



2016

Minturn Council Meeting
Wednesday May 18, 2016

Work Session: **5:30pm**
(Town Center)

Regular Session: **6:30pm**
(Town Center)



Agenda

MEETING OF THE MINTURN TOWN COUNCIL
Minturn Town Center, 302 Pine Street
Minturn, CO 81645 • (970) 827-5645

Wednesday May 18, 2016

Work Session – 5:30pm
Regular Session – 6:30pm

MAYOR – Matt Scherr
MAYOR PRO TEM – Earle Bidez

COUNCIL MEMBERS:

Terry Armistead
Harvey Craig
Sidney Harrington
Sage Pierson
John Widerman

When addressing the Council, please state your name and your address for the record prior to providing your comments. Please address the Council as a whole through the Mayor. All supporting documents are available for public review in the Town Offices – located at 302 Pine Street, Minturn CO 81645 – during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

Work Session – 5:30pm

- iPad Policy Review
- Review of Council Committees pg 23

Regular Session – 6:30pm

- 1. Call to Order**
 - Roll Call
 - Pledge of Allegiance
- 2. Approval of Agenda**
 - Items to be Pulled or Added
- 3. Approval of Minutes**
 - May 4, 2016 pg 4

4. **Public comments on items, which are NOT on the agenda (5-minute time limit per person)**
5. **Special Presentations**
 - Vail Valley Trails Coalition pg 14
 - Committee Reports

PUBLIC HEARINGS AND ACTION ITEMS

6. **Discussion/Action Item: Consideration for the Mayor to sign the Vail Valley Trails Coalition letter of support for the IMBA Ride Center Application. pg 16**
7. **Discussion/Action Item: Resolution 12 - Series 2016. A Resolution appointing Planning Commission members. pg 17**
8. **Discussion/Action Item: Discussion and appointment by motion Council committee members pg 23**

COUNCIL AND STAFF REPORTS

9. **Town Planner**

Planning Commission approved Design Review for 942 Main Street. (See packet) pg 25

Future Planning Applications:

 - Conditional Use Permit - 1011 Main Street
 - Variance – 386 & 392 Taylor Street
 - Temporary Use Permit – 152 Main Street
10. **Town Manager**
 - Manager's Report pg 35
 - Action Report pg 36
11. **Town Council Comments**
12. **Town Attorney**

EXECUTIVE SESSION

13. **Executive Session: An executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under CRS Section 24-6-402(4)(e) and for the purpose of a conference with the Town attorney for the purpose of receiving**

legal advise on specific legal questions under C.R.S. Section 24-6-402(4)(b)– Battle Mountain

FUTURE AGENDA ITEMS

14. Next Meeting – June 1, 2016

- 2015 Audit presentation and acceptance – 06/01/16 (WS and Mtg)
- Main Street Pedestrian Planning special presentation

15. Future Meetings:

- Boneyard Management plan and conservation easement
- Work Session on housing
- Consideration of Resolution 07 – Series 2016 a Resolution approving Variance Request 16-01 at 386/392 Taylor St.

16. Set Future Meeting Dates

a) Council Meetings:

- June 1, 2016
- June 15, 2016
- July 3, 2016

17. Other Dates:

- Town Cleanup Day – June 4, 2016
- Main Street Pedestrian Planning Open House – June 7, 2016

18. Adjournment



Official Minutes

MEETING OF THE MINTURN TOWN COUNCIL
Minturn Town Center, 302 Pine Street
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Wednesday May 4, 2016

Work Session – 5:30pm
Regular Session – 6:30pm

MAYOR – Matt Scherr
MAYOR PRO TEM – Earle Bidez

COUNCIL MEMBERS:
Terry Armistead
Harvey Craig
Sidney Harrington

These minutes are formally submitted to the Town of Minturn Town Council for approval as the official written record of the proceedings at the identified Council Meeting. Additionally, all Council 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.

Work Session – 5:30pm

- Review of Process for Council Candidates – Powell/Sawyer
- Review of Council Committees – Powell

Regular Session – 6:30pm

1. Call to Order

The meeting was called to order by Mayor Scherr at 6:33pm.

- Roll Call

Those present included: Mayor Matt Scherr and Town Council members, Harvey Craig, Terry Armistead, Earle Bidez, and Sidney Harrington. Note two seats are vacant.

Staff present: Town Manager Willy Powell, Town Clerk/Treasurer Jay Brunvand, Deputy Clerk/Econ Michelle Metteer, Town Planner Janet Hawkinson, and Town Attorney, Michael Sawyer.

- Pledge of Allegiance

2. Approval of Agenda

- Items to be Pulled or Added

Motion by Earle B., second by Terry A., to approve the agenda as presented. Motion passed 5-0. Note two seats are vacant.

3. Approval of Minutes

- April 20, 2016

Motion by Sidney H., second by Earle B., to approve the minutes of April 20, 2016 as presented. Note two seats are vacant.

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

Ms. Shelley Bellm, 472 Pine St., announced the recipients of the Minturn Education Fund Scholarship for the fall 2016 term.

- Emma Janusz, attending the Univ of Utah-SLC
- William Mitchell, attending the Rhode Island School of Design.
- Jessica Sullivan, attending Univ of Colorado-Boulder

Ms. Krista Tarrin, 101 Main St, spoke in opposition to closing 1st St. Ms. Tarrin represents the owners of the Minturn Realty property (west side of 100 block of Main St.). Felt closing the street would hurt parking on the property, negatively affect traffic flow to her tenants, and negatively affect emergency access. She stated this would also affect the summer market, snow removal, and she felt the individuals making the decisions were not residents of Minturn looking out for the best interest of Minturn.

Matt S. stated this is a long term project and the decision did not come lightly.

Terry A. asked about the process taken to close the street? She was surprised that this was still an issue.

Ms. Tarrin stated that they had been informed but that they had been given “some misinformation”. Mike S. stated that the award of the project and contract included the closing of the 1st Street but the Council did not specifically vote on that one condition separate from all others. Willy P. stated the Town had studied many alternatives. These were shared with Minturn Realty and then sent to CDOT. CDOT stated they would not approve the project with 1st St staying open as it did not provide sufficient clear vision for those entering Hwy 24/Main St. Ms. Tarrin stated that the town does not need colored concrete with paw prints in it and we should

instead spend the money on rock mitigation in the “S” turn area (north of Williams on Hwy 24). It was stated that to change the plan now allowing 1st St to stay open would possibly cause CDOT to deny the project and funding. Earle B. stated the closing was a safety issue and followed a process which does allow for safety equipment to access the parking areas. Harvey C. stated the construction project does need to follow the planned schedule in order to have it finished prior to summer. He stated the Town could look at the one-way direction of Williams and other options. Sidney H. felt the safety improvements were necessary and important. Willy P. stated private property signage is allowed, but that signs in the CDOT right of way were not. He stated there is area and a plan for signage.

Matt S. asked for direction to place this on the current or future agenda for further discussion and action: Council opted not.

Mr. Eric Cregon, Magustos Bar, spoke against the plan. He recommended a half curb or some other way to keep it open for some limited use. He also noted a moveable planter would be more workable than the permanent planter. He noted that a nonpermanent planter for limited use was an option.

Ms. Sage Pierson, 132 Main St, spoke against the plan as well and encouraged further discussion.

5. Special Presentations

- Vail Valley Trails Coalition

Moved to May 18, 2016 Council Meeting.

