



AGENDA

MEETING OF THE MINTURN PLANNING COMMISSION Minturn, CO 81645 • (970) 827-5645

Meeting will be held online via Zoom Conferencing and call-in OR in person at 302 Pine Street Council Chambers

Public welcome to join meeting using the following methods:

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/81352135204>

Phone:

+1 651 372 8299 US

+1 301 715 8592 US

Meeting ID: 813 5213 5204

OR 302 Pine Street Council Chambers for In-Person Option

Due to an anticipated large viewing, and restrictions within the virtual meeting platform, the Town is making additional efforts during the COVID pandemic to make these meetings as readily accessible to all. If you do not intend to actively participate, please view the meeting on the Town of Minturn's YouTube channel where it will be live streamed and archived. For members of the public without internet access, there is availability at the Town Hall for meeting viewing, reservations are required.

Wednesday, June 16, 2021

Regular Session – 6:30 PM

CHAIR – Lynn Teach

COMMISSION MEMBERS:

Jeff Armistead

Elliot Hovey

Tom Priest

Christopher Manning

Jena Skinner

When addressing the Commission, please state your name and your address for the record prior to providing your comments. Please address the Commission as a whole through the Chair. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

Regular Session – 6:30pm

1. Call to Order

- Roll Call
 - Pledge of Allegiance
2. **Approval of Agenda**
 - Items to be Pulled or Added
 - Declaration of Conflicts of Interest
 3. **Approval of Minutes**
 - June 9, 2021
 4. **Public comments on items, which are NOT on the agenda (5min time limit per person)**
 5. **Planning Commission Comments**
 6. **NAIOP Update**

DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

7. **152 Main Street – The Agora Addition**
Review and approval of the new plans at 152 Main Street – The Agora Addition.

Recommendation: Approval with Conditions
8. **Minturn North PUD – Railroad Planned Unit Development Preliminary Plan Review**

PROJECTS AND UPDATES

9. **Project Updates**
 - Chapter 16 Zoning Code Amendment
10. **Planning Director Report & Minor DRB Approvals by Director**
 - Belden Place Preliminary Plan Application Status
 - Fence Approval – 841 Main Street
 - Fence Approval – 443 Pine Street
 - Sign Permit Approval – Belden Place Temporary Sign
11. **Future Meetings**
 - July 14, 2021
 - July 28, 2021
12. **Adjournment**



OFFICIAL MINUTES

MEETING OF THE MINTURN PLANNING COMMISSION Minturn, CO 81645 • (970) 827-5645

**Meeting will be held online via Zoom Conferencing and call-in.
Public welcome to join meeting using the following methods:
Join from PC, Mac, Linux, iOS or Android:**

<https://us02web.zoom.us/j/88426107194>

Phone:

+1 651 372 8299 US

+1 301 715 8592 US

Meeting ID: 884 2610 7194

Due to an anticipated large viewing, and restrictions within the virtual meeting platform, the Town is making additional efforts during the COVID pandemic to make these meetings as readily accessible to all. If you do not intend to actively participate, please view the meeting on the Town of Minturn's YouTube channel where it will be live streamed and archived. For members of the public without internet access, there is availability at the Town Hall for meeting viewing, reservations are required.

Wednesday, June 9, 2021

Regular Session – 6:30 PM

CHAIR – Lynn Teach

COMMISSION MEMBERS:

Jeff Armistead

Elliot Hovey

Tom Priest

Christopher Manning

Jena Skinner

When addressing the Commission, please state your name and your address for the record prior to providing your comments. Please address the Commission as a whole through the Chair. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

Regular Session – 6:30pm

1. Call to Order

- Roll Call

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

Those present at roll call: Lynn T., Jena S, Elliot H, Chris M, Tom P., and Jeff A.
Staff Members Present: Town Planner Scot Hunn, Town Manager Michelle Metteer,
and Planner I Madison Harris.

- Pledge of Allegiance

2. Approval of Agenda

- Items to be Pulled or Added
Motion by Jeff A., second by Tom P., to approve the agenda as presented.
Motion passed 5-0.
Note: Elliot H. is attending in his status as an alternate.
- Declaration of Conflicts of Interest
Jena S. will have to recuse herself once agenda item 8 Belden Place PUD comes up as she is the presenter.

3. Approval of Minutes

- May 26, 2021
Motion by Chris M., second by Jeff A., to approve the minutes of May 26, 2021 as amended. Motion passed 5-0.
Note: Elliot H. is attending in his status as an alternate.

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

Michelle Metteer, Town Manager. We are having a water meter bypass line issue in Town. We need to lower our water loss numbers, and with the replacement of the meters, the Town is finding a high number of bypass lines. Starting July 1, we will be imposing a fine of \$2,650 based on Colorado State Statute for any bypass lines that we find that have not been brought to Public Works attention. Please give Public Works Supervisor Arnold Martinez a call. She also wanted to thank the Planning Commission for their feedback on keeping the virtual aspect of the public meetings available. Town Council decided to keep that option available for Planning Commission, Town Council, Staff, and the Public, and while it is preferable for people to be in person, that is an option for those who need it.

Greg Sparhawk, 245 Pine Street. Would like to give a shout out to Public Works for Town Clean Up Day.

5. Planning Commission Comments

Jeff A. said that they are still moving forward with their fishing access for the Fishing is Fun Grant. Waiting on the high water to come down at the Boneyard. Hope to finish all by end of summer. The Minturn Concert Series will be held starting July 8, every Thursday night. Also working on 4th of July celebration. 2nd of July (Friday) will have artists starting at 3pm. The Saloon, Molly G Building, and the Little Beach Park Amphitheater. There are two baby moose at Dowd Junction.

Lynn T. said there is a bear in town. There is a clump of wildflowers at the Boneyard.

DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

6. 998 Main Street – The Station Art Gallery & Studio Renovation

Review and approval of the new plans at 998 Main Street – The Station Art Gallery & Studio renovation.

Recommendation: Approval with Conditions

Scot H. introduced the project. This is a renovation of the Luceros gas station. Within the South Town Character Area, Commercially Zoned. Has an existing accessory apartment. Additional access drive. Additional roof forms, materials, and colors are being introduced. Staff is in favor of the renovation. We are proposing approval with conditions.

Woody Woodruff and Lynn Feiger, 998 Main Street, Minturn, CO 81645.

Been looking for a place to do a serious gallery in Minturn. The Town has been trying to create an Art District, so this will be an asset to the Town.

Greg Sparhawk, 245 Pine Street, Minturn, CO 81645.

Proposing to maintain a majority of the floor plan. An addition on the South side. A large part of the roof structure is coming off. There will be a studio and the potential to have an artist in residence. There is a small basement in the back. Will be adding about five feet to the south of the building to provide access to the apartment. There is all new roof. A long shed roof to the side, creating exposure on the corner. There could be an art piece or sculpture to allow people to see inside. There is an addition to the roof that allows a step up to accommodate large windows that look out over the cliffs. The south side addition has a cedar siding. Aligning and maintaining the ridge of the existing roof. The wood siding is a clear siding. The windows will be clad windows. A dark charcoal. Metal roof. Not much work on the grades.

Chris M. loves the colors and roof lines. Likes the names. Thinks it's an improvement on what is there.

Elliot H. said that it looks awesome. Thinks promoting an art's district in town will be good for the Town. Supporting arts is one of the pillars of community prosperity and economic growth. Likes the in-house artist. Using the word station is a nod to history.

Jeff A. thinks this is a better option than what they had before. Having a space like this is long overdue in town. A great use of the space. Love that this is kicking off what is hopefully becoming a revitalization of that part of town.

Jena S. asked if CDOT had a problem with both of the access points.

- Mr. Sparhawk said they had asked CDOT if they could use more the ROW, but CDOT said no. It utilizes the existing curb cut on this parcel and the existing

curb cut to the north via an existing easement.

- Jena S. said that she was happy to see more curb appeal of this property.

Tom P. thinks it's an exponential improvement to what is there. Inquired about plans about the singlewide. Small studios? Small district?

- Mr. Woodruff said that this would be an anchor, but the art district would be the whole town.

