



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, August 3, 2022
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

- I. GENERAL SESSION CALL TO ORDER - 6:30 PM**
 - 1. Flag Salute**
 - 2. Roll Call**
 - 3. Late changes to the agenda**
- II. PUBLIC COMMENT**

Anyone requesting to speak to the Commission regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and address. Comments are limited to three minutes. Written comments may be submitted to the Clerk prior to the meeting.
- III. CONSENT AGENDA**
 - 1. Approval of Minutes from Wednesday, 7/6/22 Meeting**
- IV. BUSINESS**
- V. PUBLIC HEARING**
 - 1. Haul Code - Claire Lust, Community Development Director, Brenda Howell, Public Works Director**
 - 2. Tree Protection Code - Claire Lust, Community Development Director**
- VI. STAFF REPORTS**
- VII. FROM THE COMMISSION**
- VIII. ADJOURN**

**Planning Commission Agenda Packet is available at the following link:
<http://ridgefieldwa.iqm2.com/Citizens/>**



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
July 6, 2022

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - [6:30 PM](#)

ROLL CALL

Attendee Name	Title	Status	Arrived
Stan Okinaka	Commissioner	Present	
Patrick Flynn	Chairman	Present	
Gary Rightenour	Commissioner	Present	
Amanda Swenson	Commissioner	Present	
Richard Amerman	Commissioner	Present	
John Rose	Commissioner	Present	
Katie Favela	Commissioner	Present	

Oath of Office - [6:33 PM](#)

Clerk Trina Siebert conducted the Oath of Office with Katie Favela for Planning Commission Position # 1.

Late changes to the agenda - [6:34 PM](#)

No late changes to the agenda.

PUBLIC COMMENT - [6:34 PM](#)

Ed Madden 27407 NE 14th Ct Ridgefield, WA. Mr. Madden discussed RDC 18.715.050 and stated that the street lights in Greely Farms do not meet the lighting code. He requested that Planning Commission take Code Enforcement action for allowing light trespass.

Eric Connelly 27901 NW 51st Ave Ridgefield, WA Mr. Connelly stated that he is impressed by the City of Ridgefield's leadership.

CONSENT AGENDA - [6:42 PM](#)

Commissioner Rose moved to approve the consent agenda as presented, seconded by Commissioner Rightenour. Ayes all. Motion passed unanimously.

Minutes Acceptance: Minutes of Jul 6, 2022 6:30 PM (CONSENT AGENDA)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Rose, Commissioner
SECONDER:	Gary Rightenour, Commissioner
AYES:	Okinaka, Flynn, Rightenour, Swenson, Amerman, Rose, Favela

1. Approval of Minutes from Wednesday, 6/1/22 Meeting

BUSINESS - [6:43 PM](#)

Claire Lust, Community Development Director gave a presentation on the proposed amendments to Title 18 of the Ridgefield Municipal Code (RDC). The purpose of the proposed amendments is to keep the code up-to-date and to address current development issues in order to better serve the Ridgefield community.

The proposed amendments intend to update the code to address issues identified when applying the existing code and issues anticipated for future projects in Ridgefield. For this round of updates, staff identified three types of proposed amendments: housekeeping updates, minor policy changes and major policy changes related to land division.

1. Housekeeping items: address clerical errors and clarify existing code language without substantive changes to the content.
2. Minor policy changes: add or modify content to strengthen the code with the goal to better implement the Ridgefield Comprehensive Plan (RUACP) and existing City policies and practices.
3. Major policy changes: introduce new or significantly altered processes or strategies to implement the RUACP.

Discussion occurred regarding the height of accessory structures.

Discussion occurred regarding accessory structures that are 120 square feet or less.

Discussion occurred regarding the proposal to remove residential uses from Employment and Commercial Zones.

Discussion occurred regarding zone changes.

PUBLIC HEARING

1. 2022 Code Updates - [7:13 PM](#)

PUBLIC HEARING OPENED AT 7:13 PM

No testimony was provided.

PUBLIC HEARING CLOSED AT 7:14 PM

Discussion occurred regarding the height of detached Accessory Structures and having an exception for boats and RV's.

Commissioner Rose moved to recommend approval of the 2022 Ridgefield Development Code Amendments as modified to include the exception of the 18 and 24 foot height of detached Accessory Structures. Seconded by Commissioner Rightenour. Ayes all. Motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Rose, Commissioner
SECONDER:	Gary Rightenour, Commissioner
AYES:	Okinaka, Flynn, Rightenour, Swenson, Amerman, Rose, Favela

STAFF REPORTS - [7:14 PM](#)

Claire Lust, Community Development Director thanked Brenda Howell for appearing virtually.

Community Development has two new staff members:

Shana Lazzarini, Planner II

Beth Whitener, Planning Intern

Ms. Lust discussed the upcoming Parks and Development Tour.

FROM THE COMMISSION - [7:20 PM](#)

Commissioner Amerman attended the Parks Board Meeting, City Council Meeting and has walked a couple of local developments. Mr. Amerman addressed his concerns about a development that only has sidewalks on one side of the street.

Commissioner Swenson welcomed Commissioner Favela.

Commissioner Rose attended the Clark College Foundation Board Meeting. He proposed an addition to the agenda for the August 3rd Planning Commission Meeting of a presentation on the findings of the report for the highest and best uses of the Boschma Farms Site. The American Legion is doing a campaign for Blue Star Families.

Commissioner Okinaka discussed Ridgefield Main Street and the Tax Credit Incentive. July 8th from 11:00 AM-2:00 PM celebrating Ridgefield Main Street Day. July 22nd Friday Night Flicks, A League of Their Own, proceeds go to Ridgefield Main Street. September 10th Octoberfest from 3:00 to 10:00 PM at Overlook Park.

Commissioner Flynn addressed Mr. Madden's concerns. Congratulations to new City staff and Intern. He welcomed Commissioner Favela and thanked City Staff.

