

**Teller County Board of Review  
September 7, 2011  
Meeting Minutes**

Chairman Bert West called the meeting to order at 2:04 p.m. Those answering roll call were:

\*Jeff Smith

Staff: Chris Brandt

\*Jared Bischoff

Allen Chamberlin

\*Bert West

Lynda Morgan

\* Voting members

Bert West appointed alternate member Jeff Smith as a voting member for today's meeting.

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

**Review and Approve Minutes  
From the August 3, 2011  
Meeting**

Staff stated that the minutes to the August meeting would be presented at the October meeting.

**Request for Variance**

**Request from Keys & Associates at 920 Paradise Lodge Lane for a variance to 2003 IBC –  
Section 1009.12:3 – Point of Sale & Service Counter as it relates to Accessible transactions.**

Allen Chamberlin reviewed the staff report presented and explained why the information provided by the applicant in the Request for a Building Variance regarding the proposed concierge desk does not meet the intent of the code as it relates to accessibility and that a specified accessible teller counter/lane needs to be provided. The building department's recommendation after review of the building codes is to deny the request for variance and require the building owner to follow the minimum building code requirements as prescribed in the appropriate building code sections.

Vic Lauer, presenter for Key & Associates, used and submitted a floor plan of the project to show how the intent of the code for accessibility can be met using both the concierge desk as well as office/cubicles near the concierge desk. Mr. Lauer provided additional pictures showing other Ent facilities and People's Bank facilities that use stand-alone desks for accessibility transactions. Shelly Savage of Key & Associates – project manger was recognized and expressed that the concierge desk has been approved for meeting accessibility code in other jurisdictions and she also noted that the Peoples Bank in Woodland Park currently uses a desk area for accessibility transactions.

There was further discussion between the applicant and the Board on the intent of the code and how the minimum intent of the code could be met, which included but was not limited to the following:

Site built counters must be built to include accessibility

Discussed approaches to the concierge desk

Another use of the concierge desk is as an additional teller line when the bank is busy

There is the ability to do full line of transactions including cash transaction at the concierge desk

Confidential transactions would be held in private offices next to the concierge desk area

Proper signage and services would be offered on site

Is there a hardship for the need for the building code variance?

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

Bert West moved to deny the request from Keys & Associates at 920 Paradise Lodge Lane for a variance to 2003 IBC – Section 1109.12:3 – Point of Sale & Service Counter as it relates to accessible transactions. Jeff Smith seconded. Roll call vote, one yes vote, one no vote and Jeff Smith abstained. The motion does not carry.

There was further discussion on proper signage at the concierge desk on meeting the intent of the accessibility code and the ability to be an extra teller line when the bank is busy.

Jeff Smith moved to grant the request for a building variance from Keys & Associates at 920 Paradise Lodge Lane for a variance to 2003 IBC – Section 1109.12:3 – Point of Sale & Service Counter as it relates to Accessible transactions with the two following conditions:

- 1) That there be signage directing people to the site built concierge desk as an additional teller station and as the accessible teller station
- 2) That the concierge desk be manned at all times.

Jared Bischoff seconded. Roll call vote, two yes votes and one no vote. The motion carries.

**Contractor Licenses**  
**Everly Home Health Care, Inc.**  
**Richard A. Castonguay**  
**Class B**

Mr. Castonguay present. Mr. Castonguay gave a brief overview of his previous work history and experience, which included but was not limited to the following:

Been in the building industry for 20 years  
Working mostly with commercial projects from the ground up but also residential projects as well  
Currently expanding the Company's scope of work to include remodeling with the installation of high tech equipment for medical needs  
Currently has a project in Teller County at the Rainbow Valley facility to convert one of the residences to be fully ADA compliant for handicapped children and once completed there are plans to develop a portion of the property for a commercial venture to help subsidize the children's home  
Currently working with the Teller County Planning Department on developing and zoning for this project

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

The Board reviewed the documents submitted. There was further Board discussion on the capacity in which Mr. Castonguay would be working on the Rainbow Valley property that is only being leased by Everly Home Health Care, Inc. and does Mr. Castonguay want the license issued to Everly Home Health Care, Inc. or does he want the license issued in his company's name. Mr. Castonguay indicated that issuing the license under Everly Home Health Care, Inc. is the direction to go at this time. It was noted that an updated Insurance Certificate was needed with the Description of Operations to clarify the facilities in Rainbow Valley that are leased to Everly Home Health Care, Inc and that residential as well as commercial construction be referenced in the certificate. Mr. Castonguay updated the second page of the original contractor application form submitted.

