

Exemption Staff Report

Date: July 2, 2026
To: Douglas County Board of County Commissioners
Through: Douglas J. DeBord, County Manager
From: Kati Carter, AICP, Director of Community Development *SK for KCC*
CC: Eric Pavlinek, Principal Planner
Brett Thomas, AICP, Planning Manager
Steven E. Koster, AICP, Deputy Director of Community Development
Subject: **DCL Sterling Ranch Exemption**
Project File: **EX2026-006**

Board of County Commissioners Meeting:

July 14, 2026 @ 2:30 p.m.

I. EXECUTIVE SUMMARY

The request is for approval of an exemption from the Douglas County Subdivision Resolution (DCSR) to establish a 3.29-acre lot for development of a public library. The site is located southwest of the intersection of Titan Road and Taylor River Circle, west of the Sterling Ranch Civic Center. The site is zoned Planned Development (PD) as part of the Sterling Ranch Planned Development. The proposal is located in the Chatfield Urban Area as designated on the 2040 Douglas County Comprehensive Master Plan (CMP).

The subdivision exemption will establish a legal parcel to be transferred from Sterling Ranch to the Douglas County Libraries. The Planning Commission approved the Location and Extent (L & E) application for construction of the library on January 5, 2026. Through the L & E and Exemption processes, the applicant has verified that water, sewer, access, and other basic services will be available to serve the lot.

II. APPLICATION INFORMATION

A. Applicant

Douglas County Libraries
100 S. Wilcox Street
Castle Rock, Colorado 80104

B. Applicant's Representative

Bob Pasicznyuk, Executive Director
Douglas County Libraries
100 Wilcox Street
Castle Rock, Colorado 80104

C. Request

The request is for approval of an exemption from the definition of Subdivision to establish a lot for development of a public library. The parcel has not been platted and has been identified and approved for a public library.

D. Process

The DCSR defines various divisions of land which are exempt from the subdivision review process. In accordance with Section 903 of the DCSR, the proposed division must comply with one of the five listed criteria to be exempted from the definition of the term subdivision. In this case, Section 903.04 authorizes the Board to approve subdivision exemptions when divisions of land create parcels for public or quasi-public use such as community facilities where no dwelling units are allowed, including but not limited to: utility facility, park, open space, fire station, sheriff substation, library, metro district office, water/sewage facility. The proposed exemption will establish one lot for a public library.

The exemption process requires the submittal of a surveyed exemption exhibit and project narrative. Legal and physical access must be demonstrated. The ability to obtain water, sanitation, and other basic services is verified. Referral response requests are sent to a limited number of agencies who will serve or otherwise approve development of the lot. Referral comments are attached to the staff report.

E. Location

The site is located southwest of the intersection of Titan Road and Taylor River Circle. More specifically, the site is bounded by Taylor River Circle to the east, Piney River Avenue to the south, and Titan Road to the north. Vicinity, zoning, and aerial maps are included as an attachment to the staff report to highlight site location and existing conditions.

F. Project Description

The exemption request includes an approximate 3.29-acre lot for development of a public library. An L & E application for siting the library at this location was approved by the Douglas County Planning Commission on January 5, 2026.

III. CONTEXT

A. Background

The parcel was part of a larger, 261-acre unplatted parcel within Sterling Ranch. Per the Sterling Ranch Planned Development, the property is located within the D-3 Planning Area. Library is an allowed use in this planning area. This exemption plat will create the legal lot for library development.

B. Adjacent Land Uses and Zoning

To the south of the exemption site in Filing 1 is Tract P, which is the future Douglas County School District elementary school site. The Primrose daycare facility is located

east of the site across Taylor River Circle. Unplatted portions of Sterling Ranch are located west and north of this site.

Zoning and Land Use

Direction	Zoning	Land Use
North	PD	Unplatted Sterling Ranch
South	PD	DCSD Elementary School
East	PD	Daycare Facility
West	PD	Unplatted Sterling Ranch

IV. PHYSICAL SITE CHARACTERISTICS

A. Site Characteristics and Constraints

No existing physical constraints are present on the site. The property is vacant and has existing streets to the north, east, and south. Infrastructure is available to serve the lot.

B. Access

Access to the parcel is from Taylor River Circle, an existing public road. Public Works Engineering provided comments related to the future alignment of Titan Road to be considered when the land north of Titan Road is subdivided.

C. Drainage and Erosion

Regional detention and water quality ponds constructed with previous filings are sized to accommodate the library facility. The project will connect to existing infrastructure north of the site.

D. Floodplain

No floodplain is present on the site.

V. PROVISION OF SERVICES

A. Fire Protection

South Metro Fire Rescue (South Metro) provides firefighting and emergency medical services to the site. South Metro had no objection to the exemption request.

B. Sheriff Services

The Douglas County Sheriff's Office provides emergency services to Sterling Ranch and surrounding area.

C. Water and Sanitation

Water and sanitation service in Sterling Ranch is provided by Dominion Water and Sanitation District through an intergovernmental agreement with the Sterling Ranch Community Authority Board (CAB). The CAB noted it will provide public infrastructure,

including water and sanitary services, to support the site as part of the L & E application.

