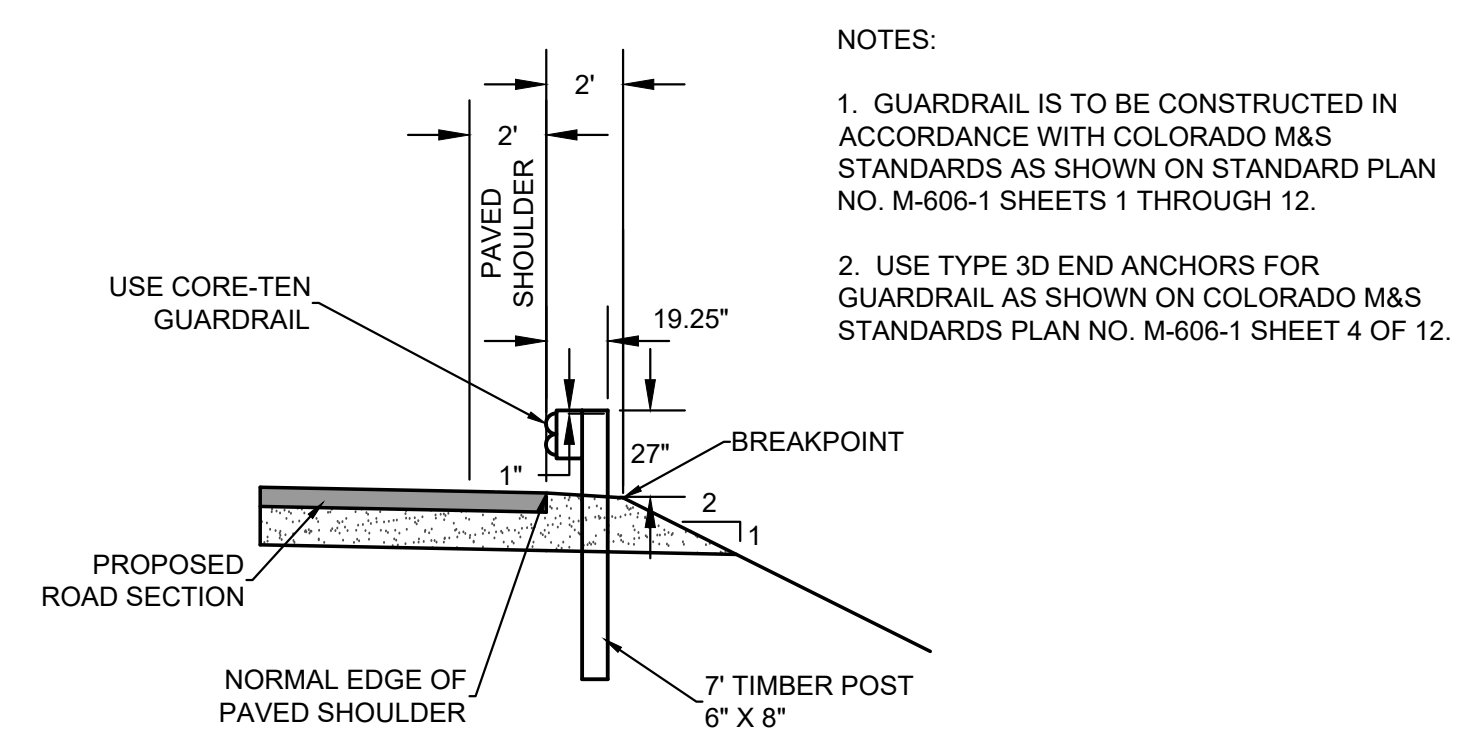
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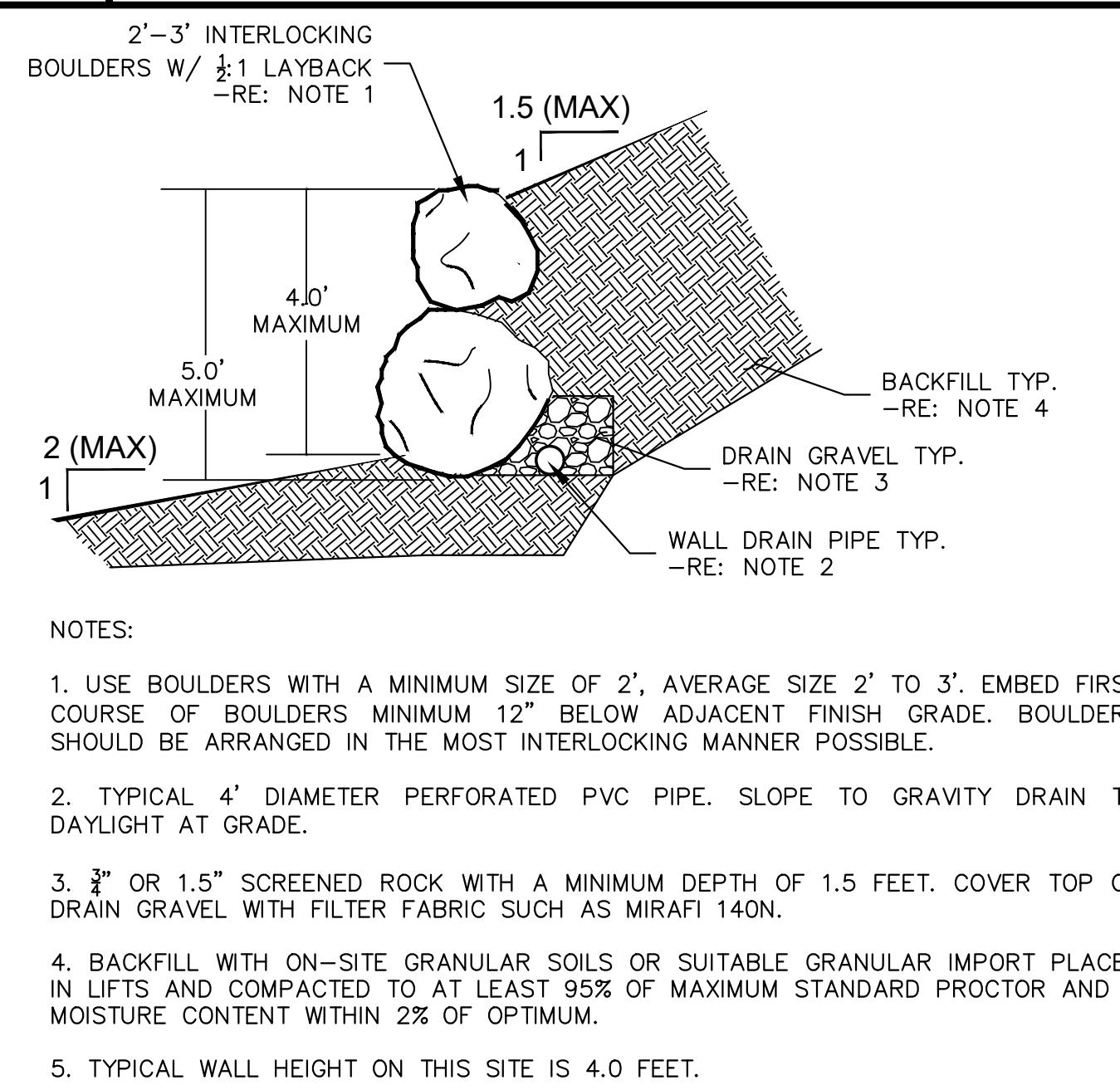
N.T.S. **C ROAD SECTION AT CUT RETAINING WALL**



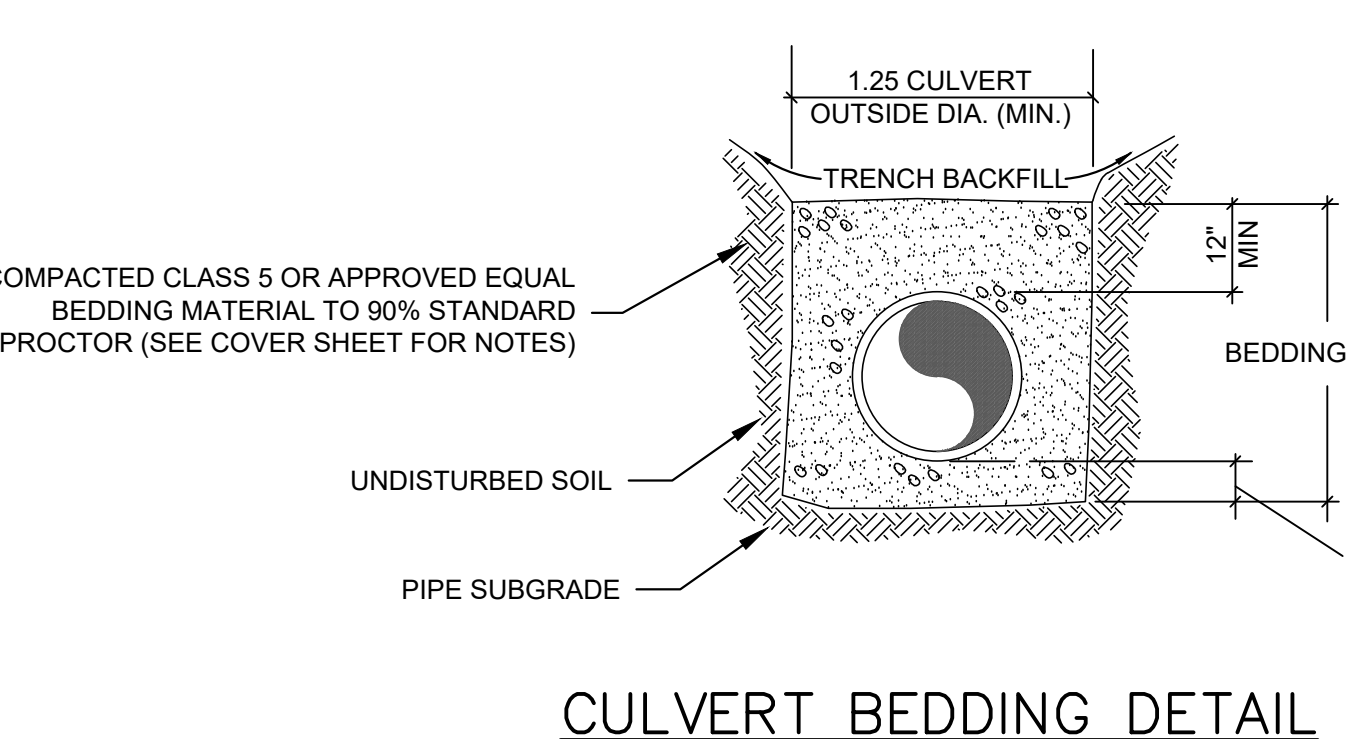
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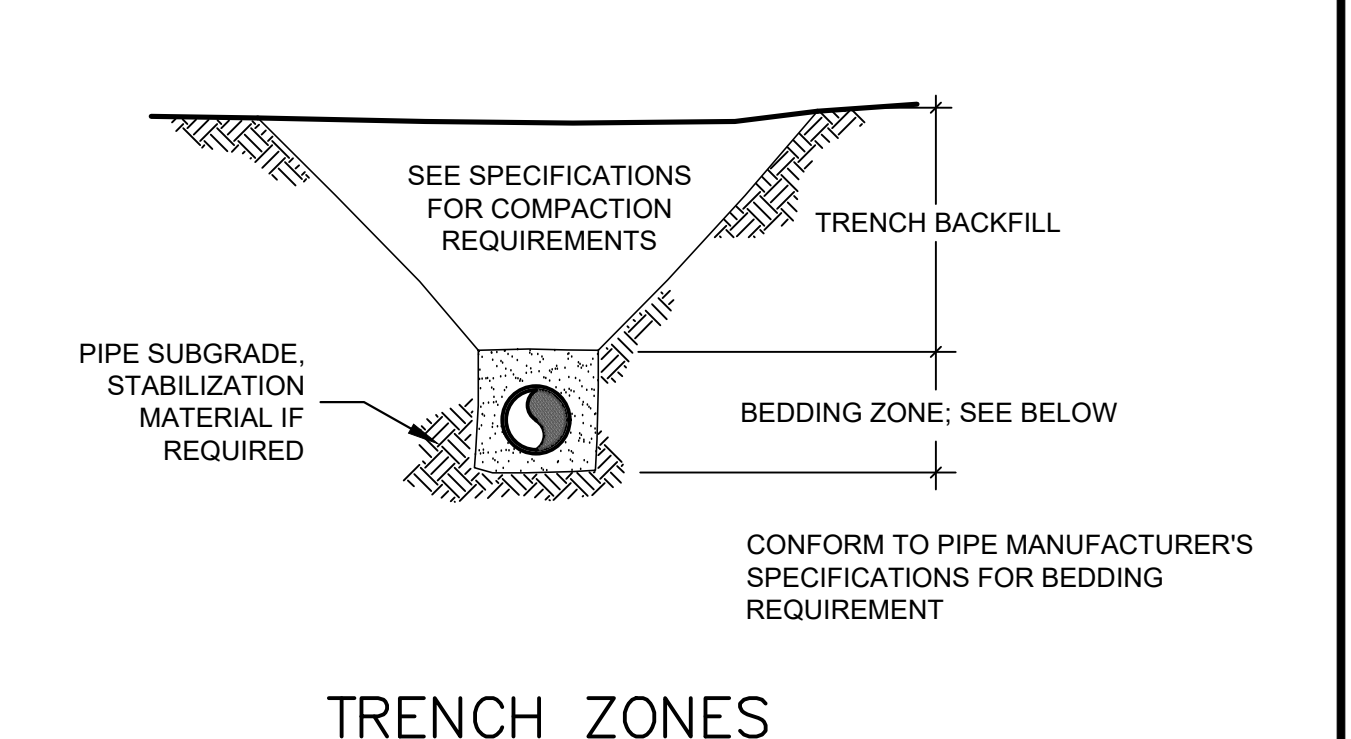
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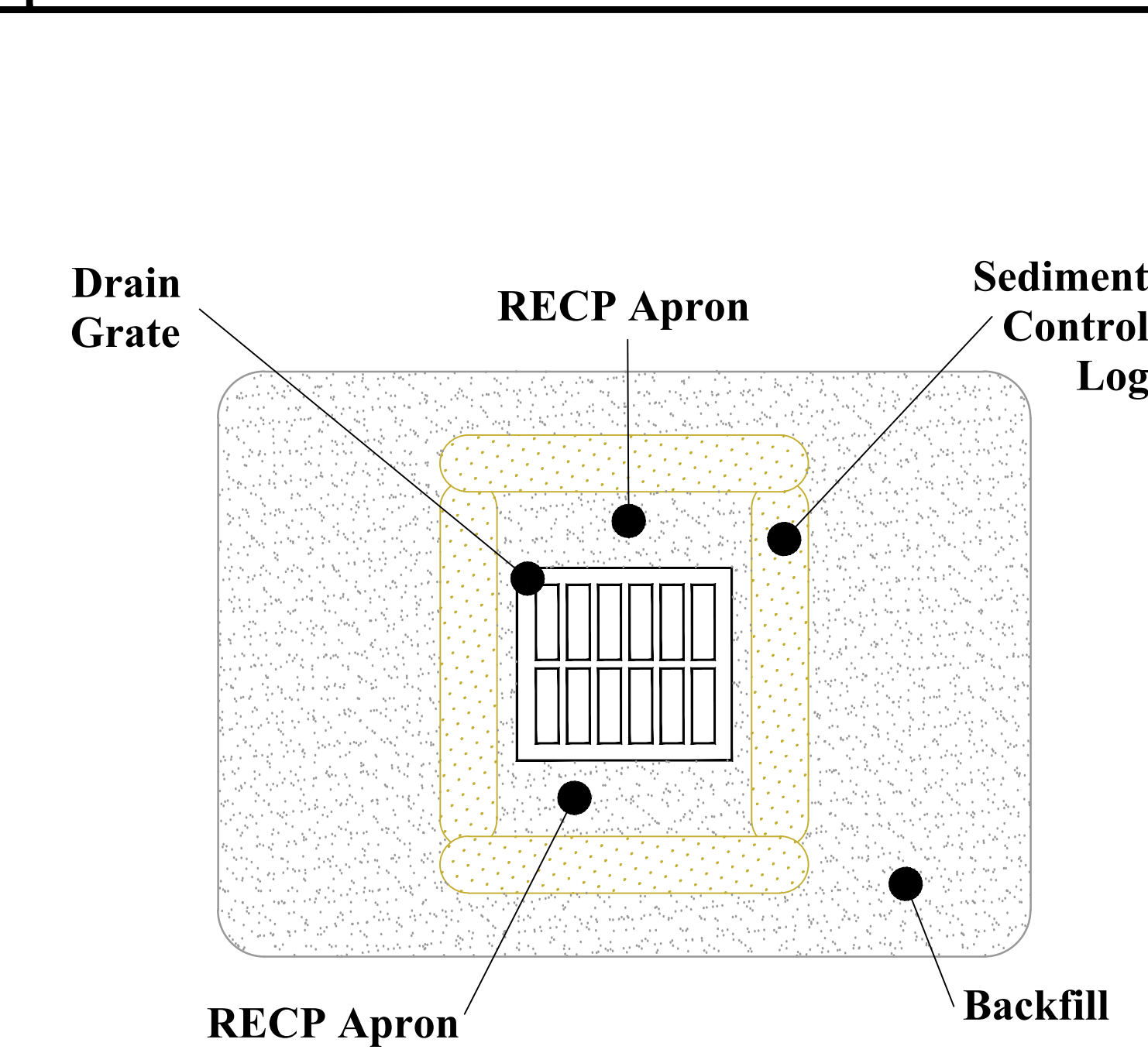
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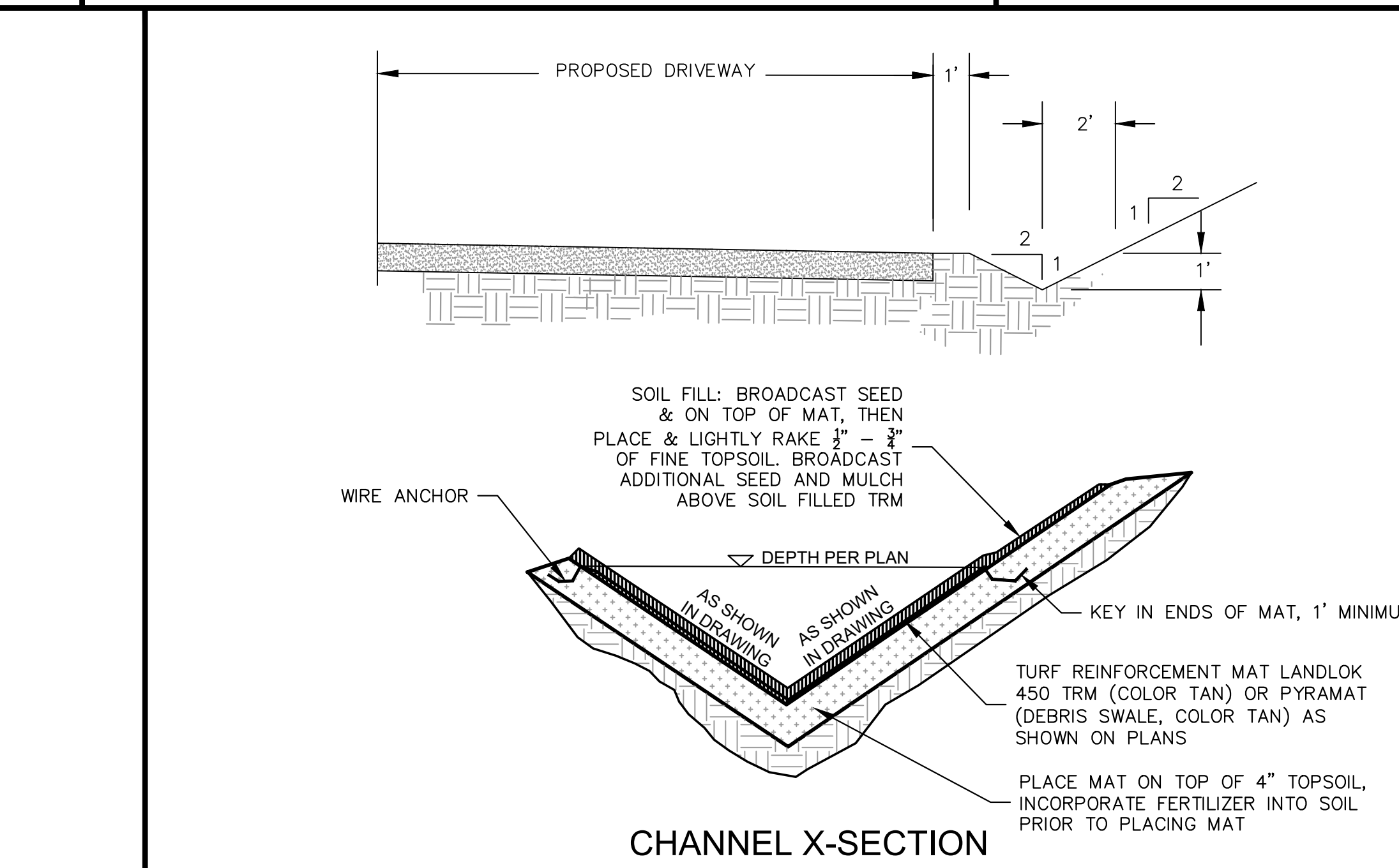
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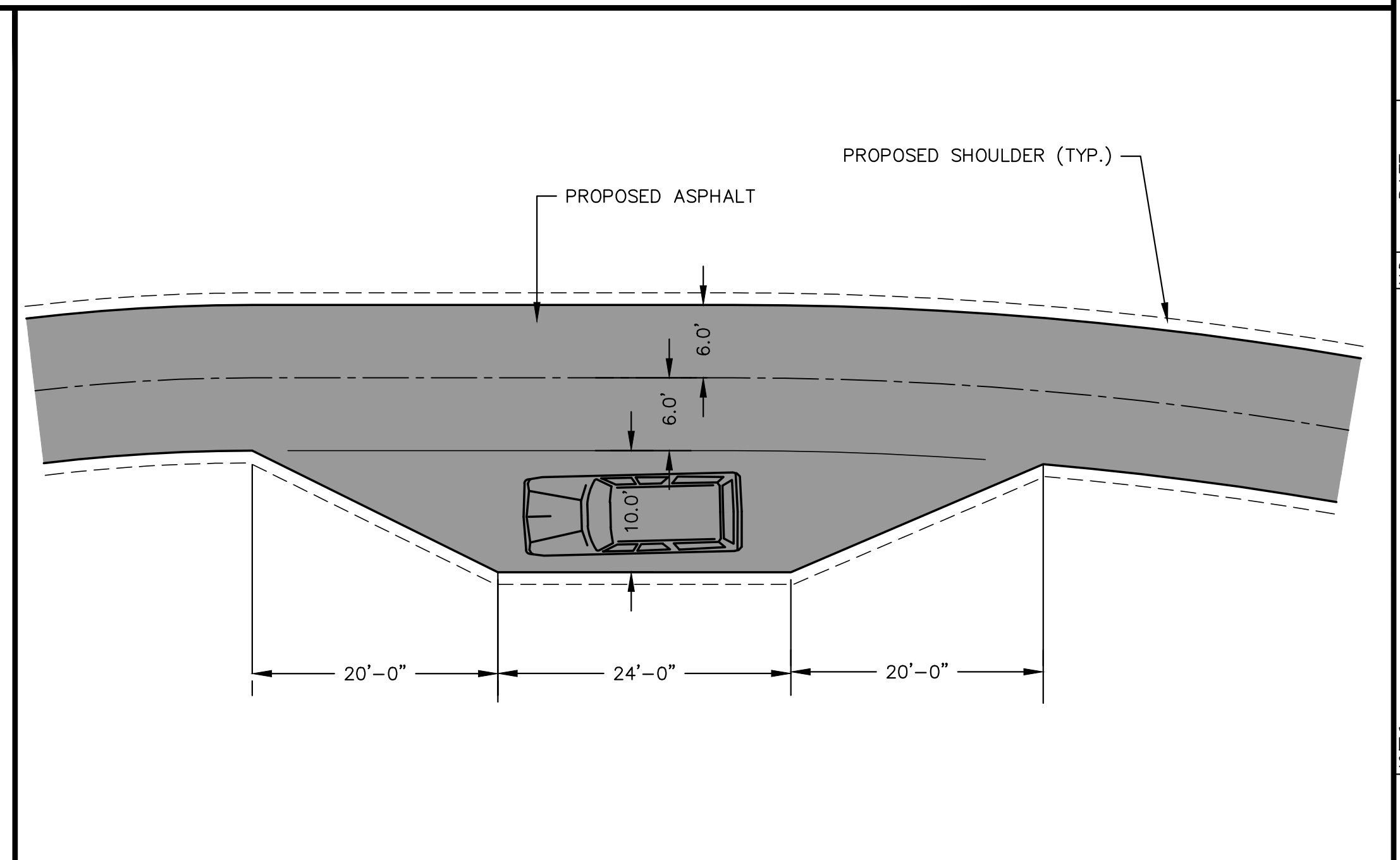
H TRENCH ZONES



N.T.S. **H INLET PROTECTION DETAIL**



N.T.S. **I DITCH DRAINAGE DETAIL**



N.T.S. **J TYPICAL PULL-OUT DETAIL**

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
DRIVEWAY AND DRAINAGE DETAILS
MINTURN, COLORADO

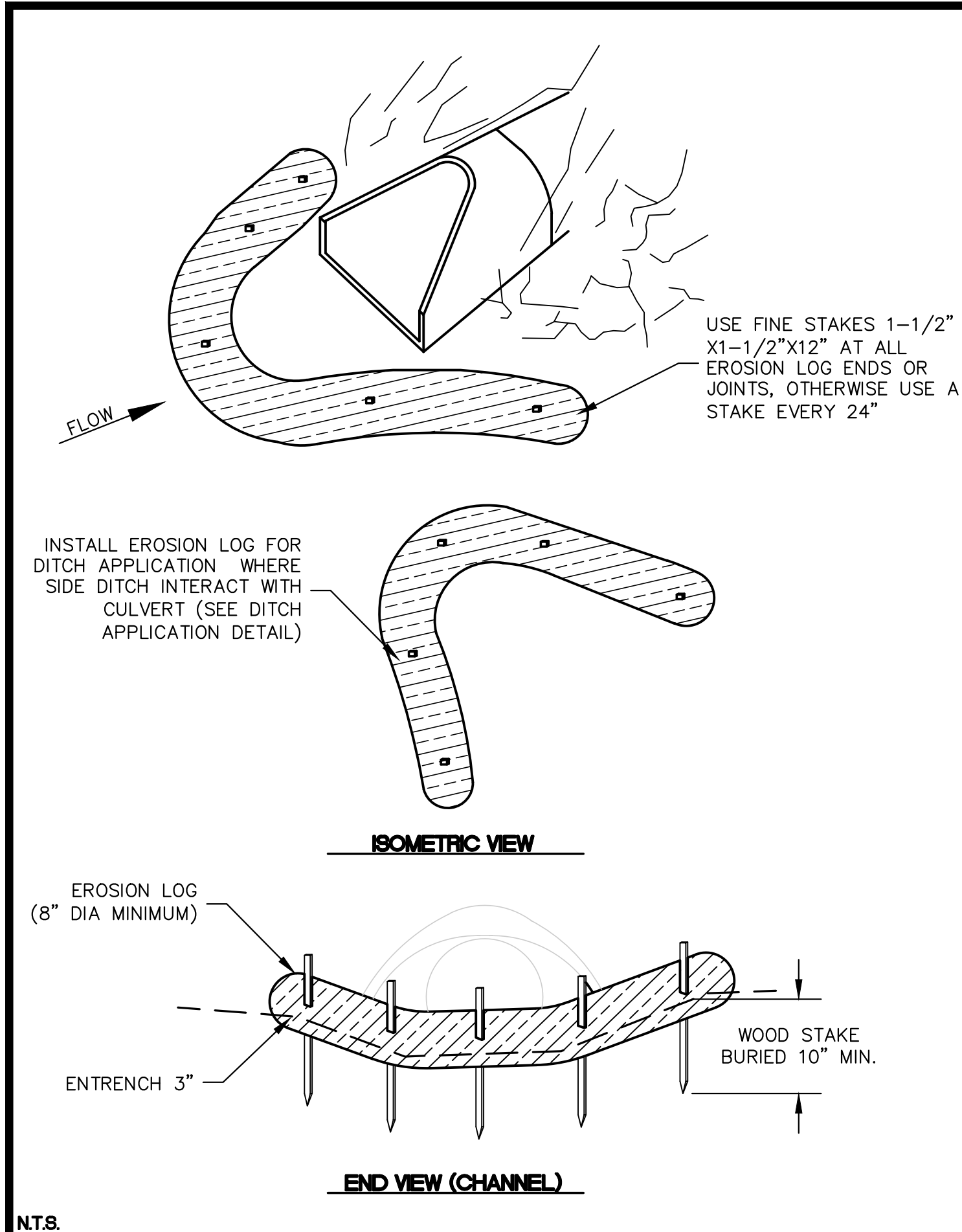
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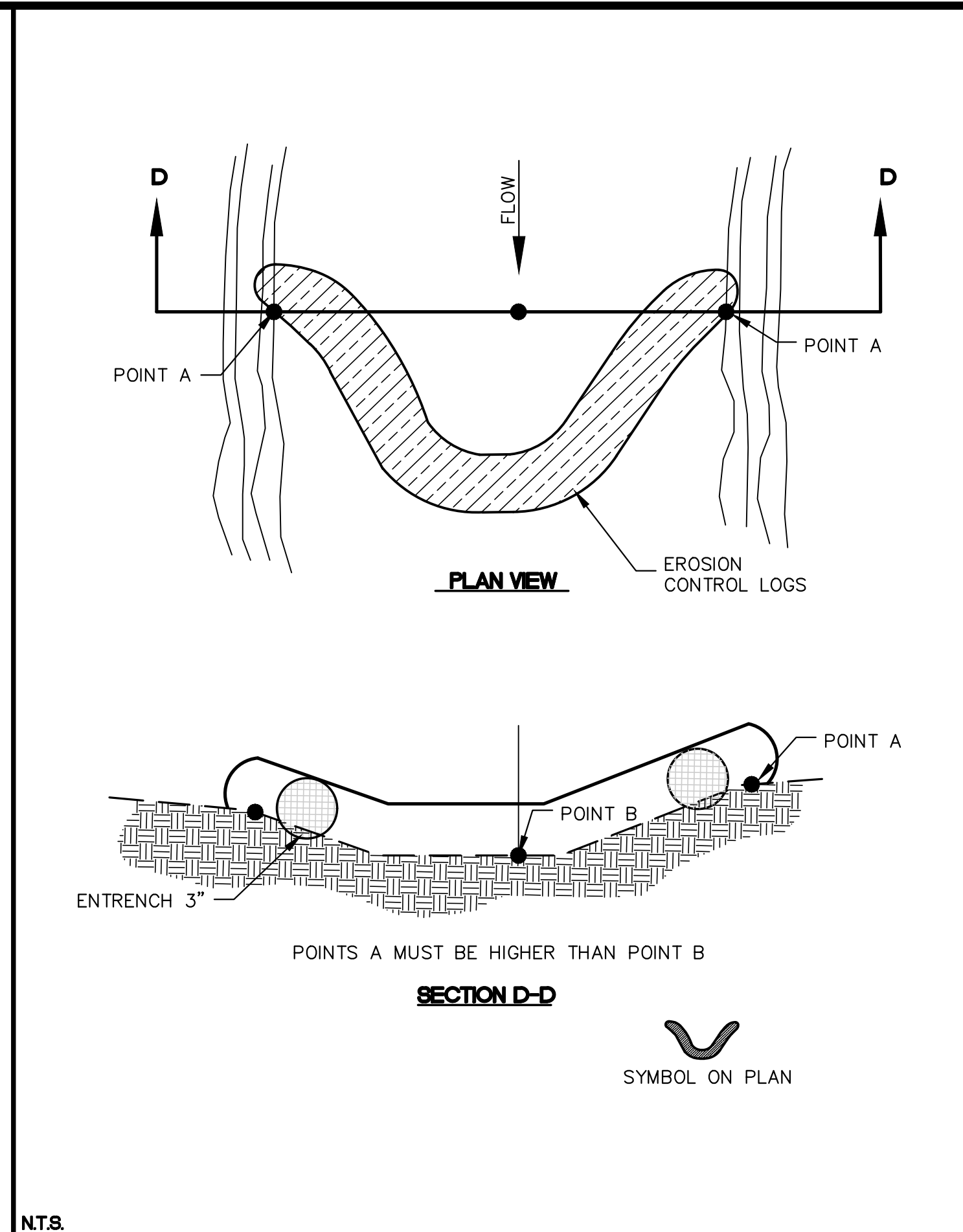
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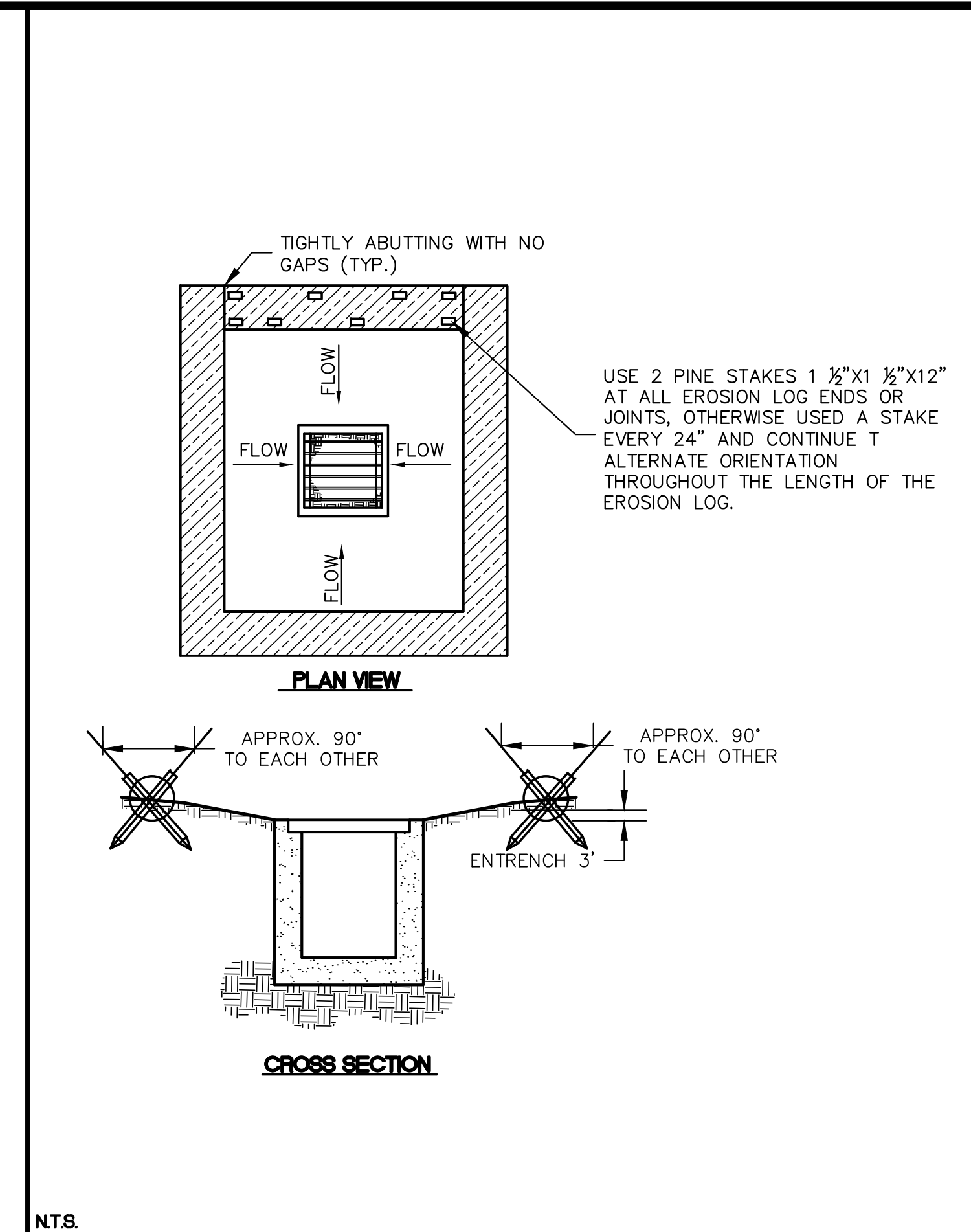
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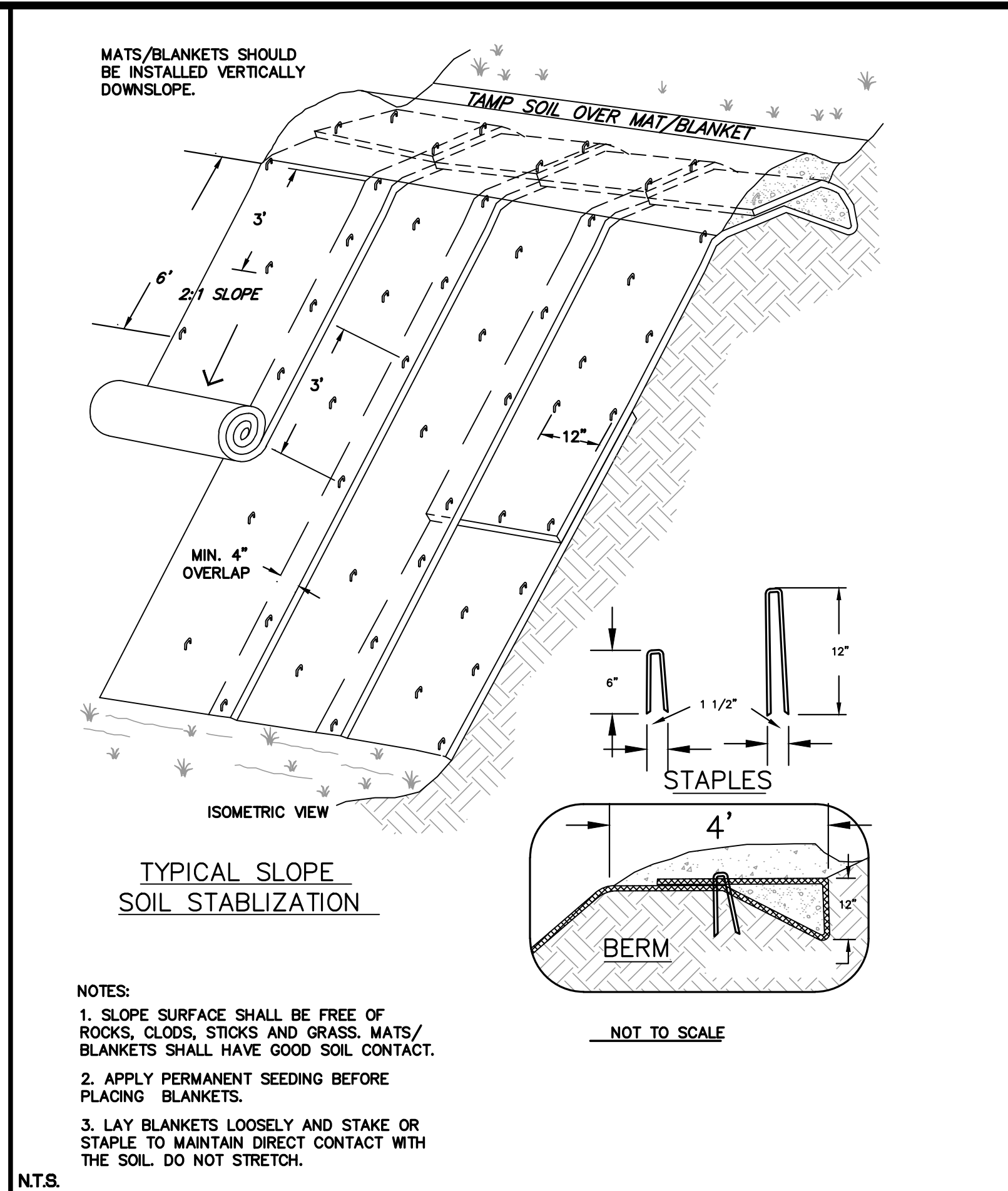
A WATTLE CULVERT PROTECTION



