



Agenda

Planning Commission Regular Meeting | 5:30 PM

Wednesday, August 26, 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/84772285131>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 847 7228 5131

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, Senior Planner, 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. August 12, 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. Minturn Forward: Land Use Code Update - Definitions A-L
- 10. Staff Reports**
 - A. Manager's Report
- 11. Planning Commission Comments**
- 12. Future Meetings**
 - A. September 9, 2026
 - B. September 23, 2026
- 13. Adjourn**



Official Minutes

Planning Commission Regular Meeting | 5:30 PM

Wednesday, August 12, 2026

Town Hall / Council Chambers - 302 Pine St Minturn, CO

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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, Senior Planner, 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 Melissa Decker, Amanda Mire, and Darell Wegert.

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

Note: Michael Boyd and Jeff Armistead are excused absent.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Darell W., second by Amanda M., to approve the agenda as presented. Motion passed 4-0.

Note: Jeff A. and Michael B. are excused absent.

4. Approval of Minutes

A. July 22, 2026

Motion by Amanda M., second by Melissa D., to approve the minutes of July 22, 2026 as presented. Motion passed 4-0.

Note: Jeff A. and Michael B. are excused absent.

5. Declaration of Conflicts of Interest

No conflicts of interest.

6. Public Comment

Citizens are invited to comment on any item not on the regular Agenda subject to a public hearing. Please limit your comments to five (5) minutes per person unless arrangements have been made for a presentation with the Town Planner. Those who are speaking are requested to state their name and address for the record.

No public comment.

7. Special Presentations

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

8. Design Review and Land Use Public Hearings

A. 0201 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is new three-bedroom, 3,708 (gross) square foot single family home measured to the midpoint of the roof at 26 feet and 8 ½ inches 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 372 square feet. Staff recommends approval of the plans.

Public comment opened.

No public comment.

Public comment closed.

Darell W. would like to see that the landscaping mulch be of non-combustible materials 0-5 feet.

Motion by Amanda M., second by Darell W., to approve 0201 Miles End Lane - New Single Family Residence with the recommendation of non-combustible landscaping materials within five feet of the structure. Motion passed 4-0.

Note: Jeff A. and Michael B. are excused absent.

B. 0221 Miles End Lane - Changes to Approved Plans

Madison H. introduced the agenda item. An office was added on the Main Floor causing an increase in building coverage from 2,812 sq. ft. (32.28%) to 3,040 sq. ft. (34.89%) and an increase in impervious coverage from 3,626 sq. ft. (41.62%) to 3,852 sq. ft. (44.21%). Some other minor cosmetic changes were made to the siding and roof materials. Building height remains unchanged. Staff is recommending approval of the plans.

Public comment opened.

No public comment.

Public comment closed.

Amanda M. commented the same as above.

Motion by Darell W., second by Amanda M., to approve 0221 Miles End Lane - Changes to Approved Plans as presented. Motion passed 4-0.

Note: Jeff A. and Michael B. are excused absent.

C. 563 Main Street - New Single Family Residence with Accessory Dwelling Unit

Madison H. introduced the agenda item. This is new three-bedroom, 4,293 (gross)

square foot single family residence with a 744 square foot accessory dwelling unit measured to the midpoint of the roof at 28 feet right at the 28 foot height limit. Parking is more than adequate with five 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 400 square feet. Jeff Spanel, Town Engineer provided a comment letter identifying a couple of items that are fine for DRB purposes, but will need to be updated for building permit submission. Staff recommends approval of the plans.

Public comment opened.

Jan Aiello, 591 Main/30 Mann

Has two concerns: the fence is in such disrepair and just want to confirm on the plans that there will be a permanent fence at the end of construction. Also has concern with how close the proposed eave is to the neighboring house with fire and snow storage. Explained that at one point their house was not considered non-conforming, but that due to two different surveys being done over the years their property lines have moved and so now their house is considered on the property line rather than five feet from it.

Nella Trail, 591 Main/30 Mann

Has concern with the fence coming down and nothing being put up during the construction due to concern for her animals' safety. Does not believe the Town is factoring in non-conforming structures with zoning design guidelines.

Aaron Trail, 591 Main/30 Mann

The proposed roof edge will be roughly 3.5 feet from their roof. Would like to have more snow fencing in line with 994 Main St. His main concern is snow shedding on the house. Asked if the electrical lines will be buried.

Public comment closed.

Burke Harrington, 532 Taylor, General Contractor for the Applicant

Asked about the non-conforming section.

- Scot H. explained pre-existing non-conforming structures and the rules around them.
- Mr. Harrington assumes that there will be more snow fencing at building permit. For the fence, there is a plan for a new fence to go in when the project is done. There will be a temp fence up for construction, but doesn't think that the control of the neighbors' dogs are under the homeowners' purview.

Chrissie Oken, 563 Main, Applicant

Agrees with Burke's statements. Has concerns about taking on the liability for the neighbor's pets.

Ken Pursley, Applicant Representative

Happy to over-engineer the snow retention on the roof.

Lynn T. wanted to make sure that the homeowners are aware that they also have to shovel the sidewalk and have a place for the snow to be stored.

Darell W. gave some history on the two surveys showing how property lines are moving. Questioned if there are snow bars that are more beefy that can be installed as part of snow retention.

Melissa D. asked if they can enforce snow retention on the roof.

Lynn T. asked about the fireproofing of the proposed materials.

Motion by Amanda M., second by Darell W., to approve with conditions 563 Main Street - New Single Family Residence with Accessory Dwelling Unit. Motion passed 4-0.

1. The Applicant shall provide detailed engineered snow fencing as part of the roof plan prior to or concurrent with building permit application to ensure no snow shedding onto the neighboring property.

Note: Jeff A. and Michael B. are excused absent.

9. Discussion / Direction Items

10. Staff Reports

A. Manager's Report

11. Planning Commission Comments

Darell W. asked if someone could oil the council chairs.

12. Future Meetings

A. August 26, 2026

B. September 9, 2026
Amanda M. may have a conflict.

13. Adjourn

Motion by Amanda M., second Darell W., to adjourn the regular meeting of August 12, 2026 at 6:31 p.m. Motion passed 4-0.

Note: Jeff A. and Michael B. are excused absent.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director

Minturn Planning Department
Minturn Town Center
301 Boulder St. #309
Minturn, CO 81645
970-827-5645
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Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Melissa Decker
Amanda Mire
Darell Wegert

Memorandum

Date: August 21, 2026
To: Minturn Planning Commission
From: Madison Harris, Senior Planner
Re: Minturn Forward: Land Use Code Update - Definitions A-L

Introduction:

Attached is a chunk of definitions for the Planning Commission's review. These are the terms alphabetically A-L.

Request:

Staff requests review of the presented definitions by the Planning Commission. We ask the Planning Commission to keep in mind the "laymen's" point of view when reviewing and flag those definitions that might be hard to understand. We respectfully request that there be minimal wordsmithing during the meeting as there are a lot of terms to get through. Instead, flag with staff those definitions that need additional work, give general feedback, and staff will come back with updated definitions.

Analysis:

The last major section for the Planning Commission to review before starting adoption hearings is the definitions section. It has been a goal since the start of this project to have all definitions that pertain to the Land Use code in one place. Currently definitions can be found in:

- Chapter 16 - Zoning
 - Article 2 - Definitions, Illustrations, and Lot Standards
 - Article 17 - Supplemental Regulations and Standards
 - Article 19 - Sign Regulations
 - Article 22 - Legal Nonconforming Uses, Structures and Lots
 - Article 24 - Marijuana Establishments
 - Article 25 - Areas and Activities of State Interest
 - Article 27 - Natural Medicine Businesses
- Chapter 17 - Subdivisions
 - Article 2 - Definitions

Staff has assembled all of these different definition sections in alphabetical order and evaluated the existing definitions for usability and readability. We have also added definitions for new uses that show up in the new use table. This is an initial draft of those terms alphabetically starting with A-L. *Note: Staff does still have to comb through all of the previously reviewed and discussed articles to ensure that any terms in those sections are adequately defined.*

Staff has placed these terms, their definitions, and a category for each one in a table. The left column is the term being defined, the center column is the definition, and the right column is the status of that definition. There are four statuses: Existing, Modified; Existing, Unmodified; Existing, Replaced; and New.

Terms with the Existing, Modified status are terms with existing definitions in our code that staff has modified to try and make them more usable. These terms will have black strikethrough text for the text being removed and/or blue underlined text for the text being added.

Terms with the Existing, Unmodified status are terms with existing definitions in our code that have not been modified at all. Staff believes they are adequate in their current form.

Terms with Existing, Replaced status are terms with existing definitions in our code that staff thought were not at all adequate and completely replaced them. These will have blue underlined text to show the new text.

Terms with New status are new terms that do not show up in our existing code and so have accompanying new definitions. These will have blue underlined text to show the new text.

There are a few highlighted terms that have no definition associated with them yet. Staff have either not found adequate definitions for those terms or need to discuss with the Town Attorney the need for them prior to showing the definition for it.

TERM	DEFINITION	STATUS
A		
Access	The place, means or way by which pedestrians and vehicles shall have adequate, and useable, <u>and legal</u> ingress and egress to a property, use or parking space.	Existing, Modified
Accessory Building or Structure	A building or structure detached from a principal building located on the same lot and customarily incidental and subordinate to the principal building or use. (See Illustration)	Existing, Unmodified
Accessory Dwelling Unit	An individual dwelling unit subordinate to, and contained within or on the same lot as, a single-family dwelling <u>unit or commercial unit. Accessory dwelling units (ADUs) include separate living facilities with provisions for sleeping, cooking, and sanitation; are designed for residential occupancy independent from the principal residential or commercial unit or use; and are intended to remain under the same ownership as the single-family dwelling or commercial unit or use.</u>	Existing, Modified
Accessory Use/Accessory Associated with an Allowable Use(s)	A use of land, or of a building or portion thereof, customarily incidental to and subordinate to the principal use of the land or building and located on the same lot with the principal use.	Existing, Unmodified
Active Programmed Recreation Turf	Grass used for recreation that is one thousand five hundred (1,500) contiguous square feet or greater; and located at least ten (10) feet from a street or interior-facing parking lot unless the turf area is at least thirty (30) feet in all dimensions or immediately adjacent to an athletic field.	Existing, Unmodified
Active Use	A building space at the ground level of a building that is designed for retail or other customer-oriented commercial use. Such space shall not include vehicle parking, service areas, utility facilities, residential uses, or residential support uses such as lobbies, resident laundry rooms and resident work-out facilities.	Existing, Unmodified
Addition	<u>Any construction that increases the size of a building or structure in terms of site coverage, height, length, width, or floor area.</u>	New
Adjacent Property	<u>The property touching any part of the property which is subject to a land use application. If an adjacent property is a public road, trail, or right-of-way, railroad right-of-way, stream, or river, the adjacent property shall also be the property located on the opposite side of such public rights-of-way, streams, or rivers.</u>	New
Administrative Action	<u>Any decision made or action taken by the Planning Director or their assigns in the duty of interpreting and/or enforcing the Minturn Municipal Code.</u>	New
Administrative Review	<u>Review of an application under this Code by the director or another town official or employee to whom the town council have delegated authority to make that type of decision and that does not include review by the planning commission or town council.</u>	New
Adult Bookstore	An establishment having as a substantial or significant portion of its stock-in-trade books, magazines, publications, tapes or films that are distinguished or characterized by their	Existing, Unmodified

	emphasis on matter depicting, describing or relating to sexual activities or anatomical genital areas.	
Adult Cabaret	1. An establishment devoted to adult entertainment, either with or without a liquor license, presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to sexual activities or anatomical genital areas. 2. A cabaret that features topless dancers, go-go dancers, strippers, male or female impersonators or similar entertainers for observation by patrons.	Existing, Unmodified
Adult Massage Parlor	A similar establishment or portion of an establishment presenting material distinguished by emphasis on matter depicting, describing or relating to sexual conduct or sexual excitement and customarily not open to the general public through the exclusion of minors.	Existing, Unmodified
Adult Motion Picture Theater	An enclosed building used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to sexual activities or anatomical genital areas.	Existing, Unmodified
Adult Use/Business	An establishment consisting of, including or having the characteristics of any or all of the following: • Adult Bookstore • Adult Cabaret • Adult Massage Parlor • Adult Motion Picture Theater • Nude Entertainment Establishment	Existing, Unmodified
Agricultural Use, Home	The production, principally for use or consumption of the property owner, of plants, animals, or their products and for their sale to others where such sales are incidental, including but not limited to: gardening, fruit production, and poultry and livestock products for household use only.	New
Agricultural Use, Intensive	Any agricultural use where accepted farming practice may produce noise, dust, chemical application, or other potential nuisance at any time during the year.	New
Alley	A public right-of-way or private service roadway providing a secondary means of access to abutting property and which is designated for service access to the rear or side of buildings.	Existing, Modified
Alteration	Any act or process that changes one (1) or more of the exterior architectural features of any building or structure. A change in exterior color is not an <i>alteration</i> .	Existing, Unmodified
Alteration, Site	Any act or process that changes the physical features of undeveloped or previously developed lands by means of earth moving, landscaping or construction.	New
Alteration, Structural	Any change in the supporting members of a building or structure , such as bearing walls, columns, beams and girders, or in the dimensions or configurations of the roof, foundation or exterior walls.	Existing, Modified

