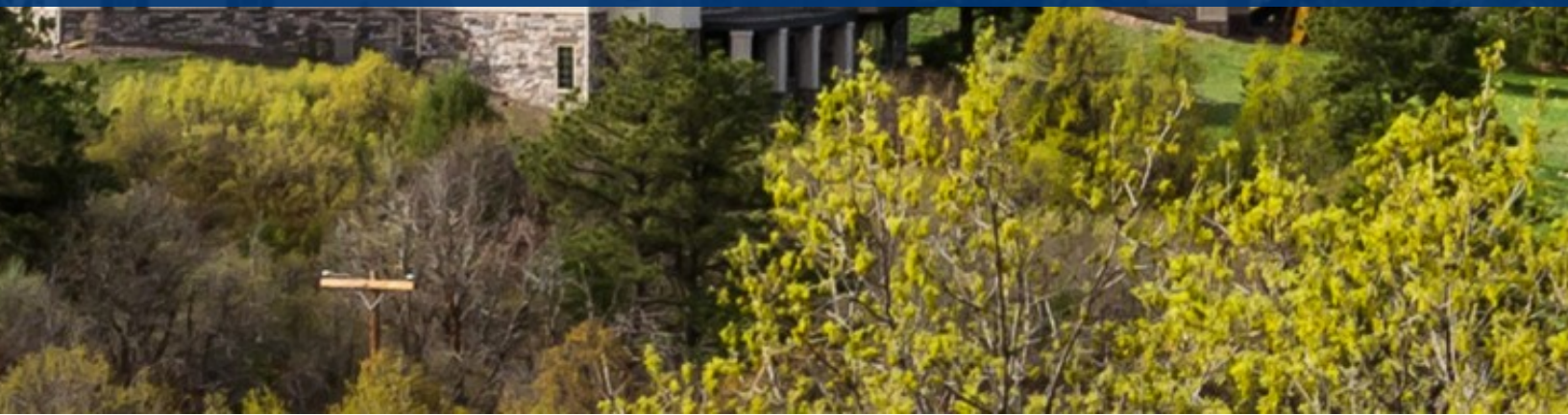




Development Services August 2022 Monthly Report



DEVELOPMENT SERVICES

August Monthly Report



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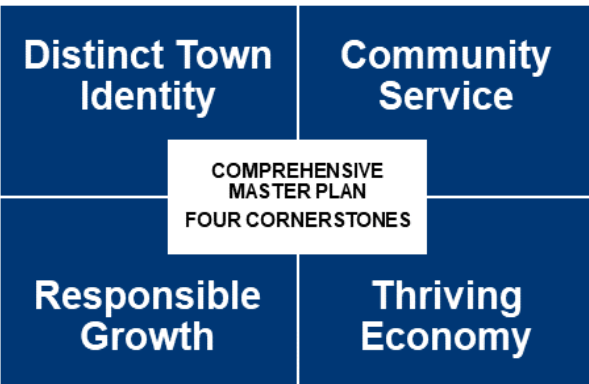
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For the latest Development Activity, visit:

CRgov.com/DevelopmentActivity




News from the Director

Residential new home construction activity has remained slower than average for the month of August, in line with the past few months of permit activity. In August, we issued 36 permits for single family construction, which is 51% less permit activity than August of 2021, and about 58% less than the Town's 5 year average. For multi-family permits, we issued permits for 16 units this past month, which is 23% more than a year ago. August was a busy month for the proposed Dawson Trails project. It is located on the southwest side of Town, west of I-25 and Crystal Valley Parkway. This rezoning application was recommended for approval by the Planning Commission, and heard before Town Council, which voted 7-0 to approve the rezoning. This project is obligated to contribute \$50 M toward the Town's top transportation priority – the Crystal Valley Interchange, with construction anticipated to begin in 2023.



