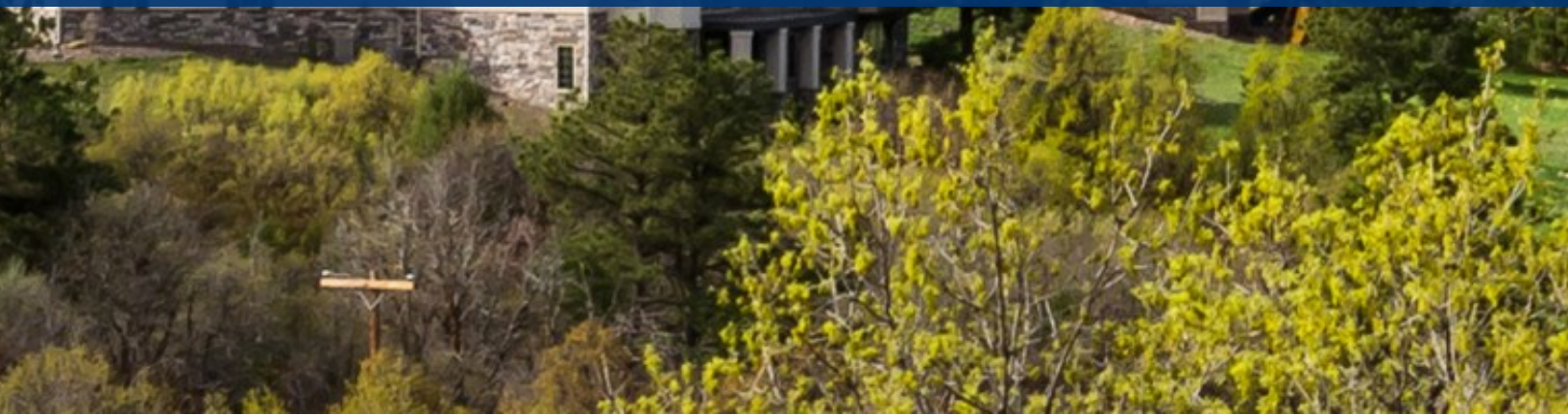




Development Services

April 2022 Monthly Report

(Reporting on March 2022)



DEVELOPMENT SERVICES

April Monthly Report (Reporting on March)



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For the latest Development Activity, visit:
CRgov.com/DevelopmentActivity



COMPREHENSIVE MASTER PLAN FOUR CORNER STONES

Distinct Town Identity	Responsible Growth
Community Service	Thriving Economy



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



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



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



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

News from the Director

Are you interested in taking an active role in the community and helping shape the future of Castle Rock? Applications are now open for all Town boards and commissions! Development Services supports five boards and commissions that all contribute in different ways to the Town's character: Board of Adjustment, Board of Building Appeals, Design Review Board, Historic Preservation Board and Planning Commission.



Tara Vargish, PE
Director
Development Services

Members of each board and commission help ensure Town standards and codes are met for both new projects and for changes to existing properties around Town. To see a list of upcoming board and commission vacancies, check out the list on the [Town's website](https://CRgov.com/Boards).

Preference is given to persons who reside in the Town, followed by those who reside outside the Town, but within Douglas County. For more information and details on each board and commission, visit CRgov.com/Boards.

If you would like to be considered, please submit your completed application, available at CRgov.com/Boards, to the Town Manager's Office, 100 N. Wilcox St., or by email to seklund@CRgov.com, by 5 p.m. on Monday, April 25, 2022.

Employee Recognition

New Employees, Awards, Staff Spotlight



Congratulations to Nick Zoller on 4 years with the Town!



Congratulations to Doron Levary on 2 years with the Town!



Congratulations to Chad Huber on 5 years with the Town!



Congratulations to Diane Maki on accepting the Plan Review Technician position with the Castle Rock Water Plan Review team!

Staff Kudos

“Mornin’ Tammy. I sure do appreciate all the help you gals up there in beautiful downtown Castle Rock have given me with this project. Chelsia was extremely instrumental in helping me get our license renewed.” — *Kim C.*

“I want to thank Tony for his attention to detail and his clear application of facts to ordinance guidance in preparing for the DRB meetings during my appointment.”