Alteration, Watercourse	Any act or process that changes the physical nature and properties of a water course including but not limited to channelization or flow diversions within live streams or other water bodies.	New
Alternative Energy Production	An energy system and/or device that includes, but is not limited to, the following: • Power Plant, Biomass • Power Plant, Geothermal • Solar Energy System, Community-Scale • Geothermal Loop or Direct Use, Accessory • Solar Energy System, Roof-Mounted, Accessory • Solar Energy System, Ground-Mounted, Accessory • Wind Energy Facility, Accessory	New
Amusements	An establishment or enterprise for the purpose of amusing or entertaining persons, including by way of example but not in limitation, museums, bowling alleys, pool halls, arcades, dance halls, puppet shows, theaters, cinemas, concerts, stage shows, roller and ice skating rinks, sport facilities and recreational facilities, whether such establishments are indoor or outdoor, for profit or not for profit or in conjunction with another use on the premises. However, amusements shall not include devices for amusement and entertainment such as jukeboxes, pool tables, coin-operated games, pinball machines or television and radio where such devices are clearly incidental and subordinate to the principal use of the premises.	Existing, Unmodified
Animal Boarding, Indoor or Outdoor	Any building, structure, land, or combination thereof used, designed, and/or arranged for the shelter (including overnight stays), care, feeding, training, grooming, and/or provision of similar service(s) of domestic animals for profit. This may include ancillary services such as the sale of products for domestic animals, training classes, and/or similar services.	New
Animal Hospital	An establishment where animals or pets are given medical or surgical treatment and are cared for during the time of such treatment. Use as a kennel shall be limited to short-time boarding and shall be only incidental to such hospital use.	New
Animal Husbandry	The raising of livestock, bees, apiary products and fur animals, including the incidental preparations for market, storage and delivery, but not the sale of retail products.	Existing, Unmodified
Animated Sign	A sign having lights or illumination which flashes, moves, rotates, scintillates, blinks, flickers, varies in intensity or color or uses intermittent electrical pulsations; provided, however, that seasonal lighting shall not be considered a flashing sign.	Existing, Unmodified
Applicant	A property owner or any person or entity acting as an agent for the property owner in an application for a development proposal, permit, or approval.	New
Appurtenant Facility	Any building, structure, or other property which is incidental to, and customarily found in connection with, major facilities of public utilities or domestic water and wastewater treatment facilities, and are operated and maintained for the benefit or convenience of the occupants, employees, customers, or visitors of such major facilities.	Existing, Unmodified

Areas and Activities of State Interest Designation	That legal procedure specified by Section 24-65.1-101, et seq., C.R.S., as carried out by the Town Council.	Existing, Unmodified
Areas and Activities of State Interest Development or Project	Any construction, activity, or change in activity which changes the basic character or the use of the land on which the construction activity or change occurs.	Existing, Unmodified
Area Median Income (AMI)	The median household income estimates and program income limits compiled and released annually for Eagle County by the United States Department of Housing and Urban Development (HUD).	Existing, Modified
Art Gallery	A facility or area that is open to the public and is intended for the display, appraisal, purchase, sale, loan, of art, books, paintings, sculpture, and/or other works of original art that have architectural, artistic, cultural, literary, historical, or scientific value.	New
Art Center	A structure or complex of structures dedicated to the visual and/or performing arts. This may include spaces for exhibitions, performances, and/or the encouragement of artistic endeavors.	New
Athletic Field	Grass used for sports or physical education that is one thousand five hundred (1,500) contiguous square feet or greater; not less than thirty (30) feet in any dimension; and located at a school, daycare, religious institution, recreation center, senior center, park or water park. Athletic field turf may be located less than ten (10) feet from a street or interior-facing parking lot.	Existing, Unmodified
Automobile Body Shop	A business primarily involved with the repair and/or painting of motor vehicles. Activities associated with such business include, but are not limited to, welding, frame straightening, and/or body panel repairs.	New
Automobile Dealership	A business that sells new and/or used motor vehicles. Ancillary activities associated with such business may include the maintenance of, sale of parts for, and/or financing of motor vehicles.	New
Automobile Detail Shop	A building, or portion thereof, containing facilities for complete or partial hand-washing of automobiles as a service to a customer.	Existing, Unmodified
Automobile Service Station	Any building, land area or other premises or portion thereof used for the retail dispensing or sales of vehicular fuels; serving and repair of automobiles; and including as an accessory use the sale and installation of lubricants, tires, batteries and similar vehicle accessories.	Existing, Unmodified
Automotive Parts/Sales	Any building or premises whose primary use is for the dispensing or sale at retail to the public of lubricating oil or grease, tires, batteries and other minor automobile accessories.	Existing, Unmodified

B

Bakery or Delicatessen with Food Service	Stores engaged in the sale at retail of bread, cake, cookies and other similar items, including the baking of such items on the premises, but excluding the baking of such items for delivery to wholesale customers or for door-to-door sale or delivery to retail customers.	Existing, Unmodified
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Balcony	A projecting platform that is open and roofless; enclosed by a railing or parapet and which is suspended or cantilevered from, or supported solely by, the principal structure.	New
Banner	Any advertisement device composed of flexible cloth or plastic, affixed by wires or ropes, which is located outdoors and which is primarily intended to announce or promote a civic or commercial event or which serves as a decoration for special holidays.	Existing, Unmodified
Bar or Tavern	An establishment primarily devoted to the serving of alcoholic beverages by the drink and in which the service of food is only incidental to the consumption of such beverages. This use also includes hookah bars in which patrons consume flavored tobacco from a stemmed instrument designed for vaporizing tobacco.	New
Barbershop	A fixed place of business wherein barbering is practiced	New
Batch Plant	A facility where raw materials such as rock, sand and gravel aggregates are stored and processed using apparatus such as crushers and mixers for the production and preparation the manufacturing of asphalt or concrete for use onsite or for transport to another site, which may include the storage of related component materials.	Existing, Modified
Bathroom	A room containing at least the following fixtures: (1) sink; (2) toilet; and (3) tub or shower.	New
Battle Retained Parcels	Whether unplatted or divided into tracts, parcels, lots and blocks pursuant to the exemption plat process or a recorded final plat, all land within the Bolts Lake Property that is neither a Town parcel nor a restricted parcel and is intended for future development or other disposition.	Existing, Unmodified
Beauty Salon	Any commercial establishment wherein cosmetology services are provided including hair care, nail care, and skin care on a regular basis for compensation.	New
Bedroom	That portion of a dwelling unit designed to be suitable for sleeping purposes, which may contain closets, may have access to a bathroom, and meets building and fire code requirements for light, access, egress and ventilation.	New
Bed and Breakfast	A dwelling unit in which the bed and breakfast proprietor and/or manager resides on the premises and in which overnight accommodations and a morning meal are provided only to guests of the facility for compensation. There are no cooking or dining facilities provided in individual rooms, and the length of stay is less than thirty (30) days. See also <i>Commercial accommodations</i> .	Existing, Modified
Bolts Concept Plan	The concept plan and master map for the Bolts Lake Property that is set forth in Section 16-10.5-25 , and which depicts the general locations of the Battle Retained Property, the restricted parcels and the Town parcels.	Existing, Unmodified
Bolts Lake Property	The approximately three hundred seventy-nine (379) acres of land consisting of the Battle Retained Property, the restricted parcels and the Town parcels, as conceptually depicted in the Bolts Concept Plan, but excluding any land conveyed to and owned in fee by ERWSD (or its successors and assigns) pursuant to the Reservoir Agreement.	Existing, Unmodified
Bolts Water Distribution System	The meaning stated in Section 13-1-10 .	Existing, Unmodified

Bolts Water Treatment Plant	The meaning stated in Section 13-1-10 .	Existing, Unmodified
Bolts Water Treatment System	The meaning stated in Section 13-1-10 .	Existing, Unmodified
Boundary Survey	A Colorado boundary survey, legally known as a Monumented Land Survey (MLS), formally establishes property lines according to state standards.	New
Building	A structure having a roof supported by columns or walls and intended for the shelter, support , housing or enclosure of any individual persons , animals, or chattels process, equipment, goods or materials of any kind.	Existing, Modified
Building, Attached	A building which has at least part of a wall in common with another building, or which is connected to another building by a roof.	New
Building, Detached	Any building or structure separated as required by building and/or fire codes from another building or structure on the same lot.	New
Building Bulk	The visual and physical mass of a building.	New
Building Elevation	A two-dimensional, scale drawing of the front, rear, or side of a building.	New
Building Footprint	The exterior outline of a structure where it meets the earth; a building's perimeter at the ground level measured at the outside of all exterior walls of a building or structure.	New
Building Frontage	The length of a building or structure wall or walls facing a public street or right-of-way and used for the purpose of calculating maximum allowable sign area for an individual business.	Existing, Unmodified
Building Height		
Building Height Elevation		
Building Material and Supply Sales	A business involved in the sale, storage, and distribution of structure-related supplies and services including lumber, brick, tile, cement, insulation, floor covering, lighting, plumbing supplies, electrical supplies, cabinetry, and roofing materials.	New
Building Lot Coverage	The portion of a lot that is covered by buildings and accessory buildings , including all interior space including garages, and including all enclosed cantilevered portions of a building, covered porches, covered walkways and similar covered areas. For purposes of establishing lot coverage , buildings are measured at the outside exterior wall and do not include roof overhangs . Additionally, fifty percent (50%) of the total area of second- and third-level decks shall be counted towards the allowable building lot coverage. Second- and third-level decks that cover a portion of a building that has already been counted towards the allowable lot coverage shall not count towards the total lot coverage. Second- and third-level decks that are structurally supported from the ground level shall have their entire area counted towards the allowable lot coverage. (See Illustration No. 16-3.)	Existing, Modified
Bulk Plane	A theoretical incline plane rising over a lot , beginning at above a setback line or directly above a street property line at a maximum height of twenty (20) feet and rising over a slope determined by a forty-five (45) degree angle measured down from the vertical.	Existing, Modified

Business Day	A day when most businesses are open: a weekday that is not a weekend day or holiday; Any official working day when normal business and financial operations take place.	New
Business Improvement District	A special district established to provide services to a business district that extend beyond the level of services provided by the local government, including extra maintenance, improved street lighting or beautification, capital improvements, promotional activities and special events.	New
Business Incubator	A facility dedicated to the start-up and growth of small businesses, co-working spaces or environments accomplished through management and facility support systems for the cultivation and enhancement of future businesses or business-oriented developments. Also includes pop-up or temporary stores.	New

C		
Camper / Trailer	A vehicle eligible to be registered and insured for highway use, designed to be used as temporary shelter for travel, recreational and vacation purposes for not more than thirty (30) days. The term includes, but is not limited to, equipment commonly called fifth wheels, independent travel trailers, dependent travel trailers, tent trailers, pickup campers, motor homes and converted buses, but does not include mobile homes.	Existing, Unmodified
Campground	Any property utilized for camping and/or parking of a camper/ trailer for temporary occupancy, such as tents or recreational vehicles, are located or placed for a period not to exceed thirty (30) days.	Existing, Modified
Car Wash	A building, or portion thereof, containing facilities for washing automobiles, using production line methods with a chain conveyor, blower, steam cleaning device, or other mechanical devices and/or machinery ; or providing space, water, equipment or soap for the complete or partial hand-washing of such automobiles, whether by an operator or by a customer.	Existing, Modified
Caretaker Unit	A stand-alone building that houses An attached or detached accessory dwelling use and is unit subordinate to the primary dwelling unit and intended to be occupied by not more than four (4) unrelated individuals, or by a family, which individuals are employed for the purpose of taking care of the property and improvements located within a ranch lot or within an estate lot and/or providing domestic services to the principle single family dwelling located on such lot.	Existing, Modified
Cemetery	The use of property for the interment of human remains, whether above or below ground, along with all accessory structures and uses which are commonly and reasonably associated with such use. Accessory uses shall include, but are not limited to, funeral homes, columbarias, cenotaph walls, and ossuaries.	Existing, Unmodified

