



CASTLE ROCK PLANNING COMMISSION

Regular Meeting: Tuesday, May 20, 2025
6:00 PM

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

AGENDA

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1. CALL TO ORDER

- a. Roll Call

2. CITIZEN COMMENTS

3. CONSENT AGENDA

- a. Approval of Minutes - February 18, 2025 Planning Commission Regular Meeting Minutes
- b. Request for Special Meeting - July Planning Commission

4. REPORTS

5. OLD BUSINESS

- a. Periodic Update Grant (PUG) Update
 - o Draft Critical Areas Checklist
 - o Draft Development Regulations Checklist
 - o Draft Public Participation Plan
- b. Food Truck Ordinance

6. NEW BUSINESS

7. ADJOURNMENT

UPCOMING MEETINGS:

June 17, 2025

July 15, 2025

August 19, 2025

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

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

1. CALL TO ORDER

Chairperson Rick 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, and Ryane Olin

Members absent: Commissioners David VanCamp and Robert Frazier

Staff present: Contracted Planner Rachel Granrath, Secretary Karlene Akesson

2. INTRODUCTIONS

a. Introduce incoming planner

Contracted City Planner Rachel Granrath of Kimley-Horn introduced herself.

3. CITIZEN COMMENTS

4. APPROVAL OF MINUTES

a. January 21, 2025 Planning Commission Regular Meeting & Public Hearing Minutes

Commissioner Matt Rasmussen motioned, seconded by Commissioner Ryane Olin, to approve the January 21, 2025 Planning Commission Regular Meeting and Public Hearing Minutes as presented.

Motion carried by roll call vote. Commissioners Rick Sullivan, Matt Rasmussen, Richard Skreen, and Ryane Olin voted 'Aye'.

5. REPORTS

a. Periodic Update Grant (PUG) Scope of Work Overview

Contracted City Planner Rachel Granrath presented. Commissioner Rick Sullivan provided comment. Planner Rachel Granrath provided additional comment.

6. OLD BUSINESS

a. Update on Large Lot Subdivision Exemption Ordinance Process/ Next Steps

Commissioner Rick Sullivan provided comment. Contracted City Planner Rachel Granrath gave a verbal report. Secretary Karlene Akesson provided comment. City Planner Rachel Granrath provided additional comment.

7. NEW BUSINESS

8. ADJOURNMENT

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

At 6:12 PM, Chairperson Rick Sullivan adjourned the regular meeting.

Karlene Akesson, Secretary

MEMORANDUM

To: City of Castle Rock, Planning Commission

From: Rachel Granrath, Contract Planner
Kimley-Horn and Associates, Inc.

Date: May 14, 2025

Subject: Partially Planning GMA Checklist/ 2026 Periodic Update
Critical Areas Ordinance
Development Regulations
Public Participation Plan for the Comprehensive Plan Update

Overview

As part of the 2024–2027 periodic update cycle, the Washington State Department of Commerce has released a streamlined checklist and guidebook specifically for "partially planning" jurisdictions—those cities and counties that do not fully plan under the Growth Management Act (GMA). Castle Rock falls into this category, meaning the City has fewer GMA requirements but is still responsible for reviewing and updating its comprehensive plan, critical areas ordinance, and development regulations to reflect current local conditions and any relevant changes to state law since the last update cycle (2015–2018).

The City of Castle Rock has received a \$20,000 Periodic Update Grant (PUG) from the Washington State Department of Commerce, distributed over a two-year period to support the City's required periodic update under the Growth Management Act (GMA). This funding comes from the Legislature to assist both fully and partially planning jurisdictions in meeting their obligations under RCW 36.70A.130(5).

The initial deliverables due under this grant – due to Commerce by June 13, 2025, include:

1. A **Critical Areas Checklist** – reviewing local regulations against current GMA and best available science standards.
2. A **Development Regulations Checklist** – ensuring zoning and other regulations remain consistent with the comprehensive plan and applicable statutes.
3. A **Public Participation Plan** – outlining how the city will engage the community throughout the update process.

Staff is seeking input from the Planning Commission on any of these draft documents as all are preliminary documents to submit to the State Department of Commerce to inform the comprehensive plan update and associated regulations – ultimately bringing the city into compliance with current state laws and regulations.

Exhibits

- Draft Critical Areas Ordinance Checklist
- Draft Development Regulations Checklist
- Draft Public Participation Plan

Critical Areas Checklist

A Technical Assistance Tool from Growth Management Services – updated May 2024

Name of city or county: City of Castle Rock, WA	
Staff contact, phone, and e-mail address: Rachel Granrath, 720.273.7172, Rachel.granrath@kimley-horn.com	
<p>INSTRUCTIONS</p> <p>This checklist is intended to help local governments update their development regulations, pursuant to the schedule in RCW 36.70A.130(5). We strongly encourage but do not require jurisdictions to complete the checklist and return it to Growth Management Services (GMS), along with their updates. However, If the jurisdiction is using a portion of their Periodic Update Grant (PUG) to update the Critical Areas Ordinance, this checklist is required.</p> <p>This checklist may be used by all jurisdictions, including those local governments planning for resource lands and critical areas only. For general information on update requirements, refer to A Guide to the Periodic Update Process Under the Growth Management Act – Fully Planning Counties & Cities, 2022 and WAC 365-196-610.</p> <p>For additional information, resources, and general checklists pertaining to comprehensive plan and development regulation periodic updates please visit Commerce’s Growth Management Act Periodic Update webpage.</p> <p>Bold items are a GMA requirement or may be related requirements of other state or federal laws. Underlined items are links to Internet sites and may include best practices or other ideas to consider.</p> <p>Commerce WAC provisions are advisory under Commerce’s statutory mandate to provide technical assistance, RCW 43.330.120 which states that the Department of Commerce “...<i>shall help local officials interpret and implement the different requirements of the act through workshops, model ordinances, and information materials.</i>” If you have questions, call GMS at (360) 725-3066.</p> <p>How to fill out the checklist</p> <p>Using the current version of your critical areas regulations, fill out each item in the checklist. Select the check box or type in text fields, answering the following question:</p> <p>Is this item addressed in your current Critical Areas Ordinance (CAO)? If YES, fill in the form with citation(s) to where in the plan or code the item is addressed. We recommend using citations rather than page numbers because they stay the same regardless of how the document is printed. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision or rules. If you still have questions, visit the Commerce Growth Management Services Web page or contact one of the Commerce planners assigned to your region.</p>	<p>CONTENTS</p> <p>Instructions..... 1</p> <p>Overall Requirements.....2</p> <p>Wetlands.....3</p> <p>Critical Aquifer Recharge Areas.....5</p> <p>Frequently Flooded Areas....6</p> <p>Geologically Hazardous Areas..... 7</p> <p>Fish and Wildlife Habitat Conservation Areas.....8</p> <p>Designating and Protecting Waters of the State.....9</p> <p>Anadromous Fisheries.....10</p> <p>Reasonable Use Exceptions..... 10</p> <p>Agricultural Activities.....11</p> <p>Forest Practices Regulations.....11</p> <p>Good Ideas.....12</p>

CRITICAL AREAS

Regulations protecting critical areas are required by **RCW 36.70A.060(2)** and **RCW 36.70A.172(1)**. [WAC 365-195-900 through 925](#) provide guidelines. Guidance can also be found in [Commerce’s Critical Areas Handbook](#) (2022); the Minimum Guidelines [WAC 365-190-080 through 130](#); Best Available Science [WAC 365-195](#); and Procedural Criteria, [WAC 365-196-485](#) and [WAC 365-196-830](#), and on Growth Management’s [Critical Areas](#) webpage.

