



Planning Commission Agenda - Final

Chair Todd Warnke
Vice Chair Kevin McHugh
Carlos Salinas
Jeff Samuelson
Tom Martinez
Kari Stanley
Mitchell Sawin

Thursday, May 14, 2026

6:00 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

**** ALL TIMES ARE APPROXIMATE ****

5:30 pm DINNER FOR BOARD MEMBERS

6:00 pm CALL TO ORDER / ROLL CALL

6:00 pm CERTIFICATION OF MEETING

6:00 pm APPROVAL OF MINUTES

[PC 2026-009](#)

March 12, 2026 Planning Commission Meeting Minutes

Attachments:

[March 12, 2026 Planning Commission Meeting Minutes](#)

[PC 2026-010](#)

April 23, 2026 Planning Commission Meeting Minutes

Attachments:

[April 23, 2026 Planning Commission Meeting Minutes](#)

6:02 pm PUBLIC HEARING ITEMS

[PC RESO
2026-001](#)

**Use by Special Review - Tenant Finish - 651 Topeka Way, Suite
#400 (Lot 1 Blk 1 Citadel Station Filing #4)**

Attachments:

[Staff Report](#)

[Attachment A: Vicinity Map](#)

[Attachment B: Resolution for Abby Dew For You Use by Special Review - Tene](#)

[Attachment C: Project Narrative](#)

[Attachment D: Site Plan](#)

6:32 pm TOWN COUNCIL LIAISON UPDATE

6:42 PM DESIGN REVIEW BOARD UPDATE

6:42 pm COMMISSION ITEMS

Check for quorum for upcoming meetings

May 28, 2026

June 11, 2026

6:52 pm STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

7:00 pm ADJOURN



Town of Castle Rock

Agenda Memorandum

Agenda Date: 5/14/2026

Item #: **File #:** PC 2026-009

To: Members of the Planning Commission

From: Planning Commission Administrator

March 12, 2026 Planning Commission Meeting Minutes

Executive Summary

Attached are the meeting minutes from the March 12, 2026 Planning Commission meeting for your review and approval.



Planning Commission Meeting Minutes - Draft

Chair Todd Warnke
Vice Chair Kevin McHugh
Carlos Salinas
Jeff Samuelson
Tom Martinez
Kari Stanley
Mitchell Sawin

Thursday, March 12, 2026

6:00 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

**** ALL TIMES ARE APPROXIMATE ****

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

Present 4 - Chair Todd Warnke, Vice-Chair Kevin McHugh, Kari Olson Stanley, and Mitchell Sawin

Not Present 3 - Carlos Salinas, Tom Martinez, and Jeff Samuelson

Staff in Attendance 8- Mayor Jason Gray, Brad Boland, TJ Kucewesky, Matt Roth, Matt Hayes, John LaSala, Sandy Vossler and Carissa Ahlstrom

CERTIFICATION OF MEETING

APPROVAL OF MINUTES

Moved by Sawin, seconded by Vice-Chair McHugh, to Approve February 12, 2026 Meeting Minutes as presented. The motion passed by a vote of:

Yes: 4 - Chair Warnke, Vice-Chair McHugh, Olson Stanley, and Sawin

[PC 2026-006](#)

February 12, 2026 Planning Commission Meeting Minutes

PUBLIC HEARING ITEMS

[PC 2026-005](#)

Bella Mesa South - Site Development Plan [located northwest of the Mikelson Boulevard and Mitchell Street intersection]

Sandy Vossler presented the Bella Mesa South Site Development Plan and provided background on the site, outlining annexations and major amendments that occurred between 1985 and 2015. Today, the Site Development Plan proposes a 93-unit townhome community on a 9-acre site located northwest of the Mikelson Boulevard and Mitchell Street intersection. The project includes three-story, for-sale townhomes in 4-, 5-, and 6-unit buildings, each with attached two-car garages, along with 57 additional surface parking spaces for a total of 243 spaces. Planned community features include a 1.7-acre tree-shaded park with benches, picnic tables, and a pet station, internal pedestrian walkways connecting to public sidewalks, and landscaping with screening along adjacent roadways and open space. The development is adjacent to Mitchell Gulch open space and nearby trails, with access provided from two driveways on Mitchell Street. Vossler summarized feedback from four neighborhood meetings, which included comments related to retaining walls, parking, lighting, wildlife impacts, traffic, base elevation, blasting and the construction timeline.