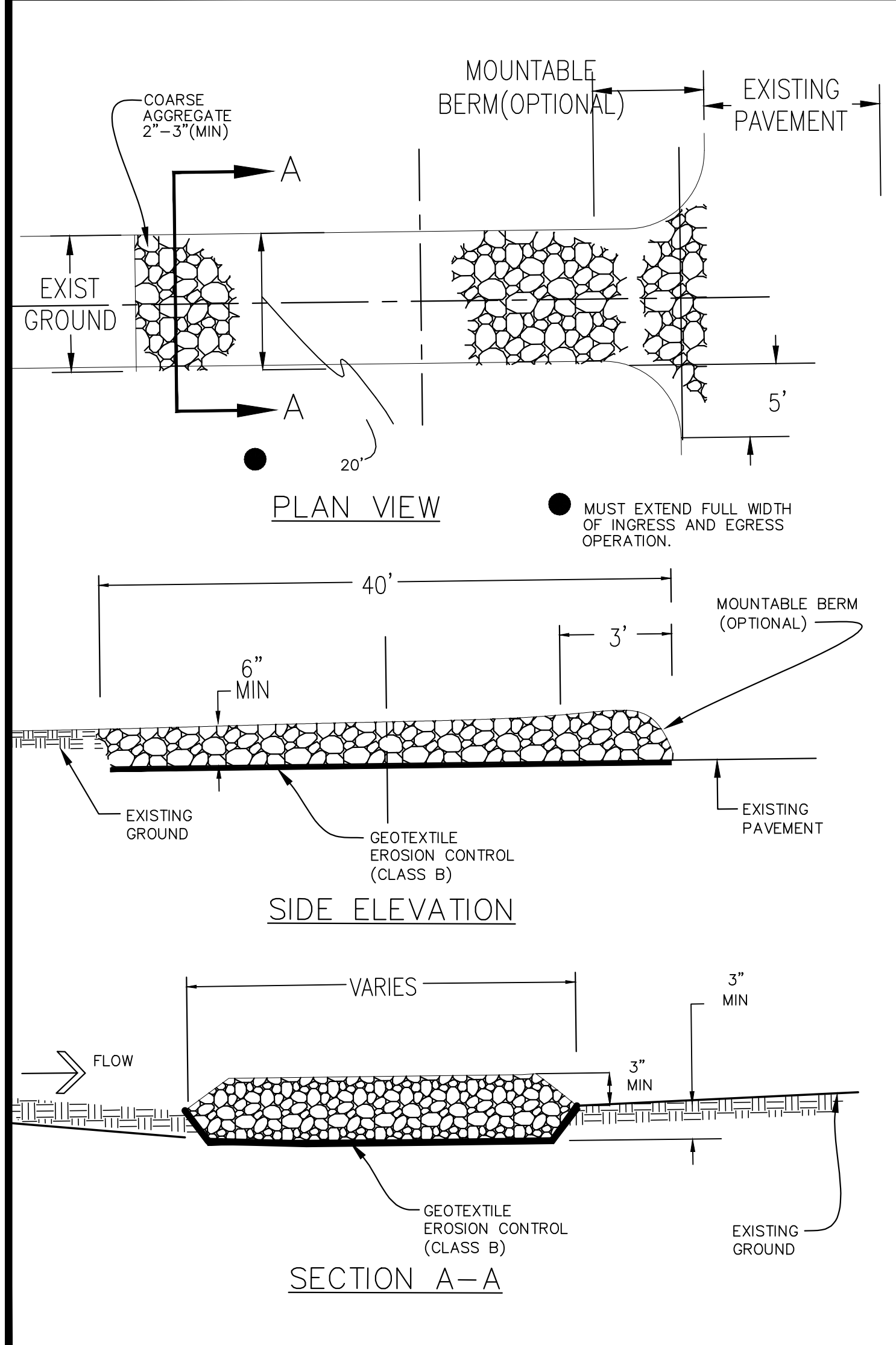
B DITCH WATTLES



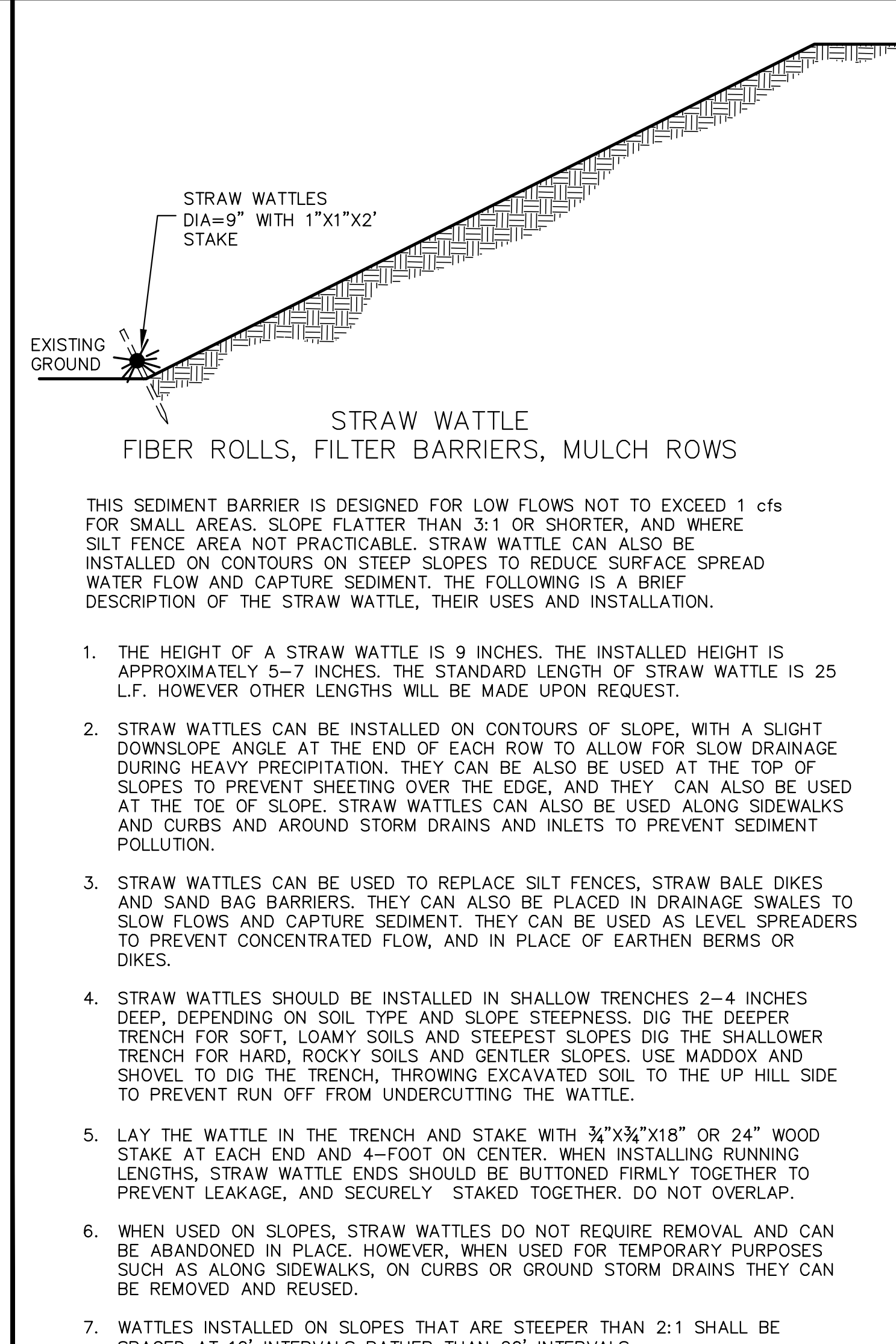
C WATTLE INLET PROTECTION



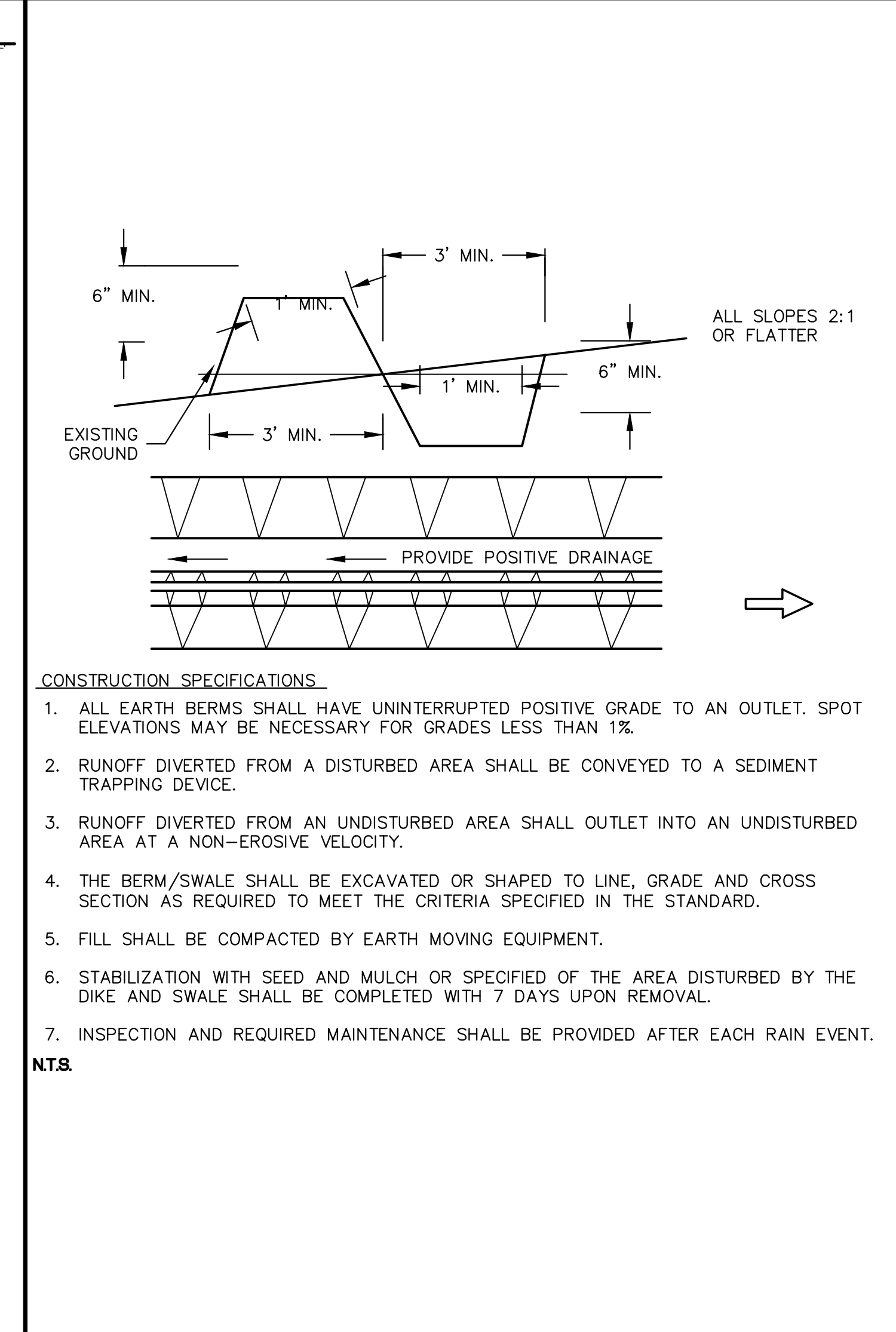
D EROSION CONTROL BLANKET DETAIL



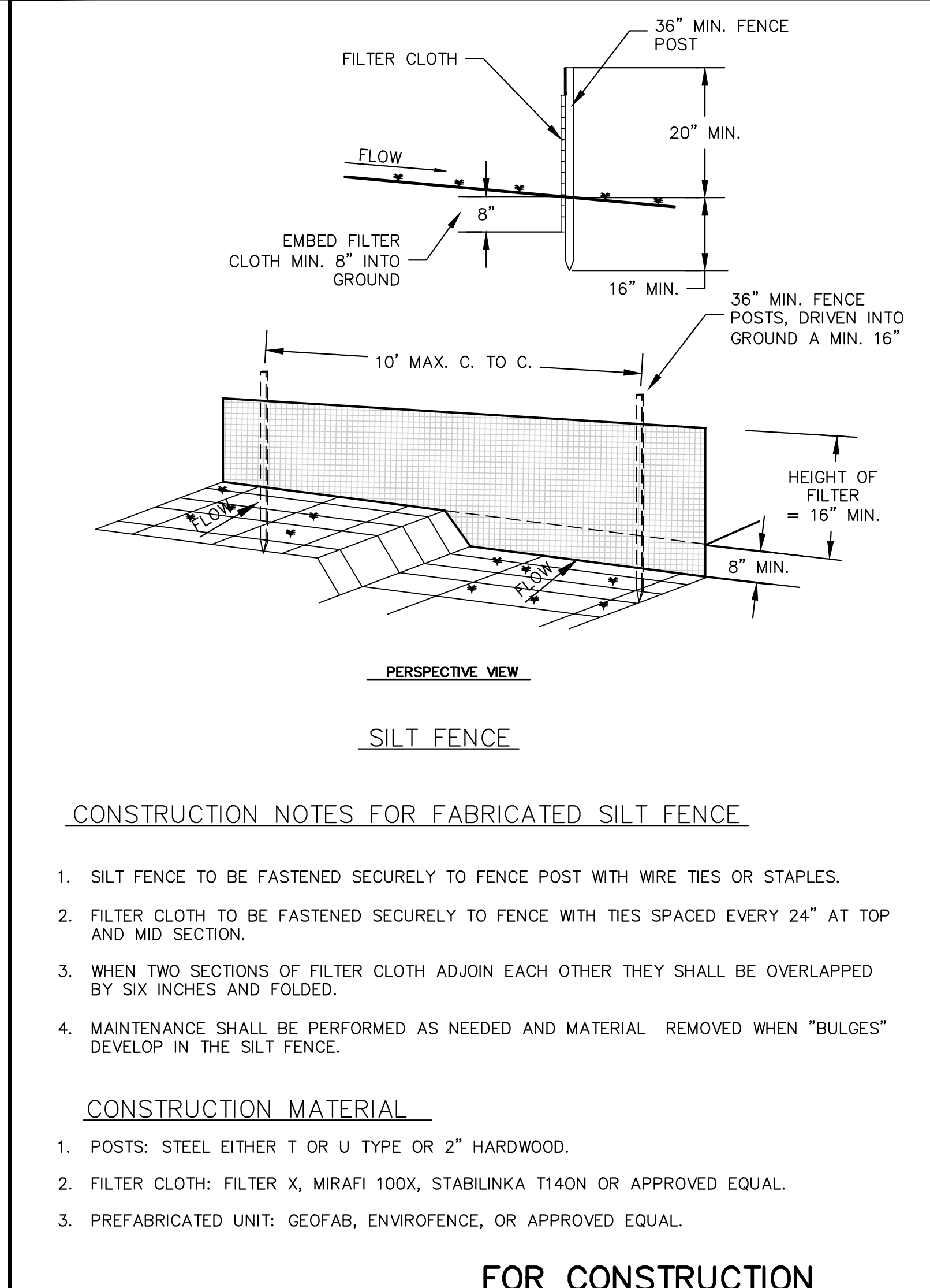
E STABILIZED CONSTRUCTION ENTRANCE



F STRAW WALLETS



G EARTH BERM/SWALE

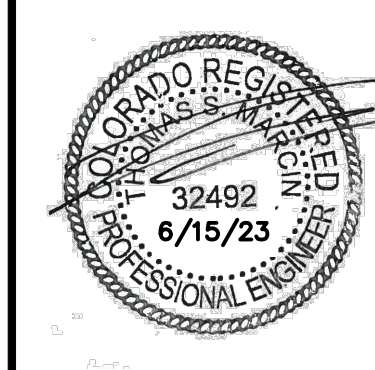


H SILT FENCE

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
EROSION CONTROL DETAIL
MINTURN, COLORADO

