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**New Castle, Colorado  
Planning and Zoning Commission  
Wednesday, January 24, 2024, 7:00 PM**

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**Call to Order**

Commission Chair Apostolik called the meeting to order at 7:01 p.m.

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**Roll Call**

Present	Chair Apostolik
	Commissioner Martinez
	Commissioner Carey
	Commission Alternate Rittner (coin toss)
	Commissioner Westerlind
	Commissioner Alternate Parks
	Commissioner Sass
	Commissioner McDonald
Absent	Commissioner Cotey

Also present at the meeting was Town Administrator David Reynolds, Town Planner Paul Smith, Public Works Director John Wenzel, Assistant Town Attorney Haley Carmer, Deputy Town Clerk Remi Bordelon, and members of the public.

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**Meeting Notice**

Deputy Town Clerk Bordelon verified that her office gave notice of the meeting in accordance with Resolution TC 2024-1.

**Conflicts of Interest**

There were no conflicts of interest.

**Citizen Comments on Items NOT on the Agenda**

There were no citizen comments.

**Items For Consideration**

**Consider Resolution PZ 2024-1, A Resolution of the New Castle Planning and Zoning Commission Recommending the Amendment of Sections 17.04.050 and 17.36.040 of the Town Municipal Code to add Microbrewery as a Permitted Use in the C-1 Zone District**

Chair Apostolik clarified that the agenda item for Resolution PZ2024-1 was a continuation from the previous meeting but not a continuation of the Public Hearing. Town Administrator Dave Reynolds discussed the conversation staff had with Public Works. He said the town was able to handle the capacity for breweries in town. He verified that a brewery had the potential for waste discharge. He explained that there were protections for such discharge which included filter systems that could collect the discharge before it reached the Wastewater Plant. He said there was municipal code that was already in place regarding discharge that would allow the town to enforce and address any discharge issues. He said staff looked at the definition for microbreweries

50 and adjusted the barrel production from 5,000 barrels to 1,000 barrels. Administrator  
51 Reynolds read the revised microbrewery definition as:

52 *"Microbrewery" means a facility or establishment that (1) manufactures no more than*  
53 *one thousand (1,000) barrels per year of fermented malt beverages or malt liquors*  
54 *on its licensed premises and (2) has a public-facing commercial component such as,*  
55 *but not limited to, a restaurant or other food and beverage establishment. For*  
56 *purposes of this definition, fermented malt beverage and malt liquors have the*  
57 *meaning assigned to them in the Colorado Liquor Code, as amended from time to*  
58 *time, and a barrel shall equal 31 US gallons. A brew pub is included in this definition,*  
59 *provided that it meets the production limitation set forth herein.*

60  
61 He identified the permitted use of a microbrewery to be categorized under Personal  
62 Service Establishments and read:

63 *Microbrewery, subject to compliance with Town discharge codes and requirements*  
64 *as may be amended in effect from time to time.*

65  
66 Public Works Director John Wenzel said there were a lot of protections for non-  
67 acceptable discharge within the town code as well as remedies. He said the biggest  
68 remedy was requiring the microbrewery to conduct a pre-treatment. Public Works  
69 Director Wenzel expressed his comfortability with the definition for a microbrewery and  
70 what was established in the town code previously addressing discharge.

71  
72 Administrator Reynolds identified the three elements the commission highlighted as  
73 concerns: discharge of the microbrewery, demand for water, and a microbrewery  
74 displaying a forward-facing component. He said the forward-facing element was met  
75 within the definition of a microbrewery. Public Works Director Wenzel had discussed  
76 the discharge concerns. Administrator Reynolds explained the breakdown in water  
77 demand to the commission as follows:

78 One Beer Barrel = 31 gallons of beer.

79 Water to Beer Ratio: 8 gallons of water for every one gallon of beer produced.

80 31 gallons of produced beer x 8 gallons of water = 248 gallons of water per barrel of beer.

81 500 barrels of beer x 248 gallons of water per barrel of beer = 124,000 gallons of water needed.

82 One EQR (equivalent residential unit of water) = 3.5 people using 100 gallons each per day.

83 3.5 people x 100 gallons of water x 365 days in a year = 127,750 gallons of water per year per EQR.

84 Staff suggested that one EQR is the equivalent to \*500 barrels of produced beer.

85 \*Excluding the operation of the business.

86  
87 Administrator Reynolds explained the concept of an EQR as the amount of water sold  
88 to a new home in New Castle (3.5 people within the household). He explained the  
89 formula (above) would be how the town would charge for the water. He said there  
90 were enough EQRs at the moment but that could change once the town was  
91 completely developed/built out. He reminded the commission that the town also had  
92 water rights to the Colorado River. He clarified that if water became tight, Council  
93 could put a moratorium in place.

94  
95 Commissioner McDonald asked how a restaurant was charged for EQRs and what the  
96 cost for an EQR was. Administrator Reynolds said retail restaurants had a sliding scale  
97 where the EQRs was based on the number of seats available for that restaurant. He  
98 clarified that no two restaurants were alike with EQRs. He said the cost was \$9,700 per  
99 EQR for water and \$9,700 for discharge/sewer.

