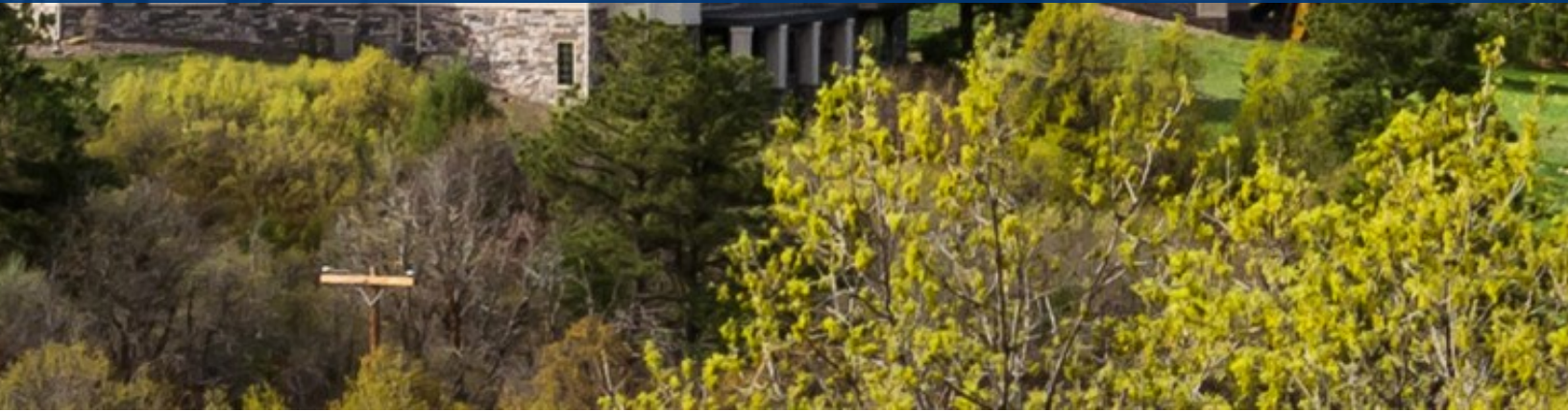




Development Services
December 2021 Monthly Report
(Reporting on November 2021)



DEVELOPMENT SERVICES

December Monthly Report (Reporting on November)



INSIDE THIS ISSUE

Page 3: Employee Recognition

Page 5: New Land Use Submittals

Page 9: Boards and Commissions

Page 10: Development Snapshot

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



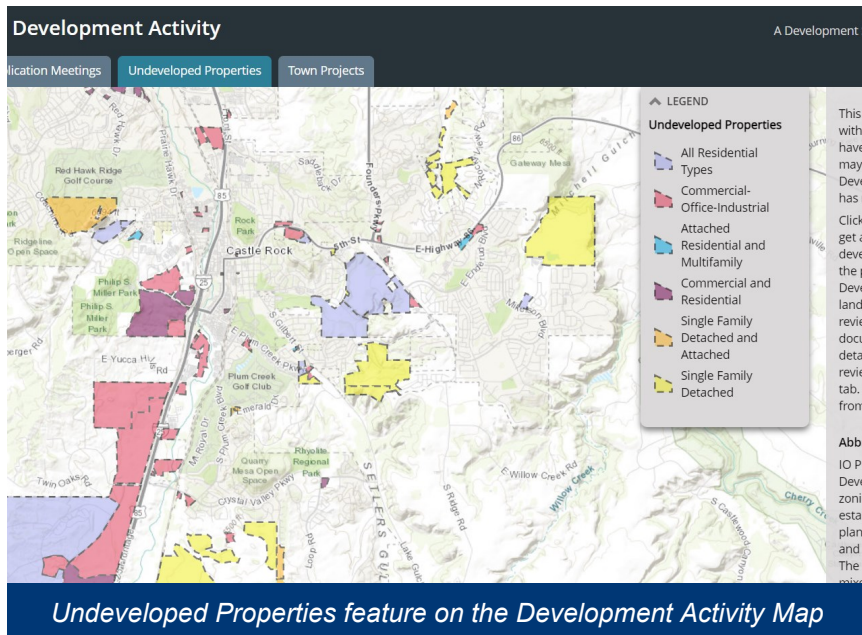
Sign up to get monthly Development Highlights in your inbox! Subscribe by visiting: CRgov.com/NotifyMe



