



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, June 27, 2024
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

I. STUDY SESSION - 5:30 P.M.

- 1. 2025-2045 Comprehensive Plan Update: Land Use Alternatives - Claire Lust, Community Development Director**

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

- 1. Flag Salute**
- 2. Roll Call**
- 3. Late changes to the agenda**

III. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER LEON - CHIEF DORIOT

IV. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER TRIBER - CHIEF DORIOT

V. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER ERAZO - CHIEF DORIOT

VI. INTRODUCTION AND SWEARING-IN CEREMONY FOR OFFICER STEWARD - CHIEF DORIOT

VII. 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 limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

VIII. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the June 13, 2024 Meeting**

IX. BUSINESS

- 1. Second Reading of Ordinance No. 1425 - Adoption of 2021 Building Codes - Claire**

Lust, Community Development Director

- 2. Motion - Approval of Contract Amendment with WSP for the Comprehensive Plan and Capital Facility Plans Update - Claire Lust, Community Development Director**
- 3. Motion - Approval of Ridgefield Surface Transportation Block Grant Funding Applications through Regional Transportation Council - Chuck Green, Public Works Director**
- 4. Motion - Selection of Project to Submit for Federal Fiscal Year 2025 Community Development Block Grant Funding - Chuck Green, Public Works Director**

X. 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 limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

XI. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

- 1. Council**
- 2. Mayor**
- 3. City Manager**

XII. EXECUTIVE SESSION

- 1. RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee**

XIII. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: 2025-2045 Comprehensive Plan Update: Land Use Alternatives

GOVERNING LEGISLATION

RCW 36.70A - Growth Management

PREVIOUS COUNCIL ACTION TAKEN:

N/A

SUMMARY/BACKGROUND:

As part of the 2025-2045 Comprehensive Plan Update, cities and counties are required to formulate multiple land use scenarios that would accommodate growth over the next twenty years. Now that Clark County has adopted final population, housing, and employment allocations for its cities, our project team has begun developing land use alternatives for Ridgefield and its Urban Growth Area. The purpose of this study session is to discuss and gather feedback on the preliminary alternatives, and to explore the connection between land use scenarios and the infrastructure required to support them.

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

N/A

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Ridgefield PPT CC 2024-06-27_V3



City of Ridgefield
Comprehensive Plan Update

City Council

June 27, 2024

ENVISION
RIDGEFIELD
2045

A large, stylized orange bird silhouette is positioned over the year "2045" in the "ENVISION RIDGEFIELD 2045" graphic. The bird is facing right and has a long neck and a pointed beak.

Purpose



Review Clark County allocations for population, housing, and employment



Discuss land use scenarios to accommodate allocations



Review development and residential density examples



Discuss implications of proposed land use scenarios for climate and transportation

Adopted County Allocations - Overview

- County Council adopted allocations on May 7, 2024 for each jurisdiction
- Ridgefield's population is expected to grow from 16,574 people to a total of **27,230** by 2024 (growth of 10,656 people).
- Despite overall housing surplus, Ridgefield has a deficit of 2,652 housing units for 80% AMI and under (see next slide)

	Capacity	Allocation	Surplus/Deficit
Housing	5,821	5,815	+ 6
Employment	7,998	8,175	- 177

Allocations and Capacity by Income Bracket

AMI Income Bracket*	Income Range	Allocation	Housing Needs	Total Capacity	Capacity Surplus or Deficit
0 - 30% PSH	\$0-\$34,320	413	4,136	1,484	- 2,652
0 - 30% Non-PSH		744			
30 - 50%	\$34,320-\$57,200	1,167			
50 - 80%	\$57,200-\$91,520	1,812			
80 - 100%	\$91,520-\$137,280	698	1,679	4,336	+ 2,657
100 - 120%		515			
> 120%	\$137,280 and above	466			
Total		5,815			

*AMI for Clark County is \$114,400.



Land Use Scenarios

Alternative 1: Density Increases, Rezones, and UGA expansion

1. WMU and CMU Density Increase /Rezone (+6, +4 units/acre)
2. RMD-16 density increase (+4 units/acre)
3. R-22 Rezone to high-density residential with commercial (13 – 28 units/acre)
4. Carty Road Annexation/Rezone
5. Gee Creek Annexation/Rezone
6. Other Annexation Areas
7. UGA expansion (North Industrial Urban Reserve)

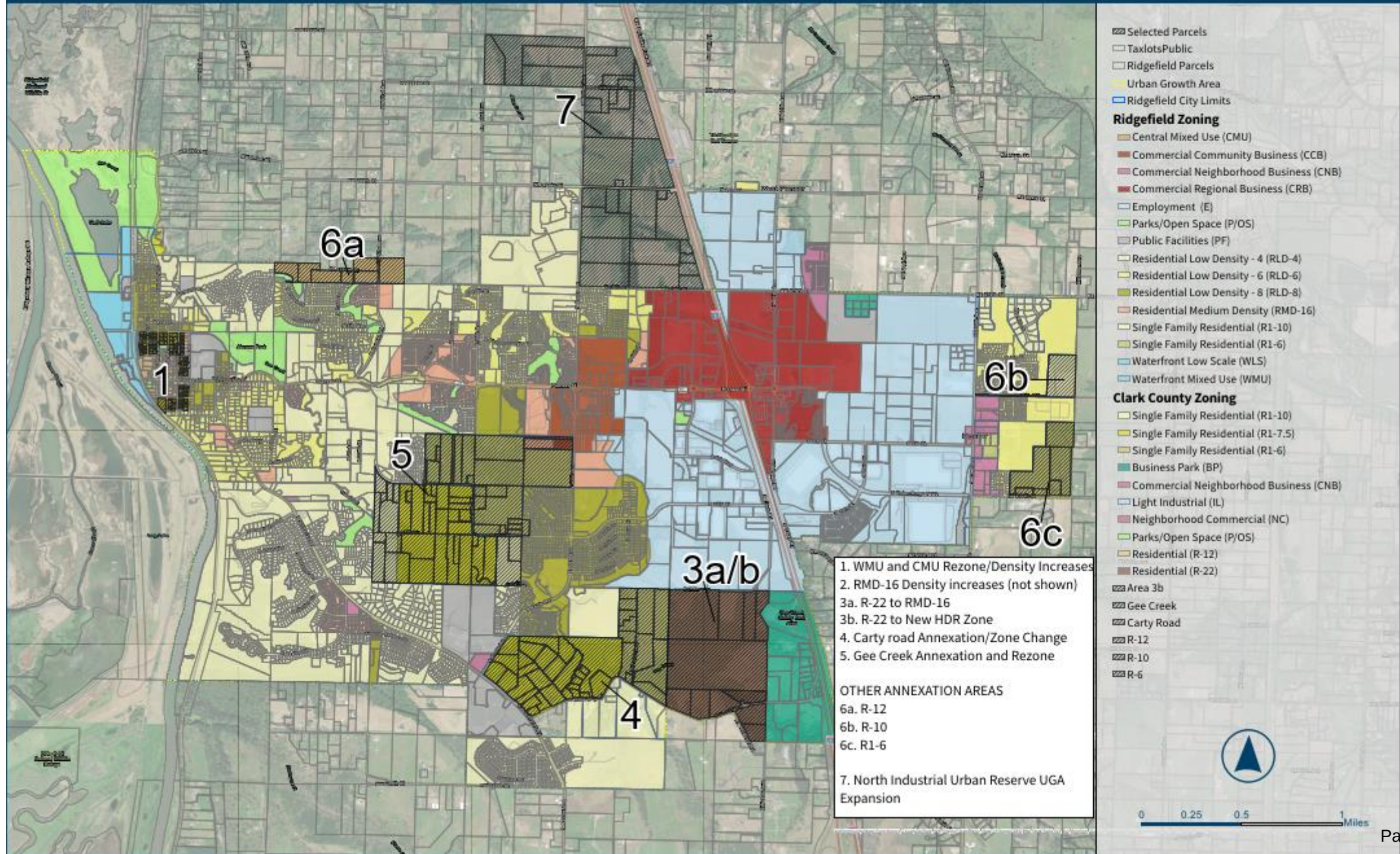
Alternative 2: Mixed-Use Hubs and UGA expansion

