



**RIDGEFIELD PLANNING COMMISSION  
MEETING AGENDA**

**Wednesday, May 3, 2023  
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. Oath of Office: Mark D. Tyler**
- 4. Late changes to the agenda**

**II. PUBLIC COMMENT**

Anyone requesting to speak to the Commission regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

**III. CONSENT AGENDA**

- 1. Approval of Minutes from the 3/01/2023 Meeting**

**IV. PUBLIC HEARING/BUSINESS**

- 1. Spring 2023 Ridgefield Municipal Code (RMC) Amendments - Claire Lust,  
Community Development Director**

**V. PUBLIC COMMENT**

Anyone requesting to speak to the Commission regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

**VI. STAFF REPORTS**

**VII. FROM THE COMMISSION**

**VIII. ADJOURN**



**CITY OF RIDGEFIELD  
REQUEST FOR COMMISSION ACTION**

**MEETING DATE:** May 3, 2023

**AGENDA ITEM NAME:** Approval of Minutes from the 3/01/2023 Meeting

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**SUMMARY/BACKGROUND:**

Staff has prepared the minutes for Commission consideration of adoption for the Planning Commission meeting. Staff is recommending the following motion: "I move to approved the minutes as written."

**STAFF CONTACT:** Trina Siebert, Clerk

**ATTACHMENTS:**

1. 03.01 Minutes



**CITY OF RIDGEFIELD, WASHINGTON**  
**Planning Commission MEETING MINUTES**  
**March 1, 2023**

**Regular Meeting - 6:30 PM**

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

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

**ROLL CALL**

| Attendee Name   | Title        | Status  | Arrived |
|-----------------|--------------|---------|---------|
| Patrick Flynn   | Chairman     | Present |         |
| Amanda Swenson  | Commissioner | Present |         |
| Richard Amerman | Commissioner | Present |         |
| Katie Favela    | Commissioner | Present |         |
| Kevin Groshong  | Commissioner | Excused |         |
| Joel Thompson   | Commissioner | Present |         |
| John Rose       | Commissioner | Present |         |

Commissioner Rose moved to excuse Commissioner Groshong, seconded by Commissioner Favela. Ayes all. Motion passed unanimously.

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

No late changes to the agenda.

**PUBLIC COMMENT**

**CONSENT AGENDA - [6:32 PM](#)**

**1. Approval of Minutes from Wednesday, 2/1/23 Meeting**

Commissioner Swenson moved to approve the Consent Agenda as presented, seconded by Commissioner Rose. Ayes all. Motion passed unanimously.

**BUSINESS - [6:32 PM](#)**

**1. Comprehensive Plan Update Introduction - [6:32 PM](#)**

Claire Lust, Community Development Director and Chuck Green, Public Works Director gave a presentation on the Comprehensive Plan Update. A Request for Qualification will be sent out by the end of the month seeking responses from consultant teams who would be qualified to lead this planning process. The Comprehensive Plan Update is for a twenty year planning horizon from 2025-2045.

2025-2045 Comp Plan and CFP Updates Components

\* 2016 Ridgefield Urban Area Comprehensive Plan

- \* Various Capital Facilities Plans under Ridgefield jurisdiction
- \* Water System Plan
- \* Coordination with Clark County's Comprehensive Plan update
- \* Incorporation of Vacant and Buildable Lands Analysis and Office of Financial Management 2045 population projections.

By statute, the Comp Plan must be adopted by June 30, 2025

#### 2025-2045 Comprehensive Plan

- \* Update planning goals and policies, land use designation, Expansions to the Urban Growth Area (UGA)
- \* Mandatory elements: Land Use, Housing, Capital Facilities, Utilities, Transportation, Economic Development, Parks
- \* Optional elements: Environment, Historic Preservation, etc.
- \* SEPA/Environmental Impact Statement
- \* Development code updates
- \* Developing an implementation plan with trackable performance measures

Discussion occurred regarding how the city would acquire the well and use the water from farm land that has a well and is now located in the city limits.

Discussion occurred regarding how long the Water System Plan is good for and if there is a policy in place so that it doesn't expire again.

Discussion occurred regarding an analysis of things that didn't work in the 2016 Comp Plan and coming up with a plan to address gaps in the 2025 Comp Plan.

Discussion occurred regarding Capital Facilities.

Discussion occurred regarding workshops to discuss the Comp Plan.

## 2. Legislative Update - [7:10 PM](#)

Claire Lust, Community Development Director gave a presentation on Legislative Updates for the 2023-2024 biennium.