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

As development continues around Town, you may find yourself wondering if vacant land is dedicated open space or zoned for potential future development. The Town created the Undeveloped Properties feature on the [Development Activity Map](#) to help residents identify potential uses for land within Town limits. The feature can be accessed by clicking the “Undeveloped Properties” grey tab on the top left of the map screen.

This feature outlines the various undeveloped properties around Town and shows the approved zoning for these land parcels. From residential to commercial uses, you are able to identify potential future uses for these properties. As a reminder, this only shows currently approved zoning for these parcels and does not include zoning information from unincorporated areas of Douglas County that are adjacent to the Town. For more information on areas outside of Town limits, check out the [Douglas County Zoning Map](#).



Tara Vargish, PE
Director
Development Services

For questions or more information about zoning in Town, contact Development Services at Planning@CRgov.com.

Employee Recognition

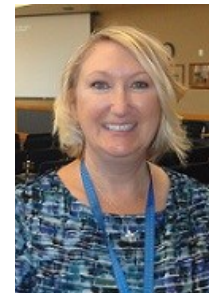
New Employees, Awards, Staff Spotlight



Congratulations to Brett Longnecker on one year with the Town!



Congratulations to Santi Smith on four years with the Town!



Congratulations to Tina Close on five years with the Town!



Congratulations to Julie Parker on six years with the Town!



Congratulations to Diane Maki on six years with the Town!



Congratulations to Michael Kopek on eight years with the Town!



Congratulations to Sandy Vossler on 17 years with the Town!



Welcome to Colby Riggins who joins the Town as a Building Inspector!

Staff Spotlight

Chelsia Oborny has been working for the Town of Castle Rock for more than two years as a Development Services Technician. She works with four others on building permits, contractor registrations and a slew of other assignments. Chelsia holds a Bachelor of Arts degree in Mass Communications. Prior to working for the Town, she worked in marketing and opened her own in-home bakery (OMGoodness Bakery) with her cakes featured on FOX31 Denver! She also worked at Wag N' Wash as the store baker for dogs. Chelsia is a cat mom of Ember (black Turkish Angoria) and Kitten (Brown Tabby). In her free time, she enjoys arts and crafts, painting, hiking, kayaking, camping, attending concerts, watching movies and going on road trips. Chelsia has also been skydiving, moved 20 times, is intrigued by tornadoes and her dream is to one day live on a small farm full of animals. Chelsia is grateful to be a part of the Town of Castle Rock team and looks forward to learning and growing more.



Employee Recognition

Customer Service Feedback



Customer Feedback Survey



468 surveys distributed

29 November responses

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

"Diane Maki was very helpful, nice, and professional."

"Very friendly and responsive to emails."

"Tracy was outstanding and very helpful."

"Andy Blake is always helpful and professional when relating back to us on permit questions, plan review, and helping us through any permit situation. The entire Building Division including Joseph Montoya and Jon White are outstanding to work with!!" - Bryan

"Once again the three ladies that work at the Building Counter and answer phones have been incredibly helpful. I could not have navigated through this as a homeowner on my own. Thank you Chelsia, Diane, and Cindy."

"Ross Stanley and Jonathan Cornwell are both great inspectors. Easy to work with."

"Cindy, Andy, Tracy, Ben, & Dianne (Jon White) are always incredibly Helpful no matter the situation!!"

"Anytime I call I get the answers I need. Chelsia, Diane, and Cindy have been incredibly responsive."

"You folks are Rock Stars!"

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.

607 6th Street

Replat to realign existing lot boundaries, located in Craig and Gould neighborhood.

Aspen View Academy

Water line easement for classroom and gym addition, located at 2131 Low Meadow Boulevard.

