



Planning Commission Meeting Minutes - Draft

Charles Fletcher - Chair
Laurie Van Court - Vice Chair
Dan Ahrens
Chris Cote
Richelle McKim
Chris Teem
Sarah Humbargar

Thursday, June 27, 2019

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.

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

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:01 p.m.

Present 5 - Laurie Van Court, Dan Ahrens, Richelle McKim, Chris Cote, and Sarah Humbargar

Not Present 2 - Chris Teem, and Charles Fletcher

Attendance 5 - Sandra Aguilar, Elizabeth Allen, Brad Boland, Jason Gray, and Tara Vargish

CERTIFICATION OF MEETING

Staff member, Tara Vargish, confirmed that the meeting notice and agenda has been posted as required by the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2019-020](#) Minutes: June 13, 2019 Planning Commission Meeting Minutes

Attachments: [June 13, 2019 Planning Commission Minutes-DRAFT](#)

Ahrens moved, seconded by Humbargar to approve the minutes for the June 13, 2019 Planning Commission meeting as written.

The motion passed: 5-0

Yes: 5 - Cote, Ahrens, Van Court, McKim, and Humbargar

Not Present: 2 - Fletcher, and Teem

RESOLUTION OF APPRECIATION

[PC 2019-013](#) Resolution of Appreciation: David Kay

Attachments: [David Kay Resolution 2019](#)

Coted moved, seconded by Ahrens, to approve the Resolution of Appreciation honoring the service of David Kay as Planning Commissioner.

The motion passed: 5-0

Yes: 5 - Cote, Ahrens, Van Court, McKim, and Humbargar

Not Present: 2 - Fletcher, and Teem

TOWN COUNCIL LIAISON UPDATE

Mayor Gray reported that he and several Council Members attended the Municipal League conference. Council is looking at adding SROs to middle schools and had the second reading for animal code, accepting pigs, goats and ducks.

STAFF PRESENTATIONS

[PC 2019-021](#) 2019 Design Award Program

Attachments: [Attachment A: Pictures](#)

Tara Vargish presented 2019 Design Award Program requirements, committee members and nominees. This award is to publicly recognize properties in Castle Rock that promote the distinct Town identity and community character of Castle Rock. There were 7 nominees.

Van Court moved, seconded by Cote, that the Planning Commission accept the 2019 Design Award nominations as recommended by the Design Review Team and directed staff to present the nominations to Town Council as written in the staff report. Further, Van Court acknowledged and congratulated all nominees for contributing to the community character of Castle Rock.

The motion passed: 5-0

Yes: 5 - Cote, Ahrens, Van Court, McKim, and Humbargar

Not Present: 2 - Fletcher, and Teem

PUBLIC HEARING ITEMS

[PC 2019-022](#) A Resolution Approving a Use By Special Review for Lot 1 Block 1 Craig and Gould's Addition to Castle Rock for an Accessory Dwelling Unit

Attachments: [Staff Memorandum](#)

[Attachment A: Plot Plan](#)

[Attachment B: Elevations](#)

[Attachment C: Floor Plan](#)

Staff Member Brad Boland presented the proposal for an accessory dwelling unit at 418 N. Lewis, a locally landmarked residence, known as the Hunter House. Staff recommends approve as all criteria have been met.

Applicant: No formal presentation, but the applicant was available for questions.

Public Comment: A neighbor commented in support of the project.

McKim moved, seconded by Ahrens, to approve the Use by Special Review to Town Council.

The motion passed:5-0

Yes: 5 - Cote, Ahrens, Van Court, McKim, and Humbargar

Not Present: 2 - Fletcher, and Teem

DESIGN REVIEW BOARD UPDATE

None

COMMISSION ITEMS

Van Court checked for quorum availability:

Cote will not here on July 25th. The July 25th Planning Commission meeting may have another location due to modifications being made to Council Chambers.

STAFF UPDATE / PLANNING COMMISSIONER DISCUSSION ITEMS

Tara Vargish reported to the Commission that the Title 17 changes are being taken to Town Council next week as a discussion item, and she reviewed several changes. Council has asked staff to look at creating a buffer zone between dissimilar residential zoning. Attorney Allen thanked the commissioners for attending the legal training and offered additional training as needed.

ADJOURN

The meeting was adjourned at 6:34 p.m.