A few bills that are currently before the state legislature:

HB 1110 (SB 5190) - Increase missing middle housing supply

- \* Big housing bill that's moving forward (has bipartisan support)
- \* Would allow at least two units per residential lot; more if near transit, if designated affordable, and/or in large cities
- \* 25,000+ population so it wouldn't apply to Ridgefield yet

HB 1124 - Noticing rent increase

- \* Would require landlords to provide 180 days of notice to tenants for rent increases over 5%, limits late rental payment fees

HB 1129 (SB 5198) - Manufactured and mobile homes

- \* Would increase notification requirements (of sale, opportunity to purchase, closure) of landlords of mobile/manufactured home communities

HB 1245 (SB 5364) - Increase housing option through lot splitting

- \* Would allow one lot split within residential zoned land, provided that each resulting lot is at least 2,000 square feet and at least 40% of the size of the original lot

HB 1026 - Local government design review

- \* Would only allow jurisdictions to require design review for housing developments, and only at a staff lever (vs. design review boards)

HB 1042 - Using existing buildings for residential purposes

- \* Would limit regulations a city could impose on new housing units legally constructed within an existing building

HB 1046 - Changing area median income limits for affordable housing

- \* Would raise income limits on designated affordable housing from 50% AMI to 80% AMI

HB 1054 - Non-family members in common interest communities

- \* Would prohibit owners' associations from limiting the number of unrelated persons that may occupy a unit

HB 1628 - Real estates excise tax (REET)

- \* Would expand REET, including a local option for cities to impose a 0.25% excise tax on property sales with revenues dedicated to building, acquiring, maintaining and providing services for affordable housing

HB 1167 - Residential housing regulations

- \* Would streamline review for pre-approved accessory dwelling unit plans.

- \* In residential zones that allow for middle housing, would limit middle housing development regulations to the level of those established for detached single-family residences.

Discussion occurred regarding HB 1110 and preparing for something like that in the future.

#### **STAFF REPORTS - [7:24 PM](#)**

The Development Activity Map is live on the website. Clark College Advanced Manufacturing Center has received land use approval. Costco is moving along through the review process. Tractor Supply is vertical. Les Schwab received building approval.

#### **FROM THE COMMISSION - [7:26 PM](#)**

Commissioner Rose attended the ribbon cuttings for Bev Ridge Public and FDM Development. He was on an interview board for the Police Department.

Commissioner Swenson advised this Saturday is the first Saturday of the month and the Ridge and the City are hosting the Color Run at Overlook Park. The event starts at 9 AM and it's not too late to sign up.

Commissioner Flynn stated the Development Activity is really cool. He presented to the City Council a couple of weeks ago and advised the City Council thinks Planning Commission is doing a good job. He thanked Commissioner Swenson for chairing last month and thanked the City staff.

**ADJOURN** - [7:28 PM](#)

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Trina Siebert

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Patrick Flynn

**CITY OF RIDGEFIELD  
REQUEST FOR COMMISSION ACTION**

**MEETING DATE:** May 3, 2023

**AGENDA ITEM NAME:** Spring 2023 Ridgefield Municipal Code (RMC) Amendments

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**SUMMARY/BACKGROUND:**

Amendments to the Ridgefield Municipal code are proposed addressing housekeeping items and minor policy changes that have come up in the course of the Community Development Department's work since the last update in Fall 2022. See attached staff report and proposed text amendment documents.

To recommend approval:

"I move to recommend approval of the Spring 2023 RMC Amendments as presented."

**STAFF CONTACT:** Claire Lust, Community Development Director

**ATTACHMENTS:**

1. Spring 2023 RMC Amendments\_Staff Report\_PC\_20230503
2. Attachment A - Spring 2023 RMC Text Amendments\_20230503



# THE CITY OF RIDGEFIELD

510 Pioneer Street Ste B | P.O. Box 608 | Ridgefield, WA

## Amendments to the Ridgefield Municipal Code Planning Commission Staff Report May 3, 2023

### BACKGROUND

The Community Development Department is proposing a series of amendments to the Ridgefield Municipal Code (RMC). The purpose of the proposed amendments is to keep the code up-to-date and to address current development issues in order to better serve the Ridgefield community. The majority of the proposed amendments are to Title 18 – Development Code. Amendments related to the work of the Community Development Department are also proposed to Title 8 – Health and Welfare, Title 9 – Public Peace, Morals and Safety, Title 12 – Streets and Sidewalks, and Title 14 – Buildings and Construction.

### DISCUSSION

#### Types of Amendments

The proposed amendments intend to update the code to address issues identified when applying the existing code and issues anticipated for future projects in Ridgefield. For this round of updates, staff identified three types of proposed code amendments: housekeeping updates, minor policy changes, and major policy changes related to land division:

1. Housekeeping items: address clerical errors and clarify existing code language without substantive changes to the content.
2. Minor policy changes: add or modify content to strengthen the code with the goal to better implement the Ridgefield Comprehensive Plan (RUACP) and existing City policies and practices.

#### Summary of Changes

The following table summarizes the proposed changes; full proposed text amendments are in Attachment A.

