



## Planning Commission Meeting Minutes - Draft

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

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Thursday, November 14, 2024

6:00 PM

Town Hall Council Chambers  
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

**Present** 7 - Jeff Samuelson, Carlos Salinas, Tom Martinez, Chair Todd Warnke, Vice Chair Kevin McHugh, Kari Olson Stanley, and Mitchell Sawin  
**Attendance** 5 - Kevin Wrede, Dena Paulin, Darcie Hartman, Matt Hayes, and John LaSala

### CERTIFICATION OF MEETING

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

### APPROVAL OF MINUTES

[PC 2024-020](#)

#### September 26, 2024 Planning Commission Meeting Minutes

**Moved by Samuelson, seconded by Vice Chair McHugh, to Approve Planning Commission Topic PC 2024-020 as presented. The motion passed by a vote of: 7 to 0.**

**Yes:** 7 - Samuelson, Salinas, Martinez, Chair Warnke, Vice Chair McHugh, Olson Stanley, and Sawin

### PUBLIC HEARING ITEMS

[PC 2024-021](#)

#### Use by Special Review - 295 Gordon Ct. Accessory Dwelling Unit

Ms. Paulin presented on PC 2024-021 Use by Special Review- 295 Gordon Ct Accessory Dwelling Unit. Chair Warnke verified the two primary criteria being reviewed were the design consistency and the size of the proposed structure.

**Moved by Samuelson, seconded by Sawin, to Approve Planning Commission Topic PC 2024-021 as presented. The motion passed by a vote of: 7 to 0.**

**Yes:** 7 - Samuelson, Salinas, Martinez, Chair Warnke, Vice Chair McHugh, Olson Stanley, and Sawin

### TOWN COUNCIL LIAISON UPDATE

Mr. Wrede gave an update.

### DESIGN REVIEW BOARD UPDATE

Vice Chair McHugh gave an update.

**COMMISSION ITEMS**

**Check for quorum for upcoming meetings**

**December 12, 2024**

**December 26, 2024**

**STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS**

Mr. Wrede gave an update.

**ADJOURN**

**Moved by Chair Warnke, seconded by Samuelson, to adjourn. The motion passed by a vote of: 7 to 0.**

**Yes: 7 - Samuelson, Salinas, Martinez, Chair Warnke, Vice Chair McHugh, Olson Stanley, and Sawin**

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**Minutes approved by the Planning Commission on \_\_\_\_\_ by a vote of \_\_\_\_ in favor, \_\_\_\_ opposed, with \_\_\_\_ abstention(s).**

**Planning Commission**