



AGENDA

Planning Commission Meeting

Wednesday, March 13, 2024

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/87992233396>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 879 9223 3396

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 (5) 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 1, prior to the meeting and will be included as part of the record.

1. **CALL TO ORDER - 6:30 PM**
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. February 28, 2024
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 unless prior arrangements are made with the Town Planner.

8. DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

9. DISCUSSION / DIRECTION ITEMS

[A.](#) Minturn Forward: Land Use Update

10. STAFF REPORTS

[A.](#) 03-06-2024 Manager's Report

11. PLANNING COMMISSION COMMENTS

12. FUTURE MEETINGS

- A. Minturn Forward Open House #1: March 11 5:30-7:30
- B. Minturn Forward Open House #2: March 14, 5:30-7:30
- C. Minturn Forward Open House #3: March 21, 5:30-7:30
- D. Planning Commission Meeting March 27, 2024
- E. Planning Commission Meeting April 10, 2024

13. ADJOURN



OFFICIAL MINUTES
Planning Commission Meeting 6:30PM
Wednesday, February 28, 2024
Town Hall / Council Chambers - 302 Pine St Minturn, CO

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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/88464478827>

Zoom Call-In Information: 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 884 6447 8827

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 (5) 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 1, prior to the meeting and will be included as part of the record.

- 1. CALL TO ORDER - 6:30 PM**
Lynn Teach called the meeting to order at 6:30 p.m.
- 2. ROLL CALL AND PLEDGE OF ALLEGIANCE**
Those present at roll call: Planning Commission Chair Lynn Teach and Planning Commission Members Michael Boyd, Tom Priest, and Jeff Armistead.
Staff Members Present: Planning Director Scot Hunn and Planner I Madison Harris.
Note: Sage Pierson and Amanda Mire were excused absent.
- 3. APPROVAL OF REGULAR AGENDA**
Opportunity for amendment or deletions to the agenda.
Motion by Tom P., second by Michael B., to approve the agenda as presented. Motion passed 4-0.
Note: Sage P. and Amanda M. were excused absent.
- 4. APPROVAL OF MINUTES**
 - A. February 14, 2024**

Motion by Michael B., second by Tom P., to approve the minutes of February 14, 2024 as presented. Motion passed 4-0.

Note: Sage P. and Amanda M. were 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 unless prior arrangements are made with the Town Planner.

8. DESIGN REVIEW AND LAND USE PUBLIC HEARINGS

- A. 998 Main St. Lot 3A South Minturn Addition Zone District Amendment
 Scot H. introduced the topic. This is a rezoning of Lot 3 of south Minturn Addition. He gave the history of the property. There has historically been residential and commercial uses on this lot. This application is being processed concurrently with a Minor Subdivision application. Staff has found that each of the criteria involved in amending the zoning map there can be found positive findings: 1) Consistency with Master Plan. Whether and the extent to which the proposed amendment is consistent with the purposes, goals, policies and Character Area Zoning Map of the Master Plan. 2) Compatible with surrounding uses. Whether and the extent to which the proposed amendment is compatible with existing and proposed uses surrounding the subject land and is the appropriate Character Area and zone district for the land, considering its consistency with the purpose and standards of the proposed zone district. 3) Changed conditions. Whether and the extent to which there are changed conditions that require an amendment to modify the use, density or intensity. 4) Effect on natural environment. Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment, including, but not limited to, water, air, noise, stormwater management, wildlife habitat, vegetation and wetlands. 5) Community need. Whether and the extent to which the proposed amendment addresses a demonstrated community need. 6) Development patterns. Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern and not constitute spot zoning, and whether the resulting development can logically be provided with necessary public facilities and services. 7) Public interest. Whether and the extent to which the area to which the proposed amendment would apply has changed or is changing to such a degree that it is in the public interest to encourage a new use or density in the area.

Michael B. clarified the order of applications: rezoning and subdivision.

Woody Woodruff, 344 Eagle River Street, Applicant.
Gave the backstory of the lot from the initial larger lot of 996 Main that was then subdivided into three lots, and then this further subdivision of the last larger portion of the initial lot. He and his wife were originally trying to convert the old Lucero's Gas Station to an art gallery, but found that the foundation would need replacing and other issues with the building. He is hoping to maintain housing on the back lot, the one being rezoned.

Public comment opened.

Mark Young, 996 Main St.
Supportive of this application as the next door neighbor.

Public comment closed.

Motion by Michael B., second by Tom P., to forward a recommendation of approval to the Town Council of 998 Main Street Lot 3A South Minturn Addition Zone District Amendments.
Motion passed 4-0.

Note: Sage P. and Amanda M. were excused absent.

9. DISCUSSION / DIRECTION ITEMS

10. STAFF REPORTS

A. Manager's Report

Minturn Made the Super Bowl!

It's exciting to see Minturn make its way into a small portion of Microsoft's Copilot: Your Everyday AI Companion commercial. It received over 120 million views during the airing of the Super Bowl and has received an additional 16 million views on YouTube. Here is a link to the full commercial: <https://youtu.be/SaCVSubYpVc?si=kztvSQF3j8tupwA4>. Take note of the homes highlighted from Minturn. These are older homes, with color and "character."

CDOT Administrative Meeting

I met with CDOT representatives to discuss matters related to Highway 24. CDOT supports permanent bulb outs for traffic calming, illuminated signage for speeds, overhead banners (pending town pays for the structural engineering to install and permit) and recommends Minturn obtain a transportation master plan moving forward. I will also be requesting a new speed study be conducted for the HWY 24 corridor. CDOT is also donating two illuminate speed feedback radar signs to Minturn. This is a value of almost \$8,000.

Code Compliance and Building Permit Specialist Job Opening

Minturn is hiring! If you know of someone looking for an exciting position in government, they may be interested in the world of code compliance. Please direct them to the town's website for a complete description of the code compliance and building permit technician job description and list of benefits. Full list of details here: <https://www.minturn.org/home/news/job-opening-code-enforcementoutreachand-building-permit-specialist>

11. PLANNING COMMISSION COMMENTS

No planning commission comments.

12. FUTURE MEETINGS

- A. Minturn Forward Open House #1: March 11 5:30-7:30
- B. Planning Commission Meeting March 13, 2024
 - a. Tom P. will be out of town, might be able to zoom
- C. Minturn Forward Open House #2: March 14, 5:30-7:30
- D. Minturn Forward Open House #3: March 21, 5:30-7:30
- E. Planning Commission Meeting March 27, 2024

13. ADJOURN

Motion by Jeff A., second by Michael B., to adjourn the regular meeting of February 28, 2024 at 7:05 p.m. Motion passed 4-0.

Note: Sage P. and Amanda M. were excused absent.

Lynn Teach, Commission Chair

ATTEST:

Scot Hunn, Planning Director

Minturn Planning Department
Minturn Town Center
302 Pine Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Michael Boyd
Amanda Mire
Sage Pierson
Tom Priest

To: Minturn Planning Commission
From: Scot Hunn, Planning Director
Date: March 8, 2024
Re: Minturn Forward – Summary of Previous Chapter 16 Work

As requested by the Planning Commission, staff is sharing copies of various documents – created between 2019 and 2021 – that summarize research and analysis of existing conditions in the Town’s existing zone districts that staff conducted in those same time frames, as well as the discussions and recommendations (at that time) that were generated by previous Planning Commissions and staff.

Attached is a memo dated January 21, 2021, from staff that summarized previous work that the staff and Planning Commission had completed prior to the Town postponing the Chapter 16 Update project until the Town could initiate and complete an update to the Community Plan. The 01.21.21 memo summarizes the recommendations arrived at by previous Planning Commission and staff discussions for changes to allowed uses in certain zone districts, the creation or consolidation of zone districts, and dimensional limitations (minimum lot size, setbacks, lot coverage and building heights).

In some cases, while the update project was postponed, there have been updates to the Code since that time that have changed allowable lot and impervious coverage limits as well as building height for certain areas (100-Block Commercial, for example).

Additionally, for reference, staff has attached a power point presentation dated December 11, 2019, which illustrates the work that staff completed to document and analyze existing conditions throughout the Town – looking at existing lot sizes, existing lot coverages, existing lot setbacks – as well as recommended changes to certain dimensional limitations (mainly lot and/or impervious coverage limits, as well as minimum lot sizes).

PLEASE NOTE: staff has provided these documents for the benefit of the current Planning Commission to provide context and some background as to previous analysis, discussion, and policy direction that was derived from previous Planning Commission efforts. The summary memorandum from January 21, 2021, as well as the sample power point presentation from 2019 do NOT necessarily represent any current proposals, recommendations, or likely policy changes. It is important to consider and view any previous work completed related to Chapter 16 – Zoning, in light of the completed 2023 This is Minturn Community Plan and its

recommendations and policy objectives that may or may not align with previous code update work completed between 2019 and 2021.