ADJOURN - [7:34 PM](#)

Trina Siebert

Patrick Flynn

**CITY OF RIDGEFIELD
PLANNING COMMISSION PUBLIC HEARING**

MEETING DATE: August 03, 2022

ITEM:

AGENDA ITEM TITLE: Haul Code

GOVERNING LEGISLATION:

RCW 36.70A Growth Management

SUMMARY/BACKGROUND:

Staff proposes a new chapter in RMC Title 12 – Streets and Sidewalks establishing rules and procedures for approval of haul route plans and executing haul route agreements to address potential impacts of hauling operations related to development.

As proposed, a haul route plan would be provided to the Public Works Director for any development involving hauling over 1,000 cubic yards of material. If the haul route plan shows that the hauling operation will cause accelerated deterioration of City streets and additional maintenance costs to the City, a haul route agreement between the City and the developer will be required. The haul route agreement, to be executed prior to construction activity, would establish inspections, costs, and penalties. Unauthorized hauling activity would be subject to enforcement under RDC 18.395.

MOTION AND RECOMMENDATION TO CITY COUNCIL:

Planning Commission may recommend approval with the following motion:

“I move to recommend approval of the haul route code updates as presented/as modified/with ____ changes.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: Haul Route Code_PC (DOCX)

NEW. Chapter 12.30 PRESERVATION OF CITY STREETS

12.30.010 Purpose.

The purpose of this chapter is to establish rules and procedures for approval of haul route plans and executing haul route agreements to address potential impacts of hauling operations on City of Ridgefield (City) streets and to address additional maintenance costs to the City resulting from those hauling operations.

12.30.020 Definitions.

- A. "Development" means activity consisting of the construction or exterior alteration of structures, dredging, drilling, dumping, filling; and/or removal of any sand, gravel or minerals. This term may include, but is not limited to, activities related to subdivision and short subdivisions; planned unit developments; clearing activity; fill and grade work; and any and all permits related to building or construction.
- B. "Haul route" means the designated route used to haul material to and from a construction or building site.
- C. "Haul route agreement" means the formal contract based on the submitted haul route plan executed between the City and the franchised utility, developer, applicant, entity, property owner, or designated representative responsible for the restoration and/or rehabilitation procedures to be performed during or upon completion of the hauling operation.
- D. "Haul route plan" means that plan executed by the franchised utility, developer, applicant, entity, property owner, or designated representative and submitted to the City for the purpose of addressing, among other things, haul start and end dates, total volume of material to be hauled, number of trucks, hours of operation, signage, and flagging, and maintenance and repair mitigation.
- E. "Hauling operation" means that hauling activity allowed as a result of the haul route plan submitted to the City and, if required, the subsequent haul route agreement executed with the City.
- F. "Project hauler" means the franchised utility, developer, applicant, entity, property owner, or designated representative that is the proponent of the development requiring a haul route and is responsible for the restoration and/or rehabilitation of City streets that may result from a hauling operation, which restoration and/or rehabilitation is to be performed during or upon completion of the hauling operation.

12.30.030 Authorization.

The Public Works Director is authorized to approve haul route plans and to require and to enter into haul route agreements, when necessary, as protection against potential accelerated deterioration or maintenance impacts to City streets that may result from proposed or expanded development, uses, or activities associated with, but not limited to, a City-issued permit or environmental review process.

12.30.040 Haul route plans.

- A. The project hauler shall develop and submit a haul route plan for approval to Public Works under any of the following circumstances:
 - 1. Upon commencement of any new or expanded hauling operation of material being exported and/or imported that is over 1,000 cubic yards which the Public Works Director determines may cause accelerated deterioration of City streets and additional maintenance costs to the City;
 - 2. When any need for a haul route plan is identified through issuance of a City permit, the SEPA review process, or by the Public Works Director.

B. The haul route plan must address the following items on a form provided by the City:

1. Identification of the proposed haul routes;
2. Number, size, and weight of trucks;
3. Projected number and frequency of trips;
4. Total volume of material to be hauled;
5. Haul start and end dates;
6. A recent SEPA checklist that specifically addresses the proposed use of city streets and rights-of-way;
7. A traffic plan that identifies:
 - a. The existing conditions along the proposed route;
 - b. Peak Impact periods;
 - c. Impacts to streets and intersections;
 - d. Proposed measures to protect the public health and safety such as signage, flaggers, and measures to ensure unimpeded access by emergency vehicles; and
 - e. Proposed measures to mitigate potential adverse impacts on city streets, rights-of-way, and associated infrastructure.
8. A signed statement committing to repair any damage to city streets that may occur because of authorized and unauthorized uses. This may include, but is not limited to, filling potholes, resurfacing streets, repairing or replacing signs, repairs or replacement of stormwater facilities, and the repair or replacement of damaged curbs, sidewalks, and streetscapes.

C. When required, the haul route plan must be approved prior to beginning or continuing construction of a development.

D. The Public Works Director shall review the haul route plan in order to determine if a haul route agreement is warranted based on the proposed hauling operation's potential for causing accelerated deterioration of City streets and additional maintenance costs to the City.

E. The Public Works Director may require a security from said project hauler to guarantee the restoration and/or rehabilitation of impacted City streets. The security shall be equal to 100 percent of the estimated cost to complete a grind and inlay on all haul route roads not classified as an arterial or an industrial collector.

12.30.045 Haul route agreements.

If the Public Works Director determines that a haul route agreement is warranted, the haul route agreement shall be executed between the City and the project hauler responsible for the restoration and/or rehabilitation of City streets that may result from the hauling operation. The haul route agreement must be executed prior to commencement of any construction activity.

