



## Board of Building Appeals Meeting Minutes - Draft

Chair Chris Teem  
Vice Chair Ziggy Guetensberger  
Scott Amaral  
Kevin McNeill  
Scott Vencill

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Monday, December 3, 2018

6:00 PM

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

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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 \*\***

### CALL TO ORDER/ROLL CALL

Chair Teem called the meeting to order at 6:11 p.m.

**Present** 4 - Kevin McNeill, Chris Teem, Ziggy Guetensberger, and Scott Amaral

**Not Present** 1 - Scott Vencill

**Attendance** 2 - Joseph Montoya, and Denise Hendricks

### CERTIFICATION OF MEETING

Recording Secretary, Denise Hendricks, confirmed that notice of this meeting and the agenda had been posted and witnessed in accordance with the Open Meetings Law.

### APPROVAL OF MINUTES

[BOBA](#)  
[2018-008](#)

#### September 10, 2018 Board of Building Appeals Meeting Minutes

Board Member McNeill motioned to approve the September 10, 2018 minutes, as written. Board Member Amaral seconded the motion.

Passed: 4-0

### UNSCHEDULED PUBLIC APPEARANCES

None.

### ITEMS FROM STAFF

Chief Building Official, Joseph Montoya, provided the following Building Division update: (1) No Contractor Luncheon in December. (2) Staff is busy processing year end CO's - Richmond will be closing 180 units this year. Changed CO process for customer to submit engineering documents before the rough frame, allowing staff time to have CO ready. This is working well for process improvement. (3) Anticipate 2018 Code Adoption in spring of 2019. (4) Residential Fire Sprinklers: won't require them, but will address it in the Code to have other protections in place. Will provide more information on materials and fireproofing at January luncheon.

**ADJOURN**

Chair Teem adjourned the meeting at 6:20 p.m.

Minutes approved by the Board of Building Appeals on March 4, 2019, by a vote of \_\_\_\_ in favor, \_\_\_\_ opposed, with \_\_\_\_ abstention(s).

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Board of Building Appeals