



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, November 1, 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. 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 9/06/2023 Meeting**

IV. PUBLIC HEARING/BUSINESS

- 1. Enforcement Code Amendments (Public Hearing) - Claire Lust, Community Development Director, Tammi Neblock**
- 2. 2023 Lahti Property Comprehensive Plan Amendment Requests (Public Hearing) - Claire Lust, Community Development Director**
- 3. Cloverhill Phase 3B and 10 Zone Change Request (Public Hearing) - 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: November 1, 2023

AGENDA ITEM NAME: Approval of Minutes from the 9/06/2023 Meeting

SUMMARY/BACKGROUND:

STAFF CONTACT:

ATTACHMENTS:

1. 09.06.2023 Minutes



**CITY OF RIDGEFIELD, WASHINGTON
PLANNING COMMISSION MEETING MINUTES
SEPTEMBER 6, 2023**

Regular Meeting - 6:30 PM

I. GENERAL SESSION CALL TO ORDER - 6:30 PM

- 1. Flag Salute**
- 2. Roll Call**

Present:

Vice Chair Amanda Swenson
Commission Member Katie Favela
Commission Member Richard Amerman
Chair Patrick Flynn
Commission Member John Rose
Commission Member Joel Thompson
Commission Member Mark Tyler

3. Late changes to the agenda

No 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.

No public comments provided.

III. CONSENT AGENDA

1. Approval of Minutes from the 08/02/2023 Meeting

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

RESULT:	(UNANIMOUS)
MOVER:	Commission Member John Rose
SECONDER:	Commission Member Mark Tyler
AYES:	Commission Member Favela, Chair Flynn, Commission Member Amerman,

IV. PUBLIC HEARING/BUSINESS

1. Development Tour Planning - Claire Lust, Community Development Director

Claire Lust, Community Development Director, opened a discussion regarding the upcoming Development Tour.

Discussion occurred regarding how things are looking from the I-5 interchange, along Pioneer all the way to downtown.

Discussion occurred regarding points of interest downtown, i.e. clean up sites, what is the City going to do with the old police station, vacant lots, food cart area, downtown parks, etc.

Discussion occurred regarding any potential future projects that are not well known. Are there any paths or park plans in the works?

Discussion occurred regarding spending time at the waterfront and what is being proposed for that area.

Discussion occurred regarding potential walking trails.

Discussion occurred regarding follow up on the things that were in the works on last-year's Development Tour.

Discussion occurred regarding traffic concerns due to the Costco development, specifically relating to Pioneer.

Discussion occurred regarding the development happening at the Clark College site.

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.

No public comments provided.

VI. STAFF REPORTS

Claire Lust, Community Development Director, advised the City Council held a study session on food carts. The Lahti property re-zone was approved by the City Council. The YMCA is about 90% done with site design. They have had a Pre-App, but have not submitted any land use applications. Their goal is to be able to begin site work in 2024.

VII. FROM THE COMMISSION

Commissioner Thompson enjoyed the 4th of July events.

Commissioner Swenson helped with Farm to Table.

Commissioner Tyler attended the grand opening of the police station and City Days .

Commissioner Favela attended the grand opening of the police station and the Multi-cultural Festival.

Commissioner Flynn reminded the commissioners to check for updates regarding the Development Tour.

VIII. ADJOURN

Trina Siebert, Planning Commission Clerk

Patrick Flynn, Chair

**CITY OF RIDGEFIELD
REQUEST FOR COMMISSION ACTION**

MEETING DATE: November 1, 2023

AGENDA ITEM NAME: Enforcement Code Amendments (Public Hearing)

SUMMARY/BACKGROUND:

See attached staff report for background information and discussion of the proposed changes to the enforcement code. A link to additional attachments is provided in the staff report.

STAFF CONTACT: Claire Lust, Community Development Director, Tammi Neblock

ATTACHMENTS:

1. Staff Report



THE CITY OF RIDGEFIELD

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

Enforcement Code Amendments Planning Commission Staff Report November 1, 2023

I. CODE ENFORCEMENT BACKGROUND

It is the policy of the City of Ridgefield to thoroughly and consistently enforce the rules and regulations of the Ridgefield municipal code (RMC), with primary emphasis on protection of general health, safety and welfare. In addition, it is the policy of the City to strive for and achieve the highest level of voluntary compliance in all code enforcement actions. The City strives to resolve all code enforcement actions in a swift, fair, and equitable manner.

The City hired its first full-time Code Enforcement Officer in January 2022. The Code Enforcement Officer was tasked with professionalizing the previously part-time, *ad hoc* position, including standardizing enforcement procedures and corrective actions. The amendments proposed herein are based on the officer's experience and best professional judgement, with input from other involved parties.

II. EXISTING CONDITIONS AND PROBLEM STATEMENT

The Code Enforcement Officer is responsible for determining if violations of the municipal code have occurred and for enforcing the applicable code provisions through corrective actions. The Code Enforcement Officer may call upon other appropriate city departments and employees to assist in enforcement of the municipal code.

The Code Enforcement Officer enforces certain provisions in Titles 8 – Health and Welfare; 12 – Streets and Sidewalks; 13 – Public Utilities; 14 – Building and Construction; 15 – Abatement of Public Nuisances; and 18 – Development Code. Currently, numerous enforcement procedures and penalties are spread throughout these titles of the municipal code. **There is no consistent set of procedures for enforcing violations of the municipal code.**

This lack of consistency has several consequences for staff and customers. Code complaints are resolved more slowly when staff must take the time to determine what enforcement procedure(s) apply to the case. Staff must consult with the City Attorney on appropriate actions, at a significant hourly cost. There is a lack of certainty that individuals who have committed code violations are being treated equitably over time and across different types of violations. When a code violation case goes to hearing, it is difficult for staff to make a strong legal argument based on a fragmented code. Were the current Code Enforcement Officer to leave, it would be challenging for other staff and/or a new hire to apply the existing codes consistently.

III. PROPOSAL

Title 20 – Code Enforcement

The main proposal is to establish one uniform set of code enforcement procedures for the municipal code. This consolidated enforcement code would be in a new title of the RMC: **Title 20 – Enforcement Code** (see Attachment A). The existing code enforcement procedures described in Titles 8, 12, 13, 14, 15, and 18 would be removed and replaced with references to Title 20. (Note: in four chapters – 13.80, 15.24, 18.395, and 18.840 – some existing enforcement language that is specific to the topics therein and does not conflict with Title 20 is proposed for retention. See Table 1.) References to Title 20 would also be added to chapters within the subject titles that should link to enforcement procedures but do not.

The proposed uniform procedures in Title 20 were developed by the current Code Enforcement Officer based on the City of Vancouver's adopted uniform code enforcement procedures. The Code Enforcement Officer previously worked as a City of Vancouver Code Enforcement Officer for 20 years and found Vancouver's enforcement procedures to be fair, equitable, and easy for code enforcement staff and supporting staff to apply in an efficient manner.

The Code Enforcement Officer engaged the following individuals to help draft and refine the proposed code updates for use in Ridgefield:

- City Attorney
- Municipal Court Prosecutor
- Chief of Police
- Community Development Director
- Building Official
- City Engineer
- Stormwater Supervisor
- Utility Clerk
- Cross Connection Control Specialist

A basic summary of proposed Title 20 follows. For full detail please see Attachment A.