Cemetery, Office Use	Any office use(s) associated with a cemetery. Refer to the terms “Cemetery” and “Office Use.”	New
Certificate of Zoning Compliance	A statement, signed by the Planning Director, setting forth that a building, structure, or use complies with the zoning ordinance and building codes and that the same may be use for the purposes stated on the permit.	Existing, Replaced
Church	A building or structure, or groups of buildings or structures, that by design and construction are primarily intended for conducting organized religious services and associated accessory uses.	Existing, Unmodified
Civic Sign	A sign of or relating to the Town of Minturn a municipality or including Town sponsored events public affairs (such as a welcome sign/entry into Town).	Existing, Modified
Clear Vision Area	The area bounded by the street property lines of corner lots and a line joining points along said street lines from their point of intersection.	New
Cluster Subdivision	A form of planned residential development that concentrates buildings on a part of the site (the cluster area) to allow the remaining land (the open space) to be used for recreation, common open space, or preservation of environmentally sensitive areas.	New
Code	The Town of Minturn Municipal Code, as amended from time to time.	Existing, Unmodified
Combined Building Frontage	The combined length of lineal frontage for a building or structure wall or walls facing more than one (1) public street or right-of-way and used for the purpose of calculating maximum allowable sign area for an individual business.	Existing, Unmodified
Commercial Accommodations	A building or group of buildings containing guest units designed to be rented for less than thirty (30) days to the general public for compensation and which may or may not have eating or drinking facilities as an accessory use. Commercial accommodations include bed and breakfasts, inns, hostels, motels, hotels, boarding houses, lodging houses, dormitory housing, and short-term rentals.	Existing, Modified
Commercial Indoor Storage	A structure or building containing individual, private storage spaces (e.g., rooms, lockers, containers, etc.) leased for storage purposes on a short-term and/or long-term basis.	New
Commercial Parking Garage	A building or structure consisting of more than one (1) level and used for the temporary storage of motor vehicles for a fee.	New
Commercial Parking Lot	An off-street, ground level area that is surfaced and improved and used for the temporary storage of motor vehicles for a fee.	New
Commercial Use	An occupation, employment, or enterprise that is carried out for profit by the owner, lessee or licensee.	Existing, Replaced
Commission	The Planning Commission and Design Review Board of the Town.	Existing, Unmodified
Community Center	A building used for recreational, social, educational and cultural activities, open to the public or a designated part of the public, usually owned and operated by a public or nonprofit group or agency.	Existing, Unmodified

Community Character	The image of a community or area as defined by such factors as its social and economic characteristics, and the built environment, natural features and open space elements, type of housing, architectural style, infrastructure and the type and quality of public facilities and services.	Existing, Modified
Community Facilities	<u>A use, or a building or structure owned and operated and/or managed</u> by a governmental agency to provide a governmental service to the public.	Existing, Modified
Community Garden	<u>A private or public facility for cultivation of fruits, flowers, vegetables, or ornamental plants by more than one person or family.</u>	New
Community Housing	A Residential dwelling unit within the Town of Minturn that is deed restricted in accordance with this Article and the Town of Minturn's Community Housing Requirements and Guidelines, as approved and amended from time to time by resolution by the Town Council, and in accordance with a deed restriction approved by the Town of Minturn Town Council or its designee.	Existing, Modified
Community Housing Rental Unit	A Community Housing unit that is deed-restricted in accordance with this Article and the Town of Minturn's Community Housing Requirements and Guidelines, as approved and amended from time to time by resolution by the Town Council, and in accordance with deed restrictions approved by the Town of Minturn Town Council or its designee, to establish a maximum rental prices, as well as residency, employment and income qualifications for owners and occupants.	Existing, Modified
Community Housing Residency Requirements and Guidelines	The requirements adopted by resolution by the Town Council, from time to time, which may include, but shall not be limited to, standards concerning the procedure for qualifying to own or rent Community Housing Units; the requirements (e.g. residency) for qualifying to own or rent Community Housing Units; forms of approved deed restrictions; limitations on appreciation of sales prices of Community Housing; procedures for sale of Community Housing; priorities for persons bidding to purchase Community Housing Units; maximum sales and rental rate increases; standards for the number of residents per dwelling unit; quality of construction requirements for new Community Housing Units; and possible incentives for the construction of Community Housing. The Community Housing Residency Requirements and Guidelines, and amendments thereto, shall be adopted following a duly noticed public hearing at which such guidelines are considered.	Existing, Unmodified
Community Housing For Sale Unit	A Community Housing unit that is deed-restricted in accordance with this Article and the Town of Minturn's Community Housing Requirements and Guidelines, as approved and amended from time to time by resolution by the Town Council, and in accordance with a deed restrictions approved by the Town of Minturn Town Council or its designee to establish maximum initial sales and resale prices, as well as residency, employment and income qualifications for owners and occupants.	Existing, Modified

Community Housing Unit	A residential dwelling unit within the Town of Minturn that is deed-restricted in accordance with this Article and the Town of Minturn's Community Housing Requirements and Guidelines, as approved and amended from time to time by resolution of the Town Council, and in accordance with deed restrictions approved by the Town of Minturn Town Council or its designee.	Existing, Modified
Community-Oriented Building, Facility or Use	A predominately noncommercial use established primarily for the benefit and service of the general public or the community in which it is located. Such facilities include, but are not limited to: community centers, art/performing arts or cultural centers, libraries, museums and other similar uses.	Existing, Unmodified
Community Plan	The Minturn Community Plan or comprehensive plan as periodically adopted and amended by the Minturn Town Council.	New
Complete Application	An application that has been submitted on forms provided by the Town and in a manner required by the Town, including all required support materials, reports, plans, authorization forms, fee(s).	New
Conceptual Building Plan	A conceptual building plan is an initial, high-level drawing or model that translates a project's vision into a physical layout. It outlines spatial relationships, building footprints, and general site integration without delving into structural or engineering specifics	New
Conditional Use	A use listed in the Character Area zone district use tables and permitted upon approval of the Town Council upon showing that such use in a specified location will comply with the conditions and standards for the zone and location proposed.	Existing, Modified
Conditional Use Permit	A use permit issued by the Town stating that the conditional use meets all the standards and conditions set forth in this Chapter.	Existing, Unmodified
Condominium	A form of property ownership providing for individual ownership of space in a structure together with an individual interest in the land or other parts of the structure in common with other owners.	Existing, Replaced
Construction Plans and Specifications	Engineered plans and specifications that are drawn and written with enough detail that a bid schedule and bids can be made from the plans and specifications.	Existing, Unmodified
Contiguous	Sharing a common border at more than a single point of intersection and in such a manner that the shared boundaries are touching. Lands that are separated by a right-of-way that is dedicated in fee simple shall not be considered to be <i>contiguous</i> . Lands that touch at points of intersection shall also not be considered to be <i>contiguous</i> .	Existing, Unmodified
Continuing Care Retirement Facility	A community living arrangement, typically on a single campus, that provides housing, health care, and social services. CCRCs offer different levels of services ranging from independent housing to nursing home care.	New
Contractor Storage	A lot or portion of a lot or parcel used to store and maintain construction equipment and other materials and facilities customarily required in the building trade by a construction	New

	contractor including plumbing, heating, and electrical. This use also includes a contractor's office.	
Covenants, Conditions and Restrictions	An agreement(s) that binds and restricts the use of land owned by current and future owners of real property. Private covenants are enforced by land and real property owners party to the agreement and are not enforceable by local government.	New
Convenience Store	A small-scale food store less than two thousand five hundred (2,500) square feet in size, generally located in small neighborhood convenience centers. Such stores may have on-site service of food or drink for immediate consumption, and carry for sale general food items, as well as medicines, cosmetics and limited beer and wine items.	Existing, Unmodified
Coop	An enclosed and secured facility for housing fowl.	Existing, Unmodified
Cost of Renovation, Repair, or Replacement	The valuation as determined by the Building Inspector in the plans submitted for a building permit. The total cost of all such intended work, and no person may seek to avoid the intent of this Section by doing such work incrementally. All work done within three (3) years of the initial permit approval shall be considered in the total cost.	Existing, Unmodified
Cottage Industry	See Home Occupation.	Existing, Unmodified
County	Eagle County, Colorado.	Existing, Unmodified

D		
Day Care Center, Adult or Child	A licensed facility which provides regular care and supervision, for an entire day or a portion of a day, for five (5) seven (7) or more children or adults who are not related to the owner, operator or manager thereof, whether such facility is operated with or without compensation for such care.	Existing, Modified
Day Spa	A non-destination commercial establishment (as distinguished from a spa/wellness center) comprising less than five thousand (5,000) square feet of gross leasable area (as defined in Section 16-10.5-80(2)) that offers aesthetic services such as massages, face and body treatments, and skin and nail treatments.	Existing, Unmodified
Deck	A roofless outdoor space built as an aboveground platform projecting from the wall of a building and is connected by structural supports at grade or by the building structure. Decks typically have access to the ground level.	New
Deed Restriction	A contract entered into between the Town and the owner or purchaser of real property identifying the conditions of occupancy, rental and /or resale	Existing, Modified
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.	Existing, Unmodified
Demolition	Any act or process that dismantles, destroys, or removes in part or in whole a building or structure, site, utilities, or other improvements.	New

Density	A unit of measurement indicating the number of dwelling units per acre of land.	Existing, Unmodified
Density, Gross	The numerical value obtained by dividing the total number of dwelling units in a development by the gross area of the parcel of land (in acres) within a development.	Existing, Replaced
Density, Net	The number of residential dwelling units permitted per net acre of land and is determined by dividing the number of units by the total area of land within the boundaries of a lot or parcel, excluding street rights-of-way, area within the one-hundred-year floodplain and portions of land with slopes in excess of thirty percent (30%).	Existing, Modified
Department	The Town of Minturn Planning and Zoning Department.	Existing, Unmodified
Designation	As specifically related to Areas and Activities of State Interest , that legal procedure specified by Section 24-65.1-101, et. Seq., C.R.S. as carried out by the Town Council.	Existing, Modified
Design Continuity	A unifying or connecting theme or physical feature of the Town, provided by one (1) or more elements of the natural or created environment.	Existing, Unmodified
Design Fit	The consistency in scale, quality or character between new and existing development. so as to avoid abrupt and/or severe differences.	Existing, Modified
Design Review	The process of submitting ssion of a site and/or building design for review by the Town Design Review Board. See Appendix B to this Code.	Existing, Modified
Design Review Board	The Design Review Board of the Town, whose duly authorized agent for administrative matters is the Planning Director.	Existing, Unmodified
Design Standards	The Town of Minturn Design Standards and Guidelines defining parameters to be followed in site and/or building design and development. See Appendix B to this Code.	Existing, Modified
Designated Buildable Areas	As depicted on the applicable estate lot plat or ranch lot plat, the area or areas designated within each ranch lot and within each estate lot, within which all permitted dwellings and accessory dwellings must be located (unless otherwise approved as a condition, limited or temporary use), which designated buildable areas(s): (i) must not include or overlap with any portion of a non-buildable area as depicted on the master map; (ii) must have an aggregate minimum land area of forty-three thousand five hundred sixty (43,560) square feet (one (1) acre); and (iii) may have a maximum aggregate land area of not more than thirty-three percent (33%) of the total acreage of the applicable ranch lot or estate lot.	Existing, Unmodified
Designated Use Area (Landscaping)	Grass designated for special use at cemeteries and mortuaries.	Existing, Unmodified
Developable Land	Net land available for building or other development which is free from water bodies such as live-streams, wetlands, protected riparian areas , or the one-hundred-year floodplain, hazard areas, or steep slopes .	Existing, Modified
Development	Any hu man-made change to improved or unimproved real estate, including but not limited to construction, demolition, renovation, rehabilitation, mining, dredging, filling, grading, paving, excavation or drilling operations.	Existing, Unmodified

