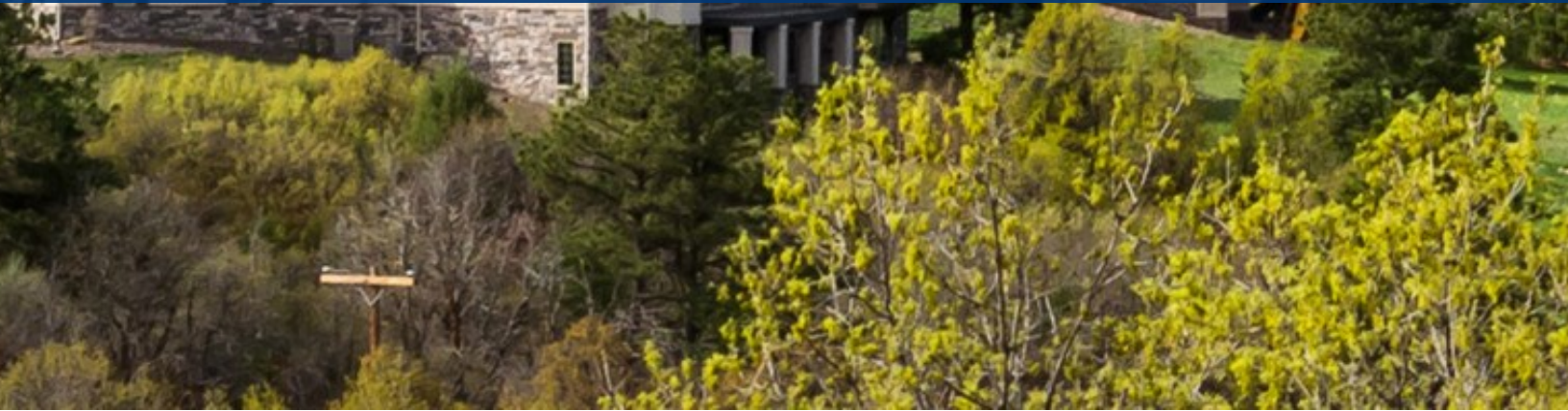




Development Services March 2022 Monthly Report

(Reporting on February 2022)



DEVELOPMENT SERVICES

March Monthly Report (Reporting on February)



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For the latest Development Activity, visit:

CRgov.com/DevelopmentActivity

COMPREHENSIVE MASTER PLAN FOUR CORNER STONES

Distinct Town Identity	Responsible Growth
Community Service	Thriving Economy



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



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View past issues of the *Development Highlights Newsletter*, visit: CRgov.com/Development-Activity



We'd like to hear from you! Provide feedback by completing our Customer Service Survey at: SurveyMonkey.com/r/LR35C27



News from the Director

All projects in Town begin with an idea. From there, Town staff helps guide applicants and developers through the various steps of the Town's development process.

Typically, there are seven steps that projects are required to go through before they are complete. The first three of these steps include public processes, such as neighborhood meetings or public hearings typically before the Planning Commission and Town Council, where the public can direct questions to applicants and provide feedback about projects. Staff from several Town departments work throughout all seven steps to make sure the applicant's project meets Town standards for design, safety and quality of life.



Tara Vargish, PE
Director
Development Services

For an in-depth look and additional details on the Town's development process, including how to provide feedback on projects that are being reviewed, visit the Town's website at CRgov.com/DevelopmentSteps.

Employee Recognition

New Employees, Awards, Staff Spotlight



Congratulations to Donna Ferguson on 7 years with the Town!



Welcome to Tim Steinwinder who joins the Town as a Combination Building Inspector!



Congratulations to Phil Kranz on 9 years with the Town!



Welcome to Jason Smith who joins the Town as a Permit Specialist!



Congratulations to Brad Boland on accepting the Long Ranch Project Manager position with Development Services!

Staff Kudos

"Thank you Tracy... and Chelsia and Cindy and Diane! I so appreciate how your whole team is always so helpful and willing to work with Trail Star. You all make maneuvering through the Town's building processes so much easier!" — Bonnie V.