- Committee Reports

Michelle M. noted the summer events: the complete summer calendar is on www.gominturn.org

- We have the drive-in movies. Tickets are on sale now.
- Economic Dev Committee has a request for proposals for the community board.
- She noted the summer concert series too.

PUBLIC HEARINGS AND ACTION ITEMS

6. Discussion/Action Item: Discuss and Interview applicants for the vacant Town Council seats – Powell

Matt S. noted we have two Council vacancies and has had eight letters of interest. He outlined the procedure of how the appointment will be made.

Candidate list:

John Widerman – 1951 S Hwy 24 #11

Darin Tucholke – 530 Taylor St

Brad Bickerton – 201 Main St #2
Sage Pierson – 156 Lions Ln
Michael Heaphy – 821 Main St
Gusty Kanakis – 201 Pine St
Shelley Bellm – 470 Pine St
Frank Lorenti – 1081 Main St

Each candidate was given time to introduce themselves. The Council then asked each candidate in round robin format two questions:

- What do you think are the most significant issues facing the town of Minturn?
- Describe any changes, if any that you would like to see here in Minturn. Would you favor seeing development on the valley floor?

Common points were growth, adherence to the code, fairness/consistency, and sustainable growth. Other items included crime, town finances/continued financial stability, bikepath/sidewalks, and limited resources of a small staff.

Council agreed to rules:

- In the first round of voting, each council member cast 2 votes for 2 separate candidates.
- If there were 2 high vote getters receiving at least 3 votes, those candidates would be seated.
- If there was 1 high vote getter receiving at least 3 votes, that candidate would be seated and then there would be a runoff between those candidates receiving a fewer number of votes.
- If there was a three way tie, the three candidates receiving a tie number of votes advanced to the second round.
- In the second round, because two seats were still open, the council members again cast 2 votes for 2 separate candidates.
- When only one seat remained, the council members cast only 1 vote and the person receiving a majority was seated.
- At any time an applicant received zero votes they would not proceed to the next level.

Round one votes:

Move to second round: These three only will be in Round 2 and vote for two

- John Widerman (Matt S., Harvey C., Terry A.)
- Brad Bickerton (Matt S., Earle B., Sidney H.)
- Sage Pierson (Harvey C., Earle B., Terry A.)

Out on first round:

- Darin Tucholke (Sidney H.)
- Michael Heaphy
- Gusty Kanakis
- Shelley Bellm
- Frank Lorenti

Accepted on second round:

- John Widerman (Harvey C., Sidney H., Matt S., Terry A.)

Move to third round:

- Brad Bickerton (Sidney H., Earle B., Matt S.)
- Sage Pierson (Harvey C., Earle B., Terry A.)

Third Round:

- Brad Bickerton (Matt S., Sidney H.)
- Sage Pierson (Harvey C., Earle B., Terry A.)

The final results are that John Widerman and Sage Pierson were appointed for a two-year term each to the Council.

7. Discussion/Action Item: Resolution 10 – Series 2016 consideration of a Resolution appointing individuals to the Minturn Town Council – Brunvand/Powell/Sawyer

Motion by Earle B., second by Harvey C., to approve Resolution 10 – Series 2016 a Resolution appointing John Widerman and Sage Pierson to the Minturn Town Council as presented. Motion passed 5-0. Note two seats are vacant.

8. Discussion/Action Item: Swearing in of appointed Council Members – Scherr

Matt S. swore in John W. and Sage P. and they assumed their seats at the Council table.

9. Discussion/Action Item: Resolution 11 – Series 2016 consideration of a Resolution appointing check signers – Brunvand

Motion by Earle B., second by Sidney H., to approve Resolution 11 – Series 2016 consideration of a Resolution appointing check signers as presented. Motion passed 7-0.

10. Discussion/Action Item: Discussion and appoint by motion Council committee members – Metteer

Matt S. outlined the committees and requested this be done during a near Worksession. Staff will prepare an outline of the duties of each committee. It was requested this be added to the May 18 Worksession.

11. Town Planner

Discussion ensued as to could changes be made to the Entryway Project regarding the closing of 1st St. It is possible that a limited access be utilized but to simply leave it open as it currently exists is not an option. Willy P. stated in order to complete the project on time we cannot have CDOT approve the changes and still complete the project prior to the summer season. Janet H. ensured the Council that all the lighting and landscaping would be completed by the June deadline. Willy P. noted the Town could investigate changing Eagle St's current south one-way to a north one-way.

Discussion ensued on how the Council can be notified of the decisions the Planning Commission is considering. It was noted several things do not go from Planning Commission to Council but Council can call up any decision the Planning Commission can make.

Janet H. stated she has been notifying all businesses about the construction and reported they are satisfied.

12. Town Manager

- Manager's Report

Holy Cross Energy (HCE)

Janet and Willy met with a representative of HCE to discuss their future plans to connect transmission lines from the Gilman to Avon substations. The inter-connect would provide increased reliability of electric service for HCE users. HCE provides all electric service to the county except Minturn and Red Cliff. Only the two business parks at the north end of town are in the HCE service area. The representative explained HCE service to the upper valley was very near capacity in 2012; however, the years since then have not seen as high as demand as 2012. In any event they want to be prepared for the future. The transmission line poles will be 60' high with lines sagging in-between. HCE has reached out to some members of the public who desire the line be underground. However, HCE's policy is that customers within a prescribed area pay for any undergrounding, rather than the entire user base. If the line is above ground, there are generally three alternatives: Over Meadow Mountain, in the valley floor near where existing electric lines are on the hillside east of town, and above the Lionshead area and out of site for Minturn residents. Janet and Willy told the representative the above Lionshead was the preferred alternative of staff and they should do a view shed analysis of such an alignment viewing from Minturn and the Vail ski area. This alternate is complicated by its being a Forest Service Roadless Area. Does Council have any additional input?

Discussion ensued on the confusion and location of the lines. Willy P. stated Holy Cross is still working on a final alignment but they are not at a point to disclose where Holy Cross will locate the lines. Because they are not prepared to disclose the plans they have caused confusion. Willy P. recommended Council direct Staff on how to proceed by making a statement to the community. Mike S. stated that Minturn does not have 1041 rules that determine the permitting process for this kind of development. It was noted the lines are designed as a backup service to Vail and Avon, not Minturn.

Council directed to move forward with the adoption of 1041 rules for Minturn. It was noted this would take time to implement.

Matt S. stated Holy Cross has gone to the community but have not approached the Council. He stated he feels this is not a benefit for Minturn. Holy Cross should be requested to come to the Council and recommended several members of the Staff and Council attend the next Holy Cross meeting. He felt the Town should pass a declaration if needed for them to come to the Town to present their ideas. Council was unanimous and strongly opposed to the idea and that it would not benefit the town in any way. Willy P. stated they Holy Cross has a big permitting process which they will need to include the County and the USFS.

A letter will be drafted to the Holy Cross Board expressing the points of the concern and discussion.

ANIMAL CONTROL

Minturn contracts with Eagle County for animal control. The county desires municipalities who contract with them to have nearly the same regulations for ease of administrative and enforcement. Please see attached requested ordinance changes. The principal changes from existing Minturn code are that all dogs are required to be licensed after four months instead of three. Additionally, no cat licenses will be offered (now on a voluntary basis). Please note in the cover letter from Nathan Lehnert the county intends to provide a service for on-line dog licensing.

