



Agenda
Planning Commission Regular Meeting | 5:30 PM
Wednesday, May 13, 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/82331633660>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 823 3163 3660

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. April 29, 2026**
- 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

9. Discussion / Direction Items

A. Education On Ordinance 03 - Series 2026, an Ordinance Amending Chapter 18 of the Minturn Municipal Code to provide for adoption of the Town of Minturn Wildfire Resiliency Code as approved by the State of Colorado

B. Minturn Forward: Use Specific Standards

10. Staff Reports

A. Manager's Report

11. Planning Commission Comments

12. Future Meetings

A. May 27, 2026

B. June 10, 2026

13. Adjourn



Official Minutes

Planning Commission Regular Meeting | 5:30 PM

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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, Melissa Decker, Amanda Mire, 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.

Madison H. requested the addition of appointing a Chair and Vice Chair to the agenda.

This became item 8B.

Motion by Amanda M., second by Darell W., to approve the agenda as amended. Motion passed 5-0.

Note: Jeff A. was excused absent and Michael B. as the alternate was voting as a regular member.

4. Approval of Minutes

- A.** March 25, 2026
Michael B would like to better capture the discussion about pg 69 of the previous packet, specifically the explanations given by Matt Farrar and Madison H. Motion by Amanda M., second by Michael B., to approve the minutes of March 25, 2026 as amended. Motion passed 5-0.
Note: Jeff A. was excused absent and Michael B. as the alternate was voting as a regular member.

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. 0126 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four bedroom, 3,446 square foot single family home measured to the midpoint of the roof at 27 ft 4 ½” under the 28 foot height limit. Parking is adequate with four parking spots. 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 477 square feet. Staff recommends approval of the plans.

Amanda M. asked how many more Minturn North houses are to be built

- Don Eggers, Architect stated that there is one more to be designed and 13 houses have TCOs so far so the rest of the project will likely wrap up by fall of 2027.

Darell W. recommended that non-combustible materials in the 4 foot defensible space around the house.

- Scot H. educated Mr. Eggers on our newly adopted wildfire resiliency code.
- Mr. Eggers said that he would likely need to get with Shums Coda to see how this affects their permits.

Public comment opened.

Robert Martinez, 800 S Main St

Believes that the architect should be more clear on what the materials in the defensible space are.

Public comment closed.

Motion by Michael B., second by Darell W. to approve 0126 Miles End Lane – New Single Family Residence with the recommendation to have non-combustible defensible space. Motion passed 5-0.

Note: Jeff A. was excused absent and Michael B. as the alternate was voting as a regular member.

Planning Commission Chair and Vice Chair Appointment

Amanda M. nominated Lynn T. to be Chair and Darell W. to be Vice Chair. They consented to the nominations.

Motion by Amanda M., second by Michael B., to appoint Lynn T. as Planning Commission Chair and Darell W. as Planning Commission Vice Chair. Motion passed 5-0.

Note: Jeff A. was excused absent and Michael B. as the alternate was voting as a regular member.

9. Discussion / Direction Items

A. Minturn Forward: Land Use Code Update - Article 3: Subdivision and Development Standards

Madison H. summarized Burke Harrington's public comment requesting a revision to the town code to allow for wall mounted mechanical equipment within the setbacks as long as it falls under the already allowed 18" roof overhangs that are allowed to project into the setback.

- Amanda M. expressed concern about adding this to a wall that is non-conforming and already in the setback.
- Scot H. stated that there could be provisions that allow for it as long as safe access, utility maintenance, etc. are maintained.
- Michael B. said that this is a reasonable request
- Melissa D. does not agree with this.
- Matt Farrar said that anything projecting into the required setbacks starts affecting the efficacy, but if other building elements are allowed, then this might as well be one of them. If this was something we wanted to pursue then we need to consider fire, utilities, etc.
- Direction given was to draft some language addressing this and bring it back to them.

Memo

4. Location of Off-Street Parking Areas along Main Street

- Melissa D. suggested "and with alternate access"
- Mr. Farrar suggested a threshold
- Amanda M. believes we missed the point with this if we are trying to not allow parking in the front on Main Street.
- Direction given was to go back to the drawing board with the language

7. Lighting Amortization Provision

- Michael B. would like to add the explanation of illegal vs. legal non conforming light fixtures into the code.

8. Maximum Height of Exterior Lighting Fixtures

- Darell W. expressed concern about how luminaries are affixed on top of parapet walls would not be allowed with this code.
- Melissa D. suggested an exception for this.
- Direction was to workshop how to address this.

Note: 5 minute recess called at 6:53 p.m.

Draft Article – Code Language

Pg 45-49 of the packet (pg. 1-5 of the draft article document)

No comments on these pages

Page 50 (6)

Lynn T. requested that the wildlife protection standards be sent to CPW for their weigh-in.

- Amanda M. agrees, but this shouldn't hold up our adoption. We can circle back on this and amend it if needed.
- Michael B. agrees with Amanda M.

Page 51 (7)

Amanda M. pointed out that under "reclamation of disturbed areas" - damaged lawns will be something we deal with this summer

- Mr. Farrar suggested adding language that clarifies that this is geared towards damaged vegetation during construction/development.
- Direction was to do this.

Page 52 (8)

Darell W. has concerns that there isn't a height limit on the screening devices.

- Mr. Farrar pointed out that it still has to comply with dimensional limitations in Article 2

Page 53 (9)

Lynn T. asked for clarification on screening of off-street parking areas.

- Mr. Farrar said the goal is to soften the impact, not to completely block views of the parking area.
- Michael B. suggested thinking about clear vision in regards to this.
- Amanda M. suggested allowing temporary screening for the summer (planter boxes) but in the winter those get removed for snow storage.
- Mr. Farrar expressed caution because the intent is that the screening is permanent.

Page 54 (10)

Lynn T. asked why the description of 100 Block A and B is deleted.

- Mr. Farrar said it was to prevent potential future zoning map changes overlooking the physical description of the boundaries, not changing them, and causing conflicting reports of what those zone districts cover geographically.

Pages 55-60 (11-16)

No comments on these pages.

Page 61 (17)

Lynn T. asked for clarification on the caption of the picture and what happens in the event that we no longer have the municipal lot.

- Madison H. explained that we would still have to facilitate people needing to get over the bridge.

Melissa D. pointed out that in (l)(3) "no dull" should be "not dull".

Page 62 (18)

No comment on this page.

Page 63 (19)

Lynn T. asked if SD.1(Standard 1) is existing and it's just been rewritten or if it's new.

- Mr. Farrar explained that it exists and we just tried to clarify it.

Page 64 (20)

Amanda M. suggested referencing the setback table under the graphic.

- Scot H. suggested moving the illustration to the dimensional standards

section.

Pages 65-69 (21-25)
No comments on these pages.

Page 70 (26)
Lynn T. asked for clarification on “pervious locations” for snow storage.

- This could be grass, pavers, anything that lets water through.

Pages 71-76 (27-32)
No comments on these pages.

Page 77 (33)
Direction given was to change b(ii) to “a change in roof line or building height”

Pages 78-85 (34-41)
No comments on these pages.

10. Staff Reports

A. Manager's Report

11. Planning Commission Comments

Amanda M. suggested adding old logs to direct parking in the expanded parking lot.

12. Future Meetings

A. May 13, 2026

B. May 27, 2026

13. Adjourn

Motion by Melissa D., second by Amanda M., to adjourn the regular meeting of April 29, 2026 at 7:57 p.m. Motion passed 5-0.

Note: Jeff A. was excused absent and Michael B. as the alternate was voting as a regular member.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director



To: Mayor and Town Council
From: Scot Hunn, Consulting Planning Director
Date: March 13, 2026
Agenda Item: Adoption of the Town of Minturn Wildfire Resiliency Code

REQUEST:

Review Ordinance No. 3, Series 2026 adopting the Town of Minturn Wildfire Resiliency Code.

INTRODUCTION:

Town staff (Kevin Rindy and Scot Hunn) have participated in the Eagle County Wildland Urban Interface (WUI) Code Adoption Cohort since February 2024. The goal of the cohort – comprised of fire and wildland fire officials, code officials, and planning staff members from across Eagle County jurisdictions – has been to anticipate and track State of Colorado adoption of a State-wide WUI Code and to formulate locally appropriate recommendations for adoption prior to or as part of the State’s efforts.

The State adopted the 2025 Wildfire Resiliency Code in June 2025 and promulgated rules in July 2025 that established a State of Colorado Wildfire Resiliency Code Board, as well as guidelines and rules applicable to municipalities and counties across Colorado. Those rules provide the opportunity for local jurisdictions to either adopt the State Code requirements, or to propose locally based wildfire resiliency requirements that are equivalent to the State’s wildfire resiliency requirements.

The State also set a deadline of April 1, 2026, for adoption of any locally based codes. If municipalities and counties do not adopt local codes by this date, the State Code requirements will take effect (mandate) by July 2026.

ANALYSIS:

The Eagle County cohort – led by Eagle County – chose to pursue a local solution (to be approved by the State Wildfire Resiliency Board) and worked over two years to develop a set of locally based building code revisions and site development requirements aimed at “hardening” buildings (i.e. requiring specific fire rated roofing materials and assemblies, exterior wall materials and assemblies, etc.) and creating defensible space around structures through landscape design and vegetation management.

Ordinance No. 3 reflects changes to the Town of Minturn Building Resolution (Chapter 18) by introducing new building requirements along with site development standards (defensible space) that will only apply to new construction and/or major exterior additions or remodels.

The proposed code changes mirror code changes that Eagle County, Red Cliff, and other jurisdictions in Eagle County plan to adopt in a coordinated manner.

Importantly, the Town’s proposed code changes await approval by the State Wildfire Resiliency Board. Like our neighboring jurisdictions in Eagle County, Staff are proposing adoption of the Town’s code changes to comply with the State mandated adoption deadline (April 1, 2026) pending acceptance of the Town of Minturn Wildfire Resiliency Code by the State.

Based on the work completed by the Eagle County cohort, and the communications and coordination between Eric Lovgren, Eagle County Community Mitigation Manager, and the State of Colorado Wildfire Resiliency Board representatives over the past 12-24 months, staff anticipate that locally based code proposals from Eagle County will be accepted and approved by the State.

Although the State is mandating these code changes, the adoption of the Town of Minturn Wildfire Resiliency Code aligns with the goals and objectives of Town of Minturn 2023 Community Plan as well as the Town of Minturn 2025-2027 Strategic Plan mission and priorities for emergency preparedness and managing growth in a sustainable manner.

COMMUNITY INPUT:

Ordinance No. 3, Series 2026, has been advertised according to the Town’s public notice requirements and the review of Ordinance No. 3 on first reading during a public hearing at the Council’s regular meeting of March 18, 2026 will permit public input.

