



## **Public Hearing Item 1: Conditional Use Permit**

Planning & Zoning Committee • July 7, 2026

**Proposed Use:** Campground, expansion

**Applicable Section(s):** 12.105.02; Table 12.105.02(1); 12.125.12

**Zoning District(s):** RC-1 Recreation

**Property Owner(s):** Anderson, Eric; Anderson, Barbara

**Applicant(s):** Anderson, Eric; Anderson, Barbara

**Property Location:** Located in the Southwest Quarter of the Southeast Quarter of Section 26, Town 12 North, Range 8 East

**Town:** Caledonia

**Parcel(s) Affected:** 819

**Site Address:** N5740 Sky High Drive

### **Background:**

Eric and Barbara Anderson, owners and applicants, request the Planning and Zoning Committee review and approve a Conditional Use Permit for a campground expansion on the aforementioned property. Sky High Camping Resort has been in operation since 1963 and is open year-round. Section 12.125.12(6)(a) of the Columbia County Zoning Ordinance states that a new Conditional Use Permit shall be required for the expansion of the number or density of sites or units. The property owners are proposing to add new campsites, thus requiring a CUP. The campground is located on Sky High Drive and consists of parcels 816, 819 and 973. Each of these parcels is 40 acres in size and all 120 acres are zoned RC-1 Recreation. There are four septic systems on site, three serving the campground and one serving the owner’s home, all of which are current on maintenance requirements. There are no floodplain or wetlands present on this site. Land use and zoning of adjacent properties is below.

### **Adjacent Land Uses and Zoning**

<b>Direction</b>	<b>General Land Use</b>	<b>Zoning</b>
<b>North</b>	Agriculture, Woodlands, and Single-Family Residence	A-1 Agriculture
<b>East</b>	Woodland	A-1 Agriculture
<b>South</b>	Agriculture and Woodland	A-1 Agriculture
<b>West</b>	Woodland	A-1 Agriculture

### **Analysis:**

The property owners are proposing 19 new campsites to the existing 226 campsites and 12 rental cabins on site currently. The new sites will be placed within parcel 819. The attached map shows the proposed location of these new sites. They will be placed in a location formerly used as the “north playground” and “ball diamond”. The overall site addition is 180 feet by 400 feet in size. The sites, numbered 180 through 199 on the attached preapplication, will be approximately 40 feet by 90 feet, or 3,600 square feet in size, and will be designed as pull-through sites. Each site will have electricity, water, and sewer services. The sewer will be connected to a State approved private on-site wastewater system. A sanitary evaluation will need to be submitted to show that the existing system will be able to handle the added sites. There are numerous recreational facilities on site, with active facilities totaling approximately 8.5 acres. This is well over the 200 square feet per campsite density

required under Section 12.125.12(20). The use is also subject to Section 12.125.12 of the Columbia County Zoning Ordinance. The requirements of this subsection are incorporated in the Recommended Conclusions of Law under Item 8.

**Town Board Action:**

The Caledonia Town Board met on May 11, 2026 and recommended approval of the Conditional Use Permit with conditions.

**Standards for Review:**

The proposed use complies with the General Criteria of Section 12.150.07(4) of the Columbia County Zoning Ordinance. See Attachment A for more details.

**Recommendation:**

Staff recommends approval of the Conditional Use Permit for a Campground expansion, subject to the adoption of the following recommended Findings, Conclusions, and Conditions.

**Recommended Findings of Fact:**

1. Upon review of the guidelines in Section 12.150.07(4) of the Columbia County Zoning Ordinance, and with the explanation of the criteria in Attachment A of the Staff Report, the Committee finds the following:
  - a. Eric and Barbara Anderson are the owners of the subject property.
  - b. Eric and Barbara Anderson are the applicants for a Conditional Use Permit.
  - c. Eric and Barbara Anderson are requesting a Conditional Use Permit to expand an existing campground within the RC-1 Recreation zoning district.
  - d. The property is already developed with Sky High Camping Resort operating on site.
  - e. The establishment, maintenance, or operation of the proposed use will not be detrimental to or endanger the public health, safety, or general welfare of the occupants of surrounding lands.
  - f. The use will be designed, constructed, operated, and maintained so as to be compatible, and be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area such that the use will substantially impair or diminish the use, value, or enjoyment of existing or future permitted uses in the area.
  - g. The erosion potential of the site, based on topography, drainage, slope, soil type, and vegetative cover is minimal.
  - h. There is no existing or anticipated water pollution including sedimentation, and no impacts on floodplain and wetlands.
  - i. Access to streets and highways is suitable, and ingress and egress is designed to minimize traffic congestion and the potential effect on traffic flow.
  - j. The Conditional Use shall conform to the standards of the applicable district(s) in which it is located.

