



## Town Council Agenda - Final

Mayor Jason Gray  
Mayor Pro Tem Kevin Bracken  
Councilmember Ryan Hollingshead  
Councilmember Laura Cavey  
Councilmember Desiree LaFleur  
Councilmember Caryn Johnson  
Councilmember Tim Dietz

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Tuesday, February 1, 2022

6:00 PM

Town Hall Council Chambers

100 North Wilcox Street

Castle Rock, CO 80104

Phone in: 720-650-7664

Meeting code: 2488 491 5573

[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)

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This meeting is open to the public and will be held in a virtual format in accordance with the Town Council Electronic Participation, Connected, and Hybrid Meeting Policy. Public may choose to attend in person at Town Hall, or electronically or by phone if preferred. This meeting will be hosted online and can be accessed at [www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting), or phone in by calling 720-650-7664, meeting code 2488 491 5573 (if prompted for a password enter "Feb1Council"). All Town Council Meetings are also streamed online in real time at [www.CRgov.com/WatchCouncil](http://www.CRgov.com/WatchCouncil), and are broadcast for Comcast Cable subscribers on Channel 22 (please note there is a delay to the broadcast).

All times indicated on the agenda are approximate. Remote participants please visit [www.CRgov.com/CouncilComments](http://www.CRgov.com/CouncilComments) to sign up to speak to an item, and for related instructions. Public Comments may also be submitted in writing online by 1:00 p.m. February 1, 2022, to be included in the public record.

**5:00 pm COUNCIL DINNER & INFORMAL DISCUSSION**

**6:00 pm INVOCATION**

**6:05 pm CALL TO ORDER / ROLL CALL**

- **PLEDGE OF ALLEGIANCE**
- **COUNCIL COMMENTS**
- **UNSCHEDULED PUBLIC APPEARANCES**

*Reserved for members of the public to make a presentation to Council on items or issues that are not scheduled on the agenda. As a general practice, the Council will not discuss/debate these items, nor will Council make any decisions on items presented during this time, rather will refer the items to staff for follow up.*

*Comments are limited to three (3) minutes per speaker. Time will be limited to 30 minutes. Residents will be given priority (in the order they signed up) to address Council, followed by non-residents representing Castle Rock businesses, then non-residents and businesses outside the Town of Castle Rock, as time permits.*

[ID 2022-016](#)

**Unscheduled Public Appearances - Written Comments**

- **TOWN MANAGER'S REPORT**

1. [ID 2022-011](#) Update: Calendar Reminders
2. [ID 2022-012](#) Development Services Project Updates
3. [ID 2022-013](#) Update: Quasi-Judicial Projects
4. [ID 2022-014](#) Update: Residential Unit Data (through December 31, 2021) with Potential Buildout Estimates
5. [ID 2022-015](#) Update: Undeveloped Property Inquiries (through January 20, 2022)

- **TOWN ATTORNEY'S REPORT**

- **ACCEPTANCE OF AGENDA**

*If there are no changes, additions or deletions to the agenda, a motion to accept the agenda as presented will be accepted.*

- **CONSENT CALENDAR**

*These items are generally routine in nature or have been previously reviewed by Town Council and will be voted on in a single motion without discussion. Any member of Town Council may remove an item from the Consent Calendar.*

6. [ORD 2022-003](#) Ordinance Amending Various Sections of the Castle Rock Municipal Code Regarding Board and Commission Membership, Term Limits and Bylaws and Adding Chapter 2.18 Concerning the Oath of Office (Second Reading - Approved on First Reading on January 18, 2022 by a vote 7-0)
7. [ORD 2022-005](#) Ordinance Authorizing the Exercise of the Town's Powers of Eminent Domain to Acquire Certain Real Property Interests Necessary for the Four Corners Intersection Improvement Project (Second Reading - Approved on First Reading on January 18, 2022, by a vote 7-0) [Founders Parkway, SH-86, Fifth Street and Ridge Road]
8. [MIN 2022-003](#) January 18, 2022 Draft Town Council Minutes

**ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**

*The Council has reserved this time only if the original 30 minutes allocated for Unscheduled Public Appearances as an earlier part of this agenda has been fully exhausted and speakers who signed up to speak were unable to be heard during the original 30 minutes allocated this topic. Residents will be given priority (in the order they signed up) to address Council, followed by non-residents representing Castle Rock businesses, then non-residents and businesses outside the Town of Castle Rock, as time permits.*

**ADJOURN**



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** **File #:** ID 2022-016

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**To:** Honorable Mayor and Members of Town Council

**From:** Shannon Eklund, Executive Assistant

### **Unscheduled Public Appearances - Written Comments**

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Attached are the written public comments submitted online at [www.CRgov.com/CouncilComments](http://www.CRgov.com/CouncilComments) by 1:00 p.m. on February 1, 2022.

## Castle Rock Town Council Meeting Comments - Submission #120220

Date Submitted: 2/1/2022

### February 1, 2022 Castle Rock Town Council Meeting Comments

Thank you for your interest in Town Council's upcoming discussions. Please use the form below to submit your comments no later than 1 p.m. Tuesday, February 1. Comments received by that time will be forwarded to Council and included as part of the public record for the meeting, just as if you had come to comment in person. All listed fields are required.

#### Agenda item on which to comment\*

Unscheduled Public Appearances

Please pick one. To comment on more than one item, please submit an additional form.

#### Comment\*

Thank you counsel members for taking this feedback.  
Concern in the cobblestone park expansion to privatize. Phase 1 presented to the community was to enrich the community and lifestyle of the residents. With allowing the project/park privatize to a regional park it will threaten the enrichment, quality of lifestyle in the community. Additional lighting presented to dark skies living, noise, possible dust and pollution and possible crime. Also we must consider the wildlife impact throw will have.

Thank you for your time.

#### First Name\*

Dan

#### Last Name\*

Vasquez

#### Address\*

6136 Arabella drive

#### City\*

Castlerock

#### State\*

Co.

#### Zip\*

80108

#### Email address\*

[REDACTED]



**Do you wish to address Council on this item?\***

- ☐ Yes: Online or phone-in
- ☐ Yes: In-person
- ☒ No

To participate remotely, please visit <https://www.CRgov.com/CouncilMeeting> for access instructions to get connected, and be prepared to speak during the virtual meeting. We will help you unmute your microphone when Mayor Gray calls your name, or you can use the "raise your hand" feature (or phone-in callers press \*3).

In-person speakers please join us at Town Hall Council Chambers, 100 N. Wilcox Street, Second Floor. Please arrive at the start of the meeting, as agenda times are approximate.

Those not wishing to comment live can watch the meeting at <http://CRgov.com/WatchCouncil> or on Comcast Channel 22.

**What is your affiliation?\***

Check all that apply.

- ☒ Resident
- ☐ Nonresident representing Castle Rock business
- ☐ Nonresidents and businesses outside the Town of Castle Rock



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 1. **File #:** ID 2022-011

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**To:** Honorable Mayor and Members of Town Council

**From:** David L. Corliss, Town Manager

**Update: Calendar Reminders**

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### **Executive Summary**

Attached is an outline of upcoming items of general interest.

TOWN COUNCIL MEETING

# TOWN MANAGER'S REPORT

DAVID L. CORLISS, TOWN MANAGER  
FEBRUARY 1, 2022



# CALENDAR ITEMS

8 FEB	<b>Open House: Cobblestone Ranch Park Athletic Field – 4-6 p.m.</b> Castle Rock Recreation Center Lobby, 2301 Woodlands Blvd
15 FEB	<b>Town Council Meeting – 6 p.m. hybrid format (dinner at 5 p.m.)</b> Council Chambers, online or phone-in
19 FEB	<b>Castle Rock Fire &amp; Rescue Department Awards Banquet – 6:00 p.m.</b> The Oaks at Plum Creek, 321 Players Club Drive
21 FEB	<b>Presidents' Day – Town Offices Closed</b> Rec Center, MAC normal hours
22 FEB	<b>Open House: ADA Transition Plan – 4-5:30 p.m.</b> Council Chambers
1 MAR	<b>Town Council Meeting – 6 p.m. hybrid format (dinner at 5 p.m.)</b> Council Chambers, online or phone-in
15 MAR	<b>Town Council Meeting – 6 p.m. hybrid format (dinner at 5 p.m.)</b> Council Chambers, online or phone-in
29 MAR	<b>Open House: 2022 Pavement Maintenance Program– 4-5:30 p.m.</b> Public Works Service Center, 4175 N Castleton Court



# NEIGHBORHOOD MEETINGS

Scheduled on Town Calendar:

02  
FEB

## **Alexander Way 6-7 p.m. Hybrid at Mesa Middle School, 2<sup>nd</sup> Meeting**

Annexation of 73.76 acres and zoning of 77.96 acres to allow for 53 single-family detached lots and 24 live/work units, located north of Alexander Pl. and east of Brewer Ct.

03  
FEB

## **18 Circle Drive Accessory Dwelling Unit 5-6 p.m. Virtual, 1<sup>st</sup> Meeting**

538 square foot Accessory Dwelling Unit with a 361 square foot deck in the backyard of the existing single-family home.

07  
FEB

## **Dawson Trails PD Amendment 6-7 p.m. Hybrid at Town Hall, 4<sup>th</sup> Meeting**

Rezone Dawson Ridge PD and portion of the Westfield Trade Center PD, located at I-25 south of Territorial Rd., for 5,850 residential units and approximately 3.2M sq. ft. commercial/office/industrial.

08  
FEB

## **Downtown Circle K 6-7 p.m. Virtual, 1<sup>st</sup> Meeting**

Proposal to demolish and rebuild the existing convenience store at 310 S. Wilcox St. The gas pumps would remain open during demolition and construction.

\*The Following Meetings are Tentative:

16  
FEB

## **\*Sunset Point (formerly known as Bella Mesa North) Residential SDP 6-7 p.m. Hybrid at Town Hall, 2<sup>nd</sup> Meeting**

Site development plan for 525 single-family lots located at located at northern terminus of Mitchell St.

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# NEIGHBORHOOD MEETINGS

\*The Following Meetings are Tentative:

22  
FEB

**\*Oaks Filing 2A SDP Amendment 6-7 p.m. Hybrid at the Library, 2<sup>nd</sup> Meeting**

A single-family residential neighborhood of 114 single-family lots on 92 acres located south of Plum Creek Pkwy. and east of Lake Gulch Rd.

28  
FEB

**\*Bella Mesa Pond Relocation 5:30-6:30 p.m. Hybrid at the Library, 2<sup>nd</sup> Meeting**

Relocation of detention pond to the northwest of its current location. No other development proposed.

07  
MAR

**\*Meadow Affinity 55 Plus 5-6 p.m. Hybrid at Comfort Suites on Castleton Wy., 1<sup>st</sup> Meeting**

A 55-year-old plus, age restricted community consisting of 174 units on 6.8 acres located south of Meadows Pkwy. and Lombard St.



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 2. **File #:** ID 2022-012

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**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Tara Vargish, Director of Development Services

### **Development Services Project Updates**

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The high-growth nature of Castle Rock results in numerous and diverse questions from individuals seeking information about existing conditions and future plans. Information on community development activity and formal land use applications are located on the Town website under the Development Activity Map link.

Development activity continues to be strong, with continued interest for a variety of project types in Castle Rock. Permit activity remains steady, and homebuilders and commercial builders remain active.

Please see the attached Staff Memorandum for project details.

## **AGENDA MEMORANDUM**

**To:** David L. Corliss, Town Manager

**From:** Tara Vargish, PE, Director of Development Services

**Title:** **Town Manager Report – Development Project Updates**

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This report contains development updates and new submittals or requests that have been submitted to staff since the last update to Town Council. The high growth nature of Castle Rock results in numerous and diverse questions from individuals seeking information about existing conditions and future plans, as well as formal applications for development. More information on community development activity and formal land use applications are located on the Town website under the Development Activity Map link, which can be accessed at [CRGov.com/DevelopmentActivityMap](http://CRGov.com/DevelopmentActivityMap)

### **New Quasi-Judicial Applications Requiring Public Hearings**

No New Quasi-Judicial projects submitted.

### **New Pre-Application Meeting Requests**

#### **Bearded Man Coffee**



A pre-application meeting request was submitted seeking information on application and submittal requirements for remodeling the building at 421 Perry Street for Bearded Man Coffee Retail Shop. The applicant plans to sell their retail line of coffee beans, K-Cups and associated merchandise. The proposed exterior remodel includes painting the building, moving the flag pole, adding new wall lights, removing the canopy, new concrete, new



planters and new signage. Timing of the project is unknown. The property is located in Councilmember LaFleur's District.

### Hillside Arbors Site Development Plan



A pre-application meeting request was submitted seeking information on application and submittal requirements for amending the recorded SDP for Hillside/Arbors Planned Development. The 50.5-acre property is located northeast of the intersection of Coachline Road and Wolfensberger Road. The total number of dwelling units will not change from what was previously approved (120 units). The previous Construction Documents expired and were recently revised to be brought up to current Town Standards. There are several items that now need to be amended on the SDP (sight distance lines, ADA ramps, landscape plan revisions). Additionally, the owner would like to remove the gates to the community, reduce the front setback to create street appeal, change the architectural elevations and the revise the design of the entry sign. The property is located in Mayor Pro Tem Bracken's district.

### Meadows Filing 15, Tract A, Sidewalk and Drainage Repairs



A pre-application meeting request was submitted seeking information on application and submittal requirements for repairing sidewalks and drainage in Meadows Filing 15, Tract A. Tract A's location is generally west of Morningview Drive between Summerville Circle and Gould Circle. Sidewalks in the area have deteriorated and certain drainage elements need to be improved and portions of sidewalk require replacement. The property is located in Councilmember Hollingshead's District.

[illegible]

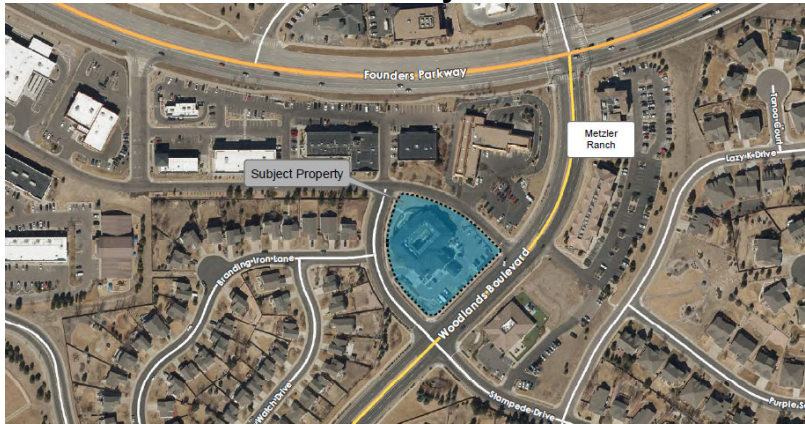
## Meadows Town Center Townhome and Retail Site Development Plan



Page 3

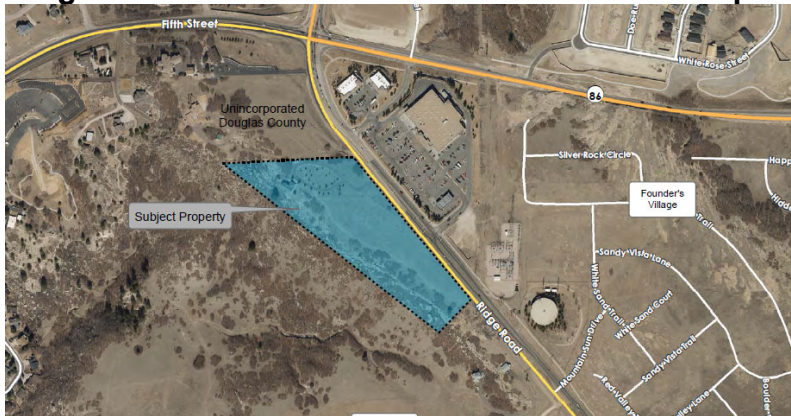


## Residential Treatment Facility



A pre-application meeting request was submitted seeking information on application and submittal requirements for converting an assisted living facility to a co-ed residential treatment program facility at 864 Barranca Drive. The general location is southwest of Woodlands Boulevard and Barranca Drive in Metzler Ranch. The applicant is proposing to offer treatment programs for patients who suffer alcohol and drug addiction and associated mental health conditions. The property is located in Councilmember LaFleur's District.

## Ridge Road Townhome and Commercial Development Annexation



A pre-application meeting request was submitted seeking information on application and submittal requirements for annexation and zoning for development of a 10.74-acre parcel at 895 North Ridge Road, just southwest of Ridge Road and State Highway 86. The proposal is for 15 townhome buildings (with a total of 53 dwelling units), a 9,000 square foot retail building and a 3,000 square foot restaurant. The proposal is located adjacent to Councilmember Johnson's District.

## Quality Inn and Suites Site Development Plan



A pre-application meeting request was submitted seeking information on application and submittal requirements for converting the Castle Inn Hotel to a Quality Inns and Suites. Castle Inn is located at 200 Wolfensberger Road on the southwest corner of Wolfensberger Road and Caprice Drive. The applicant is proposing to make interior and exterior renovations on their 1.98-acre site. Interior renovations consist of remodeling the lobby and breakfast areas, converting the spa into a fitness area and the meeting room and storage area into two additional guest rooms. Exterior renovations include new windows, new stucco, stone veneer, cement siding and adding a small fenced-in patio. The property is located in Councilmember LaFleur's District.

## T-Mobile Cell Site at Butterfield Park



Staff received a pre-application meeting request seeking information on application and submittal requirements for a new T-Mobile cell site. T-Mobile is proposing to add a 10-foot-tall cupola to the bathroom in Butterfield Park (to house cell antennas and radios) and a shed made for materials to match the bathroom (to house the associated equipment). Please reference the attached vicinity map, application, narrative, photo sims and site

plan. Timing of the project is unknown at this time. The proposal is located in Councilmember Hollingshead's District.

**Ongoing Development Activity:**  
**Commercial Development Activity**

- **Promenade:**

- Buffalo Wild Wings, building and site construction, located on southwest corner of Factory Shops Boulevard and New Memphis Court.
- Alana at Promenade Apartments, building and site construction for proposed multi-family residential, located on Alpine Vista Circle, west of Promenade Parkway.
- Cuba Cuba, site plan review for enclosed patio located at 6375 Promenade Parkway.
- Promenade Commons Park, site plan review for new half-acre park connecting the Alana multifamily and the proposed commercial area, located on the west side of Promenade Parkway and Alpine Vista Circle.
- Shake Shack, building and site construction, located west of Promenade Parkway from Whole Foods.
- Whole Foods, site plan amendment to add EV charging stations in the existing parking lot, located at 6384 Promenade Parkway.

- **Meadows:**

- Aspen View Academy, building and site construction for an addition, located at 2131 Low Meadow Boulevard.
- Bridge and access road, approved plat and construction documents, connection of the roundabout on North Meadows Parkway south, and then east crossing Plum Creek.
- Access road, construction documents review for public street construction that will support future commercial/office developments located northwesterly of the N. Meadows Drive roundabout.
- Grading only permit issued, for future development located south of the roundabout at North Meadows and Timber Mill Parkway.
- Castle Rock Adventist Hospital Medical Office Building, site development plan amendment and construction document review for a new 70,000 square foot medical office building, located at 2350 Meadows Boulevard.
- Kum and Go, site development plan review for a 5,620 square foot Convenience Store and Fuel Canopy at the northwest corner of Meadows Parkway and Lombard Street.
- Lot grading, retaining wall, and waterline construction plan review and plat, located on vacant commercial lots north of the AMC theatre.
- The Learning Experience, revised site development plan and construction plan review for a 10,000 square foot, single-story daycare center to be located on Meadows Boulevard between Springbriar Drive and Shane Valley Trail.
- Castle Rock Industrial at the Meadows Lot 1, site development plan review for new 80,000+/- square foot warehouse space located on the future Timber Mill Parkway north of North Meadows Drive.
- Castle Rock Industrial at the Meadows Lot 2, site development plan review for new 80,000+/- square foot warehouse space located on the future Timber Mill Parkway north of North Meadows Drive.

- **Downtown:**

- 221 Wilcox Street, site development plan review for mixed use building with 38 residential units and 8,100 square foot retail space, located on the southwest corner of Wilcox and Third Streets.
- Douglas County Libraries, site development and construction document plan review for 62,000 square foot library building and demolition of the existing building, located at 100 South Wilcox Street.
- Encore, site plan amendment for façade changes for Block and Bottle Slab Deli and Market, located at 20 N. Wilcox Street.
- Ms. Amy's Tot Academy, Landmark/HP application for 2,000 square foot addition, located at 203 N. Perry Street.
- Olinger, Andrews, Caldwell Gibson Chapel Renovation, site and building construction, located at 407 Jerry Street.
- Perry Street Social, site development plan review to create a mini entertainment district, located at 404 N. Perry Street.
- Pizza Hut Retail Center, building and site construction for new commercial center located at 340 S. Wilcox.
- Railroad Quiet Zone Railroad, Town project, construction plan review for improvements at 2<sup>nd</sup> Street, 3<sup>rd</sup> Street, and 5<sup>th</sup> Street.
- Town of Castle Rock Police Department, construction for parking lot expansion, located at Perry Street and 2<sup>nd</sup> Street.
- The View, site and building foundation construction for 6-story building with mixed-uses including 218 residential units, located at 6<sup>th</sup> Street and Jerry Street.

- **Dawson Trails Residential/Commercial:**

- Dawson Trails, Planned Development Plan amendment under review for 2,062 acres with 5,850 residential dwelling units and a maximum of 3,200,000 square feet of commercial/non-residential uses, located to the west of I-25 and generally south and north of Territorial Road.

- **Other Commercial Projects throughout Town:**

- 105 West Brewery, site development plan review for façade and proposed silo, located at 1043 Park Street.
- 282 Malibu Commercial buildings, site construction for two 4,000 square foot commercial buildings, uses area unknown at this time, located at 282 Malibu Street.
- 7-11 convenience store, fuel island and retail space, building TCO issued, located at the southeast corner of Plum Creek Parkway and Lake Gulch Road, adjacent to the newly constructed Town roundabout.
- Castle Rock Auto Dealerships, site development plan review for service center expansion, located at 1100 South Wilcox Street.
- Castle Rock Auto Dealerships, site plan amendment for façade changes to the Ford Dealership located at 1404 South Wilcox Street.
- Castle Rock Industrial Park, site and building construction, office, warehouse and flex space located at the northwest intersection of State Highway 85 and Liggett Road.
- Davey Daycare, site development plan approved (historic preservation) for a 300 square foot sunroom, located at 399 North Gilbert Street.
- Founders Marketplace, Liberty Express Carwash, building and site construction, located northeast of Fifth Street and Founders Parkway.



- Founders Marketplace, Retail building, site development plan approved for mixed-use retail building located on Ridge Road between King Soopers Fueling Station and IREA substation.
- Garage Condos, site and building construction, located on Liggett Road.
- Heckendorf Ranch Retail, site plan approved for a new 8,100 square foot retail building, located on Crystal Valley Parkway east of Plum Creek Boulevard.
- In-N-Out Burger, building and site construction on northwest side of Outlets at Castle Rock on Factory Shops Boulevard.
- Outlets at Castle Rock, site development plan review, two new pad sites on west side of mall on Factory Shops Boulevard.
- Phillip S. Miller Regional Park, construction plan approved for Play Loop Trail.
- Plum Creek Golf Course, site plan approved construction document review for new clubhouse located at Plum Creek Boulevard and Players Club Drive.
- Reach Higher Ground, site plan amendment and construction documents, for façade and site changes to the existing building located at 17 S. Gilbert Street.
- Sanders Business Park, site development plan and plat approved, construction documents in review for 2.4-acre site located south of The Plum Creek Community Church s and Outlet Entrance, 4) Limelight near Hospital ER Entrance.
- The Famous Steak House, site development plan and interior building renovation, located in former Jarre Creek Brewery building south of Chili's.
- U-Haul self-storage, site construction and buildings permitted for site located on I-25 East Frontage Road north of South Perry Street and Manatt Court.
- Verizon small cell sites, construction documents for multiple locations in public right-of-way: 1) Factory Shops Boulevard and New Beale Street, 2) Promenade Parkway and Castle Rock Parkway, 3) Promenade Parkway, 4) Castlegate Drive West, 5) Castlegate Drive West and Castle Rock Parkway, 6) Factory Shops Boulevard and Meadows Boulevard, 7) Mitchell Street near Mesa Middle School, 8) South Valley Drive North of Plum Creek Parkway, 9) Low Meadow Boulevard and Night Song Way, 10) South Gilbert Street between Gilbert and Sellers Drive at Birch Avenue.
- Walmart, site development plan review for new drive-through ATM at the west end of the existing parking lot.
- Your Storage Center, building TCO for 23,800 square foot indoor car storage building, located on the east I-25 frontage road north of Perry Street.  
on the I-25 Frontage Road. The future use is a facility for distribution of heating and plumbing equipment.
- Sanders Business Park Flex Space, site development plan review, for four flex space buildings with an approximate total of 51,000 square feet, located on South Wilcox between South Perry Street and Crystal Valley Parkway.
- StorQuest, site development plan and construction documents review for new 98,000 square foot self-storage and RV parking located off Liggett Road west of Kellogg Court.
- T-Mobile small cell sites, construction documents for 4 locations in the public right-of-way: 1) Park Street and 8<sup>th</sup> Street, 2) Factory Shops Boulevard & New Memphis, 3) Factory Shop

### **Residential Development Activity**

- 302 North Lewis Street Historic Preservation application, 830 square foot detached garage.

- 306 North Lewis Street Historic Preservation application, 400 square foot addition
- 5069 Bear Paw Drive, Use by Special review approved for an accessory dwelling unit, with a 100 square foot addition to the basement.
- Alexander Way, annexation petition for 73.76 acres of land located north of Alexander Place and Brewer Court.
- Auburn Heights Apartments, rezoning application to amend the zoning and the currently approved site development plan for Lot 2 of Auburn Ridge.
- Canvas at Castle Rock, site construction, for 102 townhome units, located at Plum Creek Boulevard and Crystal Valley Parkway.
- Canyons South Longstory Avenue, construction plans approved for water and sanitary mains for future development, located in Douglas County on the east side of Crowfoot Road.
- Canyons South Filing No. 3, construction plan review for water and sanitary mains for future development, located in Douglas County on the east side of Crowfoot Road.
- Crystal Valley Ranch, site construction, single-family subdivisions located southeast and southwest of Crystal Valley Parkway and West Loop Road. Also, in southern interior portion of Loop Road, south of Loop Road, and between West Loop Road and the Lanterns property.
- Crystal Valley Ranch, revisions to landscaping plans, located west of West Loop Road and River Oaks Street.
- Crystal Valley Ranch, construction plan review for a recreation facility that will serve the new single-family home project located at the southeast corner of West Loop Road and Crystal Valley Parkway.
- Diamond Ridge area, plat for single-family home and outbuilding, located west of Nova Place cul-de-sac.
- Echelon (formerly Caliber at Terrain), site and building construction for a 238 unit multi-family development, located in the northeast quadrant of Founders Parkway and State Highway 86.
- Founders Village, site construction, detached single-family home neighborhood located northeast of Mikelson Boulevard and Mitchell Street.
- Founders Village the Enclave, site construction, 88 additional townhomes to complete the existing development located at Enderud and Wagonwheel.
- Greystone Townhomes, construction plan and plat approved for one three-story building with 5 units located northwest of Plum Creek Parkway and Gilbert.
- Hillside, construction document re-approval, single-family attached and detached age 55 and older at the northeast corner of Coachline Road and Wolfensberger.
- Lanterns/Montaine, site construction, main collector loop roadway, Montaine Boulevard, and amenity center located in the south-central portion of the project.
- Lanterns/Montaine, site construction, 107 single-family lot subdivision located in the northerly portion of the project.
- Lanterns/Montaine, site construction, 85 single-family lot subdivision located in the south-central portion of the project.
- Lanterns/Montaine, grading and construction documents approved, 133 single-family lot subdivision located in the southeasterly portion of the project.
- Lanterns/Montaine, subdivision plat, construction documents and erosion control plans for 164 single-family residential lots located in the east interior of Montaine Circle and southeast portion of property.