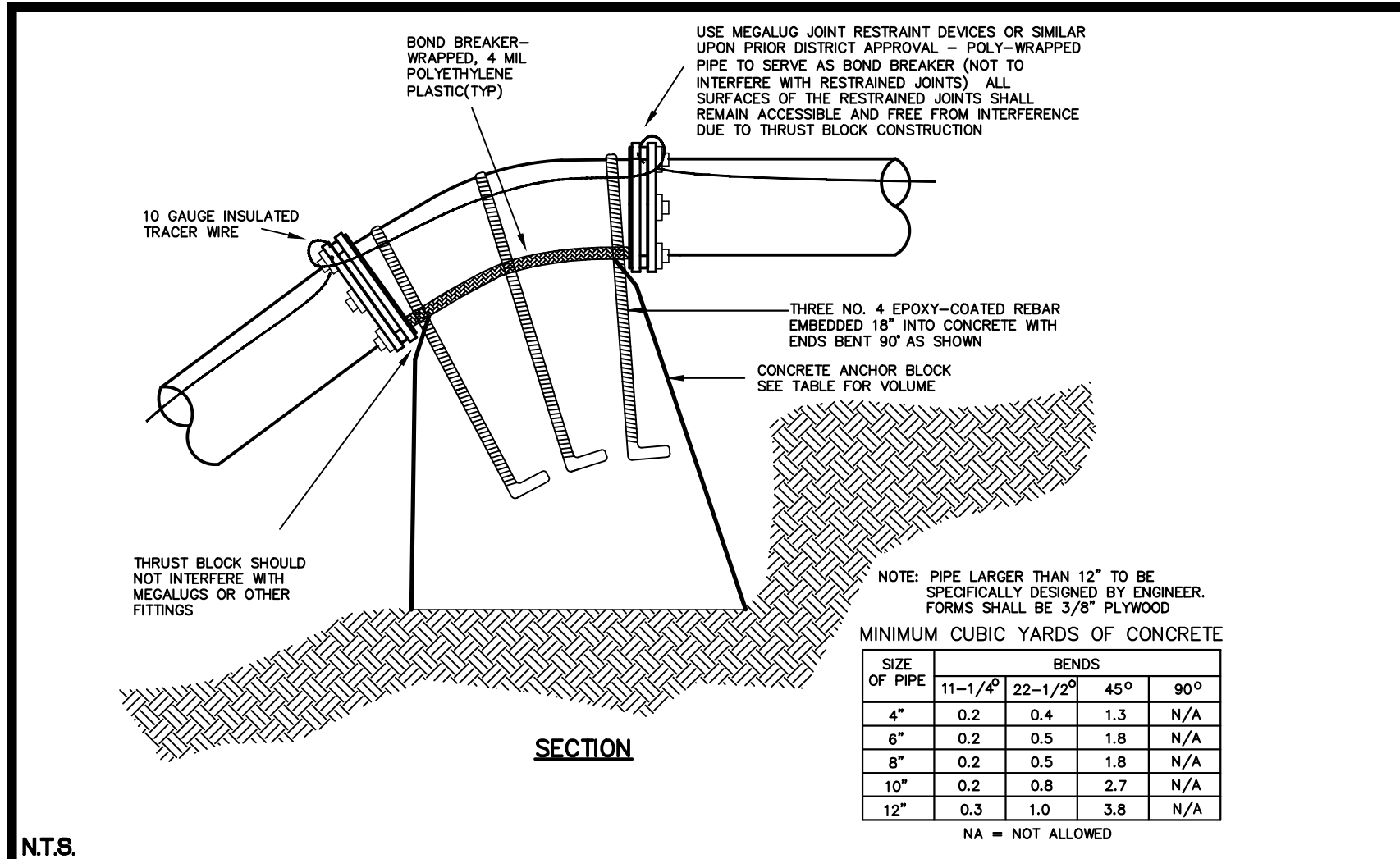
NO.	DATE	REVISIONS	BY



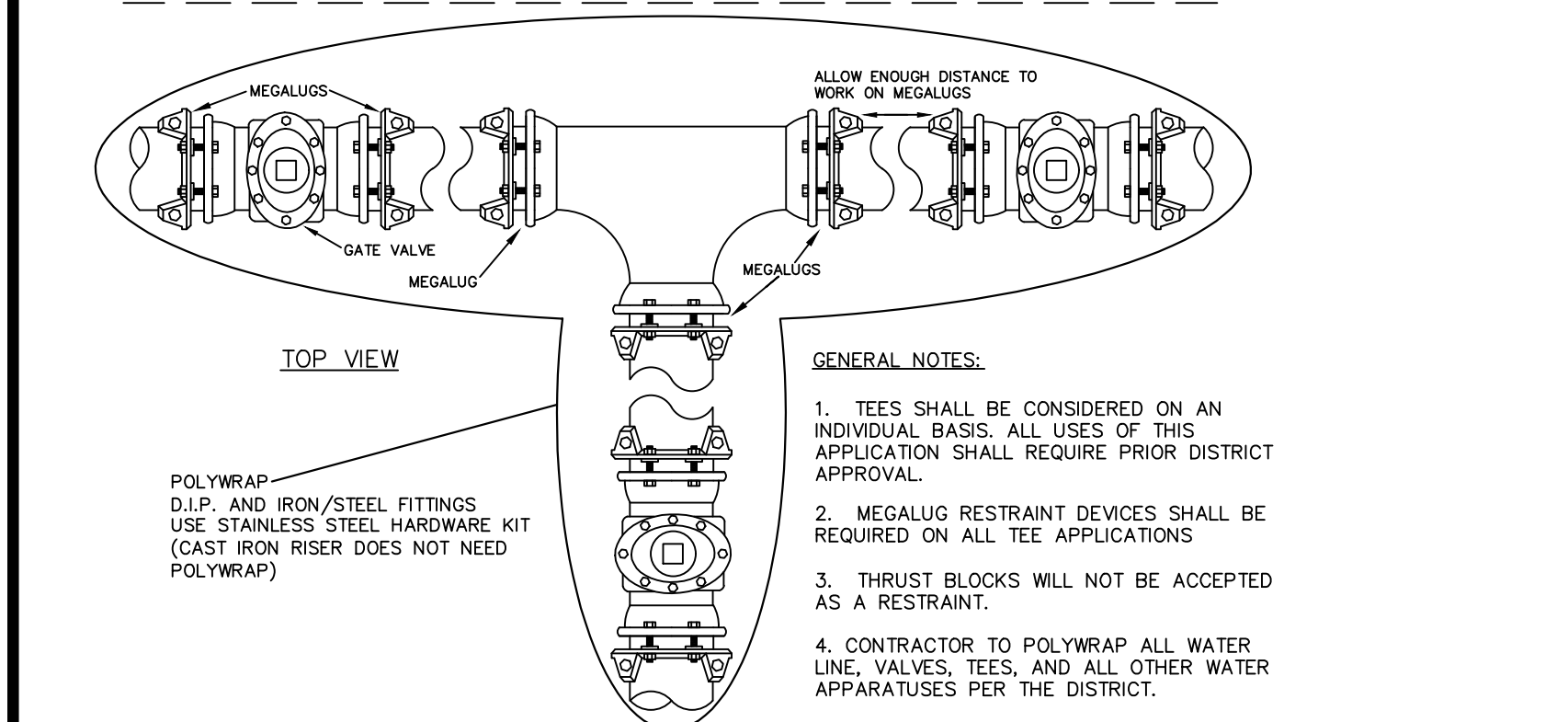
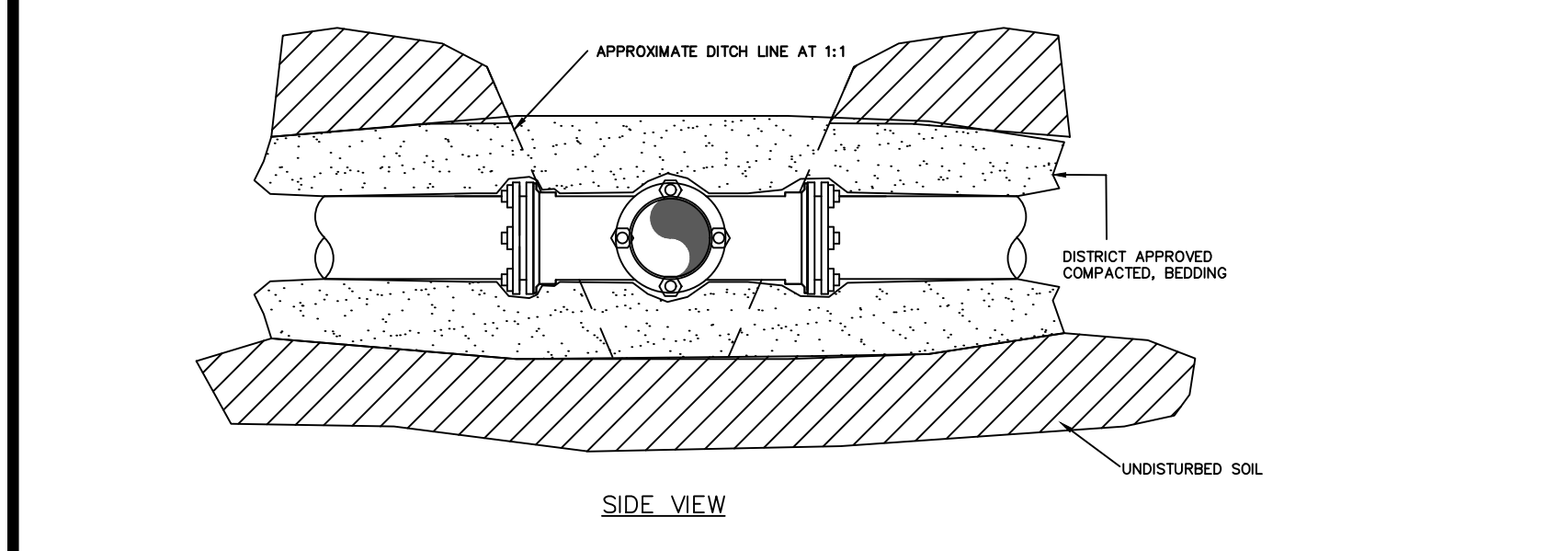
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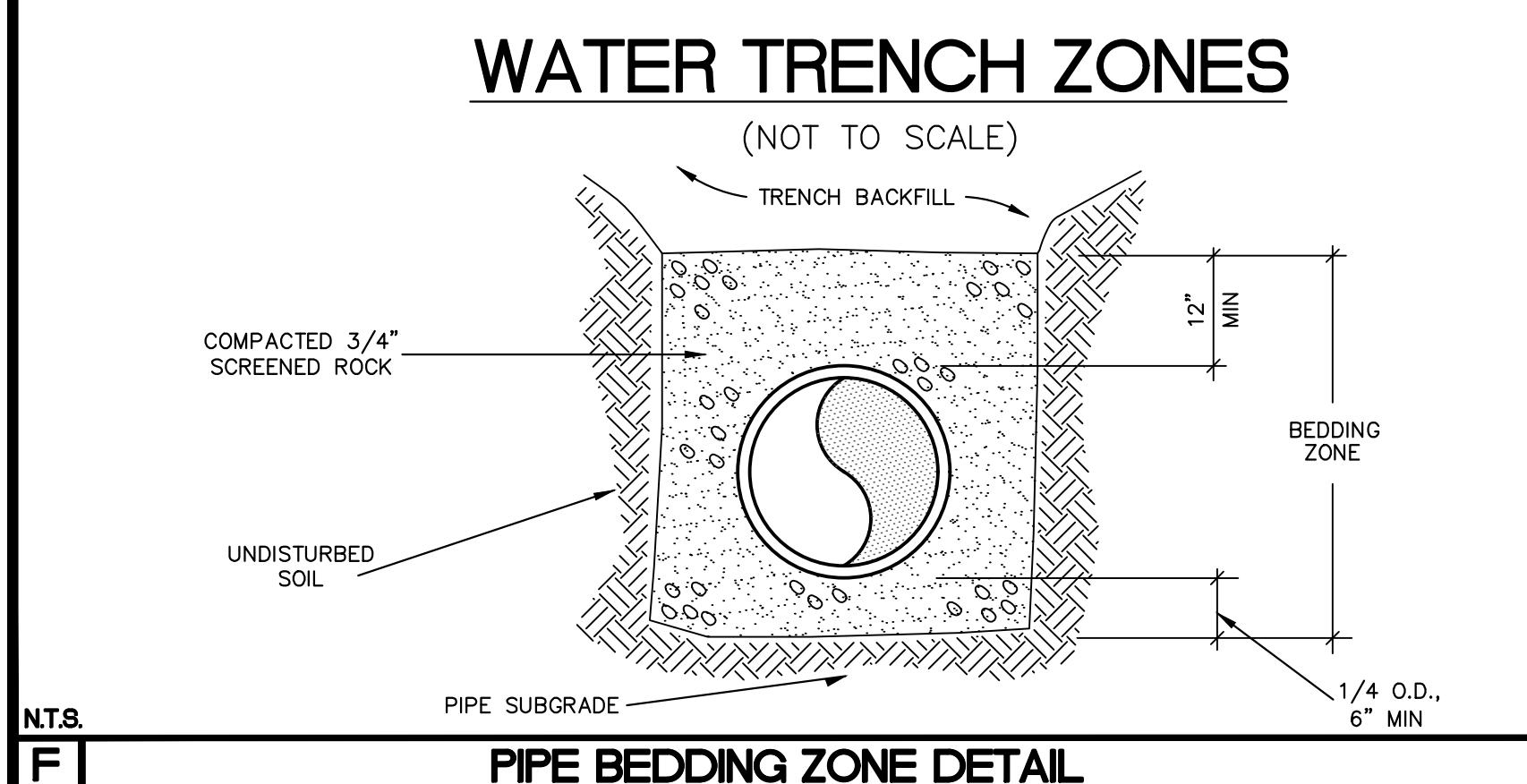
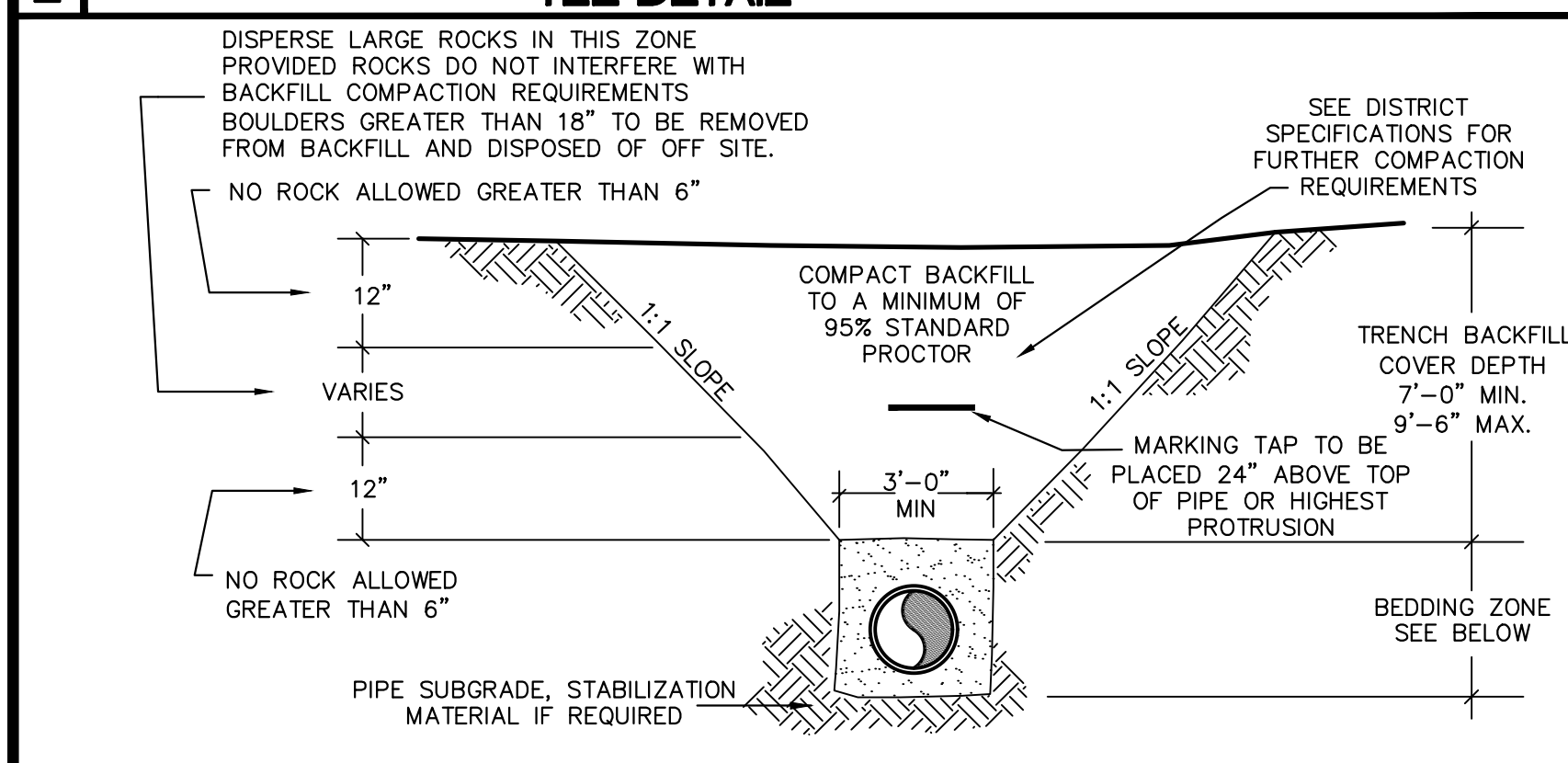
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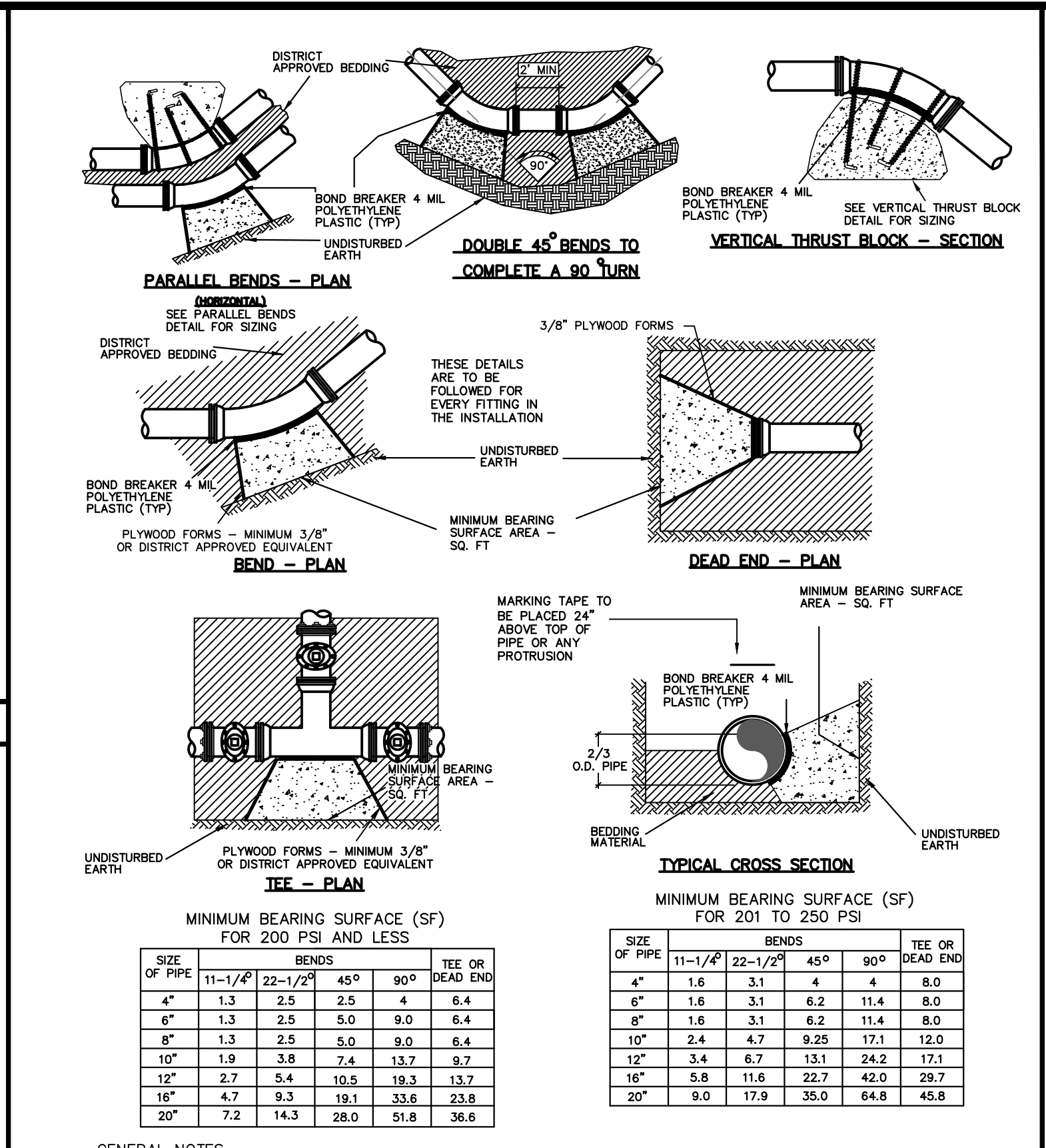
VERTICAL THRUST BLOCK



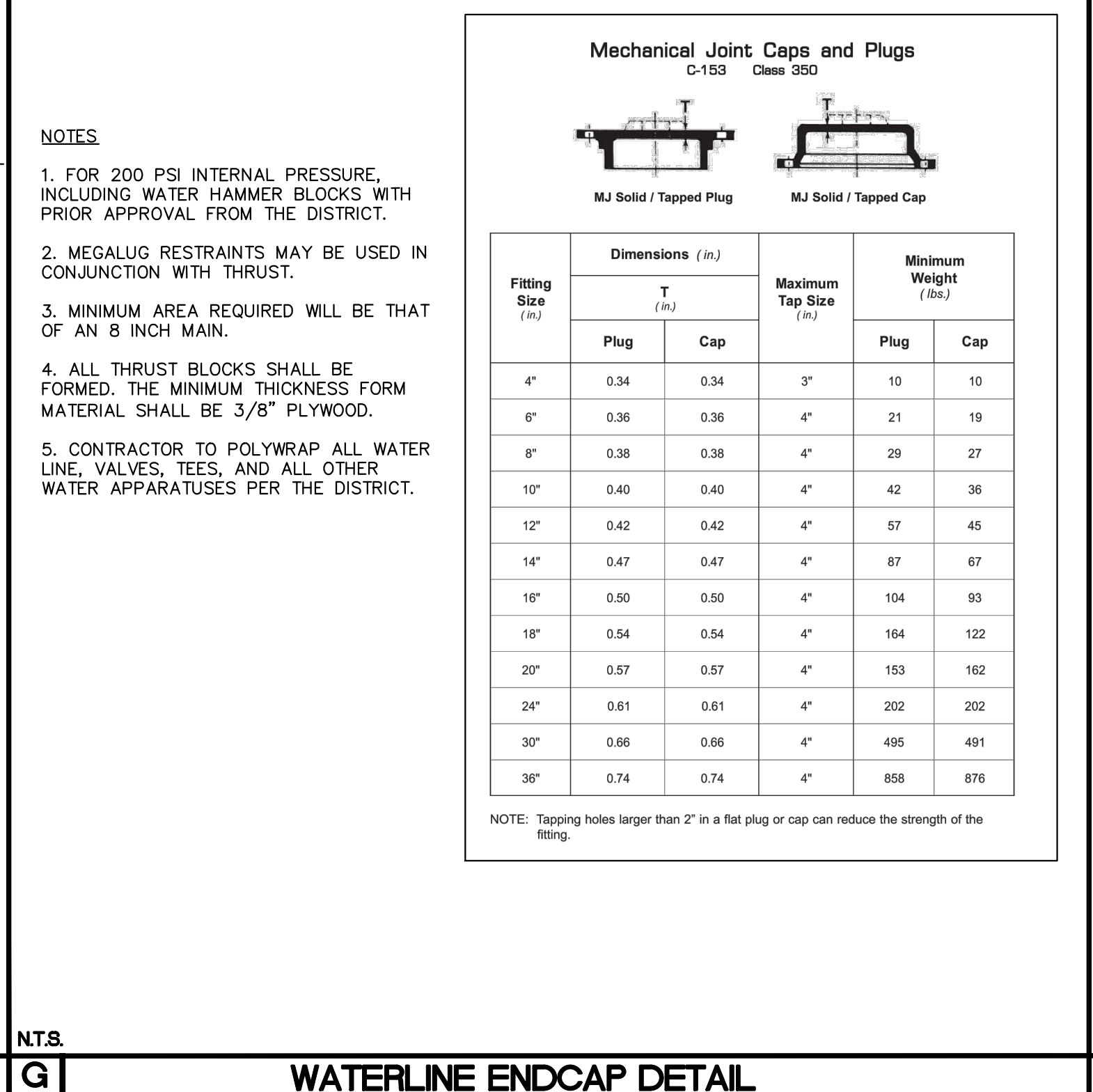
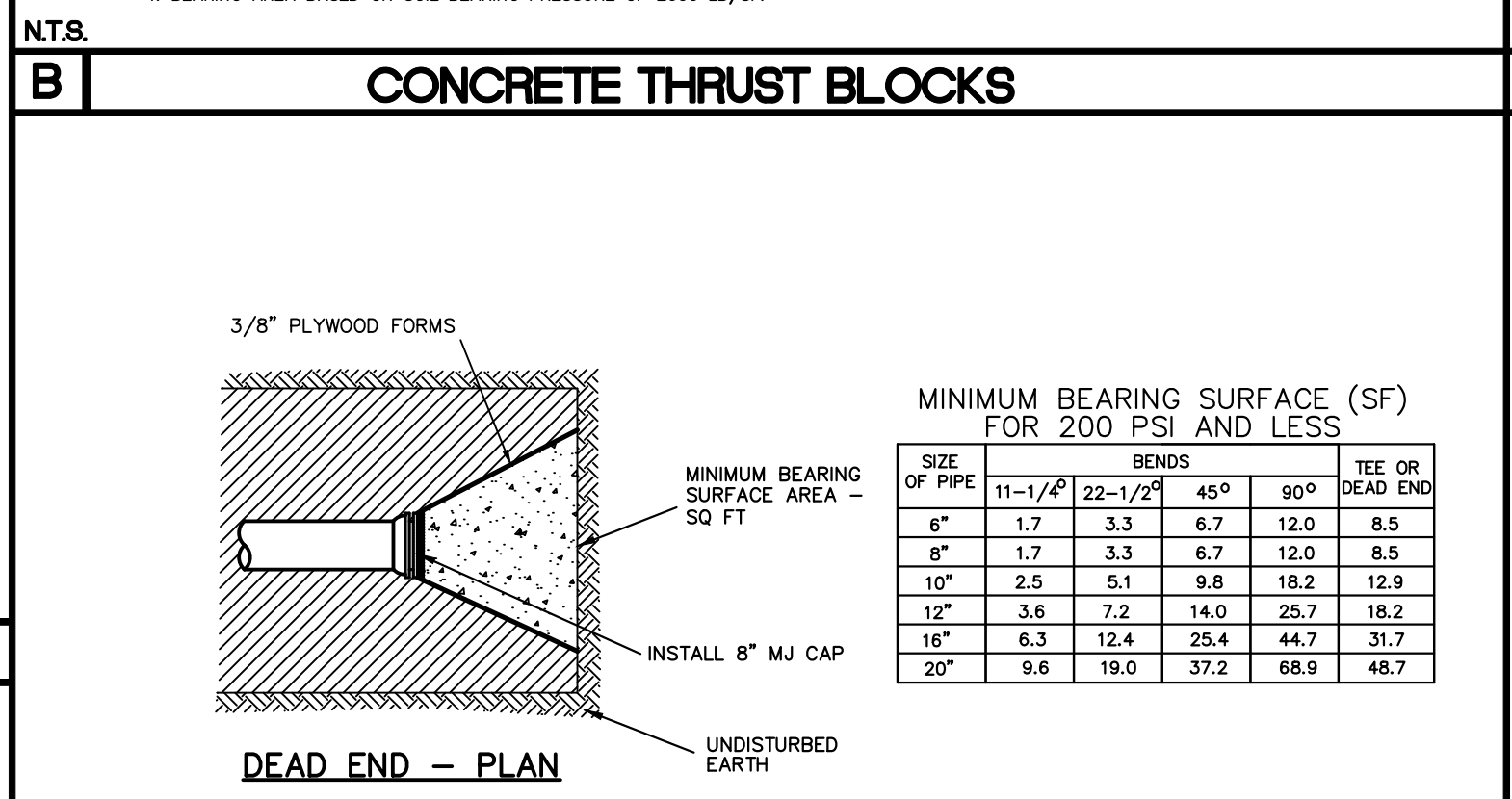
TEE DETAIL



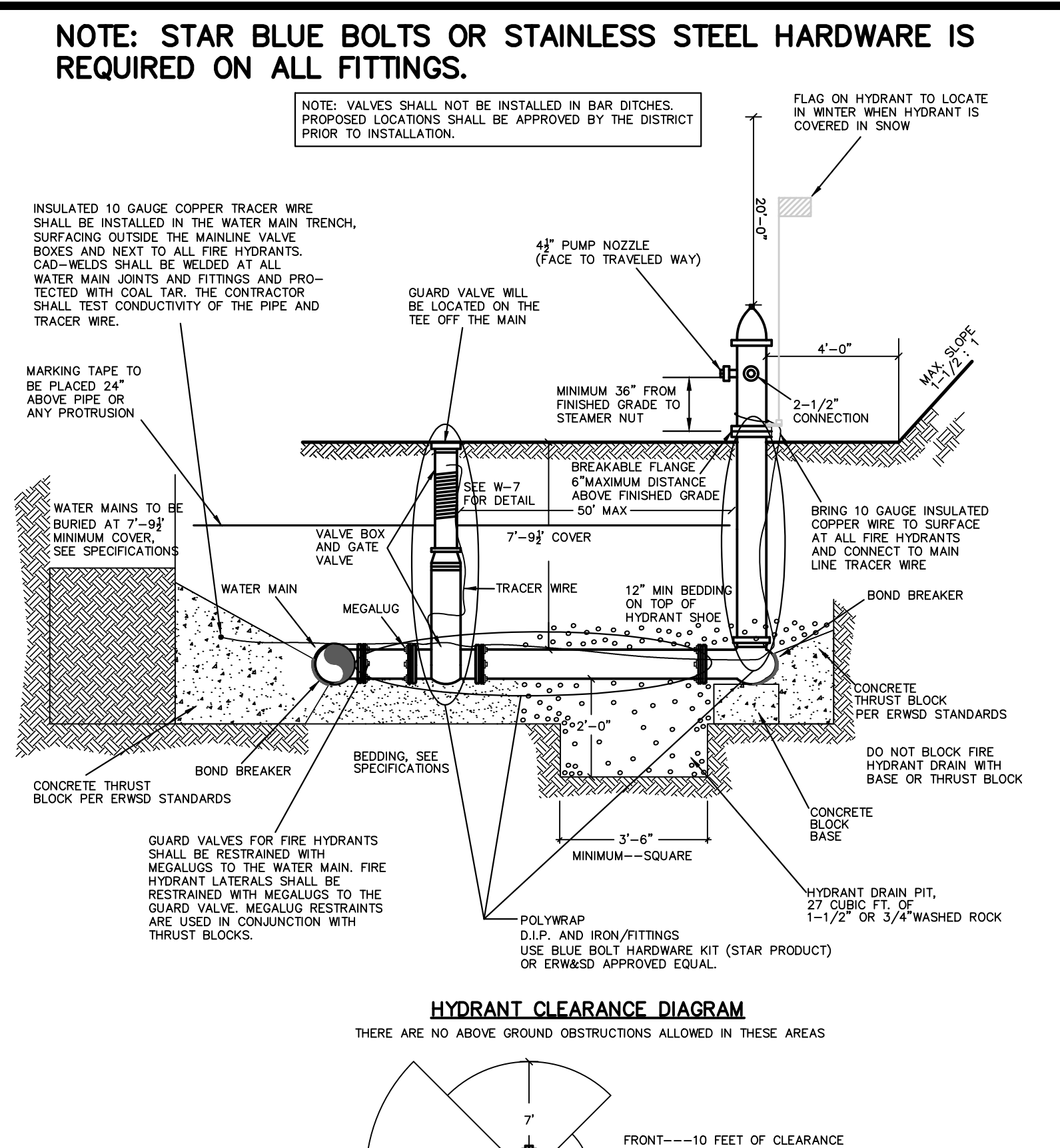
PIPE BEDDING ZONE DETAIL



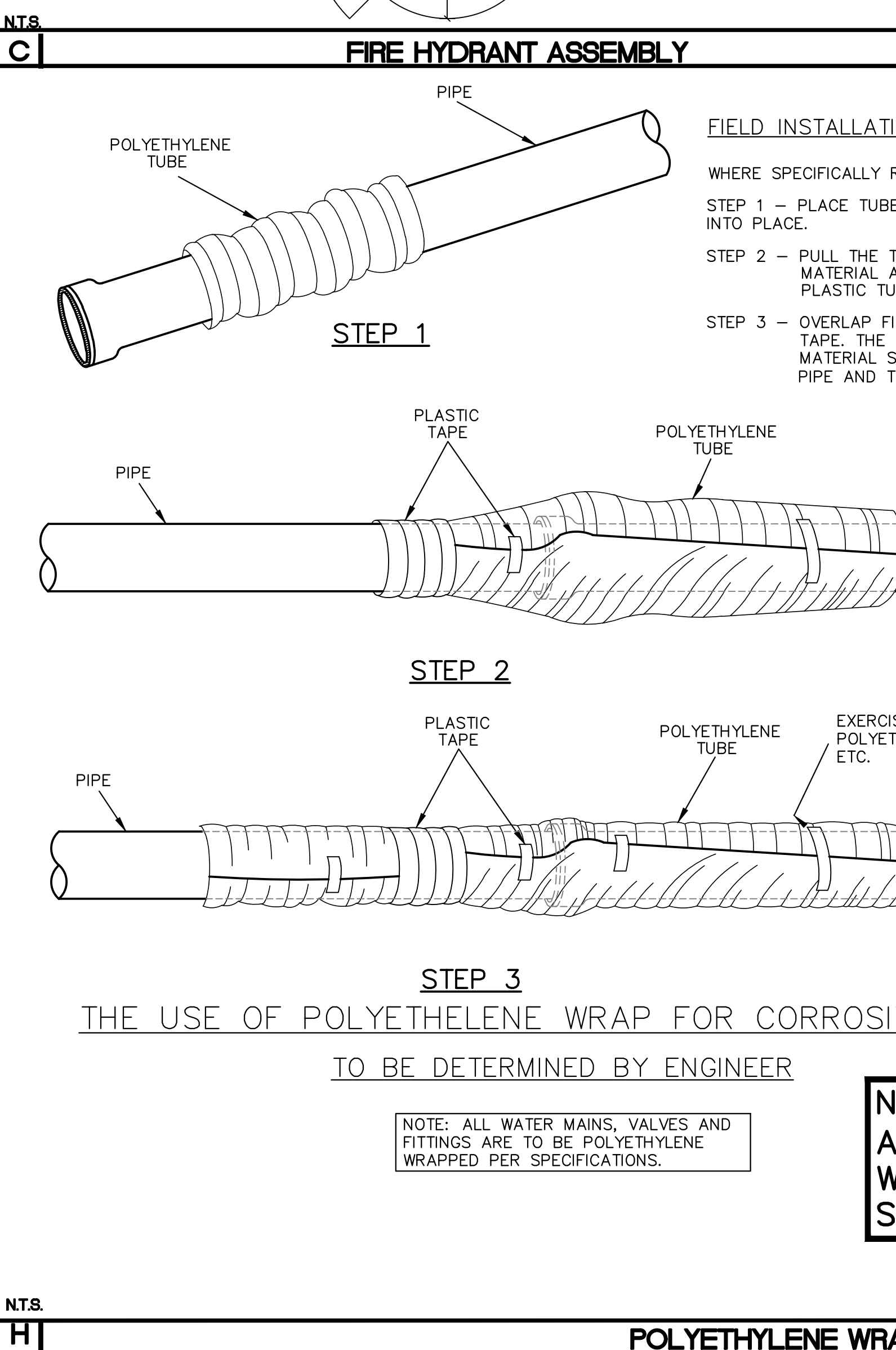
CONCRETE THRUST BLOCKS



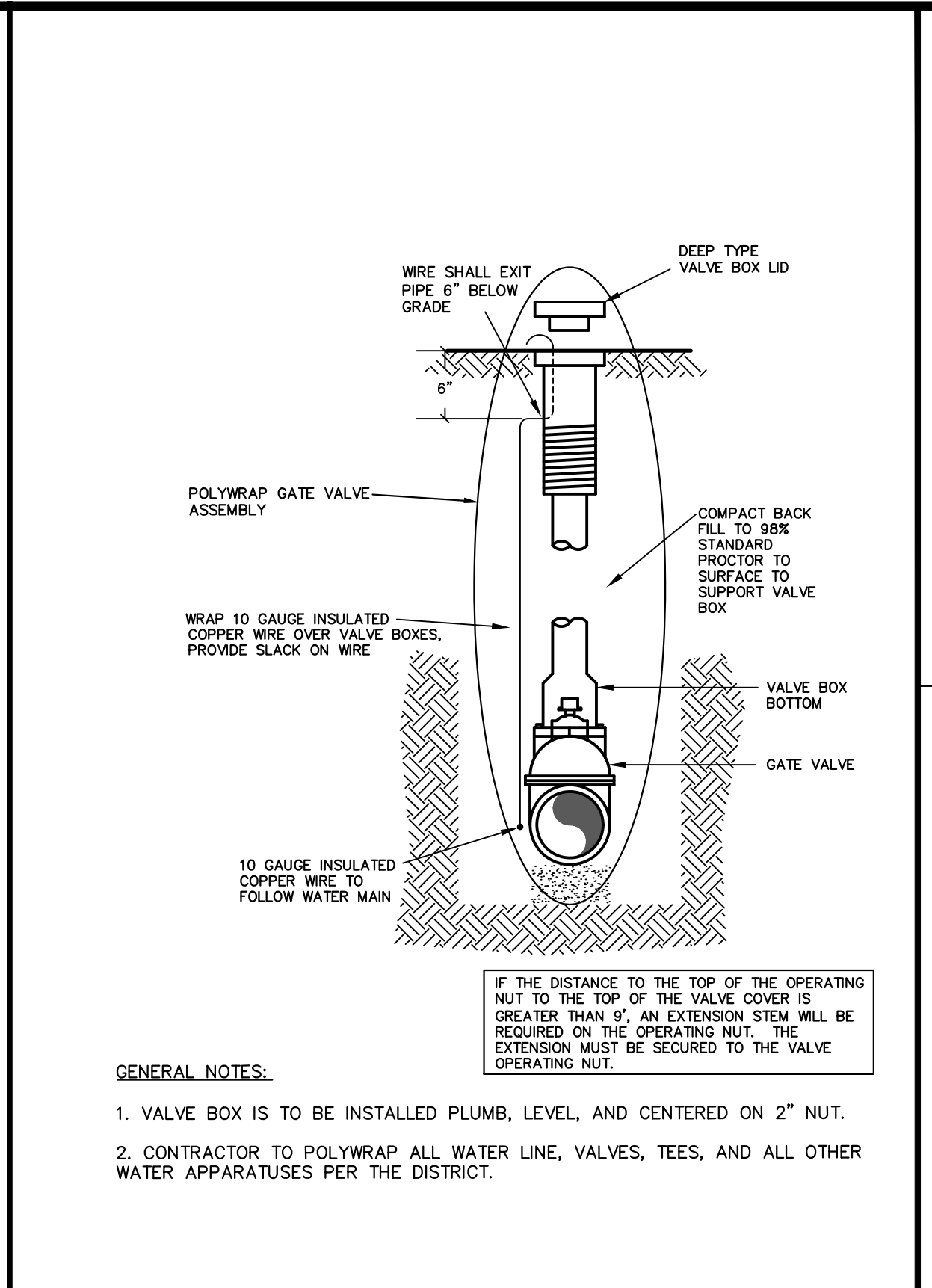
WATERLINE ENDCAP DETAIL



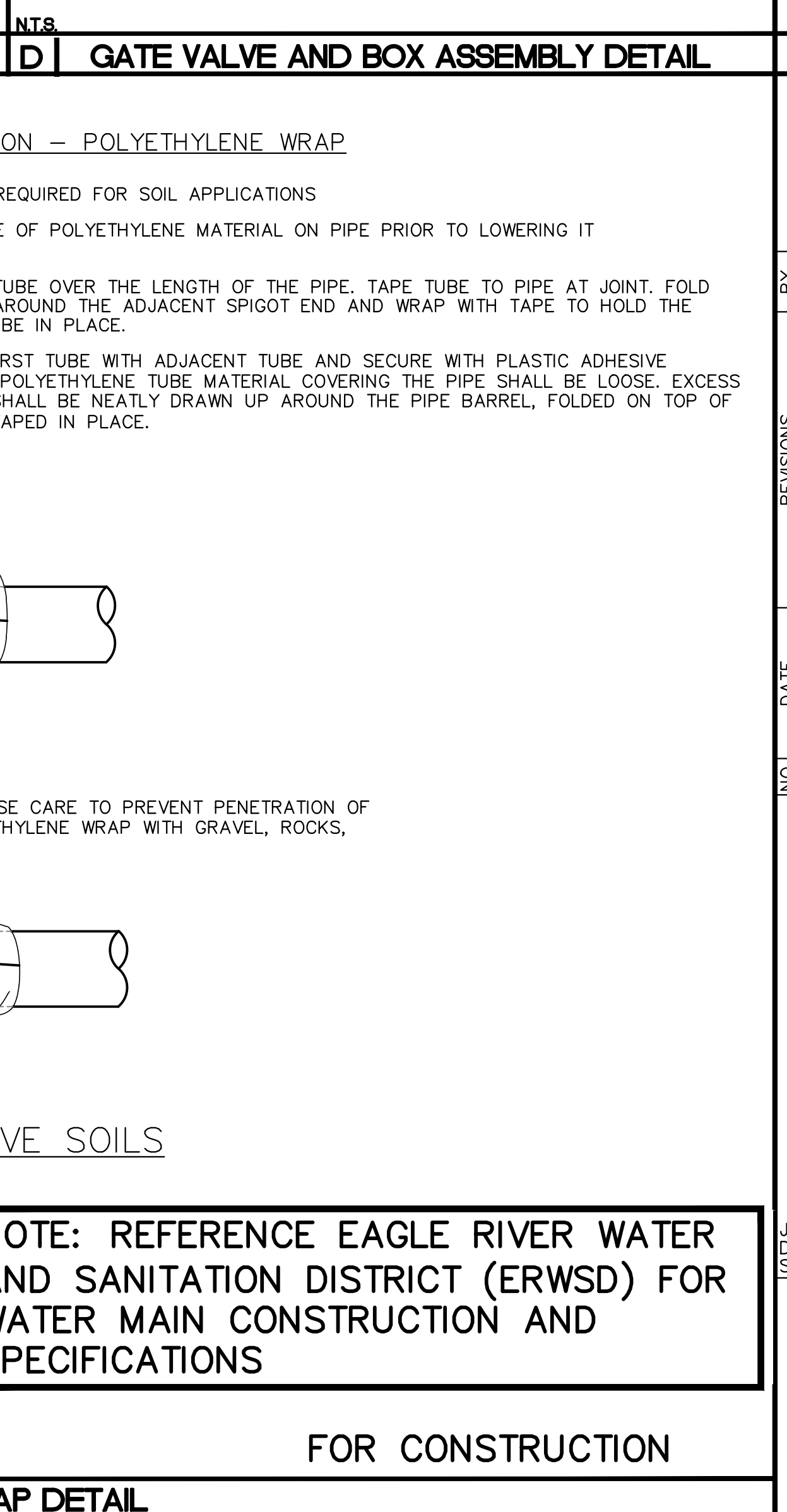
FIRE HYDRANT ASSEMBLY



POLYETHYLENE WRAP DETAIL



GATE VALVE AND BOX ASSEMBLY DETAIL



WATERLINE ENDCAP DETAIL

MARCIN ENGINEERING LLC
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AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
WATER MAIN CONSTRUCTION DETAILS
MINTURN, COLORADO

BY: _____
DATE: _____
NO. _____

REVISIONS

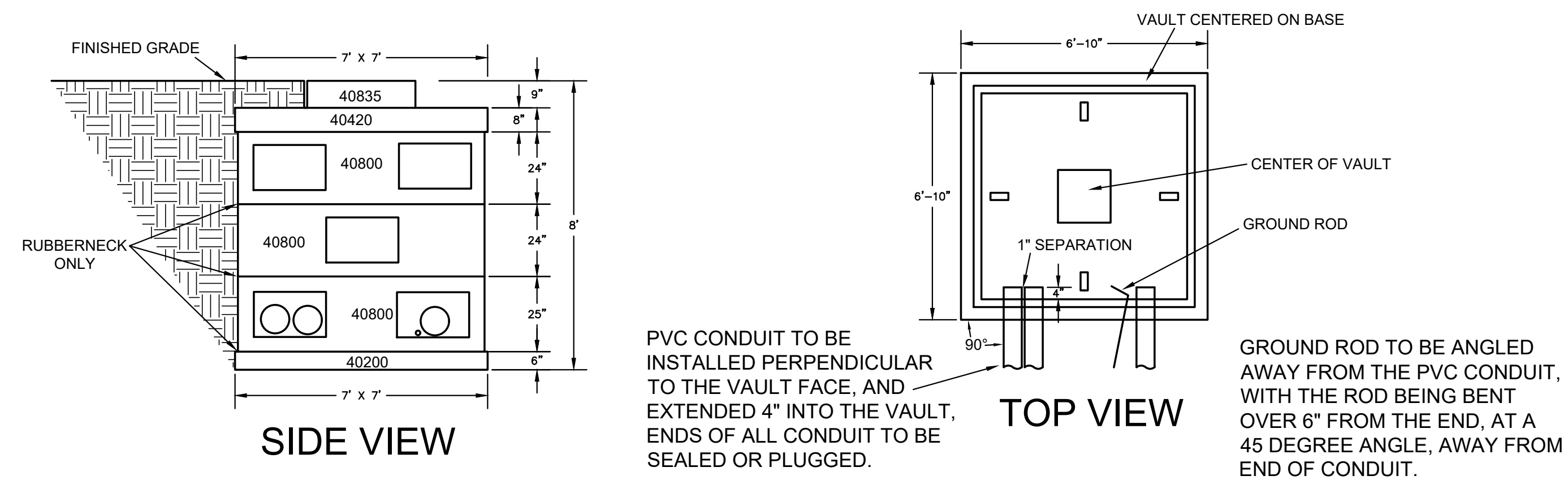
JOB: 16018
DATE: 6/15/23
SCALE: N/A

PROFESSIONAL ENGINEER
32492
6/15/23

SHEET C-21

FOR CONSTRUCTION

ELECTRICAL VAULT SPECIFICATIONS ----- UM 1-35L



UM 1-35L SPLICE VAULT (LARGE)

40200 BASE --- 3,600 LBS.
 3-40800 VAULT, 6' X 2' H --- 3,000 LBS EA.
 40420 PAD --- 4,200 LBS.

NOTE:

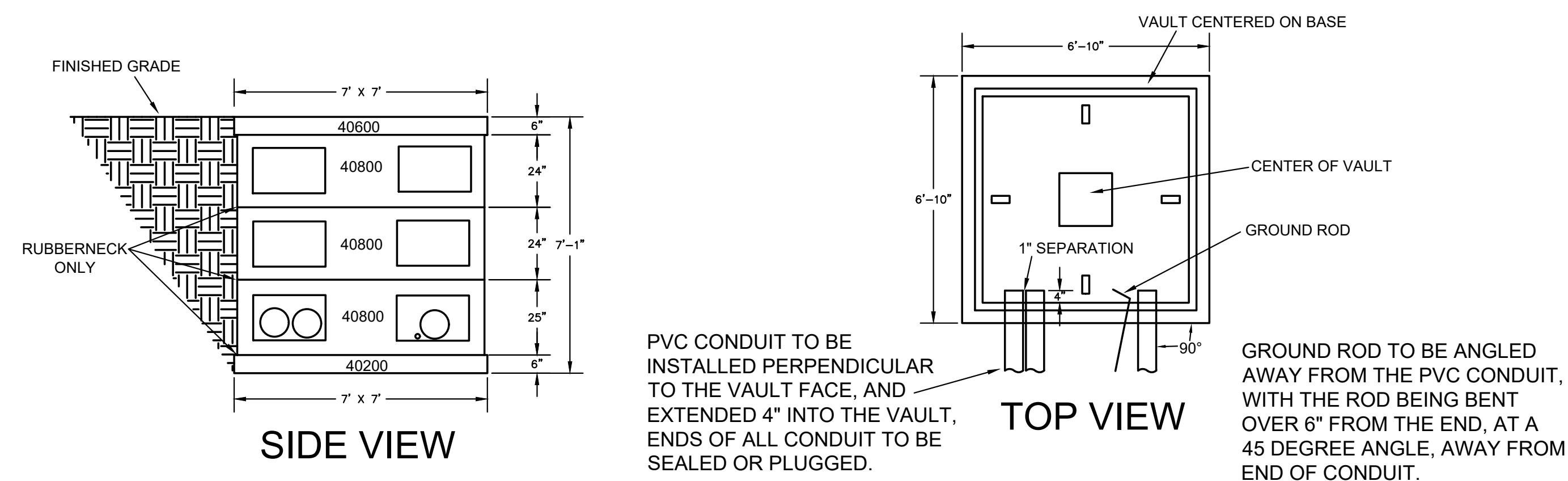
1. ALL HOLES PLACED IN THE VAULT SHALL BE GROUTED INSIDE AND OUT, AND THE VAULT SHALL BE CLEAN.
2. VAULT KNOCKOUT SHOULD ONLY BE TAPPED OUT TO THE SIZE OF THE CONDUIT BEING INSTALLED.
3. VAULT BASE SHALL BE INSTALLED ON COMPACTED BACKFILL AT THE SLOPE OF THE GROUND SURFACE FINAL GRADE.

