



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, December 15, 2022
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. INTRODUCTION AND SWEARING IN FOR OFFICER KAYLIN DEBIAK - CHIEF DORIOT

III. OUTGOING COMMISSION MEMBER RECOGNITION

IV. PUBLIC COMMENT

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

V. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the December 1, 2022 Meeting**

VI. BUSINESS

- 1. Resolution No. 621 – Terminating the Ratification of Emergency Declaration for Gee Creek - Steve Stuart, City Manager**
- 2. Resolution No. 622 - NW 24Th Avenue Intent to Annex (Revised) - Claire Lust, Community Development Director**
- 3. Second Reading of Ordinance No. 1384 – Ridgefield Capital Facilities Plan Update - Claire Lust, Community Development Director**
- 4. Second Reading of Ordinance No. 1385 - 6110 N 20Th Street Rezone & Comprehensive Plan Amendment - Claire Lust, Community Development Director**
- 5. Second Reading of Ordinance No. 1386 - Ridgefield School District 2022-2028 Capital Facilities Plan - Claire Lust, Community Development Director**

VII. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1387 – Ridgefield Development Code Amendment Related to Fees - Claire Lust, Community Development Director**

VIII. PUBLIC COMMENT

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

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

2. Mayor

Appointment of Planning Commission Member, Position No. 4 & No. 6

Appointment of Salary Commission Member, Position No. 5

Reappointment of Salary Commission Member, Position No. 1 & No. 2

Reappointment of Parks Board Member, Position No. 6

Reappointment to the Clark County Mosquito Control Board

Reappointment of Planning Commission Member, Position No. 1

3. City Manager

X. ADJOURN

**City Council Agenda Packet is available at the following link:
<http://ridgefieldwa.iqm2.com/Citizens/>**

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 15, 2022
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

City Council approves claims and/or payroll of the City on a regular basis

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

ACTION OR MOTION:

Approve the claims and/or payroll by making the following motion:

“I move to approve the consent agenda as presented”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: December 15, 2022 Claims Report (PDF)

City of Ridgefield

Claims Payment Report
For Approval on:
December 15th, 2022

5.1.a

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ADK ELECTRIC INC.	3828	27743	Public Works	Davis Park Charging Station	40,866.98
		27778	Public Works	Davis Park Charging Station	10,260.85
ADK ELECTRIC INC. Total					51,127.83
ADVANCED EXCAVATING SPECIALISTS LLC	2066	P21002-2066-3	Public Works	N 8th Ave and Simons Street	26,237.00
ADVANCED EXCAVATING SPECIALISTS LLC Total					26,237.00
AQUATIC INFORMATICS INC.	3337	102915	Genl Govt/Facilities	11.2022 Web Tests	(10.58)
			Public Works	11.2022 Web Tests	133.58
AQUATIC INFORMATICS INC. Total					123.00
ARAMARK UNIFORM SERVICES	32	5291126056	Genl Govt/Facilities	11.23.2022 PW Ops Floormats - 487 S 56th Pl	1.24
			Public Works	11.23.2022 PW Ops Floormats - 487 S 56th Pl	16.79
			Community Development	11.23.2022 PW Ops Floormats - 487 S 56th Pl	2.61
		5291130397	Genl Govt/Facilities	11.30.2022 Floor Mats - City Hall/RACC/PD	9.18
			Public Safety	11.30.2022 Floor Mats - City Hall/RACC/PD	4.47
			Community Development	11.30.2022 Floor Mats - City Hall/RACC/PD	5.78
		5291130414	Genl Govt/Facilities	11.30.2022 Floor Mats and Uniforms - PW Shop	1.92
			Public Works	11.30.2022 Floor Mats and Uniforms - PW Shop	36.46
		5291126065	Genl Govt/Facilities	11.23.2022 Floor Mats - City Hall/RACC/PD	9.18
			Public Safety	11.23.2022 Floor Mats - City Hall/RACC/PD	4.47
			Community Development	11.23.2022 Floor Mats - City Hall/RACC/PD	5.78
		5291130391	Genl Govt/Facilities	11.30.2022 Floor Mats - PW Ops	1.24
			Public Works	11.30.2022 Floor Mats - PW Ops	16.79
			Community Development	11.30.2022 Floor Mats - PW Ops	2.61
		5291126077	Genl Govt/Facilities	11.23.2022 PW Floor Mats - 109 W Division	1.92
			Public Works	11.23.2022 PW Floor Mats - 109 W Division	25.86
				11.23.2022 Water Crew Uniforms	7.33
				11.23.2022 Storm Crew Uniforms	3.27
ARAMARK UNIFORM SERVICES Total					156.90
ARBORSCAPE LTD INC	3562	22-112901	Public Works	PW Ops Tree Removal	3,295.36
ARBORSCAPE LTD INC Total					3,295.36
ARCHAEOLOGICAL INVESTIGATIONS NW INC	1563	9822	Public Works	N 8th & Simons St Improvement	1,782.00
ARCHAEOLOGICAL INVESTIGATIONS NW INC Total					1,782.00
BANNER BANK - EPAY	3533	3533-20221215	Public Works	PW Ops Center Bond Interest/Principal	175,726.70
BANNER BANK - EPAY Total					175,726.70
BOB'S AUTOMOTIVE	57	23637	Community Development	CDD Vehicle Maint - 2013 Ford Escape 48618D	53.21
BOB'S AUTOMOTIVE Total					53.21
BRIGHTLY SOFTWARE INC.	3044	INV-124818	Genl Govt/Facilities	Asset Essentials Enterprise - 2023	(97.86)
			Public Works	Asset Essentials Enterprise - 2023	5,855.58
			Information Technology	Asset Essentials Enterprise - 2023	5,953.43
BRIGHTLY SOFTWARE INC. Total					11,711.15
BSK ASSOCIATES	2119	VF03880	Public Works	11.2022 Coliform Testing	412.50
BSK ASSOCIATES Total					412.50
CABBROS CLEANING SERVICES LLC	3723	2288	Public Works	11.2022 Janitorial Services	3,300.00

Attachment: December 15, 2022 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

December 15th, 2022

CABBROS CLEANING SERVICES LLC Total					3,300.00
CHAMETRIA WINDER	3857	502740800	Public Works	Business License Refund - Thee Injector Porsha	50.00
CHAMETRIA WINDER Total					50.00
CINTAS CORPORATION NO 2	3497	5134752463	Public Works	11.2022 First Aid Supplies - 510 Pioneer St Ste B	10.14
			Community Development	11.2022 First Aid Supplies - 510 Pioneer St Ste B	28.38
		5134752411	Genl Govt/Facilities	11.2022 First Aid Supplies - PW Shop	2.99
			Public Works	11.2022 First Aid Supplies - PW Shop	40.30
		5134752453	Public Works	11.2022 First Aid Supplies - PW Ops	155.21
		5134752462	Public Works	11.2022 First Aid Supplies - 116 N Main Ave	34.26
		5134752443	Public Works	11.2022 First Aid Supplies - 230 Pioneer St	20.23
		5135324261	Public Works	PW Vehicle Spill Kit	466.49
CINTAS CORPORATION NO 2 Total					758.00
CITY OF CAMAS	93	140224	Public Safety	2022 EVOC Training	817.18
CITY OF CAMAS Total					817.18
CITY OF WOODLAND	2708	2022-141-PW	Public Safety	PD Vehicle Maintenance - 48616D	195.70
CITY OF WOODLAND Total					195.70
CLARK COUNTY TITLE	1603	CL23155-B	Public Works	CL23155 YMCA Property Purchase	706,619.62
CLARK COUNTY TITLE Total					706,619.62
CLARK PUBLIC UTILITIES - EPAY	110	7559-485-202211	Public Works	N 1st Cir & N 65th Ave - Park & Ride	75.80
				487 S 56th Pl.	830.36
				400 N Abrams Park Rd	653.55
				109 W Division St - Electricity	33.03
				255 S 56th Pl - Electricity	1,817.11
				337 S Royal Rd.	156.85
				Traffic Signal - Hillhurst/Royal Rd.	58.33
				116 N Main Avenue	213.65
				Municipal Lighting Lease	8,637.12
				2300 N 3rd Way Bellwood Trail Lights	36.45
				911 N 65th Ave Intertie 2 - Water	97.41
				3701 N 3rd Cir - Electricity	26.99
				214 S Riverview Dr	652.94
				N 35th Ave and Pioneer St	61.27
				SR/Pioneer ST & S 65 AVE	61.11
				230 Pioneer Ave	206.06
				Pioneer St. & Gee Creek Loop - Electricity	27.07
				512 N Allen Dr - Electricity	26.74
				SR/Pioneer St & S 56 PL	106.40
				800 NE 264 St Intertie 1 - Water	9,172.33
				Overlook Park - Electricity	58.33
				City Park/Water Well	4,389.75
				N Abrams Park/E Division	183.21
				535 N Abrams Park Rd.	42.99
				1504 NW Intertie 3 - Water	984.75
CLARK PUBLIC UTILITIES - EPAY Total					28,609.60
COLUMBIA CASCADE COMPANY	1151	44985-44	Public Works	Parks Operational Supplies	190.05
COLUMBIA CASCADE COMPANY Total					190.05

Attachment: December 15, 2022 Claims Report (Approval of Claims And/or Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

December 15th, 2022

COLUMBIA RESOURCE COMPANY	114	37703	Genl Govt/Facilities	PW Trash Removal	13.75
			Public Works	PW Trash Removal	185.04
COLUMBIA RESOURCE COMPANY Total					198.79
COLUMBIA SHORES FINANCIAL INC.	3856	502521167	Public Works	Business License Refund - Columbia Shores Financial	50.00
COLUMBIA SHORES FINANCIAL INC. Total					50.00
COLUMBIAN PUBLISHING	116	39774	Public Works	Water/Storm/Prop Tax/Dev. Fees Increase & Costco Dev.	88.20
			Community Development	Water/Storm/Prop Tax/Dev. Fees Increase & Costco Dev.	124.20
			Finance	Water/Storm/Prop Tax/Dev. Fees Increase & Costco Dev.	52.20
		39709	Public Works	Pub Hrg Notice - 6 Year Transportation Imp. Plan	57.60
		39700	Finance	Public Hearing - 2023 Proposed Budget	68.40
		39778	Public Works	Ecology Review - Pioneer St Extention	125.40
COLUMBIAN PUBLISHING Total					516.00
COMCAST BUSINESS - EPAY	1666	161182065	Public Works	PW Ops - Communications	1,594.20
		159443779	Public Works	CH Communications	381.31
COMCAST BUSINESS - EPAY Total					1,975.51
COOK SECURITY GROUP	2268	943933	Genl Govt/Facilities	12.01.2022-11.30.2023 Alarm Maint. - CH	390.96
COOK SECURITY GROUP Total					390.96
DEPARTMENT OF LICENSING - EPAY	154	RG0001146-2022	Genl Govt/Facilities	CPL Fees - Stutz	18.00
		RG0001140-2022	Genl Govt/Facilities	CPL Fees - Belling	18.00
		RG0001138-2022	Genl Govt/Facilities	CPL Fees - Mallett	18.00
		RG0001137-2022	Genl Govt/Facilities	CPL Fees Bouchard	18.00
		RG0001147-2022	Genl Govt/Facilities	CPL Fees - Hampton	18.00
		RG0001145-2022	Genl Govt/Facilities	CPL Fees - Barrett	18.00
		RG0001135-2022	Genl Govt/Facilities	CPL Fees - Jefferies	18.00
		RG0001149-2022	Genl Govt/Facilities	CPL Fees - Bradshaw	18.00
		RG0001136-2022	Genl Govt/Facilities	CPL Fees - McCully	18.00
		RG0001143-2022	Genl Govt/Facilities	CPL Fees	18.00
		RG0001144-2022	Genl Govt/Facilities	CPL Fees - Bradshaw	18.00
		RG0001148-2022	Genl Govt/Facilities	CPL Fee - Bartley	18.00
		RG0001141-2022	Genl Govt/Facilities	CPL Fees - Rice	18.00
		RG0001139-2022	Genl Govt/Facilities	CPL Fees - Donaldson	21.00
		RG0001134-2022	Genl Govt/Facilities	CPL Fees - Oien	18.00
		RG0001142-2022	Public Works	CPL Fees - Rinta	18.00
DEPARTMENT OF LICENSING - EPAY Total					291.00
DOWL LLC	3731	2432.14846.02-4	Public Works	11.2022 Refuge Park Phase 1 Design & Permitting	13,970.00
DOWL LLC Total					13,970.00
E2 LAND USE PLANNING SERVICES LLC	485	0485-202211	Community Development	11.2022 Planning Consulting Services	5,400.00
E2 LAND USE PLANNING SERVICES LLC Total					5,400.00
EASTSIDE STEEL INC.	3134	2-285680	Public Works	PW Ops Tenant Improvements	371.81
EASTSIDE STEEL INC. Total					371.81
ELCOR INC	2081	MSP-15453	Public Safety	11.2022 IT Services	3,851.64
			Public Works	11.2022 IT Services	3,130.21
			Community Development	11.2022 IT Services	3,369.54
			Information Technology	11.2022 IT Services	6,990.53
		15507	Public Safety	ADMIN/PD Computer Hardware	21,063.51
			Information Technology	ADMIN/PD Computer Hardware	52.66

City of Ridgefield

Claims Payment Report

For Approval on:

December 15th, 2022

ELCOR INC Total					38,458.09
EPIPHANYX SOFTWARE INC	3855	502652586	Public Works	Business License Refund - Epiphanyx	50.00
EPIPHANYX SOFTWARE INC Total					50.00
FREDRICK A. CRIPPEN	191	004-2022FC	Public Works	11.2022 Water Professional Services - Crippen	2,748.75
FREDRICK A. CRIPPEN Total					2,748.75
GALINA BURLEY	3766	3766-20221215	Public Works	11.2022 Mileage Reimbursement - Burley	93.50
GALINA BURLEY Total					93.50
GSI WATER SOLUTIONS INC.	2971	00727.001-46	Public Works	10.2022 Hydrological Study	1,110.00
GSI WATER SOLUTIONS INC. Total					1,110.00
H.D. FOWLER COMPANY	2036	16274387	Public Works	Water Operational Supplies	1,055.38
H.D. FOWLER COMPANY Total					1,055.38
HARPER HOUF PETERSON RIGHELLIS INC.	1678	55027	Community Development	10.2022 51st Ave Roundabout & Pioneer Widening	25,516.20
HARPER HOUF PETERSON RIGHELLIS INC. Total					25,516.20
HARRY'S LAWN AND POWER EQUIPMENT	214	232879	Public Works	Parks Mower Repair	128.78
HARRY'S LAWN AND POWER EQUIPMENT Total					128.78
HOME DEPOT VISA - EPAY	1805	8023402	Genl Govt/Facilities	PW FAC Tools/Supplies	12.91
				PW FAC Tools/Supplies-Use/Sales Tax	(8.49)
			Public Works	PW FAC Tools/Supplies	94.29
		5352065	Genl Govt/Facilities	1SAT Circle of Trees Supplies	541.24
HOME DEPOT VISA - EPAY Total					639.95
INTERMEDIA.NET INC.	3804	2212206147	Public Works	11.2022 Voice Service Charges	86.64
INTERMEDIA.NET INC. Total					86.64
INTERSTATE ALL BATTERY CENTER OF OREGON	3072	1.9181E+12	Public Works	Water Operational Supplies	98.20
INTERSTATE ALL BATTERY CENTER OF OREGON Total					98.20
J2 BLUE PRINT SUPPLY	243	AR129476	Genl Govt/Facilities	Hometown Celebration Schedule Sign	295.39
		AR129517	Community Development	11.2022 Plotter Contract	63.50
J2 BLUE PRINT SUPPLY Total					358.89
JOE TURNER P.C.	1437	1240	Community Development	11.2022 Hearing Examiner	610.00
JOE TURNER P.C. Total					610.00
KEATING BUCKLIN & MCCORMACK INC. P.S.	3793	18416	Public Works	Ridgefield/WCIA Invstigation	122.00
KEATING BUCKLIN & MCCORMACK INC. P.S. Total					122.00
KIRK JOHNSON	1716	1716-20221215	Finance	11.2022 Mileage Reimbursement - K. Johnson	106.00
KIRK JOHNSON Total					106.00
KYLE JOHNSON	3851	3851-20221215	Public Works	Mileage Reimb. - Water Treatment Plant Operator Cert Exam - Kyle	168.13
KYLE JOHNSON Total					168.13
LES SCHWAB TIRES WOODLAND	272	36900793543	Public Works	Parks Mower Repair	17.32
LES SCHWAB TIRES WOODLAND Total					17.32
MCFARLANE'S BARK INC.	1412	266192	Public Works	Parks Operational Supplies - Bark Chips	4,334.23
MCFARLANE'S BARK INC. Total					4,334.23
Mckenzie Diana & Ralph	UB*00836	(blank)	Public Works	Refund Check 006996-000 1803 N Falcon Dr	3.18
Mckenzie Diana & Ralph Total					3.18
NAPA AUTO PARTS	498	341758	Genl Govt/Facilities	PW Shop Operational Supplies	1.57
			Public Works	PW Shop Operational Supplies	21.07
		343596	Genl Govt/Facilities	PW Vehicle Maint. - Thiesen	5.66
			Public Works	PW Vehicle Maint. - Thiesen	32.09
		342497	Genl Govt/Facilities	PW Vehicle Maint. - Theisen	1.81