- Lanterns/Montaine, subdivision plat, construction documents and erosion control plans for 81 single-family residential lots located in the northerly interior of Montaine Circle.
- Lanterns/Montaine, subdivision plat, construction documents and erosion control review for 68 single-family residential lots located in the northerly interior of Montaine Circle.
- Lanterns/Montaine, subdivision plat, construction documents and erosion control plans for 183 single-family residential lots located southwest of Montaine Circle.
- Lanterns/Montaine, site development plan and construction documents for monument sign located at Crystal Valley Parkway and Plum Creek Boulevard.
- Lanterns/Montaine, construction documents for 117 single-family residential lots located at the northeast corner of the Lanterns development.
- Lanterns/Montaine, site development plan review for family amenity center, located on the northeast corner of E. Montaine Circle.
- Liberty Village, site development plan review, for amended lot layout due to floodplain for 42 single-family lots located on the south side of Castle Oaks Drive and Pleasant View Drive.
- Liberty Village, site construction for 19 lot single-family project at Missoula Trail and Castle Oaks Drive and completion of Castle Oaks Drive/bridge replacement within Cobblestone Ranch property.
- Meadows, site construction, 209 single-family lot subdivision located north of Red Hawk subdivision and west of Prairie Hawk Drive.
- Meadows, site construction for 57 single-family detached homes on the east and west sides of Coachline Road north of Wolfensberger.
- Meadows South, site construction for 116 single-family attached homes on the south side of Wolfensberger Road and adjacent to PS Miller Regional Park.
- Meadows, Paint Brush Park, Town Project, tributary improvements plans in review.
- Memmen Young Infill, rezoning, site development plan review, and associated 5-acre annexation under review, located west of Ridge Road and north of Plum Creek Parkway.
- The Oaks Filing 2A, site development plan review for 114 single-family lots on 165+/- acres, located south of Plum Creek Parkway and east of Eaton Circle.
- Oakwood Apartments, site construction and building permits, for senior housing project redevelopment, located on the northeast corner of Front Street and Oakwood Drive.
- Red Hawk, site construction, 29 single-family home project located south of Melting Snow Way and east of Bent Wedge Point.
- Ridge at Crystal Valley, site development plan, plat, and construction documents in review for 142 single-family home project. Located southwest of the Loop Road in Crystal Valley Ranch.
- Terrain North Basin, Phase 1, site construction for approximately 96 single-family home project located along Castle Oaks Drive.
- Terrain North Basin, Phase 2, site development plan review for approximately 105 single-family home project located along Castle Oaks Drive.
- Terrain Sunstone Village, site construction, 120 single-family home project located south of intersection of State Highway 86 and Autumn Sage.
- Terrain Upper Sunstone, site construction, 261 single-family home project located south of State Highway 86 and east of King Soopers/Ridge Road.

- The Oaks Filing 3, site construction, 117 single-family home project located on South Ridge Road west of Appleton Way.



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 3. **File #:** ID 2022-013

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**To:** David L. Corliss, Town Manager

**Through:** Tara Vargish, Director Development Services

**From:** Kevin Wrede, Planning Manager

**Update: Quasi-Judicial Projects**

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### **Executive Summary**

The purpose and intent of this report is to provide Town Council with a summary of quasi-judicial projects. In order to provide all parties with due process under law, decision makers must be fair and impartial when considering quasi-judicial applications such as those included in this memorandum. Many of these projects do not have public hearing dates yet, but Town Council could be asked to consider them in the future.

### **New Quasi-Judicial Applications**

No new quasi-judicial applications have been submitted since the last update.

### **On-going Quasi-Judicial Applications (currently under review)**

The full list of on-going quasi-judicial projects along with vicinity maps can be found on the attached Staff Memorandum.



Meeting Date: February 1, 2022

## **AGENDA MEMORANDUM**

**To:** David L. Corliss, Town Manager

**Through:** Tara Vargish, Director Development Services

**From:** Kevin Wrede, Planning Manager

**Title:** **Update: Quasi-Judicial Projects**

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### **Executive Summary**

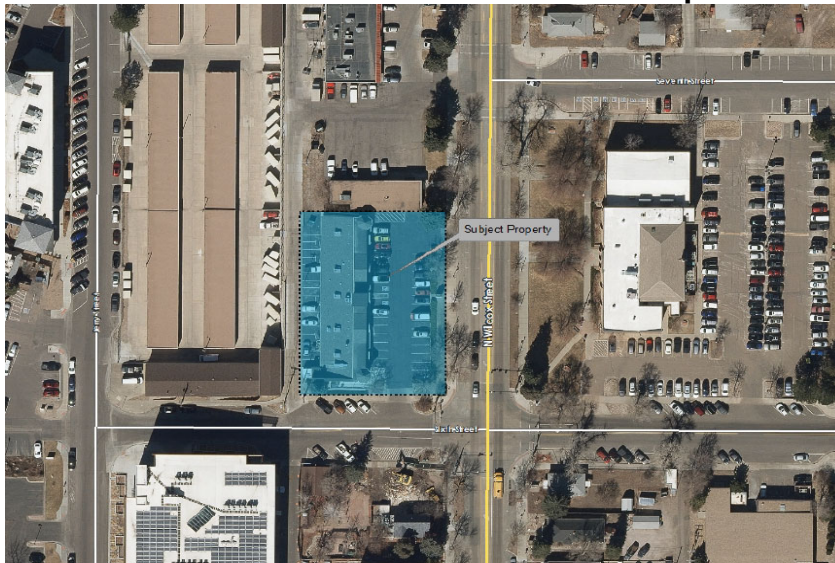
The purpose and intent of this report is to provide Town Council with a summary of quasi-judicial projects. In order to provide all parties with due process under law, decision makers must be fair and impartial when considering quasi-judicial applications such as those included in this memorandum. Many of these projects do not have public hearing dates yet, but Town Council could be asked to consider them in the future.

### **New Quasi-Judicial Applications**

No new QJ applications were submitted.

### **On-going Quasi-Judicial Applications (currently under review)**

#### **611 N. Wilcox Street - Downtown Site Development Plan:**



The property owner, Silverwood Investments, has submitted an application for a Downtown Site Development Plan – Façade for their property at 611 N. Wilcox Street. The project, to be known as “The Silo,” proposes to update the façade of the “Victorian Retail Center.” The project seeks to remove all Victorian trim pieces, clock, and signage and replace the façade with new wood accents, paint, columns, wall signage, roof, and lighting. The project site is 0.641 acres (27,922 square feet) in size and is located at the northwest corner of N. Wilcox and Sixth Streets. The Downtown Site Development Plan - Façade will require a public hearing before the Design Review Board for review and final decision. The project is located in Councilmember LaFleur’s district.

### **221 Wilcox Street - Site Development Plan:**



The property owner has submitted a Site Development Plan (SDP) application for mixed use project at 221 Wilcox. The property is 0.373 acres in size and located at the southwest corner of N. Wilcox Street and Third Street. The SDP proposes a mixed use development with a total of 38 apartment units, 8,100 sq. ft. of commercial, and 60 parking spaces. The building is proposed at five stories high. The ground floor is to contain the commercial use while the second through fourth floors are to contain the residential use. Parking will be located underground. The SDP will require a public hearing before the Design Review Board for review and final decision. The project is located within Councilmember LaFleur’s district.



### Alexander Place Planned Development and Zoning Regulations Amendment:



The property owner, Calamar, has submitted an application for an amendment to the Alexander Place Planned Development Plan and Zoning Regulations (PDP Amendment) to allow for a 134-unit independent senior living apartment. The 8.36-acre property located east of the Alexander Place and Brewer Court intersection has zoning that allows for 26 units of age restricted single family detached and paired homes, 63 units of age restricted multifamily, and 36 assisted living beds. The total number of units allowed with the current zoning is 125 units. The PDP Amendment will require public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. The property is located in Councilmember LaFleur's district.

### Alexander Way Annexation and Planned Development Plan:



The property owner has submitted an annexation petition to annex 73.76 acres north of the Alexander Place and Brewer Court intersection. The project is being referred to as Alexander Way. The property owner has submitted an application for a Planned Development Plan and Zoning Regulations for the annexation area and a 4.2-acre parcel

that is already in the Town, for 77.96 acres total. The applicant is seeking zoning which would allow for 53 single family homes, 24 live/work units, and includes 30 acres of open space. This project will require public hearing before the Planning Commission for review and recommendation and Town Council for review and final decision. The proposal is located adjacent to both Councilmember Cavey and Councilmember LaFleur's districts.

### **Auburn Heights Apartments Planned Development Plan Major Amendment and Site Development Plan Major Amendment:**



The property owner has submitted an application to amend the zoning and the currently approved site development plan for lot 2 of Auburn Ridge, which is approximately 6 acres in size and generally located in the southwest quadrant of E. Wolfensberger Road and Auburn Drive, southwest of the Auburn Ridge Senior Apartments. Currently, the zoning permits 100-multi-family units for seniors. The zoning amendment seeks to permit 104 multi-family units for people of all ages and the SDP amendment seeks to rearrange the buildings on the site to reduce impacts to surrounding neighbors. The project is known as Auburn Heights Apartments and proposes a total of five apartment buildings containing a total of 104 units, a clubhouse, pool, dog run, playground, and 222 parking spaces. The proposed parking is a combination of attached garages, detached garages, and surface parking. Both the PDP Amendment and the SDP Amendment will require public hearing before the Planning Commission for review and recommendation and Town Council for review and final decision. The project is located within Mayor Pro Tem Bracken's district.



### Avilla at Founders Site Development Plan:



The property owner, NexMetro Communities, has submitted an application for a Site Development Plan (SDP) proposing a 105 unit for rent community on approximately 9 acres. The 105 units are composed of 71 single family detached homes and 17 paired homes (34 units). The property, which is within the Bella Mesa Planned Development (PD), is located at the northwest corner of Mikelson Blvd. and Mitchell St., south of Mesa Middle School. The SDP will require public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. The property is located in Councilmember Johnson's district.

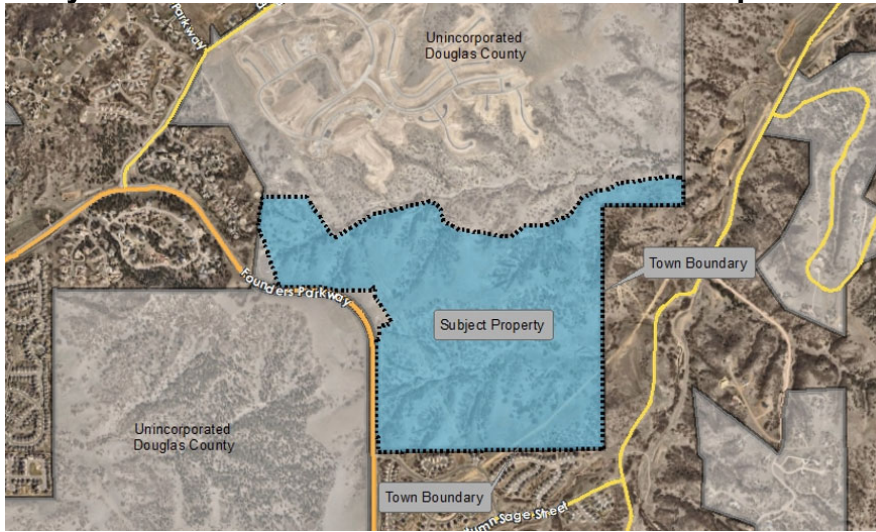
### Bella Mesa Pond Site Development Plan:





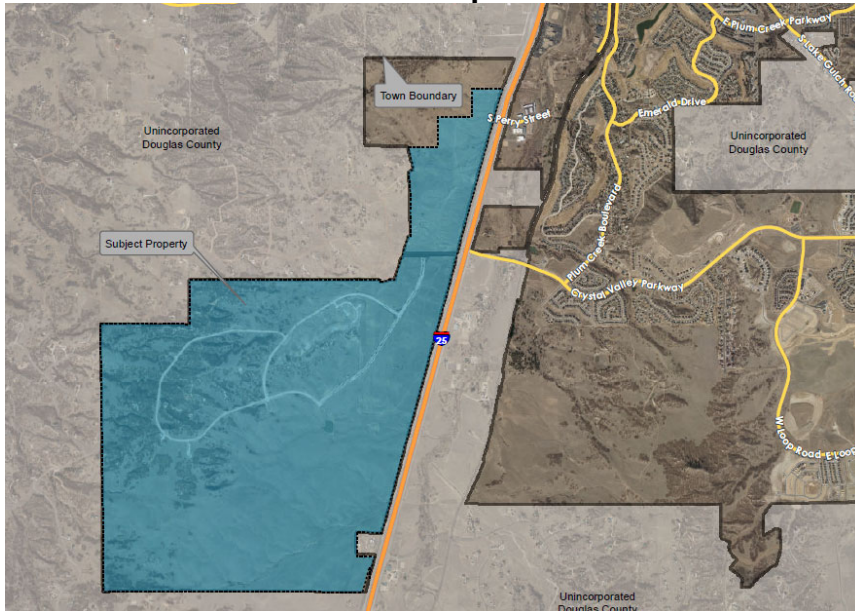
The property owner, Fourth Investments USA, LLC, has submitted an application for a Site Development Plan (SDP) to relocate an existing detention pond on property known as Bella Mesa. Bella Mesa is approximately 197 acres in size and located north of Castlewood Ranch and east of Founders Village. The detention pond is being relocated to the northwest of its current location to a location better suited for future residential development and in conformance with the zoning. No other development is proposed with this application. A separate SDP as well as associated neighborhood meetings will be required for any future residential development. The SDP will require public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. The property is located within Councilmember Johnson's district.

### **Canyons South Annexation and Planned Development Plan:**



The property owner has submitted an annexation petition to annex a 409-acre site located south of Crowfoot Valley Road, east of Founders Parkway, north of Crimson Sky Drive and west of Castle Oaks Drive into the Town of Castle Rock. The owner has also submitted a Planned Development Plan for zoning of the property for a new neighborhood consisting of 474 single-family homes and 50,000 sq. ft. of neighborhood commercial. The annexation and zoning will require public hearing before the Planning Commission for review and recommendation and Town Council for review and final decision. The project is adjacent to Councilmember Cavey's district.

### Dawson Trails Planned Development Plan:



The property owner has submitted an application for the Dawson Trails Planned Development Plan for approximately 2,062 acres located in the southwest quadrant of Town, west of I-25 and generally north and south of Territorial Road. The PD Plan proposes a maximum of 5,850 dwelling units and a maximum of 3,200,000 square feet (sf) of commercial/non-residential uses. The proposed open space dedication includes 535.8 acres or 26% of the site identified on the plan, with an additional 10% open space to be identified and dedicated with each Site Development Plan, for a total of 35% open space. The public land dedication is 244.6 acres, 11.9% of the site. The PD Plan also reflects the proposed alignment of the west frontage road along I-25 in coordination with the Town's future Crystal Valley Interchange location. The Planned Development Plan will require public hearings before the Planning Commission for review and recommendation, and Town Council for review and final decision. The project is located within Councilmember Dietz's district.

### Chateau Valley Site Development Plan:





Highline Engineering & Surveying has submitted an application for a Site Development Plan(SDP) proposing a 423-unit residential subdivision on 113 acres. The 423 units is composed of 297 single family detached homes and 63 paired homes (126 units). The property, which is within the American Young Planned Development (PD), is generally located east of Memmen Park, north of the Baldwin Park subdivision, and south of the Southridge Townhome subdivision. The Site Development Plan calls for a total of 42.2 acres of open space. The SDP will require public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. The property is located in Councilmember Johnson's district.

#### **Douglas County Library Site Development Plan:**



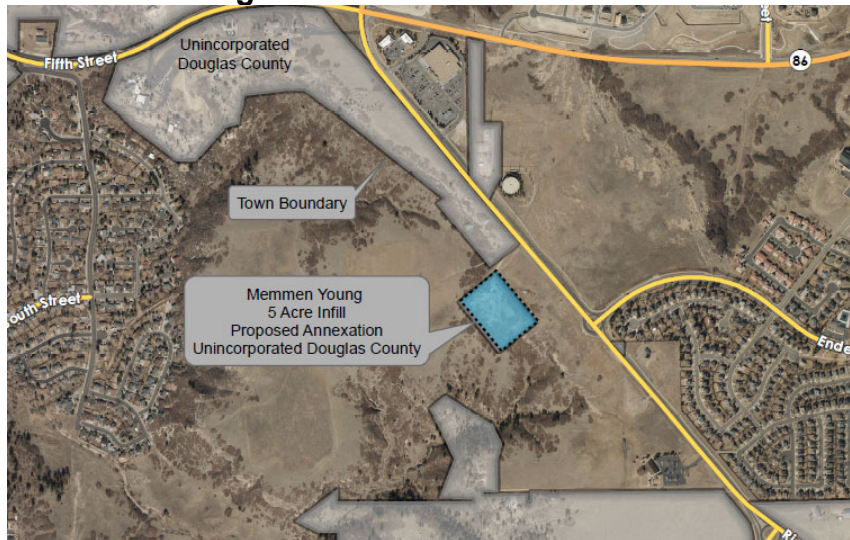
The property owner has submitted an application for a site development plan for a new Castle Rock branch library. The SDP proposes a new two-story 62,000 sq. ft. library to replace the existing one-story 45,000 sq. ft. library. The existing library will remain open until the new building is constructed. Once the new building is constructed, the old library building will be demolished and replaced with parking. The project is 3.5 acres in size and located at the southeast corner of Wilcox and Phelps. The SDP will require a public hearing before the Design Review Board for review and final decision; the public hearing is scheduled for January 26, 2022. The project is located within Councilmember LaFleur's district.

### **Kum and Go Convenience and Gas Station (PD Amendment/SDP):**



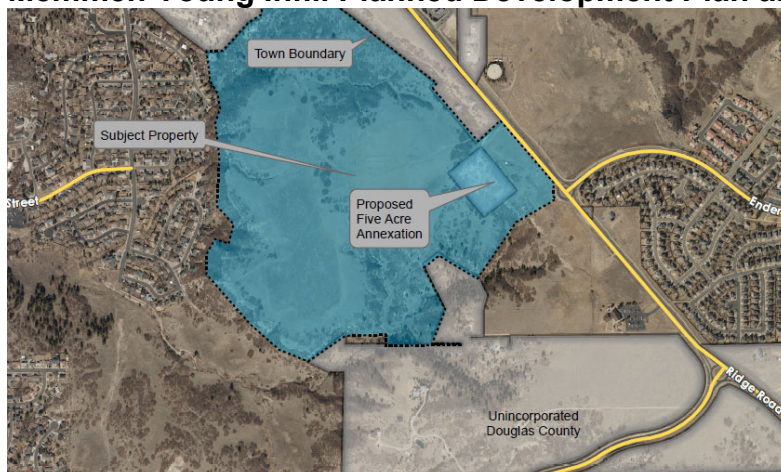
The property representative, Kum & Go, has submitted an application for a Planned Development Plan Amendment to rezone property within the Lanterns Planned Development Plan to permit a fueling station, along with a Site Development Plan application for an 8,884 sq. ft. convenience store and a 5-pump fueling station. The property is approximately 2 acres in size and located at the westerly intersection of Crystal Valley Pkwy and Plum Creek Blvd. The proposed Site Development Plan is contingent on the approval of the Planned Development Plan amendment. The Planned Development Plan Amendment will require public hearings before the Planning Commission for review and recommendation and the Town Council for review and final decision. If the Planned Development Plan Amendment is approved, then the Site Development Plan would move forward to public hearings before the Planning Commission for review and recommendation and the Town Council for review and final decision. The project is located within Councilmember Dietz's district.

### Memmen Young Infill Annexation:



The property owner has submitted a Petition for Annexation for a five-acre parcel. The parcel is located south of Fifth Street, north of East Plum Creek Parkway, and west of Ridge Road. The 5-acre parcel is completely surrounded by the existing Memmen Young Infill Planned Development. A single family residence is currently on the property. The applicant will propose to incorporate the parcel into the Memmen Young Infill PD through the Major Amendment under review. The annexation of the parcel and the Memmen Young Infill PD Major Amendment would be considered concurrently during required public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. The project is surrounded by Councilmember Johnson's district.

### Memmen Young Infill Planned Development Plan and Site Development Plan:



The property owner has submitted a Planned Development Plan and a Site Development Plan (SDP) for a 561-unit residential development within the Memmen Young Planned Development. The Site Development Plan proposes 333 single-family homes and 228 paired homes. The proposed development is 180.5 acres in size of which 86.7 acres is proposed to be open space. The proposed Site Development Plan is contingent on the approval of the Memmen Young Infill Planned Development Major Amendment and the



annexation of a 5-acre parcel. The Planned Development Plan Amendment will require public hearings before the Planning Commission for review and recommendation and the Town Council for review and final decision. If the Planned Development Plan Amendment is approved, then the Site Development Plan would move forward to public hearings before the Planning Commission for review and recommendation and the Town Council for review and final decision. The project is located within Councilmember Johnson's district.

**Ms. Amy's Tot Academy (203 N. Perry St) – Landmark Alteration:**



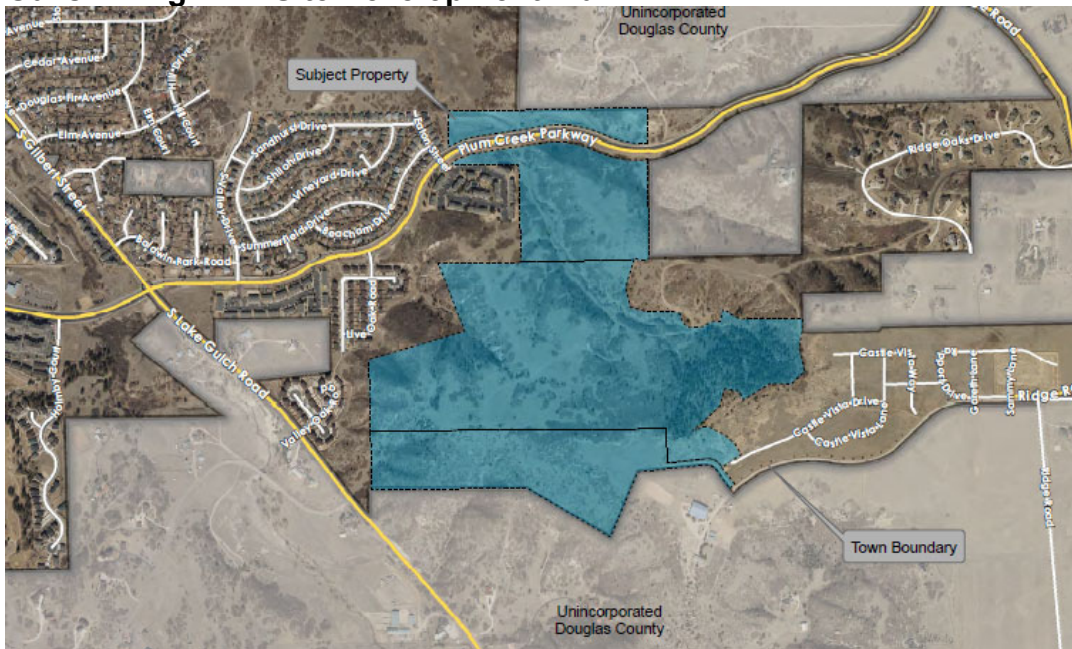
Taylor Lewison, on behalf of the new owner Marc Lewison (Mission Capital Properties Bayside LLC), submitted a landmark alteration certificate/Historic Preservation application for the proposed Ms. Amy's Tot Academy. The project site is located at 203 N. Perry Street on the northwest corner of N. Perry and Second Streets, just north of Festival Park. The property measures 0.24 acres or approximately 10,545 square feet. Historically known as the Saunders House, the locally landmarked house dates to approximately 1887. As part of this application and as required by the Castle Rock Municipal Code, the Colorado Cultural Resource Survey is being updated by the Town's historic preservation architect. The application proposes a 2,000 square foot addition to join the existing garage and historic building with the intention of preserving the historic nature of the landmarked structure. The historic structure would be painted gray and the new addition and garage renovations would be a different color. This landmark alteration certificate application requires a public hearing before the Historic Preservation Board for review and final decision. After the Historic Preservation Board has considered the proposal, a site development plan will be required for consideration by the Design Review Board. The property is located within Councilmember LaFleur's district.

### North Basin Village at Terrain (Phase 2) Site Development Plan:



The property owner has submitted a Site Development Plan (SDP) for 105 single family homes on approximately 1,180 acres within the Terrain North Basin Phase 2 development. The proposed development also includes approximately 150 acres of Open Space dedication. The project is located along Castle Oaks Drive. The SDP will require public hearings before the Planning Commission for review and recommendation, and Town Council for review and final decision. The project is located within Councilmember Cavey's district.

### Oaks Filling 2A – Site Development Plan:



Henry Design Group, Inc., on behalf of the property owner, Castlevue LLC, has submitted an application for a site development plan (SDP) for a residential neighborhood known as the Oaks of Castle Rock Filing 2A. The Oaks of Castle Rock Filing 2A is approximately 165 acres in size and generally located south of Plum Creek Parkway, east of Lake Gulch



Rd., and west of N. Ridge Road. The SDP proposes 114 single-family homes, open space and a public trail system. The SDP will require public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. The property is located in Councilmember Johnson's district.

**Perry Street Social District Site Development Plan:**



The property owner has submitted an application to convert part of a downtown block on the northeast corner of N. Perry and Fourth Streets into a mini “entertainment district,” which would include a craft beer taproom, three additional food and beverage concepts, and a common covered area pavilion. The common covered area (“The Pavilion”) would be used as a beer garden for the majority of the year and an ice rink during the winter months. Located at the northeast corner of N. Perry and Fourth Streets, the property measures approximately 0.399 acres or approximately 17,380 square feet. The Site Development Plan will require a public hearing before the Design Review Board for review and final decision. The project is located in Councilmember LaFleur's district.



### **Pioneer Ranch Annexation and Planned Development Plan:**



The property owner has submitted an annexation petition to annex a 388-acre site located west of Founders Parkway and east of Front Street into the Town of Castle Rock. The applicant is proposing the Pioneer Ranch Planned Development Plan zoning to allow 1,123 dwelling units (a mix of single-family and multi-family), 78 acres of open space, and 39 acres dedicated for public uses, such as schools and parks. The annexation requires public hearings before Planning Commission for review and recommendation and Town Council for final decision. The project is adjacent to Councilmember Cavey's district and Councilmember LaFleur's district.

