


Variance Staff Report

Date: June 1, 2026
To: Douglas County Board of Adjustment
Through: Douglas J. DeBord, County Manager
From: Kati Carter, AICP, Director of Community Development 
CC: Carolyn Washee-Freeland, AICP, Senior Planner
Michael Cairry, Zoning Compliance Manager
Steven E. Koster, AICP, Deputy Director of Community Development
Subject: **Twin Oaks, 10th Amendment, Lot 33 - Variance**
Project File: **VA2026-003**

Board of Adjustment Hearing:

June 16, 2026 @ 1:30 p.m.

I. APPLICATION INFORMATION

A. Applicants

Matt and Michelle Meunier
1186 Twin Oaks Lane
Castle Rock, CO 80109

B. Request

The applicants request approval of a variance to allow for a reduction to the street setback for a new addition to the existing home. The property is located at 1186 Twin Oaks Lane, Castle Rock, within the Twin Oaks, 10th Amendment subdivision. The variance request will allow a reduction to the street setback from 100 feet to 67 feet, 4 inches.

The property is located within the West Plum Creek Subarea as identified in the Douglas County 2040 Comprehensive Master Plan (CMP).

C. Location

The site is located at 1186 Twin Oaks Lane, Castle Rock, approximately one mile south of W. Wolfensberger Road, and one and one-half miles west of Interstate 25. See the attached zoning, vicinity, and aerial maps.

D. Development Standards

The property is zoned Large Rural Residential (LRR) and is approximately 10.32 acres in size. The LRR street setback, for lots that are nine acres or more in size, is 100 feet.

The Twin Oaks, 10th Amendment subdivision plat states that Lot 33 is subject to the following: “An easement 20 feet wide, 10 feet on either side of the lot line is reserved and/or dedicated along all lot lines not abutting roadways, and 20 feet wide on all exterior boundary lines for the installation and maintenance of public utilities and for bridle use.”

II. CONTEXT

A. Background

The Twin Oaks, 10th Amendment subdivision was established in 1973 and originally zoned Agricultural Two (A-2). In 1997, the subdivision was later rezoned to Large Rural Residential (LRR) when the County redefined zone districts that allowed for similar uses and had the same lot sizes.

The property owners, Mr. and Mrs. Meunier, purchased the property in 2024. The County Assessor’s Office shows an existing 2,623 square foot (SF) single-family residence with an attached garage that was built in 1984.

The applicants are seeking a variance to reduce the street setback along Twin Oaks Lane from 100 feet to 67 feet, 4 inches, for a new addition to the existing home. The applicants indicate that the proposed home addition will be approximately 42.51 feet by 27.16 feet in size. The addition will be attached to the existing home on the north side of the structure, and it will encroach into the street setback approximately 32.60 feet.

B. Adjacent Land Uses and Zoning

Parcels adjacent to the property are zoned LRR and Agricultural One (A-1). Vicinity, zoning, and aerial maps are contained in this report as an attachment.

Zoning and Land Use

Direction	Zoning	Land Use
North	Agricultural One	Residential
South	Large Rural Residential	Residential
East	Large Rural Residential	Residential
West	Large Rural Residential	Residential

III. SITE CHARACTERISTICS

A. Site Characteristics and Constraints

Twin Oaks Lane is an unpaved road which is owned and maintained by Douglas County. The Twin Oaks, 10th Amendment subdivision borders the Laton Exemption and a portion of Castle Mesa South to the west and the Town of Castle Rock municipal boundaries to the east. Vegetation on the property consists of native grass, pine trees and native shrubs. The site is constrained by existing power lines which are located approximately 40 feet and 70 feet north from the existing home. A drainage way is

located to the immediate north of the home, with steep slopes ranging from 6,700 feet to 6,740 feet in elevation.

IV. PUBLIC NOTICE AND INPUT

At least 14 days prior to the Board of Adjustment hearing, the applicant is required to mail a written notice by first-class mail to each abutting property landowner and post a notice on the land under consideration in compliance with Section 2606 of the Douglas County Zoning Resolution (DCZR). No public comments have been received regarding the variance request.

Referral requests were sent to referral agencies on May 19, 2026. Referral responses were due on June 2, 2026. Douglas County Public Works Engineering reviewed the request and noted that the proposed addition would need to meet the County's grading criteria, which require constructed slopes to be no steeper than 33%. Engineering advised the applicant to consult with their engineer to ensure the addition is feasible within the constraints of the County criteria and required the applicant to provide an engineered Drainage, Erosion and Sediment Control (DESC) plan. The applicants have agreed to provide the required plan for the proposed addition. The applicants further acknowledge that they would be proceeding forward with the variance request at their own risk, should the addition have to be redesigned due to engineering constraints. They anticipate that should the addition need to be re-designed, it would encroach no further into the setback as proposed and would likely encroach less.