D. Utilities

Area utility service providers are available to the lot. No utility dedications are required as part of the exemption process. Any utility easements required for development of the library will need to be dedicated by sperate document.

VI. STAFF ANALYSIS

Staff has evaluated the exemption request in accordance with Article 9 of the Subdivision Resolution. Per Section 903.04, the Board may authorize subdivision exemption when the applicants are not circumventing subdivision. In this case, the lot will be for the development of a public library.

VII. STAFF ASSESSMENT

The Board has broad authority to approve subdivision exemption requests. Should the Board approve the exemption request, the following proposed conditions should be considered for inclusion in the motion:

1. Prior to recordation of the exemption exhibit, technical corrections to the exhibit shall be made to the satisfaction of Douglas County.
2. All commitments and promises made by the applicant, or the applicants' representative during the public meeting and/or agreed to in writing and included in the public record have been relied upon by the Board of County Commissioners in approving the application; therefore, such approval is conditioned upon the applicant's full satisfaction of all such commitments and promises.

<u>ATTACHMENTS</u>	<u>PAGE</u>
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Zoning Map	8
Aerial Map.....	9
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LAND USE APPLICATION

Please complete, sign, and date this application. Return it with the required items listed on the Submittal Checklist to planningsubmittals@douglas.co.us. Submittals may also be mailed or submitted in person to Planning Services. *NOTE: The Planning Commission or the Board of County Commissioners should not be contacted regarding an open application.*

OFFICE USE ONLYPROJECT TITLE: **DCL Sterling Ranch Exemption**PROJECT NUMBER: **EX2026-006**PROJECT TYPE: CommercialMARKETING NAME: Douglas County Libraries - Sterling RanchPRESUBMITTAL REVIEW PROJECT NUMBER: PS2025-234**PROJECT SITE:**Address: Piney River Avenue and Taylor River Circle, Littleton, CO 80125State Parcel Number(s): 222930100003Subdivision/Block#/Lot# (if platted): N/A**PROPERTY OWNER(S):**Name(s): Sterling Ranch, LLCAddress: 8155 Piney River Avenue, Suite 200, Littleton, CO 80125Phone: 720-224-2423Email: [REDACTED]

AUTHORIZED REPRESENTATIVE: (Notarized Letter of Authorization is required from the property owner, unless the owner is acting as the representative)

Name: Robert W. Pasicznyuk (Bob), Executive Director - Douglas County LibrariesAddress: 100 S. Wilcox Street, Castle Rock, CO 80104

Phone: _____

Email: [REDACTED]

To the best of my knowledge, the information contained on this application is true and correct. I have received the County's information sheet regarding the *Preble's Meadow Jumping Mouse*.


Applicant Signature5/27/2026

Date



May 21, 2026

DCL Sterling Ranch – Exemption Plat Narrative
Project No. 1296.0001.00

Douglas County Libraries (DCL) Sterling Ranch Colorado

The proposed Exemption Plat is submitted pursuant to Article 9 of the Douglas County Subdivision Resolution, which establishes criteria and a review process whereby the Board of County Commissioners may grant exemptions from the definition of “subdivision” and “subdivided land” in accordance with Article 28, Title 30 of the Colorado Revised Statutes.

The purpose of this exemption plat is to create and/or convey a parcel to Douglas County Libraries, a public entity, for public library purposes. The proposed division of land is intended solely to facilitate ownership and operation of the property by Douglas County Libraries and does not create additional residential development opportunities, intensify land use, or result in the type of subdivision activity contemplated under Article 28, Title 30, C.R.S.

The proposed parcel configuration will continue to provide adequate legal access, utility service, drainage, and compatibility with surrounding land uses. No adverse impacts to adjacent properties or public infrastructure are anticipated as a result of the proposed exemption.

Because the division of land is for conveyance to a governmental/public entity and is not within the purpose or intent of subdivision regulations established by the State of Colorado and Douglas County, the applicant respectfully requests approval of the Exemption Plat by the Board of County Commissioners pursuant to Article 9 of the Douglas County Subdivision Resolution.

If there are any questions, concerns, or if additional information is required, please feel free to contact me.

Sincerely,

TST, INC. CONSULTING ENGINEERS

Derek Patterson, P.E.

