

ZONING BOARD MEETING  
At the Newcomb Community Center

November 19, 2018 at 7:00PM

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MINUTES

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**CALL TO ORDER/Roll Call – Chairman Brian Holt called the meeting to order at 7:05pm. Zoning Board members Ramon Reed, Jesse Garetson, Rodger Lull were present. James Sharpton was absent. Building inspector Rand Makowski was present.**

**NEW BUSINESS:**

- Approve minutes of 10/15/2018 Zoning Board meeting

**Motion to approve the minutes of the 10/15/2018 Zoning Board meeting as amended made by ZB member Ramon Reed. Seconded by ZB member Jesse Garetson. Motion carried 3-0. Chairman Brian Holt abstained.**

- Discuss and vote on recommendation to the Board of Trustees regarding how to proceed with the ballot question on short-term rentals in the Town of Pitkin

Chairman Brian Holt suggested postponing this item until the Board of Trustees makes a Decision regarding the election.

**Motion to table this item made by ZB member Jesse Garetson. Seconded by Ramon Reed. Motion carried 4-0.**

- Discuss future Zoning Board meeting dates and times

ZB member Ramon Reed stated that the Zoning Board is not getting anywhere quickly on the zoning code. He suggested that bi-monthly meetings should be considered. He would like to start the meeting earlier, at 6pm, for example. Clerk Sara Gibb is unavailable at 6pm on Mondays, Tuesdays, and Wednesdays.

ZB member Jesse Garetson recalled that in the past, the zoning board went for very long periods of time without meeting.

ZB member Rodger Lull stated he does not believe the process needs to be rushed.

Chairman Brian Holt would like to divvy up the sections. Each ZB member would make the edits that he believes is reasonable and would be helpful to the public. There was discussion about how to move forward with edits and revisions.

**Motion to maintain meetings at 7pm on the 3<sup>rd</sup> Monday until January 2019 and then review made by ZB member Jesse Garetson. No second, motion died.**

- Discuss and vote on recommendation for building inspector compensation schedule

Chairman Brian Holt stated that it is inappropriate for the ZB to make recommendations for fees for the building inspector because he works for the Council. ZB members Rodger Lull and Ramon Reed agree.

**Motion to deem the issue of building inspector compensation out of the scope of the Zoning Board of Adjustments and refer it back to the Board of Trustees made by Chairman Brian Holt. Seconded by ZB member Jesse Garetson. Motion carried 4-0.**

Public comments: none

#### **OLD BUSINESS:**

- Review, discuss and vote on zoning code definitions and section 17 of the 2012 zoning code

ZB member Jesse Garetson opened the discussion. Not all definition edits are available due to ZB member James Sharpton's absence. It was suggested that definitions be tabled until Mr. Sharpton can provide his edits.

All members of the ZB should review the definitions section as the code is reviewed as a whole.

Section 17 - ZB member Ramon Reed suggests simplifying the fee schedule as much as possible.

There was discussion regarding the definitions of "porch" and "deck."

Building inspector Rand Makowski stated that there is a difference in inspecting a covered vs. uncovered deck. A covered deck is a lot more involved compared to an uncovered deck.

There was discussion regarding a fee for variance requests. ZB member Rodger Lull stated that there are some properties in Town that require a variance request for everything they do, for example, people who are on a two-lot parcel. He does not believe it's fair to declare a property non-conforming and require them to obtain variance, then charge them for variances. Chairman Brian Holt does not believe it is reasonable for the Town to continue giving away people's time.

ZB member Ramon Reed suggested removing "covered deck or porch" because those structures are covered under the definition of an accessory building.

There was discussion about using the term "residential and commercial structural change" and the associated square footage fee.

Building inspector Rand Makowski stated that an addition would be considered new construction and permitted as such.

**Motion to change sq. ft. fee for garage attached/detached to \$.50, to change accessory building not attached sq. ft. fee to \$.50 and remove a fee for a variance request made by ZB member Jesse Garetson. No second, motion died.**

**Motion to keep the line "residential and commercial structural alteration" made by ZB member Ramon Reed. Seconded by ZB member Jesse Garetson. Motion carried 4-0.**

**Motion to change sq ft. fee for garage attached/detached to \$.50, to change accessory building not attached sq. ft. fee to \$.50 and remove a fee for a variance request made by ZB member Jesse Garetson. Seconded by ZB member Ramon Reed. Motion carried 4-0.**

Public comment: John Wise, Tom Gibb

- Review, discuss and vote on process for obtaining a building permit

Item tabled

There was discussion on how to proceed with zoning code edits and revisions. The Board would like to continue as they have been. It was suggested to come prepared to discuss sections 1-11 at the December meeting. The ZB members agree.

**ADJOURN: Meeting adjourned at 8:47pm.**

To add an item to the agenda (including variance requests – all supporting documentation required), please submit it in writing to the Town Clerk at [thetownofpitkin@gmail.com](mailto:thetownofpitkin@gmail.com) or the Zoning Board Chairman at [bhnra@gmail.com](mailto:bhnra@gmail.com) no later than the Wednesday prior to the regularly scheduled Zoning Board meeting.