Development or Project	As specifically related to Areas and Activities of State Interest , any construction, activity, or change in activity which changes the basic character or the use of the land on which the construction activity or change occurs.	Existing, Modified
Dimensional Limitation	A numerical standard relating to spatial relationships on a lot, including but not limited to setback, lot area, lot coverage, lot frontage, and building height.	New
Directional Sign	Any sign on a lot that directs the movement or placement of pedestrian or vehicular traffic with or without reference to, or inclusion of, the name of a product sold or service performed on the lot or in a building, structure or business enterprise occupying the same.	Existing, Unmodified
Disposition	A contract of sale resulting in the transfer of equitable title to an interest in subdivided land; a conveyance of said interest; and/or a lease or assignment of an interest in subdivided land which is not made pursuant to one (1) of the foregoing, whether made before or after Town Council approval of the subdivision plat.	Existing, Unmodified
Dog Park	A usually enclosed space (such as a fenced outdoor area or an indoor area) designed for people to bring their dogs to play, exercise, and socialize with other dogs, on-or off-leash.	New
Domestic Water and Sewage Treatment System	A wastewater treatment plant, water treatment plant, or water supply system, including systems whose service area is, or will be, outside the boundaries of the Town.	Existing, Unmodified
Dormitory Housing	A building used as group living quarters for a student body or religious order as an accessory use for a college, university, boarding school, convent, monastery or other similar institutional use.	Existing, Unmodified
Drawn to Scale	Making a drawing or model where every part is either reduced or enlarged by the exact same proportion relative to the original object. Every dimension maintains its accurate real-world relationship using a fixed mathematical ratio called a scale factor.	New
Dredging	To enlarge or clean out a waterbody, watercourse, or wetland.	New
Drive-In Use	An establishment that, by design, physical facilities, service or packaging procedures, encourages or permits customers to receive services, obtain goods or be entertained while remaining in their motor vehicles.	Existing, Unmodified
Drive-Through/Drive-Up Establishment	A place of business operated for the retail sale and purchase of food and other goods, services or entertainment, which is laid out and equipped so as to allow its patrons to be served or accommodated while remaining in their automobiles, or which allows the consumption of food or beverages in automobiles on the premises or elsewhere on the premises, but outside any completely enclosed structures.	Existing, Unmodified
Drugstore or Pharmacy	A retail store where drugs and medicines are prepared and dispensed which sells prescription drugs and which may also sell other items at the retail level. A pharmacy may have a maximum gross floor area of five thousand (5,000) square feet. Prescription drugs may also be sold in department stores, variety stores and food stores, but such a store shall not be deemed to be a pharmacy.	Existing, Modified

Dry Cleaner	An establishment engaged in providing laundry, dyeing and dry-cleaning services to individual customers	Existing, Unmodified
Dry Cleaner, Storefront	An establishment solely for receiving and distributing items for dry cleaning and/or customer pick up of items that have been dry cleaned elsewhere (i.e., an off premise location).	New
Dwelling	A building or portion thereof used for human occupancy.	Existing, Unmodified
Dwelling, Accessory to a Business	A permanent, subordinate dwelling unit that is accessory to a business on the same property and that is occupied by an employee(s) of said business.	New
Dwelling, Duplex	One (1) structure containing two (2) dwelling units sharing a common wall which comprises at least ten percent (10%) of the linear measurement around the perimeter of the structure.	Existing, Unmodified
Dwelling, Multi-Family	A building containing three (3) or more dwelling units.	Existing, Unmodified
Dwelling, Single-Family	A building containing only one (1) dwelling unit. This does not include Mobile Homes.	Existing, Modified
Dwelling Unit	One (1) or more rooms in a dwelling occupied by one (1) family living independently of any other family, and having not more than one (1) indoor kitchen facility which is limited to the use of the one (1) family.	Existing, Unmodified
Dwelling Unit, Efficiency	A dwelling unit consisting of not more than one (1) habitable room together with a kitchen or kitchenette and sanitary facilities.	Existing, Unmodified

E		
Easement	A conveyance or reservation of an incident of ownership in real property for one (1) or more specific purposes, public or private.	Existing, Unmodified
Eating and Drinking Establishment	A commercial establishment other than a drive-through or fast food restaurant where food and drink are prepared, served and consumed primarily within the principle building.	Existing, Unmodified
Educational Facility	Public schools, nonpublic schools, colleges and universities, proprietary schools and schools administered and operated by the State. The following definitions shall apply to the various types of educational facilities: • Colleges or Universities: Those educational facilities under charter or license from the State. • Nonpublic Schools: Those private, parochial and independent schools which provide education for compulsory school-aged pupils comparable to that provided in the public schools of the State. • Proprietary Facilities: Those privately owned and managed educational facilities which may include, but not be limited to, art, church, business colleges, trade schools, church camps and day camps. • Public Schools: Those schools administered by legally organized school districts. • School Related Facilities: A facility or use associated with a public or private school(s).	Existing, Modified

Efficient Utilization of Water	The employment of methods, procedures, techniques and controls to encourage use of water that will yield the greatest possible benefits including social, economic, environmental, aesthetic, agricultural, commercial and recreational benefits, and that will promote, where feasible and appropriate, the conservation of water in particular uses, and that emphasizes, to the extent permissible under law, the recycling and reuse of water.	Existing, Unmodified
Employee/Qualified Resident	A person who is employed on the basis of a minimum of 1,500 hours worked per calendar year in the Employment Area, which averages thirty (30) hours per week for a minimum of ten (10) months per year, physically working the Employment Area and who resides in the Community Housing Unit as their sole and exclusive place of residence a minimum of nine (9) months of a twelve (12) month period. Priority will be given to employees/qualified residents employed within the Town of Minturn boundaries.	Existing, Modified
Employee Housing	A dwelling unit(s) provided to an employee(s) by an employer. This may include a variety of dwelling types including, but not limited to, single-family dwellings, duplex dwellings, and/or multi-family dwellings	New
Employment Area	That portion of the Eagle River Valley located from Dotsero to Red Cliff, including Vail.	Existing, Unmodified
Encroachment	Any obstruction or illegal or unauthorized intrusion in a required setback or right-of-way or on adjacent land.	Existing, Modified
Enlargement	An increase in the size of an existing structure or use, including physical size of the property, building, parking and other improvements.	Existing, Unmodified
Environmentally Sensitive Area	Any area with one or more of the following characteristics: slopes in excess of forty (40) percent; floodplain; soils classified as having a high water table; soils classified as highly erodible, subject to erosion, subsidence, or highly acidic; land incapable of meeting percolation requirements; land formerly used for landfill operations or hazardous industrial use; fault areas; stream corridor; estuaries; wetlands, fens, or riparian areas; mature stands of vegetation; aquifer recharge and discharge areas; habitat for wildlife; or any other area possessing environmental characteristics similar to those listed herein.	New
ERWSD	The meaning stated in Section 13-1-10 .	Existing, Unmodified
Estate Lot	A legally conveyable and developable parcel of land having a minimum land area of three hundred fifty (350) acres that is established as a lot pursuant to an estate lot plat.	Existing, Unmodified
Estate Lot Plat	The recorded final plat as approved pursuant to the estate lot process.	Existing, Unmodified
Estate Lot Process	The process described in Section 17-6-60 for administrative review and approval of final subdivision plats to create legally conveyable and developable lots within the mountaintop area, each such lot having a minimum land area of three hundred fifty (350) acres.	Existing, Unmodified
Exception	An item or requirement that is left out or excluded from a process or list of requirements set forth in these land use regulations.	Existing, Replaced
Exemption Plat	The recorded final plat as approved pursuant to the exemption plat process.	Existing, Unmodified

Exemption Plat Parcel	Whether designated as a parcel, tract, lot or otherwise, a specific parcel of land located within the Bolts Lake Property created and legally described by reference to a recorded exemption plat, which parcel is legally conveyable but must be replatted to create buildable lots pursuant to a recorded final plat prior to submittal of building permit applications for habitable improvements.	Existing, Unmodified
Exemption Plat Process	The process described in Section 17-6-80 and applicable to the Bolts Lake Property for administrative review and approval of final subdivision plats to create legally conveyable (but not developable prior to recording of an approved final plat) exemption plat parcels within the Bolts Lake Property.	Existing, Unmodified
Existing Condition	The use of a lot or structure at the time of the enactment of a zoning ordinance.	New
Exterior Lighting	A permanent lighting that is installed, located, or used in such a manner to cause light rays to shine outdoors.	Existing, Unmodified

F		
Family		
Family Child Care Home	A facility for child care in a place of residence of a family or person for the purpose of providing less than twenty-four-hour care for up to twelve (12) children who are not related to the person or persons providing the care, as defined and regulated by the Colorado Department of Human Services Child Care Facility Licensing regulations, whether such facility is operated with or without compensation for such care.	Existing, Unmodified
Festival Marketplace	A retail center located in a unique architectural setting with a mix of small specialty shops and carts offering one-of-a-kind merchandise, with an emphasis on gifts and crafts supplied locally and food offerings.	Existing, Unmodified
Festoon Lighting	A string of outdoor globe-style lights suspended between two (2) or more points or structures, such as beams, poles, or posts. Festoon lights are commonly referred to as “party lights” or “cafe-style lights” and are typically associated with permanent outdoor lighting solutions for outdoor spaces such as backyards, patio areas, or common, public gathering areas.	Existing, Unmodified
Filling	The depositing on land, whether submerged or not, of gravel, earth, or other materials of any composition whatsoever.	New
Financial Institution	A bank, savings and loan, credit union, mortgage office, or automated teller machine (ATM) wherein the provision of financial and banking services is offered to customers or clients.	Existing, Replaced
Final Plat	A map and supporting materials of certain described land prepared in accordance with this Chapter as an instrument for recording of real estate interests with the County Clerk and Recorder.	Existing, Unmodified

Fiscal Impact Analysis	An analysis, also known as a cost-revenue analysis, of the costs and revenues to the Town associated with a specific development application.	Existing, Unmodified
Flag	A flexible cloth or plastic banner that is affixed in a manner so that it is put in motion by wind and displays government emblems, business or corporate logos or symbols and illustrations.	Existing, Unmodified
Floodplain, 100-year	See definition in Section 18-14-50.	New
Floodplain Area	See definition in Section 18-14-50.	New
Floodway	See definition in Section 18-14-50.	New
Floor Plan	A graphic representation of the anticipated utilization of the floor area within a building or structure but not necessarily as detailed as construction plans.	New
Fowl	Any fowl, including any chicken, duck, goose, turkey, pigeon or other fowl.	Existing, Unmodified
Freestanding Sign	A single multi-faced sign affixed to a supporting structure or imbedded in and extending from the ground and detached from the any building or structure . This includes ground and pole signs. Allowable size does not include supporting structures except when said supporting structures are over fifty percent (50%) of the width or length of the sign itself, and shall then be considered to add in size and mass to the sign and shall be added to total sign size.	Existing, Modified
Free Range	Fowl being allowed to move about within an open area on the permitted property without the benefit of a coop or run.	Existing, Unmodified
Functional Turf	An irrigated grass area that provides a recreational benefit to the community and is: 1. Not located on single-family lots; 2. Located at least ten (10) feet from a street, on slopes less than twenty-five percent (25%), and not installed within street medians, along streetscapes or at the front of entryways to parks, commercial sites, neighborhoods, or subdivisions; and 3. Active/programmed recreation turf, athletic field turf, designated use area (landscaping), pet relief area, playground turf or resident area turf.	Existing, Unmodified
Funeral Home	A building used for the preparation of the deceased for burial and the display of the deceased and rituals connected therewith before burial or cremation.	Existing, Unmodified

