



**JEFFERSON**  
COUNTY COLORADO

**Jefferson County Planning Commission Minutes**

**July 13, 2022, 6:15 p.m.**

**Hearing Room 1 / Virtual Hearing via WebEx Events**

**100 Jefferson County Pkwy**

**Golden, CO 80419**

Members Present: Chairman Rogers  
Commissioner Jost  
Commissioner Becker  
Commissioner Lemmer  
Commissioner Meyer

Members Absent: Commissioner Hatton  
Commissioner Spencer  
Commissioner Duncan

Staff Present: Russ Clark, Planning Supervisor  
Kimi Schillinger, Executive Secretary, Administrative Assistant  
Kristin Cisowski, Assistant County Attorney  
Amelia Brackett Hogstad, Planner  
Cassidy Clements, Host, Planner  
Fritz Clauson, Planner  
Heather Gutherless, Senior Planner  
Sara Kohles, Planner  
Lindsey Wire, Engineering Supervisor  
Ross Klopff, Co-Host, Engineer  
Holly Powers, Administrative Lead  
Micah Badana, Budget Supervisor  
Melodie Clayton, Transportation & Engineering

Carey Markel, Deputy County Attorney  
Anthony Chambers, Assistant County Attorney

**These minutes summarize the final decision made by the Board at the referenced meeting. This meeting was also audio recorded and that recording is available for review. In the event there is confusion as to what the final decision of the Board is, the Board will rely on the audio tape to interpret the Board's intent. The audio tape shall act as an official record of these proceedings for any necessary purpose when, in the opinion of the Board, the minutes are in any way insufficient. An audio copy of the Planning Commission proceedings is available by contacting the Secretary to the Board.**

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1. Call to Order

Chairman Rogers called the meeting to order at 6:15 pm.

2. Pledge of Allegiance

3. Discussion of Virtual Meeting Procedures

4. Citizen Comments

A short period for members of the public to appear without being scheduled ahead of time to make comments on planning matters not before the Commission at this time.

No citizens came forward to speak during the public comment period.

5. Approval of Minutes

To approve the minutes from June 22, 2022.

Motioned by Commissioner Lemmer

Seconded by Commissioner Becker

**Approved**

6. Consent Agenda

To adopt the attached resolutions approving the cases on the consent agenda subject to the conditions of approval identified in the applicable staff reports.

Motioned by Commissioner Meyer

Seconded by Commissioner Becker

**Approved**

1. 21-123285PF  
**Preliminary and Final Plat**  
**Case Name:** Crag Ranch Subdivision  
**Owner/Applicant:** The Sodon Family Living Trust, The Ritchie Family Living Trust  
**Location:** 29015 Cragmont Drive  
Section 21 and 22, Township 5 South, Range 71 West  
**Approximate Area:** 40.20 Acres  
**Purpose: To subdivide the property into 2 lots for single-family detached units**  
**Case Manager:** Nathan Seymour
  
2. 22-104786SU  
**Special Use**  
**Case Name:** Mother Cabrini Shrine  
**Owner/Applicant:** Missionary Sisters of the Sacred Heart  
**Representative:** Dale Sanders and John Sanderson, Integration Design Group  
**Location:** 20189 Cabrini Boulevard, Golden  
Section 16, Township 4 South, Range 70 West  
**Approximate Area:** 485.44 Acres  
**Purpose: To allow religious assemblies and related uses, rectory, parish house and schools in an Agricultural Two (A-2) Zone District.**  
**Case Manager:** Amelia Brackett Hogstad

7. Regular Agenda

Following the taking of sworn testimony and a general discussion, the board moves to adopt the attached resolutions subject to the conditions of approval identified in the applicable staff reports.

1. 22-103595SV  
**Service Plan**  
**Case Name:** RRC Metropolitan District Nos. 1, 2, 4, 5, and 6  
**Owner/Applicant:** Lennar Colorado  
**Location:** Multiple Parcels, Lots and Tracts (see legal description in attached Service Plan)  
Northeast of C-470 and Morrison Road  
Section 36, Township 4 South, Range 70 West  
**Approximate Area:** 268.91 Acres  
**Purpose: To amend an existing Special District Service Plan for RRC Metropolitan District Nos. 1 and 2 and consider a Special District**