Tara Vargish, PE
Director
Development Services

As summer is winding down, there are still great opportunities to enjoy our amazing outdoor spaces here in Castle Rock. The Farmer's Market at Festival Park on Sundays, concerts at the Amphitheater, and the downtown Oktoberfest on September 17th are just a few. Find details on these, and more fun activities around Town at CRgov.com/Events

 100 N. Wilcox Street
Castle Rock, CO 80104
720-733-2200

 Sign up to get monthly Development Highlights in your inbox! Subscribe by visiting: CRgov.com/NotifyMe

 View past issues of the *Development Highlights Newsletter*, visit: CRgov.com/Development-Activity

 We'd like to hear from you! Provide feedback by completing our Customer Service Survey at: Surveymonkey.com/r/LR35C27

Employee Recognition

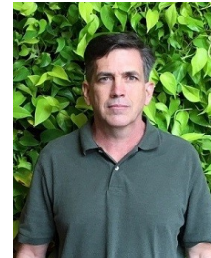
New Employees, Anniversaries, Awards, Certifications



Congratulations to Scott Seubert on 6 years with the Town!



Congratulations to Jackie Jensen on 5 years with the Town!



Congratulations to Martin Magers on 2 years with the Town!



Congratulations to Pam Hall on 4 years with the Town!



Congratulations to Jonathan Cornwell on 1 year with the Town!



Congratulations to Jonathan Weikle on passing his ICC Building Inspector Certification exam!



Welcome to Jaret Bennington on joining the Town as a Construction Inspector!



Welcome to Tyler Wall on joining the Town as a Combination Building Inspector!

Staff Kudos

"I appreciate your communication! You guys are my absolute favorite to work with :)" - Dominique P.

"I love you guys!!!!!" - Ty B.

"Either I have horrible timing, or you guys are on top of it! Either way, yay for not looking like 8 mile in Detroit! Keep up the good work!" – Blake H.

"Thank you for putting [the Neighborhood Cleanup] together for our neighborhood. This was a welcome surprise and by the looks of all that were using the dumpsters, a success. Please also extend my thanks to all those with the town that approved and backed this program." - Resident of Castle Rock

"Thank you so much! I really appreciate how helpful everyone at the building department has been with any help I need." – Matthew U.

Employee Recognition

Customer Service Feedback



Customer Feedback Survey

We launched a customer feedback survey in 2019 to gather input about our customer service on permits and projects, level of responsiveness to inquiries and development activities. If you receive an email from us titled, "We would like your feedback!", please consider taking a few minutes to respond. Your



479 surveys distributed

21 August responses

feedback is valuable to us!

The link is also available in

staff email signatures. All responses are anonymous, unless you request to be contacted by staff. You can also enter our monthly drawing to win a **\$25 gift card** to a local Castle Rock business.



Customer
Feedback

"Very courteous and professional."

"The communication was always very timely and helpful."

"T.J. is great to work with."

"Both Chelsia and Ethen were extremely helpful and timely with responses."

"Cindy in the Building Department was so pleasant, knowledgeable and helpful! So refreshing to have such wonderful customer service. I called a second time days later with another question and Cindy remember my issue and made additional suggestions to help me. The Town of Castle Rock has a great employee!"

"Andrew and Jared were great."

"Tammy captured all the details, put a timeline behind when things would be done, and followed through."

"Our team really appreciated Tammy taking the time to be sure we are clear on the questions we had."

"Ms. King & Mr. Kucewesky are always helpful, courteous and timely in their responses."

"The staff is doing a wonderful job."

"Town of Castle Rock Building Department Team is courteous, friendly, responsive and knowledgeable."

"Ethen - plan reviewer was fabulous and professional as well."

"Tammy King has been a great resource since I started in this business; she is quick to respond to my questions and is very thorough when helping me understand."

Employee Recognition

Staff Spotlight



Staff Spotlight

Kevin Arencibia joined the Town in May of 2022 as a Combination Building Inspector. In his position, Kevin inspects residential and commercial properties for code compliance and life safety issues during various phases of construction. A typical day consists of 20-30 inspections per inspector. They spend the first hour at Town Hall in the area known as “the Bullpen” sorting inspections and reviewing pertinent information; then it’s time to go out and perform the day’s load of inspections.

Combination Inspectors are responsible for up to three different trades in the field: structural, plumbing and mechanical. They cover all phases of construction from initial ground plumbing through final building. Each day they stay out until all inspections are completed and return to the Bullpen to debrief and review results. At the end of their day, all inspections have been completed with results and the inspection count begins for the following day.