Employee Recognition

Customer Service Feedback



Customer Feedback Survey

We launched a customer feedback survey in 2019 to gather input about our customer



412 surveys distributed

22 February responses

service on permits and projects, level of responsiveness to inquiries and development activities. If you receive an email from us titled “We would like your feedback!”, please consider taking a few minutes to respond. Your feedback is valuable to us! The link is also available in staff email signatures. All responses are anonymous, unless you request to be contacted by staff. You can also enter our monthly drawing to win a \$25 gift card to a local Castle Rock business.

Staff Spotlight

Jonathan Cornwell is a Construction Inspector for Development Services. He oversees the construction of new developments throughout the Town, including infrastructure, roadways and site preparation. He works personally with developers and contractors each day to help facilitate construction in a manner consistent with requirements set forth by the Town and helps guide project workers to ensure quality work and problem solving as a development progresses.

Jonathan and his wife Jessica moved to Castle Rock in 2016 after buying a home. They came from Southern California, where he worked for OHL USA for many years and his wife attended college. Jessica is from Castle Rock and when they came back to visit it just felt right. They have three beautiful little girls: Ella, Eden and Emerson. Their lives at home are always full of adventure, dancing, singing, finger nail painting, coloring and reading books. They enjoy family time, the outdoors, mountain biking, hikes, remodeling projects at home and the life Castle Rock has to offer. Jessica and Jonathan feel truly blessed and grateful to be here.

“Tammy is a great communicator, friendly and patient.”

“Cindy went above and beyond today. She really helped me all the way to the end. Cindy deserves praise, a raise, and an award!”

“Fantastic communication and so friendly. All of my concerns were met 100%.”

“Tammy King is ALWAYS helpful and always nice and always fast to respond. I wish I could have one of her at every jurisdiction I work with. Thank you Tammy!!!”

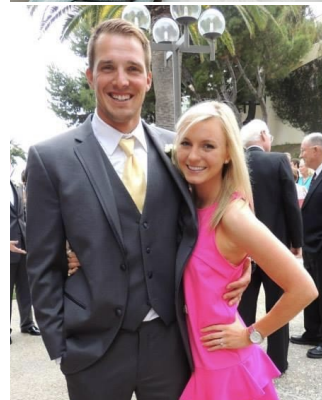
“Tammy was very helpful with walking me through the process for Business signs.”

“Robert was very respectful, responsive and provided me with the information required to make a decision in pursuing a finished basement in the Town of Castle Rock. I appreciate his efforts and assistance in this process.”

“Incredibly responsive to my question/concern. Outstanding service.”

“Great service!”

“Cindy deserves a raise!”



Administrative Reviews

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 staff as well as plan review staff in Castle Rock Water, Public Works, Fire and Parks and Recreation.

282 Malibu Street

Site development plan amendment for the addition of a 1,256-square-foot patio.

1361 White Fir Terrace

Low impact erosion control plans for a single-lot temporary driveway.

Bella Mesa

Construction documents and erosion control plans for relocation of a detention pond, located north of Mesa Middle School.

Castle Rock Industrial at The Meadows

Construction documents and erosion control plans for an 80,000-square-foot office/warehouse building on lot one as well as construction documents and erosion control plans for an 80,000-square-foot office/warehouse building on lot two, both located on future Timber Mill Parkway, west of North Meadows Drive.

Crystal Valley Ranch

Erosion control plans for vertical construction of 164 single-family lots, located in the southeastern quarter of Loop Road.

Liberty Village, Planning Areas 9 and 10

Floodplain modification study for the vicinity east of McMurdo Gulch, along Pleasant View Drive.

Meadows

Plat for subdividing Filing 19, Lot 2 North Parcel, located north of North Meadows Drive and west of State Highway 85.

Meadows

Erosion control plans for a CORE Electric Cooperative feeder line project (phase 3), located along the intersections of Meadows Boulevard and Butterfield Crossing Drive and Meadows Parkway and Meadows Drive.

Meadows

Subdivision improvements agreement for subdividing Filing 19, Lot 2 North Parcel, located north of North Meadows Drive and west of State Highway 85.

Meadows

Sidewalk easement agreement for Kum & Go, located at the northwest corner of Meadows Parkway and Lombard Street.

