



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, April 4, 2018
Ridgefield Community Center
210 N. Main, 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 Council 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 City Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Approval of Minutes from Wednesday, 3/7/18 Meeting**

IV. BUSINESS

- 1. Public Hearing and Recommendation - Ridgefield Development Code Updates - Steve Stuart, City Manager**

V. PUBLIC COMMENT

Anyone requesting to speak to the Council 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 City Clerk prior to the meeting.

VI. STAFF REPORTS

VII. FROM THE COMMISSION

VIII. ADJOURN



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
March 7, 2018

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Present	
Jason Carnell	Chair	Present	
Stan Okinaka	Commissioner	Absent	
Victoria Haugen	Commissioner	Absent	
Paul Young	Commissioner	Present	
Jen Lindsay	Commissioner	Present	
Patrick Flynn	Commissioner	Present	

LATE CHANGES TO THE AGENDA

None

PUBLIC COMMENT

None

CONSENT AGENDA

1. Approval of Minutes from Wednesday, 2/7/18 Meeting

Motion to accept the minutes.

BUSINESS

1. Downtown Arts Quarter - [6:32 PM](#)

The purpose of the proposed Downtown Arts Quarter is to enhance Ridgefield's core by providing opportunities for visible public art and unique design features that reflect the character of the city and build community. The Downtown Arts Quarter will encourage public art, created with high-quality materials by local artists, that activates public space for the enjoyment of residents and visitors.

The proposed location of the Downtown Arts Quarter and desired design features are the result of discussions among City staff, elected officials, the Ridgefield Art Association, local business owners, and Ridgefield residents.

Minutes Acceptance: Minutes of Mar 7, 2018 6:30 PM (CONSENT AGENDA)

This information will be presented again to gather input before drafting a code to present to the Planning Commission in a public hearing. Planning Commission will then provide their recommendation to City Council.

The Commissioners had questions about:

- How will it be financed? Will the City seek out sponsorship to support this program?
- What is the approval process? Is the Planning Commission involved with these decisions?
- What is the appeal process?
- How will maintenance be handled, particularly with murals, weather issues?
- Will the code require art to be included in certain spaces in town?
- Will there be incentives for businesses or developers?

PUBLIC COMMENT

None

STAFF REPORTS - [6:57 PM](#)

Community Development Director, Jeff Niten -

The new grocery store announcement was made last week. There are some traffic issues; the City will be putting together a comprehensive plan to tell people where the impacted roads are.

The Mixed Use Development Project going in near the grocery store and will tie the retail area, community park, and apartments together as an integrated community.

The 35th roundabout should be done in a month. Due to weather requirements, it can't be paved until after 4/1.

Vancouver Clinic is moving forward with Site Plan approval, should be started this year.

FROM THE COMMISSION - [7:04 PM](#)

Commissioner Lindsay - attended both City Council meetings last month.

Commissioner Flynn - attended the Ridgefield Business Association.

Commissioner Bush - no updates

Commissioner Young - no updates

Commissioner Carnell - The City has done a good job of explaining the rate of mixed use growth and addressing citizens' concerns.

Community Development Director Jeff Niten - Short Course on Local Planning is coming up on March 26th.

ADJOURN - [7:09 PM](#)

Yonya Deshiell

Jason Carnell

Minutes Acceptance: Minutes of Mar 7, 2018 6:30 PM (CONSENT AGENDA)

**CITY OF RIDGEFIELD
PLANNING COMMISSION PUBLIC HEARING**

MEETING DATE: April 04, 2018

ITEM:

AGENDA ITEM TITLE: Public Hearing and Recommendation - Ridgefield Development Code Updates

GOVERNING LEGISLATION:

RCW 36.70A

SUMMARY/BACKGROUND:

The City is proposing a series of housekeeping amendments and changes to the Ridgefield Development Code (RDC), which establishes zoning regulations for residential and nonresidential development throughout the City. This update to the code focuses on code refinements to clarify the interpretation of certain sections, adjust the details of a policy, reflect desired design standards, or simplify review procedures. The majority of updates relate to issues identified by staff and code users during implementation over the past year, or looking ahead to future applications.

