



# Development Services

Building \* Planning \* Zoning

Implementing the Community Vision through Development Activities

## *Development Tales by the Director*



Bill Detweiler, Director  
Development Services

*"I may look like a casual, laid-back kinda guy, but it's a like a never ending 3-ring circus in my head."*

*~~ Steven Wright*

***D**ur department goals are to provide outstanding customer service, grow the tax base and create a quality business climate, all while maintaining a calm and professional approach towards our development community partners*

*and Town residents. But, oh boy, the wheels of progress are turning rapidly and have been doing so for the past 4+ years. It keeps us active, mentally sharp and perpetually optimistic about the great things 2016 will bring to our team. So don't let our outwardly calm appearance fool you ... the Development Services Department is a busy place.*

***T**he Growth and Development Policy approved by Town Council provides guidance to staff and defines the need for growth, the need for continued analysis and improvement in our policies and goals, and the desire to be recognized as a leader in community development activities within the Denver metro area, the Colorado Front Range and the western region of the U.S. We openly accept this challenge, and as 2015 comes to a close, we are extremely proud of what we have accomplished to date and proud of the new partnerships we developed and the existing partnerships strengthened this past year.*

For the latest in development activity,  
please visit:

[www.CRgov.com/DevelopmentActivity](http://www.CRgov.com/DevelopmentActivity)

# DEVELOPMENT TALES



*ata provided throughout the report shows a consistent trend of high residential and commercial growth in the community. As of November 30, we issued 814 residential permits and anticipate issuing approximately 850 permits by December 31. Our commercial permit numbers are significantly higher than 2014, mostly due to activity in Blocks 7 & 8 (properties adjacent to Meadows Parkway) at the Promenade site. We anticipate commercial activity will continue at a rapid pace through continued development at Promenade, specifically when larger projects pull permits in 2016, such as Sam's Club, King Soopers Market Place and Block 1 Commercial development adjacent to I-25.*



*e are thankful that investment in Castle Rock is at an all-time high and our development community partners are achieving success towards building a high quality community.*



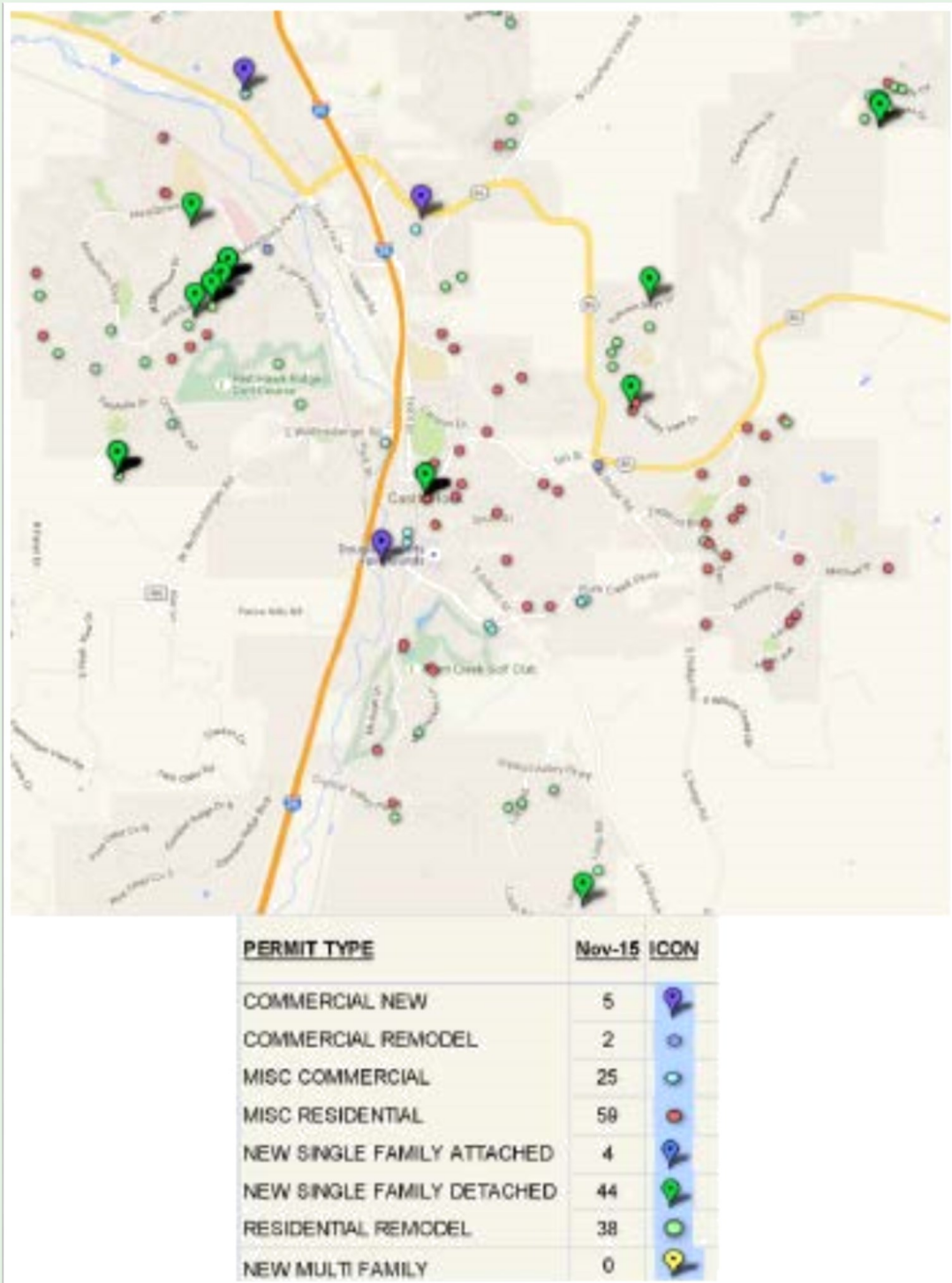
*wish everyone a safe and enjoyable Christmas and New Year holiday season.*



# PERMIT ACTIVITY MAP

Below is a town-wide map depicting permit and construction activity for the month of November, 2015. December's map will show the cumulative activity for the year. Our goal is to show the areas of Town where the most, or least activity, is occurring.

To view this map online, please visit: [CRgov.com/buildingreports](http://CRgov.com/buildingreports)



Implementing the Community Vision through Development Activities

# WHAT'S NEW - PEOPLE

## Please Make Welcome ...

In November, Development Services welcomed Diane Maki, Permit Specialist, and Julie Parker, Sr. Office Assistant.

**Diane Maki**, Permit Specialist, comes to us from Douglas County Division of Motor Vehicles where she worked as a Motor Vehicle Specialist / Driver's License Examiner. She also has previous experience in the banking industry and human relations. Diane has a Bachelors of Science Degree in Business Administration from the University of Colorado at Denver, and she is adroit at American Sign Language having also worked as an interpreter for the hearing impaired.



