



**ATTACHMENT D**  
**TOWN OF CASTLE ROCK**  
Historic Preservation Board  
**Special Meeting**  
October 25, 2017  
Minutes

Chair Martin called the meeting to order at 6:01 p.m.

**Roll Call:**

**Board Members Present:** Shaun Martin (Chair), Desiree LaFleur (Vice Chair), Board Members Carlos Salinas, Rebecca Smoldt, Michelle Wimmer, John Beystehner, and Lucia McConnell (arrived at 6:16 p.m.)

**Board Members Absent:** None

**Town Council Members Present:** Jason Bower

**Staff Members Present:** Judy Hostetler, Real Property Specialist and HP Staff Liaison  
Tammy King, Zoning Manager  
Julie Parker, Recording Secretary

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

Judy Hostetler 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 – September 6, 2017 Regular Meeting:** (6:02 p.m.) Board Member Smoldt moved to approve the minutes as written. The motion was seconded by Board Member Beystehner.

**Passed:** 6-0

**Unscheduled Public Appearances:**

None

**Scheduled Public Appearances:**

None

**Town Council Update:** (6:03 p.m.)

Councilman Bower gave the following updates:

- Ballots are out for the upcoming School Board election and the At Large Mayoral item
- Congratulations to Carlos Salinas for his recent graduation from “Your Town Academy”

**Staff Presentation:** (6:04 p.m.)

Town of Castle Rock Zoning Manager, Tammy King, presented the Board with the Proposed Accessory Dwelling Unit Ordinance. The proposed Ordinance was presented to Planning Commission on October 12, 2017, at which time Planning Commission continued the item and requested additional information. Discussion and questions of the Board were addressed by Ms. King. Some of the Board questions and comments were:

- Will pre-fabricated structures be allowed?

- Will there be minimum square footage requirements?
- What considerations will be given to owners wanting to offer both dwellings as rentals; can 1 renter rent both dwellings?
- New construction and conversions of existing structures must meet minimum code requirements.
- HOAs (Home Owner Associations) can override Town authority.
- Will the current parking availability in Craig and Gould be sufficient to accommodate the possibility of multiple families per lot?
- Permits requesting ADUs in the Craig and Gould neighborhood will be reviewed by Judy Hostetler prior to approval.
- The Board would like to request that the Town promote the use of renewable energy/materials to customers considering building an ADU.

**Public Hearing Items:**

None

**Discussion Action Items:**

A subcommittee for Historic Preservation Month (May 2018) is needed to plan an event for the Town. Board member Lucia McConnell volunteered to continue as a member and Rebecca Smoldt volunteered to take part on the subcommittee as well. Lucia has notes that were taken at the 2017 meeting of the subcommittee and they discussed working in conjunction with the Historical Society to compliment the theme that they will be using this year.

**Board Member Items:**

- Board member McConnell had a conversation with a resident of Craig and Gould whose goal is to increase the community communication in the neighborhood and reorganize the “Friends of Craig and Gould” neighborhood group. Judy suggested that Board member McConnell reach out to the resident and request that she communicate with Judy Hostetler in the future.

**Adjourn:** (7:11 p.m.) Chair Martin adjourned the meeting.

Minutes approved by the Historic Preservation Board on December 6, 2017 by a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, with \_\_\_\_\_ abstention(s).

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Historic Preservation Board Chair

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