

Staff Report Addendum

Date: January 2, 2025
To: Douglas County Planning Commission
From: Brett Thomas, AICP, Chief Planner
Jeanette Bare, AICP, Planning Manager
Steven E. Koster, AICP, Assistant Director of Planning Services
Subject: **8285 Piney River Avenue - Douglas County Libraries - Location and Extent - Supplemental Information**
Project File: LE2025-025

Planning Commission Hearing:	January 5, 2026 @ 6:00 p.m.
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The Location and Extent (L & E) application for Douglas County Libraries to construct a new library in Sterling Ranch went out on referral and comments were provided to the applicant on December 19, 2025. The applicant has provided a response to referral responses.

ATTACHMENTS	PAGE
Applicant Response.....	2



December 22, 2025

Douglas County Department of Community Development
Planning Services
100 Third Street
Castle Rock, CO 80104

Re: ***LE2025-025 – Referral Response Memo***
Project #: 1296.0001.00

Dear Mr. Brett Thomas,

The purpose of this memo is to summarize our responses to the referral comments. Attached hereto are the comment responses.

If you should have any questions or require additional information, please let us know.

Sincerely,

Derek Patterson

Digitally signed by Derek Patterson
Date: 2025.12.22 09:41:09-07'00'

Derek Patterson P.E.
TST, Inc. Consulting Engineers



Agency	Date Received	Agency Response	Applicant Response
Addressing Analyst	12/05/2025	Verbatim Response: The proposed address is 8285 PINEY RIVER AVENUE. This address is not to be used for any purpose other than for plan review until after this project is approved. Proposed addresses are subject to changes as necessary for 911 dispatch and life safety purposes. Addresses are recorded by Douglas County following all necessary approvals. Send confirmation of project approval to this office by email. Contact DCAaddressing@douglas.co.us or 303.660.7411 with questions.	Acknowledged
AT&T Long Distance - ROW	12/05/2025	Summary of Response: AT&T reviewed the request and there should be no conflicts with AT&T Long Lines.	Acknowledged and agree.
Building Services	12/05/2025	Verbatim Response: Permit is required, please visit Douglas County's web site for requirements and contact 303-660-7497 if you have any questions.	Acknowledged. Permit will be pulled with applicable.
CenturyLink		No response received.	No Comment
Chatfield Community Association		No response received.	No Comment
Comcast		No response received.	No Comment
Dominion Water and Sanitation District		No response received.	No Comment
Douglas County Libraries		No response received.	No Comment
Douglas County School District RE 1	12/18/2025	Summary of Response: DCSD has no objections to this project and looks forward to future collaboration with the Douglas County Library District.	No Comment
Engineering Services	12/17/2025	Summary of Response: Engineering reviewed the request and provided comments related to the L & E exhibit, traffic impact study, drainage study, GESC report and plan, storm drainage, temporary construction easement, right-of-way construction permit, and post construction documentation.	Redline responses are attached to this response memo. All comments have been addressed, with the exception of relocating the trees in the sight triangles. Further discussion with Public Works required.
Office of Emergency Management	12/04/2025	No comment.	No Comment
Sheriff's Office		No response received.	No Comment
South Metro Fire Rescue	12/18/2025	Summary of Response: South Metro Fire has reviewed the application and has no objection to the proposed L & E. South Metro Fire notes that some fire code regulated items shown on the L & E exhibit (such as FDC location and fire hydrants) may be subject to change prior to construction plan approval.	Acknowledged



Sterling Ranch Community Authority Board	12/09/2025	Summary of Response: The Sterling Ranch CAB will provide public infrastructure, including water and sanitary services, to support the site, and reminds the applicant plans must be submitted to the SRCAB Design Review Committee for review and approval.	Acknowledged. Construction Plans will be routed through Sterling Ranch CAB for review and approval.
Xcel Energy-Right of Way & Permits	12/10/2025	Summary of Response: Xcel Energy has no apparent conflict with the request. Xcel Energy owns and operates existing natural gas and electric distribution facilities along Titan Road.	Acknowledged and agree.



Public Works Comment Responses

TECHNICAL DOCUMENTATION

Project Narrative and Planning Exhibit

- Engineering has no comments for the project narrative. – **RESPONSE: Acknowledged**
- Please see comments on the redlined L&E exhibit. – **RESPONSE: Comments on L&E Exhibit have been address. Please see comment responses provided on L&E markup attached.**

Traffic Impact Study (TIS)

- The TIS concluded that the existing and planned roadway networks are expected to provide acceptable levels of service without off-site improvements provided by the library project. – **RESPONSE: Agreed**
- The TIS will be fully reviewed following L&E approval. – **RESPONSE: Acknowledged**

Drainage Study

- The Phase III drainage report will be reviewed following L&E approval. – **RESPONSE: Acknowledged**

