



City of Littleton

Littleton Center
2255 West Berry Avenue
Littleton, CO 80120

Meeting Minutes

Building Board of Appeals

Wednesday, January 17, 2018

6:30 PM

Council Chamber

Regular Meeting/Appeal

1. Roll Call

Also Present: Denise Ciernia, Recording Secretary; Brandon Dittman, Acting City Attorney; Lena McClelland, Assistant City Attorney; and Bill Tracy, Chief Building Official

Present 5 - Board Member Keyser, Board Member Houchen, Chairman Mitchell, Board Member Eaby, and Board Member Hubbard

Also Present 2 - Board Member Manske, and Board Member Flaherty

2. Approval of Agenda

3. Minutes to be Approved

[ID# 18-012](#) Certification of the July 19, 2017 Regular Meeting Minutes

Attachments: [BBOA Minutes 071917](#)

A motion was made by Board Member Houchen, seconded by Board Member Keyser, that the minutes from July 19, 2017 be approved. The motion carried unanimously.

Aye: 5 - Board Member Keyser, Board Member Houchen, Chairman Mitchell, Board Member Eaby and Board Member Hubbard

4. Public Comment

Public Comment for General Business or Non-Agenda Related Items

None

5. General Business

[ID# 18-008](#) Appeal of a Building Official Decision regarding the number of accessible bathrooms in a business use structure

Attachments: [Letter of Appeal](#)

[5650 S Windermere St - Approved Bldg Permit Sheets](#)

[5650 S Windermere St - Referenced IBC Sections](#)

Appeal procedure reviewed by Acting City Attorney Brandon Dittman

Appellant Presentation by Miranda Cullen

Staff Presentation by Chief Building Official Bill Tracy

A motion was made by Board Member Houchen, seconded by Board Member Keyser, to affirm the Chief Building Official's decision and require two (2) handicap accessible bathrooms at 5650 S Windermere. The motion carried unanimously.

Aye: 5 - Board Member Keyser, Board Member Houchen, Chairman Mitchell, Board Member Eaby and Board Member Hubbard

7. Staff and Board Updates

- a. Staff

- b. Chair/Members

8. Adjourn

Adjourned at 7:11 p.m.

The public is invited to attend all regular meetings or study sessions of the City Council or any City Board or Commission. Please call 303-795-3780 at least forty-eight (48) hours prior to the meeting if you believe you will need special assistance or any reasonable accommodation in order to be in attendance at or participate in any such meeting. For any additional information concerning City meetings, please call the above referenced number.

I hereby certify that the attached Action Minutes are an accurate representation of motions made and action taken at the January 17, 2018, regular meeting of the Littleton Building Board of Appeals. I have also reviewed the video recording for the January 17, 2018 regular meeting of the Littleton Building Board of Appeals and certify that the video recording is a full, complete, and accurate record of the proceedings and there were no malfunctions in the video or audio functions of the recording.

Denise Ciernia

Denise Ciernia, Recording Secretary