



May 10, 2026

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

RE: World Compass Academy
Parking Lot Expansion
2490 S. Perry Street
Castle Rock, Colorado 80104

PROJECT NARRATIVE

The proposed project consists of an expansion and shared-use optimization of the existing parking facilities at World Compass Academy to address increased parking demand resulting from the adjacent Plum Creek Church proposed development expansion. The project is located within the Town of Castle Rock and is intended to improve circulation efficiency, safety, and coordinated access between the two properties while minimizing impacts to surrounding land uses.

The parking lot expansion will include additional parking stalls, internal circulation improvements, shared access accommodations, and landscaping enhancements. No drainage infrastructure upgrades are proposed as part of this project. Limited additional site lighting will be installed to improve visibility and safety.

The project reflects a coordinated effort between institutional neighbors to efficiently utilize land resources and reduce redundant infrastructure.

Compliance

Vision 2030 & 2030 Comprehensive Master Plan

The Parking Lot Expansion at World Compass Academy endeavors to comply with the Town of Castle Rock's Vision 2030 and 2030 Comprehensive Master Plan by meeting portions of the Four Cornerstones as outlined below:

Distinct Town Identity

- Maintains compatibility with surrounding land uses through thoughtful site design, landscaping, and buffering.
- Preserves the character of institutional development by integrating the expanded parking area with existing site features and minimizing visual impacts.
- Utilizes coordinated design between adjacent properties to present a cohesive and orderly site appearance.

Responsible Growth

- Promotes efficient land use through shared parking between World Compass Academy and Plum Creek Church, reducing the need for duplicative infrastructure and limiting unnecessary impervious surface expansion.
- Incorporates a Traffic Impact Analysis (TIA) and Traffic Management Plan (TMP) to proactively address traffic conditions and maintain acceptable levels of service on adjacent roadways.
- Minimizes infrastructure demands by utilizing existing utilities and maintaining established drainage patterns without requiring system expansion.

Community Services

- Supports two key community-serving institutions—education and religious assembly—by improving safe and reliable access for students, staff, and visitors.
- Enhances on-site safety through improved circulation, pedestrian connectivity, and additional lighting.
- Reduces neighborhood impacts such as overflow parking and unsafe roadside conditions during peak events.

Thriving Economy

- Supports the long-term viability and growth of local institutions that contribute to the community's economic and social fabric.
- Improves operational efficiency for both entities, allowing them to better serve their members and the broader community.
- Demonstrates cost-effective infrastructure planning through shared resources and coordinated development.

Compliance with Zoning, Design Principals & Technical Manuals

The proposed improvements are designed to comply with applicable Town of Castle Rock zoning codes, development standards, and adopted engineering criteria manuals and best practices, including:

- **Parking Ratios and Layout:** Parking counts meet or exceed minimum requirements for both school and assembly uses, accounting for shared-use efficiencies. Stall dimensions, aisle widths, and ADA accessibility meet Town and ADA standards.
- **Setbacks and Buffers:** Landscaping buffers and setbacks are maintained or enhanced to provide visual screening and compatibility with adjacent properties.
- **Drainage and Grading:** Existing drainage patterns will be maintained. The project does not propose modifications to stormwater infrastructure, and the site will continue to function in compliance with established drainage requirements.

- **Landscaping:** Planting plans align with water-wise landscaping principles and Town-approved species lists.
- **Lighting Standards:** Additional parking lot lighting will comply with Town regulations for illumination levels, fixture height, and cutoff requirements to minimize light spillover onto adjacent properties.
- **Pedestrian Connectivity:** Clearly defined pedestrian pathways exist and improve safety and accessibility for both sites.

Impacts

Project Benefits

The proposed parking lot expansion provides several key benefits to both the project site and the surrounding community:

- **Improved Parking Capacity and Efficiency:** Accommodates peak demand associated with existing school operations and the adjacent church use. The expansion is not driven by an increase in student enrollment, but rather by shared-use coordination and more efficient parking management.
- **Shared Infrastructure Optimization:** Maximizes use of existing developed land through coordinated parking and access between the school and church, reducing the need for redundant facilities.
- **Enhanced Traffic Operations:** The use of the church access and parking area for school drop-off and pick-up queuing reduces stacking on adjacent roadways.
- **Increased Safety:** Additional lighting will enhance safety for students, staff, and visitors.
- **Reduced Neighborhood Intrusion:** Decreases the likelihood of overflow parking and unsafe stopping along nearby streets.

