



**RECORD OF PROCEEDINGS
Board of Adjustments
Tuesday, November 5, 2019
Palmer Lake Town Hall, 28 Valley Crescent
Palmer Lake, Colorado**

Attendees:

Chair- Kurt Ehrhardt
Co-Chair-Bon Miner
Member -Ed Kinney
Member-Glant Havenar
Member -Charles Ihlenfeld
Member-Mike Richards, absent

1. Call to Order

The meeting was called to order by Chairman Kurt Ehrhardt at 5:10 pm.

2. Approval of Minutes

Minutes of the September 3, 2019 were not available at this meeting. They will be added to the agenda at the next meeting for approval.

3. Introduction of Joy McGee, AICP, Planning Project Manager, RG and Associates

Ms. McGee provided the board with an outline of RG and Associates development review services and her professional experience profile.

4. Town of Palmer Lake Planning Process

Overview of the planning process was presented by V. Remington

The town has instituted a "cost reimbursement agreements". The town code does provide for the town to be reimbursed for costs of development.

Mr. Kinney pointed out that Palmer Lake Sanitation District does something similar with cost reimbursements for developers.

The fee schedule is something that the Board of Trustees should review and set. It would be recommended that it be done sooner rather than later.

Discussion of the process and what to expect was conducted by the board.

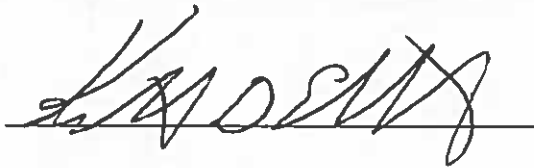
Items the board would like to follow-up:

How many cases have there been since June 1, 2019?

What is the percentage of the money that has been returned since that time?

What has been the board's approval rating of items that were presented to them in the last two years?

The board requested instruction from the town attorney, Maureen Juran, on how to handle encroachments.

A handwritten signature in black ink, appearing to read 'Kurt Ehrhardt', written over a horizontal line.

Kurt Ehrhardt
Chair

A handwritten signature in black ink, appearing to read 'Valerie Remington', written over a horizontal line.

Valerie Remington
Town Administrator