Box Canyon

Water service line construction documents for single-family home and outbuildings, located at 133 Evalena Road.

Crystal Valley Ranch

Phasing design revision for a 119 single-family home project, located in the south eastern quarter of Loop Road.

Lanterns

Construction documents and erosion control plans for 117 single-family lots, located northwest of Montaine Circle, connecting at Burnell Road and Coal Bank Drive.

Meadows

Site Development Plan amendment for retaining wall addition, located on Gentle Rain Drive and design revision for storm water system, located along Prairie Hawk Drive.

Town Projects

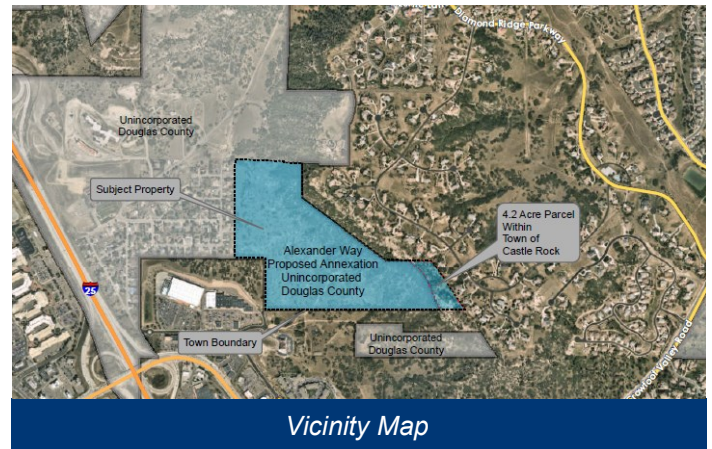
Construction documents for Plum Creek Park improvements, located at 3517 Mount Royal Drive.

Erosion control plans for Mitchell Gulch Park improvements, located at 200 Mikelson Boulevard.

Erosion control plans for the Craig and Gould North Infrastructure Improvements.

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.



Alexander Place

Calamar submitted an application for an amendment to the Alexander Place Planned Development Plan and Zoning Regulations (PDP Amendment) to allow for a 134-unit independent senior living apartment complex. The 8.36-acre property, located east of the Alexander Place and Brewer Court intersection, has current zoning that allows for 26 units of age-restricted single-family detached and paired homes, 63 units of age-restricted multi-family and 36 assisted living beds. The total number of units allowed with the current zoning is 125 units. The PDP Amendment will require public hearings before the Planning Commission for review and recommendation and Town Council for review and final decision. Calamar hosted an initial neighborhood meeting on June 22.

The property is located in Councilmember LaFleur's district.

Project Highlights

- Proposed 134-unit independent senior living apartment complex

Alexander Way

Tierra Investors and Alexander 445 LLC submitted an application for annexation and a separate application for a Planned Development for a project located north of the Alexander Place and Brewer Court intersection. The applicants submitted a petition seeking annexation for 73.76 acres of the property. The project includes a 4.2-acre parcel that is already within Town limits. A hearing on December 7 will determine the eligibility to be annexed. The applicant is seeking zoning which would allow for 53 single-family homes, 24 live/work units and 30 acres of open space.

The project is located adjacent to Councilmember Cavey's district.

Project Highlights

- 73.76 acres proposed for annexation into the Town
- 53 single-family homes, 24 live/work units and 30 acres of open space

Public Hearings Required Continued



Vicinity Map

Bella Mesa

Fourth Investments USA, LLC submitted an application for a Site Development Plan (SDP) to relocate an existing detention pond on the property known as Bella Mesa. Bella Mesa is approximately 197 acres in size and located north of Castlewood Ranch and east of Founders Village. The detention pond relocation is being proposed to the northwest of its current location to better suit future residential development and in conformance with the zoning. No other development is proposed with this application. A separate SDP, as well as associated neighborhood meetings, will be required for any future residential development. The SDP 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

- Detention pond relocation to better suit future residential development



Vicinity Map

Kum & Go

Kum & Go submitted a Planned Development Plan Amendment to rezone property within the Lanterns Planned Development Plan to permit a fueling station. In addition, an associated Site Development Plan application was submitted for an 8,884-square-foot convenience store and a 5-pump fueling station. The property is approximately two acres in size and located at the westerly intersection of Crystal Valley Parkway and Plum Creek Boulevard.