#### Housekeeping items:

| <u>Code section(s)</u> | <u>Reason(s) for amendment</u>                             |
|------------------------|------------------------------------------------------------|
| 8.20.020               | Correct reference to the Revised Code of Washington (RCW). |
| 12.08.130.B            | Change wording to match existing engineering standards.    |

|                                                                                                                                                                                                                                                    |                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 14.03.050<br>Section 110.4                                                                                                                                                                                                                         | Correct reference to Ridgefield Municipal Code (RMC) 1.08.010.                                                                                                  |
| 18.100.010                                                                                                                                                                                                                                         | Update adult family home requirements to match existing RCW standards.                                                                                          |
| 18.100.012                                                                                                                                                                                                                                         | Updated “building coverage” definition to include footings and foundation to better match the existing “building” definition.                                   |
| 18.100.026, 18.310.030.G, 18.310.030.H, 18.310.040.C, 18.310.050.G, 18.310.060.B, 18.310.070.A, 18.310.070.E, 18.310.070.E.1, 18.310.080.B.1, 18.310.080.D, 18.310.080.G, 18.310.080.G.1, 18.310.090.C, 18.310.090.F.2, 18.310.100.A, 18.310.100.C | Remove “mail” and “mailed” from code and change to “send” or “sent” to allow email correspondence consistent with practice.                                     |
| 18.206.020.E..1                                                                                                                                                                                                                                    | Add front façade variety requirements back into the Ridgefield Development Code (RDC); these requirements were mistakenly omitted during a previous update.     |
| 18.210.135.E.1                                                                                                                                                                                                                                     | Remove example illustrating density requirements in the Gee Creek Plateau Subarea, as it was incorrect.                                                         |
| 18.235.060.C.2.a.i, 18.235.060.C.2.b.i                                                                                                                                                                                                             | Correct reference to residential standards.                                                                                                                     |
| 18.235.060.F.1                                                                                                                                                                                                                                     | Adjust upper limit of senior housing density bonus in the Central Mixed Use (CMU) zone to be consistent with the subsequent reference in RDC 18.235.060.P.3.ii. |
| 18.401.090                                                                                                                                                                                                                                         | Add letter S and update lettering sequence.                                                                                                                     |
| 18.600.020                                                                                                                                                                                                                                         | Correct reference to Planned Unit Development (PUD) code.                                                                                                       |
| 18.610.080                                                                                                                                                                                                                                         | Update subdivision (short plat) code to match RCW requirements.                                                                                                 |
| 18.620.080.C.3                                                                                                                                                                                                                                     | Correct a grammatical error.                                                                                                                                    |
| 18.620.145.A                                                                                                                                                                                                                                       | Correct reference to subdivision requirements.                                                                                                                  |

Minor Policy Changes:

| <u>Code section(s)</u>                                                                         | <u>Reason(s) for amendment</u>                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.07.150                                                                                       | Existing code regarding discharge of firearms conflicts with Title 18, which permits shooting ranges in certain zoning districts. Add exemption to firearm discharge prohibition for uses permitted under Title 18.                                                                             |
| 14.03.040                                                                                      | Add accessory structures 120 square feet or less and fences 6 feet or less to the list of structures exempted from building permits, consistent with current and historic practice.                                                                                                             |
| 15.24.020.F                                                                                    | Remove noxious weeds from list of nuisances enforced by the City, as noxious weed enforcement is the responsibility of Clark County Vegetation Management.                                                                                                                                      |
| 15.24.020.F                                                                                    | Add illegal discharge, vegetation encroaching on sidewalks, and sweeping debris in the public right-of-way to list of nuisances enforced by the City, consistent with current practice.                                                                                                         |
| 18.100.014                                                                                     | Update definition of “Community recreation and social facility” use, which already includes shooting ranges open to the public for free or fee, to also include shooting ranges used exclusively for law enforcement. Specify that shooting ranges include firearms, archery, and axe throwing. |
| 18.100.022                                                                                     | Add definition for guesthouse – received from the Clark County building department – to differentiate between a guesthouse and an accessory dwelling unit (ADU) for permitting purposes.                                                                                                        |
| 18.100.026                                                                                     | Update definition of “Indoor entertainment facility” use, which already includes commercial shooting ranges, to specify that commercial shooting ranges include facilities for firearms, archery and axe throwing.                                                                              |
| 18.210.040.C.3 and 18.220.040.B.3                                                              | Update to prohibit projections and vertical structures into access and stormwater easements.                                                                                                                                                                                                    |
| 18.220.125.A.3, 18.230.050.G.2, 18.235.020.H.8, 18.235.040.g.6 18.235.060.A.7 and 18.401.090.O | Add requirement for trash enclosures to be covered in compliance with stormwater regulations. Both Clark County and Clark Regional Wastewater District currently have this requirement, per stormwater and sewer regulations.                                                                   |

|                               |                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18.280.050.B and 18.810.110.A | Add requirement that critical area reports and State Environmental Policy Act (SEPA) checklists be no more than five years old at the time of submittal. This is standard practice throughout jurisdictions and has been requested by the Department of Ecology since environmental circumstances are more likely to change over periods greater than five years. |
| 18.620.150                    | Update plat alteration code to match RCW requirements.                                                                                                                                                                                                                                                                                                            |
| 18.740.030.B                  | Remove standalone land use review requirement for fences in the Employment (E) zone.                                                                                                                                                                                                                                                                              |

## PROCESS

| <u>Date</u>    | <u>Milestone</u>                                                 |
|----------------|------------------------------------------------------------------|
| April 14, 2023 | Notice of Planning Commission public hearing published           |
| April 27, 2023 | Notice of City Council public hearing published                  |
| May 3, 2023    | Planning Commission public hearing                               |
| May 11, 2023   | City Council public hearing and 1 <sup>st</sup> reading          |
| June 8, 2023   | City Council public meeting and 2 <sup>nd</sup> reading/adoption |

Staff have received no public comments as of the date of this report.