**Service Plan for RRC Metropolitan District Nos. 4-6.**

**Case Manager:** Heather Gutherless

**Sworn Testimony**

Paula Williams, Applicant Representative

Paul Rufien, Foothills Parks & Recreation

Motioned by Commissioner Jost

Seconded by Commissioner Lemmer

Aye (5): Chairman Rogers, Commissioner Jost, Commissioner Becker, Commissioner Lemmer, and Commissioner Meyer

**Approved (5 to 0)**

2. 22-106831RZ

**Rezoning**

**Case Name:** 10020 W Montgomery Ave

**Owner/ Applicant:** Judith A. Otis

**Location:** 10020 W Montgomery Ave, Littleton  
Section 16, Township 5 South, Range 69 West

**Approximate Area:** 3.34 Acres

**Purpose: Rezoning from Agricultural-2 (A-2) to Suburban Residential-1 (SR-1) to allow the future subdivision of the property into two lots for single-family detached units.**

**Case Manager:** Fritz Clauson

**Sworn Testimony**

Jamie Otis, Applicant

Matthew Otis, Applicant

Del Mlady, Neighbor in Opposition

Kathy Mlady, Neighbor in Opposition

Motioned by Commissioner Jost

Seconded by Commissioner Becker

Aye (5): Chairman Rogers, Commissioner Jost, Commissioner Becker, Commissioner Lemmer, and Commissioner Meyer

**Approved (5 to 0)**

3. 21-121001PF

**Preliminary and Final Plat**

**Case Name:** Ken Caryl Ranch North Plains Filing 1

**Owner/Applicant:** NADG Ken-Caryl Ranch LP, a Delaware limited

Partnership

NADG Ken-Caryl Ranch 2 LP, a Delaware limited partnership

**Location:** AIN/PIN(s): 59-293-00-001, 59-294-00-002 and 59-294-00-003

Northwest of the intersection of South Alkire St. and West Ken Caryl Ave.

Section 29, Township 5 South, Range 69 West

**Approximate Area:** 114.985 Acres

**Purpose: To subdivide the property into 249 lots for single-family detached units and several tracts for future residential development, common area and park land.**

**Case Manager:** Lindsey Wire

**Sworn Testimony**

David Abers, Applicant

Susan Wade, Applicant

Chelsey Green, Applicant

Patrick Garland, Applicant

Alicia Zimmerman, Applicant

Travis Frazier, Applicant

Dennis Carruth, Applicant

Gail Clark, Mountain Gate III HOA

Erik Johnsen, Neighbor in Opposition

Laura Neal, Neighbor in Opposition

Kassie Fischer, Neighbor in Opposition

Mark Kunugi, Neighbor in Opposition

Motioned by Commissioner Jost

Seconded by Commissioner Becker

Aye (5): Chairman Rogers, Commissioner Jost, Commissioner Becker, Commissioner Lemmer, and Commissioner Meyer


**Approved (5 to 0)**

8. Adjournment

There being no further business to come before the Planning Commission, the meeting was adjourned at 9:58 pm.

*Timothy P. Rogers*

Chair



Executive Secretary

It was moved by Commissioner **Meyer** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION  
COUNTY OF JEFFERSON  
STATE OF COLORADO

**July 13, 2022**

**RESOLUTION**

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**21-123285PF** Preliminary and Final Plat  
**Case Name:** Crag Ranch Subdivision  
**Owner/Applicant:** The Sodon Family Living Trust  
The Ritchie Family Living Trust  
**Location:** 29015 Cragmont Drive  
Section 21 and 22, Township 5 South, Range 71  
West  
**Approximate Area:** 40.20 Acres  
**Purpose:** **To subdivide the property into 2 lots for single-family detached units**  
**Case Manager:** Nathan Seymour

The Jefferson County Planning Commission hereby recommends **APPROVAL WITH CONDITIONS**, of the above application on the basis of the following facts:

1. That the factors upon which this decision is based include evidence and testimony and staff findings presented in this case.
2. The Planning Commission finds that:
  - A. The proposal conforms to the Land Development Regulation because all applicable regulations have been satisfied, or will be satisfied, prior to recordation of the Preliminary and Final Plat, as indicated within the staff report.
3. The following are a conditions of approval:
  - A. Submittal of a title insurance commitment update with an effective date less than 45 days prior to the recording of the Plat which depicts no new owners or encumbrances. Said title insurance commitment shall be approved by the County Attorney's Office.
  - B. The Improvements Agreement being approved as to form by the County Attorney's Office.
  - C. The recordation of the Plat mylars being prepared in accordance

