



**Planning Commission Agenda
Wednesday April 26, 2023 – 6:30 PM
Minturn 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 and times 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/82779164246>

Zoom Call-In Information: **1 651 372 8299 or 1 301 715 8592 Webinar ID: 827 7916 4246**

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

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

- 1. CALL TO ORDER – 6:30 PM**
- 2. ROLL CALL & PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
3.1 April 12, 2023
- 4. APPROVAL OF 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 not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Planner. Those who are speaking are requested to state their name and address for the record.*
- 7. SPECIAL PRESENTATIONS**
7.1 Planning Commissioner Training

8. DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

9. DISCUSSION / DIRECTION

9.1 2023 Community Plan Review – Chapter 4

10. STAFF REPORTS

11. PLANNING COMMISSION COMMENTS

12. FUTURE MEETINGS

12.1 May 10, 2023

12.2 May 24, 2023

13. ADJOURN



**Planning Commission Official Minutes
Wednesday April 12, 2023 – 6:30 PM
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/83450478497>

Zoom Call-In Information: **1 651 372 8299 or 1 301 715 8592 Webinar ID: 834 5047 8497**

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

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

1. CALL TO ORDER – 6:30 PM

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

2. ROLL CALL & PLEDGE OF ALLEGIANCE

Those present at roll call: Planning Commission Chair Lynn Teach and Planning Commission Members Amanda Mire, Sage Pierson, Tom Priest, and Jeff Armistead.

Staff Member Present: Planner I Madison Harris.

Note: Michael Boyd is excused absent.

3. APPROVAL OF MINUTES

3.1 March 22, 2023

Motion by Tom P., second by Sage P., to approve the minutes of March 22, 2023 as presented. Motion passed 5-0.

Note: Michael B. is excused absent.

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

Madison H. requested that agenda item 7.1 Planning Commissioner Training be continued to the next meeting.

Motion by Jeff A., second by Sage P., to approve the agenda as amended. Motion passed 5-0.

Note: Michael B. is excused absent.

5. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest.

- 6. PUBLIC COMMENT** *Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Planner. Those who are speaking are requested to state their name and address for the record.*
No public comment.

7. SPECIAL PRESENTATIONS

8. DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

8.1 Appointment of the Planning Chair

Madison H. introduced the topic. The Planning Commission is established in Section 7.4 of the Town’s Home Rule Charter and in Sec. 16-21-40 of the Minturn Municipal Code. It is composed of five members plus one alternate. The Planning Commission shall elect its Chair from among the members. The term of the Chair shall be for one year, with eligibility for reelection. The duties of the Chair are to adopt rules for transaction of business and keep a record of the Planning Commission’s resolutions, transactions, findings, and determinations. The duties of the Planning Commission are to serve and assist the Council in providing for the orderly development of the Town of Minturn. Anyone on the Planning Commission can nominate either themselves or another person on the Commission. We will then take a verbal vote. A majority vote will establish who fills the position of the Planning Commission Chair.

Although Michael B. could not attend tonight’s meeting, he did provide the following comments. “To all my fellow commissioners I apologize I cannot attend tonight’s meeting because it’s my actual Birthday and I am out to dinner with my Wife. If I were present without any doubt I would make a motion to reappoint Lynn Teach as planning commission chair. She is kind, thorough, she participates on multiple committees and does her research. Some things we all might not agree on and that’s ok, but hopefully we agree on this.”

Motion by Jeff A., second by Sage P., to appoint Lynn Teach to be the Planning Commission Chair. Motion passed 5-0.

Note: Michael B. is excused absent.

8.2 Ordinance TBD – Series 2023 amending Section 16-16-130 Snow Storage Requirements of the Minturn Municipal Code

Madison H. introduced the ordinance. The proposed ordinance contains amendments to Section 16-16-130 - *Snow storage*, of the Minturn Municipal Code.

Briefly, the following amendments are proposed:

1. Updating the amount of area, expressed in square feet, of a property, from five (5%) percent of the area dedicated to parking and loading on the parcel to five (5%) percent of the **total land area** of the parcel in question.
2. Updating the requirements for the location and accessibility of proposed snow storage areas on a property to ensure and require that such areas are functionally accessible and in proximity to the areas of impervious parking and/or loading areas on the parcel in question.

This amendment is being proposed in response to concerns raised by the Planning Commission and by the Town of Minturn Public works over several years during and after the review and approval of numerous new residential developments or redevelopments in different areas of the Town, where the locations and areas of proposed snow storage, while compliant with the Town's minimum 5% requirement (of parking and loading areas including driveway areas), were questioned due to the proposed snow storage area accessibility and/or or size relative to the size of impervious surfaces and the amount of snow received in the Town of Minturn on an average annual basis.

Amanda M. clarified why we do not count heated driveways.

Public comment opened.

No public comment.

Public comment closed.

Motion by Jeff A., second by Tom P., to forward a recommendation of approval to the Town Council of Ordinance TBD – Series 2023 amending Section 16-16-130 Snow Storage Requirements of the Minturn Municipal Code. Motion passed 5-0.

Note: Michael B. is excused absent.

9. DISCUSSION / DIRECTION

9.1 2023 Community Plan Review – Chapter 3

- Action 3.1.3: No comment
- Action 3.1.4: No comment
- Action 3.2.2: Goes in hand with Action 3.3.2 in connecting different areas of Town
- Action 3.3.2: Tom P. says that we need to find the solutions out there to impress the importance upon UP to allow us some form of pedestrian access as Hwy 24 is not a safe corridor for pedestrians especially in the winter.
- Objective 3.6: Already discussed in Chapter 1
- Objective 3.7: Need to continue actively pursuing connection to South Town.

10. STAFF REPORTS

11. PLANNING COMMISSION COMMENTS

Amanda Mire introduced herself. A Colorado native who moved up here in 2001, and a resident of Minturn since 2016. She volunteers in the background quite a bit, and felt like it

was time to volunteer more seriously.

Sage P. thinks we need to focus on the water situation and encourages Planning Commission to attend the Town Council Meeting.

12. FUTURE MEETINGS

12.1 April 26, 2023

12.1.1 Jeff A., Amanda M., and Tom P. will be attending via zoom

12.2 May 10, 2023

13. ADJOURN

Motion by Tom P., second by Jeff A., to adjourn the regular meeting of April 12, 2023 at 6:58 pm. Motion passed 5-0.

Note: Michael B. is absent.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director

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

Memorandum


Date: April 7, 2023
To: Minturn Planning Commission
From: Madison Harris, Planner I
Re: Planning Commissioner Training

The Planning Commission often handles applications or topics of a quasi-judicial matter. Thus, whenever there are new people on the Planning Commission, staff considers it best practice to have the Town Attorney go over the statutes and rules that the Board has to abide by. The presentation and training will likely cover, including but not limited to, the role of the Planning Commission, an introduction to the quasi-judicial role, best practices for quasi-judicial hearings, and tips for good deliberation. This is to set the foundation for the new Commissioners' terms and give a refresher course to the Commissioners that are only half-way through their terms.



COLORADO MUNICIPAL LEAGUE
**100TH ANNUAL
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Land Use Liability and the Basics of Quasi-Judicial Decision-Making

**Presented by Sam Light
CIRSA General Counsel
6.22.22**

Introduction

- The power to make “quasi-judicial” (QJ) decisions affecting land use and development at a local level is a significant, important and cherished power.
- And there are high stakes involved in these decisions. Missteps in the quasi-judicial arena can be a significant source of claims, disputes and liability.
- In this training we will focus on the “rules of engagement” that govern your role as a quasi-judicial decision-maker, and suggest “best practices” that will reduce risk for your municipality and you individually.
- Presentation is a training resource only and not intended as legal advice. In case of any inconsistency between author’s remarks and views of your entity’s own attorney...your attorney’s views prevail!



Due Process and Elected Officials' Roles

Your responsibilities as an elected official can be broadly broken out into two arenas: **legislative and quasi-judicial**.*

- The quasi-judicial role tends to be one of the lesser-known aspects of being an elected official.
- Yet, the “rules of engagement” that apply to quasi-judicial decision-making are distinct from those that apply in other settings and are often counter-intuitive. And missteps with respect to these rules can have severe consequences.

It's critical to know, with respect to any given matter that may come before you, which of these two arenas is applicable.

*(For simplicity, we'll set aside legal distinctions related to “administrative” decisions.)



The Legislative Role

- As an elected official, you're often acting as a "legislator", and legislative activities are the ones that most likely came to mind as the "job description" when you thought about a run for office:
 - Listening to citizens who contact you in person, by email, on social media, etc.
 - Investigating the issues yourself and applying your own personal knowledge
 - Communicating early and often with your constituents
 - Lobbying and being lobbied—anywhere, anytime
 - Working in advance to build consensus (subject to open meetings laws)
 - Having strong convictions/opinions/prejudgments that you don't hesitate to voice and share...
- And then ultimately voting on an ordinance or other policy-making enactment that will have general and prospective application—that's legislation!
- The "rules of engagement" for legislative activities are easy and intuitive. The kinds of activities described above are OK!



The Quasi-Judicial Role

- But other times you're acting as a "judge," deciding specific cases where you're applying the established general rules—the legislation—to a specific person/property. These are "quasi-judicial" matters. More specifically, a QJ matter:
 - Involves a decision affecting property rights at an individual level
 - Provides for a decision made on the basis of specific criteria (the law) and the testimony and other evidence concerning the application of the criteria (the facts) that are brought forward at a hearing
 - Requires notice, a public hearing, and a decision based on the record of the hearing (what's submitted by testimony and other evidence at the hearing)
 - Requires the decision be made by a fair and impartial decision-maker—that's you!
- In this quasi-judicial arena—which includes most land use applications—you are essentially acting as judges and therefore must behave like judges.
- And in this arena, the above-described legislative activities are inappropriate; instead, you must follow the quasi-judicial "rules of engagement".

Honoring Due Process

- Why? The premise of the quasi-judicial “rules of engagement” is that your decision is affecting individual property rights.
- The rules of engagement have a familiar source: “No person shall be...deprived of life, liberty, or property, without due process of law.”
- At the local governmental level, for quasi-judicial land use decisions affecting individual property rights, the town board/city council and other quasi-judicial decision-making bodies and their members are responsible for delivering the due process required by the Constitution.
- All quasi-judges in the process—those making recommendations and those making final decisions—are required by law to provide “due process” and therefore must commit to providing it!

QJ Rules of Engagement: Personal Conduct

What are some of the key rules of engagement related to your own conduct?

- Don't make up your mind before the hearing.
- Don't make prejudicial pre-hearing statements.
- Don't speak with one side or the other before a hearing (ex parte contacts, more in a moment).
- Don't participate if you have a financial or other personal interest in the matter (code of ethics).
- Don't sign any "pro" or "con" petitions.
- Don't be a witness in your own hearing. Instead, have the parties provide you with information during the hearing.



QJ Rules of Engagement: Personal Conduct

- Discuss and consider quasi-judicial matters only at your duly noticed public hearing; that is:
 - Wait until the matter has arrived on your agenda and is “ripe” for you to hear, deliberate and decide.
 - Don’t engage in pre-hearing “buzz”—you get to make the decision but with that power comes the responsibility to be fair, unbiased and impartial. As an example, would jumping into the social media “fray” about an upcoming QJ matter be consistent with your “judge” role?
- Once your body has made its recommendation or decision, let the decision speak for itself. Even if you held a minority view, recognize the members’ need to respect the body’s decision.

QJ Rules of Engagement: Run a Good Hearing

- The way the quasi-judicial body runs its hearings—and how the members conduct themselves in hearings—significantly impacts your risk profile and the community’s trust and confidence in your work.
- Follow “best practices” for hearings:
 - Use your script and follow it throughout. Don’t be ad hoc.
 - Use and expect civility; that applies to all meetings and participants.
 - Chair: Recognize and exercise your prerogative to maintain order.
 - Maintain formality and engagement; limit distractions.
 - Identify speakers and documents and properly manage “record” issues.

Run a Good Hearing

- Stay focused on the matter and issues at hand and directly manage the crux issues to get the necessary and relevant information.
- Use opportunities to “recalibrate” if discussion is straying off topic/off task.
- Consider steps to manage the flow: e.g., don’t engage or allow others to engage in free-wheeling “back-and-forth” during staff, applicant, or public comments.
- Don’t stray the course for insistent questioners. Better to hold questions until a defined question period and to instead let the questioner know they’ve been heard and move on.

QJ Rules of Engagement: Avoid Ex Parte Communications

- A critical duty of the quasi-judge is to avoid “ex parte” contacts. Such a contact occurs when someone interested in a QJ matter communicates with you “outside the hearing” about the issues in the case. Examples:
 - Meeting with the applicant outside the hearing to discuss the pro/cons of the request and how you might decide the case.
 - E-mailing your fellow decision-makers before the hearing to persuade them why they should vote yes or no.
 - Attending meetings where folks for or against the application are discussing the application, even if you’re not participating.
- If it were your application and your property interests at stake, would these activities seem fair to you?

Avoid Ex Parte Communications

- A proceeding loaded with ex parte contacts is a clear path to having your decision overturned and, as important, having the integrity of your process eroded.
- When your attorney/staff advise against ex parte contacts, they are looking to protect your ability to participate in the decision-making, and your ultimate decision.
- An ex parte contact can be problematic whether with the applicant, citizens, or in some instances, staff.
- Or, even in the hearing itself (i.e., no texting or e-mailing about the subject matter of the hearing within the hearing itself).



Avoid Ex Parte Communications

- Arm yourself with knowledge you need when persons want to talk about a pending quasi-judicial matter outside the hearing. Keep some “talking points” ready; e.g.:
 - “Thanks for your interest [or e-mail, etc.] but I can’t talk with you about this application outside the upcoming hearing. I’d like to hear your views but because this is a specific property rights case, I need to hear and consider the evidence only through our public hearing process. Please plan to attend the hearing if you can. If you can’t attend, you can send written comments to our staff and they’ll include those comments in hearing materials.”
- Consider having a short explanation or “FAQs” on the quasi-judicial process on your website. Use staff as a resource to help you avoid ex parte problems.

Due Process: Summing Up Contrasting Roles

- For legislative (policy) decisions—for example, when the town board/city council is looking at generally applicable changes to the municipal code—it is okay: to base your decision on your own personal opinions and policy perspectives; to take your counsel as you wish; to lobby (and be lobbied) outside the meeting, and to base your decision on information obtained from most any source.
- But, for a quasi-judicial decision, it is not. Rather, just like a judge presiding over a trial, because of constitutional due process requirements, you must make your decision based on the evidence presented to you at the hearing, and you must base your decision upon the applicable legal standards rather than personal preferences, and you may not engage with interested parties about the case outside the hearing.



QJ Decision-Making: Deliberations Matter!

- Once you've heard the staff and applicant presentations, heard public comment and asked your questions, it's time to deliberate.
- Discussion of the evidence and the criteria is critical; this is where:
 - You as quasi-judges formulate the bases of your impending decision.
 - The applicant and others obtain an understanding of your position.
 - The reviewing judge looks to understand why you decided the matter as you did (and whether it comports with your criteria and the law).
- So Deliberate – Talk Amongst Yourselves!

Deliberations Matter!

- Focus on the key issues and relevant decision-making criteria:
 - In quasi-judicial matters, you must make your decision based on the relevant existing criteria and not on the basis of personal preferences, or irrelevant or non-existent standards, or considerations that don't apply to the application in front of you.
 - Have the criteria at the ready and ask questions as needed ("Staff, remind me, what's the rule that applies to this issue?")
- Discuss the relevant evidence that has been presented to you.
- Remember - when you are prepared to discuss the criteria, you will arrive at a discussion of the defensible reasons for your decision.