## MOTION

To forward a recommendation of approval of the proposed code amendments to City Council:

“I move to recommend approval of the Spring 2023 Ridgefield Municipal Code amendments as presented.”

## ATTACHMENTS

A. Attachment A – Spring 2023 RMC Text Amendments

| Housekeeping Amendments                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Section                                                                                                        | Text                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <a href="#">8.20.020</a><br>Definitions                                                                        | "Junk vehicle" means a junk vehicle as defined in RCW 46.55.010( <a href="#">54</a> ) as now enacted or hereafter amended.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <a href="#">12.08.130.B</a><br>House Numbers                                                                   | If <del>two or more</del> <a href="#">more than two</a> residences are served by a single driveway, the driveway shall be considered, for the purposes of this section, a private road.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <a href="#">14.03.050</a><br>Section 110.4                                                                     | 110.4 violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine and or imprisonment as outlined in City of Ridgefield Municipal Code Section <del>1.0812</del> .010. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Fines shall be paid to the City of Ridgefield. |
| <a href="#">18.100.010</a><br>Definitions                                                                      | Adult family home. A residential home in which a person or persons provide personal care, special care, room, and board to more than one but not more than six adults who are not related by blood or marriage to the person or persons providing the services. <a href="#">Eight adults may be allowed with proof of approval and compliance with RCW 70.128.066.</a>                                                                                                                                                                                                                                                                                                             |
| <a href="#">18.100.012</a><br>Definitions                                                                      | <b>Building coverage.</b> The ratio of the horizontal area measured from the exterior surface of the exterior walls, <a href="#">footing or foundation</a> of the ground floor of all principal and accessory buildings on a lot to the total lot area. <a href="#">(See building definition in RDC 18.100.012)</a>                                                                                                                                                                                                                                                                                                                                                                |
| <a href="#">18.100.026</a><br>Definitions                                                                      | Issued. The date a recommendation or decision is <del>mailed-sent</del> to the parties of record.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <a href="#">18.206.020.E.1</a><br>Residential Use Standards                                                    | <a href="#">Front façade variety. Dwellings with the same front façade located on the same side of a street shall be separated by no less than four lots, and dwellings with the same front façade located on opposite sides of a street shall be separated by no less than four lots, with the lot directly across the street not included in the four-lot calculation. In this context, the lot "directly across the street" means the lot with which the greatest portion of frontage aligns with the frontage of the subject lot.</a>                                                                                                                                          |
| <a href="#">18.210.135.E.1</a><br>Special provisions for the Gee Creek Plateau sub-area (Cluster Development). | Single family home lots shall be no less than six thousand and no more than fifteen thousand square feet with a minimum density of four dwelling units per acre based on net developable acres. <del>For example, a five-acre lot with three and five-tenths net developable acres will be required to produce sixteen single family lots.</del>                                                                                                                                                                                                                                                                                                                                   |
| <a href="#">18.235.060.C.2.a.i</a>                                                                             | Single-family attached residential meeting the standards of RDC <del>18.220.140</del> <a href="#">206.060</a> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

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|---------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Ridgefield Mixed Use Overlay                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <a href="#">18.235.060.C.2.b.i</a> Ridgefield Mixed Use Overlay     | Single-family attached residential meeting the standards of RDC <del>18.220.140</del> <a href="#">206.060</a> .                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <a href="#">18.235.060.F.1</a> Density                              | <p>Maximum residential density for development in CMU district shall be 16 dwelling units per net developable acre, except as modified by the density transfer or senior housing bonus up to a maximum of <del>32</del> <a href="#">24</a> dwelling units per net developable acre. Minimum residential density shall be eight dwelling units per net developable acre, if residential uses are included in the development.</p> <p>RDC 18.235.060.P.3.ii. - Density Bonus. If a senior housing bonus application is approved, developments may exceed the allowed density of the CMU zone by as much as fifty percent, up to a maximum of twenty-four dwelling units per net developable acre.</p>                                                                                                                                                                                                                                                                                                                                                                                                             |
| <a href="#">18.310.030.G</a> Pre-application review                 | The pre-application conference shall be scheduled at least seven days after the notice required by Section 18.310.030.E is <del>mailed-sent</del> but not more than twenty-eight days after the review authority accepts the application for pre-application review. The review authority shall reschedule the conference and give new notice if the applicant cannot or does not attend the conference when scheduled.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <a href="#">18.310.030.H</a> Pre-application review                 | Within fourteen days after the date of the pre-application conference, the review authority shall <del>mail-send</del> to the applicant and to other parties who sign a register provided for such purpose at the pre-application conference or who otherwise request it in writing, a written summary of the pre-application review. An electronic copy shall be on file to email to any interested person or organization. The written summary generally shall:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <a href="#">18.310.040.C</a> Review for counter complete status     | Within seven days of receiving a development permit application the city clerk shall <del>mail-send</del> or provide in person a written notice to the applicant stating either: That the application is counter complete; or that the application is incomplete and what is necessary to make the application complete.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <a href="#">18.310.050.G</a> Review for technically complete status | If the planning director decides an application is technically complete, then the planning director shall send written notice to the applicant acknowledging acceptance, including the date of a hearing for a Type III process. To the extent known by the city, other agencies with jurisdiction over the project permit application shall be identified in the written notice. Such notice must be <del>mailed</del> <a href="#">sent</a> or provided in person to the applicant within twenty-eight days after receipt of the project permit application. The city clerk shall provide written notice of the complete application to all city department heads, city council members, persons attending the pre-application conference, and persons or organizations which have filed a written request with the clerk's office to receive such notices. The status of the application shall be provided on the city website. This notice shall not preclude the city from requesting additional information or studies if new information is required or substantial changes in the proposed action occur. |

