



**Official Minutes**

**MEETING OF THE MINTURN PLANNING COMMISSION**

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

**Wednesday February 24, 2016**  
**Regular Session – 6:30 pm**

**PLANNING COMMISSION:**

Lynn Teach – Chair  
Burke Harrington  
Bobby Head  
Justin Carter  
Brad Bickerton

**Town Planner – Janet Hawkinson**

These minutes are formally submitted to the Town of Minturn Planning Commission for approval as the official written record of the proceedings at the identified Planning Commission Meeting. Additionally, all Commission meetings are tape-recorded and are available to the public for listening at the Town Center Offices from 8:30am – 2:00 pm, Monday through Friday, by contacting the Town Clerk at 970/827-5645 302 Pine St. Minturn, CO 81645

**Regular Session – 6:30pm**

**1. Call to Order**

The meeting was called to order by Lynn T. at 6.32pm.

- Roll Call

Those present included: Chair Lynn Teach, Commission members Justin Carter, and Brad Bickerton. Note: Burke Harrington and Bobby Head were excused absent.

Staff present: Town Planner Janet Hawkinson, and Jenny Lowe.

- Pledge of Allegiance

**2. Approval of Agenda**

- Items to be Pulled or Added

Motion by Lynn T., second by Justin C., to approve the agenda as presented. Motion passed 3-0.

**3. Approval of Minutes**

- February 10, 2015

Motion by Brad B., second by Justin C., to approve the minutes of February 10, 2016 as presented. Motion passed 3-0.

**4. Public comments on items, which are not on the agenda.**

No comments.

**5. Variance: A variance application for 386 & 392 Taylor Ave, Minturn, CO for a front setback of 10 feet from the south west corner of property and to be parallel to Taylor Ave.**

Janet H. presented a variance application for 386 & 392 Taylor Avenue, Minturn, CO for a front setback of 10 feet from the south west corner of property and to be parallel to Taylor Avenue. (see attached Planning Director Report for detail in packet)

Mr. Clapp, 386 & 392 Taylor Avenue, presented maps of his property to the present planning commissioners, exposing the dimensions of his land and the distance to the retaining wall.

Janet H. explained how the construction of the garage would create a nice-looking and more attractive front yard for the whole street and create parallel parking. It would not be affecting the view, the building would remain 15 feet away from where the retaining wall is now. So there's still the ability to have a sidewalk.

Lynn T. inquired about the parking spots and how would it work with the new duplex. Insisted on trying to keep 10 feet of distance, instead of varying setback of 7-10'. Lynn indicated that it wouldn't be an issue as long as it is not set as a precedence and does not affect negatively to the neighbors.

Brad B. requested the definition of "hardship" per the code book.

Janet H. read the definition of "Variance" from the code book. This variance is not based on hardship, rather it is "in order to lessen practical difficulties" per code 16-21-690.

Janet H. clarified the fact that Mr. Clapp is dealing with a -Practical difficulty- situation in this case. Since he can't build a bigger house, due to a -maximum lot coverage- has been reached.

Lynn T. alleged that Mr. Clapp doesn't have a hardship situation, with building in his actual territory. After Brad B. recited out loud the definition of "hardship", it helped clarify the meaning and the actual situation. Lynn requested that the definition of Hardship, is included in the Minturn code book.

Brad B. read Section 16-1-20- appropriate use of land. He specified that Mr. Clapp will need architecture plans, and fit the design plans of Game creek, when the variance would be utilized.

Justin C. indicated he was in favor, if Mr. Clapp wanted to invest in it.

Mr. Clapp stated that the benefits of the construction would include a garage level with the road, an existing drive way and more space.

Motion by Justin C., second by Brad B., to approve a variance application for 386 & 392 Taylor Avenue, Minturn, CO for a front setback of 10 feet from the south west corner of property and for the front of the homes to be parallel to Taylor Avenue *based on section recited 16-1-20*. Motion passed 3-0.

#### **6. Entrance to Town phase 2– Design – Lighting – Mining Equipment – Grant \$**

Janet H., Update on Design Review Board.

Janet indicated we are moving on with the welders on the turntable design. She displayed the designed plans and pictures of the zone to Justin, Lynn and Brad, which were created per the CDOT standards and allowances.

Janet H. talked about Minturns Master Plan: “Mining town, acknowledge its history, honor the past but be in the present”, in order to describe how beneficial the changes and updates will be for the town. These include:

- Lightning up the Minturn Bridge.
- Placing flower baskets and decorating the town.
- Janet, recommended no overnight parking on 100 block and possible time limit for area.

#### **7. Minturn Master Plan- Phase 1 – Main Street Designing in Commercial District and review of Commercial Zoning Codes.**

Brad B. expressed his concern about the landscaping in commercial area. He stated that Minturn’s code book, should include a section to ratify the town as a - “walkable area.” There should be sidewalks at least on 1 side of the road. Brad voiced his desire, for the town of Minturn to look like Baker St. in Nelson, British Columbia. Which he exposed in his computer.

Justin C. suggested the possibility of changing the regulations of Hwy 24, to only allow 2 story buildings, of 28’ instead of 35’ tall. Creating roof lines, overhangs and the cadence in order to be able to see the mountains and create a pedestrian friendly commercial area.

Janet H. exposed to the planning commissioners a pedestrian commercial district in China.

Brad B exhibited a commercial district to view for ideas.

**8. Next Meeting – March 9, 2016**

**9. Adjournment**

Motion by Brad B., second by Justin C., to adjourn the meeting at 8.35 PM. Motion passed 3-0.

  
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Lynn Teach, Chairperson

  
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Janet Hawkinson, Planning Director