

Town of Minturn Planning Commission Meeting Minutes August 25, 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 7:00 pm by Chairman Stuart Brummett. Also present were Vice-Chair Lynn Teach, Tim Osborne, Michael Gallagher and Melisa Decker.

Town Planner Chris Cerimele was also present.

Approval of Agenda Items

M. Gallagher made a motion to approve a revised agenda with the addition of an action item to elect a chair and vice-chair for the Planning Commission. It was seconded by T. Osborne. The motion passed 5-0

Approval of Minutes – Minutes from July 28, 2010

T. Osborne made a motion to approve the minutes as presented. The motion was seconded by L. Teach. The motion passed 5-0.

Public Comment – None

Action Items:

Election of Planning Commission Chair and Vice Chair.

M. Gallagher made a motion to nominate Stuart Brummett and Chair and Lynn Teach as vice-chair. The motion also called for each of the remaining members to be Chair Pro Tem in the event that the Chair and Vice Chair are not present. M. Decker seconded the motion. The motion passed 5-0.

None

Discussion Items

Parking Issues in the Town of Minturn

C. Cerimele notified the commission that he is in the process of doing a parking count in town. He is counting cars on the 100 and 200 blocks of Main Street as

well as in the municipal parking lot and Eagle Street public lot. The parking counts will occur during the morning, afternoon and evening hours.

S. Brummett directed staff to tabulate the amount of parking that is currently required for the existing businesses in town. He suggested differentiating between the daytime and nighttime businesses.

A discussion ensued regarding Boulder Street parking. Staff will investigate the issue further to determine a rough count of the number of additional spaces that could be created.

Accessible parking was the next topic of discussion. C. Cerimele stated that he would identify areas in town where code-compliant accessible spaces could be located. S. Brummett would like to see multiple shared accessible spaces throughout the downtown area so new developments would not have to dedicate one of their on-site spaces towards an accessible space. M. Gallagher suggested an accessible space could be located near the bike shop.

The parking discussion concluded with a consensus that the goal would be to have a parking proposal drafted by the end of November.

The Design Review Board was the next topic of discussion. It was suggested that a procedure be drafted that emulates the Town's liquor licensing authority. Staff stated that they would clarify the role of the DRB and move the board procedure into Chapter 16 – Article 21 of the MMC.

Conditional use permits for duplexes in the Game Creek Character Area (Taylor Street) were discussed. Staff will prepare an inventory of the various lot sizes to determine what the minimum lot size for a duplex should be.

M. Decker stated that she would like to tighten up the code language to make variances more difficult to obtain. She would also like to clarify the code language pertaining to non-conforming buildings.

The Commission prioritized the following issues to address in the coming months. They are listed in order of importance beginning with the highest priority: Parking, DRB, Conditional Uses/Duplexes, non-conforming buildings.

Commissioner Comments

S. Brummett notified the Commission that he was working on a new project in Town and that it will be presented to the Planning Commission at an upcoming meeting. He stated that he would have his business partner present the application and that he would leave the meeting at that time.

Planning Department Comments

Chris Cerimele requested that the next meeting be moved to September 9th. The Commissioners agreed to change the meeting to the 9th.

Adjournment

M. Gallagher made a motion to adjourn the meeting at 8:03 pm. The motion was seconded by M. Decker. The motion passed 5-0.