



## Design Review Board Meeting Minutes - FINAL

Chair Chris Leever  
Vice Chair Kevin McHugh  
Boardmember Josie Adler  
Boardmember John Johnson  
Boardmember Robert Lange  
Boardmember David Miles  
Boardmember Dan Ahrens

---

Wednesday, September 24, 2025

6:00 PM

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

---

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

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](mailto:accessibility@CRgov.com) or submit an accommodation request form at [CRgov.com/A11yRequest](http://CRgov.com/A11yRequest).

### **DINNER FOR BOARD MEMBERS**

### **CALL TO ORDER / ROLL CALL**

- Present** 6 - Chair Chris Leever, Vice-Chair Kevin McHugh, Boardmember Josie Adler, Boardmember John Johnson, Boardmember David Miles, and Boardmember Dan Ahrens
- Not Present** 1 - Boardmember Robert Lange

### **CERTIFICATION OF MEETING**

### **APPROVAL OF MINUTES**

[DRB 2025-007](#)

**July 23, 2025, Design Review Board Meeting Minutes**

Moved by Honorary Member McHugh, seconded by Boardmember Ahrens, to Approve DRB Topic DRB 2025-007 as presented. The motion passed by a vote of:

- Yes:** 6 - Chair Leever, Vice-Chair McHugh, Boardmember Adler, Boardmember Johnson, Boardmember Miles, and Boardmember Ahrens

### **ELECTION OF OFFICERS, ETC.**

### **TOWN COUNCIL UPDATE**

### **PUBLIC HEARING ITEMS**

[DRB 2025-008](#)

**2 Phelps Street, Eternal Rock Evangelical Lutheran Church  
Lot 2, Block 1, Phelps Subdivision**

Mr. Brad Boland presented the proposal for 2 Phelps Street, Eternal Rock Evangelical Lutheran Church, located on Lot 2, Block 1 of the Phelps Subdivision. A site development plan (SDP) was originally approved in 2018, with the understanding that the applicant would return with a detailed landscaping and parking plan. The current site plan meets all conditions for approval, ensuring that parking design standards are satisfied. The existing building includes a concrete area designated for the proposed 31-space parking lot. Three variances are

requested: a reduction in the parking lot setback, permission for parking abutting the street, and a reduction in the number of required trees. The right-of-way is sufficient to accommodate a wide sidewalk instead of extra landscaping, and the request is considered reasonable. The existing condition already includes street-abutting parking adjacent to the building. Due to a gas line running through the property, tree planting is limited, making the proposed landscaping plan featuring coloradoscape and a mix of trees and shrubs, appropriate for the site. Staff recommended approval of both the SDP and the requested variances. The applicant discussed the building’s history, noting that they purchased the property in 2018, reinstated the church, and refined the site and landscape plans. During the review, Boardmember Ahrens asked whether the parking lot extends to the street and whether the sidewalk would compensate for the reduced setback. The applicant explained that on the south side of the building, a raised sidewalk and curved gutter would create designated pedestrian areas, improving safety. Public Works requested an 11-foot sidewalk to support Town events and pedestrian traffic in lieu of additional landscaping. Boardmember Miles inquired about overflow parking. The applicant responded that church members use all surrounding parking areas and, while the lot is not actively monitored, it remains open and monitored during Castle Rock events. Boardmember Johnson raised concerns about line-of-sight at the corner of Perry Street. Mr. Boland clarified that the existing landscaping is on Town-owned property and line-of-sight has been deemed acceptable by Public Works.

**Moved by Boardmember Miles, seconded by Boardmember Johnson, to Approve DRB Topic DRB 2025-008 as presented. The motion passed by a vote of:**

**Yes:** 6 - Chair Leever, Vice-Chair McHugh, Boardmember Adler, Boardmember Johnson, Boardmember Miles, and Boardmember Ahrens

**BOARD MEMBER ITEMS**

**Check for quorum for upcoming meetings**

**ITEMS FROM STAFF**

**ADJOURN**

**Moved by Chair Leever, seconded by Boardmember Miles, to Approve adjourn as presented. The motion passed by a vote of:**

**Yes:** 6 - Chair Leever, Vice-Chair McHugh, Boardmember Adler, Boardmember Johnson, Boardmember Miles, and Boardmember Ahrens

\*\*\*\*\*  
**Minutes approved by the Design Review Board on \_\_\_\_\_ by a vote of \_\_\_\_ in favor, \_\_\_\_ opposed, with \_\_\_\_ abstentions.**