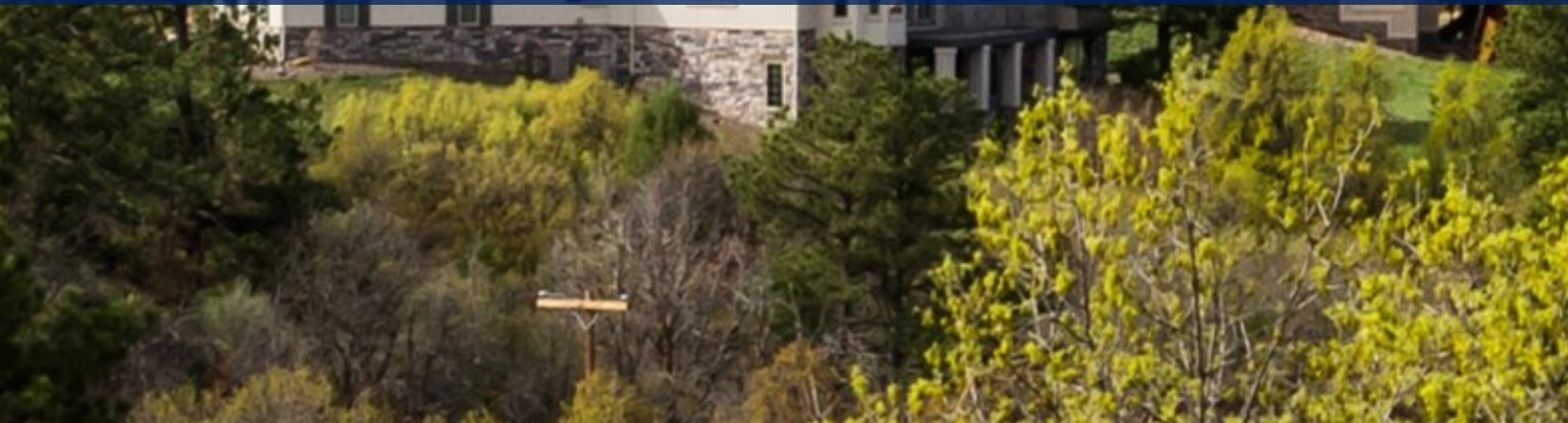




# Development Services

## November 2024 Monthly Report





# Development Services

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## Inside this issue:

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



Photo of The View project.



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](#).

## News from the Director

When houses or commercial buildings are constructed in Castle Rock, builders and developers are required to pay impact fees to the Town of Castle Rock. These fees help build roads, support water infrastructure and fund parks and recreation facilities. In 2025, these fees are expected to bring in about \$38.1 million in revenue.

In comparison, the Town's main source of revenue comes from taxes, which is projected to bring in about \$104.7 million next year. The largest tax source is sales tax which is expected to bring in about \$82.7 million in revenue for the Town in 2025.



Tara Vargish, PE  
Director  
Development Services

The Town's portion of sales taxes collected on purchases made in Castle Rock helps fund essential services, including police and fire protection, road improvements and park maintenance.

Besides funding essential Town services, spending locally supports small business owners, their families and their employees.

This holiday season, gift back to your community by shopping and supporting locally.



## Staff Anniversaries, Awards and Promotions



**Congratulations to Sandy Vossler, Senior Planner,** on 20 years with the Town!



**Congratulations to Cara Reed, Neighborhood Liaison,** on receiving the **Rock Star Award!** The Rock Star Award is a “pass-around award” designed to be an employee to employee award based on observed behavior that exemplifies the Town’s values.



**Congratulations to Brett Longnecker, Building Inspector Supervisor,** on 4 years with the Town!



**Congratulations to Santi Smith, Technical Coordinator,** on 7 years with the Town!



**Congratulations to Colby Riggins, Combination Building Inspector,** on 3 years with the Town!



**Congratulations to Diane Maki, Plan Review Technician,** on 9 years with the Town!



**Congratulations to Kevin Arencibia, Combination Building Inspector,** on his promotion to Combination Building Inspector II!



**Congratulations to Adam Kindle, Combination Building Inspector,** on his promotion to Combination Building Inspector II!



**Congratulations to Vince Rapone, Combination Building Inspector,** on his promotion to Combination Building Inspector II!



**Congratulations to Michael Rankin, Combination Building Inspector,** 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!](#)

**365** surveys distributed

**19** November response

Here are some comments from our customers in November:

- “Keep up the great work! Appreciate all of your hard work and assistance!”
- “**Tammy King** was quick to respond to my question! Much appreciated!”
- “It was helpful to have our planner, **Dena Paulin**, always available to help us through the process.”
- “Your jurisdiction has been easy to work with and your personnel have been pleasant on the phone.”
- “Thank you!”

- “I spoke with **Kevin Arencibia** today and he gave me a good explanation. Very nice guy and very helpful. I appreciate you guys being that way for us Plumbers. Have a great day.” - Lanney O.
- (**Kallista Johnson** and **Jason Smith**) “I am very positively impressed with Castle Rock’s help – all of you!” - Charles K.