Deliberations Matter!



Deliberations Matter!

The Rule of Why In Action:

Mayor: "I'd like to thank everyone for their comments on this development plan. Now it's time for the Board to deliberate. Who would like to start?"

Member Sam: "I would, thank you Mayor. I think we've heard a lot of differing opinions here and I just want to say I'm adamantly opposed. I just don't like it and I'm voting no."

Member Tami: "Sam, may I ask: Why do you intend to vote no?"

Sam: "I'm voting no because it doesn't meet our standards."

Member Nile: "Sam, why doesn't it meet our standards? I have concerns too but if you'd tell us what standards concern you and why you think they aren't met, that will help frame our discussions."

Sam: "Yes, I'd be happy to. This project doesn't meet our design standards because..."



Deliberations and Closing Out the Hearing

- All quasi-judges should have—and take—the opportunity to speak during deliberations.
- When getting ready to act, make sure the decision document is accurate and reflects your criteria, findings, desired conditions, etc.
 - If conditions of approval are being added or revised, be sure they are appropriate; follow your attorney and staff suggestions on conditions.
- Take the time you need to prepare the proper decision document, even if it requires another meeting.

Land Use Liability? What Risk?

- State Claims: Certiorari (106(a)(4)); action for declaratory judgment (e.g., asserted violation of state law).
- Federal Claims: Due process, equal protection, regulatory taking, RLUIPA, etc.
- Potential Remedies: Decisions reversed; \$\$\$ damages; court order to do/not do something; attorneys' fees.
- Insurability issues: Not all land use risks are insurable and certain risks arising from land use decisions—e.g., takings claims—typically are not covered.
- Practical Risk: Loss of faith and trust in government, particularly as arising from real or perceived concerns of unfair or unpredictable process or outcomes.

Land Use Liability? What Risk?

- Recognize: quasi-judicial decisions aren't usually overturned because the judge didn't "like your decision."
- Rather, they are more likely overturned because the quasi-judges either made an arbitrary decision or—as a group or because of individual behavior—deprived the applicant or other participant of fundamental fairness.
 - The applicable legal presumptions and burdens of proof generally run in your favor, provided you're making the right decision for the right reasons through a fair and defensible process.
 - But court judges will keenly review the conduct of "quasi-judges".
- Therefore, individually and as a group, honor due process—do the things that judges would do, and don't do the things that judges wouldn't do!

Conclusion

- The most important job for quasi-judges to is provide great process!
- Therefore, respect, follow, and be a champion of the fair and due process that you are set up to provide. Avoid process flaws and other acts that can cast doubt or create a sense of unfairness.
- Know that *if* you've carried out your hearing fairly and properly, and *if* you've issued a decision that is based on your hearing record and the applicable criteria, then your decision will withstand legal challenge...
- ...And interested parties and citizens will have faith and trust in how you handle quasi-judicial matters concerning their property rights. That's a great place to be!



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THANK YOU!

Sam Light, CIRSA General Counsel

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- 720-605-8002

For more CIRSA training on quasi-judicial best practices and due process, see these CIRSA videos: https://www.youtube.com/watch?v=mPz-P7A_qIc and <https://www.cirsa.org/wp-content/uploads/2020/05/Quasi-Judicial-Proceedings.mp4>.



About CIRSA

Colorado Intergovernmental Risk Sharing Agency

- Public entity self-insurance pool for property, liability, and workers' compensation coverages.
- Formed by in 1982 by 18 municipalities pursuant to CML study committee recommendations.
- Not an insurance company, but an entity created by IGA of our members.
- Total membership today stands at 282 member municipalities & affiliated entities:
 - 278 are members of the PC pool
 - 139 are members of WC pool
- CIRSA views proactive approaches to risk management as critical member services – it's a win-win when issues can be addressed/resolved before they turn into more contentious disputes or litigation.
- For more information, visit www.cirsa.org.



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



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Elliot Hovey
Sage Pierson
Tom Priest

To: Planning Commission
From: Scot Hunn, Planning Director
Date: February 15, 2023
Re: Minturn Community Plan

This memo is being provided to the Planning Commission as a reference and guide during future discussions with staff aimed at educating the Planning Commission and the community on the goals, policies, and recommended action items of the newly adopted 2023 Minturn Community Plan, the Town’s guiding policy document that will provide direction to Town staff, as well as elected and appointed officials when faced with land use, economic development, transportation, or other decisions in the future.

Staff realizes that the Planning Commission is familiar with the new community plan after participating in its creation and reviewing it during final adoption hearings. However, staff and the Planning Commission are now charged with using and interpreting this plan when reviewing specific land use or development proposals, or when providing direction to staff regarding projects or initiatives involving Town resources.

In short, we have a new plan and we need to start understanding how best to use it in our roles as staff and Planning Commissioners to produce the results desired by the Town’s residents, stakeholders, and decision makers alike.

This memo/guide is organized by the chapters from the Community Plan and includes each “Objective” statement (from each chapter) along with the recommended action steps that follow each objective. For ease of reference, staff has highlighted each **Objective** while also highlighting those **action steps** that have the most relevance or impact on the Planning Commission’s role and duties.

Spoiler Alert: There are *many* objectives and action steps that will have bearing on the Planning Commission and how it works with staff and stakeholders and, importantly, how it considers each new development proposal in the future when it comes to findings such as “conformance with the Community Plan” as a deciding factor to approve or deny new proposals.

Reminder: Although there may be a recommended action step for the Town to consider, this does not mean that those actions will be carried out, or that they will be achieved in the exact manner in which they were recommended. Recommendations are the result of public input, as well as input from the staff and the Planning Commission during the year-long process used to create the Community Plan. They may not reflect the values or desires of individual Planning Commissioners, staff members, or residents.

Nevertheless, they are important and based on months of analysis, gathering of input, and professional advice from qualified consultants hired by the Town to guide decision making and complete the 2023 Community Plan. Therefore, it is important to consider each in context to the overall goals and policy objectives captured in the 2023 Community Plan, and to remember that each may not be weighted the same or carry the same priority as other objectives and action steps.

Chapter 1: Smart Land Use & Practical Zoning

Objective 1.1: Provide and follow a cohesive, forward-thinking land use plan for the Town.

The recommended zoning maps on pages 23 and 24, consolidate districts, support new attainable housing and economic development, and preserve community character. While increases in unit count may be allowed in some areas, it is anticipated that any such changes would be relatively limited and occur slowly as the town is nearing full build-out, particularly along Highway 24 from the 100 Block south. Should significant redevelopment occur, and as the Town is approaching its water tap/SFE limit, the Town should update the allowable uses by right. It is recommended that the Town of Minturn expediently begin the rezoning and code update process.

- **Action 1.1.1** Adopt future zoning map (page 23/24) and associated recommended zoning districts and requirements, as stated in this section.
- **Action 1.1.2** Implement the adopted 100 Block Design Standards and Guidelines Appendix B insert.
- **Action 1.1.3** Consider establishing minimum and maximum setbacks in mixed-use and residential districts. This requirement is intended to encourage a visually pleasing development pattern with slightly varied setbacks and to address a current misalignment between lot coverage and setback requirements on several lots in town.

Objective 1.2: Promote a fairer, simplified development process in Minturn.

In the development process, it is important to limit unnecessary barriers while still undergoing a rigorous review. Barriers can be related to the process that the developer or landowner must undergo or site requirements.

- **Action 1.2.1** Across all zone districts where multifamily is allowed as a use by right, at or above 15 total units, the project would need to go through the PUD process. However, if the project is a redevelopment of a lot already at or above 15 total units, it should not need to go through the PUD process. This allows smaller projects in which local impacts would be minor to proceed efficiently and at a lower cost to the developer, which allows these projects to provide the housing at more attainable prices. With a higher threshold for the number of units, the PUD process would allow for greater design flexibility, assurance of property planning, and further scrutiny of potential impacts, such as access and impacts to neighboring properties.

- **Action 1.2.2** Explore reducing parking requirements for both commercial and residential uses. Focus efforts on areas with good connectivity to transit or with ample on-street parking.
- **Action 1.2.3** Resume efforts to revisit the Article 22 nonconformities section to encourage flexibility and appropriate expansions. The goals of this update should be to maintain historic resources, incentivize reinvestment in older properties, increase accessibility of the property, and promote community character. Specific updates to nonconformity standards should be reviewed by the Town Council and Planning Commission.
- **Action 1.2.4** Consider implementing a lot coverage bonus of 15% for the development of deed restricted ADUs in residential and/or mixed-use districts.

Objective 1.3: Increase resident accessibility to zoning and land use information.

It is important that the future code and zoning map be accessible to residents so that they understand what they are allowed to do with their properties.

- **Action 1.3.1** Provide clear and user-friendly resources for the public that explain Minturn’s zoning, such as a citizen’s guide or interactive zoning map.
- **Action 1.3.2** Clarify that residents are allowed to make upgrades to non-conforming structures, with limitations.
- **Action 1.3.3** Increase access to and awareness of educational and financial resources (e.g., grants, tax credits) available to support historic preservation (federal and state).
- **Action 1.3.4** Continue to work with local fire mitigation entities and property owners to address any areas with increased fire risk; direct density to appropriate areas away from hazards such wildfires and flooding.
- **Action 1.3.5** Establish a walkable, cohesive development pattern that enables residents and visitors to access parks and the riverfront from Minturn’s Old Town and surrounding neighborhoods.

Chapter 2: A Thriving 100 Block

Objective 2.1: Implement a framework for redevelopment and growth in the 100 Block that contributes to Minturn’s character and economic development.

The Design Standards and Guidelines within Appendix B of the Town Code outline a framework for the 100 Block that is both practical and inspiring. To achieve the vision for the 100 Block described in this chapter, the Town of Minturn should use the Design Standards and Guidelines to guide future development/redevelopment efforts.

- **Action 2.1.1** Ensure that future ordinances and land use practices for the 100 Block align with the framework established by the 100 Block Design Standards and Guidelines.
- **Action 2.1.2** Distribute the Design Standards and Guidelines to all developers and property owners pursuing projects within the 100 Block and/or in the recommended Mixed Use 1 zoning district (See Chapter 1: Smart Land Use & Practical Zoning).
- **Action 2.1.3** Provide technical assistance in interpreting the 100 Block Design Standards and Guidelines to property owners as needed and appropriate.

- Action 2.1.4 Continue efforts to organize business and property owners around the formation of a Downtown Development Authority (DDA); see Chapter 3: An Economically Vibrant Community for additional details.
- Action 2.1.5 Ensure that ground floor uses are dedicated to commercial services that generate retail sales and/or lodging tax.

Objective 2.2: Identify and preserve key historic resources and landmarks in the 100 Block area.

Future efforts to preserve and promote historic resources in Minturn will no doubt include properties within the 100 Block area. To ensure protection of key historic resources, the Town should establish and codify standards related to historic resources. For further information related to historic character in Minturn, see Chapter 4: Attainable Housing & Historic Character.

- Action 2.2.1 Use the 100 Block Design Standards and Guidelines as a basis for identifying key historic features and qualities in the 100 Block area.
- Action 2.2.2 Develop an official list of historic properties and landmarks, including those in the 100 Block; collaborate with property owners to highlight these special locations with maps and signage as appropriate.
- Action 2.2.3 Continue to explore a Historic Preservation Policy for Minturn; ensure that future historic preservation policies remain compatible with the 100 Block Design Standards and Guidelines.
- Action 2.2.4 Allow modifications to historic and traditional structures that do not conform to code standards; support the preservation of historic facades and modern improvements to properties.

Objective 2.3: Communicate a vision for the 100 Block area that is informed by community input and resonates with residents and visitors alike.

The Town of Minturn has invested in extensive community engagement related to the 100 Block and its design. Following these engagement efforts, the Town has identified a clear vision for the 100 Block area as a well-connected, charming and walkable centerpiece of the community. The Design Standards and Guidelines will enable the implementation of this vision. At this stage, the Town should enhance the branding and wayfinding of the 100 Block area as part of the implementation of the 100 Block vision. See Chapter 6: Intuitive Mobility, Circulation, and Connectivity for a discussion of signage related to parking and vehicle circulation in the 100 to 400 Blocks.

- Action 2.3.1 Initiate a wayfinding plan for the 100 Block area; ensure that signage and wayfinding elements follow a consistent style that is compatible with the broader area and Minturn’s heritage (e.g. mining and railroad) and highlight key locations and amenities, such as access points to the Eagle River and nearby trailheads.
- Action 2.3.2 Codify standards for signage in the Old Town to accompany the 100 Block Design Standards and Guidelines document.
- Action 2.3.3 Create visitor-oriented maps and materials that illustrate the 100 Block area and the businesses and experiences it offers.

Objective 2.4: Address parking and circulation issues and promote pedestrian and bike access to and within the 100 Block.

With many businesses, residences, and amenities in the area, the 100 Block is a popular destination within Minturn. Future planning efforts for the 100 Block should account for projected parking and transit needs. Walking and biking should be prioritized as transportation modes within the 100 Block. See Chapter 6: Intuitive Mobility, Circulation, and Connectivity for further detail on these topics.

- Action 2.4.1 Establish one-way shared streets on Williams St. and Eagle River St.; initiate a redesign of these streets to meet the vision including special paving, additional lighting, and signage that conveys changes and reduces the vehicle speed limit to promote traffic safety.
- Action 2.4.2 Provide infrastructure and amenities that support walking and biking, such as sidewalks, bollards or curb extensions, paths, benches, bike racks, and a bike wash/repair station, within the 100 Block area.
- Action 2.4.3 Collaborate with ECO Transit on future enhancements to transit access from the 100 Block area; facilitate transit trips by publicizing bus schedules in prominent areas.
- Action 2.4.4 Provide “loading only” areas along Main Street so deliveries to businesses can use Main Street instead of putting large truck travel onto narrow streets.
- Action 2.4.5 Implement a “Pedestrian Priority Zone” using signage in the 100-Block area to indicate that vehicles should travel cautiously and that pedestrians have the right-of-way.

Objective 2.5: Support the vitality and affordability of the 100 Block by incentivizing second-story residential development, ADUs and infill.

The 100 Block is currently mostly built out and its 25’ lot pattern does limit the footprint of individual property development. There may be future opportunities to encourage second-story residential, Accessory Dwelling Units (ADUs) and infill development in the area. See Chapter 4: Attainable Housing & Historic Character for a detailed discussion of Minturn’s projected future housing needs.

- Action 2.5.1 Allow ADUs as a use-by-right within the 100 Block; discourage garages facing the street.
- Action 2.5.2 Provide incentives to encourage affordable residential development for long-term residents in the 100 Block area.

Objective 2.6: Invest in continuous placemaking improvements to support the 100 Block as a vibrant, central community gathering place; improve connectivity to the riverfront area and nearby amenities.

Placemaking efforts can help residents and visitors feel connected to a place and to their broader community. Future enhancements to the 100 Block should include placemaking elements that support social and cultural life in Minturn and craft a distinct, special identity for the 100 Block area.

- **Action 2.6.1** Support resident-led efforts to create inviting spaces, such as courtyards, pedestrian passageways, and gardens on residential and/or commercial properties. Refer project proponents to the design examples provided in the 100 Block Design Standards and Guidelines Appendix B insert (pages 17 and 18).
- **Action 2.6.2** Encourage the development of gathering spaces and community activities as identified in the Framework diagram.
- **Action 2.6.3** Ensure that wayfinding signage highlights the Grouse Creek and Game Creek trailheads to the north of the 100 Block; prioritize pedestrian and bicycle connectivity to these areas from the 100 Block.