dpatterson@tstinc.com

970.690.5392

748 Whalers Way
Suite 200
Fort Collins, CO 80525
970.226.0557 main
970.226.0204 fax

ideas@tstinc.com
www.tstinc.com



Comprehensive Master Plan Land Use Reference Map

Comprehensive Master Plan Areas

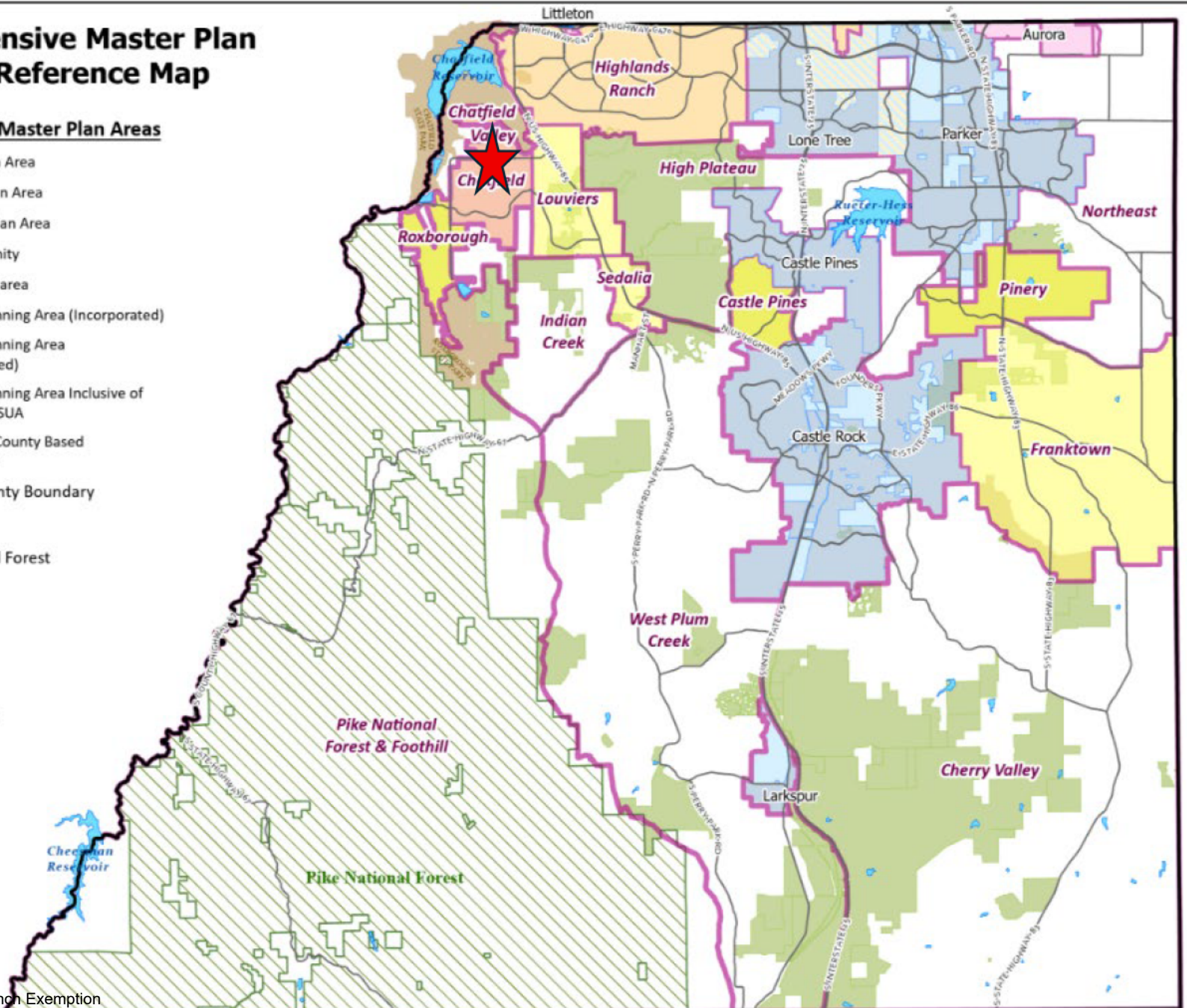
- Primary Urban Area
- Chatfield Urban Area
- Separated Urban Area
- Rural Community
- Nonurban Subarea
- Municipal Planning Area (Incorporated)
- Municipal Planning Area (Unincorporated)
- Municipal Planning Area Inclusive of County PUA / SUA
- Non-Douglas County Based Municipalities
- Douglas County Boundary