City of Ridgefield

Claims Payment Report

For Approval on:

December 15th, 2022

NAPA AUTO PARTS	498	342497	Public Works	PW Vehicle Maint. - Theisen	10.25
		343119	Public Safety	PD Vehicle Maintenance	9.45
NAPA AUTO PARTS Total					81.90
NELSON TRUCK EQUIPMENT	3535	738562	Public Works	Snow Plow Repair	1,931.43
NELSON TRUCK EQUIPMENT Total					1,931.43
NORTHWEST NATURAL GAS - EPAY	315	202211	Public Works	PW Shop - Natural Gas	30.61
				PW Ops - Natural Gas	143.50
				City Hall - Natural Gas	518.13
				Police Department - Natural Gas	77.94
NORTHWEST NATURAL GAS - EPAY Total					770.18
ONE CALL CONCEPTS	326	2119096	Public Works	11.2022 Excavation Notification/Modern Ticket Delivery	80.52
ONE CALL CONCEPTS Total					80.52
PATRICK HILDRETH BRAND AND DESIGN	2372	2411	Genl Govt/Facilities	11.2022 Web Design/Maintenance	310.00
			Human Resources	11.2022 Web Design/Maintenance	620.00
PATRICK HILDRETH BRAND AND DESIGN Total					930.00
PATRIOTS CUSTOM PAINTING LLC	3854	502717618	Public Works	Business License Refund - Patriots Custom Painting	50.00
PATRIOTS CUSTOM PAINTING LLC Total					50.00
PBS ENGINEERING AND ENVIRONMENTAL	342	0071069.010-2	Public Works	10.2022 Royle Rd Roundabout Const.	14,947.76
		0071069.009-10	Public Works	10.2022 Royle Road Corridor Completion	6,862.00
PBS ENGINEERING AND ENVIRONMENTAL Total					21,809.76
PETTY CASH	495	0495-12152022	Genl Govt/Facilities	PW Wooden Work Bench - Use/Sales Tax	(6.45)
			Public Works	PW Wooden Work Bench	81.45
PETTY CASH Total					75.00
PFVT MOTORS LLC	3492	NNA08864	Public Works	New PD Vehicle - 2022 Ford Explorer	39,695.00
		NNA13786	Public Works	New PD Vehicle - 2022 Ford Explorer	39,695.00
		NNA13847	Public Works	New PD Vehicle - 2022 Ford Explorer	39,695.00
PFVT MOTORS LLC Total					119,085.00
PITNEY BOWES - EPAY	341	3316622968	Genl Govt/Facilities	Q4.2022 Postage Machine Lease	506.91
PITNEY BOWES - EPAY Total					506.91
PORTLAND ENGINEERING INC	2082	11481	Public Works	11.2022 Q178B Ridgefield Cellular Telemetry	228.06
PORTLAND ENGINEERING INC Total					228.06
POSTMASTER	348	0348-20221215	Genl Govt/Facilities	Postage Replenishment - 01.2020 Newsletter	729.30
POSTMASTER Total					729.30
PURCOR PEST SOLUTIONS OF WASHINGTON LLC	3606	10055033	Public Works	12.2022 Pest Control - 487 S 56th Pl	161.81
		10054818	Public Works	12.2022 Pest Control - 109 Division St.	116.12
		10055032	Public Works	12.2022 Pest Control - 230 Pioneer St	129.23
		10054532	Public Works	12.2022 Pest Control - PD	116.12
PURCOR PEST SOLUTIONS OF WASHINGTON LLC Total					523.28
RIDGEFIELD LANDSCAPE PRODUCTS	3021	3021-202210	Public Works	Streets/Parks/Storm Other Operations/Maint.	390.96
RIDGEFIELD LANDSCAPE PRODUCTS Total					390.96
RIDGEFIELD SCHOOL DISTRICT	378	502807813	Genl Govt/Facilities	Business License Refund - RSD	50.00
RIDGEFIELD SCHOOL DISTRICT Total					50.00
RONALD ONSLOW	930	0930-20221215	Public Works	Onslow Nature Park - Paint	79.15
RONALD ONSLOW Total					79.15
Rotschy Inc.	UB*00834	(blank)	Public Works	Refund Check 010953-017 27308 NE 10th Ave	76.99
Rotschy Inc. Total					76.99

City of Ridgefield

Claims Payment Report

For Approval on:

December 15th, 2022

SIMPLIFILE - EPAY	2962	E6093361	Community Development	Kemper Grove PUD - Development Agreement	259.36
SIMPLIFILE - EPAY Total					259.36
SKAMANIA COUNTY SHERIFF'S OFFICE	1554	1554-20221215	Public Safety	10.2022 Jail Beds	360.00
SKAMANIA COUNTY SHERIFF'S OFFICE Total					360.00
SPRINGBROOK - GROUP EPAY	3544	221221926	Public Works	11.2022 Customer Web Payments	915.75
SPRINGBROOK - GROUP EPAY Total					915.75
STAPLES CONTRACT & COMMERCIAL INC	2884	8068435272	Genl Govt/Facilities	11.2022 Office Supplies	0.39
			Public Works	11.2022 Office Supplies	126.15
			Community Development	11.2022 Office Supplies	0.82
STAPLES CONTRACT & COMMERCIAL INC Total					127.36
THE MASTERS TOUCH LLC	1786	P84605	Public Works	11.2022 UB Rate Increase Letter - Postage	1,435.15
		84605	Public Works	11.2022 UB Rate Increase Letter	1,230.73
THE MASTERS TOUCH LLC Total					2,665.88
THE PARR COMPANY	964	26639077	Genl Govt/Facilities	Events & PW Supplies	99.80
			Public Works	Events & PW Supplies	23.98
		26638448	Genl Govt/Facilities	1SAT Christmas Trees	182.44
		26638528	Genl Govt/Facilities	1SAT Christmas Trees	64.50
		26638854	Genl Govt/Facilities	PW Ops Operational Supplies	3.82
			Public Works	PW Ops Operational Supplies	51.55
			Community Development	PW Ops Operational Supplies	8.01
		26638855	Public Works	Storm Operational Supplies	80.99
THE PARR COMPANY Total					515.09
TITUS WILL FORD SALES INC	3852	340716	Public Works	2021 Ford F150 VIN# 1FTFX1E56MF17520	50,243.73
TITUS WILL FORD SALES INC Total					50,243.73
TRAFFIC SAFETY SUPPLY	432	INV054415	Public Works	Traffic Calming Signs	3,729.00
TRAFFIC SAFETY SUPPLY Total					3,729.00
TREES TODAY OF OREGON INC	3739	8823	Public Works	Hillhurst Replacement Oak Tree - Deposit Only	1,800.00
TREES TODAY OF OREGON INC Total					1,800.00
ULTRABLOCK INC.	3815	0000082-IN	Public Works	PW Ops Tenant Improvements	9,958.62
		0000083-IN	Public Works	PW Ops Tenant Improvements - concrete blocks	1,748.46
ULTRABLOCK INC. Total					11,707.08
US BANK	2237	2098003	Public Works	RDLTG017 Bond Interest	374,137.50
		2098143	Public Works	RDLTG018 Bond Interest	404,375.00
US BANK Total					778,512.50
USA BLUEBOOK	444	187579	Public Works	Water Operational Supplies	689.65
		177808	Public Works	Storm Uniforms	562.91
		189124	Public Works	Water Operational Supplies	376.60
		177719	Public Works	Storm Uniforms	53.80
		187703	Public Works	Water Operational Supplies	144.88
USA BLUEBOOK Total					1,827.84
VERIZON WIRELESS - EPAY	452	9921670582	Public Works	Admin iPad and cellphones	271.07
				PW iPad and cellphones	1,093.44
				CDD iPad and cellphones	496.98
				Council iPad and cellphones	45.18
				General iPad and cellphones	45.18
				PW iiPad and cellphones	81.25

Attachment: December 15, 2022 Claims Report (Approval of Claims And/OR Payroll)

City of Ridgefield

Claims Payment Report

For Approval on:

December 15th, 2022

VERIZON WIRELESS - EPAY	452	9921670582	Public Works	PD iPad and cellphones	632.53
		9921670580	Public Works	Admin iPad and cellphones	264.94
				PW iPad and cellphones	441.56
				CDD iPad and cellphones	264.94
				Council iPad and cellphones	485.71
				General iPad and cellphones	44.16
				Finance iPad and cellphones	44.16
				Executive iPad and cellphones	44.15
				PD iPad and cellphones	618.18
			9921670581	Public Works	Hillhurst Ped Crossing
VERIZON WIRELESS - EPAY Total					4,978.59
W.W.GRAINGER INC.	206	9523836006	Genl Govt/Facilities	Water Operational Supplies	(1.37)
			Public Works	Water Operational Supplies	17.25
W.W.GRAINGER INC. Total					15.88
WAPITI NW LLC	2545	10836	Genl Govt/Facilities	PW Dump Truck Repair - 70454D	34.37
			Public Works	PW Dump Truck Repair - 70454D	462.61
WAPITI NW LLC Total					496.98
WASHINGTON STATE PATROL	463	I23000721	Genl Govt/Facilities	08.2022 Background Checks - CPL	424.00
		I23002930	Genl Govt/Facilities	11.2022 Background Checks - CPL	159.00
WASHINGTON STATE PATROL Total					583.00
WATKINS TRACTOR & SUPPLY CO.	3423	426744	Public Works	Abrams Park Mower Repair	795.31
WATKINS TRACTOR & SUPPLY CO. Total					795.31
WDS AUTOMOTIVE LLC	3853	502667942	Public Works	Business License Refund - WDS Automotive	50.00
WDS AUTOMOTIVE LLC Total					50.00
WELLWORKS FOR YOU	3414	21875	Human Resources	11.2022 Wellness Program	783.00
WELLWORKS FOR YOU Total					783.00
WESTERN UNITED CIVIL GROUP LLC	3743	1086	Public Works	Gee Creek Tree Removal	111,418.00
WESTERN UNITED CIVIL GROUP LLC Total					111,418.00
WEX BANK - EPAY	3552	95414919	Public Works	WEX Fleet Cards November 2022	6,886.32
				WEX Fleet Cards November 2022	3,478.95
WEX BANK - EPAY Total					10,365.27
Willams Sheri	UB*00835	(blank)	Public Works	Refund Check 013264-000 2221 S Meadowlark Dr	484.39
Willams Sheri Total					484.39
WOODLAND SAW AND CYCLE INC.	2223	2620	Public Works	Storm Vehicle Maintenance	53.93
		2614	Public Works	Parks Weed Eaters & Blowers Maintenance	341.00
WOODLAND SAW AND CYCLE INC. Total					394.93
Grand Total					2,240,462.49

Attachment: December 15, 2022 Claims Report (Approval of Claims And/OR Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the December 1, 2022 Meeting

AGENDA ITEM TITLE:

Approval of minutes from the following meeting(s) of the council:

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

Staff has prepared the minutes for Council consideration of adoption for the Council meeting(s)

BUDGET/FINANCIAL IMPACTS:

Not applicable

ACTION OR MOTION:

Approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 12-01-2022 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

December 1, 2022

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Jen Lindsay	Mayor	Present	
Rob Aichele	Councilor	Present	
Judy Chipman	Councilor	Present	
Rachel Coker	Councilor	Present	
Matt Cole	Councilor	Present	

LATE CHANGES TO THE AGENDA

PUBLIC COMMENT

Comments received during public testimony can be heard on the City's website under
<https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Rachel Coker, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the November 17, 2022 Meeting

BUSINESS

1. Second Reading of Ordinance No. 1378 – Greear and Young Petition to Annex - Claire Lust, Community Development Director

The Petitions to Annex include six parcels with a total area of 53.88 acres and adjacent NW Carty Road right-of-way. The subject parcels are within the Ridgefield Urban Growth Area (UGA) and, along with the adjacent right-of-way, are contiguous with the Ridgefield city limits to the southeast. Therefore, the parcels are eligible for annexation. The current Clark County zoning of the Greear annexation area is

Attachment: 12-01-2022 (Approval of Minutes)

Single-Family Residential (R1-7.5) with the Urban Holding - 10 (UH-10) overlay. The current Clark County zoning of the Young property is Single-Family Residential (R1-10) with the Urban Holding - 10 (UH-10) overlay. The 2016 Ridgefield Urban Area Comprehensive Plan designation is urban Low (UL). Per RDC 18.210.015.A, the RLD-4, RLD-6, and RLD-8 zoning districts implement the UL comprehensive plan designation and shall be applied to all newly annexed UL lands. Per the adopted Carty Road Subarea Plan, the subject area is to be designated Residential Low Density 4 (RLD-4) with a Community Supported Agriculture overlay in the southwest. Per RDC 18.210.015.B, the urban holding overlay shall remain until urban services are available or until financing necessary to construct or bond for urban services is secured. The Greears are interested in connecting to water and sewer and upgrading their event venue in the short term, and potentially short platting for additional residential lots in the long term. The other property owners signing the Greear petition expressed interest in short platting to create one additional residential building lot on their land. The Young property is adjacent to the Sanderling Park Planned Unit Development (PUD) to the south. A planned public street in the Sanderling PUD will stub to the southern boundary of the Young property. The builder, Pahlisch Homes, is working with Mr. Young to secure an emergency ingress/egress easement via this stub across his property to NW Carty Road. Mr. Young is also coordinating with Clark Regional Wastewater District (CRWWD) to locate a sanitary sewer pump station on the northern portion of his property adjacent to NW Carty Road. While Mr. Young has studied how his property might develop under RLD-4 zoning, he has stated since submitting the petition to annex that he does not intend to develop while he owns the property, nor does he intend to sell to a developer in the immediate future.

MOTION: MOVED TOP ADOPT ORDINANCE NO. 1378 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

2. Resolution No. 620 – Update to Master Fee Schedule - Kirk Johnson, Finance Director

City staff periodically review the Master Fee Schedule to ensure fees are appropriate to cover services provided. Community Development, the Parks Department and Finance staff have identified a few proposed changes to the fee schedule to be implemented effective January 1, 2023. The fee schedule attached includes index changes to Traffic and Park impact fees effective January 1, 2023. The City Council will have a second reading and vote on adoption of proposed changes to the Ridgefield School District Capital Facilities Plan and school impact fees associated with the plan on December 15, 2022. The adopted school impact fees will be included in the recommended fee schedule changes effective January 1, 2023.