Motion by Jeff A., second by Chris M., to approve the plans for a renovation at 998 Main Street with the following three conditions. Motion passed 5-0.

1. The Applicant shall revise the Site Plans (Sheet A0.1) to show all proposed snow storage areas and calculations in accordance with the requirements of the Minturn Municipal Code.
2. The Applicant shall stake the property boundaries, specifically the front corners and property line along the U.S. Hwy. 24 right-of-way, prior to construction to ensure that the limits of disturbance and improvements do not encroach off the property and into CDOT ROW. A land survey or similar instrument shall be provided to the Planning Director after the driveway improvements are completed and prior to any final Certificate of Occupancy inspection is scheduled for the project to ensure that improvements have been entirely on Lot 3.
3. The Applicant shall address Intermountain Engineering's concerns prior to, or concurrent with, the Building Permit application process.
4. If the Applicant changes the proposed exterior siding materials, that will be handled at a staff approval level.
5. The calculations of the impervious surface area will be included on the building permit.

Note: Elliot H. is attending in his status as an alternate.

7. 455 Main Street – Backcountry Wings Patio and Garage Door Addition

Review and approval of patio and garage door addition to Backcountry Wings

Recommendation: Approval

Madison H. introduced the project. This is a project much like all the other restaurants in Town. They would like an outdoor seating space (15'x15') for the summer, but like Magustos, it will be a moveable patio that they can take down at the end of the season. The site plan shows 51 seats, while the Letter of Intent provided by the Applicant calls out 59 so they would be required to provide 10 parking spots as it is 1 parking spot per 6 seats. They have 8 parking spots on the lot and the Minturn Municipal Code allows for the two additional spots needed to be located on Highway 24 on-street parking. The extension of their liquor license has already been approved by the Town Council, so that is not an issue.

Sarah Biggs, 455 Main Street.

Hopeful to get this project underway before the summer is over, and to allow outdoor

seating.

Elliot H. thinks that adding to the curb appeal and social landscape is a great thing. Being able to remove it due for snow removal is smart.

Jeff A. clarified if they would take it down in the winter.

- Ms. Biggs said they would be using the space as parking during the winter.
- Jeff A. thinks this is a great idea.

Chris M. said this a great idea which will bring more money to the Town and the business.

Jena S. said she is hoping that there will be planters that will liven up the space. She asked if it was a blank wall where the garage door is going.

- Ms. Biggs said there is a window there now, and they will just be enlarging that opening. It will be big, open panes that will get light into the restaurant.
- Jena S. asked if the catering vehicles will be moved.
- Ms. Biggs said that some of them will be moved and will be rotated through the spots to allow for more customer parking.

Tom P. echoes what everyone else said. It is incumbent on the Planning Commission to provide flexibility to businesses after what has happened.

Jeff A. said that adding the glass door, you might have to heat tape above if you don't shovel it. Otherwise you will deal with icicles.

Public comment was opened and closed.

Motion by Chris M., second by Jena S., to approve the plans for a patio and garage door addition at 455 Main Street. Motion passed 5-0.

Note: Elliot H. is attending in his status as an alternate.

5 minute recess called at 7:17 pm.

Note: Jena S. has recused herself.

8. Belden Place PUD – Preliminary Plan for Planned Unit Development Review

Recommendation: Approval with Conditions

Scot H. continued the public hearing from the May 26th Planning Commission meeting. The takeaways were that there is a desire to keep talking about the housing plan, open space requirements, building height and density, and building height calculation. If staff is recommending approval, there were some conditions that were meant to be catch-alls. There are things that they need to be addressed between preliminary plan approval and

final plan application. Staff were asked to provide clarity on what the issues are which is in the update. Staff has broken down by category what the outstanding issues were. Staff is trying to be as transparent as possible. We do need to take public comment tonight.

Jena Skinner, 922 Main Street.

Alison Perry, Vail Land Company, Eagle CO.

Ms. Skinner started off with the building height topic. This is a true mix of types of units. Want to improve the structure of these building with modern architectural additions. There are rooftop decks on certain units that are below the highest roof, and don't want there to be an option for them to come in and fill it in. Want to preserve that space as personal open space. Trying to control bulk by an average system. A standard height for a single family home is doable. It becomes really important for the multi-family five-plex. There are interior units that have rooftop decks and thus a lower roof line. If there was a linear cap on height, then someone could come in and fill in the deck and extend the building higher, which will no longer have that articulated roofline. With the weighted roof line it is 33', with a standard linear line it is 36.5' tall.

- Ms. Perry said that as a rule a weighted average is not unusual and encourages more interesting architecture.
- Ms. Skinner said that for the stacked flats there are four different buildings with an elevator shaft in between. The midpoint roof number is 33'7" which is doable, so the weighted average really becomes important for the five-plex. For every building permit, they will present the numbers. Don't want to look back and see a wall there.

Jeff A. said that it was important to have the conversation between the heights and why. Understand the rational between having garages and no garages. Much nicer product to have a garage rather than maintain the height restriction and make them park somewhere else. The view from the passerby as they go down Highway 24, the pedestrian impact is very different from the Enclave as it sits right on the road. One of the criteria of the PUD as a planning board, this is part of the reason why we look at developments as a PUD. They need to be looked through the eyes as different from the standard zoning. They will be taller than anything else around, but the closest neighborhood is the small subdivision to the north-west, but it is far enough away to be impacted. Doesn't have a problem with the height. Doesn't think they need to adhere to the standard code.

Lynn T. does not have a problem with the height on the building at the back, but the townhomes are closer to the front and would prefer to keep it as close to code as possible.

- Ms. Skinner clarified that there are homes between the Highway and the five-plex that are 28'6" in height so there is buffer in between them.

Elliot H. thinks that the linear limitations puts a limit on the creative design. Wants a visual of what this look like in the existing landscape showing the roofline against the hill. Likes the idea of a varying roofline.

Chris M. understands what they are trying to accomplish. Likes the idea of getting more locals in there. Doesn't have a problem with what they are proposing.

Tom P. said that they aren't obstructing pre-existing development views, and all of the neighbors are the same. Appreciates the sub-terranean parking under the stacked flats. Hotel Minturn was approved for 35' at the midpoint of the roof, the Molly G building is approximately 39.5' to the ridge, Minturn Towne Homes are well over 35', and 421 Main was approved for 31' to the midpoint of the roof, so these buildings won't be out of place in Town and it isn't without precedent. Not opposed to the variance for this part of the project.

Richard Peterson-Cremer, Town Attorney.

Asked for clarification on the height of the five-plex. The PUD Guide and the permitted uses map and tables are a little confusing on which buildings are labeled at which height.

Scot H. wants to clarify staff's position. Agrees with the intent of what the Applicant is trying to do. He doesn't disagree with the height variance request, but doesn't believe the weighted average is necessary or practical.

- Ms. Skinner said that she can change it to a standard calculation in the PUD
- Scot H. said that he doesn't have a preference, just that

Lynn T. asked for clarification of where the five-plex is going and the fifth stacked flat.

- Ms. Skinner said that there is fire separation necessary with stacked flats which causes a slight increase in height. They are also encouraging a place where people can retire so single level living.

Tori Franks, Eagle County Housing and Development Authority, 58 Cameron Place, Edwards, CO.

Minturn has entered into an IGA with the county for the county to administer the Town's housing guidelines. Helping the Town review developments in accordance with their policies. Belden Place is the first response to the housing ordinance. Belden Place seems to be exceeding what the ordinance is requiring. Recommends terminology cleanup in the PUD Guide.

- Ms. Franks said that they are providing 10% of the project as deed-restricted, price-capped units and 50% resident occupied. Goes a long way to address the missing middle. Those people who can't afford the full on market price. The concern is the price-capped units at 200% AMI. The ordinance does not restrict buyers income. For a two bedroom house 200% AMI is \$646,000. This isn't affordable. You should want to start it at the lowest possible initial sales price. There is no appreciation cap. It can go wherever it wants to go. The big affordability on the front end should be maintained over time.
- Tom P. said that undiscussed business at the first hearing is the AMI calculation. 200% AMI misses the mark if we are going to talk about affordability.
- Jeff A. said that in the past when there have been issues, you still have to review under the current code. This is the first application of the housing ordinance and we are being told that it doesn't work.
- Ms. Franks does not recommend going forward with the 200% AMI. Maybe add in a couple of RO units to make up for them.