- with the red-marked print dated July 13, 2022.
- D. Payment of \$1,200 for fees-in-lieu of park land dedication prior to plat recordation or payment of the fees-in-lieu of park land dedication as set forth in the Improvements Agreement prior to building permit, as applicable. This fee should be submitted on a separate check made payable to Jefferson County Treasurer.
  - E. Payment of \$800 for fees-in-lieu of school land dedication prior to plat recordation or payment of the fees-in-lieu of school land dedication as set forth in the Improvements Agreement prior to building permit, as applicable. This fee should be submitted on a separate check made payable to Jefferson County Treasurer.
  - F. Recordation of an access and utility easement to the benefit of the created lots and the future lot owners.
  - G. Submittal of a current tax certificate from the County Treasurer's Office indicating that all ad valorem taxes applicable to Crag Ranch Subdivision for prior years have been paid.
  - H. Resolution of Planning Engineering's comments dated June 20, 2022.

Commissioner **Becker** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	<b>Rogers</b>	<b>aye</b>
Commissioner	<b>Jost</b>	<b>aye</b>
Commissioner	<b>Becker</b>	<b>aye</b>
Commissioner	<b>Lemmer</b>	<b>aye</b>
Commissioner	<b>Meyer</b>	<b>aye</b>

The Resolution was adopted by **unanimous** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Kimi Schillinger, Executive Secretary for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, July 13, 2022.

  
\_\_\_\_\_  
Kimi Schillinger  
Executive Secretary

It was moved by Commissioner **Meyer** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION  
COUNTY OF JEFFERSON  
STATE OF COLORADO

**July 13, 2022**

**RESOLUTION**

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**22-104786 SU** Special Use  
**Case Name:** Mother Cabrini Shrine  
**Owner/Applicant:** Missionary Sisters of the Sacred Heart  
**Representative:** Dale Sanders and John Sanderson, Integration Design Group  
**Location:** 20189 Cabrini Boulevard, Golden  
Section 16, Township 4 South, Range 70 West  
**Approximate Area:** 485.44 Acres  
**Purpose:** **To allow religious assemblies and related uses, rectory, parish house and schools in an Agricultural Two (A-2) Zone District.**  
**Case Manager:** Amelia Brackett Hogstad

The Jefferson County Planning Commission hereby recommends **APPROVAL**, of the above application, on the basis of the following facts:

1. That the factors upon which this decision is based include evidence and testimony and staff findings presented in this case.
2. The Planning Commission finds that:
  - A. The proposed Special Use for religious assembly and related uses is compatible with the existing and allowable Open Space, quarry, and single-family residential land uses in the surrounding area. The subject property is surrounded by large lots, the majority of which are unoccupied, and the subject property will continue in its current appearance and functionality.
  - B. The proposal is in conformance with the Comprehensive Master Plan (CMP). It meets the land use recommendation for Use Area 4 of the Central Mountains Area Plan and is a defined Community Use under the CMP. All applicable sections of the CMP policies and recommendations, as described in the staff report, are met.
  - C. The ability to mitigate the negative impacts of the proposed use upon the surrounding area have been considered, and negative impacts to wildlife, slope subsidence, and historical structures



have been mitigated through the requirements in the Special Use Document. Such requirements include wildlife fencing, prohibiting construction on slopes greater than 30%, and preservation standards.

- D. The subject property is served by the Foothills Fire Protection District for fire protection services and the Jefferson County Sheriff's Office for law enforcement. Water and sewer services are provided by individual well and septic systems. Existing infrastructure is adequate and available to serve the proposed land use.
- E. The proposed land use will not result in significant impacts to the health, safety, and welfare of the residents and landowners in the surrounding area.

Commissioner **Becker** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	<b>Rogers</b>	<b>aye</b>
Commissioner	<b>Jost</b>	<b>aye</b>
Commissioner	<b>Becker</b>	<b>aye</b>
Commissioner	<b>Lemmer</b>	<b>aye</b>
Commissioner	<b>Meyer</b>	<b>aye</b>

The Resolution was adopted by **unanimous** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Kimi Schillinger, Executive Secretary for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, July 13, 2022.



