



AGENDA MEMORANDUM

To: Mayor and Members of Town Council

Through: David L. Corliss, Town Manager

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

Title: **Ordinance Amending the Town of Castle Rock's Zone District Map by Approving the Rezoning of the Property Located at 3737 New Hope Way to Meadows Medical Planned Development [Located the NE corner of Meadows Parkway and Red Hawk Drive](First Reading)**

Executive Summary

New Hope Presbyterian Church and YOW Architects are proposing to rezone the New Hope Presbyterian Church site to a new Planned Development Plan Zoning. The applicant proposes to zone the property as a planned development (PD) and is seeking approval of the Meadows Medical Planned Development Plan and Zoning Regulations (Attachment B).



Figure 1: Vicinity Map

Key elements of the proposed PD Plan and zoning regulations include consolidating the allowed uses on the site to primarily places of worship, office and medical offices. Additionally, the proposed regulations will reduce the allowable building height from 60 feet or 75 feet with a use by special review to 50 feet or 3 stories.

The Planning Commission voted 7-0 to recommend approval to Town Council of the Meadows Medical Planned Development Plan at a public hearing held on February 12, 2026.

Background

Zoning Regulations

The proposed development is located in the central portion of the Town of Castle Rock. The property is located south of the intersection of Prairie Hawk Drive and Meadows Boulevard. The applicant is proposing a new Planned Development Plan to allow for a medical office building on 1.5 acres in the northwest corner of the New Hope Presbyterian Church property. The existing New Hope Presbyterian Church is currently split-zoned. The property contains both Meadows Fourth Amendment Planned Development Plan and Meadows Third Amendment Planned Development Plan zoning on the single lot.

The Meadows Third Amendment Planned Development Plan zoning which encompasses a portion of the property allows for multi-family up to 8-12 dwelling units per acre, neighborhood, commercial, elementary school, parks and recreation. The Meadows Third Amendment Planned Development Plan also allows building heights of up to 50 feet or up to 75 feet with a use by special review. The Meadows Fourth Amendment Planned Development Plan (i.e., Town Center), which encompasses the other portion of the property, zoning allows for a wide array of uses including automobile repair, gas station, financial institutions, clinics, hospitals, hotels, offices, personal service shops, recreation, restaurants, retail, day care, churches, and universities. The Meadows Fourth Amendment Planned Development Plan also allows for building heights of 60 feet or up to 75 feet with a use by special review.

It is believed the split-zoned condition was created unintentionally over the years during the various rezoning process in this area. As part of the project, the applicant is looking to replat the northwest corner of the property. Section 16.06.010 requires the plat to comply with the applicable zone district classification and zoning regulations. Lots and tracts shall be entirely within one zone or use area. To replat this property the applicant is seeking to clean up the split-zoning on this lot in order to comply with the Town's municipal code regulations.

Surrounding Uses

The subject lots are located within an established, developed area of the Town. The property is bordered by the Meadows Fourth Amendment Planned Development Plan, which includes Sherwin-Williams Paints to the northwest, ANB Bank and Service Street Tire and Auto Repair to the northeast, and the New Haven at the Meadows neighborhood to the southwest. The property is also bordered to the southeast by the Meadows Third Amendment Planned Development Plan, which includes a Town of Castle Rock Fire Station.

Discussion

Existing Conditions

The existing New Hope Presbyterian Church 6.76-acre site is located at 3737 New Hope Way. Town approved The Meadows Filing No. 21 Final PD Site Plan in April of 2007. This plan allowed for a church with 500 fixed seats and 241 parking spaces. The plan outlined the configuration generally found on the site today.

The proposed rezoning will allow for the 1.5 acres in northwest corner to be redeveloped into a future medical office building. The proposed development will utilize area that is currently

undeveloped on the site and provide additional parking. The redevelopment of this area will require a future Site Development Plan.

Proposed Zoning

The applicant is proposing to amend the zoning to create a new Planned Development Plan and Zoning Regulations specific to these two properties. The proposed use for the subject parcels is for a church and a medical office facility within a newly created Planned Development Plan zone. The associated permitted uses will include:

- Daycare
- Medical Offices
- Office
- Places of worship

The proposed zoning regulations will remove a number of commercial uses by creating one new use area primarily for medical office, places of worship and supporting uses.

Development Standards

The proposed daycare, medical offices, offices and places of worship uses within the PD will be required to comply with the following development standards:

- No proposed building shall be constructed closer than 20 feet from Prairie Hawk Drive and New Hope Way; 25 feet from Meadows Blvd and 30 feet from Red Hawk Drive.
- Maximum building height: 50 feet or 3 stories
- Maximum medical office building size: 43,620 square feet gross leasable area

The applicant is anticipating the future medical office building to be approximately 55,000 square feet in size with a maximum gross leasable area of 43,620 square feet. The proposed zoning regulations are set up to ensure the gross leasable area does not exceed 43,620 square feet even though the gross building footprint square footage may differ. The proposed joint parking assumes a maximum gross leasable area of 43,620 square feet.

