

**Teller County Board of Review  
February 6, 2019  
Meeting Minutes**

I. **Convene.** Chairman Bert West called the meeting to order at 1:59 p.m.

A. **Roll Call.** Those answering roll call were:

Carl Andersen\*  
Dave Dernbach\*  
Jared Bischoff, Vice-Chairman\*  
Bert West, Chairman\*

\*Voting members for today's meeting

Staff: Terry Brunette, Building Official  
Roger Campbell, Acting Board Secretary  
Paul Hurcomb, County Attorney

Bert West stated that the Board of Review meetings are public and anyone wishing to speak must first address the Chairman.

B. **Chairman & Vice-Chairman Elections**

Carl Andersen moved to elect Bert West as Chairman of the Teller County Board of Review. Dave Dernbach seconded.

Roll call vote:  
Carl Andersen – yes  
Dave Dernbach – yes  
Jared Bischoff – yes  
Bert West - Abstained  
The motion carried.

Bert West moved to elect Jared Bischoff as Vice-Chairman of the Teller County Board of Review. Carl Andersen seconded.

Roll call vote:  
Carl Andersen – yes  
Dave Dernbach – yes  
Jared Bischoff – yes  
Bert West - yes  
The motion carried.

C. **Approve Posting & Publication Site for Board of Review Public Notices**

Bert West moved to approve Posting & Publication Site for Board of Review Public Notice. Jared Bischoff seconded.

Roll call vote:  
Carl Andersen – yes  
Dave Dernbach – yes  
Jared Bischoff – yes  
Bert West - yes  
The motion carried.

#### **D. Approve Meeting Dates and Times for 2019 and January 2020**

Paul Hurcomb stated that he had a conflict with the June 5, 2019 meeting and requested a change to June 12, 2019. The Board discussed this change and noted their availability on June 12, 2019.

Bert West moved to approve the Meeting Dates and Times for 2019 and January 2020 with the requested change to the June meeting date.  
Carl Andersen seconded.

Roll call vote:  
Carl Andersen – yes  
Dave Dernbach – yes  
Jared Bischoff – yes  
The motion carried

#### **E. Review & Approve minutes from the December 5, 2018 meeting.**

Dave Dernbach motioned to approve minutes from the December 5, 2018 meeting.  
Jared Bischoff seconded.

Roll call vote:  
Carl Andersen – yes  
Dave Dernbach – yes  
Jared Bischoff – yes  
The motion carried

## **II. Contractor Licenses**

### **A. Spring Branch Construction, LLC / Sarah Estes / Class C License**

Ms. Estes was present and gave an overview of her building experience and recent work history, which included but was not limited to the following:

- Ms. Estes stated that she has been involved in construction with her father from an early age.
- Ms. Estes' construction experience has been primarily small remodels.
- Ms. Estes stated that she has held a Class C License with El Paso County for 3 yrs.

- Ms. Estes stated that she has no “ground up” construction experience.
- Ms. Estes’ intent is to build “Micro Homes”- 400 sq. ft. – 900 sq. ft. residences.

There was further discussion between the applicant and the Board. The Board reviewed the submitted packet and asked Ms. Estes clarifying questions.

Bert West opened this matter up for public comment. No public comment. Close public comment.

Jared Bischoff moved to grant Spring Branch Construction, LLC with Sarah Estes as examinee, a Class C License.  
Carl Andersen seconded.

Roll call vote:  
Carl Andersen – yes  
Dave Dernbach – yes  
Jared Bischoff – yes  
The motion carried

### **III. Board Discussion**

Jeff Smith, presenting as member of the public, requested the Board to consider multiple licenses being held by a single examinee. There was discussion between the Board Members regarding the reasons why such a change might be needed and that a revision to the Building Code would have to be approved by the Teller County Board of Commissioners.

Additionally, the Board discussed possible revisions to the Building Code regarding (1) Ice & Water shield requirement for the entire roof, and (2) radon mitigation requirements.

The Board asked Staff to consider these discussion points and provide input for further discussion at the March 6, 2019 meeting.

Lynda Morgan, Teller County Director of Community Development Services, thanked the Board members for their service to Teller County and gave each of them a Certificate of Appreciation.

### **IV. Adjournment**

There being no further business, Mr. West adjourned the meeting at 3:07 p.m.