



CASTLE ROCK PLANNING COMMISSION

Regular Meeting & Public Hearings: Tuesday, April 16, 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. CITIZEN COMMENTS

3. REPORTS

- a. Contracted City Planner
- b. Building & Planning

4. PUBLIC HEARING - MORATORIUM - LEGAL NONCONFORMING LOTS DRAFT REGULATIONS

- a. CRMC 16.34 BLA - Amended (Draft)
- b. CRMC 16.37 Table of Requirements - Amended (Draft)
- c. CRMC 17.16 Definitions - Amended (Draft)
- d. CRMC 17.55 - Addition (Draft)
- e. CRMC 17.78 - Development on Nonconforming Lots - Addition (Draft)
- f. Design Guidelines (Draft)

5. PUBLIC HEARING - RIBELIN COMPREHENSIVE PLAN AMENDMENT REQUEST

- a. Ribelin Comprehensive Plan Amendment and Rezone - Presentation
- b. Staff Report - Ribelin Comprehensive Plan Amendment and Rezone
- c. Letter from Skylar & Irina Ribelin submitted on 03/19/2024
- d. Ribelin Comprehensive Plan Amendment/Re-Zone Application Materials

6. APPROVAL OF MINUTES

- a. December 19, 2023 & March 19, 2024 Planning Commission Regular Meeting Minutes

7. OLD BUSINESS

8. NEW BUSINESS

9. ADJOURNMENT

UPCOMING MEETINGS:

May 21, 2024

June 18, 2024

July 16, 2024

Non-Discrimination Statement: This institution is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at https://www.ascr.usda.gov/sites/default/files/Complain_combined_6_8_12_508_0.pdf or at any USDA office, or call 866.632.9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to USDA, Office of the Assistant Secretary for Civil Rights, 1400 Independence Ave, SW, Stop 9410, Washington, DC 20250-9410 or email to program.intake@usda.gov or by fax (202) 690-7442.

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.

Chapter 16.34

BOUNDARY LINE ADJUSTMENT AND LOT CONSOLIDATION

Sections:

- 16.34.010 Application requirements.**
- 16.34.020 Boundary line adjustment requirements.**
- 16.34.030 Boundary line adjustment – Recording.**
- 16.34.040 Lot consolidation requirements.**
- 16.34.050 Lot consolidation – Process.**

16.34.010 Application requirements.

Boundary line adjustment, as defined in Chapter 16.08 CRMC, and lot consolidation shall comply with the following:

A. Preapplication Meeting. Before making an application for a boundary line adjustment or lot consolidation, the applicant may arrange to have the proposal reviewed informally by submitting a preapplication request form to the city clerk-treasurer. The proposal should include the information required for submission of a boundary line adjustment or lot consolidation. Upon receipt of a properly prepared request, the city shall notify the applicant of the time and place of the preapplication conference.

B. General Application. A general application form must be completed including the existing legal description of the properties involved.

1. A general application form completed and signed by all property owners;
2. A map illustrating the boundary line adjustment or lot consolidation and any supplemental material prepared in accordance with CRMC 16.37.010, Table of required information. The number of prints shall be as required on the application form;
3. A title insurance report which bears the original signature of the title officer and is no more than 30 days old shall be furnished by the developer. The report must confirm that the title of the land in the proposed subdivision is vested in the name of the owners having a title interest and whose signatures appear on the plat's certificate;
4. The application shall be accompanied by a nonrefundable fee as established by the city fee schedule.

~~C. Lot Consolidations. In cases where multiple lots, parcels or tracts will all be used for one building site, and in particular those cases where a structure is proposed to be built across a property line, the lots, parcels or tracts shall be consolidated into one lot, parcel or tract. The consolidation shall be~~

prepared by the owner(s) or their representative and reviewed by the city in the same manner as a boundary/lot line adjustment, and shall be recorded at the office of the county auditor.

16.34.020 Boundary line adjustment requirements.

- A. Boundary line adjustments require a property survey prepared by a licensed land surveyor. A copy of such survey or plat shall be submitted with the application.
- B. The boundary line adjustment drawing shall identify the exterior boundaries of all properties involved in the adjustment and shall identify the receiving parcel as a single parcel which includes the conveyed portion of the grantor's property. Revised legal descriptions of the parcels involved shall accompany the drawing.
- C. The boundary line adjustment drawing and conveyance document shall contain a binding covenant that the land being conveyed is for the sole purpose of adjusting the boundary line between parcels and shall not result in the creation of additional parcels and is not to be sold or transferred as a separate parcel by the grantee, heirs or assigns.
- D. The boundary line adjustment drawing shall contain a title of "Boundary Line Adjustment Survey" and shall contain a certificate for approval by the city planner and city engineer. [Ord. 2010-01 Att. A, 2010; Ord. 2006-09 Att. A, 2006].

16.34.030 Boundary line adjustment – Recording.

- A. The surveyor shall set the necessary monuments in compliance with the Survey Recording Act.
- B. When the requirements of this chapter are met, the city planner and city engineer shall certify approval of the boundary line adjustment. Two Mylar bases and the required recording fee shall be furnished to the city of Castle Rock. The city planner shall then forward one Mylar base to the city engineer. One Mylar shall be recorded with the Cowlitz County auditor by the city planner within five days after the date the last required signature has been obtained.
- C. After recording, the developer shall provide one 11-inch-by-17-inch paper copy of the recorded Mylar to the city clerk-treasurer within seven days of recording the document. No building permits will be issued until the copy of the recorded document has been provided to the city clerk-treasurer. The fees for this copy shall be paid by the developer in addition to all other recording fees. [Ord. 2010-01 Att. A, 2010; Ord. 2006-09 Att. A, 2006].

16.34.040 Lot consolidation requirements.

- A. In cases where multiple lots, parcels or tracts will all be used for one building site, and in particular those cases where a structure is proposed to be built across a property line, the lots, parcels or tracts shall be consolidated into one lot, parcel or tract. The consolidation shall be prepared by the owner(s)

or their representative and reviewed by the city in the same manner as a boundary/lot line adjustment, and shall be recorded at the office of the county auditor.

B. When an applicant seeks only to consolidate two or more lots, parcels, or tracts that share a common boundary and common ownership into a single lot, and no other property boundary changes are proposed, such action shall not be effective until:

1. The proponent has an approval for the lot consolidation from the planning department, verifying that the proposed consolidation conforms to the requirements of the Castle Rock Municipal Code.
2. The planning department approval, legal description, map, and notarized declaration have been recorded with the county auditor by the applicant. The applicant has one year, from the date of approval, to record the lot consolidation or the lot consolidation will be considered invalid and will require re-approval, including fees, before recording.

16.34.050 Lot consolidation – Process.

A. The planning department shall give approval to the applicant if it finds that:

1. No new lots are created;
2. The consolidation does not create a parcel which results in the addition of or an increase of a nonconformity of any lot or structure which does not currently meet the requirements of any applicable land use or environmental health regulation;
3. The consolidation does not adversely affect easements or drainfields, and shall have legal access meeting the standards of the City of Castle Rock;
4. The consolidation is for legal lots of record;
5. The public interest will be served by the lot consolidation; and
6. The consolidation meets the requirements of other applicable sections of the Castle Rock Municipal Code.

Chapter 16.37

TABLE OF REQUIRED INFORMATION

Sections:

16.37.010 Table of required information.

16.37.010 Table of required information. [SHARE](#)

TABLE OF REQUIRED INFORMATION		Short Plat/Large Lot		Subdivision		Boundary Line Adjustment/ Lot Consolidation	<u>Lot Consolidation</u>	Binding Site Plan
		Preliminary	Final	Preliminary	Final			
1.	Scale. All pertinent information shall be shown normally at a scale of 1 inch to 100 feet; however, the scale may be increased or decreased to fit standard size sheets of 18 inches by 24 inches. In all cases, the scale shall be a standard drafting scale, being 10, 20, 30, 40, 50, or 60 feet to the inch or multiples of 10 for any one of these scales.	X	X	X	X	X	<u>X</u>	X
2.	Appropriate identification of the drawing as a short plat, large lot, subdivision,	X	X	X	X	X	X	X

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	preliminary, final, boundary line adjustment, <u>lot consolidation</u> , binding site plan and the name of the development. The name shall not duplicate or resemble the name of any other subdivision in the county unless the subject subdivision is contiguous to an existing subdivision under the same subdivision of the same last name filed.							
3.	Plat certificate verifying ownership and encumbrances.		X		X	X	X	X
4.	The names and addresses of the owner(s) and surveyor or engineer.	X	X	X	X	X	X	X
5.	The date, north point and scale of the drawing.	X	X	X	X	X	X	X
6.	A full legal description and location of the entire development property.	X	X	X	X	X	X	X

TABLE OF REQUIRED INFORMATION		Short Plat/Large Lot		Subdivision		Boundary Line Adjustment/ Lot Consolidation	<u>Lot Consolidation</u>	Binding Site Plan
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7.	The locations, widths, lengths and names of both improved and unimproved streets and alleys within or adjacent to the proposed development together with all existing easements and other important features such as section lines, section corners, city and urban growth area boundary lines, and monuments.	X	X	X	X	X	X	X
8.	The address of each lot including number, street name, city, state and zip code.		X		X	X	X	X
9.	The name and location of adjacent subdivisions and the location and layout of existing streets which are adjacent to or across contiguous right-of-way from the proposed development.	X		X				

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10.	The location and approximate dimensions of lots, proposed lot and block numbers.	X	X	X	X	X	X	X
11.	The location, approximate acreage and dimension of areas proposed for public use.	X	X	X	X	X		X
12.	The location, approximate acreage and dimension of areas proposed for open space, park, recreation, and/or common ownership.	X	X	X	X	X		X
13.	The property's current zoning.	X	X	X	X	X	X	X
14.	Existing contour lines at sufficient intervals for slopes of 15% or more. Show existing evaluations related to some established benchmark or datum approved by the city engineer. (1929 NGVD)	X		X		X		X

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15.	The locations and sizes of existing public and private sanitary sewers, water mains, and public storm drains, culverts, fire hydrants and electrical lines within and adjacent to the proposed development.	X		X		X	X	X
16.	The approximate curve radii of any existing public street or road within the proposed development.	X		X				X
17.	Existing uses of property and locations of all existing buildings and designating which existing buildings are to remain after completion of the proposed development.	X	X	X		X	X	X
18.	The location of areas subject to inundation, stormwater overflow, and/or within a designated 100-year floodplain, all areas	X	X	X	X	X	X	X

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	covered by water, and the location, width and direction of flow of all watercourses.							
19.	Locations of existing natural features such as wetlands which would affect the design of the development.	X	X	X	X	X	X	X
20.	A vicinity map showing the location of the proposed development in relation to the rest of the city.	X		X		X	X	X
21.	The approximate locations, widths, lengths, names and curve radii for all proposed streets.	X		X		X		X
22.	The locations and dimensions of proposed lots and the proposed lot and block numbers. Numbers shall be used to designate each such block and lot. Where a plat is an addition to a plat previously recorded,	X	X	X	X	X		X

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	numbers of blocks and lots or parcels shall be in consecutive continuation from a previous plat.							
23.	A preliminary public facilities plan for the location and construction of proposed water service facilities to serve the development.	X		X				X
24.	A preliminary public facilities plan and profile for the location and construction of proposed sanitary sewer facilities to serve the development.	X		X				X
25.	A preliminary plan for storm drainage, erosion and sedimentation control.	X		X				X
26.	Locations, widths, and lengths of streets and roads to be held for private use and all reservations or	X	X	X	X	X		X

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	restrictions relating to such private roads.							
27.	Designation of any land the council may require held for public reserve and configuration of projected lots, blocks, streets and utility easements should the reserved land not be acquired.	X	X	X	X			X
28.	All areas and the proposed uses thereof to be dedicated by the owner.	X	X	X	X	X		X
29.	The following survey data:							
	(a) Track, block and lot boundary lines with dimensions;	X	X	X	X	X		X
	(b) Street rights-of-way widths with centerline;		X	X	X	X		
	(c) Radius, length, central angle of all tangent curves; radius, length, centered		X	X	X	X		X

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	angle, long chord distance and bearing of all nontangent curves;							
	(d) Ties to boundary lines and section or quarter-section corners immediately surrounding the development;		X		X	X		X
	(e) The location and type of all permanent monuments within the development including initial point, boundary monuments and lot corners.		X		X	X		X
30.	Reference points of existing surveys identified, related to the plat by distance and bearings, and referenced to a field block or map as follows:		X		X	X		X
	(a) Stakes, monuments or other evidence found on the ground and used to determine the boundaries of the development;		X		X	X		X

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	(b) Adjoining corners of adjoining subdivisions;		X		X	X		X
	(c) Monuments to be established marking all street intersections and the centerlines of all streets at every point of curvature and the point of tangent;		X		X	X		X
	(d) Other monuments as found or established in making of the survey required to be installed by the provisions of this chapter and state law.		X		X	X		X
31.	The lot area in square feet identified on each lot on the plat.	X		X		X	X	X
32.	Designation of proposed portions of subdivisions to be developed in phases, if any, indicating proposed sequence of platting.	X		X				
33.	All flood control features and references to		X		X	X		X

TABLE OF REQUIRED INFORMATION		Short Plat/Large Lot		Subdivision		Boundary Line Adjustment/ Lot Consolidation	<u>Lot Consolidation</u>	Binding Site Plan
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	easements or deeds for drainage land.							
34.	Deed restrictions or covenants, if any, in outline form.	X		X				
35.	Existing and proposed easements clearly identified and denoted by dashed lines and, if already of record, their recorded reference. The width of the easement, its length and bearing, and sufficient ties to locate the easement with respect to the development shall be shown.	X	X	X	X	X	<u>X</u>	X
36.	Identification of any land or improvements to be dedicated or donated for any public purpose or private use in common.	X	X	X	X	X		X
37.	The following certificates:							
	(a) A certificate signed and acknowledged by all		X		X	X	<u>X</u>	X

TABLE OF REQUIRED INFORMATION		Short Plat/Large Lot		Subdivision		Boundary Line Adjustment/ Lot Consolidation	<u>Lot Consolidation</u>	Binding Site Plan
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	parties having any record title interest in the land, consenting to the preparation and recording of the project;							
	(b) A certificate signed and acknowledged as above, dedicating to the public all land intended for public use;		X		X	X		X
	(c) A certificate for execution by the city mayor;				X			X
	(d) A certificate for execution by the city engineer;		X		X	X		X
	(e) A certificate for execution by the planning commission representatives;		X		X	X		X
	(f) A certificate for execution by the city planner;		X		X	X		X

TABLE OF REQUIRED INFORMATION		Short Plat/Large Lot		Subdivision		Boundary Line Adjustment/ Lot Consolidation	<u>Lot Consolidation</u>	Binding Site Plan
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	(g) A certificate for execution by the county auditor;		X		X	X		X
	(h) A certificate for execution by the county treasurer;		X		X	X		X
	(i) A surveyor's certificate certifying that he is registered as a professional land surveyor in the state of Washington and certifies that the plat is based on an actual survey of the land as described and that all monuments have been set and lot corners staked on the ground as shown on the plat.		X		X	X		X
38.	A statement of approval signed by the director of the State Department of Ecology, or its successor, for any portion of development which lies				X			X

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	within a flood control zone.							
39.	An executed surety (developer agreement and bond) when required.		X		X	X	X	X
40.	Appropriate architectural and site development plans which show the proposed building location, specific landscaping, prominent existing trees, ground treatment, sight-obscuring fences and hedges, off-street parking, vehicular and pedestrian circulation, and major exterior elevations of building(s).							X
41.	Such additional information pertaining to the land division or development site and the immediate vicinity as may be required by the administrative official for review of the proposal.							

