



City of Castle Pines, Colorado Minutes

REGULAR MEETING OF THE PLANNING COMMISSION & BOARD OF ADJUSTMENT Douglas County Library, 360 Village Square Lane, Castle Pines, CO 80108 Thursday, January 24, 2019 - 6:00 PM

Planning Commission/ Board of Adjustment

Lisa Glynn – Chair

David Goode – Chair
Pro Tem

Andrew Hendel

Seth Katz

David Necker

Michelle Wiley

Don Tosby

1. ROLL CALL

The regular meeting of the Planning Commission of the City of Castle Pines, Colorado, was called to order by Commissioner Glynn at 6:02 p.m.

Those present were: Commissioner Lisa Glynn
Commissioner David Goode
Commissioner Andrew Hendel
Commissioner Seth Katz
Commissioner David Necker
Commissioner Michelle Wiley
Commissioner Don Tosby

Also present with the Commission:
Sam Bishop, Community Development Director
Brandon Howes, RG & Associates, Contracted Planner
Kathie Guckenberger, Assistant City Attorney
Tobi Basile, City Clerk

2. PLEDGE OF ALLEGIANCE

- Commissioner Lisa Glynn led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Motion: A motion was made by Commissioner Tosby to approve the January 24, 2019 Planning Commission Agenda as presented. Commissioner Goode seconded. Motion approved by unanimous consent.

4. DISCLOSURE OF CONFLICTS OF INTEREST AS TO ANY ITEM ON THE AGENDA

- There were no disclosures of conflicts submitted.

5. PLANNING COMMISSION – ACTION ITEMS

a. Approval of the December 6, 2018 Planning Commission Minutes

Motion: A motion was made by Commissioner Necker to approve the December 6, 2018 Planning Commission Minutes presented. Commissioner Goode seconded. Motion approved by unanimous consent.

b. **PUBLIC HEARING: Berkeley Homes Preliminary Plan Filling No. 1 – Case No. PP18-001**

Commissioner Glynn reopened the Public Hearing at 6:05 p.m.

Commissioner Tosby and Commissioner Wiley were recused as they were not present for the December 6, 2019 Public Hearing where the item was originally presented.

Brandon Howes presented an overview of the preliminary plan. The subject property is within Parcel 12 of The Canyons Superblock Plat No. 2 and is generally located East of I-25, South of Hess Road, and North of Happy Canyon Road consisting more or less of 18.18 acres. The proposed Berkeley Homes Filling No. Preliminary Plan evaluates the subdivision



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of 18.18 acres into 86 single family detached lots, 25 tracts, and future dedication of 1.727 acres of public right-of-way, prior to final engineering and design

Jeff Willis, President of Berkeley Homes, presented a power point on the preliminary plan. The presentation addressed parking, alley widths, road widths, trash removal and snow removal.

A question regarding the width of an alley was answered by Jeff Willis.

Commissioner Glynn opened the Public Comment section of the meeting at 6:27 p.m.

- There was no public comment presented.

Commissioner Glynn closed the Public Comment section of the meeting at 6:27 p.m.

Motion: A motion was made by Commission Katz to recommend the City Council approve The Berkeley Homes Preliminary Plan Filing No.1 Case No. PP18-001, subject to the following conditions of approval found in the Staff Report, dated January 16, 2019:

- 1) The applicant shall pay all fees and costs incurred by the City and its consultants, including without limitation legal fees and costs, for review and processing of the Preliminary Plan application within forty-five (45) days of receiving an invoice from the City. If the fees and costs are not paid within forty-five (45) days of receiving the invoice, the City may withhold issuance of building permits or further approvals until the invoices have been paid; and
- 2) The applicant shall resolve/correct any minor technical issues as directed by staff prior to finalization of the Preliminary Plan.

Commissioner Hendel seconded. The motion passed with a vote of 5 to 0.

6. PLANNING COMMISSION – Discussion Items

a. 2019 Housekeeping Items

- Reappointed members of the Planning Commission were congratulated
- Michelle Wiley was welcomed to the Planning and Zoning Commission/Board of Appeals
- At the February 2019 meeting, the Chair and Chair Pro Tem will be appointed
- 2019 meeting dates were discussed
- Terms of Commissioners were reviewed

b. Community Development Update

- Davis Development has withdrawn their application for the 200 multifamily units
- Community Development is currently processing a number of applications
- Coffee House Site Improvement Plan may be presented in February
- A Site Improvement Plan for a Shea paired product is forthcoming in March or April
- A Business District Property Meeting was held earlier today where property owners learned about Castle Pines development and economic development opportunities
- The City will be hiring a Planner who will be focused on GIS and development review
- The RFP for Gateway and Wayfinding for the City has closed and interviews will be held in the next few weeks



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6. ADJOURNMENT OF REGULAR MEETING

Motion: A motion was made by Commissioner Glynn to adjourn the meeting at 7:02 p.m. Commissioner Goode seconded. Motion approved by unanimous consent.


RESPECTFULLY SUBMITTED:

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Tobi Basile, CMC, City Clerk

APPROVED:

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Lisa Glynn, Chairperson