### **Pinon Manor Apartment Planned Development Plan:**



The property owner has submitted a rezoning application for 472, 481 and 498 S. Gilbert Street. The application proposes to consolidate three properties totally 3.25 acres into one zoning classification known as Pinon Manor Planned Development (PD). The rezoning would allow for the existing developed apartments to remain and to provide for the development of an adjacent parcel to contain 3 new apartment buildings with a total of 20 new dwellings. The PDP will require public hearings with the Planning Commission for

review and recommendation, and Town Council for final decision. The project is located within Councilmember Dietz's district.

The Town's Development Activity map provides additional information on these quasi-judicial applications, as well as projects that are under administrative (non quasi-judicial) review. This map is available at: [CRgov.com/developmentactivity](http://CRgov.com/developmentactivity).



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 4. **File #:** ID 2022-014

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**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Tara Vargish, PE, Director, Development Services  
Julie Kirkpatrick, PLA, ASLA

**Update: Residential Unit Data (through December 31, 2021) with Potential Buildout Estimates**

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### **Executive Summary**

The purpose of this quarterly residential unit data update is to provide an overview of development activity and estimated population projections. On November 2, 2021, staff presented an updated residential unit data report through the September 30, 2021. This update includes data through the fourth quarter of 2021, ending on December 31, 2021. The data outlines the maximum zoning entitlements and growth areas approved by Council and provides an update on the pace of activity in each area of Town. The current estimates show an approximate population of 77,955, which is an increase of about 672 persons from the previous quarter. There were 221 additional single family and 0 multi-family homes receiving certificates of occupancy within the fourth quarter of 2021 as compared to the previous quarter. Staff has also updated the potential buildout estimates. The potential high and low buildout calculations provide more realistic unit and population estimates to aid in planning for future Town resources.



Meeting Date: February 1, 2022

## **AGENDA MEMORANDUM**

**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Tara Vargish, PE, Director, Development Services  
Julie Kirkpatrick, PLA, ASLA

**Title:** **Update: Residential Unit Data (through December 31, 2021)  
with Potential Buildout Estimates**

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### **Executive Summary**

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### **Discussion**

Castle Rock, through most of its history, is a growth community. The growth we are experiencing is consistent with residential and commercial building activity across the Front Range and throughout the State of Colorado. Therefore, the pace of growth is an ongoing discussion. Growth in Castle Rock remained steady for 100 years between its founding in 1881 and 1980 when it grew from an original population of 88 to approximately 4,000 residents. Castle Rock did not see significant residential growth after WWII, a trend common among other Front Range communities. Instead, the opening of the Outlet Mall in 1992 initiated a residential growth rate that continues today. The population more than doubled between 1990 and 2000 when it grew from approximately 8,000 residents to more than 20,000 residents. The population doubled again through 2010 when it reached approximately 49,000 residents and continues to grow with the current population estimated at approximately 78,000 residents.



Castle Rock's growth rate over the past 20 years has generally exceeded the economic conditions regionally and nationally. Given the pace of growth to date, data shows that existing larger planned communities such as Meadows, Founders, Castle Oaks / Terrain, and Crystal Valley Ranch have taken decades to reach this point in development. Predicting the pace of growth is difficult because it is influenced by many factors, most notably the economy, interest rates, the homebuilding market, topography and soil conditions as well as political decisions related to development regulations.

The data outlined herein provides information through the fourth quarter of 2021. The analysis compares the maximum number of zoned residential units to the number of units that received a certificate of occupancy. Zoning entitlements can be amended and home building is on-going. Therefore, we update this report quarterly to provide information to Town Council and our residents.

### *Development Types and Impacts*

The Town's existing zoning entitlements include approximately 130 planned developments (PD) and associated PD amendments. The Town consists of very few "straight" zoned areas such as R-1 Single-Family Residence District. Single family detached residential in PD's accounts for the majority of the Town's built environment. Areas within the planned developments that allowed for higher density attached or multi-family development were built with fewer homes than the maximum allowed within any section of a planned development. Therefore, some areas may not ever reach their maximum allowed number of residential units.

Unlike other communities in the Denver metro area, Castle Rock is not flat. Factors to consider regarding potential build-out include the Skyline-Ridgeline Ordinance, severe and moderate slopes, major drainage corridors and cap rock. Many of the planned developments were zoned prior to the Skyline-Ridgeline Ordinance; therefore, parts of the Town that were zoned to allow homes now have building height and location restrictions to protect our skylines and ridgelines.

In staff's opinion, based upon discussions with the master planned community development teams and the information provided herein, staff suggests the likelihood of full buildout to reach the entitled number of units is highly unlikely.

### *Entitlement Data*

Each planned development (PD) on **Table A** shows the PD's name, date of original zoning approval and corresponding PD number depicted on the Town's Zoning District Map to help identify the areas included with the unit counts. The map in **Attachment A** shows the geographic location of each PD area. **Table B** compares estimates since 2017.

Residential areas within the Town that are straight-zoned are primarily located within the downtown and Craig and Gould subdivision, denoted as "Central Castle Rock" in

**Table A.** The “Maximum Zoned Units” and “Units Built (CO)” counts were further divided into single family (SF) or multi-family (MF). The SF numbers include single family detached and single family attached units, such as townhomes or paired homes. The multi-family numbers include single building attached units such as apartments or condominiums. In several cases, zoning for planned developments allows either single family or multi-family units within a specific planning area.

**Table A: Comparison of Maximum Zoned Units to Built Units, through December 31, 2021**

Please note that these are estimates, and numbers are subject to change due to factors listed in this memo, as well as any future zoning amendment approvals.

PD #	Planned Developments (year zoned)	MAXIMUM ZONED UNITS			UNITS BUILT (CO)		
		SF	MF	Total	SF	MF	Total
130	Alexander Place (2020)	26	99	125	0	0	0
5	Arbors (2002)	38	80	80	0	0	0
7,8	Auburn Ridge (2013)	0	286	286	0	186	186
12	Brookwood (2003)	72	0	72	60	0	60
16	Cambridge Heights (2003)	0	100	100	0	0	0
17	Castle Highlands (1984)	132	200	332	127	200	327
19	Castle Meadows (1989)	10	200	210	0	0	0
3,20,21,22,23,117	Castle Oaks /Terrain (2002)	1992	775	2767	1902	0	1902
25,26,27,28,104	Castle Pines Commercial / Promenade (1987)	0	1550	1550	0	1009	1009
29	Castle Ridge East (1996)	30	0	30	28	0	28
30,31	Castle Rock Estates - Diamond Ridge (1995)	126	0	126	126	0	126
33,87,88,89,90	Castleview Estates - The Oaks of Castle Rock (1985)	248	326	574	194	0	194
34	Castlewood Ranch (1998)	1300	0	1300	1282	0	1282
straight zones, downtown	Central Castle Rock (varies) NO maximum zoning	1538	1501	3039	1532	791	2323
40	Covenant At Castle Rock (2014)	58	0	58	58	0	58
42,43,44,45,46	Crystal Valley Ranch (2000)	2670	753	3423	2123	0	2123

		MAXIMUM ZONED UNITS			UNITS BUILT (CO)		
PD #	Planned Developments (year zoned)	SF	MF	Total	SF	MF	Total
47	Dawson Ridge (1986)	2447	5453	7900	0	0	0
52,9	Founders Village - Inc. Founders 24 and Bella Mesa (1985)	1754	3667	5421	2521	0	2521
54,55	Hazen Moore (2000)	243	0	243	161	0	161
56,57	Heckendorf Ranch (1985)	406	224	630	299	0	299
59	Hillside (2009)	120	0	120	0	0	0
118	Lanterns (2003)	1200	0	1200	105	0	105
62	Liberty Village (2004)	1245	0	1245	1056	0	1056
63,64,65	Maher Ranch (1988)	2309	100	2409	768	96	864
70,72,73,74	Meadows (1985)	6642	4002	10644	7098	240	7338
75	Memmen Young Infill (1985)	559	476	1035	0	0	0
76,77,78,79,80	Metzler Ranch (1996)	1056	660	1716	741	580	1321
97,98,99,101,103	Plum Creek (1983)	3025	0	3025	1188	360	1548
100	Plum Creek Ridge (2006)	92	70	162	119	0	119
102	Plum Creek South (1985)	307	198	505	137	0	137
106,107,108	Red Hawk (1996)	658	268	926	793	0	793
129	Ridge Estates (2020)	52	0	52	0	0	0
110,111	Scott II (1987)	85	220	305	78	220	298
113	Sellers Landing PD (1982)	0	94	94	0	77	77
115	Stanbro PD (1987)	32	92	124	0	0	0
119	Villages at Castle Rock / Echelon (1981)	0	626	626	0	0	0
121	Wolfensberger - formerly Graham PD (1996)	0	56	56	0	56	56
122,123,124,112	Woodlands - Inc. Scott Ranch (1983) Woodlands Crossing (1987)	1160	0	1160	537	0	537
125,126	Young American (1983)	78	1128	1206	375	186	561
		MAXIMUM ZONED UNITS			UNITS BUILT (CO)		
		SF	MF	Total	SF	MF	Total
TOTAL UNITS		31,710	23,204	54,876	23,408	4,001	27,409
POPULATION ESTIMATES		96,398	46,408	142,806	69,953	8,002	77,955

**Table B: Total Estimates Comparison**

	MAXIMUM ZONED UNITS			UNITS BUILT (CO)		
End of Year	SF	MF	Total	SF	MF	Total
2017 units	31,744	22,800	54,544	19,444	3,328	22,772
2017 population estimates	96,502	45,600	142,102	57,902	6,656	64,558
2018 units	31,744	22,800	54,544	20,498	3,828	24,326
2018 population estimates	96,502	45,600	142,102	61,106	7,656	68,762
2019 units	31,744	22,924	54,668	21,479	3,924	25,403
2019 population estimates	96,502	45,848	142,350	64,089	7,848	71,937
2020 units	31,770	23,162	54,932	22,438	4,001	26,439
2020 population estimates	96,581	46,324	142,905	67,004	8,002	75,006
2021 units	31,710	23,204	54,876	23,408	4,001	27,409
2021 population estimates	96,398	46,408	142,806	69,953	8,002	77,955

	MAXIMUM ZONED UNITS			UNITS BUILT (CO)		
End of Quarter 2021	SF	MF	Total	SF	MF	Total
1 <sup>st</sup> Quarter 2021 units	31,710	23,374	55,046	22,676	4,001	26,677
1 <sup>st</sup> Q population estimates	96,398	46,748	143,146	67,728	8,002	75,730
2 <sup>nd</sup> Quarter 2021 units	31,710	22,983	54,655	22,944	4,001	26,945
2 <sup>nd</sup> Q population estimates	96,398	45,966	142,364	68,542	8,002	76,544
3 <sup>rd</sup> Quarter 2021 units	31,710	23,204	54,876	23,187	4,001	27,188
3 <sup>rd</sup> Q population estimates	96,398	46,408	142,806	69,281	8,002	77,283
4 <sup>th</sup> Quarter 2021 units	31,710	23,204	54,876	23,408	4,001	27,409
4 <sup>th</sup> Q population estimates	96,398	46,408	142,806	69,953	8,002	77,955

**Qualifiers**

The data contained within **Table A** includes qualifiers, which can sometimes be difficult to predict. In some developments there is no land available to construct additional units. Examples include:

- Castle Highlands was zoned/entitled for 490 residential units in 1984. The existing number of platted lots and constructed homes is 422 with little land remaining to build the remaining homes allowed per the zoning entitlement.
- Dawson's Ridge was zoned/entitled for 7,900 residential units in 1986. The main loop road Infrastructure (roads, water, sanitary sewer, etc.) was constructed after zoning approval, but development stopped due to various financial issues.



Although this development was entitled in 1986 with road and utility infrastructure constructed immediately and some lots platted, not a single building permit has been pulled in the past 35 years. Any construction on this property would require substantial investment to remove and rebuild the crumbling infrastructure.

- Memmen Young Infill was zoned/entitled for 1,035 residential units in 1985. The site includes severe topography, cap rock and areas that are subject to the Skyline/Ridgeline Ordinance, making it unlikely to reach full buildout.

The timing of these and other developments is unknown. Market conditions and site conditions impact development which may result in a reduction of unit counts at final development.

Several of the master planned communities have vesting rights while others do not. Some of the planned communities have vesting rights that have expired, but that does not allow for a significant change because all developments include legal agreements with the Town, referred to as Development Agreements (DA's,) that specifically outline required improvements and timing for those improvements. The agreements are a contract between the Town and the owner that would be difficult to eliminate even though the vesting expired.

Based upon review of historical data and updated data contained herein, staff noted that several themes emerged:

- Because changing market conditions result in adjustments throughout the lifetime of a development, we cannot predict a precise build-out number or year on larger planned developments or the community as a whole.
- We cannot show a reduction to the entitled number of units unless the development team requests a rezone to reduce the unit count.
- We can accurately outline known circumstances, meaning we can identify the difference between maximum entitled unit counts and the total platted lot counts, where no additional lots can be constructed, and make estimates for the “realistic” potential buildout.
- We can update the data with new information to determine how local trends are effecting the pace and location of growth in the community.

### Potential Buildout Estimates

Because of the many qualifiers associated with the maximum zoned units versus units built calculations, staff analyzed the zoning entitlements further for each planned development zoning area. Staff evaluated the potential buildout based on availability of land, site constraints, and overall feasibility of the development to realistically build the total amount of units allowed within each planned development. The high buildout and low buildout potential offers a more realistic range of units for each area when the planned development is fully built (**Attachment B**). While the current maximum units allowed per the zoning entitlements equates to a future Town population of

approximately 142,800 persons, a more realistic future population would be closer to 122,000 to 111,700 persons, or about 44,000 to 39,500 total homes.

## **Findings**

The data shows that the Comprehensive Master Plan adopted in 1999 and updated in 2002 and in 2017, was on track with projections that the Town may grow to an estimated 86,000 to 159,000 residents. The Town's current data, through December 31, 2021, is estimating a maximum zoned/entitled population of 142,806 residents. On average, given the amount of land available for development, the likelihood of the larger planned developments reaching the maximum density allowed through entitlements is low because there are a larger number of entitled units remaining than available land to build those units. Potential buildout analysis determined a more realistic buildout population of 122,000 to 111,700 persons.

In August, the US Census Bureau released the 2020 Census data, stating the Town's population was 73,158 on April 1, 2020. Staff's previous estimations of the Town's population through March 31, 2020 was 72,551, which is a difference of 607 persons or approximately 1%.

The Town of Castle Rock is an attractive community to live, work and play in, and we expect it will continue to attract residential and commercial growth for many years to come.

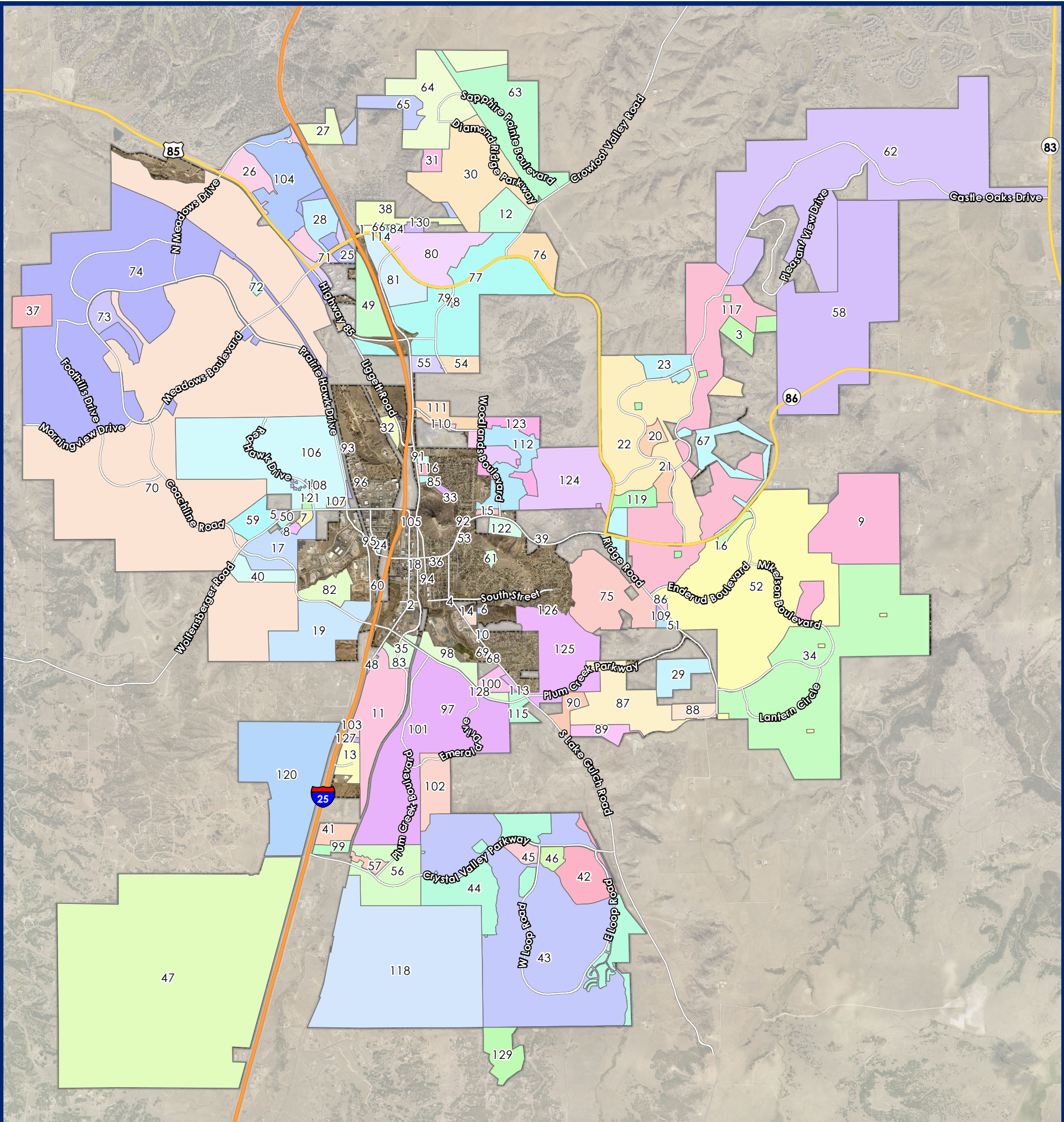
## **Attachments**

Attachment A: Town of Castle Rock PD Zoning Map

Attachment B: Unit Data through December 31, 2021 with Potential Buildout Chart

T:\Development Review\Demographics Team\2021\4Q 2021





Planned Development Zoning

An illustration of the names and boundaries of all Planned Developments and Amendments. There is no significance represented by the colors used except to delineate boundaries. Numbers in table do not represent chronological order of Planned Development approvals. There are two types of zoning mapped within the Town: Standard Zone districts and Planned Development (PD) districts. Standard Zoning consists of a series of pre-established districts. The criteria for these zone districts (permitted uses, setback requirements, and maximum building heights) remain the same, no matter where the zone is located. Standard Zoning is an historic approach to land use management and is still in effect for the core of Town, which refers to the older downtown area and nearby residential areas. Each Planned Development district is unique and relates to a development plan that was prepared specifically for that property (typically large properties). All "newer" communities situated within the Town are zoned PD. For a detailed explanation of zoning requirements, specific to either Standard or PD Zoning districts, refer to Title 17 of the Town of Castle Rock Municipal Code.

00.250.51

Miles

Disclaimer: The data presented has been compiled from various sources, each of which introduces varying degrees of inaccuracies or inconsistencies. Such discrepancies in data are inherent and in supplying this product to the public the Town of Castle Rock assumes no liability for its use or accuracy. For questions or comments regarding omissions, corrections, or updates please visit [C6.gov.com/directory](http://C6.gov.com/directory) for contact information.

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Coordinate System: SPCS Colorado Central (8502)

Projection: Lambert Conformal Conic

Datum: North American 1983

Units: Feet US

Creation Date: 10/15/2020

N

Town of Castle Rock

Colorado

Legend

1. 1-25 AND FOUNDERS PKWY CONOCO PD

2. 18 WILCOX PD

3. 1ST AMD TO CASTLE OAKS PRELIM PD SITE PLAN AMD 1

4. 710 SOUTH STREET

5. ARBORS PD

6. ASPEN MEADOWS PD

7. AUBURN RIDGE PDP NO.1

8. AUBURN RIDGE PDP NO.1 AMD 1

9. BELLA MESA PDP

10. BISHOP COURT PD

11. BROOKSIDE BUSINESS CENTER AMENDED

12. BROOKWOOD PD

13. BURT AT CASTLE ROCK PD

14. BW SQUARED PD

15. CALVARY CHAPEL PDP

16. CAMBRIDGE HEIGHTS PD

17. CASTLE HIGHLANDS MAJOR MODIFICATION

18. CASTLE MANOR PD

19. CASTLE MEADOWS INTERCHANGE OVERLAY PDP

20. CASTLE OAKS AMEND NO. 1 PPD, 2ND

21. CASTLE OAKS AMEND NO. 1 PPD, 3RD

22. CASTLE OAKS AMENDMENT NO. 1

23. CASTLE OAKS ESTATES PDP NO. 1

24. CASTLE PARK SOUTH PD

25. CASTLE PINES COMMERCIAL AMENDMENT (1995)

26. CASTLE PINES COMMERCIAL AMENDMENT (2000)

27. CASTLE PINES COMMERCIAL MAJOR MODIFICATION

28. CASTLE PINES COMMERCIAL PD

29. CASTLE RIDGE PD

30. CASTLE ROCK ESTATES I AMENDMENT

31. CASTLE ROCK ESTATES II PD

32. CASTLE ROCK MARINE PD

33. CASTLEVIEW CONDOMINIUMS PD

34. CASTLEWOOD RANCH MINOR AMENDMENT

35. CENTRE ON PLUM CREEK FLG 2 AMENDED

36. CHRISTIS EPISCOPAL CHURCH PD

37. CHURCH OF THE ROCK PD

38. COOPER-HOOK PD

39. COUNTRY ACRES PD

40. COVENANT AT CASTLE ROCK PDP

41. CREEKSIDE PD

42. CRYSTAL VALLEY RANCH 2ND AMENDMENT

43. CRYSTAL VALLEY RANCH 4TH AMENDMENT

44. CRYSTAL VALLEY RANCH MAJOR AMENDMENT

45. CRYSTAL VALLEY RANCH PDP AMENDMENT NO. 5

46. CRYSTAL VALLEY RANCH PDP AMENDMENT NO. 6

47. DAWSON RIDGE AMENDMENT

48. DEMIS PD

49. DOUGLAS COUNTY JUSTICE CENTER MAJOR MODIFICATION

50. EPIPHANY EVANGELICAL LUTHERAN CHURCH OF CASTLE ROCK PD

51. FAITH LUTHERAN CHURCH PD

52. FOUNDERS VILLAGE AMENDED (1986)

53. GANNON MED/DENTAL PD

54. HAZEN MOORE AMENDMENT

55. HAZEN MOORE PDP NO. 1

56. HECKENDORF RANCH AMD NO.1

57. HECKENDORF RANCH PDP AMD NO.4

58. HERITAGE FARM PD

59. HILLSIDE PDP

60. KREFT PD

61. LARRYS PD

62. LIBERTY VILLAGE 2ND AMENDMENT

63. MAHER RANCH MAJOR AMENDMENT (PHASE 1)

64. MAHER RANCH MAJOR AMENDMENT (PHASE 2)

65. MAHER RANCH PD

66. MAIN PLACE PD

67. MALL AND OFFICE CENTER INFILL

68. MASTER MAGNETICS 2 PD

69. MASTER MAGNETICS PD

70. MEADOWS FOURTH AMENDMENT

71. MEADOWS PARKWAY PD

72. MEADOWS PDP NO. 1

73. MEADOWS PDP NO. 2

74. MEADOWS THIRD AMENDMENT

75. MEMMEN YOUNG INFILL

76. METZLER RANCH 2ND MAJOR AMENDMENT

77. METZLER RANCH PD (1996)

78. METZLER RANCH PD 5TH AMENDMENT

79. METZLER RANCH PDP 4TH AMENDMENT

80. METZLER RANCH THIRD MAJOR AMENDMENT

81. MILESTONE OFFICE CAMPUS AMENDED (1998)

82. MILLER'S LANDING INTERCHANGE OVERLAY PDP

83. MILLER RANCH PD

84. MONTANA VISTA PDP

85. MOUNTAIN SHADOWS PD

86. MT. ZION LUTHERAN CHURCH PD

87. OAKS OF CASTLE ROCK AMD NO.1

88. OAKS OF CASTLE ROCK AMENDMENT NO. 3

89. OAKS OF CASTLE ROCK AMENDMENT NO. 4

90. OAKS OF CASTLE ROCK PD

91. OAKWOOD APARTMENTS PD

92. OAKWOOD PARK PD

93. OMNI STORAGE PD

94. P S MILLER HOUSE

95. PARK STREET BUSINESS CENTER II PD

96. PD (ORD# 3.60 & 3.61)

97. PLUM CREEK AMENDED

98. PLUM CREEK FIRST AMENDMENT

99. PLUM CREEK POINTE AMENDMENT

100. PLUM CREEK RIDGE PD

101. PLUM CREEK SECOND AMENDMENT

102. PLUM CREEK SOUTH PD

103. PLUM CREEK WEST PD

104. PROMENADE AT CASTLE ROCK PDP

105. Q-PETROLEUM PD

106. RED HAWK AMENDMENT NO. 1

107. RED HAWK CROSSINGS PDP NO. 1

108. RED HAWK PD

109. RIDGE VIEW PD

110. SCOTT II AMENDED

111. SCOTT II MAJOR MODIFICATION

112. SCOTT RANCH PD

113. SELLERS LANDING PD

114. SHOPPES ON FOUNDERS

115. STANBRO PD

116. STONE CREEK APARTMENTS PD

117. TERRAIN PDP

118. THE LANTERNS AMENDMENT NO. 3

119. VILLAGES AT CASTLE ROCK PD

120. WESTFIELD TRADE CENTER AMENDMENT

121. WOLFENBERGER PDP

122. WOODLANDS CROSSING PD

123. WOODLANDS MINOR MODIFICATION

124. WOODLANDS SECOND AMENDMENT

125. YOUNG AMERICAN PD

126. YOUNG AMERICAN SECOND AMENDMENT

127. YOUR STORAGE CENTER AT CASTLE ROCK PDP

128. YOUTH FOR CHRIST PD

129. RIDGE ESTATES

130. ALEXANDER PLACE PD

47



Data through December 31, 2021, please note that these are estimates, and numbers are subject to change