Particular haul route agreements may vary, depending on the type of hauling operation, quantity and duration of hauling, type of street, and other factors. The following general procedure is established to implement

agreements, inspect haul routes, develop estimates for additional maintenance or repair costs, execute emergency repairs, and terminate haul route agreements:

- A. The project hauler shall apply for required City permits before commencing any new or expanded hauling operation and submit a haul route plan, if applicable.
- B. The project hauler and Public Works Director or designated representative shall conduct a joint pre-inspection of the City streets included in the haul route to determine the existing condition of the road prism.
- C. The project hauler shall execute a haul route agreement with the City before commencing or expanding hauling operations if required by the Public Works Director.
- D. The project hauler shall immediately notify the Public Works Director in writing if any changes occur or will occur in the hauling operation. The Public Works Director will determine if an amendment is required to the haul route plan and/or haul route agreement.
- E. The Public Works Director or designated representative shall make periodic inspection reports of the haul route to determine if any additional maintenance is required or if damage and/or deterioration have occurred as a result of the hauling operation.
- F. If the project hauler's traffic fails to use the designated haul route or otherwise fails to comply with the haul route plan and/or agreement, the Public Works Director will impose the following penalties:
 - 1. First infraction: written warning.
 - 2. Second infraction: a one day stop work order.
 - 3. Third infraction: a one week stop work order.
 - 4. Fourth infraction: a stop work order in effect until repair of unauthorized roads used by the contractor is completed by the contractor and inspected and approved by the city.
- G. The project hauler shall notify the Public Works Director in writing at the completion of the hauling operation, and the Public Works Director or designated representative shall conduct a joint post-inspection of the haul route with the project hauler.
- H. After periodic inspections, as outlined in subsection (E) of this section, and after post-haul-route inspections, as outlined in subsection (G) of this section, if the Public Works Director or designated representative determines that additional maintenance and/or repair is necessary as a result of the hauling operation, the Public Works Director shall notify the project hauler in writing. The project hauler shall be wholly responsible for the cost of the necessary repairs and/or additional maintenance resulting from the hauling operation, which were identified during the periodic and post-inspections and shall reimburse the City for such additional maintenance and/or repair costs resulting from the hauling operation within 30 days of the date of said notice.
- I. In lieu of reimbursement for repairs, and upon approval by the Public Works Director, a project hauler may undertake the repair work necessary as a result of the hauling operation. Upon completion of the repair work, the work must be inspected and approved by the Public Works Director or designated representative.
- J. The project hauler will not be responsible for costs associated with what is considered routine maintenance of City streets. In the event multiple project haulers impact a roadway, the City will prorate the costs. This proration may be based upon, but need not be limited to, the weight, frequency, vehicle configuration, and/or duration of the hauling operations.

K. The project hauler will not be responsible for any costs associated with the restoration, rehabilitation or maintenance of City streets that have been improved with federal funds.

L. If the City, in its sole discretion, determines that emergency repairs become necessary on the haul route, the City will perform said repairs with the following stipulations:

1. If the damage was caused because of the project hauler's hauling activities, then the project hauler will reimburse the City for its efforts immediately upon receipt of written demand from the City for the funds necessary to complete the repairs, to the extent damage was caused because of the project hauler's hauling activities covered hereunder.
2. If the emergency was not caused by the project hauler's hauling activities, then the City will absorb the costs of repair.
3. The City will make reasonable efforts to notify the project hauler of the emergency repairs prior to performing work for which the City intends to demand reimbursement.

M. Disputes regarding the extent of project hauler's responsibility for maintenance or repair to the City roadways for which the City determines that the project hauler is responsible will be governed by the dispute arbitration language found within the specific haul route agreement executed between the City and the project hauler.

N. After the City undertakes and completes maintenance and/or repairs necessary as a result of the haul route operation, and the project hauler submits and the City accepts the required reimbursement, or in the alternative, the project hauler completes the necessary repair work and the City approves, the haul route agreement will be terminated and any required security released.

O. Roads repaired under the haul route agreement shall be included in the project's warranty bond and be subject to the two-year inspection and repair procedure.

12.30.050 Emergencies

Nothing contained in this chapter shall be construed to limit or reduce the authority of the Public Works Director or his/her designee from closing any public right-of-way within the city's corporate boundaries due to emergencies.

12.30.060 Exemptions

B. The following activities and uses may be determined to be exempt by the Public Works Director or his/her designee:

1. Deliveries of materials, supplies, and products to and from commercial and industrial uses in commercial or industrial zones.
2. Government vehicles, emergency vehicles, school buses, public utility vehicles, and solid waste vehicles.

12.30.070 Enforcement

The failure to have an approved haul route plan or haul route agreement before using a city street for hauling operations shall be subject to the enforcement and penalties in accordance with Chapter 18.395 RMC. Each unauthorized trip shall be considered a separate violation.

12.30.080 Appeals.

Appeals of decisions made pursuant to this chapter shall be filed in accordance with Chapter 18.395.090 RMC.

DRAFT

**CITY OF RIDGEFIELD
PLANNING COMMISSION PUBLIC HEARING**

MEETING August 03, 2022
DATE:
ITEM:

AGENDA ITEM Tree Protection Code
TITLE:

GOVERNING LEGISLATION:

RCW 36.70A Growth Management

SUMMARY/BACKGROUND:

Staff proposes new requirements for developers to submit a tree removal and protection plan with certain land use applications. The tree removal and protection plan would show trees greater than twelve inches diameter at breast height, assess their condition and identify those proposed for removal. It would also include protection measures for trees to be retained during site development, including fencing of tree protection zones. Violations of the plan would be enforceable through existing code enforcement procedures.

Staff has included the proposed tree removal and protection plan requirements in Chapter RDC 18.840 and proposes changing the title of that chapter from Heritage Trees to Trees, to more broadly encompass regulations related to trees. The existing heritage tree code sections remain in RDC 18.840. Any trees identified as heritage trees are still subject to the heritage tree code requirements. Similarly, any proposals to remove trees in critical areas or buffers would still be processed through existing critical area review procedures in RDC 18.280.

The current proposal does *not* 1) establish a minimum number or percentage of trees to be protected on private property outside of critical areas or 2) establish a permitting process for tree removal on private property outside of critical areas. These are separate, larger policy questions that could be addressed through future updates. The goal of the current proposal is for staff and applicants to establish a shared understanding prior to site work regarding what trees will be removed, what trees will be protected, how those trees will be protected, and how violations will be enforced.

