

BOARD OF APPEALS MEETING MINUTES 20-001

Date: January 8, 2020

Location: Horseshoe Lake Conference Room, 200 W. Oak St., Suite 3100, Fort Collins CO 80521

Members Present: Paul Higman, Rex Poggenpohl, Wayne Thompson

Members Absent: Mark Baker, Steve Steinbicker

Staff Present: Building Official Eric Fried, Building Permit Technician Katie James

Guests Present: None

CALL TO ORDER

Minutes:

The minutes of the previous meeting were reviewed, corrected and approved.

Discussion:

- 1) Board Members and Eric Fried discussed Amendments to Board of Appeals bylaws.
 - Meeting Time & Location: Members prefer a fixed room location and later meeting start time (8 AM with early show up time of 7:45 AM). Members would like to make electronic participation possible but expect physical attendance if possible. Appellant must be here in person, as well as the acting Chair. "At least one member must be available in the meeting room." Inclement weather should allow board members to join meeting via phone or other electronic options.
 - Public Comment: Grant the public the ability to speak if they are here.
 - Fees: take out reference to a specific appeals fee and reference the adopted county fee table.
 - Amendments: Add a section on how to amend bylaws, via majority vote of entire board (at least 3 votes out of 5 total members) to recommend amendments to the Board of Commissioners.
 - Update reference from Robert's Rules of Order 1970 edition to most current edition.
 - First meeting in or after July will continue to be the meeting to elect chair and vice chair.
 - Eric reviewed grammatical, punctuation and state law citation errors that need to be corrected.
 - Eric was asked to draft bylaws revisions language in accord with the board's intended changes.

Motion to approve direction of bylaws changes moved by Rex, seconded by Wayne, passed 3-0.

- 2) Board discussed a resolution in accordance with new policy for all boards from Board of County Commissioners, to designate www.Larimer.org as the place for posting meeting notices and only use physical posting on bulletin boards at 200 W. Oak St. if exigent or emergency circumstances prevent on-line posting. Moved by Paul, seconded by Rex, motion passed 3-0.

CONSIDERATION OF TODAY'S AGENDA AND MINUTES OF BOARD OF APPEALS

Paul Higman, Chair

Eric Fried, Staff Liaison