1. UGA Expansion (North Industrial Urban Reserve)
2. East Junction / Clark College
3. Maul Property/Urban Medium Properties
4. CMU/WMU
5. Pioneer and 45th NE Quadrant
6. Pioneer Village South
7. SE Parcels

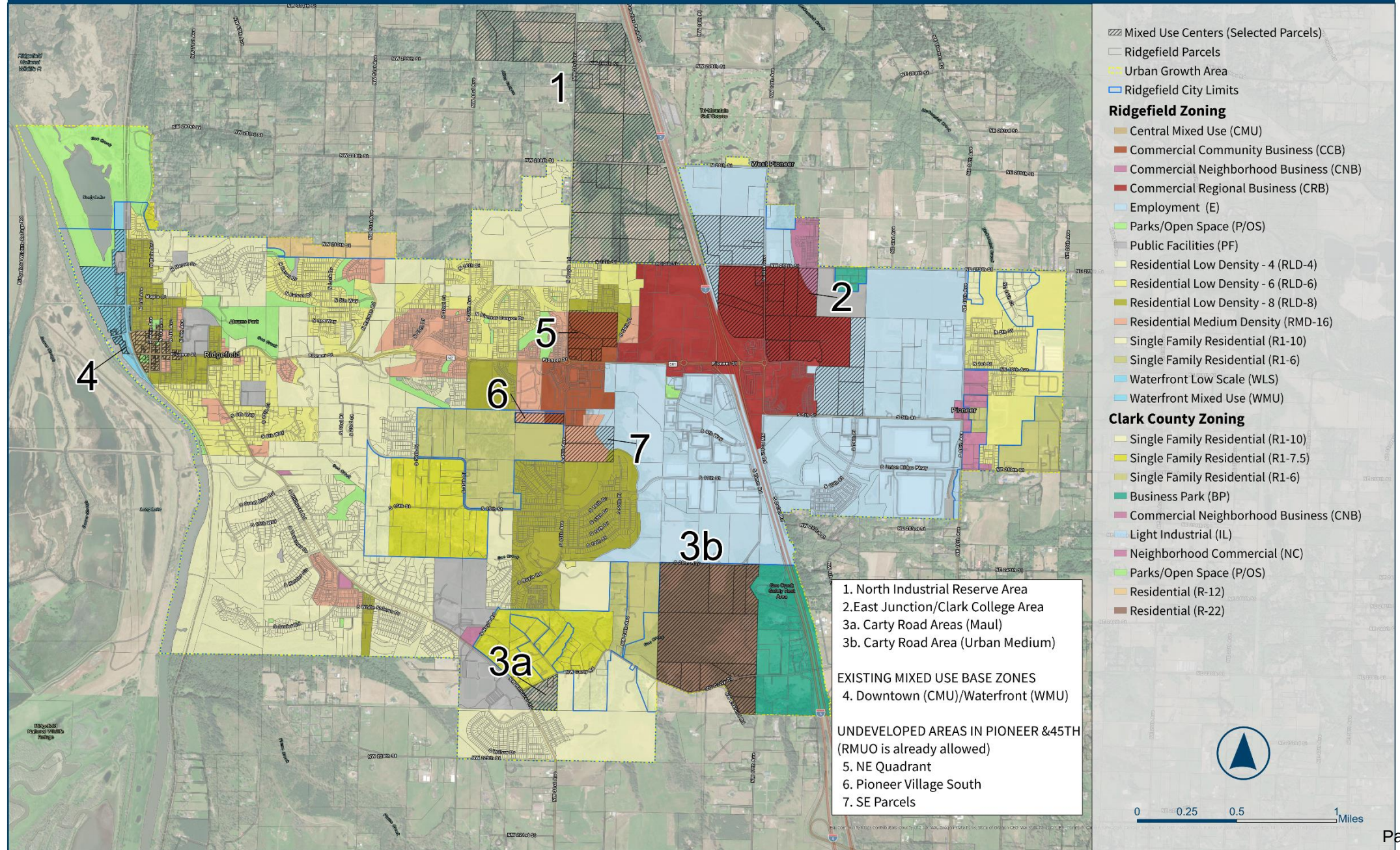
Land Use Scenarios (cont.)

	Alternative 1	Alternative 2
Total Change in Housing Units	+ 4,572	+ 5,382
Total Change in Housing Units at 80% Below AMI	+ 2,705	+ 2,662
Total Change in Jobs	+ 3,036	+ 3,618

Alternative 1



Alternative 2



Residential Density and Mixed-Use Development Examples

Upzoning Suburban Residential Development

Traditional suburban development patterns, rezoned with some higher density developments including townhomes and garden apartments



Garden style apartments



~4 units / acre



~8 units / acre



~5 units / acre



~15 units / acre

Orenco Station | Hillsboro, Oregon

Mixed-Use suburban neighborhood, featuring:

- 1,800 homes, including a range of housing options
- Town center, offices, and retail options
- Nearby employment opportunities

Distinct zoning and design features:

- Narrow streets
- Transit-oriented development
- 19-ft maximum street setbacks
- Side yard easements
- ADUs and garages located in the rear of properties



Orenco Station (cont.)

Residential developments include a range of options to provide for various needs and income levels

- Single-family homes
- Townhomes, duplexes
- Multi-family apartments
- Condos



Single-family homes



Multifamily apartments



Townhomes



Multifamily apartments

NorthWest Crossing | Bend, Oregon

New Urbanism suburban neighborhood, featuring:

- Residential homes
- Town center with range of shops, restaurants, and other services within walking distance

Distinct mixed-use zoning features:

- New urbanism design principles
- NorthWest Crossing Overlay Zone to create district-specific standards
- Connections to parks, trails, and open spaces
- Wide sidewalks and bike lanes



Residential neighborhood view



Connections to parks and trails



Town center



Wide sidewalks

NorthWest Crossing (cont.)

Residential developments include a range of options to provide for various needs and income levels

- Single-family homes
- Duplexes, townhomes
- Cottages
- ADUs
- Condos
- Multi-family apartments
- Second-floor residential



Multifamily apartments



Second-floor residential



Detached single-family homes



Central Issaquah Plan | Issaquah, Washington

Mixed-use urban center featuring:

- Range of housing types and sizes
- Mixed-use development with ground-level commercial developments in response to lost commercial space

Distinct zoning and design standards:

- Shared-use corridors for multimodal transportation
- Protected open spaces and integrated environmental elements



Proposed transit-oriented development



*Mixed-use developments with ground-floor commercial
and higher-density residential*

Central Issaquah (cont.)

Residential developments include a range of options to provide for various needs and income levels

- Multifamily residential zones
- Increased residential density; preservation of some existing smaller-scale low-density neighborhoods



New multifamily apartments



Preserved single-family homes with new multifamily dwellings



Attached single-family homes



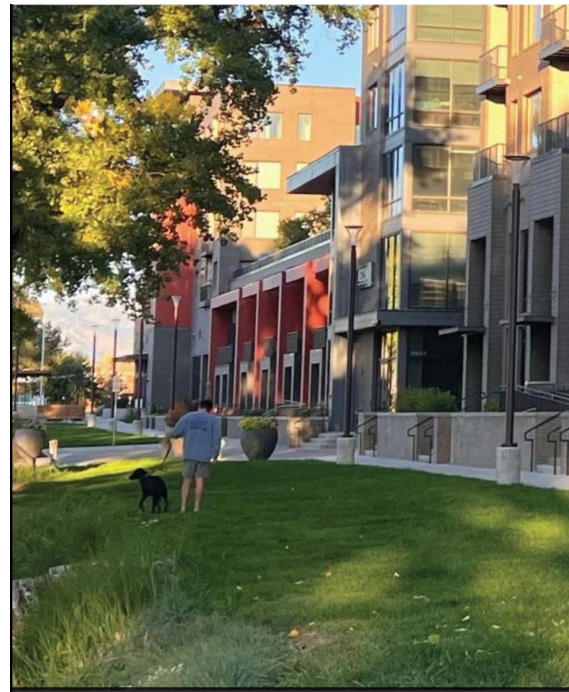
Downtown Westminster | Westminster, Colorado

Neighborhood development featuring:

- ~5 mixed-use high-density blocks
- Proximity to employment centers

Distinct zoning and design standards:

- Linear street-grid, bike lanes, and pedestrian connections
- New greenways parallel to main arterials
- Public plaza



Eaton Street Affordable Housing



Complete streets in downtown Westminster



Central plaza concept downtown



Mixed-use streetscape concept

Downtown Westminster (cont.)