The best thing he’s learned from being in this position is that he’s confident in his ability to make important decisions with limited time and information in an ever changing environment.



Kevin is originally from eastern Pennsylvania; an area known as the Lehigh Valley. Growing up there offered him valuable exposure to both city and country living. He left Pennsylvania to attend school at Purdue University and graduated in 2004 with a Bachelor’s degree, an EMT and a commercial pilot license. His professional plans changed, but the education and experience still serves him well today. He likes to stay active, and his hobbies and interests tend to follow suit. Alongside the family, he makes time for his dogs, aviation, martial arts, wilderness and a DIY lifestyle. Two mottos that he lives by are, “Know thyself” and “Think outside the box”. He moved to Parker, CO in 2017 with his wife Tarynn and his daughter Ayla. They wanted to raise their daughter close to her grandparents and his partner was happy to return to her home state. They are dedicated to hard work, family, friends and being good role models. The days go fast, but they fill the time well. Ayla is in second grade now. She’s happy her Dad doesn’t work nights anymore and is proud that he’s an inspector. He is happy in his role with the Building Division and grateful to have the opportunity to work for the Town of Castle Rock.



Building Contractor Luncheon



The Town of Castle Rock has found great value in meeting regularly with our building contractors and their teams. Not only is it a great way to discuss code and policy changes that impact the construction of homes and businesses, we also hear from builders on what is working well and what we could do better in the field or office. We are constantly looking to improve our permitting and inspection processes. Over the course of many luncheons we have received valuable feedback from our contractor customers, often leading to improved changes. Through discussions we get to understand each other's point of view!

Development Services, Building Division held a Contractor Luncheon meeting on August 17th, 2022:

Discussion topics:

- Building Fee Waiver Cards
- Introductions of New Staff:
 - Ethen Westbrook, Plans Examiner I
 - Lenore Bennett, Plans Examiner III
- Job Site Safety
- Weather Resistant Inspections
- Incomplete \$130.00 Re-Inspection Fee
- No Burn Spray to Electrical Wires
- Stairway Construction
- Pick Up Meter Window Time (Mon–Fri, 1—5 pm)
- Open Discussion

Lunch Sponsored By:



Next Contractor Luncheon*:

Wednesday, September 21,
2022 Town Hall Council
Chambers 11:30—1:30 p.m.

*Three or more Council members, Board or Commission members may be attending this luncheon

For getting discussion points on the agenda or sponsoring a lunch, contact:
buildingcounter@crgov.com or schavez@crgov.com

Development Services Technicians: Tracy Shipley, Cindy Brooks, Chelsia Oborny,
Jason Smith, and Darcie Hartman



View luncheon meeting summary notes of past meetings at:

CRgov.com/contractorluncheon

Administrative Reviews

Administrative land use submittals are reviewed and processed by staff, according to Municipal Town Code, and do not require public hearings. All land use submittals go through a rigorous review by Development Services staff as well as plan review staff in Castle Rock Water, Public Works, Fire and Parks and Recreation.

221 N. Wilcox Street

Construction documents and erosion control plans for asphalt pavement removal and soil densification work, located at southwest corner of Wilcox and Third Street.

Calvary Chapel

Water main connection design revision, located at 1480 Canyon Drive.

Crystal Valley Ranch

Design revision to add a traffic circle at the intersection of Lions Paw and Desert Rose Drive.

Liberty Village

Design revision to add small retaining wall in the southeast quadrant of Pleasantview Drive and Castle Oaks Drive.

Meadows

Subdivision improvements agreement for 77 single-family lots, located at Coachline and Wolfensberger Road.

Meadows

Plat, construction documents and erosion control plans for 77 single-family lots, located at Coachline and Wolfensberger Road.

Plum Creek

Erosion control design revision for Plum Creek Golf Course Clubhouse, located at 331 Players Club Drive.

Promenade, Buffalo Wild Wings

Water line design revision for Buffalo Wild Wings restaurant, located at 4995 Factory Shops Boulevard.