|                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <a href="#">18.310.060.B</a><br>Type I procedure<br>– Ministerial<br>decision           | Notice of a decision regarding a Type I process shall be posted on the city website and <del>mailed-sent</del> to the applicant and applicant's representative. The applicant may appeal the decision pursuant to Section 18.310.100.                                                                                                                                                                                                                                                                                                                |
| <a href="#">18.310.070.A</a><br>Type II procedure<br>– Administrative<br>decision       | Within fourteen days after the date an application subject to Type II review is accepted as technically complete, the city clerk shall issue a public notice of the pending review. The notice shall be posted on the city website and <del>mailed-sent</del> to:                                                                                                                                                                                                                                                                                    |
| <a href="#">18.310.070.E</a><br>Type II procedure<br>– Administrative<br>decision       | Within the time provided by subsection C of this section, the planning director shall <del>mail-send</del> the full decision to the parties listed in subsection A of this section and to other parties of record regarding the application pending review. The <del>mailing-notice</del> shall include <del>a notice which includes</del> the following information:                                                                                                                                                                                |
| <a href="#">18.310.070.E.1</a><br>Type II procedure<br>– Administrative<br>decision     | A statement that the decision is <del>final, but</del> final but may be appealed as provided in Section 18.310.100 to the Ridgefield hearing examiner within fourteen days after the notice is <del>mailed-sent</del> . The appeal closing date shall be listed in boldface type. The statement shall describe how a party must appeal the decision, including applicable fees and the elements of an appeal statement;                                                                                                                              |
| <a href="#">18.310.080.B.1</a><br>Type III<br>procedure –<br>Quasi-judicial<br>decision | The city clerk shall <del>mail-send</del> a copy of the notice to:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <a href="#">18.310.080.D</a><br>Type III<br>procedure –<br>Quasi-judicial<br>decision   | At least seven days before the date of the hearing for an application(s), the planning director shall issue a written staff report and recommendation regarding the application(s), shall post on the city website, shall make available to the public a copy of the staff report for review and inspection, and shall <del>mail-a paper-send a</del> copy of the staff report and recommendation to the applicant. The city clerk shall <del>mail-or</del> provide a copy of the staff report at reasonable charge to other parties who request it. |
| <a href="#">18.310.080.G</a><br>Type III<br>procedure –<br>Quasi-judicial<br>decision   | Within seven days from the date of the final order, the city clerk shall <del>mail-send</del> the full decision to the applicant and those who requested a copy of the final decision in writing. Copying fees may be charged. Parties of record shall be <del>mailed-sent</del> notice and instructed that a copy of the final order may be reviewed at city hall during regular hours. The <del>mailing shall include a notice which in notice shall</del> includes the following information:                                                     |
| <a href="#">18.310.080.G.1</a><br>Type III<br>procedure –<br>Quasi-judicial<br>decision | A statement that the decision is <del>final, but</del> final but may be appealed as provided in Section 18.310.100 within fourteen days after the date the notice is <del>mailed-sent</del> . The appeal closing date shall be listed in boldface type. The statement shall describe how a party must appeal the decision, including applicable fees and the elements of a petition for review. The statement shall also describe SEPA appeal procedures;                                                                                            |
| <a href="#">18.310.090.C</a><br>Type IV<br>procedure –                                  | At least seven days before the date of the first hearing for an application subject to Type IV review, the planning director shall issue a written staff report and recommendation regarding the application(s), shall make available to the public                                                                                                                                                                                                                                                                                                  |