That being said, these summaries may lead to efficiencies as the Town continues with the Minturn Forward Code Update Project, particularly if the Town Council, Planning Commission, staff, and the Town's citizens feel that previous work has merit and still aligns with the 2023 Community Plan.

Minturn Planning Department
Minturn Town Center
302 Pine Street
Minturn, Colorado 81645



Minturn Planning Commission
Chair – Lynn Teach
Jeff Armistead
Lauren Dickie
Burke Harrington
Chris Manning
Jena Skinner

To: Planning Commission
From: Madison Harris, Planner I
Date: January 21, 2021
Re: Chapter 16 Summary of Changes in Zone Districts and Uses

Overview:

Below is a detailed list of all changes made concerning Uses and Dimensional Limitations.

Zone Districts:

R-1 (Old Town Residential)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings to Accessory Dwelling Units
- Added Alternative Energy Production as a Limited Use
- Changed Club as a Limited Use to Membership Organization as a Conditional Use
- Added Day Care Home as a Conditional Use
- Changed Day Care Center to Conditional Use from a Limited Use
- Changed Duplexes to a Permitted Use from a Not Permitted Use
- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Changed Multi-family Dwellings to a Conditional Use from a Not Permitted Use
- Added Parks and Playgrounds as a Conditional Use
- Added Senior Housing as a Conditional Use
- Maximum Lot Coverage Increased to 45% from 40%
- Maximum Impervious Coverage Increased to 55% from 50%

R-2 (South Town and Game Creek Residential)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings to Accessory Dwelling Units
- Added Alternative Energy Production as a Limited Use
- Changed Bed and Breakfast to a Conditional Use from a Limited Use
- Changed Day Care Center to Conditional Use from a Limited Use
- Added Day Care Home as a Conditional Use
- Changed Duplexes to a Permitted Use from a Conditional Use in the Game Creek Zone District

- Removed Flea Market as a use
- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use Changed Multi-family Dwellings to a Conditional Use from a Not Permitted Use in the Game Creek Zone District
- Added Parks and Playgrounds as a Conditional Use
- Removed Roadside Stand as a use
- Added Senior Housing as a Conditional Use
- No Dimensional Standards were changed

R-3 (Martin Creek Residential)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings to Accessory Dwelling Units
- Added Alternative Energy Production as a Limited Use
- Added Day Care Home as a Conditional Use
- Changed Duplexes to a Permitted Use from a Not Permitted Use
- Added Home Business as a Conditional Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Added Parks and Playgrounds as a Conditional Use
- Maximum Lot Coverage changed to 20% from N/A

R-4 (Cross Creek North)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings to Accessory Dwelling Units
- Added Alternative Energy Production as a Limited Use
- Changed Bed and Breakfast to a Conditional Use from a Limited Use
- Added Day Care Home as a Conditional Use
- Removed Flea Market as a use
- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Added Parks and Playgrounds as a Conditional Use
- Minimum Lot Dimension (linear feet) changed to 50 ft. from 100 ft.
- Maximum Lot Coverage Increased to 40% from 25%
- Maximum Impervious Coverage changed to 50% from N/A

R-5 (Cross Creek South)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings to Accessory Dwelling Units
- Added Alternative Energy Production as a Limited Use
- Changed Bed and Breakfast to a Conditional Use from a Limited Use
- Added Day Care Home as a Conditional Use
- Removed Flea Market as a use
- Changed Duplexes to a Conditional Use from a Permitted Use

- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Added Parks and Playgrounds as a Conditional Use
- Minimum Lot Area Decreased to 2,500 square feet from 5,000 square feet
- Minimum Lot Dimension (linear feet) decreased to 25 feet from 50 feet
- Maximum Lot Coverage increased to 50% from 40%
- Maximum Impervious Coverage changed to 60% from N/A
- Minimum Side Yard Setback decreased to 5 feet from 10 feet

R-6 – Multi-Family (New Zone District)

- Added Accessory Buildings as a Limited Use
- Added Accessory Dwelling Units as a Limited Use
- Added Alternative Energy Production as a Limited Use
- Added Bed and Breakfast as a Conditional Use
- Added Day Care Home as a Conditional Use
- Added Home Business as a Conditional Use
- Added Home Occupation as a Permitted Use
- Added Multi-family Dwellings as a Permitted Use
- Added Parks and Playgrounds as a Conditional Use
- Minimum Lot Area is 5,000 square feet
- Minimum Lot Dimension (linear feet) is 50 feet
- Maximum Lot Coverage is 40%
- Maximum Impervious Coverage is 50%
- Minimum Front Yard Setback is 20 feet
- Minimum Side Yard Setback is 10 feet
- Minimum Rear Yard Setback is 10 feet
- Minimum Stream Setback is 30 feet
- Maximum Building Height is 28 feet

C-1 (Grouse Creek)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings as a Not Permitted Use to Accessory Dwelling Units as a Limited Use
- Added Alternative Energy Production as a Limited Use
- Added Automobile Body Shop as a Permitted Use
- Added Automobile Dealership as a Conditional Use
- Changed “Cocktail Lounges, Taverns” to “Bar, Tavern”
- Removed Drive-thru/up Establishments as a use
- Changed “Dry Cleaners” to “Dry Cleaners, Storefront”
- Removed Festival Marketplace as a use
- Removed Flea Market as a use
- Added Health, Medical Offices (2nd level & above) as a Permitted Use
- Added Home Business as a Conditional Use

- Added Home Occupation as a Permitted Use
- Removed Mobile/manufactured Homes Sales, Service and Rental as a use
- Added Office Uses (2nd level & above) as a Permitted Use
- Removed Roadside Stand as a use
- Changed “Small Appliance repair shops, excluding furniture repair” to “Small Appliance Repair Shops”
- Maximum Impervious Coverage changed to 80% from N/A

C-2 (Old Town Commercial, South Town Commercial)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings as a Conditional Use to Accessory Dwelling Units as a Limited Use
- Added Alternative Energy Production as a Limited Use
- Added Art Gallery as a Permitted Use
- Changed Automotive Detail Shops to a Conditional Use from a Permitted Use in existing South Town Commercial Zone District
- Change Automotive Parts Sales to a Conditional Use from a Permitted Use in existing South Town Commercial Zone District
- Changed Bed and Breakfast to a Conditional Use from a Limited Use
- Changed Car Washes to a Conditional Use from a Not Permitted Use in existing Old Town Commercial Zone District
- Removed Club as a use
- Changed “Cocktail Lounges, Taverns” to “Bar, Tavern”
- Changed Convenience Stores to a Permitted Use from a Conditional Use in existing Old Town Commercial Zone District
- Removed Day Care Center as a use
- Removed Drive-thru/up Establishments as a use
- Removed Dry Cleaners as a use
- Removed Duplexes as a use
- Removed Flea Market as a use
- Changed Gas Stations to a Conditional Use from a Not Permitted Use in existing Old Town Commercial Zone District
- Changed “Health/medical offices (street level)” as a Conditional Use to “Health, Medical Offices” as a Permitted Use in existing Old Town Commercial Zone District
- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Changed Manufacturing, Light to a Limited Use from a Conditional Use
- Added Motor/Recreational Vehicle Sales, Service and Rental as a Conditional Use
- Changed Multi-family Dwellings to a Limited Use from a Conditional Use
- Added Office Uses as a Permitted Use
- Added Office Uses (2nd level & above) as a Permitted Use
- Added Parks and Playgrounds as a Conditional Use

- Combined “Professional Offices, Business offices and studios (street level)” and “Professional Offices, Business offices and studios (second floor or above)” into “Professional Offices, Business Offices and Studios as Permitted Use
- Added Senior Housing as a Conditional Use
- Removed Single-Family Dwellings as a use
- Changed “Small Appliance repair shops, excluding furniture repair” to “Small Appliance Repair Shops”
- Changed Theaters, Meeting Rooms and Convention Centers to a Permitted Use from a Conditional Use in existing Old Town Commercial Zone District
- Minimum Lot Area decreased to 2,500 square feet from 7,500 square feet in existing South Town Commercial Zone District
- Minimum Lot Dimension (linear feet) decreased to 25 feet from 50 feet in existing South Town Commercial Zone District
- Maximum Lot Coverage increased to 80% from 70% in existing South Town Commercial Zone District
- Maximum Impervious Coverage changed to 90% from N/A
- Minimum Front Yard Setback increased to 10 feet from 0 feet in existing Old Town Commercial Zone District and decreased from 20 feet in existing Old Town Commercial Zone District