The proposed text amendments to RDC 18.840 are included as an attachment. Additional attachments show proposed amendments to submittal requirements for certain land use applications, to include the tree removal and protection plan.

MOTION AND RECOMMENDATION TO CITY COUNCIL:

Planning Commission may recommend approval with the following motion:

“I move to recommend approval of the tree removal and protection plan code updates as presented/as modified/with ____ changes.”

STAFF Claire Lust, Community Development Director

CONTACT:

ATTACHMENTS Tree Code_PC (DOCX)
 : 18.235.060__Special_provisions_for_the_Ridgefield_Mixed_Use_Overlay__RMUO
 _ (DOCX)
 18.280.050__Submittal_requirements (DOCX)
 18.500.040__Submittal_requirements (DOCX)
 18.550.020__Preliminary_binding_site_plan_application (DOCX)
 18.610.020__Preliminary_short_plat_application_contents (DOCX)
 18.615.020__Preliminary_large_lot_plat_application_contents (DOCX)
 18.620.030__Application_for_a_subdivision_Requirements (DOCX)

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Chapter 18.840 **HERITAGE TREES**

18.840.010 Purpose and intent.

The purpose of this chapter is to establish a requirement for a general tree removal and protection plan at the time of development, to ensure that the city and any areas that may become part of the city will continue to realize the benefits provided by its heritage trees, and to establish a process and standards which will minimize uncontrolled cutting or destruction of heritage trees.

(Ord. No. 1241, § 2(Exh. A), 10-12-2017)

18.840.020 Tree removal and protection plan – applicability.

A tree removal and protection plan, approved by the community development director, shall be required prior to conducting any construction activities including, but not limited to, clearing, grading, excavation, or demolition work on a property or site subject to site plan, land division, master plan, shoreline, and/or critical area review, or other land use review as determined by the community development director.

18.840.030 Tree removal and protection plan – submittal requirements.

- A. In order to obtain approval of a tree protection and removal plan, an applicant shall submit a plan to the city, prepared by an arborist or accredited landscape architect, that is drawn to scale and includes the following:
1. Location, species, diameter, and dripline of each tree greater than 12 inches diameter at breast height (dbh) located on-site and within 15 feet of the site. Trees located within a protected critical area or buffer that are not proposed to be cut may be omitted from the plan.
 2. Identification of all trees greater than 12 inches dbh proposed to be cut.
 3. Account of the health or hazard condition and recommendations for treatment for each tree in (1).
 4. Location of existing and proposed roads, water, sanitary and storm sewer, irrigation, and other utility lines/facilities and easements;
 5. Location of existing structures;
 6. Grade change or cut and fill during and/or after construction;
 7. Existing and proposed impervious surfaces;
 8. Identification of a contact person and/or arborist who will be responsible for implementing and maintaining the approved tree protection plan;
 9. Location and type of tree protection measures to be installed per RDC 18.840.040; and
 10. Any other information reasonably required by the city.

18.840.040 Tree removal and protection plan – protection measures required.

- A. Except as otherwise determined by the community development director, all required tree protection measures set forth in this section shall be instituted prior to any development activities, including, but not limited to, clearing, grading, excavation or demolition work, and shall be removed only after completion of all construction activity, including landscaping and irrigation installation.
- B. The “tree protection zone” shall be defined as the area reserved around a tree or group of trees in which no grading, access, stockpiling, or other construction activity shall occur.
- C. Orange silt fence shall be installed at the edge of the tree protection zone or dripline, whichever is greater, and at the boundary of any open space tracts or conservation easements that abut the parcel being developed prior to any grading or excavation on the site.
- D. Approved signs shall be attached to the silt fencing stating that inside the fencing is a tree protection zone, not to be disturbed unless prior approval has been obtained from the community development director and arborist for the project.
- E. No construction activity shall occur within the tree protection zone, including, but not limited to, dumping or storage of materials such as building supplies, soil, waste items, or parked vehicles or equipment.
- F. The tree protection zone shall remain free of chemically injurious materials and liquids such as paints, thinners, cleaning solutions, petroleum products, and concrete or dry wall excess, construction debris, stockpiled soil, or runoff.
- G. No excavation, trenching, grading, root pruning or other activity shall occur within the tree protection zone unless directed by an arborist present on-site and approved by the director.

18.840.020-050 Heritage tree inventory.

- A. The city shall develop an inventory of heritage trees that shall satisfy the criteria of this section. The initial inventory shall be the responsibility of the community development director (director) and shall be updated annually. The city council, planning commission, parks board, homeowner association, a property owner, or any person may recommend to the city that a tree be designated a heritage tree.
- B. The Heritage Tree designation may be applied to a tree or grove of trees.
- C. The city council shall hold at least one public hearing on the proposed designations. The city shall notify each property owner by certified or registered mail when a tree on the owner's property has been proposed for designation to the heritage tree inventory. The notice and a response form shall be mailed at least thirty calendar days prior to the public hearing. The owner of the property may object to such designation in writing to the city council prior to the public hearing or at the public hearing.
- D. After the city council completes its hearing, it shall establish a list of heritage trees based on the criteria found in this section. Decisions of the city council may be appealed to the hearings examiner by any aggrieved party.

(Ord. No. 1241, § 2(Exh. A), 10-12-2017)

18.840.030-060 Heritage tree ~~C~~criteria.

- A. For any individual tree or grove of trees to be listed as a heritage tree(s), it must be in an apparently healthy growing condition and one or more of the following exist:

(Supp. No. 93)

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1. The tree has a diameter (at breast height) of thirty-six inches or greater;
 2. The tree has a distinctive size, shape, or location, or is of a distinctive species or age which warrants a heritage tree status;
 3. The tree possesses exceptional beauty which warrants a heritage tree status;
 4. The tree is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks or trees located along ridge lines; or
 5. The tree has a documented association with a historical figure, property, or significant historical event.
- B. A grove may be considered for heritage grove status if it is apparently in a healthy growing condition and one or more of the following criteria:
1. The grove is relatively mature and is of a rare or unusual nature containing trees that are distinctive either due to size, shape, species or age;
 2. The grove is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks, or trees located along ridge lines; or
 3. The grove has documented association with a historical figure, property, or significant historical event.

