

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

BOARD OF REVIEW MEETING MINUTES

January 29, 2025 – Wednesday – 11:00 a.m.

MEMBERS PRESENT: Chair Loren Moreland, Building Contractor A, B or C
Vince Colarelli, Building Contractor A or B
Chris Freer, Engineer
Zach Taylor, Architect

MEMBERS ABSENT: Vice Chair Jeff Finn, Citizen-at-Large

PPRBD STAFF: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Attorney
Jay Eenhuis, Deputy Building Official – Plans
John Welton, Deputy Building Official – Inspections
Matt Matzen, Permit Supervisor
DeLisa Jackson, Human Resources Assistant

PROCEEDINGS:

The Board of Review meeting was conducted in a hybrid forum, allowing Board members, Department staff, and the public to attend in person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Boardroom on the main level, or virtually through Microsoft Town Hall. Sufficient and timely access to the public to observe the meeting was made available at: <https://www.pprbd.org/Information/Boards>.

1. **CALL TO ORDER: DETERMINATION OF A QUORUM**

Chair Loren Moreland called the Board of Review meeting to order at 11:00 a.m.

2. **ELECTION OF OFFICERS**

A motion was made by L Vince Colarelli to re-elect Loren Moreland as the 2025 Chair of the Board of Review; seconded by Chris Freer; the motion carried unanimously.

A motion was made by Vince Colarelli to re-elect Jeff Finn as the 2025 Vice Chair of the Board of Review; seconded by Chris Freer; the motion carried unanimously.

3. **CONSIDERATION OF THE DECEMBER 18, 2024 BOARD OF REVIEW MEETING MINUTES**

A motion was made by Vince Colarelli to **APPROVE** the December 18, 2024 Board of Review Meeting Minutes as written; seconded by Chris Freer; the motion carried unanimously

4. **CONSIDERATION OF TECHNICAL AND LICENSING COMMITTEE MEETING MINUTES**

a) Technical Committee Meeting Minutes of January 8, 2025

A motion was made by Vince Colarelli to **APPROVE** the January 8, 2025 Technical Committee Meeting Minutes as written; seconded by Zach Taylor; the motion carried unanimously.

b) Licensing Committee Meeting Minutes of January 16, 2025

A motion was made by Zach Taylor to **APPROVE** the January 16, 2025 Licensing Committee Meeting Minutes as written; seconded by Chris Freer; the motion carried unanimously.

5. **DECISION APPEALS**

There were no Decision Appeals.

6. **UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

7. **NEW BUSINESS**

a) Colorado Sunshine Act Requirement

To be read on the record, except the text in bold which requires the person making the motion to state his/her name, and the same of the person who seconds the motion.

Pursuant to the Colorado Sunshine Act, I, Vince Colarelli, move that the Board of Review meeting be held on the third Wednesday of each month beginning at 11:00 a.m. in a hybrid forum: In person at the Pikes Peak Regional Development Review Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually via a program accessible via Pikes Peak Regional Building Department's website Boards & Committee's page, that the Board of Review meeting Agendas and Minutes for each meeting be posted on the website of Pikes Peak Regional Building Department at www.pprbd.org, and that the meeting Agendas and Minutes be maintained by the Executive Administrative Assistant in the records of Pikes Peak Regional Building Department. Further, the Department designates the following public place within the boundaries of the Department at which it may post a notice no less than twenty-four hours prior to a meeting if it is unable to post a notice online in

exigent or emergency circumstances such as a power outage or an interruption in internet service that prevents the public from accessing the notice online: The Department's Public Notice Board located in the atrium of the Department premises; seconded by Zach Taylor; the motion carried unanimously.

7. ADJOURNMENT

The Board of Review meeting adjourned at 11:12 a.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official

RNL/gml

Accommodations for the hearing impaired can be made upon request with a forty-eight (48) hour notice. Please call (719) 327-2989. Pikes Peak Regional Building Department (PPRBD) meeting agendas and minutes, as well as archived records, are available free of charge at: <https://www.pprbd.org/Information/Boards>. Audio copies of the record may be purchased by contacting PPRBD at (719) 327-2989.