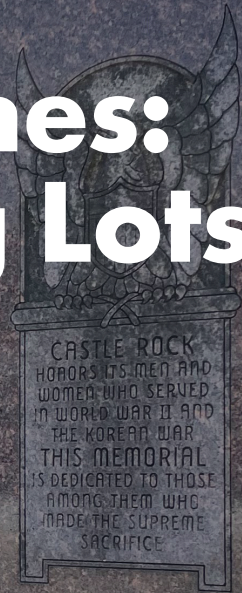


CITY HALL

City of Castle Rock

Design Guidelines: Non-Conforming Lots

April 2024



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CITY OF
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Introduction

1. Purpose

This document is provided as a **supplement to Castle Rock Municipal Code (CRMC) and the requirements established within**. The contents of this guide are to provide guidelines, graphic representations, and methods of construction to convey the intents of the CRMC Non-Conforming Lots standards.

2. Administrative Procedure

In accordance with CRMC 17.78.030, **design review approval shall be obtained prior to issuance of a building permit**. All development is required to obtain a building permit in accordance with CRMC 17.80.020

3. Focal Points of Design Guidelines

These design guidelines will focus on providing **context** and **visualizations** to meet the intent of the Castle Rock Municipal Code Non-Conforming Lot's Chapter, CRMC 17.78.



Site Planning

1. Small Lot Development

The building should be placed on the site so it responds to topography, the street front, surrounding buildings, and the neighborhood at large. At a minimum, buildings should be designed with the following features:

- ◆ Primary **pedestrian entries** shall **face the adjoining public street**. Where possible, **vehicular entries** should be located at the **rear or side** of the lot.
- ◆ Off-street parking shall be provided consistent with the Castle Rock Municipal Code. Where possible, **shared parking areas are encouraged**. The appearance of parking and vehicular entries should be **minimized** as much as possible to emphasize pedestrian entries.
- ◆ Building materials shall consist of **natural materials** or **materials that are designed to appear as natural** materials, such as wood lap siding or shingles, Hardy plank, brick or stone, and similar materials. **Corrugated metal is not allowed**.
- ◆ Rooflines shall be **pitched**. Acceptable designs include **gable, hipped, shed, and similar sloped or pitched designs**.





Single Lots

Houses developed on one nonconforming lot shall comply with underlying zoning requirements, except the side yard can be reduced to no less than three feet when the following features are included:

- Landscaping in excess of the requirements in Section 5, Landscaping, below.
- Pervious pavement, except the use of aggregate.
- Collective storm infiltration design, prepared by a professional engineer.
- Design features, consistent with architectural design in the neighborhood, are proposed by the developer and acceptable to the Planning Commission.

Two or More Lots

Projects constructing more than one home on multiple small lots shall include the following design features:

- Shared driveways are required for every two houses in a single project.
- In the instance of flag lots exemption for shared driveways may be made as part of the design review process.
- Front yard landscaping should have a consistent design.
- Buildings shall not be identical. Variation in roofline, roof orientation, façade design, and/or fenestration is acceptable to achieve variation.

Side yards can be reduced following the requirements for single lots, above.

Corner Lots

Homes built on corner lots must include the following design features:

- The primary front façade shall be located on the same street frontage as other homes in the immediate vicinity. Where there is no consistency in the immediate vicinity, the project proponent can choose the primary front façade.
- The front door should be emphasized with architectural features such as a covered entry, porch, or similar design element.
- Site design shall accommodate safe sight distances for drivers. This includes eliminating sight obstructions and selecting low-growing landscape plants.
- Yards cannot be reduced unless otherwise provided in the Castle Rock Municipal Code.
- Consistent façade treatment is required on both street facing facades.

Desirable design features include:

- ♦ **Deep overhangs**
- ♦ **Simple ornamentation**, such as brackets and shutters
- ♦ **Exposed wood** structural members
- ♦ **Porches** with **support columns**

2. Zero-Lot Line Development

Zero Lot Line Dwellings or Attached Housing **allows for elimination of side-yard setback requirements from the common lot line between two or more lots.** This method of development is allowed when **at least two non-conforming lots are contiguous** to one another and are involved in the development.

Compatibility

Zero lot line developments can occur on non-conforming lots within the R-2 zoning district. There must be a minimum of two available lots of record. It is permissible to build a **duplex** style zero-lot line structure **or a townhouse style structure** with up to 4 units across 4 lots.

Duplex Style

A duplex style zero lot line development is an attached structure containing **two units on two lots.** The two units share a **common wall** on the shared interior lot line, where the **setback is reduced to 0.**

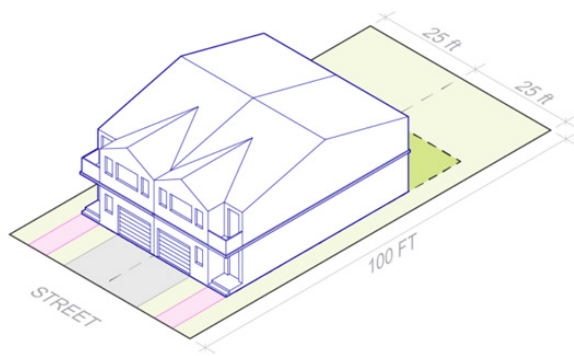


Figure 1: Sample Zero-Lot Line Development, Duplex Style

Townhouse Style

The townhouse style of zero-lot line development involves **3 or more units on their own respective lots.** Each unit **shares a wall on their shared lot line.** In Castle Rock, you can have up to 4-units in a townhouse style zero lot line development.