- Scot H. said that possibly the county could buy down the deed-restricted units.
- Ms. Franks clarified that the county would be willing to do that, but not on a unit with no appreciation cap.
- Jeff A. clarified who can buy the 4 deed-restricted units.
- Ms. Franks said that the deed-restricted and RO units will forever be only sold to qualified buyers, it is only the free-market that can eventually go to others outside of the county.
- Jeff A. asked if the applicant is opposed to the appreciation cap.
- Ms. Skinner said that they didn't on the four deed-restricted.
- Ms. Perry said that they are going above and beyond what is required of the application
- Tom P. asked Ms. Franks what the average income of a household is. And asked what price is needed for the county to give their approval.
- Ms. Franks said that they typically want 100-140% AMI and 3% appreciation cap. For the buydown there would need to be additional analysis.
- Tom P. asked what the optimum number is for the county to fill in the difference.
- Ms. Perry clarified that if there is 100% AMI, then you don't develop the project that is being applied for.
- Ms. Franks said that it is really what Minturn wants. Some it's better to pick the ideal jobs that you want to target people for, then work from there.
- Michelle M. said the goal from the council was lights-on in the home. If there was a way to look into lowering the AMI option that would be great, but if necessary, staff would support a conversion to RO.
- Lynn T. asked for the qualifications of a RO unit
- Ms. Skinner said that you have to live and work in the county full time.
- Jeff A. clarified that there is no appreciation cap on the RO units.
- Ms. Franks said that there isn't and the county isn't asking for that. This is the missing middle attainable unit.
- Lynn T. proposed to wrap it up and asked everyone to weigh in on the option of keeping it 200% AMI as long as possible and convert to RO if absolutely needed.

Ms. Skinner said the next topic that she wanted to discuss was the open space. The open space dedicated tracts are 13,122 sq. ft., plus the remaining open space on Lots 7 and 17, the total open space is 24,146 sq. ft. which is about 22.5% open space of the parcel.

Public Comment was opened and closed.

Motion by Tom P., second by Jeff A., to approve the Preliminary Plans for Belden Place PUD with the Conditions 1-9 that were provided by staff in the update memo with the additional clause to work on the Housing Program as laid out below. Motion passed 4-0.

- (1) The Applicant shall update the Civil Sheets for Belden Place prior to or concurrent with any Final Plan/Plat application as follows:

- a. All maps need legends identifying easements, other features, with distinguishing cross-hatching.
- b. C. 110 Site Plan depicts 9 parking spaces on Tract D open space parcel, and 4 parking spaces on Tract C open space parcel. Parking cannot count toward the total open space calculation.
- c. C.132 Identify what these easements are for.
- d. Proposed Easements (Sheet C.133 & C.134):
 - i. The separate, overlapping easements for water, sewer and shallow utilities are confusing and cumbersome – please clearly identify the use, purpose and dimensions or consider combining these into a single utility easement.
 - 1. The developer wishes to create separate easements for each utility. The engineering plans for easements need to be coordinated with the plat.
 - ii. Belden Way & Silver Loop are shown as road rights of way. These streets do not meet municipal requirements, and as such, should be private streets maintained by the homeowner’s association. Public access easements must be provided over & across all streets.
- e. Utility Plans:
 - i. Water taps are to be constructed as “Wet Taps” and coordinated with Public Works”
 - 1. Add to construction plans before final approval.
 - ii. Please provide copies of the sewer plans approved by the ERWSD.
 - 1. Approval in progress and must be provided prior to final approval.
- f. Grading & Drainage Plans:
 - i. The drainage plan shows drainage being directed to three ponding areas, two retention ponds on the north and a stormwater management pond at the southeast corner of the development.
 - 1. The retention ponds do not drain, but rather rely on evaporation & percolation to empty. Because the ponds will collect silt and debris, regular maintenance by the homeowner’s association will be required.
 - a. Retention ponds will extend into granular subsoils to promote percolation – revise prior to final approval.
 - 2. The storm management pond will be used to settle contaminants prior to discharge. This pond would discharge through a proposed culvert crossing US 24 and continuing in a drainage swale to the Eagle River at the northeast end of the Boneyard property.
 - a. Culvert will require CDOT approval – provide prior to final approval
 - b. Coordinate CDOT inlet location with proposed sidewalk project prior to final approval.
 - c. Culvert across Boneyard will require easement provided prior to final approval.

3. Design details for the discharge structure need to be provided.
 - a. Detail to be added prior to final approval - consider use of Stormceptor.
- ii. The Minturn Master Drainage Plan calls for the future construction of a drainage diversion channel across Forest Service Property at the base of the mountain. The drainage swale would flow both north & south to new culvert crossings of US 24 roughly 2000 feet north and 1600 feet south of Belden Place. As a result of this diversion channel not being available, the Belden Place drainage plan calls for the construction of a new culvert crossing US 24. Belden Place suggests the new US 24 crossing as an alternative to the drainage diversion channel. With proper planning of the drainage west of US 24, it may be possible to direct drainage from the properties in this area to this single crossing and eliminate the drainage diversion channel. They are requesting Minturn pay for this culvert. This idea could be mutually beneficial and merits consideration. We recommend the Town consider this alternative.
 1. Provide storm sewer sizing calculations prior to final approval.
 2. Provide an alternative plan for drainage in the event the necessary easement across the Land Trust parcel cannot be obtained.
- g. Roadway Plans:
 - i. Sidewalks are proposed as 3-foot wide. Section 1.01 of the Town Roadway Design Standards require 5-foot walks. ADA compliant ramps must be provided at cross walks and any other locations required to meet ADA requirements.
 1. Typical section shows 3' dimension but notes 4' walk please clarify prior to final approval.
 2. Add ADA ramps prior to final approval.
 - ii. Garage ramp (sheet C.403).
 1. The ramp into the garage shows a 16% grade with steep breakover angles. Please demonstrate the break over angles are suitable for passenger vehicles.
 - a. A 16% grade the ramp needs to be heated to assure year-round access.
 - b. Detailed plans will be required at building permit
 - iii. A sidewalk along US 24 adjacent to the development is required. The walk is to be in accordance with the Town Master Plan for South Minturn. As the walk would not be connected to an existing walk at this time, a cash in lieu contribution may be appropriate.
- h. Construction Cost Estimate:
 - i. Cost Estimate. Several unit prices used in the estimate appear lower than current market prices. A few examples follow:
 1. 8" DIP water main is estimated at \$68/LF; current bids are coming in at \$91/LF.

- a. 8” Sewer main is estimated at \$56/LF; current bids are coming in at \$69/LF
 - b. Mountable Curb is estimated at 20/LF; current bids are coming in at \$27/LF
 - c. Please provide the basis for the estimate.
 - d. Developer represents costs reflect current construction in Gypsum – provide additional documentation prior to completion of SIA
 - i. Construction Requirements & Specifications are incomplete:
 - i. Please provide general requirements for construction i.e., hours of work, limits of construction, inspection requirements, safety requirements; etc.
 1. Add limitation for days & hours work is allowed prior to final approval.
 - ii. Please provide roadway construction specifications.
 1. Add asphalt specifications prior to final approval.
 - iii. Minturn requires water line construction to conform to ERWSD standards. Please revise the water construction specifications accordingly.
 1. Please add note regarding ERWSD standards prior to final approval.
 2. A corrosivity test shall be performed to determine if poly wrap will be required on DIP water mains. Test is to be completed and specification revised prior to construction.
- (2) The Applicant shall update the Open Space Plan to:
 - a. Remove all parking areas from the calculation or areas shown as dedicated open space; pursuant to the Minturn Municipal Code, such areas for parking do not count as open space.
- (3) The Applicant shall update civil engineering plans and/or incorporate the following recommendations into final plat and Subdivision Improvements Agreement documents prior to or concurrent with any Final Plan/Plat application:
 - a. Curb stops for water service should be in a relatively same spot relative to the lot for easy finding.
 - b. Isolation valves should be considered at two places on the loop so that not every homeowner is affected should there be a leak and water needs to be shut off.
- (4) The Applicant shall revise and update the civil engineering drawing package and/or HOA documents prior to or concurrent with any Final Plan/Plat application to:
 - a. Provide notations on plat and/or HOA documents to clarify that maintenance and/or repair of detention ponds including cleanout and removal of silt will be the responsibility of the Homeowners Association.
 - b. Sidewalks. The discussion of sidewalks is of great interest to the Town as these amenities will need to meet Town standards and fit into the pedestrian network. This will be incorporated into the SIA.

