



Board of Adjustment Meeting Minutes

Linda Baumann - Chair
Talena Jensen - Vice Chair
Kenneth Arnold
Richard Coffey
Kathryn Gienger

Thursday, November 5, 2020

6:00 PM

VIRTUAL BOARD OF ADJUSTMENT
MEETING

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

Phone-in: 720-650-7664

Meeting Number: 146 801 0965

Meeting Password: BOA05Nov2020

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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Meeting Number: 146 801 0965

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

CALL TO ORDER

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

ROLL CALL

Present 4 - Linda Baumann, Talena Jensen, Richard Coffey, and Kathryn Gienger

Not Present 1 - Kenneth Arnold

Attendance 4 - Elizabeth Allen, Tammy King, Sharon Chavez, and Tony Felts

CERTIFICATION OF MEETING

Mrs. King confirmed the meeting and agenda been noticed in accordance with the requirements of the Open Meetings Law.

APPROVAL OF MINUTES

[BOA 2020-007](#)

September 3, 2020 Board of Adjustment Meeting Minutes

Attachments: [September 3, 2020 Board of Adjustment Meeting Minutes](#)

Moved by Jensen, seconded by Baumann to approve a motion to withdraw the

motion to accept the minutes as written and to consider ratification of the minutes at the December 3 meeting to allow staff to confirm certain details. The motion was passed by the following vote: 4 to 0.

Yes: 4 - Baumann, Jensen, Coffey, and Gienger

Not Present: 1 - Arnold

WELCOME NEW BOARD MEMBER KATHRYN GIENGER

The Board welcomed new Board member Kathryn Gienger.

PUBLIC HEARING ITEMS

[BOA 2020-008](#) Request for Approval of Variance from the Minimum Side Yard Setback R-2 (Single Family and Duplex Residence District)

Attachments: [STAFF MEMO BOA20-0003](#)

[Attachment A: BOA Application Packet - BOA20-003 - 306 N Lewis Street](#)

[Attachment B: Plot Plan/Interior Layout/Elevations](#)

[Attachment C: Neighbor Support Letter](#)

Staff member King presented the Variance Request from the minimum required side yard setback to construct an addition on a single-family residence in the R-2 zone. Staff recommends approval as it meets all criteria. Applicant: Rebecca Jorenby, homeowner, and architect Nathan Albers, provided additional details to the Board.
Public Comment: None

Moved by Jensen, seconded by Geinger to approve the variance from the Minimum Side Yard Setback R-2 for the addition at 306 N. Lewis Street. The motion was approved by the following vote: 4 to 0.

Yes: 4 - Baumann, Jensen, Coffey, and Gienger

Not Present: 1 - Arnold

[BOA 2020-009](#) Request for Approval of Variance from the Minimum Rear Yard Setback PD (Planned Development - Single Family)

Attachments: [STAFF MEMO BOA20-0004](#)

[Attachment A: BOA Application Packet - BOA20-004 - 4943 High Timber Circle](#)

[Attachment B: HOA Approval Letter](#)

[Attachment C: ILC and Drainage Plan of Property](#)

[Attachment D: Construction Plans](#)

Staff member King presented the Variance Request for approval of a variance from the minimum required rear yard setback to construct a deck on a single-family residence in the PD zone at 5943 High Timber Cir. Staff recommends approval as it meets all criteria.

Applicant: Jeff Potter with Potter Builders, representing the Cogburn Family Trust variance application presented answered questions of the Board.
Public Comment: None

Moved by Jensen, seconded by Coffey to approve the variance from the Minimum Rear Yard Setback R-2 for the addition of a deck. The motion was approved by the following vote: 4 to 0.

Yes: 4 - Baumann, Jensen, Coffey, and Gienger

Not Present: 1 - Arnold

TOWN COUNCIL UPDATE

None

BOARD MEMBER ITEMS

Chair Baumann checked for attendance for the Dec. 3 meeting and all members are available.

ITEMS FROM STAFF

Staff member King introduced the new assistant director for Development Services, Tony Felts.

ADJOURN

Moved by Baumann, seconded by Jensen to adjourn the meeting at 7:09 p.m. The motion passed by a vote of 4 to 0.

Yes: 4 - Baumann, Jensen, Coffey, and Gienger

Not Present: 1 - Arnold