

**RECORD OF PROCEEDINGS  
FORT LUPTON BOARD OF ADJUSTMENT  
February 10, 2020**

The Board of Adjustment of the City of Fort Lupton met in session at the City Complex, 130 South McKinley Avenue, the regular meeting place of the Board of Adjustment, on Monday, February 10, 2020 at 6:10 PM.

**ROLL CALL**

Roll was taken and those present were Board Members Mark Grajeda, Robert Cardenas, Justin Ceretto, and Lynne Derby. Also present were Planning Director Todd Hodges, City Planner I Maria Lancto, and Planning Technician Stephanie Darnell.

**APPROVAL OF AGENDA**

Member Mark Grajeda asked for a motion to approve the agenda. It was moved by Member Justin Ceretto and seconded by Member Lynne Derby to approve the agenda as submitted.

Motion carried unanimously by a voice vote.

**CONSENT AGENDA**

Member Mark Grajeda asked for a motion to approve the consent agenda. It was moved by Member Lynne Derby and seconded by Member Roberto Cardenas to approve the consent agenda as submitted.

Motion carried unanimously by a voice vote.

**ACTION ITEM**

**Election of Chairperson**

Member Mark Grajeda made a motion to nominate Member Lynne Derby to serve as Chairperson and it was seconded by Member Robert Cardenas.

Motion carried unanimously by a voice vote.

Newly appointed Chairperson Lynne Derby facilitated the remainder of the meeting.

**DISCUSSION ITEMS**

**Update on projects completed by Planning Department**

Discussion about completing an administrative variance for a three (3) car garage for a D.R. Horton property took place.

Planning Director Todd Hodges stated that there may be one more meeting that will need to occur before Planning Commission and Board of Adjustment are combined.

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**Combining Board of Adjustment with Planning Commission**

Mr. Hodges informed the board that staff is working on the ordinance to combine to two boards. He stated that once the ordinance change is submitted, the process would take at least sixty (60) days out for completion.

A brief discussion about incorporating the two boards took place.

**FUTURE BUSINESS**

**ADJOURNMENT**

It was moved by Member Robert Cardenas and seconded by Member Justin Ceretto to adjourn the February 10, 2020 Board of Adjustment meeting at 6:20 p.m.

Motion carried on voice vote.

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Stephanie Darnell, Planning Technician

Approved by Board of Adjustment

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Lynne Derby, Chairperson