



SITE DEVELOPMENT PLAN APPROVAL LETTER

TO: Pari Holliday, Costco
Terry Odle, MG2
Jake Schroeder, ACM Dawson Trails VIII, JV, LLC
Larry Jacobson, ACM Dawson Trails VIII, JV, LLC
Stacey Weeks, Norris Design
Jeremy Lott, Norris Design

FROM: Sandy Vossler, Senior Planner, Development Services Department

DATE: December 13, 2024

SUBJECT: Costco, Site Development Plan (SDP23-0020) – Letter of Approval

The Site Development Plan for Costco Dawson Trails was approved by Town Council on November 19, 2024.

You may prepare the Site Development Plan mylars for signatures and recording. Please follow the steps below.

- Please provide a Title Commitment dated within the last 30 days.
- Please print the Cover Sheet #1 and General Notes Sheet #2 of the Site Development Plan set on Mylar with black ink printed on the front only.
Note: Please do not print on the back of the Mylar.
- All signatures and seals must be original and in black ink only.
- Obtain any signatures needed for the Surveyor, Owner, Title Certification, and Lien holders (if applicable), including Notaries.
Note: Please cover the signatures and title blocks to prevent smearing
- Return the signed and notarized Mylar sheets 1 and 2 to my attention at:

Town of Castle Rock
Development Services Department
100 N. Wilcox Street
Castle Rock, CO 80104

- Please have the Landscape Architect sign and stamp all applicable landscape design pages.
- The Douglas County recording fee is \$306; a copy of the invoice is attached. The recording fee can be paid via check made payable to Town of Castle, or electronically via Etrakit.
- After we have obtained Town approval signatures, we will record this document with Douglas County Clerk and Recorder. Please allow 3-5 business days after receipt of the Mylar's for obtaining Town signatures and recording the document. You will be provided the reception number after the document is recorded.

DEVELOPMENT SERVICES

100 North Wilcox Street Castle Rock, CO 80104 P: 720-733-3556 E: svossler@crgov.com

EXCELLENCE • DEDICATION • SERVICE

- The signed, sealed and notarized Site Development Plan Mylar's must be submitted to the Town of Castle Rock within 180 days from the date of the Town Council approval, or no later than Monday, May 19, 2025.

Building Permits cannot be issued until the Site Development Plan for the project is recorded. Once recorded, I will forward a copy of the executed Resolution 2024-116.

We appreciate your project within the Town of Castle Rock, and hope you have a successful development.

Regards,

Sandy Vossler
Senior Planner

Attachments
Recording Fee Invoice



INVOICE

Town of Castle Rock

100 N Wilcox St.

Castle Rock, CO 80104

Phone:(720)-733-3556

VIA EMAIL:

Pari Holliday, Costco

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Project No: SDP23-0020

Parcel No: 250522399008

Fee Description

Fee Amount

ELECTRONIC RECORDING FEE PROJECT

\$306.00

Costco SDP Recording Fee Breakdown

SDP 30 sheets (24' x 36')

1st sheet = \$13

Remaining sheets = \$10 per sheet

Electronic Recording Fee = \$3

Total: \$306

Total Fees Due:

\$306.00

Date Printed: Dec 13, 2024

Assessed By: SANDY VOSSLER, svossler@crgov.com

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