



Official Minutes
Planning Commission Regular Meeting | 5:30 PM
Wednesday, January 28, 2026
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/89560499121>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 895 6049 9121

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

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 Michael Boyd, Amanda Mire, Eric Rippeth, and Darell Wegert.

Staff Members Present: Planning Director Scot Hunn and Planner II Madison Harris.

Note: Jeff Armistead is excused absent.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Darell W., second by Michael B., to approve the agenda as presented. Motion passed 5-0.

Note: Jeff A. is excused absent.

4. Approval of Minutes

A. January 14, 2026

Motion by Michael B., second by Darell W., to approve the minutes of January 14, 2026 as presented. Motion passed 5-0.

Note: Jeff A. 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

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. 0216 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a five-bedroom, 5,245 square foot single family home measured to the midpoint of the roof at 27 feet 9 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 512 square feet. The Town Engineer identified that the plans are labeled as 126 Miles End Lane instead of 216 Miles End Lane. This is something that should be corrected going forward, but is not material to the Planning Commission's review. Staff recommends approval of the plans.

Darell W. clarified the impervious coverage number on the application vs. the gross square footage of the residence.

- Madison H. explained that one is the building footprint/envelope plus driveway, patio, etc. and one is the actual square footage of the house.

Amanda M. asked why applications are now being redacted.

- Madison H. explained that there has been a scammer targeting applicants for money and presumably getting their contact information from the Town website off of the application forms. This scammer is pretending to be staff members and invoicing applicants for thousands of dollars in "planning" fees. Town staff is now redacting DRB applications in hopes that this will curb the scammer.

Public comment opened.

No public comment.

Public comment closed.

Motion by Michael B., second by Amanda M., to approve 0216 Miles End Lane – New Single Family Residence as presented. Motion passed 5-0.

Note: Jeff A. is excused absent.

B. 0166 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four-bedroom, 3,671 square foot single family home measured to the midpoint of the roof at 27 feet 10 and 7/8 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 452 square feet. Staff recommends approval of the plans.

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

Motion by Michael B., second by Eric R., to approve 0166 Miles End Lane – New Single Family Residence as presented. Motion passed 5-0.
Note: Jeff A. is excused absent.

- C. 0136 Miles End Lane - New Single Family Residence**
Madison H. introduced the agenda item. This is a four-bedroom, 3,566 square foot single family home measured to the midpoint of the roof at 27 feet 4 and 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 563 square feet. Staff recommends approval of the plans.

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

Motion by Darell W., second by Michael B., to approve 0136 Miles End Lane – New Single Family Residence as presented. Motion passed 5-0.
Note: Jeff A. is excused absent.

- D. 0221 Miles End Lane - New Single Family Residence**
Madison H. introduced the agenda item. This is a four-bedroom, 4,258 square foot single family home measured to the midpoint of the roof at 27 feet 8 and 5/8 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 487 square feet. The Town Engineer flagged that there is a relocation of a fire hydrant called for on these plans that differs from the approved Utility Plans. While the Utility Plans need to be updated to reflect this change, that is a separate matter and should not affect the Planning Commission's review of this application. Staff recommends approval of the plans.

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

Motion by Michael B., second by Darell W., to approve 0221 Miles End Lane – New Single Family Residence with a condition. Motion passed 5-0.

1. The Applicant shall update the Utility Plans in accordance with the fire hydrant relocation.

Note: Jeff A. is excused absent.

9. Discussion / Direction Items

- A. Minturn Forward: Land Use Code Update - Article 3: Subdivision & Development Standards**
Scot H. introduced the topic and the purpose of the draft article.

Note: Jeff Armistead arrived at 5:50 p.m.

Matt Farrar, Western Slope Consulting
Went through the sections that are still needing to be fleshed out for the article.

Darell W. asked if this is where we implement wildfire building standards.

- Scot H. explained the WUI code working group and the code language that is being drafted that we hope to plug into our code either now or with the adoption process for the new code.

