



Design Review Board Meeting Minutes

Chair Stuart Butler
Vice Chair Garo Chalian
Charles Fletcher
Mike Borgelt
John Manka
Chris Leever
Robert Lange

Wednesday, May 25, 2022

6:00 PM

Hybrid Board Meeting
Town Hall Council Chambers
100 N. Wilcox Street
Castle Rock, CO 80104

<https://crgov.webex.com/crgov>
Phone In: 720-650-7664
Meeting Number: 2499 338 9180
Password: 2022DRBMeeting

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 ****

Remote participants please sign up to speak by sending an email to the Long Range Project Manager, Brad Boland (bboland@crgov.com) no later than 1 pm on the day of the hearing, to be added to the list of speakers. Public comments may also be given in person or submitted in writing via email, to be included in the public record.

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:00 p.m. by Chair Butler.

Present 6 - Chair Stuart Butler, Vice Chair Garo Chalian, Charles Fletcher, Mike Borgelt, John Manka, and Chris Leever

Not Present 1 - Robert Lange

Attendance 8 - Desiree LaFleur, Jason Gray, Tim Dietz, Tara Vargish, Brad Boland, Julie Parker, Mike Hyman, and Sandra Aguilar

CERTIFICATION OF MEETING

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

APPROVAL OF MINUTES

[DRB 2022-006](#) March 9, 2022 Design Review Board Meeting Minutes

Attachments: [DRB03.09.2022minutes-DRAFT](#)

Moved by Fletcher, seconded by Manka, that the Design Review Board minutes from the March 9, 2022 meeting be approved as presented. The motion passed by the following vote: 6 to 0

Yes: 6 - Chair Butler, Vice Chair Chalian, Fletcher, Borgelt, Manka, and Leever

Not Present: 1 - Lange

TOWN COUNCIL UPDATE

None.

ROLL CALL

Boardmember Lange and Councilmember Cavey joined the meeting via Webex.

Present 7 - Chair Stuart Butler, Vice Chair Garo Chalian, Charles Fletcher, Mike Borgelt, John Manka, Chris Leever, and Robert Lange

Attendance 1 - Laura Cavey

PUBLIC HEARING ITEMS

[DRB 2022-007](#) Proposed Site Development Plan - Lots 1 Through 5, Block 23 Town of Castle Rock, County of Douglas, Colorado (221 N. Wilcox St.)

Attachments: [Staff Memorandum](#)

[Attachment A: Site Development Plan](#)

[Attachment B: Additional Floor Request](#)

[Attachment C: Landscape Variance Request](#)

[Attachment D: Neighborhood Meeting March 22, 2021](#)

[Attachment E: Neighborhood Meeting July 26, 2021](#)

[Attachment F: Received Public Input](#)

[Public Record Document: Staff Presentation 221 Wilcox](#)

[Public Record Document: Applicant Presentation 221 Wilcox](#)

Mr. Boland presented DRB2022-007: Proposed Site Development Plan - Lots 1 through 5, Block 23 Town of Castle Rock/221 N. Wilcox St. The Board is to review the compliance with zoning requirements B and DOD; site layout circulation and connectivity, utility compliance and off-site impacts. The request is for a consideration of an additional floor and consideration of approval for a variance on the minimum street tree requirements. Staff finds the SDP is consistent or complies with criteria for code considerations and recommends approval.

Applicant: Tony Desimone, Confluence Companies and Brad Gassman, Craine Architecture, provided additional details.

Public Comment: None

Moved by Manka, seconded by Vice Chair Chalian, that the Design Review Board approve DRB 2022-007, the Proposed Site Development Plan to request an additional floor and landscape variance to allow 5 street trees along N. Wilcox St.

and 4 street trees along third St., as presented. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Butler, Vice Chair Chalian, Fletcher, Borgelt, Manka, Leever, and Lange

BOARD MEMBER ITEMS

Check for quorum for upcoming meetings

The June 8 meeting will most likely be canceled due to lack of appointed liaisons.
The June 22 meeting will see new members to the Board and will encompass elections.

ITEMS FROM STAFF

None.

ADJOURN

Moved Butler, seconded by Manka, that the Design Review Board be adjourned at 6:59 p.m. The motion passed by the following vote: 7 to 0

Yes: 7 - Chair Butler, Vice Chair Chalian, Fletcher, Borgelt, Manka, Leever, and Lange

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

Design Review Board