Rural Economic Development Program (REDI)

The town was informed of the REDI program on April 25. Staff is consulting with DOLA representatives to learn more of the program and assess eligibility. Deadline for submittal is May 31. Staff has discussed applying for engineering services to design a water main to the Dowd Junction site. See attachments. If Council decides the town should apply, I will need to get preliminary estimates of engineering costs from Inter-Mountain Engineering.

ICON TWO WEEK SCHEDULE

The following was sent to 100Block business and property owners on April 27

Minturn Entryway Update following weekly Tuesday meeting: Downtown Construction Meeting (no businesses or residents attended)

The town wants to thank business and property owners for their patience in downtown construction, now in its second week. Attached you will find the current two-week schedule. You are reminded the town conducts weekly construction meetings at 9am, every Tuesday, and the public is invited to attend.

Weather permitting you should expect substantial concrete work to progress next week. As usual in Minturn, some below ground “treasures” have been discovered. New curb stops and service line installations will improve water reliability, and delivery to the general area of Magustos, Minturn Country Club and the buildings behind.

While there is some negative information concerning the project, the town remains committed to delivering a quality project with the following enhancements: traffic calming, improved crosswalk safety, improved storm drainage, new sidewalks and preventing trip hazards, and landscape installation.

DOLA has stated we would be eligible and would have approximate a 40% match.

- Action Report

Janet H. was asked about the Development Agreement plan for the Boneyard. She said she had been too busy to follow-up and it had somewhat fallen through the cracks but Eagle County is working on this as well.

13. Town Council Comments

The Council welcomed the newly appointed members.

Terry A. wanted to discuss with Council Eagle River Park parking and the lack there of. This will be placed on a future Worksession.

Discussion also ensued on the parking use of the municipal lot, the two-hour parking concept but no one to enforce it, parking signage, and other parking concerns. Matt S. stated this would be on the retreat agenda to prioritize.

Matt S. noted the Highway and river cleanup on May 7 and then Minturn Clean up on June 4.

Matt S. reminded Staff that we would review the water income in the Enterprise Fund after 6mo. Staff agreed and also confirmed that if a problem was presenting itself that Staff would inform Council immediately.

14. Town Attorney

EXECUTIVE SESSION

15. Executive Session: An Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under CRS Section 24-6-402(4)(e) and to discuss the purchase, acquisition, lease, transfer or sale of real, personal or other property interest under CRS Section 24-6-402(4)(a) – Dowd Junction and for the purpose of a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) – Battle Mountain / Sensible Housing / Minturn litigation – Powell/Sawyer

Motion by Earle B., second by Terry A., to convene in Executive Session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy

for negotiations, and/or instructing negotiators under CRS Section 24-6-402(4)(e) and to discuss the purchase, acquisition, lease, transfer or sale of real, personal or other property interest under CRS Section 24-6-402(4)(a) – Dowd Junction and for the purpose of a conference with the Town attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b) – Battle Mountain / Sensible Housing / Minturn litigation. Motion passed 7-0.

Direction given as a result of the Executive Session: no direction was given to staff.

FUTURE AGENDA ITEMS

16. Next Meeting – May 18, 2016

- Holy Cross Powerline update

17. Future Meetings:

- 2015 Audit presentation and acceptance – Brunvand 06/01/16
- Work Session – Review of Job Descriptions – Powell
- Work Session on housing – Hawkinson
- Clear Vision areas on Town street corners – Hawkinson
- Consideration of Resolution 07 – Series 2016 a Resolution approving Variance Request 16-01 at 386/392 Taylor St. – Hawkinson

18. Set Future Meeting Dates

a) Council Meetings:

- May 18, 2016
- June 1, 2016
- June 15, 2016

b) Planning & Zoning Commission Meetings:

19. Other Dates:

- Town Cleanup Day – June 4, 2016

20. Adjournment

In that there was no further business the meeting stood adjourned at 10:32pm.

Matt Scherr, Mayor

ATTEST:

Jay Brunvand, Town Clerk



Memorandum

TO: Town of Minturn, Town Council

FROM: Vail Valley Trail Connection

DATE: April 29, 2016

SUBJECT: International Mountain Biking Association Ride Center Designation Application via Vail Valley Trail Connection

BACKGROUND: The International Mountain Biking Association, IMBA, provides a community a Ride Center designation of Bronze, Silver, or Gold status. The designation is achieved via IMBA's rigorous criteria and a thorough on-site review of a community's complete soft trail network and destination experience.

Communities that have received a Ride Center designation see a positive economic impact. The Ride Center designation can be used for the Town of Minturn's marketing materials and efforts as well as greater county wide marketing efforts.

The IMBA criteria includes a wide variety of soft trail types for mountain biking including family/beginner friendly trails, longer singletrack trails, downhill trails and back country adventures. The criteria include signage, trailhead amenities, and scenic views.

The off bike experience is also important as bike shops, lodging, restaurants, grocery stores and airport access are evaluated.

The IMBA Ride Center application for our community is being fulfilled by the Vail Valley Trail Connection, VVTC. IMBA Ride Center designations will be awarded in November of 2016. VVTC believes our community will receive a Ride Center Designation of Bronze or Silver in November. The longer term goal is to achieve Gold status.

IMBA requires the Ride Center designation to be updated every four years. Also as our community's soft trail network and overall experience is enhanced to achieve Gold status or if IMBA's criteria were to change a new Ride Center designation application will be processed. While IMBA does see an update to their current criteria at an undefined future date, VVTC has been advised by IMBA to apply now with the current criteria.

RECOMMENDATION: VVTC graciously asks for the Town of Minturn's support and endorsement of our community's Ride Center application by approval of the attached letter of support to IMBA.



www.vailvalleytrailconnection.org

Mission:

To become world-renowned for our soft trail network that enables people of all physical capabilities to enjoy the outdoors.

Purpose:

We will accomplish our mission through a vigorous public-private partnership that will have a coordinated and countywide effort to enhance our lifestyle, bring people together and drive economic vitality in the Vail Valley by:

- Increasing the number, mileage, quality and connectivity of soft trails in our network
- Promoting trail stewardship by maintaining existing trails, re-routing and re-vegetating unsustainable trails and closing illegal or bandit trails
- Promoting multiuse trails for hikers, fishermen, dirt bikers, mountain bikers and other trail enthusiasts
- Developing a coordinated guide to and improved signage for the trails
- Creating a summer recreation and tourism product that equals the Vail Valley's winter product and promoting it locally, regionally, nationally and internationally
- Obtaining an IMBA Gold Ride Center designation.



Town Council
Mayor – Matt Scherr
Mayor Pro Tem – Earle Bidez
Council Members:
Terry Armistead
Harvey Craig
Sidney Harrington
Sage Pierson
John Widerman

May 18, 2016

International Mountain Biking Association
Jason Bertolacci
Colorado/Wyoming Director
COMBA Executive Director
PO Box 20280
Boulder, CO 80308

Dear. Mr. Bertolacci;

The Vail Valley Trail Connection's, VVTC, IMBA Ride Center application is thoroughly supported by the Town Council of Minturn, Colorado.

An IMBA Ride Center designation is reflective of the superb experience our local trails, restaurants, and lodges provide our residents and guests. Trail users of all experience levels and physical capabilities enjoy what our valley offers.

Our community is working closely together on the soft trail network. This includes our private sector as well as the Vail Valley Mountain Bike Association (the local IMBA chapter), Hardscrabble Trails Coalition, Rocky Mountain Sport Riders, and each of the local municipal governments, the Eagle County government, the US Forest Service and BLM in Eagle County.