- Chapter 20.100 establishes general provisions, including applicability to chapters within Titles 8, 12, 13, 14, 15, and 18; definitions; and the City's authority to investigate violations, enter into voluntary compliance agreements, issue orders, revoke permits, and assess monetary penalties.
- Chapter 20.200 provides a menu of enforcement actions and procedures for noticing and completing those actions:
 - Correction notice: a notice informing the responsible party of a violation and providing a date by which to remedy the violation to avoid further enforcement action.
 - Voluntary correction agreement: an agreement between the City and the responsible party to correct and mitigate for a violation to avoid further enforcement action.
 - Notice of civil penalty: a notice requiring corrective action by a certain date and imposing monetary penalties when the responsible party is unresponsive to a correction notice or agreement.
 - Order to revoke permit: an order to revoke a permit issued by the City of Ridgefield when the terms of the permit or approved plans are not being met, the permit was issued in error, or the permit was issued based on incorrect information.
 - Judicial abatement: an action where the City abates a violation the responsible party

has failed to address as required by a correction notice or agreement, notice of civil penalty, or Hearing Examiner's final order, with the permission of the property owner or pursuant to a judicial order.

- Summary abatement: immediate abatement of a violation imminently threatening health, safety, welfare, or the environment, typically using a stop work order.
 - Injunctive relief: an action where the City Attorney petitions the court for the issuance of an injunction or restraining order preventing the code violation from continuing.
 - Criminal prosecution: an action where the City refers a violation to the prosecutor as a misdemeanor. Must follow attempts to achieve compliance through other means listed in Chapter 20.200 unless the situation involves repeat violations or malicious intent.
 - Judicial relief: an option for the City to file a complaint in court to seek legal relief where civil enforcement actions or criminal prosecution would not be timely or effective.
- Chapter 20.300 describes the process by which affected parties may appeal an enforcement action. Appeals go before the Hearing Examiner, and staff prepares a report for the hearing detailing the case. The Hearing Examiner's decision may be appealed to superior court.

Monetary penalties

Staff proposes a concurrent update to the Master Fee Schedule establishing monetary penalties for first, second, and subsequent violations of the municipal code. See Attachment B. Code violation penalties are not currently listed in the Master Fee schedule and are instead scattered throughout the RMC like existing code enforcement procedures. The proposed fees are similarly based on those charged by City of Vancouver code enforcement. The basic proposed fees are \$250 for first violation, \$500 for second violation, and \$1,000 for subsequent violations. Higher fees are proposed for violations that pose an immediate threat to life, health, safety, and the natural environment.

As proposed in Chapter 20.200, the City could collect cumulative monetary penalties. Penalties could be assessed on a daily basis beginning after the corrective date provided in the notice to the responsible party. Monetary penalties would accrue during an appeal period unless the appellant prevails. Payment of fees would not relieve the responsible party from correcting the violation. Costs incurred by the City to remedy a violation, including legal costs, abatement costs, and administrative costs, would be charged to the responsible party or as a lien against the property.

Other proposed updates

While auditing the existing code enforcement language in Titles 8, 12, 13, 14, 15 and 18, staff identified two other changes to include in this proposal.

1. Junk vehicles and automobile hulks. Currently, junk vehicles and automobile hulks are addressed in Chapter 8.20 under Title 8, Health and Welfare. The proposal is to create a new chapter for junk vehicles and automobile hulks (Chapter 15.25) within Title 15, Abatement of Public Nuisances such that junk vehicles and automobile hulks are appropriately identified as public nuisances. New Chapter 15.25 would reference Title 20 for enforcement procedures, relieving Ridgefield PD of their duty to get a court order for removal of junk vehicles off private property and instead establishing the owner's responsibility to remove their own junk vehicles through the uniform code enforcement process. See Attachment P.

2. Backflow cross-connection regulations. Housekeeping amendments are proposed to RMC Chapter 13.55.040, Inspection of backflow devices. See Attachment L.

Table 1. Summary of proposed changes

<u>Source</u>	<u>Changes</u>	<u>Attachment</u>
RMC Title 20 – Code Enforcement	New title with uniform code enforcement procedures.	A
Master Fee Schedule	New section with code violation penalties.	B
RMC Chapter 8.04 – Debris Removal	Replace existing enforcement procedures with reference to uniform enforcement procedures in Title 20.	C
RMC Chapter 8.12 – Garbage Collection	Replace existing enforcement procedures with reference to uniform enforcement procedures in Title 20.	D
RMC Chapter 8.13 – Collection of Recyclable Materials	Replace existing enforcement procedures with reference to uniform enforcement procedures in Title 20.	E
RMC Chapter 8.20 – Junk Vehicles and Automobile Hulks	Delete and move to new Chapter 15.25.	F
RMC Chapter 12.12 – Trees	Replace existing enforcement procedures with reference to uniform enforcement procedures in Title 20.	G
RMC Chapter 12.15 – Street Excavations	Replace existing enforcement procedures with reference to uniform enforcement procedures in Title 20.	H
RMC Chapter 13.15 – Sewer Service	Add reference to uniform enforcement procedures in Title 20.	I
RMC Chapter 13.20 – Water Service	Add reference to uniform enforcement procedures in Title 20.	J
RMC Chapter 13.50 – Meters	Add reference to uniform enforcement procedures in Title 20.	K
RMC Chapter 13.55 – Backflow Cross-Connection Regulations	Add reference to uniform enforcement procedures in Title 20. Minor housekeeping updates to 13.55.040, Inspection of backflow devices.	L

RMC Chapter 13.80 – Illicit Discharge	Replace most existing enforcement procedures with reference to uniform enforcement procedures in Title 20. Maintain certain illicit discharge-specific enforcement sections that do not conflict with Title 20 (cost of remediation, special noticing requirements, negotiations with violators authorized).	M
RMC Chapter 14.98 – Enforcement	Add a new chapter to Title 14, Building and Construction, referencing the uniform enforcement procedures in Title 20.	N
RMC Chapter 15.24 – Public Nuisances	Replace most existing enforcement procedures with reference to uniform enforcement procedures in Title 20. Maintain certain enforcement sections that do not conflict with Title 20 (liability for costs).	O
RMC Chapter 15.25 – Junk Vehicles and Automobile Hulks	New chapter referencing uniform enforcement procedures in Title 20. Replaces Chapter 8.20.	P
RMC Chapter 18.395 – Development Code Enforcement Procedures and Penalties	Replace most existing enforcement procedures with reference to uniform enforcement procedures in Title 20. Maintain certain development-specific enforcement sections that do not conflict with Title 20 (determination of violation, subdivision violations).	Q
RMC Chapter 18.500.070 – Site Plan Review – Conditions, revocation of approval, terms and appeals	Revise reference to Chapter 18.395 and add reference to Title 20.	R
RMC Chapter 18.710.170 – Signs – Nonconforming signs, maintenance, removal and enforcement	Revise reference to Chapter 18.395 and add reference to Title 20.	S
RMC Chapter 18.715.080 – Exterior Lighting – Penalties for violation	Revise reference to Chapter 18.395 and add reference to Title 20.	T
RMC Chapter 18.740.060 – Fences and Walls – Enforcement	Add reference to Title 20.	U
RMC Chapter 18.750.030 – Flood Control – General provisions	Revise reference to Chapter 18.395 and add reference to Title 20.	V
RMC 18.755.080 – Erosion Control – Enforcement	Replace existing enforcement procedures with references to Chapter 18.395 and to Title 20.	W

RMC 18.840.140 – Trees – Non-compliance, penalty, and enforcement	Replace most existing enforcement procedures with references to Chapter 18.395 and to Title 20. Maintain the additional remedies already identified in 18.840.140 that do not conflict with Title 20.	X
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IV. PROCESS

<u>Date</u>	<u>Milestone</u>
October 18, 2023	Combined notice of Planning Commission and City Council public hearings published and posted
November 1, 2023	Planning Commission public hearing and recommendation to Council
December 7, 2023	City Council public hearing and 1 st reading
December 21, 2023	City Council public meeting and 2 nd reading/adoption

V. PUBLIC COMMENT

Staff have received no public comments as of October 24, 2023.

