



CASTLE ROCK PLANNING COMMISSION

Regular Meeting: Tuesday, March 19, 2024
6:00 PM

Location
Castle Rock Senior Center
222 Second Ave SW
Castle Rock, WA 98611

AGENDA

To join this meeting from your computer, tablet or smartphone: <https://meet.goto.com/216918261>
To join this meeting using your phone: +1 (224) 501-3412 **Access Code:** 216-918-261 (Press *6 to speak)
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1. CALL TO ORDER

- a. Roll Call

2. INTRODUCTIONS

- a. Introduce Planner Reese McMichael of SCJ Alliance

3. APPROVAL OF MINUTES

- a. December 19, 2023 Planning Commission Meeting Minutes

4. PUBLIC COMMENT

5. REPORTS

6. OLD BUSINESS

7. NEW BUSINESS

- a. Introduction to Ribelin Comprehensive Plan Amendment Application

8. ADJOURNMENT

UPCOMING MEETINGS:

April 16, 2024

May 21, 2024

June 18, 2024

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Title VI: The City of Castle Rock ensures compliance with Title VI of the Civil Rights Act of 1964 and American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provision of benefits and services from its federal assisted programs and activities. If you need special accommodations to participate in this meeting, please contact Karlene Akesson at 360.274.8181 by 9:00 a.m. three days prior to the meeting.

Planning Commission may add and take action on other items not listed on this Agenda.

1. CALL TO ORDER

Chairperson Sullivan called the regular meeting to order at 6:00 pm.

a. Roll Call

Members present: Chairperson Rick Sullivan, Vice-Chair Matt Rasmussen, Commissioners Richard Skreen, Ryane Olin, Lisa White, and David VanCamp.

Staff present: Contracted Planner Cristina Haworth; Secretary Karlene Akesson

2. APPROVAL OF MINUTES

a. November 21, 2023 Planning Commission Meeting Minutes

Commissioner Rasmussen motioned, seconded by VanCamp, to approve the November 21, 2023 minutes as presented. Motion carried by roll call vote. Commissioners Rick Sullivan, Matt Rasmussen, Richard Skreen, Ryane Olin, Lisa White, and David VanCamp voted 'Aye'.

3. PUBLIC COMMENT

4. REPORTS

5. OLD BUSINESS - Review and discuss code amendment options associated with Ordinance No. 2023-04 - An ordinance which established a six-month moratorium on applications and/or development activities on nonconforming lots.

Contracted City Planner Cristina Haworth presented. Planner Haworth provided slides and a live 'Design Guidelines Revisions' (DGL) document with Track Changes for the presentation.

Commissioner Rasmussen motioned, seconded by VanCamp, to approve recommending to the City of Castle Rock City Council, the approval of the draft code amendments (Chapter 17.16 Definitions and Chapter 17.78 Development On Nonconforming Lots) and the Design Guidelines for Non-Conforming Lots, including the edits that were discussed and made to the Design Guidelines Revisions document during this December 19, 2023 Planning Commission Meeting. Motion carried by roll call vote. Commissioners Rick Sullivan, Matt Rasmussen, Richard Skreen, Ryane Olin, Lisa White, and David VanCamp voted 'Aye'.

6. NEW BUSINESS

7. ADJOURNMENT

Commissioner Olin motioned, seconded by Commissioner Rasmussen, to adjourn the regular meeting. All were in favor.

At 6:52 pm, Chairperson Sullivan adjourned the regular meeting.

Karlene Akesson, Secretary



Ribelin Comprehensive Plan Amendment and Rezone

Planning Commission
March 19, 2024

Comprehensive Plan Amendments – General Information



A comprehensive plan amendment is a change to the City's Comprehensive Plan that is enabled under RCW 36.70.410 and by CRMC 17.72.010.



Under RCW 36.70A.130(2), the City may consider proposed amendments no more frequently than once per year.