Josie O'Connor of Redland, the project's landscape architect, presented additional details about the development and provided background

information on Cardel Homes. Sarah Daringer with Cardel Homes and Travis Frazier, Redland's civil engineer, were also present to answer questions. O'Connor reviewed the project's design goals, which include appropriate density, transitions between uses, pedestrian connectivity, open space, and privacy.

During public comment, a question was raised regarding the proposed exterior lighting.

Commissioner Sawin asked about parking and the location of trash service. O'Connor responded that standard trash pickup would be provided and that the proposed parking supply is adequate. Commissioner Stanley asked about lighting; O'Connor noted that lighting details will be further refined during preparation of the Construction Documents. Frazier added that the Site Development Plan includes building-mounted lighting strategically placed near parking areas and pedestrian walkways, as well as low-level landscape lighting designed to avoid light spillover. Vossler clarified that lighting fixtures are shown in the packet and that the wall-mounted porch lighting meets Town code requirements.

Commissioner McHugh commented on reducing density and providing additional tree buffering. Frazier clarified the location of the proposed buffer intended to mitigate vehicle headlights and noted that garages are oriented toward the interior of the development, which should also help reduce lighting impacts.

Moved by Vice-Chair McHugh, seconded by Olson Stanley, to Approve Planning Commission Topic PC 2026-005 as presented. The motion passed by a vote of:

Yes: 4 - Chair Warnke, Vice-Chair McHugh, Olson Stanley, and Sawin

TOWN COUNCIL LIAISON UPDATE

Mayor Jason Gray provided an update on a potential ride-share service and mobile app that may be coming to Castle Rock. He also shared updates on projects regarding annexations and eligibility requirements for annexation as well as the groundbreaking for Fire Station 156 that will be taking place soon. Additionally, the canvassing law has been updated; homeowners who purchase a home with a "No Solicitation" designation will not automatically be registered with the Town, the new owner has to re-register.

DESIGN REVIEW BOARD UPDATE

COMMISSION ITEMS

Check for quorum for upcoming meetings

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Brad Boland gave an update on staffing for Planning division.

ADJOURN

Moved by Chair Warnke, seconded by Sawin, to Approve [FILE_NR] as presented. The motion passed by a vote of:

Yes: 4 - Chair Warnke, Vice-Chair McHugh, Olson Stanley, and Sawin



Town of Castle Rock

Agenda Memorandum

Agenda Date: 5/14/2026

Item #: **File #:** PC 2026-010

To: Members of the Planning Commission

From: Planning Commission Administrator

April 23, 2026 Planning Commission Meeting Minutes

Executive Summary

Attached are the meeting minutes from the April 23, 2026 Planning Commission meeting for your review and approval.



Planning Commission Meeting Minutes - Draft

Chair Todd Warnke
Vice Chair Kevin McHugh
Carlos Salinas
Jeff Samuelson
Tom Martinez
Kari Stanley
Mitchell Sawin

Thursday, April 23, 2026

6:00 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

**** ALL TIMES ARE APPROXIMATE ****

DINNER FOR BOARD MEMBERS

CALL TO ORDER / ROLL CALL

Present 6 - Jeff Samuelson, Carlos Salinas, Tom Martinez, Chair Todd Warnke, Vice-Chair Kevin McHugh, and Mitchell Sawin

Not Present 1 - Kari Olson Stanley

Staff in Attendance 5 - Brad Boland, Jason Gray, Sandy Vossler, John LaSala, Carissa Ahlstrom

CERTIFICATION OF MEETING

APPROVAL OF MINUTES

Moved by Martinez, seconded by Sawin, to Approve March 12, 2026 minutes as presented. The motion passed by a vote of:

Yes: 6 - Samuelson, Salinas, Martinez, Chair Warnke, Vice-Chair McHugh, and Sawin

[PC 2026-008](#)

March 12, 2026 Planning Commission Meeting Minutes

PUBLIC HEARING ITEMS

[PC 2026-007](#)

Crystal Valley Interchange - East Public Land - 1 Zoning [45 acres, located east of Interstate 25, including Crystal Valley Interchange and surrounding parcels, and portions of the East Frontage Road]

Sandy Vossler presented the proposed zoning for the Crystal Valley Interchange East annexation area, which is scheduled for Town Council consideration in May. The subject property includes areas beyond roadway right-of-way. The proposed zoning designation of Planned Land Use (PL-1) is intended to support municipally owned property and public uses, and to ensure consistent application of Town codes, development standards and fire protection requirements for the interchange area. The property is currently zoned Agricultural-1 within Douglas County. The proposed rezoning is consistent with the goals and policies of the Town of Castle Rock 2030 Comprehensive Master Plan, particularly those related to responsible growth and infrastructure planning, and complies with applicable zoning regulations. No questions were raised by the Planning Commission, and no public comments were received.

