



CASTLE ROCK PLANNING COMMISSION

Regular Meeting: Tuesday, June 18, 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. APPROVAL OF MINUTES

3. PUBLIC COMMENT

4. REPORTS

5. OLD BUSINESS

6. NEW BUSINESS

- a. Presentation on updating Title 17

7. ADJOURNMENT

UPCOMING MEETINGS:

July 16, 2024

August 20, 2024

September 17, 2024

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

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

Updating Title 17 - Zoning

Castle Rock Planning Commission

Tuesday, June 18, 2024

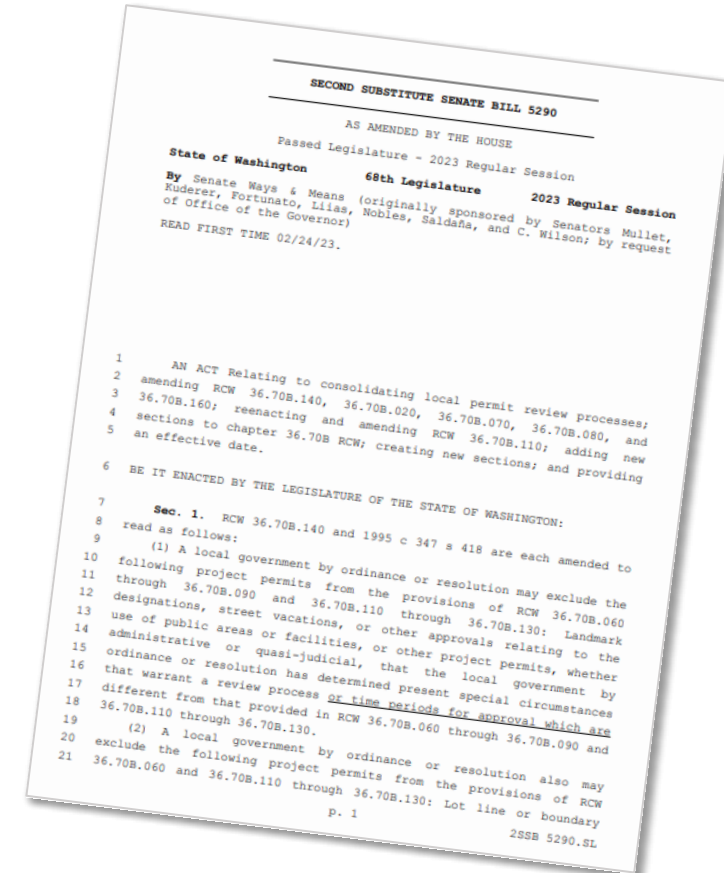


Agenda

- Review Process and Timeline under Title 17
- Previous Work to Update
- Overview of Unified Development Codes (UDC)
- Proposed Reorganization of Title 17
- Next Steps

Why Update?

- Castle Rock's permit review types vs other municipalities
- Changes to Local Project Review Act
- Previous interest from Commission and City leadership