MOTION: MOVE TO ADOPT RESOLUTION NO. 620 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rob Aichele, Councilor
SECONDER:	Judy Chipman, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

3. Motion - Approval of Greely Farms Phase 3A Final Plat

The Greely Farms Phase 3A proposal is to subdivide the western portion of Assessor's Parcel #986056493 into 79 single-family detached residential lots. The lots range from 4,000 square feet to 5,394 square feet, consistent with the lot dimensions approved through the Phase 3 post-decision review. The average lot area is 4,293 square feet. All private improvements required prior to final plat approval are complete.

Tract B is a private park tract. Because there are no engineering standards for private park improvements, completion of the Tract B Park is not required prior to plat approval. The applicant has stated that the park improvements will be complete in December 2022. As a condition of approval, private park improvements shall be complete prior to engineering acceptance.

MOTION: MOVED TO APPROVE GREELY FARMS PHASE 3A FINAL PLAT AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Matt Cole, Councilor
SECONDER:	Lee Wells, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

PUBLIC HEARING/BUSINESS

1. Public Hearing and Second Reading of Ordinance No. 1383 – 2023 Proposed Budget - Kirk Johnson, Finance Director

The 2023 budget proposes total revenues of \$80.9 million and \$88.9 million in expense. The proposed budget includes the use of capital reserves that have been collected since 2019 from developers and a grant received in 2021 and 2022 to fund multiple capital projects. The 2023 budget proposes an operating budget of \$23.3 million, capital budget of \$49.6 million, special revenue budget of \$1.3 million, capital service budget of \$13.3 million and a debt service budget of \$1.4 million (General Government), for a total budget of \$88,950,096. The net impact on overall fund balance is a decrease of \$8 million. The proposed budget includes the transfer of \$2.4 million in grant funds, received in 2021 and 2022, from the General Fund to the capital funds for infrastructure projects. In addition the budget proposes revenues of \$15.5 million in new grants, \$18 million from a potential debt issuance, and \$13.3 million in impact fees and system development charge transfers to fund the capital projects proposed for 2023. Transfers between funds included in the budget total \$18,630,995, with \$1 million associated with the operating funds, transfers to the equipment replacement fund in the amount of \$502,100, transfers for debt service in the amount of \$1.4 million, and \$15.7 million for capital projects. Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget. The 2023 proposed budget includes funding for six new full-time equivalent positions. The new positions are for two police officers, a facilities maintenance worker, a storm water maintenance worker, a grant writer, and an administrative assistant. In addition to the new positions the proposed budget includes removal of a sunset designation on two positions for a building inspector and an office assistant. The total FTE count for the City of Ridgefield with these additions is 75.25, which includes 74 full-time positions and 2 part-time positions.

Mayor Lindsay Opened Public Hearing: 7:17PM

No testimony received.

Mayor Lindsay Closed Public Hearing: 7:17PM

MOTION: MOVED TO ADOPT ORDINANCE NO. 1383 AS PRESENTED.

Attachment: 12-01-2022 (Approval of Minutes)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

2. Public Hearing and Approval of Resolution No. 619 - 2023-2028 Transportation Improvement Program - Steve Stuart, City Manager

Per RCW 35.77.010, the legislative body of each city and town, pursuant to one or more public hearings thereon, shall prepare and adopt a comprehensive transportation program for the ensuing six calendar years. The six-year program shall specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program within that region. The 6-year Transportation Improvement Program (TIP) is a separate project list from the Transportation Capital Facilities Plan, and does not have a bearing on Traffic Impact fees or TIF credits. Changes for the 2023-2028 plan are to reflect the segments of work that are already completed, including Pioneer Street between 35th and Royle, and the Rail Overpass project. Start years from some projects were updated based on development projections.

Mayor Lindsay Opened Public Hearing: 7:22PM

No testimony received.

Mayor Lindsay Closed Public Hearing: 7:22PM

MOTION: MOVED TO ADOPT RESOLUTION NO. 619 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Councilor
SECONDER:	Rob Aichele, Councilor
AYES:	Onslow, Wells, Lindsay, Aichele, Chipman, Coker, Cole

PUBLIC COMMENT

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Onslow - Attended Ilani tree lighting event, C-TRAN meeting.

Council Member Coker - Lions Club Walk and Knock is this weekend, looking for volunteers to help.

Council Member Aichele - Attended Port of Ridgefield meeting, Ilani tree lighting event.

Council Member Wells - Attended Ridgefield Junction Neighborhood Association meeting, Ilani tree lighting event, CRWWD meeting.

Council Member Chipman - Helped at Neighbors helping Neighbors and provided an update.

Council Member Cole - Attended Ridgefield Arts Association meeting and provided an update.

Mayor

Kudos to Kirk Johnson and Finance Department for completing 2023 budget.

Attended AWC Mayors Exchange.

City Manager

City Manager Steve Stuart - Kudos to Finance Department for completing 2023 budget.

Community Development Director Claire Lust - Work has begun on process improvement for commercial project reviews.

Deputy City Manager Lee Knottnerus - Hometown Celebration event is this weekend, provided a list of activities.

ADJOURN - [7:40 PM](#)

Julie Ferriss, City Clerk

Jennifer Lindsay, Mayor

Attachment: 12-01-2022 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: A Resolution of the City of Ridgefield, Washington Terminating the Declaration of Civil Public Health Emergency

SUMMARY/BACKGROUND:

On November 17, 2022, the City of Ridgefield Council passed Resolution No. 618 finding that an emergency existed in and around Gee Creek due to extreme weather conditions that required immediate measures to protect the public health and safety of Ridgefield residents. Since the adoption of this resolution, the City has worked with resource agency personnel and contractors to implement measures to remove obstructions, repair existing structures, restore stream banks, and protect property threatened by the extreme weather conditions.

The work to stabilize Gee Creek between SR501/Pioneer Street and Heron Drive has been successfully completed, and no further emergency work is called for at this time to address the conditions identified in Resolution No. 618. Future work will be necessary to further stabilize and enhance streambanks and assure stream flow does not degrade public property, but that work can be accomplished in a non-emergent manner. Thus, it is in the public interest for the City of Ridgefield to terminate the use of its emergency powers as invoked under Resolution No. 618.

RECOMMENDED ACTION OR MOTION:

Staff recommends that Council adopt Resolution No. 621 as presented by making the following motion:

"I move to adopt Resolution No. 621 as presented."

STAFF CONTACT: Steve Stuart, City Manager

ATTACHMENTS:

Resolution No.621

A RESOLUTION OF THE CITY OF RIDGEFIELD, WASHINGTON TERMINATING THE DECLARATION OF CIVIL PUBLIC HEALTH EMERGENCY

WHEREAS, on November 4, 2022, flood and high wind advisory warnings were issued for the Pacific Northwest, as an atmospheric river brought heavy rain and wind to the Northwest broadly and Ridgefield specifically; and

WHEREAS, heavy rain and wind caused saturation and degradation of steep slopes along creeks in and around Ridgefield, including Gee Creek; and

WHEREAS, the flooding and wind events of November 4-7 caused at least two trees along Gee Creek to fall into the creek; and

WHEREAS, heavy silting of Gee Creek occurred between November 4-7 as a result of uncovered slopes where trees either newly or formerly had fallen into the creek; and

WHEREAS, Gee Creek's channel and velocity have been shifted by the fallen trees and silting, endangering people using adjacent public trails, walking and vehicular bridges, and public parks, as well as further degrading the critical aquatic and upland habitat area; and

WHEREAS, recognizing the need for emergency actions, on November 14, 2022, the Ridgefield City Manager issued an emergency declaration pursuant to Chapter 38.52 RCW and RMC Section 2.44.070, and acting under the authority granted as the executive head; and

WHEREAS, the Ridgefield City Council ratified the emergency declaration in Resolution No. 618, on November 17, 2022; and

WHEREAS, since the adoption of Resolution No. 618, City work with resource agency personnel and contractors has addressed the conditions identified in the emergency declaration and no further emergency measures have been identified as necessary at this time.

NOW THEREFORE BE IT RESOLVED, by the Ridgefield City Council, pursuant to Chapter 38.52 RCW and RMC Section 2.44.070, as follows:

Section 1. Public Interest. The City Council finds it is that it is in the public interest for the City of Ridgefield to terminate the use of its emergency powers as invoked under Resolution No. 618.

Section 2. Recitals. Each and every one of the recitals contained in the “whereas” clauses of the preamble to this resolution are hereby adopted as findings of fact and incorporated herein fully by this reference.

Section 3. Terminate the Declaration of Emergency. The City Council hereby terminates the Declaration of Emergency established under Resolution No. 618.

Section 5. Effective Date. This Resolution shall become effective upon adoption and shall continue until further action of the City Council.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON
THIS 15th DAY OF DECEMBER, 2022.

CITY OF RIDGEFIELD

Jennifer Lindsay, Mayor

Attest:

Julie Ferriss, City Clerk

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: A Resolution Accepting a Notice of Intent to Annex Approximately 35.5 Acres and Adjacent Right-Of-Way Identified as the Revised Nw 24Th Avenue Annexation Area Located Adjacent to the Border of the City of Ridgefield

GOVERNING LEGISLATION:

RCW 35A.14 – Annexation by Code Cities

RMC 18.210.015 – Residential Low Density Districts – Applicability

PREVIOUS COUNCIL ACTION TAKEN:

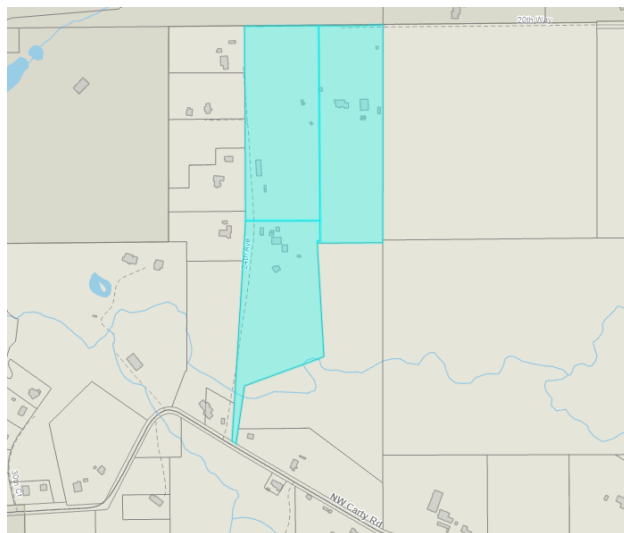
Carty Road Subarea Plan adopted July 28, 2022

Resolution No. 616 NW 24th Avenue Intent to Annex adopted October 13, 2022

SUMMARY/BACKGROUND:

On October 13, Council adopted Resolution No. 616 approving the NW 24th Avenue Intent to Annex and authorizing the applicant to circulate a Petition to Annex. The applicant subsequently submitted a Petition to Annex for the three parcels covered by Resolution No. 616: #986027991, 215613000, and 215612000.

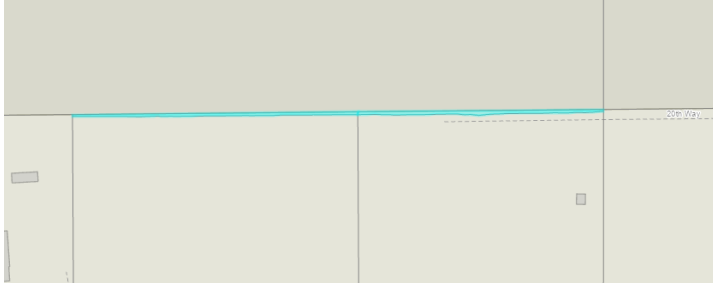
Resolution No. 616 area



As required by statute, staff submitted the Petition to Annex and survey of the proposed annexation area to the Clark County Assessor's office for a certification of sufficiency. The Assessor's office found that there are two narrow 0.04-acre parcels (#986050080 and

986051759) intervening between the proposed annexation area and the city limits to the north. Therefore, the area was not eligible for annexation and Resolution No. 616 was approved erroneously.

Intervening parcels



The updated proposal is for an intent to annex including the two intervening parcels such that the annexation area is adjacent to city limits. The proposed annexation area now contains the following five parcels and adjacent NW Carty Road right-of-way.

Property Owner	Legal	Square Feet	Acres	2022 Assessed Taxable Property Value for 2023 Taxes	Site Address
RICHARDSON WILLIAM P & RICHARDSON ASHLEY L	#42 S28 T4N R1E WM, Assessor's #986027991	550,163	12.63	\$658,585.00	24707 NW 24 th Ave
SMITH MICHAEL D & SMITH PENNY L	#30 S28 T4N R1E WM, Assessor's #215613000	522,284	11.99	\$962,948.00	5527 S 20 th Way
SCHWAB MATTHEW & SCHWAB JENNIFER	#29 S28 T4N R1E WM, Assessor's #215612000	469,577	10.78	\$300,395.00	24311 NW 24 th Ave
LEE AND GERALDINE WELLS FAMILY LLC	#46 S28 T4N R1E WM, Assessor's #986050080	1,742	0.04	\$15.00	No address
LEE AND GERALDINE WELLS FAMILY	#47 S28 T4N R1E WM, Assessor's	1,742	0.04	\$1,551.00	No address

LLC	#986051759				
TOTAL		1,545,508	35.48	\$1,923,494.00	

The comprehensive plan designation of the entire proposed annexation area is Urban Low (UL). The current Clark County zoning is Residential Low Density (R1-6), with the Urban Holding – 10 (UH-10) overlay. RDC 18.210.015.A states that the city shall designate all newly annexed lands designated for urban low density residential as Residential Low Density 4, 6, or 8. Under the adopted Carty Road Subarea Plan, the zoning designation is RLD-4 with a heritage overlay over the southern portion of the proposed annexation area. Per the subarea plan, the purpose of the heritage overlay is to encourage the preservation and continued use of historic properties and structures, require design review to ensure compatibility with historic elements, and provide increase setbacks.

Per the applicant's introductory statement:

"In acknowledgment of the inevitable growth and densification of the [Carty Road] area, the owners of three parcels in the subarea have decided to explore the option of 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. Road values are not included in this calculation. The signatures on the Notice of Intent to Annex represent 99.9% ownership, exceeding the 10% threshold of the Notice of Intent to Annex.

At this meeting, City Council will determine:

- **Whether the city will accept or reject the Revised NW 24th Avenue Notice of Intent to Annex;**
 - With an intent to annex, Council also has the option to geographically modify the annexation area.
- Whether the city will require the simultaneous adoption of a proposed zoning regulation, if such a proposal has been prepared and filed (as provided for in RCW 35A.14.330 and RCW 35A.14.340);
- Whether the property, if annexed, will be consistent with the 2016 Ridgefield Urban Area Comprehensive Plan (RUACP);
- Whether the property, if annexed, will be required to assume all or any portion of the city's existing general indebtedness; and
- Whether the property, if annexed, will be supported by the city's Capital Facilities Plan.