VI. MOTION

To forward a recommendation of approval to City Council: “I move to recommend approval of the Enforcement Code Amendments as presented.”

VII. ATTACHMENTS

View and download attachments at this link: <https://ridgefieldwa.sharefile.com/d-sfb5bce34966342509feaa5750b485b53>

**CITY OF RIDGEFIELD
REQUEST FOR COMMISSION ACTION**

MEETING DATE: November 1, 2023

AGENDA ITEM NAME: 2023 Lahti Property Comprehensive Plan Amendment Requests (Public Hearing)

SUMMARY/BACKGROUND:

See attached staff report.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report



THE CITY OF RIDGEFIELD

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

Lahti Property Comprehensive Plan Amendment Requests

File No. MASTER-23-0031, PLZ-23-0048

Planning Commission Staff Report

November 1, 2023

I. BASIC INFORMATION

Application submitted: June 29, 2023.

Planning Commission public hearing: November 1, 2023

Proposal: Two amendments are proposed related to the future development of the Lahti property: 1) Change the comprehensive plan designation on the western portion of the property from Employment to General Commercial, with a concurrent zone change from Employment to Commercial Community Business; and 2) Remove a planned segment of S 3rd Way from the Capital Facilities Plan (CFP).

Location: 5145 Pioneer St / Ridgefield, WA 98642. #40 S21 T4N R1E WM, Assessor's #213989000, 33.19 acres.

Applicant: FDM Development, 515 NW 253rd St / Ridgefield, WA 98642. Contact: Dean Maldonado, 360-719-0276, dean@fdmdevelopment.com

Applicant's representative: PBS Engineering and Environmental, 415 W 6th St / Vancouver, WA 98660. Contact: 360-695-3488, PBScivil@pbsusa.com

Property owner: Gary Lahti, 5145 Pioneer St / Ridgefield, WA 98642.

Current comprehensive plan designation: Employment (EM)

Current zoning: Employment (E)

Staff contact: Claire Lust, Community Development Director, 360-857-5024, claire.lust@ridgefieldwa.us

II. BACKGROUND AND PROPOSAL

The Lahti property is located at 5145 Pioneer Street. The site is 33.19 acres and is zoned Employment (E). Surrounding zoning and uses are shown in Figure (1) and include:

- Commercial Regional Business (CRB) land to the north across Pioneer Street, with mixed commercial development proposed as the Union Ridge Town Center and Ridgefield Gateway projects.
- CRB land to the east occupied by the Vancouver Clinic.
- Employment land to the east developed with light industrial uses.
- Employment land to the south under development as the Pac Trust industrial center.

- Employment land immediately to the west with a stormwater facility.
- Commercial Community Business (CCB) land to the west developed as the Discovery Ridge commercial center.

Figure 1. Zoning context



On August 24, 2023, City Council adopted Ordinance No. 1407 removing the Ridgefield Mixed Use Overlay (RMUO) from the Lahti property. The purpose of this action was to begin facilitating development of a medical office on the northeast portion of the property. At the time of the RMUO removal, the applicant indicated their intent to subsequently go through a comprehensive plan amendment to re-designate the western portion of the site from Employment to Commercial to facilitate future commercial development.

The first component of this proposal is to change the zoning on the western portion of the site from Employment (E) to Commercial Community Business (CCB). In order to achieve this zone change, a comprehensive plan amendment is also required to change the underlying comprehensive plan designation from Employment (EM) to General Commercial (GC). See Figures (2) and (3).

Figure 2. Existing zoning

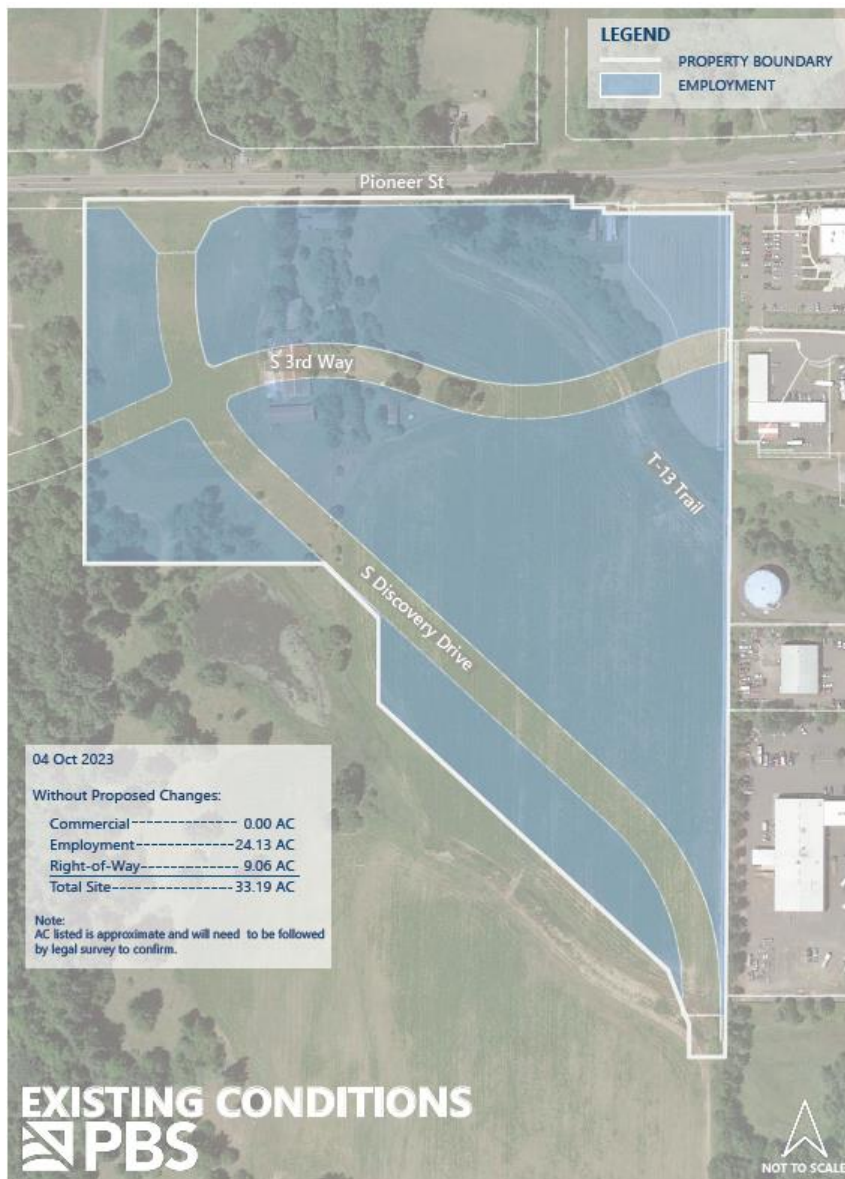
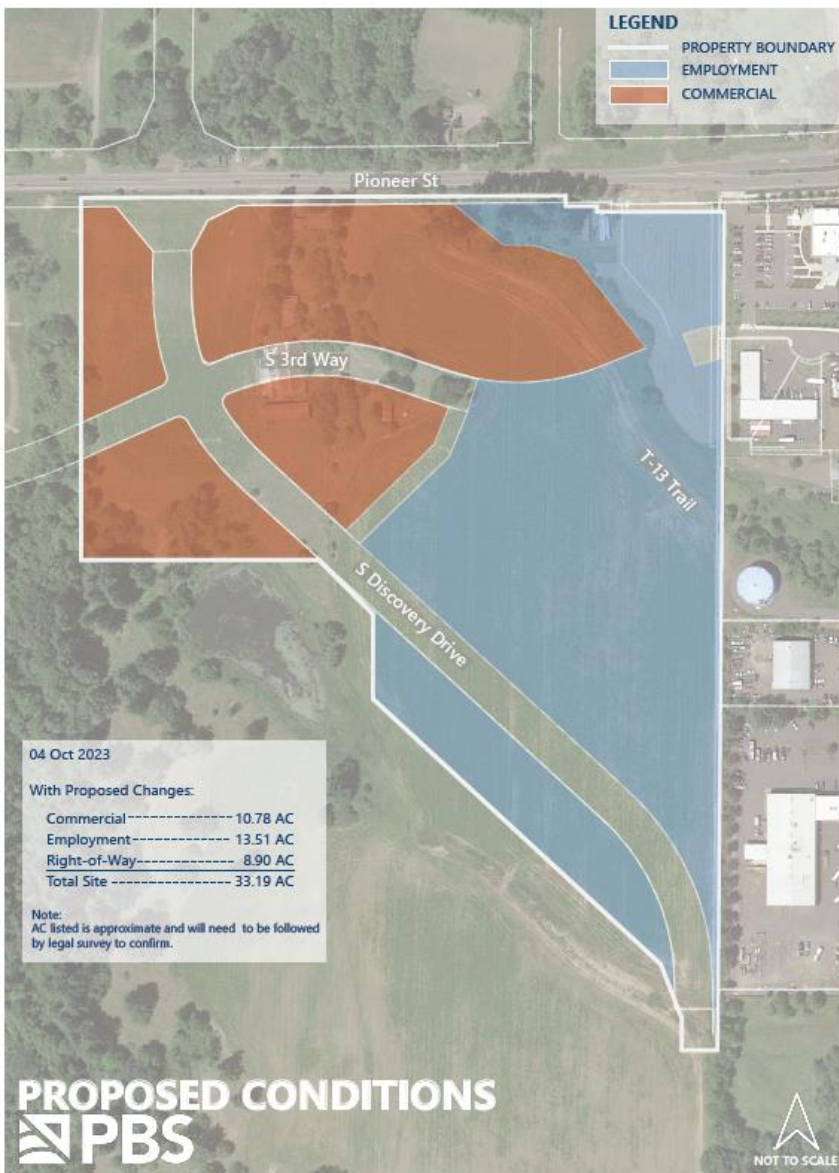