Senate Bill 5290, 2023

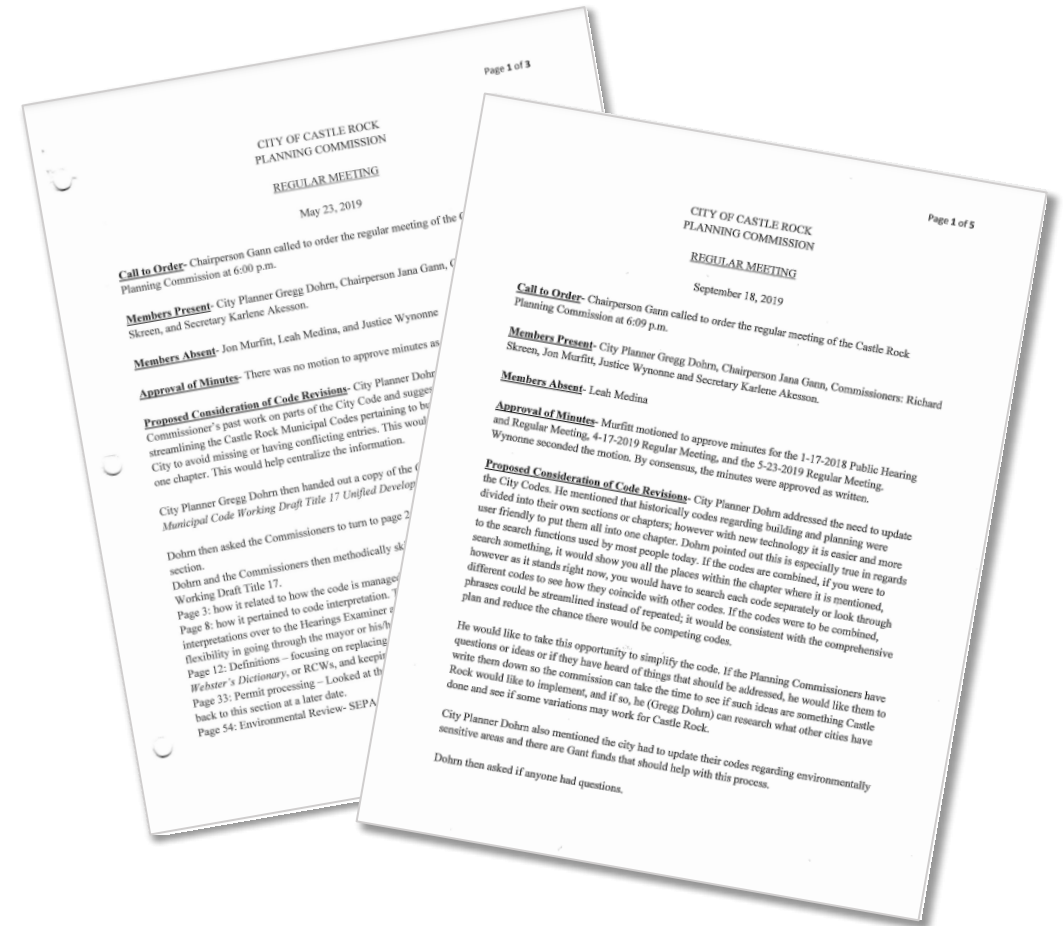
Reviews Under Title 17

- Nine review types – the most in Washington
 - Four administrative reviews
 - Two quasi-judicial reviews
 - One legislative review
 - One Environmental review
 - One 'Miscellaneous' Review



Previous Work to Update

- Two Commission meetings in 2019
- Consolidation of Title 17 into working draft of Unified Development Code



Castle Rock Planning Commission Meeting Minutes, 2019

Overview of Unified Development Codes

Integrate traditional zoning and subdivision regulations with other relevant municipal regulations

Compiles codes into one, user-friendly location

Benefits:

1. Avoids overlapping regulation
2. Clarifies code requirements to applicants
3. Expedites permit reviews
4. Improves consistency among titles

Proposed Reorganization of Title 17

- Consolidation of twenty-nine sub-sections into sixteen
- Consolidation of nine Review types into four
- Regulation of:
 - Building Codes & Development Standards
 - Critical Areas & Shorelines
 - Subdivisions
 - Master Planned Communities
 - Nonconformance
 - Amendments

City of Castle Rock, Washington
Draft Unified Development Code
Table of Contents

Chapters:

- 17.10 Administration of the Unified Development Code
- 17.20 Definitions
- 17.30 Permit Processing
- 17.40 Environmental Review
- 17.50 Zoning
- 17.60 Development Standards
- 17.70 Environmentally Sensitive Areas
- 17.80 Shorelines
- 17.90 Subdivisions
- 17.100 Master Planned Developments
- 17.110 Historic Preservation
- 17.120 Building Codes
- 17.130 Nonconforming Buildings, Structures, Lots, and Uses
- 17.140 Enforcement of the Unified Development Code
- 17.150 Amendments
- 17.160 Annexations

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Proposed Reorganization of Title 17

City of Castle Rock, Washington
Draft Unified Development Code
Chapter 17.50 Zoning
May 17, 2019

Two administrative reviews

One quasi-judicial review

One legislative review

Draft development needed on:

- Nonconforming uses
- Building codes
- Enforcement
- Amendments
- Annexations

17.30.030 Permit Classification Table

	Types of Permit /Approval/Action	Public Notice	Hearing Body	Decision Maker	Appellate Body
Class 1 Review	-Administrative Interpretation -Boundary Line Adjustment -Building Permit -Business License Review -Certificate of Occupancy -Certificate of Zoning Compliance -Clearing and Grading Permit -Code Enforcement Action -Critical Area Authorization -Permits, Minor Amendments (7) -SEPA Action (1) -Shoreline Letter of Exemption -Sign Permit -Site Plan Review -Special Use Permit	None	None	Mayor or his/her designee	Hearing Examiner
Class 2 Review	-Critical Area Permit -SEPA Action (1) -Shoreline Substantial Development Permit -Short Plat (4 lots or less) -Variance w Class 1/2 Permit	Yes (2)	None	Mayor or his/her designee	Hearing Examiner
Class 3 Review	-Binding Site Plan -Conditional Use Permit -Forest Practices Act Permit -Plat, Preliminary (5+lots) (3) -Master Planned Development -Permits, Major Amendments (7) -Reasonable Use Exception -Rezone, Site Specific -Shoreline CUP/Variance (4) -Variance w Type 3 Permit	Yes	Hearing Examiner	Hearing Examiner	Superior Court
Class 4 Review	-Annexation -Comprehensive Plan/Future Land Use Map Amendment -Development Agreement (6) -Development Code/Zoning Map Amendment (5) -Shoreline Master Program Amendment (4)	Yes	Planning Commission	City Council	Superior Court (4)

Permit Classification Table Footnotes:

Next Steps

- Staff will :
 - Finish drafting Title 17 update
 - Check in with Commission and City leadership
 - Coordinate with state-required zoning and development changes
- Deliver draft to Commission
- Adopt as part of code changes associated with Comprehensive Plan update: anticipated by June 30, 2026

Feedback Needed

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- Preferred Approach:
 - Total repeal and replacement of Title 17?
 - Phased adoption into new Title?
 - Thoughts on proposed UDC structure?
 - Changes to new procedures?