Moved by Vice-Chair McHugh, seconded by Sawin, to Approve Planning Commission Topic PC 2026-007 as presented. The motion passed by a vote of:

Yes: 6 - Samuelson, Salinas, Martinez, Chair Warnke, Vice-Chair McHugh, and Sawin

TOWN COUNCIL LIAISON UPDATE

Mayor Jason Gray provided an update to the Commission on several Town initiatives and regional items. He discussed the potential for future water usage, as well as legislative items that may come before Town Council. He also provided an update on the Link Intergovernmental Agreement (IGA), including discussion of the "COCO" project, the recently renamed light rail initiative. Additional updates included progress on the tributary trail connection to the new sports center, results of the Town's recent parking study and proposed changes to water fees for new residential development based on square footage. Mayor Gray also referenced the retention pond project located adjacent to The Grange.

DESIGN REVIEW BOARD UPDATE

No updates from the Design Review Board.

COMMISSION ITEMS

Check for quorum for upcoming meetings

On May 28, 2026, three to four commission members will be out.

STAFF UPDATE/PLANNING COMMISSION DISCUSSION ITEMS

Brad Boland updated the Commission on staffing updates and the draft for the RFP for the Town's master plan.

ADJOURN

Moved by Chair Warnke, seconded by Vice-Chair McHugh, to Approve to Adjourn as presented. The motion passed by a vote of:

Yes: 6 - Samuelson, Salinas, Martinez, Chair Warnke, Vice-Chair McHugh, and Sawin



Town of Castle Rock

Agenda Memorandum

Agenda Date: 5/14/2026

Item #: File #: PC RESO 2026-001

To: Members of the Planning Commission

From: BrieAnna Grandy, Senior Planner, Development Services

Use by Special Review - Tenant Finish - 651 Topeka Way, Suite #400 (Lot 1 Blk 1 Citadel Station Filing #4)

Executive Summary

The applicant, Abby Dew for You, is required approval of a Use by Special Review - Tennant finish for an adult day care at 651 Topeka Way, Suite #400. Abby Dew for You, will provide inclusive activities, workshops on independence and healthy living and create a supportive community for teens and young adults with Individuals with Developmental Disabilities (I/DD). A Use by Special Review is required for day cares in the General Industrial (I-2) Zone District. As Abby Dew for You is proposed to go into an existing building, it is a Use by Special Review - Tenant Finish. A Use by Special Review - Tenant Finish requires a public hearing before the Planning Commission for review and final decision.

Attachments

Attachment A: Vicinity Map

Attachment B: Resolution for Abby Dew For You Use by Special Review - Tenant Finish

Attachment C: Project Narrative

Attachment D: Site Plan

AGENDA MEMORANDUM

To: Planning Commission

From: BrieAnna Grandy, Senior Planner, Development Services

Title: **Use by Special Review – Tenant Finish – 651 Topeka Way, Suite #400 (Lot 1 Blk 1 Citadel Station Filing #4)**

Executive Summary

The applicant, Abby Dew for You, is requesting approval of a Use by Special Review – Tennant Finish for an adult day care at 651 Topeka Way, Suite #400. Abby Dew for You, will provide inclusive activities, workshops on independence and healthy living while fostering a supportive community for teens and young adults with intellectual and developmental disabilities (I/DD). A Use by Special Review is required for day cares in the General Industrial (I-2) Zone District. As Abby Dew for You is proposed to go into an existing building, it is a Use by Special Review – Tenant Finish. A Use by Special Review – Tenant Finish requires a public hearing before the Planning Commission for review and final decision.



Figure 1: Vicinity Map

Background

Existing Conditions and Surrounding Uses

The property is located within the Citadel Station subdivision, a commercial/industrial subdivision that is zoned I-2, General Industrial. The property consists of two 23,500 square buildings, addressed as 680 Atchison Way and 651 Topeka Way, that were built in 1985. The property includes 144 parking spots. Each building is divided into suites that range in size from 1,500 square feet to 7,000 square feet. Some of the existing uses on the property include a brewery, a musical instrument repair shop, a pharmacy, and various office uses. Surrounding uses include office, commercial warehouse, and storage yards.



