

WOODLAND PARK BOARD OF ADJUSTMENT

MEETING MINUTES – November 15, 2021 (VIRTUAL ONLY)

City of Woodland Park, 220 W. South Avenue, Woodland Park, CO Zoom Meeting Only
Due to the COVID-19 pandemic, this meeting was a virtual electronic meeting only. 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.

ORDER AND ROLL CALL. Order was called at 6:32 p.m. with attendance as follows:

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

All recited the Pledge of Allegiance.

1. APPROVE MINUTES. The November 1, 2021 minutes were unanimously approved as presented.

2. REQUESTS / PUBLIC HEARINGS.

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

Chairman Ramon reviewed the edits listed below that were discussed during the November 1, 2021 meeting, as follows:

Section 3.6 – The term “Requesters” was replaced with “Applicants”.

Section 3.13 – The word “the” was added before the word “office”.

Section 5.2 – Two sentences in the Scheduling of Hearings were deleted and Municipal Code Chapter 18.72.060 will be referenced with a hot link.

Section 5.4 B.9. – Will now read; “The Chairman closes the public comment portion of the hearing.”

Section 5.5 – Added tabled to a “date certain” which was changed by consensus to a “specified date”.

Section 5.9 – The text was struck from 5.9 and moved to section 5.8 with clarification of when the deadline fell on a weekend or holiday.

Section 5.10 – The text regarding the rehearing of application was struck.

Ms. Riley reported that she had determined that the original Rules of Procedure were first adopted in 1988 and amended in 2005. The ratification was accomplished by a simple majority vote of City Council. Ms. Riley suggested that a memo to the City Council would be appropriate to describe the process and explain why the amendments are recommended by the Board.

MOVED BY NELSON, AND SECONDED BY RUMSEY THAT THE BOARD approve the BOA Rules of Procedure and forward the revised rules to City Council for ratification.
YES: Ramon, Rumsey, Lundy, Abercrombie, Nelson / **NO:** None Motion PASSED

3. REPORTS

A. Planning Director Riley stated that the next regularly scheduled meeting is December 20, 2021, if any requests are received by November 24, 2021. The 2022 calendar of meeting dates will be sent to the Board in December. Chairman Ramon reminded the Board that the

BOA has two Alternate vacancies. We discussed the possibility of recruiting from the Citizen's Academy recent graduates. Dean Nelson will follow-up with Grace Johnson.

4. **ADJOURNMENT.** Chairman Ramon adjourned the regular meeting at 7:03 p.m.
5. **WORK SESSION. Municipal Code Changes:** Chairman Ramon asked if the Board members were amicable to spend time reviewing the Code changes. It was decided to postpone this discussion to January 2022. Chairman Ramon asked the Board to review the code changes and to provide any comments to Mr. Ramon by Monday, November 29, 2021. The work session ended at 7:07 p.m.

Approved by: Lou Ramon Nov 24, 2022
Lou Ramon, Chairman Date