



Board of Adjustment Agenda - Final

Dalton Lyons Vice Chair
Blerim Morina
Courtney Fujinami
Eric Richards
Ryan Purcell

Thursday, July 18, 2024

6:00 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed. If you are unable to access any portion of these materials due to a disability as defined under Colorado House Bill 21-1110, please call us at 303-663-4440, email the Town's accessibility team at accessibility@CRgov.com or submit an accommodation request form: CRgov.com/A11yRequest.

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

5:30 pm DINNER FOR BOARD MEMBERS

6:00 pm CALL TO ORDER

ROLL CALL

CERTIFICATION OF MEETING

6:05 pm APPROVAL OF MINUTES

1. [BOA](#) April 18, 2024 Board of Adjustment Meeting Minutes
[2024-004](#)

Attachments: [April 18, 2024 Board of Adjustment Meeting Minutes](#)

6:10 pm TOWN MANAGER UPDATE

2. [BOA](#) Upcoming Ballot Measures
[2024-005](#)

6:20 pm ELECTION OF OFFICERS, ETC.

3. [BOA](#) Election of 2024-2025 Board of Adjustment Chair
[2024-006](#)
4. [BOA](#) Election of 2024-2025 Board of Adjustment Vice Chair
[2024-007](#)

6:30 pm TOWN COUNCIL UPDATE

6:35 pm BOARD MEMBER ITEMS

6:40 pm ITEMS FROM STAFF

6:45 pm ADJOURN TO STUDY SESSION: LEGAL TRAINING



Town of Castle Rock

Agenda Memorandum

Agenda Date: 7/18/2024

Item #: 1. **File #:** BOA 2024-004

To: Members of the Board of Adjustment

From: Board of Adjustment Administrator

April 18, 2024 Board of Adjustment Meeting Minutes

Executive Summary

Attached are the meeting minutes from the April 18, 2024 Board of Adjustment meeting for your review and approval.



Board of Adjustment Meeting Minutes

Chair Ryan Purcell
Vice Chair Dalton Lyons
Blerim Morina
Eric Richards
Mike White

Thursday, April 18, 2024

6:00 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

Special Meeting

This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.

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

DINNER FOR BOARD MEMBERS

CALL TO ORDER

The meeting was called to order at 6:00 pm by Chair Purcell.

ROLL CALL

Board Member Morina was in attendance via WebEx.

Present 4 - Chair Ryan Purcell, Boardmember Blerim Morina, Vice Chair Dalton Lyons, and Boardmember Eric Richards
Not Present 1 - Boardmember Mike White
Attendance 2 - Sharon Chavez, and Tammy King

CERTIFICATION OF MEETING

Ms. King confirmed the meeting and agenda had been noticed in accordance with the Open Meetings Law.

APPROVAL OF MINUTES

[BOA 2024-002](#)

March 7, 2024 Board of Adjustment Meeting Minutes

Attachments: [March 7, 2024 Board of Adjustment Meeting Minutes](#)

Moved by Boardmember Lyons, seconded by Boardmember Richards to approve the meeting minutes for March 7, 2024, as presented. The motion passed by the following 4-0

Yes: 4 - Chair Purcell, Boardmember Morina, Vice Chair Lyons, and Boardmember Richards
Not Present: 1 - Boardmember White

PUBLIC HEARING ITEMS

[BOA 2024-003](#) Request for Approval of Variance from the Minimum Front Yard

Setback PD (Planned Development) (2580 Saddleback Drive)

Attachments: [STAFF MEMO](#)

[Attachments A: BOA APPLICATION - 2580 Saddleback Drive](#)

Ms. King presented on BOA 2024-003 Request for Approval of Variance from the Minimum Front Yard Setback PD (Planned Development). Staff recommends approval as it meets criteria.

Applicant: John Crowell, with Renaissance Homes, provided additional details.

Public Comment: Scott Colby, resident, support. Concerned about drainage of root structure.

Moved by Boardmember Purcell, seconded by Boardmember Richards, to approve a variance for 2580 Saddleback Drive a maximum front yard setback of 11.8 for a new single-family lot in the PD zone; based on the requested meeting the approval criteria in Title 17.06.020. The motion passed by the following vote: 4 to 0

Yes: 4 - Chair Purcell, Boardmember Morina, Vice Chair Lyons, and Boardmember Richards

Not Present: 1 - Boardmember White

TOWN COUNCIL UPDATE

None

BOARD MEMBER ITEMS

None

ITEMS FROM STAFF

Ms. King informed the Board that there is no May meeting. Possible June meeting.

ADJOURN

Moved by Boardmember Purcell, seconded by Boardmember Richards, to adjourn the meeting at 6:15 p.m.

Yes: 4 - Chair Purcell, Boardmember Morina, Vice Chair Lyons, and Boardmember Richards

Not Present: 1 - Boardmember White



Town of Castle Rock

Agenda Memorandum

Agenda Date: 7/18/2024

Item #: 2. **File #:** BOA 2024-005

To: Members of the Board of Adjustment

From: David L Corliss, Town Manager

Upcoming Ballot Measures

Executive Summary

Mr. Corliss will be attending to discuss the potential upcoming ballot measures.



Town of Castle Rock

Agenda Memorandum

Agenda Date: 7/18/2024

Item #: 3. **File #:** BOA 2024-006

To: Members of the Board of Adjustment

From: Board of Adjustment Administrator

Election of 2024-2025 Board of Adjustment Chair

Executive Summary

The Board will nominate and elect a Board member to serve as Chair for the 2024-2025 term.



Town of Castle Rock

Agenda Memorandum

Agenda Date: 7/18/2024

Item #: 4. File #: BOA 2024-007

To: Members of the Board of Adjustment

From: Board of Adjustment Administrator

Election of 2024-2025 Board of Adjustment Vice Chair

Executive Summary

The Board will nominate and elect a Board member to serve as Vice Chair for the 2024-2025 term