BUDGET / STAFF IMPACT: N/A

STRATEGIC PLAN ALIGNMENT:

The following Vision, Mission, and Values and Priorities of the 2025-2027 Minturn Strategic Plan are relevant:

- To ensure Minturn’s future as a neighborly mountain community.
- Manage Minturn’s growth.
- Integrity, Transparency, Collaboration, Resourcefulness.
- Emergency Preparedness

RECOMMENDED ACTION OR PROPOSED MOTION:

Approval on first reading of Ordinance No. 3, Series 2026 Town of Minturn Wildfire Resiliency Code.

ATTACHMENTS:

- Ordinance No. 3, Series 2026 Town of Minturn Wildfire Resiliency Code.
- Eagle County WUI Boundaries Map (by Eagle County GIS)
- 2025 Colorado Wildfire Resiliency Code Hazard Map



Town of Minturn
302 Pine St.
PO Box 309
Minturn, CO 81645
<https://www.minturn.org>

To: Town Council
From: Scot Hunn, Consulting Planning Director
Date: April 9, 2026
Agenda Item: Ordinance No. 3, Series 2026 – Town of Minturn Wildfire Resiliency Code

Town staff (Kevin Rindy and Scot Hunn) presented, on first reading, Ordinance No. 3, Series 2026 - the Town of Minturn Wildfire Resiliency Code – to Council at their regular meeting of March 18, 2026.

Ordinance No. 3 proposes changes to the Town of Minturn Building Resolution (Chapter 18) by introducing new building requirements along with site development standards (defensible space) that will only apply to new construction and/or major exterior additions or remodels.

These changes are modeled after code language developed by the Eagle County Code Cohort over the past two years. The cohort includes multiple jurisdictions working collaboratively to develop a regional approach to the State of Colorado’s Wildfire Resiliency Code (CWRC) requirements which took effect in 2025.

The Town of Minturn Wildfire Resiliency Code mirrors code changes that Eagle County, Red Cliff, and other jurisdictions in Eagle County plan to adopt in a coordinated manner. Each individual jurisdiction is required to submit their proposed code changes to the CWRC Board for review, recommendation/revision, and approval. So far, Eagle County and the Town of Vail have received approval from the State.

Between first and 2nd reading, staff worked with representatives from the State to receive feedback on the Town’s proposed code language. CWRC Board representatives requested the following changes to the Town’s ordinance:

1. Scope - Exempt structures: Accessory structures and agricultural structures exempted from the code shall be no closer than 50 feet from habitable or occupiable structures (increased from 30 feet).
2. Ignition-resistant Materials: Flame Spread Index for all components shall be listed at no more than 25 (reduced from 50 or less).



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3. Gutters and Downspouts: Include provisions for noncombustible gutters and downspouts (CWRC Section 403.3)
4. Ventilation Openings: Vent openings shall not exceed $\frac{1}{8}$ inch.
5. Vehicle Access Door Perimeter Gap: Provisions for vehicle access door perimeter gaps shall be added (CWRC Section 404.9)
6. Retaining Walls: Retaining walls shall be of noncombustible or ignition-resistant materials (CWRC Section 502.3)
7. Fencing: Fencing requirements (CWRC Section 502.4) shall be included.

After completing the recommended revisions, staff re-submitted the Town's ordinance to the CWRC Board for further consideration. On April 8, 2026, the CWRC Board voted unanimously to approve the Town of Minturn Wildfire Resiliency Code with no further conditions or recommended revisions.

Staff **recommend approval** on second reading of Ordinance No. 3, Series 2026.

Attachments:

- Ordinance No. 3, Series 2026 – Town of Minturn Wildfire Resiliency Code
- State Approved Eagle County / Regional WUI Boundaries Map
- State Approved Eagle County / Regional Hazard Classification Map

TOWN OF MINTURN, COLORADO
ORDINANCE NO. 3 – SERIES 2026

AN ORDINANCE OF THE TOWN OF MINTURN, COLORADO AMENDING
CHAPTER 18 OF THE MINTURN MUNICIPAL CODE TO PROVIDE FOR ADOPTION
OF THE TOWN OF MINTURN WILDFIRE RESILIENCY CODE AS APPROVED BY
THE STATE OF COLORADO

WHEREAS, the Town of Minturn (“Town”) is a Colorado home rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Town of Minturn Home Rule Charter for which the Minturn Town Council (“Town Council”) is authorized to act; and

WHEREAS, the Town of Minturn 2025-2027 Strategic Plan (hereinafter the “Strategic Plan”) seeks to “ensure Minturn’s future as a neighborly mountain community,” and to “Manage Minturn’s growth, including water infrastructure and affordable housing for locals while remaining environmentally & fiscally sustainable,” through specific strategic plan goals and policies; and

WHEREAS, the Strategic Plan contains five key implementation strategies including “Infrastructure & Services,” “Manage Growth,” “Affordability,” “Economic Development,” and “Environmental Responsibility;” and

WHEREAS, the Strategic Plan contains specific priorities in support of proposed amendments to Chapter 18, Building Regulations, such as “Emergency Preparedness;” and

WHEREAS, the Town of Minturn 2023 Community Plan (hereinafter “the Community Plan”) includes specific goals and objectives aimed at hazard mitigation and sustainable development such as Objective 5.3 - *Prioritize Resilience by Proactively Preparing for and Mitigating Potential Impacts of Natural Hazard*; and

WHEREAS, the Community Plan contains action items specific to wildfire hazard mitigation and planning, including Action 5.3.3. – *Adopt firewise guidelines in building and site planning regulations*; and

WHEREAS, by Ordinance No. 5 – Series 2023 the Town Council adopted and amended the 2021 versions of the International Building Code, International Residential Code, International Fuel Gas Code, International Energy Conservation Code, International Plumbing Code, International Mechanical Code, International Property Maintenance Code, and International Fire Code, and National Electrical Code (collectively, the “International Codes”); and

WHEREAS, on July 1, 2025, the State of Colorado Public Safety Department, Division of Fire Prevention and Control, (hereinafter “the Department”), adopted minimum codes and standards for hardening structures and reducing fire risk in the defensible space surrounding structures in the wildland-urban interface; and

WHEREAS, the Department established the State of Colorado Wildfire Resiliency Code Board pursuant to C.R.S. 24-33.5-1236(2) for the general purpose of adopting and promulgating minimum codes and standards (hereinafter “the Codes”) that apply to permitting and inspections for new construction of structures and the defensible space around such structures based on best practices to reduce risk to life and property from the effects of wildfires; and

WHEREAS, Section 24-33.5-1237(2)(a), C.R.S., permits a Governing Body with jurisdiction in an area within the wildland-urban interface that has the authority to adopt building or fire codes to adopt a wildfire resiliency code that exceeds the minimum standards set forth in the Codes adopted through the promulgation of the State’s rules; and

WHEREAS, section 11.11 of the Town of Minturn Home Rule Charter and Section 31-16-202, C.R.S. provides the Town the authority to adopt and amend building and energy codes to suit local conditions; and

WHEREAS, the Town has collaborated since February 2024 with neighboring communities in Eagle County to develop and adopt a consistent version of the Wildfire Resiliency Code that suits local conditions, and which meets or exceeds the minimum standards set forth in the Codes adopted through the promulgation of the State’s rules; and

WHEREAS, the Town submitted its local version of the Wildfire Resiliency Code to the Department and received approval that such code meets or exceeds the minimum standards of the Codes pursuant to Section 24-33.5-1237(3); and

WHEREAS, Town of Minturn Staff have identified Chapter 18 of the Town of Minturn Municipal Code (MMC) as the most appropriate location for the integration of the Minturn Wildfire Resiliency Code because the Code includes building requirements as well as site development requirements and standards; and

WHEREAS, the Town Council recognizes that the Minturn Wildfire Resiliency Code will improve the construction and maintenance of the built and natural environment and will thereby promote the health, safety, resiliency, affordability, sustainability, and general welfare of our community; and

WHEREAS, the Town Council recognizes that the Minturn Wildfire Resiliency Code is essential for improving the Town’s emergency preparedness and hazard mitigation planning; and

WHEREAS, the Town Council finds and believes that it is necessary and proper to adopt the Minturn Wildfire Resiliency Code as set forth in this Ordinance to provide for consistent and updated regulation of construction and site development within Town; and

WHEREAS, on March 18, 2026, the Minturn Town Council approved this ordinance on first reading; and

WHEREAS, the Town Council has determined, based on evidence and testimony presented at the public hearing, that the adoption of these codes, as amended herein, will further the health, safety, and welfare of the inhabitants of Minturn.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO:

SECTION 1. The foregoing recitals are incorporated herein as if set forth in full.

SECTION 2. Chapter 18 of the Minturn Municipal Code is hereby amended to read as follows, with additions shown in double underlined text and deletions shown in ~~strike through~~ text. Sections of Chapter 18 which are not expressly described in this Ordinance are deemed to continue to be in full effect without change.

* * *

Chapter 18 – Building Regulations.

* * *

Article 17 – Wildfire Resiliency Code.

Section 18-17-10. – Purpose.

The purpose of the Minturn Wildfire Resiliency Code (the “Code”) is to enhance and improve the construction and maintenance of the built and natural environment within the Town for all new construction, exterior modifications, and relocation(s) of existing structures. The objective of the Code is to improve emergency preparedness and hazard mitigation planning within the Town.

Section 18-17-20. – Applicability and Exceptions.

The Code applies to all new construction and exterior modifications as well as to the relocation of existing structures. Exceptions include:

- (a) Repairs for less than twenty-five (25%) percent of existing decking or roofing on an existing structure;
- (b) Repairs for less than twenty-five (25%) percent of siding on an existing structure;
- (c) Agricultural buildings located greater than thirty (30) feet from habitable spaces occurring on the same property as the agricultural building(s);
- (d) Accessory structures and agricultural structures less than 120 square feet which are located greater than thirty (50) feet from habitable spaces occurring on the same property as the accessory structure.

Section 18-17-30. – Ignition Resistant Construction Requirements.

(a) Roof. Roof coverings must have a Class A rating (tested by ASTM E108 or UL 790) or be made of noncombustible material. Wood shake is not permissible on new construction or replacements that exceed twenty-five (25%) percent of the roof area. Valleys must have a corrosion-resistant metal flashing installed over a 36-inch underlayment of a 72-pound mineral-surfaced, non-perforated cap sheet.

(b) Gutters and downspouts. Gutters and downspouts shall be constructed of noncombustible material.

(c) Eaves. Eaves shall be protected by ignition-resistant materials, or materials with a 1-hour fire-resistance rating. This can also be achieved using 2-inch nominal dimension lumber or 1-inch nominal fire-retardant treated lumber.

