

WOODLAND PARK BOARD OF ADJUSTMENT

MEETING MINUTES – February 28, 2022

*City of Woodland Park, 220 W. South Avenue, Woodland Park, CO and by Zoom.
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 public comment in real time at the meeting was made.*

1. ORDER AND ROLL CALL. Order was called at 6:30 p.m. with attendance as follows:

Present	Chairman Lou Ramon
Present	Vice Chairman Jim Rumsey
Present	Regular Member Nick Abercrombie
Present	Regular Member Valerie Lundy
Present	Regular Member Dean Nelson
Staff Present	Planning Director/BOA Secretary Karen Schminke
	Planner I Dave Burgess
	City Attorney Nina Williams

Also in attendance was City Council Member Catherine Nakai.

All recited the Pledge of Allegiance.

2. APPROVE MINUTES. The January 24, 2022 minutes were unanimously approved as presented.

3. REQUESTS / PUBLIC HEARINGS.

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

Chair Ramon reviewed the most recent copy of the Rules of Procedure that were included in the Board's packet. Items in red are terminology additions to add clarity. Items in blue are 'hot links' that when the reader clicks on those in an electronic document, they will be routed to that section of the City's Municipal Code. Language in green (primarily in Section 5.8) reflects more substantive amendments that relate to the Board's final decision and written determinations for an item they have heard.

Attorney Williams recapped the appeal process proscribed by State statute. Specifically, an appeal of the Board of Adjustment's decision needs to be filed in District Court no later than 30 days from BOA's final action.

Chair Ramon provided additional explanation of the change from 15 to 10 days for providing the written determination of findings. There was identification of a couple small typographical errors in Section 5.8.

When called on by Chair Ramon, Joe Furry (attending via Zoom) stated he appreciated the change to 10 days.

Make the changes referenced

For City Council consideration on March 17, 2022.

MOVED BY NELSON, AND SECONDED BY RUMSEY THAT THE BOARD to make the changes referenced. Motion **PASSED** unanimously.

Chair Ramon noted, this item will be in front of City Council again on March 17, 2022.

4. REPORTS

Director Schminke led a short discussion regarding the printing of packets. Board members are encouraged to either download the packet to a digital device for use during a meeting or to print a copy of the packet at home. Staff can still provide printed copies of oversize pages if requested. Staff will also make sure visitors to the City website know how to obtain a copy of the packet in advance of the BOA meeting.

5. ADJOURN. Chairman Ramon adjourned the meeting at 6:47 p.m.

Approved by: R.V. Ramon 8/10/2022
Date