NTS

A

ELECTRICAL VAULT SPECIFICATIONS: UM 1-35L

SWITCHGEAR VAULT --- PAD ABOVE GRADE ---- UM 1-35



UM 1-35 SWITCHGEAR VAULT

40600 PAD --- 1,700 LBS.
 40200 BASE --- 3,600 LBS.
 2-40800 VAULT --- 3,000 LBS. EA.

NOTE:

1. ALL HOLES PLACED IN THE VAULT SHALL BE GROUTED INSIDE AND OUT, AND THE VAULT SHALL BE CLEAN.
2. VAULT KNOCKOUT SHOULD ONLY BE TAPPED OUT TO THE SIZE OF THE CONDUIT BEING INSTALLED.
3. VAULT BASE SHALL BE INSTALLED LEVEL ON COMPACTED BACKFILL.

NTS

B

SWITCHGEAR VAULT - PAD ABOVE GRADE: UM 1-35

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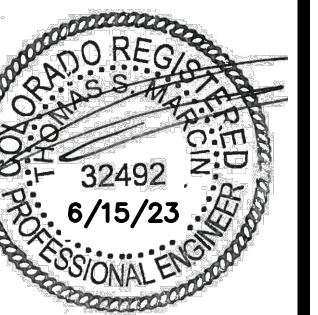
SOUTH MINTURN ESTATES LOT 2
 ELECTRIC CONSTRUCTION DETAILS
 MINTURN, COLORADO

BY

REVISIONS

DATE

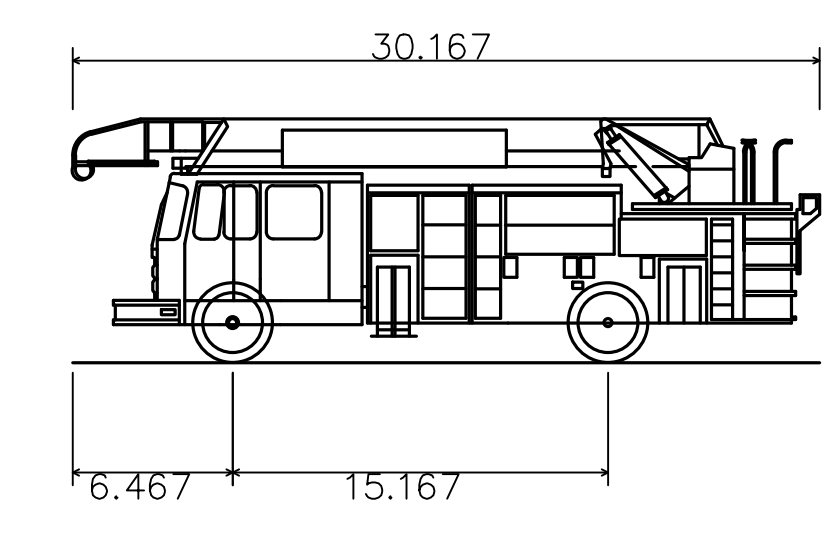
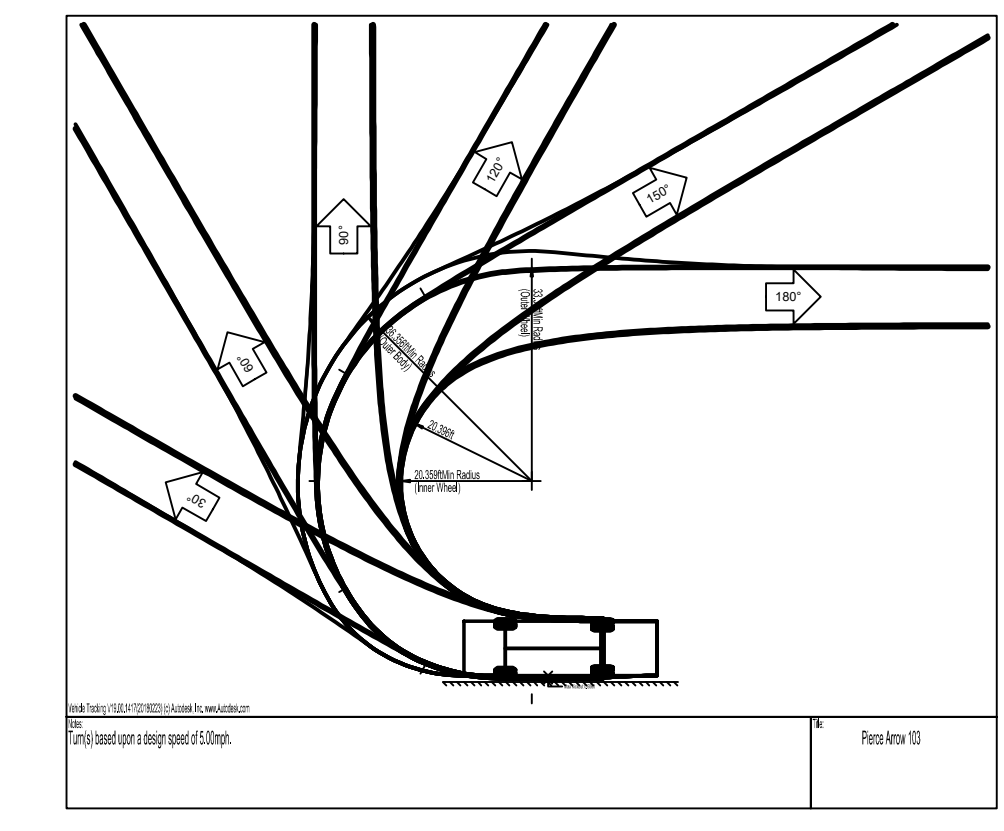
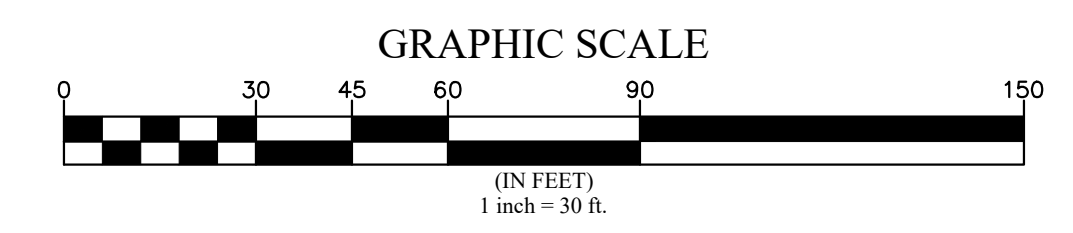
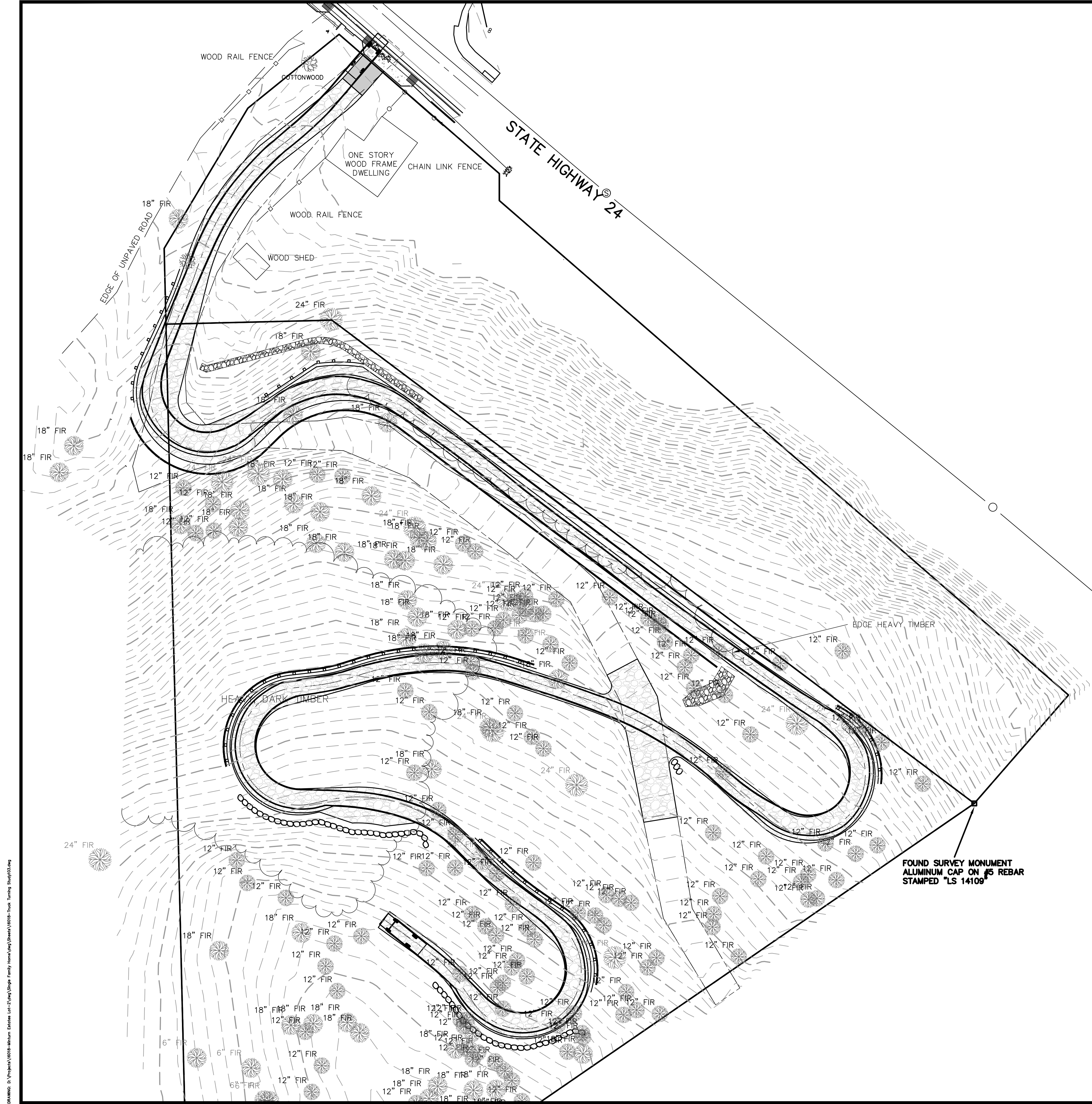
NO.



JOB: 16018
 DATE: 6/15/23
 SCALE: N/A

FOR CONSTRUCTION

SHEET
 C-22



Pierce Arrow 103	
Overall Length	30.167ft
Overall Width	8.500ft
Overall Body Height	9.851ft
Min Body Ground Clearance	1.076ft
Track Width	9.220ft
Lock-to-lock time	6.00s
Curb to Curb Turning Radius	33.330ft

FOUND SURVEY MONUMENT
ALUMINUM CAP ON #5 REBAR
STAMPED "LS 14109"

MARCIN ENGINEERING LLC
P.O. BOX 1062
AVON, COLORADO
970-748-0274

SOUTH MINTURN ESTATES LOT 2
EAGLE RIVER FIRE PROTECTION DISTRICT
103 PIERCE ARROW TURNING ANALYSES STUDY
MINTURN COLORADO

NO. DATE REVISIONS BY

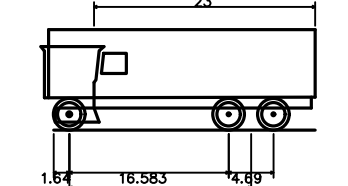
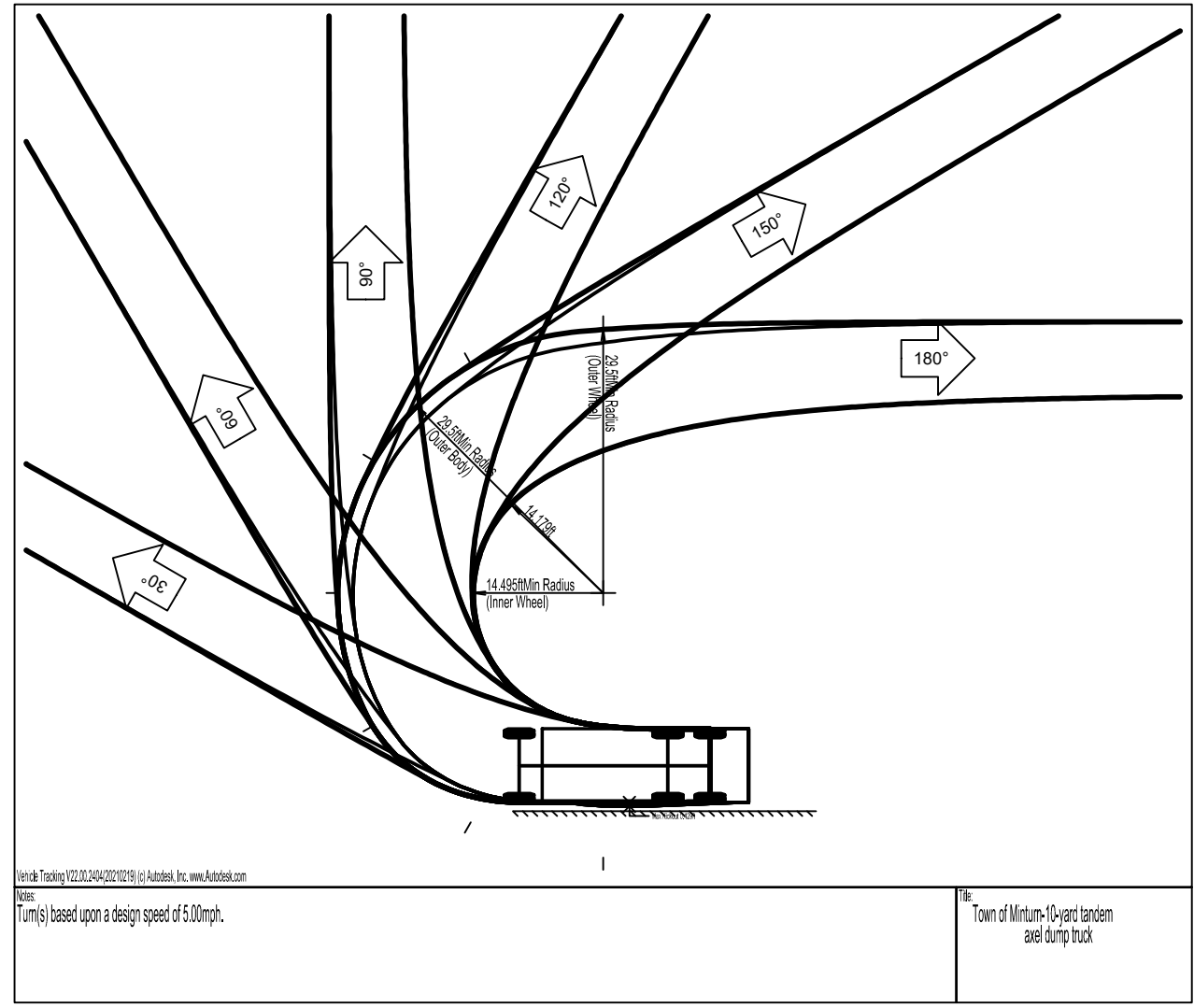
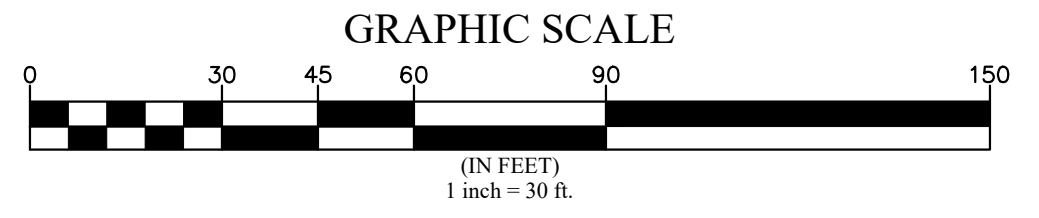
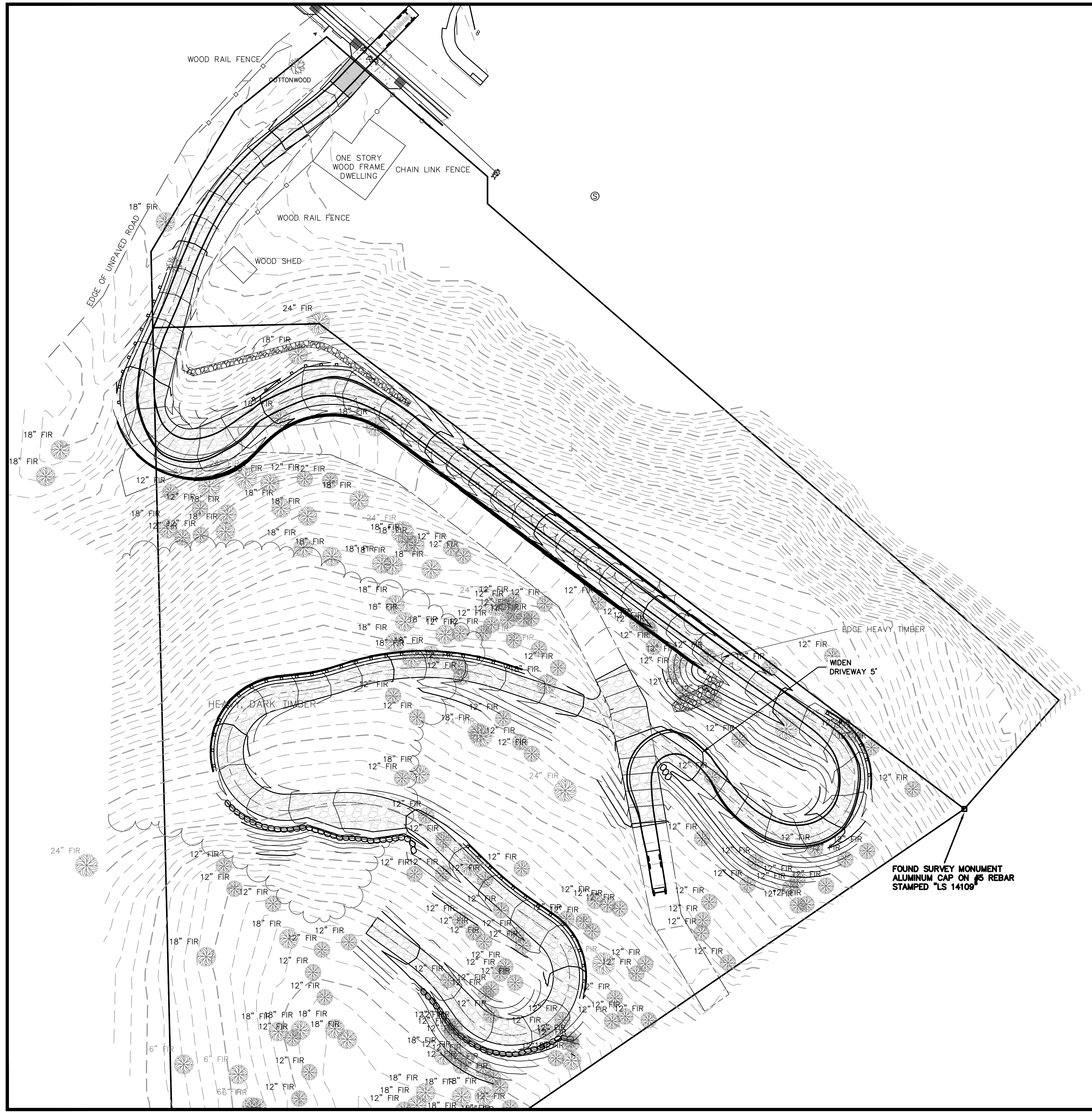


JOB: 16018
DATE: 6/15/23
SCALE: 1" = 30'

SHEET
C-23

FOR CONSTRUCTION

DRAWING: D:\Projects\16018-Minturn Estates Lot-2\Drawings\103-Pierce Arrow Turning Study\103.dwg



Town of Minturn-10-yard tandem axle dump truck	
Overall Length	37.524ft
Overall Width	8.200ft
Overall Body Height	10.465ft
Min. Body Ground Clearance	0.843ft
Track Width	8.168ft
Lock-to-lock time	5.00s
Wall to Wall Turning Radius	29.500ft

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SOUTH MINTURN ESTATES LOT 2
TOWN OF MINTURN MACK CL 700 DUMP TRUCK
103 PIERCE ARROW TURNING ANALYSES STUDY
 MINTURN COLORADO

NO. DATE REVISIONS BY

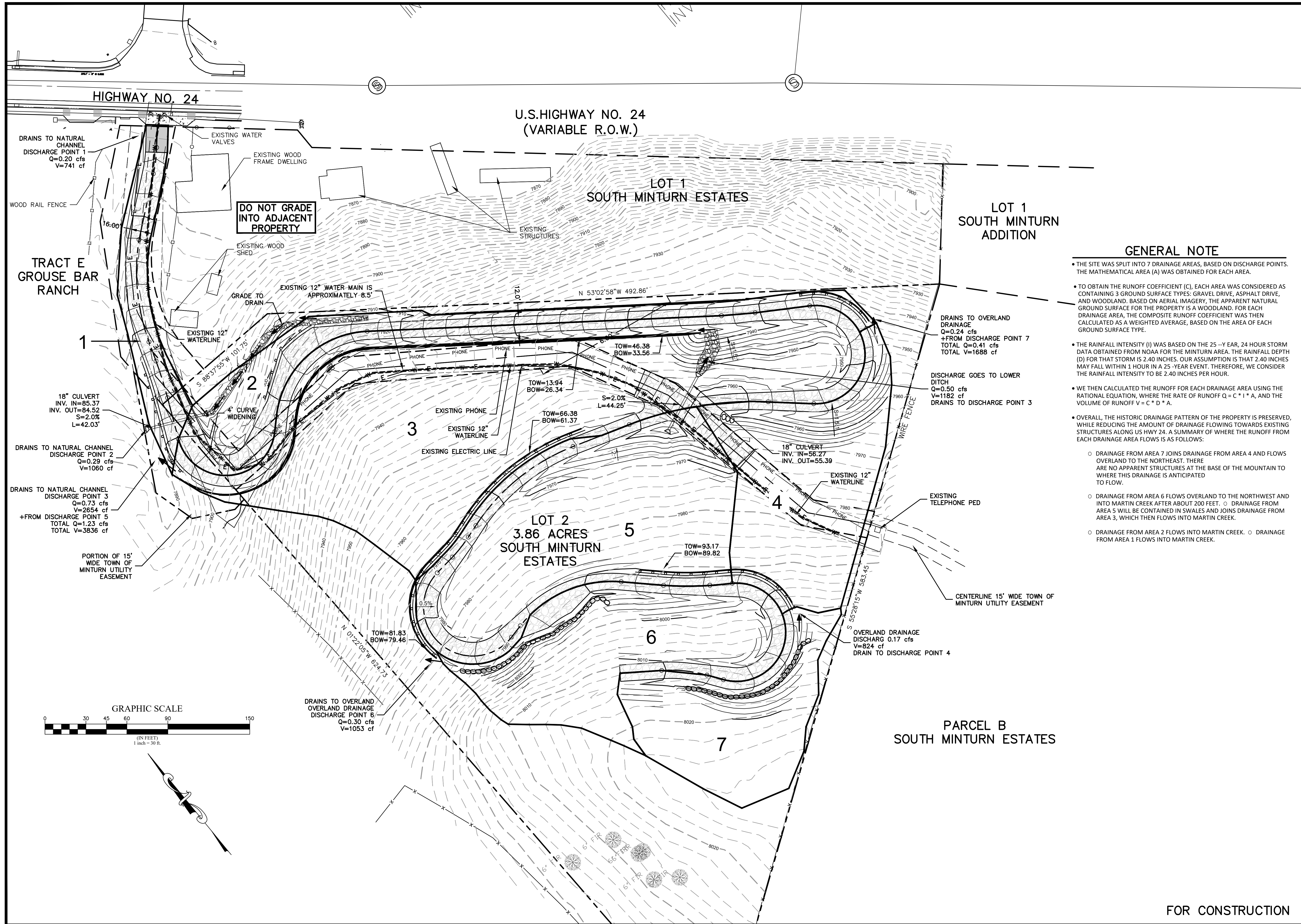


JOB: 16018
 DATE: 6/15/23
 SCALE: 1" = 30'

SHEET C-24

FOR CONSTRUCTION

DRAWING: D:\projects\16018-Minturn Estates Lot-2\Drawings\Family Home\Drawings\16018-Town of Minturn Truck Turning Study\030-700 Tandem 30 foot roadway



GENERAL NOTE

- THE SITE WAS SPLIT INTO 7 DRAINAGE AREAS, BASED ON DISCHARGE POINTS. THE MATHEMATICAL AREA (A) WAS OBTAINED FOR EACH AREA.
- TO OBTAIN THE RUNOFF COEFFICIENT (C), EACH AREA WAS CONSIDERED AS CONTAINING 3 GROUND SURFACE TYPES: GRAVEL DRIVE, ASPHALT DRIVE, AND WOODLAND. BASED ON AERIAL IMAGERY, THE APPARENT NATURAL GROUND SURFACE FOR THE PROPERTY IS A WOODLAND. FOR EACH DRAINAGE AREA, THE COMPOSITE RUNOFF COEFFICIENT WAS THEN CALCULATED AS A WEIGHTED AVERAGE, BASED ON THE AREA OF EACH GROUND SURFACE TYPE.
- THE RAINFALL INTENSITY (I) WAS BASED ON THE 25 -Y EAR, 24 HOUR STORM DATA OBTAINED FROM NOAA FOR THE MINTURN AREA. THE RAINFALL DEPTH (D) FOR THAT STORM IS 2.40 INCHES. OUR ASSUMPTION IS THAT 2.40 INCHES MAY FALL WITHIN 1 HOUR IN A 25 -YEAR EVENT. THEREFORE, WE CONSIDER THE RAINFALL INTENSITY TO BE 2.40 INCHES PER HOUR.
- WE THEN CALCULATED THE RUNOFF FOR EACH DRAINAGE AREA USING THE RATIONAL EQUATION, WHERE THE RATE OF RUNOFF $Q = C * I * A$, AND THE VOLUME OF RUNOFF $V = C * D * A$.
- OVERALL, THE HISTORIC DRAINAGE PATTERN OF THE PROPERTY IS PRESERVED, WHILE REDUCING THE AMOUNT OF DRAINAGE FLOWING TOWARDS EXISTING STRUCTURES ALONG US HWY 24. A SUMMARY OF WHERE THE RUNOFF FROM EACH DRAINAGE AREA FLOWS IS AS FOLLOWS:
 - DRAINAGE FROM AREA 7 JOINS DRAINAGE FROM AREA 4 AND FLOWS OVERLAND TO THE NORTHEAST. THERE ARE NO APPARENT STRUCTURES AT THE BASE OF THE MOUNTAIN TO WHERE THIS DRAINAGE IS ANTICIPATED TO FLOW.
 - DRAINAGE FROM AREA 6 FLOWS OVERLAND TO THE NORTHWEST AND INTO MARTIN CREEK AFTER ABOUT 200 FEET. ○ DRAINAGE FROM AREA 5 WILL BE CONTAINED IN SWALES AND JOINS DRAINAGE FROM AREA 3, WHICH THEN FLOWS INTO MARTIN CREEK.
 - DRAINAGE FROM AREA 2 FLOWS INTO MARTIN CREEK. ○ DRAINAGE FROM AREA 1 FLOWS INTO MARTIN CREEK.

