

# Development Services

September 2025 Monthly Report



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



A front porch decorated with Halloween items.

DISTINCT TOWN IDENTITY	RESPONSIBLE GROWTH
TOWN OF CASTLE ROCK <b>F O U R</b> 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](#).

## News from the Director

The holidays are just around the corner, and that means lights! From spooky yard displays to twinkling decorations, this is the season when Castle Rock homes really shine.

Earlier this year, the Town updated its exterior lighting rules to help reduce light pollution, prevent glare and keep neighborhoods safe. Before you decorate, here's what to know:

- Holiday lights are allowed! Temporary decorations with typical low-intensity bulbs are allowed in holiday displays
- Keep it neighbor-friendly. Lights shouldn't spill into nearby homes or create glare
- Skip the distractions. Flashing, chasing, strobe or laser lights aren't allowed, except when part of holiday decor with low-intensity bulbs
- Aim them right. No upward-facing spotlights or searchlights



Tara Vargish, PE  
Director  
Development Services

So go ahead — light up the pumpkins, deck the halls and brighten the New Year! Just keep displays festive and within Town Code so everyone enjoys the glow. HOAs may have additional rules, so check before decorating. Learn more at [CRgov.com/MunicipalCode](https://www.castlerockco.gov/MunicipalCode).



## Staff Anniversaries



**Congratulations to Sharon Chavez, Development Services Technician, on 10 years with the Town!**



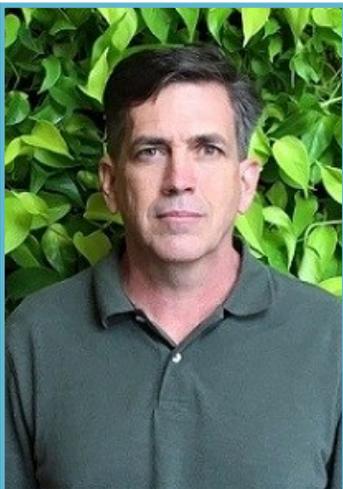
**Congratulations to Darcie Hartman on her promotion to Plan Review Project Coordinator!**



**Welcome to Brendan McGowan on joining Development Services as a Senior Development Construction Inspector!**



**Congratulations to Jaret Bennington on his promotion to Senior Development Construction Inspector!**



**Congratulations to Marty Magers on his promotion to Combination Building Inspector II!**



## 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!](#)

**487** surveys distributed  
**26** September responses

Here are some comments from our customers in September:

- “**Tammy King** is such a great pleasure to work with. Very good at her job.”
- “Great team.”
- “Great communication.”
- “The inspector **Martin Magers** has been beyond wonderful. He explains everything so anyone can understand. He goes over everything detail taking his time too. He even sent an email to me with a detailed list of things. I can not express my appreciation for his honesty and help.

**Jason Smith** was so helpful when I called to

ask some questions. He sent me all of the information super fast and was beyond helpful with all of my questions. Thank you so much to both!”

- “**Tammy King** was very helpful with providing a zoning letter. Additionally, The City Clerk was very responsive on my public records request.”
- “**Colby Riggins** was professional, knowledgeable, and explained the process and answered my question. Excellent!”



## 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.

### **221 Wilcox Street**

Right-of-way encroachment permits for Homegrown Tap and Dough restaurant patio and blade sign.

### **316 N. Wilcox Street**

Lot line vacation to combine lots 15 and 16, block 19, into one lot.

### **425 S. Wilcox Street**

Construction documents to increase water meter size at the Plum Creek Veterinary Services building.

### **619 N. Wilcox Street, Snarf's Sandwiches**

Site development plan amendment for parking lot improvements and new dumpster enclosure for Snarf's Sandwiches.

### **Dawson Trails, Costco**

Site development plan amendment for minor changes to the façade, landscaping, and building square footage to add a food service preparation area, located west of I-25 between Territorial Road and Costco Lane.

### **Hillside/Arbors**

Lot line vacation to combine 2203 Grayside Circle and 2215 Grayside Circle into one lot.

### **Lanterns, Filing 10**

Vertical construction erosion control plans for 182 single-family lots, located south of Montaine Circle, connecting at Vervain Trail.

### **Meadows**

Waterline realignment design revision for Meadows Parkway at Regent Street.

### **Milestone, Bellco Credit Union**

Site development plan amendment to add walk-up ATM at Bellco Credit Union, located at 4611 Milestone Lane.

### **Red Hawk, Academy Charter School**

Construction documents for parking lot renovation and drainage revisions, for Academy Charter School, located at 1551 Prairie Hawk Drive.

