

1. CALL TO ORDER

Chairperson Rick Sullivan called the regular meeting to order at 6:05 pm.

a. Roll Call

Members present: Chairperson Rick Sullivan, Vice-Chair Matt Rasmussen, Commissioners Richard Skreen, Ryane Olin, and David VanCamp. Commissioner Lisa White was excused.

Staff present: Contracted Planner Mike Manning of SCJ Alliance, Secretary Karlene Akesson.

2. APPROVAL OF MINUTES

a. April 16, 2024 Planning Commission Regular Meeting and Public Hearings Minutes

Commissioner Matt Rasmussen motioned, seconded by Ryane Olin, to approve the April 16, 2024 minutes as presented. Motion carried by roll call vote. Commissioners Rick Sullivan, Matt Rasmussen, Richard Skreen, Ryane Olin, and David VanCamp voted 'Aye'.

b. June 18, 2024 Planning Commission Regular Meeting Minutes

Commissioner Matt Rasmussen motioned, seconded by Ryane Olin, to approve the June 18, 2024 minutes as presented. Motion carried by roll call vote. Commissioners Rick Sullivan, Matt Rasmussen, Richard Skreen, Ryane Olin, and David VanCamp voted 'Aye'.

3. PUBLIC COMMENT

4. REPORTS

5. OLD BUSINESS

6. NEW BUSINESS

a. Regulating Food Trucks/Food Carts and Other Temporary Food Vendors

Planner Mike Manning presented. Commissioner Richard Skreen stated he would concur with option number 2 (of Planner Mike Manning's presentation); to allow as a ministerial decision (no public notice/hearing) due to the mobile nature of it; as it does not pose a long-term planning or zoning problem. Commissioner Rick Sullivan provided comment. Planner Mike Manning provided comment. Commissioner Rick Sullivan stated his items of concern were electrical setups, wires crossing roads or sidewalks, restroom availability for staff and patrons, and the proximity of mobile vendors to existing eating establishments. Planner Mike Manning provided comments and stated parameters could be set to only allow mobile establishments so many feet from existing food establishments. Commissioner Ryane Olin provided comments and stated unless they (mobile vendors) have permission from the brick and mortar establishment. Planner Mike Manning provided comment. Commissioners Rick Sullivan and Ryane Olin provided comment. Commissioner Rick Sullivan provided comment and stated concern over trash disposal, grease traps, and waste water. Commissioner Ryane Olin provided comment. Commissioner Rick Sullivan provided comment and expressed concern over fire, gas, and open fire cooking or if that would even be allowed, and no

cooking under a canopy. Planner Mike Manning provided comment. Commissioners Matt Rasmussen, Ryane Olin, Rick Sullivan, and Planner Mike Manning provided comment. Planner Mike Manning asked for the Commissioners' thoughts on zoning or having a food truck overlay. Commissioner Matt Rasmussen expressed he does not think there is any particular area(s) to designate. Commissioner Ryane Olin provided comment. Richard Skreen asked if (the area mobile food vendors could occupy) could fall under ministerial review. Commissioner Matt Rasmussen expressed concern over establishing a zone (for mobile food vendors) due to the size of the City. Commissioner Rick Sullivan expressed he did not see anything wrong with, if once in a while; parks, ball fields, schools, church parking lots for fundraisers; use mobile food vendors, as long as it's not interfering with parking and public access, but was not in favor of them just pulling up in front of somebody's house and parking on the street for business. Ryane Olin was in agreement with Commissioner Rick Sullivan and expressed that insurance should be taken into consideration. Planner Mike Manning agreed and provided additional comment. Commissioner Richard Skreen asked if there would be some conditional use permits that would be in the residential zone, and would be allowed per ministerial review. Planner Mike Manning clarified that if (the commission) was to make an allowance for those special circumstances within residential zones such as churches, it would have specific language; maybe state only for churches or sites with this type of use within a residential zone that would allow for the administrative review so long as it follows those pre-determined bounds that we can agree upon for the code. Commissioner Rick Sullivan expressed they should limit the hours of operation to what is allowed by the noise ordinance. Planner Mike Manning was in agreement and stated he would look at what like-sized communities are doing and what seems sensible for what could work for Castle Rock and write a draft code to bring back for the Commissioners to look at. Commissioner Matt Rasmussen provided comment. Planner Mike Manning provided comment. Commissioners Rick Sullivan, Matt Rasmussen, and Richard Skreen provided comment. Commissioner Rick Sullivan asked what the Commission's thoughts were in the lines of what the Commission did with Air B'n-B's and such - limiting the number of permits for the year - maybe having something set up that would limit the amount of time under a permit, maybe have a dedicated space for them. Planner Mike Manning expressed that to be an option; but maybe for vendors that would want to stay more long-term rather than on a temporary basis. Commissioner Rick Sullivan provided comment. Planner Mike Manning stated he would look into what other communities are doing and see if anybody has identified any capacity like that. Commissioners Rick Sullivan, and Richard Skreen provided additional comment.

7. ADJOURNMENT

Commissioner Richard Skreen motioned, seconded by Commissioner Rasmussen, to adjourn the regular meeting. All were in favor.

At 6:28 pm, Chairperson Rick Sullivan adjourned the regular meeting.