



Official Minutes
Planning Commission Regular Meeting | 5:30 PM
Wednesday, June 11, 2025
Town Hall / Council Chambers - 302 Pine St Minturn, CO

The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time. The order of agenda items listed are approximate.

This agenda and meetings can be viewed at www.minturn.org.

Meeting Access Information and Public Participation:

This will be an in-person meeting with access for the public to attend in person or via the Zoom link included. Zoom Link: <https://us02web.zoom.us/j/88245309236>.

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 882 4530 9236

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

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner 1, prior to the meeting and will be included as part of the record.

1. Call to Order

Lynn Teach called the meeting to order at 5:30 p.m.

2. Roll Call and Pledge of Allegiance

Planning Commission Chair Lynn Teach, and Planning Commission Members Jeff Armistead, Michael Boyd, Amanda Mire, Eric Rippeth, and Darell Wegert.

Staff Members Present: Town Manager Rob Gutierrez, Planning Director Scot Hunn, Economic Development Coordinator Cindy Krieg, and Planner II Madison Harris.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Amanda M., second by Eric R., to approve the agenda as presented. Motion passed 5-0.

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

4. Approval of Minutes

A. May 28, 2025

Amanda M. stated that on pg 8 Jen Bianchi’s comment didn’t make much sense and asked to revise it.

Motion by Eric R., second by Michael B., to approve the minutes of May 28, 2025 as amended. Motion passed 5-0.

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

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

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

A. DDA Plan of Development Workshop – Krieg

Cindy K. gave her presentation giving the history of the Downtown Development Authority (DDA) formation, the appointing of the board, and the Plan of Development. She solicited participation from members of the Planning Commission for the workshop that will be done in the fall over two and a half days.

Amanda M. asked if this will affect Minturn Forward.

- Scot H. said that the two need to work together, but it shouldn't impact the update.
- Amanda M. asked if this will affect the approvals processed in the 100 Block.

Michael B. wants to reemphasize that any incentives should not be touching setbacks.

- Cindy K. stated that the Plan will not affect any design guidelines.

Lynn T. asked Cindy K. to explain how the funding mechanism works.

Michael B. asked about the Town funding the DDA

- Cindy K. stated that the Town is providing the initial funding, but once they start getting revenue the goal is to have them be self-sufficient. The Town can loan the DDA money in the future if needed that the DDA would need to pay back.

Lynn T. would like to emphasize public outreach and how important it is.

Darell W. asked about who was on the DDA Board.

Rob G. explained TIF more.

8. Design Review and Land Use Public Hearings

A. 0111 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a three-bedroom, 3,342 square foot single family home measured to the midpoint of the roof at 27 feet under the 28 foot height limit. Parking is adequate, with four off-street spaces, two of which are provided in the garage which is allowed per the approved PUD Guide. All setbacks are respected and the proposal is under the allowable lot and impervious coverage

limitations. They have more snow storage than is required by the code at 372 square feet. Staff has identified no issues and recommends approval of the plans.

Amanda M. likes the white house.

Darell W. commented that the four foot perimeter around the buildings should be made up of non-combustible materials.

Public comment opened.

No public comment.

Public comment closed.

Motion by Amanda M., second by Michael B., to approve 0111 Miles End Lane – New Single Family Residence as presented. Motion passed 5-0.

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

Note: Jeff A. left the meeting at 6:10 p.m.

B. 0071 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four-bedroom, 3,745 square foot single family home measured to the midpoint of the roof at 27 feet 4 and $\frac{3}{4}$ inches, under the 28 foot height limit. Parking is adequate, with four off-street spaces, two of which are provided in the garage which is allowed per the approved PUD Guide. All setbacks are respected and the proposal is under the allowable lot and impervious coverage limitations. They have more snow storage than is required by the code at 378 square feet. Staff has identified no issues and recommends approval of the plans.

Darell W. commented that the four foot perimeter around the building should be made up of non-combustible materials.

Public comment opened.

No public comment.

Public comment closed.

Motion by Michael B., second by Darell W., to approve 0071 Miles End Lane – New Single Family Residence as presented. Motion passed 5-0.

Note: Jeff A. is excused absent.

9. Discussion / Direction Items

10. Staff Reports

A. Interim Managers Reports

11. Planning Commission Comments

12. Future Meetings

A. June 25, 2025

Eric R. will not be here.

B. July 9, 2025

13. Adjourn

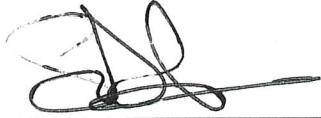
Motion by Amanda M., second by Darell W., to adjourn the regular meeting of June 11, 2025 at 6:23 p.m. Motion passed 5-0.

Note: Jeff A. is excused absent.



Lynn Teach, Commission Chair

ATTEST:



Scot Hunn, Planning Director