



Official Minutes
Planning Commission Regular Meeting | 5:30 PM
Wednesday, April 29, 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/87867439888>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 878 6743 9888

Please note: All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five minutes for public comment.

Public Comments: If you are unable to attend, public comments regarding any items on the agenda can be submitted to Madison Harris, Planner II, prior to the meeting and will be included as part of the record.

1. Call to Order

Lynn Teach called the meeting to order at 5:30 p.m.

2. Roll Call and Pledge of Allegiance

Planning Commission Chair Lynn Teach and Planning Commission Members Michael Boyd, Melissa Decker, Amanda Mire, and Darell Wegert.

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

Note: Jeff Armistead is excused absent.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

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

This became item 8B.

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

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

4. Approval of Minutes

A. March 25, 2026

Michael B would like to better capture the discussion about pg 69 of the previous packet, specifically the explanations given by Matt Farrar and Madison H. Motion by Amanda M., second by Michael B., to approve the minutes of March 25, 2026 as amended. Motion passed 5-0.

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

5. Declaration of Conflicts of Interest

No conflicts of interest.

6. Public Comment

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

No public comment.

7. Special Presentations

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

8. Design Review and Land Use Public Hearings

A. 0126 Miles End Lane - New Single Family Residence

Madison H. introduced the agenda item. This is a four bedroom, 3,446 square foot single family home measured to the midpoint of the roof at 27 ft 4 ½" under the 28 foot height limit. Parking is adequate with four parking spots. All setbacks are respected and the proposal is under the allowable lot and impervious coverage limitations. They have more snow storage than is required by the code at 477 square feet. Staff recommends approval of the plans.

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

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

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

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

Public comment opened.

Robert Martinez, 800 S Main St

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

Public comment closed.

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

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

Planning Commission Chair and Vice Chair Appointment

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

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

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

9. Discussion / Direction Items

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

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

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

Memo

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

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

7. Lighting Amortization Provision

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

8. Maximum Height of Exterior Lighting Fixtures

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

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

Draft Article – Code Language

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

No comments on these pages

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

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

Page 51 (7)

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

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

Page 52 (8)

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

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

Page 53 (9)

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

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

Page 54 (10)

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

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

Pages 55-60 (11-16)

No comments on these pages.

Page 61 (17)

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

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

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

Page 62 (18)

No comment on this page.

Page 63 (19)

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

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

Page 64 (20)

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

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

section.

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

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

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

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

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

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

10. Staff Reports

A. Manager's Report

11. Planning Commission Comments

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

12. Future Meetings

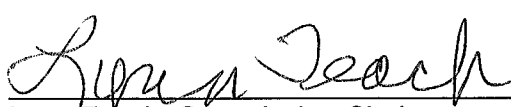
A. May 13, 2026

B. May 27, 2026

13. Adjourn

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

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

 5/16/26

Lynn Teach, Commission Chair

ATTEST:



Scot Hunn, Planning Director