

Development Services

August 2025 Monthly Report



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



A Castle Rock neighborhood as the leaves begin to change for the fall season.



News from the Director

Fall in Castle Rock is beautiful – the leaves are changing, but grass and weeds are still growing. That makes this the perfect time to stay on top of yard care. Did you know property owners are responsible for maintaining not just their yard, but also the curb, gutter and sidewalk next to it?

Yard debris doesn't just hurt curb appeal – it can create fire hazards, attract pests and even block sidewalks or views for drivers. Be sure to trim trees and shrubs so neighbors can walk safely and drivers can see clearly. Keeping grass trimmed to 4 to 6 inches high goes a long way (anything over 12 inches is considered a zoning violation).



Tara Vargish, PE
Director
Development Services

When the raking and trimming are done, dispose of debris responsibly. [The Douglas County Slash/Mulch site](#) accepts branches, shrubbery and leaves on select Saturdays through October.

Questions? Contact Zoning@CRgov.com. To report concerns, visit CRgov.com/ReportAConcern.



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



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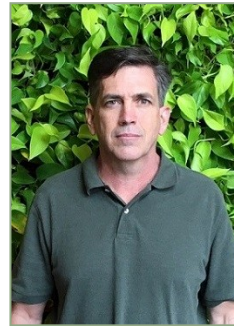
We'd like to hear from you! You could win a **\$25 gift card** for completing our [Customer Service Survey](#).



Staff Anniversaries



Congratulations to Scott Seubert, Zoning Inspector, on 9 years with the Town!



Congratulations to Marty Magers, Combination Building Inspector, on 5 years with the Town!



Congratulations to Jackie Jensen, Development Services Technician, on 8 years with the Town!



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!](#)

471 surveys distributed
22 August responses

Here are some comments from our customers in August:

- "Pulling the permit went well."
- "**Jason Smith** and **Colby Riggins** were very helpful when I didn't understand your eTrackIt system and helped tremendously in getting my issue solved."
- "Very consistent in processes. Makes working together very easy."
- "Easy to navigate and get the project finished."
- "Thank you."
- "Thanks for showing up. Great quick easy painless inspection."
- "Everything was taking care of properly."
- "I have built project in several towns and cities in Colorado. So far Castle Rock has been the easiest work with, and everyone has been very supportive of me, since I have taken over a project from another PM."
- "I dealt with both **Martin Magers** and **Jason Smith**. Both were very professional and courteous. It made the process so much easier when dealing with 2 professionals, both of whom had great attitudes and answered all my questions. Thank you"
- "I'd like that gift card!"

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.

603 Cantril Street

Lot line vacation to combine four lots into one lot, all under the same ownership, located on the northwest corner of the Cantril and Sixth Streets intersection.

661 Prairie Hawk Drive

Site development plan amendment for proposed 5,000 square-foot office/storage building, located southwest of the intersection of Topeka Way and Prairie Hawk Drive.

Dawson Trails

Flood plain modification study for the Gambel Ridge Tributary North, as part of the Dawson Trails Filing 2, Tract Q, project.

Dawson Trails

Construction documents for Gambel Oaks Tributary Cutoff Walls, located at Twin Oaks Road and Clarks Circle.

Dawson Trails, Filing 2

Subdivision improvements agreement for residential planning area E-2 plat, to create rights-of-way, easements, infrastructure, located at Dawson Trails Boulevard, Quandary Peak Drive and Blanca Peak Parkway.

Douglas County School District

Construction documents to add parking and landscape changes to the renovation of the existing southern building at Douglas County High School, located at 1008 Barbi Court.

Hillside/Arbors

Utility easement for new water meter in amenity area, located at 1847 Grayside Circle.

Soleana

Grading only construction documents and erosion control plans for proposed mix of 55 custom homesites, one half acre lots or larger and 22 live/work homes, located north and east of Brewer Court and Alexander Way.

T-Mobile

Construction documents for three streetlight replacements with small cell sites, located in various areas throughout Town.



The Brickyard

Plat to create seven lots, right-of-way for roads/streets, tracts and easements, located on Prairie Hawk Drive, north of Plum Creek Parkway and south of Topeka Way.

The Brickyard

Industrial Tributary Floodplain Modification Study, located at 401 Prairie Hawk Drive.

