



Planning Commission Meeting Minutes - Final

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

Thursday, January 10, 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.

CALL TO ORDER/ROLL CALL

Vice Chair Kay called the meeting to order at 6:01 pm.

Present 5 - Vice Chair Laurie Van Court, Chair David Kay, Charles Fletcher, Dan Ahrens, and Chris Cote

Not Present 1 - Richelle McKim

Attendance 4 - Kevin Wrede, Elizabeth Allen, Jason Gray, and Julie Parker

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.

ELECTION OF OFFICERS - CHAIR

Commissioner Fletcher nominated Vice Chair Kay to serve as Chair. Commissioner Van Court seconded the motion.

Passed: 5-0

Yes: 5 - Van Court, Chair Kay, Fletcher, Ahrens, and Cote

Not Present: 1 - McKim

ELECTION OF OFFICERS - VICE CHAIR

Commissioner Fletcher nominated Commissioner Van Court to serve as Vice Chair. Commissioner Cote seconded the motion.

Passed: 5-0

Yes: 5 - Van Court, Chair Kay, Fletcher, Ahrens, and Cote

Not Present: 1 - McKim

APPROVAL OF MINUTES

[PC 2019-001](#) Minutes: December 13, 2018 Planning Commission

Attachments: [Dec. 13, 2018 Planning Commission Meeting Minutes-DRAFT](#)

Commissioner Fletcher moved to approve the Dec. 13, 2018 minutes as written.

Vice Chair Van Court seconded the motion.

Passed: 5-0

Yes: 5 - Van Court, Chair Kay, Fletcher, Ahrens, and Cote

Not Present: 1 - McKim

RESOLUTION OF APPRECIATION

[PC 2019-002](#) Resolution of Appreciation: Max Brooks

Attachments: [Resolution PC 2019-01](#)

Members of the Commission expressed their thanks to Mr. Brooks for his service and leadership to the Planning Commission and the Town.

Commissioner Fletcher moved to approve the Resolution of Appreciation as written.

Vice Chair Van Court seconded the motion.

Passed: 5-0

Yes: 5 - Van Court, Chair Kay, Fletcher, Ahrens, and Cote

Not Present: 1 - McKim

COMMISSION ITEMS

1. Quorum for Regular Meeting on Jan. 24: Commissioner Cote not available.
2. Quorum for Regular Meeting on Feb. 14: Commissioners present are available.
3. Quorum for Regular Meeting on Feb. 28: Commissioners present are available.

DISCUSSION ACTION ITEMS

[PC 2019-003](#) Appointment: Planning Commission Designee to Design Review Board

Commissioner Cote moved to nominate Commissioner Fletcher as the Planning Commission liaison to the Design Review Board. Vice Chair Van Court seconded the motion.

Passed: 5-0

Yes: 5 - Van Court, Chair Kay, Fletcher, Ahrens, and Cote

Not Present: 1 - McKim

ITEMS FROM STAFF

Kevin Wrede, Planning Manager, updated the Commission on the continuance of the Meadows Filing 16 Site Development Plan to the Feb. 19, 2019 Town Council. The continuance is to allow the applicant to have further discussion with community members.

Elizabeth Allen, Assistant Town Attorney, reminded the Commission that the item is still in a Quasi-Judicial state.

TOWN COUNCIL UPDATE

No updates from Mayor Gray.

ADJOURN TO STUDY SESSION

Chair Kay adjourned the meeting to Study Session at 6:20 pm