



Official Minutes

MEETING OF THE MINTURN PLANNING COMMISSION

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

Wednesday November 8, 2017
Regular Session – 6:30 pm

COMMISSION MEMBERS:

CHAIR – Lynn Teach
Greg Gastineau
Jeff Armistead
Burke Harrington
Greg Sparhawk
Lauren Dickie

Planning Director - Janet Hawkinson
Clerk – Jenny Lowe

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 Meeting. Additionally, all Planning 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 Planning Office at 970/827-5645 302 Pine St. Minturn, CO 81645.

Regular Session – 6:30 pm

1. Call to Order

Chair L. Teach called the meeting to order at 6:30 pm

- Roll Call

Those present: Chair Lynn Teach, Jeff Armistead, Greg Gastineau, Greg Sparhawk and Burke Harrington. *Note: Lauren Dickie was excused absent.*

- Pledge of Allegiance

2. Approval of Agenda

- Items to be Pulled or Added

Motion by Greg G., second by Greg S. to approve the agenda as presented. Motion passed 5-0.

3. Approval of Minutes

- October 25, 2017

Motion by Greg G., second by Burke H. to approve the minutes of October 25, 2017 as presented. Motion passed 5-0.

4. Public comments on items, which are NOT on the agenda (5-minute time limit per person)

No comments

5. Planning Commission Comments

None

6. Minturn Water Tap Fee Discussion – Fee Application Review

Town Manager Willy Powell, presented three alternatives for tap fees, for Planning Commission's consideration. In order to make it more equitable to different residential land uses, in comparison to the current system: one size fits all- tap fee.

Mr. Powell recommended Alternative 3, which starts at a minimum of 1500 SF. The schedule is progressive, but less than Alternative 2. The feedback from the Planning Commission was in agreement with the proposed alternatives with the suggestion of combining single & multi – family fee structure. A new application will be proposed at the next meeting showing this change. The fee schedules proposed to improve the tap fees system for Single and Multi- Family Residences, will be further discussed, to make a suitable decision, especially for apartments/ lock offs.

7. 611 Main Street – Remodel of existing home – add roof and small addition

Town Planner described the situation of the construction taking place at this address, without design review approval or a building permit. A “stop work order” – “red tag” was placed on the structure from the town. The Planner presented the report that all changes made were in zoning compliance and the materials used on the addition were to match the existing materials on the home. The application was minimal due to the fact that most work was interior – the addition was the less than 300 sq. ft. of the structure and was already 75% built, so could be physically seen – the design – and there was a rush with time to present to planning commission by November 8 (two days) - due to the holidays, next design review meeting will be December 13, 2017 – a month away.

The applicant had submitted plans for the interior work and outside addition to the building department for plan review. The applicant made a mistake not applying for appropriate applications. The town is fining for building without permits. Fines are established by the town manager and building department. The planner accepted plan view drawings and the ILC that shows impervious surface, building lot coverage, setbacks and parking requirements meet zoning requirements, they were not changing the height of the structure and the design review is minimal because they are matching existing siding, roof material and windows to the 269 sq. ft. addition to the south side wall. All zoning codes met.

Owner Cavan Havlik, 611 Main St., explained the main issues he has confronted while starting to dig and remodel the property. He made it clear that the Sewer system was crushed, the whole structure was old and coming apart. He showed hand drawn pictures of the house and the interior plans. He showed the ILC drawing with the new building additions and modifications.

Greg G. showed concerns about the rough hand drawings. He also expressed concerns of plumbing matters, electrical and foundation issues. He recommended the owners to seek professional advice and assistance. He questioned if the building plans were hand drawn. The applicant said yes and the planner confirmed they were being reviewed by the building department for the interior work.

Greg S. requested to see some kind of finished product, such as pictures, to depict how it will look once finished. As well as the materials being used in the construction. They believed a professional design and engineering application, needs to be presented in order to review the plans accurately.

Burke H. inquired about the dimensions and required them to provide additional information detailing: the four elevations, labeled and drawn to scale.

Mr. Havlik clarified that the outside design, the materials and colors, will remain exactly the same. They are only trying to update and fix the property, for health and safety purposes. They are not going any taller with the structure so the existing height is the four elevations being requested.

Motion to Table the Design Review of the land development at 611 Main St. in Minturn. The applicant needs to submit full detail plans with all elevations, drawn better, or by an architect. A material board and material examples are needed.

First by Burke H, second by Greg G. Motion passed 4-1. Greg S. voted nay.

Recess called at 7:45pm.

Meeting called back to order at 7:50pm.

8. 1041 Main Street – Add a pole roof over the existing residence for snow load support

Note: Greg S. recused himself due to a conflict of interest with the application.

Janet H. explained the applicant was here to appeal the Planning Directors decision not to allow the pole barn roof over the trailer. She clarified the application process for building permits at this property started in 2015, which have now expired. The Planner introduced the applicant Johnnie Rosenfeld, 1041 Main St., who requested permission to remodel the existing mobile home from 1969. The application is to add a pole roof over the existing residence, for snow load support.

The Planner had denied this application per code Section 16-22-10, 16-22-40 and 50 and Sec. 16-22-60 - making a non-conforming structure more non-conforming and mobile home replacement.

Mr. Rosenfeld described the process of his previous applications. Stating that the Town Code and landscape requirements, have changed over the last 3 years. He would like the Planning Commission to approve the separate roof over the trailer as it does provide work force housing.

Greg G. asked if there was an existing pole support in the mobile home already. Mr. Rosenfeld responded there isn't any currently.

Burke H. expressed his frustration with trailers in town. Stating that the landlords take advantage of their tenants that don't have anywhere else affordable to move to, therefore have to tolerate uninhabitable conditions of living. He considers that approving this permit for a 1969 trailer, would give precedence to other mobile homes to get similar permits, even when they are non-conforming structures. Burke H. voiced that unless Mr. Rosenfeld could isolate his situation from any or all other trailers in the same condition, he didn't agree with the request.

Greg G. agreed with Burke H. on if this could be an isolated condition and suggested allowing a temporary permit with the entire mobile home having to be removed after 3-5 years.

Motion not to over- turn the Planning Directors decision and to deny the application to add a new pole roof structure at 1041 Main St.

First by Greg G., second by Burke H. All in favor 4-0.

9. Planning Director Report

10. Next Meeting – December 13, 2017

11. Battle Mountain Concept Plan Review: December 13, 2017

12. Adjournment

Motion by Greg G., second by Burke H. to adjourn the meeting at 9:00 pm. Motion passed 5-0.

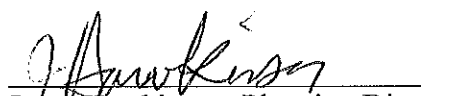
FUTURE AGENDA ITEMS

Future Meetings:

a) Commission Meetings:

- November 22, 2017- CANCELLED
- December 13, 2017
- December 27, 2017 – CANCELLED
- January 10, 2018 – Battle Mountain Concept Plan Work Session


Lynn Teach, Chair


Janet Hawkinson, Planning Director