



Official Minutes
Planning Commission Regular Meeting | 5:30 PM
Wednesday, June 10, 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/86850473468>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 868 5047 3468

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

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

2. Roll Call and Pledge of Allegiance

Planning Commission Chair Lynn Teach and Planning Commission Members Jeff Armistead, Melissa Decker.

Staff Members Present: Town Manager Rob Gutierrez, Planning Director Scot Hunn, and Senior Planner Madison Harris.

Note: Michael Boyd, Amanda Mire, and Darell Wegert are excused absent.

3. Approval of Regular Agenda

Opportunity for amendment or deletions to the agenda.

Motion by Jeff A., second by Melissa D., to approve the agenda as presented. Motion passed 3-0.

Note: Michael B., Amanda M., and Darell W. are excused absent.

4. Approval of Minutes

A. May 27, 2026

Motion by Jeff A., second by Melissa D., to approve the minutes of May 27, 2026 as presented. Motion passed 3-0.

Note: Michael B., Amanda M., and Darell W. 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. 491 Main Street - Changes to Approved Plans

Madison H. introduced the agenda item. This is a single family home in the Old Town Character Area Mixed Use Zone District. What is being proposed is to remove the step down in the roof at the rear of the property. They are also proposing to change some windows. Building height is changing from 25' 8" to 25' 10" at the most restrictive point. Staff believes that the proposal meets the standards laid out in the Minturn Municipal Code just like the original application.

Public comment opened.

No public comment.

Public comment closed.

Motion by Jeff A., second by Melissa D., to approve 491 Main Street – Changes to Approved Plans as presented. Motion passed 3-0.

Note: Michael B., Amanda M., and Darell W. are excused absent.

B. 1931 Highway 24 - New Structure Housing Water Treatment Plant

Madison H. introduced the agenda item. The Town requests Final Plan review of a new, 7,187.5 (gross) square foot structure housing the new Water Treatment Plant located at 1931 Highway 24 in the Maloit Park Character Area Public Facilities Zone. The plans show a one-story metal structure with a stone veneer. The parcel is 18.156 acres. The structure is 20 feet to the mid-point. Based on Ord. 04-2011 which regulates the Maloit Park Character Area and its associated zone districts there are few dimensional limitations that encumber the Public Facilities zone district. There are setbacks (front: 20ft., rear: 10ft., side: 10ft., and river: 50ft.) which this project conforms to, but there are no limitations on building coverage, impervious coverage, or building height. Staff is recommending approval, with one request of the Planning Commission.

1. HDR put together a proposed color board (attached at the end of the plans with the HDR signature in the bottom corner). There are two different stone veneers to choose from. Please pick one.
2. Also attached is a color sheet from BRUCHA which the exterior metal wall panels could be colored. If you would like to choose something else for the exterior wall panels than what was on HDR's proposed color board, then please pick a color from the BRUCHA sheet.
3. Also attached is a color sheet from Varco Pruden which the roof, gutters, and downspouts could be colored. If you would like to choose something else for the roof, gutters, and downspouts than what was on HDR's proposed color

board, then please pick a color from the Varco Pruden sheet.

Public comment opened.

No public comment.

Public comment closed.

Jeff A. chose option 1 for the stone, wants to ask HDR if the color would be a consideration to impact temperature inside and so would need a lighter color.

Note: Amanda M. arrived at 5:38 p.m.

Melissa D. would like to use the dark bronze or the cool heart.

Lynn T. agrees with Jeff A.

Amanda M. would like to see a lighter roof color: white or light tan.

Direction given was #1 of the stone veneer, keeping the exterior wall color suggested by HDR, and color: cool sierra tan or cool granite grey from the Varco Pruden sheet.

Motion by Jeff A., second by Amanda M., to approve 1931 Highway 24 – New Structure Housing Water Treatment Plant as presented with the following direction: #1 of the stone veneer, keeping the exterior wall color suggested by HDR, and color: cool sierra tan or cool granite grey from the Varco Pruden sheet. Motion passed 4-0.

Note: Michael B. and Darell W. are excused absent.

9. Discussion / Direction Items

A. Minturn Forward: Land Use Code Update - Article 1: General Provisions Pg 55

Amanda M. clarified that we have no other alias than "town of Minturn"

Lynn T. asked what a "unit" was under C. 3.

- Scot H. explained that it means a unit of government.
- Amanda M. requested that we remove "unit" as it adds nothing to the statement.

Pg 60

Lynn T. requested under 7 that we change the language to "schedule a minimum of one meeting a month" rather than "shall hold".

Pg 61

Amanda M. clarified if it mattered under which title the Planning Commission receives staff memos detailing the staff approvals.

Pg 64

Lynn T. pointed out a typo under F4: Remove "To" at the beginning of the paragraph.

10. Staff Reports

A. Manager's Reports

11. Planning Commission Comments

Lynn T. reminded everyone about town cleanup day on Saturday 7-12. Sunday there is a presentation by Malcolm Osbourne who wrote the book on Belden at the Avon Library 2-4 where he will receive the Historic Citizen of the Year.

12. Future Meetings

A. June 24, 2026

B. July 8, 2026

13. Adjourn

Motion by Amanda M., second by Jeff A., to adjourn the regular meeting of June 10, 2026 at 6:31 p.m. Motion passed 4-0.

Note: Michael B. and Darell W. are excused absent.



Lynn Teach, Commission Chair

ATTEST:



Scot Hunn, Planning Director