



ATTACHMENT A

TOWN OF CASTLE ROCK

Design Review Board

Regular Meeting

January 10, 2018

Minutes

Vice Chair Brooks called the meeting to order at 6:00 p.m.

Roll Call:

Board Members Present: Max Brooks (Vice Chair), Board Members John Beystehner, Dennis Dickey, and Desiree LaFleur

Board Members Absent: Stuart Butler (Chair) and Bob Pasicznyuk

Town Council Members Present: None

Staff Members Present: Julie Kirkpatrick, Long Range Project Manager
Julie Parker, Recording Secretary

Certification of Meeting: (6:00 p.m.) Julie Parker 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 – November 8, 2017 Regular Meeting: (6:00 p.m.) Board Member John Beystehner moved to approve the minutes as written. The motion was seconded by Board Member Dennis Dickey.

Passed: 4-0

Public Hearing Items:

- **2 Phelps Street, Eternal Rock Evangelical Lutheran Church Façade – Site Development Plan:** (6:01 p.m.) Ms. Kirkpatrick detailed the proposed transformations to the former Steele Tires building on 2 Phelps Street. The property was purchased by Eternal Rock Evangelical Lutheran Church to use for their new place of worship. Façade improvements include the addition of wood plank and metal paneling, new storefront windows, and a new main entrance canopy. The proposed improvements meet the crown design, building height, transparency, and sidewalk requirements of the Downtown Overlay District.

Applicant Presentation: Andy Johnson, Architect with DAJ Design and John Witt addressed the Board and answered questions concerning the project. Mr. Johnson informed the Board that the Site Plan has been improved as relates to the mechanical screening; the area of screening will be reduced significantly.

Public Comment: None

Motion: (6:11 p.m.) Board Member Desiree LaFleur moved to approve this motion, as introduced by title. Board Member John Beystehner seconded.

Passed: 4-0

Board Member Items/Updates:

- Vice Chair Max Brooks updated the Board on upcoming Planning Commission items, including the Pine Canyon property annexation proposal status.

Items from Staff: (6:14 p.m.) Ms. Kirkpatrick gave the following updates:

- Downtown Parking Ordinance Open House is tentatively scheduled for March 1, 2018. Staff plans on presenting to the Downtown Development Authority (DDA) in February. This event will need to be noticed if more than three board members are in attendance.
- The Accessory Dwelling Units (ADU) Ordinance was approved with minor conditions at the first reading in December and will be going before Council for second reading on January 16, 2018.
- The Board requests that Tammy King, Zoning Manager, return to the Design Review Board after the ADU Ordinance is final.
- A neighborhood meeting is planned for January 17, 2018 on the topic of 221 Wilcox Street (Riverwalk II). This meeting will be prior to any formal submission to a proposal for a 5-story building on that site to include parking, retail, and residential.
- Historic Preservation Board will be hosting the Deputy State Historic Preservation Officer at their February study session to discuss Historic Preservation Tax Credits, if any member of the Board is interested in attending, they are welcome.
- Ms. Kirkpatrick is now the staff liaison to the Historic Preservation Board.
- The next Design Review Board meeting is scheduled for January 24, 2018. There are currently no public hearing items scheduled.

Town Council Update: None

Adjourn: (6:28 p.m.) Vice Chair Brooks adjourned the meeting.

Minutes approved by the Design Review Board on May 9, 2018 by a vote of _____ in favor, _____ opposed, with _____ abstention(s).

Design Review Board Chair

Design Review Board Minutes
January 10, 2018