Regulations required to protect critical areas	Addressed in current plan or regulations? If yes, note where
<p>OVERALL REQUIREMENTS</p> <p>The CAO includes best available science to clearly designate and protect all critical areas that might be found within the jurisdiction.</p> <p>1. Designation of Critical Areas</p> <p>RCW 36.70A.170(1)(d) requires all counties and cities to designate critical areas. RCW 36.70A.170(2) requires that counties and cities consider the Commerce Minimum Guidelines pursuant to RCW 36.70A.050.</p> <p>RCW 36.70A.050 directs Commerce to adopt the Minimum Guidelines to classify critical areas. WAC 365-190-080 through 130 provide guidance on defining or “designating” each of the five critical areas.</p> <p>WAC 365-190-040 outlines the process to classify and designate natural resource lands and critical areas.</p> <p>2. Definition of Critical Areas</p> <p>RCW 36.70A.030(11) provides definitions for critical areas. Sections (20) regarding geologically hazardous areas; and (48) regarding wetlands were updated in 2010.</p> <p>WAC 365-190-030 provides definitions in the Minimum Guidelines.</p> <p>3. Protection of Critical Areas</p> <p>RCW 36.70A.060(2) requires counties and cities to adopt development regulations that protect the critical areas required to be designated under RCW 36.70A.170.</p> <p>RCW 36.70A.172(1) requires the inclusion of best available science in developing policies and development regulations to protect the functions and values of critical areas. In addition, counties and cities must give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fisheries.</p> <p>WAC 365-196-830 provides guidance on protection of critical areas.</p>	<p>Was BAS documented in the record for the review and updates to the critical areas regulations?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Location in Text: Appendix 18.10A Qualified expert and valid scientific process.</p> <p>Do your regulations address no net loss and require compensatory mitigation?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Location in Text:</p> <ul style="list-style-type: none">• 18.10.080(F)(4) Critical areas permits – Applications and approvals.• Various sections address compensation including 18.10.170 Mitigation plan performance standards.

<p>4. Inclusion of Best Available Science</p> <p>RCW 36.70A.172(1) requires inclusion of the best available science (BAS). WAC 365-195-900 through 925 outlines recommended criteria for determining which information is the BAS, for obtaining the BAS, for including BAS in policies and regulations, for addressing inadequate scientific information, and for demonstrating “special consideration” to conservation or protection measures necessary to preserve or enhance anadromous fisheries. WAC 365-195-915 provides criteria for including BAS in the record.</p> <p>5. No net loss of critical area functions and values is a requirement for development regulations in WAC 365-196-830(4). If development regulations allow harm to critical areas, they must require compensatory mitigation of the harm.</p>	
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<p>WETLANDS DEFINITION</p> <p>The definition of wetlands is consistent with RCW 36.70A.030(48).</p>	<p>Is the wetland definition consistent with RCW 36.70A.030(48)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: May need minor revisions but located in Section 18.10.050 Definitions.</p>
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<p>WETLANDS DELINEATION</p> <p>Wetlands are delineated using the approved federal wetland delineation manual and applicable regional supplements in accordance with WAC 173-22-035.</p> <p>See Ecology’s Wetland Delineation page and WAC 365-190-090 for additional assistance.</p>	<p>Are wetlands delineated using the approved Federal Wetland Delineation Manual and Regional Supplements?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.120 (J) Critical area wetlands.</p>
<p>WETLANDS PROTECTION</p> <p>Policies and regulations protect the functions and values of wetlands. RCW 36.70A.172(1).</p> <p>Counties and cities are encouraged to make their actions consistent with the intent and goals of “protection of wetlands”, Executive Order 89-10 as it existed on September 1, 1990.</p> <p>WAC 365-190-090(3) recommends using a wetlands rating system that evaluates the existing wetland functions and values to determine what functions must be protected. Ecology updated its recommended wetlands rating systems effective January 2015. For information on the rating system, including the July 2018 adjustments to ranges for habitat scores, see:</p> <ul style="list-style-type: none"> • 2014 Updates to the Washington State Wetland Rating Systems • Washington State Wetland Rating System for Western Washington • Washington State Wetland Rating System for Eastern Washington <p>For other resources and guidance on protecting wetlands, go to Ecology’s Local Wetland Regulations: Growth Management Act technical assistance and see:</p>	<p>Do the regulations use a rating system to determine wetlands protection?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.120(B) Critical area wetlands.</p>