G		
Garage	A building or structure, or part thereof, used or designed to be used for the parking and storage of vehicles.	New
Garage, Detached	A detached structure which is accessory to a single detached dwelling unit and to which there is legal vehicular access from a public right-of-way, designed for the storage of motor vehicles, equipment, or property of the residents of the single detached dwelling unit.	New
Gas Filled Tube Lighting Sign	Any sign that is illuminated by tubes filled with neon, argon, and related gases.	Existing, Unmodified
Gas Station	Any place where motor vehicle fuel is sold and dispensed as either a principal or incidental activity. Where the sale and dispensing of vehicle fuel is the principal activity, accessory	Existing, Unmodified

	activities may include the retail sale of lubricants, tires, batteries, motor vehicle accessories and supplies, including minor installation services or repairs customarily incidental thereto.	
General Development Plan	A plan showing general land use, vehicle and pedestrian circulation patterns , park land and designated open space areas , utilities routing and locations , stormwater management facilities and areas , sensitive and/or hazard areas environmental factors , community facilities, residential and non-residential uses and zones , housing, impacts and phasing for development proposed to be constructed as a Planned Unit Development.	Existing, Modified
Geothermal Loop or Direct Use, Accessory	A system that uses geothermal energy and/or temperatures for water heating or space heating or cooling in a building(s) through a pipeline network and is accessory to the principal use(s) on the same lot.	New
Glare	Intense source of artificial light that results in ocular discomfort and/or reduction of visual performance and visibility.	Existing, Modified
Grade, Established	The grade of a previously disturbed property prior to the most recent proposed development or construction activity. On developed lots, the established grade is established by extrapolating and referencing elevations at points where the previously disturbed and/or developed area appears to meet the undeveloped portions of the lot. Such extrapolation and reference may occur at the property boundary if the lot is previously disturbed or developed to the furthest extent of the lot.	Existing, Modified
Grade, Finished	The final elevation of the ground surface of a site after human-made alterations, such as grading, grubbing, filling, or excavating, have been made on the ground surface; the grade of a site after reconfiguring grades according to an approved site plan.	Existing, Unmodified
Grade, Natural	The elevation of the surface of the ground which has been created through the action of natural forces and has not resulted from human-made cuts, fills, excavation, grading, or similar earthmoving processes, or the ground surface elevation in existence prior to the initiation of development on a parcel of land.	Existing, Unmodified
Greenhouse	A structure where plants are grown; which may or may not be used for sale and commercial purposes.	New
Grocery Store	A commercial establishment over two thousand five hundred (2,500) square feet in size , commonly known as a supermarket or food store, primarily engaged in the retail sale of canned foods and dry goods, fresh fruits and vegetables, fresh and prepared meats, fish and poultry.	Existing, Modified
Gross Floor Area	The sum of the floor areas of the spaces within the building, including basements, attics with a minimum headroom of six feet (6'), mezzanine and intermediate-floored tiers as measured from the exterior faces of exterior walls and from the centerline of walls separating buildings or from the centerline of walls separating spaces. Gross Floor Area excludes non-enclosed (or non-enclosable) roofed-over areas, such as exterior covered walkways, porches, terraces or steps, roof overhangs, and similar features.	New

Gross Income	The total income, including alimony and child support, derived from a business, trust, employment and from income-producing property, before deductions for expenses, depreciation, taxes, and similar allowances.	Existing, Unmodified
Gross Leasable Area (GLA)	The total floor area for which the tenant pays rent and that is designed for the tenant's occupancy and exclusive use. GLA does not include public or common areas such as utility rooms, stairwells, <u>lobbies, and hallways</u> malls, and so on.	Existing, Modified
Groundwater	Water that occurs beneath the land surface, also called subsurface water or subterranean water. Groundwater includes water in the zone of saturation of a water-bearing formation.	New
Groundwater Quality	The quality of subterranean waters in terms of their chemical, physical, biological, and radiological characteristics as related to possible domestic water use.	New
Group Home	<u>A residential dwelling or facility where persons are living, together with staff, as a single housekeeping unit providing care, supervision, and treatment for the exclusive use of residents protected by the provisions of the Fair Housing Act Amendments of 1988, as defined in that Act and interpreted by the courts, or by any similar legislation of the State of Colorado, including but not limited to facilities providing housing for people experiencing disabilities, mental health conditions, or developmental disabilities.</u> a. <u>A "Group Home, FHAA Large" is a facility designed for and occupied by nine or more residents living together.</u> b. <u>A "Group Home, FHAA Small" is a facility designed for and occupied by no more than eight residents living together.</u>	Existing, Replaced
Group Residential Facility	<u>A residence that provides a community living environment for persons requiring custodial care, medical treatment, or specialized social services, but that does not meet the definition of an FHAA Group Home. This use includes but is not limited to transitional housing developments, correctional diversion program housing, post-incarceration program housing, and domestic violence shelters.</u> a. <u>A "Group Residential Facility, Large" is a facility designed for and occupied by nine or more residents living together.</u> b. <u>A "Group Residential Facility, Small" is a facility designed for and occupied by no more than eight residents living together.</u>	New
Guest Unit	A room or suite of rooms without cooking facilities, suitable for separate occupancy in a motel, hotel, condominium, lodging unit or similar establishment, including a single-family or multi-family residence. If the unit is designed for and used by a person as an independent housekeeping unit, it shall be considered as a dwelling unit.	Existing, Unmodified

H

Habitable Structure	Any building or structure used, or intended for use, on a day-to-day basis by people for residential purposes, or for purposes of conducting a commercial or industrial business, or for purposes of a similar nature.	New
Half Stories	Habitable space that is located within the pitched roof portion of a structure or where the majority of the habitable space is below-grade. Habitable space within a half story shall have a minimum floor to ceiling height of five (5) feet at the lowest point. See Section 16-2-65 .	Existing, Unmodified
Hardscape	The non-living, structural framework within a landscape. It includes the built elements that define movement, organization, and usability throughout an outdoor space, such as patios, steps, decks, firepits, pathways, retaining walls, driveways, stairs, pool surrounds, and other permanent surfaces.	New
Hardship	A hardship by reason of exceptional shape of a lot, exceptional topographic conditions, or other exceptional physical conditions of a parcel of land. "Unnecessary hardship" shall not include personal or financial hardship or any other hardship that is self-imposed.	New
Health or Medical Office	A building, the principal use of which is for offices of health professionals, which contains facilities for the examination and treatment of patients but not for their lodging. This includes physicians, dentists, chiropractors or other licensed practitioners of the healing arts for the examination and treatment of persons solely on an outpatient basis.	Existing, Unmodified
High Use Area	An area within a required yard intended or expected to serve as the primary outdoor use, recreation, pedestrian traffic or gathering place for personal or commercial purposes.	Existing, Unmodified
Historic Property	A building, structure, site, or object which is designated by the Town Council pursuant to Chapter 19 , Historic Preservation.	Existing, Unmodified
Holiday Lighting	Seasonal lighting of a temporary nature intended to celebrate recognized holidays occurring throughout the calendar year and which may include low-level lighting such as festoon lighting, holiday light stringers, or similar.	Existing, Unmodified
Home Business	The conduct of a business, occupation or trade as an accessory use entirely within a residential building or accessory structure for gain or support by residents of the dwelling and employees residing off the premises, which may serve patrons on the premises.	Existing, Unmodified
Home Occupation	An occupation conducted entirely within a building or a portion thereof by a resident of the premises. Such occupations include: a. An endeavor involving the production and sale of goods or services, which does not change the residential character of the area; and b. Contracting for services where such services are not provided on the premises, except on an appointment basis.	Existing, Modified
Homeowners Association	An incorporated nonprofit organization operating under recorded land agreements through which: 1) each lot or unit owner is automatically a member; 2) each lot or unit owner shares common interests with each other member; and 3) each lot or unit owner is, therefore,	New

	subject to a proportionate share of the expenses for the organization's activities, such as maintaining common property.	
Horticulture	The cultivation of a garden or orchard, including floriculture and viticulture, and comprises the production of crops and raising nursery stock, including incidental preparations for market, storage and delivery but not retail sale of products.	Existing, Unmodified
Hospital	An institution providing primary health services and medical or surgical care to persons, primarily inpatients suffering from illness, disease, injury, deformity and other abnormal physical or mental conditions, and including as an integral part of the institution related facilities such as laboratories, outpatient facilities, training facilities, medical offices and staff housing.	Existing, Unmodified
Hotel	A building or facility offering transient lodging and accommodations to the general public and providing additional services and amenities , such as restaurants, conference facilitation and meeting rooms, entertainment and recreational facilities.	Existing, Modified
Hydroelectric Energy Device, Accessory	A device with a generating capacity of less than five hundred (500 kilowatts) that relies on natural surface water flows, does not use a dam, water storage, or other man-made impoundment that impedes minimum stream flows for the purpose of electric energy generation and is accessory to the principal use(s) on the same lot.	New
Hydrozone	Areas within the landscape defined by a grouping of plants requiring a similar amount of water to sustain health. For the purposes of this document, hydrozones are broken into the following four (4) categories: 1. Very low hydrozones include plantings that need water when first planted, but none once established. 2. Low hydrozones include plantings that generally do not require more than three (3) gallons per square foot of supplemental water per year. During plant establishment or drought, additional supplemental water may be beneficial. 3. Moderate hydrozones include plantings that generally require between three (3) and ten (10) gallons per square foot of supplemental water per year. 4. High hydrozones include plantings that generally require between ten (10) and eighteen (18) gallons per square foot of supplemental water per year.	Existing, Unmodified

I		
Illegal Nonconforming Sign	A sign that did not legally exist prior to the adoption of these land use regulations and which does not conform with these land use regulations.	New
Illumination	(See Lighting).	New
Impervious Surface	Any portion of a lot or parcel covered in material that substantially reduces or prevents infiltration or absorption of water or stormwater into the ground. The area of the lot or	Existing, Modified

	<u>parcel</u> covered by the following <u>surfaces, materials or improvements</u> shall be considered as impervious surface in all character areas <u>districts</u>: a. The principal building, excluding roof overhangs. b. All accessory buildings, parking garages, carports and sheds. c. Porches, stairways, decks, elevated walkways, sheds and other structures, together with <u>paved areas or areas otherwise covered with materials such as impervious asphalt, concrete, or tightly grouped or compacted gravel, rock, stone or deck surfaces</u> impervious to water. d. Parking areas, sidewalks and driveways regardless of surface materials.	
Incentive Floor	An additional floor of development that is allowed only when additional requirements for the development are met. See <u>Section 16-2-65</u> .	Existing, Unmodified
Inclusionary Community Housing	The policy of requiring Community Housing in residential developments to ensure adequate housing stock for local residents and to maintain or increase the current ratio of primary to second home ownership in the Town of Minturn.	Existing, Unmodified
Incomplete Application	<u>A required application, inclusive of materials, reports, statements, forms, fees and signatures that has been deemed by the Planning Director or assign(s) to be incomplete.</u>	New
Industrial	Any development of natural resources, business or trade, commercial activity, processing, fabrication, alteration or manufacture of raw or semi-processed materials, manufactured goods or any components thereof, and commercial feedlots. "Industrial" includes the provision of water directly or indirectly by a private entity or individual for domestic, municipal or industrial uses. "Industrial" does not include agricultural crop production or livestock watering.	Existing, Unmodified
Industry	<u>The manufacture, fabrication, processing, reduction, or destruction of any article, substance, or commodity, or any other treatment thereof in such a manner as to change the form, character, or appearance thereof, and includes storage elevators, truck storage yards, warehouses, wholesale storage, and other similar types of enterprise</u>	New
Industry, Light	<u>Research and development activities, the manufacturing, compounding, processing, packaging, assembly, treatment, and incidental storage of finished or semifinished products from previously prepared materials, which activities are conducted wholly within an enclosed building.</u>	New
Infill Development	<u>Development or redevelopment of land that is surrounded by or in close proximity to areas that are substantially or fully developed but which has been bypassed, remained vacant, and/or is underused as a result of the continuing urban development process.</u>	New
Information Sign	A sign used to indicate or provide information or direction with respect to uses on the property, including but not limited to signs that indicate the hours of operation and such signs as "No Smoking," "Open," "Closed," "Restrooms," "No Solicitors," "No Parking," "Deliveries in Rear," current credit card signs, trade association emblems and the like.	Existing, Unmodified

Infrastructure	Those human made structures or facilities which serve the common needs of the population, such as potable water systems; waste water disposal systems; solid waste disposal sites or retention areas; storm drainage systems; electric, gas, or other utilities; bridges; roadways; bicycle paths or trails; pedestrian sidewalks, paths, or trails; and transit stops.	New
Initial Sales Price	The maximum price for which a price capped Community Housing For Sale Housing unit may be initially sold.	Existing, Unmodified
Institutional Use	A religious or public use, such as a church, library, public or private school, hospital or government-owned or -operated building, structure or land used for public purposes.	Existing, Unmodified
Interceptor	A waste water interceptor sewer with an internal pipe diameter of equal to or greater than twenty-four (24) inches intercepting wastewater from a final point in a collection system and conveying the waste directly to a treatment plant, or meeting other requirements of the Colorado Department of Public Health and Environment to be classified as an interceptor.	Existing, Unmodified
Internal Illumination	Lighting a sign by a light source that is within a sign having a translucent background and opaque letters, silhouettes or designs, or that is within letters or designs that are themselves made of translucent material.	Existing, Unmodified

