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**Town of Minturn  
Planning and Zoning Commission Agenda  
Wednesday, August 22, 2007**

**Regular Meeting 7:00 p.m.**  
Minturn Town Center – 302 Pine Street

**Call to Order/Roll Call**

The meeting was called to order at 7:05 p.m. by Chairman Woody Woodruff. Roll call showed Woody Woodruff, Kristi Bloodworth, Ernie Glessner, Lynn Teach and Tim Osborne present.

Also present were Chris Cerimele, Interim Town Planner and Town Attorney, Allen Christensen.

**Approval of Agenda Items**

- a. Items to be pulled from Action Items
- b. Emergency Items to be added
- c. Order of the Agenda Items
- d. Approval of the agenda

**Motion** by K. Bloodworth, second by L. Teach to **approve** the agenda as presented. **Motion passed 5-0**

**Approval of Minutes** – Minutes from August 8, 2007.

**Motion** by L. Teach, second by T. Osborne to approve the minutes from August 8, 2007; **Motion passed 5-0**

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**ACTION ITEM #1 ZTA 07-01 - TEXT AMENDMENT TO CHAPTER 16; ARTICLE 21 OF THE MINTURN MUNICIPAL CODE**

**Applicant:** Town of Minturn

**Proposal:** To amend the Minturn Municipal Code as it pertains to the Variance process. The new language will institute a process where the Planning Commission makes recommendations to the Town Council as to whether to approve or deny a Variance request.

**Recommendation:** Approval.

Chris Cerimele introduced the application for the zoning text amendment. He explained that this is a ZTA to amend the MMC to allow the Planning Commission to make recommendations to the Town Council on variance applications. The Code had been changed in 2005 to exclude the Planning Commission and Town Council from the variance process. A hearing officer was supposed to make determinations on variances but the Town never appointed one.

Ernie Glessner- Who would the hearing officer be?

Cerimele- Someone with a land use and legal background. They are hard to find and the Town Council wants the process to be how it was before it was changed in 2005.

Glessner- Do other cities have an officer?

Allen Christensen- Most municipalities have something similar to the process that this ZTA proposes.

Christensen- This is what the Town Council wants. It is now the time to fix it.

Tim Osborne- Would it be wise to have an expert hear these variance requests?

W. Woodruff- The proposal is to remove the position of the hearing officer since there was no one to fill it.

Kristi Bloodworth- It is better to have 5 people decide on an issue instead of just one.

Woodruff- With the new proposal, what happens if the Town Council denies the request?

Christensen- They have to appeal to the district court.

**Motion** by L. Teach, second by E. Glessner to approve ZTA 07 – 01; **Motion passed 5-0**

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<b>New Business:</b>	None
<b>Old Business:</b>	None
<b>Informational:</b>	None

**Adjournment:** 7:50 pm