POTENTIAL NEEDS UPDATED

PD #	Planned Developments (year zoned)	MAXIMUM ZONED UNITS			PLATTED (SF) SDP (MF)				UNITS BUILT (CO)			Potential HIGH Buildout				Potential LOW Buildout				Realistic Notes:
		SF	MF	Total	SF	MF+ SDP	MF platted, no SDP	Total	SF	MF	Total	SF	MF	Total	delta from Max Zoned	SF	MF	Total	delta from Max Zoned	
130	Alexander Place (2020)	26	99	125	0	0	0	0	0	0	0	0	134	134	9	26	81	107	-18	Low is existing zoning High is recent Preapp proposal - would need a Rezone.
5	Arbors (2002)	38	80	80	0	0	no	0	0	0	0	0	80	80	0	38	0	38	-42	Zoning allows either 80 MF or 38 SF
7,8	Auburn Ridge (2013)	0	286	286	0	286	no	286	0	186	186	0	286	286	0	0	266	266	-20	High includes approved Lot 2 100 Unit MF. Low assumes a 20 unit decrease
12	Brookwood (2003)	72	0	72	72	0	n/a	72	60	0	60	72	0	72	0	72	0	72	0	All lots Platted, no more land to plat.
16	Cambridge Heights (2003)	0	100	100	0	0	no	0	0	0	0	0	63	63	-37	35	0	35	-65	High - Assumed MF at 9 units/acre (similar to Echelon Project) Low - Assumed SFA at 5 units/acre
17	Castle Highlands (1984)	132	200	332	131	200	no	331	127	200	327	131	200	331	-1	131	200	331	-1	All lots Platted, no more land to plat.
19	Castle Meadows (1989)	10	200	210	0	0	no	0	0	0	0	0	1500	1500	1290	0	400	400	190	High - Property Builds out all MF at 12 du/acre Low - Property builds out with 400 MF, rest commercial.
3,20,21,22,23,117	Castle Oaks /Terrain (2002)	1992	775	2767	2172	0	no	2172	1902	0	1902	2372	0	2372	-395	2372	0	2372	-395	Includes North Basin SDPs for 200 units. Phase I approved, Phase II under review.
25,26,27,28,104	Castle Pines Commercial / Promenade (1987)	0	1550	1550	0	1362	no	1362	0	1009	1009	0	1662	1662	112	0	1662	1662	112	Includes approved Promenade multifamily zoning of 300 units
29	Castle Ridge East (1996)	30	0	30	28	0	n/a	28	28	0	28	28	0	28	-2	28	0	28	-2	All lots Platted, no more land to plat.
30,31	Castle Rock Estates - Diamond Ridge (1995)	126	0	126	126	0	n/a	126	126	0	126	126	0	126	0	126	0	126	0	All lots Platted, no more land to plat.
33,87,88,89,90	Castleview Estates - The Oaks of Castle Rock (1985)	248	326	574	239	0	no	239	194	0	194	367	0	367	-207	367	0	367	-207	SDP approved for 128 units. Applicant has submitted a preapp to amend for a few additional units. Unclear if zoning would allow. Developers have indicated that they need every unit possible to make project pencil out.
34	Castlewood Ranch (1998)	1300	0	1300	1292	0	n/a	1292	1282	0	1282	1292	0	1292	-8	1292	0	1292	-8	All lots Platted, no more land to plat.
straight zones, downtown	Central Castle Rock (varies) NO maximum zoning	1538	1501	3039	1533	1409	redevelop- ment potential	2942	1532	791	2323	1533	1988	3521	482	1533	1688	3221	182	Estimating development potential of Downtown to be between 279 and 579 multi-family units
40	Covenant At Castle Rock (2014)	58	0	58	58	0	n/a	58	58	0	58	58	0	58	0	58	0	58	0	All lots Platted, no more land to plat.
42,43,44,45,46	Crystal Valley Ranch (2000)	2670	753	3423	2961	0	no	2961	2123	0	2123	3051	96	3147	-276	3051	0	3051	-372	SDP approved for 90 units. Commercial area can have multi-family at 24 du per acre
47	Dawson Ridge (1986)	2447	5453	7900	0	0	no	0	0	0	0	3408	2445	5853	-2047	2400	1600	4000	-3900	High based off current proposal, Low based off assumptions of 4000 units total
52,9	Founders Village - Inc. Founders 24 and Bella Mesa (1985)	1754	3667	5421	2634	0	no	2634	2521	0	2521	3345	0	3345	-2076	3234	0	3234	-2187	Bella Mesa allows for 711 single family units between both Planning Areas. Expect close to full build out to make project pencil out due to capstone.
54,55	Hazen Moore (2000)	243	0	243	161	0	n/a	161	161	0	161	161	0	161	-82	161	0	161	-82	All lots Platted, no more land to plat.
56,57	Heckendorf Ranch (1985)	406	224	630	404	0	no	404	299	0	299	506	0	506	-124	506	0	506	-124	Includes approved Canvas SDP. No other lots available for residential development
59	Hillside (2009)	120	0	120	54	0	n/a	54	0	0	0	120	0	120	0	120	0	120	0	Likely will build out to Zoning, SDP approved for 120 units
118	Lanterns (2003)	1200	0	1200	572	0	n/a	572	105	0	105	1200	0	1200	0	1200	0	1200	0	SDP approved for full development at 1200 units and is currently under construction
62	Liberty Village (2004)	1245	0	1245	1238	0	n/a	1238	1056	0	1056	1238	0	1238	-7	1238	0	1238	-7	All lots Platted, no more land to plat.
63,64,65	Maier Ranch (1988)	2309	100	2409	768	96	no	864	768	96	864	768	96	864	-1545	768	96	864	-1545	All lots Platted, no more land to plat.
70,72,73,74	Meadows (1985)	6642	4002	10644	7357	240	yes (12,799 acres in TC)	7597	7098	240	7338	7422	740	8162	-2482	7422	240	7662	-2982	MF High is based off estimate of 100 mixed units in TC and 400 units of Senior Housing in COI MF Low is based off complete commercial development in those areas SF is based off approved SDP for 65 units
75	Memmen Young Infill (1985)	559	476	1035	0	0	no	0	0	0	0	710	0	710	-325	600	0	600	-435	Realistic High includes proposed units of rezoned (Founders Vista) and max units of remaining use area not in rezoned. Realistic low knocks out some units of Founders Vista and puts remaining parcel at a more nominal 5 units per acre
76,77,78,79,80	Metzler Ranch (1996)	1056	660	1716	751	660	no	1411	741	580	1321	751	660	1411	-305	751	660	1411	-305	Remaining property with entitlement of 69 units donated to the Town
97,98,99,101,103	Plum Creek (1983)	3025	0	3025	1188	360	n/a	1548	1188	360	1548	1188	360	1548	-1477	1188	360	1548	-1477	Assumes no new construction. Only way to add more units is to rezone Golf Course or open space
100	Plum Creek Ridge (2006)	92	70	162	120	0	no	120	119	0	119	120	0	120	-42	120	0	120	-42	All lots Platted, no more land to plat.
102	Plum Creek South (1985)	307	198	505	140	0	no	140	137	0	137	140	0	140	-365	140	0	140	-365	All lots Platted, no more land to plat.
106,107,108	Red Hawk (1996)	658	268	926	887	0	no	887	793	0	793	887	0	887	-39	887	0	887	-39	All lots Platted, no more land to plat.
129	Ridge Estates (2020)	52	0	52	52	0	0	52	0	0	0	52	0	52	0	52	0	52	0	SDP approved 52 units
110,111	Scott II (1987)	85	220	305	78	220	no	298	78	220	298	78	220	298	-7	78	220	298	-7	All lots Platted, no more land to plat.
113	Sellers Landing PD (1982)	0	94	94	0	87	0	87	0	77	77	0	87	87	-7	0	87	87	-7	Includes recently approved 5 Unit SDP



115	Stanbro PD (1987)	32	92	124	0	0	no	0	0	0	0	32	92	124	0	16	46	62	-62	Low assumes significant flood plain issues impacting number of units significantly (estimate of 50%).
119	Villages at Castle Rock / Echelon (1981)	0	626	626	0	238	no	238	0	0	0	12	238	250	-376	0	238	238	-388	Single property allows for 12 units of SF. May not be feasible to build on property
121	Wollensberger - formerly Graham PD (1996)	0	56	56	0	56	no	56	0	56	56	0	56	56	0	0	56	56	0	All lots Platted, no more land to plat.
122,123,124,112	Woodlands - Inc. Scott Ranch (1983) Woodlands Crossing (1987)	1160	0	1160	551	0	n/a	551	537	0	537	605	0	605	-555	605	0	605	-555	All lots Platted in Scott Ranch, no more land to plat. 54 units available in Woodlands Crossing
125,126	Young American (1983)	78	1128	1206	375	186	no	561	375	186	561	1012	186	1198	-8	825	186	1011	-195	High includes maximum number of units zoned. Low is based off recent PREAPP received minus 30 lots
		ZONED UNITS			PLATTED (SF) SDP (MF)				UNITS BUILT (CO)			Potential HIGH Buildout				Potential LOW Buildout				
		* MF counts shows approved by SDP																		
		SF	MF *	Total	SF	MF*	MF platted, no SDP	Total	SF	MF	Total	SF	MF	Total	delta from Max Zoned	SF	MF	Total	delta from Max Zoned	
TOTAL UNITS		31,710	23,204	54,876	25,942	5,400		31,342	23,408	4,001	27,409	32,785	11,189	43,974	(10,902)	31,440	8,086	39,526	(15,350)	
POPULATION ESTIMATES		96,398	46,408	142,806	78,864	10,800		89,664	69,953	8,002	77,955	99,666	22,378	122,044	(20,762)	95,578	16,172	111,750	(31,057)	



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 5. **File #:** ID 2022-015

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**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Tara Vargish, PE, Director, Development Services  
Brad Boland, AICP, Planner II

**Update: Undeveloped Property Inquiries (through January 20, 2022)**

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### **Executive Summary**

The purpose of this update is to provide a quarterly update on information related to potential development on entitled properties in Town that are undeveloped. In 2020, Town staff conducted a comprehensive review of existing zoning entitlements of land that has not yet been developed in Town. To better enable and graphically show this research, staff has generated a map identifying the remaining areas of land within the Town of Castle Rock that are currently entitled to development. The existing zoning entitlements have also been identified for each parcel. This update includes inquiries through January 20, 2022. Previous updates provided a series of maps. These maps have been migrated online as a single map and can be found as a tab on the Town's Development Activity Map and is available to the general public. The map can be accessed by going to

[CRgov.com/DevelopmentActivityMap](https://castlerock.maps.arcgis.com/apps/MapSeries/index.html?appid=5a1a1e455cf94fc7a10dd334276dfe16)

[https://castlerock.maps.arcgis.com/apps/MapSeries/index.html?](https://castlerock.maps.arcgis.com/apps/MapSeries/index.html?appid=5a1a1e455cf94fc7a10dd334276dfe16)

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Meeting Date: February 1, 2022

## **AGENDA MEMORANDUM**

**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Tara Vargish, PE, Director, Development Services  
Brad Boland, AICP, Planner II

**Title:** **Update: Undeveloped Property Inquiries (through January 20, 2022)**

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### **Discussion**

The intent of the review was to provide Town Council with up to date information about land uses which are allowed by right under the current zoning entitlements, and which could potentially be proposed for development at any time by a developer within the Town. Staff believes that by providing this information, we can better assist Town Council with questions and concerns from the residents of the Town when development is proposed for these sites.

Staff identified some of these existing entitlements that could lead to neighborhood concern regarding the types of uses that are allowed by right, as well as the proximity of these potential uses to existing neighborhoods. These properties were identified in the original staff memo and can be found below.

The full Town-wide "Undeveloped Property Map" is now online through the Development Activity Map and generally shows all of the areas in Town that have not been developed or are not currently under construction. By selecting a parcel on the map, information regarding the

entitlements and any current land use applications is provided in a pop up window. The map is updated regularly to remove any of the identified areas/parcels that are now under construction and also provide new information with respect to pending or approved land use approvals and significant inquiries. The map can be accessed by going to [CRgov.com/DevelopmentActivityMap](https://CRgov.com/DevelopmentActivityMap) and selecting the Undeveloped Property tab on the top of the page.

### **Reported Parcels of Interest – New Inquiries/Updates**

#### **Crystal Valley Ranch Commercial**



The Crystal Valley Ranch Planned Development Plan was approved originally in 2007 with a 10.4-acre parcel zoned for neighborhood commercial. A 2019 rezoning reduced this commercial land area to 4 acres. The property, shown above, is generally located at the southeast corner of West Loop Road and Crystal Valley Parkway with the following allowed uses:

*Neighborhood Commercial:* 10.4 acres, allowed uses are community centers, convenience stores with gasoline and car washes, financial institutions, laundries and dry-cleaning services, liquor stores, offices, places of public assembly, recreation center, membership clubs, health clubs, restaurants, lounges and fast food



establishments with drive thru, retail stores and display shops, day care centers, single family, multi-family residential, small animal clinic, religious facilities.

Staff received a pre-application meeting request on July 8, 2021 seeking information on application and submittal requirements for a site development plan for the property. The applicant is proposing a mixed-use development with 24 two-story townhome units and a two-story commercial building (first floor retail and second floor office) on the 4-acre site. Each home will have a private two car garage and the commercial site will have 72 parking spaces. The applicant has hosted two hybrid neighborhood meetings on September 29, 2021 and December 14, 2021. A formal submittal has not been made at this time. Timing of the project is unknown. The property is located in Councilmember Dietz's District.

### **Reported Parcels of Interest – No Recent Inquiries**

Some parcels in Town have been well known as being planned for development, such as the Meadows Town Center area, however other parcels may not have had any recent inquiries or activity, and therefore may not be as easily associated with future development. The parcels listed below were identified by staff as ones that may not be as well-known or have not had any recent inquiries. Staff has summarized each of these highlighted areas below, including the specific list of allowed uses from the approved zoning entitlements, and information on any recent inquiries regarding development of these parcels.

### **Cambridge Heights Planned Development**



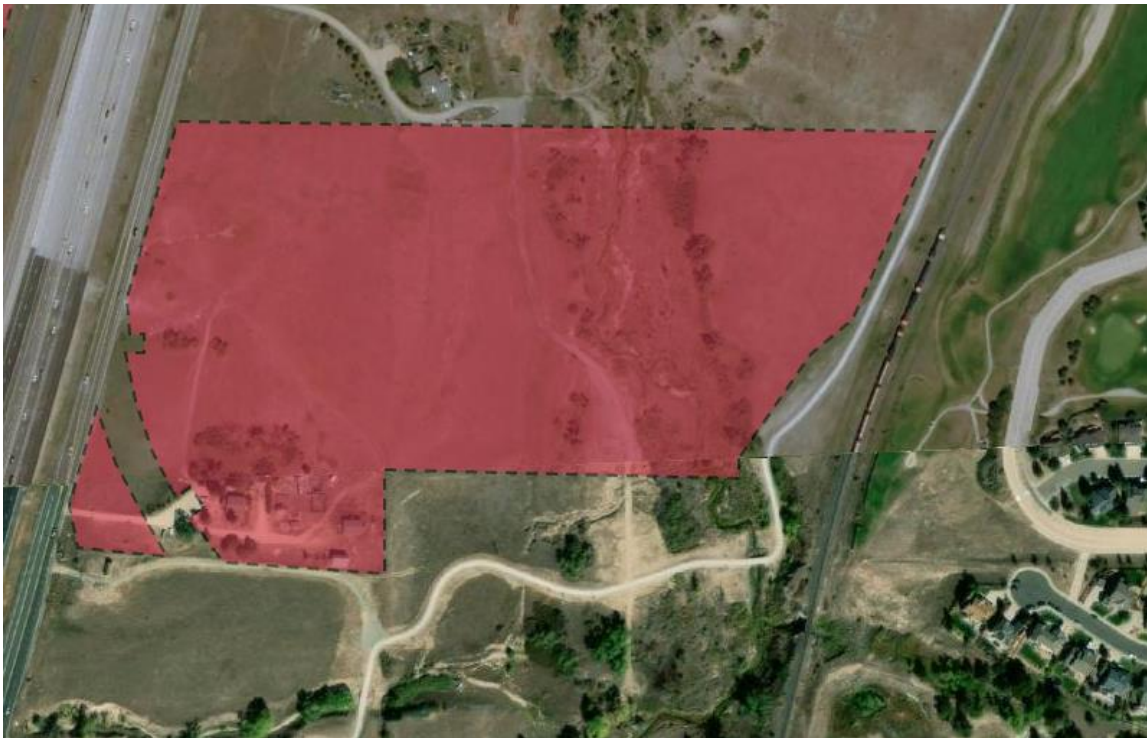
The 11-acre property is located in the Cambridge Heights Planned Development (PD) was approved in 2003 and is currently showing ownership with a group outside the United States. The Planned Development is located along the south side of Highway 86 at Enderud Blvd., just east of the Sunstone/Terrain neighborhood. The PD zoning allows for multifamily on the south portion of the property and neighborhood business uses allowed on the north portion of the property.

*Neighborhood Business Use (Red):* 4 acres, allows banks, financial institutions, restaurants and w/drive through services, convenience stores with gas and car washes, day care, general office, retail, light automotive services, other commercial uses similar in character, religious institutions. Automotive repair, bars and taverns are not allowed.

*Multifamily Use (Blue):* 7 acres, allows up to 100 units at 12-15 Dwelling Units (DU) per acre.

Town staff has not had any inquiries or contact with potential developers concerning this property.

### **Creekside Planned Development**



The 27-acre property is located in the Creekside Planned Development which was approved in 1984, and is shown on the map above. The PD is located along the I-25 frontage road just north of Crystal Valley Parkway. The zoning consists of commercial uses as listed below:

*Commercial Use Area:* 27 acres allowed uses are general commercial, financial, professional research laboratories, office and retail that include gas station. Automotive



sales and service facilities, laundries, parking lots, personal services, public assembly, restaurants, lounges, fast food establishments, transit terminal, veterinary office and boarding kennels.

Staff has not had any development inquiries specific to the Creekside PD within the last few years. The Town is currently working to acquire a portion of this property in support of the future Crystal Valley Interchange which will have an impact upon this property and when it will develop.

### **Plum Creek Amended Planned Development Plan**



The 4-acre property is located in Plum Creek Amended Planned Development which was approved in 1985 and is located along the south side of Plum Creek Parkway just east of Plum Creek Boulevard, shown above.

*Neighborhood Commercial:* 4 acres, allows retail, financial services, restaurants and lounges, places of assembly, offices, community centers, transit hubs, automotive services, car wash, warehouse, mortuaries and light industrial uses. Zoning specifically prohibits outdoor storage of junked/wrecked vehicles.

Staff has received no inquiries about possible development of this parcel.

## Stanbro Planned Development Plan



The 22-acre property is located in the Stanbro Planned Development Plan which was approved in 1987. The property is located on the northwest and southwest corners of Plum Creek Parkway and Lake Gulch Road. The zoning consists of a mixture of uses listed below:

*Residential Use Area B (Purple):* 7 acres, allows 6-10 DU's per/acre. Allows Single family, apartments and condominiums max 92 units allowed. Total of 124 maximum allowed units for Area A and B combined.

*Residential Use Area A (Yellow):* 11 acres, 32 single family units allowed.

*Neighborhood Commercial Area (Red):* 4 acres, allows personal services, financial, retail stores to include liquor stores, restaurants to include drive-through, gas station, automotive uses and child care centers.

The current property owner has contacted the Town numerous times over the past few years about the development potential of the Stanbro PD. Overall, these parcels have many constraints due to the existence of floodplain and possible access challenges. The neighborhood commercial area has had recent inquiries, most recently for a gas station. It is staff's understanding at this time that the gas station will not proceed due to the challenges mentioned.



## Woodlands Crossing



The 19-acre area is part of the Woodlands Crossing Planned Development which was approved in 1987 and is located on the south side of Highway 86 at Woodlands Blvd. The PD allows for the following uses:

*Low Density Multi-Family Use Area (Purple)*: 6 acres, allows townhomes, apartments, condominiums, attached and detached dwellings. 10 DU's per/ac are allowed maximum for multi-family uses and 6 DU's per/ac maximum are allowed for single family detached proposals.

*Integrated Business Use Area (Red)*: 13 acres, allows retail, personal services, financial, indoor places of public assembly, automotive repair, general office, churches, restaurants, lounges and public buildings.

Town staff has received a few inquiries over the past 2 years about development possibilities concerning this site. There have been no inquiries over the past year. The ownership of the identified area is fractured amongst several entities, thus most likely making development challenging at this time.

## Summary

After reviewing the existing zoning entitlements of land that has not yet been developed in the Town, staff identified the above properties as ones in need of closer review. Some of these properties have not elicited many development inquiries over the past few years due to a myriad of factors. Staff has researched the allowed uses of these identified areas/parcels to raise awareness of their status, as some of these specific parcels do not often come up in everyday conversation about development within Castle Rock. Staff's intent is to inform the Town Council of these properties, as well as provide initial zoning/entitlement information for their pending development within the Town of Castle Rock.

This memo is updated quarterly to provide any information with respect to inquiries concerning the above listed Planned Developments or newly identified locations.

T:\Development Review\Pending Development Property Project\2021\Q3

# DEVELOPMENT ACTIVITY HIGHLIGHTS

TOWN COUNCIL  
FEBRUARY 1, 2022





# ALEXANDER WAY

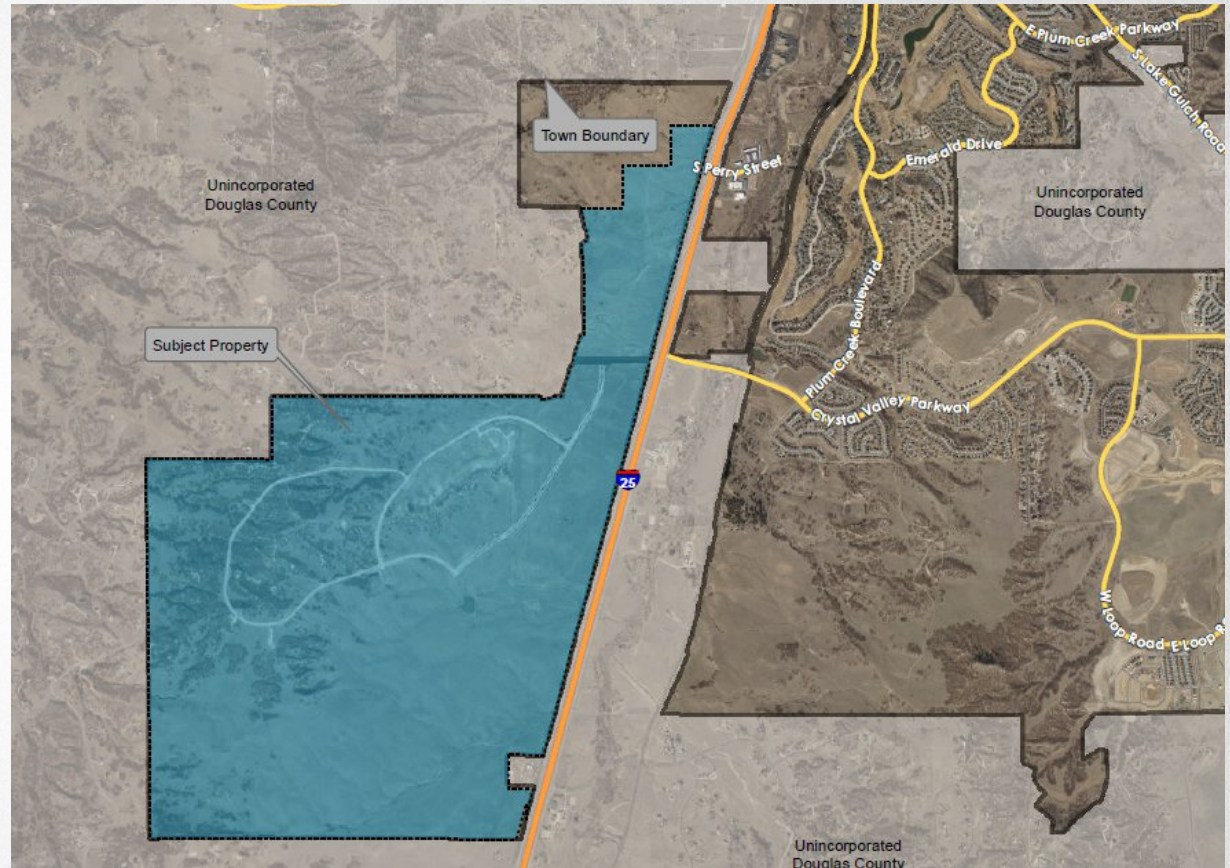
- Neighborhood Meeting, February 2, 2022, 6-7pm, Hybrid, Mesa Middle School
- Annexation and Zoning
- Proposes 53 single family homes, 24 live/work units, and 30 acres of open space
- Approximately 77.96 acre site
- Adjacent to Councilmember Cavey's & Councilmember LaFleur's Districts





# DAWSON TRAILS

- Neighborhood Meeting, February 7, 2022, 6-7pm, Hybrid, Town Hall
- Planned Development Plan
- Proposes maximum of 5,850 dwelling units and 3.2 million sf of commercial & nonresidential uses
- 2,062 acres total, with 35% open space, and 244.6 acres of public land dedication
- Councilmember Dietz's District





# SUNSET POINT (BELLA MESA NORTH)

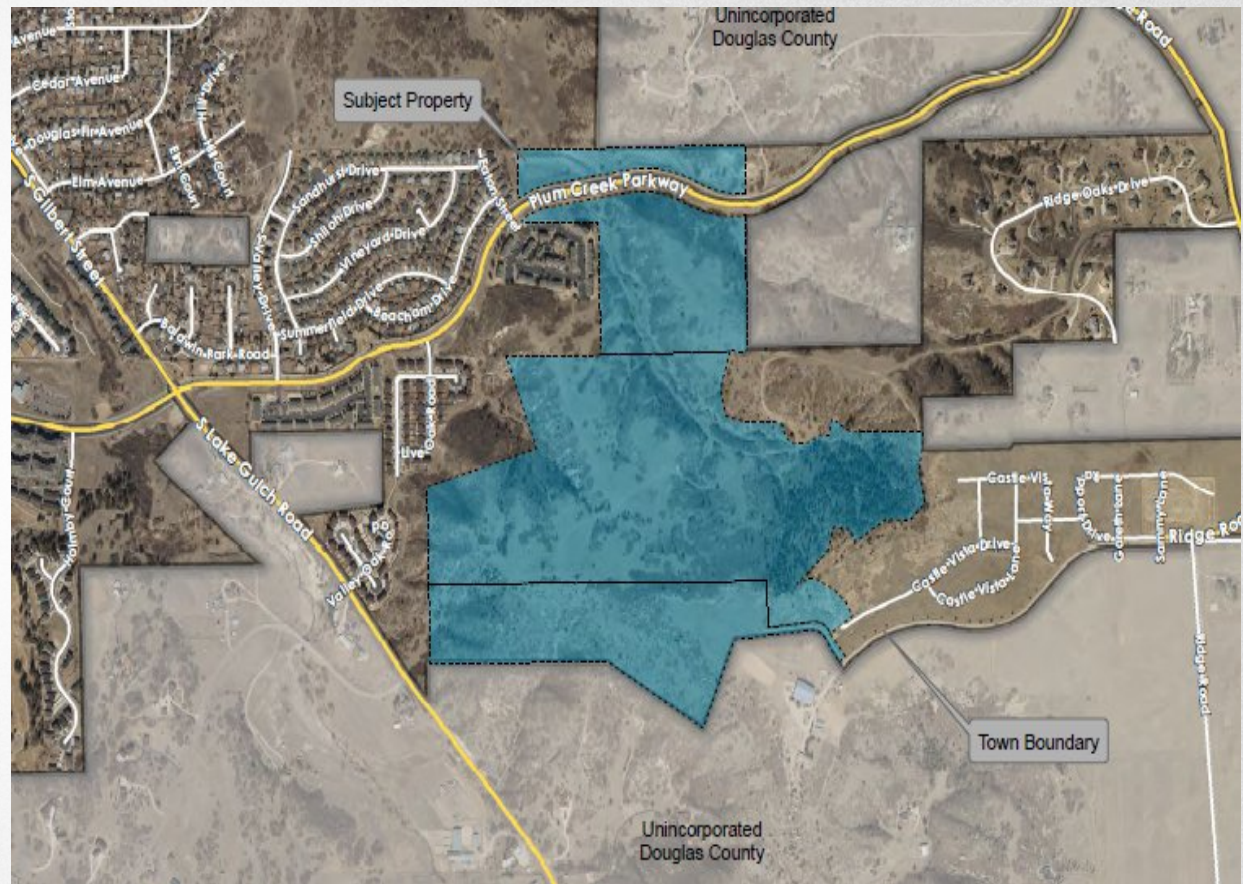
- Neighborhood Meeting, February 16, 2022, 6-7pm, Hybrid, Town Hall
- Side Development Plan (formal submittal expected in February)
- Proposes 525 single-family dwelling units in conformance with the PD zoning
- 197 acres, approximately 95 acres of open space
- Councilmember Johnson's District





# THE OAKS FILING 2A

- Neighborhood Meeting, February 22, 2022, 6-7pm, Hybrid, Library
- Site Development Plan
- Approximately 165 acres total, with 55% open space
- 114 Single-family homes
- Councilmember Johnson's District



# THANK YOU







# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 6. **File #:** ORD 2022-003

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**To:** Honorable Mayor and Members of Town Council

**From:** Lisa Anderson, Town Clerk  
Michael J. Hyman, Town Attorney

**Ordinance Amending Various Sections of the Castle Rock Municipal Code Regarding Board and Commission Membership, Term Limits and Bylaws and Adding Chapter 2.18 Concerning the Oath of Office (Second Reading - Approved on First Reading on January 18, 2022 by a vote 7-0)**

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### Executive Summary

The proposed amendments to the Code were presented to Town Council at the October 19, 2021 Town Council Meeting. Town Council provided direction to provide an Ordinance to amend the Code.