Addressing, Building Services, Mountain View Electric Association, and Xcel Energy reviewed the request and had no comments for the applicant to address. CORE Electric Cooperative provided a referral comment requesting the applicant provide a revised exhibit that accurately depicts the location of existing CORE electric facilities in relation to the proposed addition, in order to gain CORE's support for the variance approval. The applicant stated that they have reached out to a surveyor to prepare a revised exhibit to address CORE's referral comments. Once a revised exhibit has been received, it will be forwarded to the Board for review. Other referral agency comments are forthcoming and will be forwarded to the Board once received.

All referral responses received are included in the referral response report attached to the staff report.

V. STAFF ANALYSIS

The following approval criteria for variances are set forth in Section 2603 of the DCZR:

2603.01: A variance shall be granted only upon the finding that a strict application of this resolution causes peculiar and exceptional practical difficulties or exceptional and undue hardship by reason of exceptional narrowness, shallowness, or shape of the

specific parcel of land or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of the land.

Staff Comment: The applicants indicate that due to topographical challenges on the lot, there are limited usable areas in which to construct the addition to the existing home. The proposed addition will connect to the existing structure, which is located within the 100-foot street setback. The site is constrained by existing power lines which are located approximately 40 feet and 70 feet north from the existing home. A drainage way is located to the immediate north of the home, with steep slopes ranging from 6,700 feet to 6,740 feet in elevation. The applicants state that these conditions combined create an exceptional practical difficulty. The proposed location of the addition is the only option to avoid conflicts with the power lines and the topographic constraints.

2603.02: The applicant shall provide reasonable and adequate evidence that the variance request is not a self-imposed hardship which can be rectified by means other than relief through a variance.

Staff Comment: The applicants state that the variance request is not a self-imposed hardship, and the constraints arise from the location of the existing home, the utility corridor which runs through the property, and the steep slope conditions along with the drainageway.

The applicants have considered alternative locations for the proposed addition to the home; however, they indicate that locating the addition outside of the 100-foot street setback would conflict with existing overhead power lines and cause further grading constraints within the steep slopes found on the property.

2603.03: A variance may be granted provided that no substantial detriment to the public good is created and that the intent and purpose of this Resolution are not impaired.

Staff Comment: Should the Board of Adjustment grant a variance for the setback reduction, the applicants will need to meet the requirements of the Douglas County Building Code and Engineering's grading, erosion, and sediment control (GESCC) requirements.

2603.04: The concurring vote of three members of the Board of Adjustment shall be necessary for a variance.

VI. STAFF ASSESSMENT

If the Board determines that the applicants have demonstrated that the variance meets the criteria, then it may be granted. If not, the Board may deny the variance.

ATTACHMENTS	PAGE
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Land Use Application

Please complete, sign, and date this application. Return it with the required items on the Submittal Checklist to planningsubmittals@douglasco.gov. Submittals may also be mailed or submitted in person to Planning Resources.

PROJECT INFORMATION

Project Type: Residential Addition

Marketing Name: N/A

Presubmittal Review Project Number: _____

PROJECT SITE

Address: 1186 Twin Oaks Lane

State Parcel Number(s): 2505-210-01-024

Subdivision/Block#/Lot# (if platted): Twin Oaks Lot #33

PROPERTY OWNER(S)

Name(s): Matthew and Michelle Meunier

Address: 1186 Twin Oaks Lane, Castle Rock, CO 80109

Phone: 720-288-1026

Email: mmoonie01@gmail.com

AUTHORIZED REPRESENTATIVE

Name: N/A - Owner is the representative

Company: _____

Address: _____

Phone: _____

Email: _____

A notarized Letter of Authorization is required from the property owner, unless the owner is acting as the representative.

ACKNOWLEDGMENT

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*.

Matt Meunier
Digitally signed by Matt Meunier
DN: CN=Matt Meunier, OU=Users, OU=District Office,
OU=Denver, OU=Districts, DC=PCLINC, DC=Network,
DC=ads
Date: 2026.05.12.12:58:51.0000

5/12/26
Date

NOTICE: Douglas County Planning does not charge "Approval" fees. Douglas County communicates through our official email accounts ending in @douglasco.gov beware of phishing scams using similar addresses. If you have questions or concerns about the validity of an email or invoice, please call our public outreach and assistance team at 303-660-7460 or email planning@douglasco.gov.

Project Number (Office Use Only): _____

1186 Twin Oaks Lane Zoning Variance Request Narrative

BACKGROUND:

Property Owners : Matthew and Michelle Meunier

Home purchased: December 19, 2024

Property Address: 1186 Twin Oaks Lane, Castle Rock, CO 80109

Legal Description: Lot #33, Twin Oaks, County of Douglas, State of Colorado

Current property improvements include a 1,600 SF ranch style house over full basement. Home is served by private well and septic and with electrical service by Core Electric Coop by a power line that traverses the property approximately 60 feet north of the existing home.

We want to build a 25 foot by 40 foot addition to the northwest side of the residence. The addition would provide a three-car garage addition on the main level of the residence with living space above and below the garage. The addition has been designed and is submitted to Douglas County for permitting and is logged as permit 26-02399-D. It is through this submission we learned a zoning variance was required, and building permit review is pending this variance approval.