100 Commissioner Martinez asked how it would be handled if a microbrewery purchased  
101 the EQRs but produced far less than 500 barrels. Administrator Reynolds said Council  
102 had some discretion to figure out the cost or review the production of beer versus what  
103 was purchased for EQRs. He clarified that water usage would always be metered, so if  
104 a microbrewery were to use more water than anticipated the town would see that.  
105

106 **MOTION: Chair Apostolik made a motion to approve Resolution PZ 2024-1, A**  
107 **Resolution of the New Castle Planning and Zoning Commission Recommending**  
108 **the Amendment of Sections 17.04.050 and 17.36.040 of the Town Municipal**  
109 **Code to add Microbrewery as a Permitted Use in the C-1 Zone District.**  
110 **Commissioner Carey seconded the motion, and it passed on a roll call vote:**  
111 **Chair Apostolik: Yes; Commissioner Sass: Yes; Alternate Commissioner Rittner:**  
112 **Yes; Commissioner Martinez: Yes; Commissioner Westerlind: Yes;**  
113 **Commissioner McDonald: Yes; Commissioner Carey: Yes.**  
114

115  
116 **R2 Castle Valley Multifamily Sketch Plan Application**  
117 **Prior Meeting Verification from October 25, 2023**

118 Deputy Clerk Bordelon explained the purpose of the verification was to ensure the  
119 seated voting commissioner(s) had reviewed the prior meeting minutes for the land  
120 use application and all documents presented at that meeting.

- 121 • Commissioner Martinez verified she read the prior meeting minutes.
  - 122 • Alt Commissioner Parks verified he read the prior meeting minutes.
- 123

124 Town Planner Paul Smith shared an overview of the changes made by R2 Partners. He  
125 introduced DHM Design Principal Jason Jaynes and R2 Partners Principal Barry  
126 Rosenberg. Planner Smith said the original sketch plan was reviewed by the  
127 commission and Council. He said R2 Partners hosted an open house as well. He said  
128 from the feedback they received, they returned with a revised sketch plan.  
129

130 Mr. Rosenberg said the drive for the changes was based on the feedback from the  
131 commission, Council, and the open house. He said R2 Partners received feedback  
132 regarding open space and that it was a core focus. From that, he said, there now  
133 existed 40 acres of open space in their sketch plan. He identified the tightening of the  
134 development specific to the 'ring road' that was once 24,000 linear feet reduced to  
135 14,000 linear feet of road. He said R2 Partners was trying to address the feedback  
136 received and by tightening the site and reducing the linear road by 1,000 square feet  
137 added a cost benefit. He explained that the new design increased the story height for  
138 two housing units from a two-story building to a three-story building making it possible  
139 to eliminate a planned housing unit altogether. He said the height addition was still  
140 under the 40-foot restriction and was planned around sight line sensitivity.  
141

142 Mr. Rosenberg addressed the price points of the units and highlighted the inclusion and  
143 commitment to 5 units, deed restricted, dedicated to the town. He clarified that \$3,200  
144 was the average rent in Glenwood Springs and \$2,500 for Rifle. He said New Castle's  
145 average rent was closer to the average of Glenwood Springs for newer builds. He said  
146 he referenced the 2019 Regional Housing Study. He said their beginning rent for a  
147 one-bedroom unit would be \$2,285 and a two-bedroom unit would be just under  
148 \$3,000. Chair Apostolik referred to the last meeting with R2 Partners and clarified that

149 it was not the commission's job to dictate the cost or fees of their project. He said the  
150 term 'affordable' was listed in the comprehensive plan but reiterated that the  
151 commission does not determine how much a developer charges for their product. Mr.  
152 Rosenberg said affordability was a message received by the community as well as the  
153 commission, so they wanted to address it.

154  
155 Mr. Jaynes discussed the design changes with the commission and referenced the  
156 updated sketch plan design (Exhibit A). He said there were changes made to the site  
157 plan with some architectural changes. He said their intention was to explain and  
158 explore the revised proposal with the aid of visual designs. He identified the overriding  
159 goals as providing open space and lifestyle encouraged by the development, scenic  
160 views, ample sunlight, available recreation, maintaining the neighborhood buffer,  
161 taking advantage of existing grade and respecting existing recreation corridors  
162 available to the public. He reviewed the side-by-side comparison of the original sketch  
163 plan to the updated changes (Exhibit A, Page 2). Mr. Jaynes said the visual aid  
164 highlighted the change in the footprint of the development, but the proximity to the  
165 single-family residences remained mostly the same. He said compacting the site plan  
166 allowed for a larger buffer space as well as the chance to develop on less steep grade.  
167 He said they had been working with staff and the Fire District to have a wildland fire  
168 resilient development proposal. Mr. Jaynes identified the increased compactness of the  
169 building layout with the new site plan and said the arrangement of buildings and the  
170 unit types remained largely the same (Exhibit A, Page 3). He discussed the 3-story  
171 buildings in the middle of the site plan and explained their intent was to integrate the  
172 two 'Live/Work' units in the most unimpactful way by tucking the buildings into the  
173 grade. He said the first two 'Live/Work' buildings that are 2-stories would screen the  
174 back 'Live/Work' units from North Wildhorse Drive.

