



City of Castle Pines, Colorado Minutes

REGULAR MEETING OF THE PLANNING COMMISSION & BOARD OF ADJUSTMENT Held Virtually via Zoom Thursday, July 23, 2020 - 6:00 PM

Planning
Commission/
Board of Adjustment

David Goode
Chair

Andrew Hendel
Chair Pro Tem

Lisa Glynn

Seth Katz

Leanna Palmer

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 Goode at 6:03 p.m.

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

Those absent were: Commissioner Leanna Palmer

Also present with the Commission:
Sam Bishop, Community Development Director
Tobi Basile, City Clerk
Lori Strand, Assistant City Attorney
Nicholas Hufford, Planner II
Megan Palizzi, Management Analyst
Kristina Swallows, Administrative Assistant

2. APPROVAL OF AGENDA

Motion: A motion was made by Commissioner Katz to approve the agenda. Commissioner Hendel seconded. Motion approved by unanimous consent.

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

- No disclosures of conflicts were submitted.

4. CONVENE THE BOARD OF ADJUSTMENT Public Hearing: 12477 Topaz Vista Way Variance Request, Case No. VAR20-001

- Commissioner Goode convened the Board of Adjustment at 6:05 p.m.
- Applicants Matt and Liz McClelland agreed to the Public Hearing in the electronic/virtual format
- Commissioner Goode opened the Public Hearing at 6:06 p.m.
- Community Development Director, Sam Bishop, provided an introduction.
- Nicholas Hufford, Planner II, gave an overview of the application in which the applicant requests to allow an existing deck to be replaced and to expand into the rear setback by 7 feet, reducing the setback from 15 feet to 8 feet.
- Applicants, Matt and Liz McClelland, gave a presentation regarding the application.
- Mr. Hufford answered questions regarding setbacks or possible neighbor comments.



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- Commissioner Goode opened Public Comment at 6:32 p.m.
City Clerk Tobi Basile read a letter submitted by the public:
 - David A. Palmer, 12457 Topaz Vista Way, concurs with the applicant's desire and requests approval of the application as submitted.
- Commissioner Goode closed Public Comment at 6:34 p.m.
- The applicants thanked the board for the opportunity to present their application.

Motion: Commissioner Katz moved to approve Case No. VAR20-001, to allow the deck and pergola to encroach 7 feet into the 15 foot rear setback resulting in an 8 foot rear yard setback; finding that the request meets all of the criteria of approval set forth in Section 2603 of the Castle Pines Zoning Ordinance. Commissioner Wiley seconded. Motion approved by unanimous consent.

5. RECONVENE PLANNING COMMISSION

- Commissioner Goode reconvened as the Planning Commission at 6:37 p.m.

6. PLANNING COMMISSION – ACTION ITEMS

a. Approval of the May 28, 2020 Planning Commission Meeting Minutes

Motion: A motion was made by Commissioner Hendel to approve the May 28, 2020 Planning Commission Minutes as presented. Commissioner Katz seconded. Motion approved 4 to 0 with Commissioners Tosby and Wiley abstaining.

b. PUBLIC MEETING: Minor Modification to the Pines Vista Site Improvement Plan, Case No. SIP20-001

- Applicant, Jose Kreutz of Thompson Thrift agreed to holding the meeting in the virtual/electronic format.
- Commissioner Goode opened the Public Meeting at 6:39 p.m.
- Sam Bishop, Community Development Director, gave an overview of the application.
- Jose Kreutz of Thompson Thrift gave a presentation on the application.
- Mr. Kreutz answered questions regarding adding colors to the color schemes.

Motion: Commissioner Katz moved to approve the revised Pines Vista Site Improvement Plan, Case No. SIP20-001 based on the analysis and findings set forth in the Staff Report Memorandum dated May 22, 2020. Commissioner Glynn seconded. The motion passed 5 to 0 with Commissioner Wiley abstaining.



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7. PLANNING COMMISSION – Discussion Items

a. Unified Land Development Code

- The Unified Land Development Code is out-of-date and is being updated. Sections will be updated and brought to the Planning Commission

b. Comprehensive Plan Update

- Will be showcased at the City's upcoming Open House Events on August 6 and 24, 2020 at The Exchange Coffee House

c. Upcoming Land Use Applications


- A review of upcoming applications was provided

8. ADJOURNMENT OF REGULAR MEETING

Motion: Commissioner Glynn moved to adjourn the meeting. Commissioner Goode seconded.

- Commissioner Goode adjourned the meeting at 7:18 pm.

RESPECTFULLY SUBMITTED:

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Tobi Basile, City Clerk

APPROVED:

DocuSigned by:

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David Goode, Chairperson