Should the Council accept the Notice of Intent to Annex, the Council authorizes the Notice of Petition to Annex to be circulated. The Petition to Annex process is:

- 60% Notice of Petition to Annex: The applicant shall secure the signatures of the property owners holding a minimum of 60% of the total value of the area proposed for annexation;
- Petition to Annex Application: The applicant shall submit a complete Petition to Annex application to the city;
 - Public Services: In the application, the applicant shall demonstrate that there are adequate public services available to serve the annexation area;

- Survey: In the application, the applicant shall include a survey map and legal description of the entire annexation area including the adjacent right-of-way.
- Certification of Sufficiency: The city shall send the 60% petition to Clark County for review of legal description and to obtain a Certification of Sufficiency;
- SEPA: The city shall prepare and circulate a SEPA DNS for rezoning the properties consistent with the RUACP;
- Council Hearing: City Council shall conduct a public hearing on the Notice of Petition to Annex;
- Council 2nd reading: City Council shall hold a 2nd reading to determine whether the city will accept or reject the Notice of Petition to Annex;
- Ordinances: The city shall adopt an ordinance annexing certain lands, adopt a zoning ordinance for the annexed area, and forward the ordinance(s) to the Clark County Assessor's Office, State Department of Revenue, State Department of Commerce, and State Office of Financial Management; and
- Census: The City Clerk shall report population increases to census reporting agencies.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

To accept the Intent to Annex: "I move to adopt Resolution No. 622 as presented."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

Resolution No.622**A RESOLUTION ACCEPTING A NOTICE OF INTENT TO ANNEX APPROXIMATELY 35.5 ACRES AND ADJACENT RIGHT-OF-WAY IDENTIFIED AS THE REVISED NW 24TH AVENUE ANNEXATION AREA LOCATED ADJACENT TO THE BORDER OF THE CITY OF RIDGEFIELD**

WHEREAS, on October 13, 2022 the City Council of the City of Ridgefield adopted Resolution No. 616 approving the NW 24th Avenue Intent to Annex including Assessor's Parcels No. 986027991, 215613000, and 215612000; and

WHEREAS, the applicant subsequently submitted a Petition to Annex including the same three parcels; and

WHEREAS, staff sent the Petition to Annex to the Clark County Assessor's office for a certification of sufficiency; and

WHEREAS, the Assessor's office found that Assessor's Parcels No. 986050080 and 986051759 constitute an intervening element between the annexation area and the city limits, rendering Resolution No. 616 void; and

WHEREAS, the annexation area has been revised to include Assessor's Parcels No. 986050080 and 986051759; and

WHEREAS, a Notice of Intent to Annex was filed with the City of Ridgefield on August 19, 2022 containing signatures representing owners of 99.9 percent of the assessed valuation of the revised annexation area in accordance with §35A.14.120 of the Revised Code of Washington; and

WHEREAS, the City Council of the City of Ridgefield has considered a Notice of Intent and 10% petition to annex approximately 35.5 acres consisting of Clark County Assessor's Parcel Nos. 986027991, 215613000, 215612000, 986051759, and 986050080 and adjacent NW Carty Road right-of-way (referred to as the revised NW 24th Avenue annexation area) into the City of Ridgefield; and

WHEREAS, the revised NW 24th Avenue annexation area is designated Urban Low (UL) in the 2016 Ridgefield Urban Area Comprehensive Plan; and

WHEREAS, RDC 18.210.015 states that the RLD-4, RLD-6, or RLD-8 zoning

districts shall implement the UL comprehensive plan designation; and

WHEREAS, Council adopted the Carty Road Subarea Plan on July 28, 2022;
and

WHEREAS, the Carty Road Subarea Plan assigns a zoning designation of RLD-4 with a Heritage Overlay to the revised NW 24th Avenue annexation area; and

WHEREAS, the City Council of the City of Ridgefield has reviewed said annexation request, and has considered whether to authorize the circulation of a petition for annexation, and, if so, upon what terms; and

WHEREAS, authorizing the circulation of a petition does not bind the City to approve the annexation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, AS FOLLOWS:

Section 1. The City Council hereby authorizes the circulation of a petition for annexation for the Revised NW 24th Avenue annexation area.

Section 2. All property within the territory hereby sought to be annexed shall assume its proportionate share of the City's indebtedness existing as of the date of annexation and as modified in the future, and shall be assessed and taxed at the same rate and at the same basis as property within the City of Ridgefield.

Section 3. The annexation area is proposed to be zoned RLD-4 with a Heritage Overlay and Urban Holding 10 Overlay in accordance with RDC 18.210.015, the Ridgefield Urban Area Comprehensive Plan, and the Carty Road Subarea Plan.

ADOPTED AT THE REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15th DAY OF DECEMBER, 2022.

CITY OF RIDGEFIELD

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

Attachment A: Revised NW 24th Avenue Annexation Area

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending the Ridgefield Urban Area Comprehensive Plan BY Amending the Capital Facilities Plan

GOVERNING LEGISLATION:

RCW 36.70A.070 – Growth Management – Comprehensive plans – Mandatory elements.

PREVIOUS COUNCIL ACTION TAKEN:

November 17, 2022: Public hearing and first reading of Ordinance No. 1384

SUMMARY/BACKGROUND:

A capital facilities plan (CFP) is a required element of county and city comprehensive plans. The CFP adopted with a comprehensive plan consists of an inventory of existing capital facilities owned by public entities, a forecast of the future needs for such capital facilities, the proposed locations and capacities of expanded or new capital facilities, and at least a six-year plan that will finance such capital facilities within projected funding capacities. The Ridgefield CFP was adopted with the 2016 Ridgefield Urban Area Comprehensive Plan and has undergone minor modifications with annual comprehensive plan updates since.

An important function of the CFP is to identify the location and functional classification of existing and future public streets in the city. Future roadways shown on the CFP are required to be built by developers as projects in the vicinity develop. Such roadways are also eligible to be added to the Traffic Impact Fee (TIF) list as a separate next step and thereby become TIF-creditable.

There are two proposed changes to the CFP functional classification map (see attached *October 2022 CFP Update*). The first proposal is to add Union Ridge Parkway as a collector between Pioneer Street and N 10th Street. This would ensure that the roadway exiting the planned roundabout at Pioneer Street and Union Ridge Parkway to the north and accessing the Clark College and Clark College Foundation properties is a public street extending connectivity through the area rather than a private driveway accessing one building and parking lot. The 2015 Ridgefield Junction Subarea Plan recommends a north-south connection in the vicinity of the proposed extension of Union Ridge Parkway, and notes that this connection is intended to improve access for the Clark College and PeaceHealth properties. Further, the 2020 Discovery Corridor Strategic Infrastructure Study projects up to 2,000 new PM peak hour trips in the area bounded by 65th Ave, 85th Ave, 5th Street and 10th Street, which would result in over-capacity conditions on external streets and intersections without additional internal cross-circulation. Following the Clark College Advanced

Manufacturing Center pre-application conference in July 2022, Clark College's design team initiated a series of several meetings with staff between August and November to amend the site design by changing the private driveway accessing the site from the roundabout at Pioneer Street to a public collector. The public collector would comply with the proposed CFP update.

The second proposal is to remove S 6th Way, a future industrial/commercial collector, between S Royle Road and future S 51st Avenue. Future S 3rd Way and S Wells Drive provide adequate east-west connectivity between S Royle Road and future S 51st Avenue. Further, a large wetland complex is located across the S 6th Way alignment.

Planning Commission held a public hearing on the proposed CFP amendments on November 2, 2022. Sabra Sand (Clark College) testified against the amendment that would add Union Ridge Parkway between Pioneer Street and N 10th Street for the following reasons: (1) Increased development costs for the College; and (2) The traffic and safety impacts of a public street bisecting the Clark College campus.

No testimony was received regarding the removal of S 6th Way, and Commissioners' clarifying questions were answered.

After deliberation, Planning Commission voted 6-1 to recommend against approval of the Union Ridge Parkway amendment and recommend for approval of the S 6th Way amendment.

Full Planning Commission audio is available here: <https://ridgefieldwa.us/government/city-departments/boards-and-commissions/planning-commission-meeting-audio-files/>.

City Council held a public hearing on the proposed CFP amendments on November 17, 2022.

Lisa Gibert, former Clark College Foundation CEO, testified against the amendment that would add Union Ridge Parkway between Pioneer Street and N 10th Street, citing similar concerns about increased development costs for the college and the traffic and safety impacts of a public street bisecting the campus, as well as concerns about transparency in the process of adding the public collector.

No testimony was received regarding the removal of S 6th Way.

Full City Council audio is available here: <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

Adopt Ordinance No. 1384 by making the following motion:

“I move to adopt Ordinance No. 1384, as presented.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: October 2022 CFP Update (PDF)

ORDINANCE NO. 1384**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN BY AMENDING THE CAPITAL FACILITIES PLAN**

WHEREAS, the City of Ridgefield is located within Clark County, Washington, which is required to complete land use planning under the Revised Code of Washington Chapter 36.70A, Growth Management Act; and,

WHEREAS, the Ridgefield City Council approved the current revision to the Ridgefield Urban Area Comprehensive Plan, including the Capital Facilities Plan, via adoption of Ordinance No. 1203 during a regularly scheduled meeting held on February 25, 2016; and

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan; and

WHEREAS, the City of Ridgefield reviewed its needs for capital facilities including water, sanitary sewer, general facilities, parks, transportation and schools during the 2016-2035 planning period as required by RCW 36.70A.070(3) and developed the Ridgefield Capital Facilities Plan with elements for each type of facility; and

WHEREAS, the City of Ridgefield continues to review the aforementioned capital facility needs on an annual basis and on this basis recommends the Capital Facilities Plan amendments in Attachment A; and

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 12, 2022 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 17, 2022 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Capital Facilities Plan; and,

WHEREAS, the public comment period expired on December 1, 2022 and the City addressed all comments received; and,

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed amendments on November 2, 2022 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted 6-1 to forward a recommendation approving the proposed amendment to S 6th Way and reject the proposed amendment to S Union Ridge Parkway (see Attachment A); and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments during a regularly scheduled City Council meeting held on November 17, 2022; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendments during a regularly scheduled meeting held on December 15, 2022; and,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Updated Ridgefield Capital Facilities Plan. The City Council finds that the updated Ridgefield Capital Facilities Plan is sufficient to provide necessary facilities to serve growth forecast in the Ridgefield Urban Area Comprehensive Plan and hereby adopts the updated Ridgefield Capital Facilities Plan, attached hereto as Exhibit A superseding all previously adopted Capital Facilities Plans.

Section 3. Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the

correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect on January 1, 2023 pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15^h DAY OF DECEMBER, 2022.

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 17, 2022

Second Reading/Passage: December 15, 2022

Date of Publication:

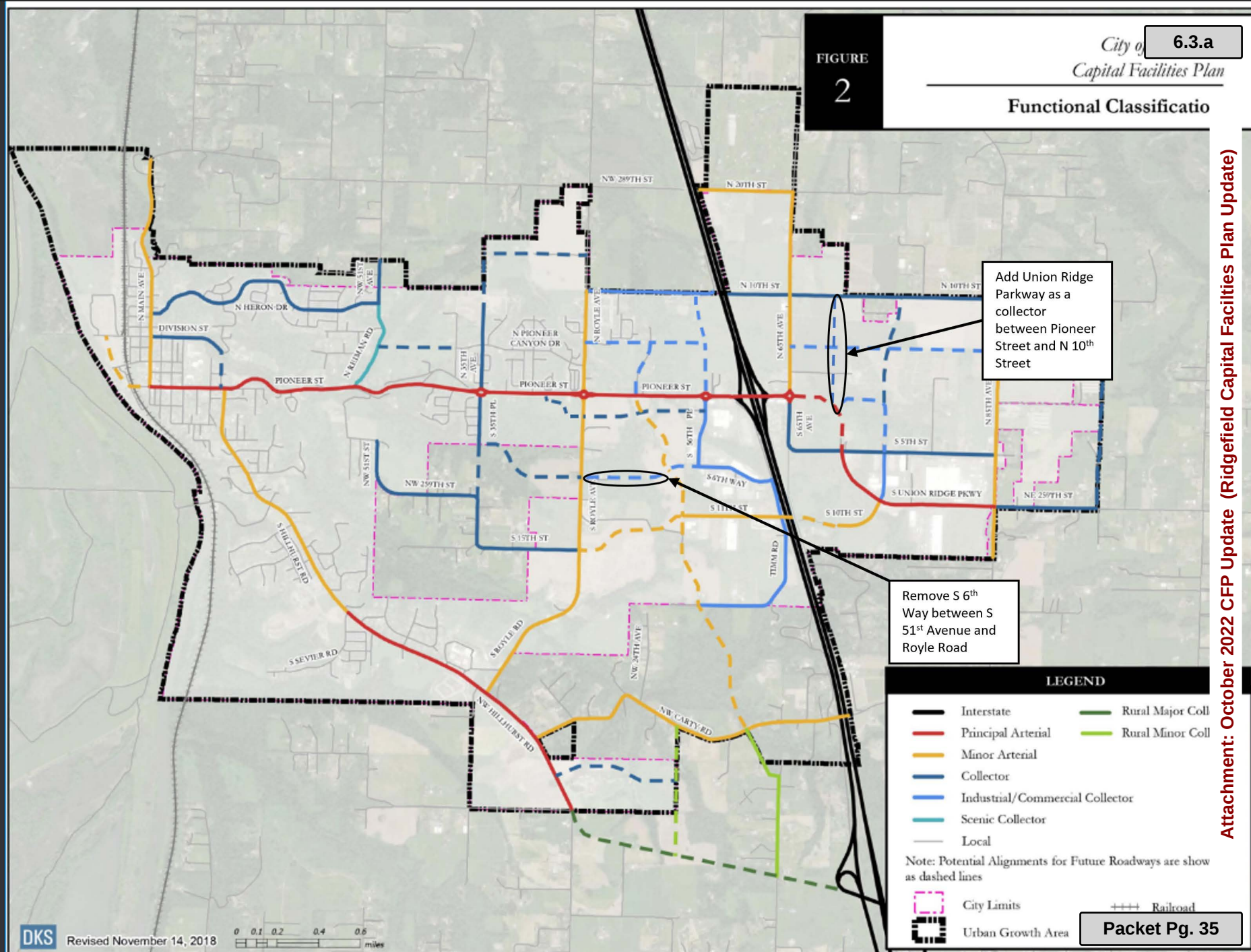
Effective Date: January 15, 2023

Attachment A
2022 Amendments to the Ridgefield Capital Facilities Plan

FIGURE

2

Functional Classification



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending the Ridgefield Urban Area Comprehensive Plan by Amending the Comprehensive Plan and Zoning Designations FOR 6110 N 20TH Street

GOVERNING LEGISLATION:

RCW 36.70A – Growth Management

RMC 18.320 – Amendments

PREVIOUS COUNCIL ACTION TAKEN:

November 17, 2022: Public hearing and first reading of Ordinance No. 1385

SUMMARY/BACKGROUND:

City Council approved the annexation of 6110 N 20th Street (Assessor's #212783000, 3.64 acres) on June 9, 2022. With a Comprehensive Plan designation of Urban Low (UL), the property was required to be assigned the Residential Low Density 4, 6, or 8 zoning designation upon annexation per RMC 18.210.015.A. Council assigned the RLD-6 zoning designation. The property also has the Urban Holding 10 (UH-10) overlay.

Following annexation and the initial city zoning designation, the proposal is to amend the Comprehensive Plan designation from UL to Employment (EM), and concurrently rezone the parcel from RLD-6 to Employment (E). There is no proposal to remove the UH-10 overlay at this time; typically, urban holding is removed concurrent with a development proposal. The comprehensive plan and zoning maps are attached.

The property owner is Zim Pro LLC, represented by David Zimmerly. The property currently has a single-family residence and three general purpose buildings used for the storage and maintenance of construction equipment associated with the Zimmerly family's asphalt preservation business (Sierra Santa Fe Inc). While the family does not currently have plans to develop the property, the Employment zoning designation would better facilitate future expansion of business activity on the site. It would also better align with the Employment parcels adjacent to the south (the property is bound on the other three sides by the Tri-Mountain golf course). No adjacent parcels are residentially zoned.

Property information:

Address	Legal	Owner	Area	Current Comp Plan/Zoning	Proposed Comp Plan/Zoning

6110 N 20 th St, Ridgefield, WA 98642	#14 S16 T4N R1E WM, Assessor's #212783000	Zim Pro LLC	3.64 acres	UL/RLD-6	EM/E
--	--	-------------	------------	----------	------

Planning Commission held a public hearing on the proposed comprehensive plan amendment and rezone on November 2, 2022. No testimony was received and Commissioners had only clarifying questions for staff. Planning Commission voted unanimously to recommend approval to City Council.

Full Planning Commission audio is available at <https://ridgefieldwa.us/government/city-departments/boards-and-commissions/planning-commission-meeting-audio-files/>.

City Council held a public hearing on the proposed comprehensive plan amendment and rezone on November 17, 2022. No testimony was received.

Full City Council audio is available at <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

Adopt Ordinance No. 1385 by making the following motion:

“I move to adopt Ordinance No. 1385, as presented.”