Residential developments include a range of options to provide for various needs and income levels

- Residential units including flats, townhomes, live-work units, and affordable housing units
- 4 distinct neighborhoods with varying residential density to accommodate low-density suburban development to high-density mixed-use



Multifamily housing apartments



Commercial live/work units



Single-family homes



Townhomes

Implementation

Regulatory Tools

Applicable to both land use alternatives

- Inclusionary Zoning
- Accessory Dwelling Unit allowances
- Reduce minimum parking standards
- Regulate short-term rentals
- Density bonuses for developers providing affordable housing units within developments

Alternative 1

- Fewer regulatory changes and code revisions
- Larger setbacks, similar to existing standards
- Narrow sidewalks
- Less emphasis on building design

Alternative 2

- Designated streets for pedestrian/bicycle improvements
- Reduced building setbacks
- Wider sidewalks for pedestrian access
- Greater emphasis on design of buildings, especially ground-floor commercial spaces
- Increased building height for high-density residential

Subsidies and Incentives

Significant subsidies will likely be needed for affordable housing units for either alternative:

- **Affordable housing property tax levy and/or housing and related services sales & use tax:** consider a levy, or a sales and use tax to fund affordable housing programs
- **Fee in-lieu:** charge a construction excise tax on development to seed an affordable housing fund
- **Linkage fees for affordable house:** fee charged on real estate developments to raise funds for the affordable housing needs of a community that result from additional development
- **Multi-family Housing Property Tax Exemption (RCW 84.14):** 8, 12, and 20-year property tax exemptions to encourage development of MF housing
- **Grants / Loans:** Commerce Grants (i.e. Connecting Housing to Infrastructure Program CHIP)
- **Strategic Infrastructure Investments:** City investment in infrastructure to decrease development costs in specific areas, such as subareas.
- **Impact fee waivers:** consider waiving impact fees for permanently restricted affordable housing units for households earning less than 80% AMI

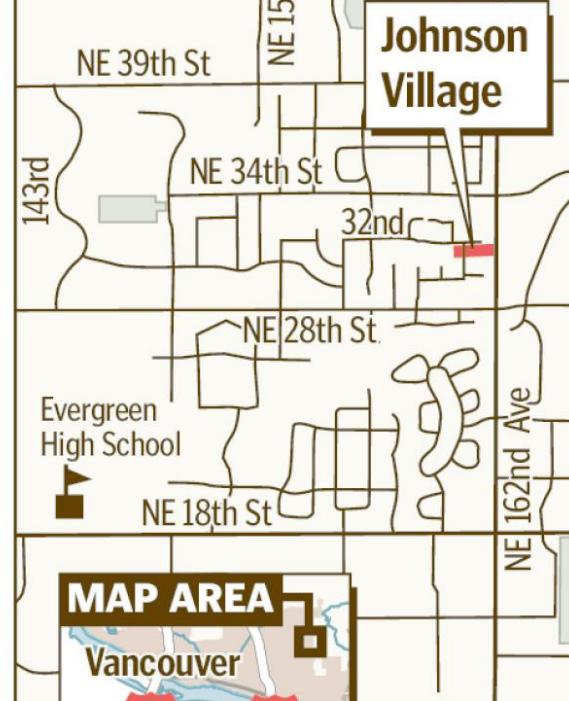


Affordable Housing Example | Orenco Station

Orchards Affordable Housing Development

- Project in the Orenco Station mixed-use neighborhood
- Phase I included 47 units affordable to households earning up to 60% AMI and 10 units affordable to those earning less than 50% AMI.
- Phases II and III increased the number and variety of affordable units, including one-, two-, and three-bedroom apartments, and family-sized apartment homes
- Financial subsidies included:
 - Federal low-income housing tax credit equity
 - Federal loan from the Network for Affordable Housing
 - Grants from the Energy Trust of Oregon to offset energy costs for residents





Affordable Housing Example | Johnson Village, Vancouver, WA

- Suburban neighborhood with affordable single-family home options developed in partnership with Habitat for Humanity
- Development will include 9 affordable homes for households earning 35 – 60% AMI
- Financial support included:
 - Grant awarded through Vancouver Housing Fund
 - Habitat for Humanity financed the project



Climate Considerations

House Bill 1181

- HB 1181 added a new climate goal to the GMA and also amended several of the other goals and elements for consistency.
- Requires a Climate Element with:
 - A **resilience** sub-element with goals and policies to improve climate preparedness, response and recovery efforts.
 - A **GHG emissions** sub-element with goals and policies to reduce GHG emissions and vehicle miles traveled (VMT).
- Revised the Land Use element to suggest urban planning approaches that reduce VMT.

Land Use Strategies

- We are early in the process and there is no one-size-fits all land use approach.
- However, **increasing residential and job density** and **allowing for a mix of land uses** is typically recommended because it:

Improves resiliency	Reduces GHGs/VMT
• Shortens travel distances to jobs and services, decreasing the amount of time people are exposed to hazards (e.g., wildfire smoke). • Puts people closer to resources they may need to access during an extreme weather event.	• Reduces commuting and other travel distances. • Improves efficiencies in building design (e.g., shared walls). • Supports different transportation modes (bike, drive, walk).

Future Considerations

- Once a land use scenario is selected, the City can identify ways to make that scenario more resilient and reduce GHGs.
- Future climate considerations will include:
 - Incorporating green infrastructure
 - Planning strategies to reduce wildfire risk
 - Policies to promote walking/biking
 - Coordinating transit provision with C-TRAN

Questions?



ENVISION
RIDGEFIELD
2045

Thank you!

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

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

SUMMARY/BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor details attached

RECOMMENDED 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:

1. June 27, 2024 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

June 27th, 2024

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ADVENTIST HEALTH/OCCUPATIONAL MC	0865	99854	Public Safety	Pre Hire Medical Exam	993.00
ADVENTIST HEALTH/OCCUPATIONAL MC Total					993.00
AKS ENGINEERING & FORESTRY LLC	3908	10462-08	Public Works	05.2024 Abrams Park Master Plan	6,125.00
AKS ENGINEERING & FORESTRY LLC Total					6,125.00
ALEXANDER L GRAHAM	4039	4039-20240627	Public Works	East Section Plot 4 Sell Back	600.00
ALEXANDER L GRAHAM Total					600.00
ANGELA SHIELDS	4035	4035-20240623	Genl Govt/Facilities	2024 City Partnership Contribution	1,200.00
ANGELA SHIELDS Total					1,200.00
AQUATIC INFORMATICS INC.	3337	109022	Genl Govt/Facilities	05.024 Web Tests	(44.46)
			Public Works	05.024 Web Tests	555.46
AQUATIC INFORMATICS INC. Total					511.00
ARBORSCAPE LTD INC	3562	24-61002	Public Works	S Royal S 15th St to 5th Way - 2 Oaks Preservation	4,047.99
ARBORSCAPE LTD INC Total					4,047.99
ASSOCIATED CONSULTANTS INC.	1030	23-110-05	Community Development	Center Market Store Improvements	570.00
		24-153-01	Community Development	Dr. Kevin Smith Office - TI	593.75
		24-154-01	Community Development	Discovery Ridge Lot 8	1,852.50
		24-158B-01	Community Development	Dr. Kevin Smith Office - Mech	285.00
		24-158A-01	Community Development	Dr. Kevin Smith Office - Mech	285.00
ASSOCIATED CONSULTANTS INC. Total					3,586.25
BLUEFIN PAYMENT SYSTEMS - EPAY	2827	2827-202405A	Public Works	05.2024 Customer Web Payments	5,330.11
		2827-202405B	Public Works	05.2024 Customer Web Payments	21.90
BLUEFIN PAYMENT SYSTEMS - EPAY Total					5,352.01
CANTO INC.	3927	SI-23411	Genl Govt/Facilities	06.15.2024-12.15.2024 Canto Platform Software	(304.50)
			Information Technology	06.15.2024-12.15.2024 Canto Platform Software	3,804.50
CANTO INC. Total					3,500.00
CFM STRATEGIC COMMUNICATIONS INC.	2551	28206	Genl Govt/Facilities	05.2024 Lobbyist	5,200.00
CFM STRATEGIC COMMUNICATIONS INC. Total					5,200.00
CINTAS CORPORATION NO 2	3497	5215394007	Genl Govt/Facilities	06.2024 First Aid Supplies - PW	25.11
			Public Works	06.2024 First Aid Supplies - PW	409.57
			Community Development	06.2024 First Aid Supplies - PW	51.92
		5215394061	Genl Govt/Facilities	06.2024 First Aid Supplies - RACC	33.11
			Community Development	06.2024 First Aid Supplies - RACC	68.67
		5215394080	Genl Govt/Facilities	06.2024 First Aid Supplies - CH	61.92
		5215394036	Public Safety	06.2024 First Aid Supplies - PD	69.64
CINTAS CORPORATION NO 2 Total					719.94
CITY OF BATTLE GROUND	0092	INV00474	Judicial	05.2024 Court Cost / Public Defender	28,100.25
CITY OF BATTLE GROUND Total					28,100.25
CIVICPLUS LLC	3832	307066	Genl Govt/Facilities	07.2024-06.2025 NextRequest Public Records Software	(203.32)
			Information Technology	07.2024-06.2025 NextRequest Public Records Software	10,425.42
CIVICPLUS LLC Total					10,222.10
CLARK COUNTY TREASURERS OFFICE	0554	SIF202405	Genl Govt/Facilities	School Impact Fees	590,800.00
CLARK COUNTY TREASURERS OFFICE Total					590,800.00
CLARK PUBLIC UTILITIES - EPAY	0110	7559â€485â€202405	Genl Govt/Facilities	487 S 56th Pl.	50.23