Promenade

Sidewalk and irrigation design revisions for a multifamily development, located between Promenade Parkway and Castlegate Drive West.

Promenade

Replat of three existing lots into two lots, located west of Home Goods and south of Sleep Number on Promenade Parkway.

Promenade

Site development plan amendment for parking lot and utility improvements associated with replat, located west of Home Goods and south of Sleep Number on Promenade Parkway.

Promenade

Plat amendment for Commons Park utility easement dedications, located at Alpine Vista Circle and Promenade Parkway.

Administrative Reviews Continued

Sanders Business Park

Construction documents for Castle Rock Flex Space, consisting of four flex space buildings, totaling approximately 51,500 square feet, located on I-25 frontage road, north of Crystal Valley Parkway.

Terrain (North Basin Area)

Phasing design revision and water and sanitary sewer design revisions for 95 single-family lots, located adjacent to the dirt portion of Castle Oaks Drive between the intersections with Autumn Sage Street.

Town Project

Construction documents and erosion control plans for Plum Creek North Park renovations at 2225 Emerald Drive.

Town Project

Erosion control plans for the Ridge Road widening project, located between the intersection of State Highway 86/Fifth Street/Ridge Road and Plum Creek Parkway.

The View

Sanitary sewer easement agreement for future mixed-use building at 610 Jerry Street.

Verizon

Construction documents for a small cell facility, located at Morningview Lane and Foothills Drive.

Development Services supports five Boards and Commissions that have specific purposes for building appeals, variance hearings, land use case recommendations or determinations. These boards and commissions are filled by residents, and in some cases business owners, as appointed by Town Council.



Board of Adjustment

February 3, 2022 — Meeting canceled.



Design Review Board

February 9, 2022 — Meeting canceled.

February 24, 2022 — The Design Review Board had no public hearing items on the agenda. The Board adjourned for a study session with the Town Attorney's Office to discuss board duties and procedures.



Historic Preservation Board

February 2, 2022 — Meeting canceled.

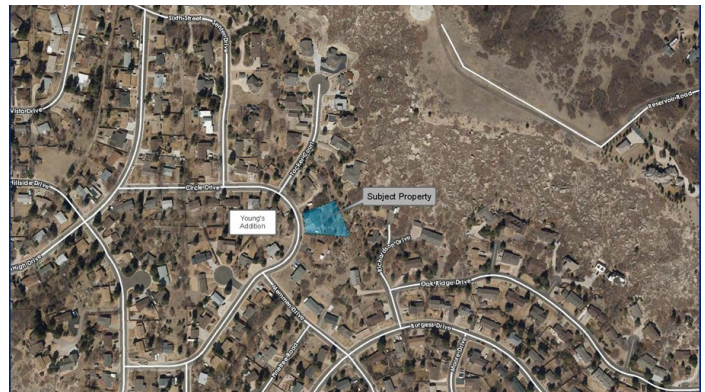


Planning Commission

February 10, 2022 — Meeting canceled.

February 24, 2022 — The Commission heard one quasi-judicial application, a Use by Special Review (UBSR), for an accessory dwelling unit at 18 Circle Drive.

The Board recommended approval of the UBSR to Council by an unanimous vote of 7-0.

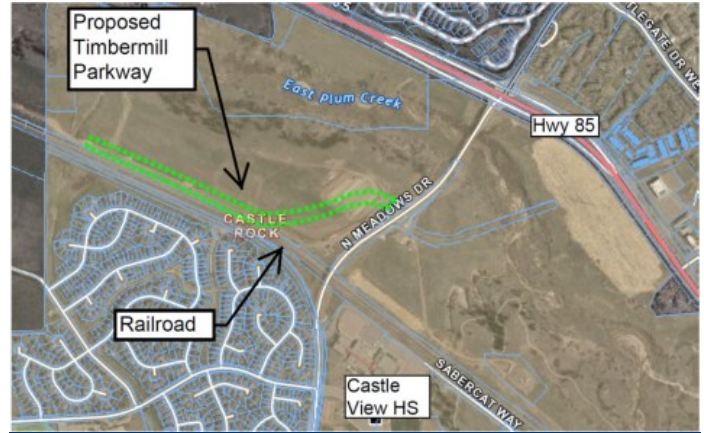


Vicinity Map of 18 Circle Drive

Town Council considered the following proposals on February 15, 2022.