The Planned Development Plan Amendment and Site Development Plan will require public hearings before the Planning Commission for review and recommendation and the Town Council for review and final decision.

The project is located within Councilmember Dietz's district.

Project Highlights

- Application to rezone property to permit fueling station use
- 8,884-square-foot convenience store and fueling station

Public Hearings Required Continued



Vicinity Map

The Silo

Silverwood Investments submitted an application for a Downtown Site Development Plan for a property at 611 N. Wilcox Street. The project, known as “The Silo,” proposes an update to the façade of the “Victorian Retail Center.” The project seeks to remove all Victorian trim pieces, clock and signage and replace the façade with new wood accents, paint, columns, wall signage, roof and lighting. The project site is 0.641 acres (27,922 square feet) and is located at the northwest corner of N. Wilcox Street and Sixth Street. The Downtown Site Development Plan will require a public hearing before the Design Review Board.

The project is located in Councilmember LaFleur’s district.

Project Highlights

- Façade updates to existing retail center

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

November 4, 2021 - Meeting canceled



Design Review Board

November 10, 2021 - Meeting canceled

November 24, 2021 - Meeting canceled



Historic Preservation Board

November 3, 2021 - Meeting canceled



Planning Commission

November 11, 2021 - Meeting canceled

November 25, 2021 - Meeting canceled



Town Council

There were no Land Use items for the Town Council to consider in the month of November

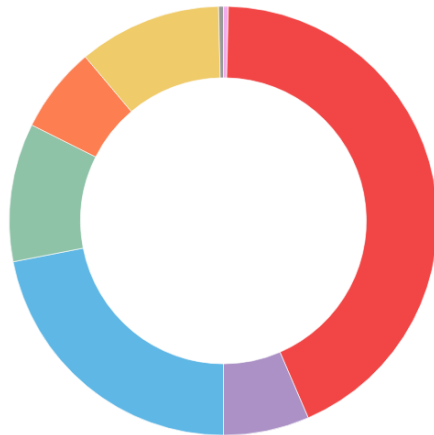


79,553
estimated population as
of November 2021

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 – 120
 - Sign Permits Reviewed – 18
 - Site Visits – 61
 - Code Complaint Responses – 29
 - Notices of Violation Sent – 18
 - Business Licenses Reviewed – 30
 - Temporary Use Permits Issued – 1
- *All 100% 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.

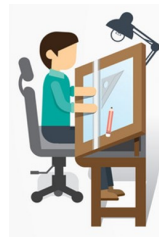
Pre-Applications

- 10** Pre-Applications this month
- 107** year-to-date Pre-Applications
- 43** 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.



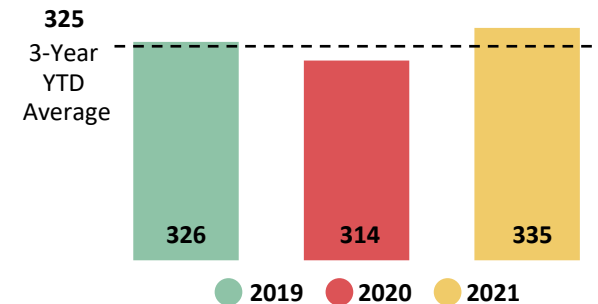
New Development Projects



36

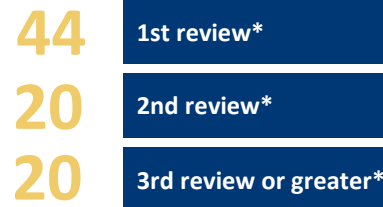
New Development Project Applications this Month