C-3 (100 Block)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings as a Conditional Use to Accessory Dwelling Units as a Limited Use
- Added Alternative Energy Production as a Limited Use
- Changed “Club” to “Membership Organization”
- Changed “Cocktail Lounges, Taverns” to “Bar, Tavern”
- Removed Drive-thru/up Establishments as a use
- Removed Dry Cleaners as a use
- Removed Duplexes as a use
- Removed Health/Medical Office (street level) as a use
- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Removed Laundries as a use
- Removed Manufacturing, Light as a use
- Changed Multi-family Dwellings to a Limited Use from a Conditional Use
- Added Office Uses (2nd level & above) as a Permitted Use
- Added Parks and Playgrounds as a Conditional Use
- Removed Professional Offices, Business Offices and Studios (both street level and 2nd level & above) as a use
- Added Public Events and Mass Gatherings as a Limited Use
- Removed Radio and Television Stores and Repair Shops as a use
- Removed Single-Family Dwellings as a use

- Removed Small Appliance Repair Shops, Excluding Furniture Repair as a use
- Removed Tailors and Dressmakers as a use
- Removed Theaters as a use
- Removed Theater, Meeting Rooms and Convention Centers as a use
- Removed Travel and Ticket Agencies as a use
- Minimum Front Yard Setback decreased to 0 feet from 10 feet
- Building height step-ups and -backs determinations

MU-1 (Mixed-Use)

- Removed Accessory Apartments as a use
- Changed Accessory Dwellings to Accessory Dwelling Units
- Added Alternative Energy Production as a Limited Use
- Changed Bakeries and Confectionaries to a Conditional Use from a Permitted Use in existing Cross Creek Mixed Use Zone District
- Removed Bed and Breakfast as a use
- Changed Car Washes to a Conditional Use from a Not Permitted Use in existing Cross Creek Mixed Use Zone District
- Removed Club as a use
- Changed “Cocktail Lounges, Taverns” to “Bar, Tavern”
- Changed Commercial Accommodations to a Permitted Use from a Conditional Use in existing Old Town Mixed Use District
- Changed Day Care Center to a Conditional Use from a Limited Use
- Changed Delicatessens and Specialty Food Stores to a Conditional Use from a Permitted Use in existing Cross Creek Mixed Use District
- Removed Dry Cleaners as a Use
- Changed Duplexes to a Conditional Use from a Permitted Use in existing Cross Creek Mixed Use District
- Removed Flea Market as a use
- Changed Gas Stations to a Conditional Use from a Not Permitted Use in existing Cross Creek Mixed Use District
- Changed Grocery Stores to a Permitted Use from a Conditional Use in existing Old Town Mixed Use District
- Changed “Health/medical offices (street level)” to “Health, Medical Offices”
- Changed “Health/medical offices (second floor or above)” to “Health, Medical Offices (2nd level & above)” and added as a Permitted Use
- Changed Home Business to a Conditional Use from a Limited Use
- Changed Home Occupation to a Permitted Use from a Limited Use
- Added Laundries as a Conditional Use
- Changed Office Uses to a Conditional Use from a Permitted Use in existing Cross Creek Mixed Use District
- Added Office Uses (2nd level & above) as a Conditional Use
- Added Parks and Playgrounds as a Conditional Use

- Changed Professional Activities to a Permitted Use from a Conditional Use in existing Old Town Mixed Use District
- Combined “Professional Offices, Business offices and studios (street level)” and “Professional Offices, Business offices and studios (second floor or above)” into “Professional Offices, Business Offices and Studios
- Changed Restaurants to a Conditional Use from a Permitted Use in existing Cross Creek Mixed Use District
- Changed Single-Family Dwellings to a Conditional Use from a Permitted Use
- Added Senior Housing as a Conditional Use
- Changed “Small Appliance repair shops, excluding furniture repair” to “Small Appliance Repair Shops”
- Changed Theaters, Meeting Rooms and Convention Centers to a Not Permitted Use from a Conditional Use
- Minimum Lot Area decreased to 5,000 square feet from 10,000 square feet in existing Cross Creek Mixed Use Zone District
- Minimum Lot Dimension (linear feet) decreased to 50 feet from 100 feet in existing Cross Creek Mixed Use Zone District
- Maximum Lot Coverage increased to 70% from 40% in existing Cross Creek Mixed Use Zone District and 45% in existing Old Town Mixed Use Zone District
- Maximum Impervious Coverage changed to 80% from N/A
- Minimum Front Yard Setback decreased to 10 feet from 20 feet in existing Cross Creek Mixed Use Zone District
- Minimum Side Yard Setback decreased to 5 feet from 10 feet in existing Cross Creek Mixed Use Zone District

Railroad Transportation District

- Added Accessory Buildings as a Permitted Use
- Added Accessory Uses Associated with Allowable Uses as a Permitted Use
- Added Light-Rail as a Permitted Use
- Added Multi-modal Transportation as a Permitted Use
- Added Rail as a Permitted Use
- Added Regional Recreational and Multi-Use Trails as a Permitted Use
- No dimensional standards

Railroad Planned Unit Development District (Game Creek PUD Holding Zone)

- Added Contractor Storage as a Conditional Use
- Added Municipal Parking as a Conditional Use
- Added Restaurants as a Conditional Use
- No dimensional standards

PFLI – Public Facilities Light Industrial (Lionshead Light Industry and Public Facilities Zone)

- Added Indoor Storage as a Conditional Use
- Added Public Events and Mass Gatherings as a Limited Use
- Added Public Facilities and Uses as a Permitted Use

- Added Recreational Facilities as a Permitted Use
- No Dimensional Standards were changed

PF – Public Facilities (Maloit Park Public Facilities Zone)

- Added Accessory Buildings as a Permitted Use
- Removed Accessory Apartment as a use
- Removed Accessory Dwelling as a use
- Added Alternative Energy Production as a Limited Use
- Changed “Trails, trailheads” to “Trails and Trailheads”
- Changed “Utility facilities and improvements, including but not limited to water storage, transmission lines, transformers, etc.” to “Utility Facilities and Improvements”
- Added Water Treatment Facilities as a Permitted Use
- Minimum Lot Area is 10,000 square feet
- Minimum Lot Dimension (linear feet) is 100 feet
- Maximum Lot Coverage is 45%
- Maximum Impervious Coverage is No Limit
- Minimum Front Yard Setback is 25 feet
- Minimum Side Yard Setback is 10 feet
- Minimum Rear Yard Setback is 25 feet
- Minimum Stream Setback is 30 feet
- Maximum Building Height is 28 feet

OS-1/PARO – Parks, Recreation and Open Space Zone District (Lionshead/Maloit Park Recreation & Open Space Zones)

- Added Alternative Energy Production as a Limited Use
- Added Public Events and Mass Gatherings as a Limited Use
- Added Recreational Facilities as a Permitted Use
- Added Mobile Vendor as a Limited Use
- Removed Roadside Stand as a use
- Changed “Trails, trailheads” to “Trails and Trailheads”
- Changed “Utility facilities and improvements, including but not limited to water storage, transmission lines, transformers, etc.” to “Utility Facilities and Improvements”
- No Dimensional Standards were changed

OS-2 – Conservation Lands Zone District (Cross Creek Recreation & Open Space Zone)

- Added Accessory Uses Associated with Allowable Uses as a Permitted Use
- Added Conservation and Public Open Space as a Permitted Use
- Added Conservation Area as a Permitted Use
- Added Trails and Trailheads as a Permitted Use
- No Dimensional Standards were changed

F-1 – Federal Lands

- No uses were added or removed, there are no uses in this zone district.

- No Dimensional Standards were changed

Questions for Planning Commission:

- Alternative Energy Sources as a use break down like the county does. Should we model ours after theirs?
- Should we separate out the cemetery into it's own district?

Attached to Memo:

- County Alternative Energy Breakout
- Chapter 16 Draft Articles 4-13

Town of Minturn Planning Commission

Work Session of December 11, 2019



Timeline



- ✓ Phase 1: discussed on Sep 25
 - ✓ Reorganization and Restructure

- ✓ Phase 2: discussed Oct. 9&23
 - ✓ Update Districts and Uses

- Phase 3: Nov. – Dec. 2019
 - Review and Update Standards

- Phase 4: Jan. – Feb. 2020
 - Review and Update Procedures

- Phase 5: Mar. 2020
 - Adoption

Chapter 16, Article 1 – General Provisions: Sec. 16-1-20 – Purpose of Provisions



- a. This Chapter is drawn in accordance with the Minturn Community Plan ("Minturn Community Plan") and is intended to implement said Community Plan. The purpose of this Chapter is to encourage the most appropriate use of land, to preserve and promote the Town's economy, heritage and small town qualities, and it is designed to promote the health, safety, welfare and convenience of the citizens of the Town by:
1. Dividing the Town into distinct Character Areas and zoning districts which control future land use through the use of land and buildings, the intensity of such use, including bulk and height, and the amount of surrounding open space;
 2. Providing suitable transitions between areas of different land uses;
 3. Limiting the bulk, scale and density of new and existing structures to preserve the desired character of the Town and assuring adequate light and air;
 4. Establishing and regulating setback lines along streets and highways, property lines and watercourses;
 5. Minimizing adverse impacts on landowners from incompatible neighboring developments and conserving the value of property; and
 6. Reducing the danger and congestion along Highway 24 and on Town streets.

Section 9, Item A.

Lot Requirements



Lot Requirements: South Town R-2



	Existing	Proposed
Character Area:	South Town	
Zone:	Residential	R-2
Min. Lot Area (sq. ft.):	5,000	5,000
Min. Lot Dimension (feet):	50	50
Max. Building Lot Coverage (%):	40	40
Max Impervious Surface Area (%):	50	50
Min. Front Setback:	20	20
Min. Rear Setback:	10	10
Min. Side Setback:	5	5
River/Creek Setback (ft.):	30	Eagle River=30, Game Creek=30, Cross Creek=50

Lot Requirements: South Town Residential



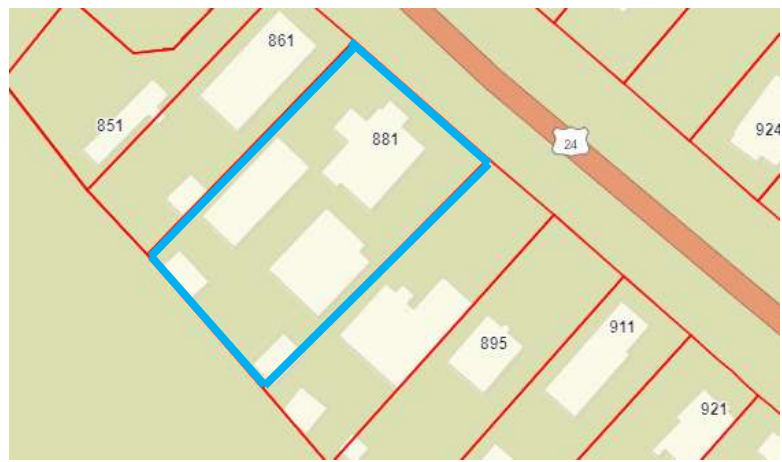
Existing Lots: South Town Residential R-2



822 Main St
.109 Acres
4,748.04 Sq. Ft.



1010 Mountain Dr.
.179 Acres
7,797.24 Sq. Ft.



881 Main
.390 Acres
16,988.4 Sq. Ft.

Avg. Lot Sizes South Town Res.
.226 Acres
9,844.56 Sq. Ft.

Existing Setbacks: South Town Residential R-2

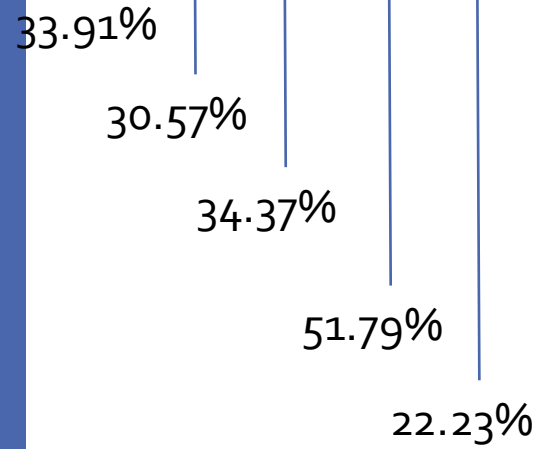


Most buildings do not conform to the Front Setback.

Avg. Front Setback = 17 Ft.
Avg. Side Setback = 12.39 Ft.
Avg. Rear Setback = 32.24 Ft.



Existing Lot Coverage: South Town Residential R-2



Avg. Building Lot Coverage = 34.57%



Lot Requirements: Game Creek R-2

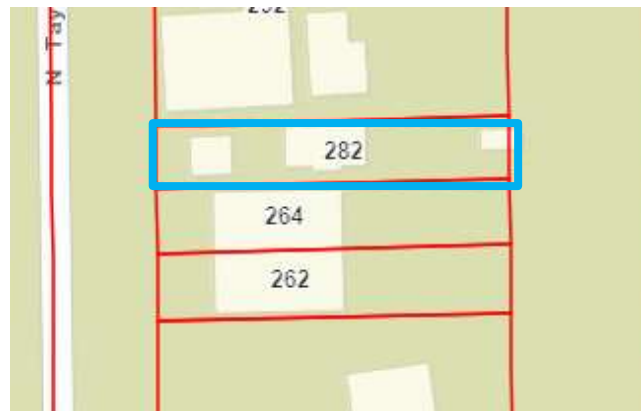


	Existing	Proposed
Character Area:	Game Creek	
Zone:	Residential	R-2
Min. Lot Area (sq. ft.):	5,000	5,000
Min. Lot Dimension (feet):	50	50
Max. Building Lot Coverage (%):	40	40
Max Impervious Surface Area (%):	50	50
Min. Front Setback:	20	20
Min. Rear Setback:	10	10
Min. Side Setback:	5	5
River/Creek Setback (ft.):	Game Creek = 30	Eagle River=30, Game Creek=30, Cross Creek=50

Lot Requirements: Game Creek Residential



Existing Lots: Game Creek Residential R-2



282 Taylor St.
.078 Acres
3,409.4 Sq. Ft.

Section 9, Item A.

Average Lot Size Taylor St.
.209 Acres
9,133.08 Sq. Ft.