<ul style="list-style-type: none"> • Wetland Guidance for Critical Areas Ordinance (CAO) Updates: Western and Eastern Washington (2022) 	
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<p>CRITICAL AQUIFER RECHARGE AREAS</p> <p>Policies and regulations protect the functions and values of critical aquifer recharge areas. <u>RCW 36.70A.172(1)</u>.</p> <p>Policies and regulations protect the quality and quantity of groundwater used for public water supplies. <u>RCW 36.70A.070(1)</u> and <u>WAC 365-196-485(1)(d)</u>.</p> <p>The following references also relate to protection of groundwater resources:</p> <ul style="list-style-type: none"> • <u>RCW 90.44</u> – Regulation of Public Groundwaters • <u>RCW 90.48</u> – Water Pollution Control • <u>RCW 90.54</u> – Water Resources Act of 1971 • <u>RCW 36.36.020</u> - Creation of aquifer protection area (1985) • WAC 365-190-100 Critical Aquifer Recharge Areas 2023 • WAC 173-100 Groundwater Management Areas and Programs (1988) • WAC 173-200 Water Quality Standards for Groundwaters of the State of Washington (1990) • WAC 365-196-735 Consideration of state and regional planning provisions (list) (2010) <p>The Critical Aquifer Recharge Areas Guidance Document (2021) provides information on protecting functions and values of critical aquifer recharge areas, best available science, how to work with state and local regulations and adaptive management.</p> <p>Also, consider the following:</p> <ul style="list-style-type: none"> • Prohibiting or strictly regulating hazardous uses in critical aquifer recharge areas (CARAs) and designating and protecting wellhead areas. See Ecology’s guidance on Critical Aquifer Recharge Areas. • Limiting impervious surfaces to reduce stormwater runoff, as required under Phase I and II municipal stormwater permits. Ecology’s Stormwater Manual for Western Washington (2012) includes low impact development (LID) related definitions, requirements, and an LID performance standard. See Stormwater Management and Design Manuals on Ecology’s web page. • For additional guidance on LID resources, see Commerce’s Incentivizing low-impact development guidebook. 	<p>If groundwater is used for potable water, do regulations protect the quality and quantity of ground water?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Location in text: Castle Rock does not use groundwater for potable water</p> <p>Are the critical aquifer recharge regulations consistent with current mapping of these critical areas?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in text: Figure 1-6 of Critical Areas Ordinance, all maps will be updated to enhance user experience, no expected change to BAS</p>
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CRITICAL AQUIFER RECHARGE AREAS	
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<p>FREQUENTLY FLOODED AREAS</p> <p>Regulations protect the functions and values of frequently flooded areas and safeguard the public from hazards to health and safety. RCW 36.70A.172(1).</p> <p>WAC 365-196-830 provides: "Protection' in this context means preservation of the functions and values of the natural environment, or to safeguard the public from hazards to health and safety."</p> <p>WAC 365-190-110 directs counties and cities to consider the following when designating and classifying frequently flooded areas:</p> <ul style="list-style-type: none"> (a) Effects of flooding on human health and safety, and to public facilities and services; (b) Available documentation including federal, state, and local laws, regulations, and programs, local studies and maps, and federal flood insurance programs, including the provisions for urban growth areas in RCW 36.70A.110; (c) The future flow flood plain, defined as the channel of the stream and that portion of the adjoining flood plain that is necessary to contain and discharge the base flood flow at build out; (d) The potential effects of tsunamis, high tides with strong winds, sea level rise, and extreme weather events, including those potentially resulting from global climate change; (e) Greater surface runoff caused by increasing impervious surfaces. <p>Classification of and regulations for frequently flooded areas should not conflict with the FEMA requirements for the National Flood Insurance Program (NFIP). See Ecology's Frequently Flooded areas: Critical Areas Ordinance webpage and 44 CFR 60.</p> <p>Communities that are located on Puget Sound or the Strait of Juan de Fuca, or have lakes, rivers or streams that directly or indirectly drain to those water bodies, are subject to the NFIP Biological Opinion (BiOp) for Puget Sound. The biological opinion required changes to the implementation of the NFIP in order to meet the requirements of the Endangered Species Act (ESA) in the Puget Sound watershed. FEMA Region X has developed an implementation plan that allows communities to apply the performance standards contained in the Biological Opinion by implementing:</p> <ul style="list-style-type: none"> 1) a model ordinance; 2) a programmatic Checklist; or 3) on a permit by permit basis as long as it can be demonstrated that there is no adverse effect to listed species. Communities have the <u>option</u> of utilizing their CAOs as part of a programmatic response to address the requirements of the biological opinion. FEMA must approve a community's biological opinion compliance strategy. <p>Additional resources:</p>	<p>Are frequently flooded areas designated and regulated using FEMA and Ecology guidance?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p> <p>Location in Text:</p> <p>18.10.140 Frequently flooded critical areas.</p> <p>Are you utilizing your CAO as part of a programmatic response to the BiOp?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> N/A</p> <p>Location in Text:</p> <p>Not applicable to Castle Rock</p>
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<p>FREQUENTLY FLOODED AREAS</p> <p><u>RCW 86.12</u> Flood Control by Counties <u>RCW 86.16</u> Floodplain Management <u>RCW 86.26</u> State Participation in Flood Control Maintenance <u>RCW 86.16.041</u> Floodplain Management Ordinance and Amendments WAC 173-158-070 Requirements for construction in Special Flood Hazard Areas</p>	
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<p>DEFINITION OF GEOLOGICALLY HAZARDOUS AREAS</p> <p>The definition of geologically hazardous areas is consistent with <u>RCW 36.70A.030(20)</u> and <u>WAC 365-190-120(1)</u>.</p> <p>“Geologically hazardous areas” means areas that because of their susceptibility to erosion, sliding, earthquake, or other geological events, are not suited to the siting of commercial, residential, or industrial development consistent with public health or safety concerns.</p>	<p>Is the geologically hazardous areas definition consistent with RCW 36.70A.030(20)?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.050 Definitions.</p> <p>Update needed to be consistent</p>
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<p>PROTECTION OF GEOLOGICALLY HAZARDOUS AREAS</p> <p>Regulations protect the functions and values of geologically hazardous areas and safeguard the public from hazards to health and safety. <u>RCW 36.70A.172(1)</u>.</p> <p>WAC 365-196-830 provides: “Protection” in this context means preservation of the functions and values of the natural environment, or to safeguard the public from hazards to health and safety.”</p> <p>Geologically hazardous areas are designated, and their use is regulated or limited consistent with public health and safety concerns. <u>RCW 36.70A.030(20)</u></p> <p>WAC 365-190-120 describes the different types of hazardous areas:</p> <ul style="list-style-type: none"> • Geologically hazardous areas include: <ul style="list-style-type: none"> • Erosion hazards • Landslide hazards • seismic hazards • tsunami hazards • volcanic hazards • channel migration zones • areas subject to other geological events such as coal mine hazards including: mass wasting, debris flows, rock falls, and differential settlement. 	<p>Are uses in geologically hazardous areas designated and regulated or limited consistent with public health and safety?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.150 Geologic hazard areas.</p>
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<p>The Department of Natural Resource’s Washington Geological Survey Geologic Hazards and the Environment website includes information on earthquakes and faults, landslides, volcanoes and lahars, tsunamis, hazardous minerals, emergency preparedness, historic mines and includes geologic hazard maps that can be accessed from the Geologic Information Portal.</p>	
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<p>DEFINITION OF FISH AND WILDLIFE HABITAT AND CONSERVATION AREAS</p> <p>The definition of fish and wildlife habitat conservation areas is consistent with WAC 365-190-030(6). The definition of fish and wildlife habitat conservation areas was amended to state that they do not include: <i>“such artificial features or constructs as irrigation delivery systems, irrigation infrastructure, irrigation canals, or drainage ditches that lie within the boundaries of and are maintained by a port district or an irrigation district or company”</i>.</p>	<p>Is the FWHCA definition consistent with WAC 365-190-030(6)?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.050 Definitions.</p> <p>Update needed to be consistent</p>
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<p>PROTECTION OF FISH AND WILDLIFE HABITAT AND CONSERVATION AREAS</p> <p>Policies and regulations protect the functions and values of fish and wildlife habitat conservation areas. RCW 36.70A.172(1) and WAC 365-190-030(6).</p> <p>WAC 365-190-130(4) says local jurisdictions must consult current information on priority habitats and species identified by WDFW. Additional information that must be consulted is available from DNR’s natural heritage program and aquatic resources program. BAS regarding biodiversity areas and corridors has advanced significantly. Recent updates and resources include:</p> <ul style="list-style-type: none"> • Aquatic Habitat Guidelines • Priority Habitat and Species maps • Priority Habitats and Species List (updated June 2023) • Priority Habitats and Species: Management recommendations: <ul style="list-style-type: none"> • Landscape Planning for Washington’s Wildlife (2009) • Land Use Planning for Salmon, Steelhead and Trout (2009) 	<p>Have you reviewed your regulations regarding any applicable changes in management recommendations for priority habitats and species?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text 18.10.130 Fish and wildlife habitat conservation areas.</p>
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DESIGNATING AND PROTECTING WATERS OF THE STATE

