



## Planning Commission Meeting Minutes - Final

Chair Dan Ahrens  
Vice Chair Chris Cote  
Carlos Salinas  
Jeff Samuelson  
Kevin McHugh  
Todd Warnke  
Tom Martinez

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Thursday, June 8, 2023

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: 2481 303 3700  
Meeting Password: PCMeeting2023

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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.

To access full meeting details, please visit:

[www.crgov.com/Town Government/Boards and Commissions/Planning Commission](http://www.crgov.com/Town%20Government/Boards%20and%20Commissions/Planning%20Commission) and click on the "View current agenda packet" link.

Remote participants please sign up to speak by sending an email to the Development Services Planning Manager, Kevin Wrede ([kwrede@crgov.com](mailto: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.

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

### DINNER FOR BOARD MEMBERS

### CALL TO ORDER / ROLL CALL

**Present** 7 - Jeff Samuelson, Vice Chair Chris Cote, Carlos Salinas, Chair Dan Ahrens, Tom Martinez, Todd Warnke, and Kevin McHugh  
**Attendance** 5 - Jason Gray, Kevin Wrede, TJ Kucewesky, Lena McClelland, and Abbigail Nichols

### ELECTION OF CHAIR PRO-TEM

Moved by Commissioner Warnke, seconded by Commissioner Cote to approve the nomination of Commissioner Ahrens as Planning Commission Chair Pro-Tem. The motion passed by a vote of: 7 to 0

**Yes:** 7 - Samuelson, Vice Chair Cote, Salinas, Chair Ahrens, Martinez, Warnke, and McHugh

### APPROVAL OF MINUTES

[PC 2023-013](#)**May 25, 2023 Planning Commission Meeting Minutes**

**Moved by Commissioner Ahrens, seconded by Commissioner Cote to Approve Planning Commission Topic PC 2023-013 as presented. The motion passed by a vote of: 7 to 0**

**Yes:** 7 - Samuelson, Vice Chair Cote, Salinas, Chair Ahrens, Martinez, Warnke, and McHugh

**CERTIFICATION OF MEETING**

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

**ELECTION OF OFFICERS, ETC.**[PC 2023-014](#)**Election of 2023-2024 Planning Commission Chair**

**Moved by Commissioner Warnke, seconded by Commissioner McHugh to approve Planning Commission Topic PC 2023-014 nomination of Commissioner Ahrens as Planning Commission Chair as presented. The motion passed by a vote of: 7 to 0**

**Yes:** 7 - Samuelson, Vice Chair Cote, Salinas, Chair Ahrens, Martinez, Warnke, and McHugh

[PC 2023-015](#)**Election of 2023-2024 Planning Commission Vice-Chair**

**Moved by Chair Ahrens, seconded by Commissioner Salinas to Approve Planning Commission Topic PC 2023-015 nomination of Commissioner Cote as Planning Commission Vice Chair as presented. The motion passed by a vote of: 7 to 0**

**Yes:** 7 - Samuelson, Vice Chair Cote, Salinas, Chair Ahrens, Martinez, Warnke, and McHugh

[PC 2023-016](#)**Appointment of Design Review Board Representative**

**Moved by Chair Ahrens, seconded by Commissioner Samuelson to Approve Planning Commission Topic PC 2023-016 nomination of Commissioner Cote as Design Review Board Representative as presented. The motion passed by a vote of: 7 to 0**

**Yes:** 7 - Samuelson, Vice Chair Cote, Salinas, Chair Ahrens, Martinez, Warnke, and McHugh

**TOWN COUNCIL LIAISON UPDATE**

Mayor Gray updated the commission on the most recent Town Council Meeting. The meeting covered the uses of the Douglas County Fairgrounds, the Founders Vista development, the water ordinance restricting use within 100 feet of water sources, and Multi Family parking ordinances. Vice Chair Cote asked about flooding issues with the current levels of precipitation. Mayor Gray responded, and Commissioner Warnke provided more information. Commissioner Samuelson asked for further details on the Multi Family Parking changes. Mr. Wrede clarified that the regulations are based on three categories of Multi Family housing. Regular Multi Family ordinances are changing from being based on the number of bedrooms to 2 spaces per unit. The ordinances for Multi Family that is Downtown the regulations increased 25% from 1 to 1.25 spaces per unit, and Senior Multi Family went from 1 space per unit to 1.1 per unit.

The Mayor also addressed new members as to his role as a Liasson with the commission.

## **DESIGN REVIEW BOARD UPDATE**

None

## **COMMISSION ITEMS**

### **Check for quorum for upcoming meetings**

**June 22, 2023**

**July 13, 2023**

The Commission checked for quorum on the upcoming two meetings, June 22 (no conflict) and July 13 (Vice Chair Cote will not be present). The Commission also heard a scheduling update from Mr. Wrede.

## **STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS**

Mr. Wrede updated the commission that the Founders Vista or Memmen Young Annexation and Zoning Amendment, was approved 5 to 2 on its first reading at Town Council with the condition that Skyline Ridgeline varriences can not be requested in the future.

## **ADJOURN TO STUDY SESSION:**

### **Overview of Land Development Processes and Role of PC**

### **Quasi-Judicial Legal Training for Planning Commission**

**Moved by Chair Ahrens, to Adjourn to the Study Session. The motion passed by a vote of: 7 to 0**

**Yes:** 7 - Samuelson, Vice Chair Cote, Salinas, Chair Ahrens, Martinez, Warnke, and McHugh