J		
Junk	Any scrap, waste, reclaimable material or debris, whether or not stored, for sale or in the process of being dismantled, destroyed, processed, salvaged, stored, baled, disposed of or other use or disposition.	Existing, Unmodified
Junkyard	Any area, lot, land, parcel, building, structure or part thereof used for the storage, collection, processing, purchase, sale, salvage or disposal of junk.	Existing, Unmodified

K		
Keeping of Fowl	The raising and caring of fowl for noncommercial purposes.	New
Kennel	Any building, structure or open space devoted wholly or partly to the raising, boarding or harboring of four (4) or more animals that are over six (6) months old.	Existing, Unmodified
Kennel, Commercial	A commercial establishment in which dogs or domesticated animals are housed, groomed, bred, boarded, trained or sold, all for a fee or compensation.	Existing, Unmodified
Kitchen	A room or portion of a room devoted to the preparation or cooking of food for a person or a family living independently of any other family which contains a sink and a stove or oven powered by either natural gas, propane or 220-Volt electric hook-up. A recreation room, wet bar or similar facility that is a homeowner convenience and is not intended to function as the cooking facility for a separate dwelling unit shall not be considered a kitchen.	New

L		
Landscaping	The area within the boundaries of a lot or parcel consisting of planting materials, including but not limited to trees, shrubs, ground covers, grasses, flowers, as well as non-living materials and xeriscape materials such as decorative rock, bark, mulch and other similar materials for aesthetic and functional purposes.	New
Laundromat	A business that provides home-type washing and drying machines for hire to be used by customers on the premises.	Existing, Unmodified
Laundry	An industrial establishment where washing and drying machines are used on a large scale for private facilities not open to the public.	Existing, Unmodified
Legal Description	A description from which it is possible to locate accurately on the ground the boundaries of the land be described.	Existing, Unmodified
Legal Lot of Record	Any lot, parcel or tract of land that was filed in the records of the County Clerk and Recorder and complied with all applicable laws, ordinances and regulations in effect at that time.	Existing, Unmodified
Legal Nonconforming Sign	A sign lawfully existing at the time of adoption, revision, or amendment of the zoning ordinance which no longer conforms to the zoning standards because of said revision or amendment.	New
Legal Nonconforming Site Feature		
Legal Nonconforming Structure	A structure that legally existed prior to the adoption date of this ordinance, but which is not in compliance with the requirements of this ordinance for the district in which the structure is located.	New
Legal Nonconforming Use	Use of a lot or parcel that was legally established prior to the adoption of this chapter.	New
Lighting	A unit of luminous intensity typically related to lumens and/or candela and often measured in foot candles.	New
Lighting, Direct	Illumination resulting from light emitted directly from a lamp, luminary, or reflector and is not light diffused through translucent signs or reflected from other surfaces such as the ground or building faces.	New
Lighting, Full Cut Off	Any light fixture shielded or downcast in such a manner that all light emitted by the fixture, either directly from the lamp or indirectly from the fixture, is projected below the horizontal plane running through the lowest point on the fixture where light is emitted.	Existing, Replaced
Lighting, Indirect	Light that has been reflected or has scattered off other surfaces.	New
Light Pollution	Any manmade light that diminishes the ability to view the night sky.	Existing, Unmodified
Light Trespass	Light spill falling over property lines that illuminates adjacent grounds or buildings in an objectionable manner.	Existing, Replaced
Limited Review Use	Uses that are allowed in a specific zone, subject to limited review and approval by the Planning Director.	Existing, Unmodified

Liquor Store	A facility principally for the retail sale of alcoholic beverages for off-premises consumption.	Existing, Unmodified
Loading Space	An off-street space or berth, on the same lot with the building it serves, for the temporary parking of vehicles while loading or unloading merchandise or material and which has access to a street, alley or other appropriate means of ingress or egress.	Existing, Unmodified
Loading Zone	An unobstructed area provided and maintained for the temporary parking of trucks and other motor vehicles for the purpose of loading and unloading goods, wares, materials, and merchandise.	New
Lot	A parcel of land as established by survey, plat or deed. (See Illustration No. 16-1 at Section 16-2-30.)	Existing, Modified
Lot Area	The total horizontal land area within the boundaries of a lot.	Existing, Unmodified
Lot Depth	The average distance from the median of the front property line to the median of the rear property line measured perpendicularly from one (1) of the sides.	Existing, Unmodified
Lot Front	A portion of a property line that is contiguous to a public street or public way.	New
Lot Line	The external boundaries of a lot.	Existing, Unmodified
Lot, Substandard	A parcel of land that has less than the minimum area or minimum dimensions required in the zone in which the lot is located.	Existing, Unmodified
Lot, Transition	A lot in one (1) zoning district abutting another district.	Existing, Unmodified
Lot Width	The average distance between the medians of the two (2) side lot lines, measured perpendicularly from one (1) of the sides.	Existing, Unmodified
Low Impact Commercial Business	A commercial use which complies with the parking standards and does not emit an excessive amount of traffic, noise, vibration, light, heat and/or fumes to be considered a nuisance to surrounding residential areas.	Existing, Unmodified
Low Impact Development	Systems and practices that use or mimic natural processes that result in the infiltration, evapotranspiration or use of stormwater in order to protect water quality and associated aquatic habitat through the implementation of principles such as preserving an/or recreating natural landscape features, minimizing effective imperviousness, to create functional and appealing site drainage that treat stormwater as a resource rather than a waste product	New

TOWN MANAGER'S REPORT

August 2026



Town of
Minturn

Town Manager's Report

Community & Council Follow Up

1. Speeding/Traffic Safety Concerns - UPDATED

- **Issue:** Resident concerns regarding vehicle speeds and traffic safety on Pine and Boulder Streets.
- **Council direction:** Results of the initial staff study were reviewed with Town Council on July 15. Council directed staff to engage a consultant to conduct a speed camera study for potential locations along Main Street.
- **Neighborhood traffic calming:** In response to requests from residents in the Boulder and Pine Street area, staff is evaluating funding for the acquisition of additional speed bumps and/or speed tables as part of the FY 2027 budget.
- **Next steps:** Staff will proceed with the Main Street speed camera study and develop potential FY 2027 traffic-calming options for Council consideration.

2. Xcel Energy Reliability Issues

Minturn continues to experience recurring electric service interruptions associated with aging local distribution infrastructure.

- Town staff have met with both the Colorado Energy Office and Xcel Energy to discuss the outages, system reliability, and potential improvements.
- At Xcel Energy's recommendation, the Town submitted formal correspondence requesting that replacement of the aging distribution line serving Minturn be prioritized.
- Staff are also coordinating with Red Cliff and will continue documenting outages and monitoring Xcel Energy's response regarding potential improvements and timelines.

3. ERWSD Main Street Siphon Project - UPDATED

Eagle River Water & Sanitation District's Minturn siphon rehabilitation project is underway and remains on schedule, with work expected to be completed before the end of September.

- Drilling for the micropile shoring system is complete and progressed faster than expected.
- The contractor will begin forming the micropile cap and installing bypass pumping pipe the week of August 10.
- Sewer bypass pumping is expected to begin by August 14.
- Lining of the siphon pipes is expected to begin the week of August 17.
- Traffic control remains in place on US 24/Main Street during active construction, with one alternating lane through the work area.
- Emergency vehicle access will continue to be maintained throughout construction.

Town Manager's Report

4. LBP Retaining Wall Issues – UPDATED

Staff continue to evaluate installation of a decorative safety fence along the top of the Little Beach Park retaining wall to reduce fall risk and discourage climbing while maintaining access to the area above the wall.

- Staff estimate the cost of the work at approximately \$17,000–\$20,000.
- Funding for the project will be included for consideration in the FY 2027 budget.



Conceptual example of a decorative safety fence along the retaining wall.

Active Capital Projects

New Water Treatment Plant (WTP) – UPDATED

Weekly Progress Meetings – August 6 and August 13

Construction of the Town's new membrane water treatment plant continues. Work has progressed from demolition and excavation of the former filter ponds into structural backfill, compaction, utility installation, and preparation for construction of the new treatment building.

The project is now transitioning from the primary demolition and excavation phase into underground utility installation and building-foundation construction.

Current Construction Status

- **Filter pond backfill:** Excavation of the former filter ponds has been completed and structural backfill and compaction are underway. Ground Engineering is performing field testing of the structural fill and required compaction testing as material is placed. Backfill operations are expected to continue through approximately August 21.
- **Potable-water connection:** Locating the existing potable-water system has required significantly more field investigation than anticipated. Earlier potholing determined that a previously identified 4-inch line was not the water main, requiring deeper excavation and additional investigation farther south of the planned connection.

Town Manager's Report

The contractor ultimately located the existing **8-inch potable-water main on August 13**. The line was found approximately **35 feet from the location shown on the project plans**, requiring modification of the planned connection and additional fittings and pipe.

- **Potable-water tie-in:** The project team is planning to cut in the new connection on **Monday, August 17**, followed by installation of the new potable-water line during the week. The Town and contractor are coordinating temporary operational impacts associated with the tie-in.
- **Raw-water and underground utilities:** Installation of the new **8-inch raw-water line** is scheduled to begin next. Underground utilities beneath the future treatment-building footprint will then be installed, beginning with the raw-water system and continuing around the building perimeter.
- **Foundation preparation:** Structural fill deliveries are continuing. Rebar shop drawings are expected shortly, with rebar inspections to follow as the project advances toward foundation construction.

Existing Utility Conditions

Field investigation continues to identify discrepancies between existing underground utilities and the project record drawings. The potable-water main is the most significant example identified to date, but the project team has encountered multiple existing utilities that do not correspond with anticipated locations.

JHL is tracking the additional field effort associated with potholing and utility verification and is preparing documentation of actual utility and tie-in locations for the project record. These conditions may result in additional construction quantities or costs where revised connections, fittings, piping, or other modifications are required.

The project plans anticipated that existing utility locations would require field verification prior to construction; however, the extent of some of the discrepancies has required additional investigation and adjustment of planned connections.

Municipal Well No. 3 Electrical Line

The previously identified issue involving the electrical service to Municipal Well No. 3 remains under review.

JHL is awaiting pricing for the temporary relocation of the existing line, while HDR is preparing direction for the permanent installation. The project team is also evaluating whether standard pipe-bedding material can be used rather than flowable fill for portions of this work.

No change order has yet been approved for this item.

Building Foundation

Final reaction loads from the prefabricated metal building design require a modest increase in the size of portions of the concrete foundation. The current estimate is an

Town Manager's Report

additional **approximately four cubic yards of concrete**. JHL is reviewing the associated scope and cost.

Rebar shop drawings are being prepared, with inspections to follow. At the August 6 meeting, HDR's rebar inspector was estimated to be approximately five weeks out. Staff will continue monitoring inspection availability as foundation work approaches.

Change Management

There are currently **no approved open change orders**, but several potential change items continue to be evaluated, including:

- Temporary and permanent modifications to the Municipal Well No. 3 electrical service.
- Additional effort associated with undocumented or incorrectly located existing utilities.
- Additional concrete associated with final prefabricated-building foundation loads.
- Additional pipe and fittings required because of the relocated potable-water tie-in.

Staff, HDR, Swiftwater Solutions, and JHL are reviewing these items before any changes requiring formal approval are brought forward.

Construction Safety and Quality Control

Current safety considerations include active utility trenches, construction traffic within the confined site, dust control, and lightning and weather conditions. The project team has reported good PPE and site check-in practices.

Recent thunderstorms have resulted in several temporary safety stand-downs and some site cleanup. The August 13 field report identified **no accidents**.

Ground Engineering continues to perform structural-fill and compaction testing as site backfill proceeds.

Near-Term Construction Activities

Over the next several weeks, the project team expects to focus on:

- Completing backfill and compaction of the former filter ponds.
- Completing the potable-water tie-in and installation of the new potable-water line.
- Beginning installation of the 8-inch raw-water line.
- Installing underground utilities beneath and around the future treatment building.
- Continuing structural-fill placement and compaction testing.
- Advancing rebar submittals and inspections in preparation for foundation construction.
- Resolving remaining utility conflicts and documenting actual utility locations.
- Resolving the Municipal Well No. 3 electrical-line modifications.

Town Manager's Report

- Reviewing potential cost impacts associated with utility conflicts and foundation modifications.