RCW 90.48.020 defines waters of the state, which include all surface waters, salt waters, groundwater and all other water courses in Washington. [WAC 365-190-130\(2\)\(f\)](#) recommends designating all waters of the state as fish and wildlife habitat conservation areas (FWHCAs).

Stream types are classified in [WAC 222-16-030](#) with field verification, or an alternate system that considers factors listed in [WAC 365-190-130\(4\)\(f\)\(iii\)](#). See <http://www.dnr.wa.gov/forest-practices-water-typing> to use Washington State Department of Natural Resources (DNR)'s stream typing system.

Establish riparian management zones to maintain no net loss of riparian ecosystem functions and values.

Designate areas that risk contaminating or harming shoreline resources including tidelands and bedland suitable for shellfish harvest, kelp and eelgrass beds and forage fish spawning areas.

Do you designate waters of the state as FWHCAs?

- Yes
- No
- N/A

Location in Text:

[18.10.130 \(7\)](#) Waters of the state. Waters of the state shall be those defined in WAC 222-16-030, Forest Practices Board, Definitions.

Do your regulations protect waters of the state?

- Yes
- No
- N/A

Location in Text:

[18.10.130](#) – Table 7
Fish and Wildlife Conservation Area Classifications

<p>ANADROMOUS FISHERIES</p> <p>Policies and regulations for protecting critical areas give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fisheries. <u>RCW 36.70A.172(1)</u> is the requirement and <u>WAC 365-195-925</u> lists criteria involved. This requirement applies to all five types of critical areas. <u>WAC 365-190-130(4)(i)</u> recommends sources and methods for protecting fish and wildlife habitat conservation areas, including salmonid habitat. Counties and cities may use information prepared by the United States Department of the Interior Fish and Wildlife Service, National Marine Fisheries Service, the Washington State Department of Fish and Wildlife, the State Recreation and Conservation Office, and the Puget Sound Partnership to designate, protect and restore salmonid habitat. Counties and cities should consider recommendations found in the regional and watershed specific salmon recovery plans (see the <u>Governor's Salmon Recovery Office webpage</u> and the Puget Sound Partnership's <u>Salmon Recovery webpage</u>). <u>Land Use Planning for Salmon, Steelhead and Trout</u>: A land use planner's guide to salmonid habitat protection and recovery (October 2009) is an excellent resource.</p>	<p>Do your regulations give special consideration to anadromous fisheries?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.120 Critical area wetlands. Table 5 Buffer Widths for Regulated Wetlands for Wildlife and Fisheries</p>
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<p>REASONABLE USE EXCEPTIONS</p> <p>The Critical Areas Ordinance (CAO) allows for "reasonable use" if the CAO would otherwise deny all reasonable use of property. Reasonable use provisions should limit intrusions into critical areas to the greatest extent possible and apply the mitigation sequence as needed for no net loss of ecosystem functions and values <u>RCW 36.70A.370</u>. Common exemptions include emergencies, remodels that do not further extend into critical areas, surveying, walking, and development that has already been completed with critical areas review under a previous permit. See <u>Critical Areas Handbook, Chapter 3: Structuring Critical Areas Regulations, p.10 (Updated 2022)</u>.</p>	<p>Do you have reasonable use provisions?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Location in Text: 18.10.180 Variance allowance. Will need to update sections in accordance with 2022 updates and reasonable use language</p>
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<p>AGRICULTURAL ACTIVITIES (COUNTIES ONLY)</p> <p>Non-VSP Counties</p> <p>Critical areas regulations as they specifically apply to agricultural activities in counties or watersheds not participating in the <u>Voluntary Stewardship Program (VSP)</u> have been reviewed, and if needed, revised pursuant to <u>RCW 36.70A.130</u>. <u>RCW 36.70A.710(6)</u></p> <p>"Agricultural activities" means all agricultural uses and practices as defined in <u>RCW 90.58.065</u>.</p>	<p>Did you review your regulations as they apply to agricultural activities?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Location in Text: 18.10.050 Definitions.</p>
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<p>VSP Counties</p> <p>After watershed work plan approval, VSP counties are encouraged to reference and describe their participation in the program within their critical areas development regulations (WAC 365-196-832). See Critical Areas Handbook, Chapter 5: Protecting Critical Areas in Natural Resource Lands (2022).</p>	<p>“Agricultural activities (existing and ongoing)”</p> <p>Do not address Voluntary Stewardship Program (VSP)</p>
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<p>FOREST PRACTICES APPLICATION REGULATIONS</p> <p><i>If applicable, regulations for forest practices have been adopted: <u>RCW 36.70A.570</u>.</i></p> <p><u>RCW 76.09.240</u>, requires many counties over 100,000 in population, and the cities and towns within those counties to adopt regulations for forest practices. These are often included in clearing and grading ordinances.</p>	<p>Have you adopted forest practices regulations?</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> N/A</p> <p>Location in Text:</p> <p>Cowlitz County is now over 100,000 population – may need to review this section during the update</p>
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<p>GOOD IDEAS</p> <p>Non-regulatory measures to protect or enhance functions and values of critical areas may be used to complement regulatory methods. These may include:</p> <ul style="list-style-type: none"> • public education • stewardship programs • pursuing grant opportunities • water conservation 	<p>Are you using non-regulatory measures to protect critical areas?</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>Location in Text:</p>
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<ul style="list-style-type: none"> • joint planning with other jurisdictions and non-profit organizations • stream and wetland restoration activities • transfer of development rights <p>Monitoring and adaptive management is encouraged in WAC 365-195-905(6) to improve implementation of your regulations. See Commerce’s Monitoring and Adaptive Management chapter in the Critical Areas Handbook, Chapter 7: Monitoring and Adaptive Management of Critical Areas (2022).</p>	<p>Not currently in CAO – could be a consideration</p> <p>Do you have a monitoring and adaptive management program for your CAO?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Location in Text:</p> <p>Yes – located in Appendix 18.10A Qualified expert and valid scientific process. Table (C)</p>
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Periodic Update Checklist for Partially Planning Jurisdictions

Overview

For the 2024-2027 update cycle, Commerce has updated and streamlined periodic update resources to include this checklist and a guidebook specifically for partially planning jurisdictions. This checklist is intended to help jurisdictions that are partially planning under the Growth Management Act (GMA) conduct the “periodic review and update” of regulations required under [RCW 36.70A.130 \(4\)](#).