Additional discussions will be necessary to discuss the development's contribution to the Highway 24 sidewalk project along the property's frontage.

- (5) The Applicant shall update the HOA Covenants for Belden Place prior to or concurrent with any Final Plan/Plat application as follows:
 - a. The Applicant shall provide a map exhibit and legal description for Exhibit B, Annexable Area. Town will need to understand any future development envisioned contiguous with this subdivision and PUD.
 - b. 10.9(b) include "work trailers", "one-ton trucks", additional size limits on vehicles to ensure that parking is not monopolized by work vehicles.
 - c. Move single Day Care Home limitation from PUD Guide to covenants.
 - d. Incorporate PUD Guide by reference, make private enforcement options available to HOA.
 - e. A restrictive covenant shall be recorded that limits the amount and timing of outdoor irrigation.
- (6) The Applicant shall amend the Housing Plan to incorporate the following revisions:
 - a. Update and amend the Housing Plan to incorporate a clause that the Town, the Developer, and Eagle County Housing Development Authority will work together to determine which units are allocated as deed restricted housing units.
 - b. Update Tiered Sales Section to specify that such provisions apply to the initial sales and all subsequent sales of property within the PUD.
 - c. Remove reference to sunseting provisions.
 - d. The Belden Place Housing Plan, PUD Guide and any other recorded documents shall use or refer to defined terms and approved processes in the Ordinance No. 7, Series 2020 or the Town of Minturn Community Housing Guidelines and Town of Minturn Community Housing Guidelines: Administrative Procedures, when describing buyer/occupant qualifications and criteria, sales process, initial and subsequent sales and price restrictions, permitted capital improvements etc.
 - e. Paragraph 3 in the "Other" Section of the Housing Plan shall be clarified as the inclusion of this provision is not clear.
 - f. The Applicant shall work with the Town of Minturn staff and the Eagle County Housing and Development Authority staff to identify viable alternatives to enhance and/or amend the Belden Place Attainable Housing Program (the "Program") with specific regard to "Level 2 Deed Restricted Units" (the "Units") to the extent practical. If unable to identify such alternatives within a reasonable time frame (no later than June 24, 2021 as recommended by the Minturn Planning Commission) the Units may, at the discretion of the Minturn Town Council, be provided as Resident Occupied (RO) deed restricted units in addition to the 20 RO Units proposed in the Program.

- (7) The Applicant shall update the Planned Unit Development Guide for Belden Place (the PUD Guide) prior to or concurrent with any Final Plan/Plat application as follows:
- a. Revise numbering and document organization so citations can be clearly made to sections, paragraphs etc.
 - b. Revise Section IV to eliminate any reference to the HOA enforcing the PUD; the Town will enforce the terms and provisions of the PUD Guide.
 - c. PUD Amendments should be governed by Code, currently § 16-15-230, as may be amended.
 - d. Revise the definition of Building Height to be consistent with the provisions of the Minturn Municipal Code.
 - e. Revise the definition of “Grade, Natural” to replace with the definition of “Grade, established” as no natural grades exist on the subject property.
 - f. Building Placement and Envelopes: Encroachment provision is a variation and should be requested as such and justified.
 - g. Revise to clarify that ADUs count toward density calculations (or clarify why they do not) and any/all calculations regarding lot coverage maximums and require water taps.
 - h. Revise the Building Coverage Table to ensure that Building Coverage and Impervious Coverage percentages are correct and that building coverage does not exceed impervious coverage for each lot.
 - i. Ensure that the use of the words “triplex” and “multi-family” is consistent throughout the document, specifically to clarify which buildings are 35 feet (multi-family), as opposed to 28 feet (triplex). Suggest adding a “Height” column to the dimensional table so it is clear what the heights will be.
 - j. Permitted Uses: Home Occupation and Day Care Home should be Limited Use Review under the Code. Additionally, these uses should not require any additional parking.
 - k. Landscaping: Please include Lot 7 landscaping requirements.
- (8) The Applicant shall update the Topographic Map for Belden Place prior to or concurrent with any Final Plan/Plat application as follows:
- a. The northern portion of lot 29 does not reflect the recent construction and is not a true representation of existing conditions.
 - i. Updated map provided, however the date of survey 12.8.18 and it does not reflect current conditions. Civil engineer should review to assure it is accurate & complete for design & construction
- (9) The Applicant shall work with Town staff and external agencies regarding permitting, construction and financing of off-site improvements:
- a. The Applicant shall work with Town and Eagle County Transit Authority (ECO Transit) with regard to future bus shelter improvements near the Belden Place PUD. The Town supports the Applicant’s offer to assist with construction of a bus shelter. ECO Transit must be consulted to discuss its timeline for such work, engineering standards, and other matters.
 - b. The Applicant shall work with the Town and Colorado Department of Transportation (CDOT) with regard to a future

crosswalk between Belden Place PUD and the Boneyard. CDOT must be consulted to discuss its timeline for such work, requirements, and other matters.

- c. The Applicant shall work with the Town and external entities and property owners to address and explore potential offsite drainage improvements that are deemed beneficial to the PUD and the surrounding area; and, which specifically address global or neighborhood-wide stormwater drainage issues in the South Town area as identified in the Town's 2013 Master Drainage Plan.

Note: Elliot H. is attending in his status as an alternate.

Motion by Tom P., second by Chris M., to approve the Preliminary Plat for Belden Place PUD with the following condition. Motion passed 4-0.

- (1) The Applicant shall update the Preliminary Plat for Belden Place prior to or concurrent with any Final Plan/Plat application as follows:
 - a. All references to Final Plat need to be changed to Preliminary Plat.
 - b. All lots, tracts, parcels must conform with civil plans, including but not limited to:
 - i. Tract names need to conform with civil sheets.
 1. C. 110 Tract E is depicted as Tract D on plat
 2. C. 110 Tract D is not named on plat. Is this a tract as depicted on civils or an easement as depicted on plat? If easement, then parking should be included as a use. If tract then Use Table on Sheet 1 should be updated to reflect additional tract. note "Parking" as a use on Tract D (or E?) as these areas are not usable Open Space.
 - c. Certificate of Dedication and Ownership should define what improvements are being dedicated to whom:
 - i. Water lines to Town
 - ii. Sewers to Eagle River Water and Sanitation District
 - iii. Roads, open space to Homeowners Association
 - d. Needs lienholders certificate for ANB Bank: Deed of Trust to ANB Bank recorded December 19, 2018 as Reception No. 201821567
 - e. Need Eagle River Water and Sanitation District certificate for vacated easement; recorded at Reception Nos. 201121533 and 201121534 on November 18, 2011.
 - f. Might need Xcel certificate, depending on status of apparent overhead powerline easements
 - g. Notes on Easements:
 - i. 8A change to Water Easement for consistency with other notes
 - ii. 9.b Sewer Easement should be dedicated to Eagle River Water and Sanitation District.
 - iii. 9, generally all developer reservations should also be dedicated to HOA;