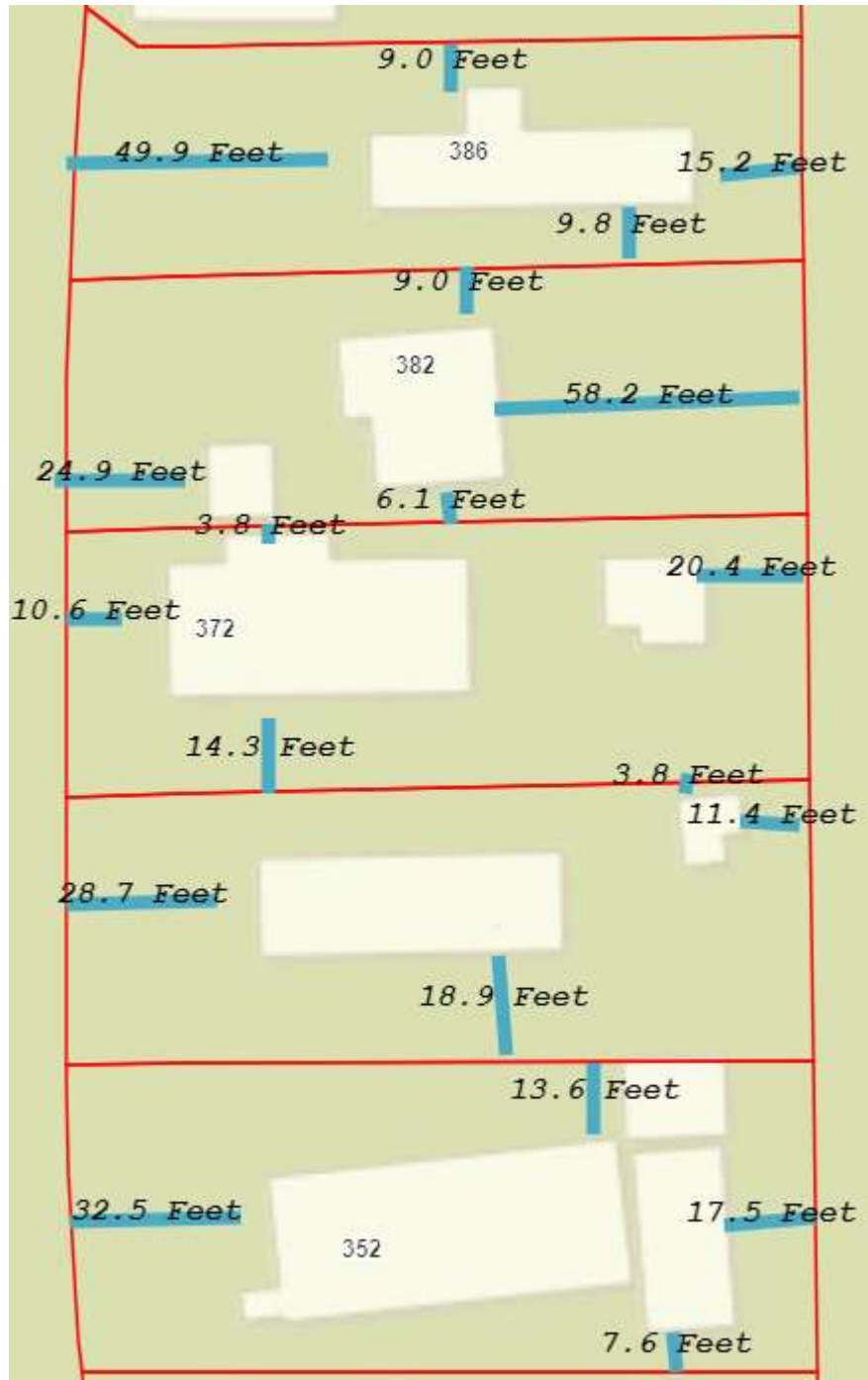


412 Taylor St.
.113 Acres
4,922.3 Sq. Ft.



252 Taylor St.
.438 Acres
19,064.5 Sq. Ft.

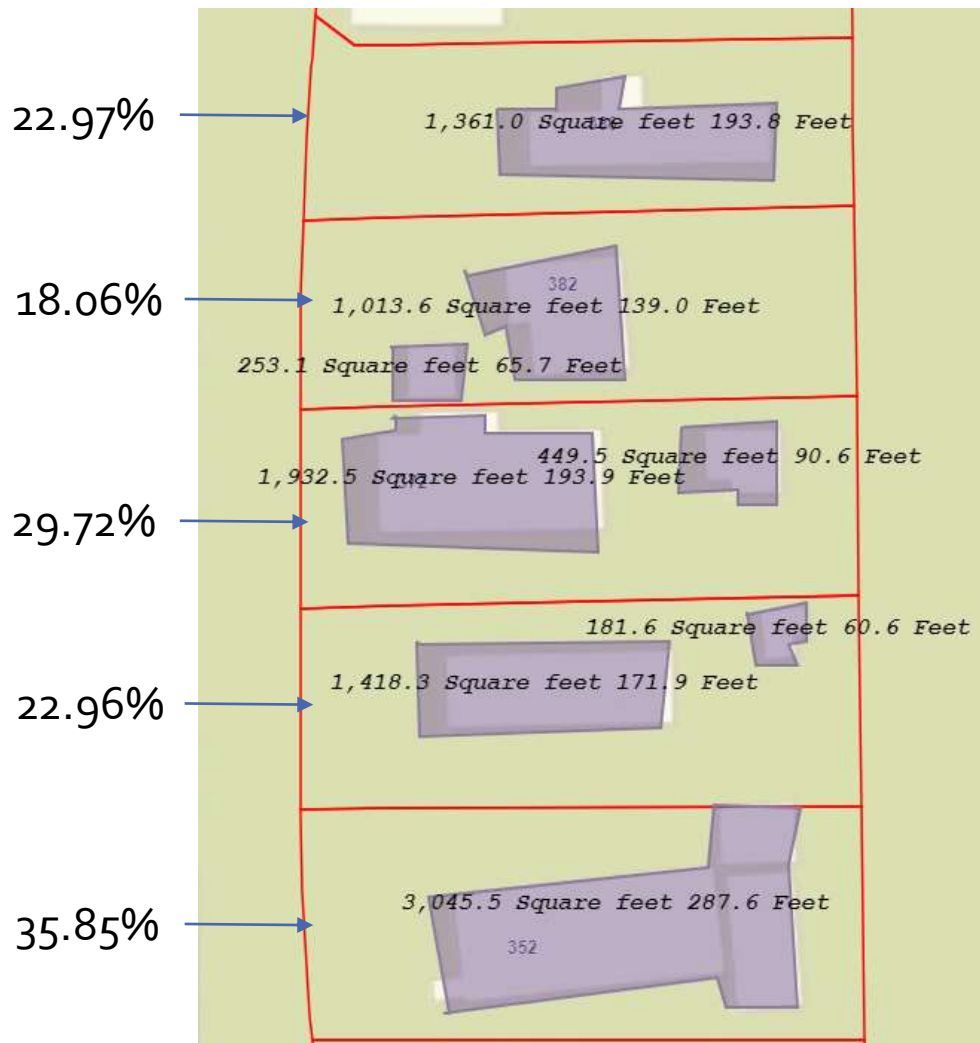
Existing Setbacks: Game Creek Residential R-2



Avg. Front Setback = 29.32 Ft.
 Avg. Side Setback = 9.14 Ft.
 Avg. Rear Setback = 24.54 Ft.

Only a few issues with setbacks.

Existing Lot Coverage: Game Creek Residential R-2



Avg. Building Lot Coverage = 25.91%



Lot Requirements: Martin Creek R-3



	Existing	Proposed
Character Area:	Martin Creek	
Zone:	Residential Estate	R-3
Min. Lot Area (sq. ft.):	87,120 or 2 AC	87,120 or 2 AC
Min. Lot Dimension (feet):	N/A	N/A
Max. Building Lot Coverage (%):	N/A	N/A
Max Impervious Surface Area (%):		
Min. Front Setback:	40	40
Min. Rear Setback:	20	20
Min. Side Setback:	20	20
River/Creek Setback (ft.):	30	30

Lot Requirements: Martin Creek Residential Estate



Existing Lots: Martin Creek Residential Estate R-3



499 Meadow Rd.
2.13 Acres
93,174.8 Sq. Ft.



759 Main St.
3.859 Acres
168,098 Sq. Ft.

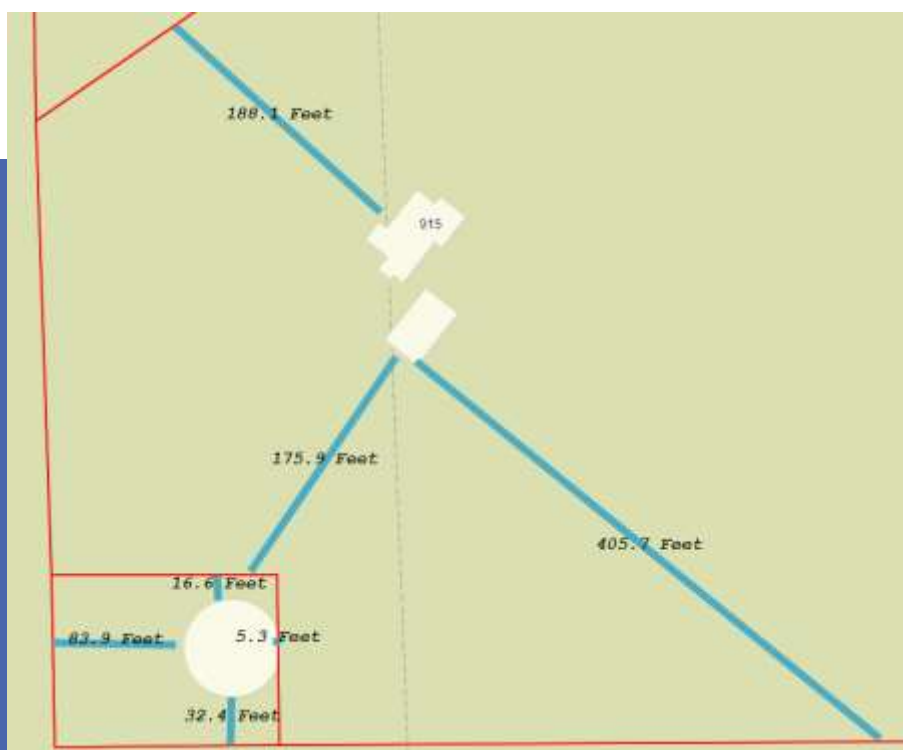


915 Main St.
11.687 Acres
509,085.7 Sq. Ft.

Section 9, Item A.

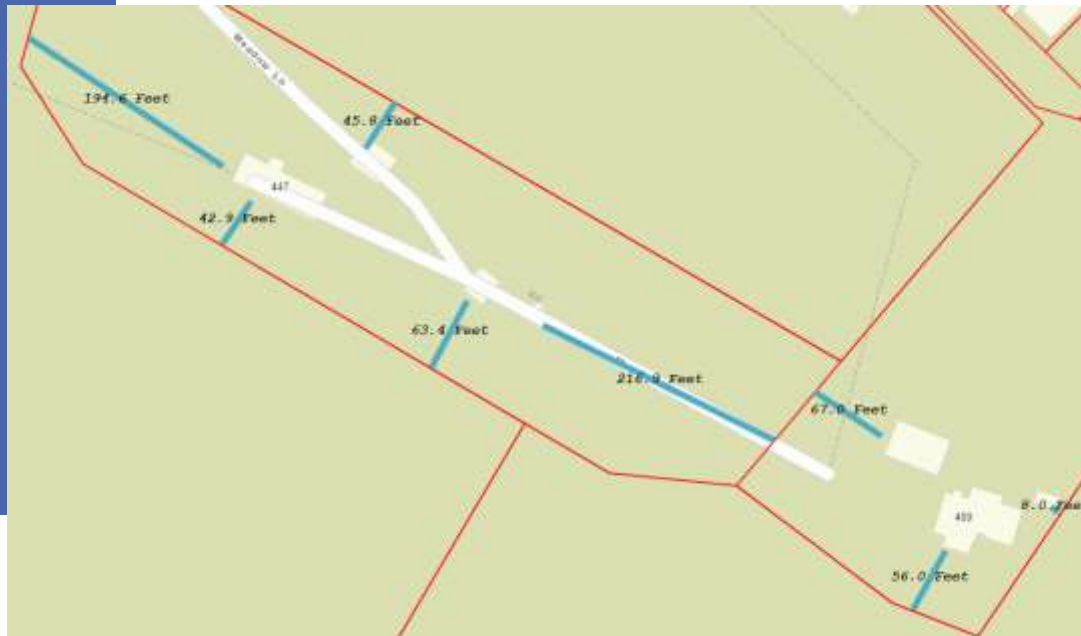
Average Lot Size Martin Creek
5.892 Acres
256,655.5 Sq. Ft.