MOTION AND RECOMMENDATION TO CITY COUNCIL:

Staff recommends approval. A suggested motion is **“I move to recommend approval of updates to the Ridgefield Development Code to the City Council”**.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: 2018RDCAmendment_part 1_Matrix_04122018 (DOCX)

Code Section	Code Language	Rationale
RDC 14.03.050 – International Fire Code Amendments		
Section 903.2	Automatic Sprinkler Systems - Where required. In all <u>new</u> buildings containing a total floor area, above or below grade, exceeding 5,000 square feet, <u>and additions that result in a total building area of 5,000 square feet or greater, and in all conversions when the occupancy class of the converted building moves to a higher classification based on the adopted edition of the Washington State Building Code.</u>	Allow buildings to be re-purposed to a similar or lower classification without retrofit.
18.100 - Definitions		
18.100.024 – H definitions	Horizontal Mixed Use – A mixed use development with a variety of uses in separate buildings located on the same site.	Define term
18.205 - Uses		
18.205.030 Limitations H.	Community Residential Facility (CRF). 1. In the RLD-4, RLD-6, and RLD-8 zones, CRF-I are a conditionally permitted use. CRF-I are required to be a single-family structure compatible with the surrounding area. CRF-II are a prohibited use. 2. In the CNB, CCB, and CMU zones, CRF-I and CRF-II are permitted uses, provided that uses are located in upper stories. No ground floor residential uses are allowed. Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue. 3. Household arrangements that consist of six or fewer people, including small group homes, are included in the definition of 'family' in RDC 18.100. In a group home the number of people includes residents and each twenty-four staff hours.	Allow ground floor residential uses, provided that those uses are not permitted on either Pioneer St. or Main Avenue.
V.	Multifamily Residential. 1. In the CNB, CCB, and OFF zones, residential uses are allowed conditionally. Residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre.	

	2. In the CMU and WLS zones, residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre. 3. In the WMU zone, no ground floor residences or residential uses are permitted. Multifamily residential uses are permitted only as upper story living units, not less than four units per net acre nor more than eighteen units per net acre. <u>4. In the CMU zone ground floor residential is only permitted as part of a horizontal mixed use development. Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue.</u>	
DD.	DD. Single-Family Attached Residential. 1. Single-family attached dwellings in the RLD-4, RLD-6, RLD-8 and RMD-16 zones must meet the standards of RDC 18.220.140. 2. In the RLD-4, RLD-6, RLD-8, and RMD-16 zones, single-family attached residential development must meet the density standards of the zone. 3. In the CMU and WMU zone, only live/work units where the associated business is allowed as a permitted or limited use are allowed, provided the residence is not located on the ground floor. No ground floor residences or residential uses are permitted. <u>4. In the CMU zone ground floor residential is only permitted as part of a horizontal mixed use development. Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue.</u>	

18.235 – Mixed Use Districts.		
18.235.020 Central Mixed-Use	C. Uses. 1. Uses shall comply with the requirements of RDC 18.205. 2. Mix of Uses. The CMU district allows and encourages a mixture of land uses, both vertically and horizontally, on one parcel or several contiguous combined parcels, but does not require such a mixture of uses on site, provided the development proposal, when considered in relation to surrounding development, achieves the purposes and objectives of this chapter. <u>a. The other major use types approved under the site plan (i.e. office or commercial uses) are built prior to the residential portion; or</u> <u>b. No single phase may contain more than 50% of the total square footage for any one major use type (commercial, office or residential) envisioned by the Master Site Plan unless 25% of the total square footage of all major use types envisioned by the Master Plan are included in the proposed phase or were included in previous phases. This requirement may be waived by the Director of Community Planning, if the applicant provides a security or other form of binding assurance that the remaining major use types contemplated in the Master Plan will be built.</u> <u>c. No single major use type (residential, commercial, office) shall be more than seventy percent (70%) of the total square footage of the mixed use development floor area.</u>	Refine the Central Mixed Use code language to better promote development of downtown mixed use, while still requiring a mix of uses.