Chapter 3: An Economically Vibrant Community: Commercial Development & Industry

Objective 3.1: Leverage the Town’s natural and recreational amenities, history, and arts and cultural assets for economic development.

The Town has several local and immediately adjacent recreational opportunities including the Eagle River; hiking and mountain biking trails on surrounding public lands, the Minturn Mile backcountry ski run, Maloit Park, and new addition of the Minturn Bike Park as well as anticipated extension of the paved regional ECO trail. The Town hosts regular endurance sports events and has a popular river frontage for fishing and other water recreation (kayaking, tubing). All of these amenities position Minturn as a recreation hub – potentially for a unique recreational community that is not interested in the busier, more developed resort options. These assets can attract people who will spend money at local businesses, and create the quality of life that attracts businesses and entrepreneurs.

- **Action 3.1.1** Promote Minturn as a recreation destination by continuing to develop recreational assets and promoting events. Continue to improve pedestrian and bicycle connectivity between recreational assets (trailheads, facilities) and the town’s business districts.
- **Action 3.1.2** Sponsor “arts crawls” or other community events in the Old Town area that encourage residents and visitors to support local craftspeople and Main Street businesses; coordinate with Vail Valley Art Guild as a regional resource for collaboration and support.
- **Action 3.1.3** Continue to support the development of lodging concentrated in the 100 Block and Old Town areas as well as for future development in the Dowd Junction area.
- **Action 3.1.4** Continue to assess Minturn’s industries and demographics relative to regional economic trends; conduct an annual strategic call with the Vail Valley Partnership.
- See Chapter 7: Quality of Life, Recreation & An Inviting Public Realm for additional strategies that can support and broaden Minturn’s recreational opportunities. The marketing strategies outlined below under Objective 3.2 are also relevant to this objective. Also see additional strategies in Chapter 1: Smart Zoning and Practical Land Use regarding the continued provision of light industrial opportunities in Minturn.

Objective 3.2: Improve the visibility of Minturn to visitors through marketing and expanded transit service.

Minturn offers a unique visitor experience in the Eagle River Valley that differs from the resort-centric settings of Vail and Beaver Creek. Strategic and targeted marketing on social media and in major lodging businesses and concierge services could generate more exposure and visitation for Minturn, capitalizing on Minturn's unique assets. In addition, direct frequent transit service would enable more guests to visit Minturn for restaurants and shopping. Transit service would also benefit locals by offering other options for accessing the ski areas and surrounding communities.

- **Action 3.2.1** Actively participate in future planning within the Regional Transit Authority to advocate for increased and flexible service options to current and future retail centers within Minturn, including the 100 Block, Old Town and Dowd Junction.
- **Action 3.2.2** Prioritize future expansions and improvements for bicycle and pedestrian infrastructure and amenities to connect current and future retail centers of the community, including the 100 Block, Old Town, and Dowd Junction; encourage multimodal connectivity between destinations in Minturn.
- **Action 3.2.3** As recommended in the Town's Economic Development Strategic Plan, develop a half-day itinerary for visitors to Minturn. Highlight multimodal transit options on this itinerary.
- **Action 3.2.4** Support the development and implementation of a clear and cohesive marketing strategy that capitalizes on Minturn as a unique and authentic community that serves as a gateway to a variety of recreational opportunities throughout the region. This effort can be an initiative of a new DDA.
- See Chapter 6: Intuitive Mobility, Circulation, & Connectivity for additional information regarding transportation improvements.

Objective 3.3: Pursue land use changes that support Minturn's tax base and economic growth; plan future development on important catalyst sites, including Dowd Junction.

The approximately 15-acre Dowd Junction property is currently owned by the U.S. Forest Service (USFS), which is interested in exchanging the property with a local government as they want to consolidate administrative and maintenance facilities. The Town has been in discussions with USFS on this possibility. The site's location at the intersection of I-70 and Hwy 24 contributes to its high visibility, making it a good location for Transit-Oriented Development (TOD), including anchor retail and lodging. The site is also a gateway to nearby recreational attractions, such as the Meadow Mountain trails, which connect to other trails within the Eagle River Valley. Future development could combine retail, hospitality, and recreation elements as well as key transportation improvements to create a hub connecting Minturn and the broader region. See Chapter 6: Intuitive Mobility, Circulation, & Connectivity for additional information regarding transportation improvements at Dowd Junction.

The Union Pacific Railroad owns property surrounding its right-of-way off North Main Street. If a strategic partnership or deal with U.P. can be reached in the future, this area represents a significant redevelopment opportunity. The Town should continue to engage in discussions with U.P. on these properties. It needs to be recognized that the Town has made continuous efforts to work with U.P. on this topic. Railroads are often reluctant to give up property as they value the potential for future use.

- Action 3.3.1 Continue to pursue ownership of the Dowd Junction property and planned development of the area as Transit-Oriented Development.
- Action 3.3.2 Consider pursuing the development of a Sub-Area Master Plan to establish the highest and best use of U.P. property for the Minturn community, particularly the area adjacent to the Minturn North PUD and current municipal lot which is leased from U.P. Seek out U.P.'s involvement in this process.

Objective 3.4: Implement strategies to establish organized economic development capacity, address placemaking and infrastructure investment costs, and support grassroots economic development.

The Town of Minturn has a critical role to play in ensuring the viability and sustainability of a healthy economy. Some strategies, such as supportive zoning and land use regulations, are more obvious and feasible for municipal responsibility. Other strategies are harder to accommodate within the municipality's constrained resources and staffing capacity. Acknowledging this challenge and need, the Town can play an active role in establishing creative solutions to expand capacity and funding for broader economic development initiatives and outcomes.

- Action 3.4.1 Support ongoing efforts to create a Downtown Development Authority (DDA) to help fund public infrastructure and placemaking projects.
- Action 3.4.2 Consider establishing and supporting small business grant programs to help with startup or maintenance costs; even small capital grants or low/ no interest loans for items like signs, equipment or fixtures can be helpful. This could be an initiative of a new DDA with the potential for supplemental support from the Town.
- Action 3.4.3 Build on the recommendations and conclusions of the Economic Development Strategic Plan – including an update to the plan – to more thoroughly address the role of various economic partners in the town and in Eagle River Valley, and to establish specific and up-to-date business and organizational strategies. This could be a joint effort of the Town and a new DDA.

Objective 3.5: Evaluate options to increase the Town's financial resources and specifically to provide stable, attainable housing for Minturn's residents and workforce.

The Town's ability to follow through on important initiatives and offer community services depends on its fiscal health. Being able to keep up with infrastructure maintenance and to build new projects or amenities that businesses and residents need and would like requires funding. The Town has limited financial resources and it is difficult to keep up with these demands. In addition, the availability of housing that is attainable to town residents and workers is critical to support economic and community vitality. During the Open House conducted during this planning process, participants noted that some Minturn residents have been relocating down-valley because they cannot find housing they can afford in Minturn. This results in critical loss to the social and economic fabric of the Minturn community. Bolstering the Town's tax base through a variety of mechanisms will ensure that all these important facets of the community can adequately support one another. Additional strategy ideas for creative revenue streams can be found in other chapters in this plan, such as impact fees, short term rental fees, parking fees, local sustainability gift card programs, and others. See Chapter 4: Attainable Housing & Historic Character for additional housing-specific strategies.

- Action 3.5.1 Review all user fees to ensure they are capturing the cost of the service provided, including utility rates.
- Action 3.5.2 Consider targeted tax increases (property and/or sales tax) to be dedicated to specific functions such as housing, economic development, sustainability, or infrastructure.

Objective 3.6: Ensure that the Town’s zoning and development code supports and encourages commercial development and redevelopment in key commercial districts while preserving historic character.

The Town’s zoning code has been identified as an impediment to re-investment and development in Minturn. There are also concerns that too much incentive for development will compromise the small town and historic character – an asset of its own – that distinguishes Minturn from other places. The Town should continue working on zoning and design options that balance development incentives with community character.

The Town should also consider broadening zoning to allow commercial and mixed-use development further south along Main Street, as described in the zoning chapter of this plan. This could help create more space for attracting businesses and a larger critical mass of business activity along Main Street over time.

- See Chapter 1: Smart Land Use & Practical Zoning for action items.

Objective 3.7: Continue investing in street design, streetscape, and safety projects that contribute to the appeal of commercial areas in Minturn.

As discussed in the Central Concepts section above and in Chapter 2: A Thriving 100 Block, streetscape improvements and novel ideas such as shared streets can improve an area’s overall appeal, sense of place, and business activity. Increasing pedestrian activity and safety in the Old Town area and throughout town – a desirable goal in and of itself – will help encourage foot traffic and spending at local businesses. Planned multi-use path connections, wayfinding signage, and additional bicycle infrastructure will help to reduce the perceived distances between neighborhoods and businesses. The resulting system will foster economic and social activity in downtown Minturn, benefiting businesses, residents, and visitors.

- See Chapter 6: Intuitive Mobility, Circulation, & Connectivity for action items.

Objective 3.8: Continue working to address the capacity of the Town’s water system and need for critical maintenance.

As noted in Chapter 5: Water Infrastructure, Hazard Mitigation & Sustainability, the Town’s water system needs more than \$20 million in infrastructure investment to make repairs to the system and increase capacity. The future of development in Minturn (both commercial and residential) hinges on a sustainable supply of water to the town. At present, the Town has a moratorium on most development due to these needs. Expansions to the water supply may involve the execution of the 2019 Water Capital Improvement Plan combined with the acquisition of new water rights. The Town needs to prioritize these critical investments and continuously manage its water supply to support economic growth.

- See Chapter 5: Water Infrastructure, Hazard Mitigation & Sustainability for action items.

Chapter 4: Attainable Housing & Historic Character: Housing Barriers, Trends & Policies

Objective 4.1: Continue implementing the recommendations of the 2019 Housing Action Plan.

As indicated in the Existing Conditions & Issues Section above, the Town has already accomplished two of the nine prioritized and recommended tools laid out in the 2019 Housing Action Plan, one of which was identified as a “Tier One” action item. The 2019 Housing Action Plan contains seven remaining priority recommendations that remain relevant today. They are organized into tiers of priority:

- **Action 4.1.1** Implement remaining Tier One recommendations in the 2019 Housing Action Plan.
 - Tier One
 - Revisit and update current ADU regulations, including:
 - Broaden areas where Accessory Dwelling Units (ADUs) are allowed
 - Streamline the permitting/review process and consider waiving or deferring fees when there will be a deed restriction
 - Loosen parking requirements where applicable and consider creative off-site or public transit alternatives
 - Consider expanding or removing the size cap as applicable and revisit dimensional requirements
 - Consider waiving water tap fees with local deed restriction on long-term rentals
 - Develop and adopt policies for negotiating deed restricted housing in annexation agreements. Although future annexation opportunities may be limited, having standards in place if they do occur will ensure that the Town can effectively use these instances to meet community needs and housing goals.
- **Action 4.1.2** Implement remaining Tier Two recommendations in the 2019 Housing Action Plan
 - Tier Two
 - Collaborate with The Valley Home Store (TVHS), which currently offers down-payment and mortgage assistance to Eagle County residents, to ensure that Minturn residents are aware of this resource.
 - Consider establishing a supplementary Minturn local assistance fund.
 - Consider adopting a density or Floor Area Ratio (FAR) bonus for the inclusion of deed restricted housing in new development.
 - Consider partnering with private developers to create new community housing on available Town-owned land. An inventory of such parcels is provided in the 2019 Housing Plan but further analysis and consideration is necessary.

- Partner with regional organizations such as NWCCOG and Energy Outreach Colorado at Walking Mountains and/or establish a local program to share resources and support local housing rehabilitation, weatherization, and energy efficiency projects.

Objective 4.2: Update the 2019 Housing Action Plan goals regularly and in response to county-led housing needs assessments and changes in AMI.

Economic conditions that affect housing can change quickly and unexpectedly. While Minturn can rely on solid guidance from their 2019 Housing Action Plan and further guidance from this plan, it is important for officials to adapt to circumstances as they change. This adaptable approach will ensure that Minturn can adjust priorities and strategies to align with local and regional housing needs.

- Action 4.2.1 Monitor Eagle County and Eagle County Housing & Development Authority publications and other publicly available data from sources such as HUD to stay up-to-date on regional housing needs. Use these indicators to inform changes in circumstances that may require adjustments to Minturn’s housing strategy.
- Action 4.2.2 Update Minturn’s Housing Action Plan by 2025. The 2019 Plan is set to guide housing for 3-5 years.
- Action 4.2.3 Conduct periodic development code reviews to promote innovative and smaller homes, including ADUs.
- Action 4.2.4 Continuously support historic preservation to maintain the Town’s unique housing stock.

Objective 4.3: Consider new housing strategies, such as buy-down programs.

In a buy-down program, the Town would purchase deed restrictions from current homeowners. The Towns of Breckenridge and Vail are using this approach, and the market for a deed restriction is about one third the market value price of the home. Some homeowners take advantage of the program to get cash to pay off a mortgage, avoid foreclosure, do needed repairs, or to age in-place in their home. The Town then holds a deed restriction on the home, typically limited to full-time residents working, in this case, in Eagle County. This program may be a good match for Minturn with its older housing stock and somewhat older population than the County as a whole. With limited growth potential, a buy down program may be the most effective way to preserve and create opportunities for full-time resident housing.

- Action 4.3.1 Investigate the viability of a buy-down program in Minturn including identifying a funding source.
- Action 4.3.2 Broaden the application of a buy-down program to include historic preservation renovations of homes, so long as they are deed restricted to full-time residents.

Objective 4.4: Increase the amount of local funding available for full-time resident housing through new fees and/or voter-approved taxes.

The most successful programs for maintaining or increasing the supply of resident housing have a reliable dedicated funding source. Rather than relying on new development, a tax dedicated to

housing enables a community to proactively plan and fund projects or initiatives. The Town should monitor political support for a modest mill levy or sales tax dedicated to housing. While linkage fees received moderate to low support in the 2019 Housing Action Plan, they should be re-considered periodically and especially before major surges in development occur if large projects, sites, or PUDs are expected to come under review. A residential linkage fee may be more appropriate for Minturn, rather than applying linkage fees to commercial development. A regulatory fee on STRs should also be considered. This is an emerging tool that several Colorado mountain towns are considering. The Town of Breckenridge adopted a regulatory fee on STRs in 2021. For planning consideration, a fee of \$500 per bedroom per year would generate about \$50,000 per year on the Town's maximum number of 50 short term rentals.

- Action 4.4.1 Gauge public appetite for community-funded housing.
- Action 4.4.2 Consider instituting linkage fees and/or a regulatory fee on STRs.

Objective 4.5: Continuously address water and other infrastructure barriers to housing construction.

The town is nearly at full capacity for its water system, and water may continue to be a constraint on growth for the town. It should therefore carefully consider how future taps are allocated. The current moratorium on developments that require water taps greater than 3 SFEs is currently a large barrier to housing creation in Minturn. This is particularly limiting given that large-scale projects provide new units quickly and have greater potential to offer “missing middle” and affordable/attainable options such as rental units, apartments, duplexes, townhomes, etc. Multiple such projects are in the pipeline through PUDs but are significantly constrained by these conditions.

In 2019 the Council approved for a growth scenario of up to 450 SFE's. This included 120 SFE's for the Eagle County School District as the remainder of the designation from the 2011 Annexation Agreement, as well as 70 SFEs if the Council approves a Minturn North project. These two projects (Minturn North is only in the case of an approval) account for 42% of the 450 SFEs planned for in 2019. While moratoriums are in place, the Town should incentivize small-scale infill housing (re) development such as ADUs, duplexes and triplexes.