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 970-748-0274

**SOUTH MINTURN ESTATES LOT 2
 DRAINAGE BASIN MAP
 DRAINAGE PLAN
 MINTURN, COLORADO**

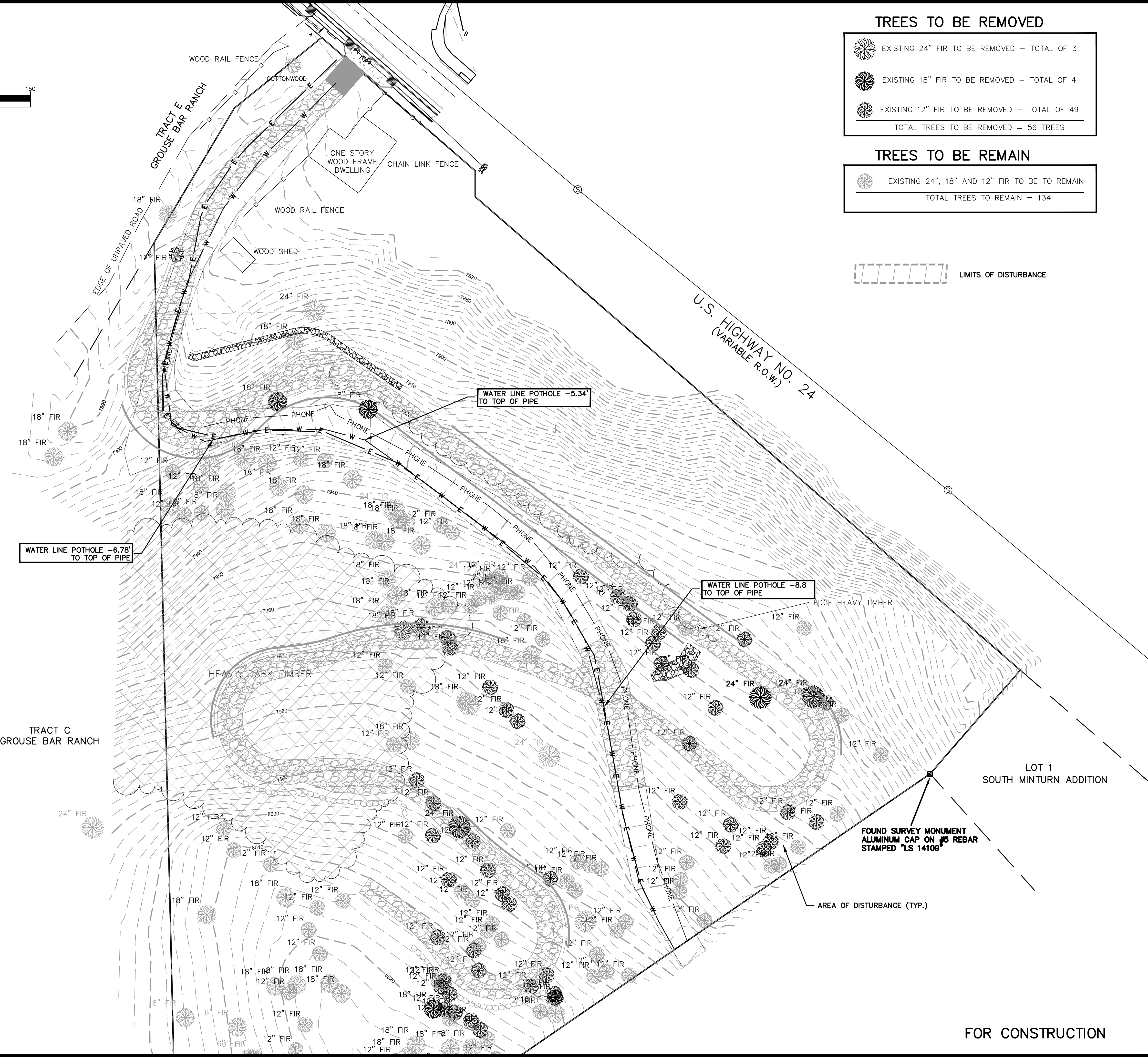
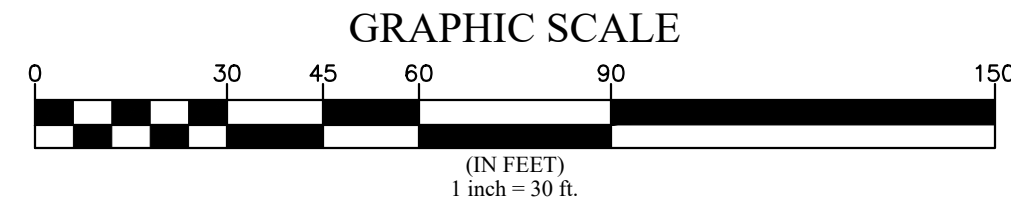
NO.	DATE	REVISIONS	BY



JOB: 16018
 DATE: 6/15/23
 SCALE: 1" = 30'

**SHEET
 C-25**

FOR CONSTRUCTION



- TREES TO BE REMOVED**
- EXISTING 24" FIR TO BE REMOVED - TOTAL OF 3
 - EXISTING 18" FIR TO BE REMOVED - TOTAL OF 4
 - EXISTING 12" FIR TO BE REMOVED - TOTAL OF 49
- TOTAL TREES TO BE REMOVED = 56 TREES

- TREES TO BE REMAIN**
- EXISTING 24", 18" AND 12" FIR TO BE TO REMAIN
- TOTAL TREES TO REMAIN = 134



FOUND SURVEY MONUMENT
ALUMINUM CAP ON #5 REBAR
STAMPED "LS 14109"

AREA OF DISTURBANCE (TYP.)

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SOUTH MINTURN ESTATES LOT 2
EXISTING 12" WATER POTHOLE PLAN
DISTURBANCE & TREE REMOVAL PLAN
MINTURN, COLORADO

NO.	DATE	REVISIONS	BY

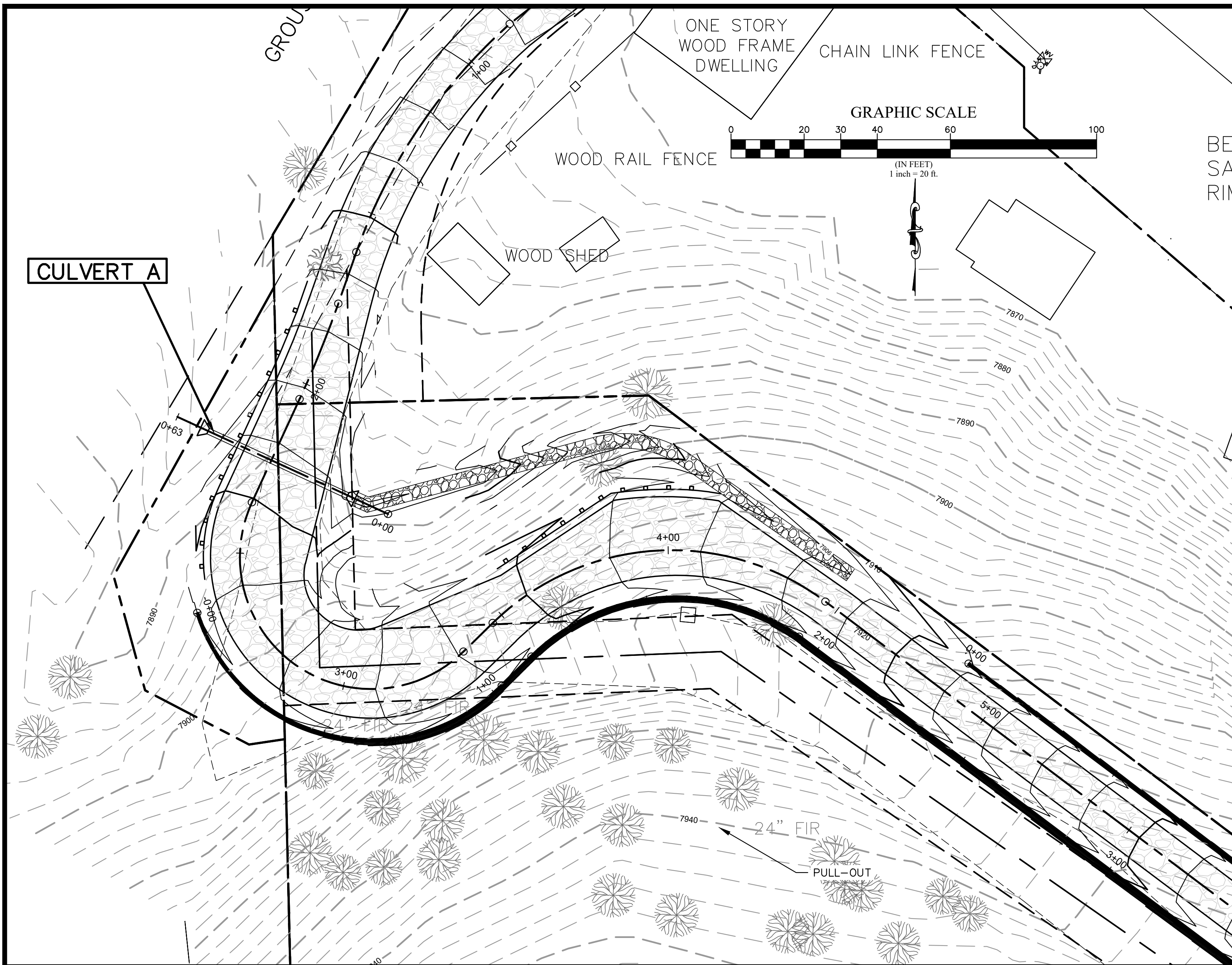


JOB: 16018
DATE: 6/5/23
SCALE: 1" = 20'

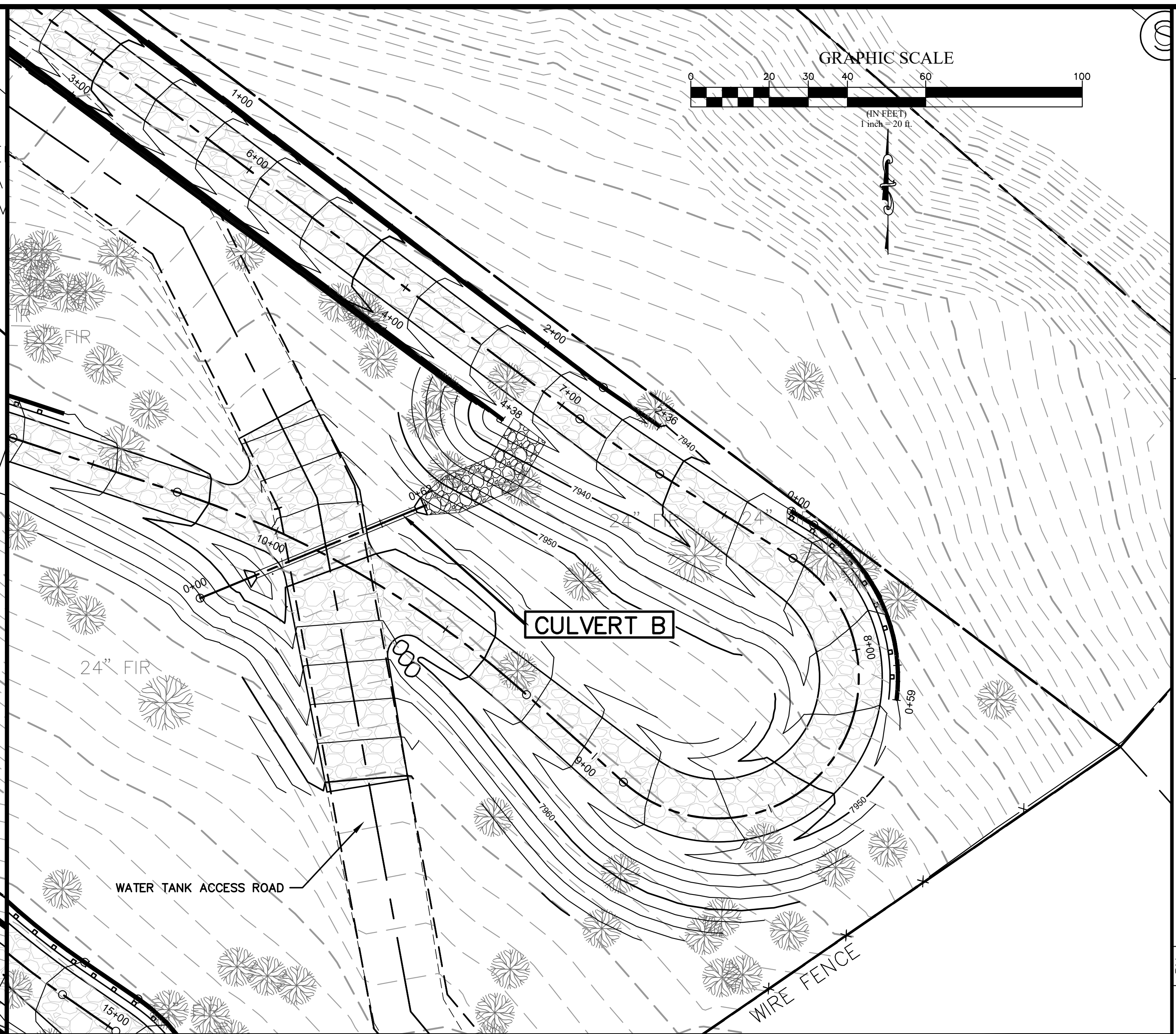
SHEET
C-26

FOR CONSTRUCTION

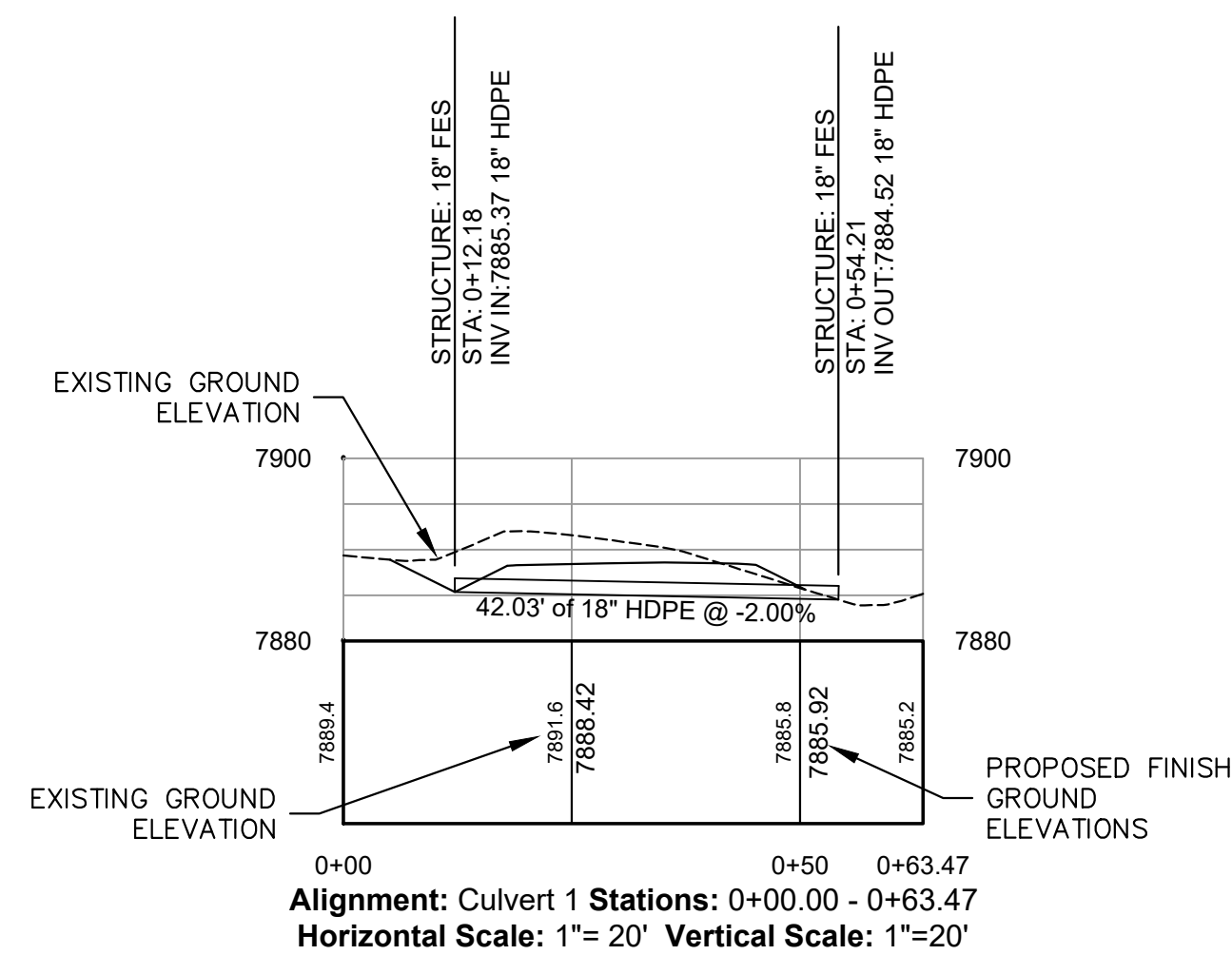
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CULVERT A

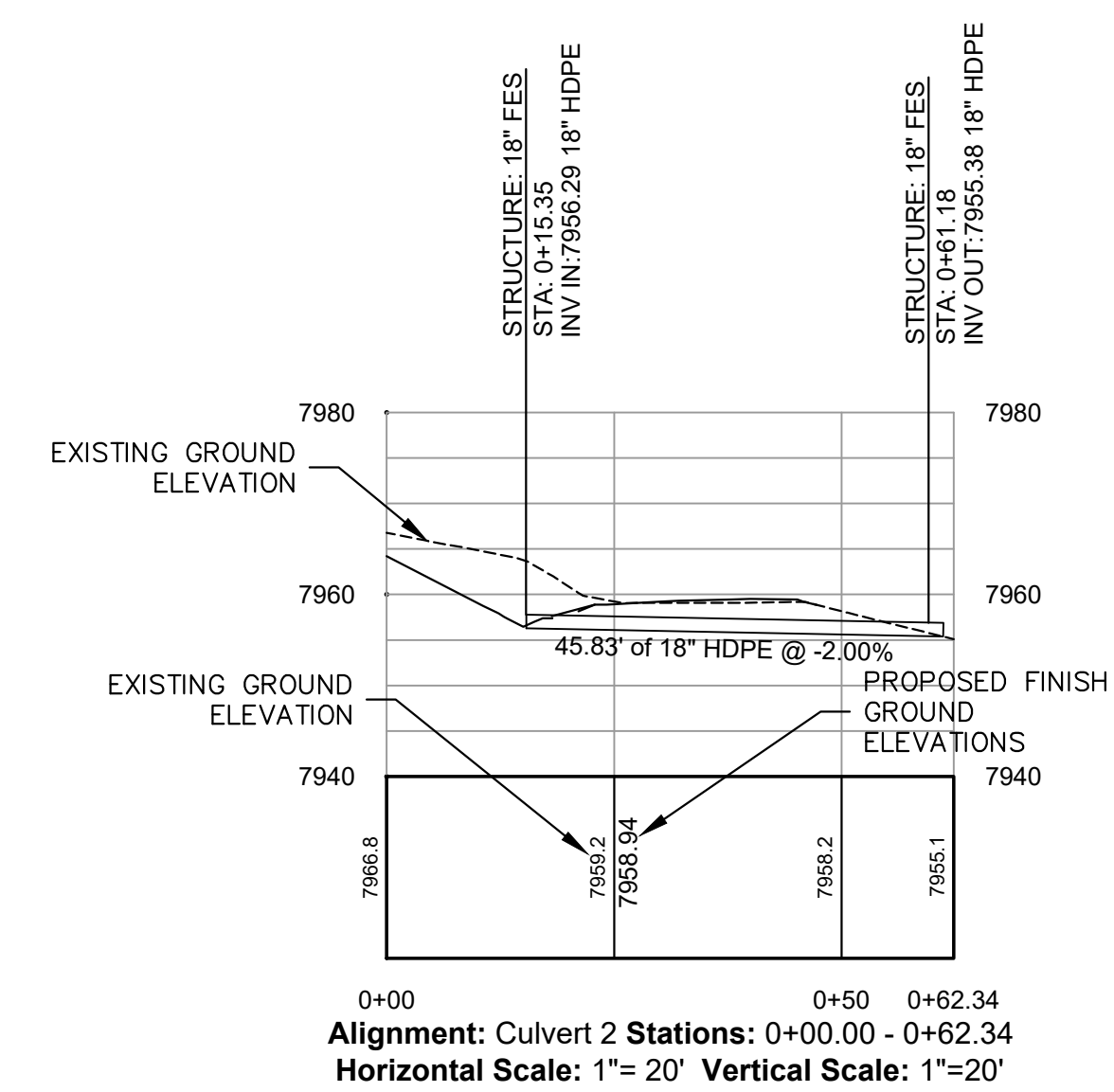


CULVERT B



Alignment: Culvert 1 Stations: 0+00.00 - 0+63.47
Horizontal Scale: 1"= 20' Vertical Scale: 1"=20'

CULVERT PROFILE A



Alignment: Culvert 2 Stations: 0+00.00 - 0+62.34
Horizontal Scale: 1"= 20' Vertical Scale: 1"=20'

CULVERT PROFILE B

FOR CONSTRUCTION

MARCIN ENGINEERING LLC
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AVON, COLORADO
970-748-0274

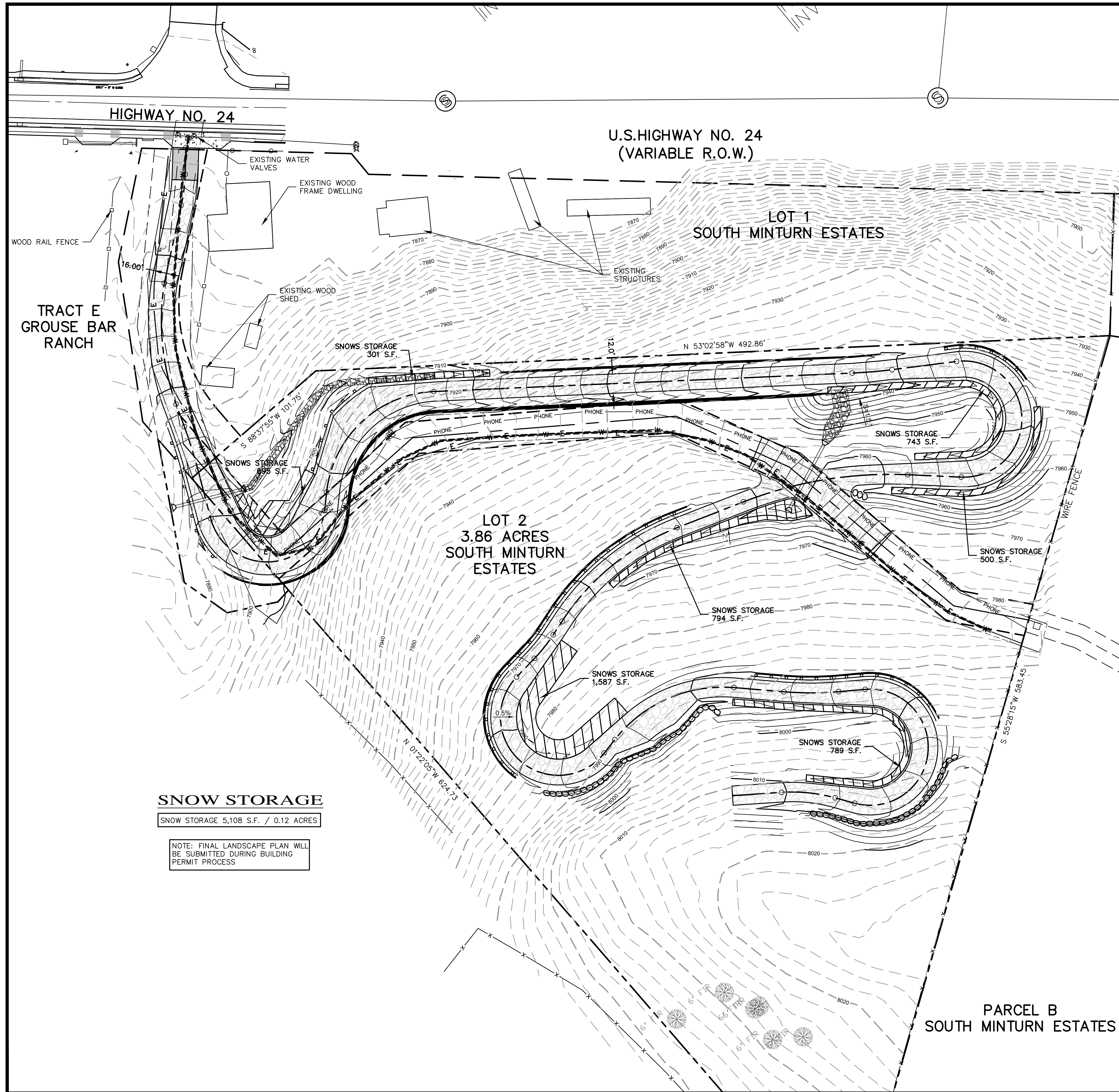
SOUTH MINTURN ESTATES LOT 2
CULVERT PLAN AND PROFILES
MINTURN, COLORADO

NO. DATE REVISIONS BY



JOB: 16018
DATE: 6/15/23
SCALE: 1"= 20'

SHEET
C-28



PLANTING NOTES AND SPECS

1. ALL PLANT MATERIALS SHALL BE NURSERY GROWN. PLANTS SHALL BE HEALTHY AND FREE OF DISEASE AND PESTS. ALL PLANT MATERIAL IS TO BE APPROVED BY CONSTRUCTION MANAGER OR LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
2. ALL CONTAINER PLANTS SHALL HAVE BEEN GROWN IN THE CONTAINERS IN WHICH THEY ARE DELIVERED FOR A MINIMUM OF TWO MONTHS, BUT NOT MORE THAN TWO YEARS FOR SHRUBS AND GRASSES AND ONE YEAR FOR PERENNIALS AND GROUND COVERS.
3. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ERADICATION, REMOVAL, DISPOSAL OF WEEDS WITHIN THE LIMITS OF WORK DURING THE CONSTRUCTION PERIOD AND THROUGH THE PROJECT'S FINAL ACCEPTANCE.
4. ALL AREAS WILL BE GRADED TO BE A SMOOTH, CONSISTENTLY EVEN, FREE DRAINING SURFACE.
5. PLANTING BACKFILL IS TO CONSIST OF 66% NATIVE TOPSOIL AND 33% ORGANIC COMPOST TO A DEPTH OF 6" TILL 4" OF TOPSOIL AND 2" OF COMPOST FOR ALL AREAS RECEIVING TREE AND SHRUB PLANTING. TOPSOIL SHALL BE APPROVED BY THE CONSTRUCTION MANAGER OR PRIOR TO DELIVERY TO THE SITE. THE TOPSOIL SHALL BE FREE OF DEBRIS, STONES, AND OTHER MATERIALS. CONTRACTOR SHALL PROVIDE A MINIMUM OF 1 CUBIC FOOT OF COMPOST PER SHRUB AND 2 CUBIC FEET OF COMPOST PER TREE.
6. ALL TREE AND SHRUB PLANTING AREAS ARE TO BE MULCHED WITH 2" MULCH. THE SPECIFIED MULCH FOR ALL PLANTING BEDS IS RENEWABLE FIBER'S "BROWN METRO MULCH" OR EQUAL, PENDING APPROVAL OF CONSTRUCTION MANAGER.
7. TREES SHALL HAVE ALL BINDING MATERIAL REMOVED AROUND THE BASE ON THE TRUNK AND BURLAP MATERIALS REMOVED AT LEAST HALFWAY TO THE MIDDLE OF THE ROOT BALL PRIOR TO BACKFILLING AND PLANTING.
8. EVERGREEN TREES 6' OR GREATER IN HEIGHT ARE TO BE STAKED WITH (3) 5' STEEL T-STAKES AND GUYED WITH 12" GALVANIZED WIRE.
9. AT THE TIME OF PLANTING ALL NEWLY PLANTED TREES AND SHRUBS SHALL BE FERTILIZED WITH BIOSOIL MIX, ALL-PURPOSE FERTILIZER PER MANUFACTURER'S SPECIFICATIONS. THIS FERTILIZER TO BE MIXED IN WITH PLANTING BACKFILL. PLEASE CONTACT ROCKY MOUNTAIN BIO-PRODUCTS, 10801 E. 54TH AVENUE, DENVER, CO. 80239, PHONE (303) 696-8964.
10. ALL EXCESS NATIVE SOIL RESULTING FROM SOIL PREPARATION SHALL BE DISPOSED OF AND REMOVED FROM THE SITE.

PLANTING NOTES AND SPECS

MULCH COVER THE SOIL'S SURFACE AROUND PLANTS WITH A MULCH, SUCH AS LEAVES, COARSE COMPOST, PINE NEEDLES, WOOD CHIPS, BARK OR GRAVEL. MULCH HELPS RETAIN SOIL MOISTURE AND TEMPERATURE, PREVENT EROSION AND BLOCK OUT COMPETING WEEDS. ORGANIC MULCH WILL SLOWLY INCORPORATE WITH THE SOIL AND WILL NEED MORE APPLIED FROM TIME TO TIME. TO BE EFFECTIVE, MULCH NEEDS TO BE SEVERAL INCHES THICK. THERE SHOULD BE NO AREAS OF BARE SOIL.

MAINTAIN YOUR LANDSCAPE THICKENING THE LAYER OF MULCH WILL HELP. TURF AREAS SHOULD NOT BE CUT TOO SHORT TALLER GRASS IS A NATURAL MULCH WHICH SHADES THE ROOTS AND HELPS RETAIN MOISTURE. AVOID OVER FERTILIZING.

ORGANIC MULCH: CONTRACTOR TO USE WOOD-BASED. ORGANIC MULCH SHOULD BE ABOUT THREE TO FOUR INCHES DEEP AND SHOULD ALWAYS BE PLACED DIRECTLY ON TOP OF THE SOIL.

INORGANIC MULCH: CONTRACTOR TO USE STONE-BASED. INORGANIC MULCH CAN BE PLACED ON THE SOIL OR OVER A WEED BARRIER FABRIC ABOUT TWO TO FOUR INCHES DEEP.

1. CONSTRUCTION ACTIVITIES, SUCH AS CLEARING, GRADING, ROAD CONSTRUCTION, AND UTILITY INSTALLATION SHALL BE PHASED TO MINIMIZE SOIL EXPOSURE. SEDIMENT TRAPPING PRACTICE AND STREAM AND OTHER WATER BODY PROTECTION SHALL BE INSTALLED AND STABILIZED BEFORE SITE GRADING OR OTHER CONSTRUCTION IS INITIATED.
2. ALL DISTURBED AREAS AND SOIL STOCKPILES SHALL BE SURFACE ROUGHENED, MULCHED, OR SEEDED AND MULCHED, OR OTHERWISE PROTECTED FROM EROSION FORCES IF THEY WILL REMAIN EXPOSED AND INACTIVE FOR PERIODS LONGER THAN FOURTEEN (14) DAYS, OR IF SOIL WILL BE EXPOSED DURING WINTER, SO EROSION WILL NOT OCCUR DURING SPRING SNOW MELT. DISTURBED AREAS SHALL BE MULCHED, OR SEEDED AND MULCHED WITH SEVEN (7) DAYS AFTER FINAL GRADE IS REACHED. GRASS OR STRAW MULCH SHALL BE CRIMPED IN PLACE. ON SLOPES STEEPER THAN TWENTY (20) PERCENT, OR WITHIN FIFTY (50) FEET OF ANY WATER BODY, EXPOSED SOILS SHALL BE HYDROMULCHED OR COVERED WITH NET OR MATS.
3. ALL SLOPES WILL BE REINFORCED WITH EROSION CONTROL BLANKET.
4. CONTRACTOR SHALL INSPECT ALL EROSION AND SEDIMENT CONTROL DEVICES AFTER ANY PRECIPITATION EVENTS DURING CONSTRUCTION, AND MAKE ANY NECESSARY REPAIRS IMMEDIATELY THEREAFTER. AT A MINIMUM, EROSION AND SEDIMENT CONTROL DEVICES SHALL BE INSPECTED MONTHLY. AN INSPECTION LOG SHALL BE KEPT ON-SITE FOR REVIEW BY COUNTY OFFICIALS UNTIL THE PROJECT IS COMPLETE.
5. ALL DRAINAGE FEATURES, PAVED AREAS, RETAINING WALLS, CRIBBING, PLANTING, TEMPORARY OR PERMANENT SOIL EROSION CONTROL MEASURES, OR OTHER FEATURES TO BE CONSTRUCTED IN CONNECTION WITH OR AS PART OF THE PROPOSED DEVELOPMENT.
6. THE CONTRACTOR TO PROVIDE LOCATION OF STORAGE AREAS DESIGNATED FOR EQUIPMENT, FUEL, LUBRICANTS, CHEMICAL, AND WASTE STORAGE. DETAILS ON SPILL CONTAINMENT STRUCTURES SHALL BE PROVIDED WHERE STORAGE OF THESE MATERIALS IS PLANNED. THE LOCATION OF SOIL STOCKPILE AND SNOW STORAGE AREA SHALL ALSO BE SHOWN.
7. THOSE PORTIONS OF THE ROAD SUBGRADE THAT DO NOT RECEIVE GRAVEL SHALL BE SEEDED, FERTILIZED, MULCHED AND TACKED. THE SEED SHALL BE DRILLED OR BROADCAST AND RAKED INTO THE TOP 1" OF SOIL. PRIOR TO SEEDING FERTILIZER SHALL BE WORKED INTO THE TOP 4" OF SOIL AT THE RATE SPECIFIED.
8. EQUIPMENT STORAGE AREA TO BE LOCATED WITHIN THE AREA OF DISTURBANCE AS NOTED ON THE EROSION CONTROL PLAN. NO STORAGE OF FUEL, LUBRICANTS, CHEMICAL, OR WASTE STORAGE IS ALLOWED. SNOW STORAGE, IF REQUIRED IS TO BE PUSHED UPHILL OR TO THE SIDE OF THE CONSTRUCTION AREA, BUT IN A LOCATION THAT WILL DRAIN TO A SILT FENCE. THE SILT FENCE AREA SHOULD BE EXPANDED IF NECESSARY TO PROVIDE FOR SNOW STORAGE OR TEMPORARY SOIL STOCKPILE AREAS.
9. CONSTRUCTION SCHEDULE: THE EXPECTED STARTING DATE IS DEPENDENT UPON THE TIME REQUIRED TO OBTAIN APPROVALS. CONSTRUCTION IS EXPECTED TO TAKE A YEAR, BUT COULD VARY DEPENDING ON SUPPLY CHAIN, LABOR ISSUES, TIME UNTIL APPROVAL IS OBTAINED.

SNOW STORAGE

SNOW STORAGE 5,108 S.F. / 0.12 ACRES

NOTE: FINAL LANDSCAPE PLAN WILL BE SUBMITTED DURING BUILDING PERMIT PROCESS

MARCIN ENGINEERING LLC
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970-748-0274

SOUTH MINTURN ESTATES LOT 2
SNOW STORAGE AND LANDSCAPE PLAN
DRAINAGE PLAN
MINTURN, COLORADO

NO. DATE BY REVISIONS



JOB: 16018
DATE: 6/15/23
SCALE: 1" = 30'

SHEET
C-29

FOR CONSTRUCTION

DESIGN CRITERIA: MINTURN ESTATES LOT 2 RETAINING WALLS JOB #: 2306-09

Ground Snow Load	-----	75 psf
Wind (3 Second Gust)	-----	115 mph (Exp. B)
RISK Design Category	-----	II
Seismic Design Category	-----	
Importance Factor	-----	1.0
Design Category	-----	B
Site Class	-----	D
SS	-----	0.32
S1	-----	0.079
IBC/IRC Edition	-----	2021

SPECIAL INSPECTIONS:

- No special structural inspections are required. Periodic observations of construction by the structural engineer are not considered to be special inspections.

