

**Planning  
Commission/  
Board of  
Adjustment**

**Member/Term**

Lisa Glynn – Chair Pro  
Tem  
11/2016

Seth Katz – Chair  
1/2019

David Necker  
11/2016

Mike Noakes  
11/2016

Don Tosby  
1/2017

**Alternate Member**

David Goode  
1/2019

## AGENDA

### REGULAR MEETING OF THE PLANNING COMMISSION

Douglas County Library, Castle Pines Branch, 360 Village Square Lane, Castle Pines, CO 80108  
Thursday, December 1, 2016  
6:00 PM

1. **CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF AGENDA**
3. **DISCLOSURE OF CONFLICTS OF INTEREST AS TO ANY ITEM ON THE AGENDA**
4. **PLANNING COMMISSION – Action Items**
  - a) Approval of the October 27, 2016 Planning Commission Meeting Minutes
5. **PLANNING COMMISSION – Discussion Items**
  - a) Introductory Meeting and Preliminary Discussion of Castle Pines Mixed-Use Centers Design Standards and Guidelines
6. **DIRECTOR UPDATE**
  - a) Development Activity/Land Use Applications/Presubmittal Meetings
    - i. Sage Village Properties
    - ii. Castle Pines Town Center
    - iii. Lagae Ranch
    - iv. The Canyons
7. **FUTURE AGENDA ITEMS\***
  - a) Background on some of the undeveloped parcels in the City
  - b) Planning Topics: New Urbanism, Smart Growth, Land Use Law & Case Studies, Subdivision, Growth Management Techniques, Density, Transfer of Development Rights, Sprawl, Urban Design, Design Guidelines.
  - c) Other Suggestions
8. **ADJOURNMENT**

\*FUTURE AGENDA ITEMS SUBJECT TO CHANGE



# City of Castle Pines, Colorado Minutes

Planning Commission/  
Board of Adjustment

Members

Seth Katz, Chair  
Lisa Glynn  
David C. Necker  
Mike Noakes  
Don Tosby

Alternate Member

David Goode

**REGULAR MEETING OF THE PLANNING COMMISSION**  
**Douglas County Library, 360 Village Square Lane, Castle Pines, CO 80108**  
**Thursday, October 27, 2016**  
**6:00 PM**

## 1. ROLL CALL

The regular meeting of the Planning Commission of the City of Castle Pines, Colorado, was called to order by Commissioner Katz at 6:00 p.m.

**Those present were:** Commissioner Seth Katz  
Commissioner Lisa Glynn  
Commissioner David Necker  
Commissioner Mike Noakes

**Those absent were:** Commissioner David Goode  
Commissioner Don Tosby

**Also present with the Commission:**

Director of Community Development, Sam Bishop  
Assistant City Attorney, Marcus McAskin  
City Clerk, Sharon Washington

## 2. APPROVAL OF AGENDA

Motion to approve: Commissioner Noakes  
Second: Commissioner Necker  
Approved by unanimous: 4-0

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

- There were no disclosures of conflicts submitted.

## 4. PLANNING COMMISSION – ACTION ITEMS

### a. Approval of the July 28, 2016 Planning Commission Meeting Minutes

Motion to approve: Commissioner Necker  
Second: Commissioner Glynn  
Approved by unanimous: 4-0

- b. PUBLIC HEARING – Ordinance No. 16-09 Amending Section 11 – Business District of the City of Castle Pines Zoning Ordinance to eliminate the principal use of Automobile Service Station with Gasoline Pumps and reclassifying Parking Lot – Public or Private from a principal use to an accessory use; and Ordinance No. 16-10 repealing the current Section 27 – Site Improvement Plan of the City of Castle Pines Zoning Ordinance and readopting an amended Section 27 – Site Improvement Plan.**

The Public Hearing opened at 6:03 p.m.