REQUEST:

We request relief from the 100-foot setback requirement to allow the addition to be set back approximately 67 feet 4 inches from the property line.

NARRATIVE:

We are planning an addition to our existing residence located at 1186 Twin Oaks Lane. The proposed addition would add a garage at the main level along with additional living space. Our current home was permitted and built 50 feet from the property line, as shown in Exhibit A. In addition to the existing home's placement, practical difficulties are created by (1) steep topography that drops off rapidly as you move farther from the property line and (2) an existing above-ground electrical utility line on our property to the north. Under Douglas County LRR zoning setbacks (Section 408), the minimum street setback for lots greater than 9 acres is 100 feet (measured from the lot line to the wall of the structure). Meeting this minimum setback is not practical given the site constraints and is the basis for our variance request.

1186 Twin Oaks Lane Zoning Variance Request Narrative

HARDSHIP:

1. What exceptional practical difficulties, exceptional and undue hardship, or other extraordinary and exceptional situation or condition of your land prevents compliance with the DCZR?

Answer: The existing residence was permitted and constructed in 1984 approximately 50 feet from the property line. Because an addition must connect to the existing structure, this placement makes compliance with a 100-foot setback impracticable. In addition, the lot's steep topography becomes significantly more challenging farther from the property line, and an existing above-ground Core Electric power line running east-west north of the residence further limits feasible building locations. Together, these conditions create an exceptional practical difficulty and make the proposed location shown in Exhibit B the only reasonable option that avoids conflicts with the utility line and minimizes topographic impacts.

Grading at the residence is relatively flat between the roadway and the residence and drops off sharply moving east and north of the residence as shown in Exhibit B. The grade drops 15 feet in elevation within 30 from the northwest face of the residence. Rotating the addition to accommodate the 100-foot setback will require significant additional earthwork to fill the void and allow vehicles to access the garage and backfill around the addition.

The Core Electric Coop power lines run east-west across the property approximately 55 feet from the existing residence. We have coordinated with Core and they require a 15-foot clear area between the power line and structures. Rotating the addition to allow for the 100-foot setback makes the addition encroach on the required clear distance from the power lines.

2. A variance may not be granted if it is due to self-imposed hardship that can be rectified by means other than relief through a variance. What other design or development alternatives have you considered and why aren't they feasible?

Answer: The hardships described above are not self-imposed; they arise from the location of the existing permitted residence, the utility corridor, and the natural slope of the lot. We evaluated alternative locations for the addition. Locating the addition to the south or west would further reduce the setback to the property line and would not be functional. Locating the addition directly north would still be within 100 feet of the property line and would create conflicts with the overhead power line and associated grading constraints. An addition to the east is not practical due to the steep topography and the proximity and alignment of the road.

1186 Twin Oaks Lane Zoning Variance Request Narrative

Given these limitations, the proposed location represents the most feasible design that minimizes impacts while providing the needed space.

3. Why do you believe that your variance request is in harmony with the intent and purpose of the DCZR?











Answer: The requested variance is consistent with the intent and purpose of the DCZR because the proposal places the addition as far from the property line as reasonably possible given the existing home and site constraints. The addition will be set back approximately 67 feet 4 inches—nearly 20 feet farther from the property line than the existing residence—thereby improving nonconformity rather than intensifying it. The proposed location also respects the Core Electric Cooperative clearance requirements (minimum 15 feet from the power line) and reduces grading and disturbance by working with the existing topography. Overall, the addition will be compatible with the surrounding area and will not create adverse impacts to neighboring properties.