The IMBA Ride Center Designation is a further branding for our businesses as it will most certainly drive economic vitality. This is a great benefit to our residents since the Ride Center designation recognizes our healthy lifestyle and provides another reason for people to live, work, and play in Eagle County.

Thank you for your prudent consideration of the VVTC Ride Center application. The Town of Minturn looks forward to celebrating an IMBA Ride Center Designation in 2016.

Best Regards

Matt Scherr, Mayor, Town of Minturn
c/o the Minturn Town Council

Signature

cc: Minturn Town Council

TOWN OF MINTURN
P.O. Box 309
302 Pine Street
Minturn, CO 81645
Phone: 970-827-5645 ♦ Fax: 970-827-5545
Email: planner@minturn.org



TOWN OF MINTURN

Application – Planning Commission

Thank you for expressing an interest to serve on the Town's Planning Commission.

- The Commission meets twice a month on the second Wednesday at 6:30 pm in the Minturn Town Center Council Chambers located at 302 Pine Street, Minturn, CO.

Applicants must be residents of Minturn for a minimum of one year and a registered Minturn voter. To be ensured of appropriate consideration, please complete the following information:

Name: GREG EASTWICK

Phone: (H) N/A (W) N/A (Cell) 970-390-6424

Email: greg@urbandevco.com

Mailing Address: PO BOX 5424 VAIL, CO 81658

Minturn Physical Address: 421 MAIN STREET, UNIT R2

1. How long have you lived in Minturn? 22 MONTHS

2. What are your skills/talents and interests? GRADUATE OF THE UNIVERSITY OF COLORADO SCHOOL OF ARCHITECTURE & PLANNING. REAL ESTATE DEVELOPER

3. Why are you interested in serving on the Minturn Planning Commission?

BECAUSE I LOVE THIS COMMUNITY AND WORRY ABOUT WHAT UPCOMING CHANGES MIGHT DO TO IT IF NOT PROPERLY GOVERNED.

TOWN OF MINTURN
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Applicants must be residents of Minturn for a minimum of one year and a registered Minturn voter. To be ensured of appropriate consideration, please complete the following information:

Name: Burke Harrington

Phone: (H) _____ (W) _____ (Cell) 970-376-2256

Email: bhcco@comcast.net

Mailing Address: POB 425 Minturn 81645

Minturn Physical Address: 532A Taylor St

1. How long have you lived in Minturn? 7 years

2. What are your skills/talents and interests? I like to problem solve and think ahead.

I am interested in moving minturn beyond any problems and into a bright future.

3. Why are you interested in serving on the Minturn Planning Commission?

The well being of the Minturn community is important to me and serving on the Planning Commission is one way of assuring myself of that.

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Applicants must be residents of Minturn for a minimum of one year and a registered Minturn voter. To be ensured of appropriate consideration, please complete the following information:

Name: Bobby Head

Phone: (H) 748-0697 (W) 748-8461 (Cell) 904-1668

Email: Bobby@RMCL-USA.COM

Mailing Address: P.O. BOX 4082, AVON CO 81620

Minturn Physical Address: 1017 MOUNTAIN DR 4-B, MINTURN

1. How long have you lived in Minturn? 10 YEARS

2. What are your skills/talents and interests? LANDSCAPE ARCHITECT

3. Why are you interested in serving on the Minturn Planning Commission?

TO GET INVOLVED IN THE COMMUNITY.



Planning Commission Application

Name Jeff Armistead

Address 1632 Main Street

Minturn

Minturn Resident Year(s) 16 years

Statement of Why You Want To Be On Town of Minturn Planning Commission

I am a General Contractor and have been involved in a number of new construction and remodel projects in Minturn over the last 15 years. I am also very interested in serving my community at a time that I feel is a critical juncture in the future of the town.

I am confident that I can put my building, development and field experience to a useful end working with other members of the community to help the P & Z make useful decisions toward the future

Qualifications

Bachelors Degree - 1990 - Michigan State University - Communications Major

Construction Superintendent - Delcor Homes - Michigan 1992 - 1996

Project Manager - O'Halloran Construction - Minturn 2003-2008

Owner - 10th Mountain Builders - Minturn - 2008 to Present

Signature

Jeff Armistead
Printed Name

Date

TOWN OF MINTURN
P.O. Box 309
302 Pine Street
Minturn, CO 81645
Phone: 970-827-5645 ♦ Fax: 970-827-5545
Email: planner@minturn.org



TOWN OF MINTURN

Application – Planning Commission

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- The Commission meets twice a month on the second Wednesday at 6:30 pm in the Minturn Town Center Council Chambers located at 302 Pine Street, Minturn, CO.

Applicants must be residents of Minturn for a minimum of one year and a registered Minturn voter. To be ensured of appropriate consideration, please complete the following information:

Name: _____

Phone: (H) _____ (W) _____ (Cell) _____

Email: _____

Mailing Address: _____

Minturn Physical Address: _____

1. How long have you lived in Minturn? _____

2. What are your skills/talents and interests? _____

3. Why are you interested in serving on the Minturn Planning Commission?

**TOWN OF MINTURN, COLORADO
RESOLUTION NO. 12 – SERIES 2016**

**A RESOLUTION APPOINTING TOWN PLANNING
COMMISSIONERS**

WHEREAS, The Minturn Town Council has vacancies on the Planning Commission and desires to fill these vacancies; and

WHEREAS, pursuant to Minturn Municipal Code Section 16.21.4(c), the Planning Commission is required to be appointed to overlapping terms; and

WHEREAS, the Town Council recognizes and appreciates the service and commitment of the Planning Commission members.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MINTURN, COLORADO THAT THE FOLLOWING INDIVIDUALS ARE HEREBY APPOINTED AS INDICATED:

NAME	TERM
_____	_____
_____	_____
_____	_____
_____	_____

**INTRODUCED, READ, APPROVED, ADOPTED AND RESOLVED THIS
18th DAY OF MAY, 2016.**

TOWN OF MINTURN

By: _____
Mayor

ATTEST:

Town Clerk

Town Committees

Non-Profit Entities Requiring Directors Appointed by Council

1. **Minturn Education Fund**

Representation: at least one and not more than two Council members are Directors

Town Manager is Ex-Officio Director

Responsibilities: Manage funds and award scholarships

Time commitment: As needed, generally twice per year

2. **Minturn Fitness Center**

Representation: Council appoints 3 Directors (do not need to be Council members, but must be members of the community)

Responsibilities: Manage finances and operations of Fitness Center

Time Commitment: quarterly

Representation to other Government Agencies

1. **NWCCOG/QQ**

Representation—One person, may be Council or staff member. May have different reps to COG and QQ.

Responsibilities:

COG: oversees budget and operations of NWCCOG

QQ: advises on water legislation and regional water issues

Time Commitment: quarterly meetings for COG, differing locations; QQ quarterly in Summit County

2. **ECO Transit**

Representation: one member and one alternate, may be Council or staff

Responsibilities: advises County Commissioners on budget, operations, schedules, capital spending of bus system.

