

Zoning Board Meeting

October 16, 2023 at 7:00pm

Newcomb Community Center

Remote Participation may be possible by calling **(720)386-9023** and using access code **257210**.
Cell tower functionality determines the availability of remote participation.

AGENDA

1. Call to Order: Chairperson Jesse James Garetson

NEW BUSINESS:

- Clarification of the location on the Town's website of the Town of Pitkin Fee Schedule.
- Discuss and vote on Section 17-H of the 2022 Zoning Code for recommendation to the Board of Trustees for open Building Permits greater than 2 years.
 - USPS Return Receipt required on all expired Building Permit notifications.
 - Renewal fee for the extension of the expired Building Permit(s).
- Discuss and vote on next steps for open Building Permits that have been open longer than 2 years, where the owner has not responded to the initial letter that has been sent.
 - Send letters with Return Receipt Requested to owners
 - Owner has 15 business days to reply to the Zoning Board of Adjustments as to their building progress and estimated completion date (As outlined in Section 17-H of the 2022 Zoning Code.)

OLD BUSINESS:

- Discuss updates to the Building Permit spreadsheet and update OWTS Data and review any new permits or closed permits.
- Discuss list of fences/boulders that do not meet set back requirements. Inform the Town Clerk of owners needing notification letters that need to be mailed.

ADJOURN

If special accommodations or alternative access is required, please contact the Town Clerk at thetownofpitkin@gmail.com or (970)787-0031 at least 48 hours prior to the scheduled meeting.