Promenade, Future Restaurant

Construction documents and erosion control plans for parking lot and utility improvements for future restaurant with drive-thru pad site, located north of Sam's Club fueling station and east of Promenade Parkway.

Promenade, Chipotle Mexican Grill

Site development plan amendment for 2,306 square-foot Chipotle Mexican Grill with drive-thru, located north of the Sam's Club fueling station and east of Promenade Parkway.

Quality Inn & Suites (Formerly Castle Inn)

Site development plan amendment for pylon sign, located at 200 Wolfensberger Road.

Sanders Business Park

Construction and erosion control plans design revision for temporary access drive installation in support of four flex-space

The Oaks

Erosion control plans for Plum Creek Parkway improvements, located south of Plum Creek Parkway and East of Lake Gulch Road.

Town Project, Crystal Valley Interchange

Preliminary design documents for Crystal Valley Interchange project infrastructure, located west of Crystal Valley Parkway and south of Plum Creek Parkway.

Town Project, Police Department

Design revision for 2nd Street improvements in support of parking lot expansion, located at the corner of Perry Street and Second Street.

Public Hearings Required

Land Use submittals that incorporate new land into the Town's jurisdiction, establish or modify the zoning rules for the land, or site plan layouts for residential neighborhoods or properties requiring buffering are examples of submittals requiring public hearings.



Vicinity Map

Scileppi's SDP Amendment

A new Quasi-Judicial application for a Downtown Site Development Plan for an expansion to the Scileppi's/Slice Works restaurant. The expansion is proposed on the east side of the existing building, where the parking lot is located, and is planned for approximately 6,000 square-feet in size with 4,000 square-feet of the expansion at ground level and 2,000 square-feet within the basement. Seven on-site parking spaces will be located off the rear alley of the 0.278-acre property. The Downtown Site Development Plan will require a public hearing before the Design Review Board for review and approval. An initial neighborhood meeting was held on March 31, 2022. The property is located in Councilmember LaFleur's district.

Project Highlights

- Expansion to Scileppi's/Slice Works restaurant
- 6,000 square-feet in size with 4,000 square-foot expansion at ground level and 2,000 square feet within the basement
- Seven onsite parking spaces will be located off rear alley



Vicinity Map

Eternal Rock Evangelical Lutheran Church SDP Amendment

Eternal Rock Evangelical Lutheran Church has submitted an application for a Downtown Site Development Plan for approval of new landscaping, new signage, new storage facility, and to reconfigure the parking lot with the addition of a second entrance together with new curb/gutter/sidewalk along Phelps Street on the 0.63 acre property. The Downtown Site Development Plan will require a public hearing before the Design Review Board for review and approval. An initial neighborhood meeting was held on May 2, 2022. The property is located in Councilmember LaFleur's district.

Project Highlights

- New Landscaping, storage facility, signage, and reconfigured parking lot with a second entrance together with new curb, gutter and sidewalk along Phelps Street
- 0.63-acre lot

Public Hearings Required Continued



Vicinity Map

Keystone Hotel (Castle Café) Patio SDP Amendment

Castle Keystone, LLC has submitted an application for a Downtown Site Development Plan for approval of a 702 square foot patio on the west side of the historic Keystone Hotel (Castle Café) building. The 0.179 acre property is located at the north west corner of 4th and Wilcox. The Downtown Site Development Plan will require a public hearing before the Design Review Board for review and approval. An initial neighborhood meeting was held on May 24, 2022. The project went before the Historic Preservation Board and received approval for a Landmark Alteration Certificate for the proposal on July 6, 2022. The property is located in Councilmember LaFleur's district.

Project Highlights

- New 702 square foot patio on west side of building
- 0.179 acre property located on corner of 4th and Wilcox

Boards and Commissions

Actions and Updates



Development Services supports five Boards and Commissions that have specific purposes for building appeals, variance hearings, land use case recommendations or determinations. These boards and commissions are filled by residents, and in some cases business owners, as appointed by Town Council.



Board of Adjustment

August 4, 2022 — Held their regularly scheduled meeting at 6 p.m. The Board elected and approved Michelle Moore to serve as Chair (5-0) and Ed Kane to serve as Vice Chair (5--0) for the 2022-2023 term. A Resolution of Appreciation honoring the services of Richard Coffey, Kenneth Martin, and David Miles as members of the board were issued.