Chapter 17.16

DEFINITIONS

Sections:

- 17.16.005 Headings.**
- 17.16.015 Generally.**
- 17.16.020 Abutting.**
- 17.16.025 Accessory structure.**
- 17.16.026 Accessory use.**
- 17.16.027 Adult arcade.**
- 17.16.028 Adult bookstore, adult novelty store or adult video store.**
- 17.16.029 Adult cabaret.**
- 17.16.030 Adult motel.**
- 17.16.032 Adult theater and/or motion picture theater.**
- 17.16.033 Advertising, outdoor display.**
- 17.16.034 Advertising, outdoor structure.**
- 17.16.035 Agriculture.**
- 17.16.045 Alley.**
- 17.16.050 Alterations.**
- 17.16.055 Amendment.**
- 17.16.065 Apartment.**
- 17.16.070 Apartment house.**
- 17.16.075 Automobile, boat and trailer sales area.**
- 17.16.085 Automobile repair, major.**
- 17.16.090 Automobile repair, minor.**
- 17.16.095 Automobile wrecking yard.**
- 17.16.100 Basement.**
- 17.16.103 Bed and breakfast.**
- 17.16.105 Billboard.**
- 17.16.110 Block.**

17.16.115 Boardinghouse.

17.16.125 Building.

17.16.130 Building department.

17.16.135 Building height.

17.16.140 Building line.

17.16.145 Building, main.

17.16.150 Building site.

17.16.155 Business or commerce.

17.16.160 Carport.

17.16.165 Cemetery.

17.16.170 Child day care – Center.

17.16.171 Child day care – Church/school.

17.16.172 Child day care – Home.

17.16.175 Church.

17.16.176 City.

17.16.180 City official.

17.16.185 Classification.

17.16.190 Clinic.

17.16.195 Club.

17.16.196 Commercial cardrooms.

17.16.200 Common property line.

17.16.205 Community club.

17.16.208 Condominium.

17.16.210 Conditional use permit.

17.16.215 Conforming use.

17.16.217 Cottage housing development.

17.16.225 Court.

17.16.230 Curb level.

17.16.235 Day care.

17.16.240 Dimensional nonconformity.

17.16.245 Dwelling.

17.16.247 Dwelling, attached.

17.16.250 Dwelling, group.

17.16.255 Dwelling, one-family.

17.16.260 Dwelling, two-family (duplex).

17.16.265 Dwelling, multifamily.

17.16.270 Dwelling unit.

17.16.275 Educational institution.

17.16.280 Equipment, heavy-duty.

17.16.285 Erected.

17.16.295 Family.

17.16.300 Fence.

17.16.305 Flammable.

17.16.310 Floor area.

17.16.320 Floor area ratio.

17.16.330 Fronting street.

17.16.332 Gambling – Premises, device and professional.

17.16.335 Garage, private.

17.16.340 Garage, public.

17.16.345 Grade.

17.16.345.1 Group home.

17.16.346 Hard surface.

17.16.347 Hazardous waste.

17.16.349 Hazardous waste treatment and storage facility.

17.16.349.1 Hearings examiner.

17.16.350 Home occupation.

17.16.365 Hospital or clinic, small animal.

17.16.370 Hotel.

17.16.375 Junkyard.

17.16.380 Kennel.

17.16.385 Kitchen.

17.16.386 Landfill.

17.16.388 Large animal.

17.16.389 Lewd.

17.16.390 Livestock.

17.16.395 Loading space.

17.16.400 Lot.

17.16.405 Lot area.

17.16.410 Lot, corner.

17.16.415 Lot depth.

17.16.420 Lot, double frontage.

17.16.425 Lot, interior.

17.16.430 Lot, key.

17.16.435 Lot line, front.

17.16.440 Lot line, rear.

17.16.445 Lot line, side.

17.16.450 Lot line, side street.

17.16.455 Lot line, street.

17.16.460 Lot of record.

17.16.465 Lot, reverse frontage.

17.16.470 Lot, reversed corner.

17.16.475 Lot width.

17.16.480 Manufactured home.

17.16.481 Manufactured home park.

17.16.485 Marijuana – Medical cooperative.

17.16.486 Marijuana – Processing.

17.16.487 Marijuana – Production.

17.16.488 Marijuana – Retail sales.

17.16.489 Mini-storage facility.

17.16.490 Motel.

17.16.491 Neighborhood commercial.

17.16.492 Nonconforming lot.

17.16.493 Nonconforming use.

17.16.494 Obscene.

17.16.495 Off-premises sign.

17.16.496 Outdoor advertising display.

17.16.497 Outdoor advertising structure.

17.16.500 Parking area, private.

17.16.505 Parking area, public.

17.16.510 Parking space.

17.16.515 Person.

17.16.520 Preexisting building or structure.

17.16.525 Preexisting use.

17.16.530 Professional offices.

17.16.535 Public utility.

17.16.540 Reclassification of property.

17.16.545 Reclassification of use.

17.16.550 Recorded.

17.16.555 Recreational vehicle.

17.16.560 Residence.

17.16.570 Retaining wall.

17.16.575 Right-of-way.

17.16.580 Road, private.

17.16.585 Road, public.

17.16.590 Roadway.

17.16.595 Roof.

17.16.605 Schools – Elementary, junior high and high.

17.16.606 Semi-nude.

17.16.610 Service station, automobile.

17.16.615 Sign.

17.16.630 Sign, flashing.

17.16.635 Sign, gross area of.

17.16.640 Site plan.

17.16.650 Small animals.

17.16.651 Specified sexually oriented businesses.

17.16.655 Special use permit.

17.16.658 Spot zoning.

17.16.660 Stand.

17.16.662 State siting criteria.

17.16.664 Storage, hazardous waste – Temporary.

17.16.665 Story.

17.16.670 Street.

17.16.675 Street, access.

17.16.680 Street, arterial.

17.16.685 Street, cul-de-sac.

17.16.690 Street, loop.

17.16.695 Street, side.

17.16.700 Structural alteration.

17.16.705 Structure.

17.16.723 Treatment.

17.16.730 Use.

17.16.735 Use, nonconforming.

17.16.740 Use, principal.

17.16.745 Variance.

17.16.746 Warehouse.

17.16.750 Yard.

17.16.751 Youth/family oriented business or activity.

17.16.753 Zero lot line development.

17.16.754 Zero lot line.

17.16.755 Zone.

17.16.005 Headings.

Chapter and section headings shall not be deemed to govern, limit, modify, or in any manner affect the scope of meaning or intent of any section thereof. [Ord. 2018-02 § 2 (Exh. A), 2018].

17.16.015 Generally.

For the purpose of this title, certain terms or words herein shall be interpreted as follows, except as specifically defined in this chapter. All words used in this title shall carry the customary meanings:

A. "Lot" includes "plot."

B. "Building" includes "structure."

C. "Shall" is intended to be mandatory.

D. "Occupied" or "used" means to dwell in.

E. "May" denotes a use of discretion in making a decision. [Ord. 2018-02 § 2 (Exh. A), 2018].

...

17.16.217 Cottage housing development.

"Cottage housing development" means a single development of several cottages clustered around shared open space.

...

17.16.245 Dwelling.

"Dwelling" means a building or portion thereof designed exclusively for residential purposes, including one-family, two-family, and multiple-family dwellings, but not including hotels, boardinghouses, or motel units. [Ord. 2018-02 § 2 (Exh. A), 2018].

17.16.247 Dwelling, attached.

"Attached dwelling" means a dwelling unit that is located on a separate lot and shares a wall on one or both sides with a neighboring dwelling. Duplexes are attached dwelling units and zero lot line developments may be attached dwelling units.

17.16.250 Dwelling, group.

"Group dwelling" means more than two separate buildings, each containing one or more dwelling units. [Ord. 2018-02 § 2 (Exh. A), 2018].

17.16.255 Dwelling, one-family.

“One-family dwelling” means a detached building designed exclusively for occupancy by one family and containing one dwelling unit. [Ord. 2018-02 § 2 (Exh. A), 2018].

17.16.260 Dwelling, two-family (duplex).

“Two-family dwelling” means a detached building designed exclusively for occupancy by two families living independently of each other doing their own cooking and containing two dwelling units. A “two-family dwelling” is the same as a “duplex.” Such building has a common roof or the dwelling units are joined by a common roof. [Ord. 2018-02 § 2 (Exh. A), 2018].

17.16.265 Dwelling, multifamily.

“Multifamily dwelling” means a building or portion thereof, designed for occupancy by three or more families living independently of each other, doing their own cooking and containing three or more dwelling units. “Multifamily dwelling” includes all types of buildings or portions thereof designed for occupancy of three or more families such as triplex, fourplex, apartment house, and flats designed for occupancy on a permanent basis as distinguished from a transient basis. Such building has a common roof or the dwelling units are joined by a common roof. [Ord. 2018-02 § 2 (Exh. A), 2018].

17.16.270 Dwelling unit.

“Dwelling unit” means one or more rooms designed for or occupied by one family for living or sleeping purposes and containing kitchen facilities for use solely by one family. All rooms comprising a dwelling unit shall have access through an interior door to other parts of the dwelling unit. [Ord. 2018-02 § 2 (Exh. A), 2018].

...

17.16.753 Zero lot line development.

“Zero lot line development means a development containing two or more dwelling units which have no yard on one or more of the side lot lines. Dwelling units in zero lot line developments are located in such a manner that one or more of a building’s sides rest directly on a side lot line and each dwelling unit is located exclusively on one lot, except for the common wall which is separated by the property line. Zero lot line developments may include attached or detached dwelling units.

17.16.754 Zero lot line.

“Zero lot line” means a side lot line which has no yard.

...

Chapter 17.55

NONCONFORMING LOTS

Sections:

17.55.010 Development on nonconforming lots – General.

17.55.020 Residential use of nonconforming lots.

17.55.010 Development on nonconforming lots – General.

A. The city recognizes that there are lots which were lawful at the time of their creation, but which now do not conform with the development regulations in effect. These nonconformities should eventually be converted to a conforming status.

B. A party asserting the existence of a lawfully established nonconforming lot has the burden of proof that the lot was not substandard in meeting the development regulations in effect at its creation.

C. A nonconforming lot may be developed and used in the same manner as a conforming lot; provided, that the lot development and use comply with applicable development regulations other than those involving lot area, lot width, or similar dimensional standards applicable to lots or a variance from applicable development regulations is granted and provided that development and use complies with Cowlitz County Health Department standards.

D. Modifications to the area and/or dimensional standards of a nonconforming lot are allowed provided modification does not increase nonconformity or create a new nonconformity.

E. A government agency may lawfully modify a lot in a manner that would result in nonconformity, if the modification is for the purpose of acquiring property for a public use or purpose, or is permitted otherwise by law.

F. Where development will occur on two or more nonconforming lots, and particularly where a structure is proposed to be built across a property line, the nonconforming lots shall be consolidated into one lot following the requirements in Chapter 16.34 of this Municipal Code. No portion of said lot shall be used, altered or sold in any manner which diminishes compliance with lot area and width requirements, nor shall any division be made which creates a lot with a width or area below the requirements permitted by this title.

17.55.020 Residential use of nonconforming lots.

A. Single-family dwellings and incidental uses established pursuant to subsection (A) of this section are permitted uses and are not nonconforming uses.

B. Contiguous Lots Under Common Ownership.

1. One or more contiguous nonconforming lots under common ownership may be used for one single-family dwelling plus incidental uses thereto if the development meets applicable development regulations for the zone in which they are located, other than those involving lot area, lot width, or similar dimensional standards, and Cowlitz County Health Department standards are met.
 2. Two or more contiguous nonconforming lots under common ownership may be used for up to two single-family dwellings plus incidental uses thereto if the development meets applicable development regulations for the zone in which they are located, other than those involving lot area, lot width, or similar dimensional standards, and Cowlitz County Health Department standards are met.
 3. Additional contiguous nonconforming lots owned by the same person may be used for additional building sites, one dwelling per building site if the additional building sites contain at least one acre or 50 percent of the lot area required for the zone in which such building sites are located, whichever is less and if the building sites meet applicable development regulations for the zone in which they are located, other than those involving lot area, lot width, or similar dimensional standards, and Cowlitz County Health Department standards are met.
- C. Corner Lots. Residential developments on nonconforming corner lots are exempt from the corner lot/side yard setback standards in residential zones but shall have a side yard not less than five feet in width on the sides of dwellings. Residential developments on substandard corner lots shall comply with [CRMC 17.48.030](#);
- D. Expansion of Nonconforming Structures on Nonconforming Lots. Existing nonconforming single-family dwellings on nonconforming lots may improve or expand the single-family dwelling and may improve, expand, or add incidental uses to the single-family dwelling; provided that any improvements or additions meet applicable development regulations for the zone in which they are located, other than those involving lot area, lot width, or similar dimensional standards, and Cowlitz County Health Department standards are met.

