



## Design Review Board Meeting Minutes

Chair Stuart Butler  
Vice Chair Garo Chalian  
Bob Pasicznyuk  
David Goode  
Jeremy Begley  
Steven Crosier  
Nick Hier

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Wednesday, August 26, 2020

6:00 PM

Virtual Board Meeting

Online: <https://crgov.webex.com/crgov>

Phone-in: 720-650-7664

Meeting Number: 146 434 3649

Meeting Password: August26DRB

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This meeting is open to the public and will be held in a fully virtual format in accordance with Town Council Meeting Special Procedures During Declared Disasters.

To join the meeting online, visit: <https://crgov.webex.com/crgov/>

To join the meeting by phone, call: 720-650-7664

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

In lieu of appearing in person for public comment, please sign up to speak by sending an email to the Town Planner, Julie Kirkpatrick ([jkirkpatrick@crgov.com](mailto:jkirkpatrick@crgov.com)) no later than 1 P.M. on the day of the hearing, to be added to the list of speakers. Public comments may also be submitted in writing via email to the Town Planner, to be included in the public record.

### CALL TO ORDER / ROLL CALL

Chair Stuart Butler called the meeting to order at 6:01 p.m. The meeting was held as a "Connected Meeting" in accordance with the Special Procedures During Declared Disasters.

**Present** 5 - David Goode, Vice Chair Garo Chalian, Jeremy Begley, Nick Hier, and Chair Stuart Butler

**Not Present** 2 - Bob Pasicznyuk, and Steven Crosier

**Attendance** 3 - Julie Kirkpatrick, Sandra Aguilar, and Julie Parker

### CERTIFICATION OF MEETING

Mrs. Kirkpatrick confirmed that the meeting and agenda had been noticed in accordance with the requirements of the Open Meetings Law.

### APPROVAL OF MINUTES

[DRB 2020-009](#) Minutes: July 22, 2020 Design Review Board Meeting Minutes

**Attachments:** [DRB07.22.2020minutes-DRAFT](#)

**Moved by Vice Chair Chalian, seconded by Hier, that Design Review Board minutes for the July 22, 2020 meeting be approved as presented.  
The motion passed by the following vote: 5 to 0**

**Yes:** 5 - Goode, Vice Chair Chalian, Begley, Hier, and Chair Butler

**Not Present:** 2 - Pasicznyuk, and Crosier

## TOWN COUNCIL UPDATE

None.

## PUBLIC HEARING ITEMS

[DRB 2020-010](#) Site Development Plan: USPS Retail Facility at 220 S. Wilcox, Vacant Lot South of Dairy Queen and North of Wells Fargo Bank, Downtown Castle Rock

Lot 6A, Castle Plaza South Fifth Amendment, Town of Castle Rock, State of Colorado.

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

[Attachment A: 220 S. Wilcox Street Location Map](#)

[Attachment B: Site Development Plan](#)

[Attachment C: Public Comment](#)

[Public Record Document: USPS Presentation - applicant](#)

[Public Record Document: USPS 8.26.2020 - staff presentation](#)

Staff member Julie Kirkpatrick presented the Site Development Plan for a USPS Retail Facility and staff recommends approval as it meets all criteria.

Applicant: Brett Dahlman with Quattro Development presented additional details including exterior materials and answered questions regarding traffic flow. Chris McGranahan, traffic engineer with LSC Transportation Consultants, addressed questions regarding traffic and growth considerations. Joshua Rhue, civil engineer with Hurst & Associates was present.

Public Comment: Two comments were included in the packet. No other public was presented.

**Moved by Vice Chair Chalian, seconded by Goode, that the site development plan for the USPS Facility be approved as presented.  
The motion passed by the following vote: 5 to 0**

**Yes:** 5 - Goode, Vice Chair Chalian, Begley, Hier, and Chair Butler

**Not Present:** 2 - Pasicznyuk, and Crosier

**BOARD MEMBER ITEMS****Check for quorum for upcoming meetings:****Sept. 9th****Sept. 23rd**

For the Sept. 9, 2020 meeting, Chair Butler and Commission member Hier have conflicts. A proposal from Encore is on the docket.  
Sept. 23 has no anticipated conflicts.

**ITEMS FROM STAFF**

Mrs. Kirkpatrick thanked the Board members that were present at the legal training and reminded the others that the session was recorded and available for review.

**ADJOURN**

Adjourned at 6:32 p.m.

**Moved by Chair Butler, seconded by Begley, that the Design Review Board meeting be adjourned.**

**The motion passed by the following vote: 5 to 0**

**Yes:** 5 - Goode, Vice Chair Chalian, Begley, Hier, and Chair Butler

**Not Present:** 2 - Pasicznyuk, and Crosier

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

Minutes submitted electronically by Julie Parker, Sr. Office Assistant