1. C.132 depicts easements dedicated to HOA; these should be depicted on the plat.
- iv. Add the “no-build” easement on Lot 17 dedication to HOA open to public/residents.
- v. Dedicate a drainage easement partially to the Town to allow drainage from neighboring properties to access the drainage facilities, eventually the storm drain to Boneyard.
- h. Additional sheet necessary so that overlapping easements are not confusing.
- i. The land plan and PUD Guide standards for setbacks and lot coverage for duplex, tri-plex and townhome lots is based on subdivision of duplex, tri-plex and townhome lots now, rather than waiting until the party walls are constructed. Minturn Municipal Code provides for an administrative replat once the foundations have been poured. The applicant needs to follow the process described under the Code.
 - i. Why are the existing utility lines shown on the plat?
- j. New easements need to clearly identify their use, purpose, and dimension.
 - i. The shading patterns are too light and not labeled in a key map.
 - ii. Easements must be coordinated with engineering plans – they currently do not match.
 1. There are easements shown on the engineering plans that do not appear on the plat.
 - iii. The easements for shallow utilities do not match the engineering plans.
 1. There are shallow utilities along the south side of Belden that do not appear to be in easements.
 - iv. Easements should be tied to perimeter boundary at each point of intersection.
 - v. Roads labeled as Right of Way – roads are private & should be a tract owned by the HOA. A public access easement should be granted over the road tract. Clarify the roads are owned and maintained by HOA.
 1. Right of way has been changed to a tract; however there is no note regarding HOA maintenance of the road.
 - vi. Note 8 regarding the dedication of the easements needs clarification – if all are going to Minturn, there is no need to segregate the utility easements. If the intent is to dedicate specific easements to the responsible authority the dedication language needs to be revised, i.e., ERWSD for the sewer easement, Minturn for the water easement, and the HOA for access & drainage easements.
 1. Sewer, access, shallow utility parking and drainage easement reserved by the developer, but not dedicated to the specific utility i.e., ERWSD.
 2. Drainage easements on Tracts B & D should be dedicated to the town for future access to drainage connections.
- k. There is a dashed line around the perimeter of the lots (width varies). Does this identify an easement or a setback? Please identify and label the purpose on the plat.
 - i. Building envelopes shown, but not dimensioned.

- l. These easements need to be clearly dimensioned on this plat or established on a subsequent plat amendment creating the individual lots after the foundations are in place.
 - i. Easements not completely dimensioned or tied to boundary.
- m. The Plat does not identify pre-existing easements. Existing easements must be shown. If they are to be abandoned by virtue of this plat, proper labeling and certificates must be included.
 - i. No documentation regarding abandonment provided; what is required?
- n. The Surveyor must Provide closure and area calculations for each LOT and PARCEL.
- o. The legal title description is based on the previous plats, but the boundary is shown on the drawing with surveyed bearings and distances based on found monuments accepted by the Surveyor. Please include a detailed legal description with surveyed bearings and distances in the Certificate of Dedication and Ownership following the title description.
 - i. Legal description has not been revised.
 - ii. New overall title commitment to match description has not been provided
- p. The legal description is a chore to match up with the four title commitments. If possible, please provide a combined commitment with the final plat submittal.

Note: Elliot H. is attending in his status as an alternate.

Motion by Tom P., second by Jeff A., to approve the Zoning Amendment for Belden Place PUD with the following conditions. Motion passed 4-0.

Note: Elliot H. is attending in his status as an alternate.

Note: Jena S. unrecuses herself.

PROJECTS AND UPDATES

9. Project Updates

- Chapter 16 Zoning Code Amendment

10. Planning Director Report & Minor DRB Approvals by Director

- Minturn North Preliminary Plan Application Status
 - The Planning Commission would like the Applicant to give a status update on June 23, 2021, when they are slated to be on the agenda.

11. Future Meetings

- June 23, 2021
 - Jeff A. will be attending virtually
- July 14, 2021

12. Adjournment

Motion by Chris M., second by Jeff A., to adjourn the regular meeting of June 9, 2021 at 10:10 pm. Motion passed 5-0.

Note: Elliot H. is attending in his status as an alternate.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director

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



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Elliot Hovey
Chris Manning
Tom Priest
Jena Skinner

To: Planning Commission
From: Scot Hunn, Planning Director
Madison Harris, Planner I
Date: June 18, 2021
Re: 152 Main Street – Agora Addition

Doug McAvity and Allie Yazel, with permission from Larry Stone, owner of 152 Main Street, request review of the addition of an open structure next to Helen’s House located within the driveway. This intent of this project, per the applicant’s application:

“The Town of Minturn and State of Colorado offered resources for outdoor dining to restaurants seeking financial support in an effort to improve economic conditions... Larry Stone and Jane Rohr... offered their property for the local restaurants at no cost to support the economic benefits of the community.”

Their lot is zoned within the Old Town Character Area - 100 Block Commercial Zone District. This project will not change their impervious surface area or their building coverage.

The agora is 30 feet by 22 feet and will have an entrance off of Highway 24 consisting of scaffolding. They have billboard signs that are used as awnings over the site and can be retracted when not in use. It will take up the driveway for the lot, but the remainder of the parking on the lot in the back should be adequate. There was miscommunication between what staff believed was being built, and what was actually built, so staff asked the Applicant to come before the Planning Commission for approval.

Staff is recommending **approval with conditions**.

1. A parking plan should be provided showing the remaining parking spots on the lot in order to adequately assess that enough parking is provided for the short term rental.
2. There should be signage and/or some evidence that someone is responsible for making sure that all trash is gathered at the end of the night and located within the bear-proof trash container
3. The Applicant shall comply with all ordinances of the Town especially concerning hours of operation and noise levels.
4. The Applicant will follow through with the building permit and inspection process



DESIGN REVIEW APPLICATION

TOWN OF MINTURN PLANNING AND ZONING DEPARTMENT
P.O. Box 309 302 Pine Street Minturn, Colorado 81649-0309
Phone: 970-827-5645 Fax: 970-827-5545 Email: planner@minturn.org

Project Name:

the agora - an outdoor community gathering space for dining and social therapy

Project Location

Street Address: 152 Main Street

Zoning: **Residential**

Parcel Number(s): Booco Block C Lot 7

Application Request:

The Town Of Minturn and State of Colorado offered resources for outdoor dining to restraunts seeking financial support in an effort to improve economic conditions. Sunrise/Moonrise advised looked for a space. Larry Stone and Jane Rohr owners of 152 Main Street offered their property for the local restraunts, at no cost to support the economic benefits of the community.

Applicant:

Name: Sunrise Minturn / Moonrise Minturn Owners - Allie Yazel and Doug McAvity

Mailing Address: Sunrise
PO Box 1285
Minturn, CO 81645-1285

Phone: **815-900-0016**

Email: allie@powderdaycreative.com

Property Owner:

Name: **Larry Stone and Jane Rohr**

Mailing Address: P.O. Box 0563
Minturn, CO 81645-0579

Phone: **970-977-7847 970-376-3940**

Email: larry@thescarab.com jane@thescarab.com

Required Information:

Lot Size: 5924.16 sq ft.	Type of Residence (Single Family, ADU, Duplex) single family	# of Bedrooms 4	# On-site Parking Spaces 3
# of Stories: 2	Snow storage sq ft: 1000	Building Footprint sq ft: 1637.25	Total sq ft Impervious Surface: 1986.25

Signature:

Fee Paid: \$200 Date Received: 6/10/21 Planner: Madison Harris

Property Record Card

Eagle County

**STONE, LARRY D., JR -
ROHR, JANE C.**

Account: R003170

Parcel: 2103-263-07-006

PO BOX 563
MINTURN, CO 81645-0563

Tax Area: 024 - MINTURN (TOWN)
- 024

Situs Address:
152 MAIN ST
MINTURN AREA, 0

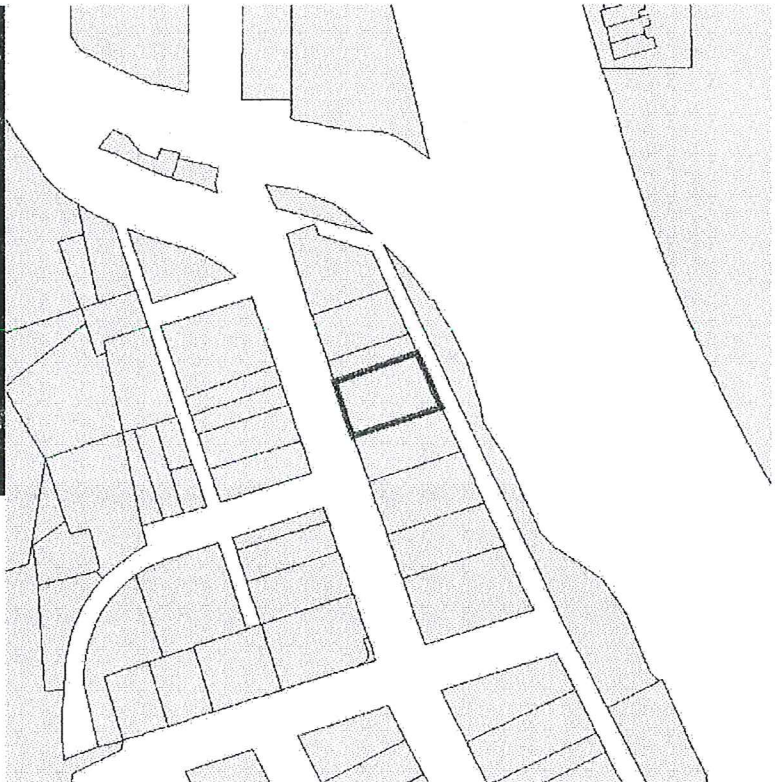
Acres: 0.136

Value Summary

Value By:	Market	Override
Land (1)	\$255,710	N/A
Single Family Residence (1)	\$361,080	N/A
Extra Feature (1)	\$570	N/A
Total	\$617,360	\$617,360

Legal Description

Subdivision: BOOCO Block: C Lot: 7 THRU:- Lot: 9 1/2 OF
 BK-0212 PG-0826 WD 05-10-68
 BK-0212 PG-0827 WD 05-10-68
 BK-0212 PG-0828 WD 05-22-68
 BK-0574 PG-0503 DC 08-22-91



Sale Data

Doc. #	Sale Date	Deed Type	Validity	Verified	Sale Price	Ratio	Adj. Price	Ratio	Time Adj. Price	Ratio
899967	12/06/2004	WD	QV	Y	\$410,000	150.58	\$410,000	150.58	\$410,000	150.58

Land Occurrence 1

Abstract Code	1112 - SINGLE FAM.RES.-LAND	Percentage	100.0
Use Code	1000 - RESIDENTIAL	Neighborhood	318 - MINTURN MIX USE N OF MEEK AVE
Land Code	7355 - MINTURN	Super Neighborhood	300 - MINTURN / REDCLIFF
Size	0.136		

SubArea	ACTUAL	EFFECTIVE	HEATED	FOOTPRINT
Land S	5924			
Total	5,924.00			
	Value	Rate	Rate	Rate

Property Record Card

Eagle County

Land Occurrence 1

\$255,710 43.17

Single Family Residence Occurrence 1

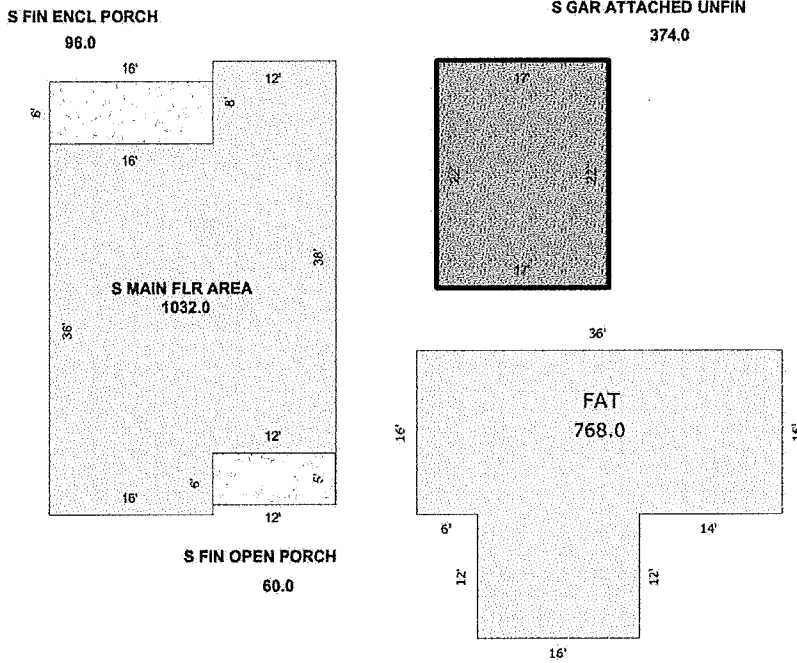
Abstract Code	1212 - SINGLE FAM.RES-IMPROVEMTS	Percentage	100.0
Use Code	1000 - RESIDENTIAL	Neighborhood	318 - MINTURN MIX USE N OF MEEK AVE
Building Type	121200 - SFR	Arch Style	2 - 1 1/2 STY
Exterior Wall	8 - WD SID LOW	Percentage	100.0
Roof Cover	6 - ASP SHINGL	Roof Structure	3 - GABLE/HIP
Interior Wall	5 - DRYWALL	Percentage	100.0
Floor	8 - SHT VINYL 14 - CARPET INV	Percentage	20.0 80.0
Heating Fuel	3 - GAS	Heating Type	14 - WL/FLR FRN
Air Conditioning	1 - NONE	Actual Year Built	1881
Bedrooms	4	Bathrooms	1
Construction Quality	3 - FAIR	Effective Year Built	1970
Fixtures	6	Rooms	8
Units	1	Units	1
Super Neighborhood	300 - MINTURN / REDCLIFF	Stories	1.5 - STORIES 1.5
Use Code	1000 - RESIDENTIAL	Garage	1.5 - GARAGE 351-500

SubArea	ACTUAL	EFFECTIVE	HEATED	FOOTPRINT
BAS	1032.0	1032.0	1032.0	1032.0
FAT	768.0	345.6	768.0	768.0
FEP	96.0	48.0	96.0	96.0
FOP	60.0	18.0		60.0
GAU	374.0			374.0
Total	2,330.00	1,443.60	1,896.00	2,330.00
	Value	Rate	Rate	Rate
	\$361,080	154.97	190.44	154.97

Property Record Card

Eagle County

Single Family Residence Occurrence 1



Drawn by AutoMap

Extra Feature Occurrence 1

XFOB Code	103 - SHED F	Abstract Code	1212 - SINGLE FAM.RES-IMPROVEMTS
Percentage	100	Use Code	1000 - RESIDENTIAL
Neighborhood	318 - MINTURN MIX USE N OF MEEK AVE	Building Number	0

SubArea	ACTUAL	EFFECTIVE	HEATED	FOOTPRINT
XFOB Units	204			
Total	204.00			
	Value	Rate	Rate	Rate
	\$570	2.79		

Abstract Summary

Code	Classification	Actual Value	Taxable Value	Actual Override	Taxable Override
1112	SINGLE FAM.RES.-LAND	\$255,710	\$18,280	NA	NA
1212	SINGLE FAM.RES-IMPROVEMTS	\$361,650	\$25,860	NA	NA
Total		\$617,360	\$44,140	NA	NA

Improvement Location Certificate

Legal description:

Lots 7, 8 and the West Half of Lot 9, Block Lettered "C" in Booco's Addition to the Town of Minturn, according to the recorded plat thereof, Eagle County, Colorado.

I hereby certify that this IMPROVEMENT LOCATION CERTIFICATE was prepared for Aurora Loan Services and Land Title Guarantee Co., that it is not a land survey plat or improvement survey plat, and that it is not to be relied upon for the establishment of fence, building, or other future improvement lines.

I further certify that the improvements on the above described parcel on this date, October 27, 2004, except utility connections, are entirely within the boundaries of the parcel except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there are no apparent evidence of any easement crossing or burdening any part of said parcel, except as noted.