Existing Setbacks: Martin Creek Residential Estate R-3



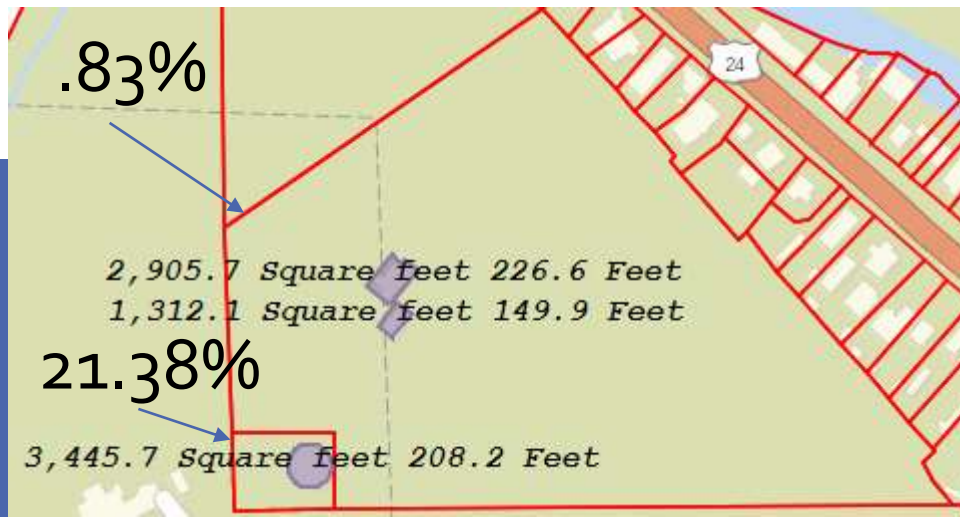
Section 9, Item A.

Town owned land does not conform.



Avg. Front Setback = 130.95 Ft.
Avg. Side Setback = 115.4 Ft.
Avg. Rear Setback = 77.26 Ft.

Existing Lot Coverage: Martin Creek Residential Estate R-3



Avg. Building Lot Coverage = 7.94%

Lot Requirements: Cross Creek – North R-4



	Existing	Proposed
Character Area:	Cross Creek	
Zone:	Residential – N	R-4
Min. Lot Area (sq. ft.):	10,000	10,000
Min. Lot Dimension (feet):	100	50
Max. Building Lot Coverage (%):	25	40
Max Impervious Surface Area (%):		
Min. Front Setback:	20	20
Min. Rear Setback:	10	10
Min. Side Setback:	10	10
River/Creek Setback (ft.):	Eagle River=30, Cross Creek=50	Eagle River=30, Cross Creek=50

Lot Requirements: Cross Creek Residential – North



Section 9, Item A.

Lot Requirements: Cross Creek Residential – North R-4



1616 S. Main St.
.192 Acres
8,363.52 Sq. Ft.

Average Lot Sizes Cross Creek Ln. N
.395 Acres
17,191.68 Sq. Ft.



1718 S. Main St.
.332 Acres
14,461.92 Sq. Ft.



1796 Main St.
.66 Acres
28,749.6 Sq. Ft.

Lot Setbacks: Cross Creek Residential – North R-4



The side setback is not always adhered too



Avg. Front Setback = 60.36 Ft.
Avg. Side Setback 10.83 Ft.
Avg. Rear Setback = 43.28 Ft.

Lot Setbacks: Cross Creek Residential – North R-4



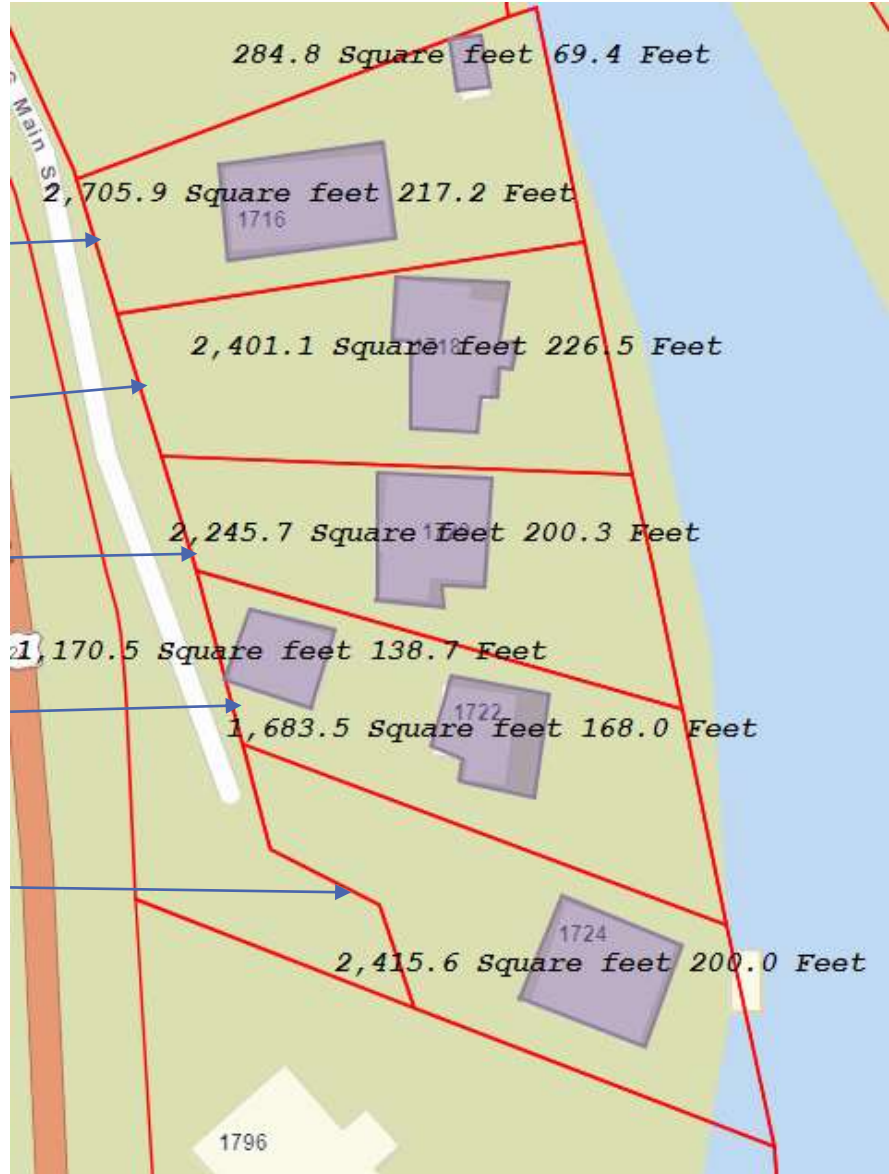
20.68%

16.60%

15.53%

19.73%

16.70%



Avg. Building Lot Coverage = 17.85%

Lot Requirements: Cross Creek – South R-5



	Existing	Proposed
Character Area:	Cross Creek	
Zone:	Residential – S	R-5
Min. Lot Area (sq. ft.):	5,000	2,500
Min. Lot Dimension (feet):	50	50
Max. Building Lot Coverage (%):	40	40
Max Impervious Surface Area (%):		
Min. Front Setback:	20	20
Min. Rear Setback:	10	10
Min. Side Setback:	10	5
River/Creek Setback (ft.):	Eagle River=30, Cross Creek=50	Eagle River=30, Game Creek=30, Cross Creek=50

Lot Requirements: Cross Creek Residential – South R-5



Section 9, Item A.

Existing Lots: Cross Creek Residential – South R-5



1876 Cross Creek Ln.
.069 Acres
3,005.6 Sq. Ft.

Average Lot Sizes Cross Creek Section 9, Item A.

.103 Acres
4,472.16 Sq. Ft.