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	D. Lot Requirements. - Minimum lot area shall be five thousand square feet. - Minimum lot width shall be fifty feet. - Minimum lot depth shall be ninety feet. <u>Portions of a horizontal mixed-use development proposal with ground floor residential uses shall comply with the following lot requirements:</u> <u>Minimum lot area shall be three thousand square feet.</u> <u>Minimum lot width shall be 25 feet.</u> <u>Minimum lot depth shall be 80 feet.</u> _____ E. Dimensional Standards. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1. _____ Table 18.235.020-1 - Maximum front yard setback (street). (2), (3), <u>(7)</u> 0 – 10 feet <u>(7) Maximum front yard setback may be increased to 15 feet for street frontages other than Pioneer or Main Street if topography of the lot requires additional setback to be determined by the Planning Director.</u> F. Density. - Maximum residential density for development in CMU district shall be 16 dwelling units per net developable acre, except as	
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	modified by the density transfer or senior housing bonus up to a maximum of 32 dwelling units per net developable acre. Minimum residential density shall be eight dwelling units per net developable acre, if residential uses are included in the development. 2. Maximum floor area ratio (FAR) for nonresidential development in the CMU district shall be 2.0, except where modified by the density transfer provisions up to a maximum of 3.0. Floor area for residential uses shall not be calculated as part of the FAR for the site and shall be allowed in addition to the FAR limits. Minimum FAR for nonresidential development shall be 0.5. 3. If a building combines residential and nonresidential uses, residential uses shall occupy a minimum of twenty-five percent to a maximum of seventy percent of the gross floor area of the building. The minimum and maximum standards in 18.235.020.E.1 and 2 for residential density and FAR shall be met. Residential uses shall not occupy the ground floor <u>Residential uses shall not occupy the ground floor of buildings with frontage on Pioneer Street or Main Avenue.</u>	
18.235.060 RMUO	Special Provisions for the Ridgefield Mixed-Use Overlay (RMUO) proposed.	Clean up artifact.
	C. Uses 1. The use regulations for the underlying zone for permitted, limited, conditional and prohibited uses in RDC 18.205 shall apply with the exceptions and additions noted in this section. Use categories are as defined in RDC 18.100 unless otherwise defined or amended in this section. 2. The following additional uses are allowed as permitted uses under the RMUO overlay:	Allow uses to have limited drive through capabilities within the commercial portion of an RMUO development.