*At the Town Council meeting on January 4, 2022; Town Council requested to review the direction given to staff regarding the residency requirement for all Town boards and commissions provided at the October 19, 2021 Town Council meeting (Minutes attached). Town Council also requested to see a copy of the Model Bylaws (attached).*

**NOTE:** *The current Code currently excludes residency requirements from:*

- *Historic Preservation Board*
- *Public Art Commission*
- *Downtown Development Authority (by statute)*

*The Design Review Board consists of:*

- *One member from the Planning Commission,*
- *Two members from the Downtown Development Authority Board (DDA members can be non-residents per statute),*
- *Two members from the Historic Preservation Board (currently can be non-residents); and*
- *Two from owners of property within the Downtown Development Authority boundary (downtown property owners may or may not be residents).*

*Town Council has the prerogative to amend the proposed Ordinance to exempt certain Town boards*

*and commissions from the residency requirement.*

### **Summary of organization of the code**

- 1) Centralize general provisions for boards and commissions under Section 2.14.
- 2) Remove repetitive general provisions from the individual board or commission codes and leave only provisions specific to that board or commission.
- 3) Insert Editor's Notes to cross-reference to the main boards and commissions code and to specific boards or commissions codes.
- 4) Codify Downtown Development Authority provisions outlined in the creating Ordinance.

### **Summary of changes made to the code**

- 5) Require that all boards and commission members take an Oath of Office.
- 6) Require Town residency for all Town boards and commissions.
- 7) Any non-resident currently serving on a Town board of commission as of the effective date of this ordinance will be allowed to serve out their current term.
- 8) Non-resident positions are approved by Town Council.
- 9) Modify unexcused absences - boards or commissions scheduled for twice monthly meetings (Planning Commission and Design Review Board) cannot exceed four (4) unexcused absences, boards and commissions meeting monthly cannot exceed three (3) unexcused absences, and boards meeting quarterly or as needed cannot exceed one (1) unexcused absence. The Town Manager or designee will determine if an absence is excused.
- 10) Codify terms and term limits
- 11) Revise the waiting period to be proportional to the term: boards or commissions with two-year terms wait two terms (four years), and boards or commissions with three and four-year terms wait one term (three or four years)
- 12) Define a partial term.
- 13) Create Model bylaws and post them on the website (attached)

### **Proposed Motion**

*"I move to Approve the Ordinance on Second and Final reading."*

### **Attachments**

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**Item #: 6. File #: ORD 2022-003**

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Ordinance

Excerpt from the October 19, 2021 Town Council minutes

Model Bylaws

**ORDINANCE NO. 2022-003**

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE CASTLE ROCK MUNICIPAL CODE REGARDING BOARD AND COMMISSION MEMBERSHIP, TERM LIMITS AND BYLAWS AND ADDING CHAPTER 2.18 CONCERNING THE OATH OF OFFICE**

**WHEREAS**, Town Council desires to provide clarity and updates to the Castle Rock Municipal Code (the “Code”) regarding Board and Commission membership, absences, term limits, bylaws, and to require all Boards and Commissions members to take an oath of office; and

**WHEREAS**, Town Council wishes to codify a standard oath of office for Board and Commission Members already taken by Council Members, Town officers and department heads; and

**WHEREAS**, the Town Council has determined that amendments to the Code are necessary to provide said clarity, updates, and a codified oath of office.

**NOW, THEREFORE, IT IS ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE ROCK, COLORADO:**

**Section 1. Amendment.** Section 2.14.010 of the Castle Rock Municipal Code is amended to read as follows:

2.14.010- ~~General~~ MEMBERSHIP.

ALL TOWN BOARDS AND COMMISSIONS AND THE DOWNTOWN DEVELOPMENT AUTHORITY, EXCEPT INsofar AS EXPRESSLY MODIFIED ELSEWHERE IN THIS CODE, THE CHARTER, OR STATE STATUTE, SHALL SERVE IN ACCORDANCE WITH THE PROVISIONS OF THIS CHAPTER 2.14 AS FOLLOWS:

- A. THE MEMBERS OF ~~A-all TOWN boards and commissions of the Town of Castle Rock (including, but not limited to,~~ Board of Adjustment, Board of Building Appeals, Castle Rock Water Commission, Design Review Board, Election Commission, Historic Preservation Board, ~~Liquor Licensing Authority,~~ Parks and Recreation Commission, Planning Commission, Public Art Commission, Public Safety Commission, and Public Works Commission) AND THE MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD SHALL BE APPOINTED BY A MAJORITY VOTE OF THE MEMBERS OF TOWN COUNCIL PRESENT AT THE MEETING.
- B. TOWN COUNCIL WILL APPOINT MEMBERS TO FILL THE REMAINDER OF UNEXPIRED TERMS OF ALL TOWN BOARDS AND COMMISSIONS AND THE DOWNTOWN DEVELOPMENT AUTHORITY IN ORDER TO RETAIN STAGGERED TERMS.



- C. THE MEMBERS OF ALL TOWN BOARDS AND COMMISSIONS AND THE TOWN COUNCIL MEMBER OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD shall serve at the pleasure of Town Council.
- D. ALL MEMBERS OF TOWN BOARDS AND COMMISSIONS AND THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD SHALL TAKE AN OATH OF OFFICE PER CHAPTER 2.18 OF THIS CODE.
- ~~B-E.~~ Any member of a TOWN board or commission may be removed with or without cause by AN AFFIRMATIVE VOTE OF a majority ~~vote (four (4) or more)~~ of the ENTIRE MEMBERSHIP OF Town Council. REMOVAL OF THE MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY SHALL BE GOVERNED BY SECTIONS 31-25-805(2)(A) AND 31-25-806(4), C.R.S., AS AMENDED.
- ~~C-F.~~ All TOWN BOARD OR COMMISSION members ~~of a board or commission~~ shall be bona fide residents of the Town of Castle Rock at the time of appointment and discontinuance of residency shall terminate membership, ~~unless otherwise specified in such board or commission's by-laws.~~ The residency requirement shall not apply to:
1. ~~m~~Members of the Downtown Development Authority who are ~~business or property owners~~ OTHERWISE ELIGIBLE TO SERVE PURSUANT TO SECTION 31-25-806(1), C.R.S.; ~~members of the Historic Preservation Board who are residents of Douglas County and/or are subject matter experts specifically recruited to fill vacancies; or to members of the Public Art Commission.~~
  2. ANY POSITION ON A TOWN BOARD OR COMMISSION THAT TOWN COUNCIL HAS EXPRESSLY AUTHORIZED BY ORDINANCE TO BE FILLED BY A NON-RESIDENT.
  3. ~~Other~~ ANY NON-RESIDENT TOWN boards or commissions ~~who wish to allow nonresidents to serve shall require approval of this exception from Town Council~~ MEMBER SERVING AS OF FEBRUARY 1, 2022, WILL BE ALLOWED TO SERVE OUT THEIR CURRENT TERM.
- ~~D-G.~~ All Board and Commission members shall serve without compensation.
- ~~E.~~ ~~Except for emergency absences, medical condition absences and absences resulting from military leave of less than two (2) continuous months, no Commissioner shall miss more than six (6) meetings in any twelve month period. Upon any seventh absence within twelve (12) months, other than for an emergency, medical condition or military leave of less than two (2) months, as determined by the Chair, the Commissioner shall be deemed to have resigned from the board or commission, and the Council shall appoint a replacement.~~

**Section 2. Amendment.** The Castle Rock Municipal Code is amended by the addition of a new Section 2.14.015, which Section reads as follows:

#### 2.14.015 - Absences.

- A. Except for emergency absences, medical condition absences and absences resulting from military leave of less than two (2) continuous months, between June 1 to May 31 of the following year, a board or commission member shall not exceed the following unexcused absences:
  - 1. A board or commission that schedules meetings twice monthly cannot exceed four (4) unexcused absences;
  - 2. A board or commission that schedules meetings monthly cannot exceed three (3) unexcused absences; and
  - 3. A board or commission that schedules quarterly meetings or as needed cannot exceed one (1) unexcused absence.
- B. The Town Manager or designee shall determine whether an absence is excused or unexcused.
- C. If a Town board or commission member exceeds the number of unexcused absences, the member shall be deemed to have resigned from the board or commission and the Town Council shall appoint a replacement.
- D. If a member of the Downtown Development Authority exceeds the number of unexcused absences permitted by subsection A of this section, such fact shall be considered cause for removal under Section 31-25-806(4), C.R.S.

**Section 3. Amendment.** Section 2.14.020 of the Castle Rock Municipal Code is amended to read as follows:

#### 2.14.020 - Term limits.

- A. ~~Effective June 1, 2015, the termS for all TOWN board or commission members (with the exception of Downtown Development Authority and Election Commission) shall be two (2) years. Each board and commission shall establish a schedule within their by laws to effect staggered terms.~~ WITH THE FOLLOWING EXCEPTIONS:
  - 1. DOWNTOWN DEVELOPMENT AUTHORITY: FOUR (4)-YEAR TERMS;
  - 2. ELECTION COMMISSION: THREE (3)-YEAR TERMS;
  - 3. BOARD OF BUILDING APPEALS: THREE (3)-YEAR TERMS; AND
  - 4. DESIGN REVIEW BOARD:
    - a. MEMBERS APPOINTED AS REPRESENTATIVES FROM OTHER

BOARDS AND COMMISSIONS: ONE (1)-YEAR TERMS.

- b. MEMBERS APPOINTED AS PROPERTY OWNERS WITHIN THE DOWNTOWN DEVELOPMENT AUTHORITY BOUNDARY: TWO (2)-YEAR TERMS.
- B. No TOWN board or commission member, ~~with the exception of members of the Historic Preservation Board~~, shall serve more than three (3) consecutive two (2)-year terms ("Term Limit"). ~~A partial term shall be counted as a full term served. A partial term is defined as any period of time less than two (2) years. Members of the Historic Preservation Board may serve four consecutive two-year terms.~~ WITH THE FOLLOWING EXCEPTIONS:
  - 1. MEMBERS OF THE HISTORIC PRESERVATION BOARD MAY SERVE FOUR (4) CONSECUTIVE TWO (2)-YEAR TERMS;
  - 2. MEMBERS OF THE ELECTION COMMISSION MAY SERVE TWO (2) CONSECUTIVE THREE (3)-YEAR TERMS;
  - 3. MEMBERS OF THE BOARD OF BUILDING APPEALS MAY SERVE TWO (2) CONSECUTIVE THREE (3)-YEAR TERMS; AND
  - 4. MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD ARE NOT SUBJECT TO THE TERM LIMITATION REQUIREMENTS OF THIS SECTION.
- C. ~~TOWN B~~-board and commission term limits shall be retroactive. Any member who has served ~~six (6) consecutive years~~ THE MAXIMUM NUMBER OF CONSECUTIVE TERMS PURSUANT TO THIS SECTION by the end of the member's current term will not be eligible for reappointment to a new term.
- D. A ~~citizen~~-TOWN BOARD OR COMMISSION MEMBER must wait ~~four (4) years (two (2) full terms)~~ FOR BOARDS AND COMMISSIONS WITH TWO (2)-YEAR TERMS, AND ONE (1) FULL TERM FOR BOARDS AND COMMISSIONS WITH THREE (3) AND FOUR (4)-YEAR TERMS prior to reapplying to serve on the same TOWN board or commission for which the member was ~~disqualified to serve due to Term Limits~~ TERM LIMITED.
- E. A PARTIAL TERM SHALL NOT BE COUNTED FOR PURPOSES OF DETERMINING TERM LIMITS. FOR THE PURPOSES OF THIS SECTION, A PARTIAL TERM IS DEFINED AS SERVING LESS THAN ONE HALF (1/2) OF THE TERM.

**Section 4. Amendment.** Section 2.14.030 of the Castle Rock Municipal Code is repealed and reenacted in its entirety to read as follows:

2.14.030 – Town board and commission meeting conduct.



A. For each Town board or commission:

1. A chair and vice-chair will be elected from the members at the first meeting at the beginning of the term year to serve a one-year term. The chair shall be the executive officer and shall preside over all meetings, sign documents on behalf of the board or commission, call special meetings as needed and see that all actions of the board or commission are properly taken. The vice-chair will assume the duties of the chair in the chair's absence. Both the chair and vice chair will retain their voting rights at all meetings. In the absence of the chair and vice-chair, the members in attendance at such meeting may designate a chair pro-tem to preside over the meeting. Regular meetings may be cancelled by the chair or the Town Manager or designee.
2. A majority of the membership shall constitute a quorum. A quorum is required in order for the board or commission to conduct a meeting.
3. If a quorum is present, an affirmative vote of a majority of the members in attendance is required for any formal action to be taken. In the event that a quorum is not present, a meeting may nevertheless be continued by an affirmative vote of a majority of the members in attendance.
4. A tie vote shall be deemed a denial of the motion or recommended action.
5. Strict adherence to the Town Charter and Code, the rules, regulations, and policies adopted pursuant thereto, and any applicable federal or state laws, rules, regulations, or policies shall be required.
6. All meetings at which public business is discussed or formal action is taken shall be open to the public and noticed in compliance with the Colorado Open Meetings Law, Section 24-6-402, C.R.S.
7. Special meetings may be called by the chair, any two members of the board or commission, or the Town Manager or designee and must adhere to the same noticing requirements as a regular meeting.
8. Executive sessions may be conducted for any reason permitted by the Colorado Open Meetings Law, Section 24-6-402, C.R.S.
9. Robert's Rules of Order shall govern any procedural matter not addressed in the bylaws; provided, however, that the failure of a board or commission to follow Robert's Rules of Order shall not invalidate an otherwise lawful action.
10. A recording of minutes and votes are required for each meeting and shall be archived, along with any agenda packets and executed documents, using the Town archival software.

11. Town staff is available to serve as a liaison and to offer assistance.
  12. Each member must adhere to the Town Code of Conduct as set forth in Chapter 2.05 of the Code.
- B. Notwithstanding any provision of this section to the contrary, the Town Council shall have the sole authority to adopt, and amend from time to time, by resolution, rules and procedures governing the remote attendance and participation of board and commission members and the general public by telephone or other electronic means, subject to reasonable qualifications and limitations.

**Section 5. Amendment.** Section 2.14.040 of the Castle Rock Municipal Code is amended to read as follows:

2.14.040 - Bylaws.

- A. Each board and commission shall be responsible for adopting ~~its own~~ bylaws ~~promulgating the rules and regulations on~~ GOVERNING the conduct of their meetings THAT GENERALLY ADHERE TO THE MODEL BOARD AND COMMISSION BYLAWS MAINTAINED AND ADMINISTRATIVELY AMENDED BY THE TOWN MANAGER OR DESIGNEE; provided, however, that SUCH BYLAWS DO NOT CONFLICT WITH THE CODE OR OTHER CONTROLLING DOCUMENTS ~~the Town Council shall have the sole authority to adopt, and amend from time to time, by resolution, rules and procedures governing the remote attendance and participation of board and commission members and the general public by telephone or other electronic means, subject to reasonable qualifications and limitations.~~
- B. ALL BOARD AND COMMISSION BYLAWS WILL BE PUBLISHED ON THE TOWN WEBSITE.

**Section 6. Amendment.** Section 2.16.050 of the Castle Rock Municipal Code is amended to read as follows:

2.16.050 - Membership.

- A. The Planning Commission shall consist of seven members ~~to be selected and appointed by the Town Council.~~
- B. ~~The term for Planning Commission membership shall be in accordance with Chapter 2.14.~~
- C. ~~Geographic representations shall be a factor considered in appointments, along with interest in planning and related support fields.~~

**Section 7. Amendment.** Section 2.16.060 of the Castle Rock Municipal Code is amended to read as follows:

## 2.16.060 – ~~Selection~~ VACANCIES.

All vacancies occurring otherwise than through the expiration of terms shall be filled ~~for the remainder of the unexpired term by appointment by the Town Council~~, with appointment to be completed within ninety (90) days of the vacancy. ~~Vacancies created by term expiration shall be filled by appointment prior to May 31. For the purpose of this Section, the expiration of a term shall be considered as creating a vacancy, irrespective of the interest of the incumbent to reappointment.~~

**Section 8. Amendment.** Section 2.16.070 of the Castle Rock Municipal Code is amended to read as follows:

### 2.16.070 - Chairman.

The Planning Commission shall ~~elect from its appointed regular members a chairman for a one year term of office. The chairman shall be eligible for reelection AS CHAIR FOR not to exceed three (3) successive terms of office YEARS. The chairman shall retain his or her voting rights.~~

**Section 9. Amendment.** Section 2.16.080 of the Castle Rock Municipal Code is amended to read as follows:

### 2.16.080 - Meetings.

The Planning Commission shall hold regular public meetings, not less than once per calendar month, ~~at which time the Town Clerk or some party designated by the Clerk shall maintain public minutes and records of the proceedings before the Planning Commission. No official meeting shall take place unless a majority of the membership is present. A majority vote of the membership present shall be required on all approvals or official actions of the commission. The commission may adopt rules of procedure for its meetings which shall constitute official protocol.~~

**Section 10. Amendment.** Section 2.16.090 of the Castle Rock Municipal Code is repealed in its entirety. Sections 2.16.100, 2.16.110, and 2.16.120 of the Castle Rock Municipal Code are renumbered 2.16.090, 2.16.100, and 2.16.110, respectively.

**Section 11. Amendment.** The Castle Rock Municipal Code is amended by the addition of a new Chapter 2.18, which Chapter reads as follows:

### Chapter 2.18 - Oath of Office.

#### 2.18.010 - When Required.

Before assuming their respective offices or positions, the following individuals shall take and file with the Town Clerk or other designated person an oath or affirmation:

- A. Mayor and members of Town Council
- B. Town Manager
- C. Deputy Town Manager
- D. Assistant Town Manager
- E. Town Attorney
- F. Town Clerk
- G. Police Chief
- H. Fire Chief
- I. Department heads
- J. Members of Town boards and commissions
- K. Liquor Licensing Authority hearing officer
- L. Director of the Downtown Development Authority and members of the Downtown Development Authority board.

2.18.020 - Form of Oath.

The oath or affirmation to be taken by the individuals designated in Section 2.18.010 shall read as follows:

I, [name], do solemnly [swear, affirm, or swear by the everliving God] that I will support the constitution and laws of the United States and the state of Colorado and the Charter, ordinances, and laws of the Town of Castle Rock, and will faithfully perform the duties of [name of office or position] for the Town of Castle Rock upon which I am about to enter to the best of my ability.

**Section 12. Amendment.** Section 15.30.090 of the Castle Rock Municipal Code is hereby amended to read as follows:

15.30.090 - Board of Building Appeals.

- A. Authority. In order to hear and decide appeals of orders, decisions or determinations made by the Chief Building Official relative to the application and interpretation of the Town-adopted building codes and regulations, as well as the Town's contractor registration ordinances, there shall be and is hereby created a Board of Building Appeals (Board), also



referred to as the Advisory Board in Paragraph 15.03.070.B.5. The Chief Building Official shall be an ex officio member of and shall act as secretary to said Board but shall have no vote on any matter before the Board. ~~The Board shall be appointed by the Town Council and shall hold office at its pleasure.~~ The Board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the applicant with a duplicate copy to the Chief Building Official.

- B. Membership. The Board shall consist of five (5) qualified electors of the Town, ~~who shall be appointed by the Town Council.~~ To the extent practicable, four members shall be persons qualified by experience and training to pass on matters pertaining to building construction.
- C. ~~Appointments and terms of office. Of those initially appointed, two shall be for a term of three years, two shall be for a term of two years, and one shall be for a term of one year. Thereafter, appointments shall be for a three year term. Any member of the Board may be removed with or without cause by a majority vote of the Town Council. Any vacancy occurring on the Board shall be filled for the unexpired term by the Town Council.~~
- D. ~~Attendance. To ensure the orderly conduct of business, member attendance is vital. Except for emergency absences, medical condition absences and absences resulting from military leave of less than two continuous months, no Board member shall miss more than three meetings in any twelve month period. Upon any fourth absence within 12 months, other than for an emergency, medical condition or military leave of less than two months, as determined by the chair, the Board member shall be deemed to have resigned from the Board, and the Town Council shall appoint a replacement. Nothing herein prohibits the Town Council from reappointing the resigning member under this Paragraph.~~
- E. ~~Quorum and v Voting. Quorum shall consist of three members, and a decision of a majority of the members of the Board shall control. Any absent member may join in a decision of the Board after he or she has considered the evidence presented in any hearings conducted during his or her absence. All decisions are final, subject only to appeal to a court of competent jurisdiction.~~
- F. ~~Officers. The Board shall annually elect a chair from its number who shall preside over all hearings and proceedings of the Board. A vice chair elected annually by the Board shall assume the chair's duties in the chair's absence.~~
- G-D. Meetings. The Board shall hold meetings at regularly scheduled intervals, but shall meet at a minimum four times a year. ~~Minutes shall be kept of all Board proceedings.~~
- H-E. Limitations of authority. The Board shall have no authority relative to interpretation of the administrative provisions of the Code, as adopted by the Town, nor shall the Board be empowered to waive requirements of the Code as adopted by the Town.

**Section 13. Amendment.** Section 15.64.030 of the Castle Rock Municipal Code is hereby amended to read as follows:

15.64.030 - Historic Preservation Board established.

There is hereby created a Historic Preservation Board, referred to in this Chapter as the "Board," which shall have principal responsibility for matters of historic preservation.

- A. Membership. The Board shall consist of seven (7) voting members providing a balanced, community-wide representation and one (1) non-voting liaison.
  - 1. The Castle Rock Historical Society and Museum Board may provide Town Council with a recommendation for the liaison. The liaison shall be affiliated with the Castle Rock Historical Society and Museum Board. ~~All members shall be residents of Douglas County, with preference given to Town of Castle Rock residents.~~
  - 2. The Board shall be composed of both professional and lay members, all of whom have demonstrated interest, knowledge or training in fields closely related to historic preservation.
    - a. At least three (3) members shall be professionals or shall have extensive expertise in a preservation-related discipline, including but not limited to history, architecture, planning or archaeology. If the required number of professional members cannot be found to serve on the Board, this requirement may be waived until the next vacancy occurs, at which time the Town shall again diligently seek professional representation. In the case of a lack of professional appointees, the Board may, with Council approval, be allowed to retain professional consultants to advise the Board as necessary to fulfill its duties.
    - b. At least three (3) members shall be residents or property owners from the Craig and Gould neighborhood. If the required number of residents or property owners from the Craig and Gould neighborhood cannot be found to serve on the Board, this requirement may be waived until the next vacancy occurs, at which time the Town shall diligently seek Craig and Gould representation. The Castle Rock Historical Society and the Castle Rock Chamber of Commerce are encouraged to submit nominees for Council consideration.
  - 3. The Director of Development Services or a designated department representative shall serve as staff to the Board.
- B. ~~Appointments and terms of office. The appointment and terms of the members shall be in accordance with Chapter 2.17 of this CRMC.~~
- C. ~~Attendance. To ensure the orderly conduct of business, member attendance is vital. Except for emergency absences, medical condition absences and absences resulting from~~

~~military leave of less than two continuous months, no Board member shall miss more than three meetings in any twelve month period. Upon any fourth absence within 12 months, other than for an emergency, medical condition or military leave of less than two months, as determined by the Chairperson, the Board member shall be deemed to have resigned from the Board, and the Council shall appoint a replacement. Nothing herein prohibits the Council from reappointing the resigning member under this Subsection.~~

~~D. Quorum and voting. A quorum for the Board shall consist of a majority of the regular membership. A quorum is necessary for the Board to hold a public hearing or to take official actions, except that a public hearing may be continued by a majority vote of the members present when a quorum is not present. A tie vote shall be deemed a denial of the motion or recommended action.~~

~~E. Officers. The Board shall, by majority vote, elect one of its members to serve as chairperson to preside over the Board's meetings and one member to serve as vice chairperson. The members so designated shall serve in these capacities for terms of one year and may serve successive terms.~~

F. Meetings. The Board shall hold meetings at regularly scheduled intervals, but shall meet at minimum four times a year. ~~Minutes shall be kept of all Board proceedings.~~

G-C. Powers and duties. The Board shall:

1. Adopt criteria for review of Historic Properties and for review of proposals to alter, demolish or relocate designated Landmarks.
2. Review properties nominated for designation as a Historic Landmark or Historic District in the Craig and Gould neighborhood and recommend that the Town Council designate by ordinance those properties qualifying for such designation.
3. Review and rule on any application for Alterations to a Historic District in the Craig and Gould neighborhood.
4. Review and rule on any application for the Alteration, relocation or Demolition of a Historic Landmark.
5. Review and approve new construction and Alterations to non-Landmarked properties within the Craig and Gould neighborhood.
6. Maintain a system for survey and inventory.
7. Advise and assist owners of Historic Properties regarding physical and financial aspects of preservation, renovation, Rehabilitation and reuse, including nomination to the National Register of Historic Places.
8. In conjunction with the Castle Rock Historical Society, develop and assist with

public education programs, including but not limited to walking tours, brochures, a marker program for historic properties, lectures and conferences.

9. Conduct surveys of historic areas for the purpose of defining those of historic Significance and prioritizing the importance of identified historic areas and structures.
10. Advise the Planning Commission and Town Council on matters related to preserving the historic character of the Town.
11. In conjunction with other entities and private individuals, actively pursue financial assistance for preservation-related programs through grants and other means.
12. Administer the local economic incentive programs set forth in Section 15.64.050.
13. Review and make recommendations to the Town Council regarding amendments to the Historic Preservation Plan. The Plan, and any amendments thereto, shall be adopted by resolution of the Town Council.

~~H. Rules and procedures. The Board shall adopt rules of procedure or bylaws which shall be made available to the public. All meetings of the Board shall be open to the public.~~

**Section 14. Amendment.** Section 17.06.010 of the Castle Rock Municipal Code is hereby amended to read as follows:

17.06.010 – ~~Organization~~ BOARD OF ADJUSTMENT.