FOUNDATION DESIGN:

- Design of individual and continuous footings is based on an assumed maximum allowable bearing pressure of 1500 psf (dead load plus full live load).
- Foundation and retaining walls have been designed using an assumed lateral pressure of 50 pcf.
- Footings shall be placed on the natural undisturbed soil, or compacted structural fill per the recommendations of the geotechnical engineer, below frost depth.
- Provide continuous foundation drains around the perimeter of all walls and at the base of retaining walls as required. Contact geotechnical engineer for details.
- A representative of the geotechnical engineer shall verify soils conditions and types during excavation. Because geotechnical information was not available at the time of preparation of the construction documents, we have used assumed values based on similar sites in the area. Construction of the foundation may not proceed without verifying these values. Report any discrepancies from the design assumptions to the structural engineer for re-evaluation of the foundation design.
- Backfill around and above structural buttresses and retaining walls shall be compacted—tested per the recommendations of the geotechnical engineer.
- Do not backfill against retaining walls until supporting elements are in place and securely anchored, or adequate shoring is installed. Concurrent backfilling of each side of a free-standing retaining wall to final grades as indicated on plan or section is required unless temporary shoring is installed.
- Verify type of fill with soils engineer and structural engineer prior to backfilling.

BACKFILL (UNLESS NOTED OTHERWISE BY GEOTECHNICAL ENGINEERING REPORT):

- Backfill shall be placed in lifts no greater than 6" and compacted to 95% in accordance with ASTM 1557.
- Onsite backfill may be used as long as it meets the minimum design values identified in the geotechnical report.
- Backfill may not contain any organic material.

MECHANICALLY STABILIZED EARTH:

- Areas indicated on plan as being backfilled with mechanically stabilized earth (MSE), unless designed by others, shall follow the following guidelines:
 - Geotextile fabric shall be woven type reinforcement fabric, TenCate Miragrid XT in the specifications shown on the plans. Geotextile shall be looped through the block facing as indicated in the Redi-Rock installation guide.
 - Fabric and backfill shall be laid up in a wrapped-face configuration with the layer heights, lengths of reinforcement and wrap lengths as indicated on plan.
 - For granular soil backfill, compaction testing may be done according to a "method specification":
 - Type of fill shall be approved by the geotechnical engineer.
 - The water content and number of passes to obtain the specified compaction (95% of Standard Proctor density, unless otherwise specified) shall be observed by the geotechnical engineer and recorded as tested for the first two (or three) lifts. Subsequent lifts may be constructed per the recorded specifications without further observation or testing by the geotechnical engineer.
 - If gravel backfill, as approved by the geotechnical engineer, is used, no compaction testing is required.
 - Provide perimeter drains per geotechnical engineer.
 - Block facing shall be per the requirements on the GRAVITY SEGMENTAL BLOCK RETAINING WALL specifications listed above and shall be Redi-Rock PC.
 - Block and MSE shall be constructed per the requirements of Redi-Rock, Contractor shall consult with the manufacturers rep.
 - Block cores shall be filled per Red-Rock requirements after the geogrid is installed.

SOIL-REINFORCED SEGMENTAL RETAINING WALLS:

- Soil-reinforced segmental retaining wall design is based on the "National Concrete Masonry Association (NCMA) Design Manual for Segmental Retaining Walls."
- Contractor shall follow the construction guidelines stated in the NCMA Design Manual for Segmental Retaining Walls, or manufacturer's specifications.
- This retaining wall has been designed according to the design recommendations set forth in the geotechnical report.
 - Max. allowable bearing pressure = psf (dead load plus full live load).
 - Lateral earth pressure "active" = pcf
 - Sliding Coefficient = 0.50 (ASSUMED)
 - Angle of internal friction = degrees
 - Moist unit weight (backfill) = pcf
- The geosynthetic reinforcement fabric shall possess the following minimum design properties, determined by product specific testing as defined in the NCMA Design Manual for Segmental Retaining Walls (Section 3.5).

GEOGRID TYPE	LIDS	C(1)	C(ds)
Geogrid "A"	700 lb/ft	0.7	0.95
Geogrid "B"	1600 lb/ft	0.7	0.95

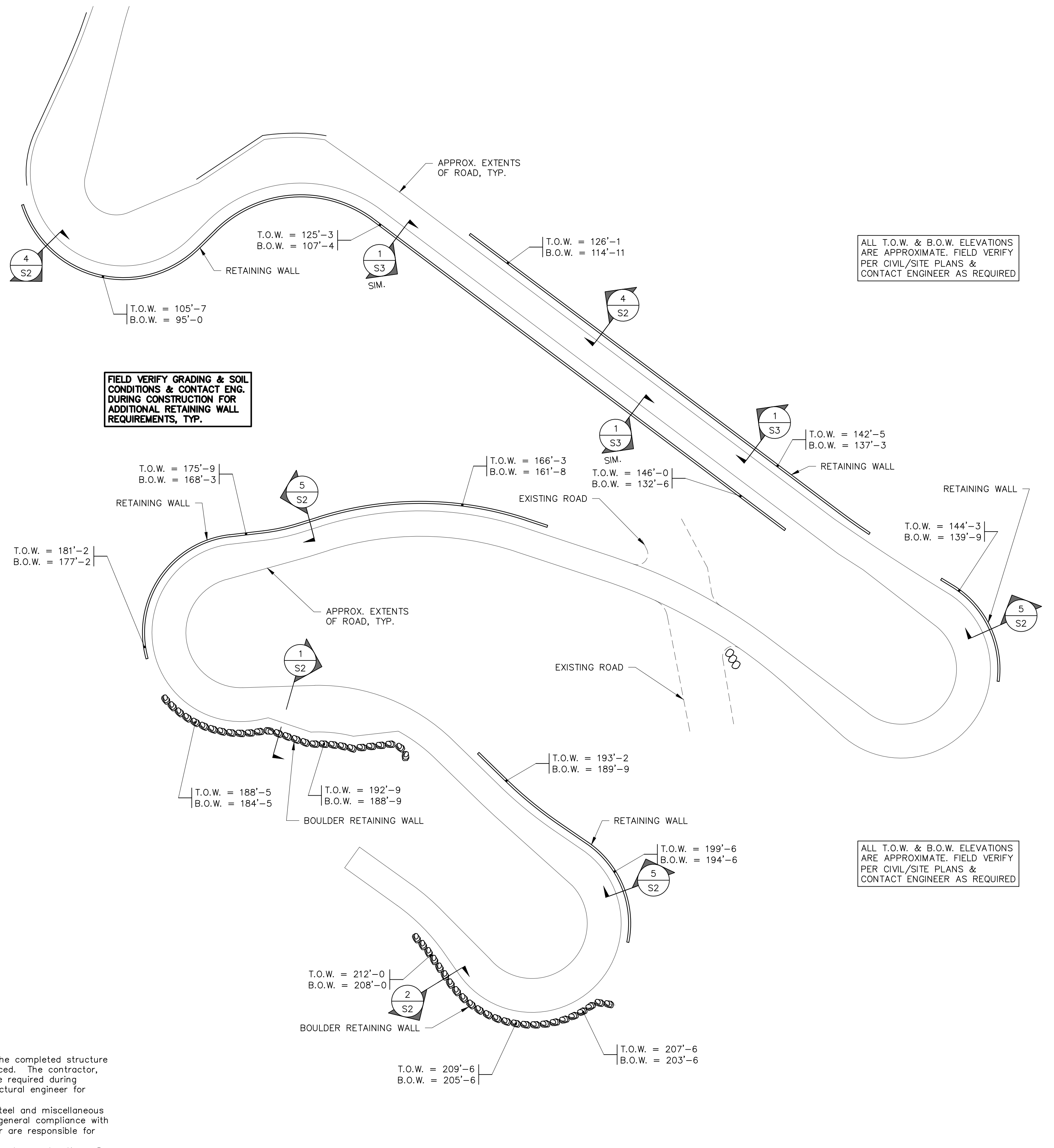
- Segmental retaining wall (SRW) units shall meet the following structural requirements:
 - SRW units shall be machine-formed concrete blocks specifically designed for retaining wall applications.
 - Load bearing concrete masonry units shall conform to ASTM C90.
 - Units shall be positively interlocked to provide a minimum shear capacity of 400 lb/ft and the angle of friction between SRW units of 30 degrees as tested in accordance with NCMA SRWU-1
 - Units shall provide a minimum connection strength between it and the geosynthetic reinforcement of 200 lb/ft and the angle of friction for connection of SRW units to geogrid of 40 degrees as tested in accordance with NCMA SRWU-2.
- Vertical drainage layer behind the wall face shall be placed no less than one cubic foot per one square foot of wall face or as otherwise specified by the soils engineer.
- Infill soil and common backfill type and placement shall be approved by the soils engineer.

GRAVITY SEGMENTAL BLOCK RETAINING WALLS:

- Contractor shall follow the construction guidelines stated in the NCMA Design Manual for Segmental Retaining Walls (Section 6), AASHTO and manufacturer's specifications.
- This retaining wall has been designed according to the design recommendations set forth in geotechnical report #16-7-486 by H-P Kumar dated December 19, 2017.
 - Max. allowable bearing pressure = 2500 psf
 - Angle of internal friction = 28 degrees
 - Moist unit weight (backfill) = 130 pcf
 - Cohesion = 0 psf
- Segmental retaining wall (SRW) units shall meet the following structural requirements:
 - SRW units shall be Redi-Rock gravity blocks in the texture indicated by the Architect.
 - Load bearing concrete masonry units shall conform to ASTM C90.
 - Units shall meet the following:
 - Unit Weight = 130 pcf
 - Shear Capacity = 1700 lbf/ft
 - Max Shear Capacity = 9000 lbf/ft
 - Friction = 75 degrees
- Vertical drainage layer behind the wall face shall be placed no less than one cubic foot per one square foot of wall face or as otherwise specified by the soils engineer.
- Infill soil and common backfill type and placement shall be approved by the soils engineer.

GENERAL REQUIREMENTS:

- Structural erection and bracing: The structural drawings illustrate the completed structure with all elements in their final positions, properly supported and braced. The contractor, in the proper sequence, shall provide shoring and bracing as may be required during construction to achieve the final completed structure. Contact structural engineer for consultation (not in contract) as required.
- Shop drawings: Submit shop and erection drawings for structural steel and miscellaneous steel to engineer for review prior to fabrication. This review is for general compliance with the intent of the structural design. The architect and/or contractor are responsible for checking quantities, dimensions and coordination with other trades.
- Dimensions: Check all dimensions against architectural drawings prior to construction. Do not scale drawings.
- Construction practices: General contractor is responsible for means, methods, techniques, sequences and procedures for construction of this project. Notify structural engineer of omissions or conflicts between the working drawings and existing conditions. Coordinate requirements for mechanical/electrical/plumbing penetrations through structural elements with structural engineer. Jobsite safety is the sole responsibility of the contractor. All methods used for construction shall be in accordance with the latest editions of the IBC/IRC.
- Details not specifically shown on the drawings shall be constructed in a manner similar to the details that are shown for like conditions. These items shall be brought to the attention of the structural engineer as soon as possible for approval. Approval shall be obtained prior to installation.
- All waterproofing and flashing is the responsibility of the architect and contractor. It is the responsibility of the contractor to contact the structural engineer at the appropriate time to perform site observation visits. Observation visits to the jobsite by the engineer are for determination of general conformance with the construction documents and shall not be construed as inspection.
- Though every effort is made to provide a complete and clear set of construction documents, discrepancies or omissions may occur. Release of these drawings anticipates cooperation and continued communication between the contractor, architect and engineer to provide the best possible structure. **These drawings have been prepared for the use of a qualified contractor experienced in the construction techniques and systems depicted. General contractor is responsible for ordering structural elements (including lead time) to adhere with the schedule of project.**



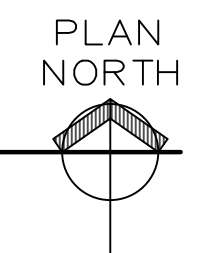
FIELD VERIFY GRADING & SOIL CONDITIONS & CONTACT ENG. DURING CONSTRUCTION FOR ADDITIONAL RETAINING WALL REQUIREMENTS, TYP.

ALL T.O.W. & B.O.W. ELEVATIONS ARE APPROXIMATE. FIELD VERIFY PER CIVIL/SITE PLANS & CONTACT ENGINEER AS REQUIRED

ALL T.O.W. & B.O.W. ELEVATIONS ARE APPROXIMATE. FIELD VERIFY PER CIVIL/SITE PLANS & CONTACT ENGINEER AS REQUIRED

RETAINING & SITE WALL PLAN

SCALE: 1" = 30'



PLAN NOTES:

- ELEVATIONS OF WALL ELEMENTS INDICATED ON PLAN THUS: T.O.W.=TOP OF WALL & B.O.W.=BOTTOM OF WALL AT FINISH GRADE. THESE ELEVATIONS RELATE TO 100'-0 AS A DATUM SHOWN ON THE "SOUTH MINTURN ESTATES LOT 2 SEWER, WATER & GRADING PLANS" DATED 05/26/23.
- BOTTOM OF WALL ELEVATIONS ARE BASED UPON FINDING ADEQUATE SOIL BEARING CONDITIONS AT FINISH GRADE AS INDICATED ON DETAILS, UNLESS NOTED OTHERWISE.
- VERIFY ALL OPENINGS AND STEPS IN WALLS WITH ARCHITECT AND CONTRACTOR
- DO NOT SCALE DRAWINGS.

FIELD VERIFY GRADING & SOIL CONDITIONS & CONTACT ENG. DURING CONSTRUCTION FOR ADDITIONAL RETAINING WALL REQUIREMENTS, TYP.

ALL T.O.W. & B.O.W. ELEVATIONS ARE APPROXIMATE. FIELD VERIFY PER CIVIL/SITE PLANS & CONTACT ENGINEER AS REQUIRED

KRM CONSULTANTS, INC.
structural engineering and design
P.O. BOX 4872
VAIL, CO 81658
PH: (970) 949-9391
FAX: (970) 949-1577

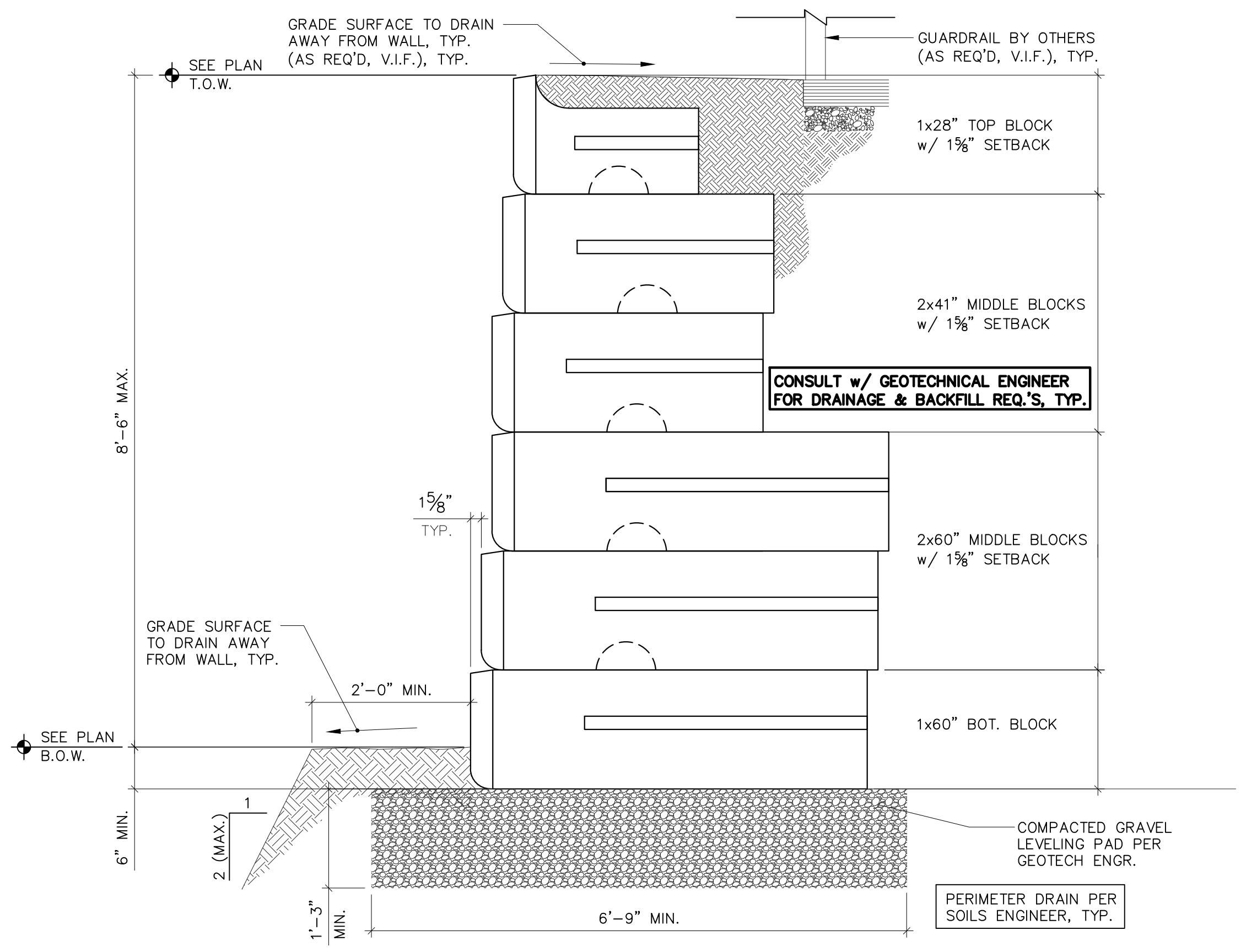


MINTURN ESTATES LOT 2 RETAINING WALL
LOT 2 HIGHWAY 24
MINTURN, COLORADO

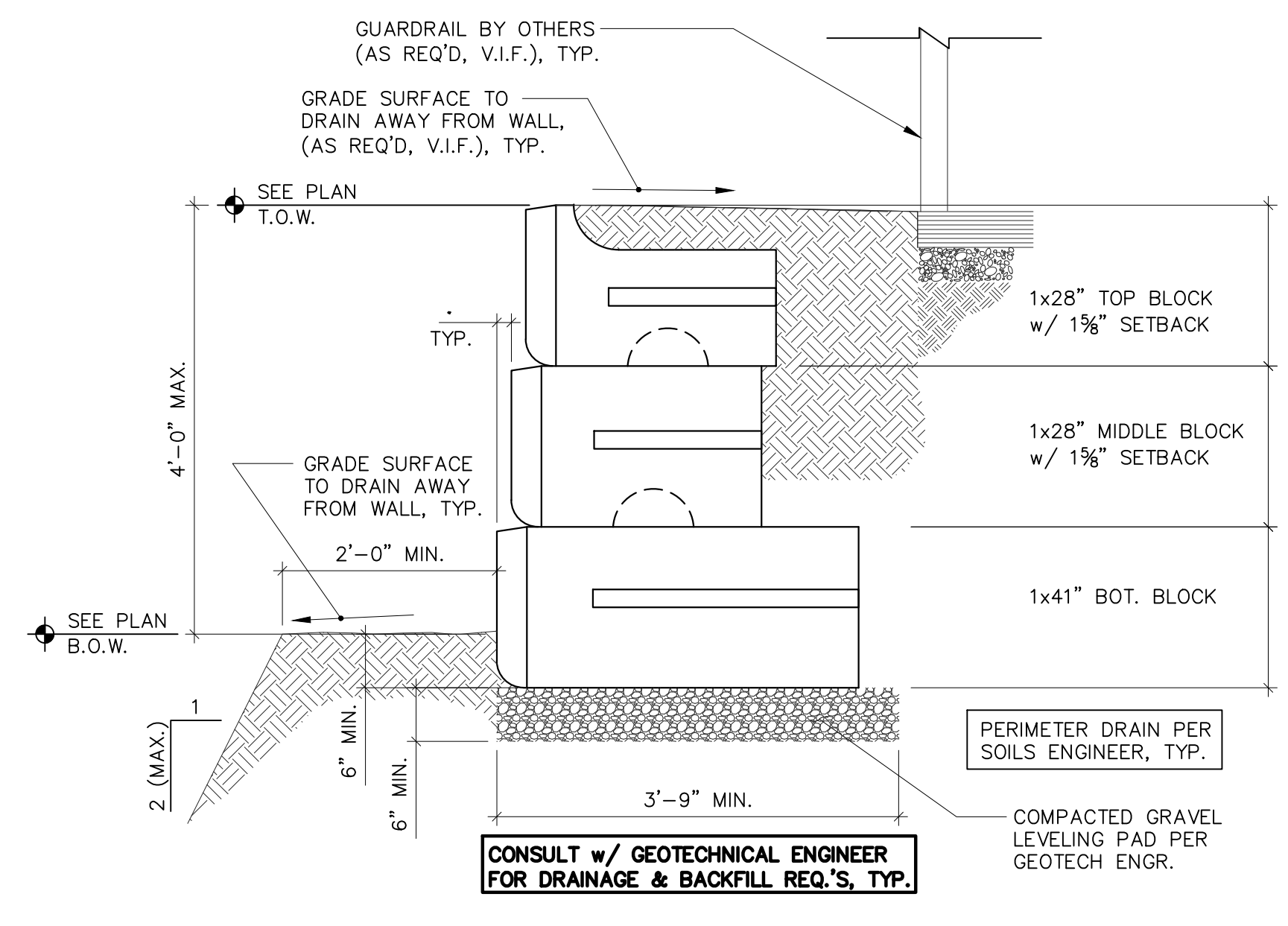
designed by RSS
drawn by DAS
checked by TDH
issued

PERMIT 07/26/2023

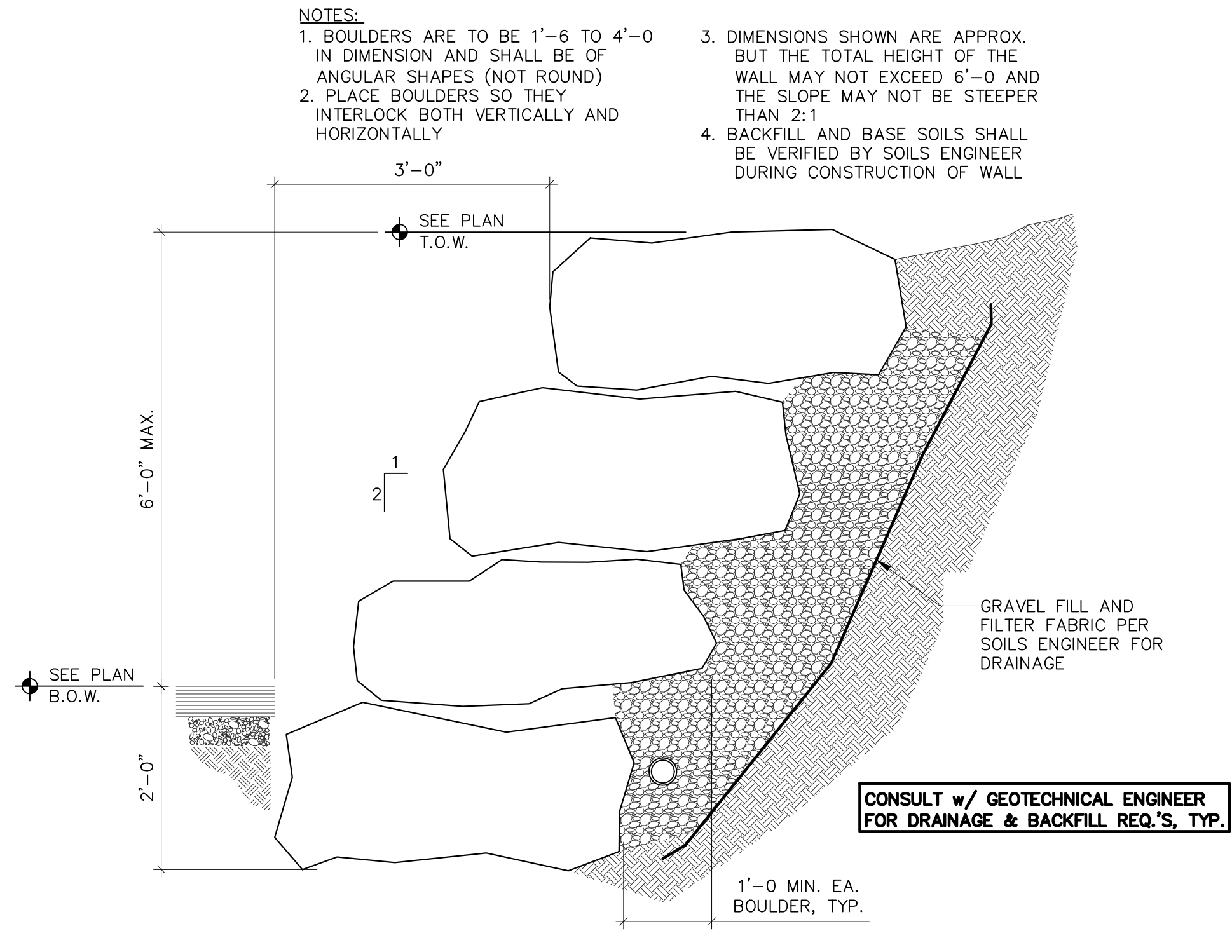
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S1
JOB #2306-09



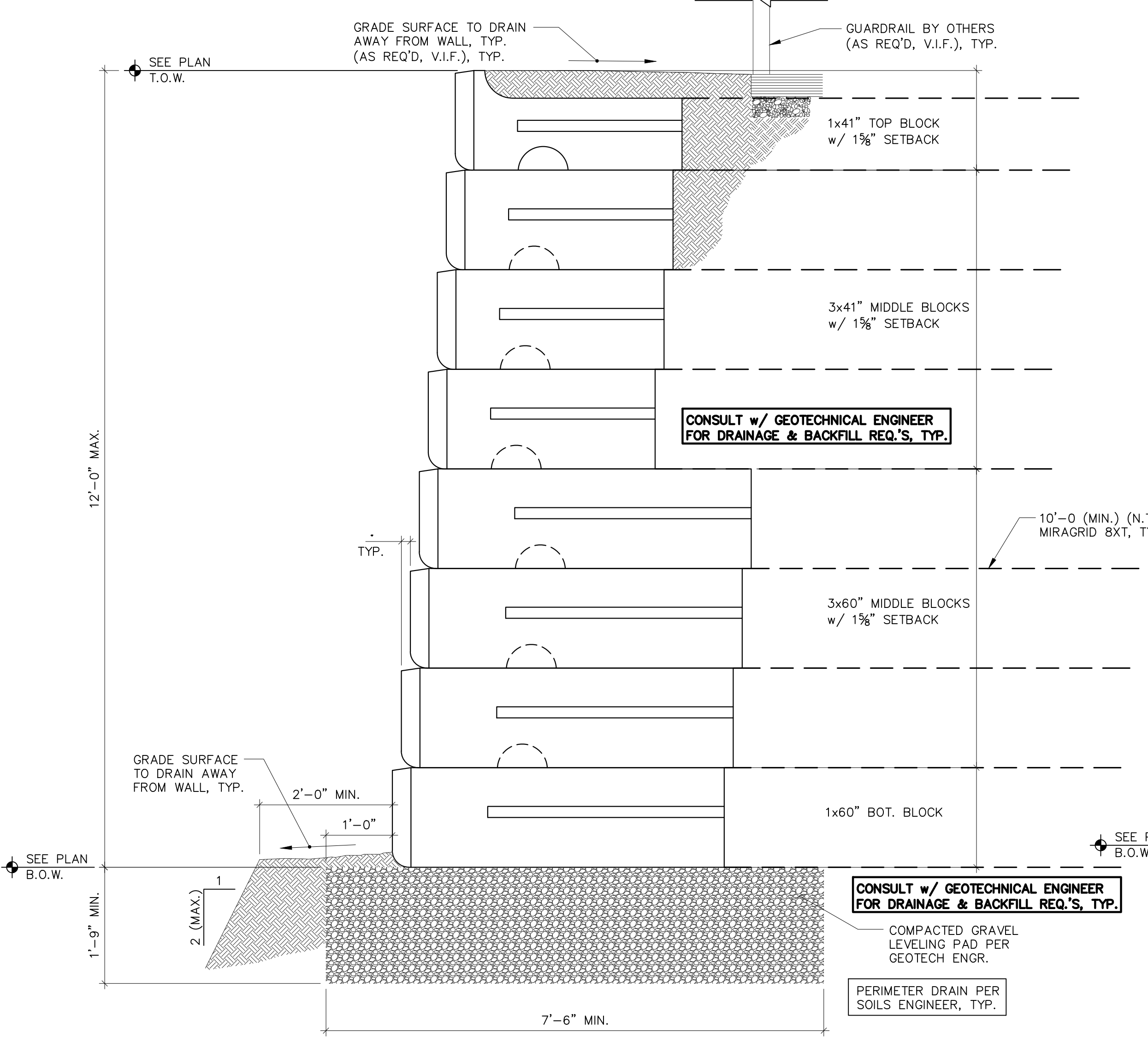
5 8'-6" GRAVITY WALL (SINGLE-TIER) SCALE: 3/4" = 1'-0"



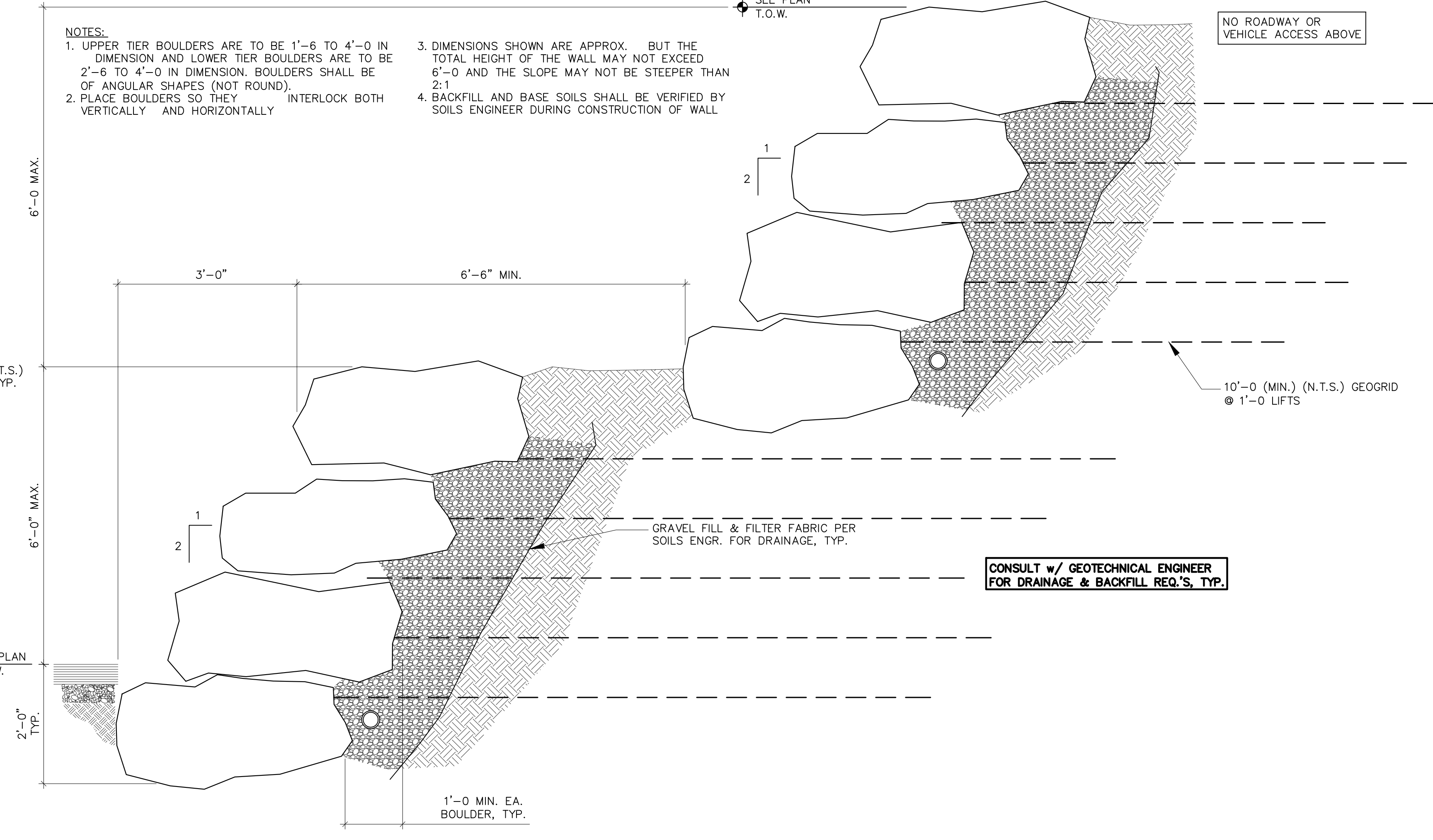
3 4'-0" GRAVITY WALL (SINGLE-TIER) SCALE: 3/4" = 1'-0"



2 TYPICAL BOULDER RETAINING WALL (SINGLE-TIER) - NO ROADWAY ABOVE SCALE: 3/4" = 1'-0"



4 12'-0" M.S.E. WALL (SINGLE-TIER) SCALE: 3/4" = 1'-0"



1 TYPICAL BOULDER RETAINING WALL (TWO-TIER) - NO ROADWAY ABOVE SCALE: N.T.S.

NOTES:
 1. BOULDERS ARE TO BE 1'-6" TO 4'-0" IN DIMENSION AND SHALL BE OF ANGULAR SHAPES (NOT ROUND)
 2. PLACE BOULDERS SO THEY INTERLOCK BOTH VERTICALLY AND HORIZONTALLY
 3. DIMENSIONS SHOWN ARE APPROX. BUT THE TOTAL HEIGHT OF THE WALL MAY NOT EXCEED 6'-0" AND THE SLOPE MAY NOT BE STEEPER THAN 2:1
 4. BACKFILL AND BASE SOILS SHALL BE VERIFIED BY SOILS ENGINEER DURING CONSTRUCTION OF WALL