**Recommended Conclusions of Law:**

1. The subject property is located in the Town of Caledonia and is zoned RC-1 Recreation.
2. A Campground is a conditional use within the RC-1 Recreation zoning district.
3. The proposed use is consistent with the purpose and intent of the Columbia County Zoning Ordinance.
4. Eric and Barbara Anderson are the petitioners for a Conditional Use Permit. The petition followed the procedures of Section 12.150.07(3) of the Columbia County Zoning Ordinance.
5. The petitioners are proposing to expand an Campground, which is allowed as a Conditional Use under Table 12.110.02(1).
6. The Caledonia Town Board has reviewed and recommended approval of the Conditional Use Permit, with conditions, in accordance with Section 12.150.07 of the Columbia County Zoning Ordinance.
7. The Columbia County Planning and Zoning Committee has the authority under Sections 12.150.03(2)(b) and 12.150.07 of the Columbia County Zoning Ordinance to conduct public hearings, review, and decide on requests for Conditional Use Permits.
8. The standards of Section 12.125.12 of the Columbia County Zoning Ordinance as noted below are applicable:
  - (1) For the purpose of this section the following terms and phrases shall be defined as:

- (a) Service facility: A facility, indoor or outdoor, providing direct services to only those persons camping on site, registered as guests or visitors or persons making a bona fide visit to check out the campground, or otherwise paying for the use of the campground. Examples of a service facility may include, but are not limited to, a restaurant, store, office, sanitary facility, or an area providing storage services to persons camping on site.
  - (b) Recreational facility: A facility, indoor or outdoor, providing recreational activities to only those persons camping on site, registered as guests or visitors or persons making a bona fide visit to check out the campground, or otherwise paying for the use of the campground. Examples of a recreational facility may include, but are not limited to, picnic areas, pools and swimming beach areas, game rooms, or play courts and fields. A recreational facility may be passive or active.
  - (c) Active recreational facility: A recreational facility providing recreational activities that are moderate to high in intensity. Examples of an active recreational facility include but are not limited to pools, swimming beach areas, playgrounds, or play court and fields.
  - (d) Passive recreational facility: A recreational facility providing recreational activities that are low in intensity. Examples of a passive recreational facility include but are not limited to walking trails, natural areas, or wildlife areas.
  - (e) Approved area: One or more approved recreational/service areas delineated by the Department based on an initial or amended approved plan.
- (2) The application for a conditional use permit shall include the following information:
- (a) A written description of the proposed operation, including proposed months of operation; desired types of camping units; other ancillary uses proposed for the site; and assurances that the campground will be developed and operated in accordance with all approved plans.
  - (b) A campground plan map(s), drawn to scale, and including the proposed layout; location of camp sites, roads, parking areas, site boundaries; topography lines; minimum required yards; existing and proposed buildings and other structures; common recreational/service facilities; water supplies; sanitary waste disposal systems; grading plan and stormwater management system meeting the requirements of this Chapter; covered refuse storage areas; existing natural features including waterways, wetlands, floodplains, and shoreland areas; existing and proposed vegetation and recreation areas, and any other information the Zoning Administrator shall deem necessary. Professional engineering assistance is encouraged in such design, especially of access roadways, camping unit siting, site grading and stormwater management, and utility placement.
- (3) Within 90 days of the adoption of this Code by a town each campground in that town shall submit for the Planning and Zoning Committees consideration and approval the following information which when approved shall serve as the campgrounds initial plan approval:
- (a) A written description of the operation, including months of operation; desired percentage of different desired types of camping units; and other ancillary uses proposed for the site.
  - (b) A campground plan map(s), drawn to scale, and including the proposed layout; location of camp sites and types(s) of units each site will accommodate, roads, parking areas, active camping area, site boundaries; existing and proposed buildings and other structures; common recreational/service facilities and areas; water supplies; sanitary waste disposal systems; and covered refuse storage areas.
  - (c) A preexisting camping unit that exceeds 400 square feet that is identified in the initial plan shall be considered a legal nonconforming structure.
- (4) Creation, modification or expansion of recreational/service facilities.
- (a) Modification of recreational/service facilities within an approved area is allowed provided a zoning permit is obtained.
  - (b) Expansion of existing or creation of new recreational/service facilities outside of an approved area is allowed provided the following conditions are met:
    1. The total combined area of new or expanded facilities cannot exceed 15% of the approved area.