- A. The Board of Adjustment ("~~Board~~") shall consist of five (5) members ~~appointed by the Town Council. All members shall be residents of the Town. If at any time a Board member is no longer a resident, such seat shall be considered vacant and subject to appointment by the Town Council.~~
- B. ~~The terms of the members of the Board shall be in accordance with Chapter 2.14 of this CRMC.~~
- C. ~~Members of the Board shall serve at the pleasure of the Town Council, and may be removed by a majority vote of the Town Council for any good cause, as determined in its absolute discretion.~~
- D. ~~The members of the Board shall select their own Chair. The services of any Town employee shall be available to the Board. The Board shall adopt such rules and regulations necessary to carry into effect the provisions of this Title, specifically including attendance requirements and a method of terminating a member for nonattendance. Meetings OF THE BOARD shall be held at such times as may be necessary and shall be open to the public. The Board shall keep minutes of its proceedings, showing the vote of each member upon every question.~~



**Section 15. Severability.** If any clause, sentence, paragraph, or part of this ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect the remaining provisions of this ordinance.

**Section 16. Safety Clause.** The Town Council finds and declares that this ordinance is promulgated and adopted for the public health, safety and welfare and this ordinance bears a rational relation to the legislative object sought to be obtained.

**APPROVED ON FIRST READING** this 18th day of January, 2022 by a vote of 7 for and 0 against, after publication in compliance with Section 2.02.100.C of the Castle Rock Municipal Code; and

**PASSED, APPROVED, AND ADOPTED ON SECOND AND FINAL READING** this 1<sup>st</sup> day of February, 2022 by the Town Council of the Town of Castle Rock, Colorado, by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.

**ATTEST:**

**TOWN OF CASTLE ROCK**

\_\_\_\_\_  
Lisa Anderson, Town Clerk

\_\_\_\_\_  
Jason Gray, Mayor

**Approved as to form:**

**Approved as to content:**

\_\_\_\_\_  
Michael J. Hyman, Town Attorney

\_\_\_\_\_  
David L. Corliss, Town Manager

Point of order was raised by Councilmember Johnson to clarify the motion on the floor. Town Attorney, Mike Hyman, clarified the motion was to approve the item without Option 3 Motion for Denial included.

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember LaFleur, to Approve Alternative Motion Examples without Option 3 - Motion for Denial. The motion passed by a vote of:**

**Yes:** 6 - Hollingshead, Cavey, LaFleur, Dietz, Bracken, Gray

**No:** 1 - Johnson

[DIR 2021-026](#)

**Discussion/Direction: Ordinance Amending Various Sections of the Castle Rock Municipal Code Regarding Board and Commission Membership, Term Limits and Bylaws, and Adding Chapter 2.18 Oath of Office [Revised October 15, 2021]**

Item was presented by Deputy Town Attorney, Elizabeth Allen.

Absence and residency requirements for Town boards and commissions was discussed by Council.

No public comment was received.

Councilmember Johnson moved to direct staff to amend the Code to clarify residency preference for members of the Historic Preservation Board and to further clarify the preference that Craig & Gould members be residents.

Deputy Town Attorney, Allen, noted that the motion only spoke to clarifying residency requirements and a preference for Castle Rock residents as it pertained to the Historic Preservation Board. She indicated that Council discussion had indicated this consideration be extended to all Town boards and commissions as well.

Point of order was raised by Mayor Pro Tem Bracken questioning if a motion was necessary for a discussion and direction item. Attorney Allen clarified that a motion and vote was typically used to determine a majority consensus for council's direction to staff to amend the draft ordinance.

Councilmember Johnson withdrew her motion.

Councilmember Johnson moved to direct staff to amend the ordinance to indicate preference of Castle Rock residents followed by Douglas County residents, seconded by Councilmember Dietz.

Town Manager, Corliss, questioned if the motion before Council was for all Town boards and commissions with the exception of the DDA.

Mayor Pro Tem proposed an amendment to the motion notwithstanding the current board members, if non residents, not be removed from their commission.

Deputy Town Attorney, Allen, also clarified that staff had recommended that Council have the ability to waive any residency requirements and be able to approve and appoint anyone to any board or commission.

Councilmember Johnson again withdrew the motion before Council.

Town Manager asked Council if the consensus was to have a Town residency requirement for all boards and commissions not otherwise governed by state law, with current service grandfathered in. Council confirmed in the affirmative.

**Moved by Councilmember Johnson, seconded by Councilmember Dietz that Town residency be a requirement for Town boards and commissions and those currently serving, that may not reside in the Town, be grandfathered in until the end of their current term.**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

Council discussion addressed the method of determining absences.

Mayor asked the Clerk to re-read the motion into the record.

Town Manager, Corliss, clarified the intent of the ordinance was to not exceed four unexcused absences.

Council questioned if the chair could excuse the member from the meeting, and it was clarified by counsel that the staff recommendation was for the Town Manager or designee to determine the absence as excused or unexcused.

**Moved by Councilmember Johnson, seconded by Councilmember Cavey to amend the Code to not exceed four unexcused absences for the Design Review Board and the Planning Commission. The motion passed by a vote of:**

**Yes:** 6 - Hollingshead, Cavey, Johnson, Dietz, Bracken, Gray

**No:** 1 - LaFleur

Councilmember Johnson moved to direct staff to provide Council with a template for model board and commission bylaws and asked that the adopted bylaws be published on the Town website.

Councilmember Johnson restated her motion.

No further discussion.

**Moved by Councilmember Johnson, seconded by Councilmember Cavey to direct staff to bring model bylaws back to Council at first reading. Seconded by Councilmember Cavey. The motion passed by a vote of:**

**Yes:** 6 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Gray

**No:** 1 - Bracken

**Moved by Councilmember Dietz, seconded by Councilmember Cavey directing staff to bring back the ordinance at the December 7 council meeting.**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

**RES 2021-094 Resolution Approving a Service Agreement with CORE Consultants for Design Services Associated with the Relocation of Dawson Ridge Boulevard and the West Frontage Road**

Dan Sailer, Public Works Director introduced item to Council as a preconstruction agreement for a portion of the west frontage road that ties into the Crystal Valley Interchange project. Upon completion it will eliminate four at grade railroad crossings.

Town Manager, Corliss added that the Town is proceeding with design work in a timely fashion as this is a very important infrastructure project, however the ability to proceed with the Crystal Valley Interchange is dependent on the successful temporary TABOR time out ballot issue.

It was clarified by Public Works Director, Sailer, that a portion of the existing frontage road would have to be closed due to the interstate ramp configuration, thereby necessitating realignment of the frontage road to the west of the existing railroad tracks.

Mayor Pro Tem Bracken left the room briefly.

No public comment received.

**Moved by Councilmember LaFleur, seconded by Councilmember Dietz that Resolution 2021-094 be Approved as presented. The motion passed by the following vote:**

**Yes:** 6 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Gray

**Not Present:** 1 - Bracken

## **QUASI JUDICIAL HEARINGS**

**RES 2021-095 Resolution Finding that Certain Property, which is the Subject of a Petition for Annexation Submitted by 455 Alexander, LLC, and Tierra Investors, LLC, is in Substantial Compliance with Article II, Section 30 of the Colorado Constitution and Section 31-12-107(1), C.R.S.; and Setting a Date, Time, and Place for a Hearing to Determine if the Subject Property is Eligible for Annexation Under Article II, Section 30 of the Colorado Constitution and Sections 31-12-104 and 31-12-105, C.R.S. (Alexander Way Annexation)**

Tony Felts, Assistant Director Development Services introduced item to Council.

Property location was identified as northeast of the Home Depot and Sprouts area, at the base of the hill below Diamond Ridge. The property is currently zoned agriculture and is in unincorporated Douglas County.

No public comment received.





***Town of Castle Rock  
(BOARD OR COMMISSION)  
BYLAWS  
(Date revised)***

The (Board or Commission) of the Town of Castle Rock has been established by the Town Council set forth in (Chapter or Section) of the Town of Castle Rock Municipal Code. (or created by Resolution No. xx, as amended)

Main provisions for all Town of Castle Rock Boards and Commissions are outlined in the Town of Castle Rock Municipal Code Section 2.14.

Pursuant to the authority granted to the (Board or Commission), the (Board or Commission) hereby adopts the following bylaws to govern its conduct and procedures that do not conflict with the main provisions outlined in the Town of Castle Rock Municipal Code Section 2.14.

**Article 1 – Purpose, Duties, and Authority**

The (Board or Commission) will carry into effect the provisions in (Title or Section) of the Town of Castle Rock Municipal Code.

(Additional purpose, duties and authority not included in the Municipal Code.)

**Article 2 – Organization and Staff**

(Membership if not included in the Code)

The (Liaison Department) Department, under the direction of the (Liaison Department) Director, shall provide necessary technical and advisory support to the (Board or Commission) and, through the Town, shall retain needed outside consultants to assist the (Board or Commission).

**Article 3 – Regular Meetings or Hearings**

Regular meetings shall be held on the (meeting date) of (frequency), excluding holidays. All regular meetings will be held at (Time) at (Location and Address), Castle Rock, Colorado, unless otherwise designated.

If applicable:

The (Board or Commission) shall have a minimum of (Minimum meetings) regular meetings per (Meeting frequency).

**Article 4 - Minutes and Records**

The (Department) Department shall maintain all of the records of the (Board or Commission) and shall transmit them timely to the (Board or Commission) for their review and approval.

**Article 5 - Hearing Procedures**

The (Board or Commission) shall incorporate the following procedures for all public hearings:

1. Call to Order and Roll Call.
2. State brief purpose of the hearing.

If applicable:

3. Identify the applicant
4. Ask for proof of public notice and read it into the minutes.
5. Staff report.
6. Applicant's comments and presentation.
7. Public Hearing and announce the following procedures for taking public comment:
  - a. Any person wishing to speak shall be given an opportunity to make their statements. Persons wishing to speak should place their name on the public hearing sign-up sheet. The order of public testimony will be taken from the sign-up sheet, unless a compelling reason is given to take a person's testimony at an earlier point.
  - b. Before speaking, please identify yourself for the record by stating your name, place of residence, your association with the action before the Board, and any financial or personal interest you may have in that action. If you do not live within the municipal limits of Castle Rock, please state so for the record. Provide your testimony. In the interest of time, please indicate that you agree with another's testimony rather than restating it.
  - c. If you have any material to support your testimony such as pictures, petitions and maps, please present them to the Chair so that they may become part of the record.
8. Applicant rebuttal or evidence in response.
9. The (Board or Commission) may ask questions of the applicants, staff, or any public presenting testimony.
10. Close the public hearing.
11. The (Board or Commission) may discuss the application for purposes of preparing a motion on the application.
12. The (Board or Commission) may act on the item being heard by making a motion recommending approval, approval with conditions, denial, or continuation to a date certain.
13. Other Business
14. Adjourn

## **Article 6 - Amendments**

These Bylaws may be amended per Chapter 2.14 by an affirmative vote of (majority vote) members of the (Board or Commission) during a regular or special meeting. There shall be at least a five-day period between the initial proposal of an amendment and the final vote of the amendment.

## **Article 7 - Approvals**

The above Bylaws for the Town of Castle Rock (Board or Commission) have been duly considered and reviewed and are hereby adopted by the (Board or Commission) this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**ATTEST:**

**(BOARD OR COMMISSION)**

\_\_\_\_\_  
Secretary/Vice-Chair

\_\_\_\_\_  
Chair

Boards and commissions codified:

- Board of Adjustment, Chapter 17.06
- Board of Building Appeals, Chapter 15.30 and International Building Code
- Design Review Board, Chapter 17.42 and 17.090
- Election Commission, Charter 4-4 and 4-5
- Historic Preservation Board, Chapter 15.64 and Local Government Obligations
- Liquor Licensing Authority, Chapter 2.17
- Planning Commission, Chapter 2.16 and CRS 31-23-202

Boards and commissions not codified:

- Downtown Development Authority, CRS 31-25-805 and (established by Ordinance 2008-39 and 2008-107)
- Water Commission (established by Resolution 1989-13)
- Public Art Commission (established by Resolution 2001-37)
- Parks and Recreation Commission (established by Resolution 1989-04)
- Public Safety Commission (established by Resolution 1989-57)
- Public Works Commission (established by Resolution 1989-13)

# **BOARDS & COMMISSIONS CODE REVISIONS**

JANUARY 18, 2022 TOWN COUNCIL MEETING





# REORGANIZATION OF THE CODE

- Centralize general provisions under Section 2.14
- Remove repetitive provisions from individual codes (PC, BOA, BOBA, EC, HP are codified)
- Insert Editor's Notes in Code to cross-reference
- Codify DDA provisions outlined in creating Ordinance

# PROPOSED CODE AMENDMENTS

- Create an Oath of Office section in our Code
- Require all members take an Oath of Office
- Modify unexcused absences per meeting frequency
- Create model bylaws and post on the website

# MODEL BYLAWS

Provisions not already outlined in Town Code:

- References to applicable Town Code Sections
- Purpose, Duties & Authority \*
- Membership\* & Staff
- Regular Meetings and any minimum meeting requirements
- Who maintains records & Hearing procedures

\* (not codified CRW, PAC, P&R, PSC, PWC)

# PROPOSED CODE AMENDMENTS ON RESIDENCY

- Require Town residency for all Town boards and commissions members
- Non-residents currently serving may serve out their current term
- Non-resident positions must be approved by Ordinance



# PROPOSED CODE AMENDMENTS FOR TERMS

- Codify term limits
- Revise waiting period proportionate to the term
- Define a partial term – not counted if less than ½ term

# PROPOSED MOTION

1. I move to Approve the Ordinance on first reading.
2. I move to make the following amendments to the proposed Ordinance.
  - I move to Approve the Ordinance as amended on first reading.
3. I move to Continue the Ordinance.



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 7. **File #:** ORD 2022-005

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**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Frank N. Main, Project Manager

**Ordinance Authorizing the Exercise of the Town's Powers of Eminent Domain to Acquire Certain Real Property Interests Necessary for the Four Corners Intersection Improvement Project (Second Reading - Approved on First Reading on January 18, 2022, by a vote 7-0) [Founders Parkway, SH-86, Fifth Street and Ridge Road]**

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### Executive Summary

This ordinance authorizes the acquisition of property interests necessary for construction of the Four Corners Intersection Improvement Project under the power of eminent domain. Those property interests are attached as **Exhibit 1** to the ordinance (**Attachment B**). This ordinance mandates Town compliance with applicable statutory requirements on conducting good faith negotiations with the affected landowner, and requires all offers to be based on market valuation of the property interests to be acquired. In most instances, the landowner will have the right to obtain an independent appraisal at the expense of the Town.

In the event the Town working through its property acquisition consultant is unable to reach agreement with the property owner on purchase price, time of possession, or other terms of acquisition, the Town Attorney will so advise Town Council. In that event, the Town Council will be apprised of the prior negotiations, and determine at a Council meeting whether the judicial process for acquisition of the property interests should be initiated. The property owner will have the opportunity to address Council at that time. To reiterate, this ordinance does not authorize the filing of a petition for any property. This ordinance is for general authorization purposes only.

As has been demonstrated on recent capital projects in which the Council similarly authorized acquisition of property interests by an eminent domain ordinance, good faith negotiations almost always result in an agreement with the property owner. Consequently, we anticipate that Council intervention in the acquisition process will be infrequent.

Utilization of the statutory process provides certainty and consistency with property acquisitions and assurance that possession of the necessary property interests can be achieved within the projected timeframe and with payment of just compensation.

## **Discussion**

This project is an operational improvement project. The proposed project will construct operational improvements at the intersection of Highway 86/5th Street and Founders Pkwy/Ridge Road in order to minimize congestion and decrease travel delays due to current and forecasted traffic volumes. The intersection currently experiences a Level of Service (LOS) C according to the Highway Capacity Manual and it is quickly approaching LOS D, which is the minimum acceptable LOS standard for both CDOT and Castle Rock. The southbound left turn in the PM peak hour is already operating at a LOS D. Improvements will reduce travel delays and improve the overall intersection LOS to a LOS A in 2023 when the project is completed.

There are also two corners of the intersection that do not have bike/pedestrian facilities. The project will construct these improvements to improve the biking and walking environment. It will also construct ADA compliant curb ramps with truncated domes greatly improving mobility for individuals with visual impairments.

The intersection improvements will be an improved signalized intersection adding one turn lane and one through lane northbound, one turn lane and one through lane southbound, one through lane eastbound, and one through lane westbound. Curb & gutter and sidewalk will also be added to the required width of the new intersection layout.

Right of Way Plan Review Documents have been submitted to CDOT. These plans identify areas described as Temporary Easements, Permanent Easement and Right of Way Acquisitions. Temporary easements are used during the construction period only. Once construction is completed, these easements will no longer exist. Permanent easements are necessary to protect certain aspects of the roadway, such as slopes, but allows the property owner to control other elements. Right of Way is Town-owned property that is needed to support all operations and maintenance needs of primary roadway elements. The project will affect five property owners as shown below:

- 13 Temporary Easements Totaling 0.881 Acres
- 6 Permanent Easement Totaling 0.447 Acres
- 8 Right of Way Acquisitions Totaling 0.422 Acres

A Summary of Parcels map showing general location of impacted properties has been provided with this memo. (**Attachment A**)

The forecasted project schedule is as follows:

- February 2022 - Utility Clearance
- June 2022 - ROW Clearance
- July 2022 - Advertise Project for Construction
- December 2023 - Construction Completion

## **Staff Recommendation**

Staff recommends approval of the ordinance as presented on second reading.



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**Item #: 7. File #: ORD 2022-005**

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**Proposed Motion**

“I move to approve the ordinance as introduced by title on second reading.”

Alternative motions:

“I move to approve the ordinance as introduced by title, with the following conditions: (list conditions)”

“I move to continue this item to the Town Council meeting on (date) to allow additional time to (list information needed)”

**Attachments**

Attachment A: Summary of Parcels Map

Attachment B: Ordinance

Exhibit 1: Property Descriptions



# Summary of Parcels Map

- EX. ROW
- EX. EASEMENT
- PROPERTY LINE
- TEMP. EASEMENT
- PERMANENT EASEMENT
- PROPOSED ROW

Purpose is for:  
TE's- Construction of slope.  
PE's- Construction and maintenance of slope, sidewalk  
RW's- Construction and Maintenance of roadway and sidewalk.

Purpose is for:  
TE's - Construction of slope.

Purpose is for:  
TE - Construction of access driveway and retaining wall.

Purpose is for:  
TE - Construction of slope  
PE - Construction and maintenance of slope.  
RW - Construction and maintenance of roadway and sidewalk.

Purpose is for:  
TE- Construction of driveway and slope.

Purpose is for:  
TE's - Construction of access road.

Purpose is for:  
RW's - Construction and maintenance of curb ramp and driveway.  
TE's - Construction of driveway and slope.



## ORDINANCE NO. 2022-005

### AN ORDINANCE AUTHORIZING THE EXERCISE OF THE TOWN'S POWERS OF EMINENT DOMAIN TO ACQUIRE CERTAIN REAL PROPERTY INTERESTS NECESSARY FOR THE FOUR CORNERS INTERSECTION PROJECT

**WHEREAS**, the Town Council of the Town of Castle Rock, Colorado (the "Town"), has determined that there is a compelling public need and purpose for intersection improvements at Founders Parkway, SH-86, Fifth Street and Ridge Road (the "Project"); and

**WHEREAS**, the Town has received a federal grant to design and construct intersection improvements as part of the Transportation Improvement Program administered through the Denver Regional Council of Governments and the Colorado Department of Transportation ("CDOT"); and

**WHEREAS**, the Town Council has adopted Resolution No. 2020-074 approving an Intergovernmental Agreement with CDOT for the design and construction of the Project; and

**WHEREAS**, the Town Council has adopted Resolution Nos. 2020-091 and 2021-096, approving and thereafter amending an agreement with David Evans and Associates, Inc., for the Project design; and

**WHEREAS**, David Evans and Associates, Inc., has completed the Project design to a sufficient detail to enable delineation of the real property interests the Town will need to acquire in order to construct and maintain the Project; and

**WHEREAS**, as the Project serves a valid public purpose, the exercise of the Town's powers of eminent domain may be necessary to acquire certain real property described in the attached *Exhibit 1* (the "Property").

**NOW, THEREFORE, IT IS ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE ROCK, COLORADO:**

**Section 1. Acquisition Authorization.** The Town Attorney is authorized to take necessary and appropriate action to acquire good title to the Property in accordance with Section 38-1-101, *et seq.*, C.R.S., and Section 24-56-101, *et seq.*, C.R.S., subject to compliance with Section 3 of this Ordinance, as applicable. The Town Attorney is authorized to retain the services of special condemnation counsel.

**Section 2. Just Compensation.** The Town Manager is authorized to establish the just compensation to be offered to each Property owner in compliance with applicable laws and regulations.

**Section 3. Good Faith Negotiations.**

A. Town staff is directed to undertake negotiations in an expedient manner and in

accordance with the requirements of Section 38-1-101, *et seq.*, C.R.S., and Section 24-56-101, *et seq.*, C.R.S., for fair and reasonable value.

B. Should such good faith negotiations fail to result in agreement with any Property owner on value of such owner's Property, the Town Attorney shall so advise the Town Council and request Council authorization to institute eminent domain proceedings and acquire immediate possession of the Property. Upon receipt of such request, the Town Council at a regular or special Town Council meeting shall consider the request, at which time the Property owner will have the opportunity to be heard. Upon conclusion of the hearing, the Town Council shall approve or deny the request for commencement of filing a petition in condemnation. If the request is denied, Town staff will seek to continue negotiations with the Property owner.

**Section 4. Need, Necessity, and Public Use.** The Town Council determines it is in the interest of the public's health, safety and welfare for the Town to acquire, as soon as possible, the Property described in *Exhibit 1*. The Town Council determines there is a public need and necessity for acquiring the Property.

**Section 5. Costs.** The Town Manager shall be further authorized to incur reasonable costs associated with acquiring the Property, including, without limitation, the cost of title examination, title insurance, appraisal fee payments mandated by statute, normal closing costs, filing fees and charges, and all other related or incidental costs or expenses customarily associated with the quiet title, acquisition or condemnation of the Property.

**Section 6. Amendment.** The Town's Director of Public Works or designee is authorized to amend the legal descriptions of any Property to be acquired and the nature of the interests to be acquired, including the commencement date and duration of any temporary easement.

**Section 7. Severability.** If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect the remaining provisions of this ordinance.

**Section 8. Safety Clause.** The Town Council finds and declares that this Ordinance is promulgated and adopted for the public health, safety and welfare and this ordinance bears a rational relationship to the legislative object sought to be obtained.

**APPROVED ON FIRST READING** this 18<sup>th</sup> day of January, 2022, by the Town Council of the Town of Castle Rock, Colorado by a vote of 7 for and 0 against, after publication; and

**PASSED, APPROVED AND ADOPTED ON SECOND AND FINAL READING** this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the Town Council of the Town of Castle Rock, Colorado by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.

**ATTEST:**

---

Lisa Anderson, Town Clerk

**Approved as to form:**

---

Michael J. Hyman, Town Attorney

**TOWN OF CASTLE ROCK**

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Jason Gray, Mayor

**Approved as to content:**

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David L. Corliss, Town Manager



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Permanent Easement Number: PE-9

**FROM**

VILLAGES OF CASTLE ROCK  
METRO DISTRICT 4  
C/O CIMARRON CONSULTANTS  
6551 S REVERE PKWY STE 265  
ENGLEWOOD, CO 80111

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**PERMANENT EASEMENT NUMBER: PE-9**  
**DATE: DECEMBER 6, 2021**

**LEGAL DESCRIPTION**

A Permanent Easement No. PE-9 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.025 acres, more or less, in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said tract or parcel being more particularly described as follows:

COMMENCING at the Southwest Corner of said Section 6, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the West ¼ Corner of said Section 6 bears North 01°18'46" West. Thence North 11°35'31" East, a distance of 348.04 feet to a point being on the North line of a parcel of land owned by The Villages at Castle Rock Metro District 4 and also the TRUE POINT OF BEGINNING

1. Thence along the arc of a non-tangent curve to the right with a radius of 187.00 feet, a delta angle of 7° 42' 28", a curve length of 25.16 feet (the chord of said arc bears South 26° 34' 06" West, a distance of 25.14 feet);
2. Thence along the arc of a curve to the right with a radius of 57.00 feet, a delta angle of 58° 35' 13", a curve length of 58.28 feet (the chord of said arc bears South 59° 42' 56" West, a distance of 55.78 feet);
3. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of 5° 16' 17", a curve length of 17.20 feet (the chord of said arc bears North 88° 21' 19" West, a distance of 17.20 feet);
4. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of 6° 48' 53", a curve length of 22.24 feet (the chord of said arc bears North 82° 18' 44" West, a distance of 22.23 feet);
5. Thence North 78° 54' 18" West, a distance of 106.44 feet;
6. Thence North 60° 19' 59" East, a distance of 6.13 feet;
7. Thence South 78° 54' 18" East, a distance of 101.80 feet;
8. Thence along the arc of a curve to the left with a radius of 183.00 feet, a delta angle of 6° 41' 31", a curve length of 17.23 feet (the chord of said arc bears North 84° 56' 53" West, a distance of 39.37 feet);

9. Thence along the arc of a non-tangent curve to the left with a radius of 53.00 feet, a delta angle of  $49^{\circ} 29' 51''$ , a curve length of 45.79 feet (the chord of said arc bears South  $64^{\circ} 15' 37''$  West, a distance of 44.38 feet);
10. Thence North  $6^{\circ} 07' 28''$  East, a distance of 30.13 feet;
11. Thence South  $80^{\circ} 51' 54''$  East, a distance of 16.50 feet; TRUE POINT OF BEGINNING.

The above described parcel contains 1,103 sq. ft. or 0.025 acres, more or less.

Basis of Bearings: All bearings are based on the "State Plane" grid bearing from the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East 1/4 corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North  $01^{\circ} 18' 46''$  West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Permanent Easement Number: PE-10

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**PERMANENT EASEMENT NUMBER: PE-10**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Permanent Easement No. PE-10 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.083 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Permanent Easement being more particularly described as follows:

COMMENCING at the Southwest Corner of said Section 6, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the West ¼ Corner of said Section 6 bears North 01°18'46" West. Thence North 11°35'31" East, a distance of 38.04 feet the TRUE POINT OF BEGINNING

1. Thence North 80°51'54" West, a distance of 16.50 feet;
2. Thence North 9°13'09" East, a distance of 163.03 feet;
3. Thence South 88°28'26" East, a distance of 24.39 feet;
4. Thence South 10°22'29" West, a distance of 126.41 feet;
5. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of 12°20'45", a curve length of 40.29 feet (the chord of said arc bears South 16° 32' 29" West, a distance of 40.22 feet) to the TRUE POINT OF BEGINNING.