Employee Recognition

Customer Service Feedback



Customer Feedback Survey

We launched a customer feedback survey in 2019 to gather input about our customer



487 surveys distributed

28 March responses

service on permits and projects, level of responsiveness to inquiries and development activities. If you receive an email from us titled “We would like your feedback!”, please consider taking a few minutes to respond. Your feedback is valuable to us! The link is also available in staff email signatures. All responses are anonymous, unless you request to be contacted by staff. You can also enter our monthly drawing to win a \$25 gift card to a local Castle Rock business.

Staff Spotlight

Tim Steinwinder joined the Town in February as a combination building inspector. In his position, Tim inspects residential and commercial construction for compliance with building codes to help ensure public safety. Before joining the Town, Tim worked as a combination building inspector for the Pikes Peak Regional Building Department in Colorado Springs. He had more than 20 years of experience in the construction industry remodeling and building custom homes before becoming an inspector.

Tim and his family moved to Colorado in 2018 from San Jose, California for a better life. When not working, he spends time practicing and performing with his country band, Mosquito Pass. He and his family also enjoy hiking with their chocolate lab, Lulu. His wife, Alison, is a realtor and his two daughters Makenna, 11, and Delaney, 8, are proud Girl Scouts.

“Sandy & Pam have been fantastic to work with. My company has worked with Sandy on prior projects and really enjoyed working with her. I am looking forward to working with her on the new proposed project.”

“Tina Close and her review committee have been very easy to deal with and understanding.”

“Tara, TJ, Austin, and Ross are always on top of issues, responsive and helpful!”

“Jason Smith is wonderful to work with!”

“Diane was kind enough to call before sending an email responding to my questions about applying for a permit in your jurisdiction. I appreciated her extra effort to insure I understood the information.”

“Permit techs have all been very helpful and get back to me in a timely manner.”

“Brett has been very helpful in working through the field issues with us. He listened to our issues, was considerate of the situation and ensured that the life safety concerns were being met. Can't ask for more than that.”

“Tammy was quick to answer my question and provide clarification. Thanks so much!”



Administrative Reviews

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

Bella Mesa

Subdivision improvements agreement for pond relocation and future development tract, located north of Mesa Middle School.

Castle Inn

Site development plan for exterior renovations for a future conversion to Quality Inn and Suites, located at 200 Wolfensberger Road.

Castle Rock Adventist Hospital

ADA parking, landscape and drainage design revisions for a three-story, 70,000-square-foot medical office building, located at 2350 Meadows Blvd.

Crystal Valley Ranch

Grading and erosion control design revisions for 170 single-family homes, located west of West Loop Road and south of Lions Paw Street.

Dish Wireless

Three wireless antennas and six remote radio unit addition to an existing stealth monopine, located at 2990 Tower Road.

Dish Wireless

Site development plan amendment for addition of three antennas and related equipment to an existing tower, located at 1582 Reservoir Road.

Front Range Christian Church

Site development plan for an approximately 30,000-square-foot building, located on the east side of Timber Mill Parkway and the ATSF Railroad.

Lanterns

Sight distance easement agreement for a Family Amenity Center, located at Montaine Circle.

Macanta, County Project

Landscape and irrigation construction documents for Filings 2 and 3 as well as sanitary sewer and waterline construction documents for Filing 3. The Town will own and maintain the project's water system per previous agreements.

Meadows, Medical Office Building

Site development plan for a three-story, 35,000-square-foot medical office building, located at Limelight Avenue and Sol Danza Drive.

Meadows, Moore Lumber

Site development plan for Moore Lumber, a 16,880-square-foot warehouse building, including office and showroom space, located north of Meadows Parkway and west of State Highway 85.

Meadows, Timber Mill Parkway

Landscape and irrigation construction documents for Timber Mill Parkway, located north of North Meadows Drive and west of State Highway 85.

Promenade

Re-approval of landscape plans for retaining walls located along Castlegate Drive West and Promenade Parkway.

Promenade, Commons Park

Construction documents and erosion control plans for Commons Park, located at Alpine Vista Circle and Promenade Parkway.

