

WOODLAND PARK BOARD OF ADJUSTMENT

SPECIAL MEETING MINUTES – November 1, 2021

City of Woodland Park Council Chambers, 220 W. South Avenue, Woodland Park, CO and by Zoom
Due to the COVID-19 pandemic, this meeting was a hybrid in-person and virtual electronic meeting. A Zoom link was posted on the front-page of the City website. Public input in the form of written comment submitted in advance of the meeting was encouraged and accommodation for public comment in real time at the meeting was made.

1. ORDER AND ROLL CALL. Order was called at 6:33 p.m. with attendance as follows:

Present	Chairman Lou Ramon
Present	Vice Chairman Jim Rumsey (Zoom)
Present	Regular Member Dean Nelson
Present	Regular Member Valerie Lundy
Present	Regular Member Nick Abercrombie (Zoom)
Staff Present	Planning Director/BOA Secretary Sally Riley and Planner I David Burgess

Chairman Ramon announced that Alternate Member Christina Chapman had resigned last month and that the two alternate positions are now vacant.
All recited the Pledge of Allegiance.

2. APPROVE MINUTES. The September 20, 2021 minutes were unanimously approved as presented.

3. REQUESTS / PUBLIC HEARINGS.

A. Move to Approve changes to the BOA Rules of Procedure and forward revised rules to City Council for ratification. (Legislative)

Chairman Ramon introduced the purpose of this meeting is to approve the Rules of Procedure and described the three levels; Municipal Code, Rules of Procedure and Guidelines. To change the Rules of Procedure the BOA must hold a public hearing and make a recommendation to City Council. To change the Code, the BOA must make a recommendation to the Planning Commission who then make their recommendation to City Council for Final approval of an ordinance adopting the new legislation. The latest draft of the Rules were discussed section by section with consensus expressed toward several edits. Chairman Ramon will incorporate the members recommended edits and create a final draft of the Rules. Due to the extent of the edits, the BOA members decided to delay approval of Rules and meet on November 15, 2021 to approve the final draft. The November 15, 2021 meeting will be held as a virtual meeting only.

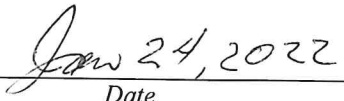
4. REPORTS

A. Planning Director Riley stated that with the resignation of Ms. Chapman there are now two Alternate Member positions open with the BOA. Since there are no BOA hearing requests at this time, the meeting on November 15, 2021 will be limited to the public hearing for approving changes to the BOA Rules of Procedure for forwarding to the City Council for ratification by resolution. The following regularly scheduled meeting will be on December 20, 2021, if there are any requests to be heard.

5. ADJOURNMENT. Chairman Ramon adjourned the regular meeting at 8:06 p.m. The next meeting is November 15, 2021.

6. WORK SESSION. Municipal Code Changes: Chairman Ramon called the work session to order at 8:12 p.m. The Board discussed proposed changes to the BOA Code Chapter 18.51. Chairman Ramon will revise the draft Code based on comments made at this work session.

Code changes as proposed will be forwarded to Planning Director Riley for consideration with the code unification being conducted by consultant Logan Simpson. If the BOA recommended codes changes are not incorporated into the Logan Simpson changes, the BOA may pursue independent changes in the future. The work session adjourned at 9:06 p.m.

Approved by:  
Lou Ramon, Chairman Date