



BOARD OF ADJUSTMENT / APPEALS REGULAR MEETING

May 23, 2019 // 7:00 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550

AGENDA

- A. CALL TO ORDER
 - 1. Roll Call
 - 2. Review of Agenda by the Board and Addition of items of New Business to the Agenda for Consideration by the Board
 - 3. Reading of the statement of the documents to be entered into the record:
I enter into the record the Town's Comprehensive Plan, the Town's Zoning Ordinance, the staff report regarding the action items of this hearing, and all of the testimony received at this hearing.

- B. CONSENT CALENDAR
 - 1. Approval of the minutes of the February 28, 2019

- C. BOARD ACTION
 - 1. Public Hearing – Variance of Municipal Code Section 16-9-110(d) pertaining to size of monument sign – Ptarmigan Business Park PUD Subdivision 4th Filing Lot 1 (7494 Main Street – Ziggi's Coffee); Sarah and Steve Stoecker, owners/applicants
 - a. Motion to open public hearing to receive evidence and comment regarding the variance request and second
 - b. Presentation of variance request by applicant
 - c. Receipt of any comments from the public regarding the variance request
 - d. Staff report and Recommendation
 - e. Questions and answers to/from BOA members to/from applicant, public, staff, legal counsel
 - f. Motion to close public hearing and second
 - g. Motion on variance and second
 - h. Board discussion
 - i. Board action on variance request

 - 2. Public Hearing – Variance of Municipal Code Section 16-12-50 of the Municipal Code pertaining to open space and Section 16-12-40 pertaining to setback in the Single Family Residential (SF-1) Zone District – Kern's Subdivision 11th Filing Lot 1 (29 Locust Street); David Byrne, owner/applicant
 - a. Motion to open public hearing to receive evidence and comment regarding the variance request and second
 - b. Presentation of variance request by applicant
 - c. Receipt of any comments from the public regarding the variance request

- d. Staff report and Recommendation
 - e. Questions and answers to/from BOA members to/from applicant, public, staff, legal counsel
 - f. Motion to close public hearing and second
 - g. Motion on variance and second
 - h. Board discussion
 - i. Board action on variance request
3. Public Hearing – Variance of Municipal Code Section 16-9-50(e) pertaining separation between monument signs – East Pointe Subdivision (Main Street and SH 257); Chris Ruff, owner/applicant
- a. Motion to open public hearing to receive evidence and comment regarding the variance request and second
 - b. Presentation of variance request by applicant
 - c. Receipt of any comments from the public regarding the variance request
 - j. Staff report and Recommendation
 - k. Questions and answers to/from BOA members to/from applicant, public, staff, legal counsel
 - l. Motion to close public hearing and second
 - m. Motion on variance and second
 - n. Board discussion
 - o. Board action on variance request

D. COMMUNICATIONS

- 1. Communications from the Board Members
- 2. Communications from staff

E. ADJOURN

STATE LAW DICTATES THAT A FAVORABLE VOTE OF 4 OUT OF 5 MEMBERS OF THE BOARD OF ADJUSTMENT IS REQUIRED TO GRANT ANY VARIANCE.

A SIMPLE MAJORITY VOTE IS NOT SUFFICIENT.

NOTE TO APPLICANTS: This agenda is considered tentative and may be revised at any time prior to the meeting. Applicants are advised to be present at 7:00 p.m. Final agendas will be available at the meeting.

Applicants may discuss the requests and the recommendations with staff during normal business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays. For the convenience of the applicants, appointments are recommended.

Upcoming Meeting Dates

Thursday, June 27, 2019	7:00 P.M.	Regular Board of Adjustment Meeting*
Thursday, July 25, 2019	7:00 P.M.	Regular Board of Adjustment Meeting*
Thursday, August 22, 2019	7:00 P.M.	Regular Board of Adjustment Meeting*
Thursday, September 26, 2019	7:00 P.M.	Regular Board of Adjustment Meeting*

* All regular and special meetings of the Board of Adjustment are subject to the receipt of an item of business to be placed on the meeting agenda.