Counties and cities not planning under [RCW 36.70A.040](#) are commonly referred to as “partially planning” jurisdictions. Partially planning jurisdictions are the counties, and the cities within their boundaries that do not meet GMA population and growth rate thresholds and have not chosen to fully plan under the GMA. Therefore, partially planning jurisdictions have fewer requirements under the GMA. There are eleven partially planning counties: **Adams, Asotin, Cowlitz, Ferry, Grays Harbor, Klickitat, Lincoln, Okanogan, Skamania, Wahkiakum, and Whitman**. This checklist is for all partially planning counties and cities.

This checklist identifies regulations that may need updating to reflect the latest local conditions or to comply with GMA changes since the last periodic update cycle (2015-2018). See the last page of this checklist for a map of the periodic update due dates.

Historically, many partially planning counties developed comprehensive plans under the Planning Enabling Act and many cities followed. Today, however, the governance of the GMA does not require this of partially planning jurisdictions. **Those who have adopted and maintain a comprehensive plan must ensure it remains consistent with any updates of development regulations.** Comprehensive plans and development regulations must also adhere to the statutes and guiding principles of the specific regulations listed below. As you prepare and work to complete the periodic update, please review the [Guide to the Periodic Update Process for Partially Planning Jurisdictions](#) and contact your [Commerce regional planner](#) with any questions.

Jurisdiction

Staff contact, phone + email

Checklist Instructions

Please use the most recent versions of your comprehensive plan and development regulations to fill out each item in the checklist and answer the following questions:

Is this item addressed in your current plan or development regulations? If YES, fill in the form with citation(s) to where in the plan or regulation the item is addressed. Where possible, we recommend citing policy or goal numbers by element rather than page numbers, since these can change. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision or rules. If you still have questions, contact the [Commerce planner assigned to your region](#).

Are amendments needed to meet current statute? Check YES to indicate a change to your plan will be needed. Check NO to indicate that the GMA requirement has already been met in your local regulations. Local updates may not be needed if the statute hasn't changed since your previous update, if your jurisdiction has kept current with required inventories or if there haven't been many changes in local circumstances.

Use the "Notes" column to add additional information to note where your jurisdiction may elect to work on or amend sections of your plan or development regulations, to call out sections that are not strictly required by the GMA, or to indicate if the item is not applicable to your jurisdiction.

Submit your checklist! This will be the first deliverable to Commerce under your periodic update grant. Additionally, jurisdictions using periodic update grant funds to update critical areas regulations must also submit the [critical areas checklist](#) as a deliverable. Please visit the [Growth Management Grants webpage](#) and the [critical areas webpage](#) for more information.

PlanView system and instructions: Completed checklists and all periodic update documents can be submitted through Commerce's PlanView portal. The PlanView system allows counties and cities to submit and track amendments to comprehensive plans or development regulations online, with or without a user account. You can also submit via email: reviewteam@commerce.wa.gov. Fill out and attach a [cover sheet](#), a copy of your submittal and this checklist. *Please be advised that Commerce no longer accepts paper submittals.*

For further information about the submittal process please visit Commerce's [Submitting Documents to the State webpage](#).

Need help?

Please visit Commerce's [periodic update webpage](#) for additional resources.

Contact your [Commerce regional planner](#).

Or, contact:

Suzanne Austin, AICP

Senior Planner

Growth Management Services

WA Department of Commerce

509.407.7955

Suzanne.Austin@commerce.wa.gov

Periodic Update Requirements under the Growth Management Act (RCW 36.70A)

Critical Areas

Regulations protecting critical areas are required by [RCW 36.70A.060\(2\)](#), [RCW 36.70A.172\(1\)](#), [WAC 365-190-080](#) and [WAC 365-195-900](#) through [925](#).

For the review and update of critical areas, please go to Commerce’s [Critical Areas webpage](#) to complete the [Critical Areas Checklist](#). Critical areas regulations must be reviewed and updated, as necessary, to incorporate legislative changes and best available science (BAS).

* Jurisdictions using periodic update grant funds to update critical areas regulations must submit the critical areas checklist as a first deliverable, in addition to this periodic update checklist. Please see the [Growth Management Grants webpage](#) for more information.

Resource Lands

On or before September 1, 1991, each county, and each city shall designate where appropriate: agricultural, forest and mineral resource lands. Defined in [RCW 36.70A.030 \(17\)](#) and consistent with [RCW 36.70A.060](#) and [RCW 36.70A.170](#)

	In Current Local Regulations? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>a. Local development regulations consistent with natural resource lands designations in the comprehensive plan and conserves natural resource lands. RCW 36.70A.060(3), WAC 365-196-815 and WAC 365-190-020(6).</p> <p>Consider innovative zoning techniques to conserve agricultural lands of long-term significance RCW 36.70A.177(2). See also WAC 365-196-815(3) for examples of innovative zoning techniques.</p>	No	Yes	Natural resources are referenced in the critical areas ordinance but not specifically in zoning and development chapters, clarification, comprehensive plan needs to be updated as well.	<p>Completed: <input type="checkbox"/></p> <p>Date:</p>

	In Current Local Regulations? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>b. Local regulations to assure that use of lands adjacent to natural resource lands does not interfere with natural resource production. RCW 36.70A.060(1)(a) and WAC 365-190-040</p> <p>Local regulations require that on-site notice for all development permits and plats within 500 feet of designated natural resource lands that the property is within or near a designated natural resource land on which a variety of commercial activities may occur that are regulations to implement comprehensive plan.</p>	No	Yes	Natural resources lands and natural resource production should be amended in both the comprehensive plan amendment and development regulations to be consistent with this GMA requirement.	Completed: <input type="checkbox"/> Date:
<p>c. For designated agricultural lands, local regulations encourage nonagricultural uses to be limited to lands with poor soils or otherwise not suitable for agricultural purposes. Accessory uses should be located, designed and operated to support the continuation of agricultural uses. RCW 36.70A.177(3)(b)</p> <p>Consider innovative zoning techniques to conserve agricultural lands of long-term significance RCW 36.70A.177(2). See also WAC 365-196-815(3) for examples of innovative zoning techniques.</p>	No	N/A	Agricultural lands not designated in city limits or UGA	Completed: <input type="checkbox"/> Date:
<p>d. Designate mineral lands and associated regulations as required by RCW 36.70A.131 and WAC 365-190-040(5). For more information review the WA State Dept. of Natural Resources (DNR)'s Geology Division site</p>	No	N/A	Mineral lands not designated in city of UGA – referenced as an employment and economic development opportunity in the area	Completed: <input type="checkbox"/> Date:

Additional Requirements under the Growth Management Act (RCW 36.70A)

The GMA calls out additional requirements for partially planning cities and counties with varying due dates. These requirements described below are not due with the periodic update, but Commerce encourages local governments to review and consider adding them into the periodic update budget, schedule and work plan.

