



Planning Commission Meeting Minutes

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

Thursday, October 24, 2019

6:00 PM

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

CALL TO ORDER / ROLL CALL

The meeting was called to order at 6:01pm

Present 7 - Chris Teem, Laurie Van Court, Charles Fletcher, Dan Ahrens, Richelle McKim, Chris Cote, and Sarah Humbargar

Attendance 6 - Sandra Aguilar, Brad Boland, Elizabeth Allen, Sandy Vossler, Kevin Wrede, and Jason Gray

CERTIFICATION OF MEETING

Staff member Kevin Wrede confirmed that the meeting notice and agenda has been posted as required by the Open Meetings Law.

APPROVAL OF MINUTES

[PC 2019-033](#) Minutes: October 10, 2019 Planning Commission Meeting Minutes

Attachments: [PC10-10-2019Minutes-DRAFT](#)

Moved by Van Court, seconded by Cote, that the Planning Commission minutes for the October 10, 2019 meeting be approved as presented.

The motion passed: 7-0

Yes: 7 - Teem, Van Court, Fletcher, Ahrens, McKim, Cote, and Humbargar

TOWN COUNCIL LIAISON UPDATE

Mayor Gray reported that Town Council is looking at how proclamations are processed.

PUBLIC HEARING ITEMS

[PC 2019-034](#) Resolution Approving a Use by Special Review for Lot 4 and the North 12 Feet of Lot 5 Block 16 of the Craig and Gould's Addition to Castle Rock for an Accessory Dwelling Unit [110 North Lewis Street]

Attachments: [Staff Memorandum](#)[Attachment A: Site Plan](#)[Attachment B: Elevations](#)[Attachment C: Floor Plans](#)[Public Record Document: Staff Presentation 110 N Lewis St UBSR](#)[Planning Commission - 1](#)[Public Record Document: Sign in sheet](#)

Commissioner McKim reported that she posted on Next Door about this meeting and there were several comments posted. McKim confirmed that she can be fair and impartial regarding this project. Staff member Boland presented the details for the 110 North Lewis St. ADU Use by Special Review. Staff recommends approval to Town Council as it meets criteria.

Applicant: Dan Albers, architect, was available for questions.

Public Comment: None

Moved by McKim, seconded by Humbargar, that the Planning Commission recommend Town Council approve the Resolution Approving a Use by Special Review for Lot 4 and the North 12 Feet of Lot 5 Block 16 of the Craig and Gould's Addition for an Accessory Dwelling Unit.

The motion passed: 7-0

Yes: 7 - Fletcher, Cote, Teem, Ahrens, Van Court, McKim, and Humbargar

PC 2019-035

Site Development Plan, Lot 2A-2, Block 2, Meadows Filing No. 20, Phase 1, Amendment 13 [Meadows Town Center Mixed Use Building; Northwest of Future Street and Mercantile Street Intersection] (Project SDP19-0009)

Attachments: [Staff Memorandum](#)[Attachment A: Vicinity Map](#)[Attachment B: Site Development Plan](#)[Public Record Document: Staff Presentation Talus PC 10-24-19](#)[Public Record Document: Applicant Presentation 19-1024 PC](#)[Presentation Talus Flats Revised](#)[Public Record Document: Sign in sheet](#)[Public Record Document: Public Emails Through 1130](#)

Town attorney Allen readdressed that commissioners stated they will remain fair and impartial with respect to this project. Staff member Sandy Vossler presented details regarding the Meadows Town Center Talus-Mixed Use Building. Vossler stated that the Town did receive some emails regarding resident dissatisfaction with this project and general new development. The emails are being supplied to the Commissioners and will accompany the packet to Town Council. Though Vossler reviewed some of the pre-approved zoning, she reminded the Commission they are to only review the proposed site plan. Staff recommends approval for Town Council consideration as it supports the objective of the Town's guiding documents, is consistent with the Meadows PD, meets Town Council Municipal Code Chapter 17.38 and it complies with Town criteria. If approved, this project will be presented to Town Council on Nov. 5.

Applicant: Josh Desmond, The Garrett Companies, provided a project overview to the Commission.

RC Hanisch with Castle Rock Development Co. was available for questions from the Commission.

Public Comment: Ronald Hall, resident, questioned the parking standards.

The meeting went into Recess at 7:01 p.m. to review the emails provided to Staff. The meeting was Reconvened at 7:05 p.m.

Chair Fletcher reopened the Public Comment for additional questions to the applicants.

**Moved by Humbargar, seconded by Teem, that the Planning Commission recommend approval to Town Council for the Meadows Town Center Mixed Use Building, northwest of Future Street and Mercantile Street intersection.
The motion passed: 7-0**

Yes: 7 - Fletcher, Cote, Teem, Ahrens, Van Court, McKim, and Humbargar

DESIGN REVIEW BOARD UPDATE

No report: the Design Review Board has not met since the last Planning Commission meeting.

COMMISSION ITEMS

Commission checked for availability. Nov. 14, Humbargar is unavailable. The Nov. 28, meeting will be cancelled. Dec. 12, Humbargar is checking availability. Staff has requested volunteers for the Transportation Transit Study which will probably be scheduled the first week in Nov.

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Staff member Wrede reported that the Crystal Valley Ranch site plan was approved by Town Council.

Attorney Allen recommended that there be a planned study session to discuss specific issues regarding how to handle social media posts. Commission requested to have a representative from Community Relations present.

ADJOURN

The meeting was adjourned at 7:45 pm.