The Brickyard

Construction documents to complete Prairie Hawk Drive improvements to include new curb and gutter, tree-lawn, sidewalk, water main, sanitary sewer upsizing, and additional storm sewer infrastructure.



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



Design Review Board

August 13, 2025

Meeting canceled.

August 27, 2025

Meeting canceled.



Board of Adjustment

August 7, 2025

Meeting canceled.



Historic Preservation Board

August 6, 2025

Meeting canceled.



Planning Commission

August 14, 2025

The Planning Commission held its regularly scheduled meeting and heard a Site Development Plan for the AdventHealth medical office building and freestanding emergency department. The 5.17-acre site is within The Lanterns Amendment No. 4 Planned Development (PD) and is located west of the intersection of Plum Creek Boulevard and Crystal Valley Parkway. The project would be approximately 24,535 square-feet in size, with the first floor consisting of an urgent care and emergency room, and the second floor utilized by primary care providers. The Site Development Plan was recommended for approval to Town Council with a vote of 5 to 0.

August 28, 2025

Meeting canceled.



Rendering of the proposed AdventHealth medical office building and freestanding emergency department project.

Development Services Items at Town Council

August 5, 2025

Meeting canceled.

August 19, 2025

Town Council held its regularly scheduled meeting and approved the first reading with a vote of 7 to 0 of an annexation and zoning ordinance for Town-owned land known as the East Plum Creek Trail Annexation. The project is a 0.21-acre parcel, approximately 1/3 mile north of Crystal Valley Parkway, east of Interstate 25 and Frontage Road.

The annexation aims to incorporate Town-owned parcels by bringing them under Town jurisdiction, ensuring they meet code requirements, facilitating zoning and police enforcement, and eliminating conflict or redundancy in emergency response efforts.

The parcel is currently zoned as Agricultural 1 (A-1), for estate and rural residential uses. The zoning that was approved is Public Land – 2 (PL-2) allowing open space, wildlife sanctuary, trails and associated facilities.



Vicinity map of the East Plum Creek Trail Annexation and Zoning.

TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: August 2025



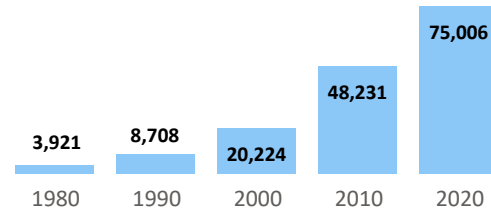
Population

87,782

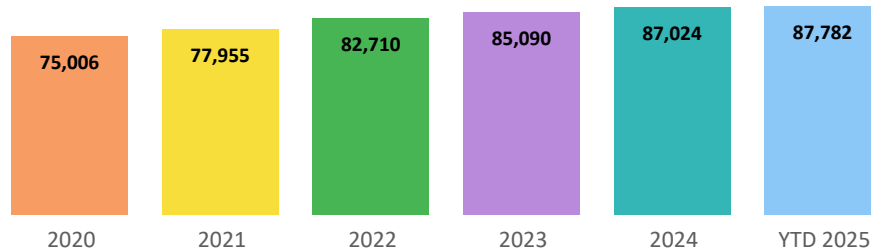
Estimated Population based on the total number of occupiable residential units



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.

6 Sign Permits Issued
4 Temporary Use Permits Issued
82 Code Compliance Cases Opened



3 Sign Compliance Responses
515 Signs Removed from the Right of Way
190 Site visits
61 Notices of Violation Sent
37 Business Licenses Reviewed