(d) Exterior Walls. Exterior walls shall be constructed from one of four material types:

(1) Materials with minimum 1-hour fire-resistance rating.

(2) Approved noncombustible materials.

(3) Heavy Timber or log wall construction.

(4) Ignition-resistant building materials.

Additionally, exterior walls shall have a minimum of 6 vertical inches of noncombustible material measured from the ground or nearest horizontal surface.

(e) Exterior Doors and Windows. Exterior doors and windows shall be made of noncombustible materials, solid core wood at least 1.75 inches thick, or have a fire protection rating of at least 20 minutes. Tempered glass doors are permitted. Dual or triple pane windows that comply with the International Energy Conservation Code are considered ignition-resistant.

(f) Exterior Decks. Decks and other unenclosed appendages or projections attached to a habitable building shall be built with materials that have at least a 1-hour fire-resistance rating or are made of heavy timber. Other options include using approved noncombustible materials, fire-retardant treated wood, or ignition-resistant building materials. For decks or porches 4 feet or less above the ground, the under-deck area shall be enclosed to prevent debris accumulation. Method: use fully enclosed wall covering OR corrosion-resistant mesh (max opening size 1/8 inch).

(g) Openings. Attic, foundation, underfloor, vents through the roof or in vertical exterior walls cannot exceed 144 square inches and shall be covered with a noncombustible, corrosion-resistant mesh or perforated material with openings no larger than 1/8". Attic openings must not be located in the inner two-thirds of soffits, eave overhangs or other overhang areas.

- (h) Chimneys. Chimneys for fireplaces, barbeques, or other heating appliances that use solid or liquid fuel shall be equipped with a spark arrester made of woven or welded wire screening with openings no larger than 1/2 inch.
- (i) Vehicle Access Door Perimeter Gap. Exterior vehicle access doors shall resist the intrusion of embers from entering by preventing gaps between doors and door openings, at the head, sill, and jamb of doors from exceeding 1/8 inch as approved by the AHJ. Gaps between doors and door openings shall be controlled by one of the following methods:
1. Weather-stripping products made of materials that: (a) have been tested for tensile strength in accordance with ASTM D638 (Standard Test Method for Tensile Properties of Plastics) after exposure to ASTM G155 (Standard Practice for Operating Xenon Arc Light Apparatus for Exposure of Non-Metallic Materials) for a period of 2,000 hours, when the maximum allowable difference in tensile strength values between exposed and non-exposed samples does not exceed 10 percent; and (b) exhibit a V-2 or better flammability rating when tested to UL 94 (Standards for Tests for Flammability of Plastic Materials for Parts in Devices and Appliances).
 2. Door overlaps onto jambs and headers.
 3. Garage door jambs and headers covered with metal flashing.

Section 18-17-40. - Ignition-Resistant Building Materials.

(a) Ignition-resistant building material is a type of material that sufficiently resists ignition and sustained flaming combustion. This resistance helps reduce losses from wildfires, specifically in wildland-urban interface areas, by withstanding exposure to burning embers and small flames, even under worst-case weather and fuel conditions. To qualify as an ignition-resistant building material, a material shall meet one or more of the following criteria:

- (1) Noncombustible Material: A noncombustible material is one that does not ignite or burn when subjected to fire. This also includes materials with a noncombustible base and a surfacing material no thicker than 1/8 inch that has a flame spread index of 25 or less.
- (2) Fire-Retardant-Treated Wood: is any wood product that has been impregnated with chemicals, either through a pressure process or other manufacturing means, and when tested in accordance with ASTM E84 or UL 723, the wood must have a listed flame spread index of 25 or less.
- (3) Fire-Resistance-Rated Construction: The use of materials and systems in the design and construction of a structure to safeguard against the spread of fire within a structure and the spread of fire to or from structures to the wildland-urban interface area, and when tested in accordance with ASTM E84 or UL 723, the wood must have a listed flame spread index of 25 or less.

- (4) Log Wall Construction: A type of construction in which exterior walls are constructed of solid wood members and where the smallest horizontal dimension of each solid wood member is at least 6 inches (152mm).
- (5) 1-Hour Fire-Resistance Rating: Building material has been tested to withstand a standardized fire for at least 1 hour while maintaining its structural integrity and preventing the passage of flames and hot gasses.
- (6) Extended Fire Testing: The material shall be tested for a period of 30 minutes using the extended ASTM E 84 (UL 723) or ASTM E 2768 test. During this test, the material must meet specific performance requirements.
- (7) Specific Standards of Quality: Materials can also qualify by meeting specific California State Fire Marshal (SFM) test standards, such as those for exterior wall siding, horizontal projections, decking, or general ignition-resistant materials.
- (8) Retaining Walls. Retaining walls shall be constructed with either *noncombustible* or ignition-resistant materials when any of the following conditions exist:
1. The retaining wall is within 8 feet of a structure regulated by this code or up to the property line when the property line is less than 8 feet away from the structure.
 2. The retaining wall is integral to the support of a structure regulated by this code.
 3. The retaining wall is integral to the egress from a structure regulated by this code to a public way, easement, or private road.
- (9) Fencing. Fencing within 8 feet of a structure regulated by this code or up to the property line when the property line is less than 8 feet away from the structure shall be constructed with *noncombustible* or ignition-resistant materials.

Exception: Vinyl fencing. Vinyl fencing may be allowed.

Section 18-17-50. – Defensible Space Requirements.

Unless otherwise provided in an approved fire protection plan, defensible space shall be provided and maintained as follows:

- (a) Zone 1: the area extending five feet horizontally from the edge of the roof of, deck of, or attachments to a principle building. Within Zone 1, the following requirements apply:
- (1) Vegetation, if present, shall be limited to plants and groundcovers that the Town of Minturn has identified as appropriate for Zone 1 due to their very low flammability rating, growth, characteristics, and low profile as determined by the Town Building Official and/or Planning Director or assigns.
 - (2) Dead or dying vegetation shall be removed.

(3) Outdoor firewood storage is not allowed.

(4) Fence and garden wall materials shall be noncombustible.

(b) Zone 2: area extending from the outer boundary of Zone 1 to a boundary that is 30 feet (measured horizontally) from the outer walls of a principle building, and if present, attachments to the principle building. Within Zone 2, the following requirements apply:

(1) Established trees shall be pruned so that limbs and branches are a minimum height of 6 feet above the ground or one-third the height of the tree if the tree is less than 18 feet tall.

(2) Trees shall be pruned and spaced to provide at least 10 feet of horizontal spacing between crowns and chimney or stovepipe outlets.

(3) Trees shall be pruned and spaced to provide at least 10 feet of horizontal spacing between crowns, or alternatively trees may be grouped in clusters of not more than three, provided that the outer extent of the crowns of clustered trees (combined) are spaced not more than 30 feet from each other.

(4) Shrubs shall not be planted or allowed to grow under tree crowns.

(5) Shrubs shall not be spaced from one another the lesser of two times the height of the taller shrub or 10 feet. For the purpose of spacing, shrubs that are planted in clusters with a diameter (measured horizontally) of not more than 10 feet shall be considered a single shrub.

(6) Outdoor firewood storage is not allowed.

(7) Dead and Dying Vegetation (including leaf litter and broken branches) shall be removed.

(c) Zone 3: the area extending from the outer boundary of Zone 2 to a boundary within 100 feet (measured horizontally) from the outer walls of a principal building, and if present, attachments to the principal building. Within Zone 3, the following requirements apply:

(1) Shrubs shall not be planted or allowed to grow under tree crowns.

(2) Trees shall be pruned and spaced to provide at least 10 feet of horizontal spacing between crowns, or alternatively trees may be grouped in clusters of not more than 3, provided the outer extent of crowns of clustered trees (combined) are spaced not more than 15 feet from each other.

Section 18-17-60. – Other site-specific requirements.

(a) Driveways (All Zone Districts). In the area within 30 feet of the edges of driveways that are more than 150 feet long and used for emergency access, trees shall be pruned and spaced to provide at least 10 feet of horizontal spacing between crowns and so that limbs are a minimum height of 10 feet above the ground or one-third the height of the tree if the tree is less than 18 feet tall.

(b) Right-of-Way, Fire Lane, and Driveway Protection. In addition to any standards that apply pursuant to Sec. 18-17-60(a). - Driveways, within 30 feet of a road right-of-way, fire lane, or driveway that is longer than 150 feet, vegetation shall be limited to plants that are appropriate for right-of-way protection due to their low-flammability rating and growth characteristics, as determined by the Town Building Official and/or Planning Director or assigns.

(c) Continuing Maintenance of Defensible Space and Fire Lane and Right-of-Way Protection Areas. The owner of property upon which defensible space or fire lane or right-of-way protection is required shall be responsible for ensuring that such spaces are maintained in accordance with Sec. 18-17-60(a). - Driveways, and Sec. 18-17-60(b), Right-of-Way, Fire Lane, and Driveway Protection. Maintenance of such spaces shall include modifying or removing non-fire-resistive vegetation, keeping leaves, needles, and other dead vegetative material regularly removed from roofs of buildings and structures, and regularly removing deadwood and litter from trees.

* * *

Section 18-17-70. – Definitions.

ACCESSORY STRUCTURE. A building or structure used to shelter or support any material, equipment, chattel or occupancy other than a habitable building.

AGRICULTURAL BUILDING. A structure designed and constructed to house farm implements, hay, grain, poultry, livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged, nor shall it be a place used by the public.

APPROVED. Acceptable to the *code official*.

BUILDING. Any structure intended for supporting or sheltering any occupancy.

CLASS A TESTS. Class A Tests are applicable to *roof coverings* that are expected to be effective against severe fire exposure, afford a high degree of fire protection to the *roof deck*, do not slip from position, and are not expected to present a flying brand hazard.

CODE OFFICIAL. The official designated by the jurisdiction to interpret and enforce this code, or the *code official's* authorized representative.

DEFENSIBLE SPACE. An area either natural or man-made, where material capable of

allowing a fire to spread unchecked has been treated, cleared or modified to slow the rate and intensity of an advancing wildfire and to create an area for fire suppression operations to occur.

EMBELLISHMENTS. Elements incorporated in design and construction for ornamental or decorative purpose that are not integral to the structure or structural support.

FIRE INTENSITY CLASSIFICATION. The level of fire intensity identified for areas where significant fuel hazards and associated dangerous fire behavior may exist, based upon vegetative fuels, topography, weather conditions, and flame length value.

FIRE-RESISTANCE-RATED CONSTRUCTION. The use of materials and systems in the design and construction of a building or structure to safeguard against the spread of fire within a building or structure and the spread of fire to or from buildings or structures to the *wildland-urban interface* area.