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance No. 1368 (Zim Pro LLC Petition to Annex) adopted June 9, 2022

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: 6110 N 20th Street_Comp Plan and Zoning (PDF)

ORDINANCE NO. 1385**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN BY AMENDING THE COMPREHENSIVE PLAN AND ZONING DESIGNATIONS FOR 6110 N 20TH STREET**

WHEREAS, the City of Ridgefield is located within Clark County, Washington, which is required to complete land use planning under the Revised Code of Washington Chapter 36.70A, Growth Management Act; and,

WHEREAS, the Ridgefield City Council approved a current periodic revision to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan and Zoning Maps, via adoption of Ordinance No. 1203 during a regularly scheduled meeting held on February 25, 2016; and

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan; and

WHEREAS, 6110 N 20th Street (PIN 212783000) has a Comprehensive Plan designation of Urban Low and a zoning designation of Residential Low Density 6; and

WHEREAS, 6110 N 20th Street (PIN 212783000) is not adjacent to any other residential parcels but is adjacent to employment parcels; and

WHEREAS, staff recommends amending the 6110 N 20th Street (PIN 212783000) Comprehensive Plan designation from Urban Low to Employment, with a concurrent zone change from Residential Low Density 6 to Employment; and

WHEREAS, the proposal meets the approval requirements set forth in the Ridgefield Development Code, RDC 18.310.090 and RDC 18.320; and

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 7, 2020 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 17, 2022 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan; and,

WHEREAS, the SEPA comment period expired on December 1, 2022 and the City addressed all comments received; and,

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed Comprehensive Plan Amendment and Concurrent Zone Change on November 2, 2022 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendment; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendment during a regularly scheduled City Council meeting held on November 17, 2022; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendment during a regularly scheduled meeting held on December 15, 2022; and,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps attached hereto as Exhibit A superseding all previously adopted Comprehensive Plan and Zoning Maps.

Section 3. Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect as of January 1, 2023.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15th DAY OF DECEMBER, 2022.

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 17, 2022

Second Reading/Passage: December 15, 2022

Date of Publication:

Effective Date: January 1, 2023

ATTACHMENT A: COMPREHENSIVE PLAN AND ZONING MAP UPDATES

Comprehensive Plan

Parks/Open
Space (P/OS)

Agriculture (AG)

6110 N 20th Street
Current comp plan:
UL
Proposed comp plan:
EM

Agriculture (AG)

Rural (R-10)

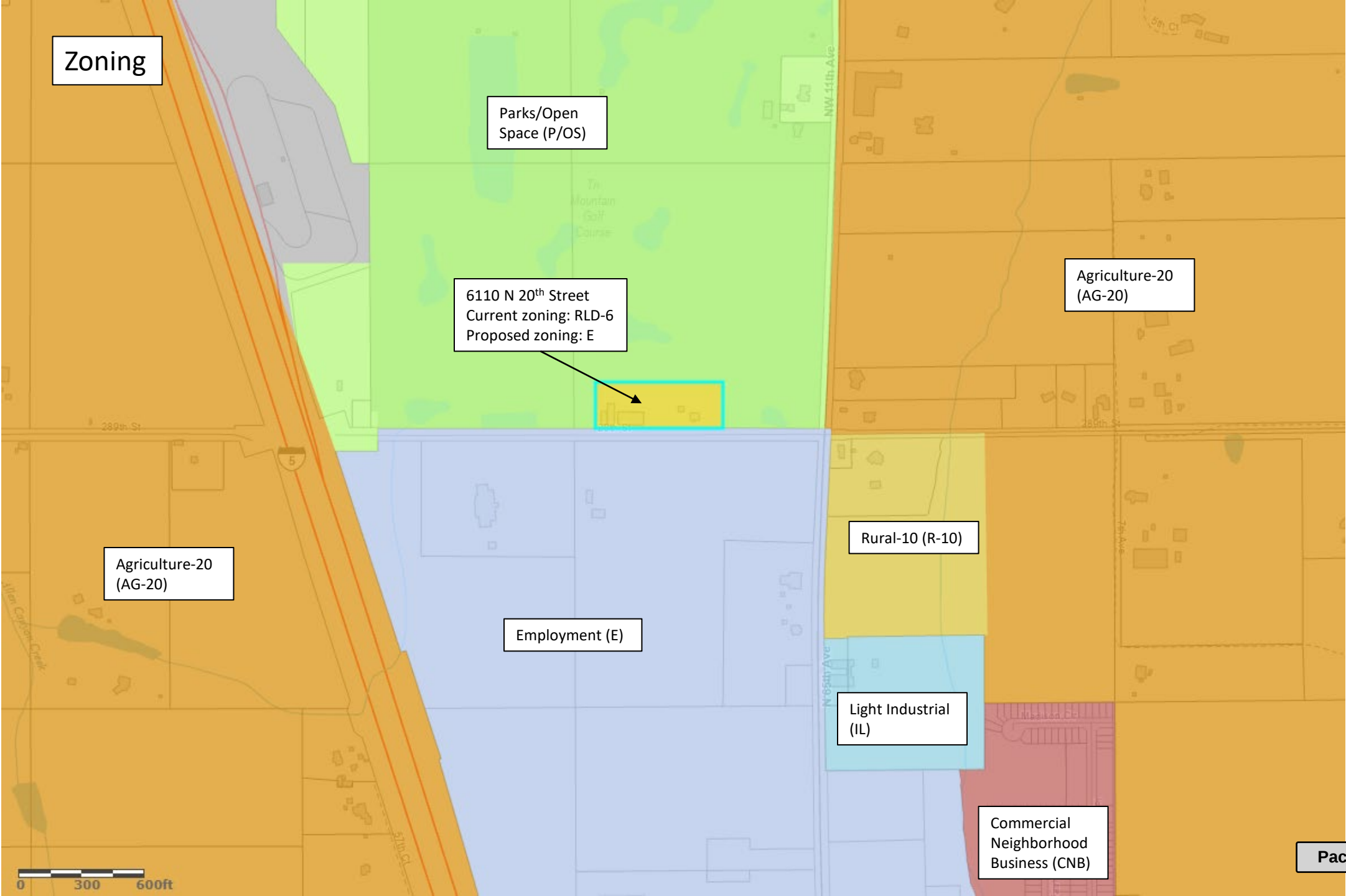
Employment (EM)

Industrial (I)

Neighborhood
Commercial
(NC)



Zoning



Parks/Open Space (P/OS)

6110 N 20th Street
Current zoning: RLD-6
Proposed zoning: E

Agriculture-20 (AG-20)

Agriculture-20 (AG-20)

Rural-10 (R-10)

Employment (E)

Light Industrial (IL)

Commercial Neighborhood Business (CNB)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Adopting the Ridgefield School District #122 2022-2028 Capital Facilities Plan

GOVERNING LEGISLATION:

RCW 36.70A – Growth Management
RCW 82.02 – Excise Taxes – General Provisions
RMC 18.070 – Impact Fees

PREVIOUS COUNCIL ACTION TAKEN:

Public hearing and first reading of Ordinance No. 1386: November 17, 2022

SUMMARY/BACKGROUND:

RCW 82.02 contains statutory provisions for the imposition of impact fees for certain public facilities inclusive of school district facilities. RCW 82.02.050(5) specifies that impact fees may be collected and spent only for the public facilities defined in RCW 82.02.090 which are addressed by capital facilities plan element of a comprehensive land use plan adopted pursuant to the provisions of RCW 36.70A. RCW 82.020.090(3) defines impact fee to mean a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development. The Ridgefield City Council passed Ordinance No. 678 in 1995 establishing Chapter 18.070 (Impact Fees) of the Ridgefield Municipal Code addressing compliance with the provisions of RCW 82.02.060 (Impact fees - Local Ordinances - Required Provisions).

School impact fees (SIF) are paid by developers at the time of final occupancy for residential projects and at the time of building permit issuance for non-residential projects.

SIF are calculated for the Ridgefield School District's six-year Capital Facilities Plan (CFP) updates using the following formula:

$$\text{SIF} = [\text{C}(\text{SF}) - \text{SM} - \text{TC} - \text{FC}] \times \text{A}$$

- "C" = cost of improvements for each type of school facility (elementary, middle, high) listed in the school district's Capital Facilities Plan (CFP).
- "SF" = student factor, or the number of students typically generated from one residential unit for each type of school facility.
- "SM" = state match, or the amount received from the State towards school

construction costs.

- “TC” = tax credit, or the amount received in taxes from households.
- “FC” = facilities credit, or the value of any improvements listed in the CFP provided by the developer.
- “A” = adjustment for the portion of anticipated tax revenues, resulting from a development that is proratable to system improvements contained in the CFP. For school impacts, A = 85%.

In 2016, Council adopted the 2016-2022 Ridgefield School District CFP including a SIF rate of \$6,530.00 for both single-family and multifamily units. Council also adopted indexing, whereby the SIF rate is updated annually based on the Rider Levett Bucknall (RLB) construction cost index. Increases beyond those dictated by indexing go to Council for approval, as do any increases (including those dictated by indexing) after three years of consecutive increase in SIF.

SIF collected by the City have changed over time as follows:

Year	Single-family	1-year % Change	Multi-family	1-year % Change
2012-2015	\$3,983.00		\$1,796.00	
2016 (indexing adopted)	\$6,530.00	63.9%	\$6,530.00	263.6%
2017	\$6,819.23	4.4%	\$6,819.23	4.4%
2018	\$7,107.00	4.2%	\$7,107.00	4.2%
2019	\$8,883.75	25.0%	\$8,883.75	25.0%
2020	\$10,100.00	13.7%	\$10,100.00	13.7%
2021	\$10,408.05	3.1%	\$10,408.05	3.1%
2022	\$11,002.35	5.7%	\$11,002.35	5.7%

The Q3 2022 RLB index for the Portland metro area is 7.73%. Therefore, had this not been a School CFP update year, the single-family and multi-family SIF would have each increased by 7.73% to \$11,852.83 effective January 1, 2023.

The Ridgefield School District Board of Directors has requested an increase to the district’s school impact fees under its adopted 2022-2028 Capital Facilities Plan (attached; see Section 7 – School Impact Fees). The requested SIF are **\$16,880 for single-family dwelling units and \$8,699 for multi-family dwelling units**, which are the maximum amounts allowed by the SIF formula including the 85% adjustment factor. The requested rates would go into effect January 1, 2023.

Current and proposed single-family and multi-family SIF rates across Clark County are as follows:

School District	Housing type	Current	Proposed	% change
Ridgefield	SF	\$11,002.35	\$16,880.00	+53%
	MF	\$11,002.35	\$8,699.00	-21%
Battle Ground	SF	\$6,397.00	\$10,760.00	+68%
	MF	\$2,285.00	\$3,845.00	+68%

Washougal	SF	\$5,600.00	\$0	-100%
	MF	\$5,800.00	\$0	-100%
Camas	SF	\$5,371.00	\$6,650.00	+24%
	MF	\$5,371.00	\$6,650.00	+24%
Green Mountain	SF	\$3,387.00	\$0	-100%
	MF	N/A	N/A	N/A
Vancouver	SF	\$2,880.75	\$2,786.09	-3%
	MF	\$2,381.93	\$2,486.64	+4%
Hockinson	SF	\$7,790.00	N/A. These districts are not on the 2022-2028 CFP update cycle.	
	MF	\$3,434.00		
Evergreen	SF	\$6,432.00		
	MF	\$3,753.00		
Woodland	SF	\$5,900.00		
	MF	\$5,900.00		
La Center	SF	\$3,501.00		
	MF	\$3,104.00		

The proposed 2022-2028 Ridgefield School District CFP went before Planning Commission for a public hearing and recommendation to Council on October 5, 2022. Three representatives of the Ridgefield School District were present, and along with City staff answered questions from Commissioners about the proposal, process, and school funding options. Much of Planning Commission's discussion focused on the competing key issues of overcrowded schools, which increased SIF can help address, and housing affordability, which can be negatively impacted when fees are passed on to homeowners and renters.

Planning Commission voted unanimously to recommend approval of the 2022-2028 CFP as presented.

The full Planning Commission audio recording is available at <https://ridgefieldwa.us/government/city-departments/boards-and-commissions/planning-commission-meeting-audio-files/>.

City Council held a public hearing and first ordinance reading for the 2022-2028 School District CFP on November 17, 2022. Staff and School District representatives answered questions about the proposed SIF rates. Concerns were expressed over the proposal to lower the multifamily SIF rate. To address this concern, staff has drafted amendments to the codified SIF formula that would either make the fixed 85 percent adjustment factor "A" a minimum adjustment factor, or set no minimum or maximum adjustment factor. See Ordinance No. 1387, Agenda Item VII (1).

The full City Council audio recording is available at <https://ridgefieldwa.us/government/city-council-meeting-audio-files/>.

BUDGET/FINANCIAL IMPACTS:

None. The City of Ridgefield does not retain the collected SIF, but rather transfers the amount collected to the Ridgefield School District No. 122 pursuant to a previously executed interlocal agreement.

ACTION OR MOTION:

Adopt Ordinance No. 1386 by making the following motion:

“I move to adopt Ordinance No. 1386 with a single-family SIF rate of \$xx and a multifamily SIF rate of \$xx.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: FINAL Ridgefield School District Capital Facilities Plan (7.22.22) 4881-3375-1594 v.1 (PDF)

ORDINANCE NO. 1386

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING THE RIDGEFIELD SCHOOL DISTRICT #122 2022-2028 CAPITAL FACILITIES PLAN

WHEREAS, the Ridgefield School District Board of Directors adopted the Ridgefield School District No. 122 (RSD) 2022-2028 Capital Facilities Plan (CFP) on June 14, 2022; and

WHEREAS, the Ridgefield School District filed a written request on July 28, 2022, for a Comprehensive Plan Amendment requesting the City of Ridgefield adopt the RSD 2022-2028 CFP and incorporate it into the Ridgefield Urban Area Comprehensive Plan; and,

WHEREAS, the City of Ridgefield submitted notice of the proposed Comprehensive Plan amendment to the Washington State Department of Commerce on September 29, 2022; and

WHEREAS, consistent with WAC 197-11-340, on November 17, 2022 the City of Ridgefield issued a SEPA Determination of Non-significance (DNS) regarding the proposal; and

WHEREAS, the SEPA DNS public comment period expired on December 1, 2022 and the City addressed all comments received; and

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposal on October 5, 2022, forwarded a recommendation of approval to the City Council; and

WHEREAS, the Ridgefield City Council conducted a public hearing at their November 17, 2022 regular meeting; and,

WHEREAS, the first reading of the ordinance was conducted during the City Council's November 17, 2022 regular meeting and the second reading of the ordinance was conducted during the City Council's December 15, 2022 regular meeting;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON HEREBY ORDAINS AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it is in the public interest to adopt the Ridgefield School District 2022-2028 Capital Facilities Plan and incorporate it into the Ridgefield Urban Area Comprehensive Plan.

Section 2. Amendment. Section 1.5 of the Ridgefield Urban Area Comprehensive Plan (Plans Adopted by Reference) is hereby amended per Exhibit A.

Section 3. Compliance with RCW 36.70A. The City of Ridgefield has met its obligations under RCW 36.70A – Growth Management and finds no additional compliance actions are necessary.

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Clark County Board of County Commissioners and the subsequent acceptance by the Ridgefield City Council.

Section 7. Effective date. This ordinance shall be in full force and effect on January 1, 2023 pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15TH DAY OF DECEMBER, 2022.