Diane Maki  
Permit Specialist

Diane has been a resident of the Town since 1997, and she has two grown sons. She enjoys hiking in the Colorado mountains and crafting.



Julie Parker  
Sr. Office Assistant

**Julie Parker**, Sr. Office Assistant, joins DS from the Douglas County School District where she served for six years performing various administrative functions including Registrar, managing student enrollment, grades and truancy. While at the School District she was nominated for an "Apple Award," an award for excellence in customer service. Formerly, she was the Administrative Assistant to the Customer Service Director for Synthes in Paoli, Pennsylvania, where she also performed recording secretary duties. Finally, Julie worked four years at the Castle Rock Recreation Center as a Customer Service Representative / Manager on duty.

Julie and her family also reside in Castle Rock. She is married with two children who attend Castle View High School. Julie and her family like to camp, hike and generally enjoy the outdoors. Julie is currently keeping busy teaching her son to drive and following her daughter's competitive softball schedule.

## 33rd Annual Demography Meeting



Teri Whitmore, Planning Manager, hosted a webinar presentation of the 33rd Annual Demography Training Session presented by the State of Colorado Department of Local Affairs on November 6th.

Attendees were able to watch the session presented by the Colorado Demographer's Office and earn Continuing Education Credits.

Teri Whitmore  
Planning Manager



# WHAT'S NEW - PEOPLE

## Development Services Technician

On November 4th, Joseph Montoya made the following announcement:

*"I have the distinct pleasure to announce that Dena Paulin has been selected to fill the new Development Services Technician position effective November 2nd. Dena joined the Building division as a Permit Technician in February, 2013. Dena stood out as the most qualified candidate for the new Development Services Technician position because of her energy, enthusiasm and professionalism. I am confident that Dena will welcome the challenges presented by her new position and continue to be a great asset to the DS team."*



Dena Paulin  
Development Services  
Technician

## Ring the Bell for Café Rio!



Sean Davin, Construction Project Manager, noted on November 13th:

*"If you didn't know, Café Rio received a TCO on Monday and is open to the public. I want to ring the bell loud for our Building Division folks and the Fire and Rescue team. They all chipped in, worked after hours and some weekends to get this new eatery open to our*

*citizens and the traveling public. Thanks!!"*



Sean Davin  
Construction Project  
Manager

## Colorado Association of Permit Technicians



On November 18th, Joseph Montoya, Chief Building Official, and Lynda Halterman and Diane Maki, Permit Specialists, attended the meeting of the Colorado Association of Permit Technicians hosted by Boulder County and held at the Boulder County Courtroom Annex. In addition to the group's regular business meeting, the educational session entitled, "Marijuana Facilities and the Building Code," included an overview of the



building codes related to marijuana grow facilities, extraction processes and retail sales of marijuana products and was designed to give participants the tools necessary to properly evaluate building plans for code compliance.

Implementing the Community Vision through Development Activities

# WHAT'S NEW - PEOPLE

## DS Admin Team Hosts Town A-Team

On November 19th, the DS Admin Team (Denise Hendricks, Administrative Supervisor; Pam Cox, Sr. Office Assistant; Sharon Chavez, Sr. Office Assistant and Julie Parker, Sr. Office Assistant) along with Sara Ruby, Finance Administrative Assistant, hosted the Town's A-Team's November meeting. The group treated the A-Team to a hot chocolate bar with numerous choices to make a custom hot chocolate along with baked treats. The meeting included a conversation with Dave Corliss, Town manager, a roundtable and a holiday mug exchange.



Sara Ruby, Administrative Assistant, Finance; Pam Cox, Sr. Office Assistant; Denise Hendricks, Administrative Supervisor; Sharon Chavez, Sr. Office Assistant and Julie Parker, Sr. Office Assistant



Implementing the Community Vision through Development Activities

# KUDOS

## Appreciations Conveyed



Mary Shaw  
Zoning Manager

In response to their requested variance being granted at the November 5th Board of Adjustment meeting, Kevin and Melanie Vezzani wrote to Mary Shaw, Zoning Manager,

*“Thank you, thank you! We are so very grateful for all of your assistance. Your guidance and professionalism made all the difference for our process in obtaining a variance. It has been so good to meet and work with you and we look forward to seeing you around town!”*

Debra Back and James Murray, also granted a variance at the Board of Adjustment meeting, noted to Mary Shaw, Zoning Manager:

*“... thank you for your help and support in obtaining the variance so we can build a 2-car garage. It is greatly appreciated.”*

**High five to Mary!**

## New ICC Certification

On November 24th, James Sanchez, Building Inspector, passed the ICC certification exam for Residential Building Inspector.



The ICC certification exams are not easy tasks. The exams are difficult and require many hours of preparation.

*“The International Code Council is a member-focused association dedicated to developing model codes and standards used in the design, build and compliance process to construct safe, sustainable, affordable and resilient structures. The ... codes published by ICC, provide minimum safeguards for people at home, at school and in the workplace.” [www.iccsafe.org](http://www.iccsafe.org)*



James Sanchez  
Building Inspector

**Hats off to James!**



# KUDOS

## Kudos from Colorado Commercial Contracting, Inc.

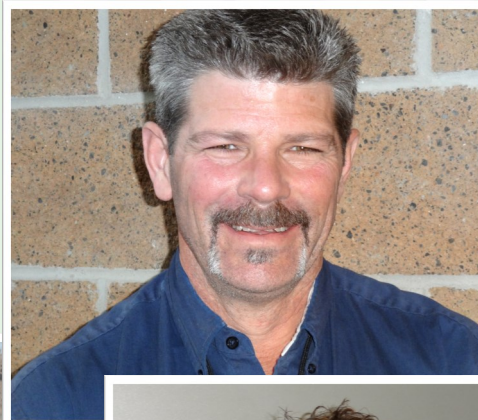
Cleve Brown, President of Colorado Commercial Contracting, Inc., wrote to Bill Detweiler, DS Director, on November 23rd:

*"I would like to express my thanks to your department during the recent construction of Kneader's Bakery & Café in Castle Rock.*

*It was a pleasure working with Joseph Montoya, Chief Building Official; Tim Moroney, Building Inspector Supervisor; and Marshall Hall, Combination Building Inspector, to get input and inspections in a timely and professional manner. Tim and Marshall went above and beyond to make sure Colorado Commercial Contracting, Inc., completed this project successfully and on time. Joseph even took time from his weekend to provide an inspection on a Saturday...*

*Additionally, working with Sean Davin, Construction Project Manager, could not have been better. Sean constantly provided information to CCC making the close out and issuance of the Certificate of Occupancy a breeze.*