FIRE-RETARDANT-TREATED WOOD. Fire-retardant-treated wood is any wood product that, when impregnated with chemicals by a pressure process or other means during manufacture, shall have, when tested in accordance with ASTM E84 or UL 723, a listed *flame spread index* of 25 or less. The ASTM E84 or UL723 test shall be continued for an additional 20-minute period and the flame front shall not progress more than 10.5 feet beyond the centerline of the burners at any time during the test.

FLAME SPREAD INDEX. A comparative measure, expressed as a dimensionless number, derived from visual measurements of the spread of flame versus time for a material tested in accordance with ASTM E84.

FUEL MODIFICATION. A method of modifying fuel load by reducing the amount of nonfire-resistive vegetation or altering the type of vegetation to reduce the fuel load.

HABITABLE SPACE. A space in a building for living, sleeping, eating or cooking.

HEAVY TIMBER CONSTRUCTION. As described in Section 602.4 of the 2024 *International Building Code*.

HOME IGNITION ZONE. Home Ignition Zone is the home and the area around the home (or structure). The HIZ takes into account both the potential of the structure to ignite and the quality of *defensible space* surrounding it.

IGNITION-RESISTANT BUILDING MATERIAL. A type of building material that resists ignition or sustained flaming combustion sufficiently so as to reduce losses from wildfire exposure of burning embers and small flames.

IGNITION-RESISTANT VEGETATION. Plants that are less likely to readily ignite from a flame or other ignition source and produce fewer embers. While they can still be damaged by fire, their foliage and stems don't significantly contribute to the intensity of the fire.

LOG WALL CONSTRUCTION. A type of construction in which exterior walls are constructed of solid wood members and where the smallest horizontal dimension of each solid wood member is not less than 6 inches. Log wall construction shall follow requirements of ICC 400.

MULTILAYERED GLAZED PANELS. Window or door assemblies that consist of two or more independently glazed panels installed parallel to each other, having a sealed air gap in between, within a frame designed to fill completely the window or door opening in which the assembly is intended to be installed.

NONCOMBUSTIBLE. As applied to building construction material means a material that, in the form in which it is used, is either one of the following:

1. Material of which no part will ignite and burn when subjected to fire.
2. Any material conforming to ASTM E136 shall be considered noncombustible within the meaning of this section.
3. For the purposes of this code, fire-rated gypsum board tested in accordance with ASTM C1396 with no less than a 1-hour fire-resistance-rating with fire exposure from the outside only is considered a noncombustible material.

OCCUPIABLE SPACE. A room or enclosed space designed for human occupancy in which individuals congregate for amusement, education or similar purposes or in which occupants are engaged at labor.

ROOF ASSEMBLY. A system designed to provide weather protection and resistance to design loads. The system consists of a *roof covering* and *roof deck* or a single component serving as both the *roof covering* and the *roof deck*. A *roof assembly* can include an underlayment, thermal barrier, ignition barrier, insulation or a vapor retarder.

ROOF COVERING. The covering applied to the *roof deck* for weather resistance, fire classification or appearance.

ROOF DECK. The flat or sloped surface not including its supporting members or vertical supports.

SLOPE. The variation of terrain from the horizontal; the number of feet rise or fall per 100 feet measured horizontally, expressed as a percentage.

STRUCTURE. That which is built or constructed.

STRUCTURE IGNITION ZONE. Structure Ignition Zone is the structure and the area around the structure (or home). The SIZ takes into account both the potential of the structure to ignite and the quality of *defensible space* surrounding it.

TREE CROWN. The primary and secondary branches growing out from the main stem, together with twigs and foliage.

WILDLAND-URBAN INTERFACE. That geographical area where structures and other human development meets or intermingles with wildland or vegetative fuels.

* * *

INTRODUCED, READ BY TITLE, APPROVED ON THE FIRST READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THE 18th DAY OF MARCH 2026. A PUBLIC HEARING ON THIS ORDINANCE SHALL BE HELD AT THE REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO ON THE 15th DAY OF APRIL 2026 AT 5:30 p.m. AT THE MINTURN TOWN HALL 302 PINE STREET, MINTURN COLORADO 81645.

TOWN OF MINTURN, COLORADO

Eric Gotthelf, Mayor

ATTEST:

By: _____
Jay Brunvand, Town Clerk

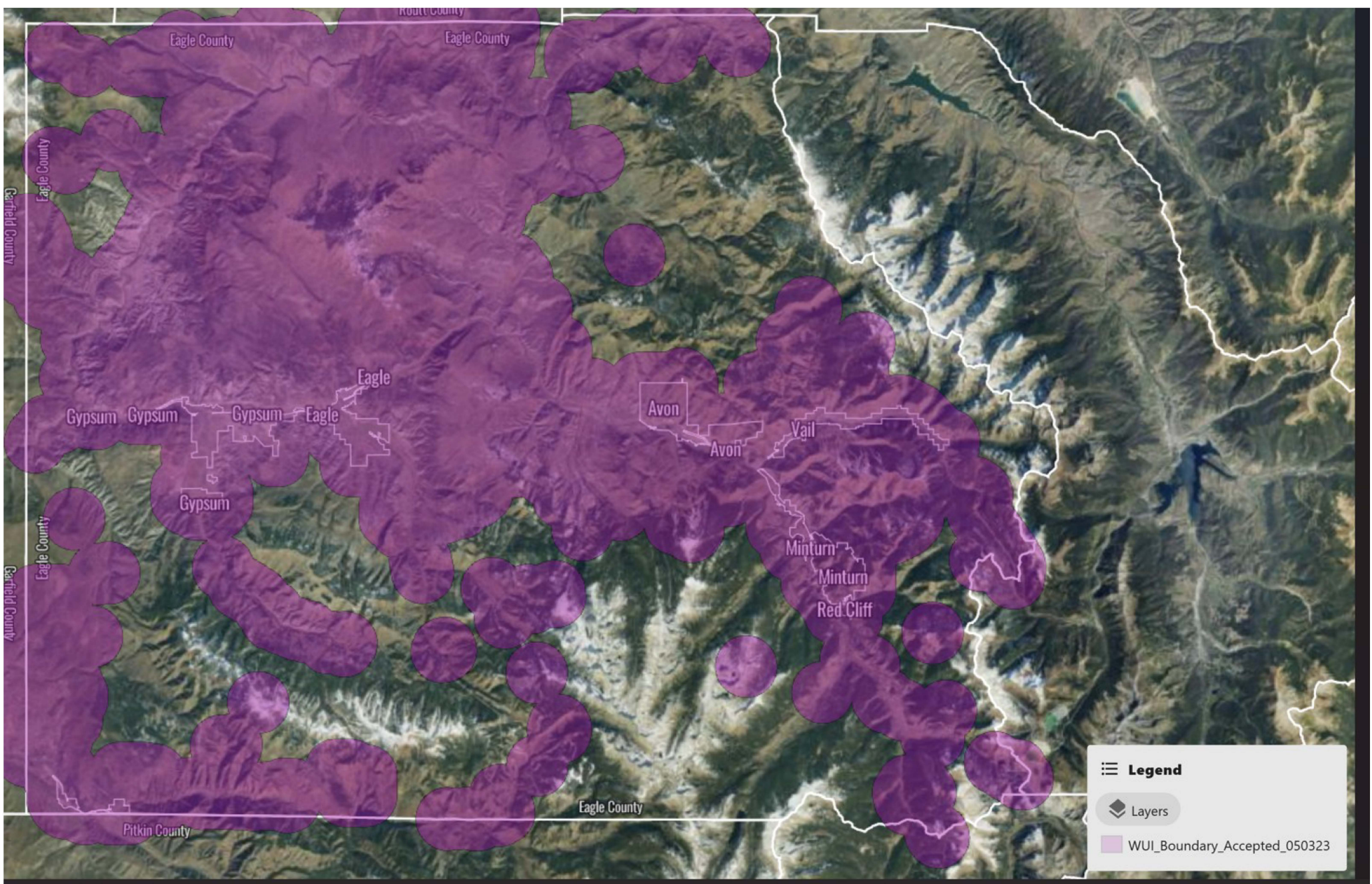
THE TOWN OF MINTURN, COLORADO, ORDAINS THIS ORDINANCE ENACTED ON SECOND READING AND ORDERED PUBLISHED BY TITLE ONLY AND POSTED IN FULL ON THE OFFICIAL TOWN WEBSITE THIS ____ DAY OF _____ 2026.

TOWN OF MINTURN, COLORADO

Eric Gotthelf, Mayor

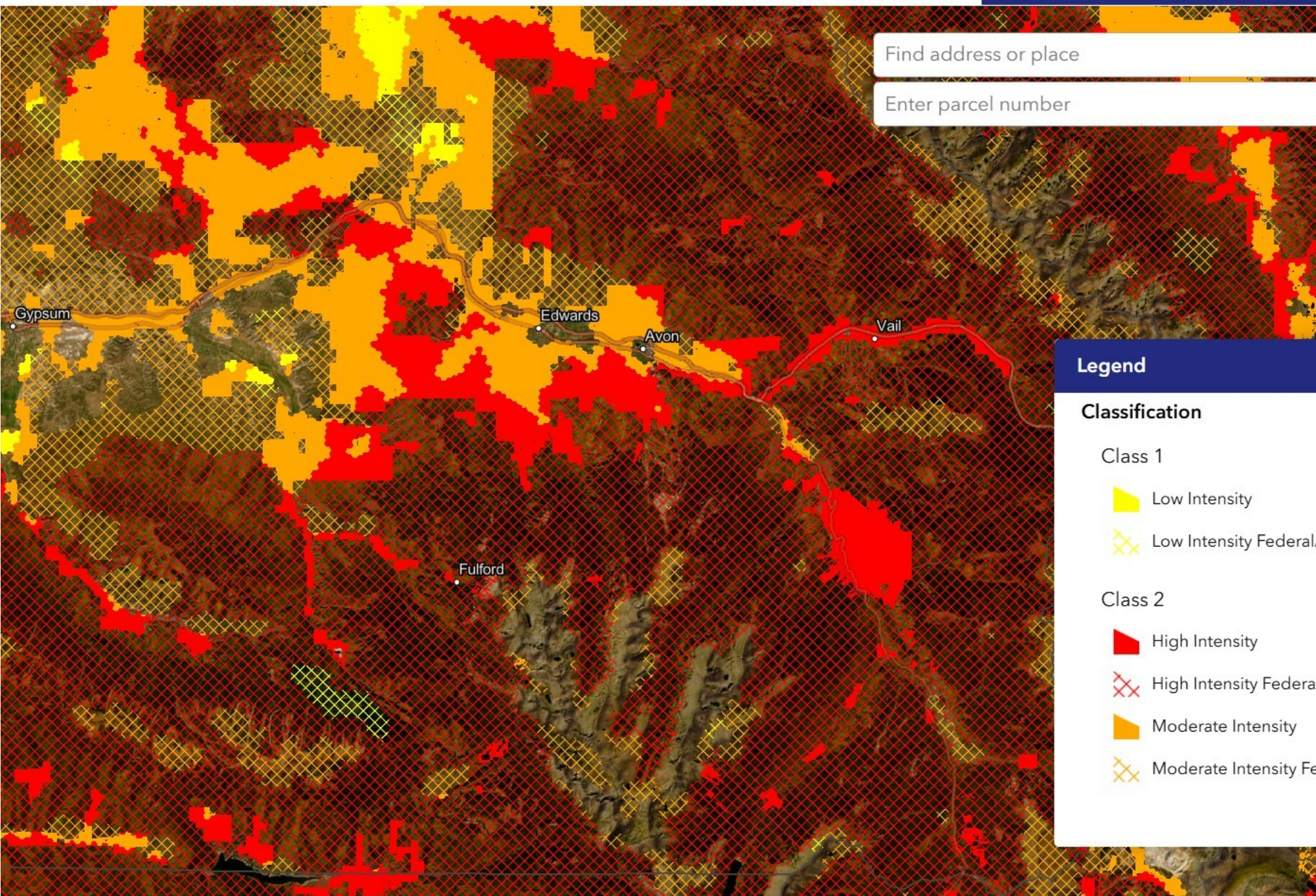
ATTEST:

By: _____
Jay Brunvand, Town Clerk



Find address or place

Enter parcel number



Legend

Classification

Class 1

Low Intensity

Low Intensity Federal

Class 2

High Intensity

High Intensity Federal

Moderate Intensity

Moderate Intensity Federal



Minturn Forward Memo

TO: Minturn Planning Commission

FROM: Town Staff and Matt Farrar (Western Slope Consulting)

DATE: May 8, 2026

ATTACHMENTS: Draft v1 Adult Use, Heavy Equipment Sales & Rentals, and Wireless Communication Facilities Use-Specific Standards

A. Use-Specific Standards

Attached is a draft of the Use-Specific Standards proposed for Adult Uses, Heavy Equipment Sales & Rentals, and Wireless Communication Facilities (WCFs). The draft of these standards had been omitted from the draft of Article 2: Zoning Regulations that the Planning Commission reviewed in 2025. Staff hadn't been able to complete the draft of these standards in 2025, which is why they were omitted from the draft of Article 2. These are the only Use-Specific Standards remaining.

The draft standards for "Adult Uses" refer to the Town's existing standards under [Chapter 6: Business Licenses and Regulations of the Municipal Code](#). Specifically, the existing requirements under [Article 6: Nude Entertainment Establishments](#). Staff thought it was best to refer to the Town's existing standards for these types of uses rather than develop additional standards. Staff has noted that some limited changes to the existing requirements under Article 6 will be necessary. Those changes include, but are not limited to, the following:

- Change the term "Nude Entertainment Establishments" to "Adult Uses."
- Add additional definitions to further clarify what constitutes an Adult Use.
- Reduce the distance that Adult Uses can be located from the following:
 - A church.
 - A school or childcare facility.
 - A public park.
 - A residentially zoned property.
 - A nude entertainment establishment.

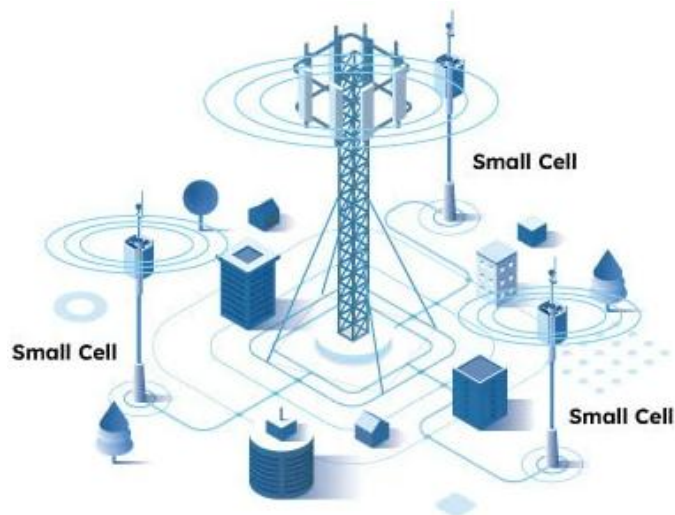
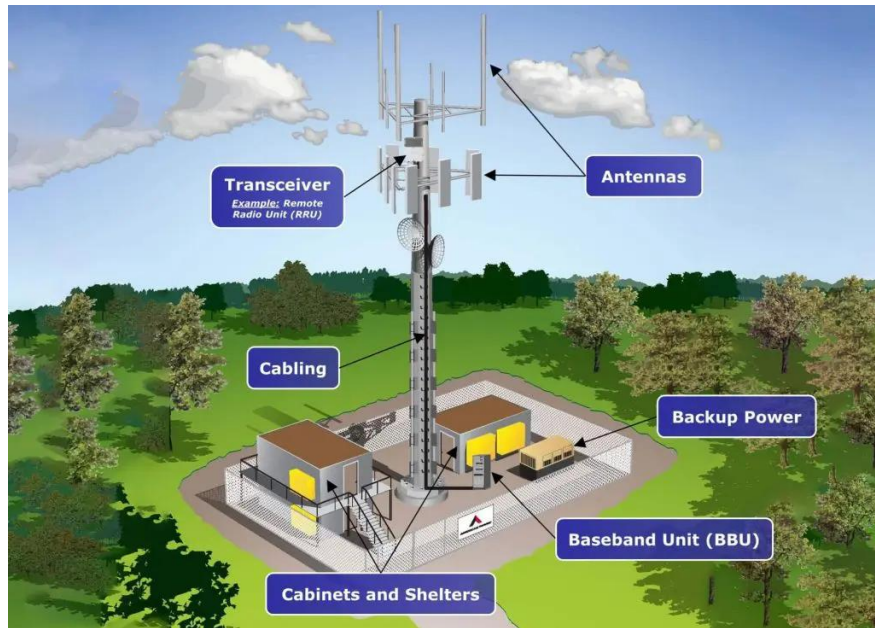
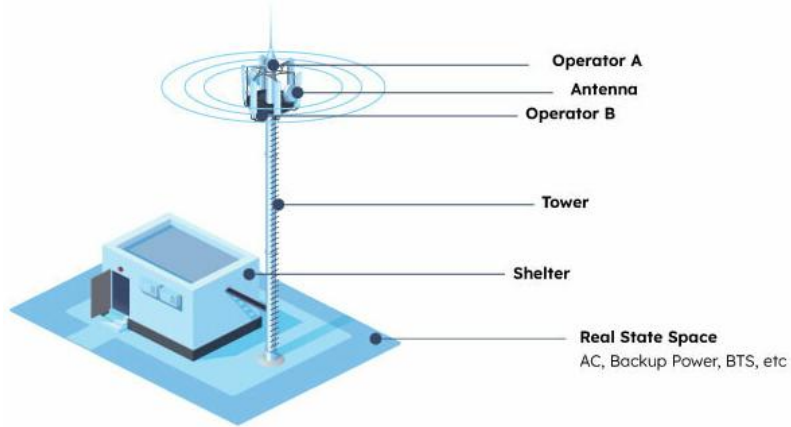
The existing requirements under Article 6 state that Nude Entertainment Establishments (aka Adult Uses) must be a minimum of 1,000 feet from any of the above uses. Given that proposed zoning regulations will only permit Adult Uses (via approval of a Conditional Use Permit) in the new Makerspace zone district, the existing distance requirements effectively prohibit an Adult Use from being possible. This could potentially result in legal issues, which is why staff is recommending that the distance requirement be modified.

B. Limited Review Use Process for Wireless Communication Facilities (WCFs)

Under the proposed zoning regulations, Wireless Communication Facilities (WCFs) are listed as a Limited Review Use in all of Minturn’s zone districts. It is staff’s understanding that there are state and federal laws that dictate certain aspects of the review process for WCFs. Therefore, staff is recommending that a specific Limited Review Use process for WCFs be developed and incorporated under the new Land Use Application Requirements & Procedures Article.

The Limited Review Use process specific to WCFs will be included in the final draft of the updated Land Use Code and will be available for review by the Planning Commission as part of the formal adoption process for the updated Land Use Code.

Example of Wireless Communication Facility Components



Examples of Different Types of Wireless Communication Facilities

Monopole



Lattice



Guyed



Stealth



#. Adult Use

All adult uses must comply with all applicable requirements set forth in Chapter 6 of Minturn's Municipal Code.

#. Heavy Equipment Sales & Rentals

All heavy equipment sales and rental establishments must comply with the following standards:

1. All heavy equipment stored outdoors must be kept in its lowest position. For example, a forklift must be stored with its forks on the ground and not in an elevated position.
2. Any repair and/or maintenance service activities must be customarily incidental and subordinate to the sale and/or rental of heavy equipment.
3. All repair and/or maintenance service activities must be conducted entirely within a fully enclosed building or structure.

#. Wireless Communication Facilities

1. **Purpose.** The purpose of the Town's standards for wireless communication facilities (WCFs) is to:
 - a. Provide for the managed development, installation, maintenance, modification, and removal of wireless communications infrastructure in Minturn with the fewest number of WCFs to complete a network without unreasonably discriminating against wireless communications providers of functionally equivalent services, including all those who install, maintain, operate, and remove WCFs.
 - b. Promote and protect the public health, safety, and welfare by reducing the visibility of WCFs to the fullest extent possible through techniques including but not limited to camouflage design techniques and undergrounding of the equipment associated with WCFs where technically practicable.
 - c. Encourage the location of WCFs in non-residential areas to minimize potential adverse impacts on residential areas in Minturn.
 - d. Encourage the co-location of WCFs to minimize the total number of WCFs needed throughout the Town.
 - e. Encourage owners, operators, and users of WCFs to locate them, to the maximum extent possible, in areas where the adverse impact to the Town is minimized.
 - f. Enhance the ability of wireless communications service providers to provide such services to the community quickly, effectively, and efficiently.
 - g. Comply with all state and federal laws and regulations regarding WCFs, including but not limited to regulations related to eligible facilities as defined by federal regulations.

