CASTLE ROCK Planning Commission | **Planning Commission Regular Meeting**
May 19, 2026

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, David VanCamp, Richard Skreen, and Frank Lovejoy
Members absent: Commissioner Robert Frazier
Staff present: Contracted Planner Rachel Granrath, Secretary Karlene Akesson

2. CITIZEN COMMENTS

3. REPORTS

Planner Rachel Granrath provided a verbal report.

a. Building & Planning Permit Applications

Secretary Karlene Akesson provided a verbal and written report.

4. CONSENT AGENDA

5. OLD BUSINESS

a. Mobile Food Vendors - Draft Code and Discussion

Planner Rachel Granrath presented. Planner Rachel Granrath expressed the changes that were made were to the fifteen-day limit that was in item F. It was removed to increase flexibility. With the addition of a couple of different processes for special events, the fifteen-day cap was restrictive. Commissioner Matt Rasmussen asked the Commissioners if they had any comments or questions. Commissioner Frank Lovejoy asked if there was anything new in the draft ordinance presented from the last draft. Planner Rachel Granrath stated the only difference is the revisions made to item F. to allow for more flexibility. Commissioner Matt Rasmussen provided comment.

Commissioner Ryane Olin motioned, seconded by Commissioner Frank Lovejoy**,** to approve the Mobile Food Vendors Draft Code Ordinance as written. Motion carried by roll call vote. Commissioners Matt Rasmussen, Ryane Olin, Richard Skreen, David VanCamp, Boyd Owen, and Frank Lovejoy voted 'Aye'.

6. NEW BUSINESS

Planner Rachel Granrath provided comment regarding putting together a schedule of items to work through for future Planning Commission meetings.
Secretary Karlene Akesson asked the Commissioners if they had a preference on meeting lengths. Commissioner Frank Lovejoy stated that the meeting lengths would be dictated by how much needed to get done. The Commissioners were in agreement with this statement. It was the consensus of the Planning Commission that meetings should be held unless there is no pertinent business to discuss. Secretary Karlene Akesson stated that items that were not time-sensitive could be moved to the next meeting but asked if there was a small item that was time-critical; would the Commissioners have any objection to holding a shorter meeting. Commissioner Matt Rasmussen provided comment.

Commissioner Frank Lovejoy stated that if it wasn't something that was time-critical, pushing it off to the next meeting so that the meetings lasted for half an hour to an hour would be more productive and ideal, but shorter or longer as needed. The Commissioners present expressed agreement with this statement. Commissioner Matt Rasmussen stated it makes sense and Commissioner Frank Lovejoy provided comment.

Commissioner Matt Rasumssen asked if we were expecting any of the meetings to be moved this summer. Secretary Karlene Akesson stated that there were no known meeting schedule changes at this time. Commissioners Frank Lovejoy, Matt Rasmussen, and Secretary Karlene Akesson provided comment.

7. ADJOURNMENT

Commissioner Boyd Owen motioned, seconded by Commissioner David VanCamp, to adjourn the regular meeting. All were in favor. Chairperson Matt Rasmussen adjourned the regular meeting at 6:08 PM.

Karlene Akesson, Secretary