Promenade, Multifamily

Sanitary sewer design revision for infrastructure improvements for a multifamily development, located between Promenade Parkway and Castlegate Drive West.

Administrative Reviews Continued

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

Sanders Business Park

Utility and access agreements for four flex-space buildings, located on the I-25 frontage road, north of Crystal Valley Parkway.

Town Project

Erosion control plans for the Glovers Water Rehabilitation Project (Phase 2), located north of the Glovers Street and Plum Creek Parkway intersection.

StorHaus

Drainage easement for subdividing one lot into two lots, located at Regent Street and Carnaby Lane.

Terrain (North Basin Area)

Storm sewer design revision for 95 single-family lots, located adjacent to the dirt portion of Castle Oaks Drive between the Autumn Sage Street intersections.

T-Mobile Wireless

Site development plan for the Butterfield Crossing Park wireless facility addition, located at 3952 Butterfield Crossing Drive.

Town Project

Construction documents for the 6400 South Tributary Stabilization project, located from Ridgeline Open Space to East Plum Creek, south of State Highway 85.

Town Project

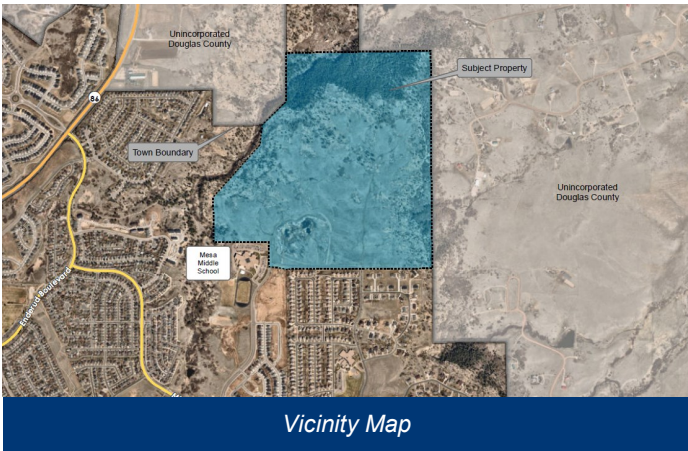
Erosion control plans for the 2022 Full Depth Reclamation project, located in the North Gilbert Street, Baldwin Park, Baldwin Ranch and Plum Creek Fairway areas.

Town Project

Erosion control plans for the 2022 Pavement Maintenance Program, located in the Mount Royal, Champions Court and Masters Court areas.

Public Hearings Required

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



Sunset Point

D.R. Horton submitted an application for a site development plan for a residential neighborhood known as Sunset Point, formally known as Bella Mesa North. Sunset Point is approximately 293 acres in size and generally located northeast of Mesa Middle School. The site development plan proposes 525 single-family homes, dedicated open space and a trail system. The site development plan will require public hearing 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.

Project Highlights

- Project is 293 acres in size and is proposing 525 single-family homes
- 95.9 acres of open space, including a trail system

Boards and Commissions

Actions and Updates



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



Board of Adjustment

March 3, 2022 — Meeting canceled.



Board of Building Appeals

March 7, 2022 — The Board of Building Appeals held their regularly-scheduled meeting. Three board members and three staff attended. The Board approved minutes from the December 2021 meeting. Chief Building Official Jon White provided updates on ongoing neighborhood and stakeholder meetings for various code updates and shared that Town staff plans to present the updated codes to Town Council in April.



Design Review Board

March 9, 2022 — The Design Review Board held their regularly-scheduled meeting in a hybrid format. Seven board members, four staff and one applicant representative attended the meeting. No members of the public attended. The Board heard one quasi-judicial application, a site development plan amendment for façade changes to an existing commercial building known as “The Silo” (formerly known as “The Victorian Center”), located at 611 N. Wilcox Street. The Board approved the site development plan amendment on a unanimous vote.

March 23, 2022 — Meeting canceled.



Historic Preservation Board

March 2, 2022 — Meeting canceled.



Planning Commission

March 10, 2022 — Meeting canceled.

March 24, 2022 — Meeting canceled.

