



Official Minutes
Planning Commission Regular Meeting | 5:30 PM
Wednesday, October 29, 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/84092611174>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 840 9261 1174

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: Planning Director Scot Hunn and Planner II Madison Harris.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Amanda M., second by Jeff A., 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. October 8, 2025

Michael B. on page 5 pretty sure they went through direction on the laundromat that it was allowed on the side street. Patios and improvements of less than 30” said no unless they were flush to the ground.

Lynn T. thought building height would be from final grade.
Motion by Amanda M., second by Darell W., to approve the minutes of October 8,
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 Clerk.

8. Design Review and Land Use Public Hearings

A. 0246 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four-bedroom, 4,892 square foot single family home measured to the midpoint of the roof at 27 feet 10 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 465 square feet. The Town Engineer did flag two minor issues in his letter (the curb stop should be enclosed in a water valve box and erosion control devices need to be added to the west side of the house above the trail and drainage ditch) so staff recommends approval of the plans with the condition that the Town Engineer's comments be addressed prior to building permit approval.

Darell W. noticed that shredded bark is being changed and he appreciates it.

Amanda M. asked if there is any issue with the proposed condition.

Don Eggers, Architect said they have no issues with it. There might be two sets of erosion control.

Public comment opened.

No public comment.

Public comment closed.

Motion by Amanda M., second by Jeff A., to approve 0246 Miles End Lane – New Single Family Residence with conditions. Motion passed 5-0.

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

B. 0018 Abby Road - Changes to Approved Plans of a Single Family Residence

Madison H. introduced the agenda item. This is a single family home in the Belden Place PUD Zone District. It is three stories with abasement that originally had a third story deck right outside the master bedroom with the roof structure over it. What is being proposed is to enclose where the deck was, and make the master bedroom bigger. Staff has included screenshots from the original and the proposed plans below to illustrate the biggest changes. They are also proposing to change some windows which can be viewed in the attached plan set. As building height and building/impervious coverage amounts are not being affected, staff believes that the

proposal meets the standards laid out in the Minturn Municipal Code and the Belden Place PUD Guide just like the original application.

Michael B. thanked staff for bringing this to them.

Lynn T. asked about how much more livable square footage this adds.
Madison H. said it was roughly 105 square feet.

Jeff A. asked for clarification on the building height calculation.

Public comment opened.
No public comment.
Public comment closed.

Motion by Jeff A., second by Amanda M., to approve 0018 Abby Road – Changes to Approved Plans of a Single Family Residence as presented. Motion passed 5-0.

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

9. Discussion / Direction Items

A. Minturn Forward: Land Use Code Update - Continuation of Draft Article 3 Zoning Regulations, and Updated Zoning Map

Bed and Breakfast

- Amanda M. ambivalent to 4 vs. 5 bedrooms and should still remain prohibited in R1 and R2
- Michael B. suggested that Bed and Breakfast remain a use in MU-3 while the rest get lumped into Commercial Accommodations
- Jeff A. thinks that it should be a use by right in MU-1 and MU-2 and a Limited Use or Conditional Use in MU-3
- Eric R. agrees with Jeff A.
- Michael B. thinks that Bed and Breakfasts in MU-3 should have to publicly post that this is being applied for.
- Direction given was to not combine the uses. Changes are that it should be Limited in MU-1 and Conditional in MU-3 and not allowed in residential zone districts.

Laundromats

- Direction was given to allow it in 100 Block B and on the back and side streets in 100 Block A

Awnings

- Michael B. stated no supporting posts because then it becomes more of a porch or structure
- Jeff A. said they should hang off the building, no posts in the setback, and can encroach 5 feet into the setback. Would like this to apply to all sides.
- Amanda M. asked if it had to be attached to the building
- Scot H. said that the definition should clarify that it needs to be attached to the building.
- Direction was to allow this to encroach five feet into front and rear setbacks and 0 feet into the side setback, nothing can touch the ground.
- Jeff A. suggested some kind of description that it be made by a third party that you install after the fact and isn't snow load rated etc.

Patios

- Michael B. thought that the consensus was that it needed to be flush with the ground and pervious.
- Amanda M. in favor of this in front, side, and rear setbacks.
- Direction given was to allow uncovered patios in all setbacks except live stream.

Authorized Exceptions to Building Height

- Michael B. thinks that any exception above parapet walls should require a variance
- It was a 3-3 vote to not allow 10 foot exceptions so the direction failed. Direction ultimately is to take this issue to Council.

Impervious Surface Area Measurement

- Jeff A. doesn't think decks should be counted as impervious
- Lynn T. has concern about where the greenspace goes if a property owner can put pavers all over their yard
- Amanda M. would like to add "uncovered" to porches, patios, etc.
- Matt Farrar brought up pergolas
- Scot H. asked if we could add unroofed to uncovered.

Building Height Measurement Standards

- Jeff A. has concerns with what is considered artificially raised grade especially when people are trying to fix historic issues with their grade.
- Michael B. not in favor of making exceptions.
- Darell W. thinks that any drastic change should go through a variance.
- Direction given was to keep existing definition as is.

Duplexes/multi-family pg 104

- Direction was to keep it the way it's written

Office Uses street level pg 110

- Amanda M. thinks 50% is large.
- Scot H. suggested 25%
- Direction was 25%

Outdoor food vendor park/court

- Amanda M. disagrees with W4
- Scot H. pointed out that W4 states what Amanda M. and Michael B. both have concerns about.

Parklet pg 113

- Michael B. suggested that it needs to be removed after 30 days of being abandoned
- This was agreed upon

Rental Business pg 114

- Amanda M. thinks that the standards about working inside only is too restrictive. Asked if the motorcycle shop does rentals.
- Madison H. suggested removing "adjoining public and private row"
- Direction was to do so.

Zoning Maps

- Lynn T. thinks we should have more identifiable points on the maps.

10. Staff Reports

- A. Economic Development Update - DDA Plan of Development Next Steps and Timeline
- B. Manager's Report

11. Planning Commission Comments

Amanda M. GO HALLOWEEN!

12. Future Meetings

- A. November 12, 2025
- B. November 26, 2025 - Day Before Thanksgiving (Should meeting be canceled or would Planning Commission like to hold the meeting?)
Decision is Meeting Cancelled.

13. Adjourn

Motion by Jeff A., second by Amanda M., to adjourn the regular meeting of October 29, 2025 at 9:00 p.m. Motion passed 5-0.

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



Lynn Teach, Commission Chair

ATTEST:



Scot Hunn, Planning Director