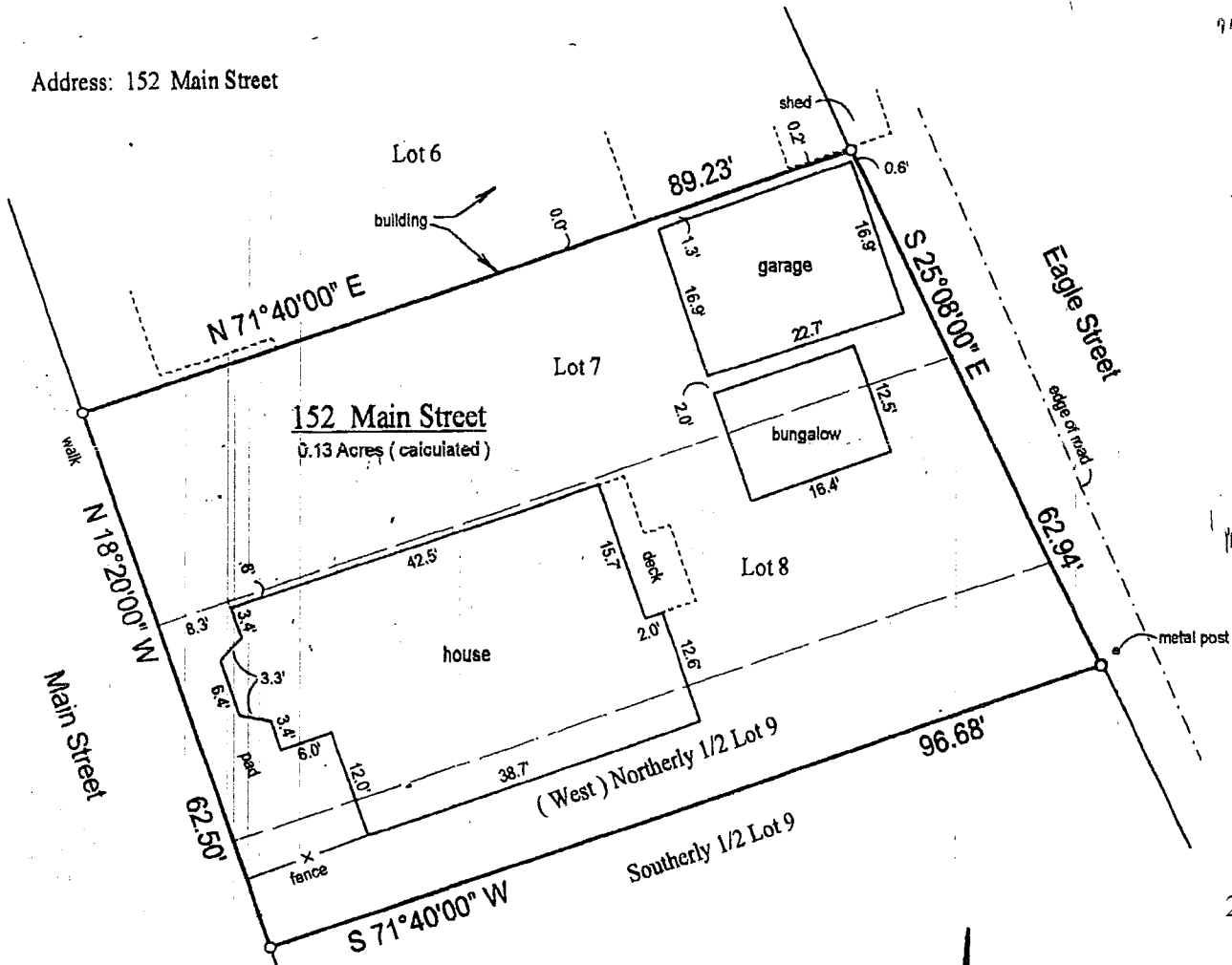
10.27.2004
Date



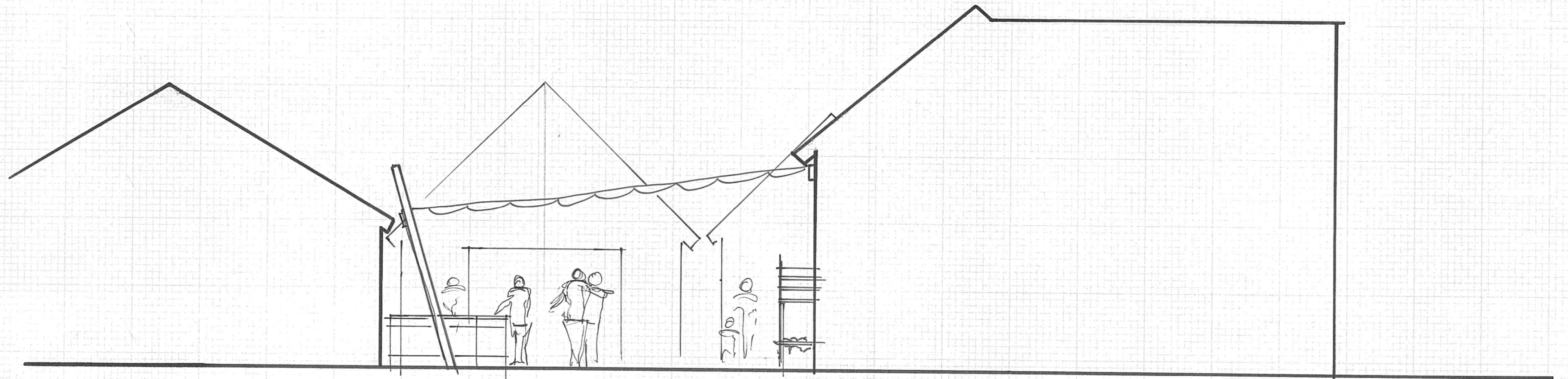
Notes:

Recorded information and the legal description was provided by Land Title Guarantee Co.. Those easements listed on Commitment No. V50007339-2 that lie within the subject property and are described in a way that allows them to be drawn, are shown on the drawing.
Item 12 of Schedule B-2 of said commitment does not lie in this Block C and does not affect this parcel.

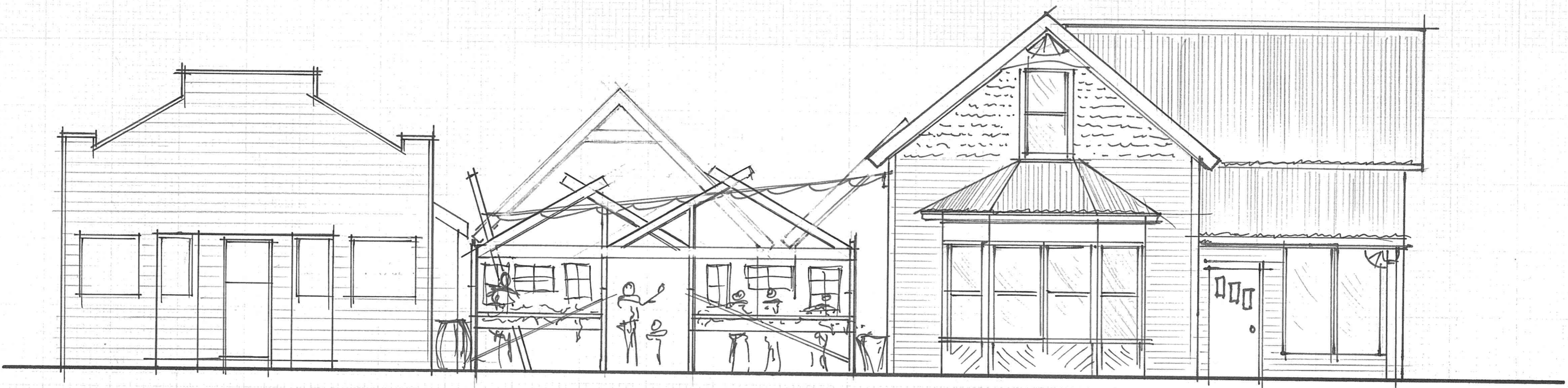
Address: 152 Main Street



Total Lot Square Footage	5924.16
House Square Footage	1048.62
Garage	383.63
Bungalow	205
Patio and hot tub	193
front & back porch	156
Total Impervious Square Footage	1986.25



