# RIDGEFIELD PLANNING COMMISSION
# MEETING AGENDA

**Wednesday, April 3, 2019**
**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 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, 1/9/19 Meeting**

**IV. BUSINESS**

1. **Public Hearing - 2019 Ridgefield Development Code Updates Part 1 - Claire Lust, Associate Planner**

**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**

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

# CITY OF RIDGEFIELD, WASHINGTON
## Planning Commission MEETING MINUTES
**January 9, 2019**

**Regular Meeting - 12:00 AM**

Minutes Acceptance: Minutes of Jan 9, 2019 12:00 AM (CONSENT AGENDA)

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

**FLAG SALUTE**

**ROLL CALL**

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

COMMISSIONER OKINAKA MOTIONED TO EXCUSE COMMISSIONER BUSH. COMMISSIONER FLYNN SECONDED. THE APPROVAL VOTE WAS UNANIMOUS.

**LATE CHANGES TO THE AGENDA**

None

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

1. **Approval of Minutes from Wednesday, 12/5/18 Meeting**

COMMISSIONER FLYNN MOTIONED TO APPROVE THE 12/5/18 MINUTES AS WRITTEN. COMMISSIONER OKINAKA SECONDED. THE APPROVAL VOTE WAS UNANIMOUS.

**BUSINESS**

**1. Election of Chair and Vice Chair** - 6:31 PM

CHAIR CARNELL NOMINATED COMMISSIONER FLYNN AS THE NEW CHAIR. COMMISSIONER OKINAKA SECONDED THE NOMINATION. CHAIR CARNELL ASKED THREE TIMES FOR ANY OTHER NOMINATIONS, THERE WERE NONE. THE VOTE WAS APPROVED WITH SIX AYES AND ZERO NAYS.

COMMISSIONER CARNELL NOMINATED COMMISSIONER YOUNG AS THE NEW VICE CHAIR. COMMISSIONER OKINAKA SECONDED THE NOMINATION. CHAIR FLYNN ASKED THREE TIMES FOR

ANY OTHER NOMINATIONS, THERE WERE NONE. THE VOTE WAS APPROVED WITH SIX AYES AND ZERO NAYS.

**2. Public Hearing - School Impact Fees** - 6:35 PM

**SUMMARY/BACKGROUND:**

RCW 82.02 contains statutory provisions for the imposition of impact fees for certain public facilities inclusive of school district facilities. RCW 82.02.050.4 specifies that impact fees may be collected and spent only for the public facilities defined in RCW 82.02.090 which are addressed by a capital facilities plan element of a comprehensive land use plan adopted pursuant to the provisions of RCW 36.70A. RCW 82.020.090.3 defines impact fee to mean a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. The Ridgefield City Council passed Ordinance No. 678 in 1995 establishing Chapter 18.070 (Impact Fees) of the Ridgefield Municipal Code addressing compliance with the provisions of RCW 82.060 (Impact fees -- Local Ordinances -- Required Provisions).

The Board of Directors of Ridgefield School District No. 122 adopted the Ridgefield School District 2015-2021 Capital Facilities Plan on January 26, 2016.

**MOTION AND RECOMMENDATION TO CITY COUNCIL:**

Ridgefield City Council will hold a public hearing on January 10, 2019.

City Manager, Steve Stuart, presented the School Impact Fees business item.

City staff and the Commissioners discussed the item. There were six public comments received by 5pm on January 9; copies of these comments were provided to the Commissioners.

Chair Flynn opened the hearing at 7:26pm.

PUBLIC COMMENTS:

Chris Dudley - resident

-I wanted to address the concern of the price, of pricing people out of homes. I think it's already priced most of those people out of a home.

-My wife and I moved here, she's a physician, we know two other physicians who moved to Ridgefield specifically for the schools. I would like to suggest that you would have some community support by raising it to the full amount.