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Kimi Schillinger  
Executive Secretary

It was moved by Commissioner **Just** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION  
COUNTY OF JEFFERSON  
STATE OF COLORADO

**July 13, 2022**

**RESOLUTION**

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**22-103595SV** Service Plan  
**Case Name:** RRC Metropolitan District Nos. 1, 2, 4, 5, and 6  
**Owner/Applicant:** Lennar Colorado  
**Location:** Multiple Parcels, Lots and Tracts (see legal description in attached Service Plan)  
Northeast of C-470 and Morrison Road  
Section 36, Township 4 South, Range 70 West  
**Approximate Area:** 268.91 Acres  
**Purpose:** **To amend an existing Special District Service Plan for RRC Metropolitan District Nos. 1 and 2 and consider a Special District Service Plan for RRC Metropolitan District Nos. 4-6.**  
**Case Manager:** Heather Gutherless

WHEREAS, an application was filed with the Planning and Zoning Division of Jefferson County to consider the organization of the above referenced special district;

WHEREAS, after notice as provided by law, a public hearing was held by this Planning Commission on July 13, 2022; and

WHEREAS, based on the study of the Colorado statutes regarding special districts, recommendations of the Jefferson County Planning and Zoning Division, comments of public officials and agencies, and testimony and written comments from all interested parties, this Planning Commission finds as follows:

- (a) There is sufficient existing and projected need for organized service in the area to be serviced by the special district.
- (b) The existing service in the area to be served is inadequate for the present and projected needs.
- (c) The proposed special district is capable of providing economical and sufficient service to the area within its

- proposed boundaries.
- (d) The area to be included in the proposed special district has or, will have, the financial ability to discharge the proposed indebtedness on a reasonable basis.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of Jefferson County, Colorado hereby recommends **APPROVAL**, of the service plan for the above referenced special district to the Board of County Commissioners.

Commissioner **Lemmer** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	<b>Rogers</b>	<b>aye</b>
Commissioner	<b>Jost</b>	<b>aye</b>
Commissioner	<b>Becker</b>	<b>aye</b>
Commissioner	<b>Lemmer</b>	<b>aye</b>
Commissioner	<b>Meyer</b>	<b>aye</b>

The Resolution was adopted by **unanimous** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Kimi Schillinger, Executive Secretary for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, July 13, 2022.

  
\_\_\_\_\_  
Kimi Schillinger  
Executive Secretary

It was moved by Commissioner **Jost** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION  
COUNTY OF JEFFERSON  
STATE OF COLORADO

**July 13, 2022**

**RESOLUTION**

---

**22-106831RZ** Rezoning  
**Case Name:** 10020 W Montgomery Ave  
**Owner/ Applicant:** Judith A. Otis  
**Location:** 10020 W Montgomery Ave, Littleton  
Section 16, Township 5 South, Range 69 West  
**Approximate Area:** 3.34 Acres  
**Purpose:** **Rezoning from Agricultural-2 (A-2) to Suburban Residential-1 (SR-1) to allow the future subdivision of the property into two lots for single-family detached units.**  
**Case Manager:** Fritz Clauson

The Jefferson County Planning Commission hereby recommends **APPROVAL**, of the above application, on the basis of the following facts:

1. That the factors upon which this decision is based include evidence and testimony and staff findings presented in this case.
2. The Planning Commission finds that:
  - A. The proposed single-family detached residential land use is compatible with the existing and allowable single-family detached residential uses in the surrounding area. The Rezoning would allow the residential land use to remain and allow accessory uses, including limited agricultural uses, consistent with the surrounding land uses.
  - B. The proposal is in general conformance with the Comprehensive Master Plan (Plan) because it meets the land use and density recommendations in the South Plains Area Plan and is in conformance with the other applicable sections of the Plan goals and policies.
  - C. The ability to mitigate the negative impacts of the proposed land use upon the surrounding area have been considered, and no negative impacts were identified.
  - D. The subject property is currently served by the Jefferson County

Sheriff's Office, West Metro Fire Protection District, and the Lakehurst Sanitation and Water District, and proposed future lots would be served by the Southwest Suburban Denver Water and Sanitation District. Existing infrastructure is adequate and available to serve the proposed land uses.


- E. The proposed land uses will not result in significant impacts to the health, safety, and welfare of the residents and landowners in the surrounding area.

Commissioner **Becker** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	<b>Rogers</b>	<b>aye</b>
Commissioner	<b>Jost</b>	<b>aye</b>
Commissioner	<b>Becker</b>	<b>aye</b>
Commissioner	<b>Lemmer</b>	<b>aye</b>
Commissioner	<b>Meyer</b>	<b>aye</b>

The Resolution was adopted by **unanimous** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Kimi Schillinger, Executive Secretary for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, July 13, 2022.



