



Planning Commission Meeting Minutes - Draft

David Kay - Chair
Laurie Van Court - Vice Chair
Dan Ahrens
Chris Cote
Charles Fletcher
Richelle McKim

Thursday, April 25, 2019

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

The meeting was called to order at 6:03 p.m.

Present 4 - Charles Fletcher, Chris Cote, Vice Chair Laurie Van Court, and Richelle McKim

Not Present 2 - Dan Ahrens, and Chair David Kay

Attendance 3 - Sandra Aguilar, Elizabeth Allen, and Kevin Wrede

CERTIFICATION OF MEETING

Mr. Wrede confirmed the meeting notice and agenda had been posted as required by the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2019-008](#) Minutes: February 14, 2019 Planning Commission Minutes

Attachments: [Feb.14, 2019 Planning Commission Minutes - DRAFT](#)

(6:03) Fletcher motioned, seconded by Cote to approve the minutes from the Feb. 14, 2019 meeting as written, and was passed.

Yes: 4 - Fletcher, Cote, Van Court, and McKim

Not Present: 2 - Ahrens, and Chair Kay

TOWN COUNCIL LIAISON UPDATE

None

PUBLIC HEARING ITEMS

[PC 2019-009](#) The Lanterns Planned Development Major Amendment (Town of Castle Rock Project #PDP18-0003) [PD Amendment to Allow a Church Use, include Heckendorf Property in The Lanterns PD and establish a Master Sign Plan]

Executive Summary

The applicant has requested a continuation of the Planning Commission public hearing for the Lanterns Planned Development Major Amendment to May 23, 2019. The purpose of the continuation is to allow time for refinements to the proposed sign plan.

Recommendation

Staff recommends that Planning Commission continue the public hearing to a date certain.

Proposed Motion

I move to continue the Lanterns Planned Development Major Amendment Planning Commission public hearing to May 23, 2019 at 6:00 p.m.

Fletcher moved to continue the Lanterns Planned Development Major Amendment to the Planning Commission public hearing on May 23, 2019 at 6:00 p.m. The motion was seconded by McKim and passed.

Yes: 4 - Fletcher, Cote, Van Court, and McKim

Not Present: 2 - Ahrens, and Chair Kay

COMMISSION ITEMS

(6:06) Vice Chair Van Court checked availability for a quorum for the upcoming May meetings, which the members present planned to attend.

ROLL CALL

Commissioner Fletcher left the meeting at 6:06 p.m.

Present 3 - Vice Chair Laurie Van Court, Richelle McKim, and Chris Cote

Not Present 3 - Chair David Kay, Charles Fletcher, and Dan Ahrens

ROLL CALL

Commissioner Ahrens came into the meeting at 6:10 p.m.

Present 4 - Vice Chair Laurie Van Court, Dan Ahrens, Richelle McKim, and Chris Cote

Not Present 2 - Chair David Kay, and Charles Fletcher

STAFF UPDATE

Tom Reiff, Transportation Planner, presented the Mobility Master Plan for Downtown which will go to Town Council next month. Mr. Reiff explained how community input was solicited and the current use of Downtown. Plan considerations include traffic flow, pedestrian and bike access, parking, alley ways, lighting, paths, and more. The Town is considering a Bustang stop. Commissioner Cote asked about the Level of Service rating system for analyzing traffic intersections and Commissioner McKim asked about funding. The parking study is separate and can be found on CRgov.com. The plan also considers future trends such as shared mobility, automated vehicles and shuttle service.

Mr. Wrede updated that Meadows Filing 16 has been approved by Town Council.

Planning Commission interviews are being conducted on May 14, 2019. Mr. Wrede requested a Planning Commissioner be present and Commissioner McKim agreed. There are 4 positions open.

Legal Council, Elizabeth Allen looked into updating the by-laws to include alternates and requested a Commission member draft these changes. Town Council will need to approve this change as it could potentially be a change to the Municipal Code. Ms. Allen will provide a quarterly Legal Training to the Commission as requested.

ADJOURN

Meeting was adjourned at 7:05 p.m.

Minutes approved by the Planning Commission on _____ by
a vote of _____ in favor, _____ opposed, with _____ abstention(s).

Planning Commission