

**Town of Minturn
Planning Commission Minutes
April 28, 2010**

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

Call to Order/Roll Call

The meeting was called to order at 7:03 pm by Chairman Stuart Brummett. Also in attendance were Vice-Chair Lynn Teach Commissioner Tim Osborne and Michael Gallagher.

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

Approval of Agenda Items

Lynn T. made a motion to approve the agenda as presented. Michael G. seconded the motion. The motion passed 4-0.

Approval of Minutes – Minutes from April 14, 2010

Lynn T. made a motion to approve the minutes from 4.14.10 as presented. Tim O. seconded the motion. The motion passed 3-0. Michael G. abstained from the vote as he was absent from the 4.14.10 meeting.

Public Comment – No members of the Public were in attendance.

Action Items:

None

Discussion Items

Minturn Design Standards and Guidelines-

Chris to research how to make these guidelines more enforceable

“Rural Town Atmosphere” add the word “mountain”

Bottom of page six: delete Design Review Board paragraph

Top of page seven delete officers and eliminate the word exofficio (sp?)

Delete everything after the second line "Planning Commission" (page 7)

Delete two sentences referring to election of Officers

Combine membership, organization & operation into one paragraph-Chris to submit changes for review

DRB shall meet at regular Planning Commission meetings – instead of at the call of the Chairman.

Delete "fees" as the Council determines all fees

Delete "other regulations of the Town

Appendix page seven – term minor needs to be clearly defined.

Minor design review application – fences are not clearly covered – define opaque fence – potentially move fence guidelines to Chapter 16 - Article 17; Supplemental Regulations. Consider requiring a permit to get a fence.

Fences, non-structural exterior changes (windows, colors) are currently items not in the code requiring approval by the Commission

Agreed that any building addition be brought before the Commission, exempt, non-enclosed porches within a certain square footage

Determine when to convene as the DRB – The planning Commission shall convene as the DRB – a formal motion to convene the DRB shall be made to make the two authorities independent entities.

Determine the pieces of the DRB sections that can be moved to section 16 of the code

Determine the elements that are not up to subjective approval and move to submit those items into chapter 16 of the code.

Lynn Teach to prepare revisions to the landscaping page of the design guidelines. The existing recommended plant material list does not include many species native to Colorado.

Character section-terminology to be modified to coincide with the Community Plan – Chris to complete this task

Page 15 eliminate bullet points at bottom of page

Pedestrian zone- Pedestrian zone should incorporate the elements of the Community Plan which have been identified

Mixed Use Zone- top of page 17 – Chris to review and adjust for review

Planning Department Report

Chris Cerimele reminded the Commission about the upcoming work session with the Town Council.

He also stated that the terms of M. Gallagher, S. Brummett and L. Teach would expire at the end of July. He said that they were all welcome to reapply for an additional term.

Commissioner Comments

Lynn T and Michael G will be absent on May 12, 2010 meeting.

Adjournment

Tim O. made a motion to adjourn the meeting. Lynn T. Seconded the motion. The motion passes 4-0. The meeting was adjourned at 8:27 pm.