*I have worked all over the country, and I can say without a doubt your department is one of, if not the best, I have experienced. Job well done!"*



From the upper left:  
Joseph Montoya, Chief Building Official; Marshall Hall, Combination Building Inspector; Sean Davin, Construction Project Manager and Tim Moroney, Building Inspector Supervisor

**Great job,  
Joseph, Marshall,  
Tim and Sean!  
You represent DS  
well!**



# KUDOS

## Guest Bell Ringer for Tokyo Joe's!



Lynda Halterman  
Permit Specialist

Development Services received the following announcement on November 18th from Sean Davin, Construction Project Manager:

*"I have a guest bell ringer today for Tokyo Joe's - it's Lynda Halterman, Permit Specialist. Way to go, Lynda! Lynda has been instrumental in issuing the Certificate of Occupancy today for Tokyo Joe's. She has shown the utmost in professionalism and outstanding customer service. Lynda has proven to be a valuable asset for the Development Services team, and I have received nothing but praise from the general contractor on her assistance. I'm astounded every day by the Development Services staff. We all are true*

*professionals, and yes, nice people, too! Remember, sometimes it's the 'little' things that people remember about us, which in turn makes a 'big' impression. Big shout out to Lynda! Oh yeah, Tokyo Joe's is open."*



**Way to go, Lynda!**



The 78th Annual  
Starlighting was held  
November 23rd

Photo courtesy of Castle  
Rock Chamber of  
Commerce

# WHAT'S NEW - PROJECTS

## Promenade at Castle Rock Plat Amendment No 3

Promenade at Castle Rock, LLC, submitted a replat of the 46.5-acre areas known as Blocks 2 and 3. This plat will adjust the dimensions on the existing 3 lots, tracts and right-of-ways in these areas. The plat is under administrative review and no public hearings are required.



## Promenade at Castle Rock, Block 1, SDP Amendment

Promenade at Castle Rock, LLC, submitted an Amendment to the Site Development Plan for Block 1 to add Building "C-2" to the planned development. Building C-2 is approximately 4,400 square feet. The previous Block 1 SDP noted the Building C-2 location and all associated parking and landscaping. This SDP Amendment to add Building C-2 is under administrative review and does not require public hearings.

## Promenade at Castle Rock, Block 3B, Multi-Family Construction Plans

Embrey Partners has submitted the site construction and erosion control documents for the 15.22-acre site that has been recently approved for a 312-unit multi-family project within the Promenade site. The multi-family development area is located south of the new Castle Rock Parkway and east of Castlegate Drive East. The construction and erosion control plans are under administrative review and no public hearings are required.



## Promenade at Castle Rock, Block 8, "World of Beer" SDP

World of Beer-Castle Rock has submitted an amendment to the Site Development Plan for Block 8 to add a proposed World of Beer location at the "Building E" site within Block 8. Block 8 is located south of Lowe's. The proposed World of Beer site is approximately 6,000 square feet. The previous Block 8 SDP noted the Building E location along with all associated parking and landscaping. This SDP Amendment to add World of Beer in this location is under administrative review and will not require any public hearings.



# WHAT'S NEW - PROJECTS

## Lot 1, Block 3, Promenade, Site Development Plan

November 3rd Town Council adopted Resolution No. 2015-90 approving the Site Development Plan proposal for the new 312-unit multi-family market-rate apartment development with associated dog park and wash, bike repair shop, clubhouse, open space and landscaping. The site design is consistent with the Council approved Promenade Vision Book. The site is located southeast of the intersection of Castlegate Drive West and Castle Rock Parkway and surrounding uses include business / commercial, multi-family and Castle Rock Parkway.



Proposed Elevation

## Lot 1, Block 6, Promenade, Site Development Plan



On November 3rd, Town Council adopted Resolution 2015-91 approving the Site Development Plan proposal for the new King Soopers Marketplace with associated fueling station, drive-through pharmacy, a landscaped public gathering space and sidewalk café seating. The site design is consistent with the Council approved Promenade Vision Book. The site is located adjacent to Santa Fe (Highway 85) and south of Promenade Parkway, and surrounding uses include business / commercial areas to the north, south and east. Highway 85 bounds the site to the west.



King Soopers – Color rendering of the store entrance on east elevation

Implementing the Community Vision through Development Activities

# WHAT'S NEW - PROJECTS

## Promenade Master Signage and Wayfinding Plan

Promenade Castle Rock, LLC, requested an amendment to the Planned Development Zoning Regulations to adopt the Promenade at Castle Rock Master Signage and Wayfinding Plan (Master Sign Plan). This comprehensive sign plan was designed to increase visibility, showcase branding and tenant identification and provide directional guidance for visitors to the commercial development. The sign plan further establishes a unified design with high quality aesthetic standards for freestanding and wall signs within the Promenade at Castle Rock Planned Development.

The proposed Ordinance complies with the substantive intent and elements of all pertinent Town policies and codes. The Master Sign Plan meets the standards of the Promenade at Castle Rock Architectural Standards and Promenade Vision Book, as approved by Town Council.

Planning Commission held a public hearing on November 12, 2015, and voted 4 to 1 to recommend approval of the proposed amendment to Town Council. On December 1st, Town Council voted to approve this Ordinance on second reading.



Artist's Rendition of Proposed Monument Sign

# WHAT'S NEW - PROJECTS

## Alberta Development Announces Promenade Tenants

Alberta Development Partners, LLC, announced the first round of tenants for the Promenade at Castle Rock on November 2nd. This \$177 million project is one of the largest retail developments in the United States. Existing and future tenants include:

- ◆ Tokyo Joe's
- ◆ Café Rio
- ◆ MAD greens
- ◆ MOD Pizza
- ◆ Smashburger
- ◆ Jersey Mike's Subs
- ◆ AT&T
- ◆ Bar Nails & Spa
- ◆ Elements Massage
- ◆ The Joint
- ◆ Waxing the City
- ◆ Sports Authority
- ◆ TJ Maxx / HomeGoods
- ◆ Ulta
- ◆ Berry Blendz



Don Provost, principal of Alberta Development Partners, commented, "Our lineup of tenants will bring new dining options and services to the residents of the area, as well as convenient access to large-format retailers."



Implementing the Community Vision through Development Activities

# WHAT'S NEW - PROJECTS

## BOARD OF ADJUSTMENT NEWS:

### 7 N. Lewis Street

On November 5th, the Board of Adjustment held a public hearing for a Request of Variance from Zoning Regulations for 7 N. Lewis Street.

The Board voted 4-0 in favor to approve the request by Kevin and Melanie Vezzani for a variance from the minimum required rear yard setbacks to construct an addition to the historic single-family residence. The Board approval constituted a 7 1/2-foot variance from the minimum required 25 foot rear yard setback for principal buildings in the R-2 zone district.