175  
176 Planner Smith asked if the design team had a floor plan for the 'Live/Work' 3-story  
177 buildings. Andrea Korber with Land and Shelter Architecture clarified there would be  
178 units in the front and back of the 'Live/Work' buildings. Planner Smith asked what the  
179 building heights would be for the 3-story buildings and the townhomes. Ms. Kober said  
180 the townhomes and the 2-story 'Live/Work' measured differently due to existing grade  
181 but averaged around twenty-five-feet. She said the 3-story buildings would be in the  
182 thirty-four-foot range at the midpoint, but clarified the actual ridge was higher than  
183 that.

184  
185 Ms. Korber said the 3-story units design intention was to create a house sized, gabled  
186 form unit with a quiet lower level to preserve the look of a 2-story complex. Chair  
187 Apostolik asked if the design team had any concerns about shading out the townhomes  
188 behind the 3-story units. Ms. Kober clarified that the townhomes were far enough  
189 apart but said they could conduct a shading study. Mr. Rosenberg confirmed a shading  
190 study was easy to complete.

191  
192 Planner Smith noted that the parking significantly changed from the original proposal.  
193 He identified the design intention attempting to screen the parking island in the middle  
194 of the site plan. Mr. Jaynes said they took advantage of the climbing grade as well to  
195 provide another level of screening. Planner Smith asked about the screening for car  
196 headlights where grading does not provide assistance. Mr. Jaynes confirmed they

197 planned to utilize landscaping in order to assist with car headlight screening. He  
198 clarified that a landscape buffer was planned after every 8 bays for parking.  
199  
200 Commissioner Carey noted that the trail alignment remained the same in the visual aid  
201 of the updated site plan. She asked if the stretch of trail between the 'Empty Nesters'  
202 and the rest of the development would retain public access. Mr. Jaynes confirmed the  
203 trail traveling in the middle of the development would remain public access.  
204  
205 Commissioner Sass asked if covered parking would be considered for the 'Empty  
206 Nesters' buildings. Mr. Jaynes said it had not yet been discussed. Mr. Rosenberg said  
207 it would be a positive feature to have car ports with available storage. Commissioner  
208 Sass agreed and added it would be a beneficial structure that could allow for solar  
209 installation. Commissioner Sass asked about the availability for electric vehicle (EV)  
210 charging for cars. Mr. Rosenberg confirmed that they tend to prewire for it in case  
211 there was a need or growing need in the future. Planner Smith confirmed that the town  
212 adopted updated building codes that addressed EV readiness as part of state  
213 requirements. Alternate Commissioner Parks asked if the improvements to parking on  
214 North Wildhorse also included the option of an EV charging station. Mr. Rosenberg said  
215 they had not discussed that as an option yet.  
216  
217 Commissioner Carey addressed the 'ring road' and asked about parallel parking  
218 options. Mr. Jaynes referenced the Loop Road Right of Way (ROW) Update visual and  
219 outlined where they planned to provide a single lane of parallel parking (Exhibit A,  
220 Page 6). Commissioner Carey noted people were going to park where they wanted and  
221 asked if the design would consider a fifty-eight-foot ROW. Public Works Director  
222 Wenzel clarified that a 58' ROW was the new street design standard and said the  
223 increased road width would allow for an additional parking lane. Commissioner  
224 McDonald asked if the design could be adjusted to move the townhomes further back  
225 into the hillside to increase the ROW. Mr. Jaynes said it was physically possible, but the  
226 steeper grade would be difficult to build on. Planner Smith shared the example of  
227 Whitetail Drive where there was a single lane for parallel parking however, he said  
228 compliance only existed due to the lots not being filled in. Commissioner Carey  
229 proposed increasing the ROW to 58' by widening the road where there was planned  
230 grassland in the interior of the site plan design.  
231  
232 Commissioner McDonald asked about the size of the garages for the townhomes with  
233 the update from 5 townhome buildings to 9 townhome buildings. He noted that a  
234 single car garage was not large enough. Mr. Rosenberg clarified that the updated  
235 design had the same number of townhomes but with the addition of more end units  
236 allowing for two-car garages for those end units.  
237  
238 Alternate Commissioner Rittner asked if there was further discussion around a property  
239 manager on site. She asked that since the development was rental units, if it were  
240 possible to restrict the amount of vehicles per unit. Mr. Rosenberg said it was possible  
241 and had been done before for other properties. He added it was fairly effective, but it  
242 only managed the private driveways and private lots which excluded public parking.  
243 Commissioner Martinez said the issue was the 'ring road' public parking, not private  
244 lots.  
245

246 Commissioner Sass asked what was planned to control vehicle speed especially along  
247 the 'ring road.' Mr. Jaynes confirmed that they planned to have traffic calming of some  
248 kind by the trail crossings. Mr. Rosenberg said they preferred to narrow the lanes  
249 rather than installing bump outs.