- Action 4.5.1 Prioritize Town funding to support the necessary improvements outlined in Resolution 30 – Series 2020 to increase Minturn's water system capacity.
- Action 4.5.2 Continue to monitor water capacity and consider expanding the intended capacity improvements beyond what is currently planned.
- Action 4.5.3 Evaluate an allocation policy along with new rate structures when capacity becomes available.

Objective 4.6: Prioritize housing for full-time residents; ensure that residents of all ages and income levels are able to find housing.

As described above in the summary of public engagement and feedback related to housing, Minturn residents are interested in preserving and promoting “resident-occupied” housing. A healthy level of full-time residency is critical to maintaining the social and economic fabric of a community. Likewise, it is of the utmost importance to ensure that low- and middle-income

residents of Minturn can afford to live in Minturn. The following regulatory tools aim to support full-time residency and affordability in Minturn:

- **Action 4.6.1** Amend the 200% AMI requirement for inclusionary housing in Minturn to promote more equitable and inclusive access to housing. Further assessment may be necessary to determine the most appropriate thresholds for the community, and many communities require units at a variety of thresholds. A 120% AMI requirement should be available for at least a portion of units.
- **Action 4.6.2** Use deed restrictions to require full-time residency in the community in homes created through housing regulations or preserved with public funding such as a buy-down program.
- **Action 4.6.3** Support a diversity of housing types in the Town Code and development guidelines; ensure that updates to PUD guidelines encourage and incentivize affordable housing.

Objective 4.7: Continue to collaborate with regional jurisdictions and entities in Eagle County to stay abreast of housing issues, and policies and tools being used. Align best practices and income qualification ranges for consistency.

Numerous communities and agencies in Eagle County are working on and administering housing programs. The Town should keep in touch with these other groups and look for areas where Minturn's policies and regulations may need to be adjusted for consistency.

- **Action 4.7.1** Convene with the housing departments of other jurisdictions and with housing providers annually to review successes and local best practices.
- **Action 4.7.2** Routinely revisit designated AMI ranges for affordable housing to ensure that they correspond with Eagle County housing needs analyses and meaningfully contribute to the generation of affordable housing.
- **Action 4.7.3** Actively engage with regional partners to support the possibility of a new Regional Housing Authority.

Objective 4.8: Ensure that PUD regulations and policies contain provisions that will create full-time resident housing, particularly at Dowd Junction and Martin Creek.

Since Minturn's primary development area is built out, PUDs represent a singular opportunity to add substantial additional housing units. Should the potential PUDs in Minturn eventually progress into development review and eventual construction, The Town should ensure that these PUDs will provide an appropriate level of resident housing.

- **Action 4.8.1** Encourage the inclusion of affordable housing in PUDs over and above the current IH requirement; consider offering an expedited review process to incentivize this.
- **Action 4.8.2** Consider implementing "Main Street" or PUD/Master Plan design regulations for new developments that require active street frontage and rear/hidden parking or other elements to increase the likelihood that development proposals will be palatable to and supported by the community.

Objective 4.9: Support historic preservation within Minturn's broader housing strategy.

Minturn has some of the oldest housing stock in Eagle County which gives the town its unique character. Many residents are deeply invested in preserving the town's historic homes. Minturn residents are accustomed to smaller historic houses, creating an opportunity to promote innovative designs of smaller and less costly homes. These could include duplexes, fourplexes, eightplexes and ADUs. As an added benefit, these smaller units can help address the shortage of rental housing, and/or provide less costly ownership opportunities.

- **Action 4.9.1** Review and update Minturn's development design guidelines to strengthen and further specify how new residential development, redevelopment, and remodels can contribute to the community's valued architectural character and vibrancy.
- **Action 4.9.2** To preserve existing buildings to the extent possible, consider instituting a demolition delay ordinance or initiative to support adaptive redevelopment as opposed to teardowns and new builds.
- **Action 4.9.3** Foster discussion around materials and design in the early phases of development review to ensure that developers understand the importance of celebrating Minturn's existing character.

Chapter 5: Water Infrastructure, Hazard Mitigation & Sustainability

Objective 5.1: Identify paths to secure and maintain sufficient water and wastewater infrastructure to support current development and growth in Minturn.

From a development perspective, Minturn's ability to respond to and accommodate growth is currently limited by the Town's existing water system capacity. The Town has already established a preliminary plan for improving water infrastructure and capacity which it will need to implement as quickly and effectively as possible in the coming years. The following action items focus on this critical step of implementation as well as further steps the Town can take to ensure that Minturn's water and wastewater system will support the community long into the future. While engaging in this work, it is vital that the Town address other potential threats to water supply such as climate-related drought.

- **Action 5.1.1** Prioritize Town funding and pursue all potential outside funding to support the necessary improvements outlined in Resolution 30 – Series 2021 to increase Minturn's water system capacity, particularly to improve efficiencies and mitigate water loss.
- **Action 5.1.2** Work with the ERWSD at Bolts Lake and/or on other opportunities to improve water supply resilience through Raw Water Storage and source redundancies.
- **Action 5.1.3** Advocate for wastewater systems upgrades as needed in Minturn through coordination with ERWSD, either through the ongoing Wastewater Collection System Master Plan or a separate Inflow & Infiltration (I&I) Study specific to Minturn, including a prioritized implementation plan.

Objective 5.2: Refine development regulations and standards and pursue other initiatives to promote efficiency and sustainable practices in residential and commercial buildings.

As described in the Central Concepts above, the Town of Minturn can update development regulations, adopt incentives, or establish other programs to promote and ensure sustainability is incorporated into development, landscaping, and building operations. The action items below

will serve water and energy conservation and efficiency, support renewable energy production and use, and incentivize other strategies within development and building design that are more sustainable and reduce GHG emissions.

- Action 5.2.1 On an annual basis, monitor water and energy use in Minturn to inform efficiency and conservation initiatives.
- Action 5.2.2 Establish a tiered water rate system to promote water conservation.
- Action 5.2.3 Continue to implement Energy Action Plan strategies to incentivize commercial and residential participation in available energy efficiency and renewable source programs. Conduct a baseline study to assess the Town's progress on its energy goals and establish whether current policies are working to increase energy efficiency.
- Action 5.2.4 Consider implementing a solar rebate or other incentive program to support on-site solar for residential and/or commercial buildings; collaborate with the Walking Mountains Climate Action Collaborative and/or Holy Cross to connect Minturn residents with existing energy incentive programs.
- Action 5.2.5 Establish Low Impact Development (LID) standards that promote green infrastructure and nature-based solutions to address stormwater.
- Action 5.2.6 Adopt waterwise/xeriscape regulations, incentives, and/or educational tools to promote strategic, responsible and climate-appropriate landscaping practices that reduce water use, improve soil health, and limit maintenance needs.
- Action 5.2.7 Consider implementing additional incentives for sustainable design and development practices in PUD regulations.
- Action 5.2.8 Consider implementing a Smart Building Incentive Program that allows developers and property owners to waive permit fees if their project conforms to a predetermined set of sustainability standards.
- Action 5.2.9 Refine the Town's Exterior Energy Offset Program to ensure that the program provides an effective means of incentivizing solar energy in Minturn; provide clear guidelines for the fair and productive use of funds collected through the program fees.

Objective 5.3: Prioritize resilience by proactively preparing for and mitigating potential impacts of natural hazard.

Wildfires and flooding are the two most critical natural hazard threats for the Minturn community. As climate change contributes to a longer and more severe fire season as well as more frequent storm events, it is important for the Town to proactively prepare for potential hazardous circumstances. Through data monitoring, collaboration and coordination with regional and federal entities, and strategic planning for emergency preparedness and impact mitigation, the Town can bolster the community's resilience.

- Action 5.3.1 Partner with FEMA to update floodplain maps and correct inaccuracies; utilize this information to inform future infrastructure needs, landscaping, development regulations, and other potential flooding preparedness measures.
- Action 5.3.2 Continue to reference and implement the Eagle County Hazard Mitigation/Pre-Disaster Mitigation Plan; support its update due in 2024/25 and ensure that Minturn's particular risks and needs are accounted for in the plan.
- Action 5.3.3 Adopt firewise guidelines in building and site planning regulations.

- Action 5.3.4 Work with the USFS to determine necessary steps to manage wildfire impacts in Minturn, such as possible forest fuels reduction measures.
- Action 5.3.5 Retain the services of an emergency preparedness consultant to assess, bolster, and test Minturn’s emergency response systems; also to establish a natural hazard monitoring system to track local and regional events to accurately assess local risks and changing trends over time.
- Action 5.3.6 Continue to support, proactively participate in, and implement Eagle County’s imminent update to the Community Wildfire Protection Plan.
- Action 5.3.7 Coordinate with US Forest Service to initiate planning and implement associated strategies for forest fuels health and fire mitigation on public lands surrounding Minturn.
- Action 5.3.8 Continue to proactively coordinate with the Eagle River Fire Protection District.

Objective 5.4: Support the viability of low-emissions and zero-emissions transportation options such as walking, biking, public transit, and electric vehicles.

Single Occupancy Vehicle (SOV) travel is currently the status quo in Minturn – by and large residents use individual vehicles to get around town and connect to the broader region. Many areas of Minturn do not have safe sidewalks, crosswalks, bike paths, or other infrastructure that makes walking or cycling safe, efficient, convenient, and attractive. While ECO Transit, the regional transportation provider, does operate three bus routes that service Minturn, they run relatively infrequently and/or require residents to drive from town to the Dowd Junction Forest Service Park & Ride. These factors make SOV transportation the most convenient and attractive option for Minturn residents. However, SOV travel significantly contributes to GHG emissions and poor air quality, as well as a perceived parking issue in the Old Town core of Minturn. Mass transit, walking, and cycling are more environmentally friendly forms of travel and offer co-benefits of active lifestyle and health, opportunities for community interaction, fewer vehicles taking up space throughout town, and greater affordability. While electric vehicles are still considered SOV, they can be more environmentally friendly and require charging infrastructure to support their use. As electric vehicles become more common, charging infrastructure will become more critical. These action items promote investments in Minturn infrastructure and partnerships with ECO Transit that will foster a culture of low-emission and active transportation for Minturn residents and visitors.

- Action 5.4.1 Monitor the use of Minturn’s two EV charging stations and implement additional stations as needed in strategic locations.
- Also see Actions under objectives 6.2 – 6.6 in Chapter 6: Intuitive Mobility, Circulation & Connectivity. These action items address improved infrastructure and signage for walking and cycling, the expansion of mass transit to connect Minturn with the region and provide local transit options, and strategic integration of land use, mass transit, and bike-ped infrastructure to make non-SOV transportation options more convenient, safe, attractive, and viable.

Objective 5.5: Support public health by proactively managing air quality.

Public health and environmental health are closely intertwined. GHG emissions contribute to and exacerbate natural air quality issues by releasing and trapping particulates and gasses that

can be harmful to human health and contribute to global warming. Through data monitoring, collaboration and coordination with regional entities, and strategic regulations and initiatives, the Town can work to monitor air quality and minimize emissions to protect the health of Minturn residents and visitors.

- Action 5.5.1 Collaborate with the Eagle County Environmental Health department to discuss the development of a local air monitoring program.
- Action 5.5.2 Consider adopting an Idle-Free resolution to prohibit idling motor vehicles within town. For example, the Town of Crested Butte adopted an Idle-Free ordinance in 2011 that limits idling to no more than 3 minutes or 5 minutes to remove snow and ice and prohibits any idling for unattended vehicles. Engines Off! Colorado is a collaborative initiative for idling regulation in Colorado and offers additional information and resources related to this issue.
- Action 5.5.3 Encourage a community culture of low or zero emissions transportation habits through educational and promotional campaigns and events as well as supportive infrastructure and wayfinding. This could include organized bike/walk-to-work days, gear swaps, or programs with local businesses that incentivize employees or patrons to carpool, walk, bike, or take transit. Also see Objective 5.4 to the left.

Objective 5.6: Prioritize environmental sustainability through strategic monitoring, collaboration, communication, and creative funding streams.

Minturn and the broader regional community have established and achieved numerous goals and initiatives related to environmental sustainability and many resources already exist to support future efforts, both at individual and municipal or other collective levels. Tracking successes – and challenges – as well as sharing information and fostering collaboration regarding sustainability will allow the Town and Minturn community to maximize outcomes and improve efficiency. Collaboration and information-sharing will ensure that efforts are not duplicated, that the broadest benefits possible can be reached, and that residents have access to and are aware of resources available to them. For example, the Town can more proactively advertise the valuable resources available through the Walking Mountains Science Center regarding composting, recycling, business and educational programs, and more. Additionally, the Eagle County Climate Action Plan includes a pledge for individual residents to commit to actions that will support the plan's goal to reduce GHG emissions by 80% by 2050. The Town can play an active role in promoting this pledge locally.

- Action 5.6.1 Implement an internal system to annually monitor Town goals and achievements related to environmental sustainability.
- Action 5.6.2 Support sustainability initiatives and promote available resources of local and regional groups, non-profits, and agencies as possible; promote partnerships and collaboration to maximize capacity and share resources.
- Action 5.6.3 Consider establishing a specific fund for sustainability and resiliency projects. This fund could be sourced from programs such as Sustainable Gift Cards with partnering businesses, parking fees, impact fees, or other creative programs. Otherwise promote available grants, programs, and resources for sustainability initiatives.

Chapter 6: Intuitive Mobility, Circulation & Connectivity

Objective 6.1: Develop shared parking and curbside management strategies in the 100 Block area based on parking management study.

- **Action 6.1.1:** In the near-term, consider updating curbside signage to clarify messaging of parking regulations.
- **Action 6.1.2:** Increase the mix of land uses within close proximity of the 100 Block to create a more walkable core and allow people to “park once” and explore on foot.
- **Action 6.1.3:** Ensure the existing parking and snow removal policy retains on-street parking and ADA accessible parking. Update this policy to plan for winter maintenance of shared streets.
- **Action 6.1.4:** Formalize locations for passenger and truck loading downtown.
- **Action 6.1.5:** Expand the shared parking shed from 100 ft to 1,000 ft and consider allowing uses with complementary demand to share parking rather than restricting based on operating hours.
- **Action 6.1.6:** Consider changing parking requirements to require land uses to adhere to parking maximums rather than minimums and instituting a fee-in-lieu policy.
- **Action 6.1.7:** Following an increase in commercial uses or parking occupancy on a block, consider expanding the blocks with a 2-hour time restriction to increase parking turnover in front of businesses.
- **Action 6.1.8:** Explore paid parking as a tool to manage demand, encourage the use of alternate transportation modes, and generate revenue.
- **Action 6.1.9:** To increase the effectiveness of parking management strategies and promote compliance, increase enforcement of parking restrictions by increasing fines for violations.
- **Action 6.1.10:** Collect regular parking count data to determine how these near- and long-term strategies affect parking occupancy over time and demonstrate success to the community.
- **Action 6.1.11:** Work with Union Pacific Railroad to explore opportunities to purchase the land containing the Municipal Parking Lot. If that is not feasible, consider extending the current short-term lease or reconfiguring the Municipal Parking Lot.
- **Action 6.1.12:** If all of the previously suggested policies fail to reduce occupancy to the goal of 85%, explore opportunities to increase the parking supply by constructing additional parking.

Objective 6.2: Identify Minturn’s role in a regional transit authority and in facilitating expansions to ECO Transit service and/or Town of Vail transit service; capitalize on the growth of mass transit infrastructure and ridership to support infill and/or transit-oriented development in Minturn.

