



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
March 3, 2021

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL - [6:30 AM](#)

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Late	6:35 PM
Stan Okinaka	Commissioner	Absent	
Paul Young	Commissioner	Present	
Patrick Flynn	Chairman	Present	
Judy Chipman	Commissioner	Present	
Gary Rightenour	Commissioner	Present	
Amanda Swenson	Commissioner	Present	

Commissioner Paul Young moved, seconded by Judy Chipman to excuse the Commissioners absent from this evening's meeting. Ayes: All. Motion passed unanimously.

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

There were no late changes to the agenda.

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

There was no public testimony given.

CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul Young, Commissioner
SECONDER:	Gary Rightenour, Commissioner
AYES:	Young, Flynn, Chipman, Rightenour, Swenson
ABSENT:	Bush, Okinaka

1. Approval of Minutes from Wednesday, 2/3/21 Meeting

Commissioner Paul Young moved, seconded by Commissioner Judy Chipman to approve the February 3, 2021 Planning Commission minutes as presented. Ayes: All. Motion passed unanimously.

BUSINESS

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

1. Housing Code Updates

Claire Lust, Community Development Director, provided a summary to this agenda item, stating that in 2020, the Community Development Department received \$50,000 in grant funding from the Department of Commerce to develop code updates to increase urban residential building capacity under HB 1923. Ridgefield's required grant actions focus on improving the review processes and development standards for duplex and triplex units, though the project scope also includes small single-family detached residences, townhouses, cottage housing, and overall subdivision design.

Staff contracted with MAKERS Architecture and Urban Design to audit the existing housing standards in the Ridgefield Development Code (RDC) and to lead on community engagement seeking feedback on initial code update concepts. MAKERS synthesized this research into the draft housing code updates, which have been refined with staff input.

She then introduced Bob Bengford and Scott Bonjulia from MAKERS Architectural firm to provide a presentation on the proposed changes to the Commission.

Bob Bengford summarized the project objectives, missing middle housing, the Stakeholder Feedback - Key Themes from the live and online surveys and provided the Project Schedule.

Scott Bonjulia summarized the proposed changes to the code based on the survey results and research conducted. Some of the important changes proposed is to clear up the definitions of housing types, provide specific open space standards and provide graphics and photo's into the code. Scott also addressed some code cleanup and clarifications being proposed.

Bob Bengford summarized the updates being proposed based on those surveys on how best to accommodate a mix of housing.

Scott Bonjulia summarized some zoning standard updates based on the surveys to allow for a mix of housing in various zoning districts.

Bob Bengford summarized the proposed changes to the standards for garage and driveways, open space and PUD Subdivisions.

Scott Bonjulia summarized other code section updates to improve community design and architectural quality, encourage housing development and make the code easier to use. He reviewed some architectural standard updates to the single-family and townhouses and the rewrite of the standards for cottages, duplex and triplex standards.

Public Hearing Opened at 7:16 PM

No Public Testimony was given.

Public Hearing Closed at 7:17 PM

Commissioner Young addressed the term mentioned as "depth enrichment" and questioned if this should be defined so it gets interpreted consistently as staff changes. Overall Commissioner Young

expressed his approval of the proposed changes and the how well the presentation was put together.

Commissioner Bush discussed cottage standards, front yard fencing and space for utilities to be installed and maintained.

Commissioner Chipman stated that the proposed changes seem to be what is needed to meet the goal of the housing. She expressed her appreciation on the design and hard work for the proposed changes.

Commissioner Swenson and staff discussed mixed use of housing, when required, defining "large subdivision", revisions to CC & R's banning renters, Accessory Dwelling Units being allowed in new subdivisions and multi-generational housing; if it would classify as a mixed use housing and the requirement of trails for developments.

Commission Rightenour expressed his concerns regarding the online verses in writing survey results and that he feels it may not reflect the real opinions of the citizens regarding the additional housing types, standards and design.

Discussion occurred on if the City is currently satisfying the 75/25 percent housing requirement. (75% of detached single family homes and 25% multi-family homes).

Commissioner Bush asked about private roads and when they are required to be public.

Chairperson Flynn and staff discussed the 75/25 percent goal that is in the City's Comprehensive Plan, the limiting of driveway widths, on whether a multi-generational home could classify and count in the 25% multi-family category, RMD-16 and how it could affect traffic and transportation, rooftop decks and how they could be incorporated. Further discussion occurred on the various types of surveys and the respective results.

Commission Paul Young moved, seconded by Commissioner Judy Chipman, to recommend approval to the City Council on the housing code updates as proposed. Ayes: Commissioners Amanda Swenson, Jerry Bush, Paul Young, Patrick Flynn & Judy Chipman. Nays: None. Abstain: Commissioner Rightenour. Motion passed.

RESULT:	ADOPTED [5 TO 0]
MOVER:	Paul Young, Commissioner
SECONDER:	Judy Chipman, Commissioner
AYES:	Bush, Young, Flynn, Chipman, Swenson
ABSTAIN:	Rightenour
ABSENT:	Okinaka

STAFF REPORTS - [7:53 PM](#)

Claire Lust, Community Development Director, provided an update on the drive-through code updates from February and outlined some changes based on the Planning commissions discussion. Ms. Lust indicated that she would send them the final version for their reference. She also relayed Councils appreciation to the Commission on their input.

FROM THE COMMISSION - [7:58 PM](#)

Commissioner Paul Young addressed the 75/25 being a requirement of Growth Management Act.

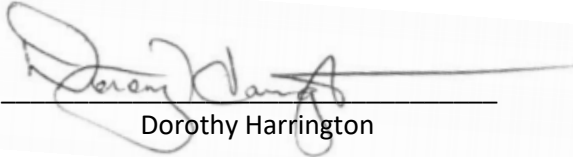
Commissioner Amanda Swenson stated that the Ridge Color Run will be occurring this weekend and expressed her appreciation to all of the sponsors and participants and it appears a successful event providing the ability to contribute money for Sunset & View Ridge schools.

Commissioner Jerry Bush expressed his concern about the fencing regulations not being followed and referenced Ridgefield Municipal 18.235.060.

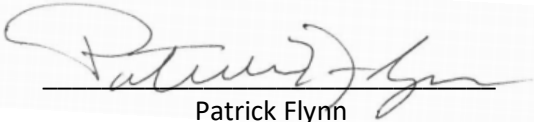
Commissioner Gary Rightenour expressed his appreciation to Commissioner Paul Young on clarifying the 75/25 single family/multifamily requirement being that of the Growth Management Act.

Chairperson Flynn expressed his excitement of seeing the facebook posts on all the signups for the Raptors. He also expressed his appreciation to staff for all the hard work putting the packets and meetings together.

ADJOURN - [8:02 PM](#)



Dorothy Harrington



Patrick Flynn