



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
August 3, 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	Excused	
Patrick Flynn	Chairman	Present	
Gary Rightenour	Commissioner	Present	
Amanda Swenson	Commissioner	Present	
Richard Amerman	Commissioner	Remote	
Katie Favela	Commissioner	Present	
John Rose	Commissioner	Present	

Commissioner Flynn requested to excuse Commissioner Okinaka due to a personal reason. Commissioner Rose moved to excuse commissioner Okinaka, seconded by Commissioner Swenson. Ayes all, Motion passed unanimously.

Late changes to the agenda - [6:31 AM](#)

No late changes to the agenda.

PUBLIC COMMENT - [6:32 PM](#)

No public comments provided.

CONSENT AGENDA

1. Approval of Minutes from Wednesday, 7/6/22 Meeting

Commissioner Swenson moved to approve the minutes as presented. Seconded by Commissioner Rose. Ayes all. Motion passed unanimously.

BUSINESS - [6:33 PM](#)

Claire Lust, Community Development Director introduced Grant Williams, Capital Projects Manager. Ms. Lust provided a summary on a proposed 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.

Discussion occurred regarding grading roads.

Discussion occurred regarding hauling routes and whether or not roads would be closed for big trucks to go through or if they would go through traffic with the rest of traffic.

Discussion occurred regarding what permits would be required.

Discussion occurred regarding why this proposal came about.

Discussion occurred regarding how it's determined who is responsible for degradation of the roads.

Discussion occurred regarding how much damage has been done to the roads thus far.

Discussion occurred regarding whether the proposed code was written following the example of other cities or with input from developers.

Discussion occurred regarding exemptions in the Commercial/Industrial areas.

Discussion occurred regarding creating a formula for determining the fee to be assessed.

PUBLIC HEARING

1. Haul Code - [6:50 PM](#)

PUBLIC HEARING OPENED AT 6:50 PM

No testimony provided for the Public Hearing.

PUBLIC HEARING CLOSED AT 6:50 PM

Commissioner Swenson moved to recommend approval of the Haul Code update as presented. Seconded by Commissioner Favela.

Commissioner Rose moved to modify the recommendation of approval to elaborate on the permit requirements. Seconded by Commissioner Swenson.

Vote on amended motion: Ayes all. Motion passed unanimously.

Vote on complete motion which includes the amended motion: Ayes all. Motion passed unanimously.

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

2. Tree Protection Code - [6:53 PM](#)

Claire Lust, Community Development Director provided a summary of 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 in 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.

Discussion occurred regarding the scope of the proposal.

Discussion occurred regarding how trees are measured.

Discussion occurred regarding who is responsible for the care of heritage trees.

PUBLIC HEARING OPENED AT 7:02 PM

No testimony provided for the Public Hearing.

PUBLIC HEARING CLOSED AT 7:03 PM

Commissioner Rose moved to recommend approval of the Tree Protection Code as presented. Seconded by Commissioner Favela.

Ayes all. Motion passed unanimously.

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

STAFF REPORTS - [7:03 PM](#)

Claire Lust, Community Development Director introduced the new Planner II Shana Lazzarini. Shana gave a brief introduction of herself.

Community Development will be getting a new Plans Examiner August 8th and a new Building Inspector August 15th.

FROM THE COMMISSION - [7:05 PM](#)

Commissioner Swenson thanked the City for the tour.

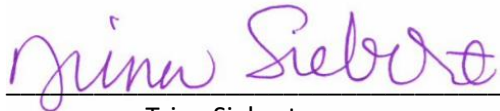
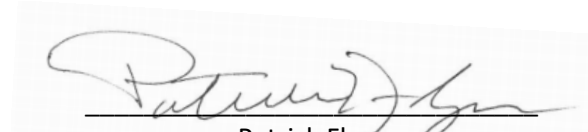
Commissioner Rightenour thanked the City for the tour.

Commissioner Rose attended the Clark College Foundation Board meeting.

Commissioner Favela expressed her appreciation of the City tour.

Commissioner Flynn enjoyed the City tour as well. He thanked Grant Williams and Shana Lazzarini for attending.

ADJOURN - [7:08 PM](#)


Trina Siebert
Patrick Flynn