

Supplemental Memorandum

Date: June 25, 2026
To: Douglas County Board of Adjustment
From: Carolyn Washee-Freeland, AICP, Senior Planner *CWF*
CC: Michael Cairry, Zoning Compliance Manager
Steven E. Koster, AICP, Deputy Director of Community Development
Subject: **Twin Oaks 10th Amendment, Lot 33, Variance Request**
Project File: **VA2026-003**

SUMMARY

The following documents were received by staff after the Variance Staff Report was complete and are attached for review by the Board of Adjustment.

ATTACHMENTS

Referral Agency Summary Report with Referral Letters
Twin Oaks HOA Approval Letter
Revised Site Plan Exhibit
CORE Electric Cooperative Variance Approval Email

Referral Agency Response Report**Project Name:** Twin Oaks, 10th Amendment, Lot 33**Project File #:** VA2026-003**Date Sent:** 05/19/2026**Date Due:** 06/02/2026

Agency	Date Received	Agency Response	Response Resolution
Addressing Analyst	05/27/2026	No Comment (Verbatim)	No action necessary
Assessor		No Response Received	No action necessary
AT&T Long Distance - ROW		No Response Received	No action necessary
Building Services	05/22/2026	No Comment (Verbatim)	No action necessary
CenturyLink	05/29/2026	See Letter: No objection	No action necessary
Comcast		No Response Received	No action necessary
CORE Electric Cooperative	06/01/2026	CORE Electric Cooperative requires the applicant to revise and resubmit the project exhibits to accurately depict the location of existing CORE electric facilities in relation to the proposed addition. The current exhibits are insufficiently detailed and do not clearly illustrate the conditions described in the project narrative. Updated exhibits must provide precise, legible mapping that clearly distinguishes existing infrastructure from proposed improvements in order to support variance approval. (Verbatim).	The applicant has worked with CORE Electric to address CORE's referral comments and CORE subsequently approved of the variance.

Referral Agency Response Report**Project Name:** Twin Oaks, 10th Amendment, Lot 33**Project File #:** VA2026-003**Date Sent:** 05/19/2026**Date Due:** 06/02/2026

Agency	Date Received	Agency Response	Response Resolution
Engineering Services	05/22/2026	<p>See Letter: Note that County grading criteria require constructed slopes to be no steeper than 33%. To make this work will likely required retaining walls and/or grading beyond the extent shown herein. Please consult with your engineer to ensure the addition is feasible within the constraints of County criteria.</p> <p>Please check the scale of the drawing and revise as needed.</p>	<p>Comments forwarded to the applicant to address. The applicant has agreed verbally to provide an engineered DESC Plan to comply with engineering requirements.</p> <p>The applicant further understands that they would be proceeding with the variance request at their own risk. The applicant indicated that if something had to be redesigned due to engineering constraints then the project would be re-designed to encroach no further into the setback as proposed and would likely encroach less.</p>
Mountain View Electric Association	06/01/2026	No Comment. Project outside MVEA service territory. (Verbatim).	No action necessary
Twin Oaks HOA		No Response Received	No action necessary
Xcel Energy-Right of Way & Permits	05/27/2026	<p>See Letter: Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the above-mentioned Variance Request and currently has no apparent conflict. Violeta Ciocanu (Chokanu) Right of Way and Permits Public Service Company of Colorado dba Xcel Energy Office: 303-285-6612 – Email: violeta.ciocanu@xcelenergy.com</p>	No action necessary



May 29, 2026

Douglas County
ATTN: Carolyn Washee-Freeland
100 Third Street
Castle Rock, CO 80104

No Reservations/No Objection

SUBJECT: VA2026-003 - Reduction of the 100' Street Setback, 1186 Twin Oaks Lane, Castle Rock, CO 80109 - Douglas County
SPN: 2505-210-01-024

To Whom It May Concern:

QWEST CORPORATION d/b/a CENTURYLINK QC ("CenturyLink") has reviewed the request for the subject vacation and has determined that it has no objections with respect to the areas proposed for vacation as shown and/or described on Exhibit "A", said Exhibit "A" attached hereto and incorporated by this reference.



It is the intent and understanding of CenturyLink that this Vacation shall not reduce our rights to any other existing easement or rights we have on this site or in the area.