Design Review Board

August 10, 2022 — Meeting cancelled.

August 24, 2022 — Meeting cancelled.



Historic Preservation Board

August 3, 2022 — Meeting cancelled.



Planning Commission

August 11, 2022 — Held their regularly scheduled meeting at 6 p.m. and considered the proposed Dawson Trails Planned Development Plan and Zoning Regulations. The Commission heard public comment from Town and County residents, local business owners and others interested in the proposal. Public testimony was provided both in-person and virtually, and comments provided were both for and against the proposed rezoning. Planning Commission voted 7 to 0, to recommend approval of the Dawson Trails Planned Development Plan and Zoning Regulations to Town Council, with the following recommendations 1) that the Town work with the County on the new frontage road extension from the south property boundary of the Dawson Trails development to intersection with Tomah Road, so the entire length of road is both safe and provides fire egress, and 2) to encourage the water department to work with the neighboring communities who may be interested in paying their fair share of accessing the Town's central water system.



August 25, 2022 — Meeting cancelled.

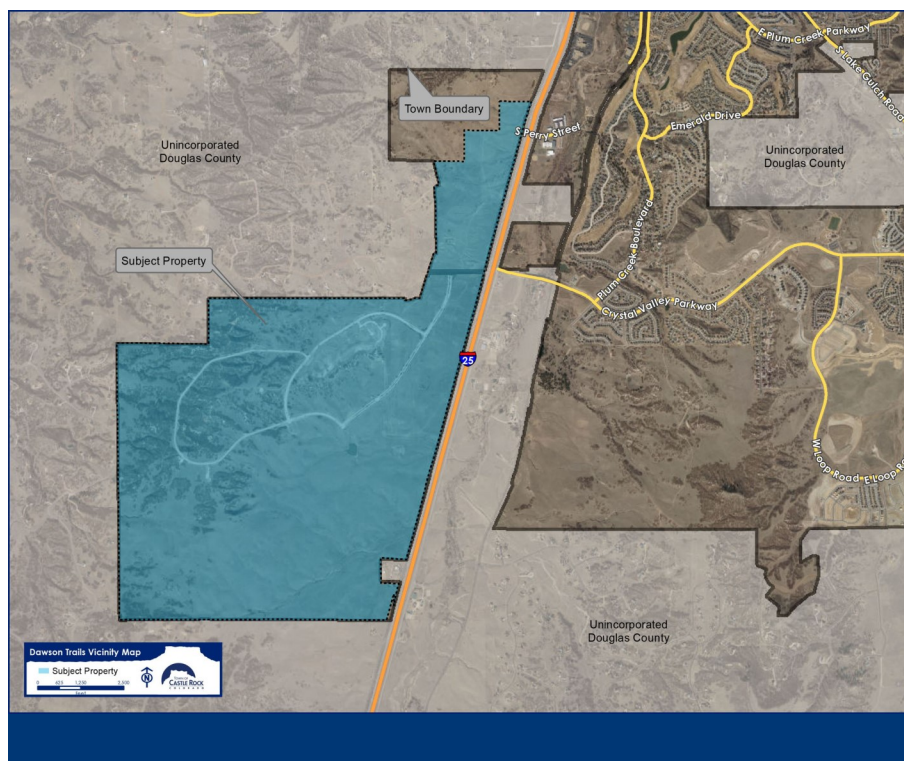
Town Council considered the following proposals in August 2022:

Dawson Trails Planned Development and Zoning Project

Dawson Trails I, LLC submitted a Major Planned Development Amendment application, titled as Dawson Trails Planned Development (PD). The Dawson Trails PD application proposed to rezone property that includes a portion of the Westfield Trade Center PD and the Dawson Ridge PD, with which were originally annexed and zoned in the town in 1984.

On August 16, 2022 Town Council approved on first reading (7-0) ordinances to amend the zoning for the proposed Dawson Trails area in the Town's southwest corner and to approve an associated development agreement that would provide \$50 million toward the Crystal Valley interchange project, as well as require additional new roadway connections on the west side of I-25.

