



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

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL - [6:32 PM](#)

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Late	7:30 PM
Stan Okinaka	Commissioner	Late	7:03 PM
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 Commissioner Judy Chipman, to excuse the commissioners absent from this meeting. Ayes: All Motion passed unanimously.

Late changes to the agenda - [6:33 PM](#)

There were no late changes to the agenda.

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

Chairperson Patrick Flynn presented a letter via email from Bradley Wiltfong and summarized the contents of this comment regarding walkability and bicycling in the City Limits along with his concerns and interest in being involved in further discussions regarding these items.

CONSENT AGENDA

1. Approval of Minutes from Wednesday, 1/6/21 Meeting

Commissioner Judy Chipman moved, seconded by Commissioner Paul Young, to approve the minutes as prepared. Ayes: All. Motion passed unanimously.

BUSINESS

PUBLIC HEARING

1. Drive-Through Code Updates - [6:37 PM](#)

Claire Lust summarized this item on the agenda for Drive-Through Code Updates stating that within the Ridgefield city limits, there is a significant amount of undeveloped commercial land, including several major sites at the Interstate 5 junction that totals approximately 220 acres. The

Ridgefield Development Code (RDC) provides some standards for the orientation and design of drive-through facilities in commercial zones, but not for the density of such facilities. Given the large amount of developable commercial land in the City and the stated purposes of the commercial districts related to variety of uses, site design, compatibility with surrounding neighborhoods, and pedestrian amenities, it is an opportune time to reevaluate the development standards for commercial drive-through facilities.

She provided some background regarding this subject stating that on November 19, 2020, City Council adopted Ordinance No. 1335 adopting a moratorium within the corporate boundaries of the City on the filing, acceptance, processing, and/or approval of applications or permits for any new drive-through facility. On December 17, 2020, City Council held a public hearing on the emergency moratorium on drive-through facilities as required per RCW 35A.63.220. The maximum length of the moratorium is six months from the date of adoption.

Council directed staff to study and draft updates to the RDC related to drive-through facility development standards prior to lifting the moratorium. She summarized the draft code updates that consider the following questions:

- In the Ridgefield Junction Subarea, what is an appropriate upper limit on total drive-through facilities?
- For individual developments, how can orientation and design standards limit the impact of drive-through facilities?
 - o How can drive through facilities be oriented to minimize vehicle and pedestrian traffic conflicts?
 - o How can code standards reduce the incidence of drive-through lanes between the building and the public sidewalk/street?

The purpose of this meeting is to gather feedback from the public and from Planning Commission for ways to improve the proposed code updates, and for Planning Commission to make a recommendation to City Council.

Ms. Lust provided a presentation of the area affected, proposed code amendments and examples of regulations other jurisdictions have with similar proximity to a Freeway.

Discussion occurred on how the quantity of 15 drive-through businesses in the Ridgefield Junction Subarea was determined and what the process would be if more applications come in after that specific area reaches that number.

Commissioner Stan Okinaka arrived at 7:03 PM.

Discussion occurred on examples of drive-through's with poor traffic and pedestrian circulation and the concerns of the Commission that we avoid those type of situations.

Discussion occurred on looking into the future with Clark College coming to the area to possibly allow a higher quantity of drive-through businesses with high consideration to safety of pedestrians and traffic movement in parking lots and driveways.

Discussion occurred on the L4 Landscaping requirement to require the plantings be either at the required height earlier or at time of planting to provide adequate screening at time of development.

Discussion occurred on the possibility to eliminate the cap, increase development standards for pedestrians, traffic circulation, and monitor the traffic with the thought to revisit in the future if needed.

Discussion occurred on redefining drive-through businesses and how COVID has affected pick up windows as well.

Discussion occurred on how multiple businesses would utilize one drive-through lane and providing incentives for businesses that utilize this type of operation and ensuring safety measures, i.e. lighting, enhanced pedestrian crossings be taken into consideration.

