

AGENDA
REGULAR MEETING OF THE PLANNING COMMISSION

Douglas County Library, Castle Pines Branch, 360 Village Square Lane, Castle Pines, CO 80108
Thursday, April 28, 2016
6:00 PM

**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

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 March 31, 2016 Planning Commission Meeting Minutes
5. **PLANNING COMMISSION – Discussion Items**
 - a) City of Castle Pines Comprehensive Plan...Bringing it all together
 - i. Relationship to Regulatory Plans and Basis for Policy Implementation
6. **DIRECTOR UPDATE**
 - a) Development Activity/Land Use Applications/Presubmittal Meetings
 - i. Sage Village Properties, LLC
 - ii. Castle Pines Town Center Filing No. 1
 - iii. Verizon Wireless SIP Major Modification @ CPNMD Building
 - iv. Presubmittal Update
 - v. Lagae Ranch
 - vi. The Canyons/Shea Homes
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
Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, CO
Thursday, March 31, 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 Goode
- Commissioner David Necker
- Commissioner Mike Noakes
- Commissioner Don Tosby

Also present with the Commission:

- Director of Community Development, Sam Bishop
- City Clerk, Sharon Washington
- City Attorney, Linda Michow

2. APPROVAL OF AGENDA

Motion to approve: Commissioner Necker
Second: Commissioner Noakes
Approved by unanimous consent: 5-0

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 February 25, 2016 Planning Commission Meeting Minutes

Motion to approve: Commissioner Tosby
Second: Commissioner Necker
Approved by unanimous consent: 5-0

b) PUBLIC HEARING: Resolution No. 2016-PZ-R-01, Adopting and Ratifying the 2016 City of Castle Pines Comprehensive Plan

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

Community Development Director Bishop explained it is the duty of the Planning Commission to make and adopt a Comprehensive Plan for the physical development of the City of Castle Pines. The Comprehensive Plan is an advisory document to provide guidance to decision-makers in prioritizing community values on a variety of issues that directly affect the quality of life for Castle Pines citizens. Subsequent to Planning Commission consideration of Resolution 2016-PZ-R-01, City Council will consider Resolution 16-10, ratifying Planning Commission's decision.

Bruce Meighen, Logan Simpson gave a PowerPoint Presentation to the Commission.

The Public Hearing closed at 6:27 p.m.

Motion to approve Resolution 2016-PZ-R-01 adopting and ratifying the 2016 City of Castle Pines Comprehensive Plan as presented.

By: Commissioner Katz
Second: Commission Tosby
Approved by unanimous consent: 5-0

c) PUBLIC MEETING: Legacy Village of Castle Pines Site Improvement Plan, Case No. SP15-001

The Public Meeting opened at 6:32 p.m.

Community Development Director Bishop provided an overview of the Legacy Village of Castle Pines Site Improvement Plan (Case No. SP 15-001) proposal, process and standards for approval.

Cole Smith, Western States Lodging gave a PowerPoint Presentation of the Site Improvement Plan and answered any questions from the Commissioners.

The Public Meeting closed at 8:19 p.m.

Motion to approve the Legacy Village of Castle Pines Site Improvement Plan, Case No. SP 15-001, based on the analysis and findings set forth in the Staff Report dated March 18, 2016 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. The applicant shall include evergreen trees in the northwest section of the site along the northern roadway to provide adequate screening and include additional trees in the grassy area to provide additional screening.
7. The applicant shall incorporate accent colors on metal hand and guard rails as a means of increasing architectural interest.

By: Commissioner Glynn
Second: Commissioner Necker
Approved by unanimous consent: 5-0

d) PUBLIC HEARING: Castle Pines Town Center Preliminary Plan No. 2, Case No. PP15-001

The Public Hearing opened at 8:26 p.m.

Community Development Director Bishop gave a PowerPoint Presentation to the Commission on the Preliminary Plan and Final Plat.

Dave Boten, LS Partners, LLC gave a PowerPoint Presentation to the Commission on the history, property ownership, site plan, proposed preliminary plan and approved plan development amendment and answered any questions from the Commission.

The Public Hearing closed at 9:25 p.m.

I move to recommend that City Council approve the Castle Pines Town Center Preliminary Plan No. 2, Case No. PP 15-001, subject to the following conditions of approval found in the Staff Report, dated March 18, 2016:

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/correct any minor technical issues as directed by Staff prior to finalization of the Preliminary Plan; AND
3. Lagae Road shall be extended north of Castle Pines Town Center and constructed in its entirety in accordance with the Lagae Ranch Filing No. 1 Subdivision Improvement Agreement, prior to the issuance of any building permits; AND
4. No Certificates of Occupancy shall be issued until access is provided from Lagae Road to Happy Canyon Road in conformance with applicable City ordinances and subject to conditions and terms set forth in a Subdivision Improvement Agreement as approved by the City; AND
5. Upon written request of the City, the Applicant shall be required to design and construct a paved parking lot to serve the trail as required in the First Amendment to the Lagae South Annexation and Development Agreement, Section 2.N.1., Open Space; Parks and Trails, recorded at reception #2014022959; AND
6. Upon written request of the City, the Owner of the school site, Tract H, shall dedicate by warranty deed and provide the City with a title insurance policy in the City's, or Assign's, name and a certified survey at the time of conveyance; AND
7. Upon written request of the City, the Owner of the regional park site, Tract I, shall dedicate by warranty deed and provide the City with a title insurance policy in the City's name and a certified survey at the time of conveyance; AND
8. No Certificate of Occupancy shall be issued until Kenzie Road is completed and in conformance with City Ordinances and terms and conditions set forth in the Subdivision Improvement Agreement.

By: Commissioner Necker

Second: Commissioner Noakes

Approved by unanimous consent: 5-0

5. PLANNING COMMISSION – DISCUSSION ITEMS

There were no discussion items.

6. DIRECTOR UPDATE

- a) Library move in date – Community Development Director Bishop reported that the City officially moved offices today. The next meeting will be held at the new location.

7. FUTURE AGENDA ITEMS*

- a) Zoning as it relates to the Comp Plan
- b) Background on some of the undeveloped parcels in the City
- c) Community Assessment (ongoing)
- d) 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.

e) Other Suggestions

9. ADJOURNMENT

Motion to approve: Commissioner Tosby
Second: Commissioner Katz
Approved by unanimous consent:5-0

The meeting was adjourned at **9:32 p.m.**

RESPECTFULLY SUBMITTED:

APPROVED:

Sharon Washington, CMC, City Clerk

Seth Katz, Chair