



## Official Minutes

### MEETING OF THE MINTURN PLANNING COMMISSION

Minturn Town Center, 302 Pine Street

Minturn, CO 81645 • (970) 827-5645

**Wednesday May 9, 2018**

**Regular Session – 6:30 pm**

#### COMMISSION MEMBERS:

CHAIR – Lynn Teach

Greg Gastineau

Jeff Armistead

Burke Harrington

Greg Sparhawk

Lauren Dickie

Planning Director – Janet Hawkinson

Planning 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.

As a Pre-Meeting Work session item, the Planning Commission met at the Town Hall and traveled to 562 Taylor Street, 473 Pine St. and 302 Main St. No direction or discussions were made as a result of the Site Visit. Those in attendance at the Site Visit were: Jeff Armistead, Burke Harrington and Lauren Dickie.

#### Regular Session – 6:30 pm

##### 1. Call to Order

Burke H. called the meeting to order at 6:40pm.

- Roll Call

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

- Pledge of Allegiance

## **2. Approval of Agenda**

- Items to be Pulled or Added

Motion by Lauren D., second by Jeff A. to approve the agenda as presented.

Motion passed 3-0. *Note: Lynn Teach, Greg Sparhawk and Greg Gastineau were excused absent.*

## **3. Approval of Minutes**

- April 25, 2018

Motion by Jeff A., second by Lauren D. to approve the minutes of April 25, 2018 as presented. Motion passed 3-0. *Note: Lynn Teach, Greg Sparhawk and Greg Gastineau were excused absent.*

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

No comments

## **5. Planning Commission Comments**

No comments

## **6. Planning Director Report**

Janet H. announced she is resigning, as she accepted the position of Town Manager, for the town of Palisade.

## **7. Sign Review for 102 Main Street – Colorado Angling CO.**

Mr. Joe Macomber, Colorado Angling, exhibited the two informational signs and the “Fly Shop” sign that would be placed on existing sign brackets above the building. These would be on the front, made of barn wood with wooden letters. The “Fly Shop” sign will have white painted letters and will depict a blue fly in the middle. The sign is 5 feet long by 10 inches wide, with 8” tall letters.

The window sign, will hang inside the building in front of either window. It would be of 3 feet wide by 4 feet tall. The door sign would be a sticker that displays their logo, with a clear background, approximately 12”x12”.

Planning Commission liked the colors and materials. Besides they meet the town’s code requirements.

Motion to approve the signs review application as presented for 102 Main St. First by Jeff A., second by Lauren D. Motion passed 3-0. *Note: Lynn Teach, Greg Sparhawk and Greg Gastineau were excused absent.*

## **8. 473 Pine Street – Design Review of New Covered Porch**

Janet H. introduced Jeanne Vaughn, owner of the property at 473 Pine St. The application was submitted to add a new covered front deck to an existing single family residence. As well as removing and replacing the existing vinyl siding with a hardi-board plank siding. The roofing of the addition would match the existing black asphalt roof.

Mrs. Vaughn clarified that the project does meet code requirements. She presented the plans for the covered porch, explaining the dimensions and materials to be used.

Motion by Jeff A., second by Lauren D, to approve the design review application of 473 Pine Street. As presented. Motion passed 3-0. *Note: Lynn Teach, Greg Sparhawk and Greg Gastineau were excused absent.*

## **9. 562 Taylor Street – Design Review – Single Family Residence Application**

Janet H. explained it is a non-conforming lot and structure. Since it sets on a steep slope, 30% of the lot is unbuildable. She described the dimensions of the lot, which has currently a 16' wide driveway. She requested the possibility of making it an 18 foot wide driveway instead, allowing an extra parking space. For being a non-conforming lot, it does not need to meet the maximum building, impervious surface or setback requirements.

Mr. Matt Tisler, 562 Taylor St., displayed the colors and materials of the proposed design. He described the dimensions of the new single family house, with an accessory apartment on the existing foundation. It would be a 3 level home, with 3 BD/3 BTH and a single car garage. He clarified there will be sliding doors outside the master room and most likely will have to get rid of the fireplace in that bedroom.

Burke H. asked if the chimney would be a bump out. Mr. Tisler stated it is within the setback, located on the west side, but he will probably have to modify the set-up.

### **Public comments:**

Mr. Rob Gosiewski, 560 Taylor St., expressed concerns about the design review Application not having the correct address on it, the fact that the property plans are not updated, that the roof goes up to 18' and the proposed concrete window on the side of the house. Also showed distress on the deck being built on the setback, given that the distance between their lots is pretty tight. He considered the main door should be facing the front not the side. He had questions about when the subdivision happened for this lot.

Janet H. clarified the design had been made before the town's code rewrite. So at the time it was complying with the requirements. She explained the height Midline is measured from the middle of the building, but it could look different from the side, since it's a pitch roof. The lot does have a 5 ft. setback.

**Planning commission comments:**

Jeff A. disagreed with the interpretation of the planner regarding the mid-point height. He showed concern on the garage's roof, as to how far it would go; as well as possible water shedding onto the neighbor's land, as it is a skintight lot. Stated he wants to make sure it won't harm the neighbors in the future. While it could open up the right to other owners to do the same. Nevertheless, he liked the design.

Burke H. inquired if variances will be needed. He believed the Front door facing the side instead of the front could be an issue. Didn't consider an 18" Overhang is appropriate, due to the constricted space and the deck having its foundation in the setback, is not ideal. He didn't think a Chimney bump out style is suitable either. No variances are being applied for, as it is a nonconforming lot.

Motion by Lauren D, second by Jeff A, to table the design review application of 562 Taylor Street. With the following directions: that the overhang is addressed, the driveway space is expanded at least 2', the chimney issue is revised and thorough clarification on how the mid-roof was determined, is provided. Motion passed 3-0. *Note: Lynn Teach, Greg Sparhawk and Greg Gastineau were excused absent.*

**10. 302 Main Street – Mixed Use Design Review Application**

Mr. Woody Woodruff, 302 Main St., presented his application to build a new building with an apartment (1 bedroom) upstairs, as residential use. And an art gallery/studio on the main floor, for commercial space, that could be used as offices and a full basement, for storage downstairs. Applicant only requested approval of the footprint of the site plan and layout of proposed mixed-use building.

The applicant stated they are willing to make a commitment, to rent the residential unit only as long-term rentals for the next 10 years and not for vacation purposes. They considered using the Community Fund's space as a popup exhibit gallery area.

Janet H. stated it is a corner lot and can be considered in different ways, as where the front of the building and setbacks are located. The applicant will need a variance for the roof height if it's over 28'.

Planning Commission liked the concept, they were just concerned about the corner being in an easement and vehicles driving by that alley. Mr. Woodruff clarified it is a dead-end street, on a private road, so not many people drive thru. Moreover, it is allowed per the town's code.

Motion by Jeff A., second by Lauren D. to approve the mixed-use design review application for 302 Main Street as presented. Motion passed 3-0. *Note: Lynn Teach, Greg Sparhawk and Greg Gastineau were excused absent.*

**11. Future Meetings:**

- **May 23, 2018**
- **June 13, 2018**
- **June 27, 2018**

**12. Adjournment**

Motion by Jeff A., second by Lauren D. to adjourn the meeting at 9:00pm. Motion passed 3-0.

  
\_\_\_\_\_  
Lynn Teach, Chair

\_\_\_\_\_  
Janet Hawkinson, Planning Director