



Planning Commission Meeting Minutes

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

Thursday, July 22, 2021

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: 146 368 1528
Meeting Password: 2021PCMeeting

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 ****

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:00 p.m. by Vice Chair Van Court.

Present 6 - Chair Charles Fletcher, Vice Chair Laurie Van Court, Chris Cote, Chris Teem, Sarah Humbargar, and Jeremy Begley

Not Present 1 - Dan Ahrens

Attendance 10 - Tim Dietz, Kevin Wrede, Tony Felts, Donna Ferguson, Keith Johnston, Tara Vargish, Mike Hyman, Dave Corliss, Julie Parker, and Sandra Aguilar

CERTIFICATION OF MEETING

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

APPROVAL OF MINUTES

[PC 2021-018](#) Minutes: July 8, 2021 Planning Commission Meeting Minutes

Attachments: [PC07.08.2021Minutes-DRAFT](#)

Moved by Begley, seconded by Humbargar, that Planning Commission July 8, 2021 meeting minutes be approved as presented. The motion passed by the following vote: 5 to 0 with 1 abstain

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Cote, Humbargar, and Begley

Not Present: 1 - Ahrens

Abstain: 1 - Teem

TOWN MANAGER UPDATE

[PC 2021-020](#) Presentation: Upcoming Ballot Measures

Attachments: [Ballot Measures Presentation](#)

Town Manager Dave Corliss presented information on the upcoming ballot measures so the Commission members would be able to answer potential questions from residents. To keep service levels, specifically public safety and public parks, concurrent with growth, the Town needs to look beyond sales tax. Voters have not approved a tax rate increase since 1994. Town Council is looking to pass an initiative to add tax increases to the November ballot including a new tax on new housing construction, 0.1% increase in sales tax, lodger's tax and TABOR timeout.

PUBLIC HEARING ITEMS

[PC 2021-019](#) Alana at Castle Rock Site Development Plan (formerly known as Promenade Apartments)

Attachments: [Staff Report](#)

[Attachment A: Site Development Plans](#)

[Attachment B: Traffic Impact Analysis](#)

[Attachment C: Summary of Neighborhood Meeting 1-27-2021](#)

[Attachment D: Summary of Neighborhood Meeting 3-24-2021](#)

[Attachment E: Parking Study](#)

[Public Record: Staff Presentation](#)

[Public Record: Applicant Presentation](#)

Ms. Ferguson reporting on the Alana at Castle Rock Site Development Plan, a multi-family residential development, that was formerly known as Promenade Apartments. Town staff recommends approval as the plan meets criteria. Applicant: Kevin Foltz and Kristen Link with Forum Investment Group presented additional details. Parking, architecture, traffic and landscaping consultants with the project were online and available for questions from the Commission. Public comment: none

Moved by Chair Fletcher, seconded by Humbargar, that Planning Commission PC 2021-019 Alana at Castle Rock Site Development Plan be approved as presented. The motion passed by the following vote: 6 to 0

Yes: 6 - Chair Fletcher, Vice Chair Van Court, Cote, Teem, Humbargar, and Begley

Not Present: 1 - Ahrens

Moved by Humbargar, seconded by Teem, that Planning Commission recommend to direct the Public Works Department to perform an analysis and look at options for improved pedestrian/cycling infrastructure in Promenade, specifically near residential areas like Alana. The motion passed by the following vote: 6 to 0

Yes: 6 - Chair Fletcher, Vice Chair Van Court, Cote, Teem, Humbargar, and Begley

Not Present: 1 - Ahrens

TOWN COUNCIL LIAISON UPDATE

Town Councilmember Dietz reported that he is working diligently on educating residents regarding the tax increase and requested Commission members talk to their neighbors.

DESIGN REVIEW BOARD UPDATE

There was no update from Design Review Board representative Fletcher.

COMMISSION ITEMS

Check for quorum for upcoming meetings:

1. August 12

2. August 26

Begley is scheduled to be absent for the Aug. 12, 2021 meeting. No other conflicts were anticipated for either the Aug. 12 or 26 meetings.

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Mr. Wrede reported that the High Five daycare was approved by Town Council.

ADJOURN

Moved by Vice Chair Van Court, seconded by Begley, that the Planning Commission meeting be adjourned at 7:46 p.m. The motion passed by the following vote: 6 to 0

Yes: 6 - Chair Fletcher, Vice Chair Van Court, Cote, Teem, Humbargar, and Begley

Not Present: 1 - Ahrens

Minutes approved by the Planning Commission on _____ by a
vote of _____ in favor, _____ opposed, with _____ abstention(s).

Planning Commission