|                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Legislative decision                                                                                                    | an electronic and paper copy of the staff report for review and inspection, and provide a copy <a href="#">of the</a> staff report and recommendation to the review body. The city clerk shall <del>mail or</del> provide a copy of the staff report, at reasonable charge, to other parties who request it.                                                                                                                                                                                                                                                                                                                                                                                  |
| <a href="#">18.310.090.F.2</a><br>Type IV procedure – Legislative decision                                              | <del>Mail-Send</del> a copy of that notice to the parties identified in subsection (B)(2) of this section and to parties who request it in writing;                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <a href="#">18.310.100.A</a><br>Appeal procedure                                                                        | A decision regarding an application subject to a Type I or II procedure may be appealed by an interested party only if, within fourteen days after written notice of the decision is <del>mailed-sent</del> , a written appeal is filed with the city clerk. The city shall extend the appeal period for an additional seven days, if state or local rules adopted pursuant to Chapter 43.21C RCW allow public comment on a determination of nonsignificance issued as part of the appealable project permit decision.                                                                                                                                                                        |
| <a href="#">18.310.100.C</a><br>Appeal procedure                                                                        | Within forty-five days of receipt of the appeal, the hearing examiner shall hear appeals of Type I and II decisions in an open record hearing. Notice of an appeal hearing shall be posted on the city website and <del>mailed-sent</del> to parties entitled to notice of the decision. A staff report shall be prepared, an open record hearing shall be conducted, and a decision shall be made and noticed within ninety days.                                                                                                                                                                                                                                                            |
| <a href="#">18.401.090</a><br>Site plan requirements                                                                    | “S” missing. Change lettering sequence to include “S” and adjust as needed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <a href="#">18.600.020</a><br>Relationship to planned unit development (PUD) process                                    | Chapter 18.40 <del>10</del> , PUD, of this code allows for creative site planning and flexibility of design consistent with the policies of the RUACP. Whenever a proposed PUD involves the creation of one or more new lots, a separate subdivision or short plat application shall be filed and considered at the same time as the PUD application.                                                                                                                                                                                                                                                                                                                                         |
| <a href="#">18.610.080</a><br>Resubdivision restricted                                                                  | No lot within a recorded short plat shall be <del>further divided in any manner within a period of five years without the filing of a final plat, except that when the short plat contains fewer than four parcels, nothing in this section shall prevent the owner who filed the short plat from filing an alteration within the five-year period to create up to a total of four lots within the original short plat boundaries</del> <del>further divided within a period of five years from the date of recording of the short plat, unless a final plat has been approved and filed for record</del> in accordance with the requirements of this title and pursuant to RCW 58.17.060(1). |
| <a href="#">18.620.080.C.3</a><br>Preliminary plat—<br>Expiration of approval—<br>Extension—<br>Phasing—<br>Conditions. | Subsequent phases shall <del>final-apply</del> for final plat approval within five years after the city council approves the final plat for the preceding phase; and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| <a href="#">18.620.145.A</a><br>Homeowners' Association | Every subdivision shall have a homeowners' association and agreements to fund such an organization in order to secure appropriate provision of and ensure ongoing management of open space, recreation areas, infrastructure, and other common facilities as required by RDC 18.6240.050.A.4, unless exempted under Section B. |
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| Minor Policy Changes                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| Section                                                    | Text                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <a href="#">9.07.150</a><br>Weapons – Discharging firearms | <p>It is unlawful for any person willfully and without lawful authority to fire, set off, or discharge any bomb, gun, pistol, or firearm of any kind and/or otherwise shoot or cast a projectile by means of any blowgun, air gun, rifle, pistol, slingshot, bow, or any other device capable of causing physical injury or property damage in the city, except that this subsection shall not apply:</p> <p>A. To police officers while in the discharge of their lawful duties or for persons exercising the right specified in RCW 9A.16.020;</p> <p>B. To persons continuing with best farm management practices currently in existence, including, but not limited to, the slaughtering or humane destruction of livestock or wildlife, or the hazing of wildlife or wildfowl in conformance with the requirements of the Washington State Fish and Game Department or its successors, the U.S. Department of Agriculture, and the United States Wildlife Service;</p> <p>C. To persons discharging firearms loaded with blank cartridges for signal or ceremonial purposes in any athletic or sports event, recognized public event, any public ceremonial functions such as military funeral salutes, or by any memorial or military organizations or service groups for ceremonial purposes.</p> <p>D. <a href="#">To uses permitted under Title 18.205 of the Ridgefield Municipal Code.</a></p> <p>E. Violation of this section is a misdemeanor.</p> |
| <a href="#">14.03.040</a><br>Chapter 1 – Section R105      | <p>Subsection R105.2 Work Exempt from Permit is hereby proposed to be amended by <del>adding-revising two</del> additional exemptions as enumerated by the number's <del>10 &amp; 111, 2 &amp; 10</del> under the heading "Building", as follows:</p> <p>R105.2 Work exempt from permits. In addition to the exemptions enumerated in Chapter 1 of the 2018 International Residential Code, a permit shall not be required for the following:</p> <p>Building:</p> <p><del>11. Decks or platforms with no roof or cover, which are not over 30 inches above finish grade at any point, are not attached to a dwelling, and do not serve the exit door required by Section R311.4.</del></p> <p><a href="#">1. One-story detached accessory buildings used as a tool and storage shed, playhouse, greenhouse or similar use, provided the structure is less than ten feet high and the floor area does not exceed 120 square feet.</a></p> <p><a href="#">2. Fences not over 6 feet high</a></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

