



Board of Adjustment Special Meeting Minutes

JC Ortega
Linda Baumann
Kenneth Arnold
Talena Jensen
Richard Coffey

Monday, July 15, 2019

6:00 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

Special Meeting

This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.

**** ALL TIMES ARE APPROXIMATE ****

DINNER FOR BOARD MEMBERS

CALL TO ORDER

The meeting was called to order at 6:03 p.m.

ROLL CALL

Present 4 - JC Ortega, Linda Baumann, Richard Coffey, and Richard Coffey

Not Present 1 - Talena Jensen

Attendance 2 - Sandra Aguilar, and Tammy King

CERTIFICATION OF MEETING

Mrs. King confirmed that the notice of this meeting and the agenda had been posted and witnessed in accordance with the requirements of the Open Meetings Law.

APPROVAL OF MINUTES

[BOA 2019-013](#) June 6, 2019 Board of Adjustment Meeting Minutes

Attachments: [June 6, 2019 Board of Adjustment Meeting Minutes](#)

Baumann moved, seconded by Coffey, to approve the June 6, 2019 minutes, as written.

The motion passed: 4-0

UNSCHEDULED PUBLIC APPEARANCES

None

PUBLIC HEARING ITEMS

[BOA 2019-014](#) Request for Approval of Variance from the Front Garage and Front

Living Setback Requirements PD (Single Family)

- Attachments: [Staff Report](#)
[Attachment A: BOA Application Packet](#)
[Public Documents](#)

Staff member King presented the variance specifics and staff recommends approval.

Applicant: Matt Childress with Richmond Homes provided graphics and responded to questions from the Board.

Moved by Baumann, seconded by Arnold, to approve BOA 2019-014 Request for Variance from the front garage and front living setback requirements PD (Single Family).

The motion passed: 4-0

Yes: 4 - Ortega, Arnold, Baumann, and Coffey

Not Present: 1 - Jensen

DISCUSSION ACTION ITEMS

None

BOARD MEMBER ITEMS

None

STAFF UPDATE

Staff member King informed the Board that several administrative clarification issues will be taken to Town Council for recommendation to proceed to 1st reading at the next available meeting. This includes the ability for administrative staff to grant, on a single lot, a variance for height or setback as long as the change is no more than a 10% variance. This action was previously in code but had been inadvertently omitted in subsequent updates. Staff is also cleaning up some other code items including updating definitions and better defining industrial use zoning. A final draft will be emailed to the Board for comments.

TOWN COUNCIL UPDATE

None

ADJOURN

The meeting was adjourned at 6:27 p.m.

Minutes approved by the Board of Adjustment on _____
by a vote of _____ in favor, _____ opposed, with _____ abstention(s).

Board of Adjustment