Siting of organic materials management facilities

New in 2022. These requirements can be implemented as a stand-alone document or within a land use element of a comprehensive plan

	In Current Local Regulations? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>Partially planning jurisdiction development regulations to implement comprehensive plans that are newly developed, updated, or amended after January 1, 2025, must allow for the siting of organic materials management facilities in the areas identified by the county in which the city is located under RCW 70A.205.040(3)(a)(i) to the extent necessary to provide for the establishment of the organic materials management volumetric capacity identified under RCW 70A.205.040(3)(a)(ii).</p> <p>See also: RCW 35.63.290, RCW 35A.63.310</p>	<p>Yes 18.10.060 Applicability – Regulated activities.</p>	<p>Yes</p>	<p>While the code references organic materials as a regulated activity the specific conditions in the amended RCW around siting organic materials management facilities are not currently addressed in line with state requirements, amendments are required</p>	<p>Completed: <input type="checkbox"/> Date:</p>

STEP (Emergency Shelter, Transitional housing, Emergency housing, Permanent supportive housing)

Cities and counties must plan for and accommodate housing affordable to all incomes in their 20-year comprehensive plans (if one has been adopted) and development regulations (new in 2021, [HB 1220](#)). These requirements can be implemented as a stand-alone document or within a housing element of a comprehensive plan. Please review Commerce’s STEP guidance on the [Updating GMA Housing Elements webpage](#).

<p>a. For cities: Cities cannot prohibit transitional shelter or permanent supportive housing in zones where hotels or residences are allowed. RCW 35A.21.430</p>	<p>No Reference in CRMC 17.26.010 (footnote 8) WAC 365-196-570</p>	<p>Yes</p>	<p>Amendment to land use table and requirements to support transitional or supportive housing is appropriate</p>	<p>Completed: <input type="checkbox"/> Date:</p>
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	Secure community transition facilities.			
	In Current Local Regulations? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
b. For cities: Cities cannot prohibit indoor emergency shelter or housing in any zone that allows hotels unless the city allows shelters within a mile of transit in most zones. RCW 35.21.683	No	Yes	Not currently addressed, code and comprehensive plan to be amended	Completed: <input type="checkbox"/> Date:
c. A city or county cannot adopt moratoriums for STEP housing permits RCW 36.70A.390	No	Yes	Not explicitly called out in code, but clarity around moratoriums related to STEP housing specifically could be clarified in development regulations	Completed: <input type="checkbox"/> Date:

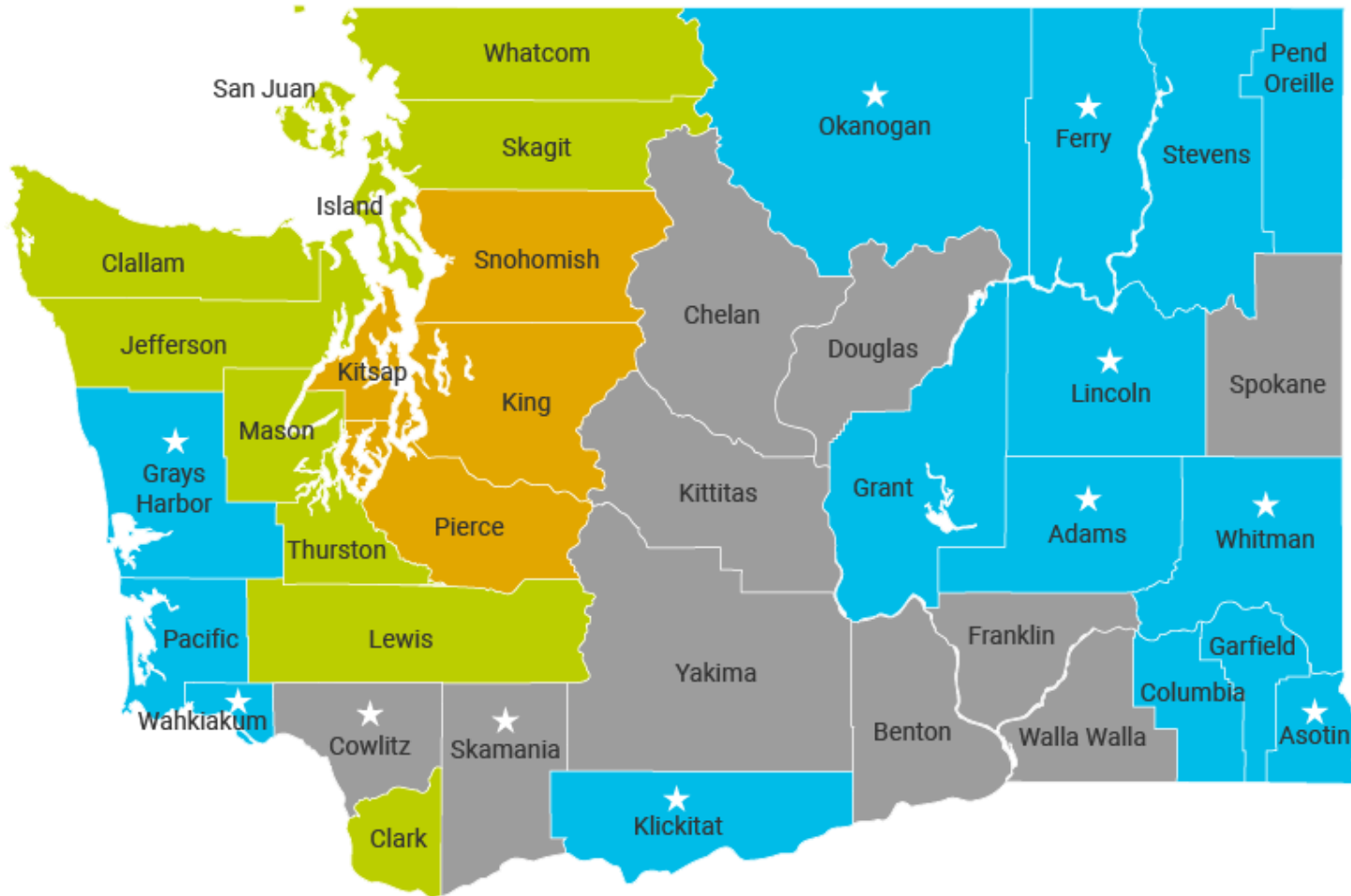
Shoreline Master Program

Consistent with [RCW 90.58](#) Shoreline Management Act of 1971

The GMA includes a planning goal for shoreline management, established in [RCW 36.70A.020](#) "Planning Goals." The GMA considers the goals and policies of the Shoreline Management Act (SMA) to be an element of the county or city comprehensive plan. The shoreline element is typically addressed in a separate document known as the Shoreline Master Program/Plan (SMP), but counties and cities have the option to include these requirements as a shoreline element within the comprehensive plan. The review and update of an SMP is conducted on a ten-year cycle similar to the periodic update cycle of comprehensive plans and development regulations. The SMP is due five years after the periodic update. Although the SMP is not due with your periodic update, the comprehensive plan, development regulations and SMP must all be internally consistent at time of submittal of your periodic update to Commerce.

The Washington State Department of Ecology is the regulating agency for SMPs. Refer to [Ecology's Shoreline Master Programs webpage](#) for further guidance. The following must be consistent with the periodic update:

<p>a. Development regulations are consistent with Shoreline Master Program (SMP) environmental designations. RCW 36.70A.480</p>	<p>17.77.010 Purpose and intent. (references adopted SMP)</p>	<p>No</p>	<p>References and regulations are consistent to SMP</p>	<p>Completed: <input type="checkbox"/> Date:</p>
<p>b. If updated to meet RCW 36.70A.480, SMP regulations provide protection to critical areas in shorelines that is at least equal to the protection provided to critical areas by the critical areas ordinance. RCW 36.70A.480(4) and RCW 90.58.090(4). See RCW 90.58.090(8) for approval information for partially planning jurisdictions. Note: see Ecology's Shoreline Master Programs Handbook webpage for additional resources.</p>	<p>Yes Regulations throughout CRMC 18.10 Critical Areas point to SMP regulations</p>	<p>Yes</p>	<p>While there are references to critical areas protection relative to shorelines, there is not explicit language in the CAO that points to at least equal or greater protection to the critical areas. However, there are measures in place for technical and best available science that points to the protection in practices does just that, and protects with both the CAO and SMP equally or greater.</p>	<p>Completed: <input type="checkbox"/> Date:</p>



■ **2024** Due December 31, 2024
 ■ **2025** Due December 31, 2025
 ■ **2026** Due June 30, 2026
 ■ **2027** Due June 30, 2027

★ Starred counties are partially planning under the Growth Management Act

City of Castle Rock

Public Participation Plan

Comprehensive Plan Update – 2046

Purpose

In order to be compliant with the Growth Management Act (GMA), and maintain grant funding for various state funding pools, the City of Castle Rock is updating its Comprehensive Plan, Development Regulations and Critical Areas Ordinance (CAO). A critical part of this effort is to involve the community, gathering public feedback through the process. This public participation plan seeks to ensure continuous and meaningful public involvement, while leveraging the grant funds, city staff resources and time, and city budget to best update the plan and the associated regulations. This document is meant to act as a guide to engage the public and provide transparency through the update process.

Participation Goals

- Encourage broad public input and foster community ownership of the plan.
- Provide clear, timely information to residents, businesses, and stakeholders.
- Ensure that public feedback is meaningfully considered in plan development and regulations.

Key Engagement Strategies

1. Public Notifications & Outreach

- **Email Lists:** Utilizing existing community lists, the city team will leverage existing groups, email databases, and key local champions to spread the word on the update to gather feedback at key points in the project.
- **Local Media:** Publish announcements and updates in the local newspaper, Facebook groups, and other channels for engagement.
- **City Website:** Maintain a dedicated webpage with draft documents, timelines, meeting notices, and opportunities for comment.

2. Community Engagement Activities

- **Planning Commission-Led Open House:** Hold 1–2 open house meetings at key milestones (e.g., visioning and draft plan release) to gather community input.
- **Online Survey:** Conduct an online priorities survey to collect broad input, especially from residents unable to attend in person. Paper copies will be made available.

- **City Council Presentations:** Include updates and public comment opportunities at regularly scheduled City Council meetings. A rollout workshop will be held before the Council to present the draft plan, development regulation changes and critical area amendments.

3. Draft Review & Public Comment

- Post draft plan elements online with a 30-day public review period.
- Provide comment forms online and at City Hall.
- Hold a public hearing before the Planning Commission and another before the City Council for adoption.

User-Friendly Plan:

Castle Rock strives to have a plan that is accessible and user-friendly. We commit to:

- Ensuring all materials are in plain language.
- Accommodating people with disabilities upon request.
- Engaging and serving all of the Castle Rock community.

Engagement Summaries

The planning process will include summaries and key findings of all engagement efforts, and ultimately how this feedback informed the plan. The engagement summary will be included in the final Comprehensive Plan document as an Appendix.

MEMORANDUM

To: City of Castle Rock, Planning Commission

From: Rachel Granrath, Contract Planner
Kimley-Horn and Associates, Inc.

Date: May 15, 2025

Subject: Mobile Food Vendors Draft Code and Discussion Topics

Overview

The City of Castle Rock is exploring updates to the Zoning Code to better support food trucks, carts, and other mobile food vendors. This staff report outlines the draft code language, highlights key areas needing clarification, and summarizes topics for discussion. Staff is seeking feedback from the Planning Commission to help refine the draft before presenting a final version for public hearing.

Key Discussion Points from Fall 2024 Planning Commission Meetings:

- The current code doesn't clearly allow food carts at sporting events, since these events aren't defined as "Special Events" under city regulations.
- Commissioners felt the existing limit of 3 vending days per year is too restrictive, but agreed there should still be a limit to distinguish routine vending from special events. There was support for allowing administrative extensions.
- There's a desire to protect existing school concession stands by ensuring they remain the primary vendors at school sporting events.
- Requiring insurance for mobile food vendor licenses was suggested.

Discussion questions for Planning Commission:

1. Add Definition on Mobile Food Vendors to CRMC 17.16. Draft language for discussion:

Mobile Food Vendors: A business that sells food or drinks from a movable vehicle, cart, or trailer. The unit is not permanently attached to the ground and can be moved from place to place. This includes food trucks and carts, but not permanent restaurants or temporary booths at special events.