Timbermill Parkway, Sidewalk Variance

CRDC, the developer of The Meadows, requested a resolution to approve a variance pursuant to Section 2.3.1.1 of the Transportation Design Criteria Manual for the omission of a sidewalk on proposed Timbermill Parkway in The Meadows Development (Section 28, Township 7 South, Range 67 West, Town of Castle Rock), located in an undeveloped portion of The Meadows, on the northwesterly side of North Meadows Drive, near BNSF Railroad.



Vicinity Map of Variance Location

The proposed Timbermill Parkway will be located on the north end of The Meadows, north of the roundabout on North Meadows Drive, and will run parallel to the adjacent railroad tracks on the western edge of this parcel. For the roadway section that runs along the railroad, CRDC requested to omit the sidewalk on the side of the road adjacent to the railroad and to increase the sidewalk on the north side of the road from 8 feet to 10 feet. CRDC would also install pedestrian beacons at the point the sidewalk transitioned from both sides of the roadway to one. This variance will reduce the Town's long-term maintenance obligations and safety concerns associated with a sidewalk next to a railroad track.

Town Council approved the variance by a vote of 7-0.



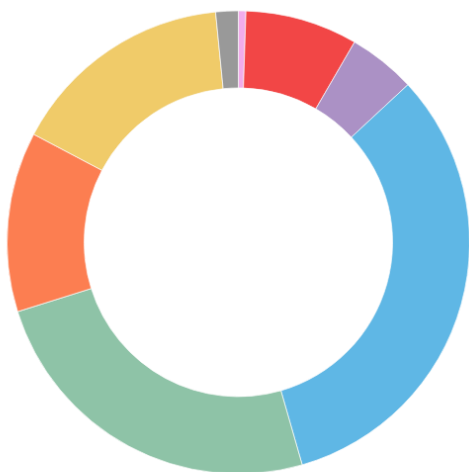
81,424

estimated population as of February 2022

Zoning Division

Core Service Levels

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-ways. Staff reviews all business licenses, temporary use permits and sign permits for zoning compliance in a timely manner.



- Sign Complaint Responses – 1
- Sign Removed from Right of Way – 15
- Sign Permits Reviewed – 9
- Site Visits – 62

- Code Complaint Responses – 47
- Notices of Violation Sent – 24
- Business Licenses Reviewed – 30
- Temporary Use Permits Issued – 3

*All on time with the exception of one late sign permit review due to volume.

Planning/Development Review

Core Service Levels

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.

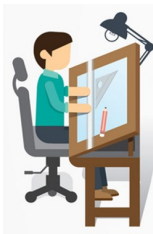
Pre-Applications

- 5 Pre-Applications this month
- 17 year-to-date Pre-Applications
- 40 percent of Pre-Applications over the previous 12 months advanced as new projects

A pre-application meeting is required prior to any land-use submittal. Meetings may review conceptual ideas that never lead to a formal submittal. Pre-applications expire and must be resubmitted after 12 months.



