



## BOARD OF ADJUSTMENT / APPEALS REGULAR MEETING

October 28, 2021 // 7:00 p.m. // Town Hall  
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 September 23, 2021 minutes.
- C. BOARD ACTION
  - 1. Public Hearing – Variance of Municipal Code Section 16-1-40(b) of the Municipal Code pertaining to lot development standards in the Single-Family (SF-1) Zone District – Town of Windsor Subdivision, Lot 5, Block 16 (110 Elm Street) – Angela Keeton, Property Owner; and Rachel Lacerte, 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

D. COMMUNICATIONS

1. Communications from the Board Members
2. Communications from staff
  - a. Decide and vote on if Thursday, December 16<sup>th</sup> works for the combined November/December BOA meeting.

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, October 28, 2021  | 7:00 P.M. | Regular Board of Adjustment Meeting* |
| Thursday, November 25, 2021 | 7:00 P.M. | CANCELED DUE TO HOLIDAY*             |
| Thursday, December 16, 2021 | 7:00 P.M. | Tentative Regular BOA Meeting *      |
| Thursday, January 27, 2022  | 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.