Respectfully,




Matt and Michelle Meunier

Comprehensive Master Plan Land Use Reference Map

Comprehensive Master Plan Areas

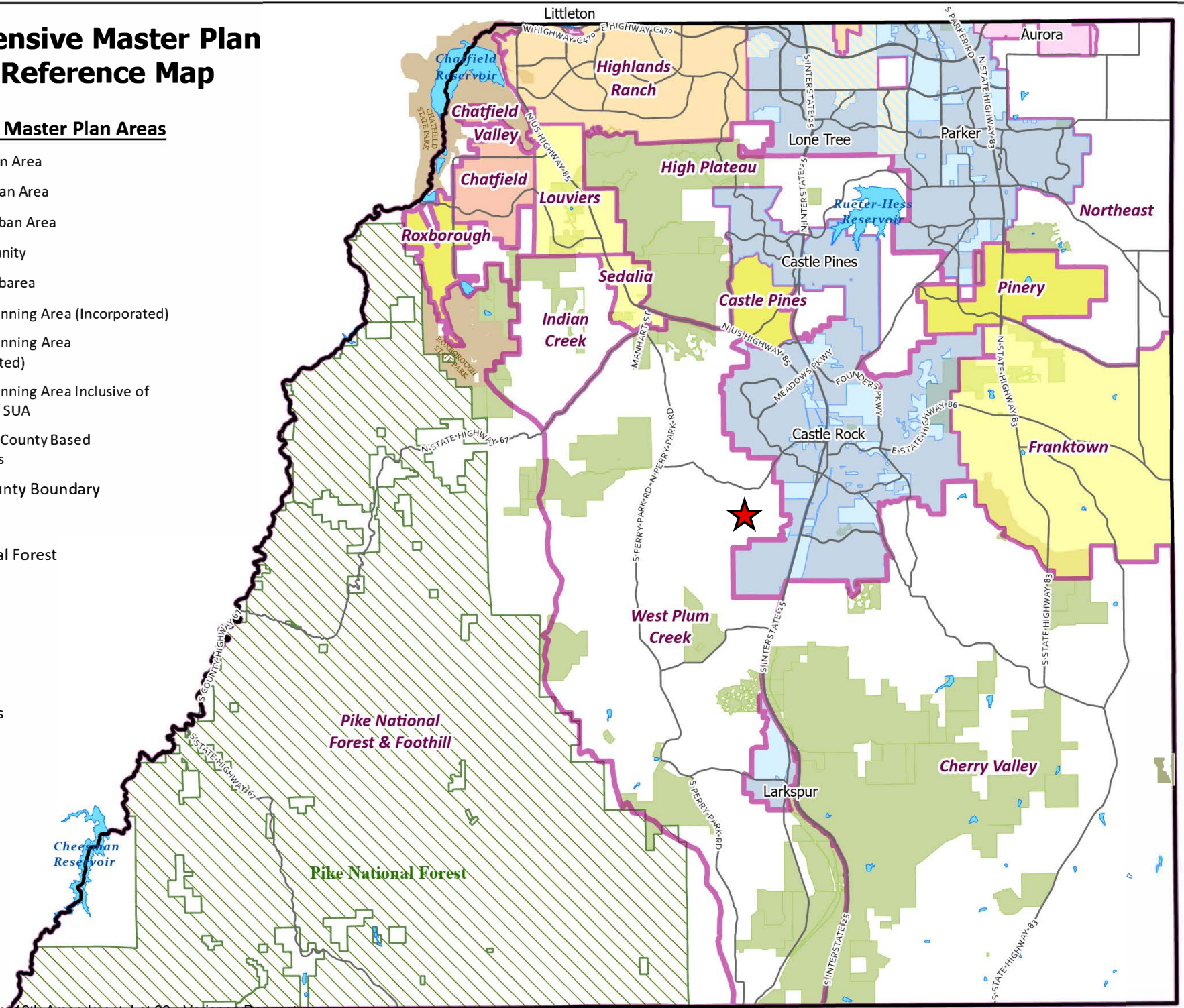
-  Primary Urban Area
-  Chatfield Urban Area
-  Separated Urban Area
-  Rural Community
-  Nonurban Subarea
-  Municipal Planning Area (Incorporated)
-  Municipal Planning Area (Unincorporated)
-  Municipal Planning Area Inclusive of County PUA / SUA
-  Non-Douglas County Based Municipalities
-  Douglas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

Parks

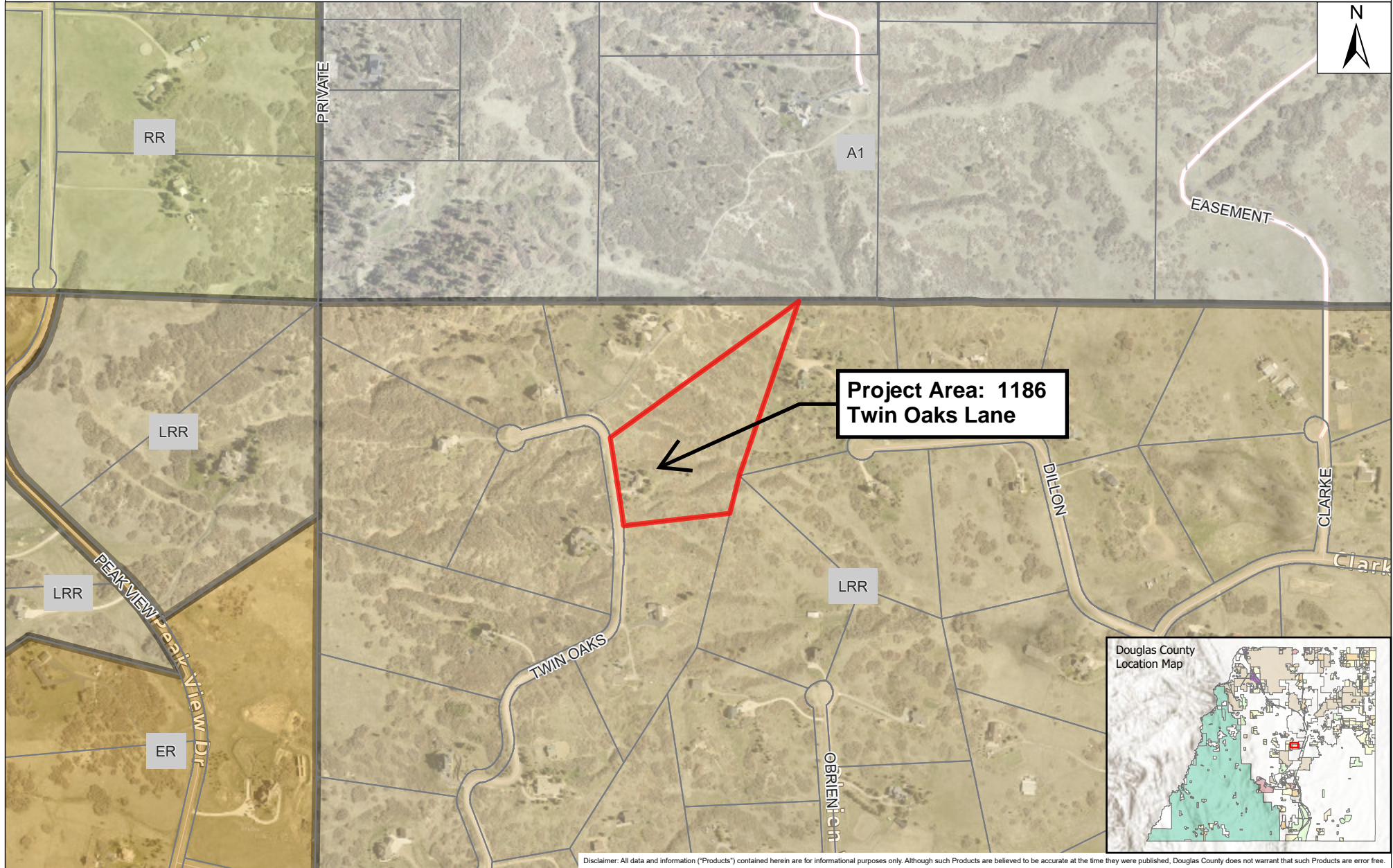
-  Pike National Forest
-  State Parks
-  Open Space
-  Lakes