	a. On RMUO sites with CRB, CCB, CNB base zoning: i. Single-family attached residential <u>meeting the standards of RDC 18.220.140.</u> ii. Cottage homes meeting the standards of RDC 18.210.150. All other single-family detached residential uses are prohibited. iii. Home occupation. iv. Multifamily residential. v. Hotel and motel. vi. Community recreation and social facility. vii. Conference center. viii. Nursing and personal care facility. ix. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than twenty percent of the street frontage. All other Warehousing uses are prohibited. x. <u>Drive through uses, limited to one, single lane, drive through for each fifteen (15) acres of an RMUO site.</u> b. On RMUO sites with E base zoning: i. Single-family attached residential <u>meeting the standards of RDC 18.220.140.</u> ii. Cottage homes meeting the standards of RDC 18.210.150. All other single-family detached residential uses are prohibited. iii. Home occupation. iv. Multifamily residential. v. Community residential facility. vi. Hotel and motel.	
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	vii. Artisan and specialty goods production as a limited use consistent with limitations in RDC 18.205.030. viii. General retail trade/services. ix. Eating and drinking establishment. x. Indoor entertainment facility. xi. Nursing and personal care facility. xii. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than twenty percent of the street frontage. All other warehousing uses are prohibited. 3. Prohibited uses within a RMUO site include: a. Motor vehicle related use. b. Gasoline service station. c. Drive-up, drive-in and drive-through facilities in connection with any general retail trade/services, eating and drinking establishment, or other use. <u>c.d.</u> Animal kennel and shelter. <u>d.e.</u> Recreational vehicle park. <u>e.f.</u> Freight/cargo movement and storage. <u>f.g.</u> Fleet service. <u>g.h.</u> Warehousing, except self-storage. <u>h.i.</u> Wholesale retail. <u>i.j.</u> Public agency or utility yard. <u>j.k.</u> Broadcasting and telecommunications facility. <u>k.l.</u> Interim recycling facility, except for drop-box facilities for the collection and temporary	
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	storage of re-usable materials as an accessory use. L.m. Waste-related facility. m.A. Bus base. H. Site Design Standards. 1. Development under the RMUO shall comply with the site design standards in RDC 18.230.050 for commercial districts, with the following exceptions: a. In lieu of compliance with RDC 18.230.050.F, open spaces shall be developed consistent with RDC 18.235.060.J. b. All references to fence regulations in RDC 18.230.100 listed in RDC 18.230.050.G shall instead reference the fence regulations in RDC 18.235.060.P. c. RDC 18.230.050.H does not apply because drive-throughs are not permitted in the RMUO per RDC 18.235.060.C.3.c. <u>Drive through uses permitted as part of an RMUO development shall not be visible from a public street exterior to the overall site.</u> N. Off-Street Parking and Loading. All off-street parking and loading shall comply with the standards of RDC 18.720, with the following exceptions: 1. Parking requirements for the RMUO site shall be calculated separately for the proposed uses under RDC 18.720.030 but the applicant is encouraged to develop a plan for joint use of facilities under RDC 18.720.020.B. to reduce the total amount of parking needed. The planning director shall consider the mixed-use nature of the site and the potential for users of the	
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	site to access more than one use without generating additional parking needs when reviewing the joint use of facilities proposal. 2. On-street parking on public streets adjacent to the development may be counted towards the minimum required parking spaces under RDC 18.720.030. 3. Slip lane parking lots are permitted along the street frontage of major corridors, as defined in RDC 18.230.050.B.2, and are exempt from the fifty percent street frontage limitation for parking lots in RDC 18.720.040.C.1. a. Slip lane parking lots may consist of one, one-way drive aisle and one row of parking stalls arranged parallel or angled, meeting the dimensional standards of RDC Table 18.720.040-1. The combined width of the drive aisle and parking stalls shall not exceed forty-four feet. b. Slip lane parking lots shall include a sidewalk with a minimum width of 5 feet between the parking lot and the interior of the site, running the full length of the slip lane parking lot. c. Along a minimum of seventy-five percent of the length of the slip lane parking lot, buildings shall be set back no more than five feet from the back edge of the required sidewalk. d. Buildings fronting the slip lane parking lot shall provide a primary pedestrian entrance directly facing the parking lot. e. Where practicable, slip lane parking lots shall extend to the edge of the property line to allow seamless continuation along the adjoining properties.	
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	f. Slip lane parking lots shall only be allowed if the public works director approves access onto the major corridor, which may include limitations on driveway spacing and restricted turn movements. 4. <u>Drive through aisles shall be designed to minimize impact to pedestrian connectivity from required parking areas to business entrances.</u> O. Landscaping. 1. Residential portions of RMUO sites shall provide twenty-five percent of the site area as landscaping. 2. Non-residential portion of RMUO sites shall provide ten percent of the site area as landscaping. 3. Total landscaping required for the project may be averaged across the site provided the requirements for the residential and non-residential portions are met and the landscaping is arranged so that there is physical and visual access from all portions of the site. 4. The exterior perimeter of RMUO sites shall include a ten-foot landscaping buffer to an L2 standard along the side and rear property lines and along any parking areas along the front or street side property lines. 5. <u>For any RMUO site which incorporates a drive through use additional landscaping shall apply. Any drive through adjacent to an exterior public street shall incorporate a ten (10) foot wide buffer landscaped to an L-3 standard.</u>	
RDC 18.280 Critical Areas Protection		

18.280.070 Density Transfer Allowance	D. Site Development. Development within the property utilizing density transfer may reduce the minimum lot size and minimum lot width dimensions for the zone by up to twenty <u>ten</u> percent in order to accommodate the additional lots transferred. Within PUDs, any further reduction to lot size or width greater than twenty <u>ten</u> percent shall comply with RDC 18.401.100.A. Outside of PUDs, any further reduction to lot size or width greater than twenty <u>ten</u> percent shall be processed as a variance consistent with RDC 18.350.	Limit the maximum density that can be added due to on-site critical areas.
RDC 18.401 Planned Unit Developments		
18.401.100 Limits on Modifying Standards	6. Maximum density. <u>Density may only be increased a maximum of twenty percent (20%) of the underlying base zone or to a maximum of 8 dwelling units per acre, whichever is less.</u>	Limit the maximum density that can be added through Planned Unit Development modification standards.
RDC 18.720 Off-Street Parking and Loading		
18.720.030 Number of Spaces Required	F. Health. 1. Hospital: minimum of one and one-half spaces per bed. 2. Medical clinic/laboratory: minimum of one <u>0.9</u> spaces per two hundred square feet of gross floor area. 3. Nursing and personal care facilities: minimum of one space per two beds for patients or residents.	Reducing the number of required spaces for Medical clinic/laboratory based on research data.

