

AGENDA MEMORANDUM

To: Mayor and Members of Town Council

Thru: Dave Corliss, Town Manager

From: Tara Vargish, P.E., Director, Development Services Department
Sandy Vossler, Senior Planner, Development Services Department

Title: **Crystal Valley Ranch Planned Development Plan and Zoning Regulations, Amendment No. 7** (*located north of Crystal Valley Parkway, east of Rhyolite Park and west of Lake Gulch Road*)

Executive Summary

The Ordinance was approved on first reading on January 6, 2026, with a vote of 4 in favor, and 3 opposed, with no changes.

The property subject to the amendment is located north of Crystal Valley Parkway, and east of Rhyolite Park within the Crystal Valley Ranch Planned Development (PD) (Attachment A and Figure 1). This proposed rezoning will allow a shift of the developable area of Planning Area (PA) 3A to the west by approximately 45 feet and will widen the buffer to the adjacent neighborhood. The Town is processing this amendment in compliance with conditions of a land swap outlined in a Memorandum of Understanding (MOU), recently approved by Town Council. Per the MOU, the Town will convey a 45-foot-wide strip of land (0.915 ac.) to the developer and rezone it from Public Land to residential (R-MF-24). In turn, the developer will designate 0.915 ac. of land along the east boundary of PA 3A, rezoned to Public Land, to increase the buffer between the new and existing neighborhoods (Attachment B). There are no changes to the permitted uses and development standards applicable to PA 3A. Under the amendment the overall Public Land acreage and the developable acreage of PA 3A remains the same.



Figure 1: Vicinity Map

At a public hearing held December 11, 2025, Planning Commission voted 6-0 to recommend to Town Council approval of the Crystal Valley Ranch Planned Development Plan and Zoning Regulations, Amendment 7.

Background

The properties subject to the proposed rezoning include Crystal Valley Ranch Filing 14, Block 2, Lot 1 (PA 3A) and a 45-foot-wide strip of land (0.915 ac.) located along the east side of the Rhyolite Park (Attachment C and Figure 2, highlighted in red). Rhyolite Park was annexed and zoned Public Land in 2001. Planning Areas 3A and 3 were annexed in 2006 and zoned for residential development (R-MF-24) within Crystal Valley Ranch Major PD Amendment No. 3 in 2007.

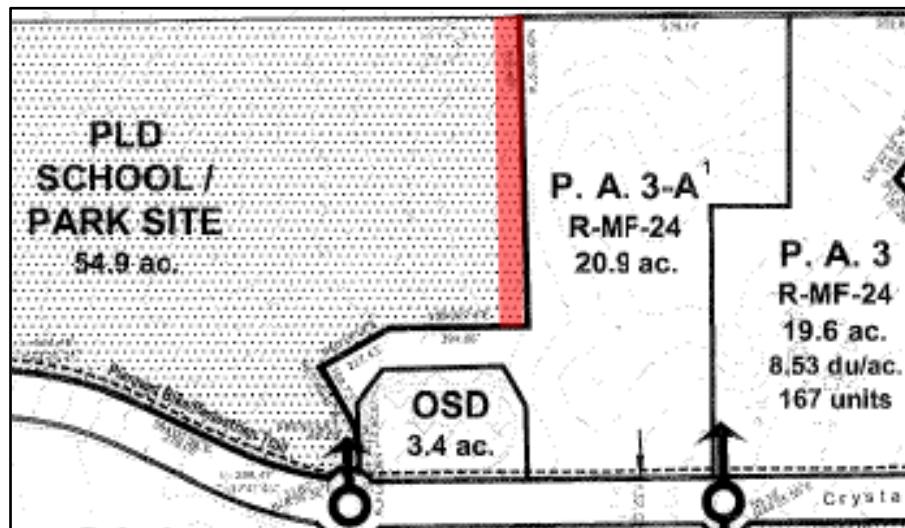


Figure 2: Crystal Valley Ranch PD Plan Amendment No. 3

Under a Development Agreement (DA) obligation, PA 3A was dedicated to the Town of Castle Rock to be held as a potential school site until such time as the Douglas County School District (DCSD) either used it for a school or provided written notice to the Town that the DCSD did not intend to use the site for a school. In early 2025, DCSD notified the Town that the site would not be used as a school site. Per the terms of the DA, upon such notification the Town was required to re-convey the property to the original owner for development under the R-MF-24.