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Kimi Schillinger  
Executive Secretary

It was moved by Commissioner **Just** that the following Resolution be adopted:

BEFORE THE PLANNING COMMISSION  
COUNTY OF JEFFERSON  
STATE OF COLORADO

**July 13, 2022**

**RESOLUTION**

---

**21-121001PF** Preliminary and Final Plat  
**Case Name:** Ken Caryl Ranch North Plains Filing 1  
**Owner/Applicant:** NADG Ken-Caryl Ranch LP, a Delaware limited Partnership  
NADG Ken-Caryl Ranch 2 LP, a Delaware limited partnership  
**Location:** AIN/PIN(s): 59-293-00-001, 59-294-00-002 and 59-294-00-003  
Northwest of the intersection of South Alkire St. and West Ken Caryl Ave.  
Section 29, Township 5 South, Range 69 West  
**Approximate Area:** 114.985 Acres  
**Purpose:** **To subdivide the property into 249 lots for single-family detached units and several tracts for future residential development, common area and park land.**  
**Case Manager:** Lindsey Wire

The Jefferson County Planning Commission hereby recommends **APPROVAL WITH CONDITIONS**, of the above application on the basis of the following facts:

1. That the factors upon which this decision is based include evidence and testimony and staff findings presented in this case.
2. The Planning Commission finds that:
  - A. The proposal conforms to the Land Development Regulation because all applicable regulations have been satisfied, or will be satisfied, prior to recordation of the Preliminary and Final Plat, as indicated within the staff report.
3. The following are conditions of approval:
  - A. Submittal of a title insurance commitment update with an effective date less than 45 days prior to the recording of the Plat

which depicts no new owners or encumbrances. Said title insurance commitment shall be approved by the County Attorney's Office.

- B. The Improvements Agreement being approved as to form by the County Attorney's Office.
- C. The recordation of the Plat mylars being prepared in accordance with the red-marked print dated July 13, 2022.
- D. Recordation and approval of Drainage Easement Deed ED22-109177ED by the Board of County Commissioners.
- E. Recordation and approval of Commissioners' Deed CD22-109178DE by the Board of County Commissioners.
- F. Recordation and approval of Commissioners' Deed CD22-116595DE by the Board of County Commissioners.
- G. Recordation of a private access easement to provide access to an existing lift station for the Ken Caryl Ranch Water and Sanitation District.
- H. Approval and recordation of a temporary construction easement and a permanent drainage easement required for offsite improvements on Jefferson County property.
- I. Recordation of the subsurface groundwater collections system underdrain maintenance plan.
- J. Recordation of a noise disclosure regarding proximity to Highway C-470 and Ken-Caryl Avenue.
- K. Final approval of the water and sewer plans by the Ken Caryl Ranch Water and Sanitation District and recordation of the water and sewer easements.
- L. Submittal of a current tax certificate from the County Treasurer's Office indicating that all ad valorem taxes applicable to Ken Caryl Ranch North Plains Filing 1 for prior years have been paid.
- M. Resolution of Planning Engineering's comments dated June 29, 2022.
- N. Resolution of County Geologist Comments dated June 22, 2022.
- O. Resolution of Jefferson County Open Space Comments dated June 23, 2022.
- P. Resolution of Foothills Park and Recreation District Comments dated June 16, 2022.

Commissioner **Becker** seconded the adoption of the foregoing Resolution, and upon a vote of the Planning Commission as follows:

Commissioner	<b>Rogers</b>	<b>aye</b>
Commissioner	<b>Jost</b>	<b>aye</b>

Jefferson County Planning Commission Resolution  
Case #21-121001PF  
July 13, 2022  
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Commissioner	<b>Becker</b>	<b>aye</b>
Commissioner	<b>Lemmer</b>	<b>aye</b>
Commissioner	<b>Meyer</b>	<b>aye</b>

The Resolution was adopted by **unanimous** vote of the Planning Commission of the County of Jefferson, State of Colorado.

I, Kimi Schillinger, Executive Secretary for the Jefferson County Planning Commission, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Jefferson County Planning Commission at a regular hearing held in Jefferson County, Colorado, July 13, 2022.



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Kimi Schillinger  
Executive Secretary