



Planning Commission Meeting Minutes

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

Thursday, July 8, 2021

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: 146 032 5403
Meeting Password: 2021PCMeeting

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 / POLICY REVIEW

The meeting was called to order by Chair Fletcher at 6:01 p.m. Chair Fletcher reviewed the Board and Commission Electronic Participation, Connected, and Hybrid Meeting Policy.

[PC 2021-017](#) Board and Commission Electronic Participation, Connected, and Hybrid Meeting Policy

Attachments: [Attachment A: Resolution](#)
[Exhibit 1: Policy](#)

ROLL CALL

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

Not Present 1 - Chris Teem

Attendance 7 - Tim Dietz, Kevin Wrede, Tony Felts, Brad Boland, Elizabeth Allen, Julie Parker, and Amy Becker

CERTIFICATION OF MEETING

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

APPROVAL OF MINUTES

[PC 2021-015](#) Minutes: June 10, 2021 Planning Commission Meeting Minutes

Attachments: [PC06.10.2021Minutes-DRAFT](#)

Moved by Vice Chair Van Court, seconded by Begley, that the Planning Commission meeting minutes for June 10, 2021 be approved as presented. The motion passed by the following vote: 6 to 0

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

Not Present: 1 - Teem

PUBLIC HEARING ITEMS

[PC 2021-016](#) Use by Special Review – 978 McMurdo Circle Large, In-Home Day Care

Attachments: [Staff Report](#)

[Attachment A: Use by Special Review](#)

[Attachment B: Neighbor Letters](#)

[Public Record: Staff Presentation-High Five PreSchool PC](#)

Commissioner Cote disclosed that he is a resident in Terrain and on the HOA board.

Mr. Boland presented the PC 2021-016 Use by Special Review-978 McMurdo Circle, Large, In-Home Day Care. Presently High Five Preschool is operating and in compliance, but is looking to increase attendance and potentially extend hours. Staff recommends approval of the High Five Preschool Use by Special Review as it meets criteria.

Applicant: Kylie Thompson, business owner, was available for questions from the Commission.

Public Comment: none

Moved by Humbargar, seconded by Begley, that Planning Commission Public Hearing Item PC 2021-016 Use by Special Review - 978 McMurdo Circle Large, In-Home Day Care be approved as presented. The motion passed by the following vote: 6 to 0

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

Not Present: 1 - Teem

TOWN COUNCIL LIAISON UPDATE

Town Councilmember Deitz thanked the Commission for their work.

DESIGN REVIEW BOARD UPDATE

Design Review Board Representative Fletcher reported the Board had not met yet.

COMMISSION ITEMS**Check for quorum for upcoming meetings****1. July 22, 2021****2. Aug. 12, 2021**

Chair Fletcher checked for quorum for the July 22 meeting and Commissioner Ahrens will be absent and Commissioner Fletcher potentially will be absent or attend virtually. On August 12, Commissioner Cote will potentially attend virtually and Commissioner Begley will be absent.

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Mr. Wrede reported that the July 22 meeting will have the quasi-judicial item of the Promenade Apartments.

ADJOURN

Moved by Chair Fletcher, seconded by Vice Chair Van Court, that the Planning Commission meeting be adjourned at 6:24 p.m. The motion passed by the following vote: 6 to 0

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

Not Present: 1 - Teem

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

Planning Commission