2. The boundary of the new or expanded facility is at least 40 feet from exterior campground lot lines, or 100 feet from the nearest residence, whichever is greater.
  3. A zoning permit is obtained for the new recreation/service area.
- (c) Expansion or creation of passive recreational facilities shall not require approval.
- (5) Modification of an approved plan which only moves sites or units shall require plan approval by the Planning and Zoning Committee.
  - (6) A new Conditional Use Permit shall be required for any of the following:
    - (a) Expansion of the number or density of sites or units.
    - (b) Creation of new or expansion of existing recreational/service facilities greater than 15% of the current approved area.
  - (7) Maintenance and storage structures required for the operation of the campground shall only require a zoning permit.
  - (8) No single camping unit shall be occupied by the same party for a period of time longer than six continuous months in any 12-month period, except as may be further limited by State Statutes or Administrative Rules.
  - (9) Campground shall have direct access to a public road, with no more than two camp road access points to each abutting public road for the first 100 camp sites, plus one additional access for each 100 sites thereafter.
  - (10) Camp sites and access roads shall be located, graded, and maintained so as to provide each site with positive site drainage.
  - (11) Minimum lot size for any campground established after March 21, 2012 shall be 10 acres.
  - (12) Maximum gross density shall be eight individual camp sites or camping units per acre of active camping area, unless modified by a conditional use permit. Active camping area consists of camp sites and land supporting the camp sites including access roads, recreational facilities, and other permanent campground infrastructure. No more than 10 percent of the area used in the calculation of maximum density shall include navigable water, wetlands, or woodlands in which there are no camp sites or units.
  - (13) Individual camp sites shall be at least 1,200 square feet in area. Each camp site shall be clearly marked with an alpha or numeric symbol on a sign which is clearly visible from an access road. Annually a map shall be available to the campground occupants and the County indicating active camping area and the layout of the camp sites and their location in that area.
  - (14) There shall be a minimum separation of 10 feet between camping units. Any accessory structure on the campsite, such as but not limited to, a deck, porch, awning, or storage structure shall be considered part of the camping unit for purposes of this separation requirement. The total footprint of these accessory structures shall not exceed 400 square feet. Any pre-existing accessory structures that exceed this standard shall be considered a legal nonconforming structure.
  - (15) Separate areas may be designated as a campground for group camping in tents. Within each group camping area, no more than 20 tents containing no more than 80 persons per acre shall be permitted. The group camping area must be provided with proper sanitary service as required by State Statutes.
  - (16) Each campground may have two single-family dwellings for the private use and occupation of the owners and caretakers of the campground.
  - (17) Each campground may, for only those persons camping on site, registered as guests or visitors or persons making a bona fide visit to check out the campground, or otherwise paying for the use of the campground, provide for purchases of sundry supplies, cooked meals, and drinks including alcoholic beverages, if so licensed by the town.
  - (18) Each campground may accommodate common recreational/service facilities and amenities such as swimming pools, tennis courts, and other similar facilities. These facilities shall be considered a part of the active camping area.
  - (19) New or expanded campgrounds may be required to provide a landscaped transitional yard (see Section 12.140.06(2)(d)) along all exterior lot lines and public roads adjacent to the campground.
  - (20) Each campground established after March 21, 2012 shall provide a minimum of 200 square feet per camping unit or one continuous acre of common recreation open space, whichever is greater. Yard

areas within minimum required setbacks around the perimeter of the campground and land within landscaped transitional yards may not be counted towards meeting this requirement.

- (21) Each campground shall be maintained under a single management so that responsibility can be easily placed for cleaning of common facilities such as water supply, sewage disposal station, toilet, laundry, and washrooms, and refuse areas, and for enforcement of camp site cleanliness.
- (22) For mobile/manufactured homes, camping cabins, resort cabins, park models, yurts, or other permanent or semi-permanent structures or units there shall be a minimum 40-foot landscaped transitional yard between the exterior boundaries of such structures or units and any adjacent properties and public roads.
- (23) The number of resort cabins within a campground shall not exceed 15 percent of the total number of camping units in the campground.
- (24) Each campground shall comply with all state regulations applicable to campgrounds, except as may be permitted through other licenses or approvals from the state.
- (25) In addition to any state required license fee, each operator of a campground shall pay an annual permit, on a form provided by Columbia County to enable the County to confirm compliance with the standards of this chapter and fulfill state reporting requirements. All permits must be obtained by April 30th of each year, at which time the management shall provide a map indicating the active camping area and the layout of the campsites and units and their location in the active area.

