



Commerce City

7887 E. 60th Ave.
Commerce City, CO 80022
c3gov.com

Meeting Minutes - Draft Zoning Board of Adjustment

Tuesday, June 10, 2025

5:30 PM Council Chambers, 7887 E. 60th Ave Commerce City, CO
80022. The public can participate virtually by registering in
advance with the Zoom Registration:
[https://c3gov.zoom.us/webinar/register/WN_5dusrEnMTIaZKB
WKN7jGZQ](https://c3gov.zoom.us/webinar/register/WN_5dusrEnMTIaZKBWKN7jGZQ)

Meetings occur in person in the City Council Chambers (location above). The public can watch the meeting live on the city's public access TV or Xfinity cable channels 8 and 881 or on our YouTube channel. The Zoom link above allows virtual participation.

1. Call to Order

2. Roll Call

Present 4 - Board Member Gene Leffel, Board Member Joanne Hernandez, Board Member Joe Frey-Waite, and Board Member Kristi Douglas

Excused 1 - Board Member Shawn Poe

4. Approval of Minutes:

[Min 25-119](#)

April 8, 2025 Meeting Minutes

Attachments: [Meeting Minutes April 8, 2025](#)

Board Member Frey-Waite made a motion to approve the April 8th minutes, seconded by Board Member Leffel. Vote:

Ayes: 4 - Board Member Leffel, Board Member Hernandez, Board Member Frey-Waite and Board Member Douglas

Excused: 1 - Board Member Poe

5. Public Hearing:

[AV25-0002](#)

AV25-0002: Kim Clark is requesting a variance to reduce the Rear Yard setback standard from 20-feet to 11-feet for an existing patio cover. The 0.18 acre property is zoned Planned Unit Development.

Attachments: [Variance Report](#)
[Applicant Narrative](#)
[Site Plan](#)
[Vicinity Map](#)

Nathan Chavez presented on behalf of staff.

Applicant was unable to attend to speak to the Board.

3 members of the public provided written comments. These comments were printed and delivered to the Board Members at the meeting. In addition to the written comments, staff summarized a call that was received for public comment.

The Board asked directed questions to staff regarding the applicant narrative, the pending code enforcement action, the timing of the construction of the covered patio, the building permit process, if others in the area have submitted similar requests for variances, the setbacks and placement of the home, and the size of the house and lot.

Assistant City Attorney Eliot Schaefer, clarified that per State Law and the City Charter, 4 yes votes are required to approve a variance.

Board Member Frey-Waite made a motion "I would like to continue this case AV25-0002 to our next regular meeting, July 8th", this motion was seconded by Board Member Lefflel. Vote:

Ayes: 4 - Board Member Leffel, Board Member Hernandez, Board Member Frey-Waite and Board Member Douglas

Excused: 1 - Board Member Poe

7. Board Business:

The Board discussed wanting to start the meeting with the pledge of allegiance.

The Board members also discussed formalizing the request to speak.

The Board also requested that the payments for meeting attendance be received more timely.

8. Attorney Business:

Assistant City Attorney Eliot Schaefer recommended that the Board revisit the Rules of Procedure. The Board directed city staff to provide an updated draft of the Rules of Procedure to be reviewed and adopted at future meetings.

9. Staff Business:

Planning Manager Heather Vidlock provided an update to the Board on the Land Development Update.

10. Adjournment

The meeting was adjourned at 6:09