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|                                                     | <u>10. Decks or platforms with no roof or cover, which are not over 30 inches above finish grade at any point, are not attached to a dwelling, and do not serve the exit door required by Section R311.4.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <u>15.24.020.F</u><br>Types of nuisances designated | <del>F. The existence of any noxious weeds, growing or otherwise, without the proper retention in a covered receptacle, including, but not limited to, poison oak, poison ivy, Russian thistle, or other such weeds;</del><br><br>Repeal and update lettering to this section. All noxious weeds are governed and enforced by Clark County Vegetation Management per CCC 7.04.020 and RCW 17.10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>15.24.020.F</u><br>Types of nuisances designated | Update to add the following regulations:<br><br><u>Q. The intentional or negligent discharge of items including but not limited to garbage, yard waste, solvents, antifreeze, oil, gas, fireplace ashes, paint, swimming pool water into a street, sidewalk, alley, storm sewer system, or water resource such as a wetland, creek, pond, or lake. This includes illegal discharge or discard of any item on to any public land within the city limits.</u><br><br><u>R. All limbs of trees, shrubs, bushes, weeds, or any other vegetative growth which are less than fourteen feet above the surface of any street or less than nine feet above the surface of any sidewalk.</u><br><br><u>S. Sweeping, pushing, throwing or depositing, or permitting to be thrown or deposited, any snow, dirt, leaves, sweepings of any house, store, shop or office onto the public sidewalk or into the street, alley or lane abutting said walk or premises.</u> |
| <u>18.100.014</u><br>Definitions                    | <b>Community recreation and social facility.</b> Public, private, and non-profit recreational, social and multi-purpose facilities that are open to the public for free or fee (including membership fees). Examples include: community centers; senior centers; social and fraternal organizations; health/fitness clubs; indoor or outdoor tennis/racquetball and soccer clubs and other sports fields; indoor/outdoor swimming pools; golf courses; and shooting ranges <del>(to include firearms, archery, and axe throwing), including ranges used exclusively for law enforcement.</del> Accessory uses include clubhouses, pro shops, offices, locker rooms, restaurants/delis/concession stands, child care facilities, rest rooms, maintenance facilities, and parking. Excludes uses meeting the definition of "indoor entertainment facility."                                                                                                |
| <u>18.100.022</u><br>"G" definitions                | <u><b>Guesthouse.</b> "Guesthouse" means an accessory building designed, constructed and used for the purpose of providing temporary living accommodations for guests, or for members of the same family as that occupying the main structure, and containing no kitchen facilities. Any kitchen-like area must be minimal in all aspects: no stove, no oven, nor power or fuel source routed for such, nor provisions made for such (teed gas line, wiring, dedicated breaker, junction boxes... etc.) Only one "bar-style" sink may be provided which may be no larger than 256 square inches. No built-in appliances or outlets for such will be allowed (microwaves, hoods, dishwashers and similar).</u>                                                                                                                                                                                                                                            |

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| <a href="#">18.100.026</a><br>"I" Definitions                                                        | Indoor entertainment facility. Commercial indoor facilities such as skating rinks, bowling alleys, arcades, shooting ranges <a href="#">(to include firearms, archery, and axe throwing)</a> , and movie and live performance theaters.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <a href="#">18.210.040.C.3</a><br>Setbacks-<br>Exceptions                                            | No <del>projections or vertical structures</del> <a href="#">projections</a> are allowed into an access <a href="#">or</a> <a href="#">stormwater</a> easement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <a href="#">18.220.040.B.3</a><br>Setbacks-<br>Exceptions                                            | No <del>projections or vertical structures</del> <a href="#">projections</a> are allowed into an access <a href="#">or</a> <a href="#">stormwater</a> easement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <a href="#">18.220.125.A.3</a><br>Storage space<br>and service<br>area location<br>and screening     | <del>Site service areas, such as garbage enclosures, away from street fronts and pedestrian access. Garbage collection and recycling areas, not including individual trash receptacles for public use, must be in an enclosed area and located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building. Enclosures should be complementary in design to the main buildings, and shall be constructed of fencing, walls, landscaping to a value of eighty percent year-round opacity, or a combination. If used, fences shall comply with RDC 18.230.100. Design of exterior storage areas shall comply with engineering standards and the Comprehensive Stormwater Management Plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.</del> |
| <a href="#">18.230.050.G.2</a><br>Site planning                                                      | Garbage collection and recycling areas, not including individual trash receptacles for public use, must be in an enclosed area and located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building. Enclosures should be complementary in design to the main buildings, and shall be constructed of fencing, walls, landscaping to a value of eighty percent year-round opacity, or a combination. If used, fences shall comply with RDC <a href="#">18.230.100. Design of exterior storage areas shall comply with engineering standards and the Comprehensive Stormwater Management Plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.</a>                                                                                           |
| <a href="#">18.235.020.H.8</a><br>Special<br>provisions for<br>the central<br>mixed use<br>district. | The following accessory structures shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view along Main Avenue or Pioneer Street: <ul style="list-style-type: none"> <li>i. All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities. <a href="#">Design of exterior storage areas shall comply with engineering standards and the Comprehensive Stormwater Management Plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.</a></li> <li>ii. Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures.</li> <li>iii. Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.</li> </ul>                   |

