



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, February 7, 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**
- 4. Oath of Office for New Planning Commission Member**

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. Planning Commission - Regular Meeting - Dec 6, 2017 6:30 PM**

IV. BUSINESS

- 1. Public Hearing and Recommendation - Overnight Camping - John Brooks, Police Chief**

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
December 6, 2017

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:30 PM](#)

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

ROLL CALL

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Present	
Jason Carnell	Chair	Present	
Stan Okinaka	Commissioner	Present	
Victoria Haugen	Commissioner	Present	
Whitney Jones	Commissioner	Excused	
Paul Young	Commissioner	Present	
Jen Lindsay	Commissioner	Present	

Late changes to the agenda - [6:30 PM](#)

No late changes. Jeff introduced Yonya Deshiell, his department's new permit technician. She replaces Lindsay Judd who accepted a position with the City of Vancouver.

PUBLIC COMMENT - [6:31 PM](#)

None

CONSENT AGENDA

MOTION: ACCEPT MINUTES AS PRESENTED

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Victoria Haugen, Commissioner
SECONDER:	Jerry Bush, Commissioner
AYES:	Bush, Carnell, Okinaka, Haugen, Young, Lindsay
EXCUSED:	Jones

1. Approval of Minutes from November 1, 2017 Meeting

BUSINESS - [6:40 PM](#)

1. 2018 Work Program - [6:40 PM](#)

Jeff presented a draft of the 2018 Work Program. Council directs committees to identify and complete initiatives for the upcoming year.

Board discussion

PUBLIC COMMENT - [6:50 PM](#)

None

STAFF REPORTS - [6:50 PM](#)

Commissioner Haugen will present the Planning Commission quarterly report to City Council on December 21.

If you would like to attend a short course on local planning, Clark County is hosting a session on March 26, from 6:15pm - 9:15pm.

FROM THE COMMISSION - [6:53 PM](#)

Commissioner Okinaka - provided an update

Commissioner Lindsay - provided an update

Commissioner Young - no updates

Commissioner Bush - provided an update

Commissioner Haugen - provided an update

Commissioner Carnell - no updates

ADJOURN - [6:55 PM](#)

Lindsay Regan

Jason Carnell

Minutes Acceptance: Minutes of Dec 6, 2017 6:30 PM (CONSENT AGENDA)

**CITY OF RIDGEFIELD
PLANNING COMMISSION PUBLIC HEARING**

MEETING DATE: February 07, 2018

ITEM:

AGENDA ITEM TITLE: Public Hearing and Recommendation - Overnight Camping

GOVERNING LEGISLATION:

Ridgefield Municipal Code 8.17.010.

SUMMARY/BACKGROUND:

Seeing that our municipal code is silent on matters having to do with camping, it was recommended that an ordinance be drafted to offer guidance and a framework of rules having to do with camping within the city limits. This ordinance has been drafted with input from our city attorney, our WCIA legal representatives and in light of current court decisions regarding public camping.

MOTION AND RECOMMENDATION TO CITY COUNCIL:

I move to recommend approval, and forward the overnight camping Ordinance to City Council for final action.

STAFF CONTACT: John Brooks, Police Chief

ATTACHMENTS: Overnight Camping (PDF)
60DayNotice_Ridgefield_Camping Ordinance (PDF)

Chapter 8.17 Permitted Overnight Camping

8.17.010 Findings.

People camping and storing personal property on public and private property and on public rights of way, such as streets, sidewalks and alleys, are engaged in conduct which creates a public health and safety hazard due to interference with use of the rights of way, and the lack of proper utility and/or sanitary facilities in those places. People without sanitary facilities have urinated, defecated, and littered on public property and on the public rights of way. Use of public property for camping purposes or storage of personal property interferes with the rights of others to use the areas for which they were intended.

