

**TOWN OF BROOKSIDE**  
**Regular Town Board Meeting Minutes**  
**March 8, 2022 7:00 PM**

**Regular Meeting Call to Order, Roll Call and Pledge:** Mayor Dave Boden opened the meeting at 7:00 P.M. The Pledge of Allegiance was said. Board members present: John Grooms, Cloyce Mann, Jana Schutte, and Arlin Bolkema. Town Clerk, Katie Rosenquist present. One citizen and two Black Hills Energy representatives attended.

**Approval of Minutes and LOEs:** The Board approved the agenda. The Board approved the minutes for last month's meeting with one correction to the water rates: the cost of water was \$5.18 and will now be \$5.49 per 1,000 gallons due to Canon City's 31 cent increase for 2022. The Board approved the LOEs. All items passed unanimously.

**Black Hills Energy** presented another solution regarding the power poles on Pinion Ave. By utilizing vertical framing instead of wide framing, Black Hills will be able to relocate the poles 18" from the property lines so they will not be so far into the road easement. Black Hills will present a final plan to the Town so we can move forward with a Memorandum of Understanding and renewal of our Franchise Agreement.

**Mayor's Report:**

- Resolution 03-2022- Exemption from Audit for Fiscal Year 2021. The motion to approve was made by Schutte, seconded by Bolkema and the motion carried unanimously.
- Volunteer hours recorded: Jerrie McFadyen: 2 hours water testing; Renee Bolkema: 1 hour park inspection and maintenance; John Groom: 2 hours plowing; Arlin Bolkema: 3 hours sanding and vehicle maintenance. Thank you!
- February Work Session was cancelled.
- Interviews for the Town Clerk position have been scheduled for March 15, 2022.
- Water Enterprise Report:
  - Outstanding accounts: 3@1 month; \$126.66 in overdue invoices

**Community Center:** Five completed rental days in February. The Board discussed installing large rocks to define the parking area behind the Community Center. This will prevent people from parking on top of the leach field.

**Upcoming Meetings:**

- Date for Board Work Session, March 22, 2022 at 7:00 PM.
- Next Board Meeting: Tuesday, April 12, 2022 at 7:00 PM.

**Citizen's Request to Speak:**

Board Member Bolkema mentioned that FEMA crews will be surveying County for flood assessments and mapping. For Brookside, they will be focusing on the SpringCreek park.

**Adjournment:** Time 7:49 PM

Respectfully submitted, Katie Rosenquist, Town Clerk

## Brookside Resident Reminders

**The Good Neighbor Policy:** Citizens should first try to resolve issues by speaking directly with each other, before asking the Mayor or Town Board to intervene.



**DOG OWNERS:** Please be responsible! Keep your dog(s) contained at home so they cannot interfere with others or be in danger; AND please control your dog's barking so they do not disturb your neighbors.

**Land Use Code:** The Town's Ordinances and Resolutions include regulations concerning the keeping of livestock and the placement of storage containers. Chicken hens are allowed with permit. Please contact Town Clerk to complete permitting process. Please call the Town Hall for information pertaining to this or other land use questions.

**Marijuana:** Town of Brookside Ordinance 10-2010 prohibits "the operation of medical marijuana centers, optional premises cultivation operations and medical marijuana-infused products manufacturer facilities within the Town of Brookside, Colorado."

**ONE RESIDENCE PER PARCEL:** The Town Board finds it necessary to clarify to all property owners in the Town that, in accordance with the Brookside Land Use Code adopted in 2002, all properties, whether zoned single-family residential, estate residential or multi-use, are only **allowed one residence per parcel** unless a second residence is grandfathered in, or given a variance. A residence must be a minimum of 1200 square feet, on a permanent foundation, and have received a Certificate of Occupancy from the Building Inspector. **Persons are not allowed to reside in outbuildings or in RV vehicles or trailers. Also, gray water shall not be discharged onto any property.**

### **BUILDING PERMITS:**

Do NOT purchase BUILDING PERMITS from FREMONT COUNTY. All building permits in the Town of Brookside are issued from the Town of Brookside. You or your contractor must contact the Building Inspector to obtain a permit for new construction, remodel work or roofing. Call 719-276-3436.

#### **When a building permit is needed:**

A building permit is required for **any structural change to an existing building, including siding, porches, roofs, and windows**. A building permit is required for any new building over 200 square feet, as addressed by the Town of Brookside Land Use Code and the 2003 International Building Code.

- ❖ The Town's Building Inspector cannot sign off on work that does not have documentation for septic, electrical and plumbing inspections. Any mortgage lender will ask for valid inspections and permits.
- ❖ Septic Field Permits must be obtained from the Fremont County Health Department for installation or repair of septic tanks and fields. 615 Macon Ave., Canon City, CO
- ❖ Electrical and Plumbing Permits must be obtained from the State Inspectors who have offices in the Fremont County Administration Building. 615 Macon Ave., Canon City, CO

**Bell-Ringing:** The church bell can be rung for memorial services of residents. Adamic usually rings the bell at sunset of the day of the memorial service. Family members and friends are welcome to be present at the bell-ringing. Bell is rung once for each year of life. The bell can be rung for weddings also. Please contact the Town Clerk, the Mayor, or Adamic.

The Town Clerk's Office is in the Brookside Community Center at 1720 Brookside Ave.  
Office hours are Tuesday and Thursday, 9:00 to 1:00. 719-276-3436 and can be reached by email at:  
[townhallbrookside@bresnan.net](mailto:townhallbrookside@bresnan.net)

Town Clerk is the designated ADA Coordinator. [www.colorado.gov/townofbrookside](http://www.colorado.gov/townofbrookside)