### **Terrain, Sunstone Village**

Erosion control surety reduction request for removal of stabilized lot area and associated vertical construction control measures.

### **Town project, Public Works Department**

Construction plans for park and ride project, located north of future Crystal Valley Costco site.

### **Unity on Wolfensberger (Wellspring)**

Construction documents to support the conversion of the existing Quality Inn to market rate residential housing for adults with intellectual and developmental disabilities (ID/D) as well as spaces utilized for offices, day programs, and Wellspring Community programming serving the ID/D residents, located at 200 Wolfensberger Road.



### **The Brickyard**

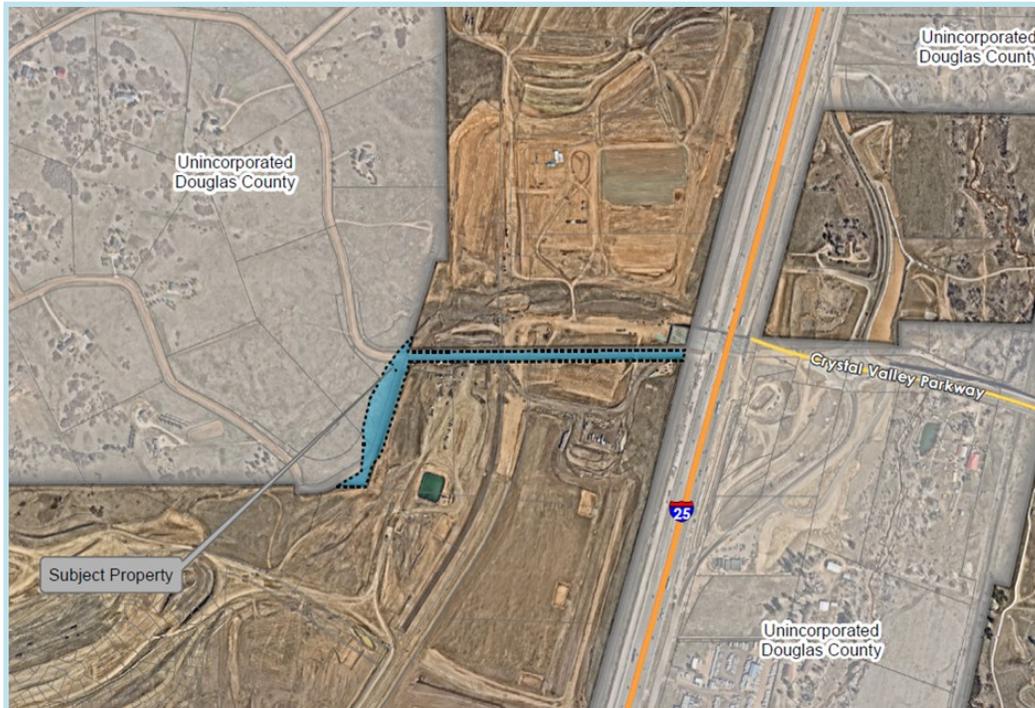
Erosion control design revision to add a sediment basin for proposed two-lane road improvements of Praxis Street from The Brickyard project to Plum Creek Parkway.



## Public Hearings Required

Submittals requiring public hearings can include a variety of topics such as, zoning, residential and larger commercial site development plans and buffering of properties.

### Dawson Trails Planned Development Amendment



Dawson Trails Planned Development Amendment Vicinity Map.

### Project Highlights

- New Quasi-Judicial application from ACM Dawson Trails VIII JV LLC
- Proposing a major Planned Development (PD) Amendment to the Dawson Trails PD which supports the finalized Crystal Valley Interchange (CVI) alignment
- 2.2 acres of annexed land are proposed to be rezoned as open space, right-of-way, or mixed-use and includes portions of the former Territorial Road right-of-way
- Public hearings are required before the Planning Commission and Town Council
- The project is located in Councilmember Dietz's district

## 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

September 4, 2025

Meeting canceled.



### Planning Commission

September 11, 2025

Meeting canceled.



### Historic Preservation Board

September 3, 2025

The Historic Preservation Board held its regularly scheduled meeting and heard an application for a property located at 603 N. Cantril Street, featuring a 1940s home to construct a detached garage at the rear of the property. The addition would utilize materials that match the existing home's design and style. The proposal was approved with a vote of 7 to 0.



### Design Review Board

September 10, 2025

Meeting canceled.

September 24, 2025

The Design Review Board held its regularly scheduled meeting and heard a Site Development Plan Amendment for Eternal Rock Church, located at 2 Phelps Street. The amendment was approved with a 6-0 vote.

September 25, 2025

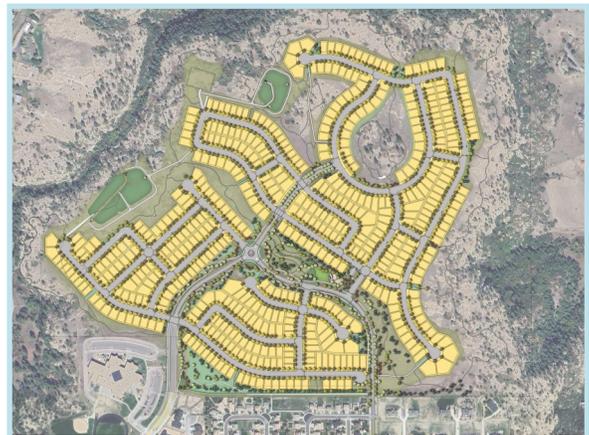
The Planning Commission held its regularly scheduled meeting and recommended approval for two development proposals. The Bella Mesa North Site Development Plan includes 525 single-family homes across 293 acres, with significant open space and a central park. The neighborhood will provide over 174 acres of public open space, including a loop of soft surface trails, a neighborhood park and public parking.

The Brickyard Site Development Plan outlines a multi-phase project on 21 acres at 401 Prairie Hawk Drive, featuring a mix of residential, retail, restaurant, office, hotel and entertainment uses, structured parking, trail improvements, and future integration with a planned sports center.

Both proposals were approved for recommendations for approval to Town Council, with Bella Mesa passing 5 to 2 and Brickyard unanimously 7 to 0.



Rendering of the Brickyard Site Development Plan.



Bella Mesa North Site Development Plan.

## Development Services Items at Town Council

### September 2, 2025

Town Council held its regularly scheduled meeting and approved a proposal for an AdventHealth medical office building with a freestanding emergency department on a 5.17-acre site west of the Plum Creek Boulevard and Crystal Valley Parkway intersection in Crystal Valley. The 24,535-square-foot building will include an urgent care and emergency department on the first floor and a primary care neighborhood clinic on the second floor. The project was approved with vote of 7 to 0.



Rendering of the recently approved AdventHealth Crystal Valley Medical Office Building.

### September 16, 2025

Council also discussed Downtown building heights which was previously directed to Town staff and the Downtown Development Authority to engage Downtown property owners and businesses and Castle Rock residents in gathering feedback on proposed changes to building height regulations in Downtown. No vote or action was taken on this item.



# TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: September 2025



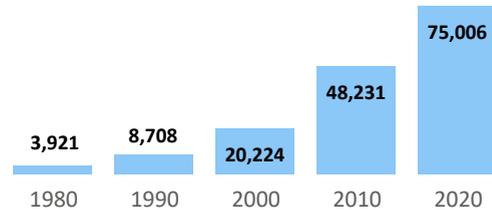
## Population

# 87,838

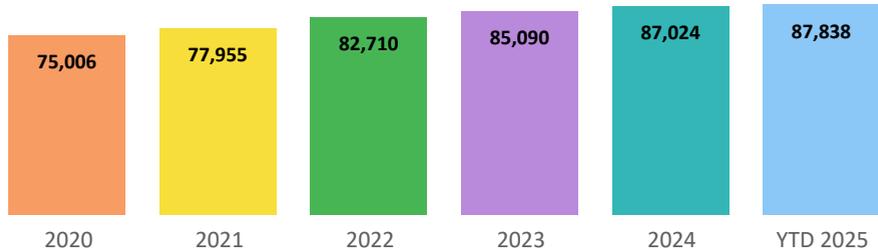
Estimated Population based on the total number of occupiable residential units



### 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.

**3** Sign Permits Issued      **3** Temporary Use Permits Issued      **46** Code Compliance Cases Opened



- Sign Compliance Responses 3
- Notices of Violation Sent 37
- Signs Removed from the Right of Way 397
- Business Licenses Reviewed 30
- Site visits 154

## 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

**10**

New Pre-Applications This Month

**85**

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

**8**

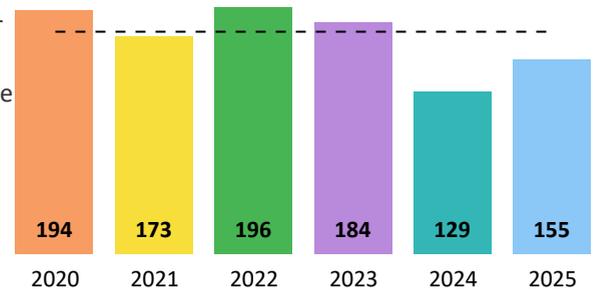
New Development Project Applications this Month