Figure 3. Proposed zoning



The second component of this proposal is to remove a planned segment of S 3rd Way from the Capital Facilities Plan (CFP). See Figures (4) and (5).

Figure 4. Current CFP map

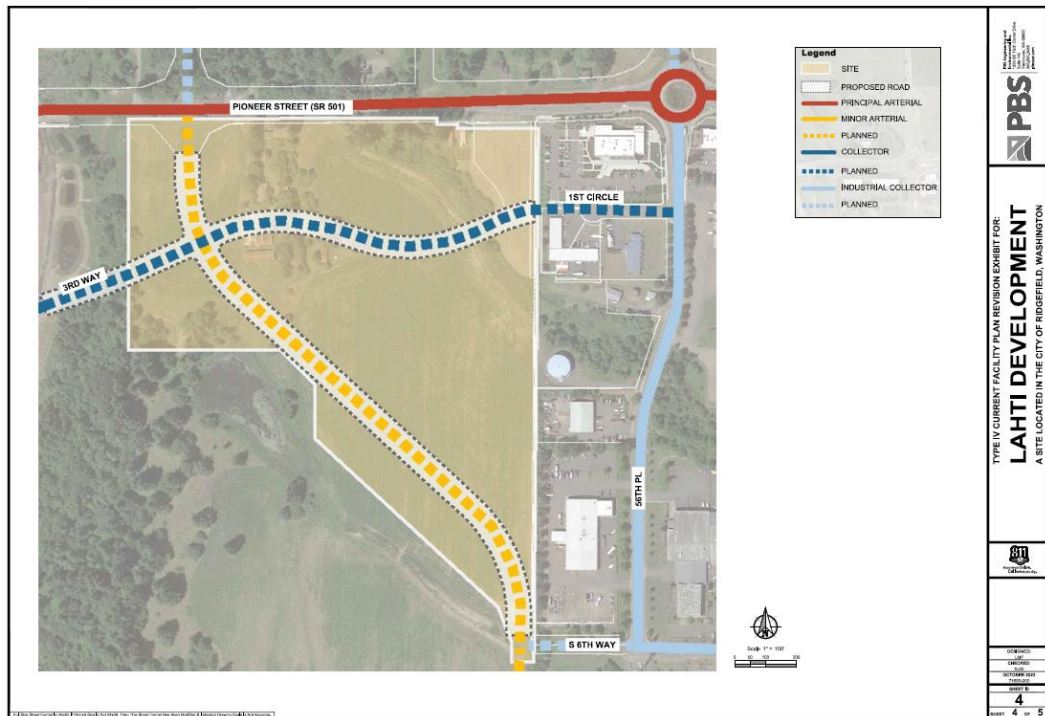
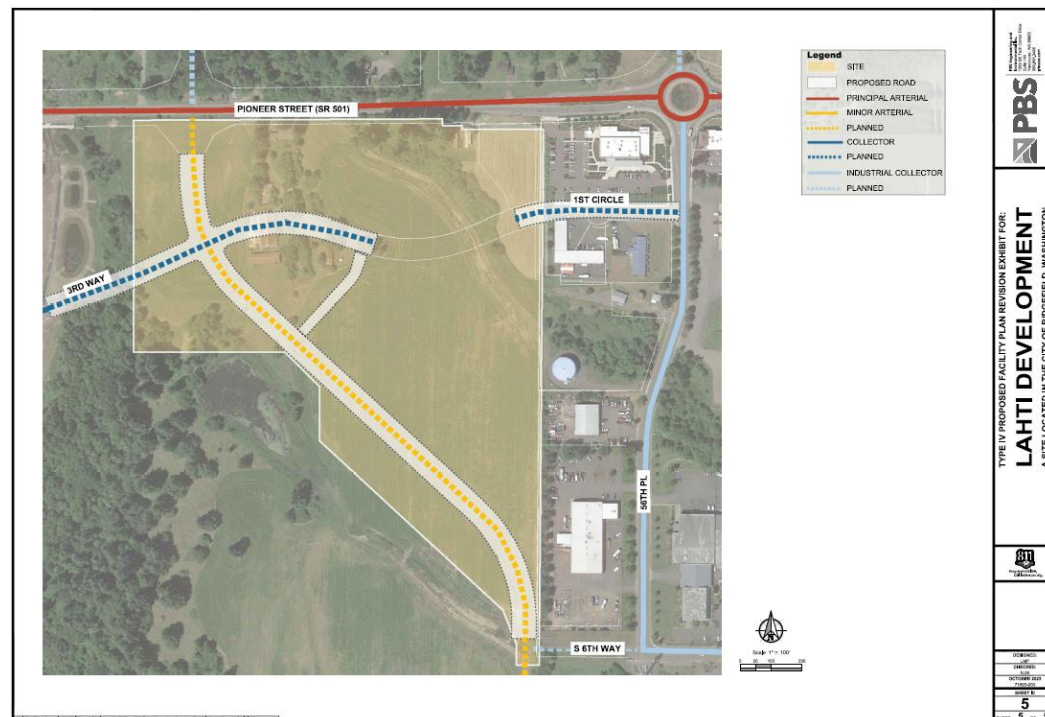


Figure 5. Proposed CFP map



In their project narrative, the applicant states that the proposed change from Employment to Commercial would create a more consistent commercial corridor along Pioneer Street, with the opportunity to develop easily accessible commercial services for the community. The stated purpose of the proposed CFP revision is to preserve continuity for the on-site stream corridor while still supporting anticipated traffic volumes.