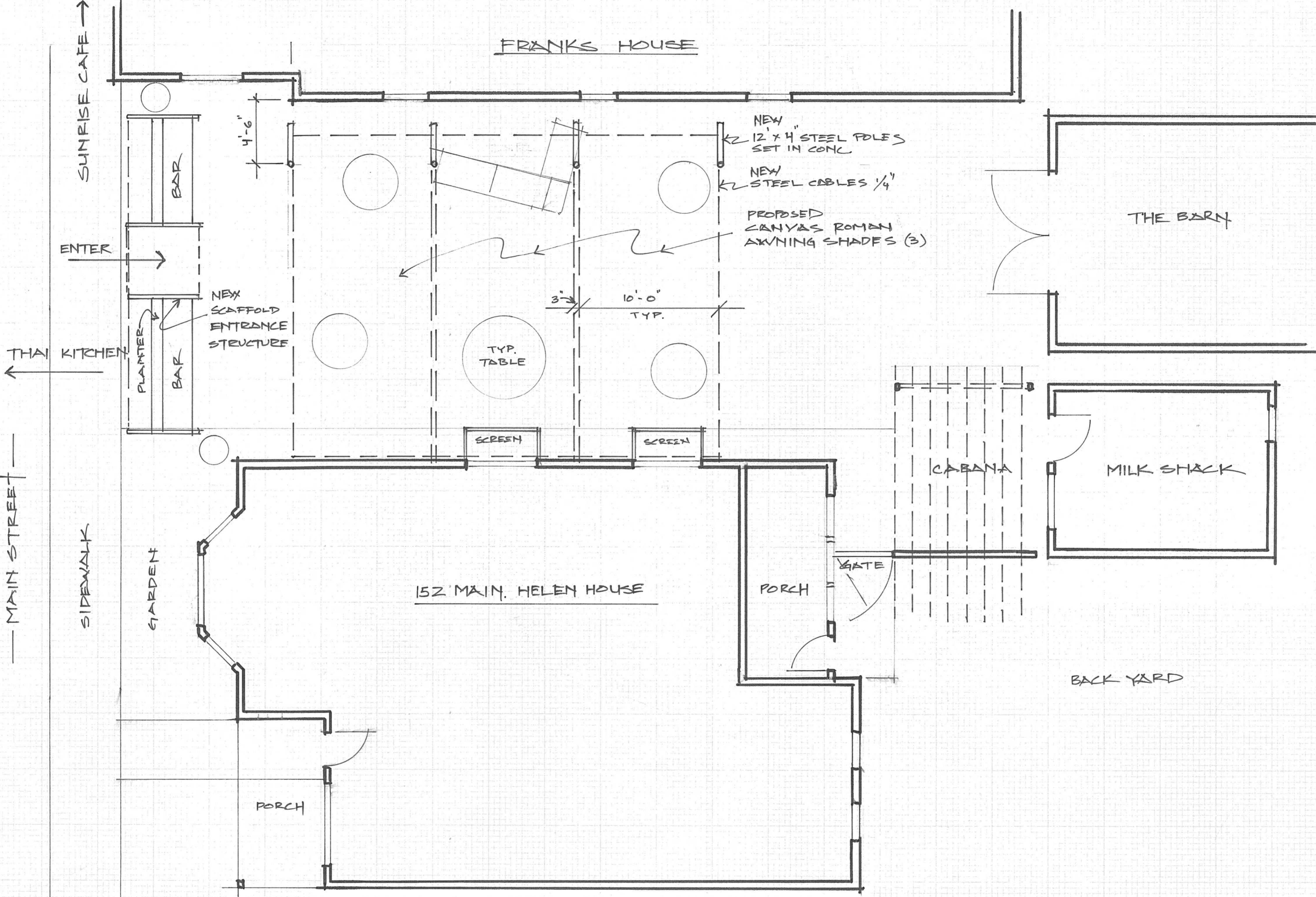
SECTION



ELEVATION STREET

SCALE 1/4" = 1'-0"

152 MAIN ST : LOTS 7, 8, & 1/2 OF 9 ; BLOCK C : SUB: B000
 MINTURN, CO. 81645 (DATE: MARCH 4 2021)
 DESIGNED BY: KELLY TAON MINTURN CO.



SITE PLAN



SCALE 1/4" = 1'-0"

152 MAIN ST.: LOTS 7, 8, & 1/2 OF 9; BLOCK C; SUB: BOOCO
 MINTURN, CO. 81645 DATE: MARCH 4 2021
 DESIGNED BY: KELLY TOON MINTURN CO.

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



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Elliot Hovey
Chris Manning
Tom Priest
Jena Skinner

To: Planning Commission
From: Scot Hunn, Planning Director
Madison Harris, Planner I
Date: June 17, 2021
Re: Minturn North PUD Update

Minturn Crossing, LLC, represented by Greg Sparhawk, requests a continuance for the review of the Minturn North Preliminary Development Plan for PUD to the Planning Commission’s regular meeting of July 28, 2021. A formal request is attached to this memorandum.

Minturn North’s Preliminary Development Plan for PUD was initially reviewed at the April 14, 2021 meeting, and, after much discussion about outstanding completeness and referral agency comments needing to be addressed prior to the continuing the public review of the application, the Planning Commission moved to table or continue the public hearing to the June 23, 2021 hearing date, with the understanding that the Applicant and staff would come to an agreement on the resubmission date that would allow staff ample time to review any resubmission and craft an updated staff report.

Following the hearing on April 14th, staff informed the Applicant that all updated information, plans, narratives and reports would be due no later than May 28, 2021.

Before the May 28th deadline, the Applicant alerted staff to the fact that they would not be able to submit in a timely fashion, and thus they were requesting an extension. The Planning Director granted an extension in this case as the Applicant had demonstrated a good faith effort to work with staff and demonstrate that circumstances that delayed their resubmittal.

As a reminder, the Minturn Municipal Code does not permit the staff to recommend continuance, but instead only recommend approval, approval with conditions, or denial. It is the Planning Commission’s decision and discretion to grant the requested continuance.

In accordance with Section 16-15-160 - *PUD/preliminary development plan; Planning Commission review*, the following is germane to the Planning Commission’s consideration of the Applicant’s formal request for continuance:

(2) Recommendation of Planning Commission. After the close of the public hearing, the Planning Commission shall make one (1) of the following recommendations to the Town Council, with the reasons clearly stated:

- a. *Approve the PUD/preliminary development plan as submitted;*
- b. *Approve the PUD/preliminary development plan with conditions.*
- c. *Deny the PUD/preliminary development plan as submitted.*

*The Planning Commission may continue the public hearing to receive additional information for up to ninety (90) days to a fixed date, time and place. **An applicant shall have the right to request and be granted one (1) continuance. All subsequent continuances shall be granted at the discretion of the Planning Commission upon good cause shown.***

In this case, staff suggests that the Applicant has demonstrated an ongoing commitment to meeting the requirements of the Town. In particular, the Applicant has been in constant communications with the Town and has, in good faith, been persistent in soliciting and implementing direction from staff and the Town's consultants as a means to meet the previously established submittal deadline of May 28th.

Staff has met as recently as June 16th with the Applicant to review the timelines and expectations of the Town and staff believes that the Applicant should be ready to re-submit a comprehensive response to outstanding issues by Monday, June 28th. This will allow approximately two (2) weeks for the Town staff to review the re-submission and make a determination that the re-submission is complete and adequate to allow for the creation of a full, comprehensive staff report.

The Applicant will be in attendance at the regular meeting of June 23rd to request continuance and answer any questions the Planning Commission may have.



Town of Minturn
Planning Commission Chairwoman and Members

June 11, 2021

Madame Chair and members of the Planning Commission,

Thank you very much for the time you have dedicated to this project and others. I understand that this is a very busy time. I am writing this letter to request a continuation to the July 28, 2021 meeting. Due to the outstanding issues with the project, we are working with staff for a Phase 1 Minturn North PUD preliminary approval submission and a Phase 2 conceptual approval submission. I will be in attendance at the June 23rd hearing to provide you all with an update on the project as well as answer any questions you all may have. As requested, we will be providing staff with all documentation approximately 30 days prior to the July 28th hearing.

Thank you very much for your time and I hope to hear from you.

Best regards,

A handwritten signature in blue ink, appearing to be 'Gregory Sparhawk', with a long horizontal line extending to the right.

Gregory Sparhawk
GPS Designs, llc
Architecture + Planning
O . 970 470 4945
C . 425 495 7241
gregs@gpsdesigns.com

www.gpsdesigns.com

PO Box 333
Minturn, Colorado
81645