



## Official Minutes

### MEETING OF THE MINTURN PLANNING COMMISSION

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

**Wednesday March 9, 2016**  
**Regular Session – 6:30 pm**

#### PLANNING COMMISSION:

Lynn Teach – Chair

Burke Harrington

Bobby Head

Justin Carter

Brad Bickerton

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 6.40pm.

- Roll Call

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

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

- Pledge of Allegiance

## **2. Approval of Agenda**

- Items to be Pulled or Added

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

*Note: Brad B. was excused absent.*

## **3. Approval of Minutes**

- February 24, 2015

Motion by Bobby H., second by Burke H. to approve the minutes of February 24, 2016 as presented. Motion assed 4-0. *Note: Brad B. was excused absent.*

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

Mr. Ron Levin, 172 Main St., expressed his distressed for not being contacted before, regarding the commercial district zone being reviewed for restrictions. He believes that area in particular should have incentives instead of restrictions, to encourage development, since it is probably the biggest source of revenue for this town.

# DESIGN REVIEW

## **5. Sign Review:** Gardunos Mexican Food – 291 Main Street

Mr. Garduno displayed the sign he wishes to put up in the new restaurant he is opening this Saturday 12, the sign colors are white, red and green.

Motion by Burke H., second by Bobby H., to approve the installation of the sign displayed. Motion passed 4-0. *Note: Brad B. was excused absent.*

## **6. Town Entrance Phase 2 – landscape design**

Janet H. presented the landscape design in the room screen to all present, which will include:

- Native grass, to keep it low maintenance.
- Light up the main entrance and parking lot.
- Flashing cross walk signs for pedestrians.

Janet H. explained creating lighting. This will benefit the businesses, by making it more friendly and inviting. As well as lighting up the Bellm Bridge and intersections to create a safer entry way.

Janet H. stated that the purpose of the curve and landscaping is to protect the drivers and the building. Like it did this week, when a truck slid in that corner and almost hit the building by 3'. Justin C. asked if something else other than grass could be put in that corner, to work as a barrier and soften any accident.

Janet explained that we are not allowed to put any hard landscape like a boulder, in case it does get hit, we want to avoid drivers getting injured and additional damage to vehicles. Therefore the idea of only hitting dirt to stop the vehicle. CDOT has a 15' "clear zone"

Mr. Milhoan, 141 Williams St., would like to have more information about the executive meetings held and further details in the Minutes. He had requested previously, that the town had at least one meeting with the business owners of the properties, to acknowledge their thoughts and requests. He talked about the configuration of the highway that causes many incidents, which may be minimized by putting extra lights and stop bumps.

Janet H. pointed out that the Police did search for accident records from that corner, and indeed reported a few hits into Magustos and the Weston building in the last 3 years. Nevertheless, it is not a standard corner, thus considered a "historic corner".

Lynn T. clarified that in the time she has been in the planning commission, there has never been an executive session. They are work public sessions before the meetings, in which everyone is welcome to attend and participate.

Mr. Levin, inquired about the vehicle access space between Magustos and the Country club, if there were ever a fire, there is no room for a fire truck to drive thru.

Janet H. explained the plans have been discussed with the Fire Department, and they confirmed that if a fire would happen they would always fight it from Hwy 24.

Janet indicated that part of the design project is to add painted parking stripes on Hwy 24, which actually increases parking.

Mr. Gosiewski, 560 Taylor St., is in favor of the design for 100 Block. He is concerned about the planters being made of steel and to be aware of rust. Recommended that if the lighting will be LED, to look into the light temperatures, since their colors can be pretty unnatural. He suggested plastic grid underlays for the grass that are easy and cheap to replace. Given that people will probably short cut and walk across it, rather than taking the path.

Janet responded the steel will be coated and protected. Regarding the Led lights there is a lighting engineer working on those at the moment.

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

- Cadence of 25' – 50' of rhythm between building faces
- 10' – 15' front setbacks from sidewalk – the purpose: landscaping, beautification, trees, keep old town feel, pedestrian friendly, interest, snow storage.....

Janet H. clarified the master plan is a work session and they are not there to decide anything, but to express their ideas and opinions. It is a long process that will take about 8 months. There is also no design specifications for the commercial district design. Compared to the town of Aspen or Telluride who have very strict and complex guidelines, Minturn wouldn't be that strict on setting their guidelines.

Justin C. suggested to look into what other successful commercial communities have done and compare, in order to get fresh ideas.

In the open work session Janet H. asked residents what they thought was a good setback feet for front yards, to be able to have sidewalks. And what height they considered to be appropriate for the building.

Mr. Levin specified that he would like to develop and take it commercial, he is interested in creating more beds and expanding, but considers that too much setback for sidewalks may not be worth it to expand.

Burke H. stated that any business would still have to provide parking for their customers. Suggested 10' should be the setbacks for commercial zones. Reminded the residents that Minturn doesn't have strict design guide lines. Although a lot of Creativity comes from restrictions.

Justin C. appreciates the original appearance of town with glass on the front of the buildings, a lot of wood and tin roofs, which give the look of small town rustic style. He considers keeping the residential options on the back/on top of shop buildings, to make it more economical.

Janet illustrated the speed limits (25-30) and speed bumps in town, that don't match (both ways). Therefore need to be revised by the council committee.

**8. Next Meeting – March 23, 2016**

**9. Adjournment**

Motion by Bobby H., second by Burke H., to adjourn the meeting at 8.20 PM. Motion passed 4-0. *Note: Brad B. was excused absent.*

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Lynn Teach, Chairperson

Janet Hawkinson, Town Planner