



**CITY OF RIDGEFIELD, WASHINGTON**  
**Planning Commission MEETING MINUTES**  
**June 5, 2019**

**Regular Meeting - 6:30 PM**

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**GENERAL SESSION CALL TO ORDER - 6:30 PM**

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

**ROLL CALL**

| Attendee Name | Title        | Status  | Arrived |
|---------------|--------------|---------|---------|
| Jerry Bush    | Commissioner | Present |         |
| Jason Carnell | Commissioner | Present |         |
| Stan Okinaka  | Commissioner | Present |         |
| Paul Young    | Commissioner | Present |         |
| Patrick Flynn | Chairman     | Present |         |
| Rob Aichele   | Commissioner | Present |         |
| Judy Chipman  | Commissioner | Present |         |

**LATE CHANGES TO THE AGENDA**

None.

**PUBLIC COMMENT**

None received.

**CONSENT AGENDA - [6:32 PM](#)**

COMMISSIONER BUSH MOTIONED TO APPROVE THE 5/1/19 MINUTES. COMMISSIONER YOUNG SECONDED THE MOTION. THE APPROVAL VOTE WAS UNANIMOUS.

**1. Approval of Minutes from Wednesday, 5/1/19 Meeting**

**BUSINESS**

**1. Discussion and Review of the 2019 Draft Planning Commission Work Program - [6:32 PM](#)**

Community Development Department and the Planning Commission developed a draft "Planning Commission Work Plan 2019" at the beginning of this year; Staff would like to propose a revision to the Work Plan to accomplish tasks that can be done before the end of the year. Staff will present a proposed revised draft of the 2019 Work Plan at the Planning Commission meeting.

Staff will like to review and finalize the draft with the Planning Commission and determine what can be accomplished before the end of the year.

Community Development Director, Louisa Garbo discussed 3 business items on the agenda which are

open for discussion and are non-action items.

First item of discussion is the 2019 Draft Planning Commission Work Plan. The original planning commission work plan was not done and was not compared to council's goals that was listed in a business plan. She discussed a proposed updated planning commission work plan which was handed out. She discussed the process improvement work plan and the goals for the department for 2019. She encouraged the commissioners to go through the process improvement and provide feedback. She discussed 4 potential projects that may happen - job per acre in an Employment area, Shoreline Master Program, Carty Road Subarea Plan and Public Engagement Program.

The Commissioners and staff discussed the business item.

## **2. Discussion - Planning Commission Meeting Procedures - [6:45 PM](#)**

Staff would like to discuss standard meeting procedures with the Commissioners.

Community Development Director, Louisa Garbo discussed the business item, including training on Robert's Rules.

City Clerk and Deputy City Manager will set up a training on Robert's Rules on the proper procedures of Planning Commission Meeting. Date to be determined.

The Commissioners and staff discussed the business item.

## **3. Discussion - Training Opportunities for Planning Commission**

Staff and Commissioners discussed topics for training.

Community Development Director, Louisa Garbo discussed looking into local planning conferences to attend. Will need to develop a process and take turns to attend due to limited budget. Ms. Garbo mentioned that the Washington local planning association is interesting which talks about all jurisdiction issues. Staff will arrange training to help with decision making and/or recommendation.

## **PUBLIC COMMENT**

Richard Amermon - Resident

There's a rule in the development plan or development codes right now that requires that all new developments that I believe a certain size have an HOA.

There's a requirement for an HOA to be in place and it's a fantastic rule and I think there's probably multiple reasons behind it. One of the key ones was having one a single point of contact, having a better way of communication between a new group of people and a community entity.

The physical essence of that affect the community and both the city and the public. And it also helps quite about the logistics with dealing with the developer itself and puts a constraint on the developer outside of the standard development rules.

Would love to see the Planning Commission and the City work towards some-kind of recommended guideline. And I've been dealing with my own HOA and there's just huge resistant to changing anything even though the language is just literally wrong in many places.

There is not a lot of barriers to making changes to those documents in your HOA. There's a lot of misconceptions and again in the documentation provided by the Planning Commission and the City, there could be to provide resources to clarify a lot of these misconceptions and misunderstanding so these HOAs which are kind of building blocks of the future community of Ridgefield.

## **STAFF REPORTS**

### **FROM THE COMMISSION**

Commissioner Bush - commented living at Heron Ridge and discussed his experience with dealing with a management group. They were run by a management group and had a negative experience. They made the transition to establish an HOA and it was smooth and had no problems.

Commissioner Aichele - shared and discussed the 2 Pre-Application Conference Meetings he attended in May, The Pioneer Village and The Bluff. Shared the plans and the vision ideas of the 2 projects.

Commissioner Carnell - commented that won't live in Ridgefield due to HOA.

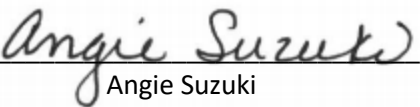
Commissioner Chipman - no comment.

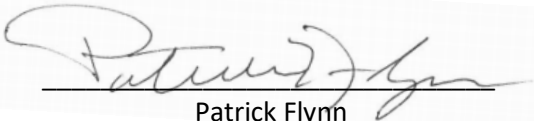
Commissioner Okinaka - discussed the Ridgefield Main St with the recent infusion of significant money from the tax incentive program. Ridgefield Main St Day will be celebrated on 7/12 in downtown, followed by the Raptor's Main St Day which will be the following Sunday. In process of planning the Octoberfest which is scheduled for Saturday, 9/14 to be held at the RORC.

Commissioner Young - no comment

Chair Flynn - no comment

**ADJOURN - [7:13 PM](#)**

  
Angie Suzuki

  
Patrick Flynn