Chapter 17.78

DEVELOPMENT ON NONCONFORMING LOTS

Sections:

17.78.010 Purpose

17.78.020 Applicability

17.78.030 Design Review Required

17.78.040 Zero Lot Line Dwellings

17.78.050 Cottage Housing

17.78.010 Purpose

The purpose of this title is to provide development regulations specific to legally created lots that no longer meet the dimensional standards and requirements of Castle Rock Municipal code.

17.78.020 Applicability

The provisions of this title apply to non-conforming lots within the R-1 Low Density Residential and R-2 High Density Residential Zoning Districts in Castle Rock.

17.78.030 Design Review Required

A. Nonconforming lots shall comply with the Nonconforming Lots Design Guidelines. Design Review approval shall be obtained prior to issuing a building permit for the project.

A. Exceptions:

1. Lots under common ownership that are consolidated pursuant to Chapter 16.34 of the Castle Rock Municipal Code do not require design review. Consolidation that does not achieve full compliance with one or more dimensional requirements in the underlying zone is exempt from design review.
2. Lots that are developed consistent with Zero Lot Line Dwellings regulations in this Chapter shall comply with the following Nonconforming Lots Design Guidelines: Site Planning Section 2.
3. Lots that are developed consistent with the Cottage Housing regulations in this Chapter shall comply with the following Nonconforming Lots Design Guidelines: Site Planning Section 3.

17.78.040 Zero Lot Line Developments

Zero lot line developments allow for elimination of side yard requirements from the common lot line between two or more adjoining 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.

A. Requirements:

1. Each dwelling shall be located on its own lot.
2. A minimum of two and a maximum of four contiguous lots can be developed as a single zero lot line project. Zero lot line developments may be located adjacent to each other.
3. The interior side yard setback between non-conforming contiguous lots may be reduced to zero. Other side yards, front yards, and rear yards shall not be reduced unless otherwise authorized in the Castle Rock Municipal Code.
4. Side yards shall not be reduced adjacent to a public or private street or adjacent to lots that are not part of the zero-lot line development. Corner lots shall observe the minimum yard setback requirements on both street frontages.
5. Each dwelling shall have a minimum of one off-street parking space.

17.78.050 Cottage Housing

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.

A. General Requirements.

1. Cottage housing is permitted in minimum clusters of 2 or more dwellings, with no more than one dwelling per 2,500 square feet.
2. Cottage housing is for residential use only and may not be operated as short-term rentals or transient accommodations.
1. Cottage housing is authorized through the Design Review process and shall comply with the Nonconforming Lots Design Guidelines.

- B. Density and Dimensions. The following density and dimensional standards apply in lieu of the standards in the underlying zoning district.

<u>Density</u>	<u>No more than 1 dwelling per 2,500 square feet.</u>
<u>Minimum Front Setback</u>	<u>10 feet</u>
<u>Minimum Side Setback</u>	<u>5 feet</u>
<u>Minimum Rear Setback</u>	<u>10 feet</u>
<u>Maximum Building coverage</u>	<u>40 percent</u>
<u>Maximum Building Height</u>	<u>35 feet</u>

- C. Open Space. Common open space shall be provided as follows:

- a. 300 square feet of common open space is required per unit. This 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.
 - b. Common open space shall be in a centrally located area and be accessible to all dwellings within the development with a direct pedestrian connection.
 - c. Fences may not be located within required common open space areas.
1. Private open space shall be provided as follows:
- a. 60 square feet of private open space is required per unit.
 - b. Private open space may be designed as a garden, patio, or similar feature and shall include fencing or similar visual barrier.
 - c. Private open space may be adjacent to common open spaces. Access must be provided between private and common open spaces.

- D. Parking

1. One off-street parking space per unit is required.
2. A single access can be used to access a shared parking area.

E. Building & Site Design Standards

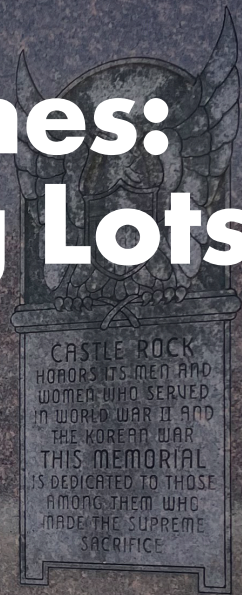
1. Each unit shall be a maximum of 1,200 square feet.
2. Each dwelling unit shall have a primary entry or covered porch oriented to the common open space. This entry or porch may count toward the private open space requirement in CRMC 17.78.050(C)(2).
3. Accessory buildings shall follow the minimum requirements of the R-2 Zoning District.

CITY HALL

City of Castle Rock

Design Guidelines: Non-Conforming Lots

February 2024



WORLD WAR II
ALBERTY, WALTER
AUSTIN, HAROLD
BRATORES, CHARLES
DAGGY, WAITE
EGGIMANN, ALVIN
GALLOWAY, LESTER G.
GARLOCK, ROBERT
GAZE, RICHARD W.
GUIER, CLAUDE
HOSKIN, DONALD
HOYER, GLEN
JOHNSON, FLOYD
JONES, ROY
MELTON, RUBEN A.
MUNYON, KENNETH
PHILLIPS, FLOYD
PHILLIPS, LLOYD
PITTMAN, EDWARD
POTTER, CLARENCE
WILKINS, JR. DON

KOREAN WAR
SAUM, JACK

VIETNAM WAR
HARDY, LARRY
KRUSE, DALE LYNN
WEIDERMAN, CLAUDE

WORLD WAR I
KING, HENRY

CITY OF
CASTLE
ROCK



Project Information

Project: City of Castle Rock On-Call General Planning

Prepared for: Castle Rock
141 A Street SW
PO Box 370
Castle Rock, WA 98611

Project Representative

Prepared by: SCJ Alliance
108 N Washington, Suite 300
Spokane, WA 99201
scjalliance.com

Contact: Mike Manning, SCJ Alliance

Table of Contents

Introduction.....	1
1. Purpose	1
2. Administrative Procedure	1
3. Focal Points of Design Guidelines	1
Site Planning.....	2
1. Small Lot Development.....	2
Single Lots	3
Two or More Lots.....	3
Corner Lots	3
2. Zero-Lot Line Development	4
Compatibility	4
3. Cottage Housing Development	5
Compatibility	5
Development Standards	5
Orientation	5
Common Open Space.....	6
Private Open Space	6
4. Parking Guidelines	7
Zero-Lot Line.....	7
Cottage Housing	7
Landscaping	7
Accessory Buildings	8
Relationship to Street.....	9
Street to House Orientation	9
Zero Lot Line Developments.....	9
Cottage Housing Development	9
Setbacks	10
Driveway Access	10
Zero Lot Line Developments.....	10
Cottage Housing Developments.....	10
Building Design	11
Design Character.....	11
Zero Lot Line Developments.....	11
Cottage Housing Development	11
Architectural Scale Relation to Neighborhood.....	11
Blank Walls and Building, Corners	11

Tables & Figures

Table 1: Cottage Housing Development Standards	5
Table 2: Parking Guidelines by Development Type	7
Table 3: Accessory Building Requirements by Development Type	8
Table 4: Zero Lot Line Development Minimum Setbacks	10
Table 5: Cottage Housing Development Minimum Setbacks	10

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.**

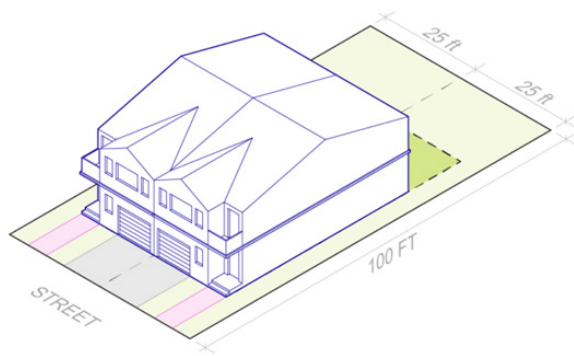


Figure 1: Sample Zero-Lot Line Development, Duplex Style

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.

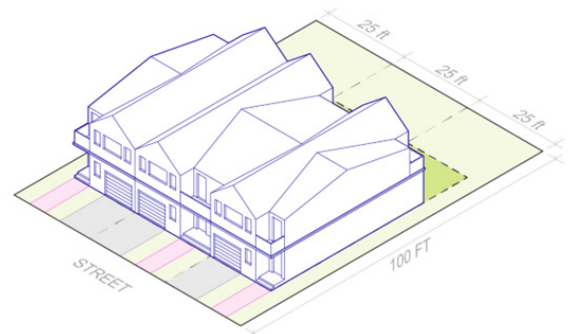


Figure 2: Sample Zero-Lot Line Development, Duplex Style



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.**

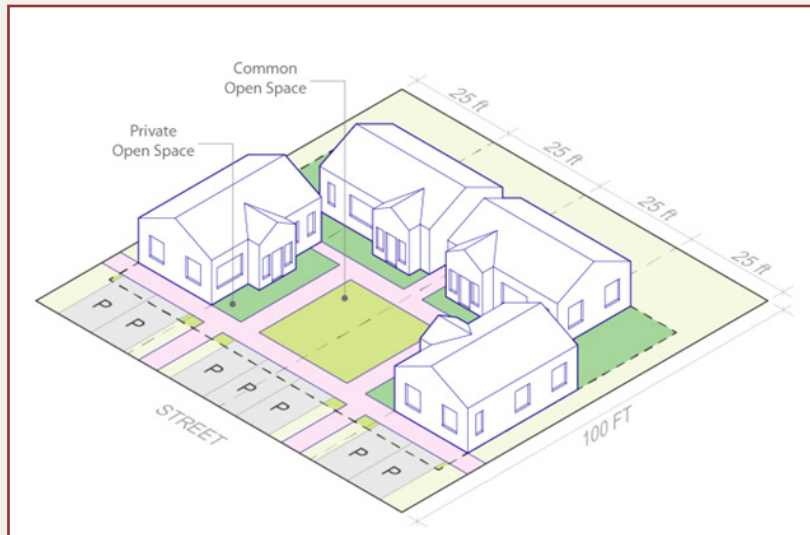


Figure 4: Required Open Space - Cottage Housing Development

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. Fui imus consulturei publicatus

Table 2: Parking Guidelines by Development Type

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

Landscaping

Landscaping is required 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.



Accessory Buildings

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

These buildings are subject to meet lot coverage requirements as listed below.,

Table 3: Accessory Building Requirements by Development Type

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



Relationship to Street

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.



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.

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

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.



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**.

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 OF CASTLE ROCK

CITY HALL



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
BRYCE, HAROLD
BRYCE, CHARLES
DAGLEY, WAITE
EGGIMANN, ALVIN
GALLOWAY, LESTER G.
GARLOCK, ROBERT
GAZE, RICHARD
GUIER, CLAUDE
HOSKIN, DONALD
HOYER, GLEN
JOHNSON, FLOYD
JONES, ROY
MELTON, RUBEN A.
MUNYON, KENNETH
PHILLIPS, FLOYD
PHILLIPS, LLOYD
PITTMAN, EDWARD
POTTER, CLARENCE
WILKINS, JR. DON

KOREAN WAR
SAUM, JACK

VIETNAM WAR
HARDY, LARRY
KRUSE, DALE LYNN
WEIDERMAN, CLAUDE

WORLD WAR II
KING, HAROLD R.



Ribelin Comprehensive Plan Amendment and Rezone

Planning Commission
April 16, 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.

Rezones – General Information



A rezone changes a parcel or area's zoning designation.



Rezones must be consistent with and implement the Comprehensive Plan.



There is no limitation on the number of rezones that can happen in any year.

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



Parcel No. 30869

Project Proposal



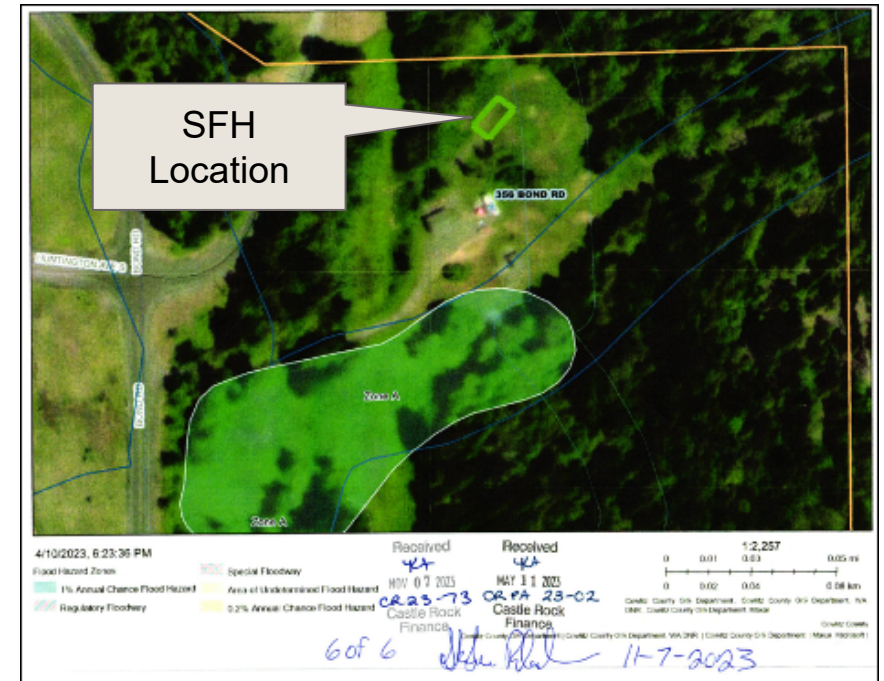
Rezone from C-2 to R-1 would permit the owner to apply for a permit to develop a single-family dwelling.