Time Commitment: Quarterly in Gypsum

Representation to Membership Entities

1. **Colorado Association of Ski Town (CAST)**

Representation: regular and alternate members, generally Mayor and/or Manager

Responsibilities: advocacy, trends, legislation affecting ski towns

Time Commitment: five meetings per year (overnight stay), different towns,

2. **Club 20**

Representation: regular and alternate members

Responsibilities: advocacy, education and legislation affecting western slope

Time Commitment: quarterly meetings in Grand Junction

3. **Channel 5 Public Access**

Representation: one regular member

Responsibilities: oversee operations and finances of Channel 5, advocacy of the station

Time Commitment: quarterly meetings

Council Advisory Sub-Committees

Overview

All committees below meet on as-needed basis. Council in past has appointed two Council members. Time commitments vary. Staff is recommending the following committees be eliminated: Sheriff's Committee, Parks Committee and Railroad Committee. Council may want to consider ad-hoc committees, for example, a committee formed for the TAP grant. Council has recently made appointments to the Battle Mountain and Dowd Junction committees.

Battle Mountain/Water

Function: Advise Council on Battle Mountain agreements, ongoing negotiations, and general discussions.

Time Commitment: Can be substantial

Appointees: Earle Bidez and Terry Armistead

Staff Concern: Staff believes Battle Mountain and Water should be separated into two committees.

Water Committee (assuming a different committee formed)

Function: Advise Council on Battle Mountain water, water court applications, infrastructure, and water rates.

Time Commitment: busy at times

Appointees: Earle Bidez and George Brodin

Dowd Junction Committee

Function: Advises on: Forest Service processes, Request for Proposal to developers, ownership and regulatory control by Minturn

Time Commitment: considerable

Appointees: Matt Scherr and Sidney Harrington

Economic Development

Function: The Economic Development Advisory Committee (EDAC) works to strengthen and expand economic opportunities within and for the Town of Minturn, its residents, and its businesses. It achieves this primarily with the creation and management of Minturn's economic development strategic plan.

Time Commitment: Meets the third Monday of each month at 5:30 pm.