Under CRMC 17.72.040 the Planning Commission must take action within 90 days (i.e., make its recommendation) of the initial hearing date.

Comprehensive Plan Amendment – Background



A single-family dwelling historically existed on the parcel but was demolished 10 years ago. Currently only a garage exists on the site.



Critical areas have been identified as consisting of, but not limited to, a riparian fish bearing stream, a riparian non-fish bearing stream, steep slopes, mines, erosive soils, and a portion of the parcel is in a flood zone (Zone A, no Base Elevation [BFE] determined).



The City issued a Determination of Completeness for the application for a Comprehensive Plan Amendment on November 17th, 2023, enabling the legislative review process to proceed as described in CRMC 17.77.040(7).

Comprehensive Plan Amendment – Proposal



On November 6th, 2023, Skylar Ribelin submitted an application to rezone parcel No. 30869 from C-2 Highway Business to R-1 Low Density Residential.



The parcel is 10 acres in land area and is located in the South end of Castle Rock, accessed off of Bond Road.



Skylar Robinson also owns parcels No.30870 and No.30871 to the west, but these are not proposed to be rezoned.



Parcel No. 30869

Comprehensive Plan Amendment – Proposal



Rezone from C-2 to R-1 would permit the owner to apply for a permit to develop a single-family dwelling.



“[a] 28ft tall gable-home. Built with Hardi (concrete) siding exterior and other modern building materials fitted for the NW climate.”



Would be serviced by existing electrical utilities, septic system approved by Cowlitz County, and well water.



Conceptual Site Development

Staff Analysis - Relevant Code

CRMC 17.72 - Enables comp plan and zoning map amendments

- Must meet applicable state law (RCW 36.70A.130)
- Commission public hearing to be held on April 16th, 2024, with 20 days advance notice.
- City Council to hold public hearin on April 22nd, 2024, with 10 days advance notice.

Staff Analysis - Relevant Code

CRMC 17.28.050 - Building Site Dimensions

In the R-1 district, no single-family dwellings shall be hereafter erected on any lot or plot having an area of less than 6,000 square feet nor a width of less than 60 feet; provided, that these regulations shall not prohibit the erection of one single-family dwelling upon any lot of record of less area or width than here required.

Staff Analysis:

- Parcel No. 30869 has an area of 10 acres and exceeds 60 feet in width. Therefore, construction of a single-family dwelling on this property will meet the City's zoning development standards. The proposal also adheres to setback, lot coverage, and impervious surface coverage requirements, nor encroaches on any critical areas.

Staff Analysis - Land Use Element

Downtown/Commercial/Industrial Goals and Policies Policy 1:

The area classified as highway commercial will provide for commercial uses that are automobile-oriented, tourist-serving, and that provide convenience goods and services.

Staff Analysis:

- The property has historically been used for residential purposes. Access is not sufficient for auto-oriented and tourist-serving commercial uses. Utilities do not support the intensity of development envisioned for commercial uses.

Staff Analysis - Land Use Element

Urban Growth Goal 3:

Ensure cost-effective growth by guiding development to areas where public services are readily available.

Staff Analysis:

- The property is presently served by electric utilities and the proposed single-family dwelling is proposed to rely on well water for its potable water needs and an on-site septic system for its wastewater needs, therefore the City is not anticipated to provide services or utilities beyond what presently exists to accommodate this property. The cost to extend water and sewer utilities may be prohibitive for commercial development.

Staff Analysis - Land Use Element

Urban Growth Policy 3:

All proposed development within the Urban Growth Area should connect to the City or County sewer and water systems, with some exceptions for interim on-site or approved alternative systems when connection is not possible.

Staff Analysis:

- The proposed single-family dwelling is proposed to feature an on-site septic system and rely on existing well water facilities. Further analysis may be required to determine the feasibility of providing City water and sewer services due to the presence of critical areas on the property.

Staff Analysis - Housing Element

Urban Goal 5:

First promote infill development of residential land, and then encourage annexation of residential property to provide adequate land supply for future housing needs.