Roadways

-  Major Roads



TWIN OAKS, 10TH AMENDMENT ZONING MAP

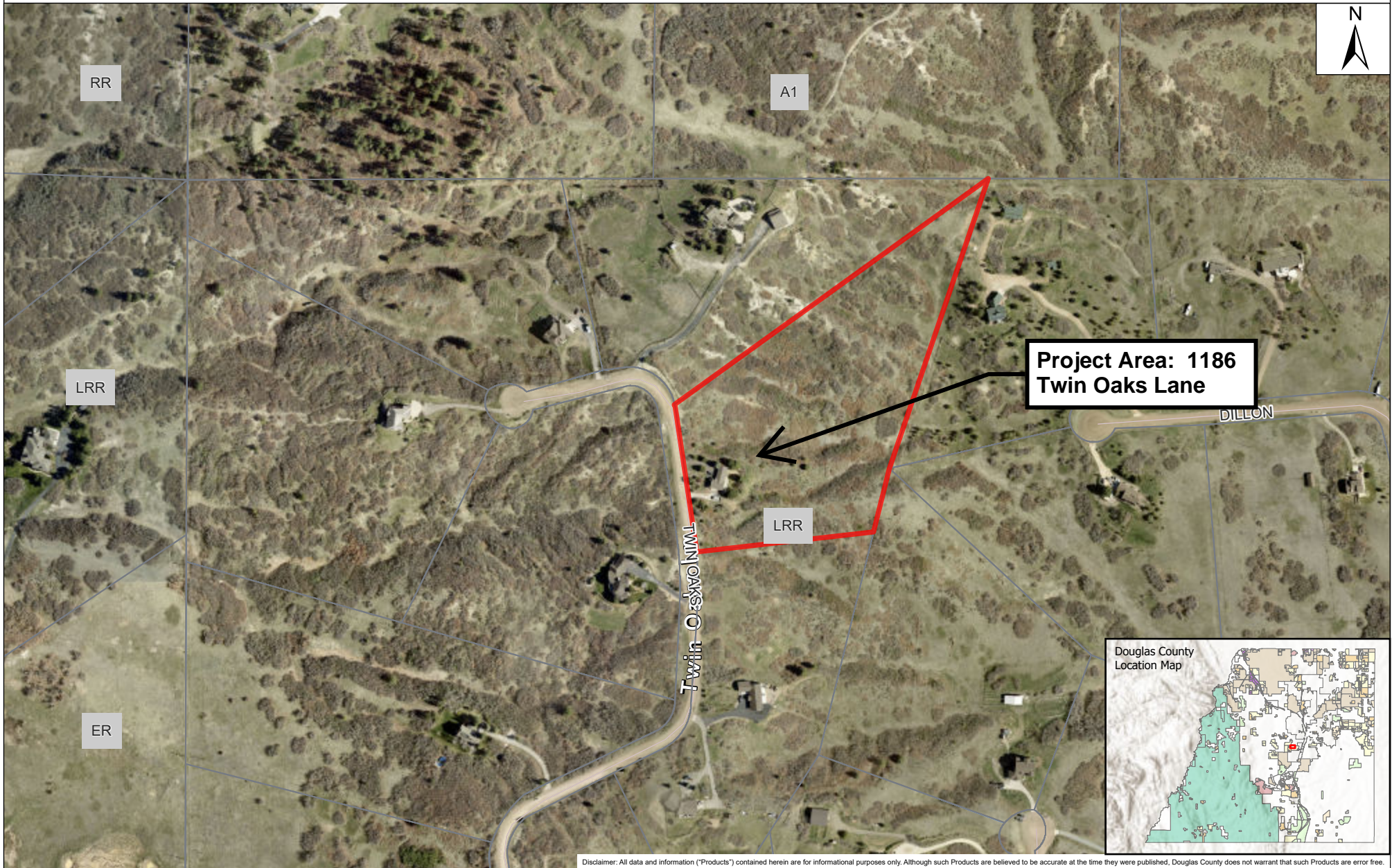


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|  RR - RURAL RESIDENTIAL |  A1 - AGRICULTURAL ONE |
|  ER - ESTATE RESIDENTIAL |  LRR - LARGE RURAL RESIDENTIAL |

TWIN OAKS, 10TH AMENDMENT AERIAL MAP



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|  RR - RURAL RESIDENTIAL |  A1 - AGRICULTURAL ONE |
|  ER - ESTATE RESIDENTIAL |  LRR - LARGE RURAL RESIDENTIAL |

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		Awaiting response	
AT&T Long Distance - ROW		Awaiting response	
Building Services	05/22/2026	No Comment (Verbatim)	No action necessary
CenturyLink	05/29/2026	See Letter: No Objection	No action necessary