Lynn T. asked what a flag lot is and wants to make sure that there will be a definition for it in the new code.

- Scot H. explained that it's a lot that primarily sits behind another lot, but has a small sliver of land connecting it to the ROW so it looks like a flag on a flagpole.

The Planning Commission went through the draft Article 3 and provided comments page by page.

Page 1

Amanda M. clarified that structure and building will receive definitions.

Pages 2-3

No comments.

Page 4

Amanda M.: Access standards B1 - discussion ensued on cash-in-lieu for non-motorized access.

- Michael B. not a fan of cash-in-lieu, neither is Lynn T. or Eric R.
- Darell W. concerned with making sure that the money is spent on sidewalks, not anything else.
- Jeff A. agrees. Wouldn't mind keeping the language for the future, but this shouldn't be used to kick the can down the road.
- Consensus was that no cash-in-lieu

Page 5

Eric R. asked why cul-de-sacs are viewed negatively.

- Mr. Farrar explained that it has to do with community connectivity.

Note: Town Manager Rob Gutierrez joined the meeting at 6:42 p.m.

- Rob G. explained that cul-de-sacs aren't great with utilities because they don't loop and cause snow plow operations to take twice as long.
- Amanda M. would like us to correct the numbering under E2.

Page 6

Mr. Farrar pointed out that for Gated Access Prohibited staff will be adding a sentence to the affect of "except at the request of emergency services".

Page 7-8

Michael B. thinks the intersection of street and alley should be 15 ft instead of 10 ft.

- Mr. Farrar said that this really needs to be reviewed by the Town Engineer. Also recommends that there be one standards, not differing by zone district.
- Michael B. recommended that we revisit clear vision setbacks on driveways.
- Planning Commission would like to get the Town Engineer's opinion and recommendation.

Pages 9-10

No comments.

Page 11

Amanda M. Telecommunication 2 - would like to clarify the undergrounding requirements.

- Mr. Farrar pointed out the beginning of the section requires undergrounding.

Eric R. asked if we should have Wildlife Standards section.

- Mr. Farrar said that we can draft some language.

Page 12

Michael B. would like to ensure that parking standards have clear vision standards applied to them.

Page 13

Eric R. clarified fractions section.

- Darell W. would like to round up for any fractions, regardless of the fraction.
- Planning Commission agrees except Amanda M. who would like to round down.

Michael B. would like to investigate metered parking.

Page 14

Michael B. suggested lessening parking requirements for Bar or Tavern; Restaurants (1 space per 350 square feet).

Amanda M. would like to lessen the parking for Day Care Center and would like to increase the parking for Bed and Breakfast.

Page 15

Lynn T. asked why ADUs only require one space.

- Scot H. said that it's to encourage the development of ADUs which are often smaller.
- Amanda M. would like us to look into how our neighbors are addressing parking for multi-family dwellings that are next to a transit stop.
- Scot H. pointed out G. Reduction of Off-Street Parking Requirements on page 16.

Pages 16-17

No comments.

Page 18

Michael B. G. Minimum Off-Street Loading Spaces Required - would like to add a clause about clear vision and that you can't park there overnight.

- Commission agrees.

Page 19

No comments.

Page 20

Jeff A. suggests that there be more illustrations to go along with the angled parking tables.

Pages 21-22

No comments.

Page 23

Jeff A. likes the verbiage about snow storage

Pages 24-25

No comments.

10. Staff Reports

A. Manager's Report

Amanda M. asked what the third party technical feasibility study is.

- Rob G. explained that Battle North is conducting a feasibility study on their options regarding water treatment plants for their development.

11. Planning Commission Comments

No comments.

12. Future Meetings

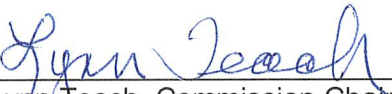
A. February 11, 2026

B. February 25, 2026

13. Adjourn

Motion by Jeff A., second by Eric R., to adjourn the regular meeting of January 28, 2026 at 8:22 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