Parks

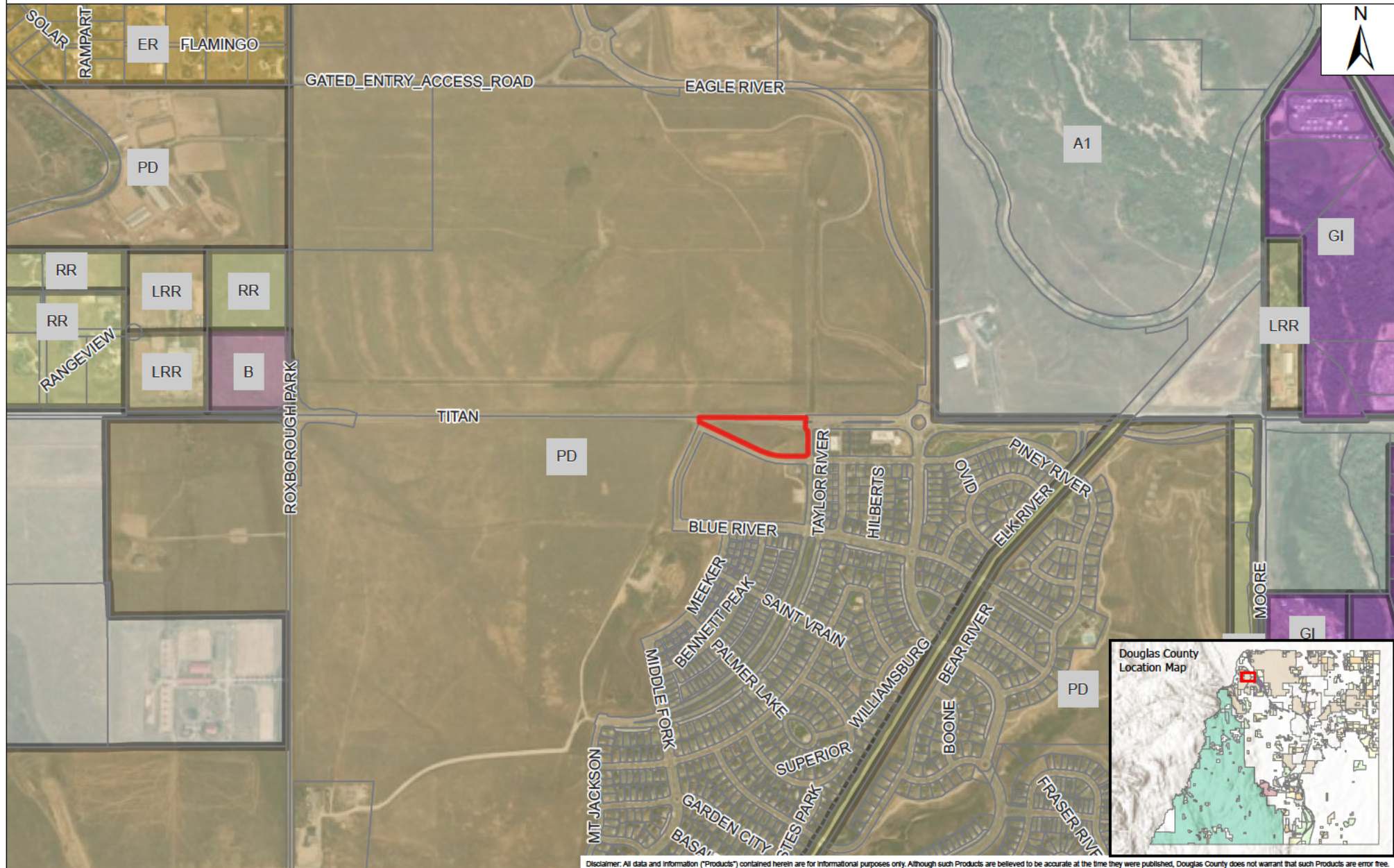
- Pike National Forest
- State Parks
- Open Space
- Lakes

