



**CITY OF RIDGEFIELD, WASHINGTON
PLANNING COMMISSION MEETING MINUTES
MARCH 6, 2024**

Regular Meeting - 6:30 PM

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

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

Commission Member Amanda Swenson Chair Katie Favela Commission Member Richard Amerman Commission Member Patrick Flynn Commission Member John Rose Commission Member Joel Thompson
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Chair Favela requested to approve Vice Chair Tyler's absence.

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 were provided.

III. CONSENT AGENDA

1. Approval of Minutes from the 02/07/2024 Meeting

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Commission Member Amanda Swenson
SECONDER:	Commission Member John Rose
AYES:	Commission Member Swenson, Chair Favela, Commission Member Amerman, Commission Member Rose, Commission Member Thompson

Commissioner Swenson moved to approve the minutes as presented. Seconded by Commissioner Rose. Ayes all. Motion passed unanimously.

IV. PUBLIC HEARING

1. Public Hearing: Food Cart Pod Code - Claire Lust, Community Development Director

RESULT:	(UNANIMOUS)
MOVER:	Commission Member Patrick Flynn
SECONDER:	Commission Member John Rose
AYES:	Commission Member Swenson, Chair Favela, Commission Member Amerman, Commission Member Flynn, Commission Member Rose, Commission Member Thompson

Claire Lust, Community Development Director, presented the proposed Food Cart Pod Code. Currently, the Ridgefield Municipal Code does not have any language regulating food cart pods. The following goals were used to create the Food Cart Pod Code:

- *Create clear, simple standards.
- *Avoid significant barriers to development and entrepreneurship.
- *Ensure quality.
- *Acknowledge differences between areas of the city, e.g., downtown vs. other commercial areas.

Discussion occurred regarding permanent vs. portable restrooms.

Discussion occurred regarding the City's Mobile Vendor License.

Discussion occurred regarding site furnishings.

Discussion occurred regarding individual waste receptacles.

Discussion occurred regarding what is covered by the County's permit.

Discussion occurred regarding the requirement of exposed wood beams.

Discussion occurred regarding whether or not the existing covered seating area at Carts by the Park would be required to change to wood construction when the temporary use is expired.

Discussion occurred regarding setbacks.

Discussion occurred regarding the landscaping requirements

Discussion occurred regarding downtown pod requirements differing from other areas of the city.

Discussion occurred regarding ADA requirements and paved walkways.

Discussion occurred regarding parking requirements.

Discussion occurred regarding the Employment zone.

PUBLIC HEARING OPENED AT 7:07 PM

No comments provided.

PUBLIC HEARING CLOSED AT 7:07 PM

Commissioner Flynn moved to recommend approval of the Food Cart Pod code with changes and considerations to the issues discussed tonight, including wood beam vs. other beam or support, garbage covering, heavy chairs, parking, sidewalks, etc. Seconded by Commissioner Rose. Ayes all. Motion passed unanimously.

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 were provided.

VI. STAFF REPORTS

Claire Lust, Community Development Director, didn't have anything new to share but welcomed questions.

Discussion occurred regarding whether there will be parking requirements for the waterfront area.

Ms. Lust reminded the Commission to notify Trina if they are able to attend the April meeting.

Discussion occurred regarding Planning Commission members attending the State of the City.

VII. FROM THE COMMISSION

Commissioner Swenson thanked the City for the Color Run. She is looking forward to the State of the City.

Commissioner Flynn thanked the City staff. He advised that Ridgefield School District hired a new Superintendent.

Commissioner Thompson thanked the City staff. He attended the Clark County Economic Forecast.

Commissioner Amerman thanked the City staff.

Chair Favela thanked the City staff. She also congratulated the new Superintendent. She has attended the last few City Council meetings and she is looking forward to the State of the City.

VIII. ADJOURN



Trina Siebert, Planning Commission Clerk



Mark Tyler, Vice Chair