

Town of Minturn
Planning Commission Agenda
February 23, 2011

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

Call to Order/Roll Call

The meeting was called to order at 7:02 pm by Chairman Stuart Brummett. All Commission members were present including: Vice-Chair Lynn Teach; Tim Osborne; Michael Gallagher and Melissa Decker.

Staff present included Town Planner, Chris Cerimele.

Approval of Agenda Items

M, Gallagher made a motion to approve the agenda as presented. It was seconded by L. Teach. The motion passed 5-0.

Approval of Minutes – Minutes from February 9, 2011

S. Brummett had the following revision to the 2.9.11. minutes:

- Page 2 paragraph 1: revise the sentence to read:... *revising the Cross Creek setback to 50' to match the existing requirement...*
- Relocate the Commissioner's concern with the loss of open space to the end of the action item.

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

Public Comment

None

Action Items

None

Discussion Items

1. Design Review Application Requirements

Chris Cerimele provided an overview of the changes that were made to section 16-21-600. Design Review Applications. He stated that a section was added to the administrative procedures that deal with changes to approved plans. A discussion ensued regarding the procedures outlined in the administrative section. M. Gallagher stated that he did not want to overburden the citizens whenever they wanted to do a minor alteration to their approved plans. He said the principal of reasonableness needs to apply and that staff should be able to approve minor changes. C. Cerimele responded that changes the he may deem small could be considered large changes to the Planning Commission.

The Planning Commission suggested that Administrative Procedure Section 4 read:

4. Changes to Approved Applications. All changes to approved applications must be resubmitted and approved by the Design Review Board prior to implementing the requested change(s).

The Planning Commission also suggested that section 16-21-600 C-10 be revised to read:

A CAD file or similar digital file as acceptable to the Planning Department that shows the property boundary, building foundation and building overhangs excluding the eaves shall be submitted. This information will be used to verify the building lot coverage.

M. Gallagher stated that he liked how the proposed code section will be easy for the Town and public to understand.

2. Lot Coverage Definition

Staff and the Planning Commission discussed the proposed revisions to the lot coverage definition. C. Cerimele stated the he incorporated the changes from the previous discussion. M. Gallagher had an issue with the inclusion of overhanging decks and balconies in the lot coverage definition. S. Brummett stated that the intention of including these items is to limit the mass and scale of buildings.

A discussion ensued regarding the mass and scale of new buildings. The Commission proposed adding a new provision to the code that would require at least a 10' setback from all public right-of-ways. C. Cerimele stated that he

would look for an appropriate place in the code to add this but it could possibly conflict with the 0' front setback requirement of the commercial zone.

3. Open Space Requirement

Chris Cerimele stated that he researched other Colorado jurisdictions to determine if any required an open space dedication for subdivisions. He reviewed the main points from the subdivision regulations of the following jurisdictions: Basalt; Breckenridge; Buena Vista; Route County and the Town of Eagle.

S. Brummett stated that he initially liked Basalt's regulations but liked the simplicity of the Route County open space regulations. He suggested that Minturn devise open space regulations that would apply when a subdivision creates 5 or more lots.

A discussion ensued regarding cash-in-lieu payments for open space. The Commission wanted language that would prohibit the developer of a large subdivision to pay a cash-in-lieu fee instead of providing land for open space. A ten unit threshold was discussed as a number that would kick in the land dedication requirement.

C. Cerimele recommended that the Town consider requiring a 10% dedication of land for parks and open space instead of basing the amount on the number of residents created by a subdivision. He also recommended not exempting commercial subdivisions from the open space requirement. He also suggested to revise the Planned Unit Development guidelines to include a mandatory open space dedication of 10-15% of the total land area.

Commissioner Comments

The Planning Commission expressed their opposition to the relocation of the Eagle-Vail CDOT Maintenance Facility to north end of Minturn.

Adjournment

M. Gallagher made a motion to adjourn the meeting at 9:04 pm. M. Decker seconded the motion. The motion passed 5-0.