2. **Applicability.** The standards set forth in this Subsection shall apply to all WCFs, except for the following:
- a. Any WCF lawfully operating as of the effective date of this Chapter and that is inconsistent with the provisions of this Chapter shall be deemed a legal nonconforming use and is subject to all applicable requirements set forth in **Section 16-#-##**.
 - b. Any WCF that has been approved by the Town prior to the effective date of this Chapter (i.e., a pre-existing WCF) is not required to comply with the requirements set forth in this Subsection, except as follows:
 - i. All pre-existing WCFs must comply with the operational requirements set forth in this Subsection.
 - ii. Any modification to a pre-existing WCF (including additions and/or trading out antennas for an equal number of antennas) must comply with all applicable requirements of this Subsection.
 - iii. Any modification to a pre-existing WCF that qualifies as an eligible facilities request shall be evaluated in accordance with **Subsection 16-#-##**.

Example Definition of "Eligible Facilities Request"

Eligible Facilities Request	<p>Any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station involving:</p> <ol style="list-style-type: none"> 1. Co-location of new transmission equipment; 2. Removal of transmission equipment; or, 3. Replacement of transmission equipment.
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- c. Amateur radio antenna(s) owned and operated by a federally licensed amateur radio station operator or used exclusively as a receive-only antenna(s), provided that the height of the antenna(s) is no taller than the distance from the base of the antenna to the nearest property line.
- d. The following types of antennas, if such antennas comply with all applicable standards for accessory uses set forth in this Chapter and the height of each antenna is no taller than the distance from the base of the antenna to the nearest property line.
 - i. Antennas used for the reception of television, multi-channel video programming, and radio (e.g., over-the-air reception device (OTARD) antennas).
 - ii. Television broadcast band antennas.
 - iii. Broadcast radio antennas

The Planning Director is authorized to approve a modification to the height restriction for an OTARD antenna(s) and any structure(s) associated with such antenna(s) if the Planning Director determines that a modification is necessary to comply with federal law.

- e. A temporary or permanent WCF installed upon the declaration of a state of emergency by the Town, Eagle County, state of Colorado, and/or federal government, or a written determination of public necessity by a governmental agency with authority to issue such declaration.
- f. A temporary WCF installed for the purpose of special event coverage. Such a WCF shall be subject to the approval of a Temporary Use Permit pursuant to [Section 16-#-##](#).

3. Operational Requirements.

a. *Federal and State Requirements.*

- i. All WCFs must comply with the current standards and regulations of the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC), and any other agency of the state or federal government with the authority to regulate WCFs. If such federal and/or state standards and regulations change, then the owner(s) of an WCF(s) shall be solely responsible for bringing the WCF(s) into compliance with the revised standards and regulations within the time period mandated by the controlling federal or state agency.
- ii. The owner(s) of a WCF(s) is responsible for ensuring compliance with all applicable state and federal regulations including, but not limited to, the Americans with Disabilities Act (ADA) and other regulatory requirements.
- iii. If a WCF fails to comply with all applicable state and federal standards and regulations, the Town is authorized to remove the WCF at the owner's expense.

b. *Radio Frequency Standards.*

- i. All WCFs shall comply with federal standards for radio frequency emissions.
- ii. If a concern(s) regarding compliance of a WCF with the applicable radio frequency emissions standards is made to the Town, the Planning Director is authorized to request that the owner(s) or operator(s) of the WCF provide information demonstrating that the WCF complies with all applicable emission standards. If the Planning Director determines that such information suggests that the WCF may not comply with the applicable standards, the Planning Director is authorized to request that the owner(s) or operator(s) of the WCF submit certification from a qualified engineer that the WCF complies with all applicable radio frequency emission standards.

c. *WCF Maintenance.*

- i. To ensure the safety and structural integrity of WCFs in the Town, the owner(s) of a WCF is responsible for ensuring that the WCF is maintained in good working condition and in compliance with all applicable standards set forth in the Minturn Municipal Code, specifically Building Codes, in effect when the WCF was installed or at the time when the WCF is modified.

- ii. If, upon inspection, the Planning Director, Building Official, and/or Code Enforcement Officer determines that a WCF fails to comply with the applicable standards of the Minturn Municipal Code and constitutes a danger to persons and/or property, then, upon written notice being provided to the owner(s) of the WCF by the Town, the owner(s) shall have thirty (30) calendar days from the date of such notice to bring the WCF into compliance unless the WCF poses an immediate danger.

If the Planning Director, Building Official, and/or Code Enforcement Officer determines that the WCF poses an immediate danger to persons and/ property, the Town is authorized to require the immediate deactivation and/or removal of the WCF. If this occurs, the Town will provide written notice of such deactivation and/or removal to the owner(s) of the WCF as soon as practicable.

- iii. During the thirty (30) calendar day compliance period, the owner(s) of a WCF may submit a written request for an extension of the compliance period to the Town. Any request received after the thirty (30) calendar day compliance period will not be considered by the Town.
- iv. Upon a showing of good cause by the owner(s) of a WCF, the Planning Director, Building Official, and/or Code Enforcement Officer may authorize one (1) extension of the compliance period for up to ninety (90) calendar days. If such an extension is authorized, the Town shall provide the owner(s) of the WCF with written notice of the extension.
- v. If the owner(s) of a WCF fails to bring the WCF into compliance within the applicable compliance period, the Town is authorized to remove the WCF at the owner's expense.

d. *Abandonment.*

- i. Any WCF that is not operated for a continuous period of one hundred eighty (180) calendar days shall be deemed abandoned. The Planning Director, in their sole discretion, is authorized to require the removal of an abandoned WCF by its owner(s) in accordance with this Subsection.
- ii. If the Planning Director requires the removal of an abandoned WCF, the Planning Director shall provide the owner(s) of the WCF with written notice of such a request. Within sixty (60) calendar days of notice being sent by the Planning Director, the abandoned WCF must be removed by its owner(s). If the owner(s) fails to remove the abandoned WCF within sixty (60) calendar days, the Town is authorized to remove the WCF at the owner's expense and any permits approved by the Town for the WCF will be deemed expired.

e. *Hazardous Materials.*

- i. No hazardous materials, as defined in the Colorado Revised Statutes, shall be permitted in association with a WCF, except hazardous materials that are necessary for the operation of the WCF.

- ii. All hazardous materials permitted for the operation an WCF must be used, stored, and disposed of in accordance with all applicable Town regulations and state and federal laws governing such materials.
 - f. *Security Cameras.* Placement of a camera(s) and/or other surveillance equipment on a WCF(s) shall be used exclusively for the safety and security of such WCF(s).
4. **Location.**
- a. *General Standards.*
 - i. To the maximum extent practicable, all WCFs must be located in a manner that achieves the purpose of this Subsection. The Town acknowledges that topography, signal access, and/or other similar factors may influence the siting of a WCF.
 - b. *Co-location.*
 - i. To the maximum extent practicable, new WCFs shall be co-located with existing WCFs to minimize the total number of WCFs needed throughout the Town.
 - ii. No owner(s) or operator(s) of a WCF shall unreasonably exclude a telecommunications competitor from using the same facility or location.
 - iii. Co-location of WCFs may not be required if the owner(s) or operator(s) of a WCF provides evidence to the Town that explains why the co-location of a WCF(s) is not possible at a particular location. For example, the co-location of WCFs will diminish the benefits of the design requirements set forth in this Subsection.
 - c. *WCFs in Public Rights-of-Way.*
 - i. If a WCF is located in a public right-of-way, preference shall be given to incorporating the WCF with an existing improvement in the right-of-way (e.g., an existing streetlight) before installing a new improvement(s) in the right-of-way for the WCF.
 - ii. The owner(s) of a WCF(s) located in a public right-of-way dedicated to the Town must enter into a license agreement with the Town and provide proof of public liability insurance prior to the installation of the WCF(s).
 - iii. The owner(s) of a WCF(s) located in a public right-of-way under the jurisdiction of the Colorado Department of Transportation (CDOT) must provide evidence to the Town that the WCF(s) complies with all applicable CDOT requirements.
 - iv. The siting of a WCF in a public right-of-way shall have no adverse impact on the safety and function of such right-of-way, as determined by the Town or CDOT.
 - d. *WCFs on Historic Properties.* Unless otherwise preempted or restricted by federal law, no WCF is permitted on a property designated as a historic landmark without providing evidence that the WCF has been approved by the Town's Historic Preservation Commission.
5. **Design Standards.**
- a. *General Standards.*

- i. To the extent consistent with applicable state and federal laws, the design of every WCF shall achieve the purpose of this Subsection.
 - ii. All visible, exterior surfaces of a WCF (including antennas, support structures, base stations, accessory equipment and/or other related components) must be constructed from, or finished with, non-reflective materials, unless otherwise required by regulations of the FAA or other federal air safety authority.
 - iii. Roof-mounted WCFs (including antennas, support structures, screening, accessory equipment and/or other related components) shall not project more than ten (10) feet above the roof line of the structure or building that the WCF is mounted to.
 - iv. If a WCF is located on a legal nonconforming structure or building, the addition of the WCF (including antennas and/or associated equipment) shall not exacerbate, enlarge, or expand the nonconformity.
 - v. Façade-mounted WCFs (including antennas, support structures, screening, accessory equipment and/or other related components), shall not extend above the roofline of a structure or building with a flat roof or the eave line of a structure or building with a pitched roof. If a WCF is mounted to the façade of a parapet wall, the WCF (including antennas, support structures, screening, and/or associated equipment) shall not extend above the top of the parapet wall.
 - vi. Any equipment associated with a WCF that is not mounted to the roof or façade of a structure or building must be located in an underground equipment vault.
- c. *Camouflage Design or Concealment.* All WCFs (including antennas, support structures, base stations, accessory equipment and/or other related components) shall, to the maximum extent practicable, utilize camouflage design techniques including, but not limited to, the use of materials, colors, textures, screening, undergrounding, an alternative tower structure, and/or other creative options (e.g., designed to be a work of art) that visually blend each WCF with Minturn’s natural setting and/or built environment.

Commented [MF1]: NOTE TO PLANNING COMMISSION:
 This provision to be incorporated with the authorized exceptions to building height under Article 2: Zoning Regulations.

Commented [MF2]: QUESTION FOR PLANNING COMMISSION:
 Should there be restriction on how far a façade-mounted WCF can project from the face of a structure or building?

 For example, the Town of Castle Rock’s regulations state:
 “The maximum protrusion of components from the building or structure face to which they are attached shall be limited to six (6) feet.”