(Ord. No. 1241, § 2(Exh. A), 10-12-2017)

18.840.040-070 Heritage trees development review.

- A. When development is proposed for property which may contain a heritage tree, and the director determines that the proposed development may affect a heritage tree, the property owner must have a tree preservation plan prepared by a qualified professional demonstrating how the heritage tree will be protected and preserved. A heritage tree shall be preserved unless the city council determines that the tree may be removed based on the removal criteria for heritage tree in the following section.
- B. A tree preservation plan shall be composed of the following:
1. A site plan indicating the location of heritage trees.
 2. The methods to be used to preserve the heritage trees.
 3. If a heritage tree is proposed for removal, a narrative statement outlining the reasons why the heritage tree should be removed.
 4. A mitigation plan indicating the replacement trees or additional new trees to be placed on the site. The mitigation plan should demonstrate, to the extent possible, that the character of the site will not substantially change as the result of development.
- C. Site design adjustments may be allowed in some cases, as follows:
1. The Director may grant a variance to front, side, and/or rear yard setback standards by up to twenty percent to retain a heritage tree(s). The adjustment shall be the minimum necessary to accomplish preservation of trees on site and shall not conflict with the Uniform Building Code or other adopted ordinances or conditions placed on the property.
 2. The director may grant a ten-percent variance to the lot size and/or a ten percent variance to the lot width and/or lot depth standards in approving a short plat or other land division if necessary to retain heritage trees. The director may accept a preliminary plat application and recommend approval to the hearing body of a plat which provides for similar variance to lot size, width and depth standards if necessary to retain heritage trees.

(Supp. No. 93)

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(Ord. No. 1241, § 2(Exh. A), 10-12-2017)

18.840.050-080 Removal of a heritage tree.

- A. Except for the provisions in this section, no person may cut or remove a heritage tree without obtaining approval from the city council. The tree removal permit shall be approved if one of the criteria is satisfied:
1. Retention of the tree would make reasonable use of the property allowed under the current zoning impractical or impossible in that the development would not be allowed to meet the maximum density allowed by the applicable zoning or would require special design features that would significantly increase the cost of development by ten percent or more.
 2. The removal is necessary to accommodate a new improvement, structure or remodeled structure, and no alternative exists for relocation of the improvement on the site, or that variances to setback provisions of the Development Code will not allow the tree to be saved or will cause other undesirable circumstances on the site or adjacent properties.
 3. The tree is hazardous, diseased or storm damaged and poses a threat to the health, safety or welfare of the public.
 4. The tree has lost its importance as a heritage tree due to damage from natural or accidental causes, or is no longer of historic or natural significance.
 5. The tree needs to be removed to accomplish a public purpose and no practical alternative exists.
- B. The limb structure, or crown, of a heritage tree may be pruned in any one year period without obtaining approval from the director, provided that at least eighty percent of the existing tree crown remains undisturbed. Any person who wishes to prune a heritage tree in excess of twenty percent of the existing crown shall obtain approval from the director subject to the following conditions:
1. The protected tree shall be pruned following acceptable arboricultural standards.
 2. The tree shall be pruned in a manner which ensures safety to public and private property and shall be done by a qualified professional.
 3. Any other conditions necessary to ensure compliance with the requirements of the community development plan.

(Ord. No. 1241, § 2(Exh. A), 10-12-2017)

18.840.060-090 Non-compliance, penalty, and enforcement.

Any violation of the terms of Chapter 18.840 shall be ~~independent~~enforced in accordance with the procedures or RDC 18.395. Each tree involved in the violation constitutes a separate offense. ~~Upon discovery of a violation, the city shall notify the violator of the alleged violation and of the procedures and potential penalties associated with said violations. The following remedies shall apply for violations of this Chapter in addition to the remedies available in RDC 18.395:~~

~~The city manager, or designee, shall make a determination of whether the violation was knowing, willful and intentional on the part of the violator. If the city manager determines that there is ample reason to believe that the violation was accidental or unintentional, the violator shall be permitted the opportunity to mitigate the violation through voluntary compliance process as found in subsection (1) of this section. Intentional violators shall be subject to penalties as listed on subsection (2) of this section as well as the tree replacement requirements of subsection (1)(a) of this section.~~

(Supp. No. 93)

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A. Voluntary Compliance Process. A voluntary compliance agreement shall contain the following:

1. A commitment by the violator to submit and carry out a tree replacement program that is approved by the city manager, or designee. The agreement shall require at minimum the planting of replacement trees at a 1:1 inch per inch (DBH) ratio to the trees removed in violation of this chapter. The size and quality of the mitigation nursery stock shall be approved by the city. If the applicant's property is deemed inadequate in size to accommodate the replacement trees, then a fee may be paid into a fund dedicated to parks maintenance at the minimum rate for installation of a one and three-quarter-inch caliper tree to city standards.
2. Trees that have been planted as part of a mitigation planting will not be covered by the minimum thresholds for trees requiring a permit for removal.

- B. Penalties. Any person or organization causing the illegal removal of a [heritage](#) tree who does not enter into a voluntary compliance agreement may be fined a sum not to exceed the equivalent of three times the appraised value of the tree based on the latest revision of the council of tree and landscape appraisers evaluation method but in any case an amount not less than [five hundred one thousand](#) dollars per violation.

