

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

BOARD OF REVIEW AGENDA

January 17, 2024 – Wednesday – 11:00 a.m.

How to Observe the Meeting:

The Board of Review meeting will be conducted in a hybrid forum: In person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually through Microsoft Teams live events. Sufficient and timely access to the public to observe the meeting will be made available at: <https://www.pprbd.org/Information/Boards>.

How to Comment on Agenda Items:

Before the meeting, you may email comments for items on the Agenda to: ginal@pprbd.org. During the meeting, those who wish to comment should submit their name, telephone number, and the Agenda item for comment via the live event Q&A, which Department staff will monitor and answer, as applicable.

1. **CALL TO ORDER: DETERMINATION OF A QUORUM**
2. **ELECTION OF OFFICERS**
3. **CONSIDERATION OF THE DECEMBER 20, 2023 BOARD OF REVIEW MINUTES**
4. **CONSIDERATION OF TECHNICAL AND LICENSING COMMITTEE MINUTES**
 - a) Technical Committee Minutes of January 3, 2024, except Agenda Item 5.c), Variance Request re: 9277 Glitter Way, Colorado Springs, Permit P03224 – Mike Finkbiner, Robbins Roofing Specialists, Inc., requests a variance to Section R905.2.2, 2021 International Residential Code, based on Item 3 of Section RBC111.2.3, Pikes Peak Regional Building Code, 2023 Edition, to allow asphalt shingles to be installed on a roof pitch less than 2:12, where prohibited.

An actual, non-waivable conflict of interest was determined; therefore, the applicant will present the Variance Request before the Board of Review, as follows:

9277 Glitter Way, Colorado Springs, Permit P03224 – Mike Finkbiner, Robbins Roofing Specialists, Inc., requests a variance to Section R905.2.2, 2021 International Residential Code, based on Item 3 of Section RBC111.2.3, Pikes Peak Regional Building Code, 2023 Edition, to allow asphalt shingles to be installed on a roof pitch less than 2:12, where prohibited.

b) Licensing Committee Minutes of January 11, 2024.

5. **DECISION APPEALS**

There are no Decision Appeals.

6. **UNFINISHED BUSINESS**

7. **NEW BUSINESS**

a) Colorado Sunshine Act Requirement

To be read on the record, except the text in bold which requires the person making the motion to state his/her name, and the same of the person who seconds the motion.

Pursuant to the Colorado Sunshine Act, I, _____ **[state your name]**, move that the Board of Review meeting be held on the third Wednesday of each month beginning at 11:00 a.m. in a hybrid forum: In person at the Pikes Peak Regional Development Review Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually via a program accessible via Pikes Peak Regional Building Department's website Boards & Committee's page, that the Board of Review meeting Agendas and Minutes for each meeting be posted on the website of Pikes Peak Regional Building Department at www.pprbd.org, and that the meeting Agendas and Minutes be maintained by the Executive Administrative Assistant in the records of Pikes Peak Regional Building Department. Further, the Department designates the following public place within the boundaries of the Department at which it may post a notice no less than twenty-four hours prior to a meeting if it is unable to post a notice online in exigent or emergency circumstances such as a power outage or an interruption in internet service that prevents the public from accessing the notice online: The Department's Public Notice Board located in the atrium of the Department premises; seconded by _____ **[state the name of another member of the committee]**.

7. **ADJOURN**

Respectfully submitted,



Roger N. Lovell
Regional Building Official

RNL/gml

Pikes Peak Regional Building Department
Board of Review Meeting Agenda
January 17, 2024
Page 3

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

Pikes Peak Regional Building Department (PPRBD) meeting agendas and minutes, as well as the Department's archived records, are available free of charge on PPRBD's website at: <https://www.pprbd.org/Information/Boards>. Audio copies of the record may be purchased by contacting PPRBD at (719) 327-2989.

Rules of Policy and Procedure of Pikes Peak Regional Building Department Committees and Boards

The following Rules of Policy and Procedure include, but are not limited to, and are enforced for the purpose of the Advisory Committees, Board of Review, and Board of Appeals.

Rule 1.1

Governing Authority

The Chair of the Committee, or the Board, shall have governing authority over all proceedings. The Chair will announce commencement and adjournment of all meetings. The Chair will announce the item to be discussed by the person(s) appearing before the Committee or the Board. Once the Committee/Board are satisfied with all questions and comments, the Chair will entertain a motion by the Committee or Board Members, which will be seconded, followed by a vote. Once the Chair announces the outcome of said vote, that item is final and closed for discussion, whereby, the interested parties will be advised of their appeal rights, if any. For appeal rights and procedures, see Section 101.7 of the Pikes Peak regional Building Code, as amended (the “Code”).

Further, the Chair has authority to deviate from the agenda format.

Rule 1.2

Conduct of Person(s) Appearing before the Advisory Committees, Board of Review, or Board of Appeals

All persons attending the Committee or Board meetings will behave in a professional and civil manner. The Chair has authority to require any uncivil person be removed from a meeting and therefore, the premises.

Courtesy, respect, and civility are expected by all participants and guests during all meetings. All comments shall be addressed directly to the Chair and/or Committee/Board.

Persons attending the Committee or Board meetings may only speak when the Chair has requested them to do so according to the particular item on the agenda. When requested by the Chair, the person(s) may approach the podium and speak into the microphone, only after stating their full name, spelling the same on the record, and providing current address and contact information, if requested. The proceedings are recorded and comments made away from the microphone are inaudible and may not become part of the official record of the meetings.

Rule 1.3

Lack of Financial Authority of the Advisory Committees, Board of Review, and Board of Appeals

Pursuant to Section RBC103.12 of the Code, the Regional Building Official, and not the Committee or Board, has authority to impose administrative fines for Code-related violations. Further, the Committee and/or Board does not have authority to consider financial claims or consider and/or award resulting financial damages to any person.