



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
January 15, 2020

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

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

ROLL CALL - [6:31 PM](#)

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Present	
Jason Carnell	Commissioner	Present	
Stan Okinaka	Commissioner	Excused	
Paul Young	Commissioner	Present	
Patrick Flynn	Chairman	Present	
Judy Chipman	Commissioner	Present	
Gary Rightenour	Commissioner	Present	

OATH OF OFFICE - COMMISSIONER RIGHTENOUR

Commissioner Rightenour was sworn into office.

LATE CHANGES TO THE AGENDA

Commissioner Bush made a motion to make a late change to the agenda to excuse Commissioner Okinaka. Commissioner Bush made a motion to excuse Commissioner Okinaka. Commissioner Carnell seconded the motion. All in favor, motioned passed.

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

None

CONSENT AGENDA - [6:34 PM](#)

1. Approval of Minutes from Wednesday, 12/4/19 Meeting

Commissioner Bush motioned to approve the 12/1/19 meeting minutes. Commissioner Young seconded the motion. All in favor, motioned passed.

BUSINESS - [6:35 PM](#)

1. Code Amendment Briefing

Louisa Garbo, Community Development Director mentioned that will do 2 batches of amendments every year. The first batch will not include major policy changes due to the process takes longer. She gave an overview of the proposed code amendments on the matrix and focused on discussing just the minor policy changes. Because these amendments are housekeeping and

minor policy changes, the change will happen fairly quickly. The proposed amendments are posted online but the draft will be posted online sometime next week. Suggested commissioners to take a look. Commissioners asked questions and staff provided answers.

2. Planning Commission Draft Work Program 2020

Louisa Garbo, Community Development Director presented the 2020 Planning Commission Draft Work Program. Chair Flynn will be presenting the work plan to Council on 1/23 and asked a motion be made to accept the draft plan so can submit to Council. Commissioners asked questions and staff provided answers.

Commissioner Carnell made the motion to accept the draft work program. Commissioner Young seconded the motion. All in favor, motioned passed.

PUBLIC COMMENT - [6:54 PM](#)

None

STAFF REPORTS - [6:54 PM](#)

Louisa Garbo, Community Development Director - City finished conducting a survey from residents of Ridgefield which is done every 4 years. City Manager presented the results to the City staff. From the survey, the highest priority or the most critical comment about the City is there are not enough trail connections, park is deficient, and there are misconception regarding property tax and growth. What the City Manager will do is to have more communication released to the public to explain and increase transparency so people understand what we are working on and what we do.

Community Development Department is going through alot of changes. Lost our building official and looking for a replacement. Lost our Permit Technician and hired a Temp, Dorothy Harrington to help who was from Battle Ground. Actively seeking a replacement. Also, we have an inspector on medical leave. The work load is very high and we are trying our best to provide a seamless service to the community. Mentioned we received lots of building plans before year end to beat the 2020 impact fee rate increase.

FROM THE COMMISSION - [6:57 PM](#)

Commissioner Bush- None

Commissioner Carnell - Was approached from a resident to clarify about recreational vehicle being used as an accessory structural and mentioned having challenges with the City. It was built as a tiny house but is licensed as an RV through the State and wanted to park it on her property within the setback. She was told she couldn't do that because it would become an Accessory Dwelling Unit. Louisa, Community Development Director responded that she worked with a resident in downtown with that similar situation and the property owner is not familiar with the requirements. The owner was provided the permit application along with the requirements of an ADU but never applied. Louisa recommended that he defer her directly to the City.

Commissioner Young - None

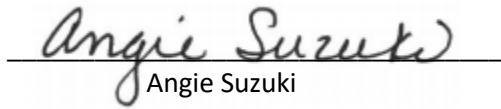
Commissioner Rightenour - None

Chair Flynn - Main Street Organization meeting is tomorrow at 8:30am at The Sportsman. Thanked Dorothy for attending the meeting and welcomed back Cristy.

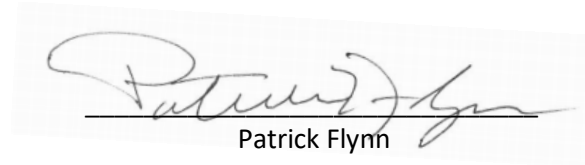
Reiterated that the next Planning Commission meeting will have a Public Hearing and is important we have a quorum. If not able to attend, please let us know in advance.
Welcomed Gary Rightenour.

Chair Flynn adjourned the meeting at 7:03PM

ADJOURN - [7:03 PM](#)



Angie Suzuki



Patrick Flynn