



**Planning Commission Regular Meeting  
August 6, 2015  
Minutes**

Chair Fronczak called the meeting to order at 6:01 p.m.

**Roll Call:**

**Commission Members Present:** Chair Michael Fronczak, Vice Chair Mark Luongo, Commissioners Max Brooks, Victoria Sikes, Jarman Smith, Suzy Chapman, and David Kay

**Commission Members Absent:** None

**Town Council Members Present:** None

**Staff Members Present:** Heidi Hugdahl, Assistant Town Attorney  
Donna Ferguson, Planner I  
Teri Whitmore, Planning Manager  
Andrea Trujillo, Recording Secretary

**Certification of Meeting:** (6:01 p.m.)

Ms. Whitmore confirmed that notice of this meeting and the agenda had been posted and witnessed in accordance with the requirements of the Open Meetings Law.

**Approval of Minutes – July 23 , 2015 Regular Meeting:** (6:02 p.m.)

**Motion:** Commissioner Brooks moved to approve the July 23, 2015 minutes. Chair Fronczak seconded the motion.

**Passed:** 6-0-1 (Commissioner Kay abstained)

**Public Hearing Items:**

- A. **An Ordinance Amending the Town's Zone District Map by Approving the Castle Oaks Estates Planned Development Plan No. 2 (continued from July 23, 2015)** (6:04 p.m.)

**Commissioner Smith excused himself from the remainder of the Public Hearing due to conflict of interest.**

Whitmore: The developer requested a special meeting for August 20, 2015.

Applicant: Campbell, Starwood Land Ventures, Inc. requested a special meeting for August 20, 2015.

**Motion:** Chair Fronczak made a motion to continue the meeting for An Ordinance Amending the Town's Zone District Map by Approving the Castle Oaks Estates Planned Development Plan No. 2 to the August 20, 2015, which would be a Special Meeting. Commissioner Chapman seconded the motion.

**Passed:** 6-0-0

Hugdahl: All Commissioners can participate in the August 20, 2015 Special Meeting regardless of their absence at the July 23, 2015 meeting.

**B. Resolution: Approving a Use by Special Review for Equipment Leasing Located Upon Lot 1G, Village North Amended (220 Malibu St.)** (6:09 p.m.)

Ferguson: The applicant requests a Use by Special Review (UBSR) to allow equipment rental leasing at 220 Malibu Street. Staff recommends Planning Commission approval.

**Applicant Presentation:** (6:12 p.m.) Mac Delbaugh, Owner of Equipment Rental Source (ERS), presented a brief overview of his business to the Planning Commission.

**Motion:** Commissioner Brooks made a motion to approve Use by Special Review for Equipment Leasing located upon Lot 1G, Village North Amended (220 Malibu Street) with the condition that the 10 ft. fence be erected within a 120-day period. Commissioner Chapman seconded the motion.

**Passed:** 7-0-0

**C. A Resolution Approving Lot 1, Block 1, Promenade at Castle Rock Filing No. 1, Site Development Plan** (6:23 p.m.)

Whitmore: The Promenade at Castle Rock, LLC is seeking a positive recommendation on a Site Development Plan (SDP) for Lot 1, Block 1 of the Promenade at Castle Rock, Filing No. 1. Staff recommends approval the Site Development Plan with conditions.

**Applicant:** (6:27 p.m.) Peter Cudlip, Alberta Development Partners, LLC presented an overview of the project to the Planning Commission.

**Motion:** (7:03 p.m.) Commissioner Fronczak made a motion to recommend to Town Council a Resolution approving Lot 1, Block 1, Promenade at Castle Rock Filing No.1 Site Development Plan with the following conditions:

1. All Public Works staff review comments be addressed.
2. Master Developer obtains CDOT Access Permit for connection to Castle Rock Parkway prior to issuing an infrastructure Construction Permit for this site.
3. A revised Site Development Plan be submitted and is accepted by staff prior to recordation.

Commissioner Chapman seconded the motion.

**Passed** 7-0-0

**D. A Resolution: Approving Lot 1, Block 4, Promenade at Castle Rock Filing 1 Site Development Plan (Sam's Club)** (7:06 p.m.)

Whitmore: The Promenade Castle Rock, LLC, as property owner, is seeking a positive recommendation on a Site Development Plan (SDP) for Lot 1, Block

4 of the Promenade at Castle Rock Filing No. 1. The site will be developed by Sam's Club as a membership retail warehouse store and fueling station. Staff recommends approval of the Site Development Plan with conditions.

**Applicant:** (7:24 p.m.) Tasha, Galloway Developers and Andrew Moon, Trevor, Tyson, and Holcomb, Architects, presented an overview of the Sam's Club Project to the Planning Commission.

**Motion:** (7:56 p.m.) Commissioner Brooks moved to recommend to Town Council approval of proposed Lot 1, Block 4, Promenade at Castle Rock Filing No. 1 Site Development Plan with the following conditions:

1. All Real Property staff review comments are addressed.
2. All Utility staff review comments are addressed.
3. All Public Works staff review comments are addressed.
4. Master Developer obtains CDOT Access Permit for connection to Castle Rock Parkway prior to issuing an infrastructure construction Permit for this site.
5. A revised Site Development Plan be submitted and is accepted by staff prior to recordation.

Commissioner Kay seconded the motion.

Passed: 7-0-0

**Commissioner Items:** (7:58 p.m.)

- A. Quorum for Special Meeting August 27, 2015: Work Session: Urban Centers, DDA Special Sessions, Commissioner Kay will not be present.
- B. Special Session: August 20, 2015: Castle Oaks Estates Planned Development Plan No. 2, all here for a quorum.
- C. Quorum for Regular Meeting Sept 10, 2015: Commissioner Luongo will not be present.
- D. Committee Reports: None

**Staff Report:** (8:00 p.m.) Whitmore: DDA Urban Centers Project will be presented at the August 27<sup>th</sup> Special Meeting; Comprehensive Plan will be joint session with Town Council in September. Trolley Tour- Site Bus Tour will be announced.

**Town Council Update:** None

**Adjourn:** (8:07 p.m.) Chair Fronczak adjourned the meeting.

Minutes approved by the Planning Commission on August 27, 2015 by a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, with \_\_\_\_\_ abstention(s).

Planning Commission Minutes  
August 6, 2015