Year-to-Date Development Projects



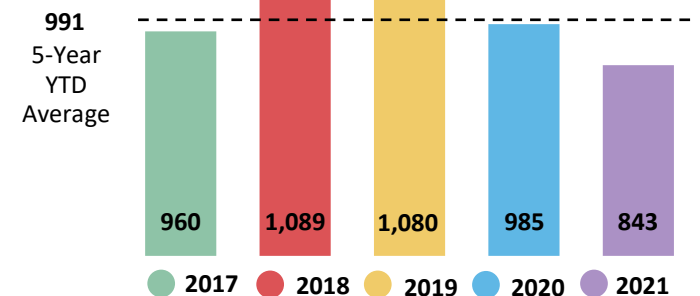
Development Reviews

Monthly Reviews



*All on time with the exception of two late second reviews and one late third review

Year-to-Date Planning/Development Reviews

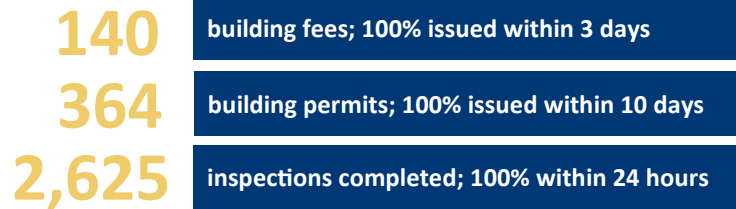


Building Division

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.

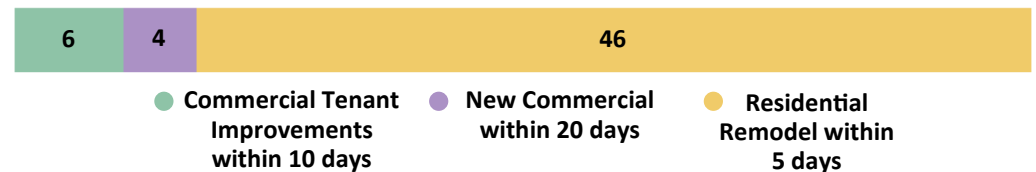
Development Services staff process permits, conduct inspections, respond to code violations and review plan submittals each month. This snapshot highlights staff activity during the previous month for the Zoning Division, Building Division and Planning/Development Review. Information on previous months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



Building Permits Reviewed

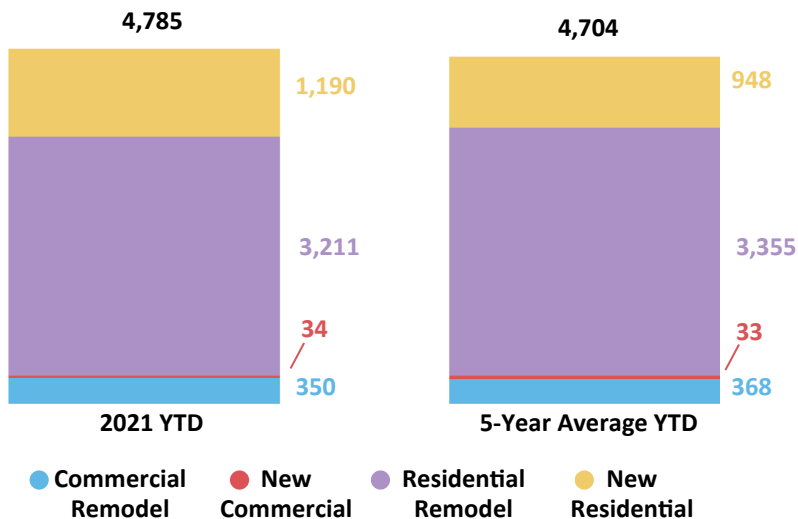
Monthly Building Permit Reviews by Type*

*All 100% on time



Building Permit Applications Received

Year-to-Date Building Permit Applications Received



Building Permits Issued



69
Residential Permits Issued this Month



80K
Square Feet of Commercial Space Permitted Year-to-Date



↓73%
Commercial Space Permitted Compared to 5-Year Year-to-Date Average

Year-to-Date Residential New Construction Permits Issued