The most significant issues being monitored at this stage are **existing utilities that do not match the project drawings, the resulting modifications to planned connections, completion of structural backfill, and the transition into foundation construction.**

The weekly meeting materials do not currently establish a change to the overall project completion schedule. Staff will continue monitoring field conditions, potential change items, inspection availability, and schedule impacts through the weekly construction meetings.

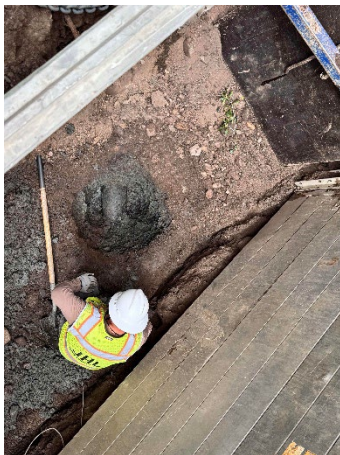
Construction Progress Photos



8/13/2026



8/13/2026



8/13/2026



8/13/2026

Town Manager's Report



8/13/2026



8/13/2026



8/13/2026



8/13/2026



8/5/2026



8/5/2026

Town Manager's Report



8/5/2026



8/5/2026

Town Hall 2-Bedroom Apartment Reconstruction – UPDATED PHOTOS

Status: The project to reconvert office space at Town Hall into a 2-bedroom apartment is nearing completion. Most appliances have been installed. Finish work is being completed. Staff anticipate the project will be done by the end of August.



Apartment Kitchen Area



Apartment Living Room Area

Town Manager's Report



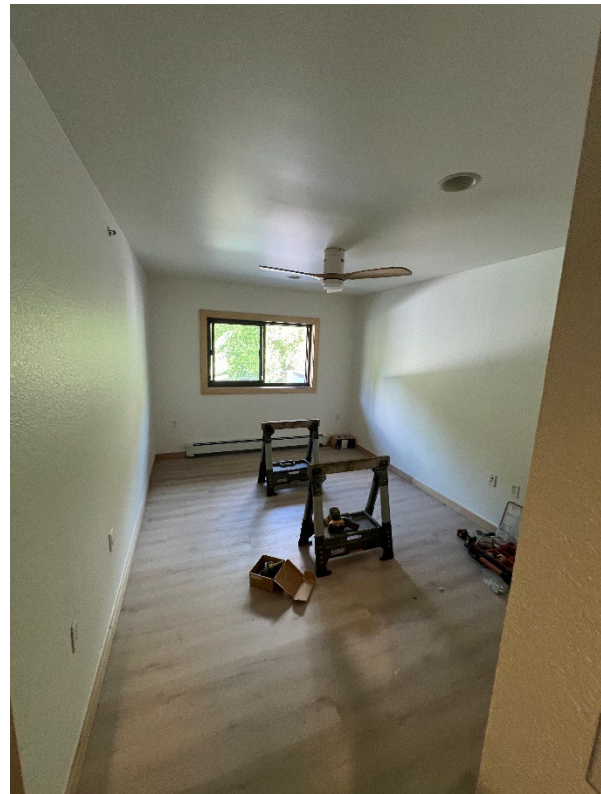
Apartment kitchen area



Bathroom with new shower



Bedroom 1



Bedroom 2

Town Manager's Report

US 24 Pedestrian Improvement Project Phase II – UPDATED

Construction is underway following completion of the natural gas main relocation along US 24.

- Phoenix Ltd. has mobilized and is currently completing stormwater and drainage improvements, including new storm drain pipe and inlet structures.
- Storm drain work is expected to continue through August, with shoulder closures and one-lane traffic control utilized as construction requires.
- Following completion of the underground work, construction will progress to the remaining pedestrian and sidewalk improvements.
- Staff continue to coordinate with CDOT, the contractor, and project team on construction, traffic control, and scheduling.

Main Street Streetlighting Project

The Town has retained an electrical engineer to design new streetlights and related electrical infrastructure.

- **Project area:** Planning includes Main Street from the 100 through 300 blocks, as well as First Street, Williams Street, Nelson Avenue, Toledo Avenue, and Eagle Street.
- **Current work:** The engineer is designing the transformers, panels, and electrical infrastructure needed to support the full project.
- **Long-term approach:** The design will allow the Town to install streetlights and event-power pedestals in phases as funding and priorities allow.



Halophane MPL3 Teardrop Streetlight



Halophane AUCL3 Post-Top Streetlight

Town Manager's Report

Bellm Bridge Replacement - UPDATED

Preliminary design and data collection are underway for replacement of Bellm Bridge.

- **Geotechnical review:** SEH has reviewed the third draft of the geotechnical report, which now includes all information requested by the design team.
- **Hydraulic and environmental work:** Hydraulic analysis remains underway. The team is coordinating with the Town Attorney and Merrick on floodplain permitting and potential CLOMR/LOMR requirements. Environmental work is on hold until after the FIR submittal.
- **Survey and utility coordination:** Utility investigation continues, including review of an existing drainage pipe near the Anglers property and retaining wall to determine its status and any associated easements.
- **Bridge design:** SEH is preparing the draft FIR plan set and Structure Selection Report. The team is evaluating the bridge abutment, retaining wall interface, sidewalk width, and structure depth. A wider sidewalk would increase structure depth, while a two-span alternative could reduce depth but add significant in-channel construction complexity. Current concepts would improve freeboard to approximately six inches, though site constraints make achieving the standard two feet difficult.
- **Schedule:** The preliminary design review meeting is planned for October 28, with a public meeting anticipated for December 9. The schedule remains dependent on CDOT review and clearance timelines.



Example of weathering steel cantilever bridge option being explored.

Little Beach Park Playground

The Town is moving forward with replacement playground equipment and improvements to the adjacent picnic area.

- **Equipment order:** The initial payment has been made, and the playground equipment order has been submitted to the manufacturer.
- **Lead time:** Equipment is expected to require approximately **6–8 weeks** for delivery.
- **Site preparation:** Work may begin in **late July or early August**.

Town Manager's Report

- **Installation:** Playground installation is anticipated in **late August or early September**.
- **Sidewalk improvement:** A sidewalk will be installed between the playground and roadway. The contractor will coordinate the work with the Town Engineer's team.
- **Next step:** Staff are confirming the final project schedule.



Selected playground color option.

Town-Owned 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.

Long-Range Capital Projects & Grant Work

First-Williams-Nelson Infrastructure Improvements Project

Project Overview: Staff discussed the project with Town Council at the April 1 meeting and have since received preliminary engineering plans and rough-order-of-magnitude cost estimates for several potential levels of improvement. The immediate need is to address a non-compliant three-inch plastic waterline and related service connections serving multiple properties near First and Williams Streets. Replacement will require significant excavation and pavement restoration.

Town Manager's Report

Preliminary Project Options:

Option	Preliminary Scope	ROM Cost
Initial Phase 1	Limited replacement or repair of the problematic waterline section and associated asphalt patching. No other utility improvements are included.	Approximately \$240,000
First and Williams Waterline Improvements	Approximately 320 feet of new water main, replacement of affected service lines, completion of a water-system loop, an additional fire hydrant, pavement restoration, relocation of the trash compactor and limited utility-conflict work.	Approximately \$451,000
Comprehensive First and Williams Improvements	Waterline improvements, sewer replacement, street reconstruction, drainage, electric and communications undergrounding, streetlights, event-power infrastructure and a pedestrian connection toward Toledo Avenue.	Approximately \$945,000
Nelson Avenue Reconstruction	Roadway, drainage and sidewalk improvements between Main Street, Williams Street and 117 Nelson Avenue.	Approximately \$144,000
Upper Nelson Avenue Segment	Road reconstruction from 117 Nelson Avenue to the end of the right-of-way.	Approximately \$32,000

The broader waterline concept would replace the existing non-compliant infrastructure, add a loop between First Street and Nelson Avenue, replace affected water services and improve fire protection.

The comprehensive concept would coordinate the water work with replacement of the approximately 60-year-old sewer main, undergrounding of overhead electrical and communications facilities, drainage improvements, new streetlights, street reconstruction and a pedestrian connection between Williams Street and Toledo Avenue.

Current Direction: The Town Engineer has reduced the potential initial phase to focus on the immediate waterline problem and necessary asphalt restoration. Staff are seeking additional clarification regarding the exact limits of this phase, whether it completes the proposed water-system loop, and which service connections and water-system components would be included.

Utility Coordination: Staff will continue discussions with Xcel Energy and other utility providers regarding the feasibility of coordinating future electric undergrounding, event-power infrastructure and telecommunications conduit with later phases of the project.

Timing and Next Steps: Construction is anticipated no earlier than summer 2027. The estimates are preliminary planning figures prepared without final design or contractor

Town Manager's Report

pricing. Final engineering, bidding and construction-administration costs are not included and would need to be incorporated into a future project budget.

Minturn USFS Shooting Range

Colorado Parks and Wildlife has **conditionally approved the Town's \$225,000 Shooting Range Development Grant request** for Phase 1 improvements at the Two Elk–Minturn Shooting Range. The proposed work focuses on access, safety, site organization, and basic range-management infrastructure.

- **Background:** Council previously directed staff to explore Town management of the federally owned range to address long-standing safety, noise, and environmental concerns.
- **Current work:** Staff are coordinating with Colorado Parks and Wildlife on final design, budget, project scope, and grant-administration requirements.
- **USFS coordination:** Staff are also continuing work with the U.S. Forest Service on a Special Use Permit that would allow the Town to operate and manage the range.
- **Funding conditions:** The grant is reimbursement-based, and construction should not begin until Colorado Parks and Wildlife issues the final purchase order.
- **Next step:** Staff will finalize the project scope and budget, complete the remaining grant requirements, and continue the federal permitting process before physical improvements move forward.

Policy & Planning Initiatives

Community Arts & Creative Spaces Initiative

Staff are working with residents to explore practical ways to expand local arts and creative opportunities.

- Incorporate arts programming into existing Town events.
- Evaluate options for art-making, exhibits, and education.
- Identify community interest, potential partners, and feasible locations.
- Develop a more defined concept for future Town Council discussion.

Minturn Market 2027 Initiative

Staff are developing a refreshed approach to the 2027 Minturn Market focused on strengthening the Market as a community gathering place and improving the vendor and visitor experience.

- Enhance gathering spaces with improved seating, shade, and site amenities.
- Expand themed programming, including art, fitness, children's activities, and local history.

Town Manager's Report

- Strengthen vendor recruitment, with an emphasis on local and youth participation. Examine reduced vendor fees for display/sale/creation of art.
- Build on community feedback and recent operational improvements to increase attendance, engagement, and length of stay.

Minturn Forward Land Use Code Update

Staff, the consultant, and the Planning Commission are continuing work on the final major sections of the land use code update.

- **Current review:** Article 1: General Provisions.
- **Project status:** Article 1 is the final substantive article remaining.
- **Next step:** Review the definitions article.
- **Overall timeline:** Completion of the definitions article will conclude the major section-by-section review of the code update.

Housing Affordability and Neighborhood Stability - UPDATED

- Staff presented information on housing affordability and regional housing authority discussions at the June 17 Town Council meeting.
- Staff are preparing a follow-up policy brief outlining the Town's current positions and priorities for future regional discussions.
- Staff participated in a Housing Partners meeting with other Eagle County jurisdictions in Avon on August 5. The group plans to meet every other month to discuss regional housing issues and coordination.

Mobile & Modular Business Pilot Program

- Town Council approved the Temporary & Mobile Business Pilot Program on February 4. The program authorizes mobile and modular business licensing on Town-owned property through October 31, 2026.
- Staff are considering options to extend the pilot for an additional year beyond October 31, 2026, while maintaining its current limited scope and scale.
- Staff are not recommending a Town Code amendment to establish or expand the program on a permanent basis at this time. Additional experience with the pilot would allow the Town to further evaluate its impacts before considering a broader program.

External Projects & Coordination

ERWSD Bolts Lake Reservoir

Staff met with ERWSD on **July 9** regarding a potential future 1041 permit application.

- **Design change:** The proposed dam along the east and northeast sides is approximately **3 feet higher** than shown in the 30% design.
- **Reason:** A higher-than-anticipated groundwater table.

Town Manager's Report

- **Next step:** ERWSD may request a **pre-application meeting in September** if design and permitting work continues this year.