III. COMPLIANCE WITH RDC 18.320 - AMENDMENTS

RDC 18.320.020 – Amendment process.

- A. *The City shall consider amendments to the RUACP no more frequently than once every year, except as authorized under RCW 36.70A.130(2)(i.–v.). All proposals shall be considered by the city council concurrently so the cumulative effect of various proposals can be ascertained. (RCW 36.70A.130.2.)*

Findings

The Comprehensive Plan amendments proposed herein are the only amendments being considered in 2023. Council last considered comprehensive plan amendments in 2022. This standard is met.

- B. *The City shall coordinate the timing of its annual review process so as to be consistent with county plan amendment procedures.*

Findings

Clark County paused annual comprehensive plan amendment requests during their periodic comp plan update. This standard does not apply.

- C. *To be considered during the annual amendment review process, an applicant must file a petition no later than July 1 for the petition to be considered during that calendar year, except that the city may propose an amendment after this deadline so long as it meets the requirements of RMC 18.320.020.A–B. and the city's adopted public participation process.*

Findings

The applicant filed a petition on June 29, 2023. This standard is met.

RDC 18.320.050 – Approval criteria.

- A. *Zoning district map amendments shall be consistent with the Ridgefield Urban Area Comprehensive Plan (RUACP) map. Where the proposed amendment is not consistent with the RUACP map, the petitioner shall also file a petition to amend the RUACP map. Amendments to zoning district maps or text must be consistent with the goals and policies of the RUACP.*

The applicant provided the following response to (A):

The 33.19-acre parcel (213989000, 606996000, and 602965000) adjoins the south side of Pioneer Street; the applicant is petitioning to change a 10.78-acre portion to Commercial, leaving the remaining 22.41 acres as Employment and right of way. This commercial portion sits directly south of the Pioneer Street right-of-way, adjoining the City's main transportation spine into the downtown core and will extend south to the intersection of 3rd and Discovery Drive. The applicant recognizes that changing that portion of 10.78 acres of land from E zoning to CCB zoning requires a Type IV legislative review process. The following is an excerpt from the RUACP, stating the five guiding principles of that document.

The Ridgefield Urban Area Comprehensive Plan 2016–2035 (RUACP) is guided by a vision for how Ridgefield and the surrounding area will grow and develop during the next 20 years. This vision is best described by five principles: Regional Employment Center, Quality Neighborhoods, Complete Community, Protection of Critical Areas, and Managed Growth.

Regional Employment Center, Complete Community: Approval of this petition will provide a more consistent commercial corridor along Pioneer Street leading toward the Interstate 5 (I-5) corridor and will be providing commercial resources (restaurants, stores) that will help sustain and support the employment uses (offices, light industrial). The Lahti property is the only substantial amount of land zoned E (besides land used for stormwater treatment) that remains along the 0.85-mile stretch of Commercial zoning that flanks each side of Pioneer Street leading east to I-5. It will support the complete community RUACP principle, lessening the need for people to drive to lunch/goods during the day. It also will support the regional employment center by creating an enjoyable and interesting place to work with places to walk to on a lunch break.

The principle, Protection of Critical Areas, would be supported, as the road would no longer cross the critical area buffers or the creek that bisects the land (see attached existing conditions plan submitted with this package). The road section that would be removed is approximately 504 feet long and 70 feet wide. 488 feet (12,165 square feet) of that 504 feet would have crossed critical areas that support and provide fish passage.

The applicant is petitioning to revise the RUACP map, the Comprehensive Plan, and the Zoning Map to reflect these changes discussed above.

Managed Growth: This change also supports the principle of managed growth, as these commercial opportunities will work toward supplying jobs and goods interior to the current city limits; keeping them close to the well-paying jobs will limit the amount of trips and keep the services where they can support the community.

- B. *Amendments to this title or to the RUACP must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP.*

The applicant provided the following response to (B):

The changing of a 10.78-acre portion part of the property from E to CCB would allow development to proceed in a manner that is consistent with the surrounding properties. The uses, mix of users, and hours of use would be the main items to change. There would still be traffic impact fees collected with development of the parcel(s).

The changes to the transportation levels of service (LOS) are difficult to quantify without a thorough travel-demand model of the area to comprehensively capture the influences and details of land uses, trip generation, trip attraction, trip types, and the full roadway network. LOS is addressed qualitatively for this application.

Some of the antecedent steps to evaluating the LOS are possible to provide and are described in the following paragraphs. These include trip generation and trip distribution.

Trip Generation

Under the site's current employment (E) zoning, and with the current CFP, the potential site development area totals 24.13 acres after 9.06 acres are allocated for public rights-of-way (S Discovery Drive and S 3rd Way). See the Existing Conditions map for reference.

The actual developable area is less than 24.13 acres since this area spans sensitive lands and yields atypical lot shapes that are not conducive to optimal development densities. For this analysis, it is assumed that approximately 22% of the acreage, or 5.31 acres (231,240 square feet), could be developed as usable floor area. Consistent with recent evaluations performed for the site, the highest and best uses of this floor area are considered to be divided among light manufacturing (75%), office (10%), and medical (15%) uses.

The trip generation for this current condition is estimated following methods and datasets in the Institute of Transportation Engineers' (ITE) Trip Generation Manual, 11th Edition (2021), and the ITE Trip Generation Handbook, 3rd Edition (2017). The results are summarized in Table 2.

Table 2. Site Development Potential and Trips Under Current Conditions

Zoning	Building Use	Allocation	Floor Area (SF)	ITE Code	ITE Use	Weekday Trips		
						Daily	AM Peak Hour	PM Peak Hour
E	Light Manufacturing	75%	173,430	110	General Light Industrial	702	122	59
	Office	10%	23,120	710	General Office Building	324	48	49
	Medical	15%	34,690	630	Clinic	1,278	85	126
Total		100%	231,240	Total Trips		2,304	255	234
				(Internal Trips)*		(0)	(0)	(0)
				Primary Trips		2,304	255	234

SF = square feet

* Internal trips occur between land uses within the overall development and do not travel outside the site. They are calculated according to typical ITE methods for the weekday AM and PM peak hours. ITE has no data for daily internal trips, so the daily internal trip rate is calculated as the average of the AM and PM internal trip rates. Internal trips are formatted in italics inside parentheses to represent that they subtract from the total trips to calculate primary trips as the remainder.

With the changes proposed to the site zoning and to the City's CFP, the potential site development area totals 24.29 acres, with 10.78 acres changed to commercial uses (CCB zoning) and 13.51 acres remaining as employment uses (E zoning). With the S 3rd Way link removed, and with a connecting local roadway added, the area allocated for public rights-of-way totals 8.90 acres.