Board & Commission Appreciation Dinner

Development Services held an appreciation dinner for the five Development Services boards and commissions on Thursday, March 3. The event was held at Red Hawk Ridge Golf Course and included attendance from board and commission members, Town Council and staff. The night included a thank you to all board and commission members, a review of 2021 successes and a look ahead at upcoming 2022 efforts.

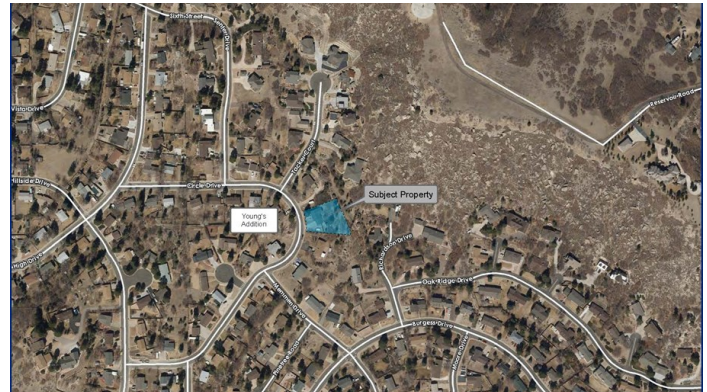


Town Council considered the following proposals on March 1, 2022.

18 Circle Drive

The property owners submitted an application for a Use by Special Review for an accessory dwelling unit at 18 Circle Drive. The accessory dwelling unit is planned to be two stories, totaling 539 square feet with a 361-square-foot wrap around deck. The unit will be detached and behind the existing home.

Town Council approved the Use by Special Review by a vote of 6-0.



Vicinity Map of 18 Circle Drive



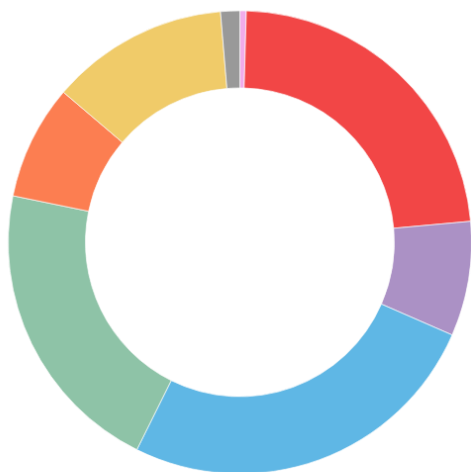
81,731

estimated population as of March 2022

Zoning Division

Core Service Levels

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



- Sign Complaint Responses – 1
- Sign Removed from Right of Way – 52
- Sign Permits Reviewed – 18
- Site Visits – 58

- Code Complaint Responses – 47
- Notices of Violation Sent – 18
- Business Licenses Reviewed – 28
- Temporary Use Permits Issued – 3
- *All on time

Planning/Development Review

Core Service Levels

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

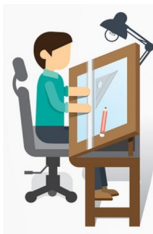
Pre-Applications

- 16 Pre-Applications this month
- 33 year-to-date Pre-Applications
- 34 percent of Pre-Applications over the previous 12 months advanced as new projects