“[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

Project 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).

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 a future public hearing, with min. 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.

Additional Interest in Comprehensive Plan Amendments

Following the March 19, 2024 briefing, the City received additional inquiries about potential Comprehensive Plan amendments:

- Change property on A Street at Cowlitz River from high density residential to commercial
- Change property on Cowlitz Street at train tracks from high density residential to industrial

Pre-application materials have been submitted for both projects. Pre-app meetings have not yet been held. Comprehensive Plan Amendment applications have not been submitted.

Potential Planning Commission Actions

Commission Recommendation

Conduct the public hearing and make a recommendation to City Council as originally proposed.

- City Council would take final action on any/all amendments and could choose when that action would occur.
- Better practice to consider all amendments at one time, but no prohibition on Planning Commission recommendations happening at different times for different amendments.

Continue Public Hearing

Leave the public hearing open and continue the hearing to a future date. No deliberation or recommendation would occur until the public hearing is closed.

- Allows testimony on the project and concerns may be identified for further investigation.

Decline to Open the Public Hearing

Do not open the public hearing and amend the agenda to move the project to a future date.



Questions?

City of Castle Rock

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.

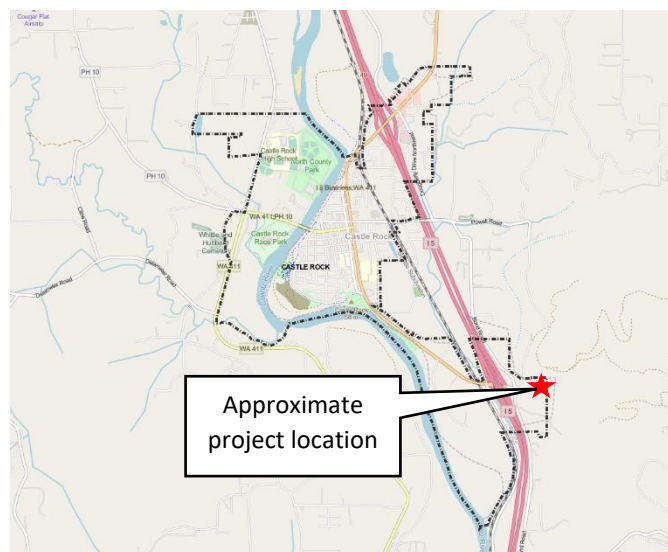


Figure 1: General location of proposed rezone

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

Dear Castle Rock City Meeting Attendees,

On behalf of my wife and I we have decided it is still in our best interest to build a home on this 10-acre parcel within our property(356 Bond Rd.). Therefore, we would like to move forward with the property zone being changed back to residential as it was years ago. Originally when my father owned the property he was advised sometime back to switch from residential to commercial in hopes of development. Being in the tight area of pipeline zoning, creek setbacks, and the occasional lowland flooding makes it difficult and too costly to build on a large scale as he was told by some developers.

Since the time of our last discussion in June of last year we have already invested considerable amounts of time and money into this project. A land survey/sitemap, critical area report, geological survey report and sanitary waste design has been completed or nearly for the home. Also, paying for the zone change is a part of that investment. We also have drawings finished for a 3-bedroom house that only needs engineering to be finished. We look forward to working with the City of Castle Rock and thanks for your time today.

Sincerely,

Skylar And Irina Ribelin

Sent from my iPhone

Received
KA
MAR 19 2024
CR 23-73
Castle Rock
Finance



City of Castle Rock

Department Of Building and Planning
City Hall, PO Box 370 / 141 'A' St SW, Castle Rock, WA 98611
Phone: 360.274.8181 / Email: finance@ci.castle-rock.wa.us

CR 23-73

Rezon Compliance Stmt

PLEASE PRINT IN INK OR
TYPE

MASTER APPLICATION

PROPERTY INFORMATION

Project Address: 356 Bond Rd. City: Castle Rock Parcel #: 30869
Short Plat/Subdivision: Block: Lot:

OWNER/APPLICANT INFORMATION

Applicant/Authorized Agent: Skylar Ribelin Phone: 360-747-2405
Mailing Address: 356 Bond Rd. City: Castle Rock State: WA Zip: 98611
Property Owner: Skylar Ribelin Phone: 360-747-2405
Mailing Address: 356 Bond Rd. City: Castle Rock State: WA Zip: 98611
Contractor: N/A Lic #: Phone:
Mailing Address: City: State: Zip:
Lender Name: N/A Phone:
Lender's Address:

PROJECT INFORMATION

Building/Construction	Received	Planning	Environmental
☒ Building Permit	NOV 07 2023 CR 23-73 Castle Rock Finance	☐ Critical Areas	☐ Critical Areas
☐ Excavation & Grading Permit		☐ Flood Plain	☐ Flood Plain Permits
☐ Manufactured/Structure Placement		☐ Home Occupation Business License	☒ SEPA
☐ Mechanical Permit		☐ Master Plan	☐ Surface Mining
☐ Plumbing Permit		☐ Mobile Home Park	☐ Other
☐ Roofing Permit		☐ Plat (Preliminary)	
☐ Signage Permit		☐ Plat (Final)	
☒ Other Rezone	☐ Site Plan (Preliminary)		
	☐ Site Plan (Final)		

PROJECT DESCRIPTION

Occupancy Group: Type of Construction: Home Sq. Ft. 1800 No. of Stories: 2 No. of Bedrooms: 3
Is there any grading, filling, or excavation associated with this project? NO Quantity (cubic yards):
(Including grading for road construction, site preparation, and landscaping.) NO SITE WORK MAY BE DONE PRIOR TO CRITICAL AREAS DETERMINATION.
Water Supply: Sewage Disposal: Type of Heat: Fair Market Value:

Does project involve Asbestos? ☐ YES ☒ NO

PROVIDE A BASIC DESCRIPTION OF THE PROPOSED PROJECT:

the project is to initially switch my property over from Commerical to residential zoning so i can acquire a building permit to build a home.

I hereby certify that I am the owner or duly authorized agent of the owner for the purposes of this application. Further, I grant permission from the owner to any and all employees and representatives of the City of Castle Rock and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect, the permit or approval may be revoked.

APPLICANT'S SIGNATURE: [Signature] DATE: 11/6/2023
APPLICATION ACCEPTED BY: [Signature] DATE: 11/07/2023
APPLICATION APPROVED BY: DATE:

PERMIT NUMBER
CR 23-73

**City of Castle Rock, Washington
356 Bond Rd (Parcel No. 30869)
CR PA 23-02**

**Pre-Application Meeting for a Comprehensive Plan Amendment and a Site-Specific Rezone
June 22, 2023**

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 a Site-Specific Rezone for Parcel No. 30869. Currently the entire site is zoned C-2 Highway Business, the applicant is proposing to request Parcel No. 30869 to be rezoned as an R-1 or an R-2 Zoning District, which would allow the owner, Skylar Ribelin, the opportunity to build a single-family dwelling on the parcel. Participants in the meeting included:

- Skylar Ribelin, Owner, sribelin@hotmail.com, 360-747-2405
- Jamey Ribelin, jameyribelin@gmail.com, 206-856-2092
- Cristina Haworth, SCJ Alliance, Castle Rock Contracted City Planner, cristina.haworth@scjalliance.com, 360-352-1465
- Tom Gower, Gibbs & Olson, Inc., Castle Rock Contracted Engineer, tgower@gibbs-olson.com, 360-425-0991
- Les Townzen, Townzen & Associates, Castle Rock Contracted Building Official, les@townzen-consulting.com, 360-274-2335
- Bill LeMonds, Chief – Fire District 6, chief@cowlitz6fire.org, 360-274-7478
- David Vorse, Castle Rock Public Works Director, crpw@ci.castle-rock.wa.us, 360-274-7478
- Karlene Akesson, Castle Rock Deputy Clerk, kakesson@ci.castle-rock.wa.us, 360-274-8181

Parcel No. 30869 does have 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 Flood Elevation (BFE) determined). A home existed on the parcel years ago but it had become dilapidated and was demolished approximately 10 years ago.

Building

- Site Plan – A certified land surveyor would need to complete the site plan.
- Elevation Certificate Required - A certified land surveyor would need to fill out the Elevation Certificate for the floodplain permit/building permit.
- Flood venting may be required. Please refer to Castle Rock Municipal Code (CRMC) Chapter 15.24 Flood Damage Prevention and FEMA floodplain regulations.
- Structural Engineering will likely be required due to the critical areas and erosive soils.
- A geotechnical report will be necessary to address the steep slopes and erosive soils.

Public Works/Engineering

- 1992 Puget Sound Stormwater Manual is our guide for new impervious over 5,000 square feet which is not anticipated for this project.
- Currently there is a well on the property. City water may become available, pending the completion of the water main extension. If the applicant chooses to pay the water connection fees to hook to city water, the well would need to be decommissioned or a certified backflow device installed. The backflow devices would need to be tested annually at the owner's expense. (Please contact the Cowlitz County Environmental Health unit regarding certifying a well.)
- Currently there is no city sewer available at the site. It is likely that a septic system would need to be installed. (Please contact the Cowlitz County Environmental Health Unit regarding septic systems.)
- Driveway Easement – The current driveway runs through Parcel No. 30870, which is also owned by the applicant, but if he were to sell Parcel No. 30870, access to Parcel No. 30869 may be hindered without a properly recorded easement. Recording an easement for the driveway will be required as part of construction permit review (per Planning).

Planning

- The property is designated Commercial in the Comprehensive Plan and is zoned C-2. The C-2 zone does not allow single-family residential uses. The Commercial comprehensive plan designation would not support a rezone to a residential district. A Comprehensive Plan Map Amendment and Site-Specific Rezone (also called a Zoning Map Amendment) would be necessary to accomplish the project.
- Based on the location and presence of critical areas, the R-1 zone is recommended. The R-2 zone would allow single-family residential uses but is a higher-intensity use less suited to properties with frequent flooding, streams, and other critical areas.
- At the property owner's option, any additional contiguous parcels or property under common ownership (No. 30870, and No. 30871, which front Parcel No. 30869) could be included in the requested amendments, depending on the intended use of those properties.
- The Comprehensive Plan Map Amendment and Site-Specific Rezone may be processed together. This means the applications can be submitted and reviewed concurrently, using a consolidated public notice, hearing, and decision process. If this is desired, the Applicant should include a letter or statement requesting consolidated review. A separate fee for each application will still be required if review is consolidated.

- Castle Rock Municipal Code (CRMC) Chapter 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. At a high level, the procedures require: staff review and recommendation presented to the Planning Commission; a public hearing held by the Planning Commission; a recommendation made by the Planning Commission; and final decision by the City Council.
 - CRMC 17.72.030 requires that the Planning Commission hold at least one public hearing before taking action on any amendment. Public notice 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. Public notice must also be posted on the subject property in at least two visible, conspicuous locations.
 - “Action” in this case means voting on a recommendation, which can include approval, approval with modifications or conditions, or denial of one or both of the requests.
 - The City will provide the legal notice. The property owner will be responsible for posting the notice at locations agreed to by the City and proof (such as a photo) must be submitted to the City to proceed with the hearing.
 - The Planning Commission is allowed to hold one or more work sessions to understand the requested amendments. There are no rules limiting the number or duration of work sessions prior to holding a public hearing.
 - CRMC 17.72.040 requires the Planning Commission to take action (make its recommendation) within 90 days from the initial hearing date. The recommendation is forwarded to City Council within 14 days of the date the recommendation is made.
 - CRMC 17.72.060 requires that City Council enact an ordinance that constitutes final action on the proposal. There is no limitation on the timeline for a decision by City Council.
- CRMC 17.72.070 lists the minimum application requirements for a zoning map amendment. Based on the request and development plans discussed at the pre-application meeting, please submit a site plan at the specified scale showing the following:
 - Identification of the proposed use. As described in the pre-application meeting, the property will be used as a single-family residence.
 - Boundaries of the site.
 - Adjacent streets, properties, and land uses.
 - Site topography.
 - Proposed points of entrance and exit.
 - Interior streets and circulation pattern, if any. Based on the project description discussed in the pre-application meeting, there are no interior streets to be shown.
 - Any conceptual plans, building elevations, and utility connections or private water/sewer facilities, if available.
 - Any conceptual plans for site grading and landscaping, if available.

Please note that much of this information is available through the Cowlitz County EPIC map platform. Site survey, engineering, architecture, etc. are not required at this stage of the project.

- Castle Rock Municipal Code (CRMC) Chapter 18 – Environmental Protection. Parcel No. 30869 has identified critical areas including a riparian fish-bearing stream, a riparian non-fish-bearing stream, steep slopes, mines, erosion hazard areas, and frequently flooded areas. Please refer to CRMC Chapter 18 for more information.
- Critical Areas Permit – A Critical Areas Permit will be required to develop the property. Develop means: *a construction project involving property improvement or a change of physical character within the site; the act of using land for building or extractive purposes. “Development” shall include, but shall not be limited to, the activities identified in CRMC [18.10.060](#). (CRMC 18.10.050 – Definitions)*. Please note that the Critical Areas Permit is not required at the time of the Comprehensive Plan Map Amendment and Zoning Map Amendment but will be required for construction permits.
- Identify Stream Types – CRMC 18.10.050 Definitions – defines the five types of waters. An environmental scientist or other qualified entity should be able to identify which type of waters are located on the property. This will be important information as the stream type will determine the buffer area. A report documenting and typing any on-site streams, wetlands, or other fish and wildlife habitat conservation areas must be submitted with the application for Critical Areas Permit. Any recommendations provided in the report will be required to be followed as a condition of approval of any construction permits. If the qualified professional finds there are no streams, wetlands, or fish and wildlife habitat conservation areas on the site, a letter documenting this finding will be adequate.
- CRMC 18.10.130 – Fish and Wildlife Habitat Conservation Areas – Table 8 Stream Buffer Widths – identifies the buffer Widths for each stream type. If the stream buffers restrict the ability to build on the property, a critical areas variance may be allowed following procedures in CRMC 18.10.180.
- A geotechnical report will be required for the project. The report should include an assessment of the geologically hazardous areas (steep slopes, erosive soils, and any others identified during site exploration) and mine hazards (if found during site exploration). Any recommendations provided by the geotechnical engineer will be required to be followed as a condition of approval of any construction permits.
- See Building section for additional information about Frequently Flooded Areas.