### 417 High Drive

A public hearing was held November 5th before the Board of Adjustment on a Request of Variance from Zoning Regulations for 417 High Drive.

The Board voted 3 in favor, 1 opposed, to approve a request by Debra Beck for a variance from the minimum required side yard setbacks to construct an addition to the single-family residence attached garage. The Board approval constituted a 4-foot variance from the minimum required 7-foot side yard setback for principal buildings in the R-1 zone district.

## HISTORIC PRESERVATION BOARD NEWS:

### 210 Front Street - P.S. Miller House

On November 4th, the Historic Preservation Board held a public hearing on the request for a proposed SDP amendment to allow a loft-style office space above an enclosed garage.

Access stairs to an exterior entrance would be located on the south side of the building. The building will be constructed on the site of a garage that was removed several years ago, with access

provided by the existing alleyway. There is an existing office use on the property. The Board voted to approve the construction of the new, detached garage with rental space above, to be located behind an existing building in the historic Craig and Gould's neighborhood.



210 Front Street

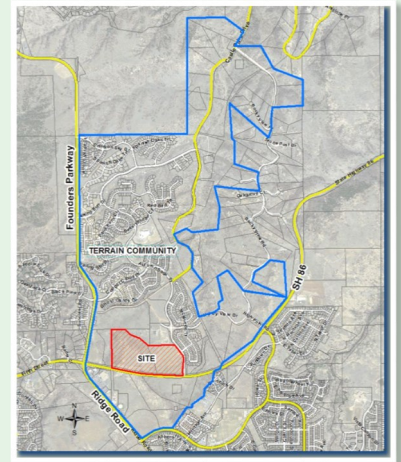
# WHAT'S NEW - PROJECTS

## PLANNING COMMISSION NEWS:

### Terrain Filing 2, Site Development Plan (SDP)

A public hearing was held before the Planning Commission on November 12th regarding the Site Development Plan (SDP) for Terrain Filing 2. The proposed SDP includes approximately 60 acres and is located within the Terrain community. The application proposes 155 single-family detached homes within approximately 21 acres while leaving about 55% of the site for open space. This residential development is the implementation of the next planned phase within the Terrain community. Planning Commission voted 5-0 to recommend this item to Town Council.

Town Council adopted Resolution No. 2015-96 on December 1st approving the proposed SDP.



Site Location Within Terrain

### Criteria Revision for Board of Adjustment

Also on November 12th, the Planning Commission held a public hearing regarding the amendment of Section 17.06.020.B.2 of the Castle Rock Municipal Code to revise the criteria for approval of a variance by the Board of Adjustment. The Town's Municipal Code provides the Board of Adjustment with the power to hear and decide appeals from, and review any order, requirement, decision or determination made by an administrative official charged with enforcement of zoning and sign regulations. The purpose of this amendment is to better define and more thoroughly articulate the basis for the Board of Adjustment's findings and decisions related to requests for variances. The members of the Board are in favor of this amendment. The Planning Commission voted 5-0 to recommend approval of this Ordinance to Town Council. The second reading of this Ordinance will be heard before Town council on December 15th.



# CONTRACTORS LUNCHEONS

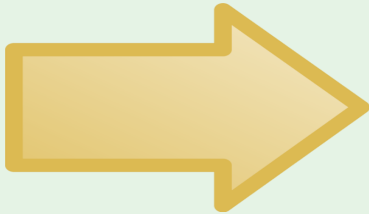
## November Contractors Luncheon

The November 12th luncheon, sponsored by TriPointe Homes, included the following topics of discussion:



- New bonding procedures and fees by David Van Dellen, Storm Water Manager, Utilities
- MXU procedures by Nikki Hoyt, Meter Services Supervisor, Utilities;
- A presentation on Skyline / Ridgeline Inspections by Lenore Bennett, Zoning Inspector, and Tim Moroney, Building Inspector Supervisor; and
- A summary of the building division's year-end by Joseph Montoya, Chief Building Official.

The next contractors luncheon is scheduled for:



- Thursday, January 14, 2016
- 11:30 am to 1:00 pm
- Council Chambers, 2nd Floor, Town Hall

Start your year out right by attending or sponsoring a luncheon. Our Permit Specialists, Lynda Halterman and Diane Maki, will be happy to assist you. Please contact our Building Counter at [buildingcounter@CRgov.com](mailto:buildingcounter@CRgov.com) or 720-733-3527.



Implementing the Community Vision through Development Activities



# WHAT'S NEW - GENERAL

## Home Tour for 50-Plus Age Group

The Best 50-Plus Home Tour, held November 20th through December 6th, takes note of three communities in Castle Rock that cater to this age group with low maintenance, ranch-style home plans. Mark Samuelson, columnist for Denver Post, mentioned the Town in his article of November 28th reviewing the home tour and specifically cited Diamond Head at Plum Creek by Lokal Homes.

To view the Denver Post article in its entirety, please visit: [http://www.denverpost.com/ci\\_29172018/builders-this-weekends-best-50-plus-homes-tour?source=infinite-up](http://www.denverpost.com/ci_29172018/builders-this-weekends-best-50-plus-homes-tour?source=infinite-up)

For more information on the “Best 50-Plus Communities” and to view the 2015 home tour map, please visit: <http://www.best50pluscommunities.com/>



## Omni Tributary Channel Realignment Construction Plans

Rivers Development, Inc., has submitted a set of construction drawings to realign and stabilize approximately 950 feet of the Omni Tributary channel that runs adjacent to their Wolfensberger Apartment site. This site is located at the northwest corner of Wolfensberger Road and Red Hawk Drive. This channel realignment is also being permitted through the U.S. Army Corps of Engineers.

These construction plans are under administrative review and will not require any public hearings.

# WHAT'S NEW - GENERAL

## The Denver Post - On The Home Front

November 7th found Town of Castle Rock being noticed by Mark Samuelson of the Denver Post. In Mr. Samuelson's column, On The Home Front, he took note of the grand opening of KB Homes' Siena at Castle Rock. This project, located roughly at Front Street and Woodlands Boulevard, is noted for its attentiveness to ranch-style home plans and the fact that the neighborhood will be in walking distance to both Renaissance Expeditionary School and Douglas County High School and also to the Castle Rock Recreation Center.

