

DESIGN REVIEW BOARD MEMBERSHIP AND RESPONSIBILITIES

TOWN COUNCIL
DECEMBER 3, 2019



DESIGN REVIEW BOARD MEMBERSHIP

The Design Review Board was formed with Council adoption of the Downtown Overlay District. The Board consists of seven members appointed by Council:

- One member from the Planning Commission with a one year term;
- Two members from the Downtown Development Authority Board with a one year term;
- Two members from the Historic Preservation Board with a one year term, and;
- Two property owners within the Downtown Development Authority boundary. Downtown property owners may not be members of other Boards or Commissions and they serve a two year term.
- If a Design Review Board member loses a seat on a separate Board or Commission, that member concurrently loses a seat on the Design Review Board.

DESIGN REVIEW BOARD AUTHORITY

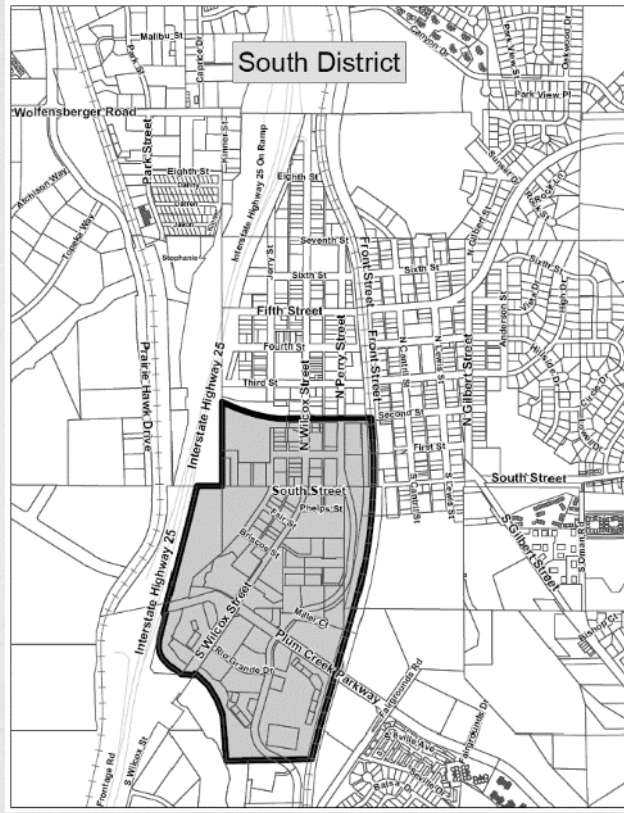
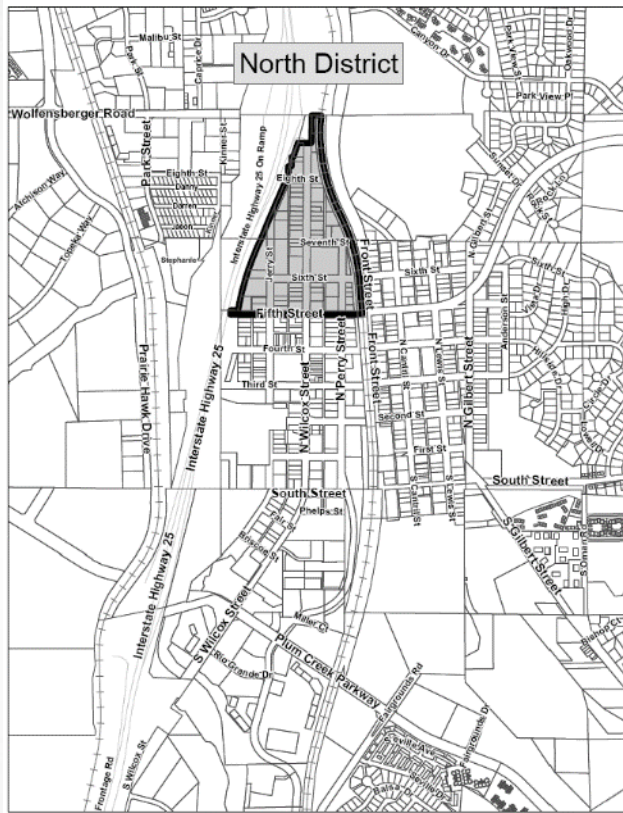
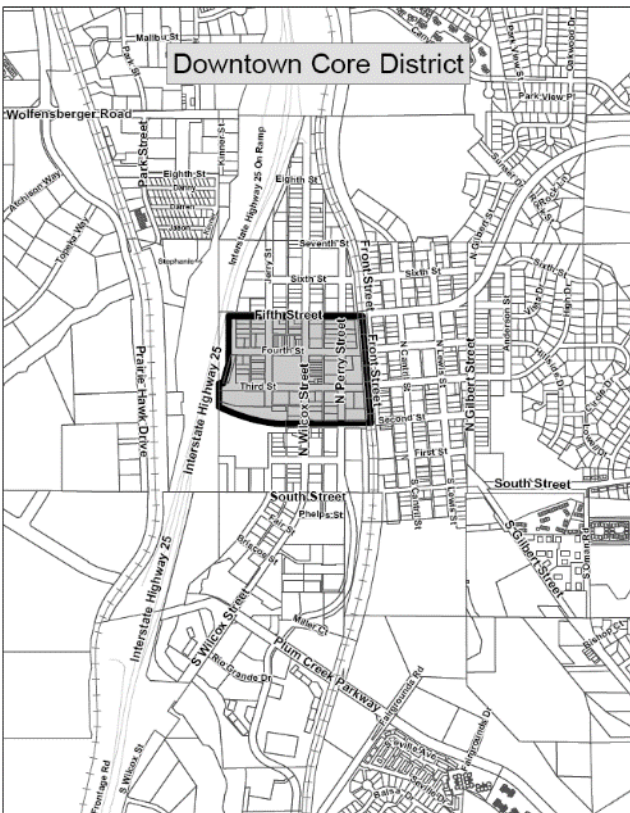
The Design Review Board has authority to:

- Review all Site Development Plan applications within the DOD boundary in a public hearing setting. Project design review is based on the Council adopted Vision and Comprehensive Master Plan, Council adopted Castle Rock Design program, and the Council adopted Downtown Master Plan.
- Approve, approve with conditions, or deny an application based on the Council adopted plans and code standards. If a Site Development Plan is denied by the DRB, the applicant may appeal that decision to the Town Council within 30 days of the DRB action.
- Grant variances to lot width, setbacks for front yard, side yard, and rear yard, landscape standards, DOD design standards, fence height, outdoor display of merchandise, and accessory structures and uses.

DESIGN REVIEW BOARD AUTHORITY

The Design Review Board has authority to review building heights depending upon where the building is located.

- **Downtown Core District.** Building height is limited to four stories, with a maximum height of 60 feet. A landowner may request one additional floor, with the corresponding increase in building height, in the Downtown Core District. The Board, at its discretion, may grant an additional floor after considering the following criteria:
 - Whether the project will incorporate design elements found in adjacent Landmark structures; and
 - The impacts of the increased building height on adjacent properties.
- **North and South Districts.** Building height is limited to six stories, with no maximum height limitation. The Board, at its discretion, may grant two additional floors in the North and South Districts.





QUESTIONS & DISCUSSION