



Planning Commission Meeting Minutes - Draft

Chair Todd Warnke
Vice Chair Kevin McHugh
Carlos Salinas
Jeff Samuelson
Tom Martinez
Kari Stanley
Mitchell Sawin

Thursday, December 11, 2025

6:00 PM

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

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

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

Present 6 - Carlos Salinas, Tom Martinez arrived late, Chair Todd Warnke, Vice-Chair Kevin McHugh, Kari Olson Stanley, and Mitchell Sawin

Not Present 1 - Jeff Samuelson

Staff in Attendance 9 - Brad Boland, BrieAnna Grandy, Sandy Vossler, Tara Vargish, Amber Melendez, John LaSala, Matt Roth, Matt Hayes, Carissa Ahlstrom

CERTIFICATION OF MEETING

APPROVAL OF MINUTES

[PC 2025-028](#)

November 13, 2025 Planning Commission Meeting Minutes

Moved by Sawin, seconded by Vice-Chair McHugh, to Approve Planning Commission Topic PC 2025-028 as presented. The motion passed by a vote of:

Yes: 5 - Salinas, Chair Warnke, McHugh, Olson Stanley, and Sawin

PUBLIC HEARING ITEMS

[PC 2025-029](#)

Canyons Far South Site Development Plan [409 Acres, located southeast of the intersection of Crowfoot Valley Road and Founders Parkway]

Staff presented the Canyons Far South Site Development Plan for a 409-acre property located southeast of Crowfoot Valley Road and Founders Parkway. The property was annexed and zoned in March 2023 as the Canyons Far South Planned Development Plan. In 2025, the applicant applied for an administrative amendment to adjust open space boundaries along the northern portion of the site to increase buffering, which increased the permitted residential units from 474 to 515 and increased open space by 6.82 acres. The proposed SDP includes 439 single-family detached units, 76 paired units, and over 238 acres of open space (approximately 58 percent of the site), including a 13.8-acre Town-owned passive park, three additional parks, and previously dedicated Town open space. The plan also includes 12.5 acres of commercial land, which will require future Site Development Plans. Staff noted four neighborhood meetings were held and estimated the project will generate approximately \$41 million in impact and system development fees. Staff found the SDP compliant with Town standards and recommended approval. The applicant's representative highlighted open space preservation, trail connectivity, and infrastructure commitments, including approximately 10 miles of trails, roadway connections to adjacent neighborhoods,

and traffic improvements along Founders Parkway. The applicant noted that drive-through uses would require separate discretionary review, that approximately 80 percent of peak-hour traffic is expected to use Founders Parkway, and that the development will meet Town water-efficiency standards and include solar-ready homes. Members of the public did not provide comment. Commissioners asked questions regarding commercial uses, traffic impacts, neighborhood connectivity, trails, open space, and sustainability. Staff and the applicant responded to questions and confirmed compliance with Town requirements.

Moved by Martinez, seconded by Salinas, to Recommend Approval for Planning Commission Topic PC 2025-029 to Town Council for Approval as presented. The motion passed by a vote of:

Yes: 6 - Martinez, Chair Warnke, McHugh, Salinas, Olson Stanley, and Sawin

[PC 2025-030](#)

Crystal Valley Ranch Planned Development Plan and Zoning Regulations, Amendment No. 7 (Located north of Crystal Valley Parkway, east of Rhyolite Park and west of Lake Gulch Road)

Staff presented Amendment No. 7 to the Crystal Valley Ranch Planned Development Plan and Zoning Regulations for property located along Crystal Valley Parkway, east of Rhyolite Park. Staff explained the site was originally designated for a school or residential use; as the school district is no longer proceeding, residential development may move forward. The amendment shifts the developable area further west to provide an increased buffer, consistent with Town Council direction through the conveyance process. Additional mitigation will be addressed during the future Site Development Plan review. Staff found the amendment meets review and approval criteria and recommended approval.

Commissioners asked about the reason for the shift, long-term community impacts, and the status of the Site Development Plan. Staff explained the adjustment addresses neighborhood concerns and Council direction, that the property reverts to the owner if not used for a school, that other potential school sites remain available, and that the Site Development Plan is in process following a neighborhood meeting. Staff also confirmed emergency vehicle access will be provided between cul-de-sacs.

Moved by Vice-Chair McHugh, seconded by Sawin, to Recommend Approval for Planning Commission Topic PC 2025-030 to Town Council for approval as presented. The motion passed by a vote of:

Yes: 6 - Martinez, Chair Warnke, McHugh, Olson Stanley, Sawin, and Salinas

TOWN COUNCIL LIAISON UPDATE

Tara Vargish updated the Commission on the most recent Town Council meeting. She reported that the Unity on Wolfensberger project was approved and is moving forward. She also noted that Mayor Gray was attending the State of the County event and was unable to attend the Planning Commission meeting. Commissioner Sawin asked about the status of the downtown parking study. Brad Boland responded that the study has been released, and public feedback will be accepted through the end of the month, with a potential presentation to the Commission anticipated early next year.

DESIGN REVIEW BOARD UPDATE

COMMISSION ITEMS

Check for quorum for upcoming meetings

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Brad Boland gave an update on a land use conference and asked for interest from the Commission.

ADJOURN

Moved by Chair Warnke, to Approve to adjourn as presented. The motion passed by a vote of:

Yes: 6 - Salinas, Martinez, Chair Warnke, McHugh, Olson Stanley, and Sawin