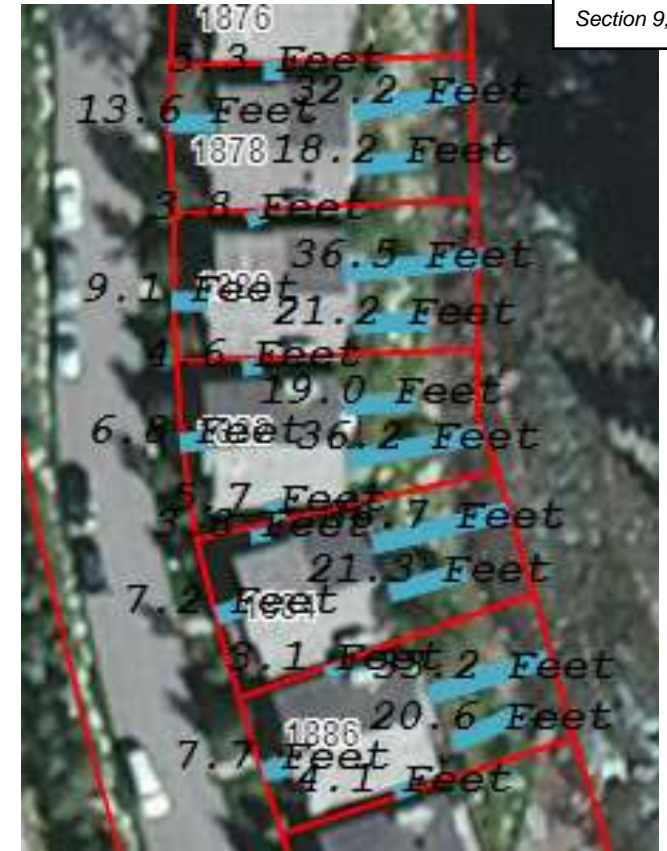


1888 Cross Creek Ln.
.151 Acres
6,577.6 Sq. Ft.



1890 Cross Creek Ln.
.088 Acres
3,839.4 Sq. Ft.

Existing Setbacks: Cross Creek Residential – South R-5

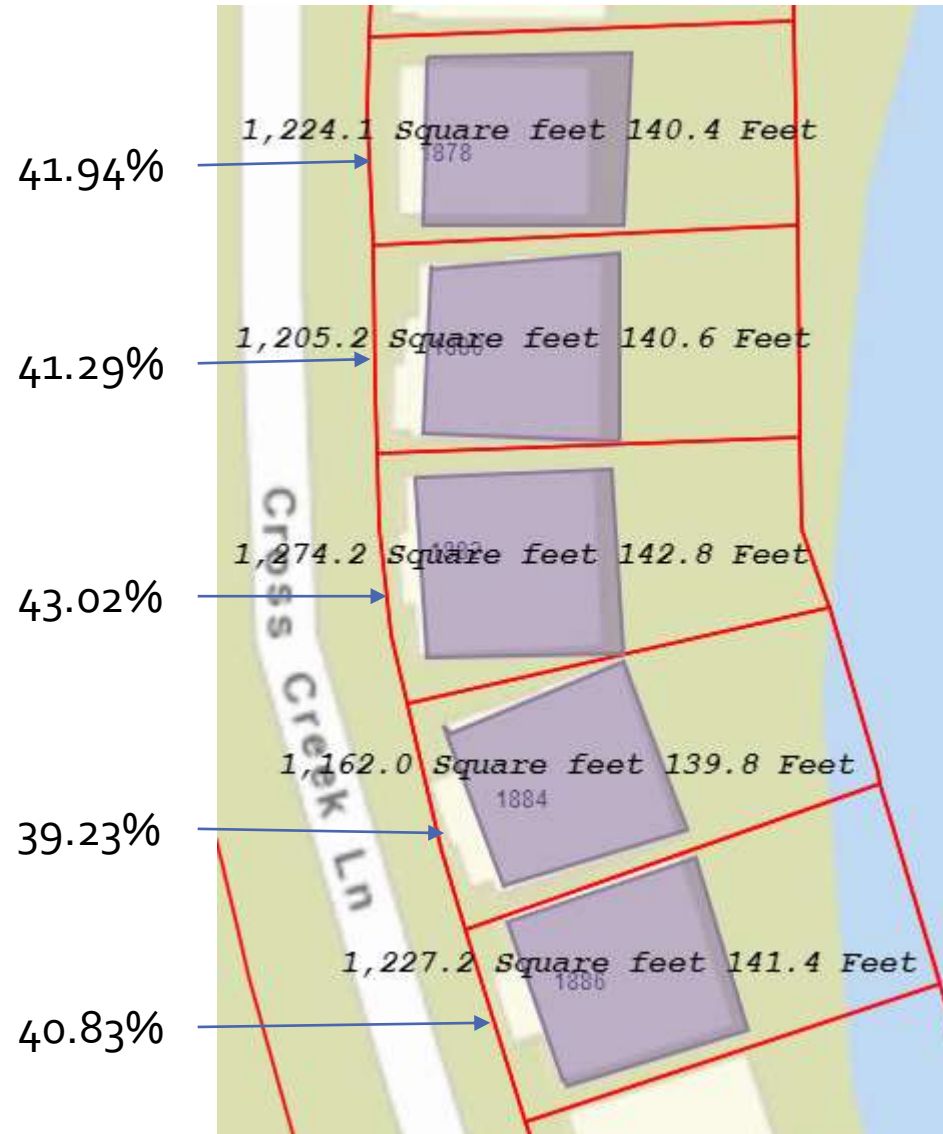


Section 9, Item A.

Avg. Front Setback = 8.88 Ft.
 Avg. Side Setback = 4.34 Ft.
 Avg. Rear Setback = 34.96 Ft.
 Avg. River Setback = 20.06 Ft.

The only setback being complied with is the rear setback.

Existing Lot Coverage: Cross Creek Residential – South R-5



Avg. Building Lot Coverage
=
41.26%

R-6?: Multi-Family



Eagle River Enclave



Trout Club



Minturn Townhomes



To: Minturn Town Council
 From: Michelle Metteer
 Date: March 6, 2024
 RE: Town Manager Update

2025 Congressionally Directed Spending

I am preparing Minturn’s 2024 Earmark applications (brief memo included with this update). Minturn will be applying for water treatment funding, money toward Little Beach Park improvements and funds toward the continued sidewalk construction along Main Street. It is a competitive process and contingent on federal funds, so the likelihood of award is minimal.

Snow Removal - Pine Street Sidewalk Shoveling Improvements Needed

We need your help! The Minturn Public Works crew tries hard to get to everyone’s streets in a timely manner. During a recent snowstorm, Monday, February 26th, public works plowed the side roads (Pine Street as an example) only to have residents immediately shoveling the sidewalk snow back into the road AFTER the plow went by. We can all do better! Let’s work as a team. This was not just a violation of the Snow Removal Pla, but it squanders precious public works time in making the team go back and re-plow the road again. It also leaves large amounts of snow immediately adjacent to the sidewalk, only to melt and leave a puddle causing more issues. Let’s not multiply the snow removal issues. We can work together toward efficient snow removal for everyone!

Colorado Association of Ski Towns – Legislative Session

The mayor and I will be in Denver Thursday, March 7th returning Friday, March 8th for a CAST legislative session. The Governor of Colorado along with the mayor of Denver will both be addressing the membership and updates on pertinent legislative matters will be discussed.

Little Beach Park Grant Denied

I recently applied for a Land and Water Conservation Fund grant through the National Parks Service. This was an intensive application process that would have awarded Minturn \$250,000 toward retaining wall and replacement playground equipment at Little Beach Park. Unfortunately, after making it through the first round of cuts and providing a presentation of our project to the selection committee, Minturn’s project did not get approved to go to the Congressional Subcommittee for consideration of selection.

Minturn Forward Survey

The Town of Minturn is conducting a brief, [online survey](#) (paper copies available at town hall information table as needed) requesting feedback from Minturn residents and business owners. The Town is updating its land use, development, and subdivision regulations (Chapters 16 and 17 of the Minturn Municipal Code) and moving the Town forward after the recent adoption of the 2023 Minturn Community Plan which is intended to guide the Town’s land use and development decision making over the next 10-15 years. This public process is critical to the success of the Chapter 16 update and an anonymous survey provides a great opportunity for not just property owners, but renters, who may otherwise feel intimidated to provide feedback publicly, to voice their opinion. The Planning Commission is tasked with [the long-term future built-out vision of the town](#) and everyone giving their feedback will help to ensure the public’s opinions are known.



Historic Preservation – History Colorado Grant Award (Contingency List)

See included award letter.



Town of Minturn
 301 Boulder St #309
 302 Pine St
 Minturn, CO 81645
 970-827-5645
www.minturn.org

Minturn, CO is a one-of-a-kind Rocky Mountain town with a vibrant sense of community. Home to just 1,033 residents, and nestled between the Vail and Beaver Creek, Minturn has strived to maintain its own identity separate from other communities in Eagle County. Minturn is underway with initiatives to make physical improvements and enhance quality of life in the community through investments in outdoor recreation, pedestrian infrastructure within the Main Street corridor, and critical rehabilitation and expansion to water infrastructure to meet current and future capacity needs.