Appointees: Matt Scherr and Shelley Bellm



LAND DEVELOPMENT APPLICATION

TOWN OF MINTURN PLANNING AND ZONING DEPARTMENT

P.O. Box 309 302 Pine Street

Minturn, Colorado 81645-0309

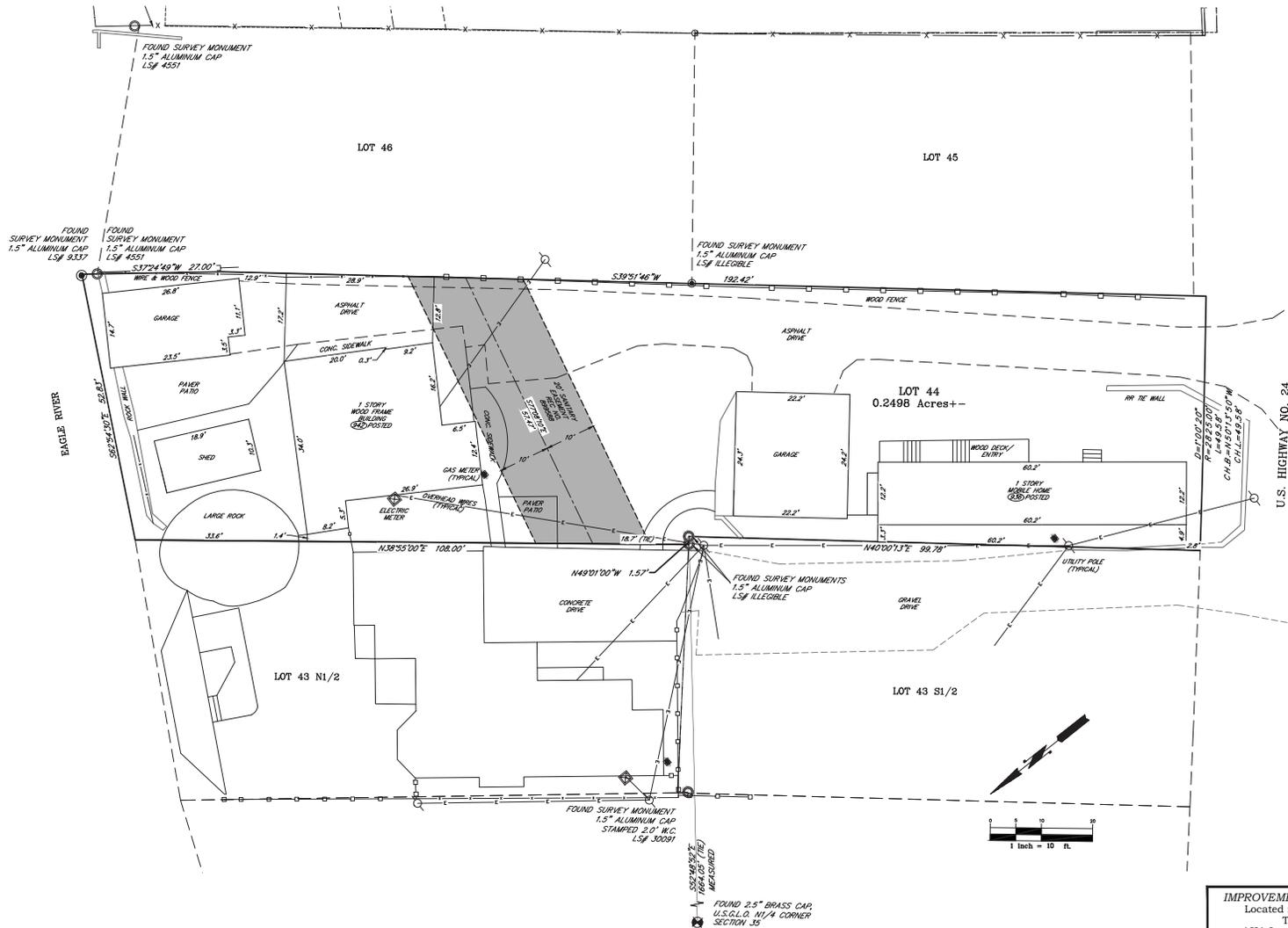
Phone: 970-827-5645

Fax: 970-827-5545

Email: planner@minturn.org

APPLICANT:		ADDRESS:		SIGNATURE:	
MICHAEL PUKAS		PO BOX 288 GYPSUM, CO 81637			
		PHONE: 370-4931 FAX:		NAME:	
		EMAIL: michael@mppdesigns.com		TITLE:	
OWNER(S) OF RECORD:		ADDRESS:		SIGNATURE:	
BOB ANDERSON		4446 PIRREN TERRE DR. LAKE CHARLES, LA 70605-3732			
		PHONE: FAX:		NAME:	
		EMAIL:		TITLE:	
DEVELOPER:		ADDRESS:		CONTACT PERSON:	
T.B.D.					
		PHONE: FAX:			
		EMAIL:			
ENGINEERING FIRM:		ADDRESS:		CONTACT PERSON:	
ALBERT FEWING FEWING ENGINEERING		PO BOX 2526 YALE, CO 81658		ALBERT FEWING	
		PHONE: 47-0124 FAX:			
		EMAIL: FEWING-YALE@COMCAST.NET			
Submittal Date		05/06/16		Planner:	
Parcel ID Number		2103-351-02-016		(Example: 210326325001) from your full card printout	
Address or Intersection		942 MAIN ST.			
Brief Legal Description		SOUTH MINTURN ADDITION, LOT 44			
Subdivision Name & Filing #					
Project Description		RENOVATION TO EXISTING SINGLE FAMILY RESIDENCE			
		Existing		Proposed:	
Zoning:		RESIDENTIAL		NO CHANGE	
Land Use:					
Total Acres:		0.23 ACRES			
F.A.R./Density:					
Project Name:					
Related Case #'s:					
CASE TYPE					
PUD CDP: Concept Dev. Plan	PP: Prelim. Subdivision Plat	DRB - P: Des. Rev. Bd. Prelim	A-FP: Fence Permit		
PUD PDP: Prelim. Dev. Plan	FP: Final Subdivision Plat	DRB - F: Des. Rev. Bd. Final	A-MOD: Modification/Add		
PUD FDP: Final Dev. Plan	MS: Minor Subdivision	ADM: Admin. Des. Review	A-MIN: Minor Ext. Mod.		
PUD ASP: Admin. Site Plan	ASR: Admin. Subdivision Replat	A-SIGN: Admin. Sign Review	ANNEX: Annexation		
PUD FDP A: Amendment	V: Vacation of Easement	A-DIG: Admin. Dig Permit	TU: Temporary Use		
LU-V: Land Use - Variance	R.O.W. Vacation	A-DEMO: Admin. Demo Per.	CU: Conditional Use		
NU-V: Non Use - Variance	REZ -Rezoning -Straight Zoned	A-LTD: Admin. Limited Use	APPLS: Appeals		
This section for OFFICE USE ONLY					
Case No:	Case Mgr.	Case Eng.			
Fees Paid	Y N \$	Dates Referred Out			
Dates to be Returned	Planning Comm Date:				

IMPROVEMENT LOCATION CERTIFICATE
 LOCATED IN THE NE1/4 OF SECTION 35, T5S, R81W, 6TH P.M.
 AKA: LOTS 44 SOUTH MINTURN ADDITION
 TOWN OF MINTURN, COUNTY OF EAGLE, STATE OF COLORADO



PROPERTY DESCRIPTION:
 A parcel of land located in the Northeast one-quarter (NE1/4) of Section 35, Township 5 South, Range 81 West of the 6th Principal Meridian, Town of Minturn, County of Eagle, State of Colorado, and being more particularly described as follows:
 Commencing at the North one-quarter (N1/4) corner of said Section 35, said point being a brass cap in place; thence South 52°43'46" East, 1864.50 feet to the True Point of Beginning; thence North 49°01'00" West, 1.57 feet; thence North 38°55'00" East, 108.00 feet; thence South 62°54'30" East, 52.83 feet; thence South 37°24'49" West, 27.00 feet; thence South 39°51'46" West, 192.42 feet along the arc of a curve to the right having a central angle of 1°00'20" and a radius of 2825.00 feet, the chord of which bears North 50°33'50" West, 49.58 feet; thence North 42°00'13" East, 99.78 feet to the Point of Beginning. (AKA: Lot 44, South Minturn Addition, 924 Main Street Minturn, Colorado).

- NOTES:**
- 1) DATE OF SURVEY: August 04, 2015
 - 2) STREET ADDRESS: 936 & 942 Main Street (U.S. Highway 24) Posted
 - 3) No Title Commitment was used to aid in this survey. Deeds and Easements shown hereon were obtained from the Eagle County Clerk and Records Office.
 - 4) This is not a monumented survey, Land Survey Plat, or Improvement Survey plat. No boundary resolution was performed in making this survey. All lot lines, setback lines, and easement lines shown hereon should be considered approximate and should not be relied upon for the placement of any future improvements.
 - 5) The Sanitary Easement shown hereon is approximate. The existing sewer manholes would need to be located for true location.
 - 6) Notice: According to Colorado Law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect, in no event, may any action based upon any defect in this survey be commenced more than ten years from the date of certification shown hereon.

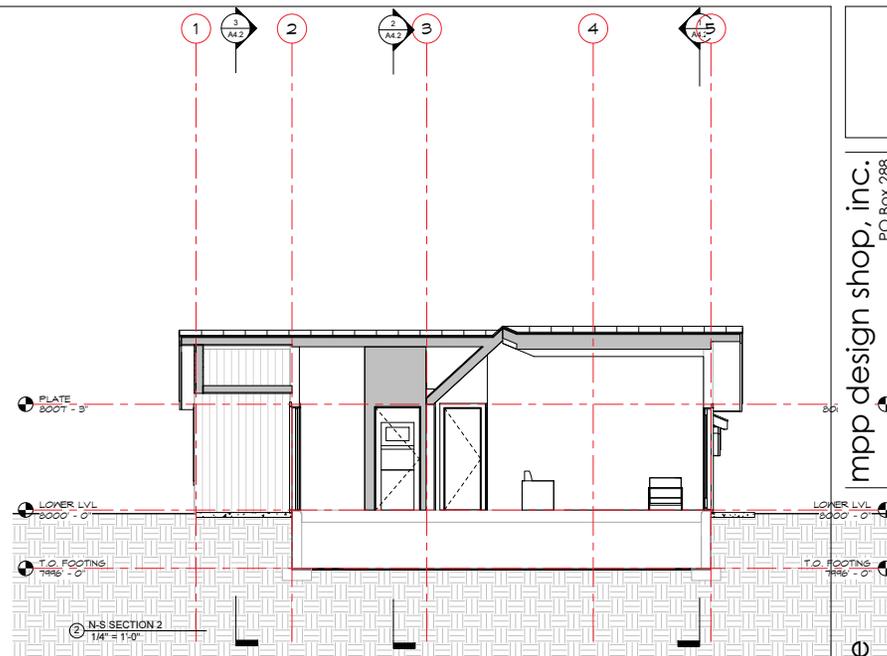
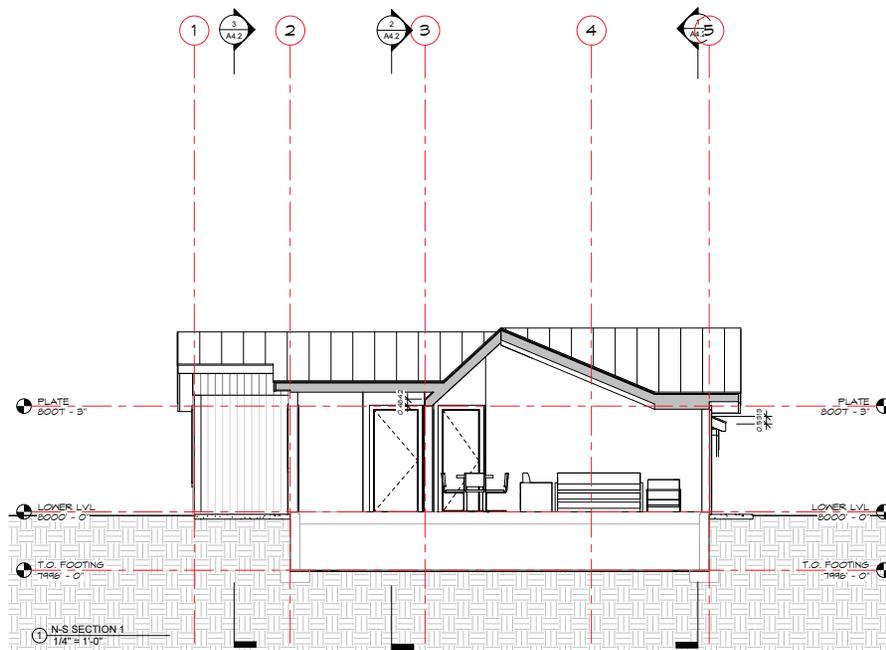
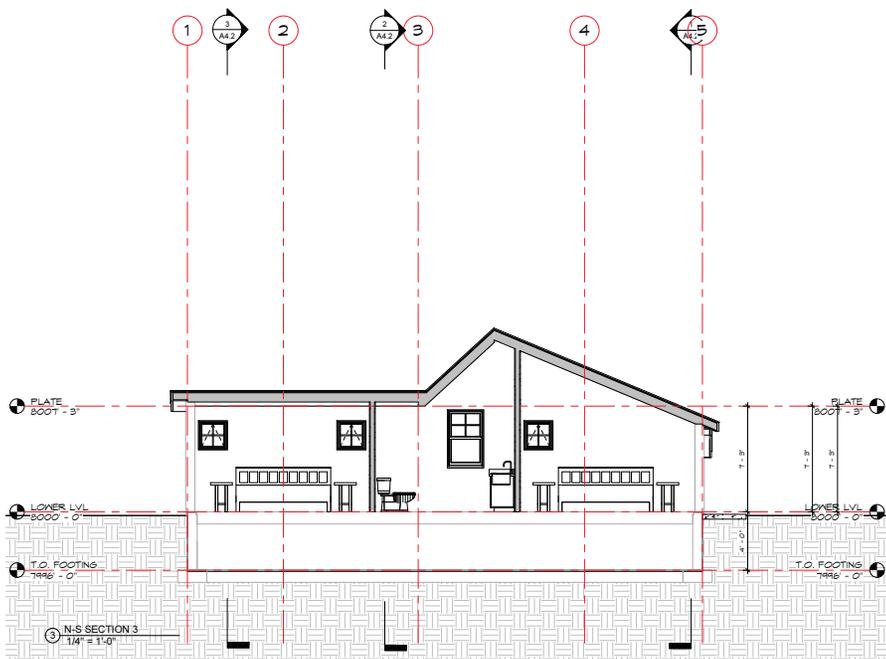
CERTIFICATION:
 I hereby certify that this Improvement Location Certificate was prepared for Paul M. Starnes, and this is NOT a Land Survey Plat or Improvement Survey Plat, and that it is not to be relied upon for the establishment of fence, building, or other future improvements lines. This certificate is valid only for use by Paul M. Starnes and describes the parcels appearance on August 04, 2015.

