CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
December 17, 2020

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Sandra Day	Councilor	Present	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Dana Ziemer	Councilor	Present	

LATE CHANGES TO THE AGENDA

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Lee Wells, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the December 3, 2020 Meeting**
3. **Declaring Certain Accounts as Uncollectible and Authorizing Write-Off**

EMPLOYEE INTRODUCTION - BUILDING INSPECTOR KEN MAJORS

MAYOR

Appointment of Planning Commission Member, Position No. 5

Appointment of Amanda Swenson.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dana Ziemer, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

Reappointment of Planning Commission Member, Position No. 7

Reappointment of Commissioner Patrick Flynn.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ron Onslow, Councilor
SECONDER:	Jen Lindsay, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

Reappointment of Parks Board Member, Position No. 2, 3 & 7

Reappointment of Board Member Rian Davis, Beth Bicknell, Rachel Coker.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jen Lindsay, Councilor
SECONDER:	Dana Ziemer, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

Reappointment of Civil Service Commission Member, Position No. 1 & 2

Reappointment of Commissioner David Standal, Mike Jones.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rob Aichele, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

PRESENTATION

Port of Ridgefield IT3 Project - Brent Grening, CEO

Neighbors on Watch - John Brooks, Chief of Police

Pink Patch Donation - Cathy Doriot, Lieutenant

BUSINESS

1. **Second Reading of Ordinance No. 1332 - Transportation Capital Facilities Plan Amendments - Claire Lust, Community Development Director**

   The Ridgefield Transportation Capital Facilities Plan is an element of the Ridgefield Urban Areas Comprehensive Plan that may be amended on an annual basis. The Ridgefield Transportation CFP was last updated in 2018. The proposed 2020 revisions will be minor update to the 2018 CFP, and include extensions of two proposed roads and reclassification of two other roads to support development patterns that have emerged since the last plan was created.

   MOTION: MOVED TO ADOPT ORDINANCE NO. 1332 AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Ron Onslow, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

2. **Resolution No. 589 – Approval of Potter Intent to Annex - Claire Lust, Community Development Director**

   The proposed Intent to Annex includes two adjacent parcels: Joe Potter and Michelle Potter own the parcel with Assessor's #215867000, and Lenore Mattox owns the parcel with Assessor's #215811000. The subject parcels are within the Ridgefield Urban Growth Area and are contiguous with the Ridgefield

city limits to the east and south. Therefore, the parcels are eligible for annexation. The direct petition method of annexation (RCW 35A.14.120-150) requires that owners of 10% or more of the land value of the proposed annexation area must sign the Notice of Intent to Annex. Joe Potter and Michelle Potter signed the Notice of Intent to Annex. The Potters own 65% of the land value of the properties proposed for annexation ($823,304.00 of $1,283,098.00), exceeding the 10% threshold of the Notice of Intent to Annex.

City Council discussion.

MOTION: MOVED TO ACCEPT THE POTTER NOTICE OF INTENT TO ANNEX AND INVITE THE PROPERTY OWNER TO SUBMIT A PETITION TO ANNEX CONSISTENENT WITH CITY PROCEDURES FOR ANNEXATION.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rob Aichele, Councilor
SECONDER:	Dana Ziemer, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

3. Motion - Approval of Union Ridge Ranch Phase 2 Final Plat

The Ridgefield Hearing Examiner approved the N 23rd Place preliminary planned unit development on January 6, 2020, as PLZ-19-0114. The approved preliminary plat has 13 single-family attached lots. The project name has subsequently been changed to Union Ridge Ranch Phase 2. The applicant proposes to subdivide the 4.99-acre site with Assessor's #120965000 into 13 single-family detached residential lots. The lots range from 7,100 square feet (multiple lots) to 8,515 square feet (Lot 8), consistent with the lot sizes approved through the N 23rd Place PUD preliminary plat. The average lot size is 7,311 square feet. Significant slopes limit the buildable area on Lots 1-8 to the western portion of the lots, with the exception of small structures (sheds, fences, etc.). N 22nd Court is a public street that accesses each of the residential lots. This street also provides an external connection to N 3rd Way, to the north of the site.

City Council discussion.

MOTION: MOVED TO APPROVE UNION RIDGE RANCH PHASE 2 FINAL PLAT AS PRESENTED.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Rob Aichele, Councilor
SECONDER:	Lee Wells, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele, Ziemer

PUBLIC HEARING/BUSINESS

1. Public Hearing - Hearing on Previous Action Taken Regarding Emergency Moratorium on Any New Drive-Through Facility

Within the Ridgefield City limits, there is a significant amount of undeveloped commercial land, including several major sites at the Interstate 5 junction. The Ridgefield Development Code provides some standards for the orientation and design of drive through facilities in the commercial zones, but not for density of such facilities. Given the large amount of developable commercial land in the City and given the stated purposes of the commercial districts related to variety of uses, site design, compatibility with surrounding neighborhoods, and pedestrian amenities, it is an opportune time to reevaluate the development standards for commercial drive-through facilities. On November 19, 2020 City Council

adopted Ordinance No. 1335 declaring an emergency and providing for a temporary six-month limited moratorium on the filing, acceptance, processing, and/or approval of applications or permits for any new drive-through facility. This moratorium was necessary to permit staff time to research and modify or establish regulations pertaining to drive through facilities. In accordance with RCW 35A.63.220 and 36.70A.390, a public hearing must be held within 60- days of adoption of Ordinance No. 1335.

City Attorney Janean Parker - a motion is required on clarification on the adoption of whereas clauses as formal findings of fact in support of Ordinance No. 1335.

COUNCIL MEMBER ONSLOW: MOTION TO ADOPT THE WHEREAS CLAUSES OF ORDINANCE NO. 1335 AS FORMAL FINDINGS OF FACT TO JUSTIFY THE MORITORIUM.
SECOND: COUNCIL MEMBER WELLS.
MOTION PASSED.

Mayor Stose Opened Public Hearing: 7:59PM

Comments received from Amy Zolti, Jayson Taylor, Scot Brantly.
Written comments were also summitted into the record.

Mayor Stose Closed Public Hearing: 8:13PM

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Aichele - Attended virtual 2021 Legislative Outlook session, chamber of commerce meeting.
Council Member Day - Attended virtual 2021 Legislative Outlook session, CREDC meeting.
Council Member Onslow - Attended virtual Leadership Clark County meeting, C-TRAN meeting, AWC Board meeting, CDBG meeting.
Council Member Lindsay - Attended virtual CREDC board meeting, 2021 Legislative Outlook session.
Council Member Wells - Attended virtual 2021 Legislative Outlook Session.
Council Member Ziemer - Attended virtual 2021 Legislative Outlook Session.

Mayor

Great Hometown celebration, kudos to staff for working with local restaurants and providing tent's.

City Manager

City Manager Steve Stuart - Tents/heater provided to local restaurants, Governor Inslee budget update.
Deputy City Manager Lee Knottnerus - Hometown celebration, 2021 event update, employee recruitment update.
Public Works Director Bryan Kast - Kelly Melroy promotion.
Police Chief Jon Brooks - Shop with a Cop update.

ADJOURN - 8:30 PM

Julie Ferriss, City Clerk

Don Stose, Mayor