To view the entire article, please visit: [http://www.denverpost.com/ci\\_29079587/at-prices-from-high-300s-kb-home-grand](http://www.denverpost.com/ci_29079587/at-prices-from-high-300s-kb-home-grand)

Happy  
Holidays



To view public notices, please visit:  
[CRgov.com/notices](http://CRgov.com/notices)

For planning questions, please email:  
[Planning@CRgov.com](mailto:Planning@CRgov.com)

For zoning questions, please email:  
[Zoning@CRgov.com](mailto:Zoning@CRgov.com)

To view building info, please visit:  
[CRgov.com/building](http://CRgov.com/building)

For code information, please visit:  
[CRgov.com/CodeCentral](http://CRgov.com/CodeCentral)

*"The pessimist complains about the wind,  
the optimist expects it to change,  
the realist adjusts the sails."*

~~ William Arthur Ward  
American Writer (1921 - 1994)

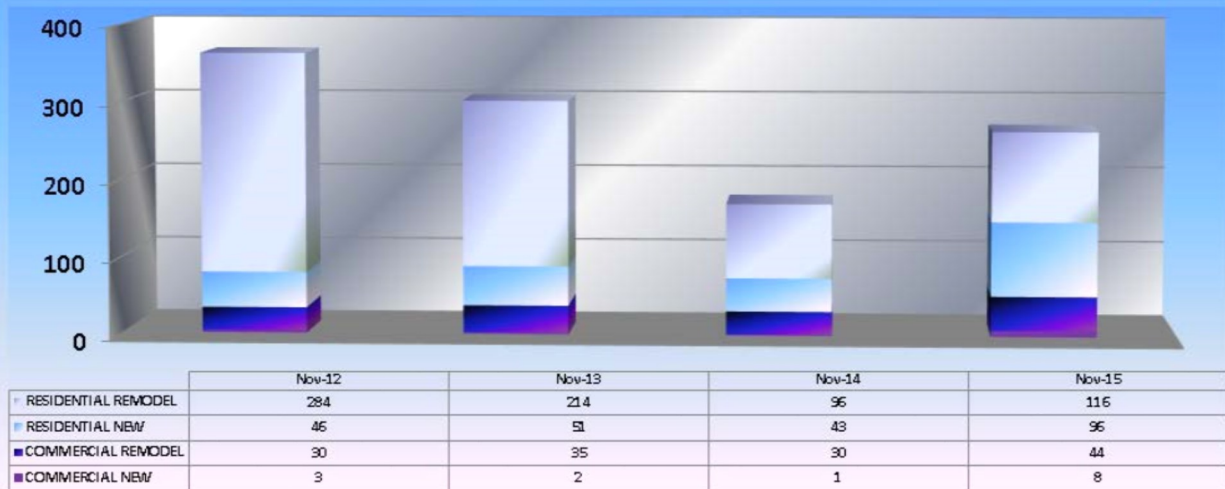
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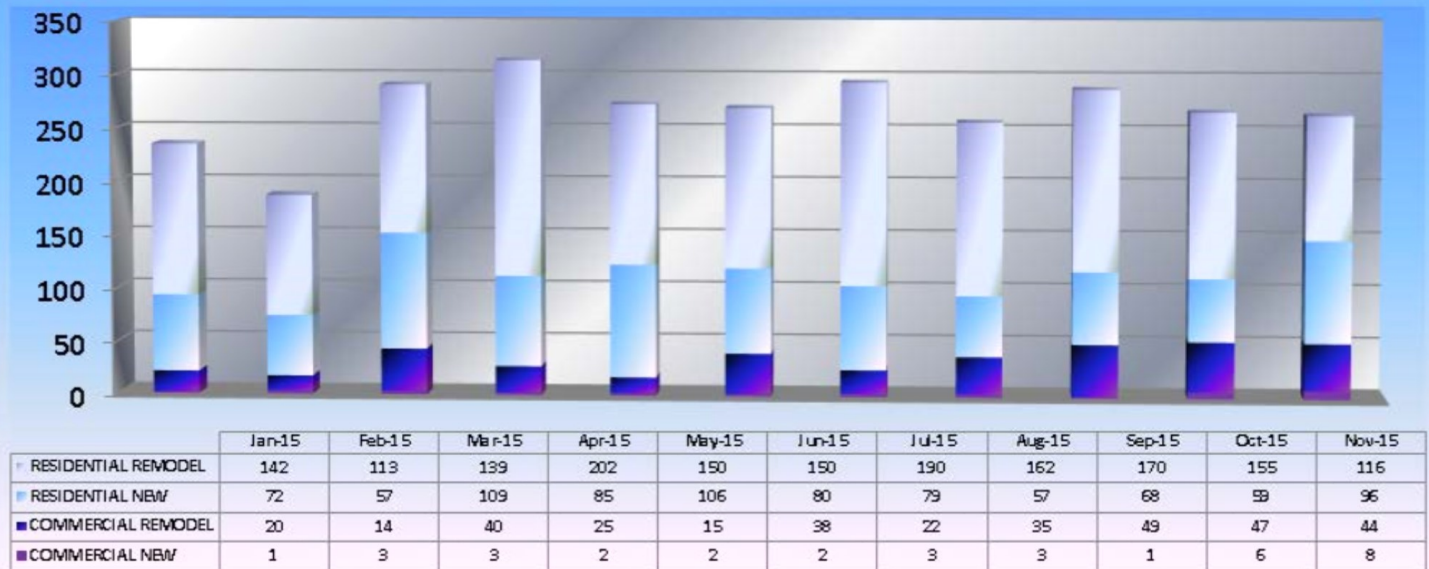
# CORE SERVICE LEVELS

## Building Division

**BUILDING PERMIT APPLICATIONS RECEIVED  
NOVEMBER 2012-2015**



**BUILDING PERMIT APPLICATIONS RECEIVED  
THROUGH NOVEMBER 2015**

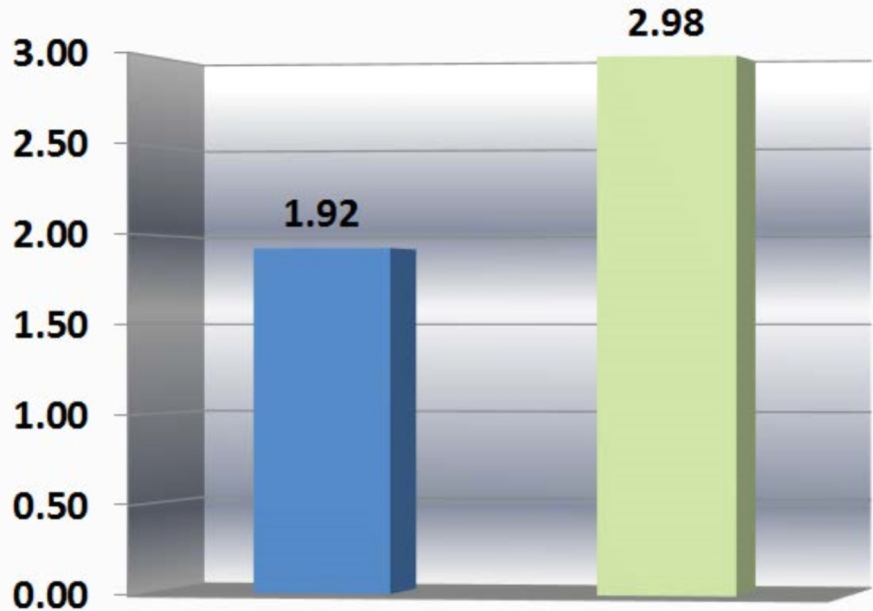


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# CORE SERVICE LEVELS

## Building Division

MONTHLY FEES COLLECTED IN DEVELOPMENT SERVICES (\$MILLION)  
UP 55% FROM LAST YEAR



	Nov-14	Nov-15
Total	1.92	2.98

BUILDING PERMIT REVIEW  
NOVEMBER 2015



	COMMERCIAL TENANT (W/IN 10 BUS. DAYS)	DECK & BASEMENT (W/IN 5 BUS. DAYS)	RESIDENTIAL MASTER PLAN (W/IN 20 BUS. DAYS)
ON TIME	1	44	19