Roadways

- Major Roads



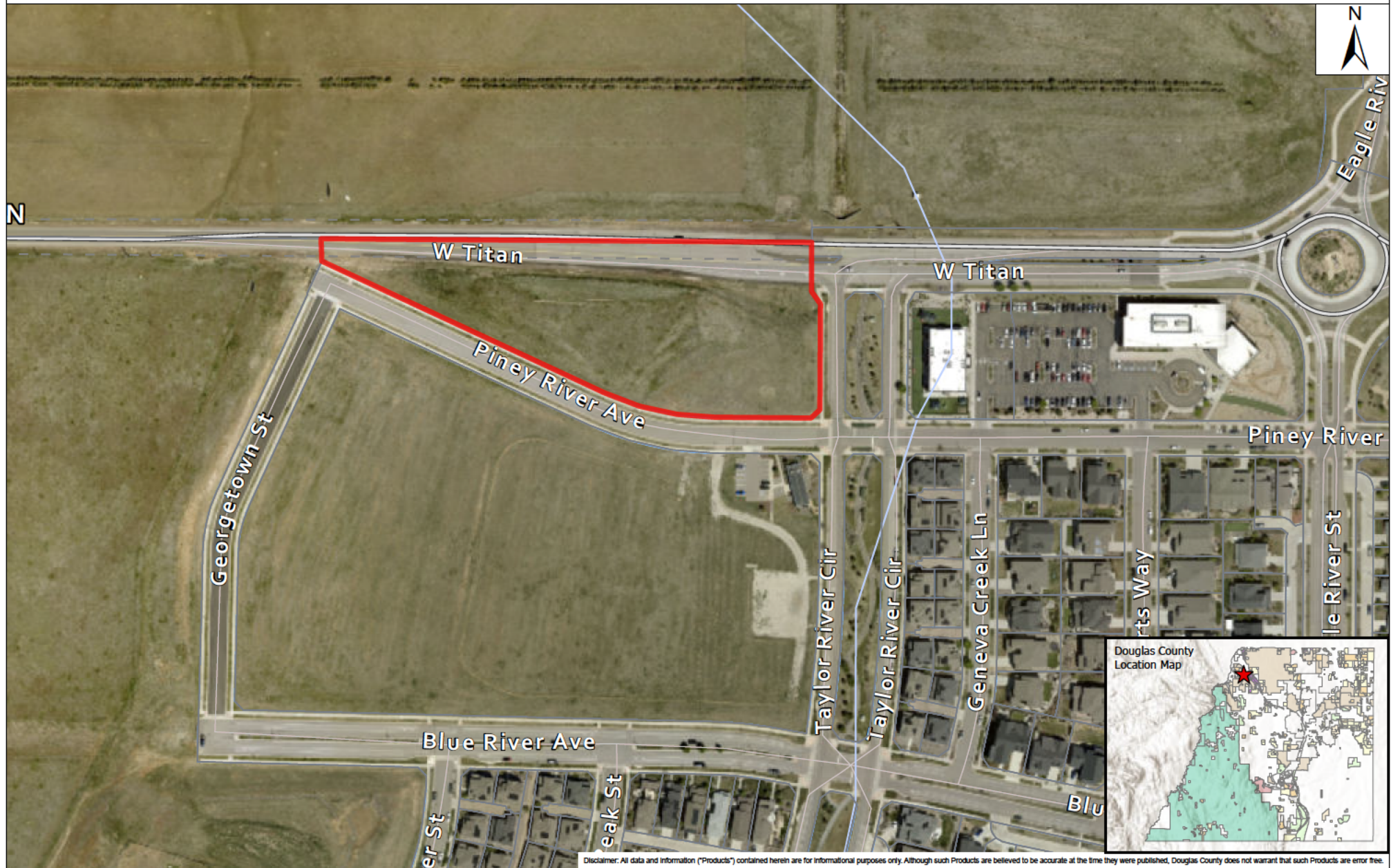
DCL Sterling Ranch Exemption EX2026-006



Disclaimer: All data and information ("Products") contained herein are for informational purposes only. Although such Products are believed to be accurate at the time they were published, Douglas County does not warrant that such Products are error free.

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- | | |
|---|---|
|  B - BUSINESS |  A1 - AGRICULTURAL ONE |
|  GI - GENERAL INDUSTRIAL |  LRR - LARGE RURAL RESIDENTIAL |
|  PD - PLANNED DEVELOPMENT |  RR - RURAL RESIDENTIAL |
| |  ER - ESTATE RESIDENTIAL |



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 PD - PLANNED DEVELOPMENT

Referral Agency Response Report**Page 1 of 1****Project Name:** DCL Sterling Ranch Exemption**Project File #:** EX2026-006**Date Sent:** 06/10/2026**Date Due:** 06/24/2026

Agency	Date Received	Agency Response	Response Resolution
Addressing Analyst	06/11/2026	No Comment. (Verbatim)	No action necessary.
Assessor	06/23/2026	please be aware of the following comments: none (Verbatim)	No action necessary.
Building Services	06/11/2026	No Comment. (Verbatim)	No action necessary.
Douglas County School District RE 1		No Response Received.	
Engineering Services	06/25/2026	See letter: Right-of-way (ROW) for Titan Road needs to be dedicated as part of the exemption process. A utility easement adjacent to the ROW will also need to be included.	Right-of-way excluded from the exemption request. No easement is required at this time. The applicant worked with Engineering to address the comments.
South Metro Fire Rescue	06/10/2026	South Metro Fire Rescue (SMFR) has reviewed the provided documents and has no objection to the proposed exemption plat. (Verbatim)	No action necessary.
Sterling Ranch Community Authority Board	06/16/2026	See letter: The Sterling Ranch Community Authority Board has strong support for the exemption request as the library will be a vital part of the Sterling Ranch community and the broader northwest Douglas County community.	No action necessary.

REFERRAL RESPONSE REQUEST – EXEMPTION

 Date sent: **June 10, 2026**

 Comments due by: **June 24, 2026**
Project Name: DCL Sterling Ranch Exemption

Project File #: EX2026-006

Project Summary:

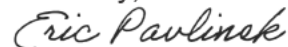
The applicant, Douglas County Libraries (DCL), proposes an exemption plat for development of a public library. A Location and Extent application was approved for construction of a 17,000 S.F. library by the Douglas County Planning Commission on January 5, 2026. The subject property is approximately 4.29 acres within a larger unplatted parcel within the Sterling Ranch Planned Development.

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

☐ No Comment	
☐ Please be advised of the following concerns: 	
☐ See letter attached for detail.	
Agency:	Phone #:
Your Name:	Your Signature:
<i>(please print)</i>	Date:

Agencies should be advised that failure to submit written comments prior to the due date, or to obtain the applicant's written approval of an extension, will result in written comments being accepted for informational purposes only.

Sincerely,



Eric Pavlinek, Principal Planner

June 25, 2026

File No.: EX2026-006(DV2026-364)

Eric Pavlinek
Douglas County Department of Community Development
Planning Services
100 Third St
Castle Rock, CO 80104

Subject: DCL Sterling Ranch Exemption

Dear Eric:

Douglas County Public Works Engineering has reviewed the documents submitted for the referenced project and has the following comments.

Exemption Plat

- Right-of-way (ROW) for Titan Road needs to be dedicated to Douglas County as part of this exemption process. The applicant will need to work with County staff to determine the extent of the ROW to be dedicated. A utility easement adjacent to the ROW will also need to be included.

