



## Planning Commission Meeting Minutes - Final

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

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Thursday, September 12, 2019

6:00 PM

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

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

### DINNER FOR BOARD MEMBERS

### CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:00 p.m.

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

**Not Present** 2 - Chris Cote, and Richelle McKim

**Attendance** 3 - Sandra Aguilar, Brad Boland, and Kevin Wrede

### 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 2019-028](#) Minutes: August 22, 2019 Planning Commission Meeting Minutes

**Attachments:** [Aug. 22, 2019 Planning Commission Meeting Minutes-DRAFT](#)

**Moved by Van Court, seconded by Humbargar, that the Planning Commission minutes for the August 22, 2019 meeting be Approved as presented.**

**The motion passed: 5-0**

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

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

### TOWN COUNCIL LIAISON UPDATE

None

### PUBLIC HEARING ITEMS

[PC 2019-029](#) A Resolution Approving a Use by Special Review for the South 25 Feet of Lot 2 & North Half of Lot 3, Block 17 of the Craig and Gould's Addition to Castle Rock for an Accessory Dwelling Unit

**Attachments:** [Staff Report](#)[Attachment A: Site Plan](#)[Attachment B: Elevations](#)[Public Record Document: Staff Presentation - 118 N Cantril UBSR Planning Commission](#)

Staff member Brad Boland presented details on the 118 North Cantril Street Accessory Dwelling Unit Use by Special Review. Staff recommend approval to Town Council as it meets criteria.

Applicant: Jay Kearney, resident, was available for questions.

Public comment: None

**Moved by Ahrens, seconded by Teem, that Planning Commission Topic PC 2019-029 A Resolution Approving a Use by Special Review for the South 25 Feet of Lot 2 & North Half of Lot 3, Block 17 of the Craig and Gould's Addition to Castle Rock for an Accessory Dwelling Unit be Approved as presented.**

**The motion passed: 5-0**

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

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

**PC 2019-030**      An Amendment to the Oakwood Apartments Site Development Plan**Attachments:** [Staff Report](#)[Attachment A: Site Development Plan](#)[Attachment B: Photo Simulations](#)[Public Record Document: Staff Presentation - Oakwood Apartments SDP Staff PPT PC](#)  
[Public Record Document: Applicant Presentation - PSA Presentation](#)

Staff member Brad Boland presented details on the Oakwood Apartments Site Development Plan Amendment for the addition of a new 3-story building to increase the number of units in this senior housing development. Staff recommends approval to Town Council as it meets criteria.

Applicant: Phil Workman, project applicant, explained to the Commission that public outreach and input has been provided. Diane Leavesley, Executive Director for the Douglas County Housing Partnership, which owns the development, explained the improvements to the property and noted that there is a wait list for new residents. Harsh Parikh, Parikh Stevens Architect, presented the site plan and described the LEED components, healthy and defensible spaces and neutral color scheme.

Public Comment: Debra DeGroff, resident and property manager for Oakwood Apartments, states she is representing the management company, existing residents and potential residents. She spoke in support of this project for existing and future residents.

**Moved by Humbargar, seconded by Van Court, that Planning Commission Topic PC**

**2019-030 An Amendment to the Oakwood Apartments Site Development Plan be  
Approved as presented.  
The motion passed: 5-0**

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

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

## **DESIGN REVIEW BOARD UPDATE**

Charles Fletcher, Design Review Board representative, stated that the new downtown development seems to be spurring other business owners to upgrade and renovate their buildings.

## **COMMISSION ITEMS**

The chair checked for quorum for upcoming meetings. Commissioner Van Court will be absent for the Sept. 26 meeting and Commissioner Humbarger may not be available for the Oct. 10 meeting. There were no other conflicts from the present Commissioners.

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

Planning Manager, Kevin Wrede, reported on Council decisions on land use cases presented at Town Council.

## **ADJOURN**

The meeting was adjourned at 6:44 p.m.