Impacts on Surrounding Properties

While the project provides substantial benefits, some impacts may occur:

- **Traffic Activity During Peak Periods:** Vehicle volumes will continue to be concentrated during typical school drop-off/pick-up times and church events; however, these patterns reflect existing operational conditions rather than increased school enrollment.
- **Queuing and Circulation Activity:** Concentrated vehicle movement at specific times of day, managed through improved on-site circulation and shared queuing areas.
- **Lighting Impacts:** Additional site lighting may increase illumination levels near property boundaries that still fall within Town approved limits.
- **Visual Changes:** Expansion of paved areas may alter the visual character of the site.
- **Noise:** Temporary increases in noise associated with vehicle activity during peak periods.

Mitigation Measures

The project incorporates several strategies to minimize and effectively manage these impacts:

- **Traffic Impact Analysis (TIA):** Evaluates existing and projected traffic conditions based on current school enrollment and church use to ensure acceptable levels of service are maintained.
- **Traffic Management Plan (TMP):** Implements operational measures such as:
 - o Use of shared church access and parking lot for school queuing.
 - o On-site staff to direct traffic during peak periods.

- o Coordinated ingress/egress patterns.
 - o Staggered scheduling between school and church activities where feasible.
- **On-Site Queuing Strategy:** Utilizing the church parking lot prevents vehicle spillback onto adjacent public streets and improves overall traffic flow.
- **Lighting Controls:** Installation of full cutoff fixtures and downward-directed lighting to minimize glare and light trespass onto adjacent properties.
- **Landscaping and Buffers:** Enhanced landscaping and retaining wall to provide visual screening and soften the appearance of expanded paved areas.

Infrastructure

The proposed improvements are designed to have minimal impact on the existing infrastructure, including:

Access and Roadways

- Existing access points are adequate and efficient.
- Internal circulation is designed to accommodate emergency vehicles and minimize congestion.
- The school will utilize Plum Creek Church's entry drive and parking lot to accommodate vehicle queuing during student drop-off and pick-up periods. This shared-use approach reduces on-site stacking pressure and limits vehicle spillback onto adjacent public roadways.
- A Traffic Impact Analysis (TIA) has been required by the Town and will evaluate trip generation, peak hour operations, and level of service at adjacent intersections.
- A Traffic Management Plan (TMP) will be implemented to mitigate traffic impacts on surrounding roadways, including measures such as traffic control signage, coordinated ingress/egress operations, on-site staff management during peak periods, and staggered scheduling between school and church activities.

Water and Wastewater

- No significant increase in water or wastewater demand is anticipated as the project primarily serves parking needs.
- Existing utilities are sufficient to support minor landscaping irrigation.

Stormwater Management

- No modifications to existing stormwater infrastructure are proposed.
- The site will continue to function under existing drainage patterns, which are adequate to serve the proposed improvements without adverse downstream impacts.

Variances

The proposed project does not request any deviations or variances from applicable Town of Castle Rock design criteria, zoning regulations, or municipal code requirements. All aspects of the parking lot expansion, including layout, access, lighting, landscaping, and circulation, are designed to fully comply with adopted Town standards and technical manuals. The project has been intentionally developed to meet or exceed all applicable criteria while addressing operational needs through coordinated shared use with the adjacent church property.

The World Compass Academy parking lot expansion represents a thoughtful, coordinated approach to addressing the increased parking demand from the neighboring Plum Creek Church while aligning with the Town of Castle Rock's long-term vision and regulatory framework. Through careful design, collaboration, and adherence to applicable standards, the project enhances site functionality, supports community institutions, and minimizes impacts on surrounding properties.

If you have any questions, please do not hesitate to contact me.

Thanks,

A handwritten signature in black ink that reads "Joey L. Hoppe". The signature is written in a cursive, flowing style.

Joey Hoppe

Project Manager

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