The current zoning allows for building heights of 60 feet or 75 feet with a use by special review. The proposed regulations reduce the allowable height by limiting all building heights to 50 feet or 3 stories. To further address concerns regarding building height adjacent to residential development, the proposed Planned Development Plan requires a height step-back for any building located within fifty feet of a property line abutting residential uses (excluding minor-arterial or lower-classified rights-of-way). Specifically, the first ten feet of the building must be limited to a maximum height of 20 feet to ensure an appropriate transition from the existing residential development. Additionally, the proposed zoning is providing a greater setback from the adjacent residentially zoned areas.

Architectural design elements are compatible with the surrounding architectural standards found in the adjacent Meadows Fourth Amendment Planned Development Plan. The proposed Planned Development Plan outlines color pallet, use of stone and masonry, entry treatments and roofing elements.

Parking Regulations

The Planned Development Plan proposed to use Section 17.54.060 of the Town's Municipal Code for Joint Use of Parking. The applicant has provided a Joint Use of Parking Study to demonstrate the anticipated parking demand for the proposed uses on the site. Based on this study the existing and proposed additional parking on the site will meet the parking criteria set forth by Town Council. A current Joint Use of Parking Analysis must be submitted to the Town for review and approval with each Site Development Plan, Site Development Plan Amendment, building permit, and change of use or tenant finish permit.

Interface Regulations

The western and southern project boundary is subject to Residential/Non-Residential Interface Regulations as outlined in Section 17.50 of the Town's Municipal Code. Future development expansions will be subject to these regulations.

Fire

The proposed project area is located within 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

This site is within the overall Meadows Development's PD 3rd Amendment which has already met and exceeded the required Public Land Dedication and Open Space requirements. Therefore, no additional Public Land Dedication or Open Space will be required with the proposed Planned Development Plan.

Traffic Impact Analysis and Mitigation

A Transportation Impact Analysis (TIA) was prepared and reviewed for the proposed Planned Development Plan and Zoning. As the proposed PD eliminates many currently allowed uses that could potentially generate more traffic than the uses being proposed, the anticipated traffic generated by the change in zoning will remain in conformance with the overall Meadows Master Traffic Study.

The TIA specifically analyzed the scenario of a 58,600 SF medical office project on the property. The proposed project would be expected to generate 2,110 weekday trips, including 149 AM and 235 PM peak-hour trips. Site access will use two existing full-movement driveways on New Hope Way.

The analysis reviewed the following intersections:

- Prairie Hawk Dr/Meadows Pkwy (Signalized)
- Prairie Hawk Dr/New Hope Way
- Prairie Hawk Dr/Low Meadow Blvd (Future Signal)
- Red Hawk Dr/Meadows Blvd
- Red Hawk Dr/New Hope Way

The analysis projects that intersection performance will remain generally consistent with existing conditions with the proposed project and future traffic projections.

The Town's Traffic Division and Meadows Master Traffic Study have identified the Red Hawk Dr and Meadows Blvd intersection for a future signal to address future traffic needs. Although not currently warranted, the Town will monitor when installation becomes necessary.

Utilities

The Town's applicable water and sewer requirements set forth in the Town of Castle Rock Water Criteria Manual and Wastewater Criteria Manual will apply to the Property. At time of development, the sewer network will need to be extended to this site.

Drainage

The Town's applicable drainage requirements set forth in the Town of Castle Rock Stormwater Criteria Manual will apply to the property.

Water Conservation

The proposed zoning specifies that all associated Landscape and Irrigation within this development will comply with the Town of Castle Rock Landscape and Irrigation Criteria Manual as amended.

Water Resources

The proposed zoning meets the Town Municipal Code as it relates to water resources. This property falls within the Meadows water bank.

Notification and Outreach

Public Notice

Public hearing notice signs were posted on the property on January 26, 2026. Written notice letters were sent to property owners within 500 feet of the property, at least 15 days prior to the public hearings.

Town staff published notice of the Planning Commission and Town Council public hearings on the Town's website and provided information about the proposal on the Town's *Development Activity* interactive map.

Neighborhood Meetings

The applicant will have held three neighborhood meetings. A neighborhood meeting was held on August 12, 2024. 34 people attended this meeting in a hybrid format with questions related to the proposed height, traffic, timing and need for the proposed use. The second neighborhood meeting was held on September 15, 2025, in a hybrid format. Six people attended this meeting in a hybrid format with questions on height, traffic, access into the site, parking, anticipated site layout and timing. The final neighborhood meeting was held via an in person format on February 10, 2026. There were no public attendees at this meeting.

External Referrals

External referrals were sent to local service providers and Douglas County agencies. There are no outstanding external referral comments.

Analysis

PD Plan Review and Approval Criteria and Analysis 17.34.030

A. Community vision/land use entitlements.

1. Conforms to the most recent versions of the Town's Vision, Comprehensive Master Plan and long range or master plans.
2. Complies with design principles found in Chapter 17.10.