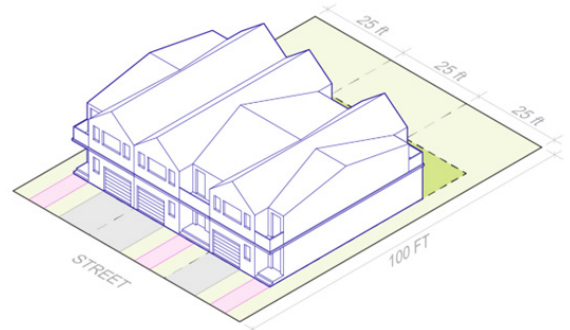


Figure 2: Sample Zero-Lot Line Development, Duplex Style



3. Cottage Housing Development

Cottage housing is a cluster of small detached single-family dwelling units around a common open space. Cottage housing may allow for higher residential density than is normally allowed in the underlying zoning district. The increased density is possible through the use of smaller than average home sizes and site design standards.



Compatibility

Cottage housing can occur on non-conforming lots within the R-2 zoning district. Developments of cottage housing can be built in **minimum clusters of 2 or more** with a density standard of 1 dwelling per 2,500 square feet. For example, If you have two 2,500 square foot lots you can have a cluster of 2 cottage houses.

Dwellings within a cottage housing development shall be oriented to promote a sense of community.



Figure 3: Sample Cottage Housing Development

Table 1: Cottage Housing Development Standards	
Development Standards	Requirements
Density	No more than 1 dwelling per 2,500 square feet.
Minimum Front Setback	10 feet
Minimum Side Setback	5 feet
Minimum Rear Setback	10 feet
Maximum Building coverage	40%
Maximum Building Height	35 feet

Development Standards

Development standards for cottage housing developments are listed in Table 1.

Orientation

Dwellings within a cottage housing development shall be **oriented to promote a sense of community**. To achieve this, cottage developments utilize common open space in their design.

The **primary entrance or covered porch of each cottage must be oriented towards a common open space**. All buildings and common spaces need to be served by a pedestrian circulation system that connects to an existing or planned sidewalk, public sidewalk, or trail system.

Common Open Space

The use of common open space is a key feature in the design requirements for cottage housing developments. The spirit of cottage housing is to provide a sense of connectedness and community between each housing unit. Open space is utilized in the design to achieve this.

A minimum of **300 square feet of common open space is required per cottage housing unit.**

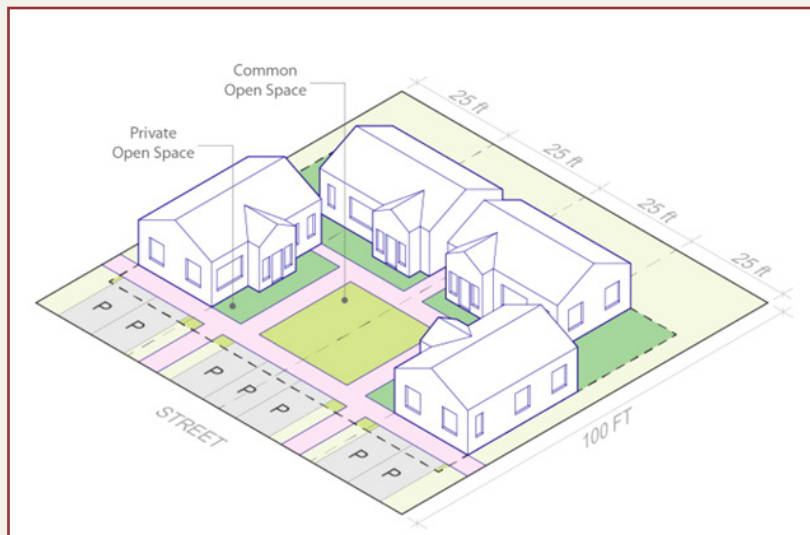


Figure 4: Required Open Space - Cottage Housing Development

300* ft²

of Common Open
Space per cottage
unit

60 ft²

of Private Open
Space per cottage
unit

* can be reduced to 200 ft² per unit if additional amenities are provided

The open space requirement **can be reduced to 200 square feet per unit if a permanent recreation/communal feature is provided.** Recreation/communal features shall provide opportunities for community gathering. Examples of acceptable recreation/communal features include but are not limited to cooking facilities, play equipment, or permanent outdoor gathering spaces with furnishings.

Common open space should provide a sense of openness, visual relief and community for cottage developments.

