



Planning Commission Meeting Minutes - Draft

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

Thursday, March 12, 2020

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 6:02 p.m.

Will Peacock, Public Works Lead Development Engineer, was also in attendance.

Present 6 - Charles Fletcher, Chris Cote, Chris Teem, Dan Ahrens, Laurie Van Court, and Sarah Humbargar

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

CERTIFICATION OF MEETING

Recording Secretary Sandra Aguilar confirmed that the meeting has been posted in accordance with the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2020-003](#) Minutes: February 27, 2020 Planning Commission Meeting Minutes

Attachments: [PC02-27-2020Minutes-DRAFT](#)

[Public Record Document: Feb. 27, 2020 Planning Commission Meeting Minutes - Signed](#)

Moved by Van Court, seconded by Cote, that Planning Commission minutes for the Feb. 27, 2020 meeting be approved as presented. The motion passed by the following vote: 6-0.

Yes: 6 - Fletcher, Cote, Teem, Ahrens, Van Court, and Humbargar

PUBLIC HEARING ITEMS

[PC 2020-004](#) Alexander Place Annexation - An Application to the Town of Castle Rock, Colorado, Requesting Annexation of a 8.37 Acre Property Located in the South Half of the South Half of the North Half of Section 26, Township 8 South, Range 67 West of the 6th Principal Meridian, Douglas County, Colorado

Attachments: [Staff Memo Alexander Place](#)[Attachment A: Annexation Plat](#)[Attachment B: Planned Development Plan and Zoning Regulations](#)[Public Record Document: Alexander Place Staff Presentation](#)[Public Record Document: Planning Commission Applicant
Presentation - Alexander Place Senior](#)

The presentation of both PC 2020-004 Annexation and PC 2020-005 Planned Development and Zoning will occur at the same time as these items are very close in nature; however, voting will take place separately.

Staff member Brad Boland presented the Annexation and the Zoning for Alexander Place, an 8.3 acre property developing age restricted/continuum of care housing. Staff recommends approval as it meets all criteria outlined in the Town's 2030 Comp Master Plan's Responsible Growth Principle for annexation area and Code Section 17.34.030.

Applicant: Nick Hier along with Martinez Real Estate Company, representing the owner, provided details and the conceptual site plan of the age restricted housing with continuum care units. Chair Fletcher disclosed that he serves on the Design Review Board with the applicant. It is noted that the renewable water resource fees are not applicable to this property as the cash in lieu of fees was grandfathered in with the approval by Town Council in 2016.

Public Hearing: Lois Thornton, resident adjacent to the property, spoke in opposition.

Brad Boland addressed the age-restrictive zoning and interface buffers to adjacent property. Will Peacock with Public Works addressed traffic flow.

Moved by Van Court, seconded by Teem, that Planning Commission approve Alexander Place Annexation for recommendation to Town Council. The motion passed by the following vote:6-0.

Yes: 6 - Fletcher, Cote, Teem, Ahrens, Van Court, and Humbargar

[PC 2020-005](#)

Alexander Place PDP and Zoning - An Application to the Town of Castle Rock, Colorado, for Alexander Place Planned Development Plan and Zoning Regulations

Attachments: [Staff Report Alexander Place](#)[Attachment A: Annexation Plat](#)[Attachment B: Planned Development Plan and Zoning Regulations](#)[Public Record Document: Alexander Place Presentation](#)[Public Record Document: Planning Commission Applicant
Presentation - Alexander Place Senior](#)

Moved by Ahrens, seconded by Van Court, that Planning Commission approve Alexander Place Planned Development Plan and Zoning for recommendation to Town Council. The motion passed by the following vote: 6-0.

Yes: 6 - Fletcher, Cote, Teem, Ahrens, Van Court, and Humbargar

TOWN COUNCIL LIAISON UPDATE

Mayor Gray reported that Council has recently approved several large water projects. Mayor Gray attended the National League of Cities in Washington, DC. He met with Congressmen Buck, Bennet and Gardner about the Crystal Valley Interchange and requested federal funding. Mayor Gray commented on COVID 19 and that Tri-County Health is the lead agency for direction that Castle Rock will take, as well as recommendations from the State of Colorado.

DESIGN REVIEW BOARD UPDATE

Design Review Board representative Fletcher reported that the Board did not have items on the docket, and have thanked outgoing members and welcome new members.

COMMISSION ITEMS

Commissioner Van Court checked for availability:
March 26--no conflicts.
April 9--Humbargar, Teem unavailable.
April 23--no conflicts.
Chair Fletcher noted that the vacant seat left by McKim is not being immediately filled as it is close to the regular term of applicant renewals.

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Tara Vargish, Acting Director of Development Services, reported that the the vacant seat on the Commission will be filled during the regular application process. Interviews will occur in May with a new Commission seated in June. Vargish reminded the Commission to ensure a quorum of 4 was present for each meeting. The Town issued a press release regarding COVID-19 and how the Town is managing cleaning of Town facilities and that the Town is determining how meetings will be conducted. No decisions of cancelling meetings or calling in remotely have been made at this time. No decisions on how to manage public hearings have been made at this time. However, an open house on pavement maintenance has been cancelled and the Citizen's Academy has been delayed.

ADJOURN

The meeting was adjourned at 6:50 p.m.

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

Minutes submitted electronically by Julie Parker, Sr. Office Assistant