250  
251 Commissioner Sass remarked that she liked the changes that were made in the  
252 updated design. Commissioner Carey thanked the design team for listening to the  
253 feedback and adjusting accordingly. Chair Apostolik said the updated design addressed  
254 everything from the last meeting. Chair Apostolik asked if there were any plans to  
255 develop the southeastern portion of land that had been condensed with the updated  
256 design. Mr. Rosenberg said they had no plans to develop that area and added they  
257 planned to designate a portion of the 50 acres of land to the town.

258  
259 Commissioner Carey discussed the 5 affordable units and asked if they could be  
260 available not only for local town employees but also the greater community of local  
261 public servants. Administrator Reynolds said there was flexibility similar to the Romero  
262 development arrangement to allow for greater availability.

263  
264 Planner Smith said R2 Partners was looking for direction and feedback on which  
265 development design the commission preferred. The commission unanimous agreed  
266 they preferred the new design (Exhibit A).

267  
268

### 269 **Staff Reports**

270 Deputy Bordelon reminded the commission that three seats were up for reappointment  
271 in April 2024. She said she would need a Letter of Interests by March 1<sup>st</sup> from the  
272 three commissioners if they were interested in continuing their service: Commissioner  
273 Westerlind, Commissioner Sass, and Commissioner Cotey. She said she would send  
274 each of them a reminder by email and stated the vacancies would also be advertised to  
275 the public.

276  
277 Planner Smith reported the next regularly scheduled Planning & Zoning commission  
278 meeting would be held on February 14<sup>th</sup> and involved a sketch plan from TC Fuels. He  
279 said there was a conditional use permit also scheduled for that meeting but was  
280 canceled.

281  
282

### 283 **Commission Comments and Reports**

284 Commissioner Parks reported that the Historic Preservation Commission was planning  
285 an open house in May for public outreach regarding historic designations. He said the  
286 original pursuit of a historic district on Main Street fell through due to a lack of  
287 residential and commercial ownership interest.

288  
289

### 290 **Review Minutes from Previous Meeting**

291 **MOTION: Chair Apostolik made a motion to approve the January 10, 2024**  
292 **meeting minutes. Commissioner McDonald seconded the motion and it passed**  
293 **unanimously.**

294

295 **MOTION: Chair Apostolik made a motion to adjourn the meeting.**  
296 **Commissioner Westerlind seconded the motion and it passed unanimously.**  
297

298 The meeting adjourned at 8:41 p.m.  
299

300  
301 Respectfully Submitted,  
302

303  
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305 \_\_\_\_\_  
306 Chuck Apostolik, Chair  
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310 \_\_\_\_\_  
311 Remi Bordelon, Deputy Town Clerk  
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Exhibit A

R2 Partners Sketch Plan Design Updates (Pages 8-13)