Holy Cross Energy – Avon-to-Gilman Transmission Line - UPDATED

Staff met with David Bleakley of Holy Cross Energy on August 5 for an update on the proposed transmission line route through Minturn and the anticipated permitting and construction schedule.

- Holy Cross Energy may begin the Town's 1041 permitting process as early as winter 2026-27 or spring 2027.
- HCE also expects to work through required permits and agreements with Union Pacific Railroad during 2027.
- If Union Pacific does not approve HCE's preferred routing through railroad-owned property, alternative routes could create additional impacts for Minturn residents and the Town.
- The earliest anticipated construction start is summer 2028, with construction expected to extend over approximately two seasons.
- Staff will continue coordinating with HCE as route, permitting, and construction plans are refined.

Maloit Park ECSD Development

Town Council approved the preliminary plat for Eagle County School District's Maloit Park development in spring 2026.

- **Current work:** Ongoing coordination on planning and engineering for future improvements to Maloit Park Road.
- **Community concerns:** Staff continue to identify opportunities to work with ECSD on issues beyond the formal preliminary plat conditions.
- **Next step:** Maintain coordination as the development and related roadway planning advance.

Deferred Projects/Initiatives

Cemetery Road & Bridge Improvements - *Deferred: Readiness*

Staff have moved the project to deferred status after determining it is not currently a strong candidate for the Federal Lands Access Program. Proposed modifications to the crossing would require Public Utilities Commission approval, which should be secured before pursuing grant funding.

- The anticipated project scope includes repair and rehabilitation of Cemetery Bridge, reconstruction of Cemetery Road with a delineated sidewalk or trail connection, and improvements to stormwater and drainage infrastructure.
- Initial engineering and cost estimation work is complete.

Town Manager's Report

- Staff will continue advancing the PUC approval process, which may take 12–24 months or longer.
- Once the required approval is obtained, staff will reevaluate the project for FLAP or other applicable grant opportunities.

Eagle Park Restrooms – *Deferred: Capacity*

Staff have identified needed improvements to the Eagle Park restrooms but do not currently have the capacity to advance the project.

- **Identified need:** The decorative exterior wood has experienced significant deterioration and rot.
- **Potential improvements:** Future work may include replacement with a more durable exterior material and evaluation of heating options to support possible year-round operation.
- **Current status:** Further planning and implementation are deferred until staff capacity and funding allow.

Minturn Rd North RR Crossing Improvement – *Deferred: Capacity & Funding*

The project remains on hold pending additional coordination with Union Pacific and identification of a feasible funding strategy.

- **Current status:** The project has been assigned to Union Pacific for review.
- **Key issue:** Union Pacific requires the Town to fund 100% of the improvements.
- **Next step:** Evaluate acceptable tie replacement options with Union Pacific and follow up on the engineer's cost estimate when capacity and funding allow.

A.I. Policy Update - Capacity Deferred – *Deferred: Capacity*

Staff and Town Council have discussed developing an internal policy to guide the appropriate use of artificial intelligence by Town employees.

- **Purpose:** Establish expectations for the responsible and secure use of AI tools.
- **Next step:** Staff anticipate bringing a draft policy to Town Council for consideration by the end of the year, subject to staff capacity.

Main Street Sidewalk Extension Phase III – *Deferred: Funding & Capacity*

Preliminary engineering for the sidewalk extension south toward Maloit Park was completed in 2016.

- **Prior estimate:** Approximately **\$2.92 million** in 2016 dollars, excluding future cost escalation.
- **Grant status:** Council authorized a 2026 Safe Streets and Roads for All application, but staff were unable to meet the submission deadline.

Town Manager's Report

- **Next step:** Reassess the project scope and updated cost, then pursue a future SS4A or other funding opportunity when capacity allows.

Minturn Impact Fee Study – *Deferred: Readiness*

- Staff issued an RFP in November 2025 for a comprehensive impact fee study.
- The study is currently on pause while staff conduct a limited asset inventory and capital improvement planning process.
- Staff will coordinate with BBC Research & Consulting on a revised project timeline and return to Council as the inventory and CIP work progresses.

Downtown Redevelopment Code Evaluation – *Deferred: Capacity*

Staff may evaluate whether current zoning standards—such as height and parking requirements—create barriers to redevelopment of small, constrained lots in the west side of the 100 block.

- **Timing:** Consider after completion of the current land use code update.
- **Next step:** Develop a proposed review process when staff capacity allows.

Repair/Replacement of Water Tank #2 – *Deferred: Funding*

Water Tank No. 2 is an aging bolted-steel tank with recurring leaks and unresolved long-term reliability concerns.

- **Prior assessment:** HDR evaluated repair and replacement options in 2025 and found that repairs may not fully resolve the tank's issues.
- **Key consideration:** Repair costs could approach a substantial portion of full replacement cost.
- **Current status:** SEH is evaluating site constraints and potential repair, replacement, or alternate-site options.
- **Next step:** Review SEH's findings and develop a recommended funding strategy.

Town Hall Capital Maintenance Projects – *Deferred: Capacity & Funding*

Town Hall requires several significant maintenance projects, including roof replacement and repairs to the sidewalk and parking area.

- **Current needs:** Full roof replacement and exterior pavement repairs.
- **Next step:** Develop project scopes, priorities, and budget options when staff capacity and funding allow.

Minturn North Town Parcel Future Use Study – *Deferred: Capacity & Funding*

The Town owns a vacant parcel at the south end of the Minturn North subdivision that was conveyed for future public use.

- **Purpose:** Evaluate how the property could help address current and future Town needs.

Town Manager's Report

- **Next step:** Conduct a public planning process and develop potential use options when staff capacity and funding allow.

Town Hall Back-Up Power Upgrades – *Deferred: Capacity & Funding*

Town Hall currently has no backup power capability, which may limit essential operations and communications during extended outages.

- **Need:** Maintain critical functions during power disruptions.
- **Future work:** Evaluate backup power and communications options.
- **Next step:** Develop a feasible scope and funding strategy when staff capacity allows.

Modular Employee Housing Unit – *Deferred: Capacity & Funding*

By the end of summer, the Town expects to have four employee housing units: three apartments and one single-family home.

- **Goal:** Construct or acquire one additional employee housing unit by the end of 2027.
- **Option under consideration:** A modular accessory dwelling unit that could provide a more affordable second non-apartment-style unit.

Public Works Weekly Updates

Weekly Report (July 27 to August 2)

Weekly Operations Summary

The Public Works Department completed scheduled operational responsibilities during the reporting period, including utility operations, infrastructure maintenance, community event support, and coordination with active construction projects.

Infrastructure & Utilities

- **Water Treatment Plant:** Maintained daily plant operations and responded to an issue with Filter #3 involving overfilling and failure of the backup air compressor. Temporary measures were implemented to maintain system functionality. Staff also continued supporting WTP construction activities and utility identification.
- **Water distribution:** Responded to a water service leak at 495 Pine Street and coordinated restoration following repairs. Staff also continued locating water infrastructure at Maloit Park for a planned main tie-in.
- **Minturn North:** Assembled and delivered water meter components for six properties and monitored relocation of a fire hydrant at Lot 18.

Capital Project Support

- **Taylor Street Improvements:** Participated in a project walkthrough with Intermountain Engineering and Schofield Excavation to review remaining punch-list and closeout items.

Town Manager's Report

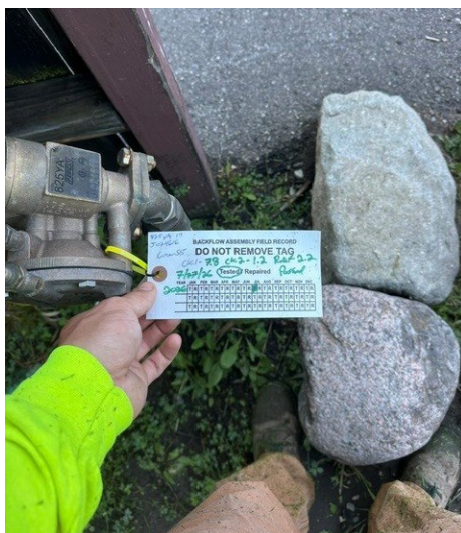
- **Sidewalk Improvements:** Assisted with excavation and field verification of buried concrete structures affecting construction and coordinated with contractors regarding delays caused by unexpected underground obstructions.
- **Bolts Lake Reservoir:** Coordinated monthly construction water reporting with Ames Construction; July usage totaled 31,419 gallons.

Operations & Maintenance

- **Town maintenance:** Completed community cleanup, routine servicing of trash and dog waste stations, fire restriction signage, and support for the Thursday Night Concert Series.
- **Public facilities:** Removed a damaged light pole at the Minturn Fitness Center and installed concrete anchors and structural supports for the Minturn Market awning project. Donated concrete blocks were obtained from United Concrete.
- **Fleet maintenance:** Completed preventative maintenance on loaders, the mini excavator, and skid steer and fabricated a valve-key extension to improve access to a WTP shutoff valve.

Administration & Safety

- **Safety:** Staff completed weekly safety training focused on alcohol and drug impairment in the workplace. No accidents, injuries, vehicle incidents, or lost-time events were reported during the reporting period.



Eagle Park Backflow Testing



Little Beach Park Backflow Testing

Town Manager's Report



Town Hall Backflow Testing



Anchor Bolt Hole Drilling for Market Shade Blocks

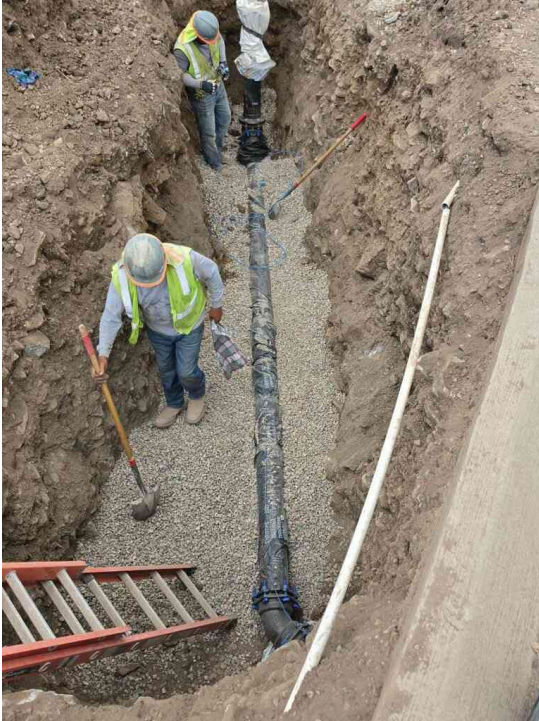


Bolt Setting for Market Shade Blocks

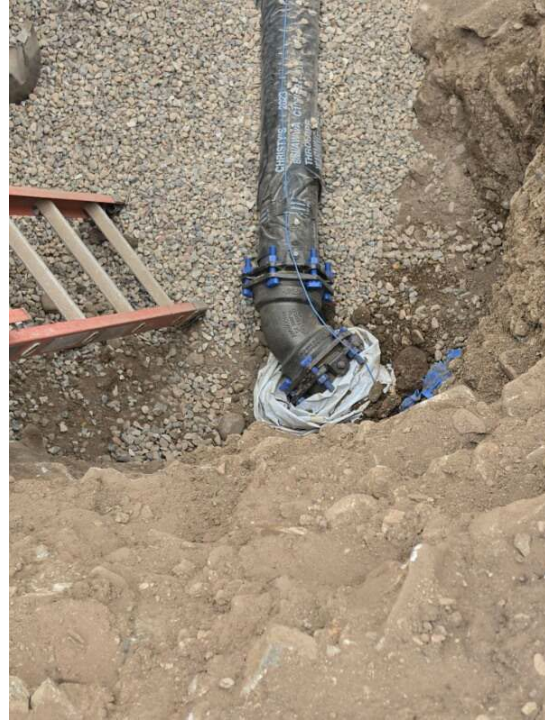


Setting Up Shade Sail

Town Manager's Report



Fire Hydrant Relocation 22 Miles End Ln.



Fire Hydrant Relocation 22 Miles End Ln.



Council WTP Site Visit 7/29



Council WTP Site Visit 7/29

Town Manager's Report



Maloit Park Water Shut Off for WTP Tie-In



Maloit Park Water Shut Off for WTP Tie-In



Water Main Line Key Fabrication



Water Main Line Key Fabrication

Town Manager's Report



Debris Clean Up at MFC



Debris Cleanup at MFC



Lawn Mowing Ops



Lawn Mowing Ops