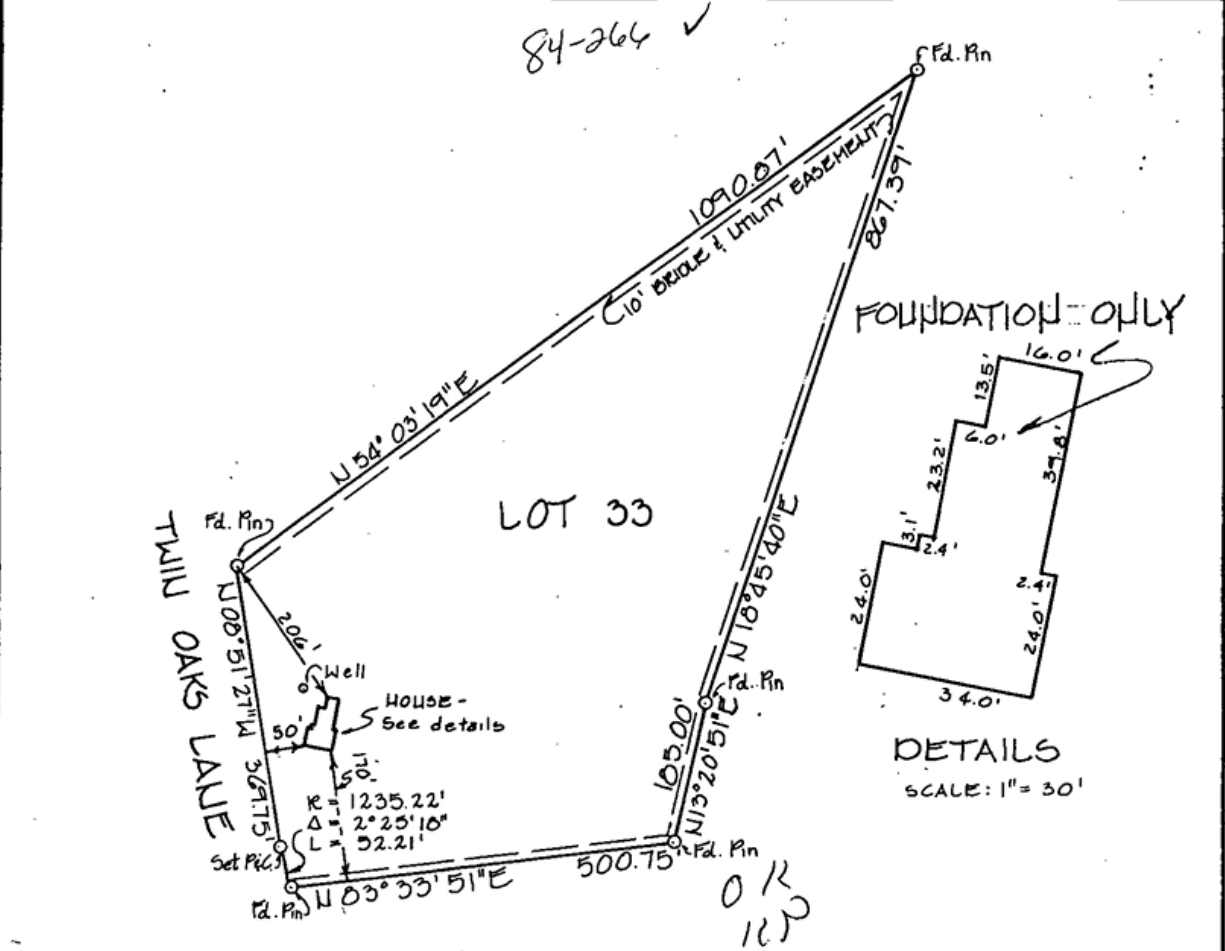
This vacation response is submitted WITH THE STIPULATION that if CenturyLink facilities are found and/or damaged within the vacated area as described, the Applicant will bear the cost of relocation and repair of said facilities. If you have any questions, please contact Cloey Kranock at (585)307-3877, Cloey.Kranock@Lumen.com], or nre.easement@lumen.com.

Sincerely yours,

Cloey Kranock
Network Infrastructure Services
Lumen
P870148

Exhibit A

	DAVID E. ARCHER & ASSOCIATES, INC. REGISTERED LAND SURVEYOR 105 WILCOX ST. CASTLE ROCK, COLO. 80104 PHONE 688-4842	SCALE 1" = 200' DATE 7-14-03 0 = Property Corners REVISIONS Well 2-1-04 Foundation 4-11-04	
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CERTIFICATE OF SURVEY:

This is to certify that on July 14, 1983, a survey was made under my direct supervision, of 1186 S. Twin Oaks Lane, Lot 33, Twin Oaks, Douglas County, Colorado, and that this plat accurately represents said survey. Steel pins were set, or found and accepted as indicated hereon.