# CASTLE VALLEY RANCH MULTIFAMILY SKETCH PLAN APPLICATION (UPDATE)



## Exhibit A



DHM DESIGN

Land+Shelter  
ARCHITECTURE AND PLANNING





**Previous Site Plan**

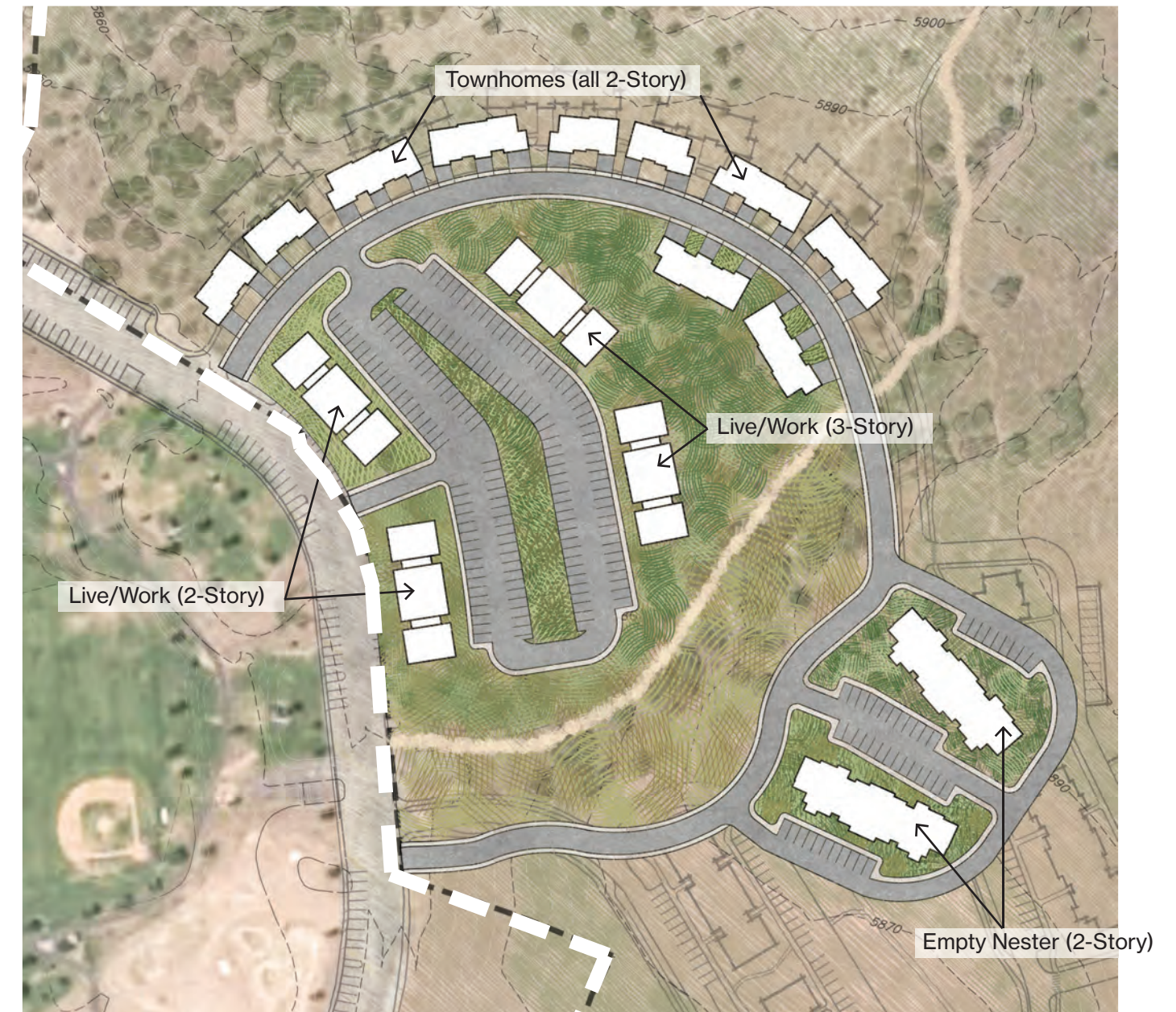


**Current Site Plan**

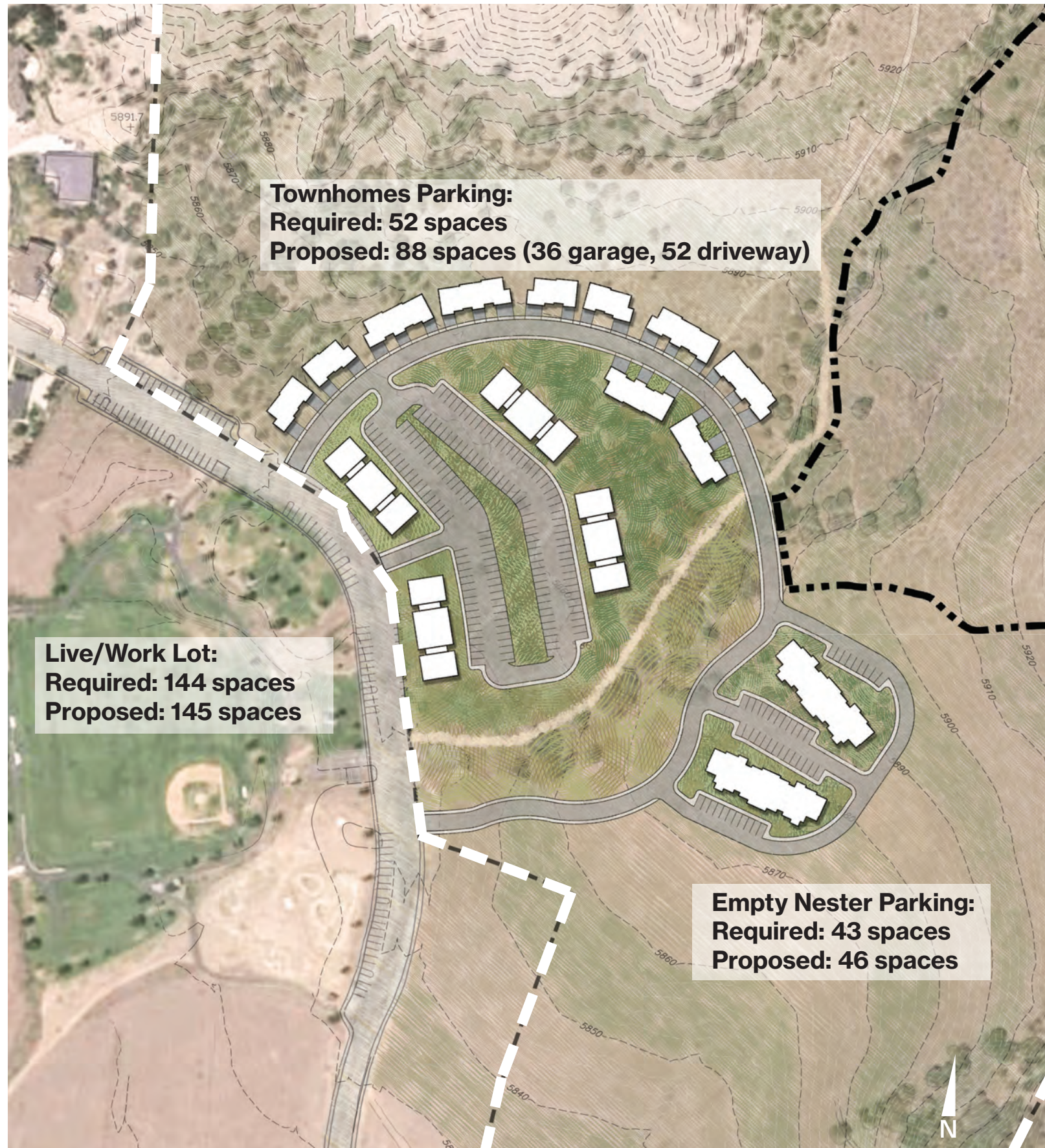


### Site Plan Adjustments

- Compacted overall layout
- Shortened loop road (Town ROW)
- Eliminated 1 Live/Work building, converted 2 to 3-story Live/Work buildings
- Townhouse buildings more condensed and shorter sets of units
- Increased area of open space