Staff Analysis:

- The parcel is presently served by electric and relies on wells for its potable water needs. Likewise, the applicant has expressed an intention to manage the wastewater produced from the proposed single-family dwelling via the use of an on-site septic system; therefore no new utilities would need to be extended to the parcel in order to accommodate the proposed single-family dwelling.

Staff Recommendation

Based on the foregoing analysis, staff recommends **APPROVAL** of the Comprehensive Plan and Zoning Map Amendments.



Questions?

PO Box 370
Castle Rock, WA 98611
(360) 274-7478



356 Bond R. Property Zone Change

Date of Application: November 6, 2023

Notice of Public Hearing: March 21, 2024

Staff Recommendation: Approval

Staff Contact

Reese McMichael, Planning Consultant
SCJ Alliance
8730 Tallon Lane NE, Suite 200,
Lacey, WA 98516
360.352.1465, ext. 420
reese.mcmichael@scjalliance.com

Applicant & Property Owner

Skylar Ribelin
356 Bond Rd.
Castle Rock, WA 98611
360.747.2405

Summary of Proposal

The proposal is an amendment to the City of Castle Rock’s Comprehensive Plan and a Site-Specific Rezone for Parcel No. 30869 (356 Bond Rd.) from the C-2 Highway Business designation to an R-1 Low Density Residential designation, which would allow the owner of the parcel, Skylar Ribelin, the ability to construct a single-family dwelling.

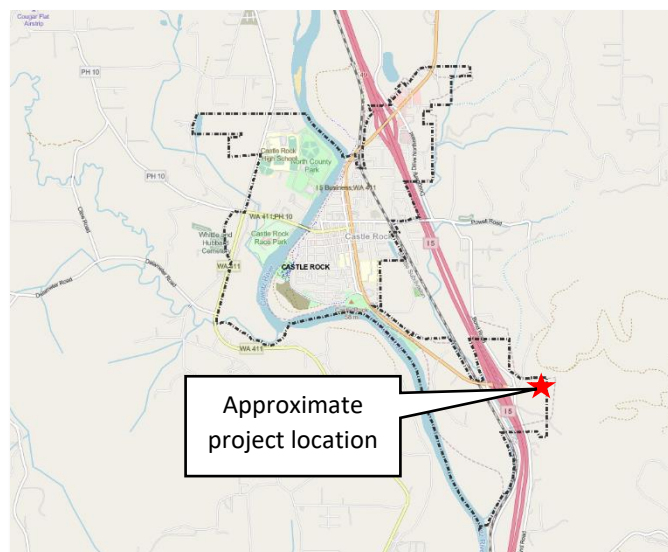


Figure 1: General location of proposed rezone

Parcel Information

1. Parcel No. 30869 (The “property”; figure 2) is approximately 10 acres in total land area. The property is located at the south end of the City of Castle Rock, east of Interstate 5 and is accessed from Bond Road via a driveway access easement along the southern edge of Parcel No. 30870.



Figure 2: Location of Parcel No. 30869

2. Parcel No. 30869 has identified critical areas consisting of, but not limited to, a riparian fish bearing stream, a riparian non-fish bearing stream, steep slopes, mines, erosive soils, and a portion of the parcel is in a flood zone (Zone A, no Base Elevation [BFE] determined).
3. A single-family dwelling existed on the parcel at one point in time but was demolished approximately 10 years ago.

Introduction & Background Information

4. On June 22, 2023, at 10:30 AM, members of the City of Castle Rock Development Review Committee met with Skylar Ribelin and Jamey Ribelin to discuss preliminary plans to request a Comprehensive Plan Amendment and Site-Specific Rezone for Parcel No. 30869. Currently the property is zoned C-2 Highway Business, which prevents the applicant from receiving approval to construct a single-family dwelling on the property.
5. The City issued a Determination of Completeness for the application for a Comprehensive Plan Amendment on November 17th, 2023, enabling the legislative review process to proceed as described in CRMC 17.77.040(7).