Kari Devotion Phillips - resident

-I moved here about a year and a half ago, we came in right before the last major property value hike. Why is Ridgefield trying to grow so fast? I think this drives the entire conversation. My escrow payment went up $200/mo starting this year, that could potentially push us out of Ridgefield. We moved here specifically for the schools, we have four children so I'm absolutely paying for my property here. I'm curious to know why Ridgefield is pushing so hard; putting in multi-family homes is going to affect property values, crime rates, interest in retail development. It's a huge decision and I'm seeing multi-family homes go up right on the main street, it concerns me for the future of Ridgefield. We moved here because the schools were exceptional, but on top of that, because it was

a small town near an urban environment, and in a year and a half, I'm already feeling like that is no longer the case.
-We should raise the impact fees as high as possible. Those of us who moved here in the last three years, we paid to come here and we're not reaping much benefit from the raise in our property value because we're paying for it in our property taxes and our escrow. While my property value went up, all we see is our monthly and annual bills sky-rocketing. Try not to squeeze the people who are coming, who will buy homes and who will pay those higher prices, out with these people who are coming in and these builders who have tax write-offs, and State help, and Federal help; they are not hurting. If we take them down from an 80% profit to a 70% profit, I'm okay with that. And there's a lot of people who agree with me.

Chair Flynn closed the hearing at 7:31pm.

City staff addressed the questions from the public hearing and continued discussing the business item with the Commissioners.

COMMISSIONER OKINAKA MOVED THAT THE PLANNING COMMISSION RECOMMEND TO THE COUNCIL THAT WE INCREASE THE PROPOSED RIDGEFIELD SCHOOL IMPACT FEE SCHEDULE FOR SINGLE FAMILY AND MULTI-FAMILY TO $11,289.53. COMMISSIONER CARNELL SECONDED THE MOTION. THERE WERE SIX AYES AND ZERO NAYS, THE MOTION PASSED.

**PUBLIC COMMENT** - 7:26 PM

None

**STAFF REPORTS** - 7:47 PM

City Manager, Steve Stuart, discussed the year end totals for permitting for the City. Mentioned, were 313 Single Family building permits issued during 2018, 66 Commercial permits were issued, and 77 residential permits were issued. Claire Lust, Associate Planner, added that for Land Use permits, Council approved Final Plats for 560 lots in 2018, and there were Land Use applications for about 140 miscellaneous projects.

The building permit for Rosauers Grocery Store was issued on 1/9/2019.

**FROM THE COMMISSION** - 7:50 PM

Commissioner Young - Port of Ridgefield is talking about having bids out in late February for the overpass, and to hopefully start construction in April.

Commissioner Aichele - Attended the Pre-Application Conference for Camp Bow Wow; this would be for a 6,000 square foot doggy daycare. Attended the Port of Ridgefield meeting.

Commissioner Okinaka - Ridgefield Main Street is embarking on their 2019 B&O tax credit program. Letters have been sent out to all businesses and are hoping to raise about $100,000 this year.

**ADJOURN** - 7:55 PM

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Yonya Deshiell Jason Carnell

Minutes Acceptance: Minutes of Jan 9, 2019 12:00 AM (CONSENT AGENDA)

# CITY OF RIDGEFIELD
# PLANNING COMMISSION PUBLIC HEARING

**MEETING DATE:** April 03, 2019

**ITEM:**

**AGENDA ITEM TITLE:** Public Hearing - 2019 Ridgefield Development Code Updates Part 1

**GOVERNING LEGISLATION:**

RCW 36.70A Growth Management Act

**SUMMARY/BACKGROUND:**

The City is proposing a series of housekeeping amendments to the Ridgefield Development Code (RDC), which establishes zoning regulations for residential and nonresidential development throughout the City. This first 2019 update to the code focuses on code refinements, with limited policy implications, to clarify the interpretation of certain sections, adjust the details of a policy, reflect desired 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:**

