

Town of Minturn
Planning Commission Minutes
January 27, 2010

Regular Session - 7:00 p.m.
Minturn Town Hall – 302 Pine Street

Call to Order/Roll Call

Chairman Stuart Brummett called the meeting to order at 7:02. Other Commissioners present included Lael Engstrom and Lynn Teach. Tim Osborne and Michael Gallagher were absent and excused.

Staff present included Planner, Chris Cerimele and Administrative Assistant, Michelle Metteer.

Approval of Agenda Items

Motion by Lynn T, second by Lael E., to approve the agenda as amended; all voted in favor. (The order of the discussion items was reversed- development examples and general code revisions were discussed first.)

Approval of Minutes – Minutes from January 13, 2010

Motion by Lael E., second by Lynn T., to table the minutes of January 13, 2010 as presented; all voted in favor.

Public Comment – There were no members of the public present.

Action Items:

None

Discussion Items

1. **Planning Commission presentation of development examples throughout Minturn.** This is a continuation of the previous discussion pertaining to development projects throughout Minturn.
 - Stuart B. requested a brief outline of how lighting standards and chapter 16 of the municipal code can best be reviewed and revised.
 - Chris C. recommended choosing one topic at a time and then reviewing section by section (see list of discussion topics below).
 - Lael E. discussed that chapter 16 is filled with legal documentation and it may be in the Commission's best interest to determine who undertakes the legal aspect of the code and how to achieve any re-writing in these areas.
 - Chris C. said this will be done as a zoning text amendment.
 - Stuart B. would like to see some simplification of the code where possible and also begin to implement the Community Plan where possible.

- Stuart B. would like to see how we can take set backs, snow storage and other zoning characteristics from article 17 and make the necessary changes.
 - Chris C. recommended addressing parking first.
 - Lynn T. would like to see the focus stay on one topic at a time.
 - After receiving the list a timeline will be able to be established.
 - Chris C. said that our current mixed use standards don't effectively allow for actual mixed use.
 - The topic of maximum height was briefly addressed. Eagle County was referenced as a good system. Lael E. agreed that maximum building height is an issue worth focusing on.
 - i. Topics for discussion
 1. Parking requirements
 - a. Tandem parking
 - b. Handicapped parking and proper corresponding signage
 - c. Requirements for common handicapped spaces
 - d. Locations throughout town for strategic placement of handicapped parking, 100 block of town specifically cited as an example
 - e. Elderly parking permits?
 2. Building heights
 3. Building setbacks
 4. Construction on slopes greater than 30%
 5. Lot coverage
 6. maximum percentage of impervious surface
 7. Landscaping standards
 8. set backs
 9. garbage/refuse locations/grease pits (enclosures)
 - a. every development should indicate space for a functioning, concealed, garbage area
 10. proper sidewalk widths, curbs
 11. fences / streetscapes
 12. new development design standards and corresponding verbiage – new development to reflect unique development ...over time
 13. address the PUD guidelines and how they can work with the Town standards
 14. appropriate density standards and minimum lot size
 15. percentage of garage that can comprise a building's street frontage, not to exceed 50% – potential exceptions for areas such as alleys
 16. address what is deemed an "alley"
 - Stuart B. commented that more neighborhood input sessions from the community might be a good starting point.
2. **Land Use Code Revisions (Minturn Municipal Code Chapter 16)** – Discuss new lighting standards for the Town of Minturn.
- Minimum of two illustrations. One that shows a full illustration of the light fixture and one that shows the light beaming down on the surrounding area
 - Add the word "exterior fluorescent lighting" on the last bullet point of section "D"
 - Section "E", Chris to correct verbiage and resubmit for approval

- Lael E. expressed that sections 2 and 3 are not complete and may need some revision for residents to easily understand
- Stuart B. gave direction for revisions to Section 5 for clarification of rule
- Section “F”, Holiday ornamental lighting should be regulated for residents and businesses
- Neon lighting to correspond to proper section of code (it is not currently addressed).
- Street lamps are preferred to be inductive as opposed to sodium halide, get examples of three different shielded lights for reference of a good street light.

Commissioner Comments

- Lael E. made note that the South end of town has a nuisance issue of abandoned cars, trash and general disrepair (broken fence cited as an example).
- Chris C. commented that a repaired fence could go a long way in the general appeal of the area.
- Chris C. cited Town Clean up day as being useful for this purpose-free resource for trash removal

Adjournment

Motion by Lynn T., second by Lael E., to adjourn the meeting at 8:25 p.m.