



## Official Minutes

### MEETING OF THE MINTURN PLANNING COMMISSION

Minturn Town Center, 302 Pine Street  
Minturn, CO 81645 • (970) 827-5645

**Wednesday, January 13, 2016**

**Regular Session – 6:30 pm**

**PLANNING COMMISSION:**

Lynn Teach – Chair

Burke Harrington

Bobby Head

Brad Bickerton

**Planning Director**– Janet Hawkinson

When addressing the Planning Commission, please state your name and your address for the record prior to providing your comments. Please address the Planning Commission as a whole. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

### **Work Session – 6:30pm**

#### **1. Call to Order**

The meeting was called to order by Lynn Teach at 6:33 pm.

- Roll Call

Those present included: Chairperson Lynn Teach, and Commission Members Burke Harrington, Bobby Head, and Brad Bickerton.

Staff present included Planning Director Janet Hawkinson and Clerk Cindy Krieg.

- Pledge of Allegiance

#### **2. Approval of Agenda**

- Items to be Pulled or Added

Motion by Burke H. to approve, second by Bobby H., to approve the Agenda as presented. Motion passed (4-0).

### 3. Approval of Minutes

- December 9, 2015

Motion by Burke H., second by Bobby H., to approve the minutes of December 9, 2015. Motion passed (4-0).

### 4. Public comments on items which are not on the agenda (5 minute time limit per person)

No comments

### 5. Design Review: Preliminary Subdivision Approval: InterMountain Landscape & Maintenance, Inc., (hereby referred to as IL&M) Lot on Highway 24, Minturn. **Location:** Township 5 South – Range 81 West, Highway 24, Minturn, CO (Neighboring Meadow Mountain Business Park)

Janet H. introduced the Pre subdivision application, and introduced Rick Pylman from IL&M who presented the project details. This project involves 2 parts – a Subdivision of the Lot for purposes of landscape business, and a Zone Change from Game Creek Character Area (classified as a PUD holding zone) to Grouse Creek Character Area (Commercial Zoning). This lot is being sold by Union Pacific Railroad Company to InterMountain Landscape & Maintenance, Inc.

Rick P. introduced the team of InterMountain Landscape and Maintenance, Inc. He then described the Site Analysis, noted as follows:

- Lot area is 2 acres (87,120 sf), however only about ½ acre is usable space.
- No permanent buildings. Site will be used store landscape supplies and equipment
- Setbacks: Lot meets required setbacks of 20' front, 10' side yards, 10' rear, and 30' river set backs
- Snow storage – Upon approval of this subdivision, applicant agrees not to plow snow or remove snow from lot into the river
- Environmental Phase 1 Report – The applicant performed both a wetlands report and a vegetation assessment report performed by Western Ecological Resource, Inc. No clean-up is needed.

The actual subdivision plat consists of 2 lots – Lot 2 will be conveyed to Meadow Mountain Business Park given the location. Lot 1 would contain: Greenhouse, equipment storage, dump piles, employee parking, staging of company vehicles, staging for employees to pick up assignments and tools for the day before heading out to job sites. Seasonal business, 25 – 35 employees. A turnout lane will also be added to access the lot (working with CDOT to determine appropriate requirements). It was discussed that the project would also include some landscaping for aesthetics. The river side is presently screened with Colorado Spruce.

Ziggy Gosiewski of Vail, CO (owner, InterMountain Landscape and Maintenance, Inc.) fielded questions.

Bobby H. inquired about fuel storage and about more landscaping around the entrance to screen equipment and storage yard.

Ziggy G. stated that there will not be fuel storage on site. Landscaping on property is limited due to CDOT right of way and snow removal needs. Shrubs can be planted at the entrance, but trees may be difficult. Down lower some trees can be planted.

Bobby H. also asked about fencing. Ziggy G. stated that some fencing would be used around the greenhouse, but no chain link fence due to Minturn code (would be wooden fencing).

Burke H. asked about the width of the point of entry.

Ziggy G. stated that it is a 2 lane point of entry – 12 feet per lane, and that they would work within CDOT guidelines.

Brad B. asked about noise pollution and pollution in general.

Pickup trucks, 1 ton dump trucks (smaller class of vehicles) will be used. Excavation is all subbed out (not done on site).

It was expressed by Ziggy C. that there should not be any pollution concerns re. toxic chemicals, noise, traffic, etc.

Brad B. also mentioned that the aesthetics of the entrance are of concern given the current Entryway Project that Minturn is going through.

It was recommended by the members of the Commission, as well as the Planning Director Janet H., that IL&M prepare a landscape buffer design plan (with native trees and grasses between the lot and Highway 24) and present it to CDOT for approval.

Janet H. also inquired about snow removal. Ziggy G. mentioned that the lot would be used very little in the winter, so they could store snow in the lot if needed. The trucks / equipment are primarily stored in Wolcott when not being used (ie, winter season).

Janet H. also mentioned the CDOT Clear Zone (15 ft).

And that ERFPD also recommends a fire hydrant. It is not mandatory, but it is recommended.

Lynn T. inquired as to the hours of operation.

Ziggy G. stated that vehicles would begin arriving around 7am, and would return from the field between 7:30 & 8:30pm.

Lynn T. expressed some concern over traffic during peak times.

Lynn T. also asked about the number of vehicles that would be parked and will there be adequate parking space.

Rick P. said it was measured to fit up to 33 standard parking spaces, but on average they would have 17 – 20 cars parked at any given time, as employees would be dropping off their personal vehicles and taking company vehicles to the job sites.

Lynn T. also asked about dump piles.

Ziggy G: When team members return from the field, there is often excess dirt, soil, gravel, etc, that needs to be stored. It would only be temporarily stored and then moved to Wolcott (on a weekly basis on average).

Planning Commission recessed for 10 minutes.

## **2 part Motion:**

Motion by Brad B., second by Lynn T. to approve the Subdivision Application. All approved. Passed 4-0.

Motion by Brad B., second by Lynn T., to approve the Zoning Change from Game Creek Character Area (PUD Holding Zone) to Grouse Creek Character Area (Commercial).

All approved. Passed 4-0.

The approval of the Zoning Change is contingent upon IL&M submitting a landscape design plan for Design Review and approval to both CDOT and the Planning Commission.

## **PROJECTS:**

### **6. Town Entrance, Phase 2 – Design Concept for Architectural Feature**

Janet H. presented the latest engineering updates involving:  
CDOT Drainage, ADA guidelines for bulb-out, sidewalks and lighting.

No questions or comments from the group.

## **7. PLANNER REPORT**

1. Applications being accepted for new Planning Commissioner. Janet H. stated that it was being considered to propose an ordinance to revise the requirements to serve on Planning Commission. The ordinance being considered would state that 2 seats of the 5 may be held by Minturn Business Owners. It was suggested by Lynn T. that only 1 seat be open to business owners. Bobby H. also questioned whether certain items could be a conflict of interest with business owners who do not reside in

Minturn. It was discussed that the definition of a business owner should be defined more clearly if this is moved forward (ie, own and operate a business in Minturn – not a “home” business; Also, should it be limited to a business owner who owns their business “property” in Minturn)? More discussion needed, tabled for next meeting?...

**8. Next Meeting – January 27, 2016.**

**9. Motion to adjourn by Bobby H., Second by Brad B. All approved.**

**10. Adjournment – Meeting was adjourned at 8:10 pm.**

---

Chairperson Lynn Teach

ATTEST:

---

Planning Director Janet Hawkinson