Comcast		Awaiting response	
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)	Comments forwarded to the applicant to address. The applicant stated that they have reached out to a surveyor to prepare a revised exhibit that will address COREs referral comment.

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	0522/2026	<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
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.</p> <p>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.

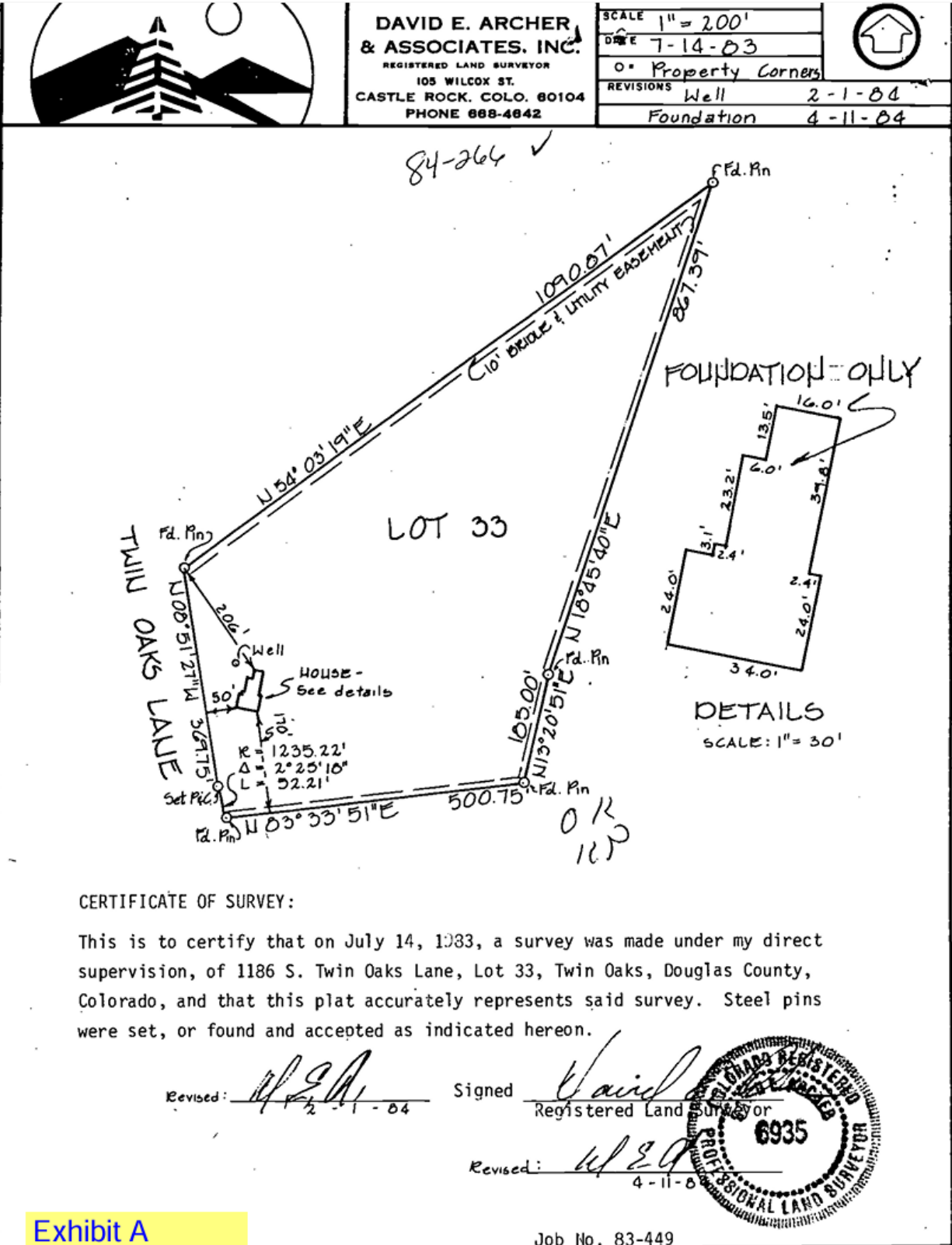
It is the intent and understanding of CenturyLink that this Vacation shall not reduce our rights to any other existing easement or rights we have on this site or in the area.