## Illustrative Site Plan Update

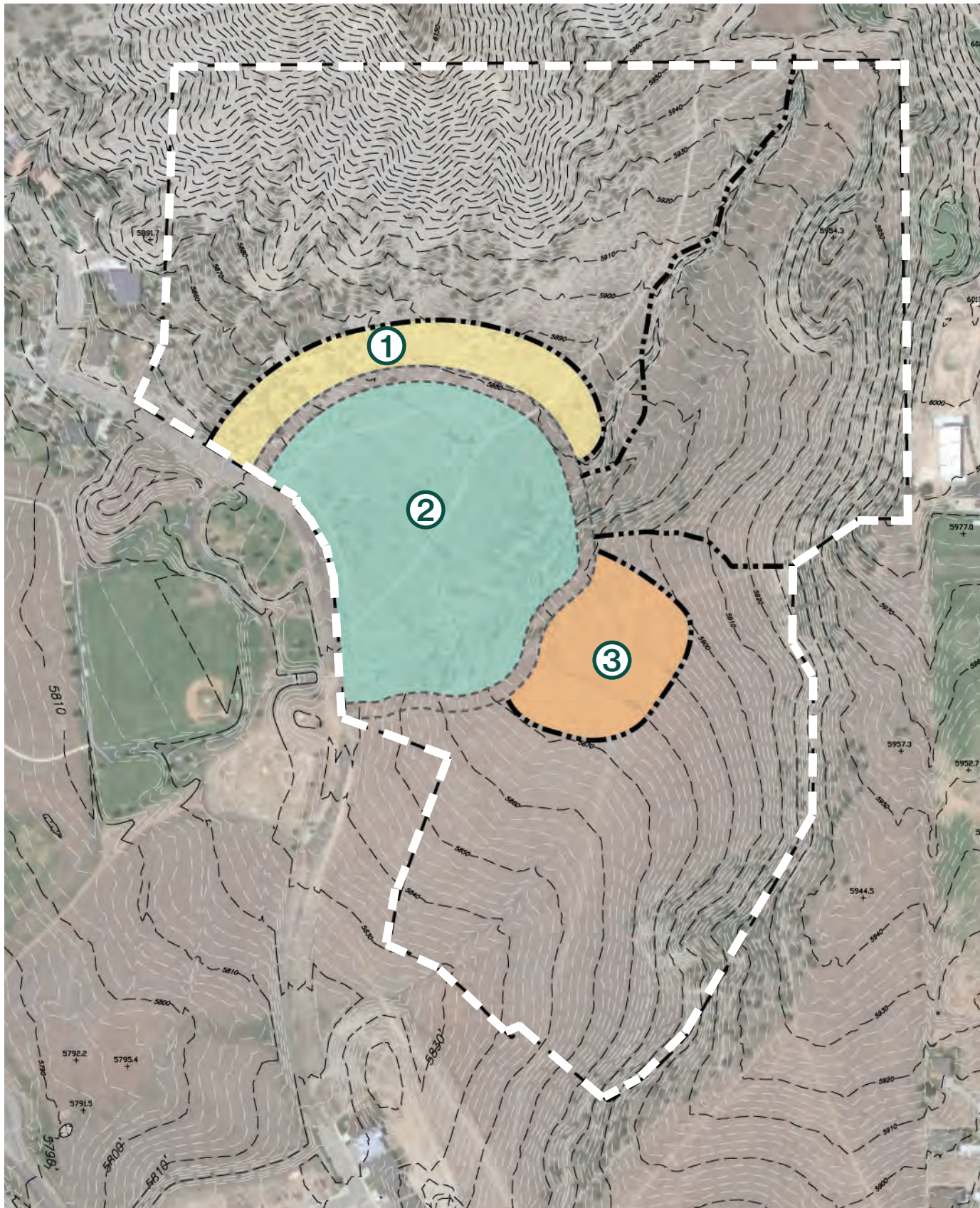


required	proposed
'general parking'	
buildings 1-4 units = 2 spaces/du buildings 5+ units = 1.5 spaces/du required total: 208 spaces *per code 17.104.100*	<b>proposed: 228 spaces</b> (36 garage + 156 off-street + 36 driveway)
'seasonal + recreational vehicle parking' (1) space for every 5 units of 5-plex or greater required: 21 *per code 17.104.100*	<b>proposed: 25</b>
	<b>TOTAL PROPOSED SPACES: 253</b>
<b>TOTAL REQUIRED SPACES: 229</b>	*additional on-street parking provided in parallel parking lane of ROW

**N Wildhorse Parking:**

Existing Perpendicular Parking at Vix Park (estimated): 67 spaces  
 Proposed Paved Perpendicular Parking at Vix Park: 75-80 spaces

**Site Plan - Parking Update**



**DENSITY AND AVERAGE LOT SIZE PER UNIT** = after removing dedicated open space, ROW, and seller retained parcel, the development area is broken into four parcels (1-4); parcel 4 remains as private open space for screening/buffering, landform, and trail access. Density is calculated per individual parcel.