Jeff Smith moved to grant Everly Home Health Care, Inc. with Richard Castonguay as examinee a Class B License upon receipt of an updated Insurance Certificate with a completed Description of Operations reflecting the reference to the Everly Home Health Care, Inc. leased properties, and to residential as well as commercial construction. Jared Bischoff seconded. Roll call vote and all said yes. The motion carries.

**Clothier Construction, LLC  
Cris Clothier  
Class C**

Mr. Clothier is not present. Bert West moved this agenda item to the end of the meeting and moved to the next scheduled agenda item.

**Creative Outdoor Living  
Patrick Harr  
Class C-1**

Mr. Harr is not present. Bert West moved this agenda item to the end of the meeting and moved to the next scheduled agenda item.

**Board Discussion**

**A. Consider and recommend to the Teller County Board of County Commissioners to amend the following section of the Teller County Building Code:**

Article II, Section 101 Definitions:

Amend Agent Definition

Article II, Section R401.2.1 Engineering – delete exception #4

Article III, Section R105.2 – Work Exempt from permit to delete #10 & #11 and add an exception as it relates to temporary structures

Article III Section R107 – Temporary Structures and Uses:

Amend Section R107.1 General; R107.w Conformance; R107.3 – Temporary power

Article IV, Section 105.2 – Work exempt from permit – add #14 as it relates to temporary structures

Article IV, Section 107 – Temporary structures and uses

Amend 107.1 – General

Article IV Amend Section 3103.1 – Special Construction – General

Article IV Amend Section 3105 – Awnings and canopies as it relates to temporary canopies

Board discussion occurred on the proposed code changes including but was not limited to the following:

Clean up of wording and clarity

When permits would and would not be required on temporary structures

Fire Code as it relates to temporary structures and permitting

Education and communicate to the public and event planners

Development of handouts to assist with temporary events

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

Jeff Smith moved to recommend to the Teller County Board of County Commissioners to amend Article III, R401.2.1 – Engineering to delete exception #4. Jared Bischoff seconded. Roll call vote and all said yes. The motion carries.

Chris Brandt noted for the record that from the code section list on the published agenda only a certain number of agenda items being discussed are from the July 11, 2011 Proposed Code Change memo, and that not all the published agenda code changes will be considered at this meeting today, but may be brought back at a later time for consideration.

Further discussion occurred regarding temporary structures as it relates to the Fire Code and the proposed change to the Engineering section regarding the deletion.

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

Jeff Smith moved to recommend to the Teller County Board of County Commissioners to amend the Teller County Building Code as set forth in the July 11, 2011 proposed Code Changes staff report with the following revisions:

2003 International Residential Code – R107.1 General. Change the first sentence to read “ Amend first sentence to add at the end:, which would be used for: construction offices, sales office, or any similar other purpose were construction personnel, owners or the general public could congregate .”,and

2003 International Building Code – Section 3103.1.1 – Permit Required change to read “ Add a sentence at the end of this section: Temporary membrane structures such as canopies or tents shall not require a permit.”. Jared Bischoff seconded. Roll call vote and all said yes. The motion carries.

## **B. Discuss the proposed adoption of the 2011 National Electrical Code**

Allen Chamberlin indicated he plan to bring the adoption of the 2011 National Electrical Code forward by the end of the year and does not plan on making any Teller County changes to the code when it is brought forward for adoption.

Bert West opened this matter up for public comment. Art Uhl was recognized and commented that he supports the building department’s decision to not make any changes to what the code provides or to what the State of Colorado has adopted, and feels this will assist with uniformilty throughout the State. Close public comment.

At this time Bert West returned to the Contractor Licenses agenda items that were moved to the end of the agenda from earlier in the meeting.

**Contractor Licenses**  
**Clothier Construction, LLC**  
**Cris Clothier**  
**Class C**

Mr. Clothier still not present. Jared Bischoff moved to continue this item to the October 5, 2011 meeting. Jeff Smith seconded. Roll call vote and all said yes. The motion carries.

**Creative Outdoor Living  
Patrick Harr  
Class C-1**

Mr. Harr still not present. Bert West moved to continue this item to the October 5, 2011 meeting. Jared Bischoff seconded. Roll call vote and all said yes. The motion carries.

There being no more further business the meeting was adjourned at 3:30 p.m.