(Ord. No. 1241, § 2(Exh. A), 10-12-2017)

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(Supp. No. 93)

18.235.060 Special provisions for the Ridgefield Mixed-Use Overlay (RMUO).

Q. Procedure.

1. Adding or removing the RMUO is subject to the Type IV procedural requirements in RDC 18.310.090 and the rezoning requirements in RDC 18.320.
2. A pre-application conference is required for a RMUO master plan per RDC 18.310.030.
3. The RMUO master plan shall be reviewed through a Type III procedure per RDC 18.310.080. The master plan may be reviewed concurrently with any related applications such as subdivision or site plan review. Master plan applications must include:
 - a. Boundaries of the Site and Existing Conditions. The master plan must show the boundaries of the master plan area and existing conditions such as environmental constraints, utility services, existing structures and uses and existing transportation improvements.
 - b. General Statement. The master plan must include a narrative that generally describes the uses and development concept for the master plan area, and responds to all of the applicable standards in this chapter and elsewhere in the RDC. The statement shall include calculations of total gross acres; approximate net developable acres, gross floor area and residential density, if proposed, of proposed uses; area of public rights-of-way and other infrastructure; area of common open space and landscaping; and area of critical areas.
 - c. A SEPA Checklist.
 - d. Master Plan. The master plan must generally show the proposed division of land and distribution of proposed uses. The plan must include:
 - i. The location of all existing and proposed buildings, structures and other improvements, indicating proposed use category (e.g. residential, commercial).
 - ii. The location and size of all areas to be conveyed, dedicated or reserved as common open spaces, public parks or trails, recreation areas, and similar public or semipublic uses.
 - iii. The existing and proposed circulation system of streets, including off-street parking areas, service areas, loading areas and major points of access to public rights-of-way.
 - iv. The existing and proposed pedestrian circulation system.
 - v. The existing and proposed utility systems, including sanitary sewers, stormwater facilities, and water.
 - vi. The proposed treatment of the perimeter of the master plan area, including materials and techniques used such as screens, fences and walls.
 - vii. The existing and proposed landscaping, including natural areas to be retained, and critical areas and buffers.
 - e. Development Standards. The applicant may propose modifications to development standards in this section or the base zone standards for development under the master plan. The applicant must detail how the proposed modifications contribute to creation of a better site and meet the purpose and approval criteria for this overlay, in lieu of review under RDC 18.350.
 - f. Phasing of Development. The master plan shall include the proposed development phases, probable sequence of future phases, estimated dates and interim uses of the property awaiting development.

- g. Transportation and Parking. The applicant shall provide information on the following items for each phase:
- i. Projected Transportation Impacts. Provide a traffic impact analysis that includes the expected number of trips (peak and daily), an analysis of the impact of those trips on the street system, and the proposed mitigation measures. Mitigation measures may include improvements to the street system or specific programs to reduce traffic impacts, including transportation demand management techniques, such as encouraging the use of public transit, carpool, vanpools, adjustment of work hours and other alternatives to single occupancy vehicles.
 - ii. Parking Plan. Provide an estimate of parking needs and locations including opportunities to reduce overall parking for the site through joint use of facilities.

h. Tree Removal and Protection. The applicant shall submit a preliminary tree removal and protection plan consistent with the requirements in RDC 18.840. A final tree removal and protection plan will be required at the time of site plan review.

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4. Site plan review consistent with RDC 18.500 is required for development of individual sites within the master plan area. Development must demonstrate compliance with the approved master plan as part of the site plan review.
5. For RMUO master plans with horizontally integrated residential and nonresidential components, twenty percent of the nonresidential component shall receive final occupancy prior to obtaining building permits for the residential component. The twenty percent calculation shall be based on net developable area if net developable area was used to determine the required mix of uses under RDC 18.235.060.D, or gross floor area if gross floor area was used to determine the required mix of uses under RDC 18.235.060.D.
6. A RMUO master plan shall expire five years from the date of final approval thereof. For master plans approved as multi-phased development, approval for the first phase of development shall expire after five years from the date of final approval of the master plan and each subsequent phase must be completed within five years after. For purposes of this section, recording of a final plat, issuance of a site plan approval, or issuance of a building permit for the phase of development described in the approved master plan shall constitute completion of a phase.
7. Extensions. A master plan may be extended for a period of up to two years upon application. Approval of the extension shall be done by the city council through a development agreement. Extensions are subject to the following criteria and conditions:
 - a. The applicant must make written requests for an extension at least sixty days prior to the expiration of the preliminary plat approval;
 - b. There have not been any substantial changes in the laws governing the development of the site with which lack of compliance would be contrary to public health, safety and welfare;
 - c. The applicant shall demonstrate that the applicant has pursued final platting in good faith in light of surrounding circumstances but has been delayed:
 - i. By extensive environmental permitting times;
 - ii. Extensive studies required by conditions of approval which took longer than anticipated; or
 - iii. There are specific verifiable extenuating circumstances or conditions beyond the control of the applicant as deemed appropriate by the city council.
8. Amendments to approved master plans shall be reviewed through the post-decision review process per RDC 18.310.160.

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(Supp. No. 93)

(Ord. No. 1219, § 2(Exh. A), 10-27-2016; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1260, § 2(Exh. A), 4-26-2018; Ord. No. 1266, § 2(Exh. A), 9-13-2018; Ord. No. 1271, § 2(Exh. A), 10-11-2018; Ord. No. 1290, § 2(Exh. A), 4-25-2019; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1325, § 2(Exh. A), 9-24-2020; Ord. No. 1337, § 3(Exh. A), 2-25-2021; Ord. No. 1339, § 2(Exh. A), 5-27-2021; Ord. No. 1345, § 2(Exh. A), 7-8-2021)