2,200 SF lot area per unit (19.8 du/ac) max density (per CVR MF-1 Zone District)

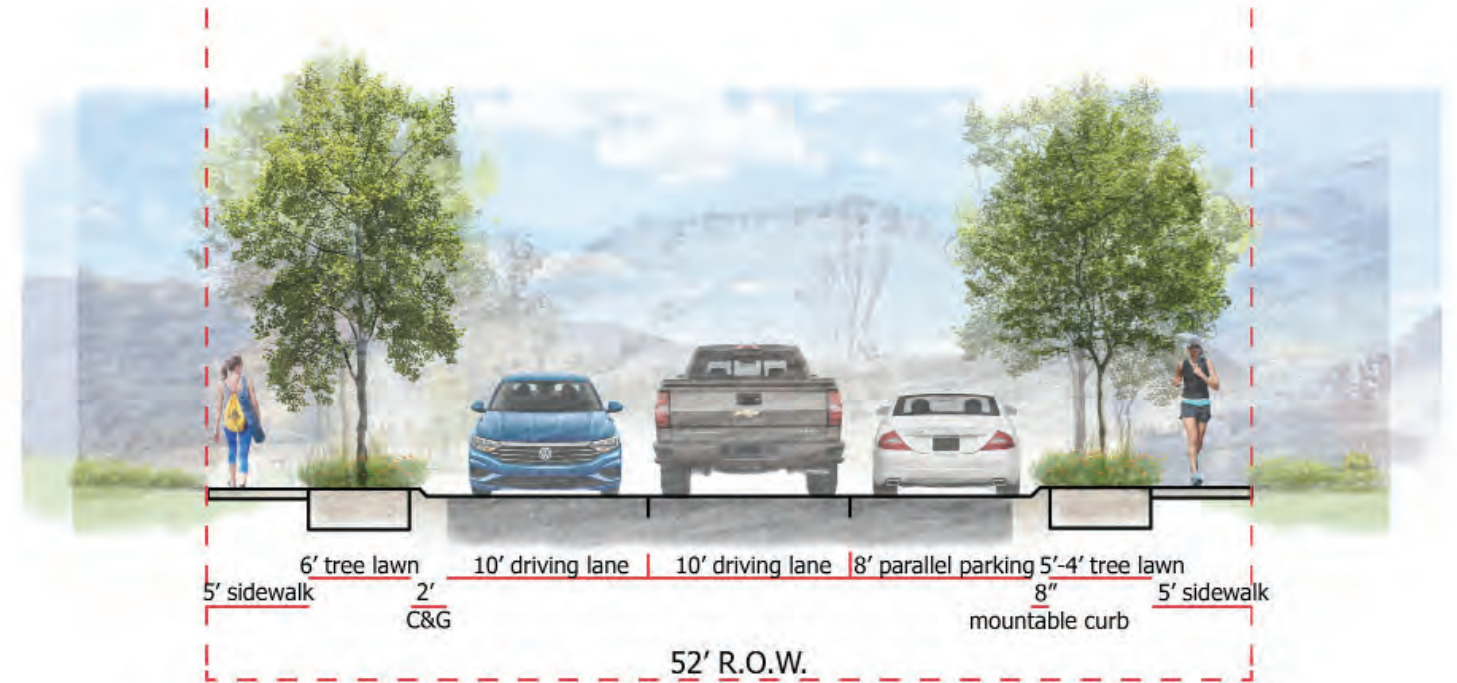
PARCEL	AREA (in s.f.)	# OF UNITS	DENSITY (lot size per unit)
1	97,165 SF	20	4,860
2	324,335 SF	86	3,770
3	83,410 SF	12	6,950