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



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. / 2-1-84 Signed: David Archer
 Registered Land Surveyor
 Revised: W.E.A. / 4-11-84



Exhibit A
Original Permit

Job No. 83-449

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

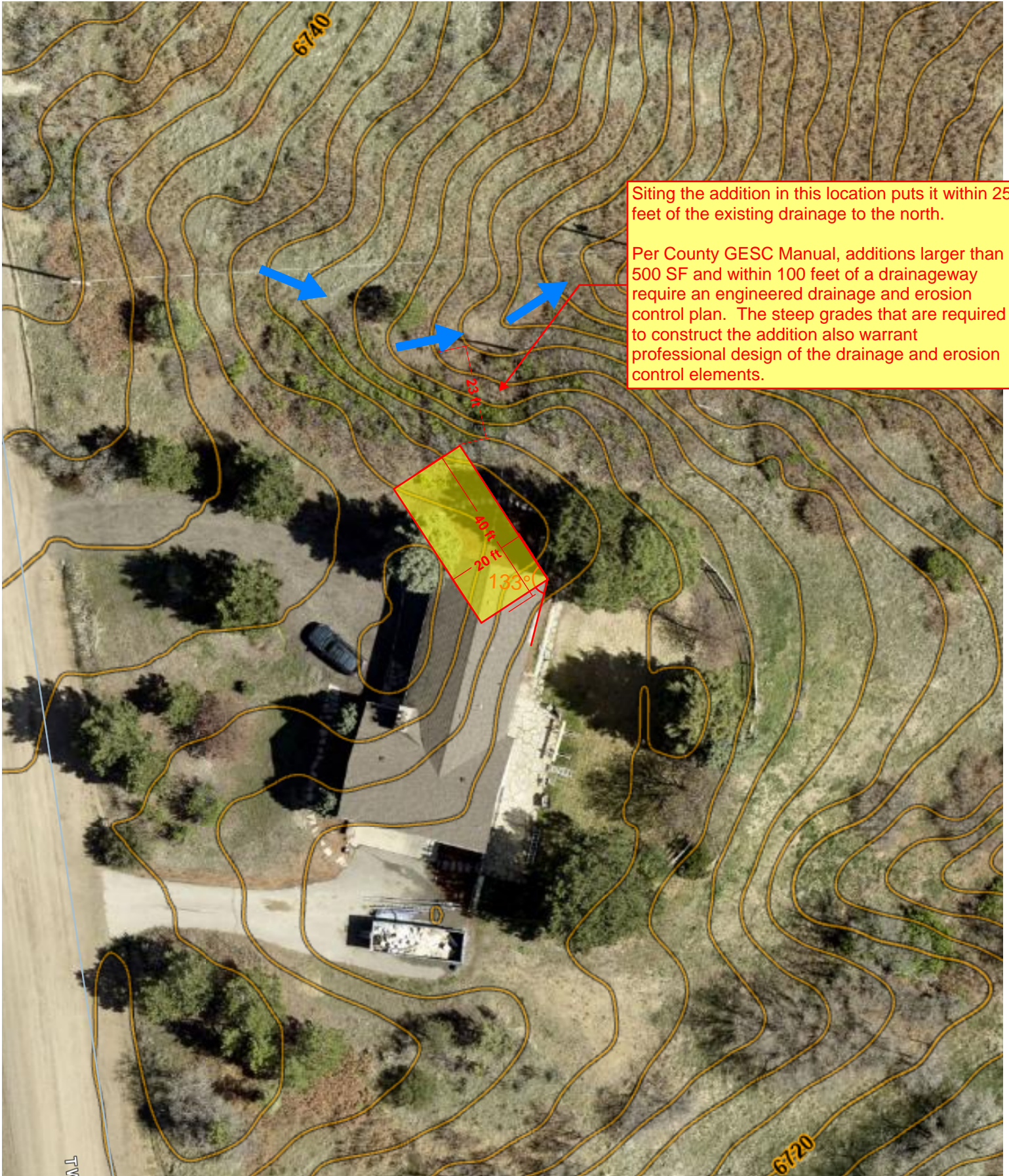
A Variance Hearing on this request will be held before the Douglas County Board of Adjustment on Tuesday, **June 16, 2026 at 1:30 pm.**

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.