The above described parcel contains 3,645 sq. ft. or 0.083 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southwest corner of said Section 6 (a 3-1/4" aluminum cap) to the West ¼ corner of said Section 6 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Permanent Easement Number: PE-18

**FROM**

BRIAN HADDAD  
2636 CASTLE CREST DR  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**PERMANENT EASEMENT NUMBER: PE-18**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Permanent Easement No. PE-18 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.110 acres, more or less, located in the NW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Permanent Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 32°32'02" East, a distance of 101.93 feet to the TRUE POINT OF BEGINNING

1. Thence South 39°58'35" East, a distance of 53.22 feet;
2. Thence along the arc of a non-tangent curve to the left with a radius of 679.00 feet, a delta angle of 0°06'56", a curve length of 1.37 feet (the chord of said arc bears South 20°27'46" East, a distance of 1.37 feet);
3. Thence along the arc of a non-tangent curve to the left with a radius of 357.00 feet, a delta angle of 20°28'29", a curve length of 127.57 feet (the chord of said arc bears South 30°45'29" East, a distance of 126.90 feet);
4. Thence South 45°31'10" East, a distance of 17.38 feet;
5. Thence along the arc of a non-tangent curve to the left with a radius of 805.00 feet, a delta angle of 1°44'08", a curve length of 24.38 feet (the chord of said arc bears South 29°22'34" East, a distance of 24.38 feet);
6. Thence North 80°08'52" West, a distance of 31.85 feet;
7. Thence along the arc of a non-tangent curve to the left with a radius of 306.78 feet, a delta angle of 38°21'40", a curve length of 205.40 feet (the chord of said arc bears North 27°19'2" West, a distance of 201.58 feet) to the TRUE POINT OF BEGINNING.

The above described parcel contains 4,796 sq. ft. or 0.110 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Permanent Easement Number: PE-19

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**PERMANENT EASEMENT NUMBER: PE-19**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Permanent Easement No. PE-19 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.103 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Permanent Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 11°40'45" East, a distance of 514.49 feet to the TRUE POINT OF BEGINNING.

1. Thence North 88°28'26" West, a distance of 24.39 feet;
2. Thence North 9°27'01" East, a distance of 119.07 feet;
3. Thence North 10°22'13" East, a distance of 51.82 feet;
4. Thence North 84°30'07" East, a distance of 12.32 feet;
5. Thence North 84°30'07" East, a distance of 18.61 feet;
6. Thence South 14°36'18" West, a distance of 50.47 feet;
7. Thence South 10°22'29" West, a distance of 125.26 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 4,476 sq. ft. or 0.103 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW





**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Permanent Easement Number: PE-22

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**PERMANENT EASEMENT NUMBER: PE-22**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Permanent Easement No. PE-22 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.039 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 11°27'01" East, a distance of 890.91 feet to the TRUE POINT OF BEGINNING

1. Thence South 78°47'54" West, a distance of 46.42 feet;
2. Thence North 10°41'09" West, a distance of 12.57 feet;
3. Thence along the arc of a curve to the right with a radius of 242.00 feet, a delta angle of 7° 17' 07", a curve length of 30.77 feet (the chord of said arc bears North 15° 10' 24" East, a distance of 30.75 feet);
4. Thence North 82°37'17" East, a distance of 35.88 feet;
5. Thence South 6°26'07" East, a distance of 37.85 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 1,684 sq. ft. or 0.039 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Permanent Easement Number: PE-23

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**PERMANENT EASEMENT NUMBER: PE-23**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Permanent Easement No. PE-23 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.087 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Permanent Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 08°'52" East, a distance of 680.34 feet to the TRUE POINT OF BEGINNING

1. Thence North 9°54'09" East, a distance of 164.20 feet;
2. Thence South 10°41'09" East, a distance of 95.00 feet;
3. Thence South 6°01'11" West, a distance of 12.89 feet;
4. Thence South 14°36'18" West, a distance of 54.38 feet;
5. Thence South 84°30'07" West, a distance of 18.61 feet;
6. Thence South 84°30'07" West, a distance of 12.32 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 3,780 sq. ft. or 0.087 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-9

**FROM**

VILLAGES OF CASTLE ROCK  
METRO DISTRICT 4  
C/O CIMARRON CONSULTANTS  
6551 S REVERE PKWY STE 265  
ENGLEWOOD, CO 80111

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

## **EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**RIGHT-OF-WAY PARCEL NUMBER: RW-9**

**DATE: DECEMBER 6, 2021**

### **LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-9 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.126 acres, more or less, in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said tract or parcel being more particularly described as follows:

COMMENCING at the Southwest Corner of said Section 6, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the West ¼ Corner of said Section 6 bears North 01°18'46" West. Thence North 12°58'30" East, a distance of 348.51 feet to a point being on the North line of a parcel of land owned by The Villages at Castle Rock Metro District 4 and also the TRUE POINT OF BEGINNING

1. Thence South 15°44'36" West, a distance of 85.84 feet;
2. Thence North 78°07'46" West, a distance of 62.48 feet;
3. Thence North 78°07'46" West, a distance of 50.78 feet;
4. Thence along the arc of a curve to the right with a radius of 2,332.00 feet, a delta angle of 3° 22' 09", a curve length of 137.13 feet (the chord of said arc bears North 79° 50' 42" West, a distance of 137.11 feet);
5. Thence along the arc of a curve to the right with a radius of 94.00 feet, a delta angle of 36° 16' 13", a curve length of 59.51 feet (the chord of said arc bears North 80° 20' 07" East, a distance of 58.52 feet);
6. Thence South 78°54'18" East, a distance of 106.44 feet;
7. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of 6° 48' 53", a curve length of 22.24 feet (the chord of said arc bears South 82° 18' 44" East, a distance of 22.23 feet);
8. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of 5° 16' 17", a curve length of 17.20 feet (the chord of said arc bears South 88° 21' 19" East, a distance of 17.20 feet);
9. Thence along the arc of a curve to the right with a radius of 57.00 feet, a delta angle of 58° 35' 13", a curve length of 58.28 feet (the chord of said arc bears North 59° 42' 56" East, a distance of 55.78 feet);

10. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of  $7^{\circ} 42' 28''$ , a curve length of 25.16 feet (the chord of said arc bears North  $26^{\circ} 34' 06''$  East, a distance of 25.14 feet);
11. Thence South  $80^{\circ} 51' 54''$  East, a distance of 8.42 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 5,493 sq. ft. or 0.126 acres, more or less.

Basis of Bearings: All bearings are based on the "State Plane" grid bearing from the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East 1/4 corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North  $01^{\circ} 18' 46''$  West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-10

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**RIGHT-OF-WAY PARCEL NUMBER: RW-10**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-10 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.044 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Parcel being more particularly described as follows:

COMMENCING at the Southwest Corner of said Section 6, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the West ¼ Corner of said Section 6 bears North 01°18'46" West. Thence North 12°58'30" East, a distance of 348.51 feet the TRUE POINT OF BEGINNING

1. Thence North 80°51'54" West, a distance of 8.42 feet;
2. Thence along the arc of a curve to the right with a radius of 187.00 feet, a delta angle of 12° 20' 45", a curve length of 40.29 feet (the chord of said arc bears North 16° 32' 29" East, a distance of 40.22 feet);
3. Thence North 10°22'29" East, a distance of 126.41 feet;
4. Thence South 88°28'26" East, a distance of 18.70 feet;
5. Thence South 15°14'12" West, a distance of 169.70 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 1,939 sq. ft. or 0.044 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southwest corner of said Section 6 (a 3-1/4" aluminum cap) to the West ¼ corner of said Section 6 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-13

**FROM**

GKT FOUNDERS PG 3 LLC  
C/O TKG MANAGEMENT INC  
211 N STADIUM BLVD STE 201  
COLUMBIA, MO 65203

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**RIGHT-OF-WAY PARCEL NUMBER: RW-13**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-13 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.020 acres, more or less, located in the NW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 49°16'04" East, a distance of 482.13 feet the TRUE POINT OF BEGINNING

1. Thence North 40°20'28" West, a distance of 65.60 feet;
2. Thence South 75°00'00" East, a distance of 28.28 feet;
3. Thence South 40°20'28" East, a distance of 42.33 feet;
4. Thence South 49°39'32" West, a distance of 16.08 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 868 sq. ft. or 0.020 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-17

**FROM**

GKT FOUNDERS PG 3 LLC  
C/O TKG MANAGEMENT INC  
211 N STADIUM BLVD STE 201  
COLUMBIA, MO 65203

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**RIGHT-OF-WAY PARCEL NUMBER: RW-17**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-17 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.022 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 49°16'04" East, a distance of 482.13 feet to the TRUE POINT OF BEGINNING

1. Thence North 49°39'32" East, a distance of 16.08 feet;
2. Thence South 40°20'28" East, a distance of 35.22 feet;
3. Thence South 27°33'06" East, a distance of 33.30 feet;
4. Thence South 50°03'03" West, a distance of 8.71 feet;
5. Thence North 40°20'28" West, a distance of 67.63 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 969 sq. ft. or 0.022 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-18

**FROM**

BRIAN HADDAD  
2636 CASTLE CREST DR  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86



**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**RIGHT-OF-WAY PARCEL NUMBER: RW-18**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way parcel No. RW-18 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.032 acres, more or less, located in the NW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 35°05'07" East, a distance of 15.85 feet the TRUE POINT OF BEGINNING

1. Thence South 39°58'35" East, a distance of 68.53 feet;
2. Thence along the arc of a curve to the right with a radius of 805.00 feet, a delta angle of 5° 31' 59", a curve length of 77.74 feet (the chord of said arc bears South 25° 44' 31" East, a distance of 77.71 feet);
3. Thence North 45°31'10" West, a distance of 17.38 feet;
4. Thence along the arc of a curve to the right with a radius of 357.00 feet, a delta angle of 20° 28' 29", a curve length of 127.57 feet (the chord of said arc bears North 30° 45' 29" West, a distance of 126.90 feet);
5. Thence along the arc of a curve to the right with a radius of 679.00 feet, a delta angle of 0° 06' 56", a curve length of 1.37 feet (the chord of said arc bears North 20° 27' 46" West, a distance of 1.37 feet) to the TRUE POINT OF BEGINNING.

The above described parcel contains 1,389 sq. ft. or 0.032 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way parcel Number: RW-19

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**RIGHT-OF-WAY PARCEL NUMBER: RW-19**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-19 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.069 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 13°42'56" East, a distance of 518.12 feet the TRUE POINT OF BEGINNING.

1. Thence North 88°28'26" West, a distance of 18.70 feet;
2. Thence North 10°22'29" East, a distance of 125.26 feet;
3. Thence North 14°36'18" East, a distance of 50.47 feet;
4. Thence North 84°30'07" East, a distance of 8.28 feet;
5. Thence South 6°01'11" West, a distance of 54.40 feet;
6. Thence South 6°01'11" West, a distance of 81.13 feet;
7. Thence South 15°23'53" West, a distance of 40.00 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 2,997 sq. ft. or 0.069 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-22

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86



**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**RIGHT-OF-WAY PARCEL NUMBER: RW-22**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-22 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.105 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 12°50'46" East, a distance of 638.57 feet the TRUE POINT OF BEGINNING

1. Thence North 6°01'11" East, a distance of 54.40 feet;
2. Thence North 6°01'11" East, a distance of 52.11 feet;
3. Thence North 6°01'11" East, a distance of 12.89 feet;
4. Thence North 10°41'09" West, a distance of 125.00 feet;
5. Thence North 78°47'54" East, a distance of 46.42 feet;
6. Thence South 6°26'07" East, a distance of 24.00 feet;
7. Thence South 6°26'07" East, a distance of 13.34 feet;
8. Thence South 10°22'15" West, a distance of 217.03 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 4,575 sq. ft. or 0.105 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Right-of-Way Parcel Number: RW-23

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**RIGHT-OF-WAY PARCEL NUMBER: RW-23**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Right-of-Way Parcel No. RW-23 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.005 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 12°18'40" East, a distance of 692.61 feet the TRUE POINT OF BEGINNING

1. Thence South 84°30'07" West, a distance of 8.28 feet;
2. Thence North 14°36'18" East, a distance of 54.38 feet;
3. Thence South 6°01'11" West, a distance of 52.11 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 212 sq. ft. or 0.005 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-5

**FROM**

EMMAUS ANGELICAN CHURCH  
995 N Ridge Rd  
Castle Rock, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-5**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-5 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.426 acres, more or less, located in the SE ¼ of Section 1, Township 8 South, Range 67 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 89°02'55" East, a distance of 20.00 feet the TRUE POINT OF BEGINNING

1. Thence South 89°00'13" West, a distance of 90.81 feet;
2. Thence North 1°07'31" West, a distance of 50.30 feet;
3. Thence North 41°47'17" West, a distance of 114.83 feet;
4. Thence North 82°58'57" West, a distance of 196.40 feet;
5. Thence North 74°04'22" West, a distance of 22.43 feet;
6. Thence North 56°20'14" West, a distance of 22.94 feet;
7. Thence North 39°10'27" West, a distance of 21.57 feet;
8. Thence North 22°37'51" West, a distance of 18.63 feet;
9. Thence South 79°19'09" East, a distance of 93.03 feet;
10. Thence along the arc of a non-tangent curve to the left with a radius of 2,185.00 feet, a delta angle of 4°45'35", a curve length of 181.51 feet (the chord of said arc bears South 82°54'57" East, a distance of 181.46 feet);
11. Thence South 41°46'35" East, a distance of 229.96' to the TRUE POINT OF BEGINNING.

The above described parcel contains 18,570 sq. ft. or 0.426 acres, more or less.



Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East 1/4 corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-8

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-8**  
**DATE: DECEMBER 6, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-8 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.037 acres, more or less, in the SE ¼ of Section 1, Township 8 South, Range 67 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said tract or parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 30°17'26" West, a distance of 382.08 feet to the TRUE POINT OF BEGINNING

1. Thence along the arc of a non-tangent curve to the left with a radius of 2,362.26 feet, a delta angle of 5° 43' 52", a curve length of 236.29 feet (the chord of said arc bears North 84° 32' 04" West, a distance of 236.20 feet);
2. Thence along North 5° 52' 32" West, a distance of 8.42 feet;
3. Thence South 84° 45' 05" East, a distance of 241.78;
4. Thence South 28° 38' 25" West, a distance of 9.98 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 1,617 sq. ft. or 0.037 acres, more or less.

Basis of Bearings: All bearings are based on the "State Plane" grid bearing from the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-9

**FROM**

VILLAGES OF CASTLE ROCK  
METRO DISTRICT 4  
C/O CIMARRON CONSULTANTS  
6551 S REVERE PKWY STE 265  
ENGLEWOOD, CO 80111

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-9**  
**DATE: DECEMBER 6, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-9 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.024 acres, more or less, in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said tract or parcel being more particularly described as follows:

COMMENCING at the Southwest Corner of said Section 6, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the West ¼ Corner of said Section 6 bears North 01°18'46" West. Thence North 08°52'28" East, a distance of 347.73 feet to a point being on the North line of a parcel of land owned by The Villages at Castle Rock Metro District 4 and also the TRUE POINT OF BEGINNING

1. Thence South 6° 07' 28" East, a distance of 30.13 feet;
2. Thence along the arc of a non-tangent curve to the right with a radius of 53.00 feet, a delta angle of 49° 29' 51", a curve length of 45.79 feet (the chord of said arc bears South 64° 15' 37" West, a distance of 44.38 feet);
3. Thence along the arc of a non-tangent curve to the right with a radius of 183.00 feet, a delta angle of 5° 23' 29", a curve length of 17.23 feet (the chord of said arc bears South 88° 17' 38" West, a distance of 17.22 feet);
4. Thence along the arc of a non-tangent curve to the right with a radius of 183.00 feet, a delta angle of 6° 41' 31", a curve length of 21.37 feet (the chord of said arc bears North 82° 15' 03" West, a distance of 21.36 feet);
5. Thence North 78° 54' 18" West, a distance of 101.80 feet;
6. Thence along the West line of said Metro District Property and along the arc of a non-tangent curve to the right with a radius of 94.00 feet, a delta angle of 4° 19' 36", a curve length of 7.10 feet (the chord of said arc bears North 56° 18' 08" East, a distance of 7.10 feet);
7. Thence South 78° 54' 18" East, a distance of 96.77 feet;
8. Thence along the arc of a non-tangent curve to the left with a radius of 178.00 feet, a delta angle of 6° 41' 31", a curve length of 20.79 feet (the chord of said arc bears South 82° 15' 03" East, a distance of 20.78 feet);

9. Thence along the arc of a non-tangent curve to the left with a radius of 178.00 feet, a delta angle of  $5^{\circ} 23' 39''$ , a curve length of 16.76 feet (the chord of said arc bears South  $88^{\circ} 17' 38''$  East, a distance of 16.75 feet);
10. Thence along the arc of a non-tangent curve to the left with a radius of 48.00 feet, a delta angle of  $47^{\circ} 44' 53''$ , a curve length of 40.00 feet (the chord of said arc bears North  $65^{\circ} 08' 07''$  West, a distance of 38.85 feet);
11. Thence North  $6^{\circ} 08' 18''$  East, a distance of 28.85 feet;
12. Thence South  $80^{\circ} 51' 54''$  East, a distance of 5.00 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 1,048 sq. ft. or 0.024 acres, more or less.

Basis of Bearings: All bearings are based on the "State Plane" grid bearing from the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East 1/4 corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North  $01^{\circ} 18' 46''$  West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-10A

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-10A**  
**DATE: DECEMBER 6, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-10A of the Department of Transportation, State of Colorado, Project Code 23484, Project Number M185-013, containing 0.005 acres, more or less, in the SE ¼ of Section 1, Township 8 South, Range 67 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said tract or parcel being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 30°17'26" West, a distance of 382.08 feet to a point being the Southeast corner of a parcel of land owned by Jack V. Christensen and also the TRUE POINT OF BEGINNING

1. Thence along the West line of said Christensen property, North 28° 38' 25" East, a distance of 9.98 feet;
2. Thence South 75° 12' 54" East, a distance of 34.17 feet, to the Southeasterly line of said Christensen property;
3. Thence along said Southeasterly line, South 85° 07' 57" West, a distance of 16.41 feet;
4. Thence along the arc of a curve to the right with a radius of 69.00 feet, a delta angle of 13° 20' 39", a curve length of 16.07 feet (the chord of said arc bears North 88° 04' 36" West, a distance of 16.03 feet);
5. Thence North 81° 27' 54" West, a distance of 5.51 feet; TRUE POINT OF BEGINNING.

The above described parcel contains 202 sq. ft. or 0.005 acres, more or less.

Basis of Bearings: All bearings are based on the "State Plane" grid bearing from the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-10B

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-10B**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-10B of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.019 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southwest Corner of said Section 6, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the West ¼ Corner of said Section 6 bears North 01°18'46" West. Thence North 8°52'28" East, a distance of 347.73 feet the TRUE POINT OF BEGINNING

1. Thence North 80°51'54" West, a distance of 5.00 feet;
2. North 9°13'09" East, a distance of 162.36 feet;
3. South 88°28'26" East, a distance of 5.05 feet;
4. South 9°13'09" West, a distance of 163.03 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 813 sq. ft. or 0.019 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southwest corner of said Section 6 (a 3-1/4" aluminum cap) to the West ¼ corner of said Section 6 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-13

**FROM**

GKT FOUNDERS PG 3 LLC  
C/O TKG MANAGEMENT INC  
211 N STADIUM BLVD STE 201  
COLUMBIA, MO 65203

**FOR**

Project Code: 23484

Project Number: M185-013

Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-13**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-13 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.052 acres, more or less, located in the NW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 50°39'53" East, a distance of 417.46 feet the TRUE POINT OF BEGINNING

1. Thence along the arc of a curve to the right with a radius of 434.00 feet, a delta angle of 4°49'55", a curve length of 36.60 feet (the chord of said arc bears North 37°55'28" West, a distance of 36.59 feet);
2. Thence South 72°09'32" East, a distance of 87.53 feet;
3. South 40°20'28" East, a distance of 27.78 feet;
4. South 49°39'32" West, a distance of 31.60 feet;
5. North 40°20'28" West, a distance of 42.33 feet;
6. North 75°00'00" West, a distance of 28.28 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 2,269 sq. ft. or 0.052 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-14

**FROM**

GKT FOUNDERS PG 3 LLC  
C/O TKG MANAGEMENT INC  
211 N STADIUM BLVD STE 201  
COLUMBIA, MO 65203

**FOR**

Project Code: 23484

Project Number: M185-013

Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-14**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-14 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.010 acres, more or less, located in the NE ¼ of Section 12, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 88°15'28" East, a distance of 617.90 feet the TRUE POINT OF BEGINNING

1. Thence South 78°54'18" East, a distance of 30.41 feet;
2. Thence South 11°05'42" West, a distance of 13.33 feet;
3. Thence North 80°05'48" West, a distance of 30.40 feet;
4. Thence North 11°02'47" East, a distance of 13.96 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 415 sq. ft. or 0.010 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-17A

**FROM**

GKT FOUNDERS PG 3 LLC  
C/O TKG MANAGEMENT INC  
211 N STADIUM BLVD STE 201  
COLUMBIA, MO 65203

**FOR**

Project Code: 23484

Project Number: M185-013

Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-17A**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-17A of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.009 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 88°51'20" East, a distance of 647.58 feet to the TRUE POINT OF BEGINNING

1. Thence South 78°54'18" East, a distance of 30.75 feet;
2. Thence South 12°45'28" West, a distance of 12.70 feet;
3. Thence North 80°05'48" West, a distance of 30.39 feet;
4. Thence North 11°05'42" East, a distance of 13.33 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 398 sq. ft. or 0.009 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-17B

**FROM**

GKT FOUNDERS PG 3 LLC  
C/O TKG MANAGEMENT INC  
211 N STADIUM BLVD STE 201  
COLUMBIA, MO 65203

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-17B**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-17B of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.050 acres, more or less, located in the SW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 48°11'01" East, a distance of 549.05 feet to the TRUE POINT OF BEGINNING.

1. Thence North 50°03'03" East, a distance of 8.71 feet;
2. Thence North 27°33'06" West, a distance of 33.30 feet;
3. Thence North 40°20'28" West, a distance of 35.22 feet;
4. Thence North 49°39'32" East, a distance of 31.60 feet;
5. Thence South 40°20'28" East, a distance of 27.78 feet;
6. Thence South 8°31'24" East, a distance of 90.46 feet;
7. Thence North 40°20'28" West, a distance of 37.01 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 2,187 sq. ft. or 0.050 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-18A

**FROM**

BRIAN HADDAD  
2636 CASTLE CREST DR  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**

**PROJECT NUMBER: M185-013**

**TEMPORARY EASEMENT NUMBER: TE-18A**

**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-18A of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.152 acres, more or less, located in the NW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 33°17'09" East, a distance of 382.55 feet the TRUE POINT OF BEGINNING

1. Thence along the arc of a non-tangent curve to the right with a radius of 787.35 feet, a delta angle of 3°33'41", a curve length of 48.94 feet (the chord of said arc bears South 36°06'44" East, a distance of 48.93 feet);
2. Thence South 37°52'29" East, a distance of 92.66 feet;
3. Thence along the arc of a non-tangent curve to the right with a radius of 70.00 feet, a delta angle of 10°47'56", a curve length of 13.19 feet (the chord of said arc bears South 78°30'54" West, a distance of 13.17 feet);
4. Thence South 83°54'52" West, a distance of 3.42 feet;
5. Thence along the arc of a non-tangent curve to the right with a radius of 85.00 feet, a delta angle of 49°06'57", a curve length of 72.86 feet (the chord of said arc bears North 71°31'40" West, a distance of 70.65 feet);
6. Thence North 46°58'12" West, a distance of 65.40 feet;
7. Thence North 43°01'48" East, a distance of 66.54 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 6,610 sq. ft. or 0.152 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the

Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-18B

**FROM**

BRIAN HADDAD  
2636 CASTLE CREST DR  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-18B**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-18B of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.059 acres, more or less, located in the NW ¼ of Section 7, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence South 30°54'23" East, a distance of 83.91 feet to the TRUE POINT OF BEGINNING

1. Thence South 39°58'35" East, a distance of 18.24 feet;
2. Thence along the arc of a non-tangent curve to the left with a radius of 306.78 feet, a delta angle of 38°21'40", a curve length of 205.40 feet (the chord of said arc bears South 27°19'42" East, a distance of 201.58 feet);
3. Thence South 80°08'52" East, a distance of 31.85'
4. Thence along the arc of a non-tangent curve to the left with a radius of 805.00 feet, a delta angle of 0°56'13", a curve length of 13.16 feet (the chord of said arc bears South 30°42'45" East, a distance of 13.16 feet);
5. Thence North 80°08'52" West, a distance of 43.41'
1. Thence along the arc of a non-tangent curve to the right with a radius of 316.78 feet, a delta angle of 41°42'58", a curve length of 230.64 feet (the chord of said arc bears North 26°12'06" West, a distance of 225.58 feet) to the TRUE POINT OF BEGINNING.

The above described parcel contains 2,557 sq. ft. or 0.059 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW



**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-19

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-19**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-19 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.020 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 08°59'04" East, a distance of 510.76 feet the TRUE POINT OF BEGINNING.

1. Thence North 88°28'26" West, a distance of 5.05 feet;
2. Thence North 9°26'56" East, a distance of 119.81 feet;
3. Thence North 10°22'13" East, a distance of 50.44 feet;
4. Thence North 84°30'07" East, a distance of 5.20 feet;
5. Thence South 10°22'13" West, a distance of 51.82 feet;
6. Thence South 9°27'01" West, a distance of 119.07 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 853 sq. ft. or 0.020 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

PRELIMINARY FOR REVIEW

**COLORADO DEPARTMENT OF TRANSPORTATION  
REAL PROPERTY**

**TO BE ACQUIRED**

Temporary Easement Number: TE-23

**FROM**

JACK V. CHRISTENSEN  
1060 BADER CT  
CASTLE ROCK, CO 80104

**FOR**

Project Code: 23484  
Project Number: M185-013  
Location: CO-86, Founders Pkwy., 5<sup>th</sup> St., Ridge Rd. Intersection Improvement  
Colorado 86

**EXHIBIT "A"**

**PROJECT CODE: 23484**  
**PROJECT NUMBER: M185-013**  
**TEMPORARY EASEMENT NUMBER: TE-23**  
**DATE: DECEMBER 8, 2021**

**LEGAL DESCRIPTION**

A Temporary Easement No. TE-23 of the Department of Transportation, State of Colorado, Project Code 23484, CDOT Project Number M185-013, containing 0.019 acres, more or less, located in the SW ¼ of Section 6, Township 8 South, Range 66 West, of the Sixth Principal Meridian, Town of Castle Rock, County of Douglas, State of Colorado, said Temporary Easement being more particularly described as follows:

COMMENCING at the Southeast Corner of said Section 1, a 3-1/4" aluminum cap stamped "S1 S6 S12 S7 LS 12046", whence the East ¼ Corner of said Section 1 bears North 01°18'46" West. Thence North 08°52" East, a distance of 680.34 feet the TRUE POINT OF BEGINNING

1. Thence North 9°54'24" East, a distance of 163.65 feet;
2. Thence North 78°47'54" East, a distance of 5.36 feet;
3. Thence South 9°54'09" West, a distance of 164.20 feet;
4. Thence South 84°30'07" West, a distance of 5.20 feet to the TRUE POINT OF BEGINNING.

The above described parcel contains 821 sq. ft. or 0.019 acres, more or less.

Basis of Bearings: All bearings are grid bearings based on a line connecting the Southeast corner of said Section 1 (a 3-1/4" aluminum cap) to the East ¼ corner of said Section 1 (a 3-1/4" aluminum cap). That bearing being North 01° 18' 46" West.