Application Fees

The City of Castle Rock will be updating the current fee schedules; this includes Planning/Land Use Fees and Building Permit Fees. We expect the Building Permit Fees to be updated by no later than August/September of 2023. The Planning/Land Use Fees are not expected to be updated until September 2023 or later. These are very loose dates, so please check in periodically to see if any changes to these dates are expected.

- Comprehensive Plan Map Amendment (Resolution No. 2018-12 - \$300)
- Zoning Map Amendment (Resolution No. 2018-12 - \$600)
- SEPA Threshold Determination (Resolution No. 2018-12 \$200)
- Critical Areas Permit (Resolution No. 2018-12 - \$200(*))
- Floodplain Permit Application (No Fee)

(*) = Any costs in addition to the application fee, including, but not limited to copies, postage, publishing, engineering fees, city planner fees, and hearing examiner fees will be billed at actual cost.



City of Castle Rock

Building & Planning Department

Comprehensive Plan Amendment/Rezone Application Packet Contents Page

141 A St SW/ PO Box 370
Castle Rock, WA 98611
Phone: 360.274.8181
finance@ci.castle-rock.wa.us

- 1) Comprehensive Plan Amendment/Rezone Packet Contents Page (1 page) ✓
- 2) Pre-Application Request Form (4 pages) *N/A PA was on 6/22/2023*
- 3) Comprehensive Plan Amendment/Rezone Submittal Checklist (1 page) ✓
- 4) Master Application (1 page) ✓
- 5) Comprehensive Plan Amendment/Rezone Application (3 pages) ✓
- 6) General Land Use Application (2 pages) ✓
- 7) Environmental Checklist (SEPA) – online printable form: ✓
http://ci.castlerock.wa.us/download/SEPAchecklist_2017_locked.docx
- 8) Castle Rock Municipal Code (CRMC) Chapter 17.72 Amendments and Review Procedures —
- 9) Fee Schedule (2 pages) —

Please review the following codes online at: <https://www.codepublishing.com/WA/CastleRock/>
If you prefer a paper copy of the documents below, please contact City Hall and paper copies will be made available.

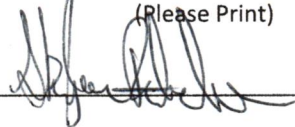
- 10) Castle Rock Municipal Code Title 17 Development Review Procedures
- 11) Castle Rock Municipal Code Title 18 Environmental Protection

I acknowledge the above documents and/or web addresses were provided to me in the Comprehensive Plan Amendment/Rezone Application Packet.

I also acknowledge there are fees associated with a Comprehensive Plan Amendment/Rezone Application and the applicant shall pay fees according to the City of Castle Rock Fee Schedule to defray a portion of the expenses encountered in processing the application.

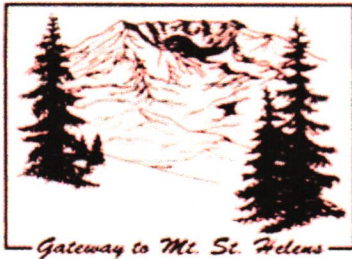
FEES ARE NOT REFUNDABLE

Name: Skylar Ribelin
(Please Print)

Signature: 

Date: 11/6/2023

Received
YR
NOV 07 2023
CR 23-73
Castle Rock
Finance



**Comprehensive Plan
Amendment/Rezone Submittal
Checklist**

141 A St SW / PO Box 370
Castle Rock, WA 98611
Phone: (360) 274-8181
finance@ci.castle-rock.wa.us

A complete application for a comprehensive plan amendment/rezone should include, but is not limited to:

- ☒ **Comprehensive Plan Amendment/Rezone Application Packet Contents Page** (1 page) – Print Name, Sign Name, and Date
- ☒ **Pre-Application Meeting Notes** – From the required pre-application meeting
- ☒ **Comprehensive Plan Amendment/Rezone Submittal Checklist** (1 page) – Applicable Boxes Checked and Page Initialed
- ☒ **Master Application** (1 page) - Completed, Signed, and Dated
- ☒ **Comprehensive Plan Amendment/Rezone Application** (3 pages) - Completed, Signed, Dated, and including the required information – all additional pages numbered and signed.
 - ☒ **Narrative** addressing the decision criteria identified for each permit type - Include any **additional pages – numbered and signed**
 - ☒ **Site Plan** - One (1) reproducible copy (8-1/2" x 11" or 11" x 17"; or Seven (7) oversized copies that show the required information.
- ☒ **General Land Use Application** (2 pages) - Completed, Signed, and Dated
- ☒ **SEPA Environmental Checklist**
- ☒ **Any Additional Information/Documents Necessary and/or Required to Process the Request** – numbered and signed
- ☒ **Payment of Fees** – Submit Required Payment(s) – *Contact City Hall for more information*

Applicant Initials: SR

Received
41
NOV 07 2023
CR 23-73
Castle Rock
Finance



City of Castle Rock

Building & Planning Department

Comprehensive Plan Amendment/Rezone Application

141 A St SW / PO Box 370
Castle Rock, WA 98611
Phone: (360) 274-8181
finance@ci.castle-rock.wa.us

Owner/Applicant Information

Property Owner(s): Skylar Ribelin Daytime Phone: 360-747-2405

Mailing Address: 356 Bond Rd City: Castle Rock State: WA Zip Code: 98611

E-mail address: _____ Fax: _____

Applicant: _____ Daytime Phone: _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____

E-mail address: _____ Fax: _____

Applicant's Representative: _____ Daytime Phone: _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____

E-mail address: _____ Fax: _____

Property Information

Project Address(es): 356 Bond Rd. Castle Rock, WA 98611

Property		Existing Designations		Requested Amendment	
Parcel #	Size (acres)	Comprehensive Plan Designation	Zoning District	Comprehensive Plan Designation	Zoning District
30869	10	Commercial		Residential	
				Received	

NOV 07 2023

Property Information - continued

Property Description: (Please discuss the natural and built environment). Once the property had a house but now only remains a shop. The 10acre parcel is adjacent to the pipeline and also has a stream running through.

Will you need to extend water, sewer, or power to the property? No If yes, how do you propose to do so? _____

☐ Please attach additional sheets as necessary, numbered and signed.

SURROUNDING USES			
Direction	Comprehensive Plan Designation	Zoning District	Land Use
North		<i>County</i>	<i>Residential</i>
South		<i>C-2</i>	<i>Residential</i>
East		<i>County</i>	<i>Forresting</i>
West		<i>C-2</i>	<i>Commercial / unknown</i>

Decision Criteria

1. How is this proposal consistent with the provisions of state planning statutes? Will the amendment result in comprehensive plan or regulatory conflicts?
2. How will the proposed change increase the development or use potential of a site or area without creating significant adverse impacts on existing uses and critical areas?
3. How will the property be adequately served by applicable services, facilities, and utilities, including transportation?
4. How will the proposal help implement City goals and/or policies contained within the plan?

☒ Please attach additional sheets as necessary, numbered and signed. Narrative Page

Site Plan

A site development plan for Comprehensive Plan Amendment proposals shall be reviewed in accordance with Castle Rock Municipal Code 17.77.040 and the results of the review shall accompany the application for amendment. The site development plan shall be drawn to a scale of not more than fifty feet to the inch showing at a minimum:

1. Identification of the proposed use;
2. Boundaries of the site;
3. Adjacent streets, properties, and land uses;
4. Site topography;
5. Proposed points of entrance and exit;
6. Interior streets and circulation pattern, if any;
7. Off-street parking and outdoor storage areas;
8. Railway sidings and loading areas, if any;
9. Location of all buildings and pertinent structures;
10. Horizontal (plan view) and vertical (elevation view) views of all buildings and pertinent structures, showing all dimensions and setbacks;
11. Location and, for development proposals, design of sewer lines and connection, drainage facilities and storm sewers, water lines, and fire hydrants;
12. Plans for general site grading, landscaping, signs and outdoor advertising structures, site screening, and other pertinent features required by this title and of the zoning district.

Received

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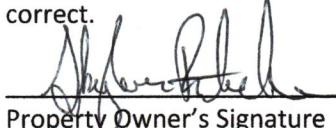
Castle Rock
Finance

Application Checklist

- ☐ Comprehensive Plan Amendment/Rezone Application Packet Contents Page
- ☐ Pre-Application/Site-Plan Review Notes - One copy of the comments received after attending the required preapplication/Site-plan review meeting
- ☐ Comprehensive Plan Amendment/Rezone Submittal Checklist
- ☐ Master Application
- ☐ Comprehensive Plan Amendment/Rezone Application (this application-including attachments) – completed and signed - Proposed zoning changes shall be coupled with simultaneous comprehensive plan amendments to ensure consistency between the comprehensive plan and development regulations.
- ☐ One (1) reproducible copy (8-1/2" x 11" or 11" by 17") or seven (7) oversized copies of a site plan/drawing
- ☐ General Land Use Application
- ☐ SEPA (State Environmental Protection Act) checklist – completed and signed
- ☐ Any Additional Information/Documents Necessary and/or Required to Process the Request – all pages numbered and signed.
- ☐ The fees required for processing these permits. The fees differ depending on the scope of the project, such as whether a subdivision of land is involved or if a Shoreline Substantial Development permit is required. Please consult with the City Planner for fee determination.

Required Signatures

Only the property owner may sign an application to amend the Comprehensive Plan. I certify that I am the owner of the property (ies) included in this application and certify that the information provided in this application are true and correct.


Skylar Ribelin
11-6-2023
 Property Owner's Signature Print Name Date

Skylar Ribelin
 Applicant's Signature Print Name Date

Print Name Date
 Applicants Representative Signature

- ☐ **Representation Authorization** I authorize the person(s) listed as the Applicant and Applicant's Representative on page 1 to represent me in this application process. Property Owner(s) initials: _____

- ☐ I do want to be sent a copy of all correspondence transmitted by the City. I understand I will be charged fees, as outlined in the fee schedule for copies of public records, per page for copied and/or electronic files. Property Owner(s) initials: _____

- ☒ I do **not** wish to be sent a copy of all correspondence transmitted by the City.
 Property Owner(s) initials: SR

- ☒ There are 5 pages of additional information attached to this application.
 _____ Property Owner(s) initials

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 CR 23-73
 Castle Rock
 Finance

Narrative

Decision criteria responses:

1. Answer – The proposal is switching the property from commercial to residential zoning so the property can be used for construction of a home. It was residential just over 10 years ago so it's already fitting for the property and surrounding area. Therefore, I don't believe this would result in any comprehensive plan or regulatory conflicts.
2. This change would help the current condition of the site to allow a home to be built in the future if Residential zone change were to occur. Also it would be generating more value for the community rather than in its current condition. The flood conditions from the river and creek along with pipeline would make it difficult to generate any commercial real estate on the property. Alternatively, it would be much easier to generate a 3 bdrm home which would require far less space and impact the environment less.
3. This will have no impact on the property being served by applicable services and facilities, and utilities including transportation. Most of these are already in existence or can be acquired once a home is planned on being constructed.
4. The plan of changing the zone will allow another home to be constructed helping the shortage in the area. This change will increase the value of the property which in turn helps the community and area.

Owner: Skylar Ribelin

 11-6-2023

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KA
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CR 23-73
Castle Rock
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1 of 1
SK

