



Official Minutes

MEETING OF THE MINTURN PLANNING COMMISSION

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

Wednesday, May 25, 2016
Regular Session – 6:30 pm

PLANNING COMMISSION:

Lynn Teach – Chair

Jeff Armistead

Bobby Head

Brad Bickerton

Greg Gasteneau

Planning Director – 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 6.41pm.

- Roll Call

Those present included: Chair Lynn Teach, Commission members Bobby Head, Brad Bickerton, Greg Gastineau and Jeff Armistead. Staff: Janet Hawkinson, Planner, Michelle Metteer, Deputy Clerk.

- Pledge of Allegiance

2. Approval of Agenda

- Items to be Pulled or Added

Larry Stone has requested to be placed last on the agenda. Motion by Brad B. second by Greg G to approve the agenda as amended. Motion passed (5-0)

3. Approval of Minutes

- April 13, 2016

Motion by Brad B, second by Bobby B to approve the minutes as presented. Motion passed (5-0).

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

Sage Pierson welcomed the new Planning Commission members.

PROJECT REVIEW

5. Sign Approval Application: Cowboy Caters

Janet H. provided an overview of the application for the sign to hang at the Cowboy Bar location. Sign to be independently mounted, no lighting.

Motion by Bobby B, second by Greg G to accept the application as presented. Motion passed (5-0).

6. Conditional Use Permit: 1011 Main Street

Jeff Armistead recused himself from the Planning Commission due to a conflict of interest, as he is the presenter of the Conditional Use Permit application.

Janet H. gave a brief overview of the process followed prior to the meeting for the Conditional Use application. Jeff Armistead, 1632 Main Street presented the application.

Greg G. asked about plumbing. There is a working bathroom with water and sewer in place (no shower). Tap fee and tap size will need to be reviewed before residential use. Janet H. updated the Commission regarding the building permit process and the fees associated. This applicant does not want to change the zoning of the location.

Jeff Armistead left the room for the vote by the Commission.

Motion by Greg G, second by Bobby H to approve the application as presented. Motion passed (4-0).

Lynn T. called a recess at 7:19 pm.

Lynn T. called the meeting back to order at 7:23 pm.

Potential for a work session at the next Planning Commission meeting.

Sage Pierson Sticky Fingers Café, gave an update regarding the difficulty of bringing business into town and the need for signage downtown.

7. Variance – 386 & 392 Taylor Avenue

Variance application for David Clapp. Janet H provided an overview of the process followed for a variance prior to the Planning Commission meeting.

David Clapp, 392 Taylor Ave, provided a background of the purchase of the property and potential plans moving forward.

Exhibit A to be recorded with the variance upon Council approval.

Public comment opened:

Craig Conden, neighbor to the north of David Clapp asked why this application was an actual need for a hardship. Mr. Conden also recommended making the entire street a 10' setback if it is deemed worthy to one homeowner.

Recommendation by Brad B to review future goals for Taylor Ave and how it may best utilize individual locations as well as the overall character area.

David Clapp expressed concern over the 12' and 8' setbacks as depicted in Exhibit A.

Planning Commission explained the ability to table the presentation until a full understanding of the proposal is understood by the applicant.

Motion by Brad B, second by Greg G to table the motion until the next Planning Commission meeting. Motion passed (5-0).

Lynn Teach called a recess at 8:39 pm.

Meeting called back to order at 8:44 pm.

8. Temporary Use Application– 152 Main Street

Temporary Use Permit application by the Scarab, Larry Stone, owner. Janet H. explained to the applicant that a building permit would need to be pulled prior to erecting the tent to ensure public health and safety.

Lynn Teach asked about the extra cars in the area and Larry Stone indicated the vehicles will be either removed from the property or parked in the rear of the property. Lynn T. also asked about the 10:00 pm closing time. Larry Stone explained that his sons are musicians and may play in the evenings.

Motion by Bobby H, second by Brad B to approve the application for a temporary use permit as presented. Motion passed (5-0).

Request was made by Janet H to “take from the table” the motion on the variance. Planning Commission decided to leave the motion as is and allow the agenda item to be brought back up at the next Planning Commission meeting.

PLANNING PROJECTS

9. **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...

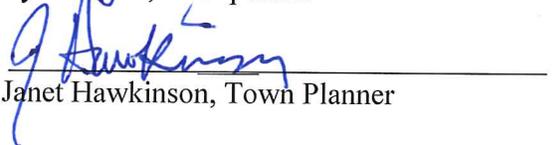
10. **Next Meeting – June 8, 2016**

11. **Adjournment**

Motion by Bobby H, second by Jeff A to adjourn the meeting at 9:06 pm. Motion passed (5-0)



Lynn Teach, Chairperson



Janet Hawkinson, Town Planner