Please let me know if you have any questions regarding this letter.

Respectfully,



Jake Tolbert
Development Review Engineer

SOUTH METRO FIRE RESCUE

FIRE MARSHAL'S OFFICE



Eric Pavlinek, Principal Planner
Douglas County Department of Community Development, Planning Services
100 Third St
Castle Rock Co 80104
303.660.7460
303.660.9550 Fax

Project Name: DCL Sterling Ranch Exemption
Project File #: **EX2026-006**
S Metro Review #: REFSP26-00134

Review date: June 10, 2026

Plan reviewer: Aaron Miller
720.989.2246
aaron.miller@southmetro.org

Project Summary: The applicant, Douglas County Libraries (DCL), proposes an exemption plat for development of a public library. A Location and Extent application was approved for construction of a 17,000 S.F. library by the Douglas County Planning Commission on January 5, 2026. The subject property is approximately 4.29 acres within a larger unplatted parcel within the Sterling Ranch Planned Development.

Code Reference: Douglas County Fire Code, 2018 International Fire Code, and 2021 International Building Code with amendments as adopted by Douglas County.

South Metro Fire Rescue (SMFR) has reviewed the provided documents and has no objection to the proposed exemption plat.

REFERRAL RESPONSE REQUEST – EXEMPTION

 Date sent: **June 10, 2026**

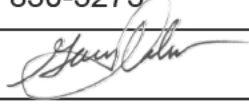
 Comments due by: **June 24, 2026**
Project Name: DCL Sterling Ranch Exemption

Project File #: EX2026-006

Project Summary:

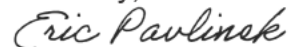
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Information on the identified development proposal located in Douglas County is enclosed. Please review and comment in the space provided.

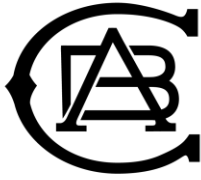
☐ No Comment	
☐ Please be advised of the following concerns: 	
☒ See letter attached for detail.	
Agency: Sterling Ranch Community Authority Board	Phone #: (720) 830-5275
Your Name: Gary Debus (please print)	Your Signature: 
	Date: 6/16/26

Agencies should be advised that failure to submit written comments prior to the due date, or to obtain the applicant's written approval of an extension, will result in written comments being accepted for informational purposes only.

Sincerely,



Eric Pavlinek, Principal Planner



STERLING RANCH
COMMUNITY AUTHORITY BOARD
9350 ROXBOROUGH PARK ROAD
STERLING RANCH, CO 80125

June 16, 2026

Douglas County
Department of Community Development, Planning Services
Attn: Eric Pavlinek, Principal Planner
100 Third Street
Castle Rock, CO 80104

Project Number: EX2026-006
Project Name: DCL Sterling Ranch Exemption

Dear Members of the Planning Commission:

The Sterling Ranch Community Authority Board ("CAB"), our elected Metropolitan District Directors, and the more than 11,500 residents of Sterling Ranch are pleased to express our strong support for the DCL Sterling Ranch Exemption.

The proposed Douglas County Library represents an important investment in the future of Sterling Ranch and the broader Northwest Douglas County community. This state-of-the-art facility will provide valuable educational, cultural, and community resources for residents of all ages while serving as a gathering place that enhances the quality of life for current and future generations.

We are excited about the opportunities this new library will bring to our community and respectfully encourage approval of the exemption request.

Thank you for your consideration.