30864

30869

30871

30872

30873

30870

30869

30869

10 acre parcel that
Zone change will occur

Received
4A
NOV 07 2023
CR 23-73
Castle Rock
Finance
1 of 6
11-7-2023

WJ2402001

WJ1301003

WJ1301007

WJ1301006

WJ1301001

90293

103 KALMBACH RD

356 BOND RD

322 BOND RD

BOND RD

KALMBACH RD

HUNTINGTON AVE S

HUNTINGTON AVE S

INTERSTATE 55 HWY

INTERSTATE 55 HWY

PLEASANT HILL RD

N EXIT 48 ON RAMP

N EXIT 48 ON RAMP

S EXIT 48 ON RAMP

S EXIT 48 ON RAMP

N EXIT 48 OFF RAMP

N EXIT 48 OFF RAMP

Coal Mine Creek

Castle Rock

Driveway

Shop

30870

30869

30871

30872

30873

30864

30869

10 acre parcel that
Zone change will occur

Received
4A
NOV 07 2023
CR 23-73
Castle Rock
Finance
1 of 6
11-7-2023

WJ2402001

WJ1301003

WJ1301007

WJ1301006

WJ1301001

90293

103 KALMBACH RD

356 BOND RD

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PLEASANT HILL RD

N EXIT 48 ON RAMP

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S EXIT 48 ON RAMP

S EXIT 48 ON RAMP

N EXIT 48 OFF RAMP

N EXIT 48 OFF RAMP

Coal Mine Creek

Castle Rock

Driveway

Shop

30870

30869

30871

30872

30873

30864

30869

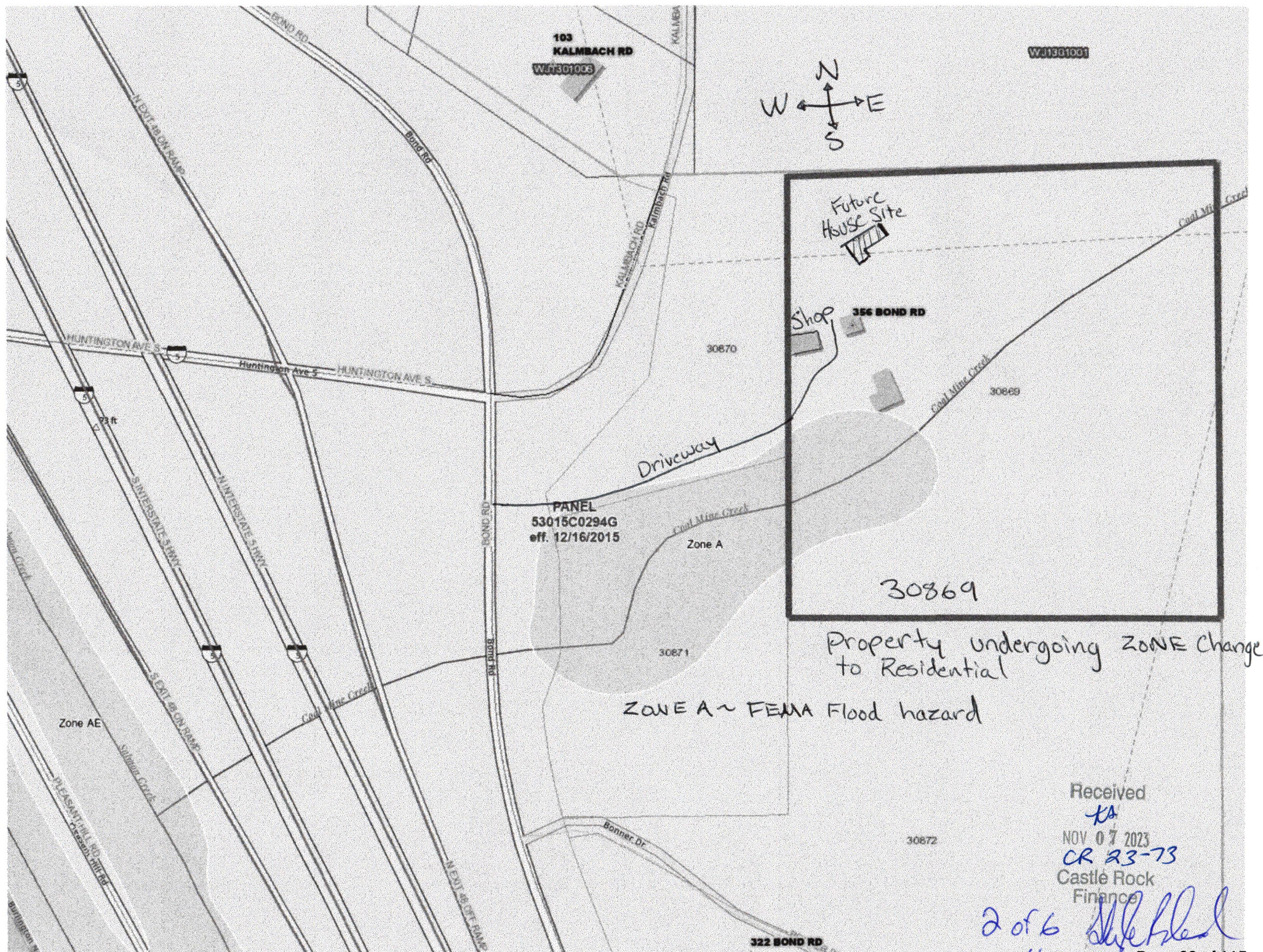
10 acre parcel that
Zone change will occur

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Castle Rock
Finance
1 of 6
11-7-2023

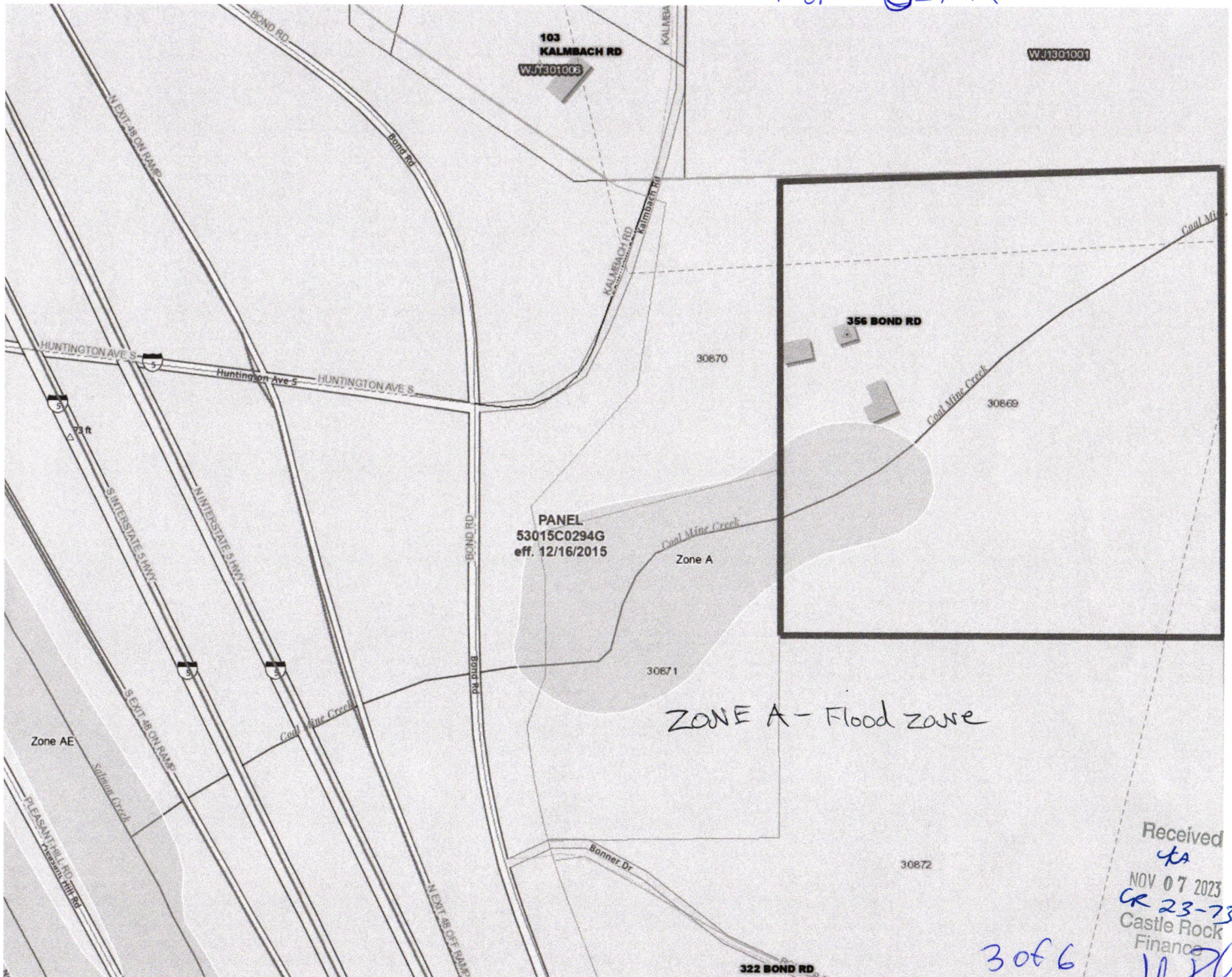
WJ2402001

* GEO_COWLITZ_PUBLIC.DBO.ADDRESSPOINTS EPIC Data
 City Limits <all other values> Within City Limits 0 RURAL PRIVATE
 Green Yellow 1 INTERSTATE

Page 87 of 115



For SEPA



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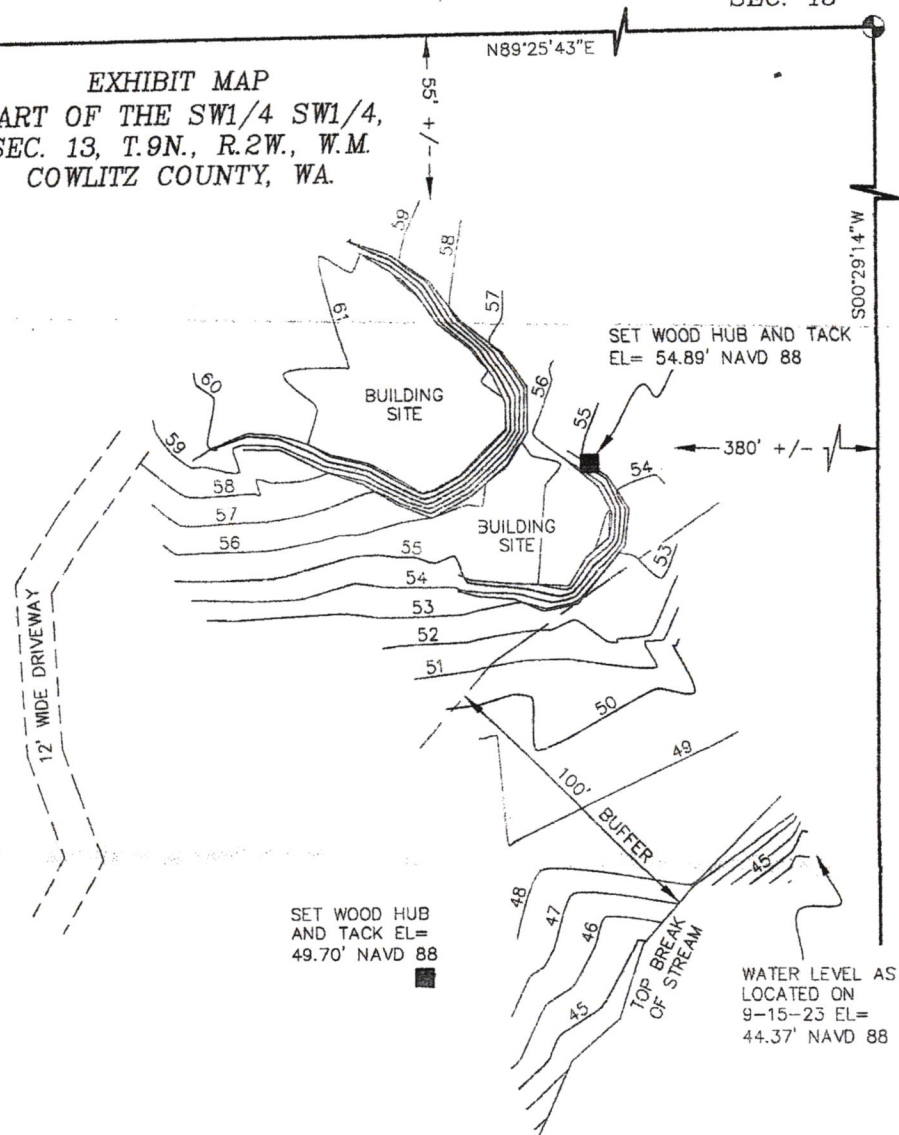
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CR 23-73
Castle Rock
Finance

3 of 6

11-7-2023

SE1/16 COR.
SEC. 13

EXHIBIT MAP
PART OF THE SW1/4 SW1/4,
SEC. 13, T.9N., R.2W., W.M.
COWLITZ COUNTY, WA.



BASIS OF BEARING: RECORD OF SURVEY FILED UNDER
AUDITOR'S FILE NUMBER 950417041, IN VOLUME 14,
PAGE 60, RECORDS OF COWLITZ COUNTY, WASHINGTON.

VERTICAL DATUM: NAVD 88 HELD WASHINGTON STATE
DEPARTMENT OF TRANSPORTATION MONUMENT
DESIGNATION R 535, ID# 4084 EL= 66.76'



Bluhm & Associates
Land Surveyors, Inc.

1068 S. MARKET BLVD.
CHEHALIS, WA 98532
PHONE (360) 748-1551
FAX (360) 748-6282
E-MAIL: kbluhm@survey-services.com

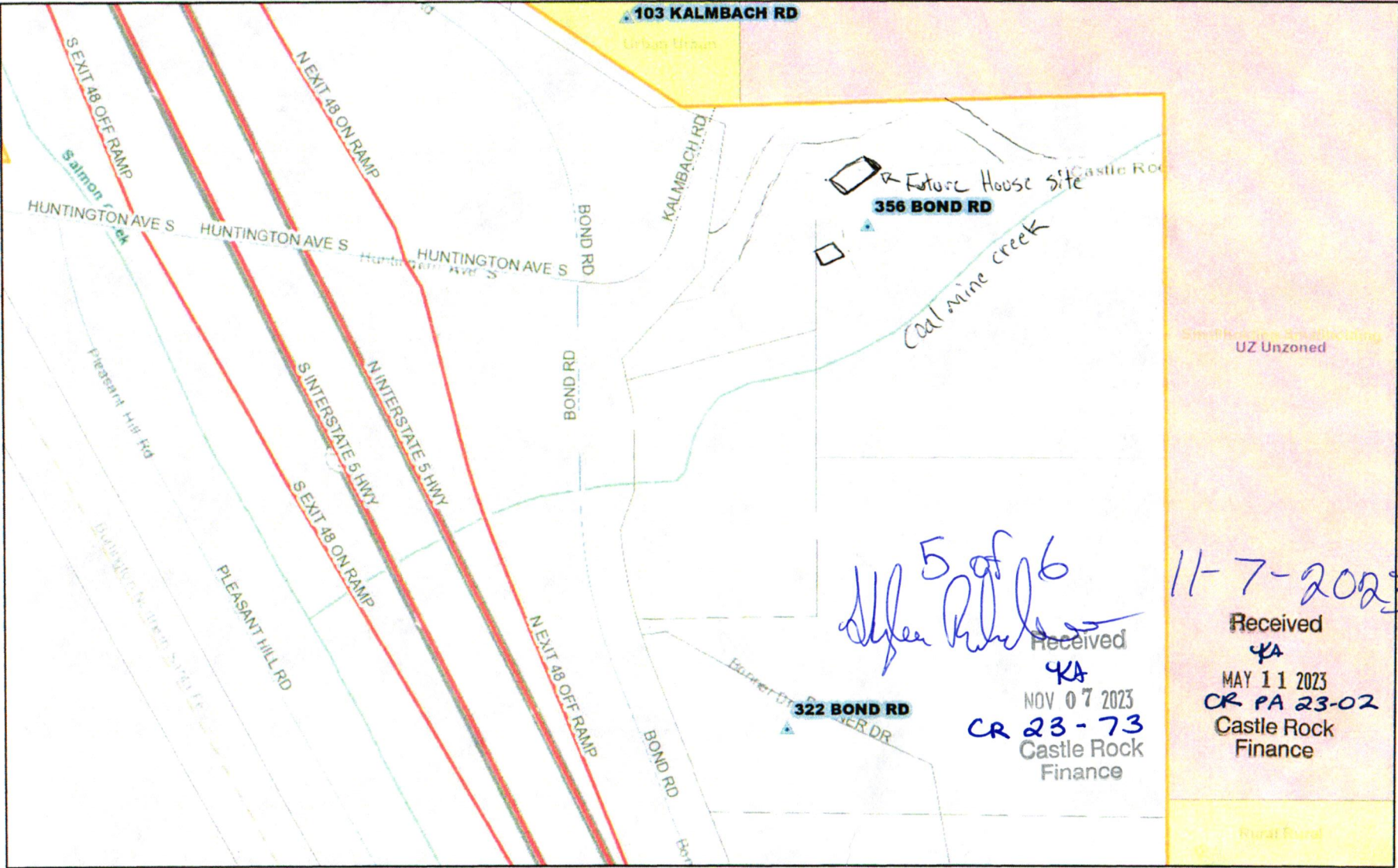
DRAWN BY: JF	DATE: 9-25-23	JOB# 23-362EX. COMP FB# 2324
CHECKED BY: KB	SCALE: 1" = 50'	SHEET 1 OF 1

