



**Planning Commission Meeting  
July 14, 2016  
Minutes**

Chair Brooks called the meeting to order at 6:02 p.m.

**Roll Call:**

**Commission Members Present:** Chair Max Brooks, Vice Chair David Kay, and Commissioners Suzy Chapman, Victoria Sikes, Eric Bender, Shawna Loban, and James Townsend.

**Commission Members Absent:** None

**Town Council Members Present:** None

**Staff Members Present:** Heidi Hugdahl, Deputy Town Attorney  
Tara Vargish, Assistant Director of Development Services  
Kevin Wrede, Planning Manager  
Donna Ferguson, Planner I  
Kathy Marx, Senior Planner  
Sharon Chavez, Recording Secretary

**Certification of Meeting:** (6:02 p.m.)

Ms. Chavez confirmed that notice of this meeting and the agenda had been posted and witnessed in accordance with the requirements of the Open Meetings Law.

**Approval of Minutes – June 23, 2016:** (6:02 p.m.)

**Motion:** Commissioner Chapman moved to approve the March 24, 2016 minutes. Vice Chair Kay seconded the motion.

**Passed:** 7-0-0

**Election for Design Review Board:** (6:03 p.m.)

**Motion:** (6:03 p.m.) Vice Chair Kay nominated to elect Chair Brooks to the Design Review Board. Commissioner Townsend seconded the motion.

**Passed:** 7-0-0

**Resolution of Appreciation PC 2016-03 for Mark Luongo:**

(6:04 p.m.) Planning Commission honored Commissioner Mark Luongo for his service on the Planning Commission from December 2012 through May 2016.

**Motion:** (6:04 p.m.) Vice Chair Kay moved to approve the Resolution of Appreciation PC 2016-03. Commissioner Townsend seconded the motion.

**Passed:** 7-0-0

**Public Hearing Items:**

**A. A Resolution Approving the Plum Creek Ridge at Castle Rock Site Development Plan, Amendment No. 1**

(6:08 p.m.) Ferguson: The Site Development Plan proposed a total of 45 townhome units on a 3.34 acre lot. Townhomes are divided up into 10 different buildings. Site plan also incorporates lighting and landscaping.

**Applicant Presentation:** (6:14 p.m.) Eric Helwig, Plum Creek Associates, presented and answered questions

**Public Comment:** (6:23 p.m.) None

**Motion:** (6:24 p.m.) Chair Brooks moved to recommend approval to Town Council of the Plum Creek Ridge at Castle Rock Site Development Plan, Amendment No. 1. Commissioner Townsend seconded the motion.  
**Passed:** 7-0-0

**B. A Resolution Approving Meadows Filing No. 18, Tract GG Site Development Plan, Amendment No. 11**

(6:27 p.m.) Marx: The proposed Site Development Plan (SDP) includes approximately 20 acres and is located within the Meadows community. The application proposes 98 single family detached homes within approximately 11 acres, leaving 6 acres for open space dedication and 3 acres for right-of-ways and proposed local streets

**Applicant Presentation:** (6:38 p.m.) Jon Freisem, Castle Rock Development Company, presented and answered questions.

**Public Comment:** (6:49 p.m.)

Deb Payne concerned as to when Red Hawk Drive to be paved, curbs and sidewalks installed.

Larry Blake concerned about traffic to I-25 once developed.

John Roll would like to see turn lanes installed.

**Motion:** (7:10 p.m.) Commissioner Chapman moved to recommend to Town Council approval of Meadows filing No. 18, Tract GG Site Development Plan, Amendment No. 11. Commissioner Sikes seconded the motion.  
**Passed:** 6-1-0 (Commissioner Loban voted against)

**C. A Resolution Approving the Meadows Filing No. 18, Tract GG, Amendment No. 11, Skyline Variance Request**

(7:19 p.m.) Marx: The purpose is to seek the Planning Commission's decision on the Skyline Variance Request to allow 35-foot tall homes on 17 single family lots.

**Applicant Presentation:** (7:35 p.m.) Stephanie McCandless, Castle Rock Development Company, and Jordan Dame, Norris Design, presented and answered questions.

**Public Comment:** (7:57 p.m.)

Lisa Rolls only sees homes when driving and walking.

**Motion:** (8:00 p.m.) Commissioner Sikes moved to approve the proposed Skyline Variance. Chair Brooks seconded the motion.

**Passed:** 6-1-0 (Commissioner Loban voted against)

**Commissioner Items:** (8:12 p.m.)

- A. Quorum for Regular Meeting July 28, 2016: Sikes will be absent.
- B. Quorum for Regular Meeting August 11, 2016: All here for quorum.
- C. Committee Reports: None

**Staff Update:** (8:13 p.m.) Wrede:

- Will schedule study sessions with Legal, Utilities and Transportation.
- Commissioners interested in reviewing the Skyline Variance code.

**Town Council Update:** (8:14 p.m.) None

**Adjourn:** (8:27 p.m.) Chair Brooks adjourned the meeting.

Minutes approved by the Planning Commission on July 28, 2016 by a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, with \_\_\_\_\_ abstention(s).

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