Private Open Space

Each unit within a cottage development must also be provided with private open space.

A minimum of **60 square feet of private open space is required per cottage housing unit.**

This private space can be designed as a garden, patio, or similar feature and shall include fencing or similar visual barrier.

Private open space may be adjacent to common open spaces. Access must be provided between private and common open spaces.

4. Parking Guidelines

Zero-Lot Line

The required off-street parking space shall be placed in front of each respective unit.

Cottage Housing

Required off-street parking are typically placed in cluster on site. It is not required that the parking be "located in front of each unit."

Administrative Relief

The project proponent may request a reduction in off-street parking requirements if they can demonstrate that the project will not cause an overflow of street parking into surrounding streets or neighborhoods and will not impact sight distance or the safe flow of motorized and nonmotorized traffic. A parking study or similar information may be required to support this request.

Table 2: Parking Guidelines by Development Type

Development Type	Guidelines
Zero-Lot Line Development	A minimum of two off-street parking spaces per dwelling
Cottage Housing Development	A minimum of two off-street parking spaces per dwelling



5. Landscaping

Landscaping is required on site in the front yard to create a visually interesting transitional space between the street and the front of the house. The project shall provide at least **100 square feet of landscaping** that enhances the main pedestrian entry and includes a mix of trees, shrubs, and groundcovers. Landscaping must be an integral part of the project design and should consider the following measures:

1 Landscaping can be planted in the ground, in raised planters, or in other configurations provided landscape areas are a meaningful size for visual interest and long-term maintenance.

2 Provide a direct pedestrian connection from the front door to the street.

3 Use native vegetation or Northwest-adapted vegetation.



6. Accessory Buildings

Accessory buildings are **permissible** and shall follow the minimum requirements of the R-2 Zoning District.

These buildings are subject to lot coverage requirements listed in Table 3. Lot coverage is calculated using the footprint of all primary and accessory buildings on the lot.

Table 3: Accessory Building Requirements by Development Type

Development Type	Lot Coverage
Zero-Lot Line Development	--
Cottage Housing Development	40%

Relationship to Street

7. Street to House Orientation

Zero Lot Line Developments

The orientation of homes in a zero lot line development must always be **faced to the street**. Each unit's primary entry in the development must all face the **same direction**. Attached units are required to be designed with a **consistent style**.



Cottage Housing Development

When designing cottage housing the orientation of each unit may be directed **inward toward another or facing the street**. It is required that each unit be **oriented towards the common open space**. This may mean that the cottages face towards the center of the property rather than the street. The orientation of the dwellings can never face side or rear property lines.



8. Setbacks

Setbacks are measured **from the property line to the structures nearest foundation wall**.

**Table 4: Zero Lot Line Development
Minimum Setbacks**

Setback	Minimum Required
Front Yard	15'
Side Yard	5'
Side Yard (Interior)	--
Rear Yard	20'
Corner Lot (Street Side)	15'

**Table 5: Cottage Housing Development
Minimum Setbacks**

Setback	Minimum Required
Front Yard	10'
Side Yard	5'
Rear Yard	10'
Corner Lot (Street Side)	10'

Parking for cottage housing is allowed within the rear setback area.

9. Driveway Access

Zero Lot Line Developments

Each unit within a zero-lot line development is required to have one off-street parking space located in front of each respective unit. This means that **each unit must have a driveway connected to the right-of way**.

Cottage Housing Developments

Required off-street parking spaces are located contiguously in cottage housing developments. This means that there will be **one driveway connected to the right-off-way to access a shared parking area**.

Building Design

10. Design Character

Zero Lot Line Developments

The character of each unit within a zero-lot line development is meant to look **similar to one another however being inclusive of varied elements**. This means that the design of each unit shall be **similar in size** however can include **varied façade elements** such as windows, doors, porches, and color scheme.

Cottage Housing Development

Cottage housing developments offer more flexibility in the design character of each unit. Each cottage should be **consistent in style with the greater neighborhood** and **uniform in architectural style within the cottage development**. Each cottage can include variation in its design features, such as façade treatments, fenestration, pedestrian entries, and similar details.



11. Architectural Scale Relation to Neighborhood

The structural design of both zero-lot line and cottage housing developments shall be done so in a way to achieve **consistency with the existing neighborhood as much as possible**.

12. Blank Walls and Building, Corners

In the instance of blank walls facing the right of way, **design elements must be utilized to enhance visual appearance**. A minimum of **30 percent of the blank wall should be treated with windows**.

CITY HALL

CITY OF CASTLE ROCK



CASTLE ROCK
HONORS ITS MEN AND
WOMEN WHO SERVED
IN WORLD WAR II AND
THE KOREAN WAR
THIS MEMORIAL
IS DEDICATED TO THOSE
AMONG THEM WHO
MADE THE SUPREME
SACRIFICE

WORLD WAR II
BRYCE, WALTER
CARROLL
BRYCE, CHARLES
DAGLEY, WAITE
EGGIMANN, ALVIN
GALLOWAY, LESTER G.
GARLOCK, ROBERT
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