BOARD OF ADJUSTMENT/APPEALS
REGULAR MEETING
December 10, 2015 - 7:00 P.M.
1st Floor Conference Room
301 Walnut Street, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

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

C. BOARD ACTION

1. Public Hearing – Variance of Municipal Code Section 16-12-40 pertaining to minimum setback in the Central Business (CB) zoning district located at 222 N 6th Street
   - Staff presentation: Paul Hornbeck, Associate Planner

   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

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, January 28, 2016	7:00 P.M.	Regular Board of Adjustment Meeting*
Thursday, February 25, 2016	7:00 P.M.	Regular Board of Adjustment Meeting*
Thursday, March 24, 2016	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.