- **Action 6.2.1:** Coordinate land use planning with the transportation system by locating new development near bus stops.
- **Action 6.2.2:** Enhance first-and-last mile connections that enable people located outside of walking distance from a bus stop to reach transit by installing features such as printed wayfinding to key destinations, enhanced crossings of Hwy 24, complete sidewalks, trails, bike racks, lighting, landscaping, and other amenities.

Objective 6.3: Envision an interconnected network of sidewalks and trails for walking and biking that connects Minturn’s neighborhoods, commercial areas, and recreational opportunities.

- **Action 6.3.1:** Complete near-term priority sidewalk projects that provide missing connections to downtown so that Minturn residents can comfortably walk to key destinations and those within close proximity of a bus stop.
- **Action 6.3.2:** Complete long-term priority projects that fill in the sidewalk network downtown and gaps between neighborhoods.
- **Action 6.3.3:** Update the Municipal Code to require the completion or upgrade of sidewalks with new development or redevelopment.
- **Action 6.3.4:** Install curb extensions at key intersections along Main Street to reduce crossing distances, provide a comfortable place for people walking and shopping to linger while waiting to cross the street, and slow traffic.
- **Action 6.3.5:** Complete crosswalks on the remaining legs of Harrison Avenue and Toledo Avenue to draw attention to crossing pedestrians.
- **Action 6.3.6:** Construct the planned paved multi-use ECO Trail that will connect Dowd Junction to the north end of Minturn at the intersection of Minturn Road and Taylor Street.
- **Action 6.3.7:** Partner with CDOT and advocate for the effort to add sharrows on Main Street through town to draw attention to people bicycling.

Objective 6.4: Address multi-modal connectivity needs at Dowd Junction and encourage greater connectivity to the rest of Eagle County.

- **Action 6.4.1:** Expand the Forest Service Park and Ride into a new transit center and mobility hub to connect more people in Minturn to the ECO Transit Highway 6 Route.
- **Action 6.4.2:** Explore the potential for the Meadow Mountain Parking Lot to serve as overflow parking for visitors during high demand times, paired with digital signage and a shuttle that transports visitors between Dowd Junction and downtown Minturn.

Objective 6.5: Add signage in key locations throughout Town to clarify parking, destinations, and transportation options.

- **Action 6.5.1:** Develop gateway signage on the north and south end of the town core (and eventually at Dowd Junction).
- **Action 6.5.2:** Place wayfinding signage throughout the town core between Williams Street and Mann Street; specifically adjacent to bus stops, parking lots, the town hall/post office, trailheads, and hotels. Design signs not immediately next to a bus stop to point toward the nearest stop to remind residents and visitors of the local transit system and promote ease of use.
- **Action 6.5.3:** Update parking signage with any changes to parking regulations.
- **Action 6.5.4:** Communicate safe places to choose active transportation and recreate by placing Share the Road signage on the Hwy 24 corridor and other wayfinding at the entrances to shared streets and pedestrian passages within the 100 Block.

Objective 6.6: Facilitate multi-modal trips by adding infrastructure, such as bike racks and bus shelters.

- Action 6.6.1: Consider participating and partnering with neighboring communities in Eagle County in a regional or neighboring bike share program, such as the ShiftBike program in Vail, Eagle Vail, and Avon; promote service at Dowd Junction.
- Action 6.6.2: Collaborate with ECO Transit/the EVTA and commercial businesses to install bike racks near bus stops, the Town Hall/post office, trailheads, and hotels. Place at least one bike rack on each block in the Minturn core that hosts commercial land uses and install a bike wash/repair station at a central, convenient location in the 100 Block.
- Action 6.6.3: Work with ECO Transit and the EVTA to formalize bus stops, making them ADA accessible and installing seating and shelter.

Objective 6.7: Monitor impacts to Highway 24.

- Action 6.7.1: Partner with CDOT to monitor and collect information regarding traffic levels, level of service, and traffic speeds on Hwy 24.
- Action 6.7.2: Require all new major development proposals to include traffic studies with particular focus on potential impacts to Hwy 24 resulting from all phases of proposed development.
- Action 6.7.3: Require all new major development proposals to fund off-site traffic improvements, limit density, or both.

Chapter 7: Quality of Life, Recreation & An Inviting Public Realm: Parks, Trails & Community Gathering Spaces

Objective 7.1: Encourage a vibrant public realm in Minturn that emphasizes arts, stewardship, access to the Eagle River, and outdoor fun.

Minturn has a distinct character and strong outdoor recreational influence. As a community surrounded by immense natural resources, Minturn should maintain and foster community responsibility for protecting and preserving local resources. Through new events, infrastructure upgrades, and strategic partnerships, Minturn can become even more colorful, sustainable, beautiful, and community-oriented.

- Action 7.1.1 Sponsor additional cleanup days to maintain a healthy environment and foster a culture of responsible stewardship. This/these events could capitalize on partnerships locally and more broadly in Eagle County for organization and activities. These events should include elements of fun as well, such as live music, food, art activities, etc.
- Action 7.1.2 Support/partner with organizations and businesses like the Agora that foster local arts and want to play a role in improving community infrastructure creatively. Support and implement the conceptual pedestrian footpath adjacent to the Agora property to allow access from Main Street to the Eagle River.
- Action 7.1.3 To preserve Minturn's stargazing experiences and to support wildlife, consider establishing Minturn as a Dark Sky Community per the International Dark Sky Association standards and designation process. Confer with other Dark Sky communities in Colorado, such as Westcliffe and Silver Cliff as needed.

- **See Chapter 3:** An Economically Vibrant Community for additional action items related to placemaking.

Objective 7.2: Facilitate and sponsor additional programming and community events for children.

While Minturn currently has fewer families than other communities in Eagle County, it is important that the Town supports families with children who do live in the community. In addition, it is important to create a welcoming and supportive environment for any future families that move to the community or current residents who choose to have children down the line. Young adults, youth, and children are the next generation to sustain the community. Especially in small towns, it is important to ensure that young people will want to stay and/or move in to sustain the local labor force, contribute to tax revenue and to the local economy, and preserve social mass.

- Action 7.2.1 Work with Blue Starlite or other vendors to retain outdoor movie events at Little Beach Park.
- Action 7.2.2 Support the expansion and improvement of childcare options in Minturn for families with young children.
- Action 7.2.3 Ensure that popular community events and any new events are family-friendly, considering timing, activities, etc.
- Action 7.2.4 Support the organization of cultural, recreational, and educational events catered towards children within Minturn.
- Action 7.2.5 Promote the inclusion of recreational amenities in redevelopment at Maloit Park, including multi-use fields, gathering areas, etc.

Objective 7.3: Promote active lifestyles in Minturn; complete bike/ped connections and support the Minturn Fitness Center as a community hub.

Active lifestyles contribute to good mental and physical health. As a mountain community with many existing recreational assets, Minturn draws residents and visitors who may already enjoy active lifestyles. However, not every resident or visitor fits this bill, and there are a variety of ways that people can or prefer to be physically active. Because Minturn is relatively small geographically, ensuring that people feel comfortable walking or cycling throughout town creates opportunities for people to use active transportation instead of vehicles, which also reduces parking needs and headaches. Additionally, ensuring that people are aware of, have access to, and feel comfortable utilizing the Minturn Fitness Center is essential for providing indoor fitness opportunities.

- Action 7.3.1 Continue to support ongoing plans and implementation of the Minturn extension to the regional paved ECO Trail; advocate for and support further extension to Maloit Park.
- Action 7.3.2 Formalize/pave the social trail that runs along the east side of the Eagle River. Consider adding additional bridge access points at the southern end of Minturn. This effort should be incorporated into or in conjunction with the full ECO Trail extension and would likely require coordination with property owners, including Vail Resorts, U.P. Railroad, and the Forest Service.

- **Action 7.3.3** Improve bicycle and pedestrian infrastructure to access to the Fitness Center/ Maloit Park Road and work with ECO Transit to increase awareness of and improve service to this area. Consider expanding the Center as a broader community space to accommodate other activities and uses. For example, community members have expressed interest in pickle ball, basketball, a pool, and winter ice rink. Increase community awareness of the \$10 drop in option and consider implementing other rewards programs or incentives that encourage its use and increase its accessibility to all residents.
- **Action 7.3.4** Improve bicycle and pedestrian infrastructure throughout town to improve safety, connectivity, and overall mobility and access for active transportation. Collaborate with neighboring municipalities on an electric bikeshare program. See Chapter 6: Circulation & Mobility for further details about infrastructure improvements.
- **Action 7.3.5** Ensure that winter plowing includes pedestrian infrastructure and recreational pathways to allow for and encourage activity in winter months, as possible. Additional information regarding diversified revenue sources to support town services, such as plowing, can be found in other chapters, particularly Chapter 3: An Economically Vibrant Community.

Objective 7.4: Promote access to quality, locally grown food in Minturn; encourage community events related to local food.

The Minturn community currently doesn't have a grocery store, meaning that residents must travel to Avon, Vail or Eagle-Vail to get their groceries. Reasonable access to a variety of food choices, including healthy options and fresh produce, is an essential part of quality of life and overall health. This also means that it should not take extensive amounts of time and energy to access ingredients for meals.

- **Action 7.4.1** Support the addition of a grocery store locally in Minturn, likely as part of the potential Dowd Junction PUD development. Ensure that any new grocery option includes fresh produce.
- **Action 7.4.2** Continue to support the Minturn Market. Consider marketing to additional sources of fresh produce within the region.
- **Action 7.4.3** Continue to support the Minturn Community Garden. Work with the Minturn Community Fund or other local and regional partners to expand event offerings at the garden, such as workshops, community dinners, etc. that bring people together to showcase the garden and provide educational opportunities to learn about locally-grown foods and food preparation. Assess demand for and consider other locations that could support additional community garden space, particularly at PUD sites such as Dowd Junction.

Objective 7.5: Encourage safe and responsible access to trails and recreation opportunities on forest service land adjacent to Minturn.

Minturn's access to public lands is unique and special. From trailheads in and around Minturn, residents and visitors can access scenic and remote landscapes. Backcountry adventures can be fun and memorable experiences, but they also come with risks. The Town should help inform residents and visitors of the steps to take in an emergency and ways to minimize human impact on the landscape.

- **Action 7.5.1** Collaborate with the Forest Service, CPW, and Vail Valley Mountain Trails Alliance on a 1- to- 2-page guide to safe and responsible recreation in Minturn; publicize this guide on the Town website, social media channels, and at trailheads. Ensure that this guide includes the number of the relevant parties to call in case of an emergency.
- **Action 7.5.2** Encourage Leave No Trace principles at all parks, trails, and open spaces within the Town of Minturn. Provide stewardship information on town maps, trailhead kiosks, and web materials as appropriate.
- **Action 7.5.3** Collaborate with regional partners such as the Eagle River Watershed Council, Eagle Summit Wilderness Alliance, and Eagle Valley Land Trust, and Vail Valley Mountain Trails Alliance on stewardship education and enforcement efforts to protect and preserve natural resources and wildlife.
- **Action 7.5.4** Prepare a Parks, Recreation & Open Space Plan to assess and plan for access and parking needs among other management practices, particularly in the face of potential development such as Dowd Junction.
- **Action 7.5.5** Require new developments to assess the need and practicality for access to adjacent public lands, if applicable.

Objective 7.6: Support the growth of Little Beach Park and the surrounding area as a hub for recreation and community events.

Little Beach Park is one of the Town’s most prized assets and popular venues for community events. As laid out in the previous section, the Town is taking proactive steps to preserve, improve, and expand the opportunities of this great asset and the surrounding area through the Little Beach Park Recreation Area Plan.

- **Action 7.6.1** Implement recommendations from the Little Beach Park Recreation Area Plan.
- **Action 7.6.2** Regularly assess needs, community desires, and new ideas for the Little Beach Park Recreation Area to ensure that the 2022 plan and Town efforts are on-track.
- **Action 7.6.3** Facilitate future trail connections between recreation assets in the Little Beach Park area (e.g., Minturn Bike Park, Mini Mile) and other trailheads and recreational areas within Minturn.
- **Action 7.6.4** Support the Little Beach Park area as a hub for recreation, arts, performances, and community events in Minturn; support the adaptive reuse of storage yards and underutilized industrial portions of the area for recreation and public enjoyment.

Objective 7.7: Continue working with the Eagle River Watershed Council and Eagle Valley Land Trust to support stewardship and community education initiatives.

The Eagle River and its broader watershed is a valuable natural resource for the community and surrounding region. The Town should involve the community in efforts to collectively manage and protect this resource and support its longevity. Through signage and educational materials, as well as partnerships and events, the Town can promote a healthy riparian corridor and watershed.

- **Action 7.7.1** Expand upon Town Cleanup Day and the Eagle River Watershed Council’s County-wide clean up to maintain a healthy environment and spread a culture of

responsible stewardship. This or new events could specifically focus on the health and monitoring of Eagle River and educate residents on regulations and research techniques that inform protection of the river’s natural ecosystem, such as watershed mapping, development setbacks, and erosion control measures. Event activities should also include elements of fun, such as live music, food, art activities, etc.

- **Action 7.7.2** Coordinate with the Eagle River Watershed Council to offer citizen science training opportunities, especially for youth in the Minturn community and region.
- **Action 7.7.3** Consider implementing signage and informational materials to educate residents and visitors about stewardship and responsible human-nature interaction.
- **Action 7.7.4** Coordinate with Eagle Valley Land Trust on the continued stewardship and community enjoyment of the Boneyard Open Space area.

Objective 7.8: Continue working with the Vail Valley Mountain Trails Alliance to support stewardship and initiatives of current and future trail and recreation opportunities.

- **Action 7.8.1** Create and implement a Minturn Area Recreation and Conservation Plan that identifies recreation opportunities, connections, trailheads, and prioritized wildlife habitat and migration corridors.
- **Action 7.8.2** Coordinate with the VVMTA to expand upon existing Adopt A Trail team to engage the community on additional volunteer trail maintenance or trail building days which increases stewardship of surrounding trails and public lands.
- **Action 7.8.3** Continue to partner with the VVMTA to maintain the Minturn Bike Park, host volunteer maintenance events, and community events.

Chapter 8: A Collaborative & Resilient Future: Implementation, Governance & Continued Visioning

Objective 8.1: Implement the objectives of this community plan in a thoughtful and collaborative manner.

This plan contains a variety of proposed actions – some of these are high priority actions meant to be pursued in the short-term. Others are less time-sensitive and are meant to be pursued and implemented over a longer period of time. The Implementation Matrix contained at the end of this chapter is intended to help assist with the realization of high priority and short-term actions in this plan.

- **Action 8.1.1** Use the Implementation Matrix found at the end of this chapter to guide the implementation phase of this community planning process.
- **Action 8.1.2** As applicable, develop similar implementation matrices for the remaining actions in this plan as they may grow in relevance during the life of this plan.

Objective 8.2: Inform & engage residents in community development.

The more involved, informed, and engaged that the Minturn community is, the more that community development efforts will reflect their concerns, desires, and needs. Celebrating community achievements, ensuring transparency, and providing frequent and varied opportunities for feedback will reduce unexpected roadblocks and build trust.

- Action 8.2.1 Continue sharing information with the community via the Town Newsletter, municipal website, and other mechanisms. Consider implementing quarterly mailers to inform residents of key achievements, ongoing projects, engagement opportunities, etc.
- Action 8.2.2 Work closely with elected officials and Town boards and committees to engage residents in an in-person and virtual capacity.