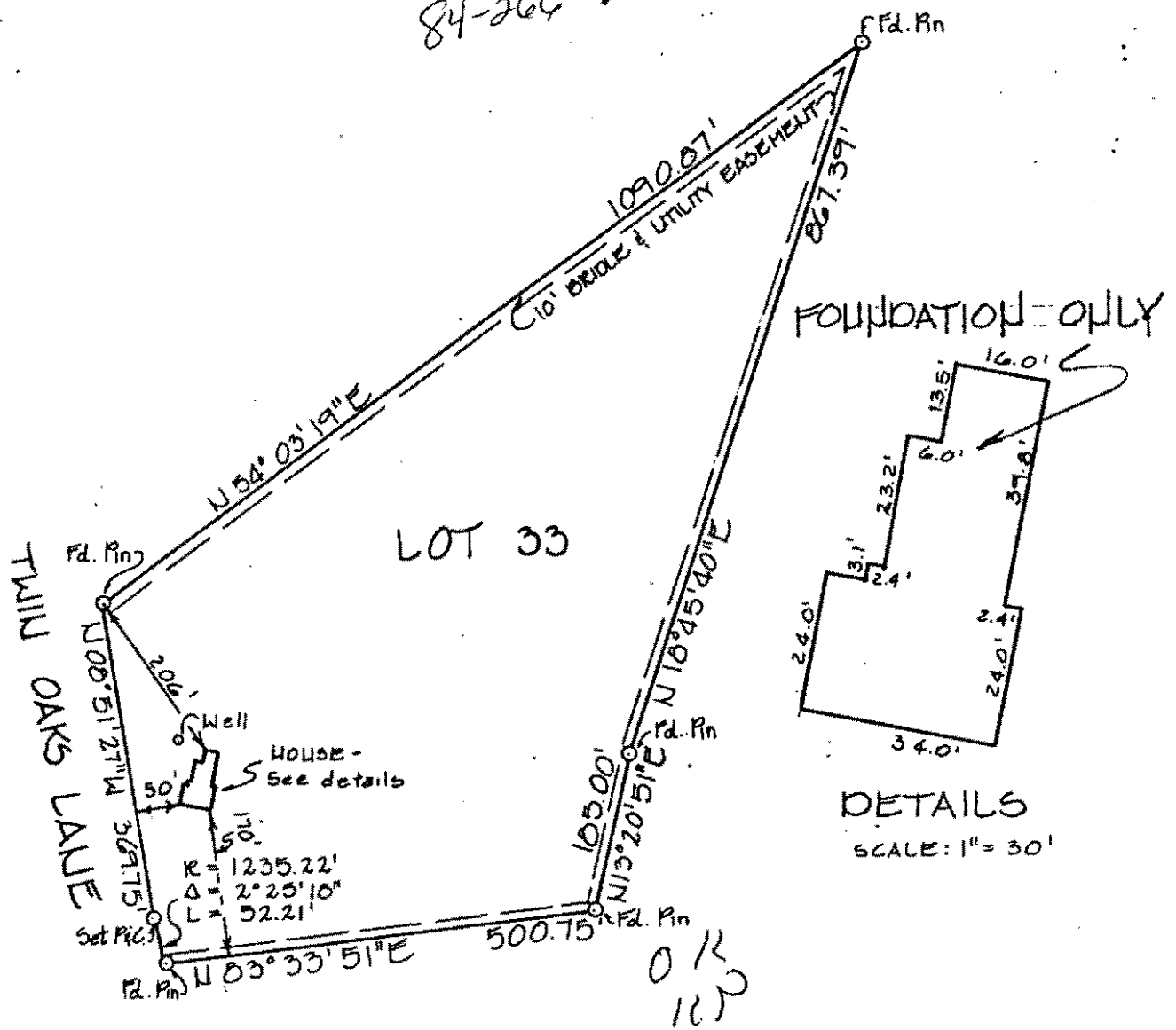


DAVID E. ARCHER & ASSOCIATES, INC.
 REGISTERED LAND SURVEYOR
 105 WILCOX ST.
 CASTLE ROCK, COLO. 80104
 PHONE 688-4842

SCALE	1" = 200'	
DATE	7-14-83	
REVISIONS	0 = Property Corners	
	Well	2-1-84
	Foundation	4-11-84



84-264 ✓

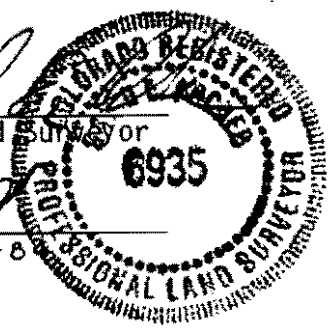


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Revised: W E A
 2-1-84

Signed: David
 Registered Land Surveyor



Revised: W E A
 4-11-84

Exhibit A
Original Permit