Analysis: The proposed Planned Development Plan meets this criterion. It generally conforms to the Town's Vision and Comprehensive Master Plan and complies with Town's long range and master plans. It also conforms to all other relevant requirements and land development principles of the Town's Municipal Code.

B. Relationship to surrounding area

1. Provides appropriate relationships between use areas, both internal and surrounding, with adequate buffer areas provided if warranted.
2. Provides innovative and creative plan design and layout.
3. Provides a variety of housing types, densities and open space.
4. Identifies areas as mixed use and/or depicts areas that are buffer areas to comply with Chapter 17.50 (Residential/Nonresidential Interface), where a proposed PD Plan is adjacent to residential property, as that term is defined in Chapter 17.50, or, for residential developments, where the proposed PD Plan is adjacent to nonresidential property, as that term is defined in Chapter 17.50.

Analysis: The proposed Planned Development Plan meets this criterion. The proposed nonresidential development is subject to the Residential/Nonresidential regulations, and the Planned Development Plan proposes additional standards that exceed those standards by providing a larger setback than required and a height step-back to further ensure an appropriate transition to the adjacent residential area. The proposed zoning provides a mix of integrated medical office opportunities for the Town.

C. Circulation and connectivity.

1. Provides an adequate circulation system in terms of capacity and connectivity, which is designed for the type of traffic generated, safety, and separation from living areas, convenience, accessibility, noise and exhaust control.
2. Provides for emergency vehicle access.
3. Accommodates an adequate, functional and safe street system for vehicular traffic generated by the development and passing through the development.
4. Provides for pedestrian and bicycle traffic in a safe and convenient manner, separation from vehicular traffic, and access to points of destination and recreation.

Analysis: The proposed Planned Development Plan meets this criterion. The PDP provides a vehicular entrance into the site and vehicular circulation within the site

D. Services, phasing and off-site impact.

1. Addresses fiscal impact of the project.
2. Provides an appropriate phasing plan which minimizes unnecessary utility extensions and adequately addresses other fiscal concerns of the Town.

3. Adequate water resources have been conveyed or purchased. Existing or proposed water and wastewater systems can support the proposed development pattern, uses and density.
4. Existing or proposed stormwater systems can support the development and will comply with applicable regulations. Provides phased improvements in a logical and efficient manner.
5. Provides adequate consideration to the future extension of streets and utilities to adjacent properties.
6. Identifies and appropriately mitigates all traffic impacts, on- and off-site.

Analysis: The proposed Planned Development Plan meets this criterion. The PDP 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 trails, parks, recreation and open space.
2. Provides an adequate trail system in terms of internal circulation and appropriate external connections.
3. Provides functional open space for recreation, views, density relief, convenience, function and preservation of natural features, including significant tree stands, ridges, and stormwater areas. Open space reservations and public land dedications are of an appropriate configuration and location within the site and comply with any applicable requirements of Chapter 16.08, CRMC and this Title.

Analysis: The proposed Planned Development Plan meets this criterion. The original Planned Development Plan for this property meets the required land dedication. This plan provides pedestrian walkways which connects each lot to the public right-of-way.

F. Preservation of Natural Features.

1. Demonstrates sensitivity and limits disturbance to the site in terms of plan design and density to the site's major environmental characteristics including drainageways, topography, view sheds and vegetation.
2. The proposed PD Plan and zoning accommodate the Skyline/Ridgeline Protection Regulations in Chapter 17.48 and reasonably mitigates visual impacts upon off-site areas.
3. Consideration shall be given to wildlife impacts in the layout of open space areas. Where designated threatened or endangered species are present, the development must conform to all applicable state and federal restrictions and permitting requirements.

Analysis: The proposed Planned Development Plan meets this criterion. The plan is currently part of a developed area within the Town. The proposed development provides redevelopment opportunities that meet the character of the existing area.

Budget Impact

The proposed zoning will generate review fees. In addition, there impact fees required at the time of future site plans, plats and subdivision improvement obligations that will offset Town costs.

Findings

All staff review comments and external referral comments have been addressed. Staff finds the proposed Meadows Medical Planned Development Plan and Zoning Regulations

- Generally conforms with the objectives of the Town Vision and the Comprehensive Master Plan,
- Meets the review and approval criteria of the Municipal Code, Chapter 17.32 and Chapter 17.34 for a Planned Development Plan

Recommendation

The Planning Commission voted 7 – 0 to recommend approval to Town Council of the Meadows Medical Planned Development Plan at a public hearing held on February 12, 2026.

Proposed Motion

Option 1: Approval

“I move to approve the Planned Development and Zoning Ordinance, as introduced by title.”

Option 2: Approval with Conditions

“I move to approve the Planned Development and Zoning Ordinance, 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: Ordinance
- Attachment C: Planned Development Plan
- Attachment D: Joint Use of Parking Study
- Attachment E: Public Input
- Attachment F: TIS
- Attachment G: Neighborhood Meeting Summaries