

**CASTLE ROCK TOWNSHIP PLANNING COMMISSION  
REGULAR MEETING  
June 25, 2018**

The regular monthly meeting of the Planning Commission of Castle Rock Township was held on Monday, June 25, 2018. Those present were Jeff Partington, Chairman; Mary Ann Enggren, Vice-Chair; Jennifer Wegner, and Barbara Lang, Secretary. Commission member Mike Betzold was not present. Also in attendance were Mikayla Fischer, David Fischer, Shannon Nielsen and Erik Nielsen.

Jeff Partington called the meeting to order at 7:00 p.m. and all present recited the Pledge of Allegiance.

**APPROVE AGENDA:**

**Mary Ann Enggren / Jennifer Wegner made a motion to approve the agenda. 4 ayes. Motion carried.**

**CONSENT AGENDA:**

- 5-21-18 PC Regular Meeting Minutes

**Jennifer Wegner / Mary Ann Enggren made a motion to approve the agenda. 4 ayes. Motion carried.**

**PUBLIC COMMENT: None**

**UNFINISHED BUSINESS:**

- Review setbacks on updated surveyor drawing for Colin Garvey new residence  
Mr. Garvey was not present at the meeting. David Fisher, who owns adjacent property, was present and had concerns about placement of a residence, septic system and well on a sub-standard lot. He also pointed out a requirement listed in the Zoning Ordinance for Substandard lots that the area must be sixty percent of what is required for a residential lot. In addition, he believes that County Road 80 is an Arterial Road and should require a setback of 130 feet from the centerline of the road.

Clerk was instructed to verify the classification of County Road 80 so the appropriate setback can be reviewed. She was also instructed to contact Ron Wasmund, the Building and Septic Inspector, to verify setback requirements on the septic system that is indicated on the survey Mr. Garvey provided.

**Barbara Lang / Jennifer Wegner made a motion to move this application back to the Board of Supervisors for their review and decision contingent on verifying the above information. 4 ayes. Motion carried.**

**NEW BUSINESS:**

- Building Permit Application, residential addition (approx. 38' x 16') plus remodel existing, Hidden Oak Homes for Brittany & Michael Vruno, 24518 Chippendale Ave  
Setbacks and size of addition were reviewed, as well as review of the scope of remodeling. Since they will be adding a bedroom to the residence, contractor was reminded that the septic system capacity will need to be verified.  
**Mary Ann Enggren / Jennifer Wegner made a motion to recommend to the Board of Supervisors. 4 ayes. Motion carried.**

- Ag-zoned Building Application, Jim Meyers, 23816 Biscayne Ave  
Location and setbacks were reviewed.  
**Jennifer Wegner / Mary Ann Enggren made a motion to recommend to the Board of Supervisors. 4 ayes. Motion carried.**
- Building Rights Transfer Application, Kenneth & Kathleen Betzold, PID #07-00200-26-012  
Application and location were reviewed.  
**Jennifer Wegner / Jeff Partington made a motion to recommend to the Board of Supervisors. 4 ayes. Motion carried.**
- Discussion about 6-18-18 Erosion and Sediment Control Standards and Permitting Workshop  
Jeff Partington and Barbara Lang attended the workshop. In the 2016 updates approved for the VRWJPO, it changed the standards for the amount of land disturbance from one acre to 5,000 square feet for erosion and sediment control to be in place for projects. Everyone was provided with a copy of a handout available from the VRW Organization which gives more detail about these standards and requirements. Clerk Barbara Lang will be contacting Building Inspector Ron Wasmund about adding language to the Disclaimer Section of the Building Permit Application to cover authorization for the Building Inspector to make the determination if erosion measures will be required on a job site, so that both the Township and the Inspector are covered.
- Preliminary review and discussion about updating township Fee Schedule  
Review of current Township Fee Schedule was begun. Jennifer Wegner and Barbara Lang will coordinate efforts to create an application form for Sexually Oriented Businesses and possible fees. There was also discussion about the possibility of making a recommendation to the Board of Supervisors to amend the Ordinance regarding this section. Further discussion and review will be done at the July Planning Commission Meeting.

**Mary Ann Enggren / Jeff Partington made a motion to adjourn. 4 ayes. Motion carried.**

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Barbara Lang, Secretary

Attest: Jeff Partington, Chairman - Castle Rock Planning Commission