The developable areas are estimated following the same procedure used above for the existing conditions: approximately 22% of the acreage is assumed to be developable. Thus, the commercial acreage could support approximately 103,310 square feet of floor area, and the highest and best use is assumed to be retail. By similar logic, the employment acreage could support approximately 129,470 square feet of floor area, and the highest and best uses of this floor area are considered to be divided among light manufacturing (75%), office (10%), and medical (15%) uses.

The trip generation for this proposed condition is estimated following methods and datasets in the ITE Trip Generation Manual, 11th Edition (2021), and the ITE Trip Generation Handbook, 3rd Edition (2017). The results are summarized in Table 3.

Table 3. Site Development Potential and Trips Under Proposed Conditions

Zoning	Building Use	Allocation	Floor Area (SF)	ITE Code	ITE Use	Weekday Trips		
						Daily	AM Peak Hour	PM Peak Hour
CCB	Retail	100%	103,310	821	Shopping Plaza Without Supermarket	6,976	179	536
	Subtotal	100%	103,310	NA	NA	6,976	179	536
E	Light Manufacturing	75%	97,100	110	General Light Industrial	416	69	40
	Office	10%	12,950	710	General Office Building	196	28	30
	Medical	15%	19,420	630	Clinic	732	51	71
	Subtotal	100%	129,470	NA	NA	1,344	148	141
Total			232,780	Total Trips		8,320	327	677
				Internal Trips*		(292)	(8)	(24)
				Pass-By Trips**		(2,322)	(35)	(210)
				Primary Trips		5,706	284	443

NA = not applicable; SF = square feet

* Internal trips occur between land uses within the overall development and do not travel outside the site. They are calculated according to typical ITE methods for the weekday AM and PM peak hours. ITE has no data for daily internal trips, so the daily internal trip rate is calculated as the average of the AM and PM internal trip rates. Internal trips are formatted in italics inside parentheses to represent that they subtract from the total trips to calculate primary trips as the remainder.

** Commercial retail land uses generate pass-by trips. Pass-by trips occur when vehicles already traveling past the site on adjacent roadways (Pioneer Street, in this case) stop at the future retail uses, then resume their trip toward their destination. Pass-by trips do not increase the total volume of traffic on the roadways, but they do increase turning movements at driveways and intersections. For the Lahti site, the pass-by trips are likely to be drawn from Pioneer Street and to turn at the Discovery Drive intersection. ITE indicates a 40% pass-by trip rate during the weekday PM peak hour. A 20% pass-by rate (half the PM rate) is assumed for the AM peak hour, and weighted average of the rates (34%) is assumed for the weekday period. Pass-by trips are formatted in italics inside parentheses to represent that they subtract from the total trips to calculate primary trips as the remainder.

As shown in comparing the trip generation calculations between the current and proposed conditions, the net increase in primary trips is 3,402 weekday trips, including 29 AM peak hour trips and 209 PM peak hour trips. While the change to commercial retail uses will increase the total number of trips, many of these increased trips will be internal and pass-by trips. This pattern will restrain the total impact of the proposed zone change.

Trip Distribution

Within any roadway network, intersections typically represent the limiting points for vehicular capacity, and a variety of recent traffic impact analysis (TIA) reports have forecast future intersection conditions within the site vicinity. The 56th Place / Pioneer Street intersection

appears to be the most sensitive to additional traffic growth due to its position as the “funnel” for all east-west traffic in the vicinity, and this condition will not change due to the proposed rezone or the removal of the planned collector roadway. Whether the collector roadway is connected or not between S Royle Road and S 56th Place, the trips that would travel on the collector must still travel through the roundabout at the 56th Place / Pioneer Street intersection.

Recent TIAs indicate LOS results at the 56th Place / Pioneer Street intersection will be approaching their capacity within the next few years, even with its planned expansion related to adjacent developments. This suggests that additional capacity may be needed for east-west vehicle travel in the area to relieve pressure on the 56th Place / Pioneer Street intersection. Certain projects on the CFP could provide such relief: these include the overcrossing roadways north and south of Pioneer Street and the Hillhurst Road extension to State Route 502 and the exit 11 interchange.

Even for local trips, the proposed removal of the collector roadway will not significantly diminish circulation opportunities within the site vicinity. This is evident in the regional travel-demand model maintained by the Southwest Washington Regional Transportation Council (RTC), which models travel patterns within Clark County according to large transportation analysis zones (TAZs). The travel patterns between the 315-acre TAZ #2086 that covers the Lahti site and the 297-acre TAZ #2085 to the east may be treated as a proxy for connecting the collector roadway link. Future (year 2040) forecast models indicate only 2% of all the trips at either TAZ are likely to travel between the two TAZs during the 2040 weekday PM peak hour. Without the collector connected through the Lahti site, these few trips would divert to either Pioneer Street or S 11th Street. With the collector connected through the Lahti site, it could relieve only 0.5% to 0.6% of the traffic volumes on the parallel segment of Pioneer Street.

- C. *If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.*

The applicant provided the following response to (C):

This petition does require a RUACP text change and a CFP project amendment. The justification for the change and the support for public health, safety, and general welfare is found in the following paragraphs, as well as the following table and exhibits. The primary justification for not building the collector roadway is found in lessening the potential impact on critical areas and the fish population that passes through the site. The unnamed tributary to Canyon Creek has a 150-foot buffer. It is assumed this riparian buffer can be reduced to 75 feet through mitigation and buffer averaging. Removing the roadway and culvert bridge from the CFP will maintain a consistent stream environment.

Secondly, removing the portion of collector roadway will not result in substandard congestion or unsafe conditions on the surrounding streets. As noted above, the collector might handle only 0.5% of the traffic parallel to Pioneer Street, and these volumes likely would still travel through the 56th Place / Pioneer Street intersection regardless of the collector's being connected or not. Thus, if congestion at that roundabout might exceed standards in the future, it will occur regardless of the collector roadway's connection. Furthermore, a potential

increase of 0.5% in traffic volumes on Pioneer Street or other nearby roadways will have a negligible effect on transportation safety.

Thirdly, removing the portion of the collector roadway will continue the precedents established to the site's east along S 1st Circle, the existing roadway to which the planned collector would connect. Private development along S 1st Circle has been allowed to progress without dedicating right-of-way for a future collector and with structures that could encroach on a future right-of-way or its typical setback. Additionally, the S 56th Place / S 1st Circle intersection offers limited circulation: the northbound left-turn movement is prohibited. A future intersection of two collector roadways typically would accommodate all movements. These precedents suggest that S 1st Circle has not been intended to be extended as a collector roadway but to function as a local access roadway. Removing the collector roadway connection on the Lahti property east from S Discovery Drive would be consistent with those precedents.

- D. *The city shall not approve any amendment petition which is contrary to state or federal law.*

The applicant provided the following response to (D):

The proposed removal of a portion of the collector roadway shown in the CFP would not be contrary to state or federal law, as there is no such applicable legislation. Furthermore, the proposed development would comply with the City of Ridgefield zoning code and regulations that are applied to the property.

Nationwide guidelines for roadway spacing are available, however, from the Federal Highway Administration (FHWA), ITE, and the American Association of State Highway and Transportation Officials (AASHTO), based on the roadway functional classification. Table 4 summarizes the recommended roadway network spacing from these organizations.

