



Planning Commission Meeting Minutes - Final

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

Thursday, May 25, 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: 2483 428 1793
Meeting Password: 2023PCMeeting

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) 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 4 - Chair Charles Fletcher, Vice Chair Laurie Van Court, Chris Teem, and James Chase

Not Present 2 - Vice Chair Chris Cote, and Jeremy Begley

CERTIFICATION OF MEETING

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

APPROVAL OF MINUTES

[PC 2023-010](#)

Moved by Commissioner Ahrens, seconded by Commissioner Chase, to Approve Planning Commission Topic PC 2023-010 as presented. The motion passed by a vote

of: 5 to 0

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

MOTION TO AMEND THE AGENDA

Moved by Chair Fletcher, seconded by Commissioner Ahrens to amend the agenda to hear the Public Hearing items first. The motion passed by a vote of: 5 to 0

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

PUBLIC HEARING ITEMS

[PC 2023-011](#)

Memmen Parcel Annexation, Planned Development Plan and Zoning Regulations [5 acres, located east of Ridge Road, south of Fifth Street and north of Plum Creek Parkway]
Planned Development Plan and Zoning Regulations, Memmen Young Portion - The Villages at Castle Rock Infill Major Amendment [5 acres, located east of Ridge Road, south of Fifth Street and north of Plum Creek Parkway]

Mr. Brad Boland Presented on PC 2023-011 Memmen Parcel Annexation, Planned Development Plan and Zoning Regulations [5 acres, located east of Ridge Road, south of Fifth Street and north of Plum Creek Parkway]

Planned Development Plan and Zoning Regulations, Memmen Young Portion - The Villages at Castle Rock Infill Major Amendment [5 acres, located east of Ridge Road, south of Fifth Street and north of Plum Creek Parkway]. Staff recommends approval of the Memmen Parcel Annexation and the Planned Development Plan and Zoning Regulations Major Amendment to Town Council as they meet criteria.

Applicant: Mr. Russel Hall, Highline Engineering and Surveying, Civil Engineer and Land Planner provided a presentation. Mike Roach - SM Roach LLC, Traffic Consultant was available to answer questions.

Public Comment:

Doug Reagan, resident, presented issues related to the detention pond and the potential of rockfall onto existing neighborhoods.

Caryn Johnson, resident, expressed concern about town approval criteria.

Sherry Lindeman, resident, expressed concern about potential rockfall from blasting procedures.

Frank Sieburth, non-resident, proposed several questions and concerns regarding traffic impacts and access for Emergency Response.

Cozy Swickard, non-resident, expressed concerns about traffic impacts of the proposed zoning density.

Kevin Wrede, Staff, responded to public comments and questions.

Mr. Norris Croom, Fire Chief, described the blasting permit requirements of the Town.

Moved by Vice Chair Van Court, seconded by Commissioner Ahrens, to Approve Planning Commission Topic 2023-011 Memmen Parcel Annexation, Planned Development Plan and Zoning Regulations [5 acres, located east of Ridge Road, south of Fifth Street and north of Plum Creek Parkway] as presented. The motion passed by a vote of: 5 to 0

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Moved by Commissioner Ahrens, seconded by Commissioner Chase, to Approve Planning Commission Topic 2023-011 Planned Development Plan and Zoning Regulations, Memmen Young Portion - The Villages at Castle Rock Infill Major Amendment [5 acres, located east of Ridge Road, south of Fifth Street and north of Plum Creek Parkway] as presented. The motion passed by a vote of: 3 to 2

Yes: 3 - Chair Fletcher, Ahrens, and Chase

No: 2 - Vice Chair Van Court, and Teem

Not Present: 2 - Vice Chair Cote, and Begley

RECESS

Chair Fletcher called for a brief recess.

ROLL CALL

Commissioner Teem left the meeting early, and placed his vote for approval of all of the Resolutions of Appreciation.

Present 3 - Chair Charles Fletcher, Vice Chair Laurie Van Court, and James Chase

Not Present 3 - Vice Chair Chris Cote, Chris Teem, and Jeremy Begley

RESOLUTION OF APPRECIATION

[PC RESO
2023-002](#)

Resolution of Appreciation: Chris Teem, Planning Commission

Moved by Chair Fletcher, seconded by Vice Chair Van Court, to Approve Planning Commission Resolution PC RESO 2023-002 as presented. The motion passed by a vote of: 5 to 0

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

Motion to approve all the remaining Resolutions of Appreciation with the understanding that the dates are likely different

Moved by Chair Fletcher seconded by Commissioner Ahrens to approve all of the remaining Resolutions of Appreciation with the understanding that the dates are likely different. The motion passed by a vote of: 4 to 0, Commissioner Teem was absent.

**[PC RESO
2023-001](#)**

Resolution of Appreciation: Laurie Van Court, Planning Commission

Moved by Chair Fletcher, to Approve Planning Commission Resolution PC RESO 2023-001 as presented. The motion passed by a vote of: 5 to 0, with Commissioner Teem placing his vote before leaving.

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

**[PC RESO
2023-003](#)**

Resolution of Appreciation: Charles Fletcher, Planning Commission

Moved by Chair Fletcher, to Approve Planning Commission Resolution PC RESO 2023-001 as presented. The motion passed by a vote of: 5 to 0, with Commissioner Teem placing his vote before leaving.

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

**[PC RESO
2023-004](#)**

Resolution of Appreciation: James Chase, Planning Commission

Moved by Chair Fletcher, to Approve Planning Commission Resolution PC RESO 2023-001 as presented. The motion passed by a vote of: 5 to 0, with Commissioner Teem placing his vote before leaving.

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

**[PC RESO
2023-005](#)**

Resolution of Appreciation: Jeremy Begley, Planning Commission

Moved by Chair Fletcher, to Approve Planning Commission Resolution PC RESO 2023-001 as presented. The motion passed by a vote of: 5 to 0, with Commissioner Teem placing his vote before leaving.

Yes: 5 - Chair Fletcher, Vice Chair Van Court, Ahrens, Teem, and Chase

Not Present: 2 - Vice Chair Cote, and Begley

TOWN COUNCIL LIAISON UPDATE

Mayor Gray gave updates on the Town's Summer Events, Pavement Maintenance Program, Cantril School closing, Butterfield Park Possibilities Playground ribbon

cutting on June 9th, and the Castle Rock Water celebration of the Craig and Gould project at Triangle Park.

DESIGN REVIEW BOARD UPDATE

None

PLANNING COMMISSION DISCUSSION ITEMS

[PC 2023-012](#)

Discussion/Recommendation: Multi-family Parking Requirements

Moved by Commissioner Chase, seconded by Chair Fletcher, to Continue Planning Commission Topic PC 2023-012 to a future meeting. The motion passed by a vote of: 4 to 0

Yes: 4 - Chair Fletcher, Vice Chair Van Court, Ahrens, and Chase

Not Present: 3 - Vice Chair Cote, Teem, and Begley

COMMISSION ITEMS

Check for quorum for upcoming meetings:

June 8, 2023

June 22, 2023

No Discussion

STAFF UPDATE

ADJOURN

Moved by Commissioner Chase, seconded by Chair Fletcher, to Adjourn the meeting. The motion passed by a vote of: 4 to 0

Yes: 4 - Chair Fletcher, Vice Chair Van Court, Ahrens, and Chase

Not Present: 3 - Vice Chair Cote, Teem, and Begley