The Dawson Trails PD consists of approximately 2,064 acres, and is located in the southwest quadrant of the Town boundaries; it is west of Interstate 25 and north and south of Territorial Road. The PD zoning will allow 5,850 residential units (26% less than previously approved), 3.2 million square feet of commercial uses (82% less than previously approved), and 748 acres of open space (a 200% increase from previous approvals.)



To see upcoming scheduled public hearings at board, commissions, or Town Council meetings, visit: [crgov.com/notices](https://www.crgov.com/notices)

TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: AUGUST 2022



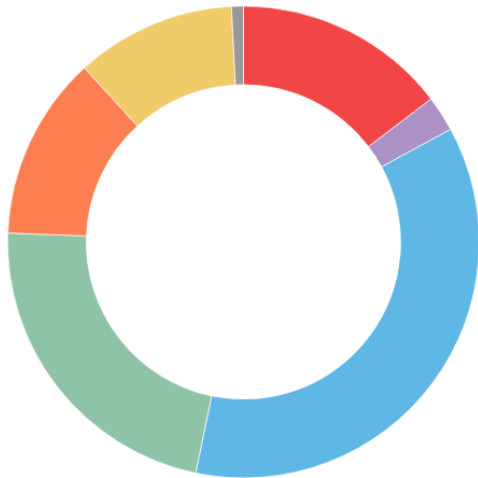
81,240
estimated population* as of August 2022

*Population based on the total number of occupiable residential units

Zoning Division

Core Service Levels

Zoning staff process numerous code enforcement actions each month, from rubbish, abandoned vehicles and setback encroachments to illegal uses. They respond to complaints from the community, visit sites to determine compliance and issue Notices of Violation as necessary. Our inspection team removes hundreds of illegal signs encroaching into Town rights-of-ways. Staff reviews all business licenses, temporary use permits and sign permits for zoning compliance in a timely manner.



- Sign Complaint Responses – 0
- Signs Removed from Right of Way – 36
- Sign Permits Reviewed – 6
- Site Visits – 89
- Code Complaint Responses – 55
- Notices of Violation Sent – 31
- Business Licenses Reviewed – 27
- Temporary Use Permits Issued – 2
- All on time

Planning/Development Review

Core Service Levels

The Planning and Development Review teams process numerous submittals each month. These core service levels are reported for all land use projects, including projects that go through public hearings and projects that are under administrative review.

Pre-Applications

- 5 Pre-Applications this month
- 61 year-to-date Pre-Applications
- 41 percent of Pre-Applications over the previous 12 months advanced as new projects

A pre-application meeting is required prior to any land-use submittal. Meetings may review conceptual ideas that never lead to a formal submittal. Pre-applications expire and must be resubmitted after 12 months.



New Development Projects



38

New Development Project Applications this Month

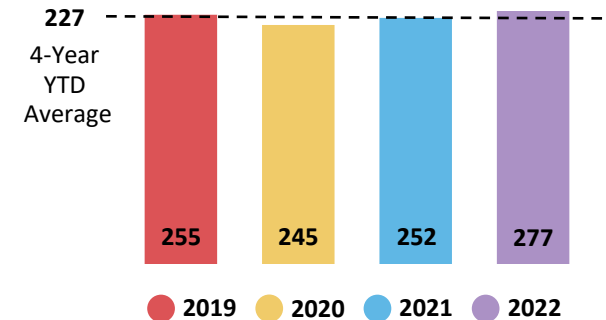
Development Reviews

Monthly Reviews

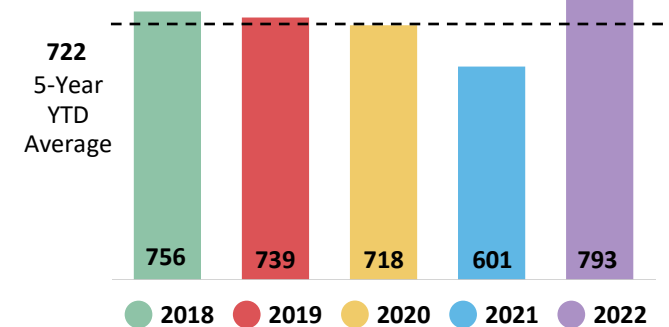
- 46 first review*
- 17 second review*
- 20 third review or greater*

*On time with the exception of six late first reviews, four late second reviews, and two late third reviews due to volume/short staffed.

