



Planning Commission Meeting Minutes - Final

Chair Charles Fletcher
Vice Chair Laurie Van Court
Dan Ahrens
Chris Cote
Chris Teem
Sarah Humbargar
Jeremy Begley

Thursday, February 24, 2022

6:00 PM

Hybrid Commission Meeting
Town Hall Council Chambers
100 N. Wilcox Street
Castle Rock, CO 80104
Online: <https://crgov.webex.com/crgov>
Phone-in: 720-650-7664
Meeting Number: 2495 504 7227
Meeting Password: 2022PCMeeting

This hybrid meeting is open to the public and will be held in a virtual format in accordance with the Board and Commission Electronic Participation, Connected and Hybrid Meeting Policy. Public may choose to attend in person at Town Hall or electronically or by phone if preferred. This meeting will be hosted online and can be accessed using link and meeting information above.

**** ALL TIMES ARE APPROXIMATE ****

Remote participants please sign up to speak by sending an email to the Development Services Planning Manager, Kevin Wrede (kwrede@crgov.com) no later than 1 pm on the day of the hearing, to be added to the list of speakers. Public comments may also be given in person or submitted in writing via email, to be included in the public record.

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

The meeting was called to order at 5:59 p.m.

- Present** 7 - Chair Charles Fletcher, Vice Chair Laurie Van Court, Dan Ahrens, Chris Cote, Chris Teem, Sarah Humbargar, and Jeremy Begley
- Attendance** 7 - Kevin Wrede, Mike Hyman, Tara Vargish, Sandra Aguilar, Jason Gray, Caryn Johnson, and Julie Parker

CERTIFICATION OF MEETING

Mr. Wrede confirmed the meeting and agenda had been noticed in accordance with the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2022-003](#) Minutes: January 13, 2022 Planning Commission Meeting Minutes

Attachments: [PC01.13.22Minutes-DRAFT](#)

Moved by Humbargar, seconded by Vice Chair Van Court, that Planning Commission meeting minutes of January 13, 2022 be approved as presented. The

motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

PUBLIC HEARING ITEMS

[PC 2022-004](#) Use by Special Review - 18 Circle Drive Accessory Dwelling Unit

Attachments: [Staff Memorandum](#)

[Attachment A: Plot Plan](#)

[Attachment B: Elevations](#)

[Attachment C: Floor Plan](#)

[Attachment D: Neighborhood Meeting Summary Feb. 3, 2022](#)

[Attachment E: Resident Feedback](#)

[Public Record Document: 18 Circle Drive Staff Presentation](#)

Mr. Wrede presented PC 2022-004 Use by Special Review, 18 Circle Drive Accessory Dwelling Unit on behalf of Project Manager Brad Boland. Commissioner Humbargar disclosed she lives within the neighborhood but had not spoken to the applicant about the project. Staff recommends approval as it meets criteria.

Applicant: Owner, Jason Gray, was available for questions

Public Comment: none

Moved by Vice Chair Van Court, seconded by Begley, that Planning Commission PC 2022-004 Use by Special Review - 18 Circle Drive Accessory Dwelling Unit be approved as presented. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

TOWN COUNCIL LIAISON UPDATE

Mayor Gray reported that Town Council had the second reading on the \$30 million water bond and has several projects they are reviewing. Mayor Gray attended the fire fighters banquet last week and noted a bravery award which was presented. The Cobblestone ballpark application was withdrawn by the applicant after significant resident opposition, specially regarding parking and traffic issues.

DESIGN REVIEW BOARD UPDATE

Design Review Board representative, Chair Fletcher reported that the highlights of the two meetings included the approval of the Douglas County library in Castle Rock and a legal training.

COMMISSION ITEMS

Check for quorum for upcoming meetings

Mar. 10, 2022

Mar. 24, 2022

The March 10 and 24 meeting will tentatively have code updates and an SDP. Humbargar and Cote potentially have conflicts on the 10th.

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Mr. Wrede reminded the Commission of the Board and Commissions dinner next week. Julie Kirkpatrick has taken a different position in the Town and Brad Boland was hired the Long-Range Project Manager. Development Services has a Planner II position open.

ADJOURN

Moved by Chair Fletcher, seconded by Vice Chair Van Court, that the Planning Commission be adjourned at 6:29 p.m. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley