

AGENDA MEMORANDUM

To: Mayor and Members of Town Council

Through: David L. Corliss, Town Manager

From: Tara Vargish, PE, Director, Development Services
BrieAnna Grandy, Senior Planner, Development Services Department

Title: **Site Development Plan, Lot 1 HH Subdivision – 2nd Amendment** [1.36 Acres Multi-Family Located South Wolfensberger Road and East of Park Street]

Executive Summary

Wellspring Community is seeking approval of a Site Development Plan for a multi-family development to be known as Unity on Wolfensberger. Wellspring Community is looking to renovate the old Quality Inn hotel. The renovation will result in a 24-unit market rate housing development with half of the units available to individuals with intellectual and developmental disabilities (I/DD) and the remaining units offered to neurotypical individuals. The space will also be utilized for offices, day programs, and Wellspring Community programming serving the ID/D residents.



Figure 1: Vicinity Map

The proposal is in conformance with the 826 Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations, and with Town Municipal Code and technical criteria. All staff and external comments have been addressed through the review process.

Planning Commission Recommendation

The Planning Commission voted 5 – 0 to recommend approval to Town Council of the Unity on Wolfensberger Multi-Family Site Development Plan at a public hearing held on November 13, 2025.

Background

Zoning Regulations

The proposed development is located in the central portion of the Town of Castle Rock and is zoned 826 Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations. The proposed zoning was approved by Town Council on May 06, 2025, to allow for a church and a multi-family facility as permitted uses within a newly created Planned Development Plan zone.

Existing Conditions and Surrounding Uses

The subject lot is currently part of a developed area within the Town. The property is bordered by B Business/Commercial development including to the north The Park Co. Sports Bar and Kitchen, to the east Guadalajara Family Mexican, and to the west Unity on Park and Nytech Heating and Cooling. The property is adjacent to Castle Oaks Evangelical Covenant Church's future parking lot area to the south.

Site Development Plan Discussion

Use

The subject lot is located in the 826 Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations. The zoning permits multi-family residential units, ID/D housing units and ID/D office.

The proposed lot is located south of Wolfensberger Road and east of Park Street where an existing hotel is proposed to be converted into 24 multi-family living units in a single, 3-story building. The first floor of the building will be used for Wellspring Community offices, day programs, and programming serving the ID/D residents. The upper 2-stories will be utilized for market rate housing. No commercial uses are proposed on this site. The existing pole sign for the Quality Inn will be removed with this development. The existing monument sign for the Quality Inn will be repurposed and relocated on the site in order to meet current sign code requirements.

Development Standards

The proposed use complies with the Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations. Per the zoning, the maximum height allowed is 35 feet, the minimum front yard setback is 15 feet, minimum side yard setback is zero feet and minimum rear yard setback is zero feet.

The site plan complies with the established development standards. The maximum height and setbacks of the existing building comply with the requirements outlined in the zoning.

SITE DATA						
PROPERTY SIZE	1.36 AC					
PROJECT ADDRESS	200 WOLFENSBERGER RD					
	ZONING STANDARDS			PROPOSED SITE		
ZONING	PDP			PDP		
LAND USE	ID/D OFFICE & MULTIFAMILY RESIDENTIAL UNITS			ID/D OFFICE & MULTIFAMILY RESIDENTIAL UNITS		
MAX. BUILDING HEIGHT	35'-0"			27'-7"		
SETBACKS		BUILDING	LANDSCAPE		BUILDING	LANDSCAPE
	FRONT	15"	N/A	FRONT	51'	N/A
	REAR	0'	N/A	REAR	26'	10'
	SIDE	0'	N/A	SIDE (W)	10'	N/A
	SIDE	0'	N/A	SIDE (E)	43'	N/A
DWELLING COUNT	24			12 MULTIFAMILY UNITS & 12 ID/D UNITS		
PARKING COUNT		CRITERIA	STALL COUNT	60 (INC. 3 ADA)		
	ID/D OFFICE	2 PER 1,000 S.F.	33			
	ID/D HOUSING	1 PER 4 UNITS	3			
	MF HOUSING	2 PER UNIT	24			
	TOTAL		60			
BUILDING SQ. FT.	FIRST FLOOR			16,165 S.F.		
	TOTAL			31,414 S.F.		

*25 FEET IF ABUTTING AN ARTERIAL STREET

Figure 3: Zoning Comparison Table

The Zoning Comparison Table in Figure 3 lists the standards required by the Zoning and demonstrates that the plan complies with all of the standards. This table is also shown on the cover sheet of the Site Development Plan (Attachment B).

The parking regulations found in Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations outline the requirements for ID/D office of 2 spaces per 1,000 square feet of gross area, ID/D housing of 1 guest space provided per four units and multi-family of two spaces per unit. Using these standards, the site is required to have a total of 60 parking spaces. The proposed plan provides 60 parking spaces.

Lighting Plan

The site lighting will be comprised of parking lot pole fixtures, exterior building wall fixtures, and under-canopy balcony and porch fixtures. The lighting plan meets the Municipal Code requirements for full cut-off fixtures, lumen maximums, and photo-sensor controls for curfew hours.

Architectural Design

The existing building consists of a single, 3-story building. The building was recently refreshed with updated paint colors. No additional exterior changes are being proposed to the existing building.

Interface Regulations

The property and surrounding areas are already developed and the intent was to repurpose the existing building and site improvements for residential use. The Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations exempted the

property from the Residential/Non-Residential Interface Regulations. Future improvements may be subject to the Residential/Non-Residential Interface Regulations.

Skyline and Ridgeline Protections

The lot proposed for development in this site plan is not located within the Skyline/Ridgeline Protection Area.

Fire

The proposed project area is located with the Town of Castle Rock Fire Protection Service Area. The project area will be served by Town of Castle Rock Fire, which has capacity to serve the proposed development.

Parks and Recreation

Parks and Recreation staff have reviewed the proposed SDP and find that it complies with the approved zoning. Based on the proposed number of units, the total Public Land Dedication (PLD) required for the proposed project is 0.56 Acres which equates to \$66,368 as cash-in-lieu dedication. Town Council approved a fee waiver for this PLD cash-in-lieu.

Traffic Impact Analysis and Mitigation

A traffic generation letter accompanied the Site Development Plan application and was reviewed by Public Works staff. Public Works staff concurred with the letter's conclusion that converting the property from a 70-unit hotel to the proposed Wellspring community will result in a slight decrease in traffic generated by the property.

Utilities

The proposed SDP was found to be in conformance with the Town's applicable water and sewer requirements set forth in the Town of Castle Rock Water Criteria Manual and Wastewater Criteria Manual.

Water Drainage

The proposed SDP was found to be in conformance with the Town's applicable drainage requirements set forth in the Town of Castle Rock Stormwater Criteria Manual.

Water Conservation

The proposed SDP was found to be in conformance with the Town's applicable water conservation requirements set forth in the Town of Castle Rock Landscape and Irrigation Performance Standards and Criteria Manual.

Water Resources

The Town's applicable water resources and conveyance requirements have been met for the property. The property is within the Town's Implied Consent Area, and a quit claim deed has been completed.

Notification and Outreach

Public Notice

The public noticing requirements for this proposal have been satisfied. Public hearing notice signs for the Planning Commission public hearing were posted on the property on Wednesday, October 29, 2025. Written notice letters were sent to property owners and Homeowner Associations (HOA) within 500 feet of the property, at least 15 days prior to the Planning Commission public hearing. Town staff published notice of the Planning Commission public hearing on the Town's website and provided information about the proposal on the Town's *Development Activity* interactive map.

Neighborhood Meetings

The applicant held a neighborhood meeting as required by the Municipal Code. The first neighborhood meeting was held on February 12, 2025, prior to the submittal of the site development plan land use application. The meeting was conducted in a hybrid format. No one from the public attended the meeting. The two remaining neighborhood meetings were waived.

External Referrals

There are no outstanding external referral comments. External referrals were sent to local service providers and Douglas County agencies. Douglas County Planning and Addressing, CORE, and Xcel stated the proposed plan had no apparent conflicts or additional comments. The remainder of the agencies contacted for comments did not respond.

Analysis

This staff analysis takes into account the representations made in the application and attachments submitted to date.

SDP Review and Approval Criteria and Analysis 17.38.040

A. Community Vision/Land Use Entitlements.

1. Generally, conforms to the Town's guiding documents that include, but are not limited to, Town Vision, Comprehensive Master Plans, Sub Area Plans, Design Guidelines, Corridor Plans and any other guiding document so long as the application of such document does not restrict the project's entitle use(s) and density.
2. Complies with existing Intergovernmental Agreements applicable to the development proposed.
3. Complies with any applicable Zoning Overlay Regulations and, if applicable, Skyline/Ridgeline Regulations.
4. Complies with the approved Planned Development Plan and Zoning Regulations.

5. Conforms to the Town's architectural goals by proposing architectural details that incorporate the use of high-quality materials in a unique and varied design, while eliminating monolithic expanses of walls and rooflines through the use of varying planes and architectural projections to ensure a complete 360-degree architectural design.
6. Complies with all other relevant requirements of the CRMC.

Analysis: The proposed development meets this criterion. It generally conforms to the Town's 2030 Vision and Comprehensive Master Plan by adding to the Town's diversified housing types. As detailed in this report, the proposal complies with the use and development standards of the Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations. This site plan is not subject to an intergovernmental agreement, the Skyline/Ridgeline Ordinance, the Residential/Non-Residential Interface Regulations or the Dissimilar Residential Regulations. The proposal does comply with all other relevant requirements of the Castle Rock Municipal and technical criteria, as summarized in this report and asserted in the following criteria.