City of Ridgefield

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CLARK PUBLIC UTILITIES - EPAY	0110	7559â€485â€202405	Genl Govt/Facilities	230 Pioneer St. - City Hall	224.30	
			Public Safety	116 N Main Avenue	49.99	
				101 Mill St Ste B - Police Station	308.17	
			Public Works	400 N Abrams Park Rd	1,500.22	
				800 NE 264 St Intertie 1 - Water	628.55	
				109 W Division St - Electricity	47.70	
				SR/Pioneer St & S 56 PL	128.05	
				512 N Allen Dr - Electricity	37.37	
				N 1st Cir & N 65th Ave - Park & Ride	66.85	
				487 S 56th Pl.	584.05	
				SR/Pioneer ST & S 65 AVE	67.30	
				1504 NW Intertie 3 - Water	705.40	
				214 S Riverview Dr	81.60	
				City Park/Water Well	4,186.26	
				Overlook Park - Electricity	77.27	
				N Abrams Park/E Division	259.62	
				Pioneer St. & Gee Creek Loop - Electricity	37.71	
				N 35th Ave and Pioneer St	69.06	
				3701 N 3rd Cir - Electricity	37.10	
				Traffic Signal - Hillhurst/Royal Rd.	68.26	
				911 N 65th Ave Intertie 2 - Water	93.49	
				2300 N 3rd Way Bellwood Trail Lights	38.43	
				Municipal Lighting Lease	10,698.65	
				337 S Royal Rd.	150.30	
				255 S 56th Pl - Electricity	3,044.43	
				301 N 3rd Ave	231.36	
				535 N Abrams Park Rd.	20.14	
				S Cispus Way	49.14	
				101 S Main Ave â€ Overlook Park	186.76	
				487 S 56th Pl. - PW Ops Center	223.88	
				S 5th St & S Union Ridge Pkwy	71.54	
				Community Development	487 S 56th Pl.	103.86
				Public Works	487 S 56th Pl.	11.39
CLARK PUBLIC UTILITIES - EPAY Total					24,138.43	
CLARK REGIONAL WASTEWATER DISTRICT - EPAY	0741	0741â€202405	Genl Govt/Facilities	109 W Division WWTP - CRWWD Portion - Sewer	76.30	
				230 Pioneer St City Hall - Sewer	117.89	
				487 S 56th Pl - PW Ops Center - Sewer	3.93	
			Public Safety	116 N Main Ave PD - Sewer	53.26	
			Public Works	535 N Abrams Park Rd.	119.68	
				101 S Main Ave - Overlook Park	53.26	
				Abrams Park Kitchen - Sewer	48.47	
				109 W Division WWTP - Sewer	76.29	
				Abrams Park Concessions Sewer	43.68	
				255 S 56th Pl Well & Reservoir - Sewer	38.90	
				Abrams Park Restrooms - Sewer	86.17	
				487 S 56th Pl - PW Ops Center - Sewer	63.07	
			Community Development	487 S 56th Pl - PW Ops Center - Sewer	8.11	

City of Ridgefield

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CLARK REGIONAL WASTEWATER DISTRICT - EPAY	0741	0741&€202405	Public Works	487 S 56th Pl - PW Ops Center - Sewer	0.89
CLARK REGIONAL WASTEWATER DISTRICT - EPAY Total					789.90
COLUMBIA RESOURCE COMPANY	0114	434638051	Public Works	PWSTW Disposal of ADS Elbows	64.80
COLUMBIA RESOURCE COMPANY Total					64.80
COLUMBIAN PUBLISHING	0116	47143	Community Development	Marrett Hills Estate Annexation & Zoning	57.60
		47332	Genl Govt/Facilities	Property Acquisition by Eminent Domain - Pioneer Widening	66.60
COLUMBIAN PUBLISHING Total					124.20
COMCAST - EPAY	2271	2271-202406	Genl Govt/Facilities	PW Ops Communications	13.68
				PW OPS Internet Services	10.40
				RACC Internet Services	65.34
				CH Internet Services	408.86
			Public Works	CH Communicatons	66.56
				PW Ops Communications	222.67
				PW OPS Internet Services	168.96
			Community Development	PW Ops Communications	28.23
				PW OPS Internet Services	21.44
			RACC Internet Services	135.45	
COMCAST - EPAY Total					1,141.59
COMCAST BUSINESS - EPAY	1666	203917686	Public Safety	06.2024 Communications - 101 Mill St PD	911.23
		203917683	Genl Govt/Facilities	Communications - 487 S 56th Pl. - PW Ops Center	99.01
			Public Works	Communications - 487 S 56th Pl. - PW Ops Center	1,611.77
			Community Development	Communications - 487 S 56th Pl. - PW Ops Center	204.35
COMCAST BUSINESS - EPAY Total					2,826.36
CONSOR NORTH AMERICA INC.	3949	C232644WA.00-9	Public Works	05.2024 S Royle Rd S 15th to S 5th - Construction Mgmt	46,152.22
		C240750WA.00-1	Public Works	Pioneer Widening - Construction Mgmt	8,467.33
CONSOR NORTH AMERICA INC. Total					54,619.55
DAVID SIEM	3488	3488-20240621	Public Safety	Patrol Tactics Instructor Meals - Siem	253.00
DAVID SIEM Total					253.00
DEPARTMENT OF LICENSING - EPAY	0154	RG0001648-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001647-2024	Genl Govt/Facilities	CPL Fees	21.00
		RG0001641-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001644-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001643-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001649-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001646-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001642-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001640-2024	Genl Govt/Facilities	CPL Fees	18.00
		RG0001650-2024	Genl Govt/Facilities	CPL Fees	18.00
DEPARTMENT OF LICENSING - EPAY Total					183.00
ELCOR INC	2081	MSG-17653	Public Safety	05.2024 IT Services	5,717.66
			Public Works	05.2024 IT Services	5,500.43
			Community Development	05.2024 IT Services	4,275.37
			Information Technology	05.2024 IT Services	6,902.40
		17715	Community Development	CDD USB Hub - Harrington	16.95
		17714	Public Safety	PD USB Jack Adapter - Doriot	14.46
ELCOR INC Total					22,427.27
ERIC L EISEMANN	0485	0485-202405	Community Development	05.2024 Planning Consulting Services	2,950.00

