



Meeting Date: September 16, 2025

AGENDA MEMORANDUM

To: Honorable Mayor and Town Council Members

Through: David L. Corliss, Town Manager

From: Tara Vargish, PE, Director, Development Services
Brad Boland, AICP, Long Range Project Manager, Development Services

Title: **DOD Proposed Height Changes Community Feedback**

Executive Summary

Town Council directed Town Staff and the Downtown Development Authority (DDA) to engage downtown property owners, residents and downtown businesses in gathering feedback on proposed changes to building height regulations within the Downtown Overlay District (DOD). Specifically, the Town Council is seeking feedback for a proposed ordinance that would set a uniform maximum height of four stories for new buildings throughout the DOD, eliminating the current distinctions between subdistricts and removing allowances for additional floors or height by request.

To facilitate the requested community feedback, a dedicated webpage was launched, and an online feedback form was made available on the website and was open through September 5, 2025. In addition, staff introduced the topic at the August 14th DDA meeting, and held an in-person public informational meeting on August 21, 2025, at 5:30 PM at Town Hall.



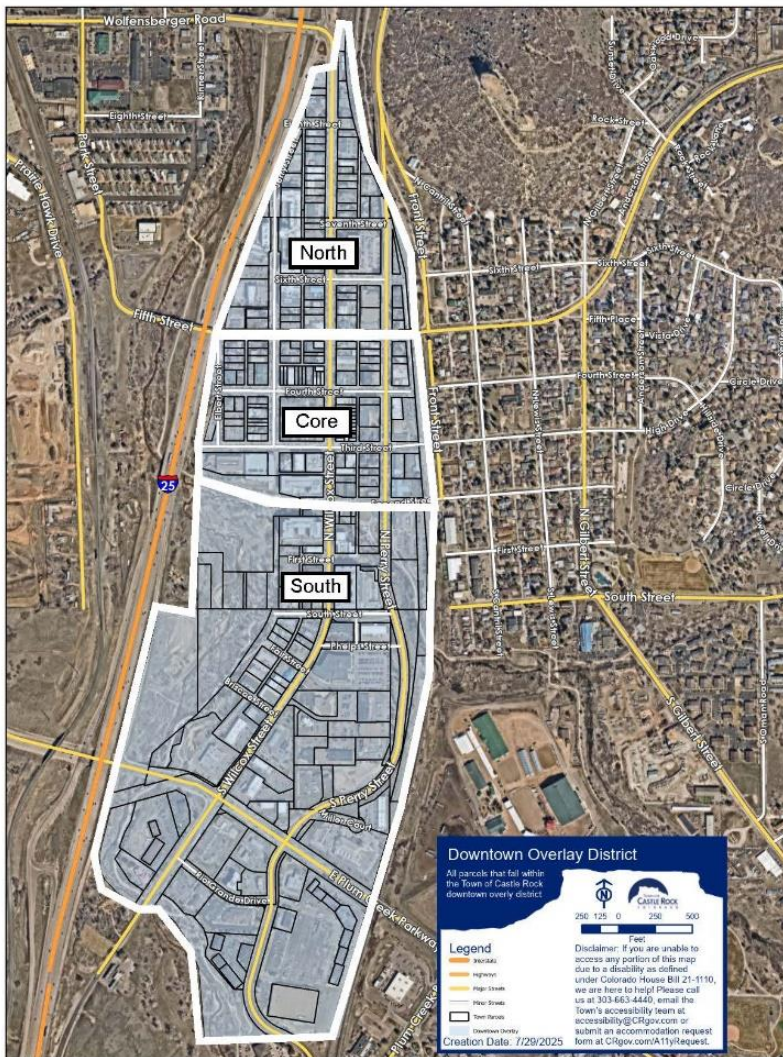
Background

Previous Town Council Discussion

On June 17, 2025, Town Council directed staff to prepare an ordinance for consideration that would establish a uniform maximum building height of four stories throughout the DOD.

On July 1, 2025 Town staff provided a draft ordinance reflecting that direction along with a staff report providing background on the current DOD height regulations and their adoption (Attachment B). At the July 1, 2025 Town Council meeting, Town Council directed Town Staff and the Downtown Development Authority (DDA) to engage downtown property owners, residents and downtown businesses in gathering feedback on proposed changes to building height regulations within the DOD.

DOD Building Height Standards (CRMC 17.42.070)



For the purposes of height, the DOWNTOWN is broken into three districts.

- North District – North of Fifth Street up to the I-25 interchange with I-25
- Core District - Fifth Street to Second Street
- South District– South of Second Street past the Plum Creek Parkway, ending just south of the Safeway shopping center.

The following table shows a summary of each district and the current building height requirements, along with the additional height allowances in Town code:

Downtown Area	Building Height Regulations		Additional Height Allowance	
	Max. Floors	Max. Height (ft)	Floors	Height (ft)
North District	6	None	2	None
Core District	4	60	1	Corresponding increase in building height
South District	6	None	2	None

Outreach

To facilitate the requested community feedback, a dedicated Town webpage was launched which included information on the current building heights downtown, the proposal to change it, and an online feedback form was made available on the website. The website and feedback form were open from August 6, 2025 through September 5, 2025. Town and DDA staff presented the topic and feedback opportunities at the August 14th DDA meeting, inviting stakeholders to fill out the online feedback form and to attend the in-person information meeting. The in-person informational meeting was held August 21, 2025, at 5:30 PM at Town Hall. Town staff mailed notices to all property owners and tenants in the DOD inviting them to the information meeting and included links to the dedicated webpage with the feedback form. Additionally, the Town pushed out 3 reminders of the event on the Town's social media channels, and had an online event posting so all members of the public could attend.

Summary of Feedback

A total of 319 responses were submitted through the feedback form and direct e-mails to Town staff. This was a solicitation for feedback, and was not a statistically conducted survey, as is done for the larger community survey project. Therefore, the responses were not statistically tabulated in any specific category. The responses have been compiled and are attached (Attachment A).

The responses were reviewed by Town staff and general themes emerged from those that were supportive of the changes and those that were supportive of maintaining the existing height regulations downtown.

General Themes Supportive of Proposed Change to Four Stories

- Preserving small-town character: Taller buildings undermine Castle Rock's historic charm, mountain views, and community identity.
- Development concern: Concern about congestion, lack of parking, and a "cramped" downtown feel.

General Themes Supportive of Maintaining the Existing Height Regulations

- Economic growth & vitality: Recent mixed use development projects have brought more businesses, restaurants, hotels, and jobs creating vitality in the Downtown.
- Private Property Rights: Restricting building height would infringe on the property rights of Downtown property owners.

There were also some recommendations to consider step-backs or other ways to allow building height while preserving a lower building height feel along the street edge. Some respondents recommended that a third-party analysis on the impacts of the proposed changes should be conducted prior to making any changes.

Attachments

Attachment A: Downtown Building Height Feedback Received through Sept 5, 2025
Attachment B: Other Feedback Received
Attachment C: July 1, 2025 Memo to Town Council
Attachment D: Downtown Development Authority Resolution adopted Sept 11, 2025