I further certify that the improvements on the above described parcel on this date, August 04, 2015, except utility connections, are entirely within the boundaries of the parcel, except as shown, that there are no encroachments upon the described premises by improvements on any adjoining premises, except as indicated, and that there is no apparent evidence or sign of any easement crossing or burdening any part of said parcel, except as noted.



Randall P. Kipp P.L.S. #38079
 Colorado Professional
 Land Surveyor

IMPROVEMENT LOCATION CERTIFICATE Located in the NE1/4 Of Section 35 T5S, R81W, 6TH P.M. AKA Lot 44 South Minturn Addition Town of Minturn, County of Eagle, Colorado		KIPP LAND SURVEYING RANDY KIPP P.L.S. P.O. Box 3154 Eagle, CO 81631 (970) 390-9540 email: randy@kipplandsurveying.com web: kipplandsurveying.com
JOB NO.: 15042 SHEET 1 OF 1	DATE: 8-10-15 DWG NAME: Lot 44-SM-ILC	



mpp design shop, inc.
 PO Box 288
 95 Willowstone Place
 Gypsum, CO 81637
 (970) 390-4931
 michael@mppdesignshop.com

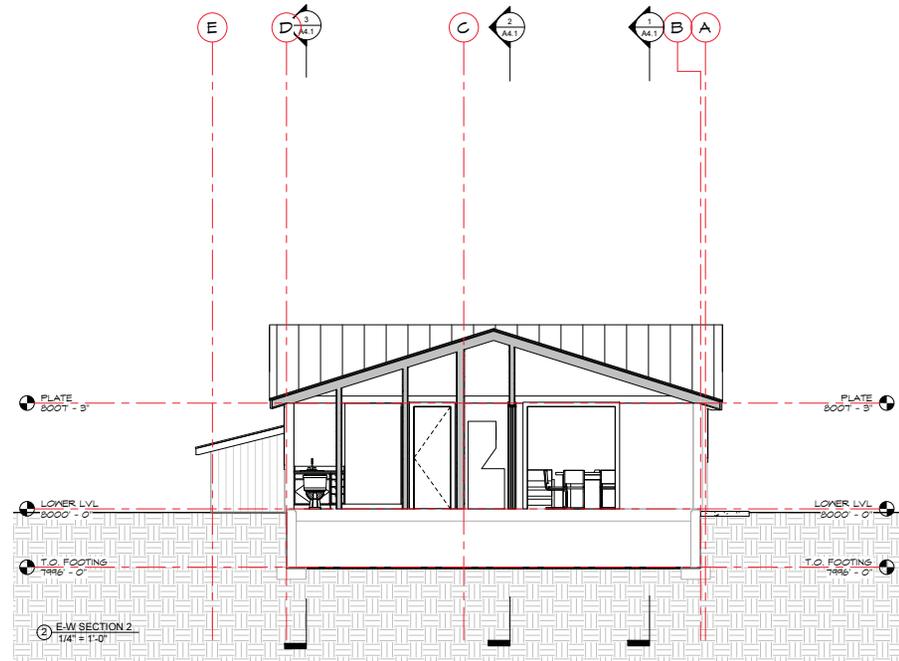
Anderson Residence
 Parcel No: 2103-351-02-016
 South Mintum Addition, Lot: 44
 942 Main Street
 Mintum, CO 81645

#	Description	Date
1	DRB Submission	05/05/16

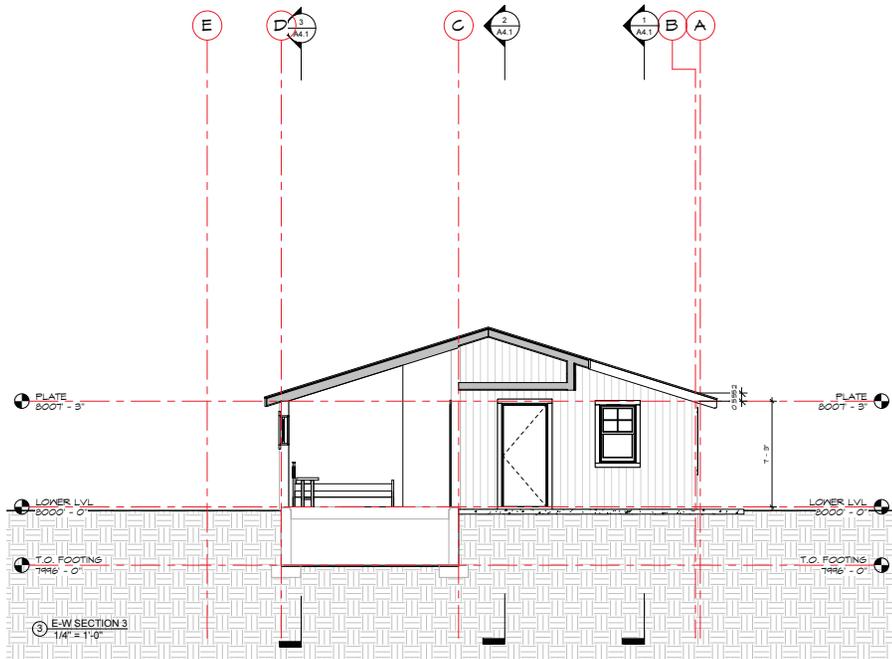
Project Number: 1604
 Drawn By: mpp
 Checked by: mpp