## 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.



### **210 Third Street, Scileppi's**

Building access design revision for addition to existing Scileppi's/Slice Works Restaurant.

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

Site development plan amendment to remodel and convert existing office building to Plum Creek Veterinary Services.

### **Dawson Trails**

Early grading erosion control design revision for Dawson Trails Boulevard South.

### **Hillside**

Site development plan for addition of amenity area, located at E. Wolfensberger Road and Grayside Circle.

### **Lanterns, Filing 3**

Erosion control plans for vertical construction of six single-family homes, located on Alumroot Street.

### **Liberty Village**

Planning Areas 9 and 10, phasing design revision for 42 single-family homes, located along Pleasant View Drive, Solano Court and Hidalgo Court.



### **Meadows, VA Community-Based Outpatient Clinic**

Landscape design revision for 25,096 square-foot VA Community-Based Outpatient Clinic, located between Dacoro Lane and Virtuoso Loop, north of Prairie Hawk Drive.

### **Meadows**

Sidewalk design revision for Meadows Town Center Townhomes/Mixed-Use project, located at Bilberry Street and Mercantile/Future Streets.

### **Meadows**

Phasing design revision for 77 single-family homes, located at Coachline and Wolfensberger Road.

### **Meadows**

Site development plan amendment for exterior lighting revision for future child care facility, located at the northern end of Lombard Street.

### **Metzler Ranch**

Erosion control plans for 2,824 square-foot convenience store and fuel canopy, located on the southeast corner of Metzler Way and Founders Parkway.

## 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

**November 7, 2024**

Meeting canceled.



### Design Review Board

**November 13, 2024**

The Design Review Board held its regularly scheduled meeting and heard a Site Development Plan for the City Hotel located at 415 Perry Street. The applicant proposed to rehabilitate the landmarked City Hotel building and build a 4-story hotel addition that would include 33 hotel rooms and restaurant, bar and retail space. The Board approved the Site Development Plan by a vote of 7 to 0.

**November 27, 2024**

Meeting canceled.



### Historic Preservation Board

**November 6, 2024**

The Historic Preservation Board held its regularly scheduled meeting and heard a Landmark Alteration Certificate for the locally landmarked City Hotel located at 415 Perry Street. The applicant proposed to rehabilitate the landmarked City Hotel building and build a 4-story hotel addition that would include 33 hotel rooms and restaurant, bar and retail space. The Board approved the LAC by a vote of 7 to 0.



### Planning Commission

**November 14, 2024**

The Planning Commission held its regularly scheduled meeting and reviewed a Use by Special Review plan for a 750 square-foot Accessory Dwelling Unit located at 295 Gordon Court. The Commission recommended approval of the application to the Town Council with a vote of 7 to 0.

**November 28, 2024**

Meeting canceled.



## Town Council

Development Services typically presents items to Town Council for approval following a thorough review and recommendations from our Boards and Commissions.

### November 5, 2024

Town Council held its regularly scheduled meeting and approved the Lost Canyon Ranch Open Space Annexation and Zoning on second reading with a vote of 7 to 0.

### November 19, 2024

Town Council held its regularly scheduled meeting and heard four Development Services items. They approved the layout and configuration for a Costco retail warehouse and fueling station within the Dawson Trails development in southwest Castle Rock with a vote of 6 to 0. The site development plan includes an approximately 159,295 square-foot retail warehouse and an 11,655 square-foot, 16-pump fueling station on the 19.7-acre site located north of present-day Territorial Road and west of the current West Frontage Road.

Town Council also granted the 104 N. Lewis Street appeal and approved the Downtown Historic Preservation Grant for the Little School on Perry Street with a vote of 6 to 0. Town Council approved the third amendment to The View redevelopment with a vote of 4 to 2.



Costco Vicinity Map



Little School on Perry Street project



# TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: November



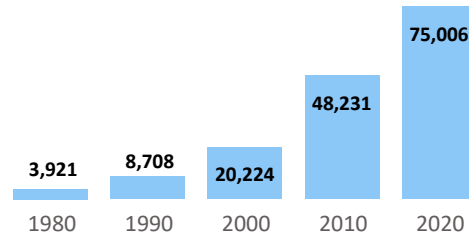
## Population

# 86,520

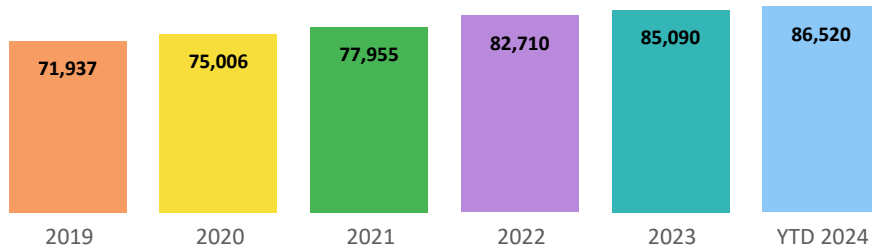
Estimated Population based on the total number of occupiable residential units



### 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.

**4** Sign Permits Issued    **3** Temporary Use Permits Issued    **24** Code Compliance Cases Opened



● Sign Compliance Responses 1    ● Notices of Violation Sent 12  
● Signs Removed from the Right of Way 356    ● Business Licenses Reviewed 20  
● Site visits 99