Construction Documents (CDs)

- The plan set that was submitted includes site construction and erosion control elements. Because these elements are handled through separate County permits, please break the plan set into two separate plan sets including:
 - a Grading, Erosion and Sediment Control (GESC) plan set, and
 - a set of Construction Documents (CDs) showing other sitework outside the building footprint – **RESPONSE: These sets will be separated and resubmitted after L&E approval.**

Grading Erosion and Sediment Control (GESC) Report and Plan

- See comments above regarding Construction Documents. – **RESPONSE: See response above.**
- We noted that a SWMP report was included. Please ensure inclusion of required information per County criteria outlined in the Douglas County GESC Manual. Note that Section 3.19.1 of the County GESC Manual specifies the required information for projects that will pull a Construction Activities Permit from Colorado WQCD. – **RESPONSE: Acknowledged. SWMP will be updated per criteria stated above and resubmitted with the appropriate permit process after L&E approval.**

Storm Drainage Operation & Maintenance (O & M) Manual

- Site runoff will be conveyed to an off-site regional full-spectrum detention pond. As such, the plans do not include permanent stormwater detention and water quality elements as. Therefore, a site-specific O&M Manual is not required. – **RESPONSE: Agreed and thank you.**

ADMINISTRATIVE DOCUMENTATION

Documents described below are required for final approvals and/or to start construction. – **RESPONSE: Acknowledged**

Improvements Agreement (IA)

- An IA is NOT required for this project if the planning documents are approved through the L&E process. – **RESPONSE: Acknowledged**

Temporary Construction Easement (TCE)

- A recorded TCE is required if work will be performed on private land outside the project boundary.
- A TCE is an agreement between the project owner and the owner of land outside the project boundary.
- If a TCE is needed, please execute and record the agreement and provide Douglas County Public Works with copies of the recorded easements.
- County can provide a template easement upon request.



RESPONSE: We don't believe that a TCE will be necessary at this time. However, if one is required, we will follow the steps outlined above.

Secondary Drainage Easement

- This easement is NOT required as permanent detention and water quality facilities are not planned with this project.
– RESPONSE: Agreed

GESC Permit

- After the GESC plan and report are approved, please have the selected grading contractor submit a completed GESC permit application to: engsubmittals@douglas.co.us
- Include the project DV number (found at the top of this letter) on the submittal.
- Below are some contacts for approval of the GESC Permit:
- Contact Carol LeMaire at CLemaire@douglas.co.us to submit the permit application and pay permit fees
- Contact Janet Peterson at JLPeterson@Douglas.co.us to provide GESC security

RESPONSE: Acknowledged. Once GESC approved we will follow the appropriate steps as listed above.

Right-of-Way / Construction Permit

- Following approval of the Construction Documents, contact the Permits and Inspections Division to apply for a ROW/Construction permit or other required permits – RESPONSE: Acknowledged
- <https://www.douglas.co.us/public-works/permits/>

POST-CONSTRUCTION DOCUMENTATION

Please see requirements below to obtain a certificate of occupancy (CO). – RESPONSE: Acknowledged

As-Built Plans

- Following construction, provide the County with a set of as-built plans documenting information critical to the function of roadway and drainage improvements based on a post-construction survey
- Where as-built information differs from record copy plans, strike-through the record copy information and annotate as- built information in red font, linework, or hatching, as applicable.
- Have the engineer-of-record sign and stamp the as-builts and provide County with a copy.
- RESPONSE: Once construction is completed as-built drawings will be submitted to the County.

Building Grade and Drainage Certification

- Following construction, provide the County with a plan based on a post-construction survey showing elevations and drainage around the building.
- The survey should demonstrate a minimum of 2% fall in hardscape and a minimum of 10% in softscape in the first 10 feet adjacent to the building perimeter.
- The survey must be signed and stamped by a Colorado PLS

RESPONSE: Acknowledged. A grading as-built will be completed and submitted to the County. We would like to discuss the 10% criteria for a couple of isolated landscape beds in front of the building. TST will reach out to discuss.

Certification of Stormwater Detention and Water Quality Facilities

- Following construction, provide the County with a letter from the engineer of record certifying the stormwater improvements are constructed per the design and will function as intended.
 - Include as-built drawings for each facility based on a post-construction survey.
 - Include re-analysis demonstrating facility performance based on the as-built geometry.
 - Include tables documenting key design criteria (e.g. pond and spillway capacities, freeboard) to demonstrate the as- built pond meets or exceeds minimum criteria.

RESPONSE: Acknowledged. As-builts for all stormwater elements will be submitted to the County once construction is complete.