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferris, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 17, 2022

Second Reading/Passage: December 15, 2022

Date of Publication:

Effective Date: January 1, 2023

RIDGEFIELD SCHOOL DISTRICT NO. 122
CAPITAL FACILITIES PLAN
2022-2028

BOARD OF DIRECTORS

Joe Vance, President
Emily Enquist, Vice President
Brett Jones
Zeniah Bringhurst
Donna Farnsworth

SUPERINTENDENT

Dr. Nathan McCann

*Amended by the Ridgefield School District Board of Directors
June 14, 2022*

SECTION 1 INTRODUCTION

A. *Purpose of the Capital Facilities Plan*

The Washington State Growth Management Act (the “GMA”) includes schools in the category of public facilities and services. School districts have adopted capital facilities plans to satisfy the requirements of the GMA and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

The Ridgefield School District (the “District”) has prepared this Capital Facilities Plan (the “CFP”) to provide Clark County (the “County”) and the City of Ridgefield (the “City”) with a schedule and financing plan for capital improvements needed to serve growth over the next six years (2022-2028).

In accordance with the Growth Management Act, Clark County Code Sections 40.620.030 – 40.620.040, and City of Ridgefield Municipal Code Sections 18.070.100 – 18.070.110, this CFP contains the following required elements:

- The District's standard of service, which is based on program year, class size by grade span, number of classrooms, types of facilities and other factors identified by the District.
- Future enrollment forecasts for each grade span (elementary, middle, and high schools).
- An inventory of existing capital facilities owned by the District, showing the locations and capacities of the facilities, based on the District's standard of service.
- A forecast of the future needs for capital facilities and school sites based on the District's enrollment projections.
- The proposed capacities of expanded or new capital facilities over the next six years based on the inventory of existing facilities and the standard of service.
- A six-year plan for financing capital facilities within projected funding capacities, which identifies sources of public money for such purposes.
- A calculation of impact fees to be assessed and supporting data substantiating such fees.

B. *Overview of the Ridgefield School District*

The Ridgefield School District is situated along the Interstate 5 corridor in northern Clark County. It encompasses the City of Ridgefield, a community that is experiencing accelerated growth, and is bordered by Battle Ground, La Center, Woodland, and Vancouver School Districts.

The District serves a population of 3,730 students (Headcount March 2022) with an early learning center program (pre-K), two elementary schools (grades K-4), one intermediate school (grades 5-6), one middle school (grades 7-8), one high school (grades 9-12), and one alternative learning school (grades K-12).

The District needs to build schools and make improvements at existing schools in order to effectively accommodate growth. As improvements are made to the facilities and new schools come online, the District anticipates that current grade configurations may possibly change.

The most significant issues facing the District in terms of providing classroom capacity to accommodate existing and projected demands are:

- The District is experiencing the fastest enrollment growth rate in Clark County.
- Presently, Union Ridge Elementary, Sunset Ridge Intermediate and View Ridge Middle School are housing students well in excess of the capacity of the facility. Additionally, enrollment projections indicate that all other campuses will exceed capacity by the 2022-2023 school year. Presently, portables are in use for instructional purposes at all schools in the District, except the Early Learning Center and Wisdom Ridge Academy.
- The legislature has indicated that it wants to maintain lower class sizes in K-3 classrooms. The District is uncertain about its ability to offer this with the limited classroom space even if the state were to provide operational funding for staffing due to limited classroom spaces.
- The impact of citizen-approved Initiative 1351 is still unknown. Any significant reduction in class size will require a corresponding increase in the number of classrooms across the district.
- As existing facilities exceed capacity, they are experiencing traffic control and student and staff safety concerns that need to be addressed.

SECTION 2 DISTRICT EDUCATIONAL PROGRAM STANDARDS

School facility and student capacity needs are dictated by the types and amounts of space required to accommodate the District's adopted educational program. The role that quality school systems play in growing a strong local economy is vital. In order to accomplish the community value of having a vibrant local economy, schools must have quality facilities. These facilities provide the necessary spaces for nurturing the development of the whole child and successfully preparing all Ridgefield children for an increasingly competitive global economy. The educational program standards which typically drive needs for educational space for students include grade configuration, optimum facility size, class size, educational program offerings, supplemental program offerings, specialty spaces, classroom utilization and scheduling requirements.

In addition to student population, other factors such as collective bargaining agreements, government mandates, and community expectations affect classroom space requirements. Space is necessary for regular classrooms, the fine and performing arts, physical education, special education, Title I, Highly Capable, bilingual education, STEM, computer labs, preschool and daycare programs, and other specialized programs. Space must be provided for common areas such as media centers, cafeterias, kitchens, and auditoriums. Space is needed for groups of students/staff to work together. These programs can have a significant impact on the available student capacity within school facilities. Further, the community expects all spaces to be well utilized during the school day and available after the school day for public use.

A. District Educational Program Standards:

Core programs include the following:

- Core classroom space for all curriculum areas which includes space for group learning, direct instruction, and individual student work to meet the rigors set forth in state standards.
- Science classroom space that supports advanced coursework (including water, sinks, gas, hoods, safety equipment). Students must achieve rigorous state mandated science standards. This requires specialty space that is not met by adding portables.
- As STEM education continues to expand, there is an increased need to provide flexible classroom space capable of supporting a variety of educational activities.
- Physical education space is needed for students to meet rigorous health and fitness standards. This includes covered areas, fields, gymnasiums, and other multi-use spaces.
- Technological competency is expected for all students. The District supports a 1:1 Chromebook initiative for all students. Space must be allocated for technological equipment and applications in classrooms and specialty spaces. Square footage for this equipment and its infrastructure is not calculated in current state allowances, but must be provided.
- Fine and performing arts spaces are critical to the development of the whole child. Spaces are necessary to adequately meet the rigorous standards of these state required programs.
- Library/Media services and collaboration spaces must be provided for students to successfully meet the rigor of the District's academic programs. In an information-driven environment, student access to information through appropriately sized library/media spaces is essential.
- Extra-curricular activities need adequate space in order to safely support program activities.

Special services are essential to meet the needs of special populations.

- Special Education services are delivered at each of the schools within the District. Program standards and services vary based on the handicapping conditions of the students and their individual education plan (IEP). Implementing each student's IEP often requires large and small specialty spaces, which the District must provide. Program standards change as a result of various external or internal influences. External influences include changing federal mandates, funding changes, and the introduction of new technological applications which meet the needs of students. Internal influences include modifications to the program year, class size, grade configurations, and facility changes.
- Special populations receive special support. Specialty space is essential to delivery of this support. Federal and state programs, including Title I math and reading instruction, Highly Capable, and Bilingual, are limitedly funded. These resources do not include the expense of adding facilities to support them.
- Early Childhood programs, such as every-day kindergarten and preschool are essential educational programs and vital to the community. These programs require specialty space which is not currently funded by the state.
- Supplementary services in core academic areas (tutoring, on-line learning) and providing multiple pathways to prepare students for a broader range of post-secondary learning opportunities require additional spaces that have not been calculated in current state square footage allowance formulas.

Support services are often overlooked core services, and are essential to a quality educational program.

- Food service delivery, storage, preparation, and service require spaces that are specialty designed and equipped also need specific attention. As student populations increase, adequately calculating space requirements for this core service is crucial to the overall planning of the facility. Adequacy in planning for this space has significant impacts on the overall learning environment for students if not done appropriately.
- Transportation support centers are required to handle growing transportation needs.
- Maintenance support facilities must also be considered and are often overlooked as core support services.
- Administrative support facilities must also be considered and are often overlooked as core support services.

B. Elementary Educational Program Standards

The District educational program standards, which directly affect elementary school capacity, include:

- Class sizes for grades K-3 are targeted not to exceed 21 students per class.
- Class sizes for grades 4-6 are targeted not to exceed 25 students per class.
- Music and art instruction will be provided in separate classrooms.
- Physical education instruction must be provided in a full size area.
- Special education services are provided in a self-contained classroom for some children, while others need highly specialized spaces.
- All elementary schools will have a library/media resource center which includes space for a technology lab.

C. Middle and High School Program Standards

The District education programs standards, which directly affect middle school and high school capacity include:

- Class sizes for middle school grades 7-8 are targeted not to exceed an average of 25 students per class, with the exception of PE, music, art, and theatre arts.
- Class sizes for high school grades 9-12 have various targets depending on various program and safety needs. However, the District strives to meet an average of 25 students in the core classrooms with the exception of PE and the fine and performing arts.
- The middle and high school classroom utilization standard is set at a factor of 85% (based on a regular school day).
- Special education services are provided in a self-contained classroom for some children, while others need highly specialized spaces.
- Students will also be provided other programs in classrooms designated as follows:
 - Specialty rooms (computer labs, individual and group study rooms, practice labs, production rooms).
 - Media Center/Library,
 - Program Specific Classrooms (science, music, theatre arts, art, career and technical education).

SECTION 3 CAPITAL FACILITIES INVENTORY

The facilities inventory serves to establish a baseline for determining the facilities necessary to accommodate future demand (student enrollment) at acceptable levels of service. This section provides an inventory of capital facilities owned and operated by the District including schools, portables, undeveloped land and support facilities. School facility capacity was inventoried based on the space required to accommodate the District's educational program standards.

A. Schools

The District maintains an early learning center (located at Ridgefield Administrative and Civic Center), two elementary schools, one intermediate school, one middle school, one high school, and one K-12 alternative learning program (located in a leased property). Elementary schools currently accommodate grades K-4, the intermediate school serves grades 5-6, the middle school serves grades 7-8, and the high school serves grades 9-12. When the school facilities are improved as contemplated in this Plan, the District will consider alternate configurations.

School capacity is determined based on the number of teaching stations within each building and the space requirements of the District's current educational program. It is this capacity calculation that is used to establish the District's baseline capacity, and to determine future capacity needs based on projected student enrollment. The school capacity inventory is summarized in Tables 1, 2, and 3.

Table 1 – Elementary School Inventory

Elementary School	Location	Acres	Building Area (Square Feet)	Teaching Stations*	Permanent Capacity
South Ridge	502 NW 199 th St. Ridgefield, WA 98642	18.49	59,687	21	542
Union Ridge	330 N. 5 th Ave.. Ridgefield, WA 98642	11.8	81,533	28	655
Total		51.8	141,220	49	1,197

*Space reserved for art, music, and PE as well special education classrooms are not counted as teaching stations in the elementary schools because they are pull-out programs. One of the teaching stations at South Ridge houses the Learning Center. It was counted in calculating the permanent capacity.

Table 2 – Intermediate & Middle School Inventory

Middle School	Location	Acres	Building Area (Square Feet)	Teaching Stations*	Permanent Capacity
Sunset Intermediate & View Ridge Campus	3215 S. Hillhurst Road Ridgefield, WA 98642	20.00	148,932	43	1,157

* The music room and physical education space are counted as teaching stations because these are not special pull-out programs at the middle school.

Table 3 – High School Inventory

High School	Location	Acres	Building Area (Square Feet)	Teaching Stations*	Permanent Capacity
Ridgefield HS	2630 S. Hillhurst Rd. Ridgefield, WA	60	137,008	42	1,020

*The music room and physical education space are counted as teaching stations because these are not special pull-out programs at the high school. The instructional space that is used for shop was not counted as a teaching station because it is used for special/pull-out programs.

B. Portables

Portables are used on an interim basis to house students until funding can be secured to construct permanent facilities. The District currently uses 28 portable classrooms at various school sites for special programs and basic education throughout the District. The number and location of the portables is shown in Table 4.

Table 4 – Portables Inventory

School	Portables	Classrooms
South Ridge Elementary	10	20
Union Ridge Elementary	9	18
Sunset Ridge Intermediate & View Ridge Middle School	4	8
Ridgefield High School	5	10

C. Support Facilities

In addition to schools, the District owns and operates additional facilities which provide operational support functions to the schools. An inventory of these facilities is provided in Table 5.

Table 5- Support Facility Inventory

School	Building Area	Site Location
Administration/Central Office (RACC)	44,079	510 Pioneer Street. Ridgefield, WA
Maintenance Department	8,000	304 Pioneer Avenue, Ridgefield, WA
Ridgefield Community Education Program	2-classroom portable	510 Pioneer Street. Ridgefield, WA (located at RACC)
Ridgefield Family Resource Center	2-classroom portable	510 Pioneer Street, Ridgefield, WA (located at RACC)

D. Land Inventory

The District owns the following sites:

- 27.36-acre site located at 7025 N. 10th St that will house a new K-4 Elementary School
- 23-acre site located at NE 10th Avenue and 239th Street, Ridgefield, WA 98642.
- 2,178 sq. ft. strip located at 45th and Pioneer in Ridgefield.
- Co-owner of Paradise Point Transportation Center as a member of the Kalama, Woodland, Ridgefield and La Center School District Transportation Cooperative.
- Additionally, the District is under contract and in the process of completing the purchase of a 9.399-acre parcel of land at NE 10th Avenue and NE 179th Street.

SECTION 4 STUDENT ENROLLMENT PROJECTIONS

A. Projected Student Enrollment 2022-2028

The District's enrollment projections are based on forecasting work completed by Johnson Economics in April 2022. The approach used in conducting this student enrollment forecast builds on the baseline enrollment forecast provided by an earlier forecast prepared in February 2020 by E.D. Hovee & Company, LLC. With the *baseline forecast*, the model applied the Comprehensive Plan allocation for the Ridgefield Urban Growth Area (UGA) plus a proportionate share of population growth forecast by Clark County for areas outside of UGAs countywide. Grade-to-grade enrollment changes as a share of district population were forecast based on historic experience across each of the K-12 grade levels.

Table 6- Enrollment Forecast

Grade	2022	2023	2024	2025	2026	2027	2028
K	319	341	353	369	398	409	417
1	320	364	393	409	430	460	481
2	326	363	405	430	447	464	493
3	296	361	406	443	471	473	501
4	306	329	395	437	474	494	507
5	314	326	359	425	474	504	525
6	334	336	351	387	458	503	534
Total K-6	2215	2420	2662	2900	3152	3307	3458
7	302	351	355	373	416	484	530
8	315	312	361	367	388	429	498
Total 7-8	617	663	716	740	804	913	1028
9	367	333	326	373	379	397	438
10	323	368	337	331	378	384	402
11	286	318	353	321	313	353	359
12	237	283	311	339	305	296	333
Total 9-12	1213	1302	1327	1364	1375	1430	1532
TOTAL	4045	4385	4705	5004	5331	5650	6018

SECTION 5 CAPITAL FACILITIES NEEDS

A. Facility Needs

The District's facility needs are based on its existing capacity and the forecast enrollment. In 2028, the enrollment forecast projects that the District will be serving 6,018 students, an increase of 2,288 students, representing student enrollment growth of approximately 61%. This includes high school students the District anticipates will return to the District due to facility upgrades at Ridgefield High School. Currently, there are approximately 350 students who live within the boundaries of the Ridgefield School District who attend schools in other public school districts.

Table 7 – Enrollment and Capacity

Facility	Existing Capacity	2021 Enrollment	2021 Need
Elementary Schools (K-4)	1,197	1,449	252
Intermediate/ Middle School (5-8)	1157	1,243	86
High School (9-12)	1020	1,038	18
Totals	3,461	3,730	338

As shown in Table 7, the District needs to expand its capacity to serve 252 K-4th grade students, 86 5-8th grade students and approximately 18 high school students.

B. Planned Improvements

To serve the forecast growth, the District proposes constructing new schools to serve K-8th grade students and expanding capacity at the high school. These projects, the capacity they will add and the estimated cost is shown in Table 8.

Table 8 – Improvements and Costs

Project Description	Estimated Cost ²	Added Capacity	Cost for Capacity to Serve Growth ³
New schools to serve K-8 ¹	\$195,000,000 ⁴	2,132 ⁵	\$164,000,000 ⁶
High School Improvements	\$47,000,000	511	\$45,400,000
TOTAL:	\$242,000,000	2,643	\$209,400,000

¹ The community and District patrons will be engaged to assist the District identify the type of schools and grade configuration.

² The estimated cost is based on data the District's architect has compiled given his experience and knowledge of the school construction industry and District standards.

³ That portion of the total cost that is equal to the percentage of the added capacity that is needed to serve the forecast growth, determined by increased enrollment (1,794 K-8 and 494 high school students).

⁴ Of the \$195,000,000 estimated cost, \$154,000,000 is attributed to K-6 and \$41,000,000 is attributed to 7-8.