Figure 2: Existing Buildings

Zoning Regulations

The I-2 District is intended to allow a less restrictive type of industrial development where the necessary characteristics of industrial operation will not adversely affect nearby residential and business uses. The purpose of the district is to permit the normal operation of almost all industries, subject to those regulations necessary for mutual protection of nearby property owners in the lawful use of their respective properties, and the public health, safety and general welfare.

Discussion

Use

Abby Dew for You is proposed to occupy 3,055 square feet within the 651 Topeka Way building. Abby Dew for You is looking to provide a space to host larger social groups, new day programs, more accessibility options, and a greater variety of projects within this new space. The space will facilitate programs, mentoring, and check-ins through sensory friendly spaces. Day care facilities in the General Industrial (I-2) Zone District require approval through a Use by Special Review.

Development Standards

The existing building meets all the required development standards of the General Industrial, I-2 zoning district.

Notification and Outreach

Public Notice

Public hearing notice signs were posted on the property on March 30, 2026. Written notice letters were sent to property owners within 500 feet of the property, at least 15 days prior to the public hearings.

Town staff published notice of the Planning Commission public hearing on the Town's website and provided information about the proposal on the Town's *Development Activity* interactive map.

Neighborhood Meetings

A neighborhood meeting was held on September 8, 2025, virtually on Zoom. One member of the public attended the meeting. Questions pertaining to the Abby Dew for You office location and if there is waitlist for the program were asked.

A second neighborhood meeting was held in an in-person format on April 14, 2026, to provide interested neighbors a chance to view the plans that will be presented to Planning Commission. No members of the public attended.

Analysis

This staff analysis takes into account the representations made in the application and attachments submitted to date.

Use by Special Review and Approval Criteria and Analysis 17.39.010

In addition to the criteria set forth in Section 17.38.040, Use by Special Review applications shall also be evaluated under the following criteria:

- A. *Demonstrates design compatibility with the scale, architectural character and other prominent design themes found within the surrounding neighborhood.*
- B. *Demonstrates compatibility of the proposed use with existing and planned uses on adjacent properties.*
- C. *Mitigates adverse impacts or nuisance effects such as, but not limited to, visual impacts, noise, vibrations, light intensity, odors, loitering or level of outdoor activity, hours of operation or deliveries.*
- D. *Will not result in undue traffic congestion or traffic hazards. Adequate off-street parking must be provided. Pedestrian access must be adequately addressed when this type of access is identified as a significant component or need of the proposed use.*
- E. *Provides adequate landscaping, buffering and screening from adjacent and surrounding uses of potential impact.*

The existing building design and scale is similar to the other buildings in the area and no changes to the building are proposed. The use proposed is compatible with the existing uses on the property and surround properties and is compatible with potential uses allowed per the zoning. The proposed use will be within the existing building so no adverse impacts or nuisance effects will impact surrounding uses on the property or surrounding properties. The traffic generated from the use is in line with the expected traffic generation of the overall property. The use requires 10 parking spaces which is satisfied through the 144 parking spaces provided on site. As the use is inside the building, landscaping, buffering, and screening from adjacent and surrounding uses is not applicable.

Budget Impact

The proposed use will not impact the Town’s budget.

Findings

All staff review comments have been addressed. Town staff has found that the proposed Use by Special Review for Tennant Finish for Abby Dew for You, located at 651 Topeka Way, Suite #400 addresses the following:

- Generally conforms with the objectives of the Town Vision and the Comprehensive Master Plan,
- Meets the review and approval criteria of the Municipal Code, Use by Special Review 17.39.

Recommendation

Staff recommends approval of the Use by Special Review – Tenant Finish.

Proposed Motion

“I move to approve the resolution for the Use by Special Review – Tenant Finish.”

Attachments

Attachment A: Vicinity Map

Attachment B: Resolution for Abby Dew For You Use by Special Review – Tenant Finish

Attachment C: Project Narrative

Attachment D: Site Plan



Unincorporated Douglas County

Subject Property

Unincorporated Douglas County

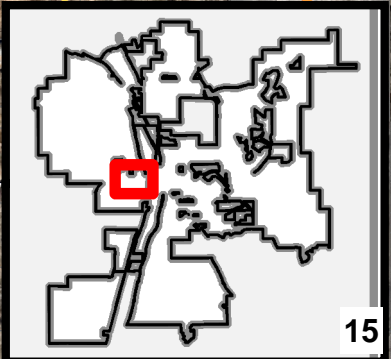
Vicinity Map




 Subject Property

0 115 230 460
 Feet

Disclaimer: If you are unable to access any portion of this map due to a disability as defined under Colorado House Bill 21-1110, we are here to help! Please call us at 303-663-4440, email the Town's accessibility team at accessibility@CRgov.com or submit an accommodation request form at CRgov.com/A11yRequest.



