



Board of Adjustment/Appeals Special Meeting
December 15, 2022 - 7:00 PM
Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Chairman Horner called the meeting to order at 7:00 p.m.

1. Roll Call

Present: Chairman Danny Horner
Vice-Chair Stacey Shea
Secretary James Penfold
Don Threewitt

Absent: Jeffrey Gelvin
Patrick Miller
Shawn Wherry

Also Present: David Eisenbraun, Senior Planner
Kimberly Lambrecht, Planner II
Mark Price, Planner I
Carlin Malone, Chief Planner
Kim Emil, Assistant Town Attorney
Kaitlyn Cinnamon, Deputy Town Clerk

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

Agenda Items were reordered, moving Action Items five and six to the top of the Agenda.

A Public Hearing was held on Action Items five and six. Chairman Horner made concerning statements about his health, and the Public Hearing ended.

Technical difficulties impeded the ability of the remote participants to hear what was being said. A vote was held in favor of the Variance.

A five-minute recess was called by Vice-Chair Shea.

Board of Adjustment/Appeals Board Member Threewitt moved to set aside the previously held public hearing, vote, and continue the entire agenda to a date certain of January 26, 2023, Board of Adjustment/Appeals Board Member Shea seconded the motion. Roll call on the vote resulted as follows; Yeas - Don Threewitt, Danny Horner, Stacey Shea, James Penfold; Nays - None; Motion Passed.

3. Public Invited to be Heard

Chairman Horner opened the meeting up for public comment, to which there was none.

B. CONSENT CALENDAR

1. Approval of the October 27, 2022 Board of Adjustment/Appeals Regular Meeting Minutes - K. Cinnamon, Deputy Town Clerk

C. BOARD ACTION

1. Public Hearing – Variance from Section 15-5-10(a), Table 15-5-10(a): Vehicle Access Standards, Dispersed Parking (A.1) of the Municipal Code pertaining to a reduced setback for parking areas and drive aisles along public right-of-way in the Limited Industrial (LI) zone district – Brett Buchholtz, Buchholtz Engineering LLC (Owner/Applicant); Bob Choate, Coan, Payton & Payne, LLC (Owner's Representative)
2. Variance from Section 15-5-10(a), Table 15-5-10(a): Vehicle Access Standards, Dispersed Parking (A.1) of the Municipal Code pertaining to a reduced setback for parking areas and drive aisles along public right-of-way in the Limited Industrial (LI) zone district – Brett Buchholtz, Buchholtz Engineering LLC (Owner/Applicant); Bob Choate, Coan, Payton & Payne, LLC (Owner's Representative)
3. Public Hearing – Variance for 1275 Main Street, from Section 15-5-10(a), Table 15-5-10(a): Vehicle Access Standards, Dispersed Parking (A.1) of the Municipal Code pertaining to a reduced setback for parking areas and drive aisles along public right-of-way in the General Commercial (GC) zone district – Adam Meier, (Owner/Applicant); Luke Seeber, Baseline (Owner's Representative)
4. Variance for 1275 Main Street, from Section 15-5-10(a), Table 15-5-10(a): Vehicle Access Standards, Dispersed Parking (A.1) of the Municipal Code pertaining to a reduced setback for parking areas and drive aisles along public right-of-way in the General Commercial (GC) zone district – Adam Meier, (Owner/Applicant); Luke Seeber, Baseline (Owner's Representative)
5. Public Hearing – Variance for 2145 7th Street, from Section 15-5-10(a), Table 15-5-10(a): Vehicle Access Standards, Dispersed Parking (A.1) of the Municipal Code pertaining to a reduced setback for parking areas and drive aisles along public right-of-way in the Residential Mixed Use (RMU-1) zone district – Jerry Helgesen, (Owner/Applicant); Derek Patterson, TST, Inc.(Owner's Representative)
6. Variance for 2145 7th Street, from Section 15-5-10(a), Table 15-5-10(a): Vehicle Access Standards, Dispersed Parking (A.1) of the Municipal Code pertaining to a reduced setback for parking areas and drive aisles along public right-of-way in the Residential Mixed Use (RMU-1) zone district – Jerry Helgesen, (Owner/Applicant); Derek Patterson, TST, Inc.(Owner's Representative)
7. Public Hearing - Variance for the property of 23 Main Street from Municipal Code Section 16-1-70(b) pertaining to the minimum single family residential lot size requirement of 6,000 square feet in the RMU-1 (Residential Mixed Use-One) Zone District - Melina Nolte, Owner/Applicant
8. Variance for the property of 23 Main Street from Municipal Code Section 16-1-70(b) pertaining to the minimum single family residential lot size requirement of 6,000 square feet in the RMU-1 (Residential Mixed Use-One) Zone District - Melina Nolte, Owner/Applicant

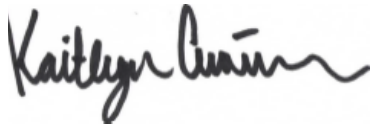
9. Public Hearing - Variance for Development Entrance Sign for the Tacincala/Prairie Song Subdivision - Variance from Municipal Code Section 15-17-60(a) monument-type base, Section 15-17-70(j) pole-mounted signs prohibited, and Section 15-17-110(e) development entrance sign criteria - Pat McMeekin, Prairie Song Development, LLC, applicant; and Wendi Cudmore, Hartford Homes, applicant representative.
10. Variance for Development Entrance Sign for the Tacincala/Prairie Song Subdivision - Variance from Municipal Code Section 15-17-60(a) monument-type base, Section 15-17-70(j) pole-mounted signs prohibited, and Section 15-17-110(e) development entrance sign criteria - Pat McMeekin, Prairie Song Development, LLC, applicant; and Wendi Cudmore, Hartford Homes, applicant representative

D. COMMUNICATIONS

1. Communications from Board of Adjustments/Appeals
None
2. Communications from Staff
None

E. ADJOURN

Chairman Horner adjourned the meeting at 7:38 p.m.

A handwritten signature in black ink, appearing to read "Kaitlyn Cinnamon", with a stylized, flowing script.

Kaitlyn Cinnamon, Deputy Town Clerk