



## Planning Commission Meeting Minutes - Final

Dan Ahrens  
Max Brooks  
Chris Cote  
Charles Fletcher  
David Kay  
Richelle McKim  
Laurie Van Court

---

Thursday, June 14, 2018

6:00 PM

Town Hall  
100 N. Wilcox Street  
Castle Rock, CO 80104

---

This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.

**\*\* ALL TIMES ARE APPROXIMATE \*\***

### DINNER FOR BOARD MEMBERS

### CALL TO ORDER / ROLL CALL

Chair Brooks called the meeting to order at 6:08 pm.

**Present** 5 - Max Brooks, Laurie Van Court, Charles Fletcher, Richelle McKim, and Chris Cote

**Not Present** 2 - David Kay, and Dan Ahrens

### CERTIFICATION OF MEETING

Recording Secretary, 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.

### AMENDED AGENDA SEQUENCE (6:08 pm)

**Motion:** Chair Brooks made a motion to re-arrange the sequence of the agenda, putting the election of officers at the end of the agenda. Commissioner Van Court seconded the motion.

**Passed:** 5-0-0

### APPROVAL OF MINUTES (6:09 pm)

[PC 2018-030](#) May 24, 2018 Planning Commission Meeting Minutes

**Attachments:** [May 24, 2018 Planning Commission Meeting Minutes](#)

**Motion:** Commissioner Fletcher moved to approve the minutes of the May 24, 2018 Planning Commission meeting. Commissioner Van Court seconded the motion.

**Passed:** 5-0-0

**Yes:** 5 - Brooks, Van Court, Fletcher, McKim, and Cote

**Not Present:** 2 - Kay, and Ahrens

### COMMISSION UPDATE (6:09 pm)

A. Quorum for Regular Meeting of June 28, 2018: Commissioner Fletcher not

available, per Kevin Wrede, no items as of yet, meeting will likely be cancelled.

B. Quorum for Regular Meeting of July 12, 2018: All Commissioners present will be in attendance.

C. Committee Reports: None.

### **STAFF UPDATE (6:10 pm)**

Kevin Wrede, Planning Manager, gave the following updates to the Commission:

1. A link to the Town's Downtown Mobility Study was emailed to Commissioners, Mr. Wrede welcomes all Commissioners to view the study and contact Tom Reiff, Public Works Department with questions.

2. Items that have been through Town Council recently:

a). Oakwood Apartments Planned Development zoning regulations were approved on 1st Reading, 2nd Reading scheduled for June 19th.

b). Plum Creek Ridge Site Development Plan was approved on 1st (and only) Reading.

c). Annexation and initial Zoning of Your Storage Center was approved on 1st Reading, 2nd Reading and the Development Agreement is scheduled for June 19th.

d). Personal Wireless Service Facilities item was approved.

e). Calvary Chapel Site Development Plan hearing for 1st (and only) Reading is scheduled for June 19th.

3. Riverwalk North will be requesting an updated SDP approval for a patio expansion on the south side of the building, they will be going before the Design Review Board for approval, and will have to request an encroachment permit if approved.

### **ELECTION OF CHAIR (6:22 pm)**

**Motion: Commissioner Van Court nominated and moved to elect Max Brooks for the position of Chair. Commissioner McKim seconded the motion.**

**Passed: 5-0-0**

**Yes:** 5 - Brooks, Van Court, Fletcher, McKim, and Cote

**Not Present:** 2 - Kay, and Ahrens

### **ELECTION OF VICE CHAIR (6:26 pm)**

The Commission discussed the options for the nomination and re-election of David Kay to position of Vice Chair. It was determined that the Commission would go ahead with the nomination and re-election and if Commissioner Kay is not interested in the position, he would be able to resign from that position.

**Motion: Commissioner McKim nominated and moved to elect David Kay to the position of Vice Chair. Commissioner Van Court seconded the motion.**

**Passed: 5-0-0**

**Yes:** 5 - Brooks, Van Court, Fletcher, McKim, and Cote

**Not Present:** 2 - Kay, and Ahrens

### **ELECTION OF DESIGN REVIEW BOARD MEMBER (6:31 pm)**

**Motion:** Commissioner Fletcher nominated and moved to appoint Chair Brooks as the representative to the Design Review Board. Commissioner Van Court seconded the motion.

**Passed: 5-0-0**

**Yes:** 5 - Brooks, Van Court, Fletcher, McKim, and Cote

**Not Present:** 2 - Kay, and Ahrens

### **TOWN COUNCIL UPDATE**

### **ADJOURN**

Chair Brooks adjourned the meeting at 6:33 pm.