Year-to-Date Development Projects



Year-to-Date Planning/Development Reviews

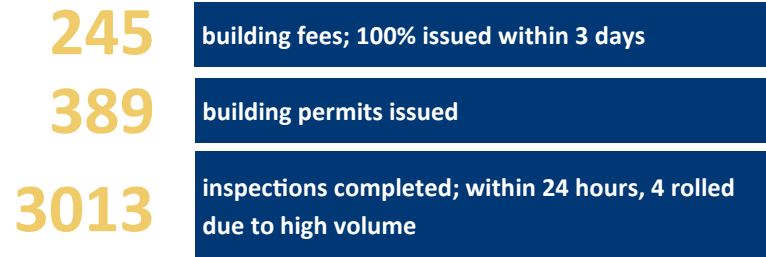


Building Division

Core Service Levels

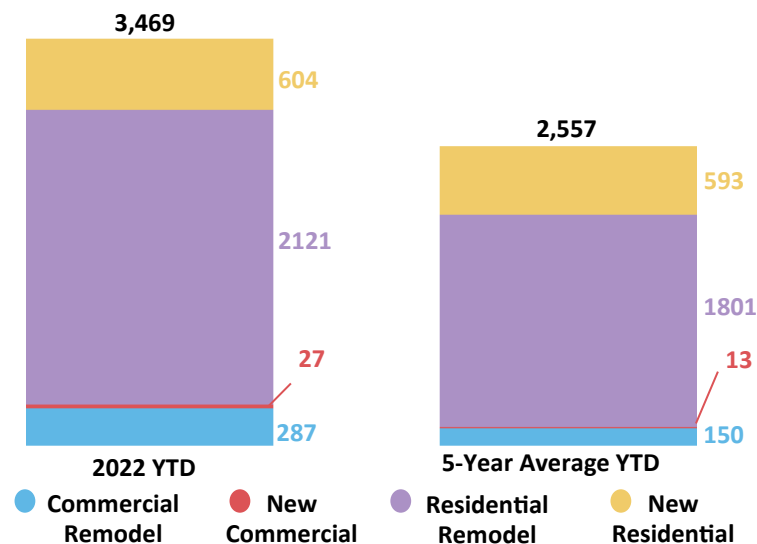
Building Division staff process hundreds of building permits a month, from a new hot water heater or deck, to constructing an entire new home or commercial building. Our inspection team conducts thousands of inspections each month to determine code compliance. We report on the following levels of service monthly, although they are just a snapshot of some of the work we do.

Development Services staff process permits, conduct inspections, respond to code violations and review plan submittals each month. This snapshot highlights staff activity during the previous month for the Zoning Division, Building Division and Planning/Development Review. Information on previous months can be found in the Development Services' Monthly Report archive at: CRgov.com/1674/Development-Services



Building Permit Applications Received

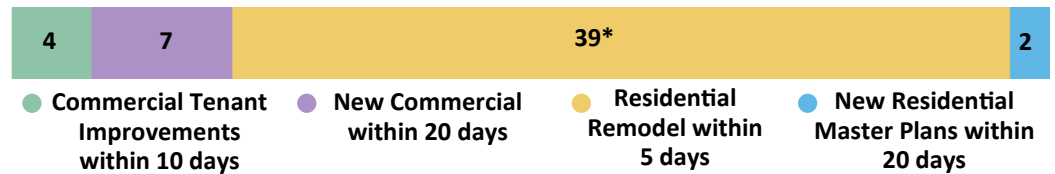
Year-to-Date Building Permit Applications Received



Building Permits Reviewed

Monthly Building Permit Reviews by Type*

*1 late due to short staffed



Building Permits Issued



52
Residential Permits Issued this Month

466K
Square Feet of Commercial Space Permitted Year-to-Date

↑206%
Commercial Space Permitted Compared to 5-Year to-Date Average

Year-to-Date Residential New Construction Permits Issued