18.280.050 Submittal requirements.

- A. Preparation by Qualified Professional. Any required critical areas report shall be prepared by a qualified professional as defined herein.
- B. General Critical Areas Report Contents. At a minimum, the critical areas report shall contain the following:
 - 1. The name and contact information of the applicant, a description of the proposal, and identification of the permit requested.
 - 2. A copy of the site plan for the development proposal including:
 - a. A map to scale depicting critical areas, buffers, the development proposal, and any areas to be cleared; and
 - b. Proposed stormwater management and sediment control plan for the development including a description of any impacts to drainage alterations.
 - 3. The dates, names, and qualifications of the persons preparing the report and documentation of any fieldwork performed on the site.
 - 4. Identification and scientific characterization of all critical areas and buffers.
 - 5. An assessment of the probable impacts to critical areas and buffers and risk of injury or property damage including permanent, temporary, temporal, and indirect impacts resulting from development of the site and the operations of the proposed development.
 - 6. A written response to each of the approval criteria in RDC 18.280.060.
 - 7. Plans for adequate mitigation, as needed, to offset any impacts, in accordance with RDC 18.280.050.E (Mitigation Plan Requirements).
 - 8. A copy of the SEPA checklist, if required by RDC 18.810.
- C. Other Reports or Studies. Unless otherwise provided, a critical areas report may be supplemented by or composed, in whole or in part, of any reports or studies required by other laws and regulations or previously prepared for and applicable to the development proposal site, as approved by the community development director or designee. Provided, the site conditions shall not have changed since the earlier report or study was completed.
- D. Critical Areas Report—Modifications to Requirements. The applicant may consult with the community development director or designee prior to or during preparation of the critical areas report to obtain city approval of modifications to the required contents of the report where, in the judgment of a qualified professional, more or less information is required to adequately address the potential impacts to any critical areas or buffers and the required mitigation. The community development director or designee may also initiate a modification to the required report contents by requiring either additional or less information, when determined to be necessary to the review of the proposed activity in accordance with this chapter.
- E. Mitigation Plan Requirements. When mitigation is required, the applicant shall submit a mitigation plan as part of the critical areas report. The mitigation plan shall include:
 - 1. Detailed Construction Plans. The mitigation plan shall include descriptions of the mitigation proposed, such as:
 - a. The proposed construction sequence, timing, and duration.
 - b. Grading and excavation details.
 - c. Erosion and sediment control features.

- d. A planting plan specifying plant species, quantities, locations, size, spacing, and density.
 - e. Measures to protect and maintain plants until established.
 - f. These written descriptions shall be accompanied by detailed site diagrams, scaled cross-sectional drawings, topographic maps showing slope percentage and final grade elevations, and any other drawings appropriate to show construction techniques or anticipated final outcome.
2. Monitoring Program. The mitigation plan shall include a program for monitoring construction of the mitigation project and for assessing a completed project. A protocol shall be included outlining the schedule for site monitoring, and how the monitoring data will be evaluated to determine if the performance standards are being met. A monitoring report shall be submitted as needed to document milestones, successes, problems, and contingency actions of the mitigation project. The mitigation project shall be monitored for a period necessary to establish that performance standards have been met, but not for a period less than five years. For example, ten years or more of monitoring are typically needed for forested wetlands or scrub-shrub communities. The city shall notify the responsible party in writing once the conditions of the monitoring plan are met.
 3. Adaptive Management. The mitigation plan shall include identification of potential courses of action, and any corrective measures to be taken if monitoring or evaluation indicates project performance standards are not being met.
- F. ~~One original copy of all application materials is required. Electronic copies of all materials that include graphic and text files are required.~~ Tree Removal and Protection Plan. The applicant shall submit a tree removal and protection plan consistent with the requirements in RDC 18.840.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1253, § 2(Exh. A), 12-7-2017)

18.500.040 Submittal requirements.

- A. Basic site plan review applications shall be accompanied by one original copy of all required submittal materials, and one electronic copy of all materials. All site plan applications shall contain complete site plans drawn to scale and produced in such a way as to clearly indicate compliance with all applicable zoning and site design standards, and shall include the following:
1. Dimensions and orientation of the parcel;
 2. Locations of existing and proposed buildings and structures;
 3. Location and layout of off-street parking and loading facilities;
 4. Curb cuts and internal traffic circulation;
 5. Location of walls and fences, indication of their height and construction materials;
 6. Existing and proposed exterior lighting, meeting the submittal requirements of RDC 18.715.070;
 7. Location and size of exterior signs and outdoor advertising;
 8. General location and configuration of proposed landscaping, meeting the submittal requirements of RDC 18.725.070;
 9. General location and configuration of proposed open space and recreation areas, if required;
 10. Contour lines at two-foot elevation intervals for slopes less than twenty-five percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
 11. Height and conceptual appearance of building facades for all buildings and structures;
 12. Indication of proposed use of all buildings;
 13. The location of any historically or archaeologically significant feature; or natural feature, including stream corridors, wetlands, wildlife habitat areas, well head protection areas, geologically unstable areas, constrained and unbuildable land, areas with native vegetation, areas with tree cover, rock outcroppings or similar natural or historic features;
 14. Other architectural or engineering data which may be necessary to determine compliance with applicable regulations; ~~and~~
 15. Traffic analysis may be required if the proposed use could generate more than ten p.m. peak hour trips; ~~and~~
 16. Map of dedication, if applicable, showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds; ~~and~~
 17. Tree removal and protection plan, meeting the submittal requirements of RDC 18.840.030.
- B. Applications for minor site plan review shall be accompanied by one original copy of the submittal requirements of RDC 18.500.040.A and one electronic copy of all materials.
- C. The planning director may waive select submittal requirements on a case-by-case basis if the submittal is not applicable or relevant to the proposed site development or use.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1207, § 2(Exh. A), 5-26-2016; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1296, § 2(Exh. A), 10-10-2019)

18.550.020 Preliminary binding site plan application.

- A. An application for a binding site plan may be made by an owner or owners of land, or by an authorized agent of an owner or owners.
- B. The applicant shall submit one original copy of all application materials and electronic copies of all materials. The application shall contain the following:
 - 1. The entire lot or parcel constituting the applicants land;
 - 2. Proposed name of the binding site plan (if any);
 - 3. Accurate and complete legal description of the proposed binding site plan;
 - 4. Scale, north arrow and date;
 - 5. Boundary lines based upon a recent land survey of the land proposed to be divided and boundary lines of all proposed lots and streets;
 - 6. Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed binding site plan and their point of connections with existing services;
 - 7. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
 - 8. Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed binding site plan with a clear designation of their size, purpose and nature;
 - 9. Parcels of land intended or required to be dedicated for streets, open space, or other public purposes;
 - 10. Contour lines at two-foot elevation intervals for slopes less than twenty-five percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
 - 11. Accurate mapping of critical areas, including wetlands, stream corridors, slopes of fifteen to twenty-four percent, slopes of twenty-five percent and greater, floodplains and slope hazard areas;
 - 12. Name, mailing address and telephone number owner and/or developer and/or preparer of information;
 - 13. Environmental checklist, if required by RDC 18.810;
 - 14. Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary of the binding site plan;
 - 15. Modifications or variations requested, if any; ~~and~~
 - 16. [Tree removal and protection plan, meeting the submittal requirements of RDC 18.840.030; and](#)
 - 17. Copy of the binding site plan reduced to fit on eight and one-half by eleven-inch paper.

