



# City of Castle Pines, Colorado

## Minutes

### Planning Commission/ Board of Adjustment

#### Members

Lisa Glynn, Chair  
David Goode  
Seth Katz  
Dick Lichtenheld  
Deborah Mulvey  
David C. Necker  
Don Tosby

### REGULAR MEETING OF THE PLANNING COMMISSION Douglas County Library, 360 Village Square Lane, Castle Pines, CO 80108 Thursday, January 25, 2018 - 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 David Goode  
Commissioner Lisa Glynn  
Commissioner Seth Katz  
Commissioner Dick Lichtenheld  
Commissioner Deborah Mulvey  
Commissioner David Necker

**Also present with the Commission:**

Community Development Director, Sam Bishop  
City Clerk, Sharon Washington

**Those absent were:** Commissioner Don Tosby

#### 2. APPROVAL OF AGENDA

**Motion:** A motion was made by Commissioner Goode to Approve the January 25, 2018 Planning Commission Agenda as presented. Commissioner Mulvey seconded. Motion approved by unanimous consent: 6-0

#### 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. 2018 House Keeping Items:

##### Election of Officers (Chairperson and Chair Pro-Tem)

**Motion:** A motion was made by Commissioner Necker to nominate Commissioner Lisa Glynn as Chair of the Planning Commission and Board of Adjustment. Commissioner Katz seconded. Motion approved by unanimous consent: 6-0

**Motion:** A motion was made by Commissioner Katz to nominate Commissioner David Goode as Chair Pro-Tem of the Planning Commission and Board of Adjustment. Commissioner Glynn seconded. Motion approved by unanimous consent: 6-0

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**b. Approval of the December 7, 2017 Planning Commission/Board of Adjustment Meeting Minutes**

**Motion:** A motion was made by Commissioner Goode to approve the December 7, 2017 Planning Commission and Board of Adjustment Meeting Minutes as presented. Commissioner Lichtenheld seconded. Motion approved by unanimous consent: 6-0

**5. PLANNING COMMISSION – Discussion Items**

**a. Castle Pines Design Guidelines Update and Presentation (Logan Simpson)**

Community Development Director Bishop introduced Jennifer Gardner from Logan Simpson. Ms. Gardner gave a PowerPoint Presentation on the Castle Pines Design Guidelines. The following items were covered in the presentation:

- Workflow process
- Building Placement, Parking, and Circulation.
- Pedestrian and Bicycle Activity and Connectivity
- Architecture Design
- Building Orientation
- Building Materials
- Graphic Enhancements

Ms. Gardner reviewed the next steps in the process. Logan Simpson will address comments from the meeting. There will be a final Q&A with Staff and Planning Commission. The final adoption of the guidelines will be at the February or March meeting.

**b. Community Development Update**

Community Development Director Bishop gave an update on platting activity in The Canyons. Mr. Bishop held a presubmittal meeting with Berkley Homes and Davis Group.

**6. FUTURE AGENDA ITEMS\***

- a. Planning Topics: Smart Growth, Land Use Law & Case Studies, Subdivision, Growth Management Techniques, Density, Transfer of Development Rights, Sprawl, Urban Design, Design Guidelines.**
- b. Other Suggestions**

There was no discussion on the above items.

**7. ADJOURNMENT**

**Motion:** A motion was made by Commissioner Necker to adjourn the meeting. Commissioner Lichtenheld seconded. Motion approved by unanimous consent: 5-0




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Meeting Date: January 25, 2018

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The meeting was adjourned at 8:23 p.m.

**RESPECTFULLY SUBMITTED:**

  
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Sharon Washington, CMC, City Clerk

**APPROVED:**

  
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Lisa Glynn, Chair