New Development Projects

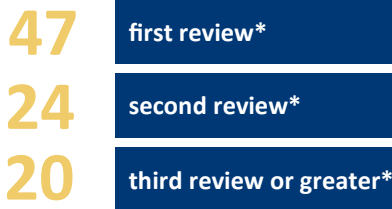


39

New Development Project Applications this Month

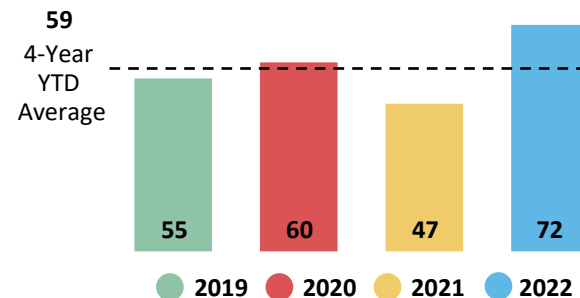
Development Reviews

Monthly Reviews

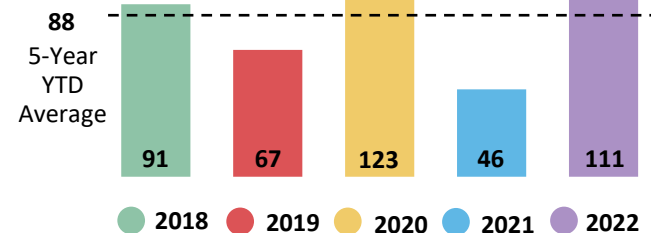


*On time with the exception of two late first reviews and two late third reviews due to volume.

Year-to-Date Development Projects



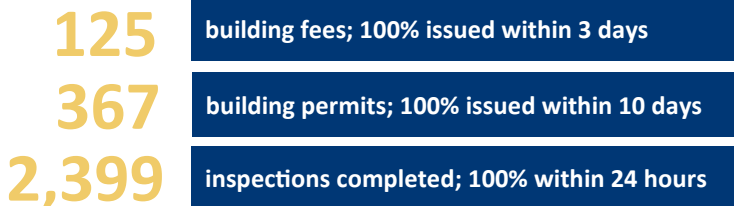
Year-to-Date Planning/Development Reviews



Building Division

Core Service Levels

Building Division staff process hundreds of building permits a month, from 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.

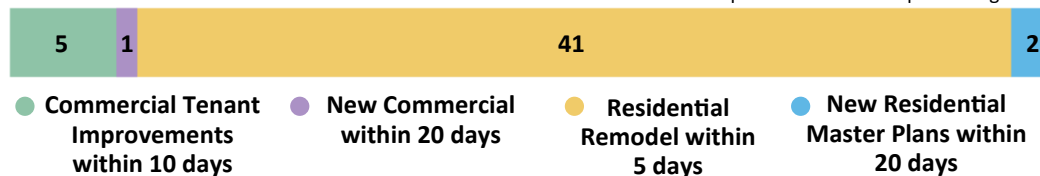


Development Services staff process permits, conduct inspections, respond to code violations and review plan submittals each month. This snapshot highlights staff activity during the previous month for the Zoning Division, Building Division and Planning/Development Review. Information on previous months can be found in the Development Services' Monthly Report archive at: CRgov.com/1674/Development-Services

Building Permits Reviewed

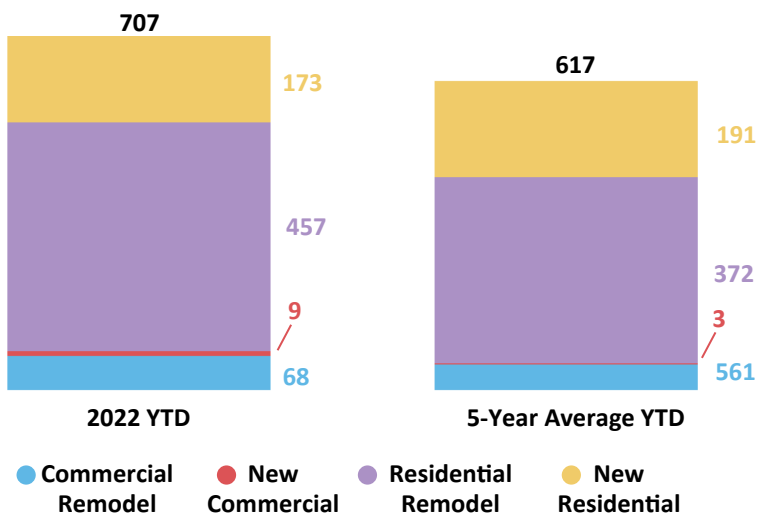
Monthly Building Permit Reviews by Type*

*All on time except for one commercial tenant improvement due to a processing error



Building Permit Applications Received

Year-to-Date Building Permit Applications Received



Building Permits Issued



121
Residential Permits Issued this Month



92K
Square Feet of Commercial Space Permitted Year-to-Date



↑ 618%
Commercial Space Permitted Compared to 5-Year Year-to-Date Average

Year-to-Date Residential New Construction Permits Issued