#### **Recommended Conditions for the Decision:**

1. Prior to development of the expansion, a sanitary evaluation shall be submitted to the Planning & Zoning Department showing the existing private on-site waste treatment system can accommodate the new sites.
2. Expansion of existing or creation of new recreation/service facilities is allowed up to 15% of the initial improved area. Expansions greater than 15% over the lifetime of the property shall require review through a new Conditional Use Permit.
3. Noise shall not exceed 65 dBA at any exterior property lines.
4. New lighting provided by the campground shall be oriented so that the lighting element (or transparent shield) is not visible from any adjacent public roads or residential property. The use of shielded luminaries and careful placement of fixtures is encouraged to facilitate compliance with this requirement.
5. The existing vegetation within the 40-foot landscaped transitional yard shall be maintained between the new campsites and the exterior property lines.
6. The site shall be developed in accordance with the approved site plan and any applicable regulations.
7. No single camping unit shall be occupied by the same party for a period of time longer than six continuous months in any 12-month period, except as may be further limited by State Statutes or Administrative Rules.
8. Each camp site shall be at least 1,200 square feet in area.
9. Each site shall be clearly marked with an alpha or numeric symbol on a sign clearly visible from an access road.
10. The property must remain free and clear from citation and charges for nuisance, disorderly conduct, or other illegal activity.
11. There shall be a minimum ten (10) foot separation between camping units. Accessory structures shall be considered part of the camping unit for this separation requirement.
12. The total footprint of all accessory structures on an individual campsite shall not exceed 400 square feet.
13. Garbage and recycled materials shall be properly stored and disposed of regularly.
14. The owner shall comply with and obtain all necessary permits required by applicable federal, state and local regulations.
15. The Planning and Zoning Department shall have the right of inspection for the purpose of determining compliance with this permit during normal working hours or upon reasonable notice outside of normal hours.
16. If the Planning and Zoning Committee finds that the review criteria of Subsection 12.150.07(4) and 12.125.12 of the Columbia County Zoning Code, or the conditions stipulated in the Committee Decision

are not being complied with, the Planning and Zoning Committee, after a public hearing, may revoke the Conditional Use Permit.

17. Any agreement(s) or condition(s) pertaining to this Conditional Use Permit between the Town of Caledonia and Eric and Barbara Anderson are hereby incorporated as part of this Conditional Use Permit; however, the County is not responsible for enforcing said agreement(s) or condition(s), unless an individual point of the agreement(s) or condition(s) is specifically included above as a condition of approval. Any additional Town agreements or conditions are listed below. In the event that the Town submits a finding of noncompliance with any of the item(s) listed below, for which the County has not assumed direct enforcement authority, upon written request by the Town, the County reserves the right to review the Conditional Use Permit.

**Section 12.150.07(4): Criteria for review of all Conditional Uses**

**Re: Public Hearing Item 1: Anderson Campground - Expansion**

*\*Staff comments are italicized after each review item.*

Review Criteria. In reviewing the conditional use permit the Planning and Zoning Committee shall use the following as guides for making a decision.

- (1) The establishment, maintenance, or operation of the proposed use will not be detrimental to or endanger the public health, safety, or general welfare of the occupants of surrounding lands. *The property is already operating as a seasoned Campground. The addition of 19 sites should not impact adjacent lands or occupants. Issues which could be seen as having the potential to be detrimental appear to be able to be adequately mitigated by the application of conditions of approval as well as the standards already set forth within the Columbia County Zoning Code.*
- (2) The use will be designed, constructed, operated, and maintained so as to be compatible, and be appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not change the essential character of the same area such that the use will substantially impair or diminish the use, value, or enjoyment of existing or future permitted uses in the area. *The addition of 19 campsites within the already established Campground area will not change the character of the general vicinity. Operating within the conditions of approval will ensure that the proposed use will not substantially impair or diminish the use, value, or enjoyment of existing or future permitted uses in the area.*
- (3) The erosion potential of site based on topography, drainage, slope, soil type, and vegetative cover. *By following erosion control and stormwater management best management practices during development of the sites, erosion concerns should be adequately mitigated.*
- (4) The prevention and control of water pollution including sedimentation, and the potential impacts on floodplain and wetlands. *There are no wetlands or floodplain present on the property.*
- (5) The site has adequate utilities, including if necessary acceptable disposal systems. *A sanitary system has already been provided for this use. The systems on site should be up to date on maintenance prior to development of the new sites, and an evaluation should be provided for the system the new sites will tie in to.*
- (6) Access to streets and highways is suitable, and ingress and egress is designed to minimize traffic congestion and the potential effect on traffic flow. *Ingress and egress to the site is from an existing driveway located on a town road. The level of activity from the proposed use will not create congestion or affect traffic flow above and beyond the existing use on the property as a campground.*
- (7) The Conditional Use shall conform with the standards of the applicable district(s) in which it is located. *The proposed campground expansion must comply with the conditions of approval as well as the standards set forth within the Columbia County Zoning Code, specifically 12.125.12.*