DOUGLAS COUNTY PUBLIC WORKS DEVELOPMENT RESOURCES

Many resources including criteria manuals, agreement forms, warranty and maintenance applications, templates for O & M manuals and other items are available at the web page below:

- <https://www.douglas.co.us/public-works/development-review/>

RESPONSE: Acknowledged. We will reference these as needed.



GENERAL CONSTRUCTION NOTES

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DOMINION WATER AND SANITATION DISTRICT WATER NOTES

- [illegible]

DOMINION WATER AND SANITATION DISTRICT SANITARY SEWER NOTES

1. THE INSTALLATION OF ALL SEWER LINES AND APPURTENANCES SHALL COMPLY WITH THE DOMINION WATER AND SANITATION DISTRICT STANDARD SPECIFICATIONS (DOMSTD), LATEST VERSION.
2. EXISTING UTILITIES AND STRUCTURES (UNDERGROUND, SURFACE, AND ABOVEGROUND) ARE INDICATED ONLY TO THE EXTENT OF RECORD INFORMATION. THE LOCATION OF ALL EXISTING UTILITIES, LOCATIONS FOR NEW UTILITIES, FOR CONTRACT LOCATIONS, FIBER OPTIC CABLE, DUCT WORK, SPANNERS, STRUCTURES, SEPTIC SYSTEMS, WATER GAS, SEWER AND SANITATION, AND ELEVATIONS OF EXISTING UTILITIES AND STRUCTURES ARE FURNISHED BY THE OWNER OF EACH UTILITY. CONTRACT DOCUMENTS HAVE BEEN PREPARED TO REFLECT THE LOCATION OF EXISTING UTILITIES AND STRUCTURES. CONTRACT DOCUMENTS ARE APPROXIMATE AND ARE NOT TO BE CONSIDERED AS AN ACCURATE LOCATION OF THEIR UTILITY. CONTRACT DOCUMENTS HAS BEEN PERFORMED TO QUALITY LEVEL "C" IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRINCIPLES AND PRACTICES AS OUTLINED IN ASEE STANDARD AND GUIDELINE BULLETIN C/ASCE 38-02 QUALITY LEVEL FOR THE AFFECTED AREAS ARE INDICATED IN THE CONTRACT DOCUMENTS.
3. SEWER LINES SHALL BE 39-1/2" I.D. PER DEPTH LESS THAN OR EQUAL TO 20 FEET, AND 39" I.D. PER DEPTHS GREATER THAN 20 FEET, UNLESS OTHERWISE NOTED.
4. MATCH PRE CONCRETE AT MANHOLES WHERE THERE IS A CHANGE IN PIPE DIAMETER.
5. COVER OVER SEWER LINES SHALL BE A MINIMUM OF SIX FEET UNDER PAVEMENT AND SIX FEET IN OPEN SPACE.
6. IN NON-PAVED AREAS MANHOLE PIPES SHALL BE SET FOUR INCHES ABOVE FINISHED GRADE WITH A SIX-INCH WIDE 12-INCH DEEP MINIMUM CONCRETE CURB AROUND THE RING AND COVER.
7. ALL SEWER LINE CROSSINGS SHALL COMPLY WITH SECTION 3-4.135(C)(4).
8. SEWER LINES SHALL BE BORED IN ACCORDANCE WITH ARTICLE V OF THIS CHAPTER AND SUBSECTION (B)(3) OF THIS SECTION.