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Figure 3: Town Council Preferred Development Plan

zoning regulations. That reconveyance occurred on October 24, 2025.

Public hearings were held before Town Council throughout the reconveyance process. During public comment, feedback from surrounding residents consistently included requests for a buffer between the two neighborhoods and limited cross-access street connections.

Town Council considered potential development options for PA 3A that would mitigate the residents' concerns. The Council favored an option that eliminated the local residential street connections to the existing neighborhood, shifted the developable area away from the existing neighborhood and included an enlarged buffer between the two neighborhoods. The preferred option is depicted in the site plan rendering in Figure 3.

Discussion

In accordance with the MOU, the Town is responsible for rezoning the 45-foot-wide strip of land, totaling 0.915 acres (Figure 4 shaded blue) from Public Land to R-MF-24, to allow the residential developable area to shift west. The Town would then swap this developable area to the developer, in exchange for the developer designating a 0.915-acre area, zoned Public Land, to enhance the buffer along the eastern boundary of PA-3A (Figure 4 shaded red). Separately, the amended PD Plan reflects the minor skyline area on the site (Figure 4 green circle).

In summary this proposed PD Amendment No. 7 will:

1. Rezone the 45-foot-wide strip on the west to match the R-MF-24 zoning of PA-3A, allowing residential development to occur on it, and
2. Rezone 0.915 acres on the east side of PA-3A as Public Land to be dedicated to the Town, providing a buffer area to the existing neighborhood to the east.

Once this PD Amendment No.7 has been approved and the 45-foot-wide strip is conveyed to the developer, future development of the site will require a Site Development Plan submittal and review, additional neighborhood meetings and public hearings before Planning Commission for recommendation, and before Town Council for final decision on the layout.