Sam Bishop, Community Development Director gave a PowerPoint Presentation to the Commissioners and members of the public on the proposed amendments to Section 11 – Business District and Section 27 – Site Improvement Plan of the City of Castle Pines Zoning Ordinance.

**Public Comment:**

Adam Gentile, Attorney with Fox Rothschild LLP representing CNA Enterprises Inc. owner of Castle Pines Shopping Center expressed his opposition to Ordinance No. 16-09 as written. Mr. Gentile stated the Ordinance would impact the owner's ability to lease the space or for Safeway to reopen at this location in the future.

Jay Lee, asked the Planning Commission to reconsider approval of Ordinance No. 16-09. Mr. Lee's family owns the vacant lot next to 7-Eleven and is currently under contract to sale the property to 7-Eleven.

Chuck Lowen, Property Manager expressed his concerns about the City's Comprehensive Plan and the financial impact to the current business owners.

Community Development Director Bishop and Assistant City Attorney Marcus McAskin answered questions from the Commissioners.

The Public Hearing closed at 7:16 p.m.

Motion to recommend approval of Ordinance No. 16-09 amending Section 11 – Business District of the Castle Pines Zoning Ordinance to eliminate the principal use of Automobile Services Station with Gasoline Pumps and reclassifying Parking Lot – Public or Private from a principal use to an accessory use. Ordinance No. 16-09 further the health, safety and welfare of the community and are consistent with the City of Castle Pines Comprehensive Plan.

By: Commissioner Katz  
Seconded by: Commissioner Necker  
Motion passed: 3-1, Commissioner Katz voted no.

Motion to recommend approval of Ordinance No. 16-10 repealing the current Section 27 – Site Improvement Plan of the City of Castle Pines Zoning Ordinance and readopting an amended Section 27 – Site Improvement Plan. Ordinance No. 16-10 further the health, safety and welfare of the community and are consistent with the City of Castle Pines Comprehensive Plan.

By: Commissioner Glynn  
Seconded by: Commissioner Necker  
Approved by unanimous: 4-0

**5. PLANNING COMMISSION – Discussion Items**

**a. NOV/DEC combined meeting date of 12/8 needs to be rescheduled: 12/1 or 12/15**

The Commissioners agreed to meet on Thursday, December 1, 2016. The regular meeting schedule will resume in 2017.

**b. Terms up in 2017**

Community Development Director Bishop reported that Commissioners Necker, Noakes, Tosby, and Glynn terms expire at the end of the year. Mr. Bishop will email the application to the Commissioners. City Council will make appointments at their first meeting in January 2017.

**6. DIRECTOR UPDATE**

**a. Development Activity/Land Use Applications/Presubmittal Meetings**

- I. Sage Village Properties – No report.



## City of Castle Pines, Colorado – Minutes, cont'd

Meeting Date: October 27, 2016

- II. Castle Pines Town Center – Finalizing paperwork and working on restrictions on building permits.
- III. Lagae Ranch – Constructing roadways. Lennar has indicated they will be pulling building permits by the end of the year to start Phase I. Detours will be in place as they construct the roads.
- IV. The Canyons – submitted a preliminary plan about 6 weeks ago. Staff provided substantial comments. Staff is waiting on the applicant to respond.
- V. Design Guidelines – Plan to bring before the Commissioners in 2017.

### 7. FUTURE AGENDA ITEMS\*

- a. Background on some of the undeveloped parcels in the City
- b. Planning Topics: New Urbanism, Smart Growth, Land Use Law & Case Studies, Subdivision, Growth Management Techniques, Density, Transfer of Development Rights, Sprawl, Urban Design, Design Guidelines.
- c. Other Suggestions

### 8. ADJOURNMENT

Motion to approve: Commissioner Glynn  
Second: Commissioner Necker  
Approved by unanimous: 4-0

The meeting was adjourned at **7:45 p.m.**

RESPECTFULLY SUBMITTED:

APPROVED:

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Sharon Washington, CMC, City Clerk

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Seth Katz, Chair