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 P.O. BOX 4572
 VAIL, CO 81658
 PH: (970) 949-9391
 FAX: (970) 949-1577

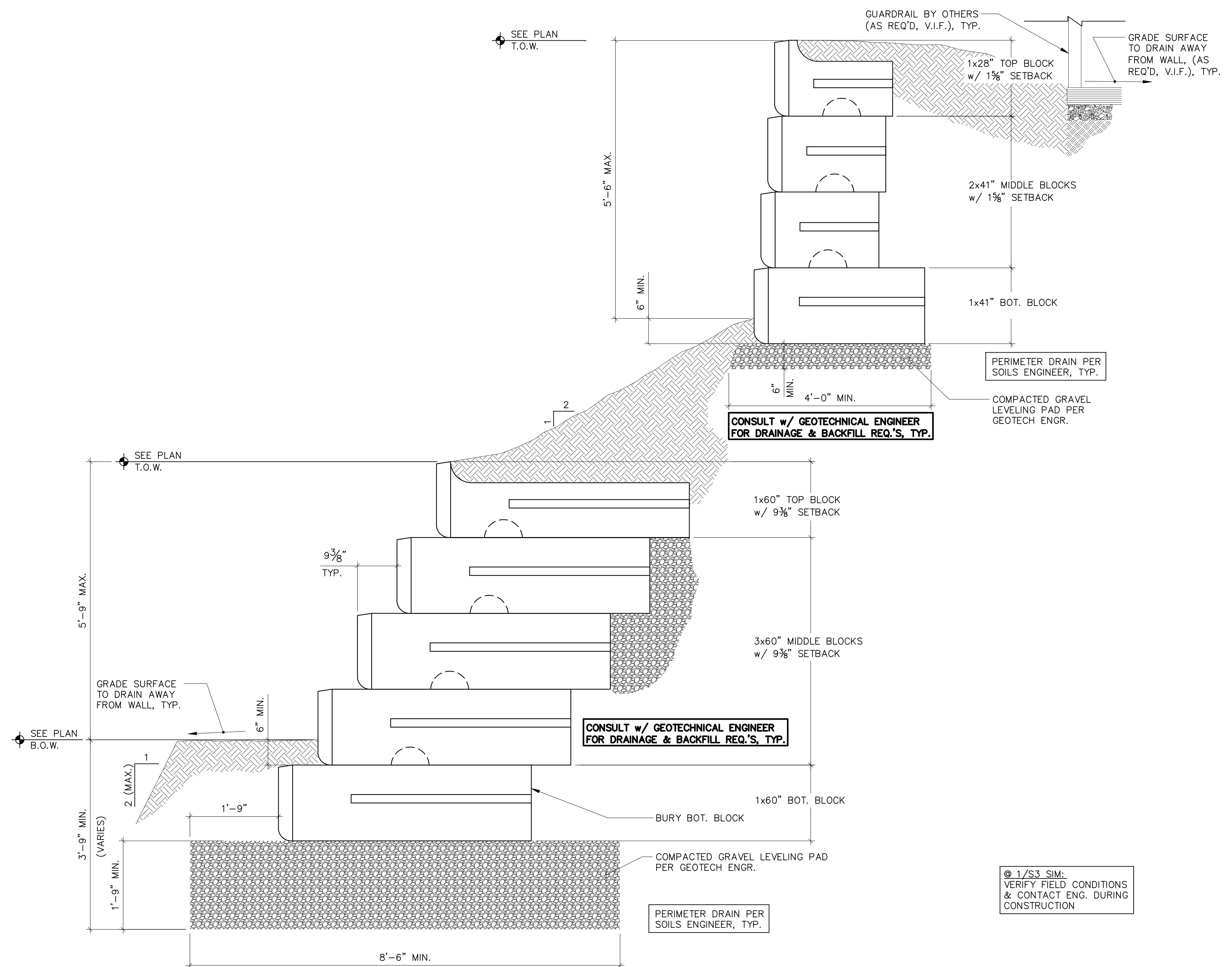


MINTURN ESTATES LOT 2 RETAINING WALL
 LOT 2 HIGHWAY 24
 MINTURN, COLORADO

designed by RSS
 drawn by DAS
 checked by TDH
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sheet
S2
 JOB #2306-09



1 TWO-TIER WALL

SCALE: 1/2" = 1'-0"

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structural engineering and design
P.O. BOX 4572
VAIL, CO 81658
PH: (970) 949-9391
FAX: (970) 949-1577



MINTURN ESTATES LOT 2 RETAINING WALL
LOT 2 HIGHWAY 24
MINTURN, COLORADO

designed by RSS
drawn by DAS
checked by TDH
issued

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sheet
S3
JOB #2306-09



To: Mayor and Council

From: Jay Brunvand

Date: October 4, 2023

Agenda Item: El Fraile llc, DBA The Mexican Bar and Grill

REQUEST:

Staff is requesting Council to review and approve the attached annual renewal of a Hotel and Restaurant Liquor License for El Fraile llc, DBA The Mexican Bar and Grill located at 160 Railroad Ave.

INTRODUCTION:

This establishment has an existing H&R License and this is the annual renewal and staff is requesting approval through the Consent Agenda.

ANALYSIS:

Not Applicable

COMMUNITY INPUT:

Not Applicable

BUDGET / STAFF IMPACT:

The applicant has submitted the required fee of \$125.00.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #4 the Town will advance decisions/projects/initiatives that expand future opportunity and viability for Minturn. Both as an employer and a sales tax contributor these businesses each help further Minturn.

RECOMMENDED ACTION OR PROPOSED MOTION:

This item is approved through the Consent agenda and no separate motion is required.

ATTACHMENTS:

- Application and supporting documentation for the license renewal.

Submit to Local Licensing Authority

Fees Due	
Annual Renewal Application Fee	\$ 125
Renewal Fee	500
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$ 1125

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

* Note that the Division will not accept cash Paid by check Paid online **Uploaded to MoveIt on** _____ **Date** _____

Licensee Name El Fraile LLC		Doing Business As Name (DBA)	
Liquor License # [REDACTED]	License Type Hotel & Restaurant		
Sales Tax License Number [REDACTED]	Expiration Date 10/28/2023	Due Date	
Business Address 160 Railroad Ave			Phone Number 970-470-4309
Mailing Address Pobox 1415			Email Themexicanby@gmail.com
Operating Manager Juan Estrada	Date of Birth 09-28-83	Home Address 160 Railroad Ave Apt. 3	Phone Number 970-688-9511
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease JUN-26			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in the upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Juan Estrada	OWNER	
Signature	Date	
Juan Estrada		
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For	Date	
Signature	Title	Attest



To: Mayor and Council

From: Jay Brunvand

Date: October 4, 2023

Agenda Item: Annual renewal of Hotel and Restaurant Liquor License

REQUEST:

Staff is requesting Council to review and approve the attached annual renewal of a Hotel and Restaurant Liquor License for Deutschman Family LLC, DBA Kirby Cosmo's BBQ Bar located at 474 Main St.

INTRODUCTION:

This establishment has an existing H&R License and this is the annual renewal.

ANALYSIS:

Not Applicable

COMMUNITY INPUT:

Not Applicable

BUDGET / STAFF IMPACT:

The applicant has submitted the required fee of \$125.00.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #4 the Town will advance decisions/projects/initiatives that expand future opportunity and viability for Minturn. Both as an employer and a sales tax contributor these businesses each help further Minturn.

RECOMMENDED ACTION OR PROPOSED MOTION:

This item is approved on the Consent Agenda, no separate motion is required.

ATTACHMENTS:

- Application and supporting documentation for the license renewal.

Submit to Local Licensing Authority

**KIRBY COSMO'S BBQ BAR
 PO BOX 93
 Minturn CO 81645**

Fees Due	
Renewal Fee	625.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$625.00

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Colorado Beer and Wine License Renewal Application

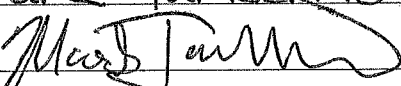
Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name DEUTSCHMAN FAMILY LLC		Doing Business As Name (DBA) KIRBY COSMO'S BBQ BAR	
Liquor License # [REDACTED]	License Type Hotel & Restaurant (city)		
Sales Tax License Number [REDACTED]	Expiration Date 12/04/2023	Due Date 10/20/2023	
Business Address 474 MAIN ST Minturn CO 81645			Phone Number 9708279027
Mailing Address PO BOX 93 Minturn CO 81645		Email	
Operating Manager Mark Tambert	Date of Birth 5/27/76	Home Address 381 Blackbear Dr. Gypsum CO 81637	Phone Number 970.401.3060
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented* *If rented, expiration date of lease _____			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input checked="" type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Mark Tamberino	Owner	
Signature	Date	
	9/21/23	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For	Date	
Signature	Title	Attest



To: Mayor and Council

From: Jay Brunvand

Date: October 4, 2023

Agenda Item: Annual renewal of Lodging and Entertainment Liquor License

REQUEST:

Staff is requesting Council to review and approve the attached annual renewal of a Lodging and Entertainment Liquor License for the Bunkhouse located at 175 Williams St.

INTRODUCTION:

This establishment has an existing L&E License and this is the annual renewal.

ANALYSIS:

Not Applicable

COMMUNITY INPUT:

Not Applicable

BUDGET / STAFF IMPACT:

The applicant has submitted the required fee of \$125.00.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #4 the Town will advance decisions/projects/initiatives that expand future opportunity and viability for Minturn. Both as an employer and a sales tax contributor these businesses each help further Minturn.

RECOMMENDED ACTION OR PROPOSED MOTION:

This item is approved on the Consent Agenda, no separate motion is required.

ATTACHMENTS:

- Application and supporting documentation for the license renewal.

Submit to Local Licensing Authority

**THE BUNKHOUSE
 P.O. BOX 1496
 Avon CO 81620**

Fees Due	
Renewal Fee	625.00
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Colorado Beer and Wine License Renewal Application

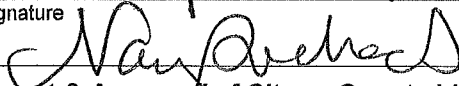
Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name THE BUNKHOUSE		Doing Business As Name (DBA) THE BUNKHOUSE	
Liquor License # [REDACTED]	License Type Lodging & Entertainment (City)		
Sales Tax License Number [REDACTED]	Expiration Date 10/17/2023	Due Date 09/02/2023	
Business Address 175 WILLIAMS STREET Minturn CO 81645			Phone Number 9703939003
Mailing Address P.O. BOX 1496 Avon CO 81620		Email	
Operating Manager Nancy Richards	Date of Birth 2/27/1973	Home Address 175 Williams St. # 102 Minturn CO 81645	Phone Number 970-393-9003
1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Are the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease 2-28-2025			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
3b. If so, which are you renewing? <input type="checkbox"/> Delivery <input checked="" type="checkbox"/> Takeout <input type="checkbox"/> Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. Yes No

8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. Yes No

Affirmation & Consent		
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business	Title	
Nancy RICHARDS	Owner / Operator	
Signature	Date	
	9/20/23	
Report & Approval of City or County Licensing Authority		
The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules.		
Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest

To: Minturn Town Council
From: Michelle Metteer
Date: October 4, 2023
RE: Town Manager Update



Concrete Tank Completion

John Volk is installing the baffling apparatus inside the new concrete water tank (tank #3) to provide the town with maximum contact time credits. Once this is completed, along with a new operations plan for the steel bolted tank (tank #2), the concrete tank will be brought online. A final aspect of the tank project includes a security fence at the town's property line closing the area to the public. This has been a critical safety element that has been missing for years and public works is excited for this important security measure finally installed. The goal of the fence is to keep all members of the public out of the water treatment plant and tank area.

(More) Sidewalk Repairs

There are several areas along Main Street where the sidewalk is bulging. Three sections of the sidewalk have been identified for repairs which are scheduled to take place later this fall. The total project cost is under \$20,000 and 360 Construction, the same company who conducted repairs to Pine Street recently, will be handling the work.

Snowplow Contractors Notice

As part of the snow removal discussions, it was identified that a majority, although not all, of the issues stemming from snow removal are due to private snowplow contractors. Staff is preparing letters to current snowplow contractors along with public notices for future snowplow contractors on expectations for snowplow operations within the town of Minturn. We anticipate several changes to the system in the coming months and hope to provide a more thorough update at the October 18th Council meeting.

Wells 3 & 4 Volumetric Testing

Testing is scheduled for October 23rd. The water team is requesting everyone remain clear of this area while the testing is in progress. Updates will be provided on an ongoing basis. Staff appreciates everyone's cooperation.

Minturn North Application Process

The Minturn North project continues to move forward behind the scenes. Staff tentatively anticipates the final plat to go before the planning commission on October 11th. Following the final plat recommendation, all first reading documents are expected at Council on November 1st with second readings tentatively planned for November 15th. This is a conceptual timeline and subject to change.

Bianchi Driveway & Medina Property Service Line

Staff will be working this fall/winter with the contractor for the Bianchi driveway to draft a cost share agreement. With the Bianchi driveway receiving informal support from the council for the relocation of the current easement, a review will take place to understand costs associated. This will be done in conjunction with the updating of the Medina water service line and this work will lend itself to some form of cost share agreement. I originally indicated at the September 20th Council meeting that costs would be covered by the developer, which was not accurate or appropriate given the need for the town to relocate the Medina water service line due to tank #2 not being fully utilized. For this reason there will need to be a cost share agreement which the Council will either approve, edit, or deny.

EVCFF Update



EAGLE VALLEY

COMMUNITY
FOUNDATION



MIRA



ELEVAR

Healthy Food. Access to Wellness.

Dignity For All.



Eagle Valley Community Foundation

- **Mision**

- **EVCF provides access to programs and resources that support wellness, healthier food, and other essential needs in our community while embracing individual dignity and a commitment to sustainability and quality.**

- **Vision**

- **A community network that works together to build trust, hope, and wellness for all.**

*We are a unique, untraditional community foundation,
empowering families who are living and working in our Valley
to gain a hand up, not a hand out.*

What Is Food Insecurity?

The USDA defines food insecurity as a lack of consistent access to enough food for every person in a household to live an active, healthy life. This can be a temporary situation for a family or can last a long time. Food insecurity is one way we measure how many people can't afford food.

More than 34 million people, including 9 million children experience food insecurity in the United States.

Many people in our Valley struggle to meet their basic needs, increasing their food insecurity risk. For example, the seasonality of work, unexpected car maintenance, or an accident can suddenly force a family to choose between buying food and paying bills.

The causes of food insecurity are complex. Some of the causes of food insecurity include:

- Poverty, unemployment, or low income
- Lack of affordable housing
- Chronic health conditions or lack of access to healthcare
- Systemic racism and racial discrimination

The Community Market- How do we drive change?

- 2 Markets with hours adapted to local people's need
- Mobile markets visit neighborhoods
- Mobile Markets at early childhood programs and to local college students
- Provide ingredients for senior meals and food boxes
- Robust Food and Grocery Rescue effort- ReCOVER
- Local residents can shop in any location at a time that is convenient for them
- Bringing food to people with transportation and other barriers.
- Offering snack closets, food pantry, and food ingredients for meals to local children and young adults
- Collaborate with volunteers to prepare 50 meals a week and distribute 24 food boxes to seniors
- In 2022, TCM rescued 576,000 pounds of food and prevented it from going to waste

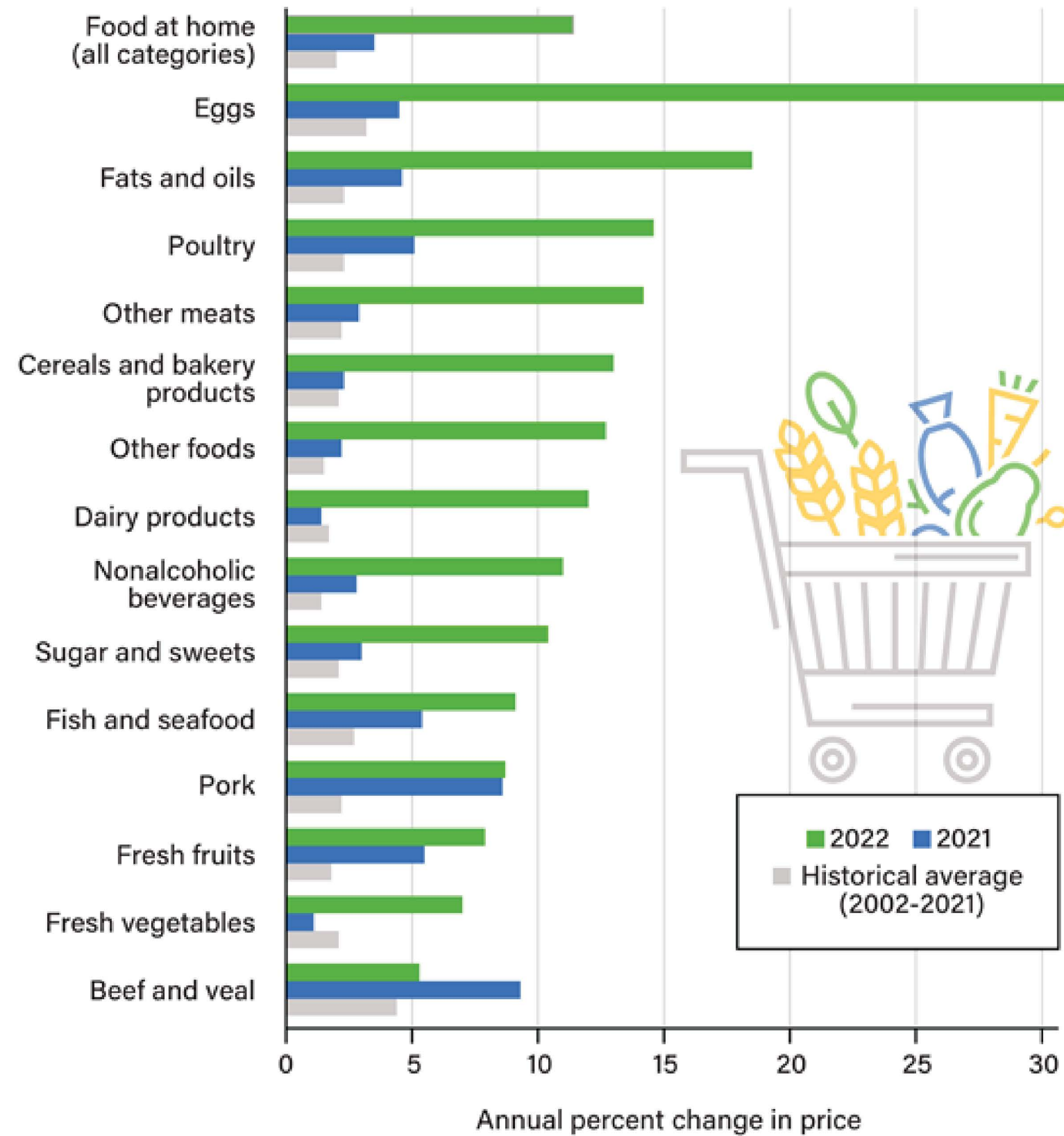
The Community Market- How do we drive change?

- Customer choice and great shopper experience
- School Lunch Debt Payment
- Nutrition, Budgeting, and food safety classes
- The Community Market is turning excess into access.
- Customers are empowered to select and pick the best food for their families.
- Parents in Early Childhood Programs in ECS can have a head start on a new school year without having to choose about lunch debt and other bills. Highschool students can graduate without worrying their parents cannot afford it.
- Behavior changes toward healthy eating, expending money, and supporting our workforce in the restaurant industry.
- Feeding people, and then animals



According to the USDA, the price of food for home consumption rose by **11.4% last year** and it's expected to rise by another **8.6%** in 2023. Compare that to the last two decades, when average year-to-year food price inflation was 2%. **Our neighbors and market are at the limit of what we can afford.**

Annual inflation for major U.S. food categories, 2022 and 2021

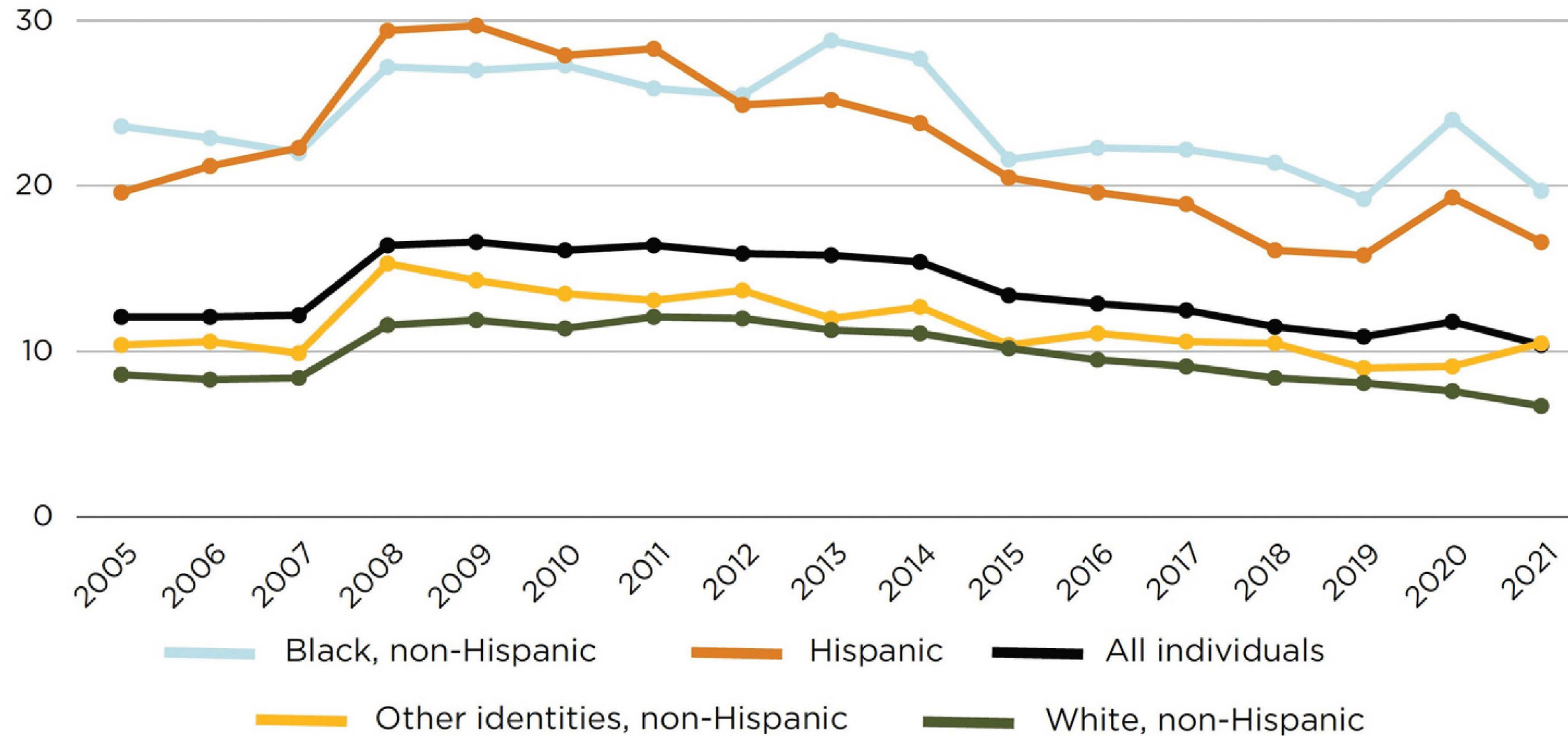


Note: **Food at home** is typically bought from grocery stores or other food stores. The **Other foods** category includes soups, frozen and freeze-dried prepared foods, snacks, spices, seasonings, condiments, baby food, prepared salads, and other miscellaneous foods.

Source: USDA, Economic Research Service using U.S. Bureau of Labor Statistics Consumer Price Index data.

Feeding America: Meal Gap

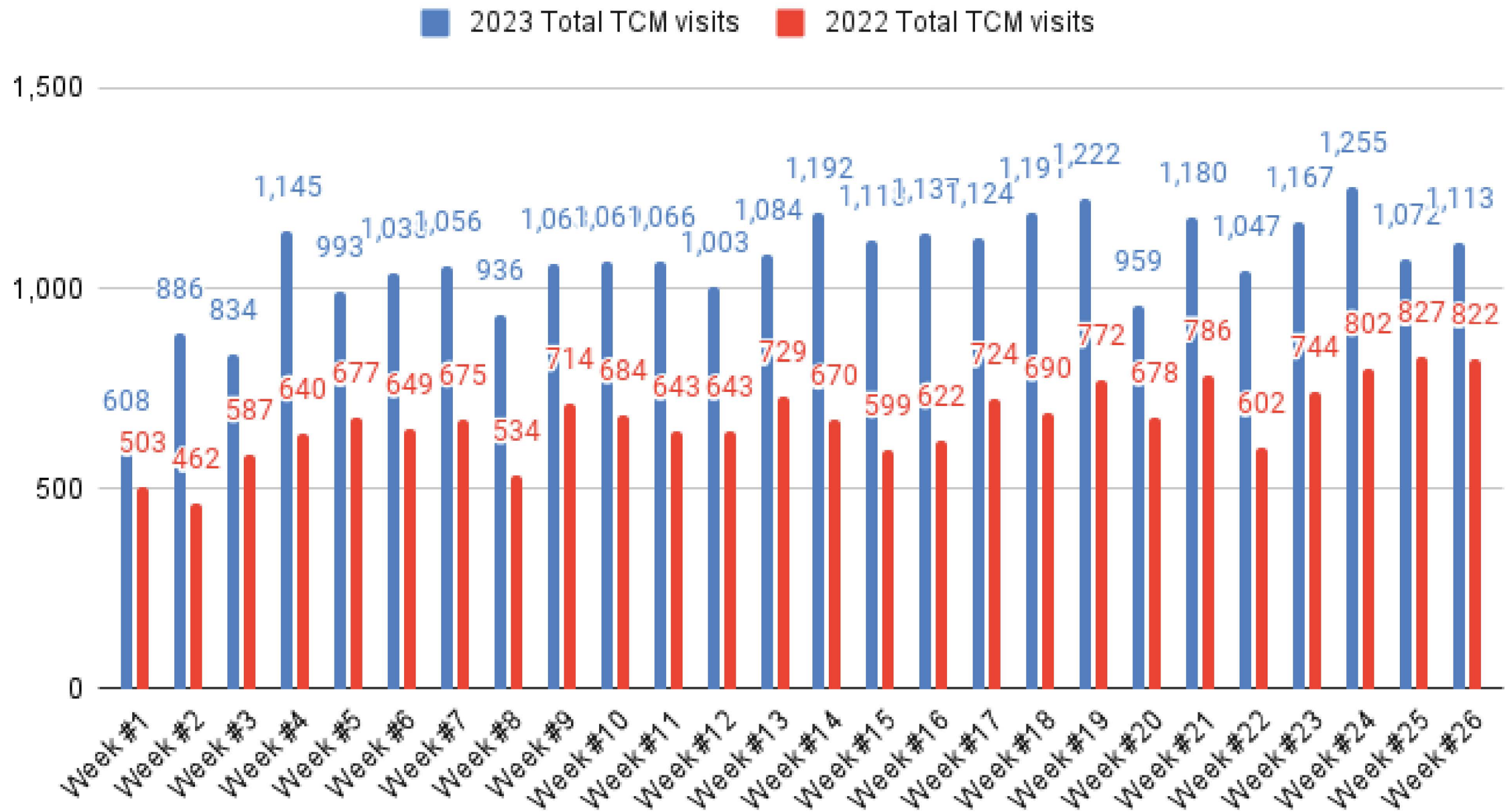
Figure 1. Food Insecurity Among Individuals by Race/Ethnicity, 2005-2021



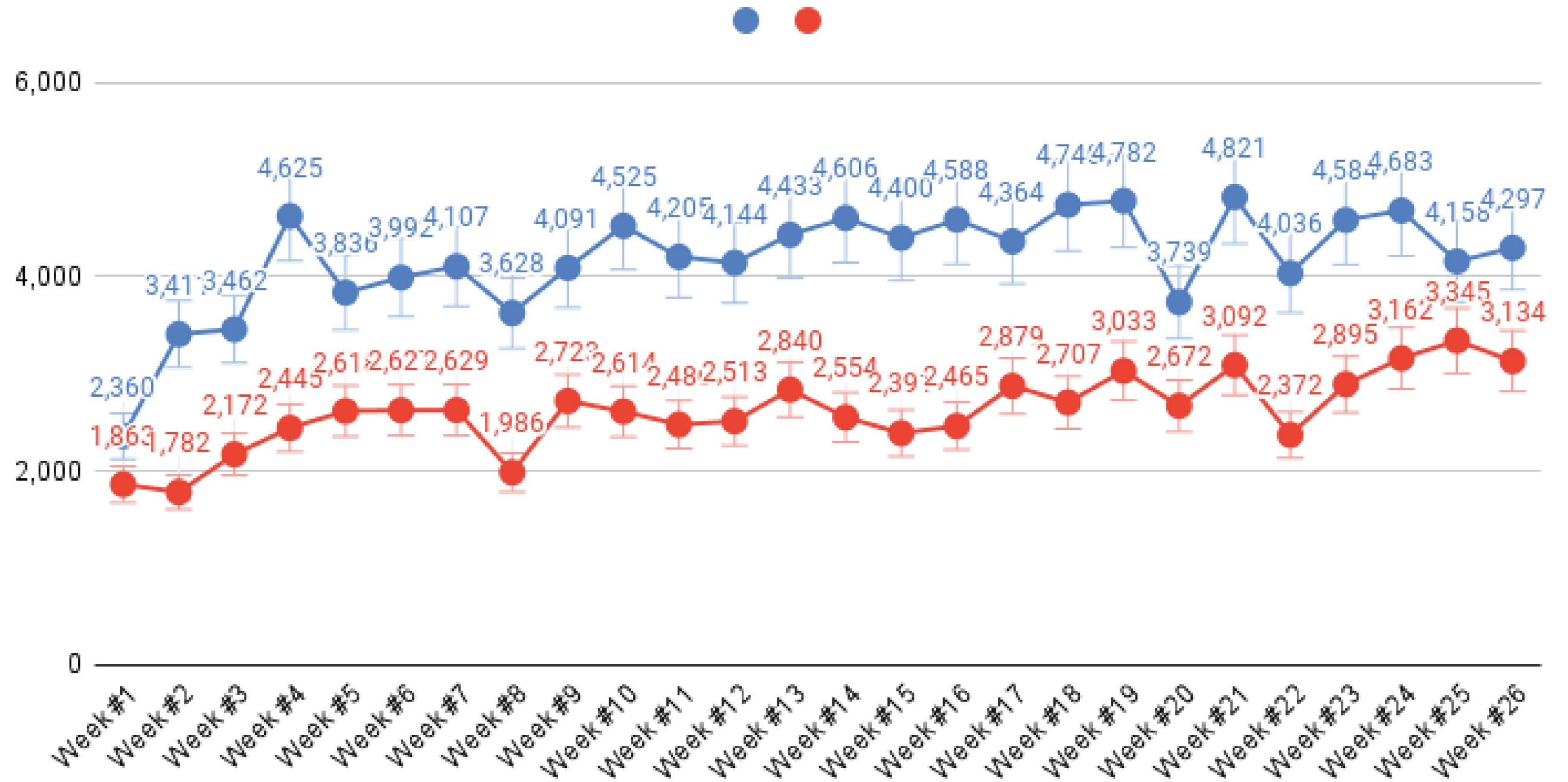
Source: USDA Economic Research Service

Note: the category of "Other identities, non-Hispanic" includes individuals who identify as Native American, Asian, Pacific Islander, or multiple races (non-Hispanic).

