

Commerce City

*7887 E. 60th Ave
Commerce City, CO 80022
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Meeting Minutes - Draft

Tuesday, December 10, 2019

5:30 PM

Room 3109

Derby Review Board

Call to Order

Anita Mercado called meeting to order at 5:30pm.

Roll Call

Anita Mercado called roll call.

Present 3 - Chair Anita Mercado, Alternate Board Member Esther Hall, and Vice Chair Ted Ertl

Approval of Minutes:

[Min 19-184](#)

Meeting Minutes from August 20, 2019

Attachments: [Minutes 8 20 19](#)

This was approved

Aye: 3 - Chair Mercado, Alternate Board Member Hall and Vice Chair Ertl

Case(s):

[Pres 19-589](#)

DRB-075-19: requesting the approval of exterior deck improvements at 7240 Monaco Street, Commerce City, CO 80022

Attachments: [Staff Report](#)
[Narrative](#)
[Plans](#)

City Planner, Caitlin Hasenbalg Long, reviewed the staff report and presentation. Staff is recommending approval of the exterior improvements and Catalyst Funds as the proposal meets the design principles of the Derby Design Guidelines and the requirements of the Land Development Code.

The applicant, Joel David Martinez, was present to answer questions.

Board members agreed that this will only beautify Derby and thanked Mr. Martinez for contributing to improvements to Derby and keeping historical value in the area. The board asked if the underground water system on the west side of the house will be used for commercial use, what angle the roof was at, and brought up possible design issues including the depth of the deck, enclosure of the deck, and inner sidewalk.

In response to the questions by the board, Planner Long stated that the applicant will need to get a new tap from SACWSD and that the deck would be allowed to be enclosed in the future as there are no minimum setback requirements in Derby. If deck were to be fully enclosed, Mr. Martinez would need to come back to Derby for approval of the design. Mr. Martinez, in response to the other questions, stated that

the roof is sloped and the inner sidewalk will be concrete. After recommendation from board, Mr. Martinez will mention to designers that the roof should be the same angle as the future addition proposed on the back side of the building.

There being no further business to discuss on the request, a motion was requested.

Request 1:

Board member Hall made the following Recommended Motion: "Based upon the finding that the application meets the design standards and principles of the Derby Design Guidelines, I move that the Derby Review Board grant approval in case DRB-075-19, a Derby redevelopment application for the property located at 7240 Monaco Street, subject to one advisory: The applicant shall obtain an approved building permit from the Community Development Department prior to installation of the deck." Chair Mercado seconded the motion.

Yes: 2 - Mercado, Hall

Abstained: 1 - Ertl

Motion passed

Request 2:

Board member Hall made the following Recommended Catalyst Fund Motion: "I move that the Derby Review Board approve the use of catalyst funds in an amount not to exceed \$10,733.00 to reimburse the applicant for costs the City determines qualify under the program, subject to one condition and one advisory:

Condition: The applicant shall submit building permits for the remodel of the house into commercial space prior to reimbursement of catalyst funds associated with this request. Advisory: In accordance with Derby Review Board Policy 2014-1, catalyst funds for facade renovations such as this will expire if the project is not commenced within 6 months and completed within 12 months." Board member Ertl seconded the motion.

Yes: 3 - Mercado, Hall, Ertl

Motion passed

Board Business:

The Board also requested training on the rules and procedures of the Derby Review Board.

[Pres 19-590](#)

Mark Sink Update Memo

Attachments: [4 Staff Business - DRB-065 Update Memo](#)

Planner Long stated that the windows appear to be the same as 2009 and are in compliance with the Derby Review Board's approval.

Staff Business:

New Community Development Director will be starting tomorrow 12/11 - Jason Rogers. Community outreach for the Historic Preservation Ordinance will be taking place in January 2020.

Adjournment

Anita adjourned the meeting at 6:10.