DOMINION WATER AND SANITATION DISTRICT NON-POTABLE WATER NOTES

1. NON-DEMAND WATER USE NOTES: THESE NOTES SHALL BE ADDED TO THE GENERAL NOTES SHEET OF ALL CONSTRUCTION DOCUMENTS. THE NOTES SHALL BE PLACED IN THE GENERAL NOTES SHEET OF ALL CONSTRUCTION DOCUMENTS WITHIN THE SANITATION DISTRICT STANDARD SPECIFICATIONS (DMSSES), LATEST EDITION.
2. EXISTING UTILITIES AND STRUCTURES: UNDERGROUND, SURFACE, AND OPENED ARE INDICATED ONLY TO THE EXTENT THAT SUCH INFORMATION WAS MADE AVAILABLE TO THE SURVEYOR, UTILITY LOCATOR, OR ENGINEER FOR CONTRACT DOCUMENT PREPARATION. SUCH INFORMATION MAY BE OBTAINED FROM RECORD DRAWINGS, RECORD SURVEY, RECORD UTILITY FILES, PUBLIC UTILITY FILES, SURVEYOR'S STATION, SURVEY SYSTEMS, WATER, GAS, SEWER, AND SERVICE LINES ARE INDICATED. OTHER UTILITIES AND STRUCTURES NOT DISCLOSED MAY BE PRESENT. UNDERGROUND LOCATIONS AND DEPTHS ARE NOT TO BE CONSIDERED AS AN ACQUAINTANCE LOCATOR OF THEIR UTILITY. THE ENGINEER'S RESPONSIBILITY IS TO OBTAIN ALL NECESSARY INFORMATION TO PREPARE THE CONTRACT DOCUMENTS. THE CONTRACT DOCUMENTS ARE APPROVED TO QUALITY LEVEL "C" IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRINCIPLES AND PRACTICES. CONTRACTORS ARE RESPONSIBLE FOR OBTAINING AND CORRECTING QUALITY OF WORK AND QUALITY LEVEL OF THE PROJECT. AREAS ARE INDICATED IN THE CONTRACT DOCUMENTS.
3. VALVE BODIES SHALL BE FITTED WITH RINGGALDAS COILS AND BE USED WITH THE WORDS "NONOPERABLE". BOTH THE TOP AND BOTTOM SURFACES OF THE COILS SHALL BE COVERED WITH EXPOV PANTHONE 3570 IN COLOR.
4. VALVES SHALL BE NONOPERABLE. THE CONTRACTOR SHALL HAVE A LOCK CONTROLLING MECHANISM, WITH A OPERATOR LOCK AND A LOCK KEY. THE LOCK KEY SHALL BE KEPT IN THE LOCK BOX. THE CONTRACTOR SHALL BE COLORED WITH EXPOV PANTHONE 3570 IN COLOR.
5. THE EXTENSION OF NONOPERABLE WATER PIPING AND FITTINGS SHALL BE COLORED PANTHONE 3570. A WARNING LABEL THAT THE PIPING SHALL HAVE THE PANTHONE 3570 COLOR APPLIED TO THE PIPE MATERIAL. THE WARNING SHALL BE STAMPED ON THE PIPE OR ON THE END OF A SEPARATE LABEL APPLIED TO THE PIPE. THE WARNING LABEL SHALL BE A MINIMUM OF 4 INCHES BY 4 INCHES.
6. UNDERGROUND NONOPERABLE PIPE SHALL HAVE UTILITY MARKING. THESE INSTALLED 18 INCHES ABOVE THE GROUND OF THE PIPE. IN THE TRENCH THE MARKING TYPE SHALL BE PANTHONE 3570 WITH BLACK LETTERING. THE MARKING SHALL STATE THAT A NONOPERABLE WATER DUE IS LOCATED BELOW. THE MARKING WITH BUSH IS THREE INCHES.
7. INSTALL MINIMUM 48 INCH 12.50 COATED COPPER VENTS WITH 60/40 AND 60/60 POP-UP. INSULATION TO THE PIPE WITH 12 INCHES OF INSULATION. THE VENTS SHALL BE IN ACCORDANCE WITH THE DRAINAGE/VENTING RECOMMENDATIONS.

The construction notes are probably not needed on the L&E exhibit. Consult with the County planner regarding this.

[illegible]

**STERLING RANCH FILING 1, LOT X
DOUGLAS COUNTY LIBRARIES (L&E)**

NOTES

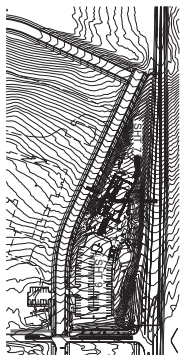


1296.0001.00	SCALE	N/A
DATE	NOVEMBER 20, 2025	
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Check matchline locations and revise as needed.

Matchlines have been corrected.



LANDSCAPE KEYNOTES

- [illegible]

MATERIALS LEGEND

- | | | |
|------|--|--|
| 1.10 | | CPC CONC. PAINT GRAY,
SAND, JUNGLE BROOMFIN |
| 1.11 | | ENHANCED CONCRETE
PAVING |
| 1.12 | | SAND SET PAVERS |
| 1.13 | | ARTIFICIAL TUFF |
| 1.14 | | DECOMPOSED GRANITE
CHP (100) |
| 1.15 | | FLASTONE SLABS |

UTILITY LEGEND

- | | | | |
|----|---------------------|---|-----------------|
| SS | SAINTARY SEWER LINE | E | ELECTRICAL LINE |
| W | WATER LINE | G | GAS LINE |
| ST | STORM SEWER LINE | | |

NOTE: REFERENCE CIVIL ENGINEERS DRAWINGS FOR ALL FINAL UTILITY INFORMATION AND SYMBOLS.

[illegible]

NAME	
ORGANID	
ORGONED	
FILENAME	

STERLING RANCH FILING 1, LOT X
DOUGLAS COUNTY LIBRARIES (L & E)

LANDSCAPE SITE PLAN (WEST)

OPIN ARCHITECTS

Back 40

TST

TST INC.
CONSULTING ARCHITECTS
746 Windsor Way
Suite 200 Fort Collins
Phone 970.226.0057

FOR NO.

SCALE

DATE

SHEET

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