



## City of Lone Tree Planning Commission Agenda Tuesday, January 12, 2016

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**Meeting Location:**  
**Meeting Procedure:**

City Council Meeting Room, Lone Tree Civic Center, 8527 Lone Tree Parkway

The Lone Tree Planning Commission and staff will meet in a public Study Session at 6:00 p.m. in the lower level of the Civic Center. The Regular Meeting will be convened at 6:30 p.m. in the City Council meeting room. Contact Jennifer Drybread, [jennifer.drybread@cityoflonetree.com](mailto:jennifer.drybread@cityoflonetree.com) if special arrangements are needed to attend (at least 24 hours in advance). Comments from the public are welcome during the Public Comment portion of the meeting (brief comments on items not appearing on the regular meeting agenda). Those persons requesting to comment on an agenda item will be called upon by the Chair. If you have any questions please contact Jennifer Drybread, Senior Planner, at [jennifer.drybread@cityoflonetree.com](mailto:jennifer.drybread@cityoflonetree.com), or 303-708-1818.

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### 5:30 p.m. Study Session Agenda

1. Administrative Matters

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### 6:30 p.m. Regular Meeting Agenda

1. State of the City Presentation – Mayor Gunning
2. Election of Officers – Chair, Vice Chair/Secretary, Alternate to Board of Adjustment and Appeals (Community Development Director, Kelly First, will lead the elections)
3. Opening of Meeting / Roll Call
4. Conflict of Interest Inquiry
5. Public Comment (For Items NOT appearing on the agenda)
6. Minutes of the December 8, 2015 Planning Commission meeting
7. Presentation of Planning Commissioner Notebooks
8. Adjournment

**MINUTES OF THE**  
Lone Tree Planning Commission Meeting  
December 8, 2015

**Lone Tree Civic Center**

**1. Attendance**

In attendance were:

Martha Sippel, Chair  
Dave Kirchner, Vice-Chair  
Rhonda Carlson, Planning Commissioner  
Stephen Mikolajczak, Planning Commissioner  
Herb Steele, Planning Commissioner

Andrew Dodgen, Planning Commissioner, was absent

In attendance from staff were:

Kelly First, Community Development Director  
Jennifer Drybread, Senior Planner  
Hans Friedel, Planner II

**2. Opening of Meeting / Roll Call**

Chair Sippel called the meeting to order at 6:30 p.m.

**3. Conflict of Interest Inquiry**

There were none stated.

**4. Public Comment (For Items NOT appearing on the agenda)**

There was no public comment for items not on the agenda.

**5. Minutes of the October 27, 2015 Planning Commission meeting**

Commissioner Mikolajczak moved to approve the minutes, Commissioner Kirchner seconded, and the minutes of the October 27, 2015 Planning Commission Meeting were approved unanimously.

**6. Discussion on Planning Commission Survey responses**

Jennifer Drybread led an open discussion with Planning Commission members on what they liked about their experience on the Planning Commission in 2015 and what they would like changed regarding the training of new and existing members. Topics discussed included Planning Commission packets, Planning Commission study sessions, Staff presentations, the conduct of their meetings, and ideas for increasing public involvement.

**7. Recognition of outgoing Planning Commission members Martha Sippel and Stephen Mikolajczak**

This being their final meeting on the Planning Commission, Chair Sippel and Commissioner Mikolajczak received plaques commemorating their service to the City of Lone Tree.

**8. Adjournment**

There being no further business, the meeting was adjourned at 8:30 p.m.

These minutes have been reviewed and confirmed by

\_\_\_\_\_ (name), on \_\_\_\_\_(date)