



## STAFF REPORT

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

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

**From:** Mark Marlowe, P.E., Director of Castle Rock Water  
David Van Dellen, Assistant Director  
Matt Benak, P.E., Water Resources Manager  
Rick Schultz, Water Efficiency Supervisor  
Courtney Stoddard, Water Efficiency Specialist

**Title:** **An Ordinance Amending Title 15.48.010 of the Castle Rock Municipal Code Adopting by Reference as a Primary Code the 2024 Town of Castle Rock Landscape and Irrigation Criteria Manual – First Reading** [*Entire Castle Rock Service Area*]

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### Executive Summary

The purpose of this memorandum is to seek Town Council approval of an Ordinance amending Title 15.48 of the Castle Rock Municipal Code adopting by reference as a Primary Code the Town of Castle Rock, Colorado Landscape and Irrigation Criteria Manual – First Reading (see **Attachment A**). The Landscape and Irrigation Criteria Manual (Manual) is a key document that helps Castle Rock meet its long-term water efficiency goals. The Manual outlines landscaping and irrigation criteria which reduces water waste, improves watering efficiency, and supports landscapes that are native and regionally adaptive in a ColoradoScape design.

The major changes to the Landscape and Irrigation Criteria Manual being proposed are included below (and further outlined in **Attachment B**):

- Concepts, formulas, and terminology related to Composite Landscape Water Use Rating (CLWUR) and Landscape Water Use Rating (LWUR) were removed.
- Several definitions were updated and clarified.
- Defensible Space, Zone One (1), Zone Two (2), Zone Three (3) were introduced as related to fire prevention.
- The term head-to-head coverage was added regarding irrigation systems.
- The requirement for a Registered Landscape Professional to be present during all scheduled inspections was added to clarify existing processes.

- The statement that native areas shall be maintained in a manner consistent with native or regionally adapted vegetation that differs from maintenance practices of traditional grass was added.
- Native grasses were included in section 4.6.3, Turf, Woody Plants, Native Grasses, and Fertilization.
- In Parking Lot Requirements, the minimum irrigated area was updated to create consistency with existing Town requirements.
- In Design Requirements, the need for home builders to design the front and backyard was clarified to match existing requirements.
- Design, installation, and maintenance of Town owned parks have been clarified by adding a reference to the Parks, Trails, and Open Space Development Standards.

### **Notification and Outreach Efforts**

Castle Rock Water staff presented a summary of the changes at the Castle Rock Contractor Luncheon on January 17, 2024.

Castle Rock Water staff distributed a summary of the proposed changes via email to the development and building partner distribution list for information and public comment on March 15, 2024. A redlined copy of the Landscape and Irrigation Criteria Manual was made available on CRgov.com for review from March 15<sup>th</sup> through March 22<sup>nd</sup>, 2024. During this time no feedback from the development community was received.

### **History of Past Town Council, Boards & Commissions, or Other Discussions**

Town Council last adopted revisions to the Manual by Ordinance No. 2022-025 on October 18, 2022, which went into effect November 17, 2022.

Castle Rock Water staff presented this item to the Castle Rock Water Commission at their meeting held on February 28, 2024, and the Castle Rock Water Commission voted unanimously 4 to 0 to recommend Town Council approval of the Resolution as presented.

### **Discussion**

The last revision of the Landscape and Irrigation Criteria Manual went into effect November 17, 2022. The Landscape and Irrigation Criteria Manual works in conjunction with the Water Efficiency Master Plan and the Water Use Management Plan to ensure the overall goals are implemented through efficient landscape and irrigation design, installation, and maintenance. These plans outline the need for additional water conservation efforts to meet the long-term water demands of the growing community and minimize the need to acquire additional renewable water resources to meet peak summer demands.

The Landscape and Irrigation Criteria Manual consists of residential and non-residential landscape and irrigation efficiency requirements. All new development, renovations, and ongoing maintenance activities must follow the criteria in these standards.

Town Staff including, Castle Rock Water, Plan Review, Development Services, and Parks and Recreation all worked together to review and update the criteria.

**Budget Impact**

There is no significant anticipated additional cost to the Town due to the proposed changes. Some additional administrative and field work may be needed. The proposed changes will help reduce outdoor water usage and water waste. This will have an impact on associated renewable water needed in the future. Additionally, these efforts will also contribute to the stabilization of future peak water demands placed on the water system to meet the summer irrigation needs of the community and save on future per capita costs.

Updates to the criteria manual are primarily for administrative and clarification purposes. These updates may result in a streamlined submittal and review process but are not anticipated to increase costs to the building and development community.

**Staff Recommendation**

Staff recommends approving an Ordinance amending Title 15.48 of the Castle Rock Municipal Code adopting by reference as a Primary Code the Town of Castle Rock, Colorado 2024 Landscape and Irrigation Criteria Manual.

**Proposed Motion**

*“I move to approve the Resolution as introduced by title.”*

**Alternative Motion**

*“I move to approve the resolution 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: Ordinance
- Exhibit 1: Landscape and Irrigation Criteria Manual (Redline version)
- Attachment B: Summary of Changes to the Manual 2024