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ERIC L EISEMANN Total					2,950.00
EVERGREEN SOLUTIONS LLC	3548	1340-1	Human Resources	2024 Class and Comp Study	9,125.00
EVERGREEN SOLUTIONS LLC Total					9,125.00
EXPRESS SERVICES INC.	4012	30839817	Public Works	05.27.2024-06.02.2024 PWFAC Temp Services - Ward	1,125.60
		30839816	Public Works	05.27.2024-06.02.2024 PWSTW Temp Services - Smith	1,206.00
		30875249	Public Works	06.03.2024-06.09.2024 PWSTW Temp Services - Smith	1,206.00
		30875250	Public Works	06.03.2024-06.09.2024 PWFAC Temp Services - Ward	1,407.00
EXPRESS SERVICES INC. Total					4,944.60
FERGUSON ENTERPRISES INC # 8423	0181	1261220	Public Works	PWUTIL Meter Washers 100pk	65.74
FERGUSON ENTERPRISES INC # 8423 Total					65.74
FIDELITY NATIONAL TITLE - EPAY	0677	612895086	#N/A	5078 Pioneer St Arthur Property Purchase	1,022,448.44
FIDELITY NATIONAL TITLE - EPAY Total					1,022,448.44
FIRST AMERICAN TITLE INSURANCE COMPANY	4031	NCS-1210200-OR1	Genl Govt/Facilities	211 N Main Ave Purchase	187,092.75
FIRST AMERICAN TITLE INSURANCE COMPANY Total					187,092.75
GISI MARKETING GROUP	2811	283133	Public Safety	Business Cards - Triber/Leon/Erazo	298.98
			Public Works	Business Cards - Stricker	94.67
				Business Cards - Thamert	84.70
			Community Development	Business Cards - Stricker	4.98
				Business Cards - Thamert	14.95
GISI MARKETING GROUP Total					498.28
GRAYLING ENGINEERS PLLC	3877	1069	Public Works	05.2024 Water Main Replacement - Pioneer to Shorbert	3,631.00
GRAYLING ENGINEERS PLLC Total					3,631.00
HARPER HOUF PETERSON RIGHELLIS INC.	1678	58781	Community Development	04.2024 51st Roundabout & Pioneer Widening	167,679.09
HARPER HOUF PETERSON RIGHELLIS INC. Total					167,679.09
HD SUPPLY INC.	3886	INV00384307	Public Works	AC Voltage Hour Meter - Well Maint.	180.22
HD SUPPLY INC. Total					180.22
HOME DEPOT VISA - EPAY	1805	2014098	Genl Govt/Facilities	PW Ops Center Water Heater Drain Tube Side Mount	0.36
			Public Works	PW Ops Center Water Heater Drain Tube Side Mount	5.93
			Community Development	PW Ops Center Water Heater Drain Tube Side Mount	0.75
HOME DEPOT VISA - EPAY Total					7.04
HONEY BUCKETS	0223	0554203739	Genl Govt/Facilities	2024 Big Paddle Port-a-Potty	1,355.00
HONEY BUCKETS Total					1,355.00
INSTANT IMPRINTS CASCADE PARK	2371	54350	Human Resources	City Logo Clothing Order	2,272.29
		54351	Human Resources	Employee City Clothing	3,036.14
INSTANT IMPRINTS CASCADE PARK Total					5,308.43
INTERMEDIA.NET INC.	3804	2406196038	Information Technology	05.2024 Voice Service Charges	94.89
INTERMEDIA.NET INC. Total					94.89
J2 BLUE PRINT SUPPLY	0243	AR153401	Public Works	Water Sampling Station Poster	57.62
J2 BLUE PRINT SUPPLY Total					57.62
JOSUE M YAM NOH	4027	I-001-01898	Genl Govt/Facilities	PW 2016 Ford F150 36338D - Upholstery Work	(8.09)
			Public Works	PW 2016 Ford F150 36338D - Upholstery Work	358.09
		I-001-01895	Genl Govt/Facilities	PW Freightliner 70454D - Upholstery Work	(10.96)
			Public Works	PW Freightliner 70454D - Upholstery Work	485.96
JOSUE M YAM NOH Total					825.00
L.N. CURTIS AND SONS	3075	INV833828	Public Safety	ArmorSkin Long Sleeve Shirt - Erazo	76.85
		INV833530	Public Safety	PD New Hire Uniform - Erazo	243.49
L.N. CURTIS AND SONS Total					320.34

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LANGUAGE LINE SERVICES INC.	3122	11318933	Judicial	05.2024 Interpreting Services - PD	12.45
LANGUAGE LINE SERVICES INC. Total					12.45
LEPS-PSS PLLC	3896	4728	Public Safety	Post-COE Psychological Evaluation	450.00
LEPS-PSS PLLC Total					450.00
LIQUID MEASURE INC.	3869	0075614-IN	Public Works	Flouride Saturater Equipment	5,010.11
LIQUID MEASURE INC. Total					5,010.11
MACKAY AND SPOSITO INC.	0899	18015	Public Works	05.2024 Skate Park Alternatives Study	440.00
MACKAY AND SPOSITO INC. Total					440.00
MALLORY SAFETY AND SUPPLY LLC	0285	5912954	Genl Govt/Facilities	PW Ops Safety Vests	66.73
			Public Works	PW Ops Safety Vests	1,088.49
			Community Development	PW Ops Safety Vests	137.98
MALLORY SAFETY AND SUPPLY LLC Total					1,293.20
MARIUS L MALATTIA	1817	181	Community Development	05.2024 Design Reviews	225.00
MARIUS L MALATTIA Total					225.00
MARTA L. OCHOA-RUTHERFORD	3396	620	Judicial	06.06.2024 Interpreting Services	86.67
MARTA L. OCHOA-RUTHERFORD Total					86.67
NAPA AUTO PARTS	0498	426837	Public Works	PWSTW PVC Connectors	13.15
				PWSTW Trailer Parts & Tire Sealant	84.80
			Community Development	PWSTW Trailer Parts & Tire Sealant	8.39
		427872	Public Works	PWSTW Trailer Hitch	3.33
				PWSTW Trailer Hitch	72.53
				PWSTW Glass Cleaner & Windshield Wash	7.11
			Community Development	PWSTW Trailer Hitch	7.50
		426838	Public Works	PWSTW Trailer Hitch Pin	(8.70)
			Community Development	PWSTW Trailer Hitch Pin	(0.86)
NAPA AUTO PARTS Total					187.25
NATIONAL SAFETY INC	3571	0726992-IN	Genl Govt/Facilities	PW Shop Harness	15.81
			Public Works	PW Shop Harness	253.11
NATIONAL SAFETY INC Total					268.92
NELSON TRUCK EQUIPMENT	3535	753103	Genl Govt/Facilities	PWFAC 2006 Ford F350 42809D Repair	172.15
			Public Works	PWFAC 2006 Ford F350 42809D Repair	1,230.56
NELSON TRUCK EQUIPMENT Total					1,402.71
NEW DAY PEST MANAGEMENT LLC	4004	11248	Genl Govt/Facilities	06.2024 Pest Control - CH	107.61
NEW DAY PEST MANAGEMENT LLC Total					107.61
NORTHSIDE FORD TRUCK SALES INC	3281	285048	Genl Govt/Facilities	PWFAC 2019 Ford F50 66082D - Oil Change & Maint.	14.38
			Public Works	PWFAC 2019 Ford F50 66082D - Oil Change & Maint.	295.79
		285231	Genl Govt/Facilities	PWFAC 2022 Ford F350 - Oil Change	4.22
			Public Works	PWFAC 2022 Ford F350 - Oil Change	86.96
		285260	Genl Govt/Facilities	PWFAC 2022 Ford Explorer 76429D - Oil Change & HVAC Controls	60.47
			Public Works	PWFAC 2022 Ford Explorer 76429D - Oil Change & HVAC Controls	1,242.74
NORTHSIDE FORD TRUCK SALES INC Total					1,704.56
NORTHSTAR CHEMICAL INC.	1019	283339	Public Works	Sodium Hypochlorite	1,371.80
NORTHSTAR CHEMICAL INC. Total					1,371.80
NORTHWEST NATURAL GAS - EPAY	0315	0315&€202405	Genl Govt/Facilities	109 Division PW Shop - Natural Gas	18.67
				487 S 56th PW Ops #A - Natural Gas	1.77
				230 Pioneer St City Hall - Natural Gas	109.19
				487 S 56th PW Ops #B - Natural Gas	90.41

