

CASTLE ROCK TOWNSHIP
BOARD OF SUPERVISORS SPECIAL MEETING
February 27, 2017 @ 6:00 P.M.

Approved

The re-convened special meeting of the Board of Supervisors of Castle Rock Township was called from recess at the Castle Rock Town Hall on Monday, February 27, 2017 at 6:00 p.m. This meeting was posted as a special meeting with both the Board of Supervisors and the Planning Commission in attendance. Present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Jeff Partington (also Planning Commission Chair), Dave Nicolai, and Kelly Elvestad, Supervisors; Gerald Larson, Vice-Chair of the Planning Commission, Mary Ann Enggren and Mike Betzold, Planning Commission members. Also present were Barbara Lang, Clerk (and also Planning Commission member) and Rhonda Rademacher, Treasurer. In addition, Dean Johnson, Nick Meyers, Russell Zellmer and Mark Henry were in attendance.

Sandy Weber re-convened the recessed meeting from February 13, 2017 at 6:00 p.m. and the Pledge of Allegiance was recited.

Chair Weber then turned the meeting over to Dean Johnson, Town Planner, for his presentation regarding the Comprehensive Plan Update.

Mr. Johnson introduced himself, as well as Nick Meyers from Bolton & Menk, the firm that Mr. Johnson is working with for the Comprehensive Plan updates. He went on to give an overview of the process we will be going through. The Metropolitan Council creates the Regional Plan, which was completed in 2015. Counties, cities, and townships in the seven county metropolitan area must update their comprehensive plans in a manner consistent with the regional plan. Castle Rock Township is participating in a Collaborative with other local townships and small towns for this required update. Our township's update is required to be done by December 31, 2018. Mr. Johnson plans to have ours ready to begin the final review processes by June 2018. After we complete this step, the plan will be forwarded to all adjacent cities, townships, counties, school districts and watersheds to review and acknowledge acceptance before it goes on to the Metropolitan Council to complete the process.

The schedule that is covered under the grant money and pre-payment the township has already made to the Collaborative is as follows:

An Open House-style meeting open to the public will be held this fall (date to be determined). After any comments/corrections are made to the plan following this meeting, the final scheduled meeting (public hearing) with him will be held in the spring of 2018 (date to be determined).

The current 2010 census reveals 504 households in Castle Rock Township, and the Metropolitan Council forecasts this number to increase to 520 by 2040, which is the basis they will be using for the updates unless guided differently by the township.

It is his understanding that the township has received some requests to consider several parcels for re-zoning from AG Agricultural to Rural Residential status. He noted Castle Rock is designated Agricultural, which has a maximum density of one home per 40 acres. If the township wants to expand the existing Rural Residential areas, we need to be mindful of making only modest expansion to existing Rural Residential areas. Spot zoning is not allowed. If the township does decide to proceed with this process, the expansion has to be approved by the Met Council, as a part of the comprehensive plan update, so that the integrity of maintaining the township as an agricultural community is followed. The maximum density allowed in "rural" communities is one home per ten acres. Any re-zoning is a policy decision that the Castle Rock Town Board will need to make, but he noted the density should be a maximum of one home per ten acres.

The first step required in the process of the Comp Plan update is to review and update the existing Land Use in the township. Maps were provided for the Supervisors and Planning Commission members to begin reviewing. Mr. Meyers also had a larger version of the map that we can use for our master map to provide updates to his office, who will be creating the updated versions for the Plan.

Mr. Johnson recommended that the Orderly Annexation Agreement (OAA) with the City of Farmington be reviewed to make sure it clarifies which jurisdiction plans the future land use in those designated areas so the maps will reflect accurate information.

He also explained that an Addendum to the Comp Plan will be created that is unique to the Castle Rock Township community. This has been done with the previous versions, and is the document that spells out any special provisions for our jurisdiction.

Mr. Johnson then asked for questions or comments.

Supervisor Dave Nicolai stated that we are an ag-based township, but he would like to consider the possibility of reducing the lot size requirements in our Zoning Ordinances for Rural Residential-1 designation. Mr. Johnson explained that the Met Council has designated Castle Rock Township as Agricultural, which has a maximum 40-acre density requirement. RR-1 districts are a ten-acre density requirement which is consistent with the Met Council's maximum rural density. Establishing smaller lot sizes would be more difficult to present and be approved by the Met Council. He also cautioned that increasing residential density could lead to requiring the township to provide some municipal services (i.e. sewer and water), which would most likely be cost prohibitive in the assessments that would follow to existing residences.

Supervisor Kelly Elvestad asked more about how that process would work. Mr. Johnson noted that some communities, Miesville for example, has had a one-acre lot size for about 40 years. They have had only a dozen or so homes built during that time frame and the 10-acre density exception has slipped under the radar, most likely because the exception existed in the 1980s, it was very minor, and it was consistent with other existing development patterns. The majority of Miesville is designated Agricultural and zoned Agricultural with a one per 40 density.

He indicated he was aware the Castle Rock RRII Zoning District has a one-acre minimum lot size and no density standard. This zoning is limited to older, pre-existing developments and by ordinance cannot be expanded. The RRI Zoning District also has a minimum lot size of one acre, but it has a density limitation of one home per 10 acres. He said he is not sure how two subdivisions (Countryside and Chaparral) were developed at densities higher than one per ten, unless they, too, were pre-existing under older ordinance language. He indicated the bottom line is that any new rural residential areas would have to be consistent with the RRI density limitation of one home per ten acres.

Mark Henry stated that Castle Rock Township is proposing a Capital Improvement Project (CIP) to mill and overlay the northern residential roads in 2017, which serve approximately 50 homes. His question to Mr. Johnson was asking his opinion about the best way to fund that. Mr. Johnson's advice was that this would be a decision the Board of Supervisors would need to make and present to the residents, which is already scheduled to be presented in the proposed budget for 2018 that will be reviewed and approved by the residents of the township at the Annual Town Meeting on March 14.

Russell Zellmer made a comment that the township has been protecting ag density by limiting the number of lots and buildables per acre, and feels strongly that practice should be maintained rather than recommending increasing density in the township by reducing allowable lot sizes. Mr. Johnson confirmed that the township would need to go through the process of updating the Zoning Ordinances if the density requirements would be changed.

Hearing no further comments or questions, the meeting was turned back to Chair Sandy Weber, who called for a motion to adjourn.

Dave Nicolai made a motion and Kelly Elvestad seconded to adjourn the meeting. 5 ayes. Motion carried.

Meeting was adjourned at 7 pm.

Respectfully submitted,

Barbara Lang, Clerk

Attest: Sandy Weber, Chair of Board of Supervisors