



Development Services

Building * Planning * Zoning

Implementing the Community Vision through Development Activities

Development Tales by the Director

"Without continual growth and progress, such words as improvement, achievement and success have no meaning."

~~ Benjamin Franklin

Castle Rock is a strong growth community, and we are growing at a rate consistent with other Colorado Front Range communities. Housing is highly desired as witnessed by the significant investment made by national, regional and custom homebuilders. Between 2000 and 2015, on average, the Town issued 808 residential permits per year. We remain on pace to match that number in 2016. We do not market our community to achieve growth, it comes to us through continued investment by homebuilders, commercial and employment-based businesses and the residents who move to Castle Rock to enjoy our outstanding quality of life.

Housing activity brings the associated need for local jobs and commercial development, currently being met by existing businesses and commercial projects built over the past 25+ years, including the Adventist Hospital and highly successful Outlet Mall, which averages nearly 5 million visitors each year. The Promenade project, a \$250 million dollar investment, confirms the need for expansion of existing services and the desire for investment in our growing community. Investment in downtown is strong as witnessed by new office buildings being constructed in the downtown




Bill Detweiler, Director
Development Services


For the latest in development activity,
please visit:


www.CRgov.com/DevelopmentActivity


DEVELOPMENT TALES

core and pending construction activities on 3rd and Wilcox Streets. Town Council committed investment in downtown through upcoming improvements to Festival Park and the variety of downtown special events. Working closely with Council, the Downtown Development Authority invested in street lights, decorative holiday lights, banners, flower boxes and the highly successful street patio program. All combined, investment in the historic downtown is continuing the tradition of small town character that separates Castle Rock from our neighboring communities in the Colorado Front Range.

astle Rock offers an outstanding lifestyle experienced by its residents and businesses. Police, Fire and the variety of Town public services needed to support our residents is dependent upon recent growth. The P. S. Miller Regional Park, Festival Park in downtown and continued construction of trails and pocket parks are the result of growth. Ongoing improvements to roads and water infrastructure are a top priority for Council and staff. The Castle Rock Parkway / North Meadows Extension project is a reflection of Castle Rock's response to growth and provides citizens and visitors with options to drive to and from work and to shop for necessities. The Town's long-term water program, created and confirmed by several generations of Town Councils, confirms the Town's commitment to safely serve today's residents and businesses while preparing for tomorrow's growth.

ermit activity remains strong in the New Year. Staff issued 73 new residential permits in February, 2016, versus 39 in February, 2015. Staff issued 19 new commercial permits in February, 2016, compared to 1 in February, 2015. Castle Rock does not seek out nor market this activity — it comes to us.

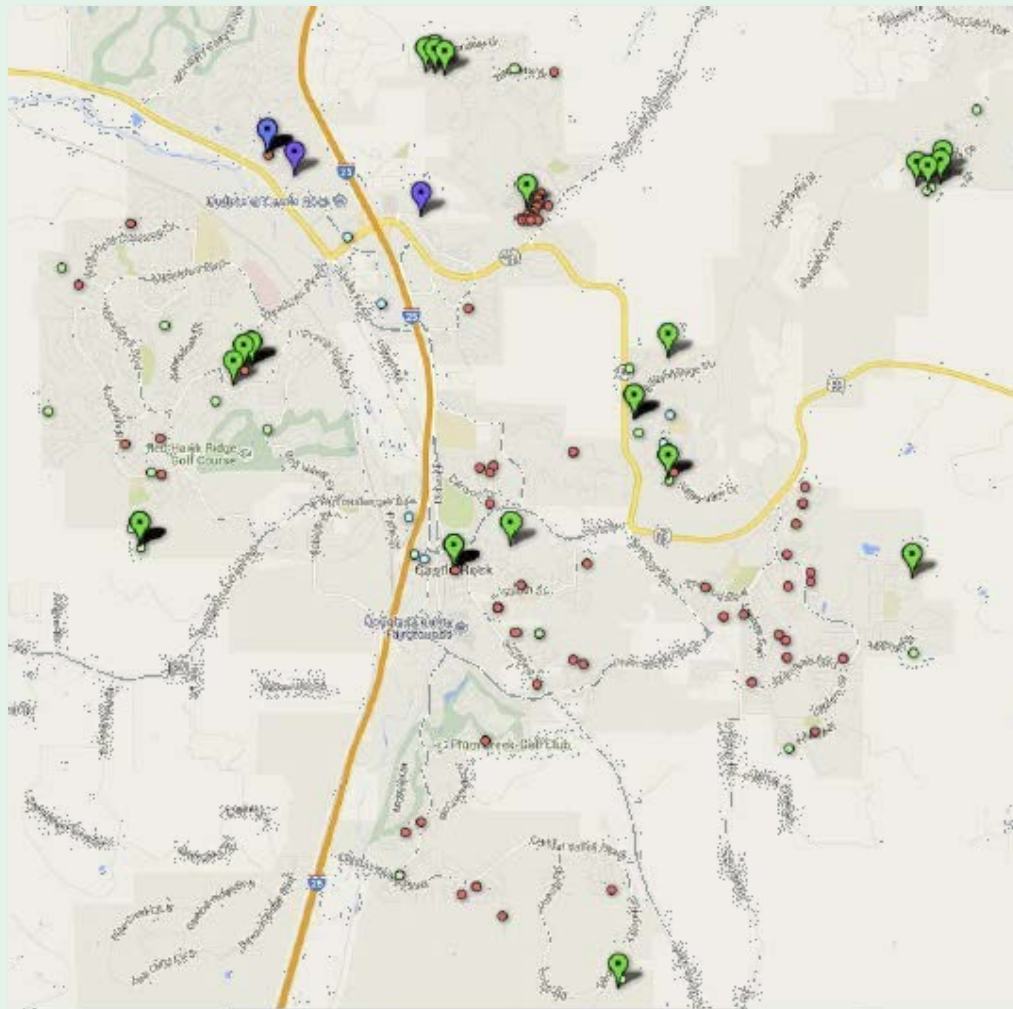
he Development Services Department staff theme is, "First and foremost, we are a customer service agency." Our goal is to serve the needs of our residents and development customers and follow the direction of Town Council. We strive to meet the Town Mission Statement, "Achieving Community Vision through Excellence, Dedication and Service."

hope everyone had a fantastic Valentine's Day weekend holiday and we look forward to the coming spring season.

PERMIT ACTIVITY MAP - FEBRUARY

Below is a town-wide map depicting permit and construction activity for the month of February, 2016. An additional map is published each December showing the cumulative activity for the year. Our goal is to show the areas of Town where the most, or least activity, is occurring.

To view this map online, please visit: CRgov.com/buildingreports



PERMIT TYPE	Feb-16	ICON
COMMERCIAL NEW	8	
COMMERCIAL REMODEL	1	
MISC COMMERCIAL	15	
MISC RESIDENTIAL	95	
NEW SINGLE FAMILY ATTACHED	13	
NEW SINGLE FAMILY DETACHED	60	
RESIDENTIAL REMODEL	28	
NEW MULTI FAMILY	0	

Implementing the Community Vision through Development Activities

WHAT'S NEW - PEOPLE

Combination Building Inspector

February 4th, James Martino, Assistant Chief Building Official, announced that Lenore Bennett had accepted the position of Combination Building Inspector. Lenore joined the Town in 2014, and she served as our Zoning Inspector.

James noted, *"Lenore brings a wealth of experience to her new role, and we are excited to have her as a member of the building inspection team."*

Bill Detweiler, DS Director, added, *"I want to acknowledge the hard work and dedication that Lenore has presented during her tenure with the Town. She has provided outstanding customer service with zoning related issues, not an easy thing to do. Her commitment to ongoing learning is a valuable asset and Lenore should be extremely proud of her promotion."*



Lenore Bennett
Combination Building
Inspector

Temporary Recording Secretary



Lynn Novitsky
Temporary Recording
Secretary

Denise Hendricks, Administrative Supervisor, announced to the DS Board and Commission members on February 5th, that the DS Admin staff is in the process of training our new Temporary Recording Secretary, Lynn Novitsky. Lynn joins us through the Douglas County Temp Service.

She has been performing great work as a part-time temp at our front counter. Lynn has strong organizational and administrative skills, as well as having held a number of admin positions of trust, achieving a long list of awards from Martin Marietta NASA space shuttle program and the U.S. Postal Service. In addition, Lynn has worked for the U.S. Census Bureau, Douglas County Elections and the U.S. Marshall Service. Lynn has a Master's Degree in Business Administration, a Bachelor of Business Accounting, and an Associate's Degree in Criminal Justice.

Development Services supports five Boards and Commissions. Last year was extremely busy with public hearings and we expect more of the same in 2016. We are happy to have Lynn helping us with our night meetings. The DS admin staff will continue to coordinate and support the boards 100% as well as provide back-up assistance for Lynn as needed at the night meetings.

Implementing the Community Vision through Development Activities

WHAT'S NEW - PEOPLE



Colorado Chapter ICC Meeting

Joseph Montoya, Chief Building Official, and Andy Blake, Plans Examiner and Treasurer of the Colorado Chapter of the ICC, attended the February 12th meeting of the Colorado Chapter hosted by the City of Golden.

In addition to the regular business meeting, presentations included:

- Interior Designer Permitting
- U.S. Solar Decathlon 2015
- Field Evaluation Programs
- Design of Roofs to Support Colorado Snow Loads
- High Performance Precast Concrete

"The Colorado Chapter of the International Code Council is dedicated to the improvement of building safety, by promoting and improving the International Codes, educating the building industry, public, and our membership, and providing mutual aid to building professionals." (coloradochaptericc.org/index.php)



Top: Andy Blake, Plans Examiner
Bottom: Joseph Montoya, Chief Building Official

Safety First!

Kyle Sipes (foreground), Plans Examiner and DS Safety Delegate, and Andy Blake, Plans Examiner, prepare for the department's upcoming FEMA certification training.



FEMA | Emergency Management Institute



Implementing the Community Vision through Development Activities

WHAT'S NEW - PEOPLE

Saving Places Conference - 2016

“Colorado Preservation, Inc., held its first historic preservation conference in 1985. The purpose of the conference was to promote the education and networking of individuals interested in historic preservation... Over the last 18 years, the conference has grown to become the premier preservation event in the Rocky Mountain west, second in size and content only to the National Preservation Conference.



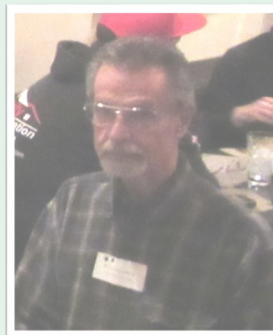
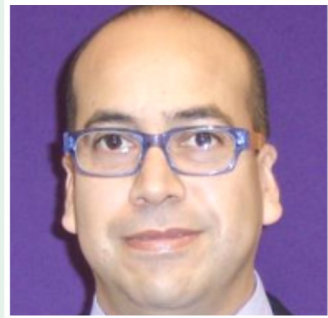
“In 2016 we explored the “Past. Present. Future.” of historic preservation. The 2016 Conference began Colorado’s celebration of the 50th anniversary of the National Preservation Act.”

(coloradopreservation.org/saving-places-conference)


The Town was awarded a \$500 grant toward conference expenses from the Certified Local Government Subgrant Program through History Colorado. Carlos Salinas, Historic Preservation Board Member, was also the recipient of a Dan Corson Scholarship, covering the complete cost of his registration.



The conference was held February 3rd through 6th at the Colorado Convention Center and the following Historic Preservation Board Members were in attendance: Lucia McConnell, Carlos Salinas and Bob Lowenberg.




Lucia McConnell (left), Carlos Salinas (middle) and Bob Lowenberg (right), Historic Preservation Board Members



Colorado Preservation, Inc.
SAVING PLACES®
2016 CONFERENCE

FEBRUARY 3-6, 2016 | DENVER, COLORADO



Past. #Present. FUTURE.

Implementing the Community Vision through Development Activities

KUDOS



Kyle Sipes
Plans Examiner

New ICC Certification

Joseph Montoya, Chief Building Official, announced on February 17th that Kyle Sipes, Plans Examiner, had achieved the ICC designation of Residential Plans Examiner.

These exams require numerous hours of study and require extra effort to ensure one's success.



"The International Code Council is a member-focused association. It is dedicated to developing model codes and standards used in the design, build and compliance process to construct safe, sustainable, affordable and resilient structures. Most U.S. communities and many

global markets choose the International Codes.

"The International Codes, or I-Codes, published by ICC, provide minimum safeguards for people at home, school and in the workplace. The I-Codes are a complete set of comprehensive, coordinated building safety and fire prevention codes. Building codes benefit public safety and support the industry's need for one set of codes without regional limitations."

(iccsafe.org)

Way to go, Kyle!

Customer Service Kudos

Donna Howard, Sr. HR Technician, noted on February 10th, *"Just a big shout out to Kyle Sipes, Plans Examiner, and Diane Maki, Permit Specialist. Town customer, Ross Osborn, came up to second floor this afternoon to say what an awesome job Kyle and Diane did helping him with his deck permit! Thanks Kyle and Diane! YOU ROCK!!!"*

Joseph Montoya, Chief Building Official, added, *"Nice job, team! Keep up the good work and THANK YOU!"*

Hats off to Kyle and Diane!



Kyle Sipes
Plans Examiner



Diane Maki
Permit Specialist

Implementing the Community Vision through Development Activities

KUDOS

Web Team Recognition

The Town Webteam was awarded the Applause Award at a luncheon hosted by Community Relations on February 9th for their work on the redesign and ongoing updates to the Town's new website.



The Webteam members from Development Services include:

- Denise Hendricks, Administrative Supervisor
- Pam Cox, Sr. Office Assistant
- Sharon Chavez, Sr. Office Assistant
- Julie Parker, Sr. Office Assistant
- Dena Paulin, Development Services Technician

The Applause Award is designed to recognize individual employees or a work team for demonstrating a significant commitment to service by special contribution to a specific project, demonstrating initiative in creativity and innovation, recommending improvements in procedure or policy that result in significant increase in effectiveness, efficiency or economy in Town Operations.

Well done, Denise, Pam, Sharon, Julie and Dena!



From the left:
Dena Paulin, Development Services Technician;
Sharon Chavez, Sr. Office Assistant; Julie Parker, Sr. Office Assistant; Pam Cox, Sr. Office Assistant and Denise Hendricks, Administrative Supervisor

WHAT'S NEW - PROJECTS

Crystal Valley Ranch Filing 16 - Site Development Plan

Crystal Valley Recovery Acquisition, LLC, submitted a Site Development Plan (SDP) for 58 single-family, patio-style, detached lots proposed on approximately 14.2 acres located northeast of the intersection of West Loop Road and Fox Haven Lane. This is a significant reduction in density for this planning area; the current zoning allows 125 multi-family units. Approximately 4.5 acres will be set aside as private open space. The Site Development Plan will be scheduled for upcoming public hearings with Planning Commission and Town Council.



Crystal Valley Ranch Filing 15 - Site Development Plan

Crystal Valley Recovery Acquisition, LLC, submitted a Site Development Plan for 903 single-family detached lots proposed on approximately 253 acres located between East Loop Road and West Loop Road, south of The Pinnacle recreational center. Approximately 38 acres are set aside in open space tracts that will function as buffers, trail and wildlife corridors. The plan includes extension of the existing trail network within the subdivision. This proposed development meets the zoning for the parcel and will be scheduled for upcoming public hearings with Planning Commission and Town Council.

The Meadows Filing No. 20, Phase 2, 1st Amendment



Castle Rock Development Company submitted a Site Development Plan, Plat and associated Construction Documents for 24 acres of undeveloped land to be used for single-family homes. The property is located in the Meadows Town Center, north of the intersection between Meadows Parkway and Low Meadows Boulevard. The development will

include 152 single-family units. The proposal includes the development of the 152 lots, roadway improvements and landscaping. This application is under administrative review and no public hearings will be scheduled.

The Meadows Filing No. 20, Phase 1 Plat, 4th Amendment

Castle Rock Development Company submitted a Plat application to reconfigure the previously platted lot configuration into 40 Lots and 5 Tracts. The proposed plat will consist of 69 single-family attached homes. The project is located on Meadows Boulevard between Fell Mist Way and North Meadows Drive. An associated Site Development Plan Amendment is also under administrative staff review. This Plat application is under administrative review and will not require public hearings.

Implementing the Community Vision through Development Activities

WHAT'S NEW - PROJECTS

Promenade - Retaining Walls Construction Documents

Promenade at Castle Rock, LLC, submitted Construction Document plans for proposed retaining walls and associated landscaping along Castlegate Drive North, which will be located in open space on Tract D between Blocks 1 and 2, Promenade at Castle Rock. The proposed retaining walls and associated landscaping will encompass approximately 3.72 acres. This application is under administrative review and does not require public hearings.



Promenade - Master Sign Plan Amendment

Promenade at Castle Rock, LLC, submitted an administrative amendment to the Master Sign Plan approved in December, 2015. The proposal eliminates one monument sign on the southwest corner of Block 1 adjacent to I-25 and one monument sign on the northwest corner of Block 5 adjacent to Highway. 85. The amendment proposes to add one pylon sign on the southwest corner of Block 5 at the intersection of Highway 85 and Promenade Parkway. The proposal meets the criteria for a minor PD amendment; and is, therefore, under administrative review and will not require public hearings.

Cornerstone Presbyterian Church - Water Line CDs

Cornerstone Presbyterian Church submitted site construction plans to install a water main and service connection to their existing church, located at 2607 Fifth Street. They are currently on a well, and will be changing over to Town water with this project. This application is under administrative review and will not require public hearings.



695 Jerry Street

After 10 years, the commercial building at 695 Jerry Street received a Certificate of Occupancy on February 4th! Rob Morrison, the current owner, brought this project back to life after many years of sitting idle.

Mr. Morrison has become a great neighbor to the surrounding businesses, and he has worked hard to fill the building with valuable tenants.

80 Plum Creek Parkway - Downtown Façade

Freeman Signs, on behalf of Phillips 66, has submitted an update to the existing gas station canopy with three new Phillips 66 logos. The logos are 33-1/2 inches square in size and will be placed on three of the four canopy elevations. Canopy signs in the Downtown Overlay District require a public hearing for review and approval by the Design Review Board.



Implementing the Community Vision through Development Activities

WHAT'S NEW - TOWN COUNCIL

Town Council Actions

Auburn Ridge, Lot 3, Site Development Plan

The Auburn Ridge development established a new and much needed housing alternative in Castle Rock — a senior multi-family development.

The development plan under consideration expands and continues the multi-family theme initiated by the Auburn Ridge development team. This leased, market-rate complex is consistent with surrounding neighborhood character and provides good access to adjoining uses and the P. S. Miller Regional Park.

Approval of the Site Development Plan will allow the construction of 96 multi-family dwelling units in 8 buildings, with a private clubhouse and pool and surface parking and enclosed garages totaling 202 parking spaces.

On February 2nd, Town Council passed Resolution 2016-008 approving this Site Development Plan.



Auburn Ridge, Lot 3
Vicinity Map

Site Development Plan, Amendment No. 1, Lots 4 - 9, Castle Pines Commercial Filing 10A, Amendment No. 1

This Site Development Plan Amendment will establish a Master Sign Plan for the property located on the northwest corner of Meadows Parkway and Factory Shops Boulevard.

The Promenade Master Sign Plan did not include this property, as this area remains under the Castle Pines Commercial zoning. It is important for purposes of ensuring successful commerce and wayfinding for the public that signs on this property be consistent with the Promenade sign design. The intent of this amendment is to ensure such consistency and to support the Promenade development theme and branding.

The proposed Site Development Plan Amendment complies with the intent and provisions of the Town's policies and codes as well as the Castle Pines Commercial Planned Development Zoning Regulations. It is also consistent with the Promenade at Castle Rock Master Signage and Wayfinding Plan approved by Town Council in December, 2015.

Town Council approved Resolution 2016-009 on February 2nd enacting this SDP Amendment.

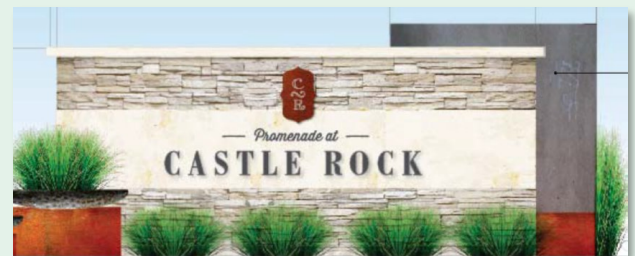


Illustration 1: Elevation of Proposed
Monument Sign

WHAT'S NEW - TOWN COUNCIL

Town Council Actions (Continued)

Site Development Plan - Meadows Filing No. 17, Area 4, Amendment No. 1, Lot 6E



Brooklyn Veterinary Clinic
Vicinity Map

Since opening in 2006, the existing Brooklyn Veterinary Clinic on North Industrial Way has outgrown their current location and is looking to relocate to The Meadows. Dr. Deb Patterson and her vet team would like to build a new 8,247 square foot general practice animal hospital in the vicinity of Prairie Hawk and Fence Post Drive, on the north side of Prairie Hawk Drive.

The new, locally owned and operated facility will include seven exam rooms, treatment center, surgery suite, dental facility, and a boarding/pet daycare facility. This clinic will provide a needed veterinary service to our community, particularly to The Meadows and surrounding neighborhoods. Because the site is located across the street from existing homes, the Residential/Nonresidential Interface Regulations apply and require public hearings for approval.

On February 16th, Town Council passed Resolution 2016-013 approving this Site Development Plan.

Interim Design Review Board Appointment

At the February 2, 2016 meeting, Town Council passed Resolution No. 2016-010 which established an Interim Design Review Board to serve from February 16, 2016, to May 31, 2016. This will allow the Board the opportunity to hold meetings and conduct business as needed over the next several months. During that time, staff will prepare an amendment to the enabling legislation for this Board which establishes terms that are consistent with the balance of the Town's citizen Boards and Commissions (June 1 - May 31 of each year).



There are currently five vacancies on this Board: Two for representatives from the Downtown Development Authority, two for representatives from the Historic Preservation Board, and one for a downtown property owner. The two appointing bodies referenced above met and made recommendations for appointments to the interim Board. These recommendations are as follows:

Downtown Development Authority: Stu Butler, and Jason Bower

Historic Preservation Board: Lucia McConnell and Bob Lowenberg

Town Council approved Appt 2016-002 on February 16th ratifying the interim appointments.

Implementing the Community Vision through Development Activities

WHAT'S NEW - TOWN COUNCIL

Town Council Actions (Continued)

Pioneer Ranch Annexation - Substantial Compliance Hearing

The Pioneer Ranch Substantial Compliance Resolution was modified to include a revised Annexation Map and legal description. Staff review determined the closure calculations were not consistent with the bearings shown on the Annexation Map. The revised Annexation Map and legal description have been verified as correct. A revised Annexation Petition, to include the corrected legal description and Map were filed with the Town Clerk on February 16, 2016.

Council concurred that a conforming Annexation Petition had been submitted, found the Annexation Petition to be in substantial compliance with the applicable requirements of the Municipal Annexation Act and set the date for the Eligibility Hearing to be April 5, 2016.

On February 16th, Town Council passed Resolution 2016-015 finding that the Pioneer Ranch Annexation Petition is in substantial compliance with the State requirements.

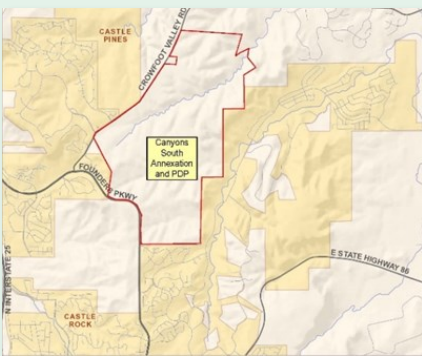
Pioneer  Ranch



Pioneer Ranch Annexation
Vicinity Map

Canyons South Annexation - Substantial Compliance Hearing

Council was also in agreement that a conforming Annexation Petition had been submitted for Canyons South and determined that the Annexation Petition was in substantial compliance with the applicable requirements of the Municipal Annexation Act.



Canyons South Annexation
Vicinity Map

Council set the Eligibility Hearing for April 5, 2016.

The Substantial Compliance and Eligibility Hearings determine whether a proposed annexation application may later be annexed to the Town. The Town Council, however, has no obligation to approve an annexation simply because the property is eligible for annexation.

Town Council passed Resolution 2016-014 on February 16th finding that the Canyons South Annexation Petition is in substantial compliance with the State requirements.

WHAT'S NEW - BOARDS & COMMISSIONS

Planning Commission Activities

Town of Castle Rock and Douglas County Intergovernmental Development Agreement (4th Amendment)

On February 11th, the Planning Commission held a public hearing on the Town of Castle Rock and Douglas County Intergovernmental Development Agreement (IGA), 4th Amendment.



This item is a request from Lowe Residential Enterprises to the Town of Castle Rock and Douglas County to consider a map and text amendment of the IGA to designate the IGA's Region D as a *Growth and Annexation Area*, allowing for the potential of the property owner to request annexation from the Town of Castle Rock and develop at urban level

densities. The 4th Amendment change to the IGA also removed Area A2 on the map and in the text, as that area was previously annexed into Castle Pines.

The Planning Commission queried the definition of urban level of densities and asked if the IGA change would lend support to any future annexation request. Staff confirmed that the IGA change only provides the ability for the developer to request annexation from the Town of Castle Rock. There were other clarifying questions and remarks, and there was no public comment. Following the discussion, the vote from the Planning Commission was 7-0 to recommend the changes to Town Council.



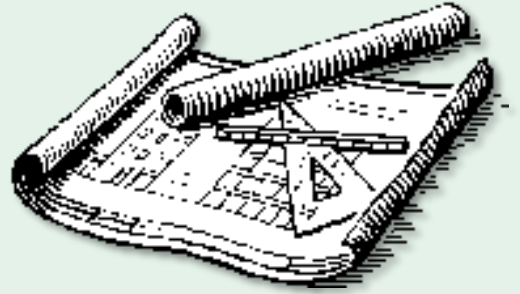
Implementing the Community Vision through Development Activities

WHAT'S NEW - BOARDS & COMMISSIONS

Board Vacancies

Design Review Board

Do you know a downtown Castle Rock property owner that would be a good candidate to serve on the Design Review Board? The Town currently has a vacancy on this Board. This volunteer appointment requires a 3-year term commitment, and applicants must be a downtown Castle Rock property owner.



The Design Review Board reviews all development applications that require a Downtown site plan to achieve the goals and objectives of the Downtown Master Plan, the Downtown Overlay District and the Historic Preservation Plan. The seven member board is comprised of two Downtown property owners, two representatives each from the Downtown Development Authority and Historic Preservation Board, and one representative from the Planning Commission.

The Design Review Board meets on the 2nd and 4th Wednesdays of each month.

Historic Preservation Board

Are you interested in preserving local history? The Town currently has a vacancy on the Historic Preservation Board.

The Historic Preservation Board works to protect and preserve the history of Castle Rock through recommendations to Town Council for designation of historic structures as landmarks at the local level. The board reviews and approves new construction and design renovation requests within the Craig and Gould neighborhood to maintain the historic and cultural heritage of this area.

Three of the seven board members must be residents or property owners within the Craig and Gould neighborhood. Additionally, three of the seven board members are required to have an educational background or experience in archaeology, architecture, history or planning.

The Historic Preservation Board meets on the 1st Wednesday of each month.



Interested in Volunteering?

Interested applicants may contact Sally Misare, Town Clerk, at 303-660-1367 or smisare@crgov.com.



Implementing the Community Vision through Development Activities

WHAT'S NEW - GENERAL

Community Open Houses - Assisted Living Residences

Town Council is seeking community feedback on how to best meet the needs of residents in assisted living homes and their neighbors.

Accordingly, Mary Shaw, Zoning Manager, hosted two well-attended Community Open Houses on February 8th and 22nd at Town Hall. Also in attendance was Heidi Hugdahl, Assistant Town Attorney.

Citizens were invited to attend the open houses and engage in discussion regarding residential care facilities in residential zoned districts. The Town is considering whether to make amendments to the Town Municipal Code regarding the definition of family, group homes and assisted living / memory care facilities to more closely align with State statute. As a point of reference, “assisted living facility” generally refers to homes that are designed for members of the population with mental and / or physical disabilities and the elderly.

The opinions, thoughts and ideas gathered from these open houses will be presented to Town Council at a future meeting by Ms. Shaw, and Town Council will provide direction on this topic.



Left, Mary Shaw, Zoning Manager, interacting with open house guests



Right, Heidi Hugdahl, Assistant Town Attorney, listening to open house participants

Implementing the Community Vision through Development Activities

WHAT'S NEW - GENERAL

Contractors Luncheon

The February luncheon, sponsored by KB Homes, and the agenda included:

- The introduction of Lenore Bennett, new Combination Building Inspector;
- A discussion by David Van Dellen, Stormwater Manager, Utilities, on new DESC bonding procedures;
- A Dot reminder (all proceeds are donated to the Crisis Center); and
- An open discussion.



Upcoming contractors luncheons:

- Wednesday, March 9 (sponsored by Richmond American Homes)
- Wednesday, April 13 (sponsored by Oakwood Homes)
- 11:30 am to 1:00 pm
- Council Chambers, 2nd Floor, Town Hall



Interested in attending or sponsoring a luncheon? Our Permit Specialists, Lynda Halterman, Diane Maki and Cindy Brooks, will be happy to assist you. Please contact our Building Counter at buildingcounter@CRgov.com or 720-733-3527.



St. Patty's Dot



Valentine Dot

Implementing the Community Vision through Development Activities

WHAT'S NEW - GENERAL



Bill Detweiler, Director
Development Services

Plan Review Policy Update

February 17th, Bill Detweiler, DS Director, announced to the entire Development Services Enterprise Team that as a result of a discussion with the Developer Roundtable team, the Town's Plan Review Policy will be updated, effective immediately.

The Developer Roundtable team, consisting of Town staff, developers, contractors, design engineers and design consultants, meets quarterly or has special meetings, if needed.

One of the topics of discussion with the Developer Roundtable team related to how the Town reviews and

acts on expired construction documents (CDs). As an example, we have many CDs that were approved prior to 2014 that were never built. Approved CDs have a limited life and expire after 12 months of inactivity. Timeframe extensions are allowed if certain criteria are met.

After discussion with developers and design consultants, it was agreed, starting immediately, staff will amend our Procedures Manual in the following manner:

- All updates to expired CDs **require** a pre-submittal meeting between the design consultant and Town staff before formal submittal occurs.
- It is the design consultants responsibility to review the updated codes and prepare an outline of the differences between codes that were in place when the CDs were initially approved and current codes to clearly identify issues for discussion.
- It is not Town staff's responsibility to review the codes and tell the design consultant what issues need to be discussed.
- It is the design consultant and Town staff's responsibility to review the outline together and determine what issues need to be addressed and what issues have some flexibility.



(Continued on following page)

WHAT'S NEW - GENERAL

Plan Review Policy Update (Continued)

- At the end of the pre-application meeting, the applicant and staff will create a written summary of the issues discussed so all involved have a record of what was acceptable prior to formal submittal of a new set of CDs.

Tara Vargish, DS Assistant Director, will spend time with each of the plan review teams involved over the next couple weeks to ensure the updated Procedures Manual language is correct and to ensure all staff involved are aware of this decision and how it impacts expired CDs.

Bill added, *“As always, thanks again for all the hard work and dedication by our excellent DS Enterprise Team. You should know that we are consistently recognized for outstanding work and used as a positive example for other jurisdictions to copy. Our policies, programs and customer service orientation is unlike any other in the Denver metro area, all in a positive light. Such recognition is because of the work you do.”*

To view public notices, please visit:
CRgov.com/notices

For planning questions, please email:
Planning@CRgov.com

For zoning questions, please email:
Zoning@CRgov.com

To view building info, please visit:
CRgov.com/building

For code information, please visit:
CRgov.com/CodeCentral



*“The March wind roars
Like a lion in the sky,
And makes us shiver
As he passes by.
When winds are soft,
And the days are warm and clear,
Just like a gentle lamb,
Then spring is here.”*

~~ Author Unknown

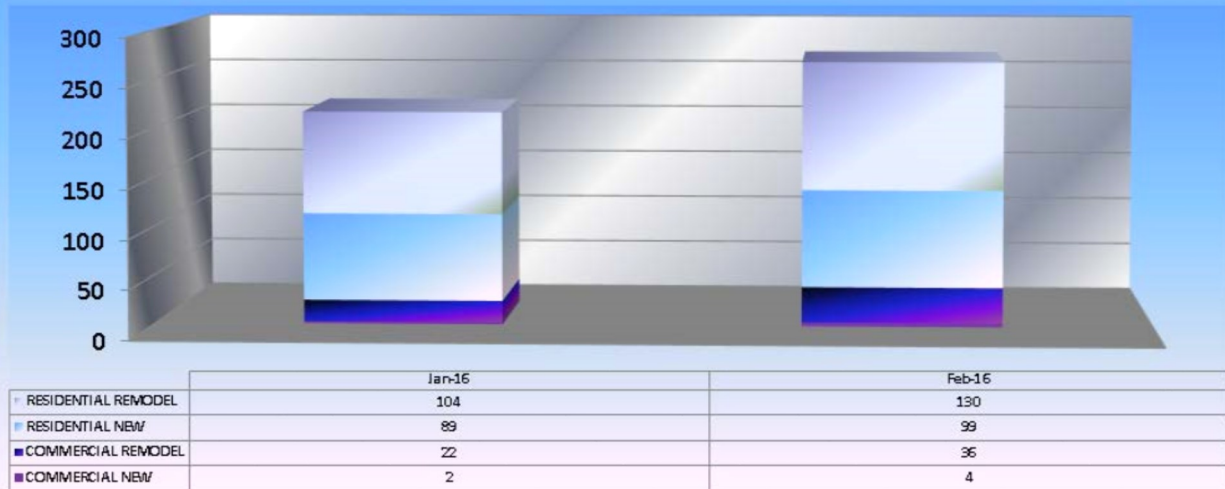
To subscribe to this monthly report via E-mail, please
send your request to Planning@crgov.com.

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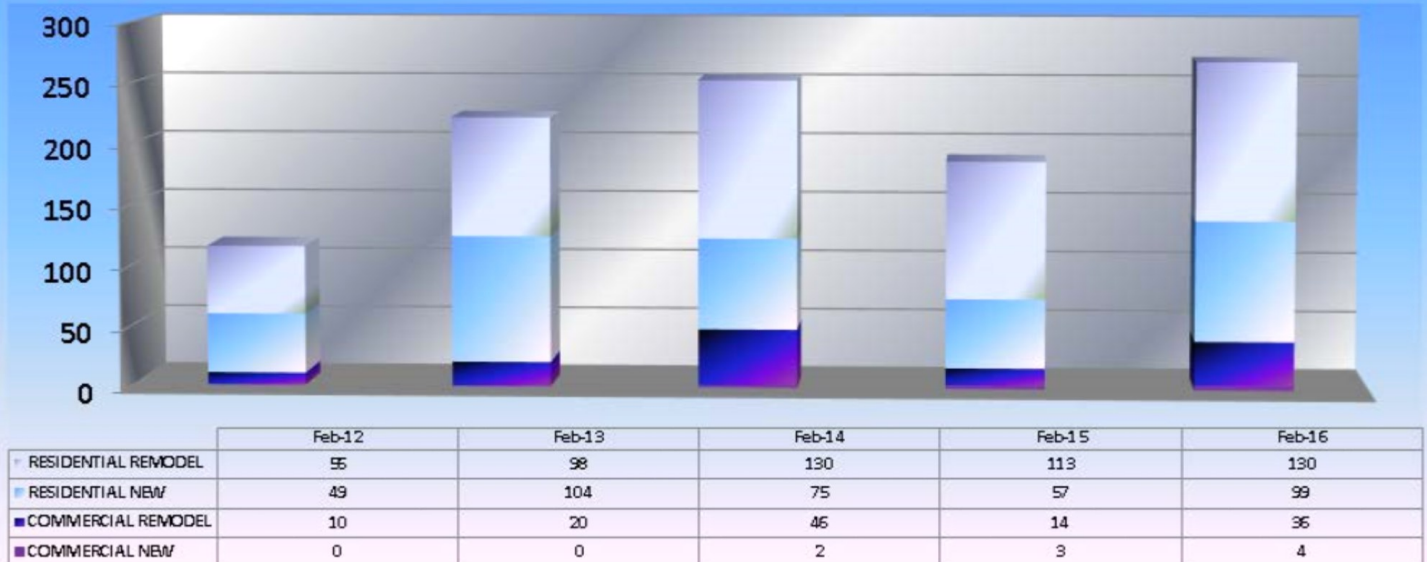
CORE SERVICE LEVELS

Building Division

**BUILDING PERMIT APPLICATIONS RECEIVED
2016**



**BUILDING PERMIT APPLICATIONS RECEIVED
FEBRUARY 2012 - 2016**

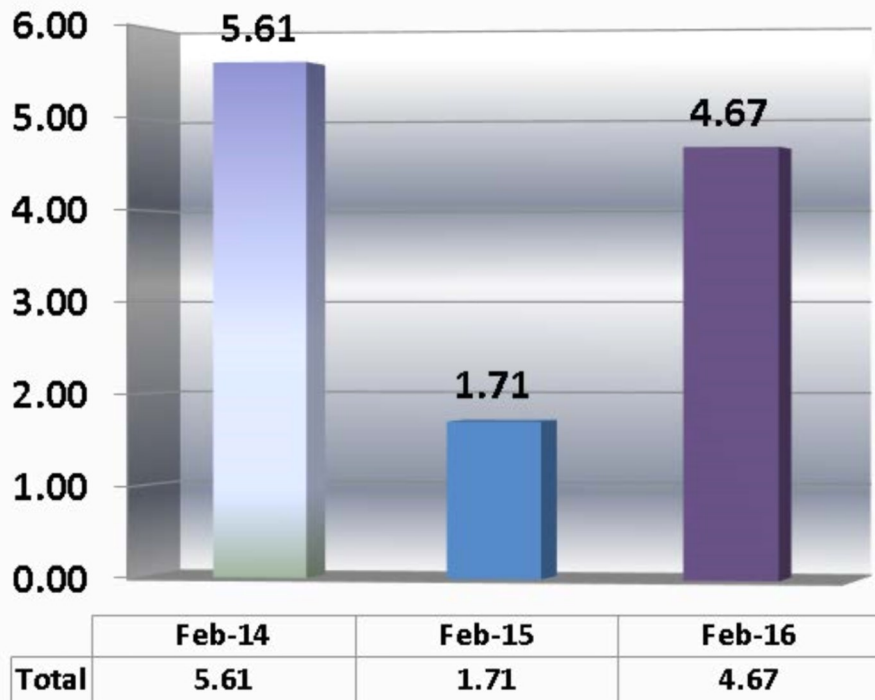


Implementing the Community Vision through Development Activities

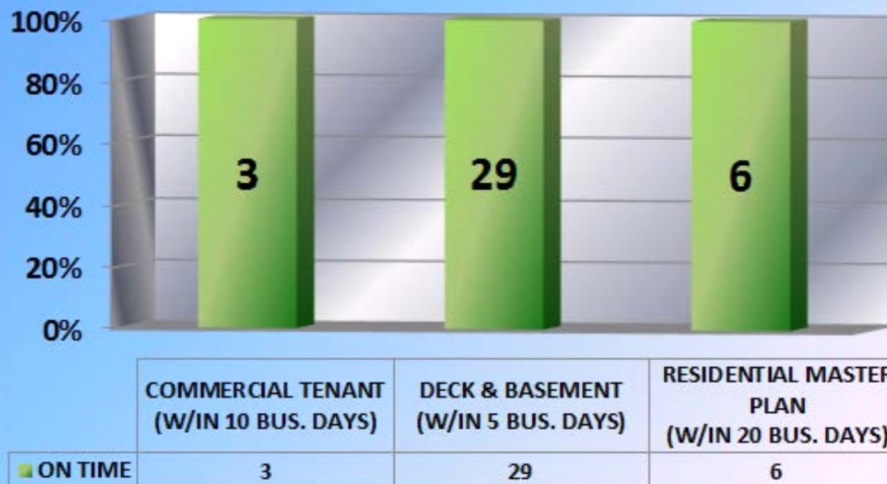
CORE SERVICE LEVELS

Building Division

**MONTHLY FEES COLLECTED IN
DEVELOPMENT SERVICES (\$MILLION)
UP 173% FROM LAST YEAR**



**BUILDING PERMIT REVIEW
FEBRUARY 2016**

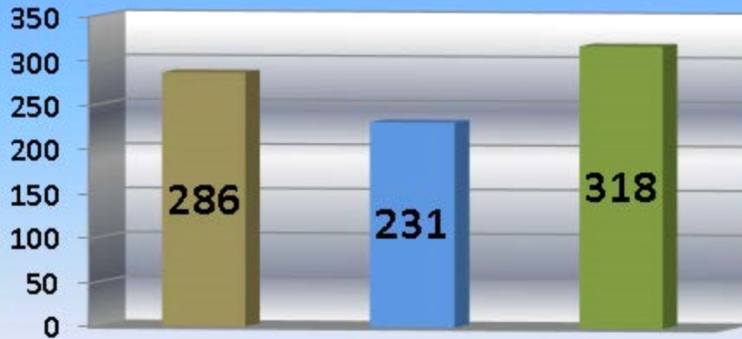


Implementing the Community Vision through Development Activities

CORE SERVICE LEVELS

Building Division

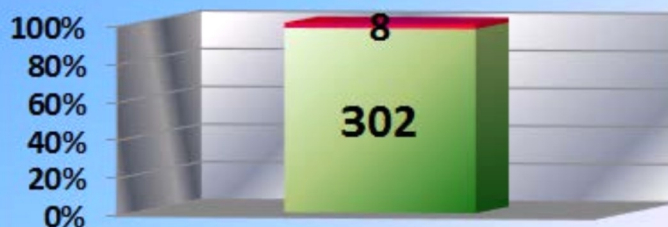
BUILDING PERMITS ISSUED UP 38%



	FEB 14	FEB 15	FEB 16
Total	286	231	318

FEES CALCULATED (W/IN 3 DAYS)

8 late due to training new staff



	Feb-16
LATE	8
ON TIME	302

BUILDING INSPECTIONS FEBRUARY 2016

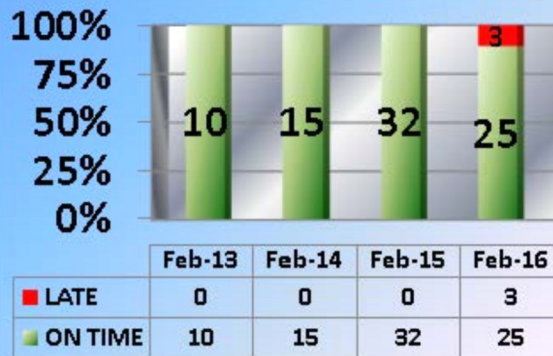


Implementing the Community Vision through Development Activities

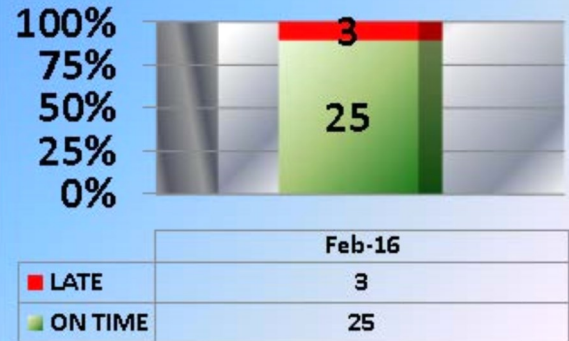
CORE SERVICE LEVELS

Code Compliance

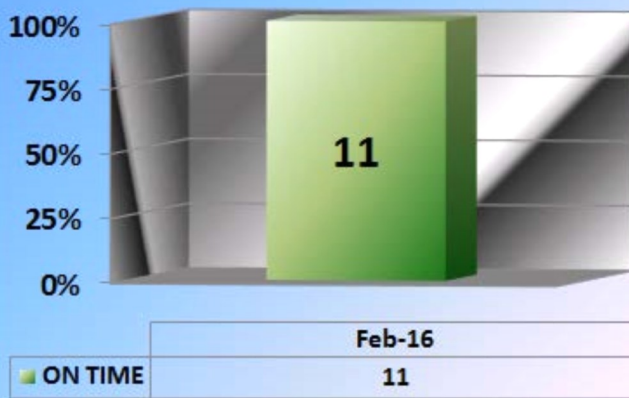
BUS. LICENSES REVIEWED (W/IN 7 BUS. DAYS) 3 late due to staff shortage



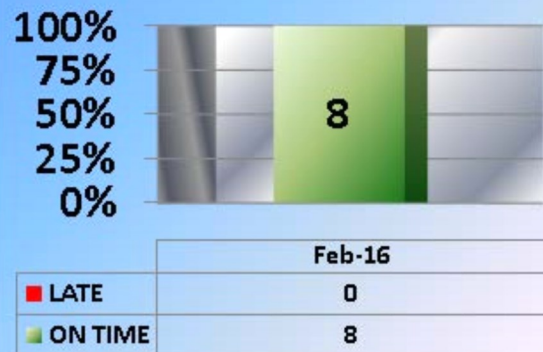
BUS. LICENSES REVIEWED (W/IN 7 BUS. DAYS) 3 late due to staff shortage



SIGN PERMIT REVIEW (W/IN 14 BUS. DAYS)

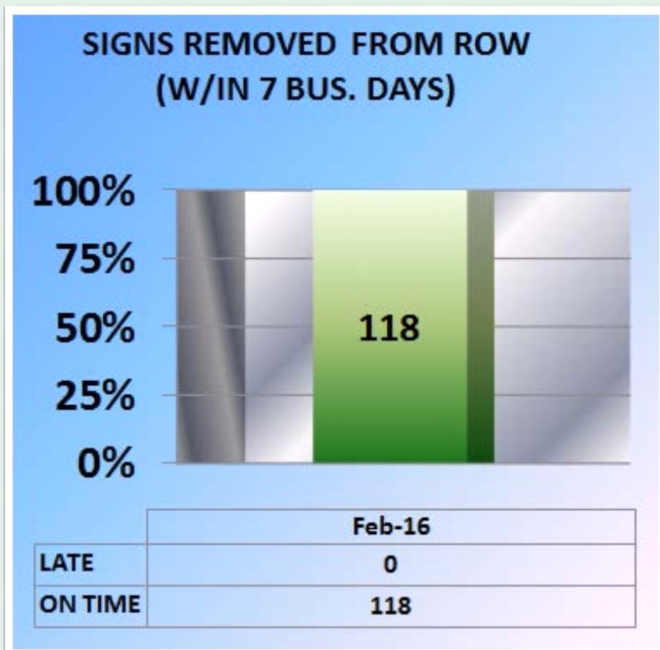
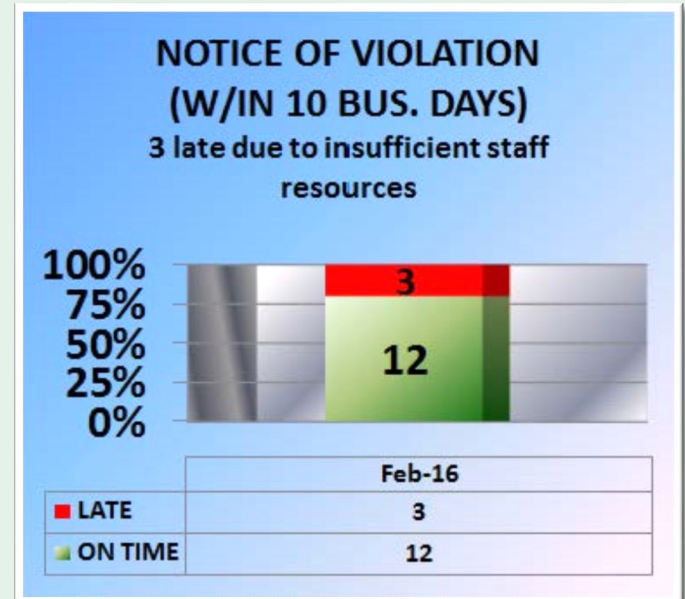


CODE COMPLAINT RESPONSES (W/IN 2 BUS. DAYS)



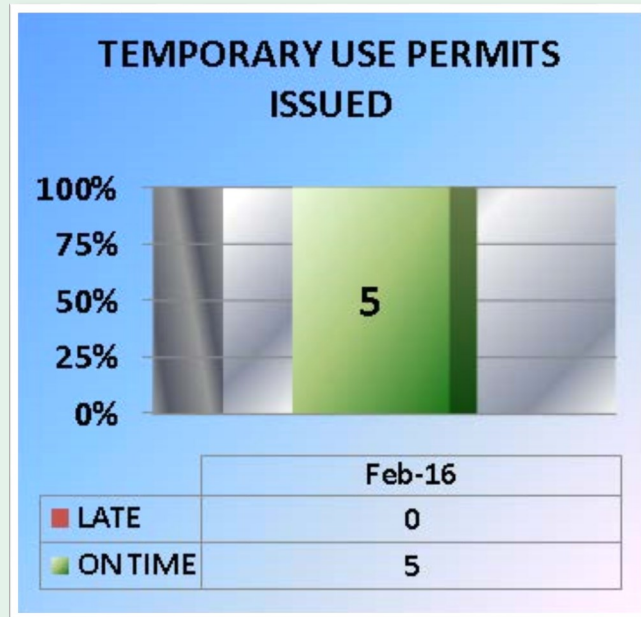
CORE SERVICE LEVELS

Code Compliance

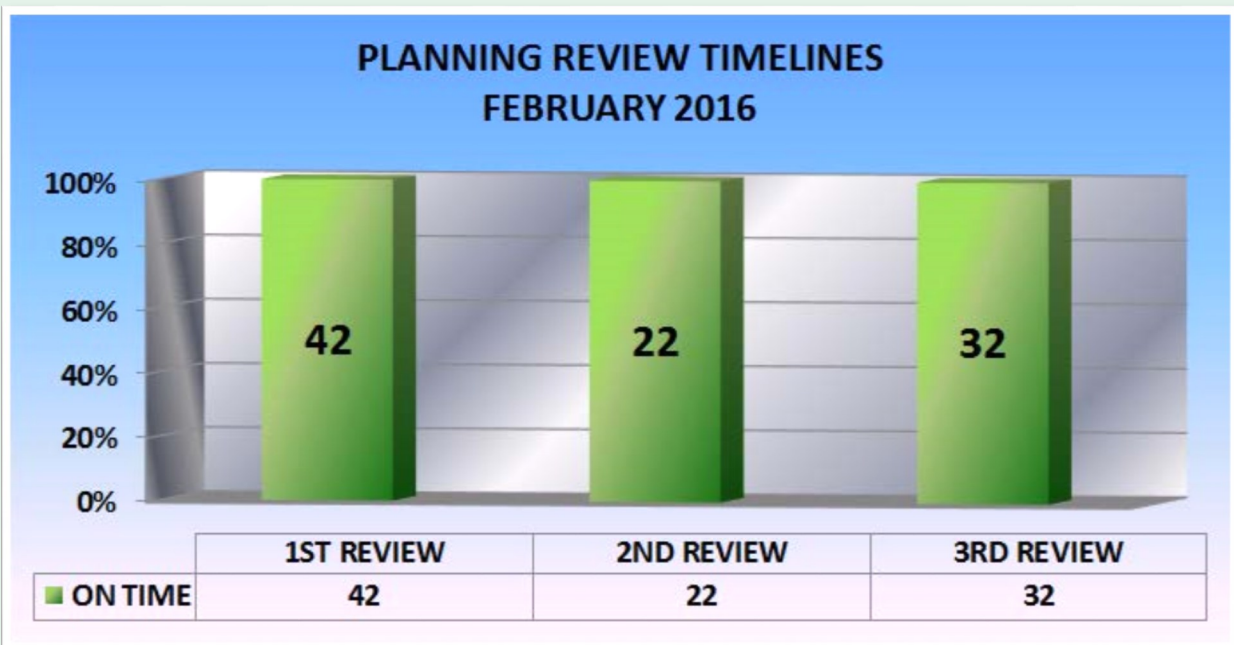


CORE SERVICE LEVELS

Zoning Division



Planning Division

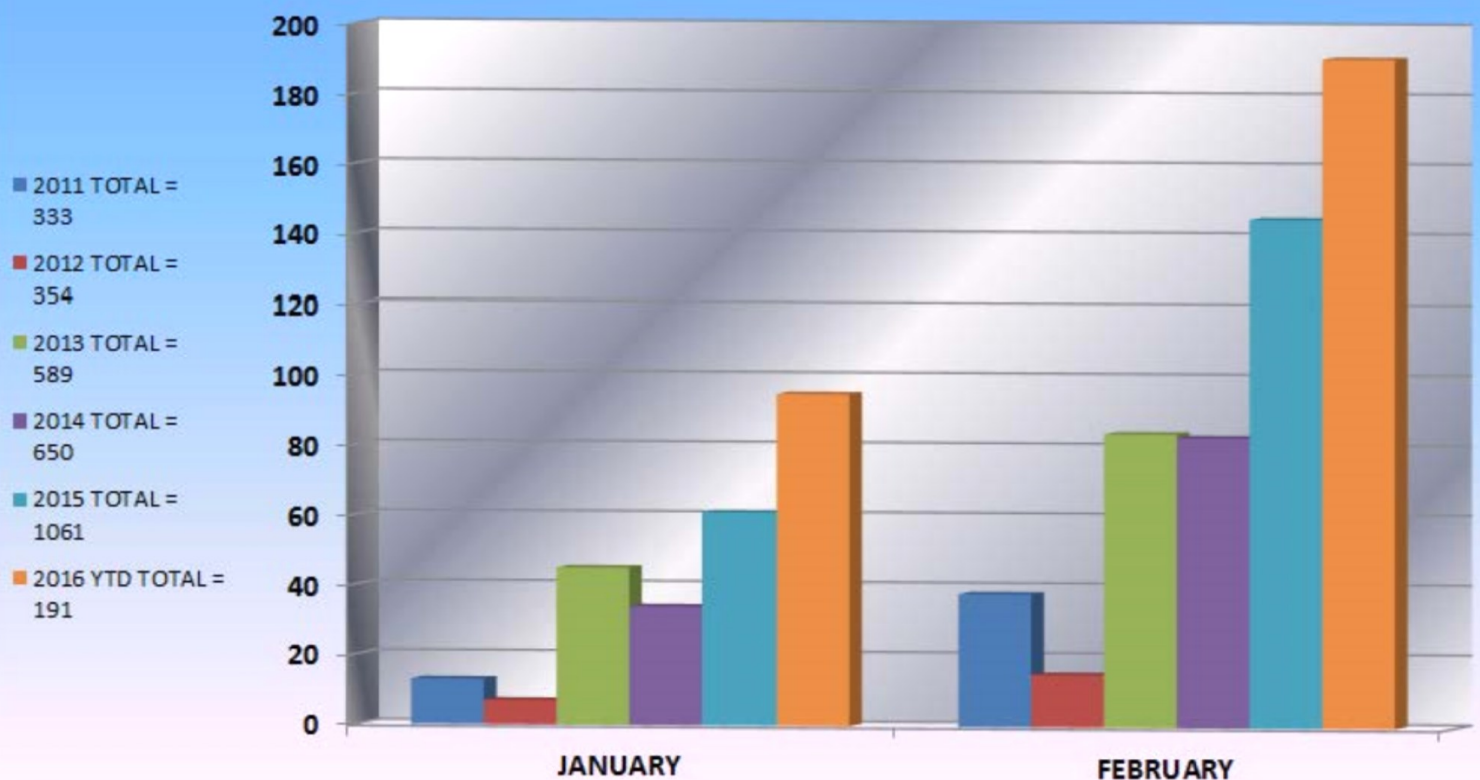


Implementing the Community Vision through Development Activities

DEVELOPMENT ACTIVITY

Planning Division

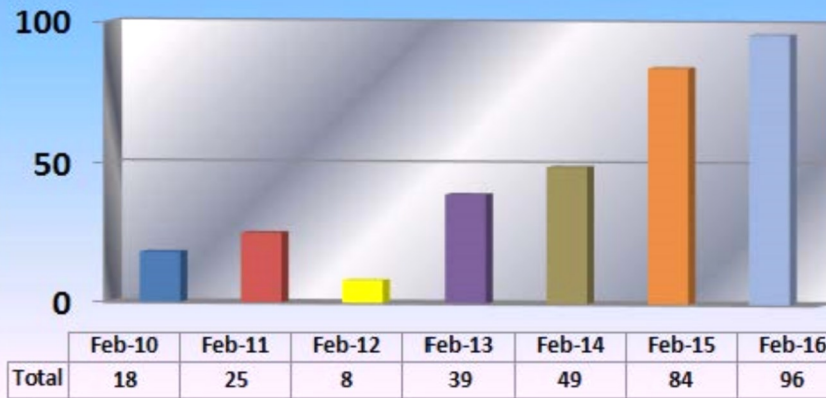
CUMULATIVE YEARLY TOTAL PLANNING/DEVELOPMENT REVIEWS THROUGH FEBRUARY UP 31% OVER 2015 THROUGH FEBRUARY



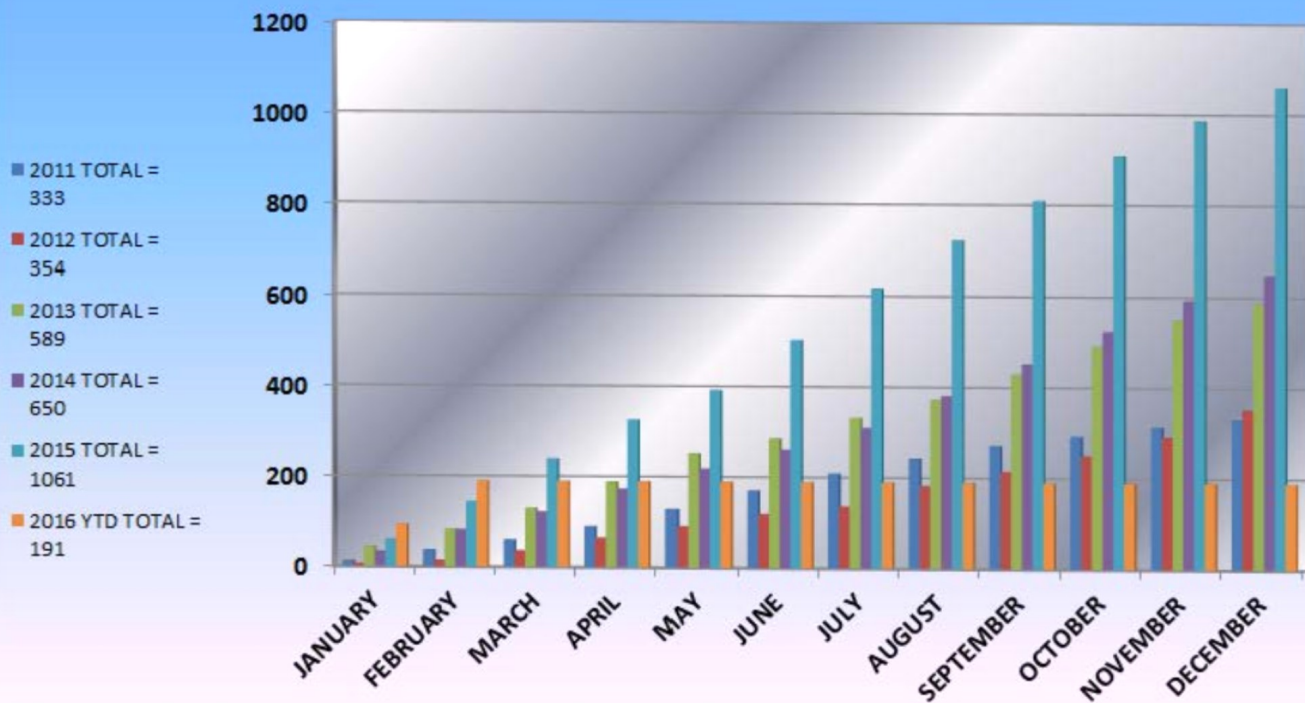
Implementing the Community Vision through Development Activities

DEVELOPMENT ACTIVITY

PLANNING/DEVELOPMENT REVIEWS DECEMBER 2010- 2016 (UP 14% OVER 2015)

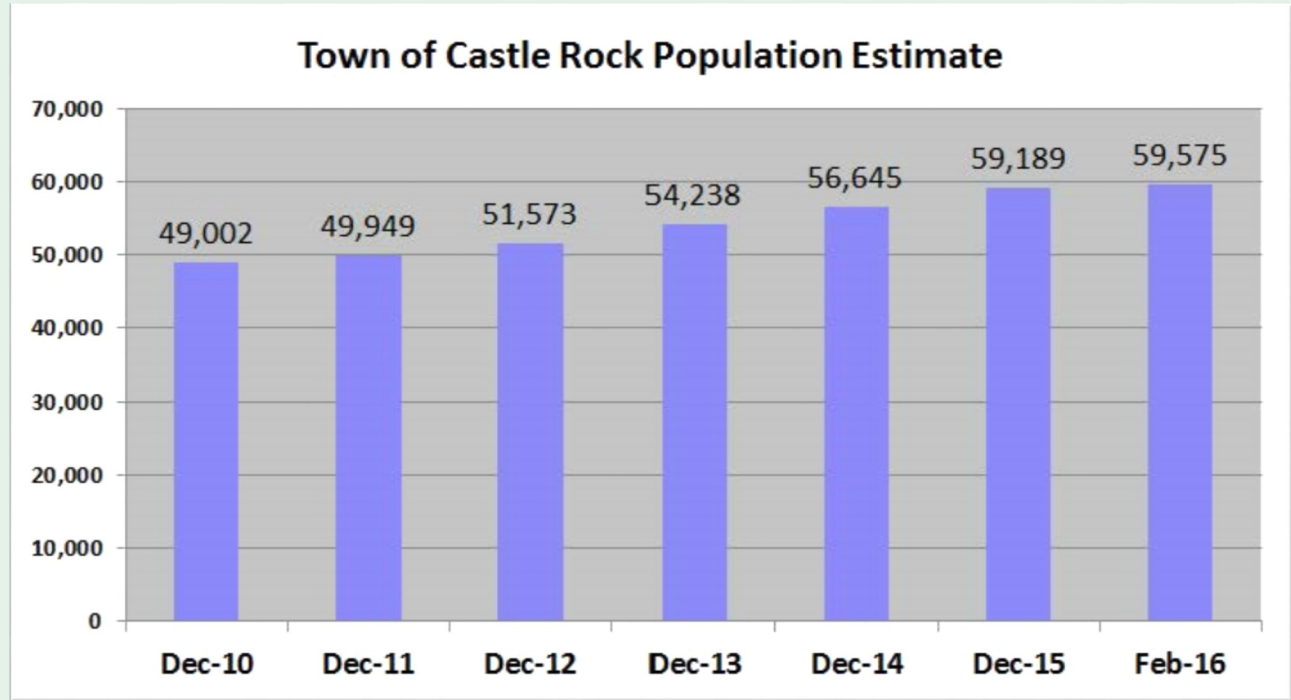


CUMULATIVE YEARLY TOTAL PLANNING/DEVELOPMENT REVIEWS THROUGH FEBRUARY UP 31% OVER 2015 THROUGH FEBRUARY



Implementing the Community Vision through Development Activities

POPULATION ESTIMATE



Implementing the Community Vision through Development Activities