Comprehensive Plan Amendments—General Information

6. A comprehensive plan amendment is a change to the City’s Comprehensive Plan that is enabled under RCW 36.70.410 and by CRMC 17.72.010. A Comprehensive Plan Amendment may include

changes to the language of the City's Comprehensive Plan and/or changes to the City's Comprehensive Zoning Map.

7. Under RCW 36.70A.130(2), the City may consider proposed amendments no more frequently than once per year. Rather than adopting changes to the Comprehensive Plan on a case-by-case basis, proposed amendments must be considered concurrently so the cumulative effect of the various proposals can be ascertained.
8. CRMC 17.72 establishes review procedures for Comprehensive Plan Map and Zoning Map Amendments. This is a legislative process. The requests are reviewed as Type IX requests and follow the procedures detailed in CRMC 17.72. The procedures outlined in this title require:
 - A staff review and recommendation of the amendment presented to the Planning Commission
 - A public hearing held by the Planning Commission
 - A recommendation made by the Planning Commission
 - A final decision from the City Council
9. Under CRMC 17.72.030, public notice of the Planning Commission's public hearing must be published at least 10 days in advance of the hearing and mailed to property owners within 300 feet of the subject property at least 20 days in advance of the hearing. Additionally, public notice must be posted on the subject property in at least two visible, conspicuous locations. The Planning Commission will receive a project briefing and overview at its March 19, 2024 Regular Meeting. The Public Hearing is tentatively scheduled for the Planning Commission's April 16, 2024 Regular Meeting.
10. Under CRMC 17.72.040 the Planning Commission must take action within 90 days (i.e., make its recommendation) of the initial hearing date. The recommendation must be forwarded to the City Council within 14 days of the date of the recommendation being made.
11. CRMC 17.72.060 requires the City Council adopt an ordinance that constitutes final action on the proposal. There is no limitation on the timeline for a decision by the City Council, but the project is tentatively scheduled for City Council review at the April 22, 2024 Regular Meeting.

Proposal

12. The proposal is for an amendment to the City's zoning map which would rezone parcel 30869 from C-2 Highway Business to R-1 Low Density Residential. This will enable the owner to receive approval from the City to construct a 3-bedroom single-family dwelling on the property. In the submitted SEPA checklist, the applicant describes the proposed dwelling as being, "[a] 28ft tall gable-home. Built with Hardi (concrete) siding exterior and other modern building materials fitted for the NW climate."
13. The single-family dwelling proposed to be built would rely on the well which already exists on site to supply potable water.

14. The proposed single-family dwelling would rely on a septic system designed and installed in compliance with Cowlitz County Code 15.42 – On-site Sewage System Code to meet its wastewater needs. Construction permits for the home will not be issued until the septic system has been approved by Cowlitz County.
15. The project proposal was reviewed under the State Environmental Policy Act and a Determination of Nonsignificance was issued. No further analysis or mitigation is required.

Analysis and Findings

1. Comprehensive Plan and Zoning Map Amendments are allowed under CRMC 17.72.
2. Comprehensive Plan Map Amendments must meet applicable requirements in State law, codified in RCW 36.70A.130

RCW 36.70A.130: Comprehensive Plans – Review procedures and schedules – implementation progress report.

2a. Each county and city shall establish and broadly disseminate to the public a public participation program consistent with RCW 36.70A.035 and 36.70A.140 that identifies procedures and schedules whereby updates, proposed amendments, or revisions of the comprehensive plan are considered by the governing body of the county or city no more frequently than once every year.

Staff Analysis: The City of Castle Rock’s Planning Commission will hold a public hearing on the proposed rezone on April 16th, 2024 and provide at least 20 days of notice in advance of the public hearing as required by CRMC 17.72.030. This hearing will be an opportunity for members of the public to provide input and feedback on the proposed comprehensive plan amendment and rezone. Furthermore, the City of Castle Rock’s City Council will hold a public hearing on the proposed rezone on April 22nd, 2024 and provide 10 days of notice in advance of the public hearing. This meeting will be another opportunity for members of the public to provide input and feedback on the proposed comprehensive plan amendment and rezone.