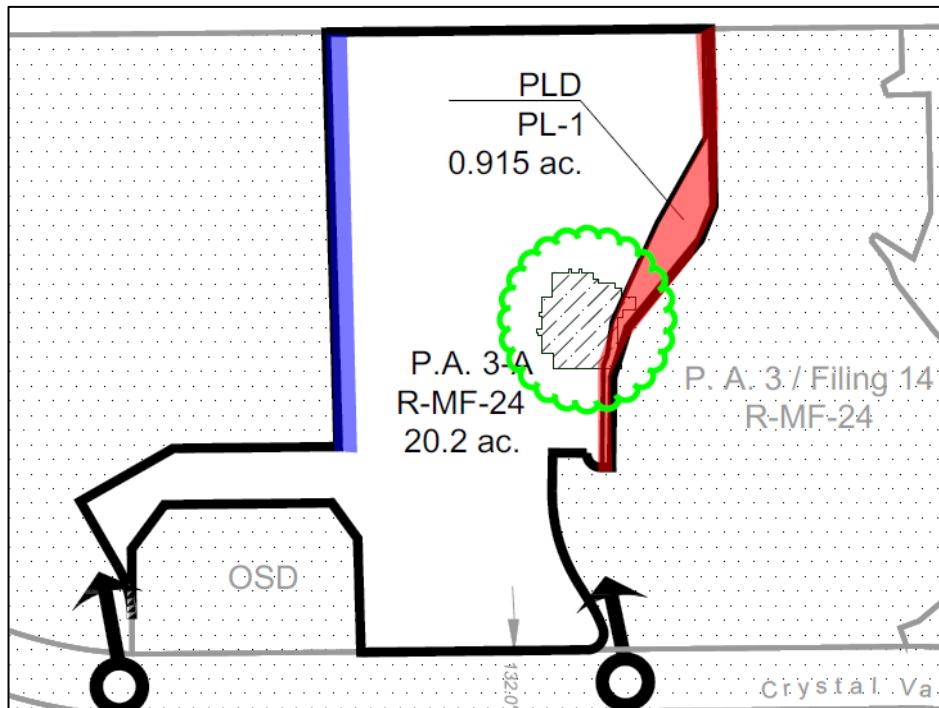


Figure 4: Proposed Amendment No. 7

The net result of this amendment is that the developable area remains approximately 21 acres, the developable area shifts away from the existing neighborhood and the permitted uses and development standards applicable to the site and the overall Public Land area in Crystal Valley Ranch remain unchanged.

Development Standards

The current zoning classification on the property is R-MF-24 (Table 1). This PD amendment carries forward the existing development standards established in the 2007 PD Amendment No. 3, with no changes. The uses and standards are the same as those applicable to the adjacent neighborhood (P.A. 3) to the east.

| R-MF-24 Use Area Development Standards | | | | |
|---|---------------------|----------------|------------------|--------------------|
| Permitted Uses | Maximum Density | Maximum Height | Maximum Coverage | Setbacks |
| Residential | | | | |
| Multifamily Apts/Condo) | 24 du/ac | 50 feet | 40% | TBD with Site Plan |
| Townhomes/Patio Homes | 12 du/ac | 45 feet | 40% | TBD with Site Plan |
| Single Family Attached/Detached | 6 du/ac | 35 feet | | TBD with Site Plan |
| Non-Residential | | | | |
| Bed and Breakfast Inn | | 50 feet | 40% | TBD with Site Plan |
| Public Schools | | 50 feet | 40% | TBD with Site Plan |
| Recreation Facilities | | 35 feet | | TBD with Site Plan |
| Swimming Pools | | 35 feet | | TBD with Site Plan |
| Private Tennis Courts | | 35 feet | | TBD with Site Plan |
| Elderly Asst Living | Per State Licensing | 35 feet | | TBD with Site Plan |

Table 1: R-MF-24 Development Standards

Interface Regulations

The Residential/Non-Residential Interface and Dissimilar Residential regulations are not applicable to the proposed Crystal Valley Ranch PD Plan and Zoning Regulations, Amendment No. 7.

Skyline and Ridgeline Protections

The Skyline/Ridgeline Protection regulations are applicable to amendment area. The minor skyline is identified on the proposed PD Plan. The 35-foot height limitation and mitigation standards established in the Municipal Code Section 17.48 will be applied at the time of the Site Development Plan submittal and review.

Open Space and Public Land Dedication

This PD Amendment No. 7 essentially transfers 0.915 acres of Public Land from the west boundary of the subject property to the east boundary.

Traffic Impact Analysis and Mitigation

The developable acreage, permitted uses, and densities allowances are not changing. A traffic compliance letter will be required with the submittal of the Site Development Plan.

Utilities

Water, wastewater, storm sewer and road infrastructure exist in proximity to this property. Necessary extensions and connections will be determined with the Site Development Plan and Construction Documents.

Notification and Outreach

Public Notice

Public hearing notice signs were posted on the property on November 19, 2025. Written notices were sent to property owners within 500 feet of the property, at least 15 days prior to the public hearing. HOA's in the area were also emailed information about the public hearings. Town staff published notice of the Town Council public hearing on the Town's website.

Neighborhood Meetings

Town held a neighborhood meeting on Tuesday, December 9, 2025, to present the proposed rezoning and two members of the public attended. During the process to re-convey PA-3A from the Town to the previous owner, Town Council held 4 public meetings to hear concerns and take feedback from residents. As a result, the Council approved an MOU that addressed many of the concerns of surrounding neighbors. For that reason, the second and third neighborhood meetings have been waived by the Town Manager.