8.17.020 Purpose.

It is the purpose of this Chapter to prevent harm to the health and safety of the public and to promote the public health, safety and general welfare by keeping public streets and other public property readily accessible to the public and to prevent use of public property for camping purposes or storage of personal property which interferes with the rights of others to use the areas for which they were intended.

8.17.030 Definitions.

The following definitions are applicable in this chapter unless the context otherwise requires:

"Camp" or "camping" means to erect a tent or other shelter or to use a sleeping bag, a vehicle or a trailer camper for the purpose of or in such a way as will permit remaining overnight.

"Camp facilities" include, but are not limited to, tents, huts, temporary shelters, or vehicles. Camp facilities also take in designated camping sites which are designated for the use of tent campers, and at which no water, sewer or electrical facilities are available for hookup to a trailer or a camper.

"Camp paraphernalia" includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or outdoor cooking facilities and similar equipment.

"Public Park" means the same as defined in RMC 8.18.010.

"Store" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

"Street" means any highway, lane, road, street, right of way, boulevard, alley, and every way or place in the city that is publicly owned or maintained for public vehicular travel.

"Zone" refers to the three primary Zones within the City of Ridgefield. The three primary zones being Commercial, Residential, and Industrial.

"Vehicle" means the same as such is defined in RCW 46.04.670.

8.17.035 Camping within the City of Ridgefield

Unless otherwise provided for within the Ridgefield Municipal Code, camping within a zone of the city (Commercial, Industrial, or Residential) shall not exceed 72 hours.

8.17.040 Camping on Private Property.

A. Nothing in this Chapter shall affect the provisions related to homeless encampments hosted by religious institutions, otherwise regulated as tent cities under Ridgefield Municipal Code Chapter 18.205.030 FF, or provisions related to land uses otherwise regulated under Title 18. B. Persons may camp overnight for up to 72 hours in a vehicle, camper or trailer in a parking lot of business on private property with permission of the property owner. The property owner may not grant permission for more than three vehicles used for sleeping at any one time.

C. Persons may camp overnight for up to 72 hours at a single family residence in a residential zoning district, with permission of the owner and tenant of the residence. Not more than one tent or camping shelter may be used for sleeping in the yard not visible from the street.

D. A property owner who allows a person or persons to camp on a property pursuant to subsections (1)(a), or (1)(b) of this section shall:

1. Provide or make available sanitary facilities;
2. Provide garbage disposal services as required by sections [8.12.020](#) of the Ridgefield Municipal Code;
3. Provide a storage area for campers to store any personal items so the items are not visible from any public street;
4. Require a tent or camping shelter in a yard to be not less than five feet away from any property line; and
5. Not require payment of any fee, rent or other monetary charge for camping, as authorized by this section.

E. A property owner who permits camping pursuant to subsection (1) and (2) of this section, may revoke that permission at any time and for any reason. Any person who receives permission to camp on that property as provided in this section shall leave the property immediately after permission has been revoked.

F. Notwithstanding any other provision of this section, the Chief of Police or his or her designee may immediately:

- a. Prohibit overnight sleeping on a property if the city finds that such an activity on that property constitutes a public nuisance, or other threat to the public health, safety or welfare; or

8.17.050 Camping on Public Property

- A. It is a violation of this chapter for any person to erect any structure, tent, or other shelter on any city property, except as provided in RMC 8.17.080.
- B. It is a violation of this chapter for any person to camp or to store personal property, including camp facilities (other than vehicles) and camp paraphernalia, in any park or publicly owned or maintained land, whether improved or unimproved, except as otherwise provided by ordinance or as provided in RMC 8.17.080;