2. Amend zoning code allowable uses: CRMC 17.26

Status	Use	R-1	R-2	C-1	C-2	MX	I	PROS
Current	Food cart/stand/mobile sales	X	X	S	S	S	S	S
Proposed	Mobile Food Vendors	P(14)	P(14)	P(14)	P(14)	P(14)	P(14)	P(14)

(14) ~~Requires permission of the property owner, a city business license, and must comply with Cowlitz County health department regulations. See CRMC 17.48.160 for specific mobile food vendor standards~~

3. **Signage Consideration:** The following section seems restrictive since it's a vehicle - consider review time and complexity for enforcement on staff.

General Requirements (D) (1) (g). *All identifying information, logos, advertising, or other displays on the exterior of a mobile food unit shall conform to the purposes set forth in Chapter 17.82 regulating commercial signage.*

4. **Prohibited Parking Areas.** Why is it prohibited that a food truck cannot be in a parking area? Consider re-wording this section for clarity in purpose.

Prohibited Locations. (E) (1) (d). *Parking areas unless it can be demonstrated that minimum parking requirements for the primary use(s) served by the parking area are met on site.*

5. **Consider collecting a fee.** Additional permitting, enforcement, and compliance – City should consider collecting a fee to cover administrative costs and staff time.

MRSC Article: <https://mrsc.org/stay-informed/mrsc-insight/may-2023/regulatory-and-policy-options-for-food-trucks>

Ocean Shores: Collects \$250 annual license fee as an example

6. **Reconsider frequency:** Is 3 days too restrictive?

Frequency. (F) *Events not sponsored by the city, utilizing mobile food vendors, trailers and/or stands, can occur up to three days per calendar year.*

Exhibits

- **Exhibit A:** Draft Code CRMC 17.48.160 Mobile Food Vendors

Exhibit A: Draft Code for CRMC 17.48.160 Mobile Food Vendors

- A. Purpose. The purpose of this chapter is to provide guidance on mobile food vending within the city limits, promote the city’s vision and values, allow mobile food vending as a special amenity, and protect the health and welfare of residents and visitors.

- B. Permit Required. An approved permit for use of mobile food facilities must be obtained from the Building and Planning department prior to any mobile food facility operating within city limits.

- C. Application Requirements.
 - 1. Name, signature, phone number, email contact and current business address of the applicant.
 - 2. Information on the food vehicle to include year, make, and model of the vehicle and the vehicle or trailer’s license plate number, if applicable.
 - 3. The intended location of the mobile food unit, subject to locational limitations set forth by the city of Castle Rock.
 - 4. A photo or drawing of the proposed mobile food unit, showing the business name.
 - 5. An indication of whether awnings are proposed. Awnings shall be no less than eight feet above ground level.
 - 6. The proposed hours of operation, which in no case shall extend past ten p.m. or begin before six a.m.
 - 7. Copies of all necessary licenses or permits issued by the Cowlitz County Health Department.
 - 8. Copies of all additional licenses or permits that are required by the Cowlitz County Health and Human Services Department, the Washington State Department of Labor and Industries, and a valid City of Castle Rock business license. This requirement shall be met within thirty days of approval of a mobile food unit license by the city of Castle Rock. However, no mobile food unit shall locate or operate within the city until such city, county and state licenses have been issued.
 - 9. Proof of insurance in an amount not less than one million dollars liability and designating the city of Castle Rock as a named insured when mobile food units are conducting business on city property.
 - 10. In addition to the submittal materials above, food vendors operating on privately owned land must submit written consent from the property owner.

D. General Requirements.

1. Operators of mobile food facilities must:

- a. Have a valid business license within the city.
- b. Have a valid operating permit from the Cowlitz County Health and Human Services Department.
- c. Mobile food units stationed on public rights-of-way using external signage, bollards, seating, or any other equipment not contained within the unit shall not reduce or obstruct the sidewalk to less than five feet.
- d. Vendor shall obey any lawful order of a police officer to move to a different permitted location to avoid congestion or obstruction of a public way or to remove the unit entirely from the public way if necessary to avoid such congestion or obstruction.
- e. No power cable or equipment shall be extended at grade across any city street, alley, or sidewalk.
- f. Any exterior lighting used by the mobile food unit shall be designed and placed in such a manner that it does not result in glare or light spillage onto other properties or interfere with vehicular traffic. Lighting shall be directed in a downward manner to minimize light pollution.
- g. All identifying information, logos, advertising, or other displays on the exterior of a mobile food unit shall conform to the purposes set forth in Chapter 17.82 regulating commercial signage.
- h. No portion of the mobile food vending unit may be used as sleeping quarters.

2. Trash and Other Waste:

- a. The mobile food vendor shall leave the site clean and vacant each day, including picking up all trash and litter within 100 feet of the mobile food vending unit.
- b. Trash receptacles not intended for customer use shall be screened from public view and securely covered.
- c. The mobile food vendor shall install and maintain an adequate grease trap in the mobile food vending unit.
- d. Grease shall be properly disposed of per adopted Washington State health regulations.
- e. Wastewater generated by the mobile food vending unit shall be disposed of in a proper manner and documented.

E. Allowed Locations.

1. Mobile food vending may be allowed on city-owned properties approved pursuant to either a city contract or a special event permit.
2. Mobile food vending units shall be located at least 100 feet from an existing eating and drinking place except when the legal owner of the eating and drinking place provides written permission for the vendor to be located closer. Distance shall be measured using the shortest possible straight line from the closest edge of the mobile food vending unit to the closest edge of the restaurant building.
3. Prohibited Locations: Mobile food vendors may be allowed within the prohibited areas if approved as part of a special event permit. Unless a special event permit is obtained, mobile food vendors shall be prohibited in the following areas:
 - a. In no instances shall a mobile food vendor block or impede passage of any pedestrian, bike, or street right-of-way.
 - b. Any residential zones or the abutting rights-of-way
 - c. City rights-of-way, unless a right-of-way permit is obtained from the City of Castle Rock
 - d. Private streets
 - e. Parking areas, unless it can be demonstrated that minimum parking requirements for the primary use(s) served by the parking area are met on site.

Deleted: M

- F. Frequency. Events not sponsored by the city, utilizing mobile food vendors, trailers and/or stands, can occur up to three days per calendar year.

Deleted: <#>Mobile food vendors may be allowed within the prohibited areas in this section if approved as part of a special event permit. ¶

- G. Revocation. A mobile food vendor, permitted pursuant to this chapter, may have its license revoked, suspended, or denied if the city finds:

1. The vendor has violated or failed to meet the terms of this chapter or other applicable sections of the municipal code or conditions of approval; or
2. The mobile food vending unit operation is detrimental to the surrounding businesses or to the public due to either appearance or conditions of the unit.