## Density Calculations

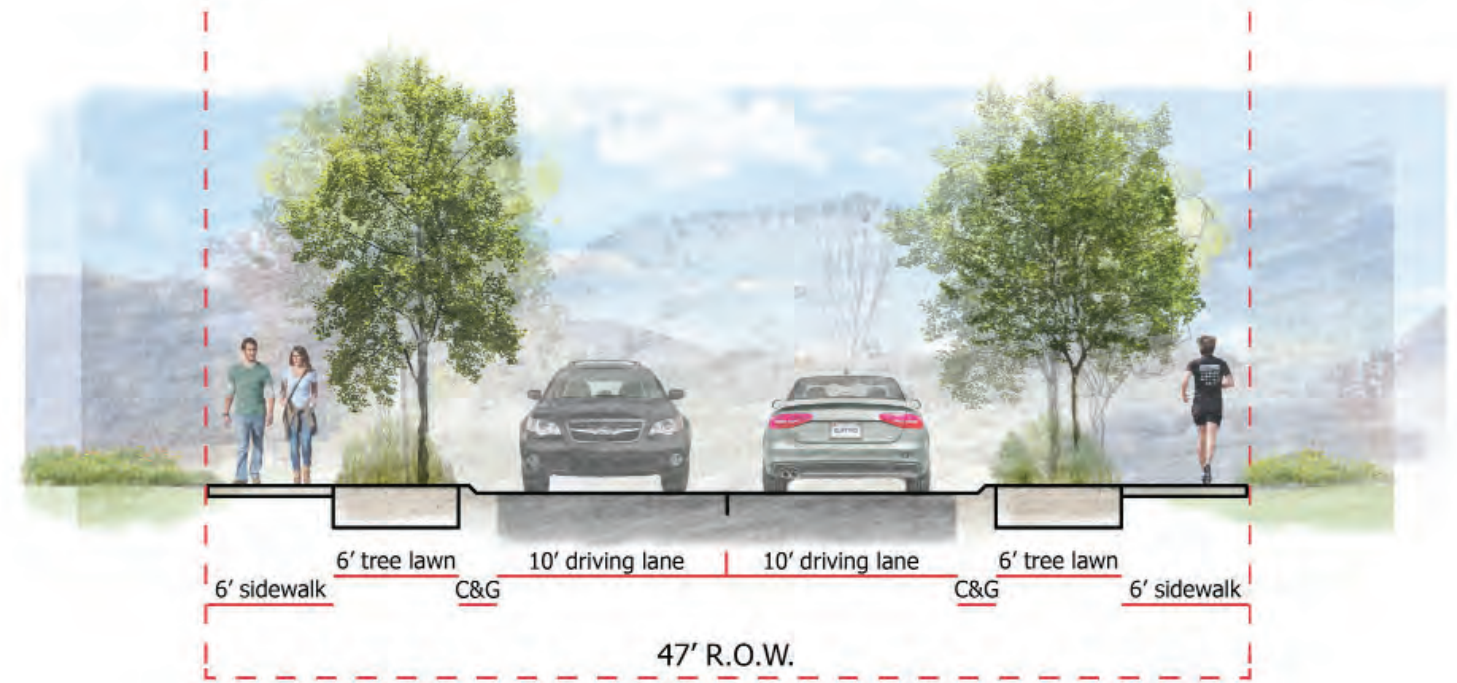


Parallel Parking Capacity: 35-40 spaces

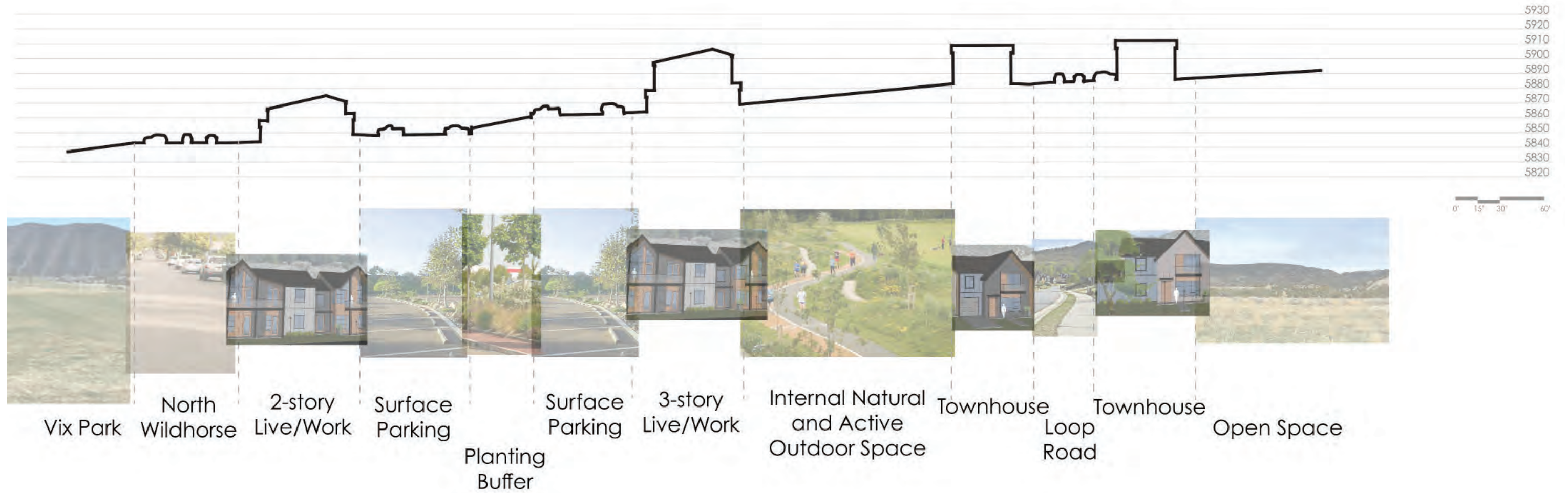
### Parallel Parking ROW



### No Parking Needed ROW



## Loop Road ROW Update



## Site Section



Viewshed from Roundabout