Table 4. Federal Intersection Spacing Recommendations

Roadway Classification	FHWA & ITE	AASHTO
Principal Arterials	1 to 2 miles	1 to 5 miles, depending on surrounding development
Minor Arterials	1 mile	0.5 to 3 miles, depending on the surrounding development; normally not more than 1 mile
Collectors	0.25 to 0.5 mile	NA
Local Streets	300 to 500 feet	NA

NA = not applicable

Pioneer Street is classified as a Principal Arterial, and the surrounding streets, both existing and planned future, are minor arterials and collectors. The nationwide guidelines would recommend a collector roadway parallel to Pioneer Street approximately 0.25 to 0.50 mile

south of Pioneer Street. As it is currently designed, the collector roadway would be located between approximately 0.05 and 0.15 mile south of Pioneer Street, well under the recommended distance.

The proposed condition would preserve the planned collector connection to the west of the site where it would connect with the existing stub of S 3rd Way within the Discovery Ridge development. The proposed condition also would preserve the planned collector connection to the east of the site at its southeast corner where it would connect with the existing stub of S 6th Way, which is located approximately 0.35 mile south of Pioneer Street. Thus, while the proposed condition would disconnect a planned collector, it would maintain the typical collector spacing through use of both S 3rd Way and S 6th Way.

IV. PROCESS

<u>Date</u>	<u>Milestone</u>
October 18, 2023	Combined notice of Planning Commission and City Council public hearings published and posted
November 1, 2023	Planning Commission public hearing and recommendation to Council
November 16, 2023	City Council public hearing and 1 st reading
December 7, 2023	City Council public meeting and 2 nd reading/adoption

V. PUBLIC COMMENT

Staff have received no public comments as of October 27, 2023.

VI. MOTION

To forward a recommendation of approval to City Council: "I move to recommend approval of the 2023 Lahti Property Comprehensive Plan Amendments as presented."

**CITY OF RIDGEFIELD
REQUEST FOR COMMISSION ACTION**

MEETING DATE: November 1, 2023

AGENDA ITEM NAME: Cloverhill Phase 3B and 10 Zone Change Request (Public Hearing)

SUMMARY/BACKGROUND:

See attached staff report.

Please be aware that Clark County GIS was completely offline the week of October 23, which has impacted our ability to show maps.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report



THE CITY OF RIDGEFIELD

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

Cloverhill Phases 3B and 10 Zone Change Request

File No. MASTER-23-0047, PLZ-23-0071

Planning Commission Staff Report

November 1, 2023

I. BASIC INFORMATION

Application submitted: September 13, 2023.

Planning Commission public hearing: November 1, 2023

Proposal: Change the zoning in two undeveloped phases of the Cloverhill Planned Unit Development (PUD) from Residential Low Density 8 (RLD-8) to Residential Low Density 4 (RLD-4).

Location: Phase 3B: 2067 S Royle Rd / Ridgefield, WA 98642. #70 S29 T4N R1E WM, Assessor's #215865000, 14.85 acres.

Phase 10: No situs address. #97 S29 T4N R1E WM, Assessor's #986047335, 3.87 acres.

Applicant: SGA Engineering. 2005 Broadway / Vancouver, WA 98663. Contact: Scott Taylor, 260-993-0911, staylor@sgaengineering.com

Property owners: Phase 3B: Newberry LLC. 2122 S Victory Ct / Ridgefield, WA 98642. Contact: Chris Sundstrom, 260-624-3116, chris@evergreenhomesnw.com

Phase 10: Burton Investments LLC. 12808 NW 46th Ave / Vancouver, WA 98685. Contact: David Burton, 360-798-6520, david@fortresscorporation.com

Comprehensive plan designation: Urban Low (UL)

Current zoning: Residential Low Density 8 (RLD-8)

Staff contact: Claire Lust, Community Development Director, 360-857-5024, claire.lust@ridgefieldwa.us

II. BACKGROUND AND PROPOSAL

Cloverhill Preliminary PUD – PLZ-16-0088

The Hearing Examiner approved the Cloverhill Preliminary Planned Unit Development (PUD) on April 11, 2017. The project included 455 lots in the RLD-4 and RLD-8 zones.

1

CLOVERHILL PUD SUBDIVISION
PRELIMINARY PUD PLAT
PH 1-10

KESSI ENGINEERING
 PLANNING CONSULTING
 4115 CONVENT ROAD, SUITE 100, WASHINGTON, VA 22031
 (703) 491-1111
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PH 1
PH 2
PH 3A
PH 4
PH 3B
PH 5
PH 6
PH 7/8
PH 9
PH 10

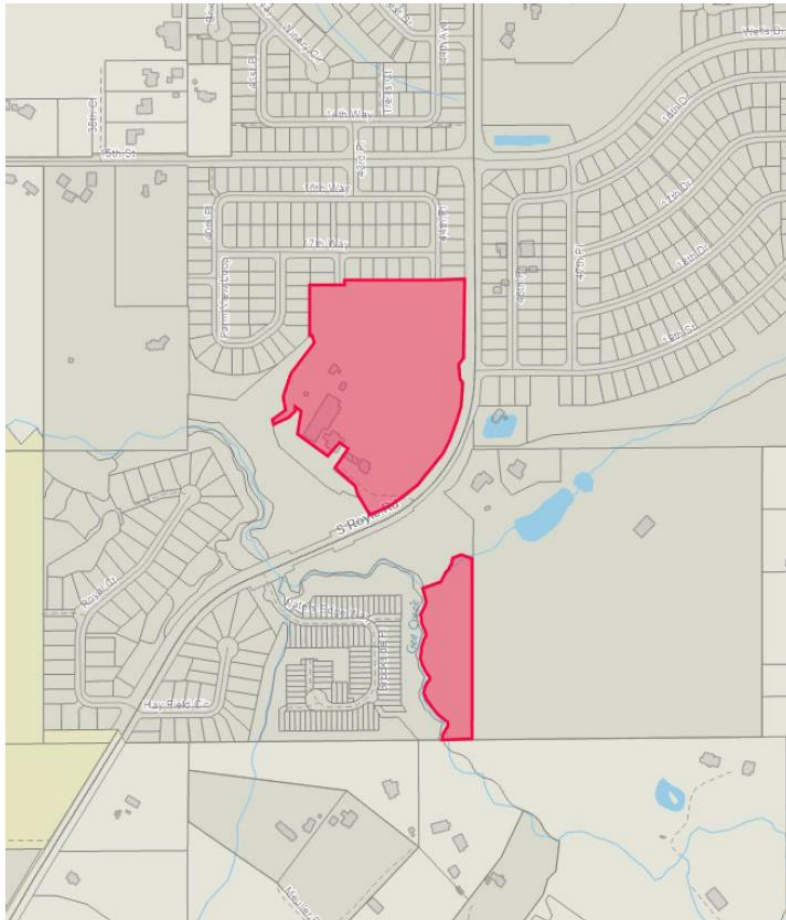
Staff approved a post-decision review (PDR) adding 40 additional residential lots in Cloverhill Phases 7 and 8 on October 22, 2019. As a condition of approval, the applicant was required to reduce the number of lots in other phases of Cloverhill by at least 40 in order not to exceed the overall number of lots approved in the PUD (455).