# CORE SERVICE LEVELS

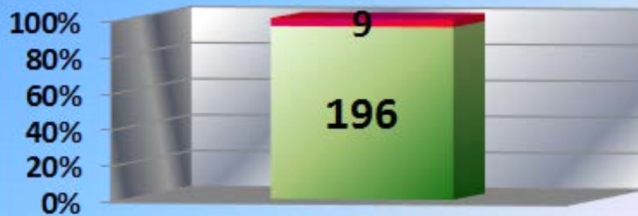
## BUILDING PERMITS ISSUED UP 20%



	NOV 2014	NOV 2015
Total	208	249

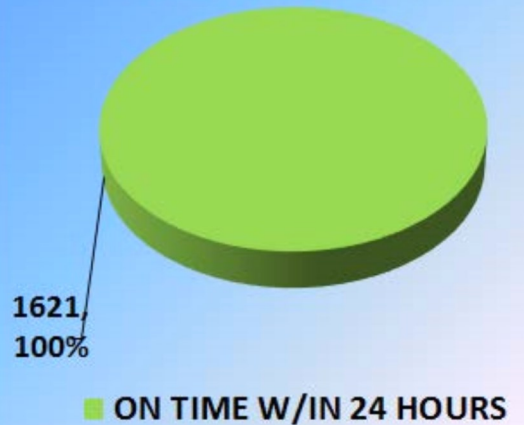
**Building  
Division**

## FEEES CALCULATED (W/IN 3 DAYS) 9 late due to staff shortage



	Nov-15
LATE	9
ON TIME	196

## BUILDING INSPECTIONS NOVEMBER 2015



**Implementing the Community Vision through Development Activities**

# CORE SERVICE LEVELS

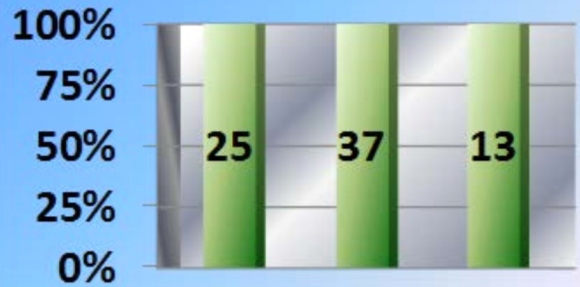
## Code Compliance

**BUS. LICENSES REVIEWED  
(W/IN 7 BUS. DAYS)**



	Nov-15
■ LATE	0
■ ON TIME	13

**BUS. LICENSES REVIEWED  
(W/IN 7 BUS. DAYS)**



	Nov-13	Nov-14	Nov-15
■ LATE	0	0	0
■ ON TIME	25	37	13

**CODE COMPLAINT  
RESPONSES  
(W/IN 2 BUS. DAYS)**



	Nov-15
■ LATE	0
■ ON TIME	16

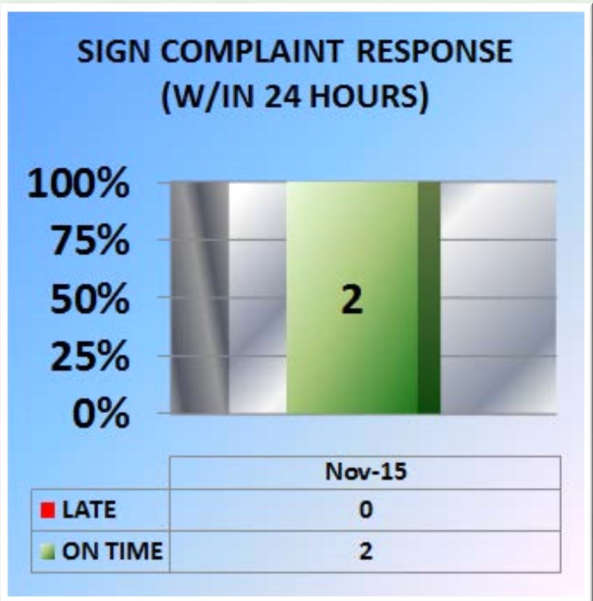
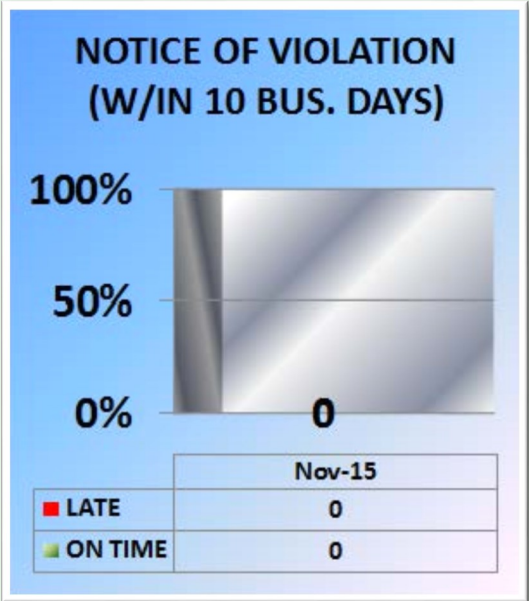
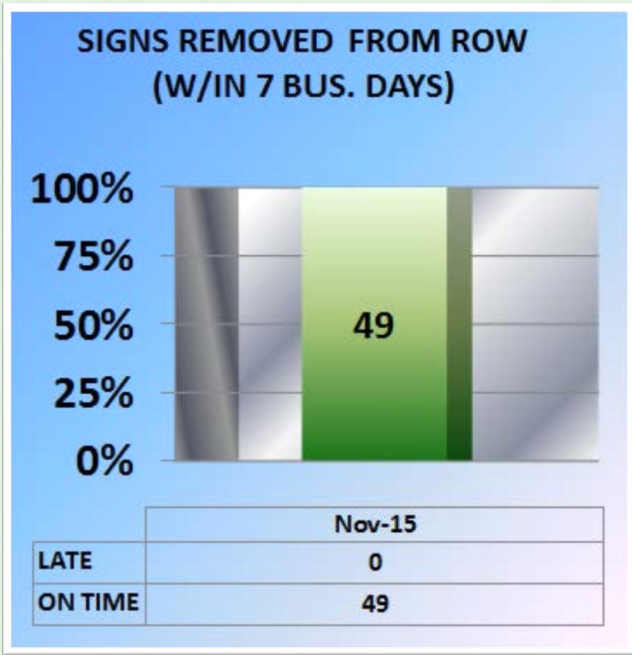
**SIGN PERMIT REVIEW  
(W/IN 14 BUS. DAYS)**