Objective 8.3: Prioritize partnerships, collaboration, and resource-sharing as applicable.

Many recommendations throughout this plan involve partnerships and collaboration. With every initiative, the Town should consider any opportunities that exist to expand capacity and maximize resources through partnerships.

- Action 8.3.1 Consider a collaborative effort to establish and maintain an inventory of key partners and regular funding sources that can be easily referenced when strategizing for local or regional needs and initiatives.
- Action 8.3.2 Highlight successful ongoing partnerships with community organizations, other municipalities, Eagle County, and state agencies on the Town website and social media platforms.

Objective 8.4: Organize and streamline internal processes to maximize efficiencies and capacity, monitor progress, and compile data.

With limited resources, it is important that the Town regularly evaluates internal processes to improve operations and efficiency.

- Action 8.4.1 Convene annually with all departments to review operations and strategize improvements for the following year.
- Action 8.4.2 Establish and maintain an ongoing inventory of completed town projects, initiatives and achievements.
- Action 8.4.3 Streamline data collection efforts across Town departments to avoid duplication of efforts and promote shared knowledge.

Update

Planning Commission Comments on Chapter 1

- Action 1.1.1: will be big with our focus groups.
- Action 1.1.2: this has been accomplished.
- Action 1.1.3: this will happen when we get into the Chapter 16 update and will go hand in hand with Action 1.2.4.
- Action 1.2.1: “assurance of proper planning”, Sage P. would like a comparison of Minturn to Crested Butte, Jeff A. doesn’t know of anywhere in town that has 15 units,
- Action 1.2.2: due to snow parking requirements should not necessarily be reduced. If it is implemented, it should be more towards commercial and not residential.
- Action 1.2.3: should be talked about more.
- Action 1.2.4: should keep in mind when discussing updates to Chapter 16
- Action 1.3.4: work with fire organization
- Action 1.3.5: need to think about when discussing updates to Chapter 16

Planning Commission Comments on Chapter 2

- Action 2.1.2: 100 Block Design Standards and Guidelines have been codified and live online. When there are pre-application meetings, staff needs to direct prospective applicants to that information
- Action 2.1.3: staff
- Action 2.1.4: Ongoing
- Action 2.1.5: Addressed in Chapter 16 within the use table for the 100 Block. We need a balance of retail and lodging. If lodging pushes out retail then none of it works. Possibly by lodging on the second floor and up, and still requiring retail on the first floor. Need definition for commercial services. Tom P. would not like to restrict someone from doing something with their lot. Sage P. thinks it's important to have retail possibilities and the first floor should be retail. Elliot H. thinks we should leave the code as is as it will be dealt with in due process. Lynn T. agrees with Sage P. Michael B. likes commercial uses on the first floor, but if they want lodging on the first floor it should be a conditional use.
 - Public Comment: Kelly Toon 531 Main St
Repetition of storefronts and the commercial is very important. Asked if there could be a mandate that the front façade be commercial, but lodging in the back.
- Action 2.2.1: Currently working on this with HPC
- Action 2.2.2: No comment
- Action 2.2.3: We could also use any study on historic preservation to inform the Design Standards such as key architectural elements and roof forms.
- Action 2.2.4: Every project that comes in within the 100 Block will most likely need to address this. This could also come up if we address the non-conformities section.
- Action 2.3.1: No comment
- Action 2.3.2: This has to do with our sign code and any changes will need to come through as an ordinance to the Planning Commission for review
- Action 2.3.3: Directory map
- Action 2.4.1: to be addressed in the future
- Action 2.4.2: Bike repair station could be behind buildings
 - Public Comment: Kelly Toon, 531 Main Street
Bike Washing stations are about the size of the podium and only take up about 5 feet of space
- Action 2.4.3: No comment.
- Action 2.4.4: This needs to be a much bigger discussion. Will jam up the entrance to Minturn. If there are time limits then you need to be able to enforce it.
- Action 2.4.5: No comment
- Action 2.5.1: The code already allows this and prioritizes parking off of the street. Elliot H. said that garages are a good place for small retail or micro-manufacturing. Scot H. said that in mixed-use buildings there should be a requirement for storage.
- Action 2.5.2: This ties into our housing plan.
- Action 2.6.1: The Town has talked for a while about having passageways between buildings from Williams St all the way to the river.
- Action 2.6.2: No comment.
- Action 2.6.3: Lynn T. asked that a conversation be started with USFS to increase the parking at Grouse trailhead. Elliot H. pointed out that cycling from the 100 Block to the trailhead is dangerous and encouraging it might not be the best.
 - Public Comment: Kelly Toon, 531 Main Street

It is way quicker to walk down County Rd rather than walking down Highway 24 and is safer. Also need to address skier visitors off the Minturn Mile as they don't know where to go. There needs to be better wayfinding signage.

- Lynn T. asked that we have a coordinated sign program so that we don't have as much sign pollution.

Planning Commission Comments on Chapter 3

- Action 3.1.3: No comment
- Action 3.1.4: No comment
- Action 3.2.2: Goes in hand with Action 3.3.2 in connecting different areas of Town
- Action 3.3.2: Tom P. says that we need to find the solutions out there to impress the importance upon UP to allow us some form of pedestrian access as Hwy 24 is not a safe corridor for pedestrians especially in the winter.
- Objective 3.6: Already discussed in Chapter 1
- Objective 3.7: Need to continue actively pursuing connection to South Town.

OBJECTIVE 3.8 CONTINUE WORKING TO ADDRESS THE CAPACITY OF THE TOWN'S WATER SYSTEM AND NEED FOR CRITICAL MAINTENANCE.

As noted in **Chapter 5: Water Infrastructure, Hazard Mitigation & Sustainability**, the Town's water system needs more than \$20 million in infrastructure investment to make repairs to the system and increase capacity. The future of development in Minturn (both commercial and residential) hinges on a sustainable supply of water to the town. At present, the Town has a moratorium on most development due to these needs. Expansions to the water supply may involve the execution of the *2019 Water Capital Improvement Plan* combined with the acquisition of new water rights. The Town needs to prioritize these critical investments and continuously manage its water supply to support economic growth.

See **Chapter 5: Water Infrastructure, Hazard Mitigation & Sustainability** for action items.



Minturn's iconic water tank, tucked into the hillside (Uncover Colorado).

CHAPTER 4



Attainable Housing & Historic Character: Housing Barriers, Trends & Policies



INTRODUCTION

Housing is a foundational component of any community. Many factors impact the amount, price, and quality of housing available in a given community. The housing element of this plan addresses central questions regarding Minturn’s housing stock:

- What housing stock already exists?
- How much does housing cost, and how does that compare to local and regional wages?
- What amenities and qualities do current or prospective residents look for in terms of housing?
- What are the available opportunities for new housing development?
- How will the community’s current and future housing stock shape the community’s aesthetics, character, and quality of life?

A community’s development pattern and supply of housing are physical manifestations of that community’s history. The housing stock is characterized by the factors that shaped the community’s development over time, such as population, industries, and natural resources. These factors can shape the physical and cultural fabric of a community and may or may not remain relevant today. In a small community like Minturn, the addition or removal of a single building can make a notable difference in the community’s overall development pattern and supply of housing. In this way, the community’s development decisions can be impactful – and contentious – on a community-wide scale.

The following pages will provide an overview of existing conditions and current issues, input from the community on housing, a graphical overview of the central concepts for housing and historic character goals and objectives in Minturn, a detailed description of objectives and recommendations, and an implementation matrix detailing how the Town will achieve the recommendations.

EXISTING CONDITIONS & ISSUES

POPULATION & HOUSEHOLD TRENDS²

The Minturn community is holding a relatively steady year-round population of between 1,000 and 1,100 residents. Minturn’s population has grown by less than 1 percent annually since 2010. The median age in Minturn is just under 40, having increased slightly since 2010, indicating an aging population.

There are about 450 households in Minturn, correlating to an average household size of 2.43. Just under two-thirds of Minturn households are families (related individuals), with just 8% including children – a lower proportion than many surrounding communities in Eagle County. Twenty four percent of households are roommate groups – a higher proportion than surrounding communities – and 17% are single individual households – a lower proportion than many surrounding communities. Larger households and single-person households are more likely to be renters in Minturn, with 23% of renter households comprising more than 2 people and 21% comprising single-person households. For ownership households these stats are 16% and 12% respectively. A slight majority of households in Minturn are owner-occupied (59%).

HOUSING SUPPLY

Minturn has approximately 560 housing units, with an average increase of only 3 per year since 2010. 12 new building permits were issued by the Town between 2019 and 2021. The majority (68%) of homes in Minturn are single-family structures. Almost all owned units in Minturn are single-family and about half of rental units are single-family as well. Just under 30% of rental units in Minturn are in duplex, triplex, or fourplex structures, with a limited number of larger housing complexes and mobile homes (about 5% each). Compared to nearby communities, Minturn has a larger proportion of older housing stock with 28% of units built before 1940. Most other homes were built between 1970 and 2009. The vacancy rate in Minturn hovers around 20%, much of which is made up of second/seasonal homes and about 20 short term vacation rentals.

² Unless otherwise noted, this information is from the Minturn Community Profile Existing Conditions Memorandum, EPS (2022), developed in the analysis phase of this planning process (Appendix B: Plan Foundation Memos).

HOUSING COSTS & AFFORDABILITY

Minturn’s median household income in 2021 was \$87,901, lower than the County as a whole and with fewer outlier high-income earners compared to nearby communities. The 2021 average home price in Minturn in 2021 was \$767,000. Since 2015, Minturn has seen a drastic increase in the proportion of homes priced above \$1.0 million and the average price per square foot has increased by 33%. The Minturn housing market generally sees about 20-30 sales per year with 2021 experiencing minimal sales, another indicator that the market is tightening due to a lack of inventory for-sale or for rent. Median gross rent in Minturn is \$1,818, increasing 58% since 2015. About half of Minturn households are paying 30% or more of their income towards housing (both renters and owners), making that group housing “cost burdened.”

HOUSING DEVELOPMENT CONDITIONS, CONSTRAINTS, AND OPPORTUNITIES

Due to the Town’s small geographic area and location in the Eagle River Valley with steep slopes on either side, available land for development is sparse in Minturn, especially considering the current context of infrastructure and zoning. In the central part of Minturn (excluding Bolts Lake, Maloit Park, Battle Mountain, and Dowd Junction) only 11 land parcels are undeveloped (no structures) and not zoned as open space. As illustrated in the maps on pages 61 and 62, six of these lots are small enough that they could only accommodate a small number of residential units. The current zoning for the other lots does not allow for the scale of residential or commercial development that is needed and desired in Minturn.

Town staff have identified a few other areas (full parcels or portions of larger parcels) that may have potential for development in Minturn, dependent on land swaps or other agreements with current landowners as well as zoning changes. These sites include land surrounding the municipal parking lot currently owned by Union Pacific Railroad; the land between the proposed Midtown Village and Belden Place PUDs in the South Town area, as well as land south of the proposed Belden Place PUD project, both currently owned by the U.S. Forest Service; and land at Dowd’s Junction/Meadow Mountain, also currently owned by the U.S. Forest Service. While Bolts Lake & Battle Mountain have previously been explored for development, there are no current plans for development in these areas and any future propositions would require significant planning, infrastructure

investment, and detailed consideration. Steep slopes and other environmental conditions in these areas would likely limit development potential for residential and commercial activity.

Water supply constraints also affect future development. To manage limited water supplies, the Town recently implemented a moratorium on any development requiring three or more Single Family Equivalents (SFEs) in annual water use, which will be in place for the foreseeable future. Further discussion on this topic is covered in **5: Water Infrastructure, Hazard Mitigation & Sustainability**

Minturn’s complex zoning code also poses challenges for housing development. Minturn’s zoning is oriented toward low-density single-family development, which limits opportunities for different and potentially lower cost housing types, such as duplexes, triplexes, fourplexes, or mixed-use structures. These are considered “missing middle” housing options that provide a variety of size, location, and price variations to meet needs and preferences while also strategically developing under land limitations. Zoning and Land Use are discussed in more detail in **Chapter 1: Smart Land Use & Practical Zoning**.



Existing housing in Minturn.

PLANNED UNIT DEVELOPMENT (PUDS)

Minturn has proposed Planned Unit Development (PUD) sites – three that are active; two that are inactive (previously explored PUD project areas); and two that have potential and are in discussion for PUD/ Master Plan development. Development of these proposed PUDs is constrained by available water service. Development plans are in flux and subject to change as they move through planning, permitting, and implementation over time.

Belden Place would result in 42 units (mix of single-family, duplex, condo, and an ADU as well as ownership and rental). Twenty units would be deed restricted to prioritize year-round Eagle County residents and 4 units would be deed restricted to households earning 200% Area Median Income (AMI) or lower. With only 18 available SFE water taps secured, this project would be completed in phases with a timeline of 5-10+ years depending on the timeline for remaining 24 water taps. Land Use approvals for this PUD have stopped due to pending litigation.

Plans at **Minturn North** have fluctuated during the review process. As of November 2022, discussions between the Town and the developer indicate that this project would include 39 units (scaled back from an original plan for 193). Six units would be deed restricted to prioritize year-round Town of Minturn residents.. The Town has designated 70 available SFEs to this project, which should allow for the planned development to occur without further water capacity expansion.

Midtown Village would result in 42 units (mix of single-family, cottages, townhomes, and apartments as well as ownership and rental) and 3,000 sf of commercial space. Twenty-seven of these units would be deed restricted to prioritize year-round Town of Minturn residents . This site has approximately 20 existing SFEs, requiring an additional 23 taps to fulfil the development as planned.

