



# City of Littleton

Littleton Center  
2255 West Berry Avenue  
Littleton, CO 80120

## Meeting Agenda Building Board of Appeals

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Wednesday, April 20, 2016

6:30 PM

Community Room

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### Election of Officers

#### **1. Roll Call**

#### **2. Introductions**

#### **3. Election of Officers**

- a. Building Board of Appeals Chair
- b. Building Board of Appeals Chair Pro Tem

#### **4. Certification of Meeting Minutes**

- a. [ID# 16-74](#) Certification of the November 18, 2015 Meeting Minutes

**Attachments:** [BBoA Minutes Nov 18 2015](#)

#### **5. Public Comment**

#### **6. Adjourn**



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## Staff Communication

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**File #: ID# 16-74, Version: 1**

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**LITTLETON BUILDING BOARD OF APPEALS  
NOVEMBER 18, 2015**

The regular meeting of the Littleton Building Board of Appeals was held on Wednesday, November 18, 2015 in the Community Room of the Littleton Center, 2255 West Berry Avenue, Littleton, Colorado. The meeting was called to order at 6:00 p.m.

**THOSE PRESENT:**

- David Mitchell (Chair)**
- Dean Rue (Board Member)**
- Randy Houchen (Board Member)**
- Anne Mare Dinkel (Board Member)**
- Michael Zastrow (Board Member)**
- Jeff Eaby (Alternate I)**
- Dustin Hubbard (Alternate II)**

**THOSE ABSENT:**

**ALSO PRESENT:**

- Anastasia Urban, Development Services Manager
- Jocelyn Mills, Community Development Director
- Gwen Congdon, Recording Secretary

- 1. ROLL CALL** Upon a call of the roll, seven members of the Board responded. **David Mitchell** declared a quorum was present and the following business was discussed.
- 2. MINUTES AND AGENDA**

**Chair David Mitchell** called the meeting to order at 6:00 p.m. and offered a few comments on minutes from prior meetings. Anastasia Urban clarified that the meeting format going forward would be more consistent with other Boards and Commissions, including audio recording for the record.

**Board Member Randy Houchen** nominated Dave Mitchell for Chair.

**Board Member Dean Rue** seconded the nomination.

**Chair David Mitchell** called for a vote:

<b>Chairman David Mitchell</b>	<b>Aye</b>
<b>Board Member Dean Rue</b>	<b>Aye</b>
<b>Board Member Randy Houchen</b>	<b>Aye</b>
<b>Board Member Anne Marie Dinkel</b>	<b>Aye</b>
<b>Board Member Michael Zastrow</b>	<b>Aye</b>

**Chair David Mitchell** requested nominations for Vice-Chair.

**Chair David Mitchell** nominated Dean Rue.

**Board Member Michael Zastrow** 2<sup>nd</sup> the nomination.

**Chair David Mitchell** called for a vote:

<b>David Mitchell (Chair)</b>	<b>Aye</b>
<b>Dean Rue (Board Member)</b>	<b>Aye</b>
<b>Randy Houchen (Board Member)</b>	<b>Aye</b>
<b>Anne Marie Dinkel (Board Member)</b>	<b>Aye</b>
<b>Michael Zastrow (Board Member)</b>	<b>Aye</b>

**Chair David Mitchell** with no other business to discuss, there was a request for adjournment.

**Board Member Dean Rue moved and Board Member Houchen seconded the motion to adjourn the meeting at 6:05 p.m.**

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|----------------------------|---|
| <b>4. GENERAL BUSINESS</b> | <b>None</b>   |
| <b>5. REPORTS</b>          | <b>None</b>   |
| <b>6. ADJOURNMENT</b>      | <b>There being no further business the meeting was adjourned at 6:05 p.m.</b> |