	Nov-15
■ ON TIME	9

# CORE SERVICE LEVELS

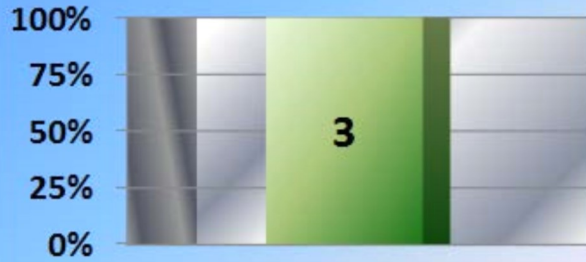
## Code Compliance



# CORE SERVICE LEVELS

**Zoning  
Division**

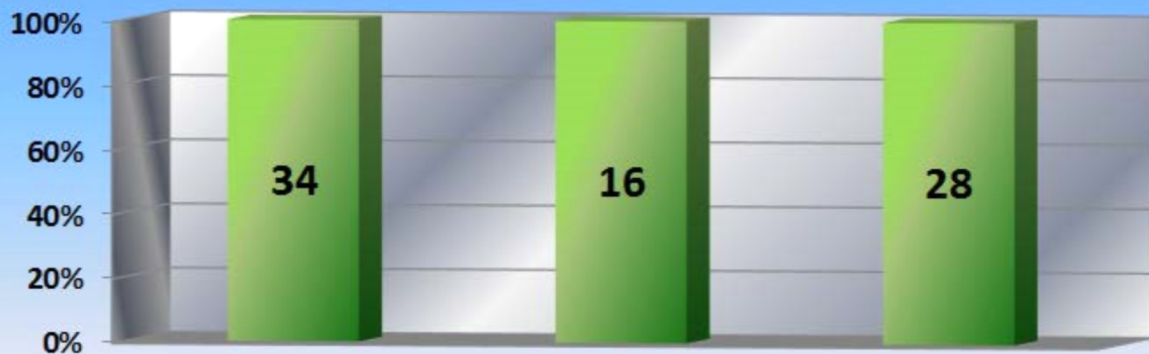
## TEMPORARY USE PERMITS ISSUED



	Nov-15
LATE	0
ON TIME	3

**Planning  
Division**

## PLANNING REVIEW TIMELINES NOVEMBER 2015



	1ST REVIEW	2ND REVIEW	3RD REVIEW
ON TIME	34	16	28

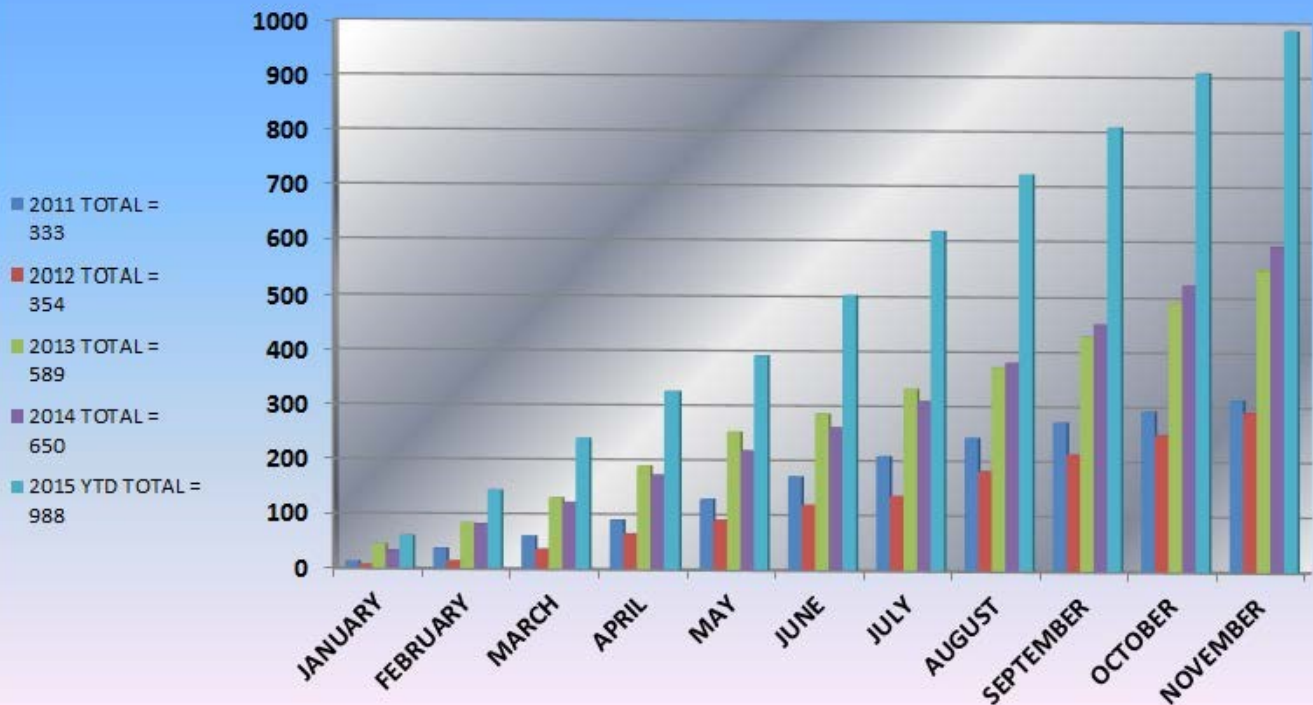
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# DEVELOPMENT ACTIVITY

