

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

BOARD OF REVIEW MEETING MINUTES

August 21, 2024 – Wednesday – 11:00 a.m.

MEMBERS PRESENT: Chair Loren Moreland, Building A, B or C Contractor
Vice Chair Jeff Finn, Citizen-at-Large
Vince Colarelli, Building A or B Contractor
Chris Freer, Engineer
Zach Taylor, Architect

PPRBD STAFF: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Attorney
Matt Matzen, Permit Supervisor
Gina LaCascia, Executive Administrative Assistant

PROCEEDINGS:

The Board of Review meeting was conducted in a hybrid forum, allowing Board members, Department staff, and the public to attend in person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, or virtually through Microsoft Teams Town Hall. Sufficient and timely access to the public to observe the meeting was made available at: <https://www.pprbd.org/Information/Boards>.

1. **CALL TO ORDER: DETERMINATION OF A QUORUM**

Chair Loren Moreland called the Board of Review meeting to order at 11:01 a.m.

2. **CONSIDERATION OF THE JULY 17, 2024 BOARD OF REVIEW MEETING MINUTES**

A motion was made by Vince Colarelli to **APPROVE** the July 17, 2024 Board of Review Meeting Minutes as written; seconded by Zach Taylor; the motion carried unanimously.

3. **EXECUTIVE SESSION REQUEST(S)**

There were no Executive Session Request(s).

4. **CONSIDERATION OF THE TECHNICAL AND LICENSING COMMITTEE MEETING MINUTES**

- a) Technical Committee Meeting Minutes of August 7, 2024, except Variance Request Agenda Item 5.b), Variance Request re: 3465 Hoofbeat Road, Peyton, Permit O66213 (*due to lack of timely submittal of the required engineering letter*)

A motion was made by Vince Colarelli to **APPROVE** the August 7, 2024 Technical Committee Meeting Minutes with the exception of Variance Request Agenda Item 5.b) Variance Request re: 3465 Hoofbeat Road, Peyton, Permit O66213 (*due to lack of timely submittal of the required engineering letter*); seconded by Zach Taylor; the motion carried unanimously.

b) Licensing Committee Meeting Minutes of August 8, 2024

Zach Taylor recused himself from voting on the Licensing Committee Meeting Minutes of August 8, 2024, due to his current business relationship with the following license applicant: Building Contractor A-2 (Commercial), Southern Mesa LLC, James Kenney (Limitation of No Ground Up; Examinee Changes Company and Additional License).

With the recusal of Zach Taylor, a quorum was maintained. A motion was made by Vince Colarelli to **APPROVE** the August 8, 2024 Licensing Committee Meeting Minutes as written; seconded by Jeff Finn; the motion carried.

The Board discussed conflict(s) of interest, the identification thereof, and the discussion thereof on public record with resulting analysis when conflict(s) of interest are identified by volunteer / board members – potential or actual. After review of the Conflict of Interest policy adopted by the Department, the consideration focused on personal or financial / pecuniary or other interest(s) in the subject matter, and resulting ability to remain impartial in hearing the matter / voting on the matter.

5. **DECISION APPEALS**

There were no Decision Appeals to discuss.

6. **UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

7. **NEW BUSINESS**

There was no New Business to discuss.

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8. **ADJOURNMENT**

The Board of Review meeting adjourned at 11:30 a.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official
RNL/gml

Accommodations for the hearing impaired can be made upon request with forty-eight (48) hours' notice. Please call (719) 327-2989.

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