



Alan Cram, Chair  
Tim Johnson, Vice Chair  
Brad Massey  
Katharine Penning  
Eric Richards  
Justin Robinson  
Mark Teplitsky

Location:  
This meeting will be held  
remotely via Zoom

Staff Liaison:  
Rich Anderson  
Chief Building Official

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## Agenda July 30, 2020 9:00 AM

**Pursuant to City Council Ordinance 079, 2020, a determination has been made by the Chair after consultation with the City staff liaison that conducting the hearing using remote technology would be prudent.**

This remote Building Review Board meeting will be available online via Zoom or by phone. No Board members will attend in person. The meeting will be available to join beginning at 8:30 a.m. Participants should try to join at least 15 minutes prior to the 9:00 a.m. start time.

### **ONLINE PUBLIC PARTICIPATION:**

- You will need an internet connection on a laptop, computer, or smartphone, and may join the meeting through Zoom at <https://zoom.us/j/93297645773>. (Using earphones with a microphone will greatly improve your audio). Keep yourself on muted status.
- For public comments, the Chair will ask participants to click the "Raise Hand" button to indicate you would like to speak at that time. Staff will moderate the Zoom session to ensure all participants have an opportunity to comment.

### **PUBLIC PARTICIPATION BY PHONE:**

- Please dial [253-215-8782](tel:253-215-8782) and enter Webinar ID [932 9764 5773](tel:932-9764-5773). Keep yourself on muted status.
- For public comments, when the Chair asks participants to click the "Raise Hand" button if they wish to speak, phone participants will need to hit \*9 to do this. Staff will be moderating the Zoom session to ensure all participants have an opportunity to address the Board. When you are called, hit \*6 to unmute yourself.

### **IF YOU ARE UNABLE TO PARTICIPATE ONLINE OR BY PHONE:**

Individuals who are uncomfortable or unable to access the Zoom platform or participate by phone may:

- 1) Email comments to [gschiager@fcgov.com](mailto:gschiager@fcgov.com) at least 24 hours prior to the meeting. If your comments are specific to any of the discussion items on the agenda, please indicate that in the subject line of your email. Staff will ensure your comments are provided to the Board.
- 2) Come in person to 281 N. College Avenue to utilize City technology to participate in the meeting. Please arrive 15 minutes prior to the meeting and ring the doorbell at the north entrance so that staff may escort you into the building. Masks and social distancing will be required. To participate this way, it is strongly recommended that you contact us at least 24 hours prior to the meeting so that arrangements for proper social distancing and appropriate technology can be put in place to protect the health and safety of the public and staff. Contact Gretchen Schiager at [gschiager@fcgov.com](mailto:gschiager@fcgov.com) or 224-6098.

**Documents to Share:** Any document or presentation a member of the public wishes to provide to the Board for its consideration must be emailed to [gschiager@fcgov.com](mailto:gschiager@fcgov.com) at least 24 hours before the meeting.

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The City of Fort Collins will make reasonable accommodations for access to City services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call 221-6515 (TDD 224-6001) for assistance.

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- **CALL TO ORDER**
- **ROLL CALL**
- **AGENDA REVIEW**
- **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
- **DISCUSSION AGENDA**

1. MINUTES OF MAY 28, 2020

The purpose of this item is to consider approval of the minutes from the May 28, 2020 regular meeting of the Building Review Board.

2. TREE LINE BUILDERS, LLC REQUEST FOR UPGRADED LICENSURE WITHOUT REQUIRED TESTING

**DESCRIPTION:** The purpose of this item is to seek a determination from the Building Review Board to whether or not a commercial Class C1 license should be issued Tree Line Builders, LLC without required testing.

**STAFF:** Rich Anderson – Chief Building Official  
Sharlene Manno – Manager, Administration Services

3. REGIONAL TOWN CENTRE (RTC) WORK WITHOUT PERMIT

**DESCRIPTION:** The purpose of this item is to seek a determination from the Building Review Board as to what disciplinary action should be taken.

**STAFF:** Rich Anderson – Chief Building Official  
Sharlene Manno – Manager, Administration Services

4. JJ FENCING AND DECKS, LLC – WORK OUTSIDE OF LICENSE CLASSIFICATION, FAILURE TO KEEP CURRENT ADDRESS UPDATED, MISREPRESENTATION AND NEGLIGENCE

**DESCRIPTION:** The purpose of this item is to seek a determination from the Building Review Board as to what disciplinary action should be taken.

**STAFF:** Rich Anderson – Chief Building Official  
Sharlene Manno – Manager, Administration Services

- **OTHER BUSINESS**
- **ADJOURNMENT**