Building Sections

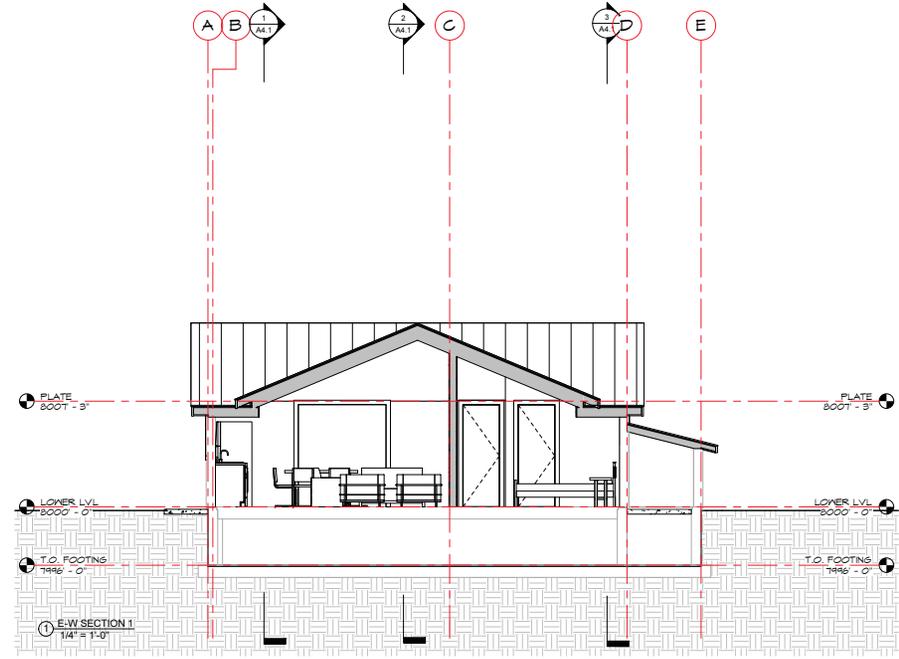
A4.1
 Scale 1/4" = 1'-0"



2 E-W SECTION 2
1/4" = 1'-0"



3 E-W SECTION 3
1/4" = 1'-0"



1 E-W SECTION 1
1/4" = 1'-0"

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95 Willowstone Place
Gypsum, CO 81637
(970) 390-4931
michael@mppdesignshop.com

Anderson Residence
Parcel No: 2103-351-02-016
South Minium Addition, Lot: 44
942 Main Street
Minium, CO 81645

#	Description	Date
1	DRB Submission	05/05/16

Project Number: 1604
Drawn By: mpp
Checked by: mpp

Building Sections

A4.2

Scale 1/4" = 1'-0"

TOWN OF MINTURN
P.O. Box 309 ♦ 302 Pine Street
Minturn, CO 81645
Phone: 970-827-5645 Fax: 970-827-5545

William Powell
Town Manager



Town Council
Mayor – Gordon “Hawkeye” Flaherty
Mayor Pro Tem – George Brodin
Councilmember – Shelley Bellm
Councilmember – Earle Bidez
Councilmember – John Rosenfeld
Councilmember – Jason Osborne
Councilmember – Matt Scherr

MANAGER MEMORANDUM
May 6, 2016

Holy Cross Energy (HCE)

Janet and Willy met with HCE employees on May 12. This was a subsequent meeting from the one discussed at the last meeting. Staff discussed the following with HCE staff.

- An above ground line on Meadow Mountain should not be considered.
- If the line were to be buried, town staff would work with HCE to determine an acceptable alignment.
- An above ground line above Lionshead is in roadless area, but could be used as a last resort and construction all performed by helicopter.
- Can an underground line be paid for by the beneficiaries of Beaver Creek, Avon and Vail? This would be a policy decision by the HCE Board.
- What are the cost differentials between the various alternatives?
- HCE is still in the preliminary stages of review and will continue to see guidance from Minturn. They will also be consulting with Battle Mountain Corporation and the Forest Service, among others.

Rural Economic Development Program (REDI)

The town was informed of the REDI program on April 25. Deadline for submittal is May 31. Staff has discussed applying for engineering services to design a water main to the Dowd Junction site. Preliminary estimates of engineering work are \$10,000 to 15,000. We will also need to apply for and receive a 1041 permit from Eagle County. We are currently seeking an estimate for the 1041 work.

Total estimated costs will likely range from \$30,000—40,000. A Minturn 20% match would then be topped out at \$8000. Because the deadline for submittal is May 31 and we will not have another meeting before then, I would like authority to submit the grant application.

ICON TWO WEEK SCHEDULE

See attached for two week construction schedule.

DOWD RFQ

We will discuss further in Executive Session

Main Street Pedestrian Planning

Staff and consulting engineers conducted the kick-off meeting to start the project. Of particular importance is the public outreach agenda. The tentative schedule for our introductory meetings are the following: Town Council review of alternatives June 1st; Public Open House on Tuesday June 7th. The outreach includes Town Council meeting, public open house and one on one meetings with the most affected property owners in South Minturn. Michelle Metteer will be assisting with the project, especially for the public outreach portion.

Interestingly CDOT just recently discovered they own 80' of right of way south of Cemetery Bridge; previously they believed the ROW width was 55' like in the downtown area. This is a mixed blessing—more area to work with, but nearer dwellings where owners may not know their true front property line.

ACTION ITEMS REPORT

From: Town Manager
16-Mar-16

Action Item	Responsible staff	Status
Eagle River Park Grant "History Walk in the Park" and bathrooms	Hawkinson	sod and basketball net installed Cintas best bathroom award Design for educational portion beginning
Lease Lot cleanup and leasing	Martinez	berm improved, needs seeded
Boneyard	Hawkinson	complete management plan
Little Beach Park	Powell	review improved park plans
Memorialization Guidelines	Metteer	staff presented in 2015, need more guidance from Council
Minturn Fitness Center	Powell/Metteer Rosenfeld Bidez	Property tax exemption has been approved by state achieve 501.c.7 non-profit status
Minturn Education Fund	Powell Bellm	501.3 IRS tax exempt application sent scholarships to be awarded in Spring
Zoning Code Amendments	Hawkinson Powell Sawyer	phase 1 complete and adopted by Council staff working on list of priorities to present to Council
Guide Sign Plan	Metteer	Submitted to CDOT for review
Water Rate Structure and Rates	Powell water committee	decision on structure and rates made review after six month history
Entryway/100 Block Project Steet Projects	Powell Hawkinson Inter-Mountain Engr.	phase 1 substantially complete by contractor seeding in Spring, decorative fencing to be installed construction underway
South Minturn Engineering TAP GRANT	Powell Osborne Inter-Mountain Engr.	IGA fully executed between CDOT and Town Stofus agreement approved and executed Kick off meeeting set for May 10
Bolts Ditch within Wilderness	Powell	costs being shared with Battle Mountain 50/50 WLG contract approved legislaton introduced, hearings have begun
Building Code Adoption--newer codes		place holder
Term Limits	Sawyer	Charter or ordinance amendment decide particulars of amendment