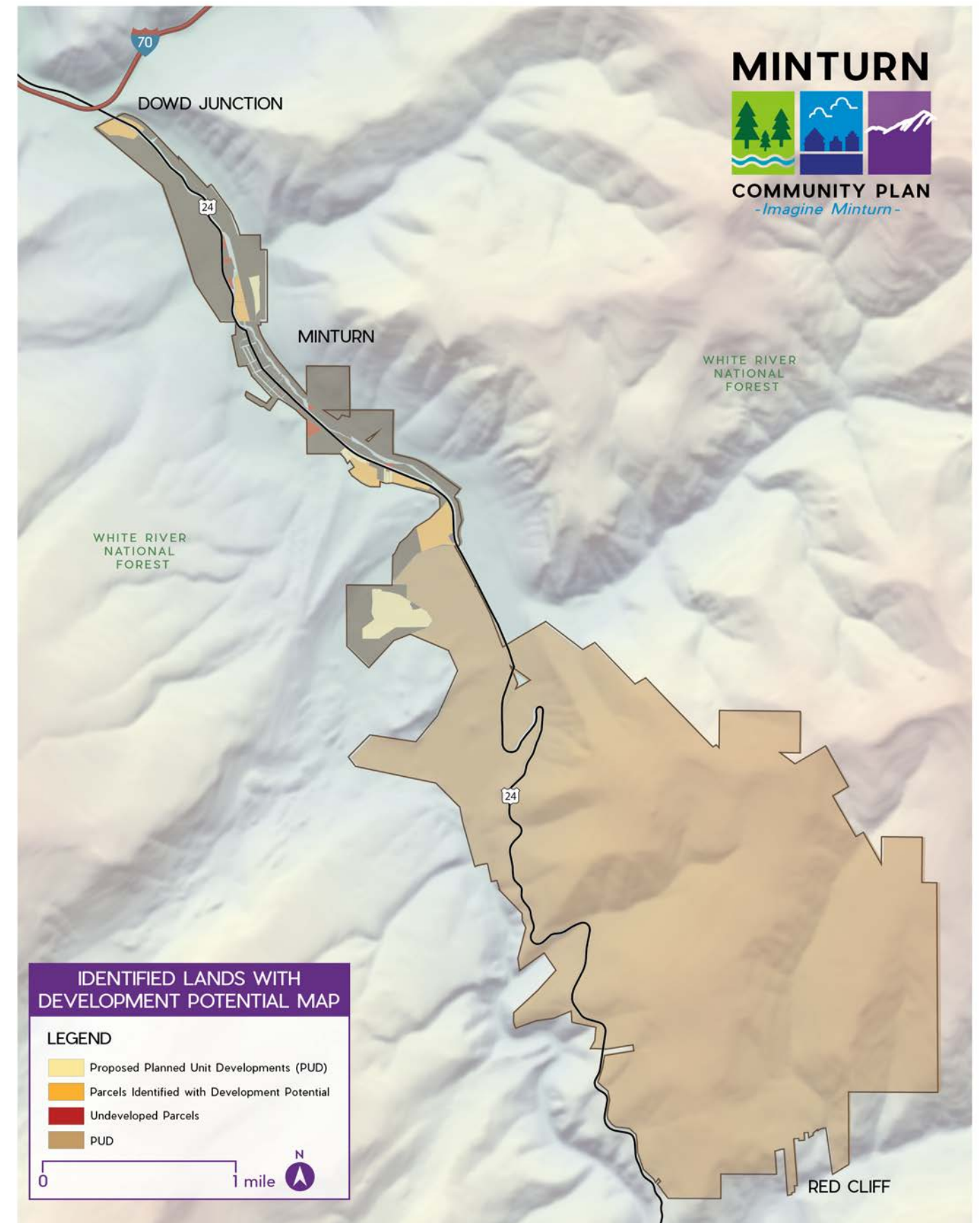
Battle Mountain and **Bolts Lake** are large land areas in southern Minturn which have been previously explored for development. The area was first explored through a PUD as a ski resort in the mid-2000’s. More recently, plans for residential development of the Bolts Lake area have circulated but nothing has been approved. The zoning code currently addresses these properties as follows:



Newer construction in Minturn.

Except as otherwise provided in Section 16-10-30, uses within the Bolt’s Lake, Gilman, Willow Creek, Rock Creek and Holy Cross Character Areas shall be set forth on an approved final development plan for those areas. Until such time as a final development plan is approved, property within the Bolt’s Lake, Gilman, Willow Creek, Rock Creek, and Holy Cross Character Areas shall be used only for the following purposes:

- (1) Environmental response activities for superfund sites consistent with EPA and CDPHE process and approvals and this Article.*
- (2) Forestry management and maintenance, including without limitation measures to address the infestation of pine beetles and abatement of noxious weeds.*
- (3) Passive recreation activities consistent with historic practice.*
- (4) Management and maintenance of the property as open space, greenbelt and wildlife habitat.*
- (5) Investigation and monitoring of soils, watersheds and other components of the property and other appropriate activities in connection with the management and maintenance of the property and the preparation of the application for the final development plan for the project.*
- (6) Operation, maintenance and use of water rights, water resources, water diversion structures, ditches, pipeline structures, ponds, water impoundments and associated facilities consistent with the decreed uses but subject to these restrictions.*
- (7) Hunting.*





Dowd Junction

The Town is interested in redeveloping the Dowd Junction area, one of the Town’s most viable and strategic opportunities for development. Town Council sees three main goals at this site:

- To generate sales tax and commercial property tax revenue
- To maintain public access to recreational opportunities at Meadow Mountain; and
- Serve as a regional transit hub and gateway to Minturn.

Additionally, discussions about development potential at this site include workforce housing but visioning and market analysis are still in progress to determine the best use for the site to move forward with proposals. Development at Dowd Junction will need to balance the opportunity for non-residential development with residential development. The Town has limited sites where significant non-residential development can occur to increase the Town’s tax base, but the site represents a unique opportunity to add residential units, commercial space, and transportation infrastructure. Dowd Junction is the current location of a USFS office and is owned by the agency which wants to consolidate administrative operations and properties in the region. Thus, the Town of Minturn has discussed acquiring the site from the agency. Another agency-owned parcel, Martin Creek, may be another opportunity for residential development in the future following a land swap or equivalent agreement.

Eagle County School District Parcel

The Eagle County School District owns property near Maloit Park, where there is housing for District staff. The District is interested in further subdividing the area or using a PUD to expand and improve housing in this area for District staff. Current concepts envision up to 138 units (mix of single-family, duplex, townhomes, and multifamily as well as ownership and rental) in addition to the existing recreational and institutional uses within this broader area. Plans are still developing and could ultimately include public-private partnerships for market-rate or other deed-restricted housing.

HOUSING POLICY CONTEXT

In 2019, Minturn adopted a *Housing Action Plan* in response to increasing pressure on housing from second homeownership, and the need for more long-term rental options for full time residents and workforce. The *Housing Action Plan* includes eight prioritized tools to implement to manage housing in Minturn. These include:

- An inclusionary housing requirement
- Policy support for ADU development
- Deed-restricted housing requirements in annexation agreements,
- A home buyer assistance program,
- A density bonus program for workforce housing,
- A housing development on vacant Town land (public-private partnership),
- A weatherization/energy efficiency program, and
- Management of short-term rentals

Residential linkage fees were also recommended for further consideration as part of the prioritized strategies in the *Housing Action Plan* but were not subsequently supported by Town Council.

In 2020, the Town adopted an inclusionary housing ordinance (No. 7 – Series 2020), which applies to any new housing or mixed-use development with 5 or more units or lots and requires 20% of units for local residents and 10% with initial sales price no greater than 200% AMI/rental no greater than 80% AMI. On a case-by-case basis, the Town Council may agree that a land dedication for community housing development is allowed in lieu of the requirements that otherwise apply within the development. The Town prefers to receive housing units over land, as there are still additional costs and time required to develop housing on any land dedicated in-lieu of a developer building affordable units on-site within the project or off-site. As it happens, the land dedication option is less likely to be pursued by developers since there is minimal land available in Minturn. The inclusionary housing regulations also prohibit the short-term rental of community housing. Only one development proposal (Midtown Village PUD) has triggered the inclusionary housing ordinance in Minturn since its adoption.

Additionally, in 2017, the Town adopted Ordinance No. 04 Series 2017 establishing new regulations for short term rentals (STRs). These regulations put in place a cap on STRs of 10% or 50 units of the total housing stock and a two-year ownership requirement prior to licensing application, among other tax and use regulations. In August 2022 the Town amended STR regulations to remove the 2 year ownership requirement for second-floor rentals above ground floor commercial in the 100-Block.

There is generally a political appetite for expanding ADU allowances within Minturn, but no formal action has yet been implemented.

MINTURN'S HISTORIC INFLUENCE³

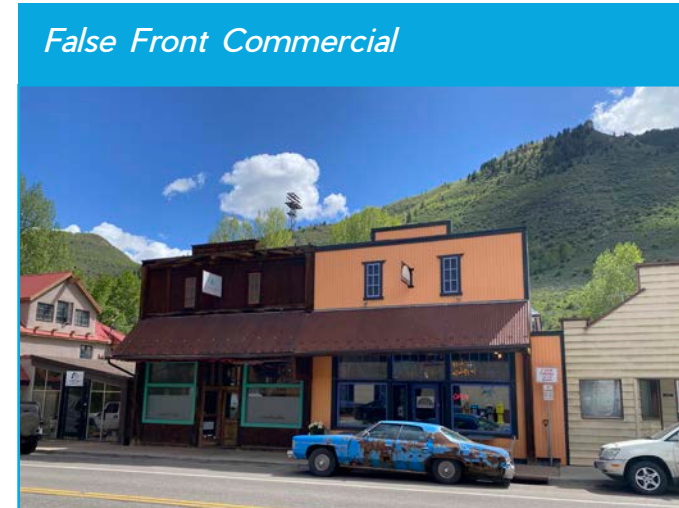
The development of nearby ski resorts such as Vail and Beaver Creek has brought tourism to the area, which Minturn benefits from. However, without its own resort development, constraints on growth, and reduced visibility from I-70, the community has been able to maintain its unique historic character and residential feel. Minturn's 2016 *Economic Development Strategic Plan* highlights the importance of the community's historic character and friendly atmosphere, tourism, placemaking, and small/local businesses. In particular, residents value Minturn's eclectic architectural character and historic feel that is most clearly present in the 100 Block area. While this specific area is discussed in more detail in **Chapter 2: A Thriving 100 Block**, it is important to note the influence and value of this area in establishing and

maintaining Minturn's broader community character. Preserving the small-town feel of Minturn is possible, even as the community evolves over time.

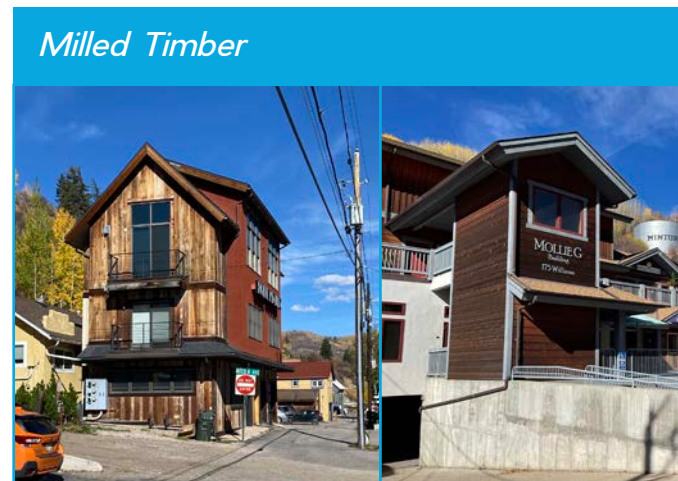
Minturn's architectural character is varied, displaying a variety of building periods. One distinctive element is the vibrancy of the colors of residential and commercial buildings, especially in the community's core. The colors of buildings in outlying areas are more subdued. Architectural styles present in Minturn include false-front style, pueblo, milled timber, folk victorian/national folk, gothic revival, neocolonial, modular, minimal traditional, craftsman, modern, and others. Most of the pueblo, milled timber and folk influences are concentrated in the core.



Pueblo-Influenced



False Front Commercial



Milled Timber



³ Minturn Community Plan History & Policy Context, SE Group (2022), developed in the analysis phase of this Community Planning Process. (Appendix B: Plan Foundation Memos).

COMMUNITY INPUT

During this *Community Plan* update, the Town conducted a survey of residents. In this survey, residents of Minturn identified sense of community and appearance of the town as two of the top five attributes of the community. Of the eight "critical areas of focus" determined by the survey, three related to housing and/or character (deed-restricted housing, historic preservation, and the Town's appearance). Fifty-three percent of survey respondents indicated strong support for the creation of more attainable housing for workers in the next 5-10 years. This project goal fell below other priorities such as water infrastructure and pedestrian and recreation infrastructure. Sixty-four percent indicated that there are not enough resident-occupied, deed restricted housing options in Minturn, and 56% said they are very or extremely supportive of adding such housing options.

Participants in the Open House held as part of this planning process expressed concern about losing residents due to high housing costs and more affordable options elsewhere. They also expressed concern about increasing second homeowners as well as tourists interested in renting STRs. Some residents also expressed that Minturn was losing residents to communities down-valley, where housing costs are cheaper. Participants were specifically asked to give feedback on multifamily housing types and locations. Responses indicated support for larger multifamily and duplex development at Dowd Junction and west of Taylor Street. Participants also favored duplexes and townhomes within Old Town and the 700-900 Blocks of southern Minturn. Townhomes were also favored in the 100 Block. Finally, residents were asked to express support for two draft vision statements, one that focused on Minturn's historic, small-town character, vibrant downtown, and recreational assets. The other focused on adaptability and inclusivity, including affordable housing and sustainability. Respondents favored the first option, which more closely resembles the final vision statement for this plan. Additional input that relates to housing and character is summarized in **Chapter 2: A Thriving 100-Block**.

COMPETING SENTIMENTS

It is important to note that, while residents tend to indicate concern about housing costs and availability to support local residents and workforce as well as support for housing development at the conceptual phase as outlined above, there is also much opposition to proposed housing developments. Thus, there is a conflict between what residents generally say they have an appetite for or are concerned about when

asked, and what they will actually support once a more concrete proposal is in play. Anecdotally, much of the opposition is centered around development layout and design including the location of parking and circulation as well as massing and density. Additionally, residents who live adjacent to larger proposed housing projects tend to oppose them while residents who live elsewhere may support a housing concept in that area. For example, residents who participated in the Open House event indicated support for larger multifamily or duplex development west of Taylor Street but residents in this area have expressed strong opposition to this type of development at other events. Additionally some residents have elsewhere expressed opposition to higher density developments at Belden Place and Martin Creek. The Town will need to carefully navigate these local politics to balance competing needs and desires. Town staff, the Planning Commission, and Town Council will need to work closely with developers on creative design and continue to engage in conversations with the public about the importance of housing for the community and circumstances that make moderate density most viable and strategic.

The Community Plan Steering Committee also provided valuable feedback as part of this process. During facilitated meetings, the group expressed gratitude for Minturn's neighborliness, strong base of year-round residents (especially compared to some nearby resort communities), generational families, rich history and "funky" architectural character. They reflected concern about increasing short-term rentals and second homes and their effect on housing availability and affordability for year-round residents. They also noted a local tension between the need for more attainable housing and concern over increasing density and development. This group also stressed the importance of including historic character and preservation as key topics within this plan update.

This feedback highlights some key agreements as well as inconsistencies in community perspectives and desires. First and foremost, the community values Minturn's historic and eclectic character and small-town feel. Residents are concerned about the impacts of short-term rentals, second homeowners and increasing tourism pressures, and they want to protect year-round residents and the local workforce but are worried about increasing density and fear change. As illustrated above, support for new housing development, especially for rental housing and affordable unit options, is mixed and complex.



CENTRAL CONCEPTS

This section outlines the important housing policy issues for the Town to continue addressing. The following Recommendations section provides more detail on the specific steps to be taken to address housing issues in Minturn.

PRIORITIZE RESIDENT-OCCUPIED HOUSING

Today, approximately 80% of housing in Minturn is occupied by a full-time resident, compared to approximately 35% in Vail and 65% in Avon. The presence of full-time residents creates a sense of community and year-round vitality: “the lights are on” in Minturn’s neighborhoods year-round. This sets Minturn apart from mountain resort towns in which the vast majority of the housing stock is comprised of part-time homes and short-term rentals. The community would like to maintain the current level of full-time occupied housing, long-term rentals and ownership. Because some residential properties in Minturn will naturally deteriorate over time and may be demolished in the future, the Town should institute a broad set of land use regulations and community-based funding approaches to retain existing housing opportunities.

USE SHORT & LONG-TERM APPROACHES TO GENERATE HOUSING

Many communities rely on land use regulation tools that create affordable housing units and/or fee revenue from new development. Approaches such as inclusionary housing (IH) can be effective when there is a steady pace of development. Combined, Belden Place, Minturn North, and Midtown Village have 108 available water taps for near-term development. At the time this plan was written, these projects have the potential to create 277 total units with additional water capacity. While final numbers are not secured, these projects will produce several deed-restricted units for local year-round residents and labor force as well as some reserved for lower-income households.