RESOLUTION NO. 2026-001

**A RESOLUTION APPROVING A USE BY SPECIAL REVIEW – TENANT
FINISH APPLICATION FOR AN ADULT DAY CARE
AT 651 TOPEKA WAY, # 400**

WHEREAS, day cares may be permitted in the General Industrial I-2 zone district upon approval of a use by special review (“UBSR”) in accordance with the criteria set forth in Section 17.39.010 of the Castle Rock Municipal Code; and

WHEREAS, the tenant of the property located at 651 Topeka Way, #400 (the “Property”), Abby Dew for You, has submitted an application to the Town of Castle Rock, Colorado (the “Town”) to approve the tenant finish for an adult day care on the property (the “UBSR Application”); and

WHEREAS, the Property is part of the Citadel Station Subdivision, a commercial/industrial subdivision that is zoned I-2, General Industrial; and

WHEREAS, a public hearing on the UBSR Application has been conducted by the Planning Commission; and

WHEREAS, the Planning Commission finds that the UBSR Application:

- (i) Demonstrates design compatibility with the scale, architectural character and other prominent design themes found within the surrounding neighborhood, as no changes to the existing building are proposed;
- (ii) Demonstrates compatibility of the proposed use with existing and planned uses on adjacent properties;
- (iii) Mitigates adverse impacts or nuisance effects such as, but not limited to, visual impacts, noise, vibrations, light intensity, odors, loitering or level of outdoor activity, hours of operation or deliveries, as the use will be within the existing building;
- (iv) Will not result in undue traffic congestion or traffic hazards and provides adequate off-street parking; and
- (v) Provides adequate landscaping, buffering and screening from adjacent and surrounding uses of potential impact, as the use is inside an existing building.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE TOWN OF CASTLE ROCK, COLORADO, AS FOLLOWS:

Section 1. Use by Special Review Approval. The UBSR Application for an adult day care at 651 Topeka Way, #400, is hereby approved subject to compliance with all applicable Town regulations.

PASSED, APPROVED AND ADOPTED on this ___ day of _____, 2026, by the Planning Commission of the Town of Castle Rock by a vote of ___ for and ___ against.

ATTEST:

TOWN OF CASTLE ROCK

Carissa Ahlstrom, Secretary

Todd Warnke, Chair

Approved as to form:

Approved as to content:

Michael J. Hyman, Town Attorney

Tara Vargish, Director of Development Services

Project Narrative

At Abby Dew For You, our mission has always been to support teens and young adults with I/DD in building friendships, practicing life skills, and gaining confidence through fun, inclusive activities. From social hangouts and day programs, to workshops on independence and healthy living, we've worked hard to create spaces where everyone feels connected, supported, and celebrated.

