

WOODLAND PARK BOARD OF ADJUSTMENT

MEETING MINUTES – February 27, 2023

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 6:31 p.m. with attendance as follows:

Present	Chairman Lou Ramon
Present	Vice Chairman Nick Abercrombie
Present	Regular Member Jim Rumsey
Present via zoom	Regular Member Valerie Lundy
Absent	Regular Member Kevin O'Neill
Staff Present	Planning Director/BOA Secretary Karen Schminke
	Senior Planner CJ Gates

The Pledge of Allegiance was recited.

2. APPROVE MINUTES: Approval of the January 23, 2023 Minutes

Chair Ramon asked the board if they had any questions or concerns with the meeting minutes that staff presented and the Board did not. Chair Ramon stated that his concerns that he had previously emailed to staff were not incorporated and asked Director Schminke a question regarding the level of detail of the minutes being presented.

Director Schminke explained that the variability of the minutes comes from which staff member completes the minutes.

The Board discussed level of detail within the minutes provided. Chair Ramon stated he had concerns on page two and three of the packet. On page two, "all buildings considered for the 35' variance and not just individual buildings" could be phrased better. On page 3, similarly it should be clarified that the variance would apply to the buildings in the variance application and not to whatever Mr. Platz may submit to the Planning Commission. The board discussed these concerns with the wording on page two and three and asked staff to revise the language and the Board can table approval until the next scheduled meeting.

Director Schminke explained that another option would be to revise and approve the minutes during meeting when they are presented or have staff check the recording of the meeting.

Chair Ramon stated he believes it would be best for staff to take another look at the minutes and not amend any language during the meeting tonight.

Director Schminke asked for more clarification on what the Board would like changed. Chair Ramon stated he sent specific edits to Director Schminke via email that he would like staff to incorporate.

MOTION: Rumsey made a motion based on recommendation and comments to be adjusted to table the minutes from the January 24th meeting to the next scheduled meeting or approve by a special meeting. Abercrombie seconded.

YES: Ramon, Abercrombie, Rumsey and Lundy / Motion PASSED unanimously

3. REQUESTS / PUBLIC HEARINGS:

4. REPORTS

Director Schminke updated the BOA that the Planning Department is now fully staffed and are in the final stages of purchasing a new permit tracking system to serve the City.

Director Schminke also thanked the BOA for their involvement with the Planning Commission Code Revision meetings.

The Board asked question regarding the “Applications Under Review” page of the City Website. Director Schminke explained that all current and recent applications will be posted within this location of the website.

5. ADJOURN. Chair Ramon adjourned the meeting at 6:37 p.m.

Approved by:  4/19/2023
Lou Ramon, Chair Date