**3**

Other Project Applications this Month

### Year-to-Date Development Applications

**177**  
5-Year YTD Average



### Development Reviews

#### Monthly Reviews Completed

**6**

First Reviews

**2**

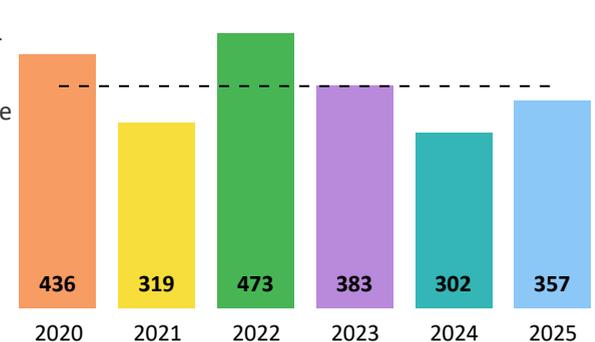
Second Reviews

**17**

Third Reviews or More

#### Year-to-Date Planning/Development Reviews

**383**  
5-Year YTD Average



\*on time with the exception of 12 late reviews due to being short staffed.

# TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: September 2025



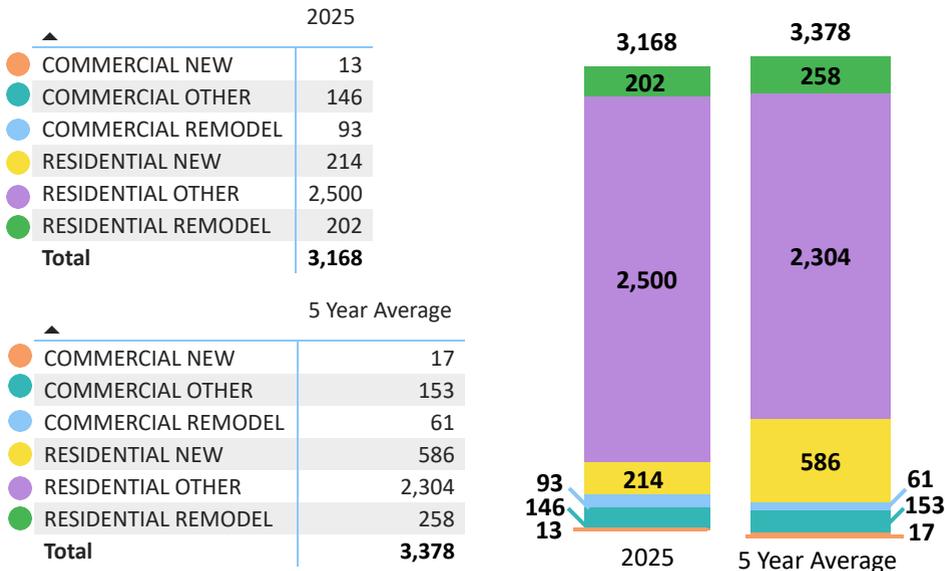
## Building Division

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 on our webpage at CRgov.com.

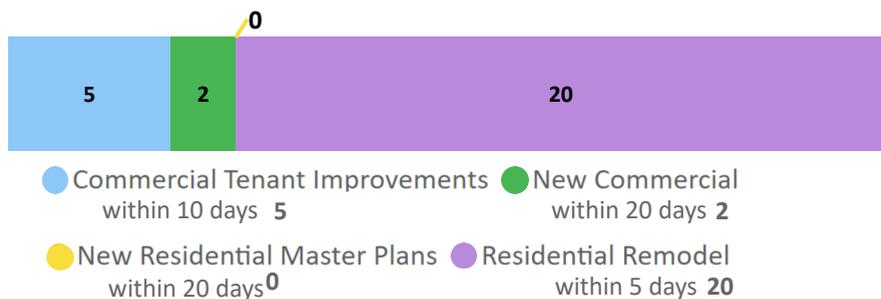
### Building Permit Applications Received

Year-To-Date Building Permit Applications Received



### Building Permits Reviewed

Monthly Building Permit Reviews by Type



**Building Fees Calculated: 1 Within 3 days**

**Building Permits Issued**

**Inspections Completed: 1,369 Within 24 Hours**

### Building Permits Issued



**↓56%** Commercial Space Permitted Compared to the 5 Year Year-To-Date Average