Received

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CR 23-73
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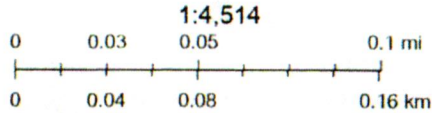
4 of 6
Bluhm & Associates
11-7-2023

Cowlitz County EPIC Map



4/10/2023, 5:09:41 PM

- GEO_COWLITZ_PUBLIC.DBO.ADDRESSPOINTS EPIC Data
- City Limits
- Red
- Green
- <all other values>
- Within City Limits
- Yellow



Cowlitz County GIS Department, Cowlitz County GIS Department, WA DNR, Cowlitz County GIS Department, Bureau of Land Management, State

Cowlitz County

Cowlitz County GIS Department | Cowlitz County GIS Department, WA DNR | Cowlitz County GIS Department | Bureau of Land Management, State of Oregon, State of Oregon DOT, State of Oregon GEO, Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS

Cowlitz County EPIC Map



4/10/2023, 6:23:36 PM

Flood Hazard Zones

1% Annual Chance Flood Hazard

Regulatory Floodway

Special Floodway

Area of Undetermined Flood Hazard

0.2% Annual Chance Flood Hazard

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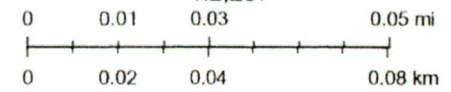
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MAY 11 2023

CR PA 23-02
Castle Rock
Finance

1:2,257



Cowlitz County GIS Department, Cowlitz County GIS Department, WA DNR, Cowlitz County GIS Department, Maxar

Cowlitz County

Cowlitz County GIS Department | Cowlitz County GIS Department, WA DNR | Cowlitz County GIS Department | Maxar, Microsoft |

6 of 6

John H. [Signature]

11-7-2023



General Land Use Application

141 A St SW / PO Box 370
Castle Rock, WA 98611
Phone: (360) 274-8181
finance@ci.castle-rock.wa.us

OFFICIAL USE ONLY

Case # _____ Related File # _____ Received By: _____

One or more of the following **Supplements** must be attached to this **General Land Use Application**:

TITLE 16 SUBDIVISIONS

- ☐ Binding Site Plan
- ☐ Boundary Line Adjustment
- ☐ Condominium Subdivision
- ☐ Final Plat (Subdivision)
- ☐ Final Short Plat
- ☐ Preliminary Plat (Subdivision)
- ☐ Preliminary Short Plat

TITLE 18 ENVIRONMENTAL PROTECTION

- ☐ Critical Areas Determination
- ☐ Critical Areas Permit
- ☐ Environmental Questionnaire
- ☐ SEPA Checklist
- ☐ Shorelines Conditional Use
- ☐ Shorelines Substantial Development
- ☐ Shorelines Variance

TITLE 17 ZONING

- ☐ Annexation
- ☐ Bed & Breakfast – (CUP)
- ☒ Comprehensive Plan Amendment
- ☐ Conditional Use Permit = (CUP)
- ☐ Home Occupancy Business License
- ☐ Home Occupancy in an Accessory Building – (CUP)
- ☐ Manufactured Home Park
- ☐ Recreational Vehicle Park – (CUP)
- ☐ Request for Clarification
- ☐ Rezone
- ☐ Similar Use Authorization
- ☐ Special Use Permit
- ☐ Variance

OTHER

- ☐ Request for Pre-Application Meeting
- ☐ Wireless Communications Facilities - (CUP)
- ☐ Other _____

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Project Name: Ribelin property

Project Address: 356 Bond Rd. Castle Rock, WA 98611

Applicant: _____

Mailing Address: _____

Phone : _____

E-mail Address: _____

Owner: Skylar Ribelin

Mailing Address: _____

(If other than applicant) Phone : 360-747-2405

E-mail Address: sribelin@hotmail.com

356 Bond Rd. Castle Rock, WA 98611

Other Authorized Representative (if any): _____
Mailing Address: _____
Phone: _____
E-mail Address: _____
Project Description: <u>Changing the zone classification from commercial to residential</u>
Size of Project Site: <u>10 acres</u>
Assessor Tax Parcel Number(s): <u>30869</u>
Full Legal Description of Subject Property (Attached ☐): Zoning: _____ Special Areas On or Near Site (show areas on site plan): ☒ Creek, Stream or River (name): <u>Coal mine creek</u> ☐ Wetland ☐ Flood Hazard Area _____ ☐ Steep Slopes/Draw/Gully/Ravine ☐ None
Water Service
Existing pipe size and material: _____ Proposed pipe size and material: _____
Sewage Disposal
Existing: _____ Proposed: _____
Access
Name of Street(s) from which access will be gained: _____

Owner's Consent and Authorization

I affirm that I am the owner of the subject site and all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge. Further, I grant permission from the owner to any and all employees and representatives of the City of Castle Rock and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application.

I agree to pay all fees of the City that apply to this application.

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Finance

Skylar Bibelin
Owner's Name (Print Name)

[Signature]
Owner's Signature

11/6/2023
Date

City of Castle Rock

Comprehensive Plan Amendment – Completeness
Determination



Master Application No. ~~CR SP 23-74~~ ^{CR 23-73} **Project Title:** Ribelin Comprehensive Plan Amendment
Date of Application: November 7, 2023
Applicant(s): Skylar Ribelin **Mailing Address:** 356 Bond Rd, Castle Rock, WA
Email: sribelin@hotmail.com **Phone:** 360-747-2405

Site Address: 356 Bond Dr, Castle Rock, WA

Parcel No. 30869 (10-acres)

Zoning: C-2 Highway Business District

Application Reviewed (CRMC 17.77.040(7))

- | | |
|---|-----|
| 1. Preapplication Meeting: | Met |
| 3. Application for Comprehensive Plan Amendment | Met |
| CRMC 17.77.040(7) | Met |

Comments:

This application has met the minimum submittal requirements for a Comprehensive Plan Amendment application as set forth in CRMC 17.77.040(7).

Next Steps:

Now that the application has been determined complete the proposal will be reviewed follow the legislative review process as described in CRMC 17.77.040(7).

Determination: COMPLETE

Mike Manning

Digitally signed by Mike Manning
DN: E=mike.manning@scjalliance.com,
CN=Mike Manning, OU=Spokane,
OU=Staff, OU=SCJ, DC=ad, DC=scj, DC=io
Date: 2023.11.17 15:37:08-08'00'

November 17, 2023

Mike Manning, Castle Rock City Planner

Date

City of Castle Rock, Washington
Determination of Non-significance
Ribelin Comprehensive Plan and Zoning Map Amendment
March 15, 2024

Project Description

Applicant Skylar Ribelin proposes to amend the City of Castle Rock's Comprehensive Plan and Zoning Map to rezone Parcel No. 30869 from C-2 Highway Commercial Business District to R-1 Low Density Residential. This would enable the applicant to apply for a permit to develop a single-family dwelling on the parcel.

Project Location

The project site is accessed from Bond Road, east of Interstate 5. The parcel is located along Coal Mine Creek

Required Permits and Approvals

The proposed Comprehensive Plan and Zoning Map amendment will require the following local, state, and federal permits and approvals:

1. City of Castle Rock SEPA Threshold Determination
2. City of Castle Rock Comprehensive Plan Amendment/Rezone Application
3. City of Castle Rock Pre-Application Request Form
4. City of Castle Rock Master Application
5. City of Castle Rock General Land Use Application

SEPA Threshold Determination

The City of Castle Rock Development Review Team has reviewed the SEPA Checklist prepared for the proposed Comprehensive Plan and Zoning Map amendment dated as received by the City on November 7, 2023, and the corresponding application materials, and has determined that the project as proposed and to be implemented in accordance with the provisions of the Castle Rock Municipal Code will not have probable, significant adverse

impact on the environment and an EIS is not required under RCW 43.21C.030 (2) (c). This Determination of Non-Significance is issued under WAC 197-11-1340(2) and the City will not act on any required permits and approvals prior to completion of a 20-day comment period on this SEPA Threshold Determination. Written comments on this SEPA Threshold Determination must be mailed or emailed **no later than 5:00PM on April 16, 2024**, to Karlene Akesson, Deputy City Clerk, City of Castle Rock, PO Box 370, Castle Rock, WA 98611 or to kakesson@ci.castle-rock.wa.us.

A copy of the SEPA checklist, and the following project materials are available for viewing online at www.ci.castle-rock.wa.us.

1. *SEPA Checklist, November 7, 2023.*
2. *CR 23-73 Master Application*
3. *CR 23-73 Comprehensive Plan Amendment/Rezone Application*
4. *CR 23-73 General Land Use Application*

For more information about this project please contact:

City of Castle Rock City Planner: Reese McMichael, Contract City Planner

Telephone: (360)-352-1465

Email: reese.mcmichael@scjalliance.com

Applicant: Skylar Ribelin

Telephone: (360)-747-2405

Mailing Address: 356 Bond Rd, Castle Rock, WA 98611

Reese McMichael

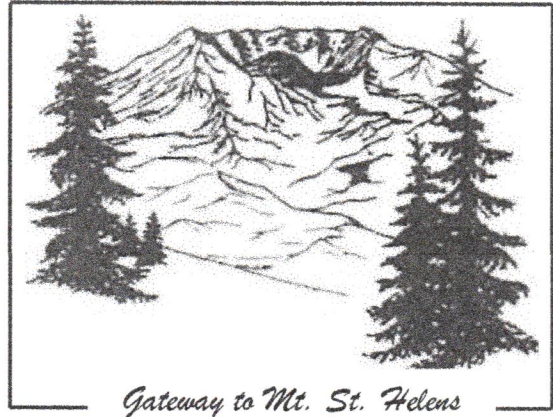
03/15/2024

Signature

Date

City of Castle Rock

P.O. Box 370
CASTLE ROCK, WA 98611
(360) 274-8181



SEPA ENVIRONMENTAL CHECKLIST

What is this for?

The City and other governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information will also help determine if it's possible to avoid, minimize, or compensate (mitigate) for the probable significant impacts; or whether an environmental impact statement needs to be prepared to further analyze the proposal.

How to fill this out:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach, excerpt, or refer to additional studies or reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decisionmaking process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The City or other agencies may ask you to explain your answers or provide additional information to determine if there may be a significant adverse impact.

If you're using this checklist for a nonproject proposal (such as an ordinance, regulations, plans, or programs), complete the applicable parts of Parts A and B plus the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. For nonproject actions, the lead agency may exclude questions in Part B that do not contribute meaningfully to the analysis of the proposal.

This form is set up as a Word table. Except for a few questions that ask for you to select options, each question is followed by a blank field in which you can type your answer. Type in the shaded box. Check boxes will fill in when you click them. Each field will expand to accommodate your text, and the overall form will expand to additional pages as you fill in answers.

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KA
NOV 07 2023
CR 23-73
Castle Rock
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A. BACKGROUND

1. Name of proposed project, if applicable:
356 Bond Rd. Property zone change
2. Name of applicant:
Skylar G Ribelin
3. Address and phone number of applicant or contact person:
356 Bond Rd. Castle Rock, WA 98611
4. Date checklist prepared:
11/6/2023
5. Agency requesting checklist:
City of Castle Rock
6. Proposed timing or schedule (including phasing, if applicable):
Spring/Summer of 2024
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? ☒ Yes ☐ No
If yes, explain.
After switching the zone from commercial to residential I will pursue obtaining a building permit for construction of a home.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.
N/A. none to be recorded.
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? ☐ Yes ☒ No
If yes, explain.
10. List any government approvals or permits that will be needed for your proposal, if known.
N/A. none known.
11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. (There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers here.)
Changing my property from commercial zoning to Residential in order to acquire a home building permit.
12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description and, if you haven't already done so with the permit application to which this checklist is related, a site plan, vicinity map, and topographic map, if reasonably available.
356 Bond Rd. Castle Rock, WA 98611. 10 Acre property is adjacent to I-5 and Williams pipeline.

Received
NOV 07 2023
CR 23-73
Castle Rock
Finance

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site:

☒ Flat ☐ Rolling ☒ Hilly ☐ Steep slopes ☐ Mountainous

☐ Other (specify):

- b. What is the steepest slope on the site (approximate percent slope)?

Apart from small critical area, 30% aprox.

- c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

Clay and other typical soil compistions common to the general area.

- d. Are there surface indications or history of unstable soils in the immediate vicinity? ☒ Yes ☐ No
If so, describe.

The City has already been aware of the critical area on property. A Geosurvey has been conducted and nothing of serious issue was discovered.

- e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

N/A - If house gets built it would require minimal site work.

- f. Could erosion occur as a result of clearing, construction, or use? ☐ Yes ☒ No
If so, generally describe.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

N/A - not until building plans be made will I know this.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Apply building practices that reduce all.

