



## Planning Commission Meeting Minutes - Draft

Charles Fletcher - Chair  
Laurie Van Court - Vice Chair  
Dan Ahrens  
Chris Cote  
Richelle McKim  
Chris Teem  
Sarah Humbargar

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Thursday, August 8, 2019

6:00 PM

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

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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 6:01 p.m.

**Present** 5 - Chris Teem, Laurie Van Court, Charles Fletcher, Dan Ahrens, and Chris Cote

**Not Present** 2 - Richelle McKim, and Sarah Humbargar

**Attendance** 6 - Sandra Aguilar, Elizabeth Allen, Pam Hall, Kevin Wrede, Sandy Vossler, and Jason Gray

### CERTIFICATION OF MEETING

Planning Manager, Kevin Wrede, confirmed that the meeting notice and agenda has been posted as required by the Open Meetings Law.

### APPROVAL OF MINUTES

[PC 2019-023](#) Minutes: June 27, 2019 Planning Commission Meeting Minutes

**Attachments:** [June 27, 2019 Planning Commission Meeting Minutes-DRAFT](#)

**Van Court moved, seconded by Ahrens to approve the minutes for the June 27, 2019 Planning Commission meeting as written.**

**The motion passed: 5-0**

**Yes:** 5 - Teem, Van Court, Fletcher, Ahrens, and Cote

**Not Present:** 2 - McKim, and Humbargar

### TOWN COUNCIL LIAISON UPDATE

Mayor Gray reported that Council did approve to have SROs for the middle schools. Mayor Gray commented on the great events in Town such as the Steer Drive, big name concerts, and First Fridays. Council passed the Downtown Mobility Plan and the Crystal Valley annexation plan.

### PUBLIC HEARING ITEMS

[PC 2019-024](#) Resolution: Use by Special Review Site Development Plan for Lot 1, The Meadows Filing No. 23 - IREA Substation

**Attachments:** [Staff Memorandum](#)

[Attachment A: Use by Special Review](#)

[Public Record-IREA Staff Powerpoint](#)

[Public Record-Applicant Powerpoint](#)

Pam Hall presented the staff report on the addition of an IREA electric substation which is part of Planned Meadows Development Plan. Staff recommends approval of Use by Special Review.

Applicant: Casey Crain with Stanley Consultants on behalf of IREA provided the pros and cons of several options for the new infrastructure needed to serve the growing community. Brooks Kaufman with IREA was available for questions.

Public Comment: None

**Moved by Ahrens, seconded by Van Court, that the Planning Commission approve to recommend to Town Council, the Use by Special Review Site Development Plan for Lot 1, The Meadows Filing No.23 - IREA Substation.**

**The motion passed: 5-0**

**Yes:** 5 - Fletcher, Cote, Teem, Ahrens, and Van Court

**Not Present:** 2 - McKim, and Humbargar

[PC 2019-025](#) Crystal Valley Ranch Filing No. 15, Site Development Plan Amendment No. 2 [Landscape Amendment; West Loop Road / East Loop Road] (Town of Castle Rock Project SDP19-0001)

**Attachments:** [Staff Memorandum](#)

[Attachment A: Vicinity Map](#)

[Attachment B: Proposed Site Development Plan](#)

[Attachment C: Site Development Plan/Landscape Plan - Approved 2016](#)

[Public Record-CVR 15 SDP PC PPT 8-8-19](#)

[Public Record-CVR 15 Applicant Presentation 8-8-19](#)

Sandy Vossler presented the site development plan amendment for Crystal Valley Ranch to revise the landscape plan and reduce water consumption due to irrigation needs. Staff recommends that Planning Commission recommend approval to Town Council.

Applicant: Dylan Dettmann, Norris Design, the design team for Crystal Valley Ranch, presented.

Public Comments: none

**Moved by Cote, seconded by Teem, that the Planning Commission approve to recommend to Town Council, the Crystal Valley Ranch Filing No. 15, Site Development Plan Amendment No.2**

**The motion passed: 5-0**

**Yes:** 5 - Fletcher, Cote, Teem, Ahrens, and Van Court

**Not Present:** 2 - McKim, and Humbargar

## **DESIGN REVIEW BOARD UPDATE**

Chair Fletcher attended a Downtown Development Association meeting regarding the Encore project. Fletcher recommends interested commissioners read through the Town Council packet from July 16 that highlights this project.

## **COMMISSION ITEMS**

All members present plan to attend the Aug. 22 and Sept. 12 meetings. Van Court may not be available for the Sept. 26 meeting.

## **STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS**

Kevin Wrede updated Commission that the Title 17 changes went for discussion to Town Council. These changes are being divided into batches to review and discuss. Council passed the ADU on Lewis St. which Planning Commission had recommended for approval. Wrede will send the Planning Commission the Downtown Mobility Study.

## **ADJOURN**

The meeting was adjourned at 6:51 pm.

\*\*\*\*\*

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

\_\_\_\_\_  
Planning Commission