



Planning Commission Meeting Minutes

Charles Fletcher
Laurie Van Court
Dan Ahrens
Chris Cote
Chris Teem
Sarah Humbargar
Jeremy Begley

Thursday, June 9, 2022

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: 2492 699 0899
Meeting Password: 2022PCMeeting

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.

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

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

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

Present 7 - Chair Charles Fletcher, Vice Chair Laurie Van Court, Dan Ahrens, Chris Cote, Chris Teem, Sarah Humbargar, and Jeremy Begley

Attendance 5 - Jason Gray, Tara Vargish, Lena McClelland, Julie Parker, and Sandra Aguilar

CERTIFICATION OF MEETING

Ms. Vargish confirmed that the meeting and agenda had been noticed in accordance with the requirements of the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2022-008](#) Minutes: April 14, 2022 Planning Commission Meeting Minutes

Attachments: [PC04.14.2022Minutes-DRAFT](#)

Moved by Cote, seconded by Vice Chair Van Court, that the Planning Commission meeting minutes for April 14, 2022 be approved as presented. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

ELECTION OF OFFICERS, ETC.

[PC 2022-009](#) Election of Planning Commission Chair

Moved by Van Court, seconded by Begley, that the Planning Commission nominate Charles Fletcher as Chair. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

[PC 2022-010](#) Election of Planning Commission Vice-Chair

Moved by Teem, seconded by Ahrens, that the Planning Commission nominate Laurie Van Court as Vice-Chair. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

[PC 2022-011](#) Appointment of Design Review Board Representative

Moved by Chair Fletcher, seconded by Vice Chair Van Court, that the Planning Commission nominate Dan Ahrens as Design Review Board representative. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

RESOLUTION OF APPRECIATION

[PC RESO
2022-001](#) Resolution of Appreciation - Sarah Humbargar

Attachments: [S. Humbargar Resolution 2022](#)

Commissioner Humbargar has decided to resign from the Board.

Moved by Teem, seconded by Vice Chair Van Court, that the Planning Commission adopt the Resolution of Appreciation for Sarah Humbargar. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, Humbargar, and Begley

ROLL CALL

Sarah Humbargar left the meeting.

Present 6 - Chair Charles Fletcher, Vice Chair Laurie Van Court, Dan Ahrens, Chris Cote, Chris Teem, and Jeremy Begley

TOWN COUNCIL LIAISON UPDATE

Mayor Gray reported Town Council approved the contracts for the widening of the rest of Plum Creek Parkway, the water rights in Wiggins, and the SDP for 221 Wilcox. The Mayor attended the Douglas County Commission homeless initiative meeting and no location has been decided yet.

DESIGN REVIEW BOARD UPDATE

Chair Fletcher reported that the DRB has approved for recommendation the 221 Wilcox variance for an additional fifth floor and reduced number of landscaping trees, due to parking considerations.

COMMISSION ITEMS

Check for quorum for upcoming meetings

There are no public hearing items scheduled for June 23 and July 14. However, staff recommends a special meeting for July 7 to provide recommendation on the current active application for Dawson Trail so that it can be reviewed in a timely fashion before being considered by Town Council. Begley and Fletcher may be virtual for this meeting. Chair Fletcher recommended installing the new appointment for the Planning Commission before this meeting.

Moved by Teem, seconded by Cote to approve the Planning Commission have a special meeting on July 7, 2022 to review the Dawson Trails application. The motion passed by the following vote: 6 to 0

Yes: 6 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, and Begley

Not Present: 1 - Humbargar

PLANNING COMMISSION DISCUSSION ITEMS

[PC 2022-012](#) Discussion Action Item: Review of Updated Bylaws

Attachments: [2022 Amended bylaws PC](#)

Ms. McLelland, assistant attorney, reviewed several of the changes of the bylaws. Chair Fletcher requests that at Roll Call it be identified if the absence is excused or not excused.

Moved by Begley, seconded by Teem, that the Planning Commission accept the updated Commission Bylaws as presented. The motion passed by the following vote: 5 to 1

Yes: 5 - Chair Fletcher, Ahrens, Cote, Teem, and Begley

No: 1 - Vice Chair Van Court

Not Present: 1 - Humbargar

[PC 2022-013](#) Discussion Action Item: Oath of Office - Planning Commission Members 2022

Attachments: [Attachment A: Oath of Office](#)

The Commission was provided the Oath of Office to sign.

STAFF UPDATE

Ms. Vargish, Development Services reported on staffing issues and that TJ Kucewesky, an internal candidate, was hired as Assistant Director, replacing Mr. Felts who left in April.

ADJOURN

Moved by Chair Fletcher, seconded by Vice Chair Van Court, that the Planning Commission meeting be adjourned at 6:49 p.m. The motion passed by the following vote: 6 to 0

Yes: 6 - Chair Fletcher, Vice Chair Van Court, Ahrens, Cote, Teem, and Begley

Not Present: 1 - Humbargar

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

Planning Commission