Discussion occurred on requiring adequate spacing for the drive-through that is located other than through the parking lot so as to avoid parking maneuvering and drive-through queuing conflicts and a couple of examples were given in Hazel Dell as to what works and what does not work.

Discussion occurred on how the City would monitor traffic flows as the growth continues and volume increases.

PUBLIC HEARING OPENED AT 7:32 PM.

Scott Brantley, Senior Project Manager for Hurley Development provided public comment on how the moratorium and new regulations has affected their development known as Tri-Mountain Development in the Ridgefield Junction Subarea, where they had a Pre-Application Conference and were preparing to submit a formal preliminary site plan. Mr. Brantley also advised that they have been working with staff on the code rewrite and expressed his appreciation to staff for working with them. Mr. Brantley provided some examples of some of their developments where they consider as good code development friendly development in Clark County and further addressed how COVID has made drive-through operations a necessity. He further stated that with too many restrictions on development along the highway corridor is making it very difficult for development to occur and provided examples to support this statement.

Mr. Brantley addressed his development and some of the highlights such as ingress/egress, pedestrian friendly, landscape buffers providing a farmhouse style design architecturally and addressed the difficulty in meeting the new code regulations limiting the location of drive-throughs along the street and the parking requirements.

PUBLIC HEARING CLOSED AT 7:40 PM.

Discussion occurred on amending the motion to include some of our discussion from this

evening.

Claire Lust indicated that she will share their recommendations to Council and stated that if they want to state what they would like to amend, they would need to state the specific amendments.

Discussion occurred on the reasoning for the emergency moratorium on drive-through uses.

Chairperson Patrick Flynn stated that he does not believe there is a consensus from the Commission for specific amendments to this proposal.

Paul Young moved, seconded by Stan Okinaka to approve the drive-through code updates to City Council with the recommendation that their comments and input be taken into consideration as well as public comments. Ayes: All. Motion passed unanimously.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Paul Young, Commissioner
SECONDER:	Stan Okinaka, Commissioner
AYES:	Bush, Okinaka, Young, Flynn, Chipman, Rightenour, Swenson

STAFF REPORTS - [7:48 PM](#)

Claire Lust informed the Commission that the Department of Commerce has just posted the 2021 dates for free virtual Short Courses on Local Planning. She invited the Commission to take this course and indicated that she would send the link to them so they can sign up if they are available.

FROM THE COMMISSION - [7:50 PM](#)

Commissioner Stan Okinaka, updated the Commission on how the Washington State B & O Tax Credit Incentive Program is helping Ridgefield.

Commissioner Amanda Swensen advised the Commission that she is a member of "The Ridge" support group for Sunset Ridge/View Ridge Middle and Intermediate schools and updated the Commission on an upcoming fundraiser run where this organization is partnering with the City in March for Art Month and provided the options on how to be involved this event.

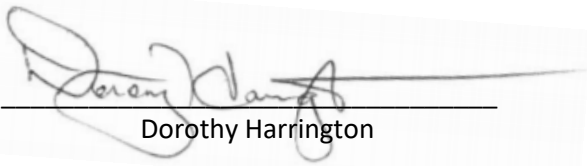
Commissioner Paul Young highly recommended to the Commission the Planning Short Course put on by the Department of Commerce.

Chairperson Patrick Flynn updated the Commission on a recent Council Meeting and advised that the Council members showed great appreciation for the work of the Commission. He requested staff to reach out to Brad Wiltfong who provided written comments this evening. He also reiterated the importance of the fundraiser that The Ridge and the City are partnering on and the B & O Tax Credits with Main Street.

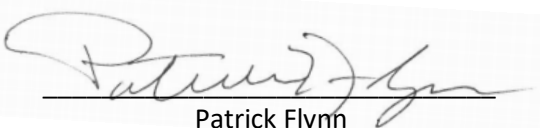
Chairperson Patrick Flynn lastly expressed his appreciation to staff for putting together these virtual meetings.

Meeting Adjourned at 8:00 PM.

ADJOURN - [8:00 PM](#)



Dorothy Harrington



Patrick Flynn