## 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

**7**

New Pre-Applications This Month

**93**

Year-to-Date Pre-Applications

**25%**

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

**5**

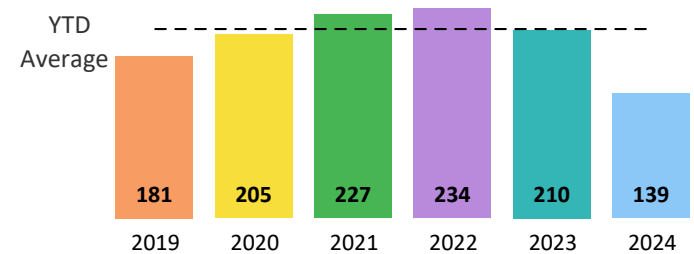
New Development Project Applications this month

**211**  
5-Year  
YTD  
Average

### Year-to-Date Development Applications

**6**

Other Project Applications this Month



### Development Reviews

#### Monthly Reviews Completed

**7**

First Reviews

**8**

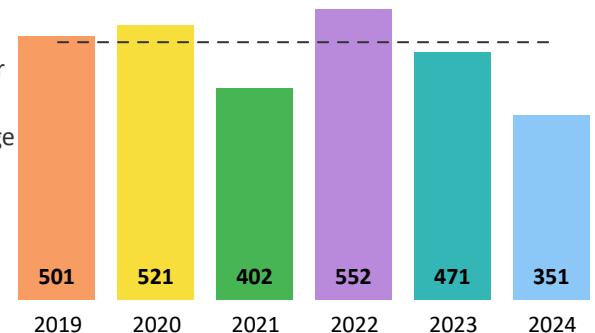
Second Reviews

**11**

Third Reviews or More

**489**  
5-Year  
YTD  
Average

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



\*on time with the exception of 8 late reviews due to being short staffed.



# TOWN OF CASTLE ROCK DEVELOPMENT SNAPSHOT: November 2024



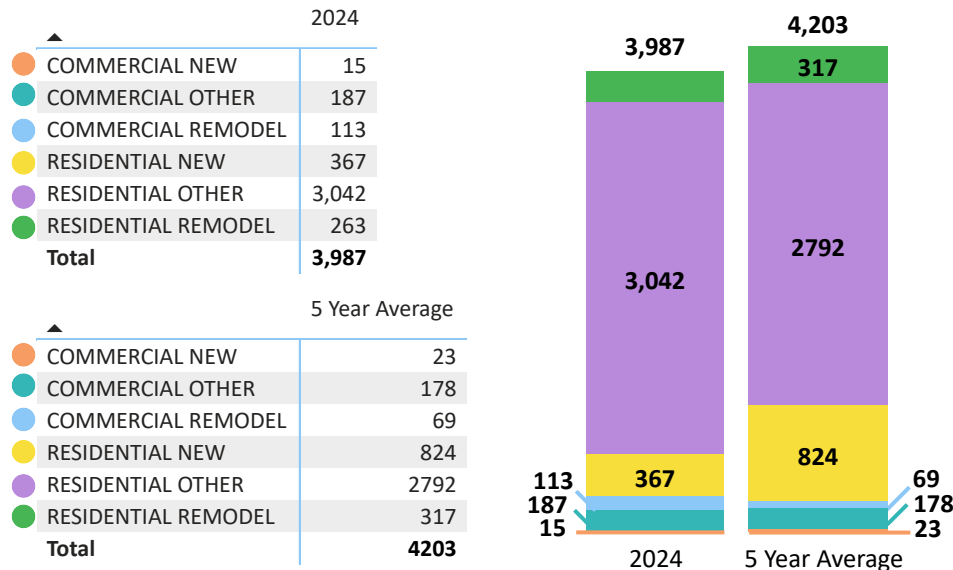
## Building Division

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 in the [Development Services' Monthly Report Archive](#).

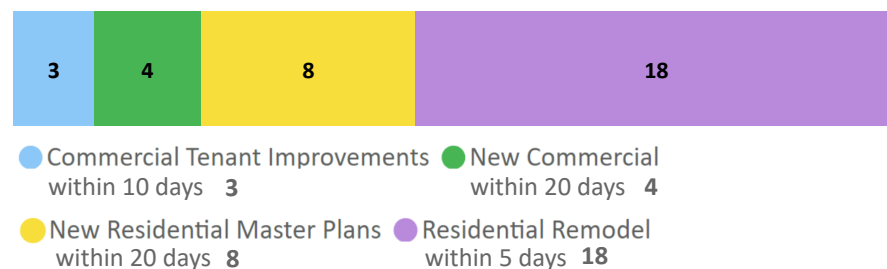
### Building Permit Applications Received

#### Year-To-Date Building Permit Applications Received



### Building Permits Reviewed

#### Monthly Building Permit Reviews by Type



84  
262  
1,507

Building Fees Calculated: 84 Within 3 days

Building Permits Issued

Inspections Completed: 1,501 Within 24 Hours

### Building Permits Issued