Example Definition of “Alternative Tower Structure”

Alternative Tower Structure	Human-made trees, clock towers, bell steeples, light poles, traffic signals, buildings, and similar alternative design mounting structures that are compatible with the natural setting and/or surrounding structures, and camouflages or conceals the presence of antennas or towers so as to make them architecturally compatible with the surrounding area including height limits as set forth in this Code. This term also includes any antenna or antenna array attached to an alternative tower structure.
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- c. *Co-location.* Every WCF must be designed and constructed to accommodate the co-location of WCFs from at least two (2) wireless service providers unless the owner(s) or operator(s) of a WCF provides evidence that co-location is not possible in accordance with [Subsection 16-#-##\(#\)\(#\)](#).
- d. *Lighting.*

- i. Lighting of a WCF is not permitted, except for lighting required by the FAA or other applicable governmental authority. This does not apply to lighting of a WCF that results from the WCF being mounted on a streetlight or other similar structure primarily used for lighting purposes.
 - ii. If lighting of a WCF is required by the FAA or other applicable governmental authority, an applicant(s) must submit all government approved lighting options to the Town for review as part of the required Limited Review Use application (refer to [Section 16-#-##](#)). The Planning Director is authorized to require a WCF to use the government approved lighting option that best achieves the purpose of this Subsection.
 - iii. Unless otherwise required by the FAA or other applicable governmental authority, all WCF lighting must be shielded and directed in a manner that minimizes adverse impacts on Minturn's night sky and the amount of glare and light trespass on surrounding properties, particularly properties with residential uses.
5. **Design Standards for Specific WCFs.** The following design standards for certain types of WCFs are in addition to all other applicable requirements set forth in this Subsection. If any of the following design standards conflict with any other applicable requirement set forth in this Subsection, the more restrictive requirement shall apply.
- a. *Facilities Attached to Base Stations.* Components (including, but not limited to, antennas, transmission equipment, and accessory equipment) installed on a structure other than a tower, alternative tower structure, or pole, such as a base station, shall be of a neutral, non-reflective color that is identical to, or compatible with, the color of the supporting structure, or utilize other camouflage and/or concealment design techniques to make the components as visually unobtrusive as practicable.

Example Definition of “Base Station”

Base Station	<p>A structure or equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. The definition of base station does not include or encompass a tower as defined herein or any equipment associated with a tower including the defined accessory equipment. This term includes, without limitation:</p> <ol style="list-style-type: none">1. Equipment associated with wireless communications services such as private broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul that, at the time the relevant application is filed with the Town in accordance with this Chapter and has been reviewed and approved under the applicable zoning or siting process, or under another state or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support; and2. Radio transceivers, antennas, coaxial or fiber-optic cable, regular and backup power supplied, and comparable equipment, regardless of technological configuration (including distributed antenna systems (DAS) and small-cell networks) that, at the time the relevant application is filed with the Town, has been reviewed and approved under the applicable zoning or siting process, or under another state or local regulatory review process, even if the structure was not built for the sole or primary purpose of providing such support.3. The definition of base station does not include any structure that, at the time the relevant application is filed with the Town, does not support or house equipment described in paragraphs (1) and (2) above.
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- b. *Alternative Tower Structures Not in a Public Right-of-Way.* Any alternative tower structure not located in a public right-of-way must comply with the following standards:
 - i. All alternative tower structures must be designed and constructed to appear as a structure, building, tree(s), or other type of natural feature typically found in Minturn to visually blend such tower structure with the Town’s natural setting and/or built environment.
 - ii. If an alternative tower structure is designed and constructed as a structure or building, it must have an architectural design that is compatible with the architecture of existing structures and/or buildings in the surrounding area.
 - iii. All alternative tower structures must be sized in a manner that achieves the wireless coverage objectives while minimizing adverse aesthetic impacts and maintaining compatibility with the character of the surrounding area.
- c. *Towers.*
 - i. Unless otherwise stated in this Subsection, towers must comply with all dimensional standards for the applicable zone district.

- ii. In the R1, R2, R3, Mixed-Use 1, Mixed-Use 2, and Mixed-Use 3 zone districts, towers shall be set back from all property boundaries a distance that is equal to the height of the tower or the minimum setbacks for the applicable zone district, whichever is greater.
- iii. All towers must be enclosed by fencing and/or walls to prevent trespass and equipped with an anti-climbing device(s).
- iv. To the maximum extent practicable, towers must be designed as monopoles, which taper from the base to the tip, rather than as lattice towers or guyed towers.
- v. A tower located on a property in the Civic or Recreation & Open Space zone district may exceed the applicable maximum building height requirements subject to the approval of a Conditional Use Permit pursuant to Section 16-#-##.

Commented [MF3]: NOTE TO PLANNING COMMISSION:
 The Table of Allowed Uses, under Article 2: Zoning Regulations, will be updated to list "Towers exceeding Building Height Requirements" as a Conditional Use in the Civic and Recreation & Open Space zone districts.

Example Definition of "Tower"

Tower	Any structure built for the sole or primary purpose of supporting one or more FCC-licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private broadcast services as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site.
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- d. *Transmission Equipment and Accessory Equipment.*
 - i. To the maximum extent practicable, all transmission equipment and accessory equipment shall be consolidated in a limited area on a property.
 - ii. To the maximum extent practicable, transmission equipment and accessory equipment shall be located within equipment enclosures.
 - iii. Transmission equipment and accessory equipment must be of a neutral, non-reflective color that is identical to, or compatible with, the color of the supporting structure, or utilize other camouflage and/or concealment design techniques to make the equipment as visually unobtrusive as practicable.

Example Definitions of "Transmission Equipment" and "Accessory Equipment"

Transmission Equipment	Equipment that facilitates transmission for any FCC licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.
Accessory Equipment	Any equipment serving or being used in conjunction with a WCF, including, but not limited to, utility or transmission equipment, power supplies, generators, batteries, cables, equipment buildings, cabinets and storage sheds, shelters, or other structures including fences.

6. **Compliance with Other Applicable Laws.** All work done in association with an approved WCF must be completed in accordance with all generally applicable laws, regulations, and/or other rules reasonably related to public health and safety, including but not limited to, Building Codes.
7. **Remedies.** In addition to any other remedies available under this Chapter, an applicant(s) for a WCF and/or the Town may bring a claim related to Section 6409 of the Federal Spectrum Act (codified at 47 U.S.C. 1455) to any court of competent jurisdiction.

DRAFT

TOWN MANAGER'S REPORT

MAY 2026



Minturn
Your civil service, at work.

Town Manager's Report

May 2026



Council Meeting Follow Up

Speeding Concerns on Pine/Boulder

- Staff are evaluating several options to reduce vehicle speeds on Pine Street and Boulder Street, including both short-term and longer-term measures.
- Staff completed an initial speed study on the 500 block of Pine Street from April 2 through April 8. That study recorded 175 total vehicles, an average daily traffic volume of approximately 25 to 28 vehicles, an average speed of 14.76 mph, and an 85th percentile speed of 18 mph. The highest recorded speed of 30 mph occurred during the study period.
- Staff continue to collect and track speed data in the Pine/Boulder area to better understand traffic patterns and determine whether additional traffic-calming measures are warranted.
- Staff are planning to bring this issue to Town Council for further discussion at the May 20 meeting.

Other Updates

Safe Streets for All Safety Action Plan

- **Background:** In 2024, the Town participated in the federal Safe Streets and Roads for All program, which funded preparation of a Safe Streets for All Safety Action Plan. The plan was prepared with assistance from Stolfus Engineering and was adopted by Town Council in early 2025.
- **Grant Reimbursement:** Although the work was completed, the Town had not previously requested or received reimbursement from the Federal Highway Administration for the grant-funded work. Over the past nine months, the Town Clerk-Treasurer and Town Manager have been working to complete the reimbursement process.
- **Status:** Staff received approval last week for reimbursement of the full **\$80,000 grant award** owed to the Town.

Capital Projects

New Water Treatment Plant (WTP)

- **Design/Review:** Design remains approximately 90% complete and has been accepted by CDPHE for formal review. Local building and zoning review submittals have also been made.
- **Construction Contractor Selection:** The construction bid process closed on April 3. The Town received three bids: JHL Constructors – \$12,547,730; Native Sun – \$12,868,335; and RN Civil – \$13,673,335. After review by HDR, Council selected JHL Constructors, LLC at the April 15 meeting as the contractor for the New Water Treatment Plant project.

Town Manager's Report

May 2026



- **Construction Contract:** Staff are working with the Town Attorney and JHL Constructors to negotiate and finalize the construction contract, including legal review, financing-related conditions, bonding, insurance, and other required contract documents.
- **Construction Administration:** Staff have been working with HDR to negotiate a construction administration contract for the project. HDR's proposal includes engineering services during construction, review of submittals and RFIs, change order support, record drawings, weekly construction meetings, construction observation, startup and commissioning support, and PLC/HMI programming for plant controls and remote operation. HDR's subconsultant, Swiftwater Solutions, would provide resident project representative and commissioning services, including field observation, progress reporting, pay application review, startup coordination, and support from a licensed Class A water treatment operator.
- **Construction Administration Cost Negotiation:** Staff have been negotiating with HDR to reduce the overall cost of the construction administration contract. HDR's earlier proposal totaled approximately **\$1,114,161** and included full-time construction observation by Swiftwater Solutions. The revised scope totals approximately **\$923,274**, a reduction of about **\$190,887**, and shifts SWS field observation from full-time to part-time observation at three days per week while maintaining startup, commissioning, PLC/HMI programming, submittal/RFI review, change order support, and project closeout services. Staff will bring this item forward for further discussion at the May 6 Council meeting.
- **Financing:** The Town has closed on financing with Alpine Bank for the New Water Treatment Plant project. The financing structure includes a 24-month construction draw period, an initial 5.0% fixed rate, and repayment secured by net water enterprise revenues. Based on current assumptions, average annual debt service is estimated at approximately \$797,820 beginning in 2028.

Minturn Bike Park 2026 Improvements

- **Planned Work:** Staff are planning improvements in **May 2026** to the bike jump features and dual slalom course.
- **Coordination:** Work will be completed by **VVMTA** with Town support.
- **Purpose:** Improvements are intended to improve **safety, ride quality, and long-term usability** for a range of skill levels.

Town Hall 2-Bedroom Apartment Reconstruction

- **Status:** Staff have terminated contract negotiations with Coleman Custom Homes due to the inability to reach mutually acceptable contract terms.
- **Next Steps:** Staff will reach out to the second bidder from the original proposal process to determine whether the bidder remains interested and available to complete the project.

Taylor Avenue Repaving Project

- **Status:** Design and bidding are complete, and initial test digging has occurred.

Town Manager's Report

May 2026



- **Award:** Town Council approved **Schofield Excavating** on **March 18** based on the lowest bid of **\$453,638.80**.
- **Next Step:** Construction will begin at the end of May.

US 24 Pedestrian Improvement Project Phase II

- **Status:** Negotiations with **CDOT, Xcel Energy, and Phoenix Industries** have been completed.
- **Council Action:** Council approved a change order in the amount of **\$99,991.88** on **February 18**.
- **Next Steps:** **Xcel gas line relocation work** is anticipated to begin the **first week of May 2026**.