⁵ Of the 2,132 in added capacity, 1,684 is attributed to added K-6 capacity & 448 is attributed to added 7-8 capacity.

⁶ Of the \$164,000,000 estimated cost serving growth, \$130,000,000 is attributed to K-6 & \$34,000,000 attributed to 7-8.

Portable classrooms are not considered permanent facilities so they are not used to determine future capital facility needs. Facility needs are expressed in terms of “unhoused students” or students that cannot be housed in permanent (brick/mortar) facilities. To serve the “unhoused students” on a short-term and immediate basis to serve growth, the District will purchase and utilize portable classrooms. This plan incorporates those facilities. The cost of the portables is not included in the impact fee calculation; however, impact fee revenue can be available to fund portable facilities if these facilities are needed to serve growth.

SECTION 6 CAPITAL FACILITIES FINANCING PLAN

A. Finance Plan

The District will finance the \$242,000,000 in planned improvements using bonds, state match and impact fees.

Table 9 – Anticipated Finances

	Bonds	State Match	Impact Fees
Secured	\$0	\$0	\$18,078,481
Unsecured	\$182,648,565	\$10,656,342	\$30,616,612
TOTAL	\$182,648,565	\$10,656,342	\$48,695,093

The District's planned improvements that will add capacity are dependent upon the passage of a bond and receipt of state match and impact fees. Below is a summary of these funding sources.

B. Funding Sources

General Obligation Bonds

Bonds are used to fund site acquisition, construction of new schools, and other capital improvement projects. A 60% majority vote is required to approve the issuance of bonds. Bonds are then retired through collection of property taxes.

State Match Funds

State Match funds primarily come from the Common School Construction Fund. School districts may qualify for State Match funds for specific capital projects based on eligibility requirements and a state prioritization system. Based on the District's assessed valuation per student and the formula in the State regulations, the District is currently eligible for State Match funds for new schools at the 56.61% match level.

Impact Fees

The collection of school impact fees generates partial funding for construction of public facilities needed to accommodate new development. School impact fees are collected by the Cities and County on behalf of the District. Impact fees are calculated based on a formula, which includes the portion of District construction resulting in increased capacity in schools.

SECTION 7 SCHOOL IMPACT FEES

The GMA authorizes jurisdictions to collect impact fees to supplement funding of additional public facilities needed to accommodate new development. Impact fees cannot be used for the operation, maintenance, repair, alteration, or replacement of existing capital facilities used to meet existing service demands.

A. School Impact Fees

The County's and City's impact fee programs require school districts to prepare and adopt CFPs meeting the specifications of the GMA. Impact fees are calculated in accordance with the local jurisdiction's formula, which are based on projected school facility costs necessitated by new growth and are contained in the District's CFP.

B. Methodology and Variables Used to Calculate School Impact Fees

The District's impact fees have been calculated utilizing the formula in the Clark County and City of Ridgefield Impact Fee Ordinances. The resulting figures in the attached Appendix A are based on the District's cost per dwelling unit to construct new schools and increase capacity at Ridgefield School District, both of which add capacity that is needed to serve new development. Credits have also been applied in the formula to account for future state match funds the District could receive and projected future property taxes that will be paid by the owner of the dwelling unit.

C. Proposed Ridgefield School District Impact Fee Schedule

The school impact fee calculation results in a fee of \$ \$16,879.55 per single-family home and \$8,698.55 per multi-family home.

The District requests collection of school impact fees in the following amounts:

Single Family: \$16,880 in 2023

Multi-Family: \$ 8,699 in 2023

The District will be requesting an increase in the amount the City collects each year based on the Rider Levett Bucknall Construction Cost Index in accordance with City code, and may seek increases in the County based on the process in County code. Future increases in fees will not exceed the calculated impact fee amounts.

Ridgefield School District 2022 Impact Fee Calculation

$$\left[\frac{(1+i)^{10} - 1}{i(1+i)^{10}} \right] AAV \times$$

Single Family Residence:

Elementary	Middle School	High School	Formula
\$130,000,000.00	\$34,000,000.00	\$45,400,000.00	Facility Cost
1684	448	511	Additional Capacity
\$77,197.15	\$75,892.86	\$88,845.40	Cost per Student (CS)
0.159	0.136	0.114	Student Factor (SF)
\$12,274.35	10,321.43	\$10,128.38	CS x SF
\$246.83	\$246.83	\$246.83	Boeck Index
90.00	117.00	130.00	OSPI Sq Ft
56.61%	56.61%	56.61%	State Match Eligibility %
\$1,999.54	\$2,223.39	\$2,070.81	State Match Credit (SM)
\$10,274.80	\$8,098.04	\$8,057.57	CS x SF - SM
		\$26,430.41	Cost per Single Family Residence
		0.0220	Average Interest Rate
		0.243108277	Tax Credit Numerator
		0.027348382	Tax Credit Denominator
		8.889311106	Tax Credit Multiplier (TCM)
		\$491,140.00	Average Assessed Value (AAV)
		\$4,365,896.26	TCM x AAV
		0.00150533	Tax Levy Rate (TLR)
		\$6,572.11	TCM x AAV x TLR = (TC)
		\$19,858.30	Cost per Single Family Residence - Tax Credit
		\$2,978.75	15% reduction (A)
		\$16,879.55	Calculated Single Family Fee Amount
		\$16,880	Recommended Fee Amount

Multi-Family Residence:

Elementary	Middle School	High School	Formula
\$130,000,000.00	\$34,000,000.00	\$45,400,000.00	Facility Cost
1684	448	511	Additional Capacity
\$77,197.15	\$75,892.86	\$88,845.40	Cost per Student (CS)
0.124	0.030	0.050	Student Factor (SF)
\$9,572.45	\$2,276.79	\$4,442.27	CS x SF
\$246.83	\$246.83	\$246.83	Boeck Index
90.00	117.00	130.00	OSPI Sq Ft
56.61%	56.61%	56.61%	State Match Eligibility %
\$1,559.39	\$490.45	\$908.25	State Match Credit (SM)
\$8,013.05	\$1,786.33	\$3,534.02	CS x SF - SM
		\$13,333.41	Cost per Multi-Family Residence
		0.0220	Average Interest Rate
		0.243108277	Tax Credit Numerator
		0.027348382	Tax Credit Denominator
		8.889311106	Tax Credit Multiplier (TCM)
		\$231,652.00	Average Assessed Value (AAV)
		\$2,059,226.70	TCM x AAV
		0.00150533	Tax Levy Rate (TLR)
		\$3,099.82	TCM x AAV x TLR = (TC)
		\$10,233.59	Cost per Multi-Family Residence - Tax Credit
		\$1,535.04	15% reduction (A)
		\$8,698.55	Calculated Multi-Family Fee Amount
		\$8,699	Recommended Fee Amount

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 15, 2022

ITEM:

AGENDA ITEM TITLE: AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON Amending Chapters Within Titles 13, 14, AND 18 of the Ridgefield Municipal Code

GOVERNING LEGISLATION:

RCW 36.70A – Growth Management

RCW 82.02 – Excise Taxes – General provisions

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

Each fall, staff reviews the City of Ridgefield Master Fee Schedule (fee schedule) and proposes updates to ensure cost recovery, comply with new legislation, implement current or best practice, and address issues that have come up during permitting processes. Some of these updates require concurrent code updates. This year, five topics would require concurrent updates to the Ridgefield Municipal Code (RMC).

1. Water System Development Charge Indexing (RMC 13.30.010). Currently, indexing is required by code for impact fees. With indexing, fees are updated annually with an inflation adjustment equal to the West Region Consumer Price Index annual change calculated after the first half of the preceding year. The proposal is to apply the same indexing rules in effect for impact fees to water system development charges by codifying those indexing rules in RMC 13.30.010. Water SDCs are paid by the developer at building permit issuance and are essentially another impact fee as they mitigate for impacts to the City's water system.
2. International Residential Code – Re-roofing (RMC 14.03.040). Currently, Title 14 amends the International Residential Code by exempting certain residential re-roofing activities (first and second overlays) from permitting. The proposal is to strike this exemption and require a permit for any residential re-roofing activity. This will allow staff to inspect all re-roofs. On December 1, Council adopted a related update to the fee schedule setting a \$100.00 permit fee for all residential re-roofs.
3. Administrative Adjustment (RMC 18.350.020-030). An administrative adjustment is a modification of twenty percent or less to any numerical standard in the development code. Currently, staff reviews all applications for administrative adjustment using a Type II process, which includes a 21-day public comment period and takes around six weeks from submittal to approval. The current fee for a Type II administrative adjustment is

\$350. Staff proposes an update that would result in a Type I administrative adjustment for modifications of ten percent or less to any numerical standard in the development code. The Type I fee would be \$150, and the Type II fee would be raised to \$450 based on standard Type I and Type II review fees. This amendment would allow staff to review adjustment requests with minimal impacts to surrounding properties in around two weeks with no public comment period.

4. School Impact Fee Code Reference (RMC 18.070.060). Finance staff has been working with other departments to remove fees from the code and replace them with references to the fee schedule. This eliminates the risk of the fee amount being updated in one document but not the other. Currently, School Impact Fees (SIF) are enumerated in RDC 18.070.060. The proposal is to replace the enumerated fees with a reference to the Ridgefield Master Fee Schedule.
5. School Impact Fee Formula (RMC 18.070.100). The SIF formula adopted in code includes an 85 percent adjustment factor reducing the calculated impact fees for single-family and multi-family dwelling units by fifteen percent to determine the final fees charged to the developer. The 85 percent adjustment factor was included in the original SIF formula in the 1990s as an additional safety check to ensure that fees were proportionate to the impact of development, and as a concession to stakeholders who opposed the creation of any SIF. The adjustment factor is not the only element in the formula ensuring that developments are only charged their share. The formula reduces the total amount of construction costs to that which ties to new growth (excluding costs to eliminate existing deficiencies), includes tax and state match credits to factor in public funding available for development projects, and uses a student generation rate.

During the Planning Commission and City Council meetings held on the Ridgefield School District 2022-2028 Capital Facilities Plan, including proposed 2023 SIF rates, reservations were expressed regarding the proposal to reduce the multifamily SIF rate by 21 percent from \$11,002.35 to \$8,699.00 per dwelling unit. Using the current formula, \$8,699.00 is the maximum multifamily SIF rate the City could charge over the next six years. There are two options that would give Council more discretion to determine the adjustment factor, described as follows.

Option A. If the fixed 85 percent adjustment factor was revised to be a minimum 85 percent adjustment factor, then Council would have the option to set any adjustment factor between 85 and 100 percent. This year, Council would have the authority to adopt a multifamily SIF rate of up to \$10,234.11, either effective on January 1 or to be reached through incremental annual increases from a lower rate over the next six years.

Option B. If no minimum or maximum adjustment factor is identified in code, then Council would have the option to set any adjustment factor between 0 and 100 percent.

Planning Commission held a public hearing on the three proposed amendments to Title 18 on

December 7, 2022. The proposed amendments to Titles 13 and 14 were not required to go to Planning Commission. No public testimony was received. Planning Commission had only clarifying questions about the proposed amendments to RDC 18.350.020-030 and RDC 18.070.060, and recommended approval to Council as presented. Regarding the proposed amendment to RDC 18.070.100, Planning Commission voted to recommend approval of Option A setting a minimum adjustment factor of 85 percent. Commissioners' chief concern regarding Option B was the lack of a floor preventing future Councils from setting SIF rates disproportionately low.

Timeline:

- 11/2/22: Planning Commission public hearing on Ridgefield School District 2022-2028 Capital Facilities Plan, including proposed 2023 SIF rates.
- 11/17: City Council public hearing on School CFP and SIF rates.
- 12/1: Council adoption of fee schedule updates, with a placeholder for SIF to be completed after Council's adoption of the School CFP and SIF rates.
- 12/7: Planning Commission public hearing on fee-related code amendments.
- 12/15: Council adoption of School CFP and SIF rates.
- **12/15: Council public hearing and adoption of fee-related code amendments.**
- 1/1/23: Fee schedule updates go into effect.
- 1/20 (approx.): Fee-related code amendments go into effect.

BUDGET/FINANCIAL IMPACTS:

None.

ACTION OR MOTION:

To waive second reading and adopt the proposed code amendments:

"I move to approve Ordinance No. 1387 including [Option A, B, or other] for the SIF formula."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: 13.30.010___Water_system_development_charges._November 2022 update (PDF)
 14.03.040___Amendments_2018_International_Residential_Code_November 2022 update (PDF)
 18.350.020___Adjustments._November 2022 update (PDF)
 18.070.060___Imposition_of_fees_November 2022 update (PDF)
 18.070.100___School_impact_fee_formula_2022 amendment_OPT A (PDF)
 18.070.100___School_impact_fee_formula_2022 amendment_OPT B (PDF)

ORDINANCE NO. 1387**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN
TITLES 13, 14, AND 18 OF THE RIDGEFIELD MUNICIPAL CODE**

AMENDING CHAPTERS 13.30 DEVELOPMENTAL CHARGES FOR WATER CONNECTIONS,
14.03 CONSTRUCTION ADMINISTRATIVE CODE, 18.070 IMPACT FEES, AND 18.350
MODIFICATIONS TO STANDARDS

WHEREAS, City Council approved Resolution No. 620 adopting the 2023 Master Fee Schedule (fee schedule) on December 1, 2022; and

WHEREAS, staff has reviewed the updated fee schedule and identified concurrent amendments to Titles 13, 14 and 18 of the Ridgefield Municipal Code (RMC) required to validate the updates approved therein; and

WHEREAS, the City of Ridgefield, located in Clark County, Washington, is required to plan under the Growth Management Act (GMA), Revised Code of Washington (RCW) Chapter 36.70A; and

WHEREAS, Ridgefield adopted the Ridgefield Urban Area Comprehensive Plan (RUACP), as amended, consistent with the GMA; and

WHEREAS, RCW 36.70A.040 and WAC 367-195-800 require jurisdictions planning under the GMA to adopt development regulations that are consistent with the adopted Comprehensive Plan and which implement the Comprehensive Plan policies goals and policies; and

WHEREAS, Title 18 of the Ridgefield Municipal Code (RMC) was established in 1995 by Ordinance 676 and amended thereafter, and is intended to implement the Ridgefield Comprehensive Plan; and

WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations; and

WHEREAS, the City of Ridgefield submitted notice of the proposed Title 18 amendments to the Washington State Department of Commerce on November 10, 2022 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on November 28, 2022 the City of Ridgefield issued a SEPA Determination of Non-significance (DNS) regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the SEPA DNS public comment period expired on December 12, 2022 and the City addressed all comments received; and,

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed revisions to Title 18 on December 7, 2022, forwarded a recommendation to amend Title 18 to the City Council; and

WHEREAS, Planning Commission, Commerce, and SEPA actions are not required for proposed amendments to the RMC outside of Title 18; and

WHEREAS, the Ridgefield City Council conducted a public hearing and the first ordinance reading for the proposed amendments to Titles 13, 14, and 18 during a regularly scheduled City Council meeting held on December 15, 2022; and

WHEREAS, the Ridgefield City Council waived the second ordinance reading; and

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD,
WASHINGTON DOES HEREBY ORDAIN AS FOLLOWS:**

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Titles 13, 14, and 18 related to fees.

Section 2. Amendments of Titles 13, 14, and 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Titles 13,14, and 18 set forth below in Exhibit A, attached hereto and incorporated by this reference.

Section 3. Compliance with RCW 36.70A.130. The City of Ridgefield has met its obligations under RCW 36.70A.130 and finds no additional compliance actions are necessary.

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, zoning district names, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 6. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Clark County Board of County Commissioners and the subsequent acceptance by the Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15th DAY OF DECEMBER, 2022.