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NORTHWEST NATURAL GAS - EPAY	0315	0315â€202405	Public Safety	101 Mill St Police Department - Natural Gas	87.11
				116 N Main Police Department - Natural Gas	52.35
			Public Works	109 Division PW Shop - Natural Gas	294.59
				487 S 56th PW Ops #A - Natural Gas	28.44
				487 S 56th PW Ops #B - Natural Gas	1,426.31
			Community Development	487 S 56th PW Ops #A - Natural Gas	3.66
			Public Works	109 Division PW Shop - Natural Gas	4.84
				487 S 56th PW Ops #A - Natural Gas	0.40
					487 S 56th PW Ops #B - Natural Gas
NORTHWEST NATURAL GAS - EPAY Total					2,141.15
OMNIGO SOFTWARE LLC	3925	I-OS018798	Public Safety	07.13.2024 - 07.12.2025 Digital Evidence Storage Software	9,646.42
OMNIGO SOFTWARE LLC Total					9,646.42
ONE CALL CONCEPTS	0326	4059102	Public Works	05.2024 Excavation Notification/Modern Ticket Delivery	328.02
ONE CALL CONCEPTS Total					328.02
PACIFIC OFFICE AUTOMATION - LEASE	1564	587730202	Genl Govt/Facilities	06.2024 Copier Lease - CH	643.98
				06.2024 Copier Lease - RACC	209.49
			Public Safety	06.2024 Copier Lease - PD	596.24
			Public Works	06.2024 Copier Lease - PWUTIL	44.64
			Community Development	06.2024 Copier Lease - RACC	434.49
PACIFIC OFFICE AUTOMATION - LEASE Total					1,928.84
PATRICK HILDRETH BRAND AND DESIGN	2372	2846	Genl Govt/Facilities	05.2024 Web Design/Maintenance & Logo Design	691.86
			Public Safety	05.2024 Web Design/Maintenance & Logo Design	183.14
PATRICK HILDRETH BRAND AND DESIGN Total					875.00
PBS ENGINEERING AND ENVIRONMENTAL LLC	0342	0078341.002-2	Community Development	04.2024 Pioneer & 51st Roundabout Design Review	8,742.25
		0078341.001-1	Public Works	04.2024 Union Ridge Parkway - 5th to 85th	6,780.16
		0078194.000-1	Public Works	04.2024 Systemic Horizontal Curve Safety Imp.	10,387.00
PBS ENGINEERING AND ENVIRONMENTAL LLC Total					25,909.41
PORTLAND ENGINEERING INC	2082	12452	Public Works	05.2024 AB006 Ridgefield Service	935.91
PORTLAND ENGINEERING INC Total					935.91
RICK BUCKNER POLYGRAPH	1092	20240611	Public Safety	06.11.2024 Polygraph Services	350.00
RICK BUCKNER POLYGRAPH Total					350.00
RIDGEFIELD CHAMBER OF COMMERCE	3048	957	Genl Govt/Facilities	2024 Big Paddle Beverage Services	484.00
RIDGEFIELD CHAMBER OF COMMERCE Total					484.00
RIDGEFIELD HARDWARE	0376	0376-202405	Genl Govt/Facilities	05.2024 Operational Supplies & Event Supplies & Vehicle Maint.	141.37
			Public Safety	05.2024 Operational Supplies & Event Supplies & Vehicle Maint.	20.53
			Public Works	05.2024 Operational Supplies & Event Supplies & Vehicle Maint.	298.07
			Community Development	05.2024 Operational Supplies & Event Supplies & Vehicle Maint.	0.16
RIDGEFIELD HARDWARE Total					460.13
Rip City Painting LLC	UB*01005	(blank)	Genl Govt/Facilities	Refund Check 016559-000 Hydrant Meter Pioneer Canyon Subdivision	96.53
Rip City Painting LLC Total					96.53
S&P GLOBAL RATINGS	2892	11476500	#N/A	Analytical Services - Limited Tax General Obligation Bonds	31,000.00
S&P GLOBAL RATINGS Total					31,000.00
SAFEFIRE LLC	3415	RPD-2024-06-013	Public Safety	06.01.2024-05.31.2025 Range Membership Renewal	5,500.00
SAFEFIRE LLC Total					5,500.00
Shaw Shannon	UB*01004	(blank)	Genl Govt/Facilities	Refund Check 006327-000 112 Elm St	87.11
Shaw Shannon Total					87.11
SKAMANIA COUNTY SHERIFF'S OFFICE	1554	1554-202405	Public Safety	05.2024 Jail Beds	1,860.00

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SKAMANIA COUNTY SHERIFF'S OFFICE Total					1,860.00
Sobieraj Lukasz	UB*01003	(blank)	Genl Govt/Facilities	Refund Check 014819-000 4300 S Laughing Water Cir	71.42
Sobieraj Lukasz Total					71.42
SONSRAY MACHINERY LLC	1785	SWO052505-1 PSO134515-1	Public Works Public Works	PWSTW Tiger Flail Mower Repair & Maint. PWSTW Tiger Flail Mower Bolts & Collar Bushings	4,914.75 960.66
SONSRAY MACHINERY LLC Total					5,875.41
Sorensen Christian	UB*01006	(blank)	Genl Govt/Facilities	Refund Check 015991-000 4208-A S Kennedy Dr	78.67
Sorensen Christian Total					78.67
SPRINGBROOK - GROUP EPAY	3544	240621926	Public Works	05.2024 UB Web Payments	889.24
SPRINGBROOK - GROUP EPAY Total					889.24
SPRINGBROOK SOFTWARE LLC	3444	INV-017229	Public Works	05.2024 Customer Web Payments	3,564.62
SPRINGBROOK SOFTWARE LLC Total					3,564.62
STATE AUDITOR'S OFFICE	0524	L161656	Finance	05.2024 Audit Services	26,776.75
STATE AUDITOR'S OFFICE Total					26,776.75
STATE OF WA DEPARTMENT OF REVENUE - EPAY	0156	0-040-886-677	Genl Govt/Facilities Public Works	05.2024 B&O and Excise Tax 05.2024 B&O and Excise Tax	(19,413.73) 22,620.30
STATE OF WA DEPARTMENT OF REVENUE - EPAY Total					3,206.57
STERICYCLE INC	2504	8007396336	Genl Govt/Facilities	05.2024 Secure Shredding - RACC	18.36
				05.2024 Secure Shredding - CH	33.28
		8007330407	Community Development	05.2024 Secure Shredding - RACC	38.07
			Genl Govt/Facilities	05.2024 Secure Shredding - PW Ops	5.56
			Public Safety	05.2024 Secure Shredding - PD	47.38
			Public Works	05.2024 Secure Shredding - PW Ops	90.68
			Community Development	05.2024 Secure Shredding - PW Ops	11.49
STERICYCLE INC Total					244.82
SUNBELT RENTALS	0414	154725349-0001	Public Works	Stump Grinder Rental for PWSTW	304.76
SUNBELT RENTALS Total					304.76
TAC 1 SYSTEMS	1634	SI-014697	Genl Govt/Facilities	Radio Parts	(22.19)
			Public Safety	Radio Parts	277.19
		SI-014680	Genl Govt/Facilities	Radio Parts	(16.57)
			Public Safety	Radio Parts	207.07
TAC 1 SYSTEMS Total					445.50
TERESA D JOHNSON CPA INC.	0561	6892	Finance	05.2024 Accounting Services	1,281.66
TERESA D JOHNSON CPA INC. Total					1,281.66
THE MASTERS TOUCH LLC	1786	P91243	Public Works	06.2024 UB Delinquent Notices - Postage	29.68
		91262	Public Works	06.2024 UB Delinquent Notices	271.26
		P91293	Public Works	06.2024 Tree Trimming Notices - Postage	373.27
		91293	Public Works	06.2024 Tree Trimming Notices	382.87
THE MASTERS TOUCH LLC Total					1,057.08
THE PARR COMPANY	0964	26699653	Public Works	Abrams Walking Bridge Repair Supplies	555.44
THE PARR COMPANY Total					555.44
THE PRINT SHOP	1580	36194	Genl Govt/Facilities	AP Double Window Envelopes	164.21
THE PRINT SHOP Total					164.21
TOWNZEN & ASSOCIATES INC.	3450	24-083	Community Development	05.2024 Building Plan Review	6,060.00
TOWNZEN & ASSOCIATES INC. Total					6,060.00
TRI MOUNTAIN INVESTORS LLC	3866	2024-88	Genl Govt/Facilities	Black Folding Tables & Chairs	1,708.00
TRI MOUNTAIN INVESTORS LLC Total					1,708.00