Main Street Streetlighting Project

- **Status:** Staff continue to pursue **Holophane** as the preferred streetlight manufacturer, and preliminary fixture and pole concepts have been informally reviewed by **CDOT**.
- **Coordination:** Staff are continuing to coordinate with **Xcel Energy** on electrical service and related utility planning.
- **Timing:** The anticipated construction timeline for portions of this project is being pushed back as staff evaluate incorporating some of these improvements into the proposed **First-Williams-Nelson Infrastructure Improvements Project**.

Bellm Bridge Replacement

- **Status:** The Town has secured **\$4,000,000** through **CDOT's Off-System Bridge Grant Program**. Contracts with **SEH** and **Kumar & Associates** have been finalized, and bridge design is underway. Staff also submitted the project to **Congressman Neguse's office** for consideration for **Congressionally Directed Spending**.
- **Next Steps:** Staff will continue advancing design, coordinating grant programming and contracting with **CDOT**, and pursuing the remaining funding needed for the project.

Little Beach Park Improvements

- **Completed Work:** The new retaining wall and asphalt access road are complete.
- **Design:** Staff have been working with **Rocky Mountain Recreation** on an initial playground design for public and Council review in the coming weeks.
- **Site Preparation:** Staff are coordinating with **Public Works** and the **Town Engineer** to relocate a water line and complete additional excavation needed to prepare the site for the new playground.

Minturn Community Garden Improvements

- **Grant:** Staff submitted an application for a \$15,000 AARP Community Challenge Grant and are awaiting notification on whether the Town will be awarded funding.
- **Improvements:** Proposed improvements include accessibility upgrades, seating, shade, electrical service, and upgraded garden work areas.

Town Manager's Report

May 2026



First–Williams–Nelson Infrastructure Improvements Project

- **Status:** Staff discussed this project with Town Council at the **April 1** meeting and are continuing to evaluate potential scope and feasibility.
- **Primary Driver:** The project is being explored because there is a **non-compliant water service line** beneath **First Street** that currently serves multiple properties and will require extensive excavation to replace.
- **Potential Improvements:** In addition to water line replacement, staff are evaluating related improvements including **street repairs and repaving**, creation of a **public plaza/flex space on First Street**, new **power infrastructure to support events**, and installation of **conduit for future telecommunications and fiber infrastructure**.
- **Coordination:** Staff are also in discussion with **Xcel Energy** regarding the potential to **underground electric lines** in this area.
- **Timing:** At this time, staff expect this would be a **summer 2027 project at the earliest**.

Other Projects

Eagle Park Restrooms

- **Status:** Staff are evaluating options for replacing the decorative exterior wood on the Eagle Park restrooms, which has experienced significant deterioration and rot.
- **Replacement Options:** Staff are working with the original restroom manufacturer to identify potential replacement materials that are more durable and better suited for long-term exterior use.
- **Year-Round Use:** Staff are also evaluating the feasibility of heating the restroom structures during cold weather so the facilities can potentially remain operational year-round.

Highlands Parcels

- **Background:** The Town acquired approximately **55 acres** west of **U.S. Highway 24** through a settlement with the former Battle Mountain developer.
- **Status:** The parcels are now **listed on the MLS** as part of the Town's strategy to help offset water treatment plant costs.

Minturn USFS Shooting Range

- **Background:** At the **November 19, 2025**, Town Council meeting, Council directed staff to explore options for **Town management of the Minturn Shooting Range** to address long-standing concerns related to **safety, noise, and environmental impacts**. The shooting range is located on **federal land south of the Minturn Bike Park**.
- **Status:** Staff have continued coordinating with the **U.S. Forest Service (USFS)** regarding the process for Town management and operation of the range. The Town has submitted a **Colorado Parks and Wildlife grant application for Phase 1 improvements** focused on access, safety, site organization, and basic range management infrastructure.

Town Manager's Report

May 2026



- **Next Steps:** Staff are working with the **USFS** to develop a **Special Use Permit application** that would allow the Town to formally operate and manage the range. Additional federal review and permitting will likely be required before certain physical improvements can move forward.

Policy & Planning Initiatives

Minturn Forward Land Use Code Update

No update for this report.

Minturn Impact Fee Study

- **Background:** Staff issued an RFP in November 2025 for a comprehensive impact fee study.
- **Status:** Staff are putting the impact fee study on pause to conduct a limited asset inventory and capital improvement planning process. This step is necessary to gather additional data on Town assets and capital needs before proceeding with the study.
- **Next Steps:** Staff will coordinate with BBC Research & Consulting on the revised project timeline and will return to Council with additional information as the inventory and CIP work progresses.

Rural Technical Assistance Program

- **Background:** Minturn was selected to participate in OEDIT's RTAP program focused on strategies to leverage outdoor recreation to support the local economy.
- **Status:** The Town held a two-day community workshop on March 24 and 25 with more than 45 participants. Staff have been working with the CU Boulder student group that led the project to compile and analyze the input received.
- **Next Steps:** The CU Boulder student group will present its findings and recommendations to Town Council at the May 6 meeting.

Housing Affordability and Neighborhood Stability

- **Status:** Staff met with **Avon** and **Eagle County** on **February 18** regarding the Regional Housing Authority formation study and provided a follow-up memo to Town Council on **March 4**.
- **Current Work:** Staff are developing a **Minturn-specific framework** for potential participation in a future regional housing authority and anticipate a presentation to the **Planning Commission in May**.
- **Next Steps:** A **Council work session** on this topic is anticipated in **June**.

Temporary & Mobile Business Pilot Program

- **Status:** Town Council approved the **Temporary & Mobile Business Pilot Program** on **February 4**, authorizing mobile and modular business licensing on Town-owned property through **October 31, 2026**. Staff have now received **two applications** under the pilot.

Town Manager's Report

May 2026



- **Applications Received:** Little Blue Bakery of Minturn is proposing to locate at the **Union Pacific** lease lot next to the red storage shed, and **Nomadic Roots Sauna** is proposing to locate at **Little Beach Park**.
- **Public Notice:** Public notice signs have been printed and will be posted for both applications.
- **Next Steps:** Staff will allow at least **7 days for public comment** before issuing any **conditional licenses** under the pilot program.

Downtown Redevelopment Code Evaluation – First/Williams/Nelson Area

- **Status:** Staff are identifying a follow-on planning effort related to the **First–Williams–Nelson Infrastructure Improvements Project**.
- **Purpose:** The goal will be to evaluate whether current development regulations are creating barriers to redevelopment in the west side of the **100 block** as the Town considers major infrastructure investment in the area.
- **Potential Focus:** Building height, parking requirements, and other standards affecting redevelopment on small, constrained lots.
- **Next Steps:** After the current land use code update is complete, staff will develop a process for review with the **DDA, Planning Commission, and Town Council**, and evaluate whether outside consultant support would be beneficial.

Public Works

Weekly Report (April 20 to April 26)

- **Operations:** Staff completed daily Water Treatment Plant operations, routine trash and dog waste station servicing, utility locates, and general Public Works shop organization. Staff also distributed annual water report door hangers to households and businesses throughout Town.
- **Seasonal Maintenance:** Staff began seasonal grounds maintenance, including mowing, weed trimming, and blowing at Little Beach, Town Hall, Eagle Park, and the Town Manager's residence. Staff also inspected and serviced lawn maintenance equipment in preparation for the season.
- **Repairs and Improvements:** Staff completed water-related inspections and pressure tests at 491 Main Street and Belden Place Lots 4 and 12, investigated high water usage at 225 Pine Street, shut off water service at Trailer 19 in Maloit Park due to a broken interior line, and repaired damaged fencing at the Bone Yard.
- **Project Coordination:** Public Works coordinated with SEH on water tank inspections, participated in a meeting regarding the 100-Block/Williams Street construction plan, coordinated spring herbicide applications, and worked with Eagle Park representatives on placement of a new memorial bench.

Town Manager's Report

May 2026



- **Equipment and Supplies:** Staff transported variable message signboards, retrieved license plates and registrations for the new message board and Volvo dump truck, ordered emergency communication radios and traffic safety supplies, and used the Volvo dump truck to haul and organize materials from the Water Plant.
- **Safety:** A weekly safety meeting was held on overhead hazards, including falling objects, power lines, low-clearance hazards, PPE use, and situational awareness. No incidents or injuries were reported during the reporting period.

Weekly Report Photos (April 20 to April 26)

1. Minturn Boneyard Fence Repair



Town Manager's Report

May 2026



2. Herbicide Application Eagle Park



3. Lawn Care Ops

Town Manager's Report

May 2026



4. Belden Place Pressure Test and Water Line Connections



Town Manager's Report

May 2026



5. 491 Main St. Pressure Test



Town Manager's Report

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6. Water Plant Site Clean-up



Town Manager's Report

May 2026



Town Manager's Report

May 2026



7. New Safety Cones and Radios for Emergency Management



Weekly Report (April 27 to May 3)

- **Operations:** Staff completed daily Water Treatment Plant operations, routine servicing of trash and dog waste stations, Colorado 811 utility locates, Water Treatment Plant cleaning, and general Public Works shop organization. Staff also developed the 2026 Street Sweeping Schedule, with sweeping scheduled to begin May 4.
- **Repairs and Improvements:** Staff repaired damaged ceiling areas in the Water Treatment Plant pump room, completed roof repairs on the north and west sides of the Water Plant, and conducted a successful pressure and debris test at Lot 7 / 36 Abby Road in coordination with the Fire Department, Upper Eagle River Sanitation District, and JSS Excavation. Staff also began site preparation for the Little Beach Playground project, including removal of organics, topsoil, and fabric.
- **Project Coordination:** Public Works participated in coordination meetings and field work related to the Little Beach Playground project, the Sidewalk Extension and gas main relocation project, street sweeping operations, and irrigation pressure concerns at Minturn

Town Manager's Report

May 2026



North. Staff also met with Ferguson Supply Company regarding updated pricing for water infrastructure materials.

- **Equipment and Fleet:** Staff performed preventative maintenance on loaders, the mini excavator, skid steer, dump trucks, and dump trailer. Staff also completed work on the Volvo dump truck, including tailgate adjustments, installation of amber and blue strobe lights, and installation of license plates.
- **Safety:** A weekly safety meeting was held on proper heavy equipment servicing procedures, including fluid checks, filter maintenance, hazard awareness, and documentation. No incidents or injuries were reported during the reporting period.

Weekly Report Photos (April 27 to May 3)

1. Water Plant Roof and Ceiling Repair



Town Manager's Report

May 2026



2. Installation of Strobe Lights on Volvo Truck



3. Little Beach Park Playground Cleanup



Town Manager's Report

May 2026



4. 100-Block Planter Box Cleanup



Town Manager's Report

May 2026



5. 36 Abby Road Pressure Test



6. Cleanup Snow Storage Area