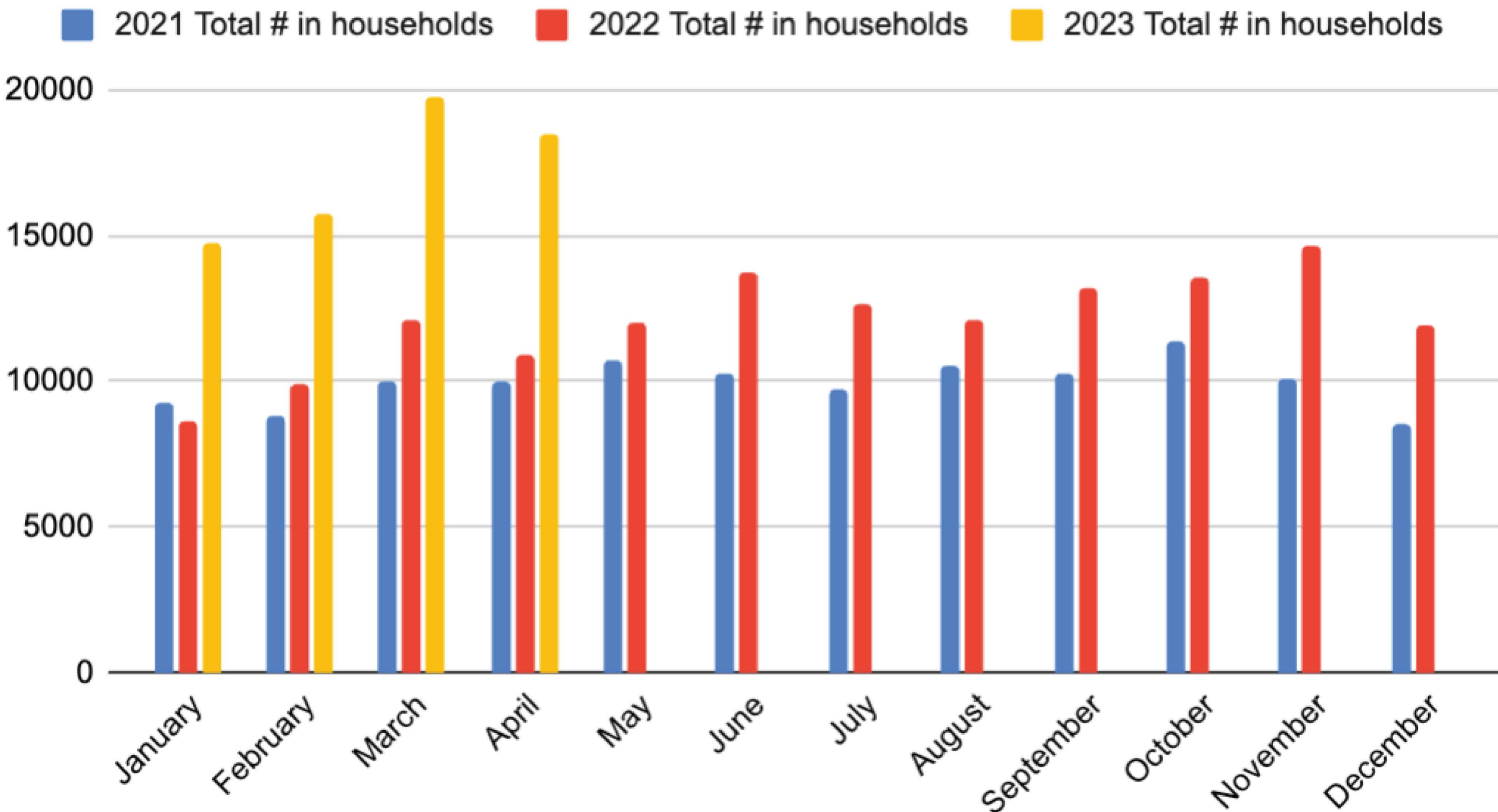
2023 Total TCM visits and 2022 Total TCM visits



2023 Total # of individual benefitted (including household) and 2022 Total # benefitted (including households)



Total Number of people fed per month in 2021, 2022 and 2023





WORKING TOGETHER TO FEED THE VALLEY



More than 50 neighbors were waiting in line at The Community Market in Edwards on Saturday morning. Staff, volunteers and donors are working tirelessly to address critical food insecurity by providing nourishing food at no cost. The Saturday crew, from left, included staff members Cooper Moore and Anthony Andrews; volunteers Kenny Epstein, Jean Mitchell, Kamryn Mitchell and Margo Andrews; and Daniel Heredia, staff. To find out more, including how to get involved with Eagle Valley Community Foundation programs such as The Community Market, go to EagleValleyCF.org.

The Community Market (TCM) General Information:

	2022 TOTAL #	Gypsum (36%)	Edwards (24%)	Eagle (18%)	Avon (15%)	Minturn, Redcliff & Others (7%)
People checked-in	37,062	13,342	8,895	6,671	5,559	914
Unique Visits	16,581	5,969	3,979	2,984	2,487	1,161
# in Households	145,409	52,347	34,898	26,174	21,811	10,179
Budget spent at TCM (2022)	\$1,318,357.48	\$474,609	\$316,406	\$237,304	\$197,754	\$92,285
Food Cost 2022 (from budget)	\$490,009.23	\$176,403	\$117,602	\$88,202	\$73,501	\$34,301

WEEKLY: July 23-29 2023	TOTAL #	Gypsum (49%)	Edwards (16%)	Eagle (22%)	Avon (6%)	Minturn, Redcliff & Others (7%)
People checked-in	688	337	110	151	41	914
Unique Visits	651	319	104	143	39	1,161
# in Households	2,601	1,275	416	572	156	10,179

Mobile Intercultural Resource Alliance

- **MIRA is a 40-foot RV that brings resources directly to Eagle County neighborhoods and workplaces**
- **We continue to build and leverage trust in our community by bringing resources to neighbors in need, changing their health outcomes for the better.**
 - MIRA travels to primarily Spanish speaking neighborhoods in the Eagle River Valley and El Jebel/Basalt to connect residents to critical resources that may not be accessible due to transportation and other barriers.
- **Resource connection examples include:**
 - Basic health education and screenings
 - Application support for public assistance programs
 - Food resources
 - Workforce development
 - Early-childhood education coordination
 - Physical activity programming
 - Heart Health & Diabetes Screenings
- **In 2022, MIRA connected more than 2,000 local residents with important resources to support their mental, physical, and emotional health.**

Mobile Intercultural Resource Alliance



201

Life-years Saved



\$14,535,976

Dollars Returned



2,496

Visits



\$35 : \$1

ROI

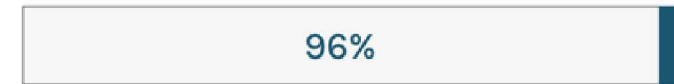


550

ED Visits Avoided

People Served

Race/Ethnicity



Hispanic / Latino White

Age Group



0-18 18-44 45-64 65+

Insurance



Private Medicaid / CHIP Uninsured

Top Services Delivered

Social determinants of health screening



Influenza immunization



Hypertension screening & treatment



High risk cholesterol screening



Cholesterol screening & treatment



Our Vision & Growth

Equitable



Health Promoting



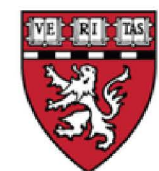
Proactive



Transparent



Effective & Efficient



HARVARD
MEDICAL SCHOOL



Mobile
Health Map

**MIRA**

Mobile Intercultural Resource Alliance

- **Referrals and Connections estimated 4,992**
 - Medical Services: 2765 referrals
 - Heart Health & Diabetes- 2333 referrals
 - Mountain Family Health Center- Dental Services- 240
 - EC Paramedics Services- 144
 - Planned Parenthood- 48
- **Health Insurance Options- 876 referrals**
 - Behavioral Health Services: 354 referrals
 - EVBH: Olivia's Fund- 149
 - Bright Future Foundation- 5
 - Your Hope Center- 2
 - SpeakUp ReachOut- 140
 - Homeless Program- 58
- **Food Resources:741 connections**
 - WIC- 31 referrals
 - SNAP- 60 enrolled
 - The Community Market- 650 referrals
- **Early Childhood Programs: 256 referrals**
 - EHS- 20
 - CCAP- 20 referrals
 - YP365- 96 referrals
 - Mountain Rec - 120 referrals

Mobile Intercultural Resource Alliance

- **Medical and Dental Services: 919**
 - Flu and COVID19 Vaccines: 522 individuals
 - Heart Health & Diabetes- 241 patients
 - EC Paramedics Services: 144 individuals
 - Aspen Community Health- Dental Services- 12
- **Health Insurance Options- 80**
- **Behavioral Health Services: 63**
- **Speak Up Reach Out- 12**
- **Homeless Program- 51**
- **Food & Nutrition Resources:478**
 - WIC- 18 services
 - SNAP- 60 enrolled
 - The Community Market- 400 individuals



80 % of MIRA clients are uninsured
Meaning if they didn't receive support on MIRA, they would go without basic healthcare.

ELevar

- EVCF is working collaboratively to support community members of color wanting to start or accelerate their own 501c3 or social enterprise, with a focus on supporting early-stage social and environmental ventures aiming to solve our community's problems and addressing the needs of low-income communities.
- How:
 - **Advisory Board**
 - Share knowledge and experience with startups
 - **Cohort Model**
 - Technical assistance and leadership coaching
 - **Granting**
 - Start-up or accelerator funding through grant making and program-related investments



Actions You Can Take NOW!

- **Donate Today!**

- Whether a \$5 per month gift or a multi-year Foundational Family pledge, all giving amounts support our fight against hunger.

- **Volunteer**

- Individual volunteers: Sign up today to make a hands-on impact. Shifts are available at both locations, Edwards and Gypsum, and start with a 2-hour commitment.
- Group volunteers:
- TCM Associate Sub-Volunteerism: Have staff members sub for a TCM staff for 4 or 6 hours. TCM members would be able to have a paid break of 4 hrs or 6 hrs having one of a volunteer covering for TCM staff shift.
- Tuesday Truck Day: Every Tuesday, TCM receives delivery of 20,000 pounds of food, we invite a group of volunteers to unload the truck and sort the food items. We would ask group to sponsor a lunch and learn on same day.

- **Share Our Message**

- Lunch and Learn: Host a lunch with TCM employees and your employees to learn more about TCM activities and impact.
- Follow our social media channels ([Facebook](#) and [Instagram](#)): Let other community members know about this critical need.
- Share EVCF Newsletter with other partners and/or in your newsletter.

- **10k Challenges:**

- 10k Food Drive Challenge: Donate 10k pounds of food throughout the Summer (3 months) and challenge other local entities to see who donated more until we reach the 10k pounds.
- 10k Dollar Donation: Motivate your personnel to donate from your paycheck for 3 months (summer) and the company will match up to 10k.

Thank you!



EAGLE VALLEY
COMMUNITY
FOUNDATION



THE
COMMUNITY
MARKET

mIRA



ELEVAR

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 13 – SERIES 2023

AN ORDINANCE OF THE TOWN OF MINTURN,
COLORADO AMENDING CHAPTER 16, ARTICLE 16 OF THE
MINTURN MUNICIPAL CODE

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town of Minturn 2023-2025 Strategic Plan (hereinafter the “Strategic Plan”) seeks to “foster the authentic small town character that is Minturn,” and to “Lead Minturn to long-term viability while preserving its unique character and genuine mountain town community,” through specific strategic plan goals and policies;

WHEREAS, the Strategic Plan contains four key strategies for implementation including “Practice fair, transparent and communicative local government,” “Long-term stewardship of the natural beauty and health of Minturn’s environment,” “Sustain and invest in the things that define Minturn as a proud, sturdy mountain town to “Keep Minturn, Minturn,” and “Advance decisions/projects/initiatives that expand future opportunity and viability for Minturn;” and

WHEREAS, the Strategic Plan contains specific strategies in support of proposed amendments to Chapter 16, Zoning; and

WHEREAS, in 2023, the Town completed a comprehensive update to the 2009 Community Plan (hereinafter “the 2023 Town of Minturn Community Plan”); and

WHEREAS, a key objective of the 2023 Town of Minturn Community Plan is to review and update the Town’s zoning, land use, development and design regulations and standards; and

WHEREAS, Town Council has directed staff to draft text amendments to Chapter 16 of the Minturn Municipal Code, the Town Land Use Regulations, from time to time, in accordance with the Town’s Strategic Plan and the 2023 Minturn Community Plan; and

WHEREAS, on September 13, 2023, the Minturn Planning Commission considered this ordinance and recommended approval; and

WHEREAS, on September 20, 2023, the Minturn Town Council approved this ordinance on first reading; and

WHEREAS, the Minturn Planning Commission and Town Council have determined that the text amendments to Chapter 16 of the Minturn Municipal Code as provided herein are necessary and proper.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. Chapter 16 of the Minturn Municipal Code is hereby amended to read as follows, with additions shown in double underlined text and language to be deleted shown as ~~strike through~~ text. Sections of Chapter 16 which are not expressly described in this Ordinance are deemed to continue to be in full effect without change.

ARTICLE 16 – Off-Street Parking and Loading

* * *

Sec. 16-16-20. – Parking required for residential and lodging uses for all zone districts except for the 100 Block Commercial Zones.

* * *

Sec. 16-16-30 – Parking required for commercial, office and institutional uses for all zone districts except for the 100 Block Commercial Zones.


* * *

Sec. 16-16-40. – Parking required for light industrial, warehousing and storage facility uses for all zone districts except for the 100 Block Commercial Zones.

* * *

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 20th DAY OF SEPTEMBER 2023. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 4th DAY OF OCTOBER 2023 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO



Earle Bidez, Mayor

ATTEST:

By: 

Jay Brunvand, Town Clerk



THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS 4th DAY OF OCTOBER 2023.

TOWN OF MINTURN, COLORADO

Earle Bidez, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Vail Daily** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(970) 949-0555**.

Notice ID: UsRSq356Y87sXUrdUjMF | Proof Updated: **Sep. 22, 2023 at 03:00pm MDT**
 Notice Name: 8CD13 ORD 13-2023 | Publisher ID: 293398

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
TOWN OF MINTURN	Vail Daily
treasurer@minturn.org	
(970) 827-5645	

Columns Wide: 1	Ad Class: Legals
------------------------	-------------------------

09/26/2023: Other Notice	13.77
Affidavit Fee	4.00

Subtotal	\$17.77
Tax	\$0.00
Processing Fee	\$1.78
Total	\$19.55

TOWN OF MINTURN, COLORADO
 ORDINANCE NO. 13 - SERIES 2023
 AN ORDINANCE OF THE TOWN OF MINTURN,
 COLORADO AMENDING CHAPTER 16, ARTICLE
 16 OF THE
 MINTURN MUNICIPAL CODE

INTRODUCED, READ BY TITLE, APPROVED ON
 THE FIRST READING AND ORDERED
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 WEBSITE THE 20th DAY OF SEPTEMBER 2023. A
 PUBLIC HEARING ON THIS
 ORDINANCE SHALL BE HELD AT THE REGULAR
 MEETING OF THE TOWN COUNCIL
 OF THE TOWN OF MINTURN, COLORADO ON
 THE 4th DAY OF OCTOBER 2023 AT 5:30
 p.m. AT THE MINTURN TOWN HALL 302 PINE
 STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO
 Carrie Bidez, Mayor
 ATTEST:

By:
 Jay Brunvand, Town Clerk
 PUBLISHED IN THE VAIL DAILY ON TUESDAY,
 SEPTEMBER 26, 2023.



To: Mayor and Council
From: Madison Harris, Planner I
Date: September 15, 2023
Agenda Item: Ordinance 13 - Series 2023 Amending Chapter 16, Article 16 *Parking* Section
Titles of the MMC

REQUEST:

Review and approve Ordinance 13 - Series 2023 amending Chapter 16, Article 16 - *Parking*, section titles of the Minturn Municipal Code, on first reading.

INTRODUCTION:

Staff noticed that in Article 16 - *Parking* it was not apparent that there were certain sections that were not applicable in the 100 Block Commercial Zones due to the update done several months ago. Staff brought forward this ordinance correcting section titles only, not affecting the content of those sections, to make clear that the parking requirements were applicable everywhere except for the 100 Block Commercial Zones.

ANALYSIS:

The Planning Commission reviewed this ordinance at their September 13, 2023 regular meeting and forwarded a recommendation of approval to the Town Council.

COMMUNITY INPUT:

Public notice was provided in accordance with the Minturn Municipal Code as a matter of posting of the official agenda and packet materials for public review prior to the hearing, and following Section 16-21-610 Public notice.

BUDGET / STAFF IMPACT:

TBD.

STRATEGIC PLAN ALIGNMENT:

PRACTICE FAIR, TRANSPARENT AND COMMUNICATIVE LOCAL GOVERNMENT

THE TOWN WILL SEEK TO MAKE INFORMED, DATA-BASED DECISIONS WITH A STANDARD OF “DOING IT RIGHT.” WITH AN HONEST APPROACH TO ALL ASPECTS OF LOCAL GOVERNMENT AND A FOCUS ON THE PUBLIC PROCESS, THE TOWN COUNCIL AND STAFF ARE COMMITTED TO SERVING MINTURN WITH THE HONESTY AND INTEGRITY EXPECTED OF A SMALL-TOWN GOVERNMENT.

ADVANCE DECISIONS/PROJECTS/INITIATIVES THAT EXPAND FUTURE OPPORTUNITY AND VIABILITY FOR MINTURN

The ability for Minturn to approach development as resilient, sustainable, creative and diverse will allow the town to continue embracing what has “made Minturn, Minturn.” The town can further leverage its crossroads location as a valley-wide benefit and competitive advantage.

RECOMMENDED ACTION OR PROPOSED MOTION:

1. Approve Ordinance 13 - Series 2023 amending Chapter 16, Article 16 of the Minturn Municipal Code.

ATTACHMENTS:

- Memo to the Planning Commission
- Ordinance 13 - Series 2023 amending Chapter 16, Article 16 of the Minturn Municipal Code.

Minturn Planning Department
Minturn Town Center
302 Pine Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Amanda Mire
Sage Pierson
Tom Priest

To: Planning Commission
From: Madison Harris, Planner 1
Date: September 8, 2023
Re: Ordinance No. TBD, Series 2023

The attached ordinance contains amendments to Chapter 16, Article 16 - *Off-Street Parking and Loading*, of the Minturn Municipal Code (MMC). This ordinance is being presented to the Minturn Planning Commission for review and comment prior to presenting the same to the Minturn Town Council for approval.

Briefly, the following amendments are proposed:

1. Adding “for all zone districts except for the 100 Block Commercial Zones” to the section titles of Sec. 16-16-20, 16-16-30, and 16-16-40.

After the 100 Block Design Guidelines and the associated code sections were passed and/or updated, the MMC has a new section that deals exclusively with the parking standards within the 100 Block. These standards were meant to be in place of the parking standards that apply to everywhere else in Town. These sections above were not amended to make clear that they do not apply to the 100 Block Commercial Zones, and thus, if you read Article 16 now the parking standards for the 100 Block and the parking standards for the rest of Town appear to be in conflict with each other. Staff is proposing this amendment to fix the section titles only, not touch the parking standards themselves, so that these sections are not in conflict with each other anymore.

Glenwood Springs – Main Office

201 14th Street, Suite 200
P. O. Drawer 2030
Glenwood Springs, CO 81602

Aspen

0133 Prospector Rd.
Suite 4102J
Aspen, CO 81611

Montrose

1544 Oxbow Drive
Suite 224
Montrose, CO 81402

Office: 970.945.2261

Fax: 970.945.7336

[**Direct Mail to Glenwood Springs*](#)

DATE: September 29, 2023
TO: Minturn Mayor and Council
FROM: Karp Neu Hanlon, P.C.
RE: Broadcasting Municipal Court Proceedings

This year, the legislature adopted HB23-1182 which provides that all courts in Colorado must provide remote access for the public to observe any criminal court proceedings conducted in open court. The new law contains some exceptions from the mandate including: (a) unless the court does not have the technology to do so; (b) the court has ordered that the public is excluded from the proceeding; and (c) technology, staffing, or internet issues limit or prevent remote observation.

The Town of Minturn municipal court only meets once per month. The Court has only one employee who is assigned to the Municipal Court as the Clerk. The Municipal Court Clerk is only allocated 0.15 of her FTE to dedicate to Court matters. As Council is aware, to stream meetings in Council chambers requires a second person to run cameras and sound equipment. The Town of Minturn only has four administration employees, none of whom have time to undertake work to stream Court proceedings in lieu of performing other assigned duties.

Staff has prepared the attached resolution to opt out of the streaming requirement for municipal court proceedings.

TOWN OF MINTURN, COLORADO
RESOLUTION NO: 29 - SERIES 2023

**A RESOLUTION DECLARING THE TOWN OF MINTURN'S
DECISION TO OPT OUT OF THE COLORADO REMOTE
PUBLIC ACCESS TO CRIMINAL COURT PROCEEDINGS**

WHEREAS, HB23-1182 provides that all courts in Colorado must provide remote access for the public to observe any criminal court proceedings conducted in open court unless the court does not have the technology to do so; the court has ordered that the public is excluded from the proceeding; technology, staffing, or internet issues limit or prevent remote observation; or after a request or on the court's own motion, the court makes findings that the remove observation of live proceedings risks compromising the safety of any person, the defendants' right to a fair trial, or the victim's rights; an there is no less restrictive alternative that preserves the public interest in remove observation; and

WHEREAS, the Town of Minturn has only one employee who is assigned to the Municipal Court as the Clerk;

WHEREAS, the Municipal Court Clerk is only allocated 0.15 of her FTE to dedicate to Court matters;

WHEREAS, during Court proceedings the Municipal Court Clerk must manage the docket, interact with parties to cases and their attorneys, and coordinate paperwork for the municipal judge during court sessions;

WHEREAS, The Town of Minturn's streaming technology requires a separate person to operate;

WHEREAS, The Town of Minturn only has four administration employees, none of whom have time to undertake work to stream Court proceedings in lieu of performing other assigned duties;

WHEREAS, the Town of Minturn does not have the technology available to provide remote access and there are staffing issues that limit or prevent remote observation;

WHEREAS, for the foregoing reasons, the Minturn Town Council declines participation in the Colorado Remote Public Access to Criminal Court Proceedings.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN:

1. The Town of Minturn hereby declines participation in Colorado Remote Public Access to Criminal Court Proceedings.

2. Notice of this Declaration shall be provided to the Colorado Judicial Department.
3. Notice of this Declaration shall be provided to employees of the Town of Minturn court.

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED THIS
4th DAY OF OCTOBER, 2023.**

ATTEST:

Earle Bidez, Mayor

Jay Brunvand, Town Clerk



To: Mayor and Council
From: Jay Brunvand
Date: October 4, 2023
Agenda Item: Acceptance of the Fiscal Year 2024 Annual Budget

REQUEST:

Staff is requesting the Town Council to accept the Fiscal Year 2024 Preliminary Budget.

INTRODUCTION:

As required by Colorado State law, the Council must accept the proposed budget for the following year no later than October 15 of the preceding year.

ANALYSIS:

this budget recognizes revenues and expenses for the forthcoming year in a manner responsive to Council direction as of the Work Session held September 20, 2023. Over the coming meetings, Council will have other discussions on this budget as well as Public Hearings before it is finalized and approved during the December 6, 2023 Council Meeting.

On November 7, 2023 a statewide election will be held to decide how to calculate property taxes in light of inflationary housing prices seen statewide that have somewhat skewed statewide projected property tax revenues. This ballot question is referred to as “HH” and over the coming month or so we will hear much more on this matter. This budget reflects passage of this ballot measure however it appears that the impact on Minturn will be responsible.

The second Council meeting in October we will have include a budget presentation reviewing proposed special projects and Enterprise Fund water fees and then allow time for Council questions and discussion. This will give Staff the necessary time review the material and prioritize your concerns.

Please reference the Budget Schedule and Calendar included on pages 70-74. This will give you a clear vision of which meetings will include budget discussions, public hearings, and approvals. We all know the budget includes the operational items like electric bills and general day to day items. My intent during the first meeting in October is not to review that material in detail, rather to highlight some of the recent items of note in our General Fund revenues and expenses and allow for council and public questions. I have listed a few of the accounts below to show the Council that we do have money to perform some of the items we have recently discussed that are not Special Projects.

GENERAL FUND (01):

INCOME:

- Property Tax (01-00-4010) – The amount reported in the Certification of Values represents a 49% Increase over 2023. As a reminder, in 2019 statewide General Election included a question to reduce the impact of the Gallagher Amendment. This ballot question passed and froze the Residential Assessment value at 7.15%. However, several laws have been passed by the state legislature in addition to the 2023 ballot measure “HH”, all intended to lessen the impacts of rising property values. Such actions have reduced the Residential and Commercial assessment

values and exemption allowances within the calculations. It is noted some of these changes are long term while others are short term which will cause our Property Tax revenues to flux over the coming years.

- Staff's continued concern with all revenues is to not spend money before we have it yet balance the probability of projects coming to fruition.
- Lodging Tax (01-00-4039) has been growing year over year showing a slow gain. This is due to more units and rental nights of those units as well as a more developed and uniform collection system locally and statewide. Rental owners submit sales tax to the state for distribution to Minturn and submit Lodging Taxes directly to Minturn. Changes in the state laws have made it easier for companies like AirBnB to submit their sales taxes directly to the state for distribution to Minturn.
- Sales Tax (01-00-4040 and 4050) is growing and to fairly represent realistic numbers. For budget purposes, I have used the prior two years in comparison to the year-to-date current collections and developed a reasonable number. For most of the 2023 thus far we have been below month over month estimates compared to 2022. I will continue to watch this develop but at this point I am reasonably comfortable with this calculation. The state requires companies who sell online from both intra and interstate to collect and submit sales tax where the goods are received. Prior to this, on-line sales were either not taxed or taxed from the corporate home office. These payments are made to the state and distributed to the town monthly.
- The town has seen multiple PUD development applications which have yet to come to fruition. Although we anticipate at least a portion of these new units, it is difficult to predict when development will occur. Although these projects could provide a large increase in the town's budget numbers, weighted against the water tap moratorium we are in a wait-and-see position. Again, I try not to budget for funds until they are "in hand".
- Currently we have 8 leases on the lease lot budgeted for 2024. This includes the concrete plant, and seven others in the developed area behind the berm, plus fees received from snow dump charges. (01-00-4516 thru 4526) plus we lease land and accept single dumps of snow from outside sources. These revenue sources allow for diversification of town revenues and accounts for a budgeted \$150,500 income. This diversified income represents 18% of the estimated amount collected in property and 13% of the estimated sales tax. Overall, this income accounts for 5% of our total budgeted General Fund revenues for 2024.
- In recent years the town has earned upwards of 2.5% interest (01-00-4540) on our liquid cash investments. As a result of COVID this dropped to less than 1/10%. This downward earning cycle is reversing as the Federal Reserve continues to raise interest rates in an attempt to stabilize the economy. As a result of these higher yields I have budgeted \$100,000 in 2024. There are signs these interest rate increases will cease and probably decline. As a result, this number will be monitored.

EXPENSE:

- Due to unknown factors, the Council is budgeted for 24 regular meetings and 5 additional special meetings. This is inline with the needs of 2022 and 23. In April of 2024 we will hold our biannual municipal election, therefore, a Council retreat is scheduled for 2024.
- For all Employee insurance plans I have budgeted a 10% increase. As with everything, insurance costs are being hit by the economy. As a result, Staff has bid out our insurance coverage in an effort to test the market for better pricing. The good news is that we are seeing some positive numbers, the bad news is we will still anticipate a 10-15% overall increase in 2024 rates. In an industry that has seen 10-40% annual increases and wild fluctuations in the private markets in recent years, Staff has been able to maintain average annual growth of 3-5% and feels this continues to be a tremendous success in cost management.
- Some of the more beneficial community organizations have been funded in separate line items. For example, The Vail Valley Partnership will be funded at \$3,850 (01-01-5235) and the Minturn

Community Fund is funded at \$15,000 (01-05-5275), the Minturn Bike Park is funded at \$15,000 (01-06-5357) and the Minturn Fitness Center at \$5,000 (01-06-5354). This is in addition to substantial in-kind contributions.

- It appears promising that Minturn has or will be settling several lawsuits against the town. As a result of recent, Minturn is budgeting in the General Fund alone for a combined legal and engineering budget (01-01-5220 – 5222) of \$291,000. This is down from 2023's \$632,223 total. The 2022 budget for legal, which was doubled over 2021, was approved by Council at \$200,000. Between 2015 and 2020 the town's legal average was \$83,750, 2018 was \$187,000 and in 2021 it was \$265,750 based on monthly averages.
- The Planning Department budget for 2024 includes a staff planner, a new position for Code Enforcement/Public works, a contracted planner and a small bank for consultants. In addition the Building Inspection services shows an increase in anticipation of increased need with several upcoming developments.
- The Police and Legal Department includes the contracted police services agreement with the Eagle County Sheriff's Office and a contribution to the Wildfire Fund. The police contract with Eagle County Sheriff was renegotiated in late 2022 and effective in 2023.
- Town Events and promotions (01-05-5275) includes one staff and is budgeted at \$100,000 in 2023 which includes \$15,000 for the summer concert series.
- The Public Works Department includes funding for some contracted snow plow/removal services, \$5,000 plus in-kind for the Minturn Fitness Center, and \$15,000 plus in-kind for the Minturn Bike Park.
- Public Building Repair and Maintenance (01-06-5290) is budgeted at \$15,000 and used to assist in maintenance and upgrades to our facilities. This line item will need significant increasing in the coming years as the town's infrastructure ages.
- Maintenance and improvements for streets and sidewalks has been increased to \$125,000 (01-06-5352) in an effort to better support our infrastructure needs. This does not include any work on Phase 2 of the Sidewalk project. A small ramp-up portion of Phase 2 of the Sidewalk will be funded in Fund 06 with proceeds from the Construction Use Tax.

ENTERPRISE FUND (02):

- Water rates will be discussed at the October 18th Council Meeting. During this meeting we will firm up the actual water rates as well as the Debt Service fees, Tap fees, System Improvement Fees, and Cash in Lieu fees.

As part of this review and adoption of the CIP plan water rates, debt needs, and other sources of funding have been examined completely and will require probable rate increases, grant applications, and even the issuance of additional debt to undertake all the necessary improvements.

Council and Staff will continue to evaluate our system and the pressing needs with funding opportunities to help accomplish our needs and goals. Recent accomplishments are the connection of Well #4 to the Clear Well for purification purposes, near completion of new water storage tank, installation of a water loss detection system, replacement of all but the last remaining water meters in town, and much needed repairs to the plant and distribution system.

- Annual H2O water right maintenance (02-06-5352) will increase approximately 14% on top of 2023's 4% increase. The \$160,000 covers the Cross Creek flow gage station and water rights of 5acre ft, 20acre ft, and 50acre ft through the Colorado River Distirct. The gage station shows expense; however, CBS/Viacom pays 1/3 of this cost.
- With the pending needs in the Enterprise Fund of water plant and distribution line work, it will be important that we save where we can and manage our reserves in the coming several years. Our

water rates are admittedly steep as are the expenses and the estimated capital needs, all must be weighed as best we can given that water rates were kept artificially low for decades and maintenance was deferred in anticipation of Battle Mountain providing new infrastructure.

Conservation Trust Fund (03):

- FY2024 expenditures in this fund include \$61,000 to stain and treat the wood of the Little Beach Park stage, Eagle River Park restroom, and the Town Manager’s house. The roof at the Manager’s House will be assessed and money is included in the event it is necessary to replace or repair. This maintenance is scheduled every five years or so. The work was originally scheduled for 2022 but after review it was determined to wait and see in light of assessments made.

SPECIAL REVENUE FUND (04):

- FY2024 reflects a \$105,223 transfer to the Capital Fund. A Fund balance of approximately \$10,000 will remain in Fund 04 for fixed asset needs or to accrue for larger projects in future years. The interfund transfer will be to accommodate non-Enterprise Fund expenses. The revenue in this fund is derived from rents paid by the USPO and the two residential units within the Town Hall. The rate structure for 2024 has been reviewed and discussed with Council. A new rate structure for the residential units was approved by Council at the September 20 meeting and included in this revenue.

CAPITAL FUND (06):

- The Capital Fund recognizes revenues resulting from the implementation of the Construction Use Tax and the previously noted income from the Special Revenue Fund transfer.
- \$292,000 has been allocated for Phase II of the sidewalk project engineering services. Actual construction is anticipated in 2025.
- Little Beach Park (06-01-5310) is budgeted for \$260,000 as a place holder. These funds are maintained in a savings account per the previous BMD funding agreements. These funds are held only for development in Little Beach Park and will be utilized once a development plan is approved.
- Budget Review during upcoming meetings (Budget page 70):
 - 10/18/23
 - Session under Discussion and Direction for Council to discuss the budget as relates to water rates in the Enterprise Fund and consider questions or direction from Council. This will begin with a short presentation and then discussion of major projects scheduled.
 - Q&A
 - 11/01/23
 - Public Hearing on FY2024 Budget (this is the ONLY public hearing)
 - GID public hearing and approval
 - Q&A
 - 11/15/23
 - Discussion of revenue changes as a result of the statewide general election
 - First Reading of Budget approval Ordinances
 - Review of 2023 Supplemental Appropriations
 - Q&A
 - 12/6/23
 - Second and final reading of Budget approval Ordinances

COMMUNITY INPUT:

Staff has scheduled a Public Hearing on the budget at the November 1, 2023 Council Meeting and a Public Hearing is included in each of the Ordinances to adopt the four Ordinances used to formally approve the budget funding. The public is encouraged to contact the Council or Staff to review any questions or comments they might have. Throughout this process any comments offered will be reviewed and as directed by Council items of concern will be discussed and may be included within the final budget document. The final approval of the budget will be on December 6, 2023.

BUDGET / STAFF IMPACT:

The annual fiscal budget sets forth projected income and expenses and sets forth a plan to achieve our stated goals. The budget will appropriate reserves, revenues and expenses and set the mill levy and fees for the ensuing year.

STRATEGIC PLAN ALIGNMENT:

In accordance with Strategy #1 to practice fair, transparent, and communicative local government.

RECOMMENDED ACTION OR PROPOSED MOTION:

Motion to accept the Fiscal Year 2024 Draft Annual Budget and set Public Hearing at 5:30pm on November 1, 2023 to be held in the Council Chambers and via ZOOM at 302 Pine St, Minturn.

ATTACHMENTS: The FY2024 Budget document is provided under separate cover from the packet and is available on the town website.



FUTURE MEETING AGENDA ITEMS

Below reflects proposed topics to be scheduled at future Town Council meetings and is informational only. Dates and topics are subject to change.

September 20, 2023

- 2024 Budget Work Session
- Ordinance 12 – Series 2023 Approving Water Moratorium Amendment (Second Reading)
- Easement Relocations (2)
- Discussion/Direction – Snow Removal Plan Update

October 4, 2023

- Budget Review
- Resolution ___ - Series 2023 A Resolution exempting Minturn from live streaming municipal court
- Snow Removal Plan Discussion

October 18, 2023

- Budget Review
- Ord__ - Series 2023 (First Reading) Minturn North PUD Final Plat
- Ord__ - Series 2023 (First Reading) Minturn North Final Plan for PUD
- Special Presentation – Vail Valley Trails Alliance - Ernest
- Resolution ___ - Series 2023 Minturn North PUD Subdivision Improvement Agreement
- Water treatment plant alternatives analysis – Utility Rates (Metteer)
- Resolution ___ -- Series 2023 A Resolution Updating the Minturn Snow Removal Plan
- Water Rate Analysis

November 1, 2023

- Ord__ - Series 2023 (Second Reading) Minturn North PUD Final Plat
- Ord__ - Series 2023 (Second Reading) Minturn North Final Plan for PUD

November 15, 2023

- Eagle County Gives Day Proclamation – Nov 15, 2023

Dates to be Determined:

- Elimination of the GID
- (Pending) Resolution Approving the Belden Place Settlement
- Resolution exempting Minturn from live streaming municipal court
- Bolts Lake update from ERWSD – TBD