(Ord. No. 1291, § 2(Exh. A), 5-23-2019)

18.610.020 Preliminary short plat application contents.

- A. An application for a short subdivision may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the short subdivision is sought for a governmental purpose and such application shall be filed with the city.
- B. The prospective subdivider shall submit one original copy of all application materials and electronic copies of all materials. The application shall contain the following:
 - 1. The entire lot or parcel constituting the applicants land;
 - 2. Proposed name of the short subdivision this name shall not duplicate any name used on a recorded plat or subdivision in Clark County, including the municipalities of Clark County;
 - 3. Accurate and complete legal description of the proposed short subdivision;
 - 4. Scale, north arrow and date;
 - 5. Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
 - 6. Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed short subdivision and their point of connections with existing services;
 - 7. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
 - 8. Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed short subdivision with a clear designation of their size, purpose and nature;
 - 9. Parcels of land intended or required to be dedicated for streets, open space, or other public purposes;
 - 10. Contour lines at two-foot elevation intervals for slopes less than 25 percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
 - 11. Accurate mapping of critical areas, including wetlands, stream corridors, slopes of fifteen to twenty-four percent, slopes of twenty-five percent and greater, floodplains and slope hazard areas;
 - 12. Name, mailing address and telephone number owner and/or developer and/or preparer of information;
 - 13. Environmental checklist, if required by RDC 18.810;
 - 14. Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary the proposed short subdivision;
 - 15. Modifications or variations requested, if any; ~~and~~
 - 16. Tree removal and protection plan, meeting the submittal requirements of RDC 18.840.030; and
 - ~~16~~17. Copy of the plat map reduced to fit on eight and one-half by eleven-inch paper.

(Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1253, § 2(Exh. A), 12-7-2017)

18.615.020 Preliminary large lot plat application contents.

- A. An application for a large lot plat may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the short subdivision is sought for a governmental purpose and such application shall be filed with the city.
- B. The application shall contain the following:
 - 1. The entire lot or parcel constituting the applicants land;
 - 2. Proposed name of the large lot plat (if any). This name shall not duplicate any name used on a recorded plat or subdivision in Clark County, including the municipalities of Clark County;
 - 3. Accurate and complete legal description of the proposed large lot plat;
 - 4. Scale, north arrow and date;
 - 5. Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
 - 6. Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed large lot plat and their point of connections with existing services;
 - 7. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
 - 8. Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed large lot plat with a clear designation of their size, purpose and nature;
 - 9. Parcels of land intended or required to be dedicated for streets, open space, or other public purposes;
 - 10. Contour lines at two-foot elevation intervals for slopes less than twenty-five percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
 - 11. Accurate mapping of critical areas, including wetlands, stream corridors, slopes of fifteen to twenty-four percent, slopes of twenty-five percent and greater, floodplains and slope hazard areas;
 - 12. Name, mailing address and telephone number owner and/or developer and/or preparer of information;
 - 13. Environmental checklist, if required by RDC 18.810;
 - 14. Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary the proposed large lot plat; ~~and~~
 - 15. Modifications or variations requested, if any; and
 - 16. Tree removal and protection plan, meeting the submittal requirements of RDC 18.840.030.

(Ord. No. 1352, § 2(Exh. A), 11-4-2021)

Attachment: 18.615.020 Preliminary large lot plat application contents (Tree Protection Code)

18.620.030 Application for a subdivision—Requirements.

- A. An application for a subdivision may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the subdivision is sought for a governmental purpose and such application shall be filed with the city.
1. The prospective subdivider shall submit one original copy of application materials, as well as one electronic copy of all materials. The application shall contain the following:
 - a. The entire lot or parcel constituting the applicants land;
 - b. Proposed name of the subdivision this name shall not duplicate any name used on a recorded plat or subdivision in Clark County, including the municipalities of Clark County;
 - c. Accurate and complete legal description of the proposed subdivision;
 - d. Scale, north arrow and date;
 - e. Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
 - f. Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed subdivision and their point of connections with existing services;
 - g. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
 - h. Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed subdivision with a clear designation of their size, purpose and nature;
 - i. Contour lines at two-foot elevation intervals for slopes less than twenty-five percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
 - j. Accurate mapping of sensitive lands, including wetlands, stream corridors, slopes of fifteen to twenty-four percent, slopes of twenty-five percent and greater, floodplains and slope hazard areas;
 - k. If a subdivision is proposed concomitantly with a planned unit development, the application requirements of Chapter 18.401 must also be met;
 - l. Name, mailing address and telephone number owner and/or developer and/or preparer of information;
 - m. Environmental checklist;
 - n. Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary the proposed subdivision;
 - o. Modifications or variations requested, if any;
 - p. Copy of the plat map reduced to fit on eight and one-half by eleven-inch paper;
 - q. Map of dedication showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds. If a covenant is required by the city, the verbiage including the timing for payment or construction of the proportional share of said amenities and facilities must be shown on said map. If the city requires a covenant that runs with the land to ensure the construction

and maintenance of private improvements identified on the map of dedication, the map of dedication shall include a note describing the timing of payment or construction of the required public or private facilities or improvements and shall also include a note indicating the grantors proportionate share of the required public or private facilities or improvements; and

r. Tree removal and protection plan, meeting the submittal requirements of RDC 18.840.030.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1232, § 2(Exh. A), 4-27-2017; Ord. No. 1296, § 2(Exh. A), 10-10-2019)

Attachment: 18.620.030 Application for a subdivision Requirements (Tree Protection Code)