**"I move to forward a recommendation of approval to the City Council"**

**STAFF CONTACT:** Claire Lust, Associate Planner

**ATTACHMENTS:** 2019 RDC Amendment Part 1_PC Matrix(DOCX)

| Code Section | Code Language | Rationale |
|---|---|---|
| RMC 2.08 – City Officers | | |
| 2.08.050 – Police chief. | A. The police chief shall be a full-time, exempt position who shall exercise general supervision over the ~~public safety~~ police department of the city.<br>1. The police department of the City of Ridgefield shall be the law enforcement agency of the jurisdiction. Its primary function shall be enforcement of all traffic and criminal laws and to preserve order and prevent infractions of the law. It shall be the duty of the officers and members of the police department to provide for the detection and apprehension of person committing infractions or violating traffic or criminal laws duly enacted by the city, state, and federal governments. The department shall enforce parking, animal control, and nuisance laws and perform such other duties and functions as may be delegated to it by the city manager or the city council consistent with RCW 35A.13.090. The Chief of Police shall have the authority to hire, appoint, and commission a necessary force of police officers according to rules of the city and the Civil Service Commission and applicable state law. | Codify the role of the Ridgefield police department. |
| RMC 10.08 – Speed Limits | | |
| 10.08.024 – Speed limits established – Thirty-five miles per hour. | The speed limits on the following street segments shall be thirty-five miles per hour:<br>N. 65th Avenue ~~– Pioneer Street (SR 501) to N. 10th Street~~; | Reduce the speed limit to 35 MPH for the entire length of N 65th Avenue to comply with City Engineering Standards. |
| 10.08.027 – Speed limits established – Fifty miles per hour. | The speed limits on the following street segments shall be fifty miles per hour:<br>~~N. 65th Avenue – N 10th Street to northerly city limits.~~ | Reduce the speed limit to 35 MPH for the entire length of N 65th Avenue to comply with City Engineering Standards. |
| RDC 18.205 - Uses | | |
| 18.205.030.G – Limitations – Boat | 1. The total boat ~~Boat~~ and recreational vehicle storage spaces ~~facilities~~ within the Ridgefield corporate boundary shall not exceed | Edit for clarity. The intent of the code is to limit the number of boat and RV storage spaces to 5 |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)

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|---|---|---|
| and Recreational Vehicle Storage Facilities. | ~~one space or unit for~~ five percent of the ~~population per capita based on the~~ 2018 Washington State Office of Financial Management population estimate for the City of Ridgefield ~~current year~~. This calculation is to be construed as the total allowable boat and recreational vehicle storage ~~space~~ spaces within Ridgefield, not on a single site basis. | percent of the 2018 population (this may be brought up for revision during the next Comprehensive Plan update, which will happen in approximately 2023). As the code is currently written, the permitted number of spaces may increase (or decrease) with population each year. |
| | 4. In addition to conditional use permit criteria found in RDC 18.340 a conditional use review for new boat and recreational vehicle storage facilities shall include the following:<br>c. Areas~~, other than those storage spaces adjacent to any public right-of-way,~~ designated for boat and recreational vehicle storage that are adjacent to a site boundary not abutting the public right-of-way~~facilities~~ shall be covered, but not fully enclosed. The rooflines and visible architectural treatments shall substantially match those of the structures adjacent to public right-of-way.<br>~~1.~~ i. Boat and RV storage areas not adjacent to a public right-of-way must provide a ten-foot wide L3 landscape buffer along the perimeter of the site and a minimum six-foot high solid fence or wall. At the discretion of the community development director landscaping shall not be required if a sight obscuring intervening element separates the proposed storage facility from any adjacent parcels. Examples of a sight obscuring intervening element include vegetated critical areas or an existing structure which provides the necessary visual shielding. A solid fence or wall shall be required in all instances.<br>~~2.~~ ii. A maximum of twenty percent of on-site storage spaces may be uncovered. Any uncovered storage areas shall be located at the interior of the site and shall not be visible at grade from the exterior boundaries of the site. | Edit for clarity and to avoid possible contradictions between RDC 18.205.030.G.4.c and c.ii. Assign correct subsection designations. |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)

