



## Board of Building Appeals Meeting Minutes

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Monday, March 1, 2021

6:00 PM

Virtual Board Meeting  
On-line: <https://crgov.webex.com>  
Phone-in: 720-650-7664  
Meeting Number: 187 609 9156  
Meeting Password: GZgFNCJ5q32

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This meeting is open to the public and will be held in a fully virtual format in accordance with Town Council Meeting Special Procedures During Declared Disasters.

To join the meeting, visit:

On-line: <https://crgov.webex.com>

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

### CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:00 p.m. by Chair Hovanetz. The meeting was held as a "Connected Meeting" in accordance with the Special Procedures During Declared Disasters.

**Present** 5 - Chair Christopher Hovanetz, Vice Chair Dave Perry, Richard Morton, Heather Attardo, and Tom Martinez

**Attendance** 5 - Ryan Hollingshead, Joseph Montoya, Sharon Chavez, Tony Felts, and Sandra Aguilar

### CERTIFICATION OF MEETING

Mr. Montoya certified that the meeting and agenda has been noticed in accordance with the Open Meetings Law.

### APPROVAL OF MINUTES

[BOBA  
2021-001](#)

**December 14, 2020 Board of Building Appeals Special  
Meeting Minutes**

**Attachments:** [BOBA12.14.20MinutesSpecialMeeting-DRAFT](#)

Moved by Morton, seconded by Martinez, that the minutes of the Dec. 14, 2020 Board of Building Appeals meeting be approved as presented. The motion passed by the following vote: 5 to 0

**Yes:** 5 - Chair Hovanetz, Perry, Morton, Attardo, and Martinez

### TOWN COUNCIL UPDATE

Town Council Liaison Hollingshead is pleased to be a part of the Board and is looking forward to learning what kind of appeals are presented. Staff member Montoya reported that there have been no appeals since 2013 regarding the actions of the Building Division. This Board is available for the possibility of potential appeals and is primarily used as a stakeholder group to discuss changes to processes and code.

## **BOARD MEMBER ITEMS**

Chair Hovanetz checked for quorum for the June 7, 2021 meeting and all Board members plan to attend.

## **ITEMS FROM STAFF**

### **A. Chief Building Official's Update**

Mr. Montoya informed the Board that there is a lot on the horizon for review. For instance, determining if the elevator program will be a Town function or handed over to the State. The new electrical code will be reviewed for adoption in July/August. Addition code changes are forthcoming and the Board will need to discuss the impact on economic factors. Staff will provide a brief tutorial on the Development Activity Map at the next meeting so the Board can easily identify and review projects and their status. Board member Martinez asked regarding a calculator to tabulate fees. Mrs. Chavez reminded the group of the Board and Commission Virtual Dinner on Monday, March 8, 6 p.m.

## **ADJOURN**

**Moved by Hovanetz, seconded by Martinez, that Board of Building Appeals meeting be adjourned at 6:23 p.m. The motion passed by the following vote: 6 to 0**

**Yes:** 5 - Chair Hovanetz, Perry, Morton, Attardo, and Martinez