

Development Services

January 2026 Monthly Report



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Find more information on our [Development Activity](#) page.



News from the Director

In 2025, development activity showed modest increases in some areas compared to the previous year, though overall permitting continued to trend below five-year averages.

The Town received **210 new development and related applications in 2025**, up from **170 in 2024**. This represents a slight rebound following two consecutive years of decline, though applications remained **below the five-year average of 224**.

Building permit applications continued to decrease, with **4,095 submissions in 2025**, compared to **4,205 in 2024** and a five-year average of **4,508**. Single-family permits declined further, with **261 units permitted** — down **30% from 2024** and **65% below the five-year average**. This is the second lowest year of single-family permits approved since tracking began in 2000 for the Town. When combined with multifamily development, a total of **559 dwelling units** were permitted in 2025. This reflects a **34% increase from 2024**, driven largely by mixed-use apartment projects, but remains **46% below the five-year average**.




Tara Vargish, PE
Director
Development Services


Southern Castle Rock, including the **Crystal Valley neighborhood**, was the area in Town with the largest single-family permitting activity in 2025.

Commercial permitting increased in total square footage, with **183,000 square feet approved in 2025**, compared to **40,000 square feet in 2024**. However, only **12 commercial permits** were approved, **below the five-year average of 23**. The increase in square footage was primarily due to larger retail developments.


Looking ahead, development activity in **2026** is expected to continue at a similar pace, with modest increases tied to construction in the **Dawson Trails planned development area** in southwest Castle Rock. More information is available at [CRgov.com/DevelopmentActivity](https://www.cr.gov/DevelopmentActivity).

DISTINCT TOWN IDENTITY	RESPONSIBLE GROWTH
TOWN OF CASTLE ROCK FOUR CORNERSTONES	
COMMUNITY SERVICES	THRIVING ECONOMY

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

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 View [past issues](#) of the Development Highlights Newsletter.

 We'd like to hear from you! You could win a **\$25 gift card** for completing our [Customer Service Survey](#).



Customer Service Survey



Fill out our Customer Feedback Survey to let us know how we are doing! Your participation will automatically enter you into a drawing for a **\$25 gift card** to a local Castle Rock business. Feedback Surveys can be found online and at the bottom of staff email signatures.

You may also receive an email requesting feedback after we complete your services. Your feedback is valuable to us! All responses are anonymous unless you request to be contacted. [Fill out a survey today!](#)

357 surveys distributed
15 January responses

Here are some comments from our customers in January:

- “I really appreciate **Tammy King!**”
- “**Scott Seubert** and **Tammy King** were timely, professional, and provided a solution. It was appreciated.”
- “**Cindy Brooks** was great to work with.”
- Best response time out of all the Colorado Municipalities.”
- “**Tammy King** was so wonderful to work with. She was so responsive to my request and has amazing customer service. Stellar employee and goes above and beyond.”

RESPONSIVE
PROFESSIONAL
THE BEST **AMAZING** GREAT
STELLAR PLEASANT **TIMELY**

Staff Anniversaries



Congratulations to Tracy Shipley, Development Services Technician Supervisor, on 8 years with the Town!



Congratulations to Tara Vargish, Director of Development Services, on 16 years with the Town!



Congratulations to David Van Dellen, on 1 year with Development Services!



Congratulations to Cynthia Brooks, Development Services Technician, on 10 years with the Town!

Staff Kudos

- “**Amber Melendez** has been thrown into the mix and is very quickly catching on. I appreciate her willingness to help; she jumps right in, has a great attitude and has the mindset that we can figure things out.” – Tracy S.
- “The Planning team wants to thank **Julie Kirkpatrick** on her work on the Canyons Far South project.”
- “I have been with the Town of Castle Rock for only three weeks but want to give KUDOS to **Brett Longnecker**. He is dedicated to his career and cares for his inspectors, and it shows from the first phone call! Brett is a great asset to the Town of Castle Rock!” – Joe C.
- “A big shout-out to **Jason Smith, Tracy Shipley, and Brett Longnecker** for their continued success and dedication to the Town of Castle Rock’s Elevator Program...” – Jon W.
- “The Development Construction Inspector crew helped with an ongoing parking issue that was taken care of quickly and the property owner was appreciative.” – Matthew A.



Applause Award

Exceptional Compassion and Teamwork in Action!



Scott Seubert

Jon White

Sharon Chavez

Tammy King

After a devastating house fire that claimed a resident’s husband, pets, and home, Town of Castle Rock employees from multiple departments came together to help during an incredibly difficult time.

“This response shows the very best of the Town of Castle Rock. It reflects kindness, teamwork, and a strong commitment to helping the community when it matters most.”

Staff from Fire, Public Works, Police, the Town Manager’s Office, and Development Services responded quickly to make the site safe, remove debris, move vehicles, and help replace critical documents lost in the fire. Through strong teamwork and problem-solving, crews removed more than 20 tons of debris and recycled additional materials, helping restore stability in the aftermath of tragedy.

This collective effort reflects the very best of the Town of Castle Rock; compassion, collaboration, and a deep commitment to supporting the community when it matters most.

Development Services team members included Scott Seubert, Jon White, Sharon Chavez, and Tammy King, with additional support from Norris Croom (Fire); Troy Gardner, Deborah Bristol, and Jacob Coyle (Police); Matt Gohl (Town Manager’s Office); and Jaci Blake (Public Works). Local businesses who assisted included Christ’s Church Episcopal, Expert Disposal, Aging Resources of Douglas County, and Douglas County Recycles.



Staff Spotlight

Amber Melendez

Amber Melendez joined the **Development Services** team in late November 2025 as the **Enterprise Business Analyst**. In this role, she turns complex data into clear, easy-to-use information that supports daily work and decision-making.

Amber builds and improves reports and dashboards, helps manage fee schedules, and supports Development Services with financial reporting, reconciliations and system work. She works across multiple systems to keep data accurate and help staff understand what the numbers really mean.



No two days are the same for Amber. Some days are spent creating reports from years of data, while others involve researching building classifications or updating fees. While she is constantly learning something new, her main goal remains the same: making sure data is clear and reliable so the department can make informed decisions and keep things running smoothly. One of the most important skills Amber has gained so far is learning how to pivot quickly. With changing priorities and multiple projects, staying flexible has been key to her success.

At-a-glance

Role: Enterprise Business Analyst

Started: November 2025

Focus: Reporting, dashboards, financial data

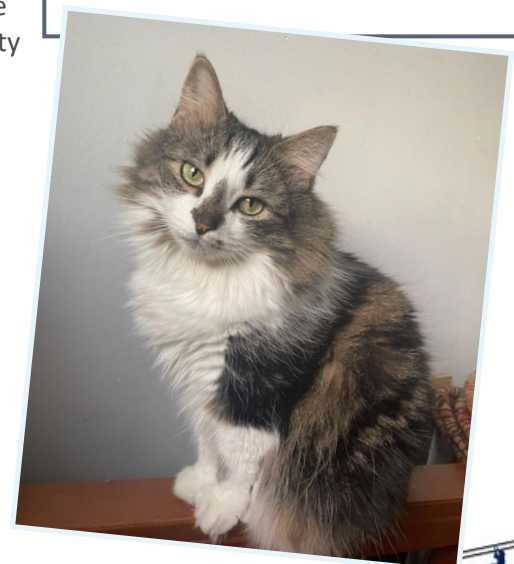
Fun fact: Plays with a flow star at concerts



Originally from Virginia, Amber grew up in Fauquier County and spent much of her adult life in Richmond. She holds a Bachelor of Science in Business Finance from Virginia Commonwealth University (VCU).

Outside of work, Amber enjoys hiking and exploring Colorado, training to volunteer at the Buddy Center, and taking a pottery class at the Cantril School. She also enjoys biking, crocheting, and lifting weights. Most weekends, she and her husband, Sabine, attend concerts, often with Amber in the back playing with her flow star. They were married this

past October and share their home with their cat, Stella.



Administrative Projects

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, Castle Rock Water, Public Works, Fire, and Parks and Recreation.

107 Wolfensberger Road, QuikTrip

Lot line vacation to combine two lots into one lot for proposed QuikTrip convenience store and fuel pumps.

Dawson Trails, Filing 2

Waterline realignment design revision through Tract B.

Meadows Filing 20

Sidewalk and utility easements for proposed Town Center restaurant, located southwest of Future Street and Meadows Boulevard intersection.

Meadows, Taft House

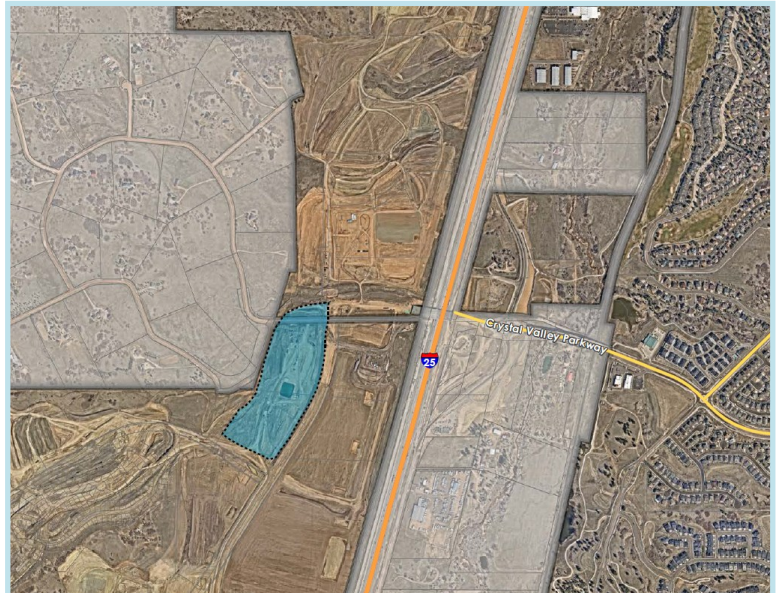
Pool remodel and drain outfall design revisions, located at 3570 Celestial Avenue.

The Brickyard/Miller's Landing

Grading revisions, traffic signal changes and north pond spillway design improvements in support of two-lane road improvements from The Brickyard project to Plum Creek Parkway.

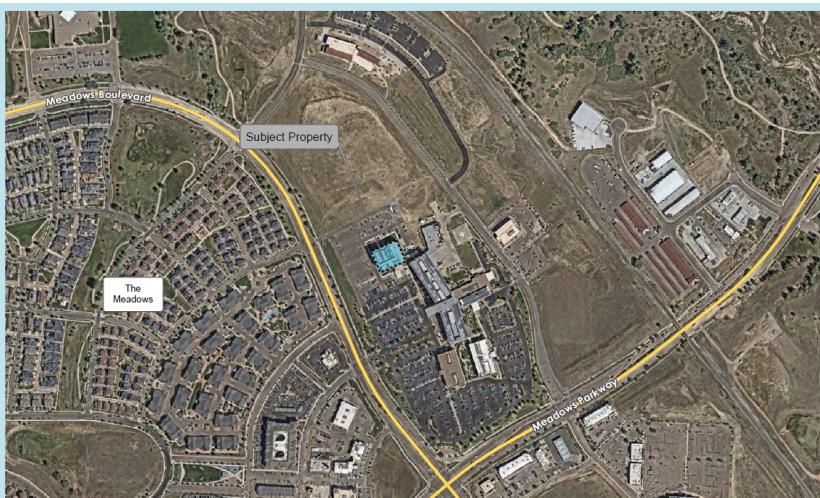
The Brickyard, Phase 1A

Erosion control revisions due to design changes to Prairie Hawk Drive construction documents triggered by CORE infrastructure impacts to original design.



Dawson Trails, Filing 2, King Soopers

Infrastructure construction documents and erosion control plans for proposed 100,000 square-foot King Soopers grocery store, located on southwest corner of Crystal Valley Parkway and Dawson Trails Boulevard.



Meadows, AdventHealth Cancer Center

Site development plan and construction documents for AdventHealth Cancer Center addition of approximately 1,800 square-feet to the Schrader Medical Office Building, located at 2350 Meadows Boulevard.



Boards and Commissions

Development Services manages five boards and commissions for building appeals, variance hearings, and land use cases. Comprised of local residents and business owners appointed by the Town Council, they make community-driven decisions aligned with local interests, contributing to balanced local development initiatives.



Board of Adjustment

January 1, 2026

Meeting canceled.



Design Review Board

January 14, 2026

Meeting canceled.

January 28, 2026

Meeting canceled.



Historic Preservation Board

January 7, 2026

The Historic Preservation Board held its regularly scheduled meeting and discussed activities for **Historic Preservation month** in May.



Planning Commission

January 8, 2026

Meeting canceled.

January 22, 2026

Meeting canceled.

Town Council

Development Services typically presents items to Town Council for approval following a thorough review and recommendations from our Boards and Commissions.

January 6, 2026

Town Council held its regularly scheduled meeting and reviewed proposed amendments to the **Crystal Valley Ranch Planned Development Plan (PDP)** and zoning regulations. Crystal Valley Ranch PDP is a long-planned community in the southern part of Castle Rock. Like many master-planned areas, it has regulations that guide how neighborhoods are built over time, including where homes, roads, parks, and other features are located. Council approved the amendments on first reading, with a vote of 4 to 3, to help keep the plan current and workable as development continues.

Council also unanimously approved a resolution with a vote of 7 to 0, finding that the annexation application submitted for the **St. Francis of Assisi Catholic Church** substantially complies with Colorado law, a required step before final annexation proceedings.

January 20, 2026

Town Council held its regularly scheduled meeting and approved an ordinance for the Crystal Valley Ranch amendments on second reading with a vote of 5 to 2.

Additionally, Council approved on first reading, with a vote of 7 to 0, an ordinance for the first amendment to the **Dawson Trails Development Agreement**. The amendment updates specific terms of the existing agreement to reflect current conditions and clarify how certain aspects of the development will proceed as future phases are built, and adjusts the framework under which the approved development moves forward. The ordinance will return to Town Council for a second reading before final consideration.



TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: January 2026



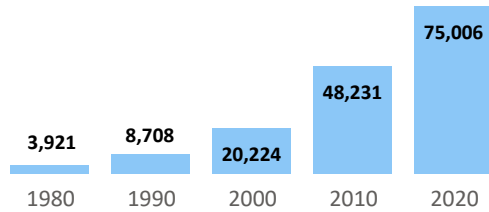
Population

88,237

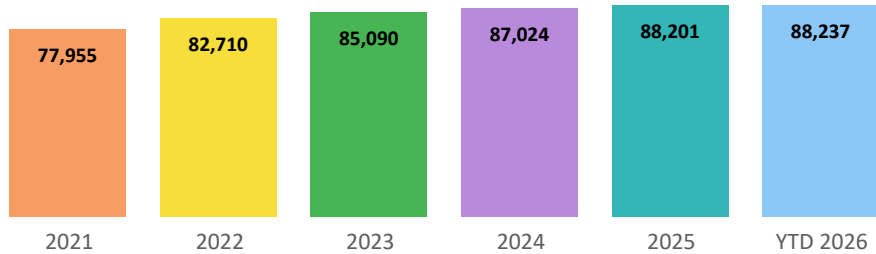
Estimated Population based on the total number of occupiable residential units



Historic Population



Recent Population



Zoning Division

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-way. Staff reviews all business licenses, temporary use permits and sign permits for zoning compliance.

4 Sign Permits Issued **4** Temporary Use Permits Issued **32** Code Compliance Cases Opened



13

- Sign Compliance Responses 13
- Signs Removed from the Right of Way 298
- Site visits 91
- Notices of Violation Sent 25
- Business Licenses Reviewed 37

Planning/Development Review

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.

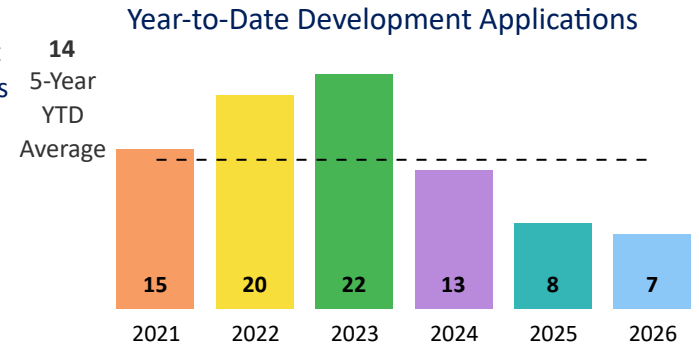
Pre-Applications

5 New Pre-Applications This Month
5 Year-to-Date Pre-Applications
24% Pre-Applications that advanced as new projects over the previous 12 months

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

New Development Applications

4 New Development Project Applications this Month
3 Other Project Applications this Month

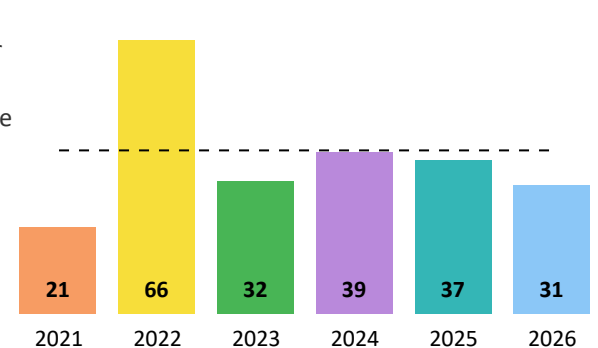


Development Reviews

Monthly Reviews Completed

8 First Reviews
7 Second Reviews
11 Third Reviews or More

Year-to-Date Planning/Development Reviews



*on time with the exception of 11 late reviews due to being short staffed.

TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: January 2026



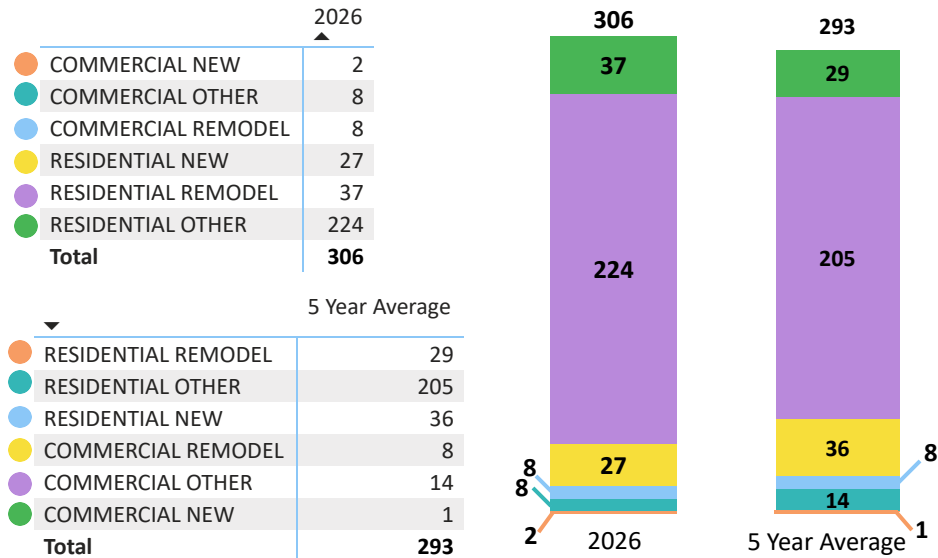
Building Division

Building Division staff process hundreds of building permits a month, ranging from simple permits like 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 Town's website.

Building Permit Applications Received

Year-To-Date Building Permit Applications Received



145
298
944

- Building Fees Calculated: 144 Within 3 days**
- Building Permits Issued**
- Inspections Completed: 941 Within 24 Hours**

Building Permits Issued



Building Permits Reviewed

Monthly Building Permit Reviews by Type