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| <p><a href="#">18.235.040.G.6</a><br/>Special provisions for the waterfront low scale (WLS) district.</p> | <p>The following accessory structures shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view along Mill Street:</p> <ul style="list-style-type: none"> <li>i. All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities. <a href="#">Design of exterior storage areas shall comply with engineering standards and the Comprehensive Stormwater Management Plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system</a></li> <li>ii. Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures.</li> <li>iii. Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.</li> </ul>                                                                                                                                                                                                                                                                                            |
| <p><a href="#">18.240.060.A.7</a><br/>Site and building design</p>                                        | <p>The following accessory structures and uses shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view along an arterial, minor arterial or collector street:</p> <ul style="list-style-type: none"> <li>a. All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities. <a href="#">Design of exterior storage areas shall comply with engineering standards and the Comprehensive Stormwater Management Plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.</a></li> <li>b. Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures.</li> <li>c. Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.</li> </ul>                                                                                                                                                                                                                                                 |
| <p><a href="#">18.280.050.B</a><br/>Submittal requirements</p>                                            | <p>General Critical Areas Report Contents. At a minimum, the critical areas report shall <a href="#">have been prepared within 5 years prior to submittal and</a> contain the following:</p> <ul style="list-style-type: none"> <li>1. The name and contact information of the applicant, a description of the proposal, and identification of the permit requested.</li> <li>2. A copy of the site plan for the development proposal including: <ul style="list-style-type: none"> <li>a. A map to scale depicting critical areas, buffers, the development proposal, and any areas to be cleared; and</li> <li>b. Proposed stormwater management and sediment control plan for the development including a description of any impacts to drainage alterations.</li> </ul> </li> <li>3. The dates, names, and qualifications of the persons preparing the report and documentation of any fieldwork performed on the site.</li> <li>4. Identification and scientific characterization of all critical areas and buffers.</li> <li>5. An assessment of the probable impacts to critical areas and buffers and risk of injury or property damage including permanent, temporary, temporal,</li> </ul> |

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|                                                                  | <p>and indirect impacts resulting from development of the site and the operations of the proposed development.</p> <p>6. A written response to each of the approval criteria in RDC 18.280.060.</p> <p>7. Plans for adequate mitigation, as needed, to offset any impacts, in accordance with RDC 18.280.050.E (Mitigation Plan Requirements).</p> <p>8. A copy of the SEPA checklist, if required by RDC 18.810.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <a href="#">18.401.090.O</a><br>Sit plan requirements            | <p>Refuse Storage. All outdoor trash, garbage and refuse storage areas shall be screened on all sides from public view and, at a minimum, be enclosed on three sides with a five and one-half feet high sight-obscuring fence or wall with a sight-obscuring gate for access. <u>Design of exterior storage areas shall comply with engineering standards and the Comprehensive Stormwater Management Plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                |
| <a href="#">18.620.150</a><br>Final plat—Alterations, vacations. | <p><u>A. The alteration or vacation of final plats filed for record in the office of the Clark County auditor shall comply with the provisions of Chapter 58.17 Revised Code of Washington.</u></p> <p><u>B. Upon receipt of an application for alteration, the legislative body shall provide notice of the application to all owners of property within the subdivision, and as provided for in RCW 58.17.080 and 58.17.090. The notice shall either establish a date for a public hearing or provide that a hearing may be requested by a person receiving notice within fourteen days of receipt of the notice.</u></p> <p><u>C. Upon the request of a public hearing, the city clerk shall supply notice of public hearing in accordance with RDC 18.620.040.</u></p> <p><u>D. B-</u> All petitions for plat alterations or vacations shall be reviewed by the city hearing examiner and a recommendation made thereon to the city council prior to city council action.</p> |
| <a href="#">18.740.030.B</a><br>Fences and Walls Design Criteria | <p>E District Criteria. In the E zone, <del>upon approval by the planning director through a Type II procedure,</del> fence height shall be no higher than eight feet from grade to the highest point of the structure, except that fence height shall be less than eight feet where:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <a href="#">18.810.110.A</a><br>Environmental checklist          | <p>A completed environmental checklist (or a copy), in the form provided in WAC 197-11-960, shall be filed at the same time as an application for a permit, license, certificate or other approval not specifically exempted in this chapter. <u>All information shall be prepared within 5 years prior to submittal.</u> However, a checklist is not needed if the city and applicant agree an EIS is required, SEPA compliance has been completed, or SEPA compliance has been initiated by another agency. The city shall use the environmental checklist to determine the lead agency and, if the city is the lead agency, for determining the responsible official and for making the threshold determination.</p>                                                                                                                                                                                                                                                           |

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