2b. Except as otherwise provided in (a) of this subsection, all proposals shall be considered by the governing body concurrently so the cumulative effect of the various proposals can be ascertained.

Staff Analysis: The City Council’s action on the proposed comprehensive plan amendment and rezone will be the only amendment to the City’s comprehensive plan permitted during the calendar year of 2024.

3. The proposed Development Agreement is consistent with the goals and policies of the Comprehensive Plan, the Castle Rock Municipal Code, and all other applicable regulations.

Land Use Element:

Downtown/Commercial/Industrial Goals and Policies Policy 1: The area classified as highway commercial will provide for commercial uses that are automobile-oriented, tourist-serving, and that provide convenience goods and services.

Staff Analysis: The property has historically been used for residential purposes. Access is not sufficient for auto-oriented and tourist-serving commercial uses. Utilities do not support the intensity of development envisioned for commercial uses.

Urban Growth Goal 3: Ensure cost-effective growth by guiding development to areas where public services are readily available.

Staff Analysis: The property is presently served by electric utilities and the proposed single-family dwelling is proposed to rely on well water for its potable water needs and an on-site septic system for its wastewater needs, therefore the City is not anticipated to provide services or utilities beyond what presently exists to accommodate this property. The cost to extend water and sewer utilities may be prohibitive for commercial development.

Urban Growth Policy 3: All proposed development within the Urban Growth Area should connect to the City or County sewer and water systems, with some exceptions for interim on-site or approved alternative systems when connection is not possible.

Staff Analysis: The proposed single-family dwelling is proposed to feature an on-site septic system and rely on existing well water facilities. Further analysis may be required to determine the feasibility of providing City water and sewer services due to the presence of critical areas on the property.

Housing Element:

Housing Goal 5: First promote infill development of residential land, and then encourage annexation of residential property to provide adequate land supply for future housing needs.

Staff Analysis: The parcel is presently served by electric and relies on wells for its potable water needs. Likewise, the applicant has expressed an intention to manage the wastewater produced from the proposed single-family dwelling via the use of an on-site septic system; therefore no new utilities would need to be extended to the parcel in order to accommodate the proposed single-family dwelling.

4. A site development plan was submitted pursuant to CRMC 17.72.070. The site plan demonstrates that the applicant's proposal will be consistent with applicable R-1 zoning standards following approval of the comprehensive plan and zoning map amendments:
 - a. No single-family dwelling may be permitted on lots of less than 6,000 square feet in area, nor with a width less than 60 feet.

17.28.050 Building site dimensions.

In the R-1 district, no single-family dwellings shall be hereafter erected on any lot or plot having an area of less than 6,000 square feet nor a width of less than 60 feet; provided, that these regulations shall not prohibit the erection of one single-family dwelling upon any lot of record of less area or width than here required.



Staff Analysis: Parcel No. 30869 has an area of 10 acres and exceeds 60 feet in width. Therefore, construction of a single-family dwelling on this property will meet the City's zoning development standards. The proposal also adheres to setback, lot coverage, and impervious surface coverage requirements, nor encroaches on any critical areas.

5. There are no other review criteria applicable to a comprehensive plan map or zoning map amendment.

Staff Recommendation

Based on the foregoing analysis, staff recommends **APPROVAL** of the Comprehensive Plan and Zoning Map Amendments.

Attachments:

1. Master Application CR23-73
2. Comprehensive Plan Amendment/Rezone Application
3. General Land Use Application
4. *Pre-Application Meeting for a Comprehensive Plan Amendment and a Site-Specific Rezone Notes*
5. SEPA Environmental Checklist
6. Comprehensive Plan Amendment – Completeness Determination