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UNIFIRST CORPORATION	3904	2240112798	Genl Govt/Facilities	06.11.2024 Floor Mats - RACC	3.41		
			Community Development	06.11.2024 Floor Mats - RACC	7.08		
		2240110482	Genl Govt/Facilities	06.04.2024 Floor Mats - RACC	3.41		
			Community Development	06.04.2024 Floor Mats - RACC	7.08		
		2240112801	Genl Govt/Facilities	06.04.2024 Floor Mats - PD	39.52		
		2240112804	Genl Govt/Facilities	PW Ops Floor Mats	1.69		
				PWFAC Uniforms	12.10		
			Public Works	PW Ops Floor Mats	27.50		
				PWUTIL Uniforms	40.30		
				PWFAC Uniforms	86.55		
				PWSTW Uniforms	58.50		
			Community Development	PW Ops Floor Mats	3.48		
		2240112799	Genl Govt/Facilities	06.11.2024 Floor Mats - CH	16.46		
		2240110484	Public Safety	06.04.2024 Floor Mats - PD	39.52		
		2240110485	Genl Govt/Facilities	06.04.2024 PW Ops Floor Mats	1.70		
				06.04.2024 PWFAC Uniforms	12.10		
			Public Works	06.04.2024 PW Ops Floor Mats	27.73		
				06.04.2024 PWSTW Uniforms	58.50		
				06.04.2024 PWFAC Uniforms	86.55		
				06.04.2024 PWUTIL Uniforms	40.30		
			Community Development	06.04.2024 PW Ops Floor Mats	3.52		
			2240110483	Genl Govt/Facilities	06.04.2024 Floor Mats - CH	16.46	
		UNIFIRST CORPORATION Total					593.46
		VAIRKKO TECHNOLOGIES LLC	3699	27251	Genl Govt/Facilities	05.2024 PD Scheduling Software	(12.39)
					Public Safety	05.2024 PD Scheduling Software	154.79
		VAIRKKO TECHNOLOGIES LLC Total					142.40
		VERIZON WIRELESS - EPAY	0452	9965313414	Public Works	05.2024 Hillhurst Pedestrian Crossing	145.17
				9965313415	Genl Govt/Facilities	General Cellphones	129.46
						PW Cellphones	78.68
					Public Safety	PD Cellphones	604.47
	Public Works			PW Cellphones	1,260.03		
	Community Development			CDD Cellphones	561.32		
	Council			Council Cellphones	42.86		
	Administration			Admin Cellphones	258.94		
9965313413	Genl Govt/Facilities			PW iPad and Cellphones	39.05		
				General iPad and Cellphones	47.52		
	Public Safety			PD iPad and Cellphones	760.28		
	Public Works			PW iPad and Cellphones	626.20		
				PW Ops Tablet	441.59		
	Community Development			CDD iPad and Cellphones	285.10		
				PW Ops Tablet	75.32		
	Council			Council iPad and Cellphones	522.70		
	Executive			Executive iPad and Cellphones	47.52		
	Information Technology			PW Ops Tablet	189.63		
	Administration			Admin iPad and Cellphones	380.14		
	Finance			Finance iPad and Cellphones	47.52		
VERIZON WIRELESS - EPAY Total					6,543.50		

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W.W.GRAINGER INC.	0206	9140121709	Public Works	PWUTIL Fan & Cam and Groove Adapter	62.36
W.W.GRAINGER INC. Total					62.36
WALLIS ENGINEERING PLLC	0464	17487	Public Works	05.2024 South Junction Upgrade - Trail Imp	196.60
		17486	Public Works	05.2024 Gee Creek Loop Improvements	29,026.08
WALLIS ENGINEERING PLLC Total					29,222.68
WALTER E. NELSON COMPANY	3553	1872267	Genl Govt/Facilities	CH Paper Products	66.05
WALTER E. NELSON COMPANY Total					66.05
WAPITI NW LLC	2545	41295	Genl Govt/Facilities	PW 2002 Freighliner 70454D - Starter Replacemnet & Oil Change	178.87
			Public Works	PW 2002 Freighliner 70454D - Starter Replacemnet & Oil Change	2,863.09
		41294	Public Works	PWSTW 2012 Ford F150 57237D - Hitch & Brake Controller	2,420.90
			Community Development	PWSTW 2012 Ford F150 57237D - Hitch & Brake Controller	239.43
WAPITI NW LLC Total					5,702.29
WELLS FARGO - EPAY	1681	202405-5756	Genl Govt/Facilities	Rubioromero Primo Water Water Delivery Service - RACC	3.09
				Rubioromero Primo Water Water Delivery Service - PW Ops	5.88
				Rubioromero Primo Water RACC Water Delivery Service	24.33
				Rubioromero Amazon Web Services Web Audio Backup Wa Sales Tax	(0.06)
			Public Safety	Rubioromero Siptrunk Inc Telephone Service - PD	227.35
			Public Works	Rubioromero Primo Water Water Delivery Service - PW Ops	95.81
			Community Development	Rubioromero Primo Water Water Delivery Service - RACC	6.42
				Rubioromero Primo Water Water Delivery Service - PW Ops	12.15
				Rubioromero Primo Water RACC Water Delivery Service	50.47
			Information Technology	Rubioromero Mailchimp Social Media	28.81
				Rubioromero Spotify Monthly Music - CH	11.95
				Rubioromero Amazon Web Services Web Audio Backup	0.73
				Rubioromero Mailchimp Social Media WA Sales Tax	(0.24)
				Rubioromero Adobe Software - Communications Specialist II	59.77
				Rubioromero Zoom.Us Meeting Platform	60.86
				Rubioromero Dropbox File Sharing - Public Records	13.03
		202405-6189	Genl Govt/Facilities	Green Line And Lure PW Directors Mtg Lunch - Green	3.29
				Green Cameo Cafe PW Directors Mtg Lunch - Green	3.82
			Public Works	Green Line And Lure PW Directors Mtg Lunch - Green	12.06
				Green Cameo Cafe PW Directors Mtg Lunch - Green	14.01
			Community Development	Green Line And Lure PW Directors Mtg Lunch - Green	6.58
				Green Cameo Cafe PW Directors Mtg Lunch - Green	7.64
		202405-3035	Genl Govt/Facilities	Giles Orion Safety Products Road Flares - Streets WA Sales Tax	(7.93)
				Giles Inland Desert Nursery Roundabout Grapes Deposit - WA Tax	(2.00)
				Giles Inland Desert Nursery Roundabout Grapes Payment - WA Tax	(3.38)
				Giles Jacks Vip Auto Detail Truck Detail - 48620D - Engineering	15.19
				Giles Jj Keller & Associates Safety Helmet Bags - PW Shop	10.28
				Giles Rdo Ver Por Chipper Blade Repair WA Sales Tax - Parks	(5.57)
				Giles County Industrial Supply Acetylene - PW Shop	8.73
				Giles Rosauers Food & Dru Bottled Water - PW Ops	20.09
				Giles Rdo Ver Por Chipper Blade Repair WA Sales Tax - Storm	(5.57)
				Giles NRPA Operating Aquatic Facility Operator Manual - WA Tax	(6.43)
				Giles Rdo Ver Por Chipper Blade Repair WA Sales Tax - Streets	(2.78)
			Public Works	Giles Rdo Ver Por Chipper Blade Repair - Storm	69.57
				Giles DOL Professional License Notary License Fee - Zurcher	10.00