Revised: W.E.A. / 2-1-04 Signed: David Archer
 Registered Land Surveyor

Revised: W.E.A. / 4-11-04

COLORADO REGISTERED
 PROFESSIONAL LAND SURVEYOR
6935

**Exhibit A
Original Permit**

REFERRAL RESPONSE REQUEST – VARIANCE


 Date sent: May 18, 2026

 Comments due by: **June 1, 2025**
Project Name: *Twin Oaks, 10th Amendment, Lot 33 –Variance*
Project File #: VA2026-003

Project Summary:

The applicant requests a variance to allow for a reduction in the street setback from 100 feet to 67.5 inches from the property line on Twin Oaks Lane, to accommodate a new 25-foot by 40-foot addition to the northwest side of the existing home on the property. The subject property is located at 1186 Twin Oaks Lane, Castle Rock, CO 80109 (SPN: 2505-210-01-024). The property is zoned Large Rural Residential (LRR) and is 10.32-acres in size.

Information on the identified development proposal located in Douglas County is enclosed. Please review and comment in the space provided.

<input type="checkbox"/> No Comment	
<input checked="" type="checkbox"/> Please be advised of the following concerns: Please see comments on the attached exhibit.	
<input type="checkbox"/> See letter attached for detail.	
Agency: Douglas County Public Works	Phone #: 303-660-7490
Your Name: Ken Murphy, P.E.	Your Signature: 
<i>(please print)</i>	Date: 22 MAY 2026

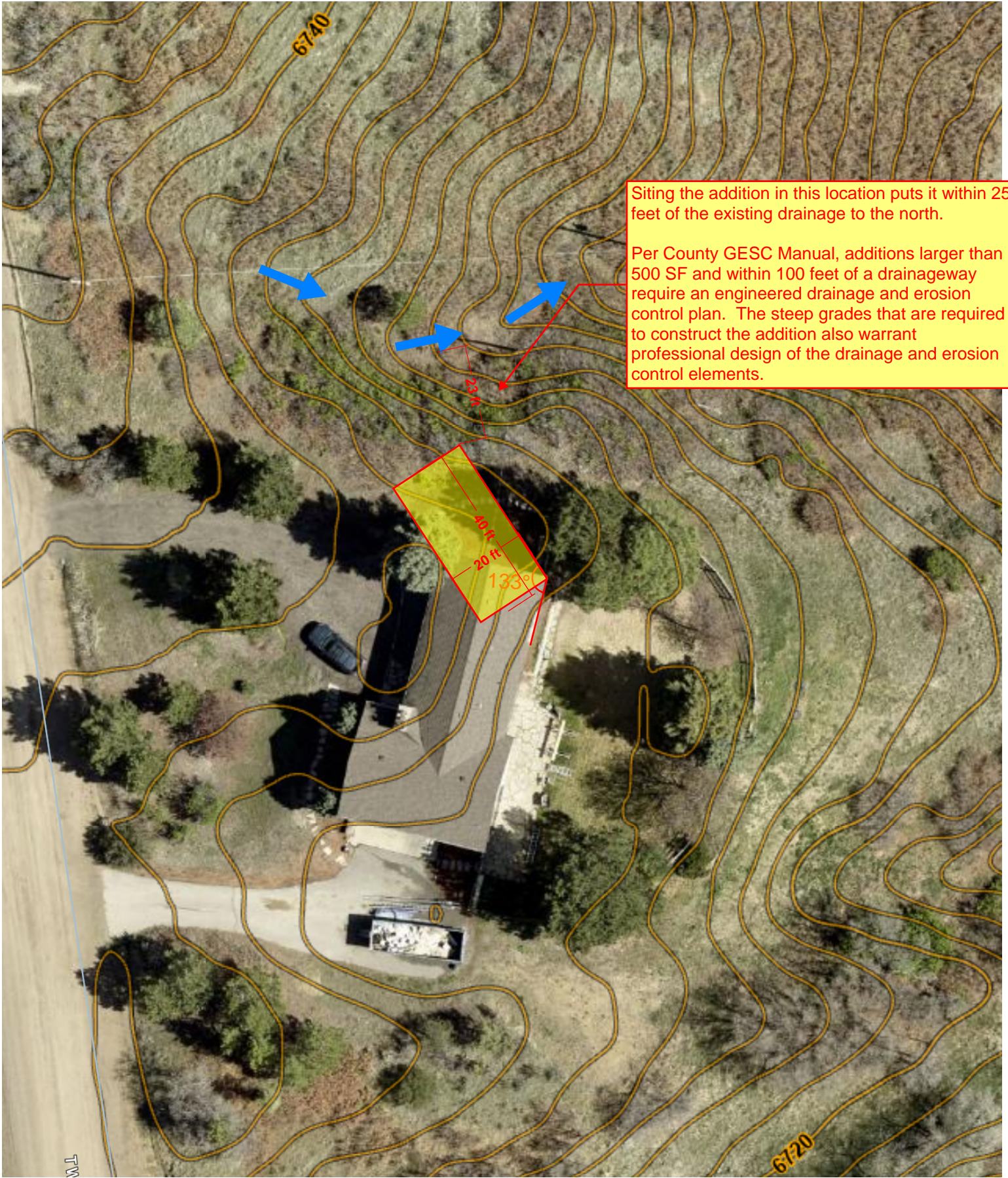
A Variance Hearing on this request will be held before the Douglas County Board of Adjustment on Tuesday, **June 16, 2026 at 1:30 pm.**