B. Site Layout.

1. Conforms to Chapter 17.50 Residential/Non-Residential Interface of the CRMC.
2. Site design shall be designed to maintain pedestrian and vehicle safety, provide for adequate fire safety, and mitigate impacts upon adjacent properties by ensuring all vehicular, fire and mitigation regulations contained within the CRMC, including technical criteria, have been met.
3. Provides adequate parking, on-site circulation and loading in accordance with Town regulations.
4. Provides appropriate screening and/or enclosure of outdoor storage of merchandise/materials, loading areas, trash receptacles, mechanical units, site utility equipment and building mounted utility hardware.
5. Provides adequate site design to protect major environmental characteristics that would include unique topographic features and significant vegetation where possible.

Analysis: The proposed development meets this criterion. The SDP meets all relevant site layout requirements outlined in the governing zoning and the Town's Municipal Code. Parking lots are designed for safe vehicle and pedestrian circulation. Castle Rock Fire has reviewed and approved the site design for access and fire safety. Proper screening has been provided for trash enclosures, rooftop mechanical units, and meter gangs.

C. Circulation and Connectivity.

1. Complies with all CRMC and technical criteria associated with circulation and connectivity.
2. Complies with all Fire regulations associated with land development.
3. Provides for pedestrian and bicycle traffic in a safe and convenient manner.
4. Provides for a high level of pedestrian connectivity between neighborhoods, schools, trails/open space and commercial areas.

Analysis: The proposed development meets this criterion. The SDP provides appropriate vehicular entrances into the property, with interior drive aisles and parking that meet Town standards and the Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations. Existing sidewalks are located adjacent to the public right of

way, private drive isles and interior walkways to provide additional pedestrian connections to the residential housing development.

D. Services Phasing and Off-site Impact.

1. Complies with any phasing requirements associated with the approved zoning for the property. Provides phased improvements in a logical and efficient manner.
2. Adequate water resources have been conveyed or purchased. Existing or proposed water and wastewater systems can support the proposed development pattern, uses and density.
3. Existing or proposed stormwater systems can support the development and comply with applicable regulations.
4. Provides adequate consideration for the future extension of streets and utilities to adjacent properties.
5. Identifies and appropriately provides on-site and off-site public improvements to mitigate traffic impacts as required by the CRMC and technical criteria.

Analysis: The proposed development meets this criterion. The SDP provides adequate and efficient utility plans for water, stormwater and wastewater, which considers existing conditions of the site and necessary ingress and egress improvements.

E. Open Space, Public Lands and Recreation Amenities.

1. Provides adequate trail systems in terms of internal circulation and appropriate external connections deemed necessary by the Town to achieve connectivity goals.
2. Ensures functional and accessible open space, consistent with the overall open space plan for development and preserves significant natural features.
3. Ensures appropriate buffering, utilizing open space and/or setbacks to lessen any
4. Identified negative impacts.

Analysis: The proposed development meets this criterion. No additional land dedications for open space, parks or trails are required with this site plan.

Budget Impact

Wellspring Community has submitted a request for a fee waiver for the conversion of the Quality Inn to an ID/D/multi-family facility. Town code provides for development impact fee (§3.16.050) and system development fee (§13.12.080J) reductions of up to 100 percent for attainable housing projects. Per code, “A qualifying attainable housing project and unit shall be defined as a housing project or unit participating in an attainable or affordable housing program through the Douglas County Housing Partnership, Colorado Housing Finance Authority or other certified local, state or federal attainable housing program.” Waivers of this type require Town Council approval, which was considered and approved by Town Council on May 6, 2025.

Findings

All staff review comments and external referral comments have been addressed. Staff finds that the Site Development Plan, as proposed:

- Generally, conforms with the objectives of the Town Vision and the Comprehensive Master Plan,

- Meets the requirements of the Park Street Expansion & 200 Wolfensberger Road Planned Development Plan and Zoning Regulations, and
- Meets the Site Development Plan review and approval criteria of the Municipal Code and the Town's technical criteria.

Recommendation

Planning Commission voted 5 – 0 to recommend to Town Council approval of the Site Development Plan, as proposed.

Proposed Motion

Option 1: Approval

"I move to approve the Resolution, as introduced by title."

Option 2: Approval with Conditions

"I move to approve the Resolution, with the following conditions:" [list conditions]

Option 3: Continue item to next hearing (need more information to make decision)

"I move to continue this item to the Town Council meeting on [date], at [time]."

Attachments

Attachment A: Vicinity Map

Attachment B: Resolution

Attachment C: Site Development Plan

Attachment D: Neighborhood Meeting Summary

Attachment E: Trip Generation Letter