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



New Development Projects

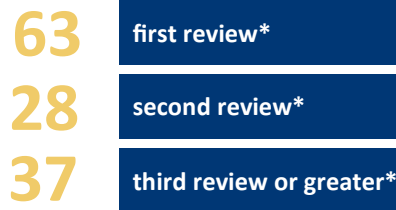


43

New Development Project Applications this Month

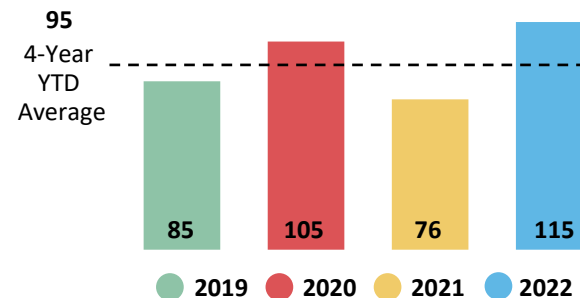
Development Reviews

Monthly Reviews

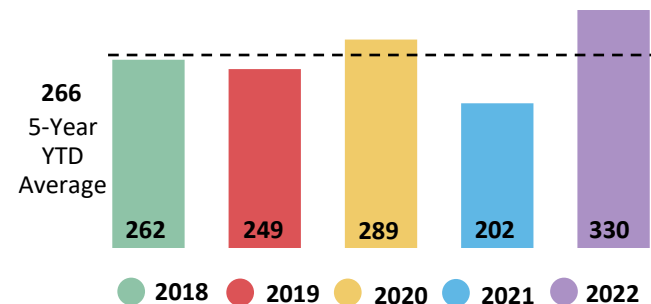


*On time with the exception of two late second reviews and three late third reviews due to volume.

Year-to-Date Development Projects



Year-to-Date Planning/Development Reviews

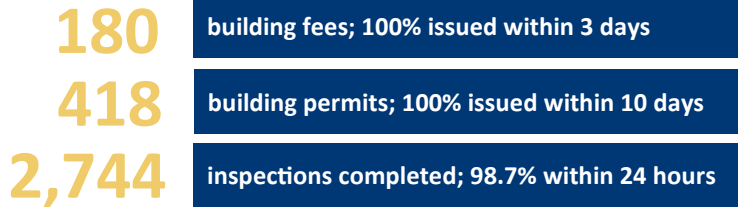


Building Division

Core Service Levels

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

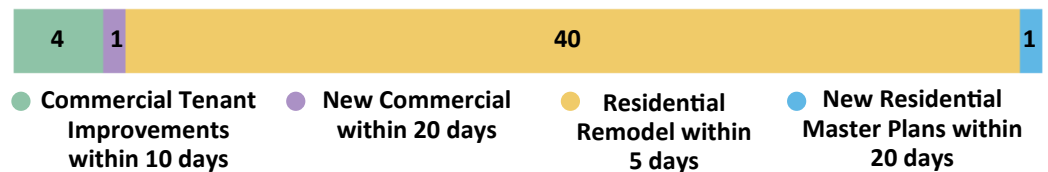
Development Services staff process permits, conduct inspections, respond to code violations and review plan submittals each month. This snapshot highlights staff activity during the previous month for the Zoning Division, Building Division and Planning/Development Review. Information on previous months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



Building Permits Reviewed

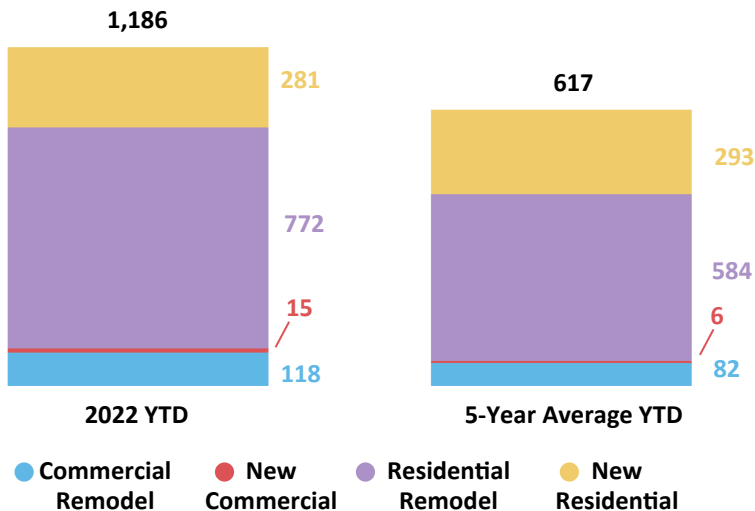
Monthly Building Permit Reviews by Type*

*All on time



Building Permit Applications Received

Year-to-Date Building Permit Applications Received



Building Permits Issued



96
Residential Permits Issued this Month



92K
Square Feet of Commercial Space Permitted Year-to-Date



↑266%
Commercial Space Permitted Compared to 5-Year Year-to-Date Average

Year-to-Date Residential New Construction Permits Issued