Jennifer Lindsay, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: December 15, 2022

Second Reading/Passage: Waived

Date of Publication:

Effective Date:

Amendments to Titles 13, 14, and 18 of the Ridgefield Municipal Code re: Fees

13.30.010 Water system development charges.

- A. Water system development charges shall be based upon the meter equivalent size (M.E.S.) of the water meter serving the premises without regard to type of use. Meter equivalent size (M.E.S.) shall mean the hydraulic equivalency of any meter related to a five-eighths-inch meter. By definition a five-eighths-inch meter has an M.E.S. of one. The M.E.S. of meters larger than five-eighths shall be computed as follows:

LINE SIZE	METER EQUIVALENT SIZE (M.E.S.)
5/8 inch	1.0
3/4 inch	1.5
1 inch	2.5
1 1/2 inch	5.0
2 inch	8.0
3 inch	15.0
4 inch	25.0
6 inch	50.0
8 inch	80.0

- B. Water system development charges for connections within the corporate limits of the city shall be as set forth in the Ridgefield Master Fee Schedule.
- C. Water system development charges for connections beyond the corporate limits shall be the water system development charge for that classification plus fifty percent as set forth in the Ridgefield Master Fee Schedule.
- D. Water system development charges for connections of one-inch water lines to single-family residences shall not exceed the base rate established above for five-eighths inch lines for such single-family residential structures which have provided for the installation of sprinkler systems for fire suppression and which have been installed in accordance with the directives of the county fire marshal.
- E. Water system development charges for connections to the water system that solely serve community gardens located on city-owned property shall not require payment.
- F. The city may issue a credit for water system development charges for the oversizing of certain water utility facilities as set forth in RMC 13.45.070.

G. Water system development charge rates shall be updated annually with an inflation adjustment as follows:

1. The finance director shall calculate annual inflation adjustments in the water system development charge rates. The rates shall not be adjusted for inflation should the index remain unchanged.
2. The annual inflation adjustment shall be equal to the West Region Consumer Price Index (CPI-U) annual change calculated after the first half of the year.
3. The indexed water system development charge rates shall be calculated January 1, or as soon thereafter as the latest index information is available, and shall be effective immediately thereafter. A copy of the indexed rates shall be provided to the city council but the indexed rates shall become effective without further council review, except for subsection (4).
4. The water system development charge rates may only be increased three consecutive years without further council review. In the event that the indexed rates would rise for a fourth consecutive year if the

Formatted: Indent: Left: 0.33", Hanging: 0.17"

index were applied, city council shall review the proposed increase during a public hearing at a regularly scheduled meeting to establish a new rate.

(Ord. No. 1148, §§ 1—3, 1-23-2014)

(Supp. No. 94)

Created: 2022-10-28 14:52:47 [EST]

14.03.040 Amendments—2018 International Residential Code.

The following amendments to the 2018 International Residential Code are hereby proposed for adoption and incorporation into the city of Ridgefield's Construction Administrative Code.

CHAPTER 1 ADMINISTRATION

SECTION R105 PERMITS

Subsection R105.2 Work Exempt from Permit is hereby proposed to be amended by adding two additional exemptions as enumerated by the number's 10 & 11 under the heading "Building", as follows:

R105.2 Work exempt from permit. In addition to the exemptions enumerated in Chapter 1 of the 2018 International Residential Code, a permit shall not be required for the following:

Building:

~~10. Re-roofing of one and two family dwellings or buildings accessory to these dwellings may be exempt for up to a maximum of a second overlay per section R908.3.~~

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.

CHAPTER 3 BUILDING PLANNING

Table R301.2(1) Climatic and Geographic Design Criteria is hereby proposed to be amended by including the pertinent information as it relates to the City of Ridgefield, as follows:

TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

Ground Snow Load:	30 psf
Roof Snow Load:	25 psf
Wind Exposure Category:	B
Wind Speed - 3 Second Gust:	105 mph
Seismic Design Category:	D1
Subject to Damage from	
Weathering:	Moderate
Frost Line Depth:	12 inches
Termite:	Slight to Moderate
Winter Design Temperature:	See WSEC
Ice Barrier Underlayment Required:	No
Flood Hazards:	Feb. 19, 1981/Aug. 19, 1986
Air Freezing Index:	N/A
Mean Annual Temperature:	50 Degrees F

(Ord. No. 1344, § 2(Exh. A), 6-10-2021; Ord. No. 1361, § 2(Exh. A), 12-16-2021)

Editor's note(s)—Ord. No. 1344, § 2(Exh. A), adopted June 10, 2021, amended § 14.03.040 in its entirety to read as herein set out. Former § 14.03.040 pertained to 2015 International Building Code amendments and derived

Created: 2022-10-28 14:52:48 [EST]

(Supp. No. 94)

from Ord. No. 1209, § 2(Exh. A), adopted May 26, 2016; and Ord. No. 1225, § 2(Exh. A), adopted Dec. 1, 2016.

18.350.020 Adjustments.

Adjustments are limited to modifications of twenty percent or less to any numerical standard in this title or the Ridgefield Engineering Standards, except in the downtown core where adjustments are limited to forty percent or less when necessary for the preservation or rehabilitation of existing structures. For the purposes of this section the downtown core is west of 5th Street, east of Lake River, north of S. Shobert St., and south of N. Depot St. The cumulative modification to any numerical standard shall be calculated to determine whether the request shall be reviewed as an adjustment or variance, including all previous modifications approved for the proposed project or previous development on the site. Adjustments cannot be used in lieu of a zone change or to modify explicit policy provisions of the RUACP.

- A. When not related to a Type III application:
 1. The planning director shall make decisions regarding adjustments to this title; and
 2. The city engineer shall make decisions regarding adjustments to Ridgefield Engineering Standards;
 3. Type I review procedures shall apply to the decision when the proposed adjustment is a modification of ten percent or less. Type II review procedures shall apply to the decision ~~in either case~~ for all other proposed adjustments up to twenty percent.
- B. The hearing examiner shall have the authority to approve adjustments they are proposed in conjunction with a Type III development application.
 1. For the planning director or city engineer to recommend consideration of an adjustment to the hearing examiner, each adjustment shall:
 - a. Solve a practical problem related to a documented topographical or development constraint without adversely affecting neighboring property owners or the environment; and
 - b. Be consistent with sound engineering and planning principles.
 2. If the planning director or city engineer does not support a proposed adjustment the hearing examiner shall not consider the adjustment. However, the applicant may apply for a separate variance under Type III procedures.
 3. The city shall notify the applicant at the earliest reasonable date if the staff does not support the adjustment:
 - a. If an adjustment is proposed in writing at the pre-application conference, the applicant shall be notified of staff opposition in the pre-application letter.
 - b. If an adjustment is proposed in conjunction with a Type III development application, the planning director shall notify the applicant of staff's professional opinion when the application is determined to be technically complete.
 - c. The planning director shall explain, in writing, the reasons why staff does not support the proposed adjustment, based on subsection (B)(1) of this section.
- C. An applicant shall initiate a request for an adjustment.
 1. A written application stating the reasons for the adjustment shall accompany each adjustment request.
 2. Scaled maps showing existing topography, structures, streets and vegetative cover shall accompany each request.

3. Each adjustment shall require payment of a separate fee.

(Ord. 802 § 10 (part), 2002: Ord. 676 § 1 (part), 1995).

(Ord. No. 1108, § 2, 7-26-2012; Ord. No. 1207, § 2(Exh. A), 5-26-2016; Ord. No. 1266, § 2(Exh. A), 9-13-2018)

18.350.030 Decision standards for adjustments.

Any decision approving an adjustment request shall be in writing and supported by findings of fact and conclusions demonstrating that all of the criteria below have been satisfied:

- A. There are topographic or built conditions, such as steep slopes, wetlands, water areas, structures, streets, utilities, lot patterns, street patterns or similar conditions which justify departure from strict adherence to the standard to be modified;
- B. No significant adverse impacts to neighboring properties or to the environment will result from the modification; the cumulative effects of more than one adjustment shall be considered in this regard;
- C. The adjustment is consistent with sound engineering principles, and will be safe, practical and efficient;
- D. The modification is not contrary to the purpose section of this chapter, or to any applicable policy or provision of the RUACP or CFP;
- E. There are no other remedies prescribed in this title or the city engineering standards to alleviate the practical problem identified in subsection (A) of this section;
- F. The proposed adjustment is the minimum necessary to resolve the identified problem;
- G. The proposed adjustment is no greater than twenty percent (Type II request) or ten percent (Type I request) of the relevant numeric standard; and
- H. The proposed adjustment shall demonstrate how the development provides, through the design of the building or development site, greater benefit to the community as a result of granting an adjustment to a code standard, or
- I. The adjustment is required to comply with other regulatory schemes, for example, state licensing, and subsections (B), (C), (D), (G), and (H) of this section are satisfied.

(Ord. 744 § 18, 1999: Ord. 676 § 1 (part), 1995).

(Ord. No. 1108, § 2, 7-26-2012; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1325, § 2(Exh. A), 9-24-2020)

18.070.060 Imposition of fees.

- A. No building permit shall be issued for a development in a designated service area as defined in Section 18.070.070 unless the impact fee is calculated and imposed pursuant to this chapter.
- B. For single-family residential subdivisions and short subdivisions hereinafter approved, the per lot impact fee shall be calculated at the time of preliminary plat or short plat approval, noted in the face of the final plat, and imposed on a per lot basis at the time of final inspection of the building for which the permit was issued. For new multifamily and nonresidential development hereafter approved, the impact fee shall be calculated at the time of site plan approval unless deferred to building permit application, because the nature of the development is then not sufficiently defined to permit such calculation, and the impact fee shall be imposed at the time of final inspection of the building for which the permit was issued. Notwithstanding the foregoing, the fee shall be recalculated for building permit applications filed more than three years following the date of the applicable preliminary plat, preliminary short plat, or site plan approval.
- C. For development not necessitating or having been previously granted preliminary plat, preliminary short plat or site plan approval, the impact fee shall be calculated and imposed at the time of final inspection of the building for which the permit was issued.
- D. For development not necessitating a building permit, the impact fee shall be calculated and imposed at the time of site plan approval.
- E. For mobile home parks, the impact fee shall be calculated and imposed at the time of site plan approval.
- F. The school impact fee shall be calculated upon application of the formula set out in Section 18.070.100 based on information contained in the Ridgefield School District No. 122 Capital Facilities Plan, unless otherwise established by the city council. Such fee is ~~established as follows:~~set forth in the Ridgefield Master Fee Schedule.

Year	Single Family and Multifamily
2019	\$8,883.75
2020	\$10,100.00
2021	2020 rate adjusted for inflation as set forth in Section 18.70.100

(Ord. 678 § 7, 1995).

(Ord. No. 1215, 8-11-2016; Ord. No. 1286, § 2, 1-24-2019; Ord. No. 1307, § 3, 12-19-2019)

18.070.100 School impact fee formula.

The school impact fee shall be calculated using the following formula:

$$\text{SIF} = \text{C}(\text{SF}) - (\text{SM}) - (\text{TC}) - (\text{FC}) \times \text{A}$$

- A. "SIF" means the school component of the total development impact fee.
- B. "C" means the cost of the improvements for each type of facility listed in the Capital Facilities Plan of the Ridgefield School District No. 122 needed to accommodate growth divided by the capacity of the improvement. Type of facility means elementary school, middle school and high school.
- C. "SF" means student factor. The student factor is the number of students typically generated from one residential unit for each type of school facility. The student factor shall be determined by the school district based on local data or state-wide averages.
- D. "SM" means state match. State match is that amount received from the state of Washington towards school construction costs. The state match component of the formula is that amount representing the per student amount of the state matching funds. This is calculated for each type of facility as: student factor x Boeckh construction index (cost per square foot) x SPI square foot standard x state match percentage.
- E. "TC" means tax credit. This is calculated as:

$$\frac{(1+i)^{10}-1}{i} \times \text{average assessed value for the dwelling unit}$$

$$i \frac{(1+i)^{10}-1}{i} \times \text{current school district capital property tax levy rate}$$

where i = the current interest rate as stated in the Bond Buyer Twenty Bond General Obligation Bond index.

- F. "FC" means facilities credit. This is the value of any improvements listed in the Capital Facilities Plan of the Ridgefield School District No. 122 provided by the developer.
- G. "A" means an adjustment for the portion of anticipated additional tax revenues, resulting from a development that is proratable to system improvements contained in the capital facilities plan. The adjustment for school impacts is determined to be a minimum of eighty-five percent.

School impact fee rates shall be updated annually following adoption of a School Capital Facilities Plan using the following procedures:

1. The planning director shall calculate annual inflation adjustments in the impact fee rates. The impact fees shall not be adjusted for inflation should the index remain unchanged.
2. The annual inflation adjustment shall be equal to the Rider Levett Bucknall Construction Cost Index annual change calculated after the first half of the year.
3. The indexed impact fee rates shall be calculated January 1, or as soon thereafter as the latest index information is available, and shall become effective immediately thereafter. A copy of the indexed impact fee rates shall be provided to the city council but the indexed rates shall become effective without further council review, except for subsection (4).
4. The impact fee rates may only be increased three consecutive years without further council review. In the event that the indexed impact fee rates would rise for a fourth consecutive year if the index were applied, city council shall review the proposed increase during a public hearing at a regularly scheduled meeting to establish a new impact fee rate.

(Ord. 678 § 11, 1995).

(Ord. No. 1203, 2-25-2016)

18.070.100 School impact fee formula.

The school impact fee shall be calculated using the following formula:

$$\text{SIF} = \text{C}(\text{SF}) - (\text{SM}) - (\text{TC}) - (\text{FC}) \times \text{A}$$

- A. "SIF" means the school component of the total development impact fee.
- B. "C" means the cost of the improvements for each type of facility listed in the Capital Facilities Plan of the Ridgefield School District No. 122 needed to accommodate growth divided by the capacity of the improvement. Type of facility means elementary school, middle school and high school.
- C. "SF" means student factor. The student factor is the number of students typically generated from one residential unit for each type of school facility. The student factor shall be determined by the school district based on local data or state-wide averages.
- D. "SM" means state match. State match is that amount received from the state of Washington towards school construction costs. The state match component of the formula is that amount representing the per student amount of the state matching funds. This is calculated for each type of facility as: student factor x Boeckh construction index (cost per square foot) x SPI square foot standard x state match percentage.
- E. "TC" means tax credit. This is calculated as:

$$\frac{(1+i)^{10}-1}{i} \times \text{average assessed value for the dwelling unit}$$

$$i \frac{(1+i)^{10}}{i} \times \text{current school district capital property tax levy rate}$$

where i = the current interest rate as stated in the Bond Buyer Twenty Bond General Obligation Bond index.

- F. "FC" means facilities credit. This is the value of any improvements listed in the Capital Facilities Plan of the Ridgefield School District No. 122 provided by the developer.
- G. "A" means an adjustment for the portion of anticipated additional tax revenues, resulting from a development that is proratable to system improvements contained in the capital facilities plan. The adjustment for school impacts ~~is determined to be eighty-five percent~~ shall be determined by the City Council during its periodic review of the capital facilities plan and impact fee calculation.

School impact fee rates shall be updated annually following adoption of a School Capital Facilities Plan using the following procedures:

1. The planning director shall calculate annual inflation adjustments in the impact fee rates. The impact fees shall not be adjusted for inflation should the index remain unchanged.
2. The annual inflation adjustment shall be equal to the Rider Levett Bucknall Construction Cost Index annual change calculated after the first half of the year.
3. The indexed impact fee rates shall be calculated January 1, or as soon thereafter as the latest index information is available, and shall become effective immediately thereafter. A copy of the indexed impact fee rates shall be provided to the city council but the indexed rates shall become effective without further council review, except for subsection (4).
4. The impact fee rates may only be increased three consecutive years without further council review. In the event that the indexed impact fee rates would rise for a fourth consecutive year if the index were

applied, city council shall review the proposed increase during a public hearing at a regularly scheduled meeting to establish a new impact fee rate.

(Ord. 678 § 11, 1995).

(Ord. No. 1203, 2-25-2016)

Attachment: 18-070.100 School impact fee formula 2022 amendment OPT B (Code Amendments Re: Fees)