8.17.080 Permit.

- A. The City Manager, or his/her designee, is authorized to permit persons to camp, occupy camp facilities, use camp paraphernalia, or store personal property in streets, or any City owned area, improved or unimproved, in the City.
- B. Upon receipt of an application for any permit under this section, the City Manager, or his/her designee, shall send a copy of the application to the city departments of police, parks, public works, community development, and fire. Each of these departments shall inspect the application and each such department shall report to the City Manager, or his/her designee, within ten working days after the filing of the application. Such reports shall identify any risks or other problems which the proposed activity is reasonably expected to pose for the public at that location. It shall make any necessary recommendations for protecting the public peace, health, safety, life, property, and welfare in the event a permit is, or was, issued.
- C. The City Manager, or his/her designee, is authorized to promulgate other rules and regulations regarding the implementation and enforcement of this Chapter which are consistent with the purposes of this chapter and its regulations.
- D. The City Manager, or his/her designee, may approve a permit as provided under this section when, from a consideration of the application, reports from other city departments, and from such other information as may otherwise be obtained, he or she finds that:
 - 1. Adequate sanitary facilities are provided and accessible at or near the proposed camp site;
 - 2. Adequate trash receptacles and trash collection are provided; and
 - 3. The camping activity will not unreasonably disturb or interfere with the safety, peace, comfort and repose of private property owners or the general public.
- E. No permit shall be issued for a period of time in excess of fourteen (14) calendar days in any one calendar year.
- F. The City Manager, or his/her designee, is authorized to revoke a permit that has been issued if he or she finds lack of compliance with any requirement of subsection D, above, or of any rule or regulation promulgated under subsection C, above, or of any ordinance or statute.
- G. Any person who is denied a permit, or had his/her permit revoked, may appeal the denial/revocation to a hearings examiner appointed by the City Manager, or

his/her designee. Notice of appeal must be in writing, and filed with the City Clerk within seven (7) working days from the date of the denial.

8.17.090 Operating hours and areas not open to public.

Some city property may be closed to the public at all times. Other city property may be open to the public only during established operating hours and for purposes related to the functions of city government. Operating hours for particular city property may be established by the City Manager and so posted at the property.

8.17.100 Areas not open to public--Violation.

In addition to a violation of other applicable law, it is also a violation of this chapter to enter or remain on any property under the jurisdiction of the city when the area is not open to the public.

8.17.110 Penalties and Enforcement.

A. Any violation of this chapter shall be a class one civil infraction punishable by a fine not to exceed two hundred fifty dollars, not including statutory assessments.

B. In addition to any other penalties that may be imposed, any campsite used for overnight sleeping in a manner not authorized by this section or other provisions of this code shall constitute a public nuisance and may be abated as such.



Department of Commerce

Notice of Intent to Adopt Amendment 60 Days Prior to Adoption

Indicate one (or both, if applicable):

- ☐ **Comprehensive Plan Amendment**
☐ **Development Regulation Amendment**
☒ **City Ordinance**

Pursuant to RCW 36.70A.106, the following jurisdiction provides notice of intent to adopt a proposed comprehensive plan amendment and/or development regulation amendment under the Growth Management Act.

Jurisdiction:	City of Ridgefield
Mailing Address:	PO Box 608 Ridgefield, WA 98660
Date:	January 5, 2018

Contact Name:	John Brooks
Title/Position:	Chief of Police
Phone Number:	360.857.5031
E-mail Address:	john.Brooks@ci.ridgefield.wa.us

Brief Description of the Proposed/Draft Amendment: <i>If this draft amendment is provided to supplement an existing 60-day notice already submitted, then please provide the date the original notice was submitted and the Commerce Material ID number located in your Commerce acknowledgement letter.</i>	<i>Addition of Camping Ordinance for the purpose of regulation within the city limits of Ridgefield.</i>
Is this action part of the scheduled review and update?	Yes: ____ No: <u>X</u>
Public Hearing Date:	Planning Board/Commission: February 7, 2018 Council/County Commission: February 8, 2018
Proposed Adoption Date:	February 22, 2018

REQUIRED: Attach or include a copy of the proposed amendment text or document(s). We do not accept a website hyperlink requiring us to retrieve external documents. Jurisdictions must submit the actual document(s) to Commerce. If you experience difficulty, please contact reviewteam@commerce.wa.gov.