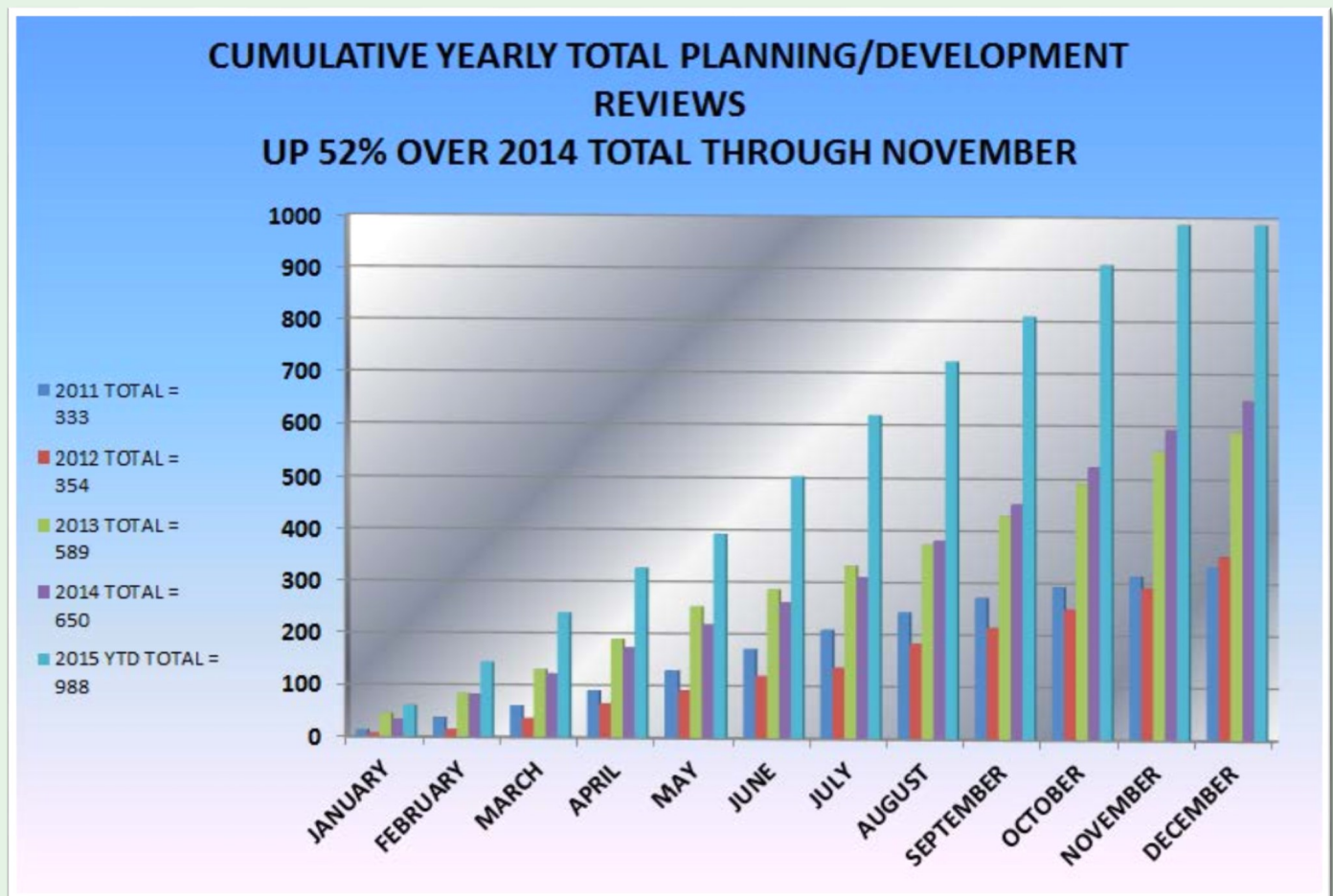
## Planning Division

### CUMULATIVE YEARLY TOTAL PLANNING/DEVELOPMENT REVIEWS THROUGH NOVEMBER UP 52% OVER 2014 TOTAL THROUGH NOVEMBER



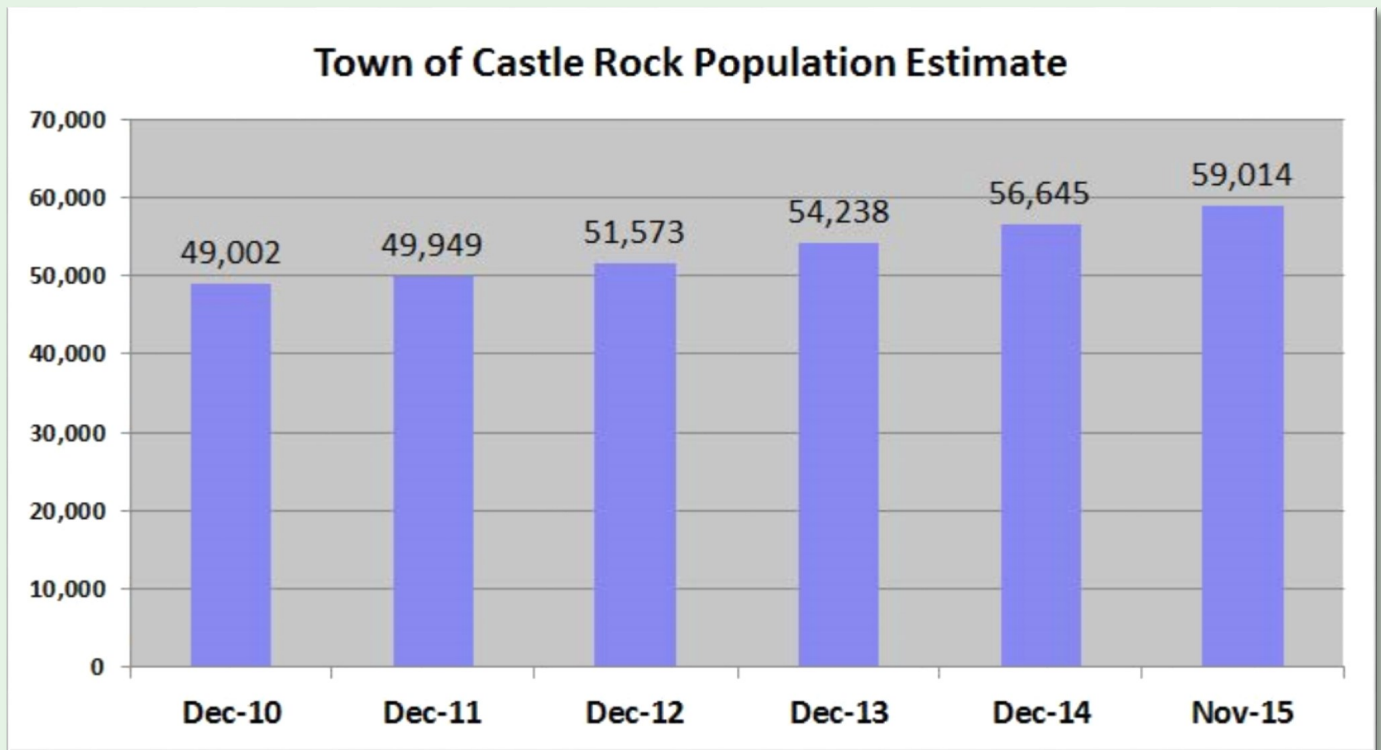
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# DEVELOPMENT ACTIVITY



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# POPULATION ESTIMATE



Implementing the Community Vision through Development Activities