

1. CALL TO ORDER

Chairperson Matt Rasmussen called the regular meeting to order at 6:00 PM.

a. Roll Call

Members present: Commissioners Matt Rasmussen, Ryane Olin, Boyd Owen, Richard Skreen, Robert Frazier, and Frank Lovejoy

Members not present: Commissioner David VanCamp was excused

Staff present: Planner Kylee Jones of Kimley-Horn, Secretary Karlene Akesson

2. CITIZEN COMMENTS

3. REPORTS

Secretary Karlene Akesson gave a verbal report.

4. CONSENT AGENDA

5. OLD BUSINESS

Planner Kylee Jones of Kimley-Horn gave a verbal update on the Critical Areas Ordinance (CAO).

6. NEW BUSINESS

a. STEP Zoning Code Amendments (Emergency Shelter, Transitional Housing, Emergency Housing, Permanent Supportive Housing)

Planner Kylee Jones of Kimley-Horn introduced herself.

Planner Kylee Jones presented. Commissioner Richard Skreen clarified with Planner Kylee Jones that there is a correction to the table: On page 11 of the packet, under two of the columns for Emergency Housing and Emergency Shelter, it should have a 'P' (permitted) not a 'C' (Conditional Use).

Commissioner Frank Lovejoy provided comment. Planner Kylee Jones stated she would talk with Planner Rachel Granrath to see if the corrections just mentioned should be looked at and possibly stay 'C' and not change to 'P'. Commissioner Frank Lovejoy and Planner Kylee Jones provided additional comment. Planner Kylee Jones and Commissioner Frank Lovejoy provided comment.

Commissioner Ryane Olin asked Planner Kylee Jones about spacing considerations and where those could be addressed. Planner Kylee Jones, and secretary Karlene Akesson provided comment. Planner Kylee Jones stated she would follow up with Planner Rachel Granrath on spacing considerations.

Planner Kylee Jones asked if there were any general concerns that had not yet been discussed or addressed. Commissioners Robert Frazier and Matt Rasmussen provided comment. Planner Kylee Jones provided comment. Commissioner Matt Rasmussen and Planner Kylee Jones provided comments regarding parking requirements. Planner Kylee Jones asked if the Commissioners would like the planners to draft some language regarding spacing. Commissioners Frank Lovejoy and Robert Frazier stated support for adding language regarding spacing and no opposition was indicated. Planner Kylee Jones asked if there was a certain distance that makes sense for Castle Rock. Commissioners Frank Lovjoy and Robert Frazier provided comments. Planner Kylee Jones asked what their thoughts were on minimum and maximum spacing. Commissioner Frank Lovejoy stated that a 1,000 feet seemed reasonable to him but that he would like to know what the minimum and maximum are before making a decision. Planner Kylee Jones was not sure if a minium

and maximum are stated, but she will find out and get more examples of what other cities are doing. Commissioners Robert Frazier, Matt Rasmussen, Ryane Olin, and Frank Lovejoy provided comment. Planner Kylee Jones provided comment. Commissioner Frank Lovejoy provided comment. Planner Kylee Jones provided comment. Commissioners Ryane Olin and Frank Lovejoy provided comment regarding fire protection. Commissioner Frank Lovejoy asked if there was a way to see what the code as written might look like if implemented. Planner Kylee Jones provided comment. Commissioner Frank Lovejoy and Planner Kylee Jones provided comment. Planner Kylee Jones asked if there were any concerns with the occupancy limits that are currently in the draft code. There were no concerns indicated. Commissioners Matt Rasmussen and Ryane Olin provided comment regarding building code adherence. Planner Kylee Jones stated she would double-check that these codes aligned with building codes. Commissioner Robert Frazier stated there should be reviews for fire and police/safety plans. Commissioners Ryane Olin and Frank Lovejoy provided comments. Planner Kylee Jones asked if there were any more questions or concerns. Commissioner Richard Skreen asked if there was flexibility for administrative decisions. Planner Kylee Jones and Commissioner Frank Lovejoy provided comment. Planner Kylee Jones provided comments. Commissioners Ryane Olin and Richard Skreen provided comments that one of the example codes on page 27 of the packet had a waivers and decisions section. Planner Kylee Jones and Commissioner Ryane Olin provided comment. Planner Kylee Jones provided comment and stated they could add in some waiver and decision language for the Commissioners to review. Commissioner Richard Skreen stated that it sounded reasonable, there was no opposition indicated. Commissioner Ryane Olin, secretary Karlene Akesson, and Commissioner Matt Rasmussen provided comment regarding who would make the administrative decision. Commissioner Ryane Olin stated he would like to see some language for the waivers. Planner Kylee Jones stated it would likely say City Manager or designee. Commissioner Ryane Olin provided comment. Planner Kylee Jones stated they would do more research and add a couple sections. Planner Kylee Jones thanked the Commissioners for their time and departed from the meeting. Commissioners Richard Skreen, Matt Rasmussen, and Frank Lovejoy provided comment.

7. ADJOURNMENT

There being no further business, Chairperson Matt Rasmussen adjourned the regular meeting at 6:49 PM.

Karlene Akesson, Secretary