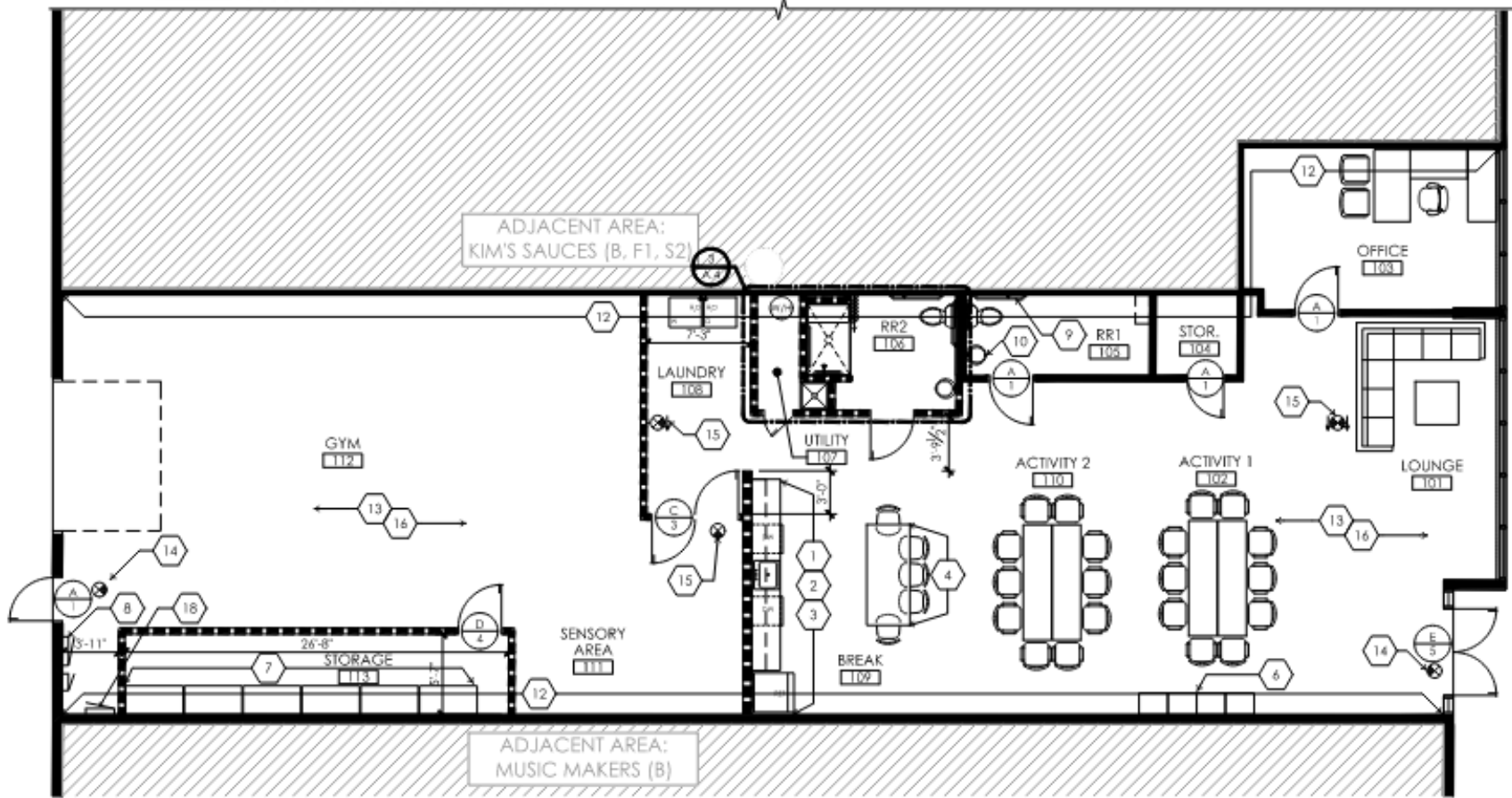
Over the years, we've seen firsthand how powerful it is when our members have a safe, welcoming environment to learn, grow, and simply be themselves. Watching friendships blossom, seeing participants take on new challenges, and celebrating milestones together has been at the heart of everything we do.

Now, as we get closer to moving into our very own building, we're excited to share more about what this new chapter means for our community:

- **Room to grow.** Our new home gives us the space we need to expand in ways we've always dreamed of. Larger social groups, new day programs, more accessibility options and a greater variety of projects will now be feasible. The possibilities truly feel endless!
- **A welcoming, purpose-built space.** Every corner of the new building has been thoughtfully designed with comfort and accessibility in mind. There will be bright gathering areas that invite connection, cozy corners for quiet moments, and sensory-friendly spaces that allow everyone to feel more at ease.
- **A true community hub.** Having a consistent, reliable place to come together changes everything. Families, participants, and staff will now have a central spot not only for programs, but also for mentoring, casual check-ins, and community events. It's a home base where relationships can grow deeper and where support is always within reach.
- **More creativity and fun.** With a space made just for us, we'll no longer be limited by what we can fit into borrowed rooms. We'll be able to dream bigger, with more outings, themed events, celebrations, and hands-on learning experiences. From game nights to skill-building workshops, the new building will open the door to even more opportunities for fun and growth.

This space isn't just a new location—it's a symbol of growth, possibility, and community. It represents the next step in creating a place where our members can thrive, explore their interests, and make lasting friendships.

We can't wait to open the doors and welcome you into this space. It will be filled with the same warmth, energy, and community spirit that Abby Dew For You has always aimed for—only now, we'll have the room to bring our vision to life in even bigger and brighter ways.



PARTITION PLAN

1/8" = 1'-0"

