



City of Castle Pines, Colorado Minutes

REGULAR MEETING OF THE PLANNING COMMISSION & BOARD OF ADJUSTMENT Held Virtually via Zoom Thursday, January 28, 2021 - 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 6:01 p.m.

Those present were: Commissioner David Goode
Commissioner Lisa Glynn
Commissioner Seth Katz
Commissioner Don Tosby
Commissioner Leanna Palmer
Commissioner Michelle Wiley

Absent was: Commissioner Andrew Hendel

Also present with the Commission:

Sam Bishop, Community Development Director
Tobi Basile, City Clerk
Nicholas Hufford, Planner II
Megan Palizzi, Management Analyst
Makenna Shaw, Administrative Assistant

2. APPROVAL OF AGENDA

Motion: A motion was made by Commissioner Katz to approve the agenda. Commissioner Tosby 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. PLANNING COMMISSION – Action Items

a. Approval of the December 3, 2020 Planning Commission Minutes

Motion: Commissioner Wiley moved to approve the December 3, 2020 Planning Commission Minutes. Commissioner Katz seconded. The motion passed unanimously.

b. PUBLIC MEETING: Canyons Filing 1, 7th Amendment TriPointe Site Improvement Plan, Case No. SIP-2020-04

- Applicant John Koch of TriPointe Homes agreed to the Public Meeting in an electronic/virtual format.
- Commissioner Goode opened the Public Meeting at 6:03 p.m.
- Nicholas Hufford, Planner II, gave a brief presentation.
- Joshua Freehling of Sage Design gave a presentation regarding the application.
- Mr. Freehling answered questions regarding landscaping plant choices and when construction will be starting.



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- Mr. Freehling answered questions regarding lot elevations and if every elevation is available on every lot.
- Mr. Freehling answered questions if changes based on utility easement recommendations were made.
- Mr. Freehling answered questions regarding street width.
- Mr. Hufford answered questions regarding parking ability with proposed street width.
- Mr. Hufford answered questions about elevation requirements.
- Lindy Purdy, TriPointe Homes, answered questions about design guidelines.
- Lindy Purdy, TriPointe Homes, answered questions regarding landscaping maintenance.

Motion: Commissioner Katz moved to approve the Canyons Filing 1, 7th Amendment Site Improvement Plan, Case No. SIP-2020-004, based on the analysis and findings set forth in the Staff Report dated January 20, 2021 and subject to the following conditions of approval:

1. The applicant shall pay all fees and costs incurred by the City and its consultants, in the review and processing of the Site Improvement Plan application prior to final approval; and
 2. The applicant shall resolve any minor technical changes to the Site Improvement Plan as directed by staff prior to final approval; and
 3. The applicant shall provide an executed "Requirements for Release of C.O." or "Requirements for Final Inspections" form, as determined by staff planner prior to final approval; and
 4. The applicant shall provide the required and fully executed original Site Improvement Plan Improvement Agreement (SIPIA) with cost estimates prior to final approval of the SIP; and
 5. The applicant shall provide a "Treasurer's Certificate of Taxes Due" indicating no past due taxes prior to final approval.
 6. As previously discussed, the applicant shall provide a 5' wide, concrete connection to the trail network from Hidden Cove Court.
- Commissioner Tosby seconded. The motion passed unanimously.

c. PUBLIC MEETING: Canyonside Filing 1, Preliminary Plan, Case No. SPP-2020-01

- Mary Hart representing North Canyons Development Company agreed to the Public Meeting in an electronic/virtual format.
- Commissioner Goode opened the Public Meeting at 6:44 p.m.
- Nicholas Hufford, Planner II, gave a brief presentation.
- Ms. Hart gave a presentation regarding the application.
- Paul Brown of Felsburg, Holt, & Ullevig gave a presentation regarding traffic.



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- Mr. Brown and Ms. Hart answered questions regarding additional contributions for the Happy Canyon and I-25 interchange.
- Mr. Brown answered questions on the timing of signal installation.
- Mr. Bishop answered questions regarding the timing of traffic studies and signal installation.
- Kevin Rohrbough of CORE Consultants, Inc., answered questions regarding drainage.

Motion: Commissioner Goode moved to recommend approval of The Canyonside Preliminary Plan Filing No. 1, Case No. SPP-2020-001, subject to the following conditions of approval found in the Staff Report, dated January 20, 2021:

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 an invoice, the City may withhold issuance of building permits or further approvals until the invoices have been paid; and
 2. The Applicant shall resolve or correct any minor technical issues as directed by Staff prior to finalization of the Preliminary Plan.
- Commissioner Katz seconded. The motion passed unanimously.

- Commissioner Goode closed this Public Meeting and the previous Public Meeting at 7:23 p.m.

5. PLANNING COMMISSION – Discussion Items

a. Recognition of Outgoing Members Hendel and Tosby

- Sam Bishop, Community Development Director, expressed gratitude and thanked Commissioners Tosby and Hendel for their service.
- Commissioner Tosby extended best wishes to all the Planning Commission Members and thanked City Staff for their outstanding work, guidance, and support. Commissioner Tosby notes it has been a pleasure to serve on the Planning Commission.

b. 2021 Outlook and Housekeeping

- New Planning Commission Members will be appointed in February
- The Planning Commission schedule will be approved and the Chair and Co-Chair appointments will be made after the seating of the new members
- Residential and commercial applications are forthcoming
- Comprehensive Plan Update is still underway
- Unified Land Development Code to be developed over this year
- City Hall has been put on hold in 2021
- Anticipates full agendas in 2021

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8. ADJOURNMENT OF REGULAR MEETING

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

- Commissioner Goode adjourned the meeting at 7:36 p.m.

RESPECTFULLY SUBMITTED:

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Tobi Basile, City Clerk

APPROVED:

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David Goode, Chairperson