



Meeting Date: July 10, 2025

AGENDA MEMORANDUM

To: Planning Commission

From: Brad Boland, AICP, Long Range Project Manager, Development Services

Title: 810 N. Wilcox Rezoning

Executive Summary

Ardeshir Delsouz and Sylvia Delsouz, have submitted an application to rezone 810 North Wilcox Street from a Planned Development to the straight zone B - Business/Commercial zoning district. If the rezoning were to be approved, the Downtown Overlay District would apply to the property. The property is located at the north east corner of Eight Street and North Wilcox Street.



Background

Existing Zoning

The property was zoned to a Planned Development Plan in March of 1985. The Q Petroleum PD (Attachment B) allows for uses such as automotive repair, gas stations, convenience stores, parking lots, offices, and restaurants.

Surrounding Zoning and Uses

The surrounding properties to the north, south, and west are zoned B – Business/Commercial and fall within the Downtown Overlay District. These properties feature a mix of retail and office buildings. To the east, the site is bordered by a steep embankment, with the railroad tracks and Front Street situated above.

Existing Conditions



The property current comprises of a 2,400 square foot convenience store that was built in 1985 sits on the south side of the property. A gas canopy with five gas pumps sits on the north side of the property. The property has two access points off of N. Wilcox St.

The applicant does intend to submit for a site development plan to expand and remodel the existing convenience store.

Proposed Zoning District Classification

The B (Business/Commercial) zoning district (Attachment C), which is designed to accommodate a mix of commercial uses including retail, service, and office establishments. The primary goal of the B district is to support business activities that serve both local residents and regional visitors, while maintaining compatibility with

surrounding neighborhoods. Development within this district is generally characterized by moderate intensity, allowing for multi-tenant buildings, shared parking arrangements, and pedestrian-friendly design elements. Architectural quality, landscaping, and site planning are important aspects regulated within this district to ensure visual cohesiveness and a positive economic environment.

The property is within the boundaries of the Downtown Overlay District (DOD) (Attachment D). However, as it is currently zoned a PD, the DOD does not apply to the property, per Section 17.42.030 of the Castle Rock Municipal Code. If the proposed rezoning to the B zoning district were to be approved, the property would become subject to the DOD.

Most properties within the DOD have an underlying zoning of B (business-commercial) with a few zoned R-1 (single-family residential), R-3 (multi-family residential), I-1 (light industrial) or a custom PD (Planned Development). The DOD is zoning “on top of” the underlying straight zoning districts. The DOD zoning regulations govern if there is a conflict between the DOD entitlements and the underlying zoning entitlements, per CRMC 17.42.030.

The DOD introduces some additional uses within the downtown, such as multifamily as a use by right, and prohibits others that are deemed not to be compatible with the downtown, such as towing yards. The DOD encourages a mixture of uses, within the same building or block, and establishes architectural, landscaping, building design, and site development guidelines to encourage design that is appropriate within a downtown context and ensure higher quality development in downtown.

Site Development Plans for projects under 10,000 square feet are reviewed and decided by the Design Review Board. Site Development Plans over 10,000 square feet are reviewed by the Design Review Board, followed by review and final decision by Town Council.

Discussion

Review and Approval Criteria

The application for Zoning was reviewed against and found to meet the following zoning approval criteria outlined in Section 17.02.060C of the Town's Municipal Code:

1. Conformity with the most recently adopted version of the Town's Vision, Comprehensive Master Plan and long-range or master plans.
2. Compatibility with existing and planned development on adjacent properties and in the surrounding area or neighborhood, or measures will be taken to substantially buffer or otherwise substantially mitigate any incompatibility.
3. Adverse impacts upon the natural environment, including air, water, noise, stormwater management, wildlife and vegetation, or such impacts will be substantially mitigated.
4. Whether the property will have access to current or planned services and infrastructure adequate to support the orderly development of the property.
5. Positive economic impact potential from development of the property.

The property generally aligns with the Town's Downtown Plan by becoming subject to the Downtown Overlay District (DOD), which applies more appropriate design standards for the downtown area. Rezoning the property would bring it into consistency with the surrounding properties, promoting long-term compatibility. As the property is already developed, the proposed rezoning would not negatively impact the natural environment and would rely on existing Town infrastructure, requiring no additional extensions or improvements.

Public Outreach

A neighborhood meeting was conducted on April 7, 2025.

A third neighborhood was not required, as the questions raised at the neighborhood meetings were concerning the Site Development Plan. The nature of a straight zone also does not allow for changes through the review process.

Budget Impact

The proposed zoning will not have an impact on the Town budget.

Staff Findings

All staff review comments have been addressed. Staff finds the proposed 810 N. Wilcox Street rezoning:

- *Generally, conforms with the objectives of the Town Vision and the Comprehensive Master Plan*
- *Generally, conforms with the objects of the Town's Downtown Masterplan*
- *Meets the review and approval criteria of the Municipal Code, Chapter 17.02.060*

Staff Recommendation

Staff recommends that Planning Commission recommend approval of the Planned Development Plan, as proposed, to Town Council.

Proposed Motion

I move to recommend approval of the rezoning of 810 N. Wilcox to Town Council.

Attachments

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| Attachment A: | Vicinity Map |
| Attachment B: | Current Zoning – Q Petroleum PD |
| Attachment C: | Municipal Code Section 17.28 Business/Commercial/Industrial Districts |
| Attachment D: | Municipal Code Section 17.42 Downtown Overlay District |