External Referrals

External referral comments were requested by the Town from applicable external agencies. The only responding agency has been Douglas County Planning who requested the PD Zoning Regulations include setbacks and buffer to unincorporated parcels and standards that prevent a wall of small-lot homes backing to county properties. The MOU agreed to carry forward the R-MF-24 zoning standards without changes; therefore, the County preferences have not been added. Appropriate setbacks and potential buffering will be considered with the future Site Development Plan.

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 Towns' Vision, Comprehensive Master Plan and long range or master plans.
2. Complies with the site design principles of CRMC Chapter 17.10.

- Protect and provide for the public health, safety and general welfare of the Town.
- Promote orderly growth and provide for the harmonious development of the Town in accordance with the Comprehensive Plan.
- Identify, preserve and provide for open space through the most efficient design and layout of the land.
- Minimize the conflicts among the uses of land and buildings placed on the land.
- Preserve and enhance the natural beauty and topography of the Town and ensure appropriate development regarding such natural features.
- Mitigate the pollution of air, streams and ponds, ensure the adequacy of stormwater facilities, safeguard the water supply, and encourage the wise use and management of the natural environment.
- Ensure that public facilities and services are available and will have sufficient capacity to serve the development.
- Protect the character and the social and economic stability of the Town.
- Provide for the safe and efficient circulation of traffic throughout the Town, the mitigation of congestion in the streets and highways and along pedestrian ways.
- Provide for the proper location and size of streets in relationship to the adjacent development.

Analysis: The proposed PD Plan and Zoning Regulations meet this criterion. The developable acreage and zoning standards remain unchanged.

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 PD Plan and Zoning Regulations meet this criterion. The swap of Public Land allows for a wider buffer between the existing and new neighborhoods. The R-MF-24 zoning classification is consistent with the adjacent Crystal Valley Ranch neighborhood.

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 PD Plan and Zoning Regulations meet this criterion. The access points, internal road systems and pedestrian access will be finalized with the Site Development Plan. Road connections to the adjacent neighborhood have been limited per the MOU.

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 comply with applicable regulations.
5. Provides adequate consideration for 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 PD Plan and Zoning Regulations meet this criterion. The project will not be phased. The uses and densities remain unchanged. Infrastructure systems exist to support the development.

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 PD Plan and Zoning Regulations meet this criterion. The overall Public Land acreage in Crystal Valley Ranch remains unchanged.

F. Preservation of Natural Features.

1. Demonstrates sensitivity and limits disturbance to the site in terms of plan design relative 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 PD Plan and Zoning Regulations meet this criterion. The area of minor skyline is called out on the PD Plan and required mitigation measures will be applied with the Site Development Plan. The widened buffer area within the development will be advantageous to the typical wildlife found in Crystal Valley Ranch.

Budget Impact

Development of the property will generate review and impact fees, along with use taxes for commercial development.

Findings

All staff review comments and external referral comments have been addressed. Planning Commission found that the proposed rezoning

- Supports with the objectives of the Town Vision and the Comprehensive Master Plan,
- Is consistent with the development plan of the current Crystal Valley Ranch PD Plan and Zoning Regulations, Amendment No. 4, and
- Meets the review and approval criteria of the Municipal Code, Chapters 17.34 Planned Development Plan and 17.36 Amendment to PD Plan and Zoning Regulations.

Recommendation

The Planning Commission voted 6-0 to recommend to Town Council approval of the Crystal Valley Ranch Planned Development Plan and Zoning Regulations, Amendment No. 7, as proposed.

Proposed Motion

Option 1: Approval

“I move to approve the Ordinance, as introduced by title.”

Option 2: Approval with Conditions

“I move to approve the 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 and Zoning Regulations

Attachment D: Resolution and MOU from October 21, 2025

Attachment E: Staff Report Oct 21, 2025