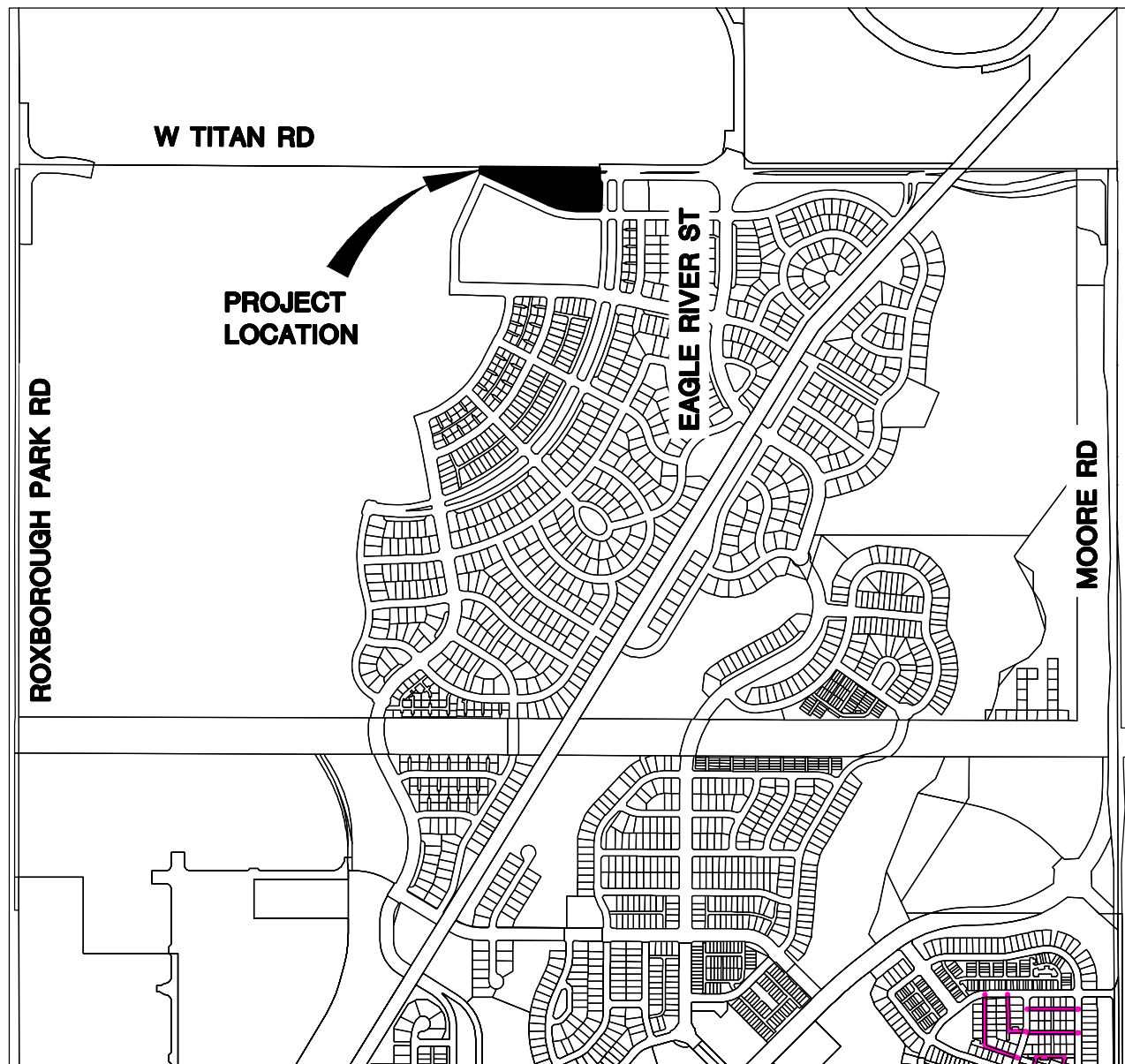
Kind regards,

Gary Debus
General Manager
Sterling Ranch Community Authority Board

K:\1296\0001\05 Drawings\Exhibits\Sterling Ranch Exemption Exhibit.dwg: 7/1/2026 4:02:45 PM

DCL STERLING RANCH EXEMPTION

A PARCEL OF LAND SITUATE IN THE NORTHEAST QUARTER CORNER OF SECTION 30, TOWNSHIP 6 SOUTH, RANGE 68 WEST
OF THE 6TH P.M., COUNTY OF DOUGLAS, STATE OF COLORADO
3.29 ACRES 1 LOT EX2026-006



VICINITY MAP

OWNER
STERLING RANCH LLC
8155 PINEY RIVER AVENUE,
SUITE 200, LITTLETON, CO 80125

SURVEYOR STATEMENT:

I, STEVEN PARKS, A DULY REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS EXEMPTION EXHIBIT TRULY AND CORRECTLY REPRESENTS THE RESULTS OF A SURVEY MADE ON 7-11-2025, BY ME OR UNDER MY DIRECT SUPERVISION AND THAT ALL MONUMENTS EXIST AS SHOWN HEREON; THAT MATHEMATICAL CLOSURE ERRORS ARE LESS THAN 1:50,000 (SECOND ORDER); AND THAT SAID EXHIBIT HAS BEEN PREPARED IN FULL COMPLIANCE WITH ALL APPLICABLE LAWS OF THE STATE OF COLORADO DEALING WITH MONUMENTS, SUBDIVISIONS OR SURVEYING OF LAND AND ALL APPLICABLE PROVISIONS OF THE DOUGLAS COUNTY SUBDIVISION RESOLUTION.