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

8

New Pre-Applications This Month

75

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

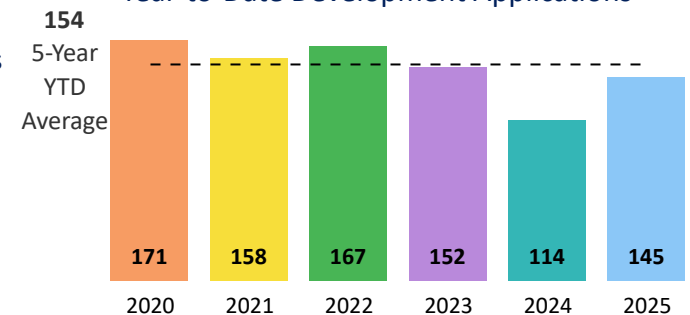
12

New Development Project Applications this Month

0

Other Project Applications this Month

Year-to-Date Development Applications



Development Reviews

Monthly Reviews Completed

5

First Reviews

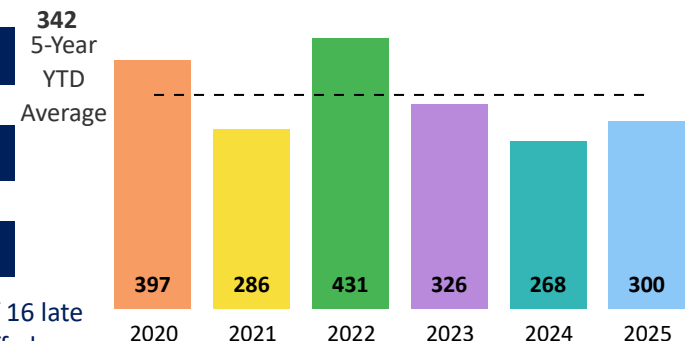
10

Second Reviews

17

Third Reviews or More

Year-to-Date Planning/Development Reviews



*on time with the exception of 16 late reviews due to being short staffed.

TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: August 2025



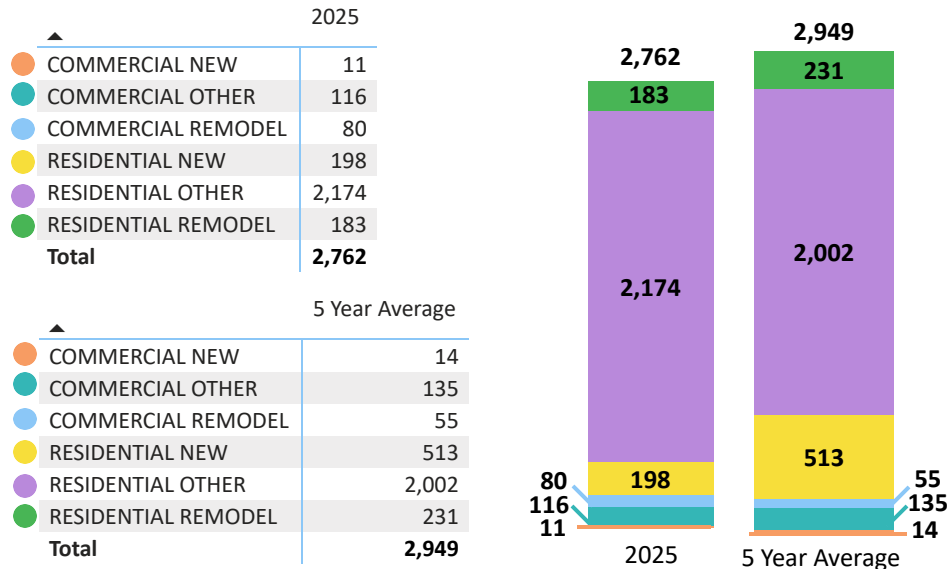
Building Division

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](https://www.cr.gov).

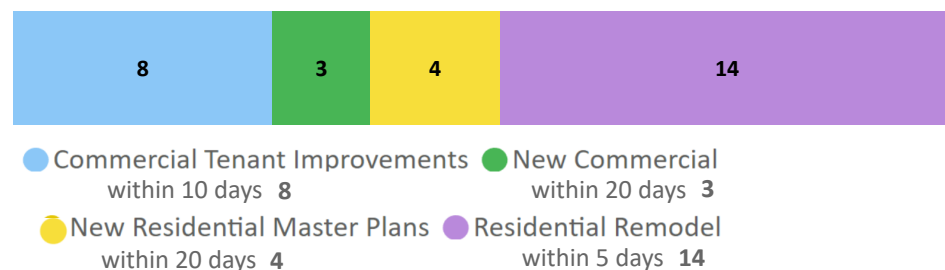
Building Permit Applications Received

Year-To-Date Building Permit Applications Received



Building Permits Reviewed

Monthly Building Permit Reviews by Type



3
398
1,583

Building Fees Calculated: 3 Within 3 days

Building Permits Issued

Inspections Completed: 1,580 Within 24 Hours

Building Permits Issued



↓59% Commercial Space Permitted Compared to the 5 Year Year-To-Date Average

