



Planning Commission Meeting Minutes - Draft

Chair Todd Warnke
Vice Chair Kevin McHugh
Carlos Salinas
Jeff Samuelson
Tom Martinez
Kari Stanley
Mitchell Sawin

Thursday, May 22, 2025

6:00 PM

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

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

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

- Present** 4 - Jeff Samuelson, Tom Martinez, Vice Chair Kevin McHugh, and Mitchell Sawin
- Not Present** 3 - Carlos Salinas, Chair Todd Warnke, and Kari Olson Stanley
- Attendance** 4 - Brad Boland, Sharon Chavez, Tara Vargish, and Jason Gray

CERTIFICATION OF MEETING

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

APPROVAL OF MINUTES

[PC 2025-007](#)

May 8, 2025 Planning Commission Meeting Minutes

Moved by Sawin, seconded by Martinez, to Approve Planning Commission Topic PC 2025-007 as presented. The motion passed by a vote of: 4 to 0.

- Yes:** 4 - Samuelson, Martinez, Vice Chair McHugh, and Sawin
- Not Present:** 3 - Salinas, Chair Warnke, and Olson Stanley

PUBLIC HEARING ITEMS

[PC 2025-008](#)

Founders Vistas Site Development Plan
[180.5 Acres, located west of Ridge Road, south of Fifth Street,
and north Of Plum Creek
Parkway]

Mr. Boland presented on PC 2025-008 Founders Vistas Site Development Plan. The applicant, Rusty Hall of Highline Engineering also gave a presentation. Jim Null of Buckley Powder Company gave an overview of the blasting procedures proposed for the site. Commissioner Martinez asked about the criteria for blasting and how that is reviewed in the approval process, and if there are criteria needed for weather conditions, time of day, etc. needed to conduct blasting, Mr. Boland and the applicant responded. Commissioner Sawin asked about the timeline of blasting in terms of how many days it takes, the applicant responded. Vice Chair McHugh asked for further clarification on the timelines of blasting, drilling, clean up needed per day, week, during the blasting process. The applicant responded. Commissioner Martinez asked about the frequency used and how that criteria is

met, the applicant responded. Commissioner Sawin asked if there would be on site storage of explosives, the applicant responded. Commissioner Martinez asked if there was any kind of state regulation on the explosives, the applicant responded. Commissioner Sawin asked if the rock fall mitigation stays in place permanently, the applicant responded. Commissioner Sawin asked about the traffic study, specifically how different developments and their timelines coincide with each other and how they are incorporated to understand the traffic an entire section of Town. The applicant responded. One member of the public spoke during public comment.

Moved by Martinez, seconded by Sawin, to Approve Planning Commission Topic PC 2025-008 as presented. The motion passed by a vote of: 4 to 0.

Yes: 4 - Samuelson, Martinez, Vice Chair McHugh, and Sawin

Not Present: 3 - Salinas, Chair Warnke, and Olson Stanley

[PC 2025-009](#) Accessory Dwelling Unit Regulations Amendment

Mr. Boland presented on PC 2025-009 Accessory Dwelling Unit Regulations Amendment. Commissioner Martinez asked about potential downsides to the proposed changes and specific parameters to help guide staff in approvals, staff responded. Commissioner Samuelson asked how closely the proposal followed the house bill requirements, staff responded. Commissioner Sawin asked about HOA requirements and any language that can be added, in terms of HOA overreach, staff responded. Vice Chair McHugh asked about the previous ADU process and why the process is being changed, staff responded. Commissioner Martinez asked about the total number of ADU applications in the past, and if that number has increased in recent years. Staff responded.

Moved by Sawin, seconded by Martinez, to Approve Planning Commission Topic PC 2025-009 as presented. The motion passed by a vote of: 4 to 0.

Yes: 4 - Samuelson, Martinez, Vice Chair McHugh, and Sawin

Not Present: 3 - Salinas, Chair Warnke, and Olson Stanley

TOWN COUNCIL LIAISON UPDATE

Mayor Gray gave an update.

DESIGN REVIEW BOARD UPDATE

None.

COMMISSION ITEMS

Check for quorum for upcoming meetings

June 12, 2025

June 28, 2025

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

ADJOURN

Moved by Sawin, seconded by Martinez, to adjourn. The motion passed by a vote of: 4 to 0.

Yes: 4 - Samuelson, Martinez, Vice Chair McHugh, and Sawin

Not Present: 3 - Salinas, Chair Warnke, and Olson Stanley