

City of Castle Pines, Colorado Minutes

Planning Commission/
Board of Adjustment

Members

Kate Binning
Rob Hanna, Co-Chair
Seth Katz
David C. Necker, Chair
Mike Noakes

Alternate Member

Don Tosby

REGULAR MEETING OF THE PLANNING COMMISSION
Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines, CO
Thursday, January 22, 2015
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 Necker at 6:00 PM.

Those present were:

Commissioners: David Necker
Seth Katz
Don Tosby
Rob Hanna
Mike Noakes
Kate Binning

Also present with the Commission:

Director of Community Development, Sam Bishop
City Clerk, Bruce Roome

2. APPROVAL OF AGENDA

The Commission approved the agenda as presented.

Motion to approve: Commissioner Hanna

Second: Commissioner Katz

Approved: 6-0; none absent

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

No conflicts were noted.

4. COMMISSION ACTION ITEMS

a) Approval of the Minutes of the Regular Commission Meeting of December 11, 2014

The Commission approved the minutes as presented.

Motion to approve: Commissioner Tosby

Second: Commissioner Noakes

Approved: 6-0; none absent

b) Elections of Officers (Chairperson and Chair Pro-Tem)

Chairman Necker noted that the Commissioners have rotated for the two positions in the past and solicited interest for serving as Chair and Co-Chair.

Motion to appoint Rob Hanna as Chair:

By: Commissioner Noakes

Second: Commissioner Necker

Approved: 6-0; none absent

Motion to appoint Seth Katz as Chair Pro-Tem

By: Commissioner Binning

Second: Commissioner Noakes

Approved: 6-0; none absent

5. PLANNING COMMISSION – Discussion Items

a) 2015 House Keeping Items

Community Development Director Bishop advised of the scheduled dates for Planning Commission for 2015 and inquired if there were any conflicts for the Commission members, there were none.

b) Comprehensive Plan Request for Proposal

Community Development Director Bishop advised the Commission that the City of Castle Pines is soliciting proposals from qualified consultants to prepare a Comprehensive Plan for the City. The City's current Comprehensive Plan, adopted from Douglas County, CO in 2009 was tailored to satisfy the statutory requirements. In doing so, the City met the statutory requirement of having a Comprehensive Plan; however, the plan emphasizes Douglas County and does not provide a vision for the City of Castle Pines. The current plan also does not integrate City plans, reflect community aspirations and values, and is deficient of current and future demographics and contains outdated maps and illustrations.

Mr. Bishop developed this RFP with help from Ms. Binning and Mr. Noakes. The key dates are 1/23/2015 – RFP published in multiple locations nationwide; 2/20/2015 – RFP submission deadline; 04/2015 – select consultant and award contract; 05/2015 – project commences; 12/2015 – project completion.

c) Proposed Site Improvement Plan Amendment (Section 27 of the Zoning Ordinance)

Community Development Director Bishop explained to the Commission that the City of Castle Pines adopted their current Zoning Ordinance directly from Douglas County. It has been several years since this adoption and it is time to reconsider the document and make it more appropriate for Castle Pines. This project will come in front of the Planning Commission soon.

6. DIRECTOR UPDATE

a) Development Activity/Land Use Applications/Presubmittal Meetings

Community Development Director Bishop updated the Planning Commission on the projects as follows:

i. Library

The location application was received last Friday and is under review. Mr. Bishop plans to have this before Planning Commission in March.

ii. CPTC Platting Activity

One developer is still processing their plat, but they are getting close to completion.

iii. CC-20 Assisted Living Facility

Two larger companies that develop and build assisted living facilities have inquired about the land and if they have a project that might work. The hold-up is the size of the site is 7 acres and these companies only need approximately 4 acres.

iv. Bohannon Huston On-call Engineering Services

Last Fall the City completed an RFP for On-Call Engineering Services. Bohannon Huston was selected by the committee and they were approved by City Council at the January 13, 2015 meeting.

7. ADJOURNMENT

Motion to adjourn: Commissioner Katz

Second: Commissioner Tosby

Approved: 6-0; none absent

The meeting was adjourned at 7:15 p.m.

RESPECTFULLY SUBMITTED:



Bruce Roome, CMC, City Clerk

APPROVED:



David Necker, Chair