TITLE SHEET - LOT SIZE SUMMARY TABLE FOR PHASE 7 & 8

PARCEL AREA TABLE		PARCEL AREA TABLE		PARCEL AREA TABLE	
PLOT #	AREA	PLOT #	AREA	PLOT #	AREA
1	1.00	101	1.00	201	1.00
2	1.00	102	1.00	202	1.00
3	1.00	103	1.00	203	1.00
4	1.00	104	1.00	204	1.00
5	1.00	105	1.00	205	1.00
6	1.00	106	1.00	206	1.00
7	1.00	107	1.00	207	1.00
8	1.00	108	1.00	208	1.00
9	1.00	109	1.00	209	1.00
10	1.00	110	1.00	210	1.00
11	1.00	111	1.00	211	1.00
12	1.00	112	1.00	212	1.00
13	1.00	113	1.00	213	1.00
14	1.00	114	1.00	214	1.00
15	1.00	115	1.00	215	1.00
16	1.00	116	1.00	216	1.00
17	1.00	117	1.00	217	1.00
18	1.00	118	1.00	218	1.00
19	1.00	119	1.00	219	1.00
20	1.00	120	1.00	220	1.00
21	1.00	121	1.00	221	1.00
22	1.00	122	1.00	222	1.00
23	1.00	123	1.00	223	1.00
24	1.00	124	1.00	224	1.00
25	1.00	125	1.00	225	1.00
26	1.00	126	1.00	226	1.00
27	1.00	127	1.00	227	1.00
28	1.00	128	1.00	228	1.00
29	1.00	129	1.00	229	1.00
30	1.00	130	1.00	230	1.00
31	1.00	131	1.00	231	1.00
32	1.00	132	1.00	232	1.00
33	1.00	133	1.00	233	1.00
34	1.00	134	1.00	234	1.00
35	1.00	135	1.00	235	1.00
36	1.00	136	1.00	236	1.00
37	1.00	137	1.00	237	1.00
38	1.00	138	1.00	238	1.00
39	1.00	139	1.00	239	1.00
40	1.00	140	1.00	240	1.00
41	1.00	141	1.00	241	1.00
42	1.00	142	1.00	242	1.00
43	1.00	143	1.00	243	1.00
44	1.00	144	1.00	244	1.00
45	1.00	145	1.00	245	1.00
46	1.00	146	1.00	246	1.00
47	1.00	147	1.00	247	1.00
48	1.00	148	1.00	248	1.00
49	1.00	149	1.00	249	1.00
50	1.00	150	1.00	250	1.00
51	1.00	151	1.00	251	1.00
52	1.00	152	1.00	252	1.00
53	1.00	153	1.00	253	1.00
54	1.00	154	1.00	254	1.00
55	1.00	155	1.00	255	1.00
56	1.00	156	1.00	256	1.00
57	1.00	157	1.00	257	1.00
58	1.00	158	1.00	258	1.00
59	1.00	159	1.00	259	1.00
60	1.00	160	1.00	260	1.00
61	1.00	161	1.00	261	1.00
62	1.00	162	1.00	262	1.00
63	1.00	163	1.00	263	1.00
64	1.00	164	1.00	264	1.00
65	1.00	165	1.00	265	1.00
66	1.00	166	1.00	266	1.00
67	1.00	167	1.00	267	1.00
68	1.00	168	1.00	268	1.00
69	1.00	169	1.00	269	1.00
70	1.00	170	1.00	270	1.00
71	1.00	171	1.00	271	1.00
72	1.00	172	1.00</		

Phases 3B and 10 Zone Change – PLZ-23-0071

Figure 3. Cloverhill Phases 3B and 10



To satisfy the condition of approval described for PLZ-19-0083, the applicant intends to reduce the number of lots in Phases 3B and 10. Decreasing the number of lots in these Phases would also decrease their density. Fewer, larger lots in Phases 3B and 10 would not achieve RLD-8 density, which requires 6-8 units per net developable acre. Therefore, the applicant proposes a reduction to RLD-4 density, which requires 4 units per net developable acre.

The proposal is consistent with surrounding land uses, which are all Urban Low Density. Cloverhill Phases 1, 2, 3A, 4, 7, 8, and 9 are zoned RLD-8. Cloverhill Phases 5 and 6 have both RLD-4 and RLD-8 zoning. The large parcel immediately to the east of Phase 10 and southeast across S Royle Road from Phase 3B is zoned RLD-6. Seven Wells Estates PUD is across S Royle Road from Phase 3B and is zone RLD-8.

This request is for the zone change only. Upon approval, the applicant would subsequently apply for post-decision review proposing new layouts for Phases 3B and 10 meeting RLD-4 zoning requirements and otherwise complying with the approved Preliminary PUD. Staff would review the PDR using an administrative process. With PDR approval, the applicant could apply for engineering approval and final plat approval, then begin submitting building permits for homes in Phases 3B and 10.

III. COMPLIANCE WITH RDC 18.320 - AMENDMENTS

RDC 18.320.020 – Amendment process.

- A. *The City shall consider amendments to the RUACP no more frequently than once every year, except as authorized under RCW 36.70A.130(2)(i.–v.). All proposals shall be considered by the city council concurrently so the cumulative effect of various proposals can be ascertained. (RCW 36.70A.130.2.)*

Findings

The request is for a zone change only. No concurrent comprehensive plan designation change is required, as the RLD-8 and RLD-4 zones are both in the UL designation. This standard does not apply.

- B. *The City shall coordinate the timing of its annual review process so as to be consistent with county plan amendment procedures.*

Findings

Zone changes are not part of the RUACP annual review. This standard does not apply.

- C. *To be considered during the annual amendment review process, an applicant must file a petition no later than July 1 for the petition to be considered during that calendar year, except that the city may propose an amendment after this deadline so long as it meets the requirements of RMC 18.320.020.A–B. and the city's adopted public participation process.*

Findings

Zone changes are not part of the RUACP annual review. This standard does not apply.

RDC 18.320.050 – Approval criteria.

- A. *Zoning district map amendments shall be consistent with the Ridgefield Urban Area Comprehensive Plan (RUACP) map. Where the proposed amendment is not consistent with the RUACP map, the petitioner shall also file a petition to amend the RUACP map. Amendments to zoning district maps or text must be consistent with the goals and policies of the RUACP.*

Findings

The proposed zone change from RLD-8 to RLD-4 is consistent with the RUACP map, because the RUACP designation would remain as UL. No comprehensive plan amendment is required.

Planning Commission may consider the proposal in relation to the following [RUACP](#) policies (this list is not exhaustive):

- LU-1 Citywide land supplies. Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities, and employment forecast allocations.
- LU-2 Efficient development patterns. Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.
- LU-4 Compatible uses. Facilitate development that minimizes adverse impacts to adjacent areas.

- HO-1 Accommodate growth. Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth.
 - HO-2 Residential development density. Encourage a mix of single-family and multifamily housing that achieves an overall goal of six units per net acre. Six units per acre is approximately 7,000-square-foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.
- B. *Amendments to this title or to the RUACP must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP.*

Findings

Staff finds that reducing the density of Cloverhill Phases 3B and 10 from RLD-8 to RLD-4 would not result in level-of-service deficiencies.

- C. *If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.*

Findings

Staff finds that the proposal does not necessitate a RUACP text or CFP project amendment.

- D. *The city shall not approve any amendment petition which is contrary to state or federal law.*

Findings

Staff finds that the proposal is not contrary to state or federal law.

IV. PROCESS

<u>Date</u>	<u>Milestone</u>
October 18, 2023	Combined notice of Planning Commission and City Council public hearings published and posted
November 1, 2023	Planning Commission public hearing and recommendation to Council
December 7, 2023	City Council public hearing and 1 st reading
December 21, 2023	City Council public meeting and 2 nd reading/adoption

V. PUBLIC COMMENT

Staff have received no public comments as of October 26, 2023.

VI. MOTION

To forward a recommendation of approval to City Council: "I move to recommend approval of the Cloverhill Phase 3B and 10 Zone Change as presented."