The Town appreciates the long-time leadership of Senator Hickenlooper, Senator Bennet, and Representative Neguse on these issues and seeks to advance these priorities with support from its Washington congressional delegation with FY2025 federal appropriations legislation and federal grant programs:

Project	Bill & Account	Amount Needed
<p>Little Beach Park Capital Improvements – The Town seeks HUD resources to make critical upgrades to the Little Beach Park and Amphitheater, the Town’s only park, located within walking distance of the downtown commercial core. Congressionally directed funds will support key improvements to this public amenity to support community recreation, trails, and open space uses that advance the long-term vision for the park established in the “Little Beach Recreation Area Master Plan.”</p>	<p>HUD “Economic Development Initiative”</p>	<p>\$2,000,000 (no match required)</p>
<p>Main Street Bike/Pedestrian Improvements (Phase 3) – The Town seeks transportation funding to complete the third and final phase of the Main Street Bicycle and Pedestrian Improvements project to finish phase 2 construction and conduct design and engineering of phase 3 which will close the gap in pedestrian and bicycle infrastructure along its Main Street (U.S. Route 24), which runs the length of the town, and serves as its commercial and civic corridor as well as the Town’s main transportation arterial.</p>	<p>DOT “Highway Infrastructure Projects”</p>	<p>\$1.600,000 (\$400,000 match)</p>
<p>Minturn Water Treatment – The Town requests \$1 million in rural water development funding to support the construction of a water treatment facility with associated water utility improvements. The Town’s existing plant struggles to meet CDPHE regulations during spring runoff, limiting the quantity water it can treat. Minturn has undertaken feasibility analyses and planning to modernize the plant and now seeks construction funds to improve the facility to meet current and future water infrastructure needs.</p>	<p>USDA “Rural Development Water and Waste Disposal”</p>	<p>\$750,000 (\$250,000 match)</p>

Contact Michelle Metteer, Town Manager, at 970-827-5645 x8 or Manager@Minturn.org or the Town’s DC Consultant, Sarah Marin, at 202.308.7125 or Sarah.Marin@StrategiesDC.com for more information.



Little Beach Recreation Area Plan

Minturn seeks \$2 million in HUD Economic Development Initiative Congressional Directed Funds to Enhance its Only Park

The Town of Minturn seeks support from its Members of Congress to make critical upgrades to the Little Beach Park and Amphitheater, the Town’s only park, located within walking distance of the downtown commercial core. Robust community engagement and master planning to establish a long-term vision for the park have identified key improvements to this public amenity to support community recreation, trails, and open space uses. Minturn now seeks \$2 million in U.S. Housing and Urban Development (HUD) Economic Development Initiative congressionally directed/community project funding to advance this [“Little Beach Recreation Area Plan.”](#)



Little Beach Park is a 1.6-acre Town-owned Park on Cemetery Road that runs along the Eagle River. Little Beach Park includes an approximately .5-acre outdoor performance venue adjacent to and contiguous with Little Beach Park with these features connected by an asphalt path. The Town identified a need for a coordinated vision and framework to guide the future of the Little Beach Park as increasing use and greater intensity of community and recreation activity have strained the capacity of Little Beach Park as the town’s only public outdoor recreation facility.

In 2021, the Town of Minturn contracted with Zehren & Associates to develop a recreation-based plan for Little Beach Park and the surrounding area. The purpose of the plan is to “establish a long-term vision for the area as the Town’s major recreation hub” and “unify existing facilities and identify appropriate improvements to support community recreation, trails, and open space uses.” The plan also aims to create a sense of arrival at key destinations in the Little Beach Park area. This planning process engaged the residents and stakeholders of Minturn using a variety of methods including an open house, pop-up events, in-person and virtual meetings, and guided tours of the area and outlined a variety of potential improvements suggested and vetted with members of the public and stakeholders. The plan culminated in recommendations and concept design plans that serve as the basis for this request.

With HUD Economic Development Initiative funds, the Town of Minturn will implement the recommendations outlined in the Little Beach Park Recreation Area Master Plan to ensure that this area continues to serve as an inclusive and accessible hub for recreation, arts, performances, and community events. Please support the Town of Minturn as it seeks to enable people of all ages and abilities to access and enjoy its sole park.

Please contact Michelle Metteer, Town Manager, at 970-827-5645 x8 or manager@minturn.org for additional information.



Main Street Bicycle & Pedestrian Improvements – Phase 3

Minturn seeks \$1.6 million in DOT Congressional Directed Funds to

Close the Gap in Main Street Pedestrian Infrastructure

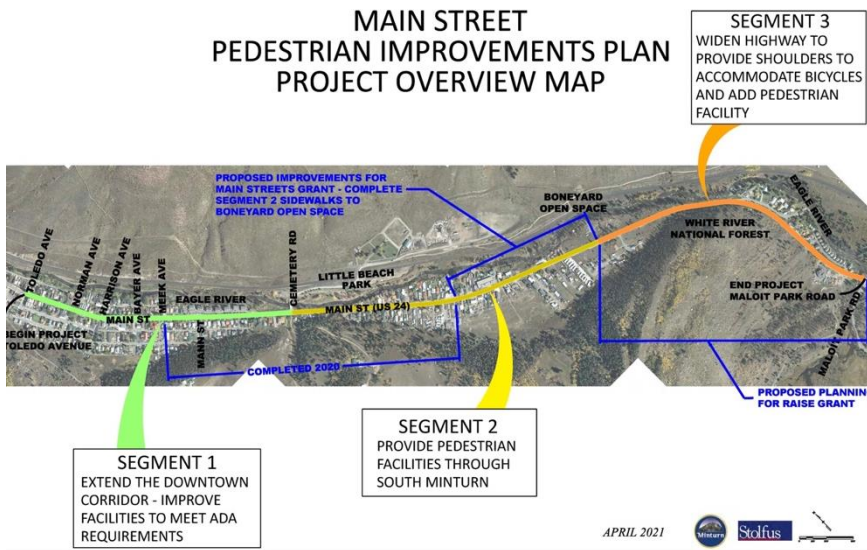
The Town of Minturn, CO, (population 1,033) is underway with phased redesign and reconstruction of its main street corridor to address the lack of safe bike and pedestrian facilities. The Town of Minturn seeks \$1.6 million in US Department of Transportation (DOT) Highway Infrastructure Projects congressionally directed grant funds to complete the third and final phase of the Minturn Main Street (US 24) Bike/Ped Improvements project.

Restaurants, shops, and outdoor adventure opportunities in Minturn are concentrated around its Main Street. U.S. Route 24 (US 24) serves as Main Street in Minturn, extending from Interstate 70 (I-70) and US 6 in Minturn east to the Kansas state line where it continues concurrent with I-70. The segment of US 24 through Minturn was designed to serve only vehicles and lacks adequate pedestrian and bicycle facilities to safely allow residents and visitors to access nearby businesses and residences without a car. This portion of the highway is highly used by commuter traffic, tourist traffic, recreational traffic, and state-wide event traffic. Establishing active transportation facilities is needed, given Minturn’s diverse population and changing transportation needs.

Phase 3 will advance efforts to improve safety, provide a safe route to school for area children, decrease pollution and greenhouse gas emissions, enhance quality of life, and connect affordable, local housing to jobs, education, services, and other key destinations. Since 2010, Minturn has been working to re-envision its Main Street as an eclectic, walkable, downtown corridor with thriving small businesses and safe opportunities for cycling and recreation. The Minturn Main Street (US 24) Bike/Ped Improvements project is proceeding in three phases:

- Phase 1 – Toledo Avenue to Cemetery Road (MP 145.24 to MP 146.13) – Completed with Colorado Department of Transportation (CDOT), Colorado Department of Local Affairs (DOLA), and local match funds in Spring 2020.
- Phase 2 – South Minturn to the Boneyard Open Space (MP 146.13 to MP 146.5) – Underway with CDOT Revitalizing Mainstreet Large Safety grant funds with expected completion by Fall 2025.

**MAIN STREET
PEDESTRIAN IMPROVEMENTS PLAN
PROJECT OVERVIEW MAP**



Minturn now seeks \$1.6 million in FY2025 congressional grant funding to finish construction on phase 2 and complete the design and engineering work for phase 3. The third segment of improvements, when funding is available, will create a multi-use path from Boneyard Open Space to Maloit Park Road (MP 146.5 to 147.1) to connect the rest of the Town to this area as the last phase of the overall project.

Please contact Michelle Metteer, Town Manager, at 970-827-5645 x8 or manager@minturn.org for additional information.



History Colorado

March 1, 2024

Madison Harris
Town of Minturn
301 Boulder St #309
Minturn, CO 81645

Dear Madison Harris:

History Colorado has completed its review of grant applications submitted to the Certified Local Government Subgrant Program for the 2024 fiscal year. The Town of Minturn’s application for the Resource Survey has been approved for the requested scope of work and budget, but has been placed on a contingency list. Grant applications placed on the contingency list are not guaranteed funding but may be awarded if additional funds become available by September 30, 2024.

In the next few weeks, I will reach out to set up a meeting to discuss your grant application. If you have any further questions regarding your project, please contact me directly at 720-921-0920 or email me at lindsey.flewelling@state.co.us.

Sincerely,

A handwritten signature in black ink that reads "Lindsey Flewelling".

Lindsey Flewelling
Preservation Planner
State Historic Preservation Office
(720) 921-0920 | lindsey.flewelling@state.co.us