Sincerely,

Carolyn Washee-Freeland

 Carolyn Washee-Freeland, AICP
 Senior Planner

Enclosure



Siting the addition in this location puts it within 25 feet of the existing drainage to the north.

Per County GESC Manual, additions larger than 500 SF and within 100 feet of a drainageway require an engineered drainage and erosion control plan. The steep grades that are required to construct the addition also warrant professional design of the drainage and erosion control elements.



Right of Way & Permits

1123 West 3rd Avenue
Denver, Colorado 80223
Telephone: 303.285.6612
violeta.ciocanu@xcelenergy.com

May 27, 2026

Douglas County Planning Services
100 Third Street
Castle Rock, CO 80104

Attn: Carolyn Washee-Freeland

Re: Twin Oaks, 10th Amendment, Lot 33, Case # VA2026-003

Public Service Company of Colorado's (PSCo) Right of Way & Permits Referral Desk has reviewed the above-mentioned Variance Request and currently has **no apparent conflict**.

Violeta Ciocanu (Chokanu)
Right of Way and Permits
Public Service Company of Colorado dba Xcel Energy
Office: 303-285-6612 – Email: violeta.ciocanu@xcelenergy.com

Although "branded" as Xcel Energy, the legal owner and operator of the utility facilities in Colorado is Public Service Company of Colorado. All utility facilities and related land rights, including fee property, easements, permits, etc., are owned by, operated by and held in the name of Public Service Company of Colorado, a Colorado Corporation.

Twin Oaks Homeowners' Association Environmental Committee

ARCHITECTURAL DESIGN REVIEW SUBMITTAL FORM

HOMEOWNERS NAME: Matt and Michelle Meunier

ADDRESS: 1186 Twin Oaks Lane

HOME PHONE: 720-288-1026

DAYTIME PHONE: same

DESCRIPTION OF PROPOSED CHANGE TO EXTERIOR OF HOME OR PROPERTY:

Addition of a 3 car garage and living space above and basement below.

DESIRED STARTING DATE FOR PROJECT: April 2026

Allow 30 days for Committee approval

EXPECTED COMPLETION DATE: December 2026

HOMEOWNER SIGNATURE: Matt Meunier

Digitally signed by Matt Meunier
DN: cn=Matt Meunier, ou=Users, ou=District
Circle, ou=Denver, ou=District, dc=POLING,
c=US, email=meunierm@poling.com
Date: 2026.03.19 10:26:30 -0700

DATE: 3/18/26

PLEASE INCLUDE WITH YOUR SUBMITTAL ANY PAINT SAMPLES, DRAWINGS, OR PLANS, WHICH HELP EXPLAIN THE PROJECT FOR WHICH YOU WOULD LIKE ARCHITECTURAL APPROVAL.

SEND TO: ENVIRONMENTAL COMMITTEE
TWIN OAKS HOMEOWNERS' ASSOCIATION
P.O. BOX 937
CASTLE ROCK, CO 80104

PLEASE ALLOW 30 DAYS FOR A RESPONSE TO YOUR SUBMITTAL. IF YOU HAVE ANY QUESTIONS ABOUT THE SUBMITTAL PROCESS, PLEASE CALL A MEMBER OF THE BOARD.

COMMITTEE RECOMMENDATIONS:

Approved

DATE: 3/24/26

Signature

Signature

Signature

Signature

Signature

DATE:

BOARD OF DIRECTORS ACTION:

on behalf of the Board

Carolyn Freeland

From: Brooks Kaufman <BKaufman@core.coop>
Sent: Tuesday, June 23, 2026 3:16 PM
To: Kevin Archer; Matt Meunier
Cc: Carolyn Freeland
Subject: Re: FW: VA2026-003, Twin Oaks, 10th Amendment, Lot 33 Variance

Caution: This email originated outside the organization. Be cautious with links and attachments.

Kevin

Thanks, this is perfect. CORE approves the variance.

Brooks Kaufman
Lands and Rights of Way Manager

800.332.9540 MAIN
720.733.5493 DIRECT
303.912.0765 MOBILE

www.core.coop



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