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WELLS FARGO - EPAY

1681

202405-3035

Public Works

Giles Sandys Sign & Design Caution Signs - Splash Pad	195.30
Giles Orion Safety Products Road Flares - Streets	99.03
Giles Jacks Vip Auto Detail Truck Detail - 48620D - Engineering	243.04
Giles Jj Keller & Associates Safety Helmet Bags - PW Shop	164.82
Giles NRPA Operating Aquatic Facility Operator Manual - Parks	80.30
Giles County Industrial Supply Acetylene - PW Shop	140.01
Giles Rosauers Food & Dru Bottled Water - PW Ops	327.64
Giles Rdo Ver Por Chipper Blade Repair - Parks	69.57
Giles Inland Desert Nursery Roundabout Grapes Payment - Streets	42.24
Giles Inland Desert Nursery Roundabout Grapes Deposit - Streets	24.98
Giles Rdo Ver Por Chipper Blade Repair - Streets	34.78
Giles Jacks Vip Auto Detail Truck Detail - 48620D - Engineering	121.52
Giles Rosauers Food & Dru Bottled Water - PW Ops	41.53
Moore Amzn Mktp Us Phone Cases - PW FAC	4.33
Moore Amzn Mktp Us Fake Candles - Big Paddle	24.54
Moore Amzn Mktp Us Phone Case - PW FAC	4.83
Moore Amazon.Com Microwave - PW Shop	6.39
Moore Amzn Mktp Us Printer Toner - PW FAC	4.80
Moore Amazon Safety Helmets - PW Shop	71.58
Moore Amzn Mktp Us Phone Charger - Van Dyke	0.33
Moore Amazon Clipboards/Hand Soap - PW OPS	1.72
Moore Amzn Mktp Us Safety Vests - PW Shop	2.43
Moore Amzn Mktp Us Safety Tape/Exit Signs/Outlet Cover - PW OPS	2.60
Moore Amzn Mktp Us Phone Charger - PW FAC	2.42
Moore Amazon Power Chop Saw - PW OPS/PW Shop	21.98
Moore Amzn Mktp Us Soap/Paper Plates/Bowls - RACC	22.87
Moore Amzn Mktp Us Door Chime/Floating Shelves - PW OPS	3.52
Moore Amazon.Com Coffee - PW OPS	0.85
Moore Amazon.Com Kleenex - RACC	11.14
Moore Amzn Mktp Us Wall Clock - RACC	4.59
Moore Amazon.Com Surge Protectors - PW OPS	7.85
Moore Amzn Mktp Us Copy Paper - CH	85.85
Moore Amazon.Com Sink Scrubber - RACC	0.88
Moore Amazon.Com Pens - RACC	9.90
Moore Amzn Mktp Us Flash Drives/Batteries - PW OPS	2.11
Moore Amazon.Com Stainless Steel Sink Cleaner - RACC	1.68
Moore Amzn Mktp Us Safety Vests - Events	30.01
Moore Amzn Mktp Us Dish Scrubbers - RACC	3.18
Moore Amzn Mktp Us Phone Cases/Screen Protectors - PW FAC	10.24
Moore Amzn Mktp Us Phone Case - Giles	1.09
Moore Amzn Mktp Us Safety Vests - Extras	41.18
Moore Amzn Mktp Us Boat Fender Refund - Dragon Boats	(115.45)
Moore Amzn Mktp Us Trailer Hitches - PW FAC	37.34
Moore Amzn Mktp Us Candle Lanterns - Big Paddle	21.72
Moore Amzn Mktp Us Phone Cases - Van Dyke	1.77
Moore Amazon.Com Communication Bulletin Board Supplies	21.48
Moore Amzn Mktp Us Canned Air - RACC	11.78

Community Development

202405-9687

Genl Govt/Facilities

City of Ridgefield

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WELLS FARGO - EPAY

1681

202405-9687

Genl Govt/Facilities

Public Safety

Public Works

Moore Amzn Mktp Us Phone Charger - CH	6.57
Moore Amzn Mktp Us - Tape/Kitchen Supplies - PW Ops	4.92
Moore Amazon Fake Decor/Kid Props - Big Paddle	72.96
Moore Amzn Mktp Us Emergency Blankets - Dragon Boats	10.86
Moore Amzn Mktp Us Compressed Air Cans - PD	33.74
Moore Amzn Mktp Us Sling Swivels - PD	14.08
Moore Amzn Mktp Us Rifle Sling - PD	31.28
Moore Amazon.Com Batteries - PD	7.60
Moore Amazon.Com Garbage Bags - PD	54.63
Moore Amzn Mktp Us Magazine Holster/Handcuff Pouch - PD	59.76
Moore Amazon.Com Pens/Hole Punch Stickers - PD	54.86
Moore Amazon.Com Copy Paper - PD	43.47
Moore Amzn Mktp Us Tourniquets - PD	127.62
Moore Amazon.Com Sticky Notes - PD	11.47
Moore Amzn Mktp Us Phone Cases - PW FAC	30.98
Moore Amzn Mktp Us Phone Case - PW FAC	34.53
Moore Amazon.Com Microwave - PW Shop	102.30
Moore Amzn Mktp Us Paper Desk Organizer - Jim	23.33
Moore Amzn Mktp Us Safety Vests - Water	20.64
Moore Amzn Mktp Us Printer Toner - PW FAC	34.31
Moore Amzn Mktp Us Paper Wall Organizer - Water Supervisor	23.43
Moore Amazon Safety Helmets - PW Shop	1,145.70
Moore Amzn Mktp Us Phone Charger - Van Dyke	5.60
Moore Amazon Clipboards/Hand Soap - PW OPS	28.11
Moore Amzn Mktp Us Safety Vests - PW Shop	38.85
Moore Amzn Mktp Us Safety Tape/Exit Signs/Outlet Cover - PW OPS	42.40
Moore Amzn Mktp Us Phone Charger - PW FAC	17.32
Moore Amazon Power Chop Saw - PW OPS/PW Shop	354.97
Moore Amzn Mktp Us Door Chime/Floating Shelves - PW OPS	57.35
Moore Amzn Mktp Us Manhole Hook Puller - Storm	45.06
Moore Amazon.Com Coffee - PW OPS	13.94
Moore Amazon.Com Surge Protectors - PW OPS	128.02
Moore Amzn Mktp Us Flash Drives/Batteries - PW OPS	34.38
Moore Amzn Mktp Us Phone Cases/Screen Protectors - PW FAC	73.21
Moore Amzn Mktp Us iPad Styluses - Storm	9.77
Moore Amzn Mktp Us Phone Case - Giles	9.77
Moore Amzn Mktp Us Batteries - Streets	13.84
Moore Amzn Mktp Us Chlorine - Splash Pad	239.13
Moore Amzn Mktp Us - Tape/Kitchen Supplies - PW Ops	80.27
Moore Amzn Mktp Us Pool Pump Parts - Splash Pad	56.28
Moore Amzn Mktp Us Check Valve - Water	260.83
Moore Amzn Mktp Us Trailer Hitches - PW FAC	267.00
Moore Amzn Mktp Us Phone Cases - Van Dyke	30.02
Moore Amzn Mktp Us Batteries - Parks	41.54
Moore Amzn Mktp Us Pool Pump Ring - Splash Pad	9.73
Moore Amzn Mktp Us Envelopes - Storm	27.97
Moore Amzn Mktp Us Pool Pump Parts Return Incorrect Size	(52.09)

City of Ridgefield

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WELLS FARGO - EPAY

1681

202405-9687

Community Development

Moore Amzn Mktp Us Paper Desk Organizer - Jim	1.23
Moore Amzn Mktp Us Paper Wall Organizer - Water Supervisor	1.23
Moore Amzn Mktp Us Phone Charger - Van Dyke	0.66
Moore Amazon Clipboards/Hand Soap - PW OPS	3.56
Moore Amzn Mktp Us Safety Tape/Exit Signs/Outlet Cover - PW OPS	5.37
Moore Amazon Power Chop Saw - PW OPS/PW Shop	21.24
Moore Amzn Mktp Us Soap/Paper Plates/Bowls - RACC	47.44
Moore Amzn Mktp Us Door Chime/Floating Shelves - PW OPS	7.