For and on behalf of the  
Town of Castle Rock  
Gary Leak, PLS 26600  
1600 Broadway Suite 800, Denver CO 80202

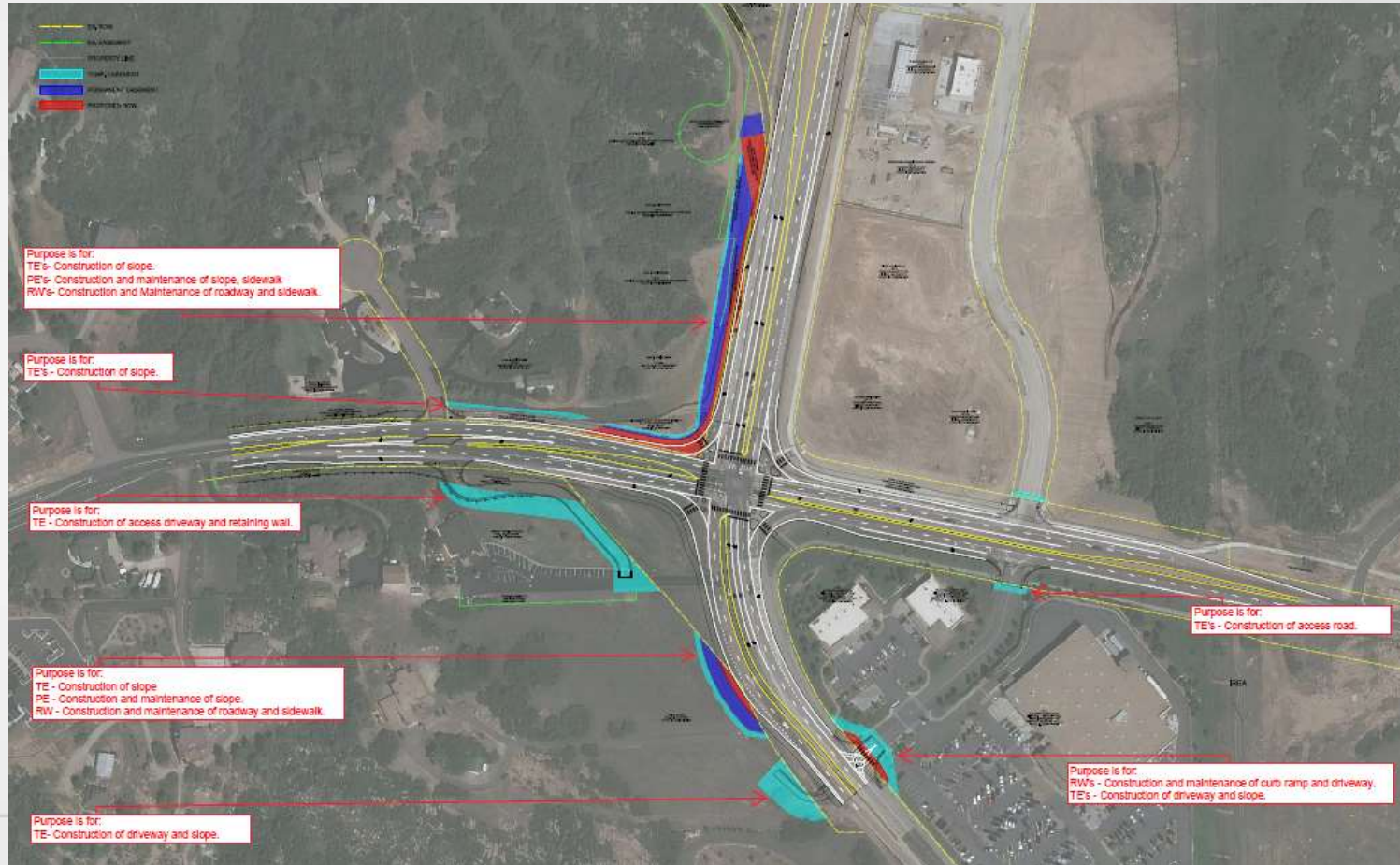
PRELIMINARY FOR REVIEW

# **ORDINANCE AUTHORIZING THE EXERCISE OF THE TOWN'S POWERS OF EMINENT DOMAIN TO ACQUIRE CERTAIN REAL PROPERTY INTERESTS NECESSARY FOR THE FOUR CORNERS INTERSECTION PROJECT**

JANUARY 18, 2022



# FOUR CORNERS INTERSECTION PROJECT



# FOUR CORNERS INTERSECTION PROJECT

- Intersection of Founders Parkway, Fifth Street, State Highway 86, and Ridge Road
- Serves more than 30,000 vehicles per day –expected to increase to over 48,000 vehicles per day by 2040
- High crash rate – lacks connections/safe accommodations for bicyclists and pedestrians
- Project will address these safety and operational issues
- Design efforts began in late 2020 -- construction expected to begin in 2022



# EMINENT DOMAIN

- Eminent Domain is authorized under:
  - U.S. Constitution
  - Colorado Constitution
  - Town Charter
- Town is required to engage in good faith negotiations with land owner
- Assures landowner receives just compensation
- Assures capital projects can proceed – schedule/budget

# PRIOR PROJECT ACQUISITIONS

Ordinance	Project	Parcels	Owners	Cases Filed
2008-38	Plum Creek Parkway (SWACR)	6	2	0
2013-08	North Meadows Phase 1	54	42	0
2013-24	North Meadows Phase 2/3	88	11	3
2015-44	WISE Transmission Line	28	11	0
2019-008	Crystal Valley Interchange	32	12	1
2019-009	Plum Creek Parkway Widening/ Roundabout	12	6	0
2019-026	Ridge Road Widening	9	4	1
2021-021	Plum Creek Parkway Widening- Phase 2	4	2	0
	Total	233	90	5

# POST-ORDINANCE PROCESS

1. Complete, review, and, if necessary, revise appraisal
2. Send Notice of Intent to Acquire informing Owner of statutory rights
3. Owner may elect to obtain own appraisal at Town expense
4. Town makes initial offer
5. Town and Owner engage in negotiations
6. Reach agreement OR seek Council authorization to condemn



*“I MOVE TO APPROVE THE ORDINANCE AS INTRODUCED BY TITLE.”*

*“I MOVE TO APPROVE THE ORDINANCE AS INTRODUCED BY TITLE,  
WITH THE FOLLOWING CONDITIONS: (LIST CONDITIONS)”*

*“I MOVE TO CONTINUE THIS ITEM TO THE TOWN COUNCIL MEETING  
ON \_\_\_\_\_ TO ALLOW ADDITIONAL TIME TO (LIST REASON).”*



# Town of Castle Rock

## Agenda Memorandum

**Agenda Date:** 2/1/2022

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**Item #:** 8. **File #:** MIN 2022-003

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**To:** Honorable Mayor and Members of Town Council

**Through:** David L. Corliss, Town Manager

**From:** Lisa Anderson, Town Clerk

**January 18, 2022 Draft Town Council Minutes**

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### **Executive Summary**

Attached January 18, 2022 Draft Town Council minutes for review and approval.



## **Town Council Meeting Minutes - Draft**

Mayor Jason Gray  
Mayor Pro Tem Kevin Bracken  
Councilmember Ryan Hollingshead  
Councilmember Laura Cavey  
Councilmember Desiree LaFleur  
Councilmember Caryn Johnson  
Councilmember Tim Dietz

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**Tuesday, January 18, 2022**

**6:00 PM**

**Town Hall Council Chambers  
100 North Wilcox Street  
Castle Rock, CO 80104  
Phone in: 720-650-7664  
Meeting code: 2496 266 2673  
[www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting)**

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This meeting is open to the public and will be held in a virtual format in accordance with the Town Council Electronic Participation, Connected, and Hybrid Meeting Policy. Public may choose to attend in person at Town Hall, or electronically or by phone if preferred. This meeting will be hosted online and can be accessed at [www.CRgov.com/CouncilMeeting](http://www.CRgov.com/CouncilMeeting), or phone in by calling 720-650-7664, meeting code 2496 266 2673 (if prompted for a password enter "Jan18Council"). All Town Council Meetings are also streamed online in real time at [www.CRgov.com/WatchCouncil](http://www.CRgov.com/WatchCouncil), and are broadcast for Comcast Cable subscribers on Channel 22 (please note there is a delay to the broadcast).

All times indicated on the agenda are approximate. Remote participants please visit [www.CRgov.com/CouncilComments](http://www.CRgov.com/CouncilComments) to sign up to speak to an item, and for related instructions. Public Comments may also be submitted in writing online by 1:00 p.m. January 18, 2022, to be included in the public record.

### **COUNCIL DINNER & INFORMAL DISCUSSION**

### **INVOCATION - Pastor Wayne Hanson, Summit Church of Douglas County**

### **CALL TO ORDER / ROLL CALL**

Councilmember Cavey attended remotely.

**Present:** 7 - Councilmember Hollingshead, Councilmember Cavey, Councilmember LaFleur, Councilmember Johnson, Councilmember Dietz, Mayor Pro Tem Bracken, Mayor Gray

### **PLEDGE OF ALLEGIANCE**

### **COUNCIL COMMENTS**

Mayor Gray stated they are seeing some divisiveness and asks for kindness and to turn the other cheek. There are a lot of people in a lot of pain right now.

Councilmember Hollingshead thanked the Castle Rock Museum for their program to learn about the history of Castle Rock stating it was great time and highly encourages people to attend.

Councilmember Dietz thanked Council and everyone in attendance. We still have a need to fully fund Police and Fire in the future. As we grow, how do we keep and attract great police and fire personnel to protect our community. There is an

increase in homelessness, and we should partner with developers and the Town to keep up with demands or we will face consequences. Dietz gave an update on the homelessness issue. They went to the Springs mission. They always have available beds and that is why they can enforce a camping rule.

## **UNSCHEDULED PUBLIC APPEARANCES**

No public comment.

## **TOWN MANAGER'S REPORT**

David Corliss, Town Manager, extended his thoughts and prayers to the man that operates our audio visual who has some medical issues.

Douglas County Library reached out to us regarding the Gazebo currently in their parking lot. Staff has looked at it. We cannot recommend relocating the current Gazebo, it would be costly and may not be possible, and may be better to rebuild a new one. With their permission,, we could take the plaques and some of the parts off of it and talk to Castle Rock Band if there are things we can do to help them with their performances. It is a volunteer band and we would like to talk to them and see if it would be to build another gazebo or band stand, etc. and then Council can decide what to do. It could then be programmed with other Town needs. We don't own the gazebo, and it was not historical as it was built in 2004 as a community project. Staff can put it on a future agenda.

Councilmember LaFleur asked if the County is interested on recreating it on any of their property. Corliss stated that is a good idea to do. Corliss suggests talking to the Castle Rock Band and ask what they think they need, and then provide Council with some ideas and how we can help them. LaFleur stated since it is currently on County property that the County may be interested in it. Corliss asked if any Councilmembers are interested and have them part of those conversations. Councilmembers LaFleur and Johnson have expressed interest.

[ID 2022-006](#)

**Update: Calendar Reminders**

[ID 2022-007](#)

**Neighboring Communities Council Meetings Summary**

[ID 2022-008](#)

**Update: Monthly Department Reports**

[ID 2022-009](#)

**Development Services Project Updates**

[ID 2022-010](#)

**Update: Quasi-Judicial Projects**

## **TOWN ATTORNEY'S REPORT**

No report.

## **ACCEPTANCE OF AGENDA**

Moved by Mayor Pro Tem Bracken, seconded by Councilmember Johnson, to Accept the Agenda as presented. The motion passed by the following vote:



**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

## CONSENT CALENDAR

[ORD 2022-002](#) Ordinance Amending Chapter 9.22 of the Castle Rock Municipal Code Raising the Minimum Age for the Sale and Possession of Tobacco Products (Second Reading - Approved on First Reading on January 4, 2022, by a vote 7-0)

[ORD 2022-004](#) Ordinance Amending Section 2.01.100 of the Castle Rock Municipal Code Regarding the Authority of the Castle Rock Election Commission (Second Reading - Approved on First Reading on January 4, 2022, by a vote 7-0)

[MIN 2022-002](#) January 4, 2022 Draft Town Council Minutes

Moved by Councilmember Johnson, seconded by Councilmember Dietz to Approve the Consent Calendar as read. The motion passed by a vote of:

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

## ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[ORD 2022-001](#) Ordinance Authorizing the Issuance and Sale of Water and Sewer Enterprise Revenue Bonds, Series 2022, Payable Solely Out of the Net Pledged Revenues to Be Derived from the Operation of the Town's Water and Sewer Enterprise; Providing Other Details Concerning the Bonds, Including, Without Limitation, Covenants and Agreements in Connection Therewith; Providing Other Matters Relating Thereto; and Providing for its Emergency Adoption on Second and Final Reading (Second Reading - Approved on First Reading on January 4, 2022, by a vote 7-0) *[Entire Town Service Area]*

Mark Marlowe, Director of Castle Rock Water, presented the second reading. They are asking for emergency adoption so they can go straight to market to capture good interest rates. There has been some volatility in the market recently. This is a \$30M project fund with an estimated 2.5% interest rate for three key projects: Parker Midsection Pipeline, Castle Rock Reservoir 2, Newlin Gulch Pipeline and Pump Station and a backup project for the Plum Creek Water Purification plant. They estimate closing on February 10. Water Commission and staff recommend approval.

***No public comment.***

Moved by Councilmember Johnson, seconded by Councilmember Dietz, that Ordinance 2022-001 be Approved on An Emergency Basis as presented. The motion passed by the following vote:

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

## QUASI JUDICIAL HEARINGS

Mayor Gray read the quasi-judicial script into the record. No members of Town Council voiced any conflict of interest. Lisa Anderson, Town Clerk, confirmed that the item was properly noticed.

### [RES 2022-006](#)

#### **Resolution Approving a Use by Special Review Application for an Accessory Dwelling Unit at 5069 Bear Paw Drive**

Tara Vargish, Director of Development Services, provided an overview of the property and the project. An Accessory Dwelling Unit can be within the home, attached to an existing home, or can be a new structure on the property. This project complies with the zoning and use by special review regulations. They are proposing to enclose the corner of their home that exists under a deck for a kitchen. They determined that it matches the rest of their home, it does not exceed 50% of their primary home, is under 800 square feet, and that there is only one entrance visible from the front of the home. Planning Commission recommends approval. They have had two neighborhood meetings with support for the project. The applicants are online if Council has any questions for them.

***No public comment.***

Mayor Pro Tem Bracken confirmed that 800 square feet is the maximum or 50% of the home. Vargish clarified that if they build on, they cannot construct more than 800 square feet on the outside of the house. If it is within the home, they cannot exceed 50% of the space.

**Moved by Councilmember Hollingshead, seconded by Councilmember LaFleur, that Quasi-Judicial Resolution 2022-006 be Approved as presented. The motion passed by the following vote:**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

## OTHER ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

### **ORD 2022-003 Ordinance Amending Various Sections of the Castle Rock Municipal Code Regarding Board and Commission Membership, Term Limits and Bylaws and Adding Chapter 2.18 Concerning the Oath of Office (First Reading) - Continued from January 4, 2022**

Lisa Anderson, Town Clerk, provided an overview of the item and pointed out that an outline of the Model Bylaws were included in the packet and summarized in the presentation.

***No public comment.***

Mayor Pro Tem Bracken wanted to further discuss the Town residency requirement. He feels that the procedure followed to amend and provide the direction to staff appeared to be confusing. Corliss stated staff would confirm what Council is voting on prior to the roll call vote. Corliss stated we had a change in staff that brought this item forward. Previously the residency requirement did not apply to the Design Review Board, Historic Preservation Board and the Public

Art Commission. Bracken feels the residency requirement would put the DDA membership in a quagmire because they don't have a requirement to put residents on their board because they can be property or business owners as well. If their board only had downtown property or business owners, they may not have anyone that would qualify to be on the Design Review Board.

David Corliss wants to emphasize that the DDA membership is set by state law. We are not altering that. The DRB membership is set by Council. The two spots from the DDA on the DRB are recommended by the DDA for Council to approve. Bracken asked if the DDA could appoint a liaison on behalf of the DDA that is a resident. Mike Hyman stated that the Code states the only people they can nominate at this time are DDA board members. Corliss stated if the DDA cannot recommend someone from their board to the DRB because they are not a resident, they can come to Council and ask to consider a non-resident then Council could appoint them and staff would present an ordinance to do so.

Councilmember Johnson stated that the DDA membership is in the statute, and has members which some are residents who do not have to be a property owner or business lessee.

Councilmember LaFleur is concerned because although we have 75,000 residents, that number is cut in half at least because of minors. She is concerned for the future of the businesses. Business or property owners technically have a Castle Rock address and noted that the stakeholders pay a tremendous amount of property taxes. They have invested their lives downtown for 20 plus years and have aided in our economic development in Castle Rock. She feels we are dwindling our fishbowl of possible applicants. LaFleur noted that we only had 10 people run for Town Council, and we don't have that many willing to serve. Corliss stated we had 30-50 applicants for boards and commissions and agreed we technically don't have 75,000 eligible residents.

Councilmember Hollingshead has a good relationship with the DDA. We are creating another hoop from them to jump through when they appoint members to their DDA. Previously it was a priority to residents and it didn't create an ordinance step. He would like to think about the wording that residents are preferred.

Councilmember Johnson feels the intent is that Council would recommend and appoint Castle Rock residents for boards and commissions. She was not sure if it requires another step, but the application process could include non-residents, and if we are unable to find residents to fill those vacancies, then we have the pool of non-residents we could go to and interview. She feels we may need to go to a two-day interview process with the number of interviews we do now to enable Council to attend more interviews.

Shannon Eklund, Executive Assistant, was online and stated we have an average of applicants in the high 60's.

Councilmember Johnson would like to include the non-residents without making a lot of extra work. Corliss stated we can work either way Council provides direction on the process. Corliss reminded Council that DRB, HP and Public Art are currently excluded due to expertise or professional background.

Mayor Pro Tem Bracken stated the DDA has a statute that doesn't prevent them from being a non-resident. Bracken wanted to be clear on the process if Council wants to appoint a non-resident to any board or commission. Corliss stated they can appoint any non-resident to any board or commission by ordinance.

Councilmember LaFleur is concerned for the DRB. The Town has worked hard to create the DDA and the DRB. That board is looking at applicants among their fellow peers and fellow business owners. Residents mostly do not own businesses.

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken, to Allow non-residents to be appointed to the Public Art Commission, Design Review Boards, and the Historic Preservation Board. The motion failed by the following vote:**

**Yes:** 3 - Hollingshead, LaFleur, Bracken

**No:** 4 - Cavey, Johnson, Dietz, Gray

Mayor Gray confirmed that this is how the Code is now.

Councilmember Johnson stated it sounds like the concern is about holding companies in California and other states, and do we want property owners in other states making decisions in Castle Rock.

Councilmember Dietz is feeling back to the other way and is not supportive of out-of-state members. Dietz feels we should have residents on the board.

Councilmember Hollingshead stated that we are the county seat and a lot of that knowledge lives in the surrounding County. These non-residents have served on these boards for years and years.

Councilmember Johnson said they can remote in now so it wouldn't preclude them for participating.

Councilmember LaFleur is concerned about the message we are sending to our stakeholders. They contribute to the tax base and this sends the wrong message to the business community and the stakeholders.

Mayor Pro Tem Bracken noted if you look at the make up of the DDA and the DRB, these are long-term business owners. To have a resident that moves into the Riverwalk to have the same voting preference to someone that owns a downtown business - there are two different concepts. The criteria is own a business downtown or you are a resident, and we are now adding that requirement.

Councilmember Johnson stated the DDA members can be a property owner within the DDA district, lessee in the DDA district, or a resident in downtown. Both have an equal vote and are a representation of our community. She feels it is healthy that we don't see things the same all the time. She noted that the DDA posted a notice for an opening on the DDA board which said they needed to be a downtown property owner. She asked why the vacancy was only for a downtown property owner. Corliss stated they would correct it.

Councilmember LaFleur asks at what point do we have opinions on all the HOAs in Town and should we have other input.

Councilmember Johnson stated an HOA member requires that you are a resident in the HOA. You cannot have input unless you own property in the HOA. The DRB should be representative of our entire Town for two downtown property owners, two downtown business owners, one Planning Commission member, and 2 Historic Preservation Board members. The majority is downtown representation on the DRB. She feels an HOA is nothing like a DRB and are created differently.

Corliss stated we have a creating ordinance that designated 7 members - 4 downtown property or business owners, 2 downtown property or business owners or downtown residents, and a Council member.

Councilmember Hollingshead stated that there are 3 or 4 people that may be non-residents on all of our boards and commissions.

Mayor Gray feels we should get Town citizens on boards first. We want input from people outside of Town, but thinks all Town boards should be Town residents, or we can change by Ordinance.

Councilmember Cavey feels we have enough people to fill these boards and commissions. She feels the entire Town doesn't go into Terrain to eat, so downtown is different.

Councilmember LaFleur clarified if we will accept applications of non-residents. Corliss requested direction for Council. We advertise vacancies in April with interviews in May.

Councilmember Hollingshead feels the top of the application should spell out that residency is required, but non-residents will be entertained if they cannot be filled by a resident by Ordinance.

***Consensus by Council to include that statement.***

**Moved by Councilmember Dietz, seconded by Councilmember Johnson, that Ordinance 2022-003 be Approved as presented. The motion passed by the following vote:**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

**ORD 2022-005    Ordinance Authorizing the Exercise of the Town's Powers of Eminent Domain to Acquire Certain Real Property Interests Necessary for the Four Corners Intersection Improvement Project (First Reading) [Founders Parkway, SH-86, Fifth Street and Ridge Road]**

Mike Hyman, Town Attorney, stated this item is to exercise eminent domain if we cannot successfully negotiate with the land owner. This intersection has about 30,000 vehicles per day and they predict 48,000 by 2040. It has a high crash rate and lacks connections and safe accommodations for bicycles and pedestrians.

This is authorized under the United States and Colorado Constitution and our Town Charter. We are required to engage in good faith negotiations and ensure the land owner receives just compensation. This allows us to proceed with needed projects. Hyman showed previous acquisitions in the past, and only filing 5 cases of 233 targeted parcels. If approved, they complete the appraisal, then review and revise if necessary. A notice informing the owner of their statutory rights is sent including that they can obtain their own appraisal we pay for. We then make an offer and engage in negotiation if needed. If an agreement is reached we would proceed. If not staff would ask Council if they wished to authorize eminent domain.

***No public comment.***

Mayor Gray stated they never do this lightly.

**Moved by Councilmember Dietz, seconded by Councilmember Johnson, that Ordinance 2022-005 be Approved on First Reading as presented. The motion passed by the following vote:**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

**[RES 2022-007](#)**

**Resolution Approving and Adopting the Town of Castle Rock Fire and Rescue Department 2022 Community Wildfire Protection Plan**

Norris Croom, Fire Chief, presented the Wildfire Protection Plan. They cover the 34 square miles of the Town and 32 square miles in the County. This only addresses the Town of Castle Rock. They have a consultant that provides an analysis. This is a collaborative effort with Douglas County and Colorado State Forest Service. The Fire district is covered under an additional plan with the County. It includes goals, assessments of risks and recommendations, examples of best practices, and is a living document that continues to evolve. Goals are to enhance life safety, mitigate fire effects to property, infrastructure, natural areas, etc. It is focused on residential and included commercial and open space. It includes recommendations for homeowners to strengthen them against wildfire by removing fuels, may change materials around the property, and ignition resistant construction and defensible landscaping in future development. If adopted, they would begin plan implementation. They will seek out funding for mitigation costs, public education, and apply for state and federal funds. If we are going to be successful, everyone has to participate with the Town, residents and other entities. This will not eliminate the risk, it will only reduce it. They have done some work to mitigate areas and already implemented Code Red and integrated warning system with the county that blasts out an alert to anyone in that area. It is not an opt in process.

Councilmember Johnson inquired about linking spaces, Norris stated the key is linking spaces to improve the chances of it being effective. Croom stated they are working on public outreach for HOAs and residents to link the areas to make blocks of defensible space. Johnson stated her railings are wood but the deck and steps are composite. Croom stated they have worked over time to change construction agency policies to use more fire resistant materials. Mowing and appropriate landscaping are ways to mitigate. Johnson asked about astro-turf. Norris stated that astro-turf will melt and won't carry fire like grass will. Johnson

inquired about rock and more fire resistant plants. Norris stated rock doesn't burn or melt, so it is recommended along with fire resistant plants. Johnson asked about non-combustible mesh and soffits. Croom stated most eaves and soffits don't have openings to them. The recommendation is if you have any openings that would allow sparks to enter, mesh is recommended in those openings. Johnson asked about evacuation and resistent buildings identified as a shelter in place option. Croom stated those are usually commercial block buildings with a metal roof like the event center or the MAC. Croom stated evacuation routes are determined based on where the fire is and how they can get resources in. Croom stated people may also be recommended to shelter in place.

Councilmember Dietz stated there are a lot of people contacting Town Council, so recommends putting this on the front page.

Councilmember LaFleur thanked Croom and his team. What happened in Boulder exasperated the need. Croom stated they will use social media to get the message out. There are a number of local grant funds and there is a county meeting in February. Douglas County as a whole has taken great strides to take care of wildland fire. We send the closest units to the fire and put as many resources on it as quickly as we can to keep it as small as possible. They are working with the office of emergency management and the sheriff hand crew. The Commissioners have a contract with a helicopter to assist and ensure we have all we need.

Councilmember Cavey asked if the fact that the ballot measure didn't pass to expand fire the way we wanted, if it was difficult to implement the plan. Croom stated there are challenges with police and fire without ballot measure passing, but they have been working on and it is a matter of re-prioritizing and balancing. They will adjust accordingly.

***No public comment.***

Mayor Gray thanked Croom for all their work.

**Moved by Councilmember Dietz, seconded by Councilmember Johnson, that Resolution 2022-007 be Approved as presented. The motion passed by the following vote:**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

**[RES 2022-008](#)**

**Resolution Approving a Construction Contract with 53 Corporation, LLC for the Omni Tributary - Prairie Hawk Drive to Red Hawk Drive Project [1662 Marsh Hawk Drive and 1551 Prairie Hawk Drive]**

Mark Marlowe, Director of Castle Rock Water, presented the item to continue the work on their stormwater system. This is part of the legacy projects that they got the loan for. This is a critical project with significant erosion eating towards private property and the fence line. It is threatening public infrastructure and private property and impacts water quality. It is located between Red Hawk and Prairie Hawk. They will bring in fill and riff raff to stabilize the banks and install a culvert. The bid came in below the estimate and construction will be from February to September 2022. They did not take it to Castle Rock Water Commission, but



have sent it to them and had no questions. They will be briefed with the project at their next meeting.

Councilmember Johnson stated this is from the 2011 plan and they have seen different proposals from the properties that abut that. She asked if those projects would make any changes to the work done on these. Marlowe stated that this is north of the industrial tributary from Millers Landing. The design has been updated to what is needed.

***No public comment.***

**Moved by Councilmember LaFleur, seconded by Mayor Pro Tem Bracken, that Resolution 2022-008 be Approved as presented. The motion passed by the following vote:**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

**ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES**

None.

**ADJOURN**

**Moved by Councilmember LaFleur, seconded by Councilmember Johnson, to Adjourn. The motion passed by the following vote:**

**Yes:** 7 - Hollingshead, Cavey, LaFleur, Johnson, Dietz, Bracken, Gray

Meeting Adjourned at 8:21 pm.

Submitted by:

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Lisa Anderson, Town Clerk