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|---|---|---|
| RDC 18.210 – Residential Low Density Districts | | |
| 18.210.015 – Applicability. | ~~B. The city shall designate all newly annexed RLD land as RLD-6 or greater density.~~<br>~~C.~~ B. The City (…) | Update annexation requirements to reflect City Council's approval of Ordinance 1283, an area-wide rezone of undeveloped RLD-6 parcels to RLD-4. Re-letter following standard accordingly. |
| RDC 18.280 – Critical Areas Protection | | |
| 18.280.150 – Wetlands. | C. Performance Standards.<br>2. Wetland Buffers.<br>b. Land use intensities (…)<br>vi. Buffer Uses. The following uses may be permitted within a wetland buffer in accordance with the review procedures of this chapter, provided they are not prohibited by any other applicable law or regulation and they are conducted in a manner so as to minimize impacts to the buffer and the wetland:<br>(D) Stormwater management facilities limited to detention facilities, constructed wetlands, stormwater dispersion outfalls and bioswales, may be constructed in the outer twenty-five percent of the wetland buffer in accordance with an approved critical area report. | Limit the location of stormwater facilities to the outer 25 percent of wetland buffers in order to better comply with state environmental standards. |
| RDC 18.235 – Mixed-Use Districts | | |
| 18.235.060 – Special provisions for the Ridgefield Mixed-Use Overlay. | Q. Procedure.<br>4. 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 | Add a provision requiring a percentage of non-residential development to be complete before residential development in mixed-use master plan areas, in order to ensure amenities are available to support increased population. Incentivize vertically integrated |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)

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| | floor area if gross floor area was used to determine the required mix of uses under RDC 18.235.060.D.<br>~~4.~~ 5. A RMUO master plan (…)<br>~~5.~~ 6. Extensions. (…)<br>~~5.~~ 7. Amendments (…) | mixed-use development. Renumber following standards accordingly. |
| RDC 18.401 – Planned Unit Developments | | |
| 18.401.080 – General conditions. | A. Residential Density.<br>3. On sites with more than one residential zoning designation, the applicant may average the density across the developable area of the site, provided that:<br>a. The applicant shall calculate a weighted average based on the proportion of developable area in each base zone; and<br>b. The permitted uses, development standards, and other provisions of the unique base zones shall be applied to the PUD based on the proportion of developable area in each base zone. | Allow density averaging on PUD sites with multiple residential base zones, to facilitate development that works with the form of the land and avoids constraint based on arbitrary lot lines. |
| 18.401.100 – Limits on modifying standards. | B. The following zoning code requirements may not be varied with the PUD process:<br>1. Any provision of this chapter, except that the open space provisions in RDC 18.401.080.B may be varied for PUDs in the RLD-4 zone. | Allow modifications to the open space requirements in RLD-4 PUDs, to create a fair, feasible, and legally defensible tradeoff between lot/yard size and open space in developments requiring larger lots. |
| RDC 18.500 – Site Plan Review | | |
| 18.500.080 – Final site plan review. | A. An applicant ~~may~~ shall file for a final site plan prior to expiration of the preliminary site plan established in RDC 18.500.070.C ~~or as a condition of approval, typically three years from the date of approval~~ and after submittal of plans for final engineering review. | Strengthen code language requiring compliance with RDC 18.500.070.C. Ensure that final engineering plans are available to cross-reference during final site plan review. |
| RDC 18.620 – Procedure for Subdivision | | |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)

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| 18.620.090 – Submission of plans for review and inspection. | After approval of the preliminary plat for the proposed subdivision, the land owner or developer shall submit plans for inspection and approval by the city engineer, city planner, and city attorney. No consultation with the foregoing consultants by the land owner or developer shall be permitted until a deposit is made for plat inspection and review in accordance with the fee schedule adopted in Chapter 18.060. the plans for review and inspection shall be filed with the city clerk or the city engineer and shall contain an electronic copy and ~~four~~ two paper copies, both in a format prescribed by the city, of the following: | Reduce the number of paper copies required. |
| RDC 18.710 – Signs | | |
| 18.710.040 – Prohibited signs. | No person shall erect, alter, maintain or relocate any of the following signs in the city.<br>A. Animated signs. Rotating or revolving signs, or signs where all or a portion of the sign moves in some manner. This includes any sign animated by any means, including fixed aerial displays, balloons, pennants, spinners, propellers, whirling, or similar devices designed to flutter, rotate, or display other movement under the influence of the wind, including flag canopies not otherwise allowed in Section 18.710.160 (Awning or Canopy Signs), streamers, tubes, feather flags, or other devices affected by the movement of air or other atmospheric or mechanical means. This does not include historic signs and historic replica signs where the applicant is able to prove, through documentation or other evidence, that the original historic sign produced the same motion/movement and is proposed in the same location. | Clarify that feather flags are included in the category of signs designed to move in the wind prohibited under RDC 18.710.040.A. |
| 18.710.165 – Banner signs (vertical). | No permit shall issue for a vertical banner sign which does not comply with the following standards and receive approval from the Public Works Director: | Specify code standards for vertical banner signs attached to utility poles in anticipation of banner sign requests from Ridgefield Main Street and Ridgefield School District. |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)