I ATTEST THE ABOVE ON THIS ____ DAY OF _____, 20 ____

STEVEN PARKS
COLORADO PLS
COLORADO LICENSE NO. 38348
ON BEHALF OF MAJESTIC SURVEYING, LLC

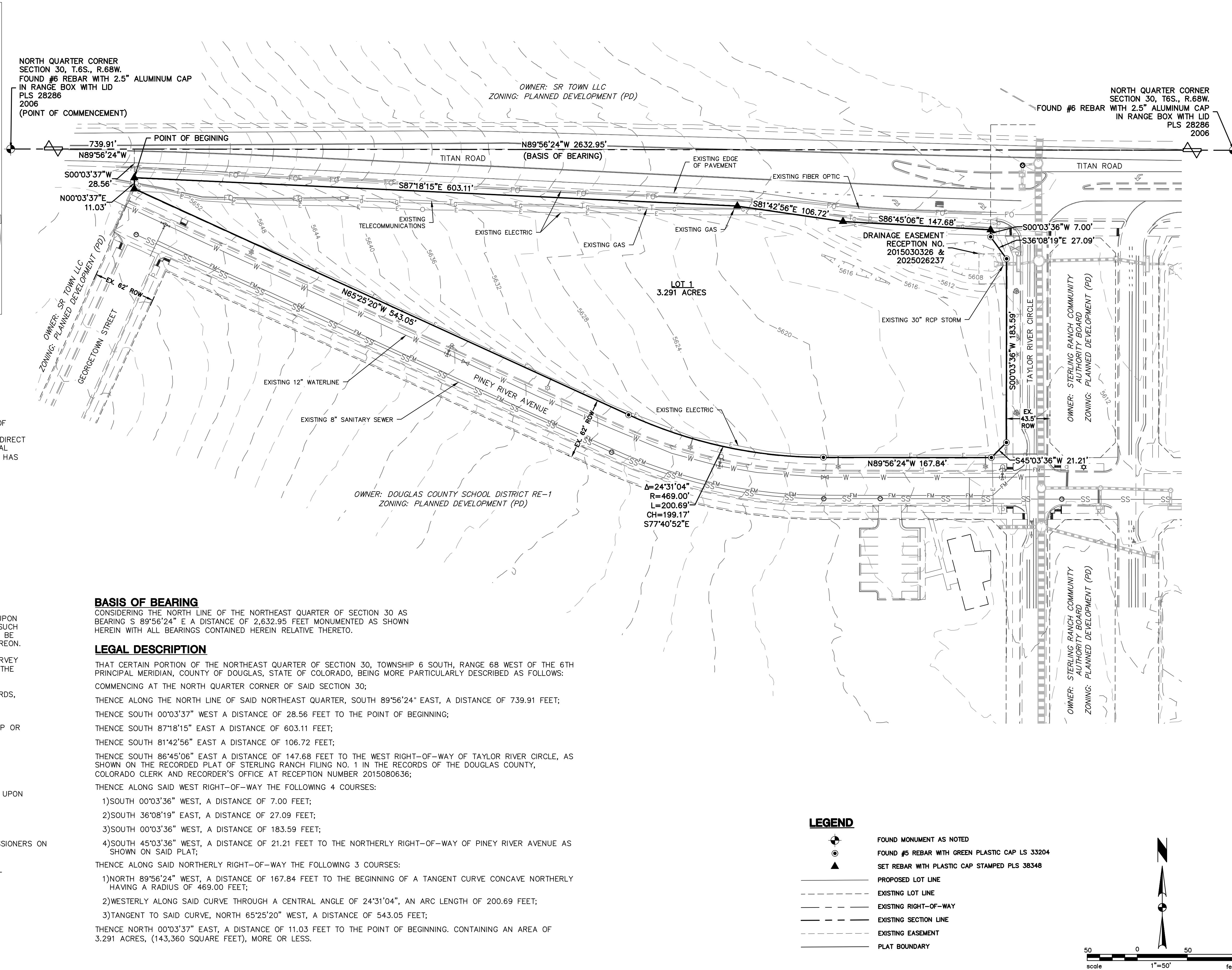
NOTES:

- ACCORDING TO COLORADO LAW, YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVERED SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF CERTIFICATION SHOWN HEREON.
- PER C.R.S. 38-51-106, ALL LINEAL UNITS DEPICTED ON THIS SURVEY ARE U.S. SURVEY FEET. ONE METER EQUALS EXACTLY 39.37/12 U.S. SURVEY FEET ACCORDING TO THE NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY.
- FOR ALL INFORMATION REGARDING EASEMENTS, RIGHTS-OF-WAY AND TITLE OF RECORDS, MAJESTIC SURVEYING, LLC RELIED UPON THE FOLLOWING TITLE COMMITMENT ABD70893206-2, DATED MAY 13, 2026; AS PREPARED BY LAND TITLE GUARANTEE COMPANY TO DELINEATE THE AFORESAID INFORMATION. THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY MAJESTIC SURVEYING, LLC TO DETERMINE OWNERSHIP OR EASEMENTS OF RECORD.
- THE LOT IS FOR DEVELOPMENT OF A PUBLIC LIBRARY.
- TOPOGRAPHY SHOWN BEYOND EXTENTS OF EXEMPTION PARCEL WAS CREATED FROM DRONE LIDAR PREPARED BY TST, INC. CONSULTING ENGINEERS DATED 07-18-2025.
- FUTURE RIGHT-OF-WAY FOR TITAN ROAD SHALL BE DEDICATED TO DOUGLAS COUNTY UPON REQUEST.

DIRECTOR OF COMMUNITY DEVELOPMENT

THIS EXEMPTION WAS APPROVED BY THE DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS ON _____ MOTION # _____

ACCEPTED FOR RECORDATION BY: _____ DATE _____
DIRECTOR OF COMMUNITY DEVELOPMENT



DCL STERLING RANCH

EXEMPTION EXHIBIT



TST
TST, INC.
CONSULTING ENGINEERS
748 Whalers Way
Suite 200 Fort Collins
Colorado 80525
Phone: 970.226.0557

JOB NO.
1296.0001.00

SCALE
1" = 50'

DATE
MAY 2026

SHEET
1 of 1

1 of 1