



Agenda

Planning Commission Regular Meeting | 5:30 PM

Wednesday, December 10, 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/82444971520>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 824 4497 1520

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 II, prior to the meeting and will be included as part of the record.

1. Call to Order

2. Roll Call and Pledge of Allegiance

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

4. Approval of Minutes

A. December 2, 2025

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

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

8. Design Review and Land Use Public Hearings

- A. Maloit Park Exemption Tract A Eagle County School District Subdivision - Preliminary Plat - Request for Continuance

9. Discussion / Direction Items

10. Staff Reports

11. Planning Commission Comments

12. Future Meetings

- A. December 24, 2025 - CANCELLED

- B. January 14, 2026

13. Adjourn



Official Minutes Planning Commission Regular Meeting | 5:30 PM

Tuesday, December 2, 2025

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/82215238817>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 822 1523 8817

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 and Michael Boyd.

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

Note: Darell Wegert, Amanda Mire, and Eric Rippeth are excused absent.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Jeff A., second by Michael B., to approve the agenda as presented. Motion passed 3-0.

Note: Darell W., Amanda M., and Eric R. are excused absent.

4. Approval of Minutes

A. November 12, 2025

Motion by Michael B., second by Jeff A., to approve the minutes of November 12, 2025 as presented. Motion passed 3-0.

Note: Darell W., Amanda M., and Eric R. are excused absent.

5. Declaration of Conflicts of Interest

No conflicts of interest.

6. Public Comment

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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 Clerk.

8. Design Review and Land Use Public Hearings

A. 0156 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four-bedroom, 3,571 square foot single family home measured to the midpoint of the roof at 27 feet 10 and $\frac{3}{4}$ inches under the 28 foot height limit. Parking is adequate with four off-street spaces. 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 402 square feet. Staff recommends approval of the plans

Public comment opened.

No public comment.

Public comment closed.

Motion by Michael B., second by Jeff A., to approve 0156 Miles End Lane – New Single Family Residence as presented. Motion passed 3-0.

Note: Darell W., Amanda M., and Eric R. are excused absent.

B. 0146 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four-bedroom, 3,667 square foot single family home measured to the midpoint of the roof at 27 feet 10 and $\frac{3}{4}$ inches under the 28 foot height limit. Parking is adequate with four off-street spaces. 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 402 square feet. Staff recommends approval of the plans

Public comment opened.

No public comment.

Public comment closed.

Motion by Jeff A., second by Michael B., to approve 0146 Miles End Lane – New Single Family Residence as presented. Motion passed 3-0.

Note: Darell W., Amanda M., and Eric R. are excused absent.

C. 0070 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a six-bedroom, 5,149 square foot single family home measured to the midpoint of the roof at 27 feet 4 and $\frac{1}{2}$ inches under the 28 foot height limit. Parking is more than adequate with six off-street spaces. 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 606 square feet. Staff recommends approval of the plans

Public comment opened.

No public comment.

Public comment closed.

Jeff A. asked about the water allocation for the property.

- Madison H. explained how SFE allocation works based on square footage.
- Taylor Hermes, Representative, stated that they are well within the SFE count that Minturn North had purchased.

Motion by Michael B., second by Jeff A., to approve 0070 Miles End Lane – New Single Family Residence as presented. Motion passed 3-0.

Note: Darell W., Amanda M., and Eric R. are excused absent.

9. Discussion / Direction Items

A. DDA Plan of Development Review

Cindy K. explained that in order to establish the DDA district we need to adopt this plan of development to file with the state.

Michael B. wanted to know if design standards will continue to go through the Planning Department.

- Karlyn Vasan, Ayres Associates, said that the current process in place will remain the same. There might be additional input/desires from the DDA board, but no existing control on standards will be removed.

Jeff A. thinks this a great move for the Town. The Plan is well done and he looks forward to using it to help bring more development to Town.

Lynn T. clarified where the Tax Increment Financing (TIF) comes from.

- Cindy K. said that it would be the tax on the difference between what exists now and the valuation of any new construction/remodels within the boundaries of the district.
- Lynn T. asked what a High Impact Project is.
- Ms. Vasan said that they are ways to incentivize development to get the increment flowing more quickly. The larger the project, the larger the impact.
- Lynn T. asked who the DDA staff were.
- Cindy K. said that she is currently the Executive Director, but in the future when there is money coming in, the DDA board will hopefully hire someone else to take over the position.
- Lynn T. recommended for one of the first projects with funds be public restrooms.

Jeff A. asked about amending the boundaries of the DDA.

- Cindy K. explained that from this point forward any property owners that want to join have to request to have the boundaries amended.

10. Staff Reports

11. Planning Commission Comments

Jeff A. thanked the Town's Public Works team for snow operations.

Scot H. thanked the Planning Commission for making time to review everything on the agenda.

12. Future Meetings

13. Adjourn

Motion by Jeff A., second by Michael B., to adjourn the regular meeting of December 2, 2025 at 6:19 p.m. Motion passed 3-0.

Note: Darell W., Eric R., and Amanda M. are excused absent.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director



To: Planning Commission
From: Madison Harris, Planner II
Date: December 5, 2025
Agenda Item: Maloit Park Subdivision Application - Request for Continuance

The Eagle County School District, represented by Tom Braun, requests a continuance for the review of the Maloit Park Exemption Tract A Eagle County School District Preliminary Plat Subdivision to the Planning Commission's regular meeting of January 14, 2026. A formal request is attached to this memorandum.

In accordance with Section 16-21-220 - *Conduct of public hearing*, the following is germane to the Planning Commission's consideration of the Applicant's formal request for continuance:

- (4) Continuance of public hearing. The body conducting the public hearing may, on its own motion or at the request of any person, continue the public hearing to a fixed date, time and place.*
- a. An applicant shall have the right to request and be granted one (1) continuance.*
 - b. All subsequent continuances shall be granted at the discretion of the body conducting the public hearing only upon good cause shown; however, no public hearing shall be continued for more than one hundred eighty (180) days from the date of commencement of the public hearing without the written consent of the applicant.*

The Applicant and staff will be in attendance at the regular meeting of December 10th to request continuance and answer any questions the Planning Commission may have.

Madison Harris

From: Madison Harris
Sent: Friday, December 5, 2025 4:08 PM
To: Madison Harris
Subject: RE: Maloit Park

----- Forwarded message -----

From: Tom Braun <tom@braunassociates.com>
Date: Fri, Dec 5, 2025 at 3:21 PM
Subject: Maloit Park
To: Scot Hunn (scot@hunnplanning.com) <scot@hunnplanning.com>

Hello Scot

The purpose of this email is to request a tabling of the Maloit Park Preliminary Plan application from the December 10th PC meeting to the January 14th PC meeting.

Regards,

Tom Braun



691 Rainbow Loop

Driggs, ID 83422

970-376-3316

www.braunassociates.com