Minturn’s IH ordinance applies only to projects of 5 or more units so larger projects need to be developed in order for the IH to produce more affordable housing in Minturn. As noted, there is little land available for residential development under current zoning regulations, particularly of parcels large enough to trigger the Town’s IH ordinance. Dowd Junction presently offers the greatest potential for larger-scale development that would trigger the IH ordinance, while other properties could be explored. Town Council and subsequent zoning recommendations in **Chapter**

1 of this plan identify these areas for low-density development due to concerns about traffic impacts. Even at low densities, Master Plan development at these locations – as opposed to subdivision and incremental one-off development – would trigger the IH ordinance and contribute to the Town’s stock of deed-restricted units.

To create more near-term housing opportunities and resources, the Town should use multiple approaches to housing: regulatory and with broader community-based funding. Reliable funding enables the Town to use approaches such as buying market-rate units to be deed-restricted, and purchasing deed restrictions (“buy downs”) on existing homes. It can be less expensive to preserve existing housing than to construct new affordable housing.

Options for consideration are outlined below:

Reconsider the IH Program Income Limits

The current IH program requires housing to be affordable up to 200 percent of AMI, which is a household income of approximately \$180,000 for a three-person household. This income level equates to a home purchase price of over \$750,000. The IH will therefore produce housing that is close to market rate (albeit deed restricted) as the average sale price in 2021 was \$767,000. The Town should consider requiring a lower AMI target such as 120% or a range of AMI levels from below 100 percent to the current 200 percent requirement.



Housing in Minturn.

Residential and Non-residential Linkage Fees

Linkage fees are applied to new development based on its employee generation and impacts on workforce housing demand. They function like capital impact and tap fees and can be charged at building permit. The 2019 Housing Strategy considered residential and non-residential linkage fees. There was no support for non-residential linkage fees in that effort, and moderate support for residential linkage fees, although neither were ultimately adopted. An advantage of linkage fees over IH is that linkage fees apply to all development; there is not typically a threshold of application (e.g. 5 or more units).

The Town could consider combining linkage fees with the IH program. Linkage fees would apply to small projects under five units and residential projects generating a net increase in gross residential floor area (e.g. expansion or redevelopment of a home into a larger home). Non-residential linkage fees could be considered but may run counter to the goal of increasing the tax base by attracting more non-residential development. All linkage fee revenue would be restricted to funding housing programs.

Defining Linkage Fees

Linkage fees are a one-time fee paid by developers for projects of a certain type or size that channels a funding source for community housing development or other specific community needs. Linkage fees are often used instead of an inclusionary zoning (IZ) regulation or to supplement the IZ for smaller projects.

Community-based Funding

A revenue source is needed to expand housing opportunities in Minturn. Linkage fees could be one source, but the revenues are still dependent on new development. A more sustainable approach is a voter approved tax or other regulatory fees. A voter-approved mill levy or sales tax would generate an annual regular funding stream. An occupational privilege or “head tax” is another possible source; this is a tax paid by employers on the number of employees. Again, this may run counter to short-term goals to increase (and maintain) Minturn’s tax base.



Housing in Minturn.

Short-term Rental Fees

Several mountain and resort communities in Colorado are adopting regulatory fees on short term rentals. The fees are typically higher than annual licensing fees, and the revenues are restricted to funding housing programs. For example, Telluride recently increased their short term rental licensing fees to support the creation of year-round workforce housing, and Breckenridge and Silverthorne have implemented tiered licensing fees based on the number of rooms.

ENCOURAGE A DIVERSE MIX OF HOUSING TYPES

Approximately 68% of the homes in Minturn are single-family detached structures. This gives the Town a unique character compared to larger, more densely developed resort towns. However, attracting more types of housing and sometimes smaller units can help lower costs and provide more options for renters or people who may prefer an option besides a detached single-family home.



Minturn is constrained by topography.

LEVERAGE OPPORTUNITIES FOR HOUSING & TAX BASE EXPANSION IN FUTURE DEVELOPMENT

Given the limited number of properties with future development potential, the Town should ensure that new development balances creating full-time housing and non-residential development to grow the tax base. These strategies should apply to any potential PUD or Master Plan developments and any future annexations. The Town should employ its land use regulations and development agreements to create – not hinder – full-time housing in new developments.

ADDRESS WATER CONSTRAINTS TO CREATE MORE HOUSING OPPORTUNITIES

The current water moratorium limits the ability to increase housing opportunities and to attract non-residential development. The Town has an ongoing priority to make ongoing improvements to the Town’s water infrastructure, solidify future water sources and encourage the efficient use of existing resources. See **Chapter 5: Water Infrastructure, Hazard Mitigation & Sustainability** for additional information.



Townhomes in Minturn.



Housing in Minturn.

RECOMMENDATIONS

OBJECTIVE 4.1 CONTINUE IMPLEMENTING THE RECOMMENDATIONS OF THE 2019 HOUSING ACTION PLAN.

As indicated in the Existing Conditions & Issues Section above, the Town has already accomplished two of the nine prioritized and recommended tools laid out in the 2019 *Housing Action Plan*, one of which was identified as a “Tier One” action item. The 2019 *Housing Action Plan* contains seven remaining priority recommendations that remain relevant today. They are organized into tiers of priority:

- **Action 4.1.1** Implement remaining Tier One recommendations in the 2019 *Housing Action Plan*.

TIER ONE

- Revisit and update current ADU regulations, including:
 - Broaden areas where Accessory Dwelling Units (ADUs) are allowed
 - Streamline the permitting/review process and consider waiving or deferring fees when there will be a deed restriction
 - Loosen parking requirements where applicable and consider creative off-site or public transit alternatives
 - Consider expanding or removing the size cap as applicable and revisit dimensional requirements
 - Consider waiving water tap fees with local deed restriction on long-term rentals
 - Develop and adopt policies for negotiating deed restricted housing in annexation agreements. Although future annexation opportunities may be limited, having standards in place if they do occur will ensure that the Town can effectively use these instances to meet community needs and housing goals.
- **Action 4.1.2** Implement remaining Tier Two recommendations in the 2019 *Housing Action Plan*.

TIER TWO

- Collaborate with The Valley Home Store (TVHS), which currently offers down-payment and mortgage assistance to Eagle County residents, to ensure that Minturn residents are aware of this resource.

- Consider establishing a supplementary Minturn local assistance fund.
- Consider adopting a density or Floor Area Ratio (FAR) bonus for the inclusion of deed restricted housing in new development.
- Consider partnering with private developers to create new community housing on available Town-owned land. An inventory of such parcels is provided in the 2019 *Housing Plan* but further analysis and consideration is necessary.
- Partner with regional organizations such as NWCCOG and Energy Outreach Colorado at Walking Mountains and/or establish a local program to share resources and support local housing rehabilitation, weatherization, and energy efficiency projects.

OBJECTIVE 4.2 UPDATE THE 2019 HOUSING ACTION PLAN GOALS REGULARLY AND IN RESPONSE TO COUNTY-LED HOUSING NEEDS ASSESSMENTS AND CHANGES IN AMI.

Economic conditions that affect housing can change quickly and unexpectedly. While Minturn can rely on solid guidance from their 2019 *Housing Action Plan* and further guidance from this plan, it is important for officials to adapt to circumstances as they change. This adaptable approach will ensure that Minturn can adjust priorities and strategies to align with local and regional housing needs.

- **Action 4.2.1** Monitor Eagle County and Eagle County Housing & Development Authority publications and other publicly available data from sources such as HUD to stay up-to-date on regional housing needs. Use these indicators to inform changes in circumstances that may require adjustments to Minturn’s housing strategy.
- **Action 4.2.2** Update Minturn’s *Housing Action Plan* by 2025. The 2019 Plan is set to guide housing for 3-5 years.
- **Action 4.2.3** Conduct periodic development code reviews to promote innovative and smaller homes, including ADUs.
- **Action 4.2.4** Continuously support historic preservation to maintain the Town’s unique housing stock.



Housing in Minturn.

OBJECTIVE 4.3 CONSIDER NEW HOUSING STRATEGIES, SUCH AS BUY-DOWN PROGRAMS.

In a buy-down program, the Town would purchase deed restrictions from current homeowners. The Towns of Breckenridge and Vail are using this approach, and the market for a deed restriction is about one third the market value price of the home. Some homeowners take advantage of the program to get cash to pay off a mortgage, avoid foreclosure, do needed repairs, or to age in-place in their home. The Town then holds a deed restriction on the home, typically limited to full-time residents working, in this case, in Eagle County. This program may be a good match for Minturn with its older housing stock and somewhat older population than the County as a whole. With limited growth potential, a buy down program may be the most effective way to preserve and create opportunities for full-time resident housing.

- **Action 4.3.1** Investigate the viability of a buy-down program in Minturn including identifying a funding source.
- **Action 4.3.2** Broaden the application of a buy-down program to include historic preservation renovations of homes, so long as they are deed restricted to full-time residents.

OBJECTIVE 4.4 INCREASE THE AMOUNT OF LOCAL FUNDING AVAILABLE FOR FULL-TIME RESIDENT HOUSING THROUGH NEW FEES AND/OR VOTER-APPROVED TAXES.

The most successful programs for maintaining or increasing the supply of resident housing have a reliable dedicated funding source. Rather than relying on new development, a tax dedicated to housing enables a community to proactively plan and fund projects or initiatives. The Town should monitor political support for a modest mill levy or sales tax dedicated to housing. While linkage fees received moderate to low support in the 2019 *Housing Action Plan*, they should be re-considered periodically and especially before major surges in development occur if large projects, sites, or PUDs are expected to come under review. A residential linkage fee may be more appropriate for Minturn, rather than applying linkage fees to commercial development. A regulatory fee on STRs should also be considered. This is an emerging tool that several Colorado mountain towns are considering. The Town of Breckenridge adopted a regulatory fee on STRs in 2021. For planning consideration, a fee of \$500 per bedroom per year would generate about \$50,000 per year on the Town's maximum number of 50 short term rentals.

- **Action 4.4.1** Gauge public appetite for community-funded housing.
- **Action 4.4.2** Consider instituting linkage fees and/or a regulatory fee on STRs.

OBJECTIVE 4.5 CONTINUOUSLY ADDRESS WATER AND OTHER INFRASTRUCTURE BARRIERS TO HOUSING CONSTRUCTION.

The town is nearly at full capacity for its water system, and water may continue to be a constraint on growth for the town. It should therefore carefully consider how future taps are allocated. The current moratorium on developments that require water taps greater than 3 SFEs is currently a large barrier to housing creation in Minturn. This is particularly limiting given that large-scale projects provide new units quickly and have greater potential to offer "missing middle" and affordable/attainable options such as rental units, apartments, duplexes, townhomes, etc. Multiple such projects are in the pipeline through PUDs but are significantly constrained by these conditions.

In 2019 the Council approved for a growth scenario of up to 450 SFE's. This included 120 SFE's for the Eagle County School District as the remainder of the designation from the 2011 Annexation Agreement, as well as 70 SFEs if the Council approves a Minturn North project. These two projects (Minturn North is only in the case of an approval) account for 42% of the 450 SFEs planned for in 2019. While moratoriums are in place, the Town should incentivize small-scale infill housing (re) development such as ADUs, duplexes and triplexes.

- **Action 4.5.1** Prioritize Town funding to support the necessary improvements outlined in Resolution 30 – Series 2020 to increase Minturn's water system capacity.
- **Action 4.5.2** Continue to monitor water capacity and consider expanding the intended capacity improvements beyond what is currently planned.
- **Action 4.5.3** Evaluate an allocation policy along with new rate structures when capacity becomes available.

OBJECTIVE 4.6 PRIORITIZE HOUSING FOR FULL-TIME RESIDENTS; ENSURE THAT RESIDENTS OF ALL AGES AND INCOME LEVELS ARE ABLE TO FIND HOUSING.

As described above in the summary of public engagement and feedback related to housing, Minturn residents are interested in preserving and promoting "resident-occupied" housing. A healthy level of full-time residency is critical to maintaining the social and economic fabric of a community. Likewise, it is of the utmost importance to ensure that low- and middle-income residents of Minturn can afford to live in Minturn. The following regulatory tools aim to support full-time residency and affordability in Minturn:

- **Action 4.6.1** Amend the 200% AMI requirement for inclusionary housing in Minturn to promote more equitable and inclusive access to housing. Further assessment may be necessary to determine the most appropriate thresholds for the community, and many communities require units at a variety of thresholds. A 120% AMI requirement should be available for at least a portion of units.
- **Action 4.6.2** Use deed restrictions to require full-time residency in the community in homes created through housing regulations or preserved with public funding such as a buy-down program.

- **Action 4.6.3** Support a diversity of housing types in the Town Code and development guidelines; ensure that updates to PUD guidelines encourage and incentivize affordable housing.

OBJECTIVE 4.7 CONTINUE TO COLLABORATE WITH REGIONAL JURISDICTIONS AND ENTITIES IN EAGLE COUNTY TO STAY ABREAST OF HOUSING ISSUES, AND POLICIES AND TOOLS BEING USED. ALIGN BEST PRACTICES AND INCOME QUALIFICATION RANGES FOR CONSISTENCY.

Numerous communities and agencies in Eagle County are working on and administering housing programs. The Town should keep in touch with these other groups and look for areas where Minturn's policies and regulations may need to be adjusted for consistency.

- **Action 4.7.1** Convene with the housing departments of other jurisdictions and with housing providers annually to review successes and local best practices.
- **Action 4.7.2** Routinely revisit designated AMI ranges for affordable housing to ensure that they correspond with Eagle County housing needs analyses and meaningfully contribute to the generation of affordable housing.
- **Action 4.7.3** Actively engage with regional partners to support the possibility of a new Regional Housing Authority.



Shops and second floor housing in Minturn.

OBJECTIVE 4.8 ENSURE THAT PUD REGULATIONS AND POLICIES CONTAIN PROVISIONS THAT WILL CREATE FULL-TIME RESIDENT HOUSING, PARTICULARLY AT DOWD JUNCTION AND MARTIN CREEK.

Since Minturn’s primary development area is built out, PUDs represent a singular opportunity to add substantial additional housing units. Should the potential PUDs in Minturn eventually progress into development review and eventual construction, The Town should ensure that these PUDs will provide an appropriate level of resident housing.

- **Action 4.8.1** Encourage the inclusion of affordable housing in PUDs over and above the current IH requirement; consider offering an expedited review process to incentivize this.
- **Action 4.8.2** Consider implementing “Main Street” or PUD/Master Plan design regulations for new developments that require active street frontage and rear/hidden parking or other elements to increase the likelihood that development proposals will be palatable to and supported by the community.



Housing in Minturn.

OBJECTIVE 4.9 SUPPORT HISTORIC PRESERVATION WITHIN MINTURN’S BROADER HOUSING STRATEGY.

Minturn has some of the oldest housing stock in Eagle County which gives the town its unique character. Many residents are deeply invested in preserving the town’s historic homes. Minturn residents are accustomed to smaller historic houses, creating an opportunity to promote innovative designs of smaller and less costly homes. These could include duplexes, fourplexes, eightplexes and ADUs. As an added benefit, these smaller units can help address the shortage of rental housing, and/or provide less costly ownership opportunities.

- **Action 4.9.1** Review and update Minturn’s development design guidelines to strengthen and further specify how new residential development, redevelopment, and remodels can contribute to the community’s valued architectural character and vibrancy.
- **Action 4.9.2** To preserve existing buildings to the extent possible, consider instituting a demolition delay ordinance or initiative to support adaptive redevelopment as opposed to teardowns and new builds.
- **Action 4.9.3** Foster discussion around materials and design in the early phases of development review to ensure that developers understand the importance of celebrating Minturn’s existing character.

CHAPTER 5



Water Infrastructure, Hazard Mitigation & Sustainability