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|---|---|---|
| | A. Qualified applicants. Applications for vertical banner signs will only be accepted from organizations meeting all of the following criteria:<br>1. A Ridgefield-based organization; and<br>2. A public agency or a nonprofit organization having obtained IRS certification as tax exempt.<br>B. Minimum requirements. Vertical banners shall be:<br>1. Related to the purpose of the applicant organization;<br>2. Placed to maintain clearance of fifteen feet above right-of-way surface;<br>3. A maximum of 12.5 square feet;<br>4. Manufactured or produced by a banner company, not homemade; and<br>5. Printed on both sides.<br>C. Materials. Vertical banner shall be:<br>1. Produced using at a minimum an eighteen-ounce heavy-duty blockout banner material;<br>2. Finished by pole pockets top and bottom, either sewn or secured by heat weld to work properly with hardware in place;<br>3. Printed with a fade resistant ink and process that guarantees a two-year outdoor lifespan;<br>4. Attached to utility poles with hardware that is compatible with the existing pole, adjustable in height, with a base made from rust-free aluminum and arms made of fiberglass; and<br>5. Warranted to withstand wind gusts up to seventy miles per hour. | |
| 18.710.185 – Commercial signs in public parks. | No permit shall issue for a commercial sign in a public park which does not comply with the following standards and receive approval from the Public Works Director:<br>A. Minimum requirements. Commercial signs in public parks shall be: | Specify code standards for commercial signs in public parks in anticipation of outfield fence sign requests at the Ridgefield Outdoor Recreation Complex. |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)

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| | 1. Attached to a fence, wall, or other structure marking the boundary of an athletic field;<br>2. A maximum of eighty square feet in area, not to exceed the dimensions of the structure to which they are attached;<br>3. Manufactured or produced by a sign or banner company, not homemade; and<br>4. Printed on one side such that the sign content faces the interior of the public park and is not visible from the public right-of-way.<br>B. Materials. Commercial signs in public parks shall be:<br>1. Produced using at a minimum a nine-ounce coated polyester scrim mesh banner material;<br>2. Reinforced with hems along the perimeter edges either sewn or secured by heat weld, with grommets placed every twenty-four inches around the perimeter; and<br>3. Printed with a fade-resistant ink and process that guarantees a two-year outdoor lifespan. | |
| 18.710.290 - Definitions | "Commercial sign" means a sign that advertises goods or services.<br>(…)<br>"Vertical banner sign" means a street banner that is hung vertically from a utility pole. | Define terms necessary to implement standards for vertical banner signs on utility poles and commercial signs in public parks. |
| RDC 18.725 – Landscaping | | |
| 18.725.050 – Screening and buffering. | Table 18.725.050-1 Notes:<br>(4) Parcels adjacent to Interstate 5 right-of-way shall install a fifteen-foot wide landscape buffer adjacent to Interstate 5. The buffer shall include landscaping consistent with the ~~L4~~ L5 standard, except that fifty percent of the required ~~shrubs~~ understory trees shall be Dwarf Globe Blue Spruce (Picea pungens 'globosa') and any wall, other than a required retaining wall, shall be prohibited. | Edit to match the 15' L5 standard required in Table 18.725.050-1, which is the intended freewayscape landscape standard. |

Attachment: 2019 RDC Amendment Part 1_PC Matrix (2019 RDC Updates Part 1)