2. Air

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known:

Modern equipment being used during home construction shoudn't emit much of any emissions.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? ☐ Yes ☒ No
If so, generally describe.

NONE KNOWN

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

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NOV 07 2023

CR 23-73
Castle Rock
Finance

NONE

3. Water

a. Surface Water

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? ☒ Yes ☐ No

If yes, describe type and provide names. If applicable, state what stream or river it flows into.

Coal Mine Creek, eventually flows into the Cowlitz River.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters?

☐ Yes ☒ No

If yes, please describe, and attach available plans.

N/A. Future homesite would also not be within that distance.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

N/A. None required

- 4) Will the proposal require surface water withdrawals or diversions? ☐ Yes ☒ No

Give general description, purpose, and approximate quantities if known.

N/A. proposal is for zone change.

- 5) Does the proposal lie within a 100-year floodplain? ☒ Yes ☐ No

If so, note location on the site plan.

- 6) Does the proposal involve any discharges of waste materials to surface waters? ☐ Yes ☒ No

If so, describe the type of waste and anticipated volume of discharge.

b. Ground Water

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? ☒ Yes ☐ No
If so, give a general description of the well, proposed uses, and approximate quantities withdrawn from the well.

Future house would require the existing well to be in use.

Will water be discharged to groundwater? ☐ Yes ☒ No

Give general description, purpose, and approximate quantities if known.

N/A. none

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

N/A. If building permit eventually obtained a permitted septic design would be installed per code to accommodate a 3bdrm home.

c. Water runoff (including stormwater)

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

Received
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NOV 07 2023
CR 23-73
Castle Rock
Finance

N/A

- 2) Could waste materials enter ground or surface waters? ☐ Yes ☒ No
If so, generally describe.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site?
☐ Yes ☒ No
If so, describe.

- d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

If the future of building a home occurs I would apply only approved building standards to mitigate any issues that would arise from water.

4. Plants

- a. Check the types of vegetation found on the site:

☒ alder ☐ maple ☐ aspen ☒ fir ☒ cedar ☐ pine ☐ other tree(s) (specify): Insert text here.

☒ shrubs ☒ grass ☐ pasture ☐ crop or grain ☐ orchards, vineyards or other permanent crops

☐ cattail ☐ buttercup ☐ bulrush ☐ skunk cabbage ☐ other wet soil plant(s) (specify): fern text here.

☐ water lily ☐ eelgrass ☐ milfoil ☐ other water plant(s) (specify): Insert text here.

☐ other types of vegetation Insert text here.

- b. What kind and amount of vegetation will be removed or altered?

none

- c. List threatened and endangered species known to be on or near the site.

none

- d. List all noxious weeds and invasive species known to be on or near the site.

none

5. Animals

- a. Check any birds and other animals which have been observed on or near the site or are known to be on or near the site.

☐ hawk ☐ heron ☐ eagle ☒ songbirds, ☐ other bird(s) (specify):

☒ deer ☐ bear ☐ elk ☐ beaver ☐ other mammal(s) (specify): Rabbits

☐ bass ☐ salmon ☒ trout ☐ herring ☐ shellfish ☐ other fish (specify):

- b. List any threatened and endangered species known to be on or near the site.

none recorded near site

- c. Washington as whole lies within the Pacific Flyway. Is the site part of any other migration route?

Received

40

NOV 07 2023

CR 23-73

Castle Rock
Finance

☐ Yes ☒ No

If so, explain.

- d. Proposed measures to preserve or enhance wildlife, if any:

Property's wildlife habitat is good.

- e. List any invasive animal species known to be on or near the site.

No invasive animals to be known.

6. Energy and Natural Resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Electric

- b. Would your project affect the potential use of solar energy by adjacent properties?

☐ Yes ☒ No

If so, generally describe.

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

N/A. If house were to be built on property it would be energy sufficient built to modern specs.

7. Environmental Health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?

☐ Yes ☒ No

If so, describe.

- 1) Describe any known or possible contamination at the site from present or past uses.

None known

- 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

N/A. Pipeline is outside 10 acre property lines.

- 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

N/A. nothing hazardous.

- 4) Describe special emergency services that might be required.

N/A. none required

- 5) Proposed measures to reduce or control environmental health hazards, if any:

N/A. no environmental health hazards.

- b. Noise

Received
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NOV 07 2023
CR 23-73
Castle Rock
Finance

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

N/A

- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

After the city zone change and building does occur all operations would be considered normal for home construction and be conducted in normal operating hours between 8am-5pm weekdays.

- 3) Proposed measures to reduce or control noise impacts, if any:

8. Land and Shoreline Use

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? ☐ Yes ☒ No
If so, describe.

- b. Has the project site been used as working farmland or working forest land?
☐ Yes ☒ No
If so, describe.

How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any?

none

If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

none

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? ☐ Yes ☒ No
If so, how?

- c. Describe any structures on the site.

Existing garage.

- d. Will any structures be demolished? ☐ Yes ☒ No
If so, what?

- e. What is the current zoning classification of the site?

Commercial

- f. What is the current comprehensive plan designation of the site?

Commercial

- g. If applicable, what is the current shoreline master program designation of the site?

Received

KA

NOV 07 2023
CR 23-73
Castle Rock
Finance

N/A

- h. Has any part of the site been classified as a critical area by the city or county?

☒ Yes ☐ No

If so, specify.

Small portion in corner of property is zoned critical. Geological surveyor said nothing to worry about when onsite.

- i. Approximately how many people would reside or work in the completed project?

None

- j. Approximately how many people would the completed project displace?

None

- k. Proposed measures to avoid or reduce displacement impacts, if any:

N/A

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

All future endeavors on the property will be an improvement.

- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

I like trees and nature so preservation is the up-most importance during any project. Minimal impact to environment is always the goal.

9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

1 house - 3 bedroom

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

N/A

- c. Proposed measures to reduce or control housing impacts, if any:

N/A

10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas? What is the principal exterior building material(s) proposed?

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

- b. What views in the immediate vicinity would be altered or obstructed?

N/A

- c. Proposed measures to reduce or control aesthetic impacts, if any:

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KA

NOV 07 2023

CR 23-73

Castle Rock

Finance

N/A

11. Light and Glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

None to be expected.

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

NO

- c. What existing off-site sources of light or glare may affect your proposal?

None to be expected.

- d. Proposed measures to reduce or control light and glare impacts, if any:

N/A

12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity?

None to be known.

- b. Would the proposed project displace any existing recreational uses? ☐ Yes ☒ No
If so, describe.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

N/A. None existing

13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? ☐ Yes ☒ No
If so, specifically describe.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. ☐ Yes ☒ No

Are there any material evidence, artifacts, or areas of cultural importance on or near the site?

☐ Yes ☒ No

Please list any professional studies conducted at the site to identify such resources.

N/A

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with local tribe(s) and the state Department of Archeology and Historic Preservation, archaeological surveys, historic maps, GIS data, etc.

N/A

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

N/A

14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. If any, show on site plan.

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NOV 07 2023
CR-23-73
Castle Rock
Finance

Bond Rd. off of Huntington Ave. East of I-5

- b. Is the site or affected geographic area currently served by public transit? ☐ Yes ☒ No
If so, generally describe. If not, what is the approximate distance to the nearest transit stop?
- c. How many additional parking spaces would the completed project or non-project proposal have?
How many would the project or proposal eliminate?
N/A. In this zone change process no parking issues occur.
- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? ☐ Yes ☒ No
If so, generally describe (indicate whether public or private).
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? ☐ Yes ☒ No
If so, generally describe.
- f. How many vehicle trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?
Nothing should occur for zone change process. Nothing known otherwise.
- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? ☐ Yes ☒ No
If so, generally describe.
- h. Proposed measures to reduce or control transportation impacts, if any:
N/A. nothing will be impacted.

15. Public Services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? ☐ Yes ☒ No
If so, generally describe.
- b. Proposed measures to reduce or control direct impacts on public services, if any.
N/A. No direct impacts

16. Utilities

- a. Check utilities currently available at the site:
☒ electricity ☐ natural gas ☒ potable water ☐ irrigation water ☐ refuse service ☐ telephone ☐
sanitary sewer ☐ septic system ☐ other (specify):
- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Received

NOV 07 2023

CR 23-73

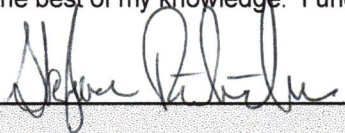
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If granted a building permit after the zone change a home project would require the normal upgraded utilities to accommodate a home.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature:

 11/6/2023

Name:

Skylar Ribelin

Position:

Owner/applicant

Agency/Organization:

Date Submitted:

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NOV 07 2023

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D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

(Do NOT use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment. When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

Switching the property from commercial zoned to residential would likely be better for all of these examples. Everything would be minimal under residential conditions with an eventual house build instead of many other commercial projects.

Proposed measures to avoid or reduce such increases are:

Build with approved standards to lower risk.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Proposal would be beneficial for plants having a residentially zoned property would secure a better future for all affected.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

All will be protected with change.

3. How would the proposal be likely to deplete energy or natural resources?

It would not.

Proposed measures to protect or conserve energy and natural resources are:

N/A

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species' habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

None of these would be impacted negatively by switching the property zone description. Having a residential zoned property will ensure these environmentally sensitive areas won't be affected on a large scale unlike a commercial project.

Proposed measures to protect such resources or to avoid or reduce impacts are:

N/A

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

N/A

Proposed measures to avoid or reduce shoreline and land use impacts are:

N/A. Will not involve shoreline

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

It would not.

Proposed measures to reduce or respond to such demand(s) are:

Received

42

NOV 07 2023

CR 23-73

Castle Rock

Finance

N/A

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

To my knowledge it would not.

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NOV 07 2023
CR 23-73
Castle Rock
Finance

**City of Castle Rock, WA
Proposed Comprehensive Plan and Zoning Map Amendment
Notice of Public Hearing**

NOTICE IS HEREBY GIVEN that the City of Castle Rock Planning Commission will conduct a public hearing to receive and consider public testimony on the proposal described below:

Project Name: Ribelin Comprehensive Plan and Zoning Map Amendment

Description: Applicant Skylar Ribelin proposes to amend the City of Castle Rock's Comprehensive Plan and Zoning Map to rezone Parcel No. 30869 from C-2 Highway Commercial Business District to R-1 Low Density Residential. This would enable the applicant to apply for a permit to develop a single-family dwelling on the parcel.

The City of Castle Rock has determined that this proposed action does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030 (2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request.

Location: At the southern end of the City of Castle Rock. Parcel No. 30869 (356 Bond Rd, Castle Rock, WA 98611)

Applicant: Skylar Ribelin

Hearing Date: April 16, 2024 at 6:00 P.M.

Hearing Place: Castle Rock Senior Center, 222 Second Avenue SW, Castle Rock, WA.

YOU ARE INVITED to attend and provide testimony to the City of Castle Rock Planning Commission on the above proposal. You may also attend the meeting and participate in the hearing via phone or virtually through GoTo Meeting:

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) New to GoToMeeting? Get the app now and be ready: <https://meet.goto.com/install>

Written comments will be accepted up to and at the public hearing. You may also provide written comments via email by contacting the staff member listed below.

Questions: For more information on the proposal, please contact Karlene Akesson at 360-274-8181 ext. 302 or kakesson@ci.castle-rock.wa.us or at the address listed below. Documents can be viewed at Castle Rock City Hall, 141 "A" Street SW, Castle Rock, WA 98611.

Posted in TDN - 3/21/2024

Posted on site - 3/21/2024

1

Mailed - 3/18/2024 & 3/21/2024

Posted - City Hall, library, & Post Office - 3/21/2024

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

1. CALL TO ORDER

Chairperson Sullivan called the regular meeting to order at 6:06 pm.

a. Roll Call

Members present: Chairperson Rick Sullivan, Commissioners Richard Skreen, and Ryane Olin.

Members not present: Commissioners Lisa White, Matt Rasmussen, and David VanCamp

Staff present: Contracted Planners Cristina Haworth and Reese McMichael, Secretary Karlene Akesson

2. INTRODUCTIONS

a. Introduce Planner Reese McMichael of SCJ Alliance

Reese McMichael of SCJ Alliance introduced himself to those who were in attendance.

3. APPROVAL OF MINUTES

a. December 19, 2023 Planning Commission Meeting Minutes

There was no motion to approve minutes as there was not a quorum.

4. PUBLIC COMMENT

No citizens were present at this time to offer public comment.

5. REPORTS

Deputy Clerk Karlene Akesson gave a verbal report.

6. OLD BUSINESS

7. NEW BUSINESS

a. Introduction to Ribelin Comprehensive Plan Amendment Application

Planner Reese McMichael opened with the reading of a letter that Skylar Ribelin requested to be read at this meeting on his behalf. Chairperson Rick Sullivan provided comment. Planners Reese McMichael and Cristina Haworth provided additional comment and stated that the letter from Ribelin will also be part of the Public Hearing materials.

Planner Reese McMichael presented.

Chairperson Sullivan and Commissioner Ryane Olin provided comment. Contracted City Planners Reese McMichael and Cristina Haworth provided additional comments.

Planner Cristina Haworth stated that Skylar Ribelin had joined the meeting earlier and asked if anyone had questions for Mr. Ribelin. There were no questions from the Commissioners at that time. Mr. Ribelin did address the Planning Commission at this time. Contracted City Planners Reese McMichael and Cristina Haworth provided comment.

b. Chairperson Sullivan asked about the Landing on the Cowlitz project. Contracted City Planner Cristina Haworth gave a verbal report on the Landing on the Cowlitz project. Chairperson Sullivan provided comment. Planner Haworth provided additional comments and offered to provide regular updates on the Landing on the Cowlitz project.

8. ADJOURNMENT

Chairperson Sullivan asked if there were any additional comments. There were no additional comments. Commissioner Olin motioned, seconded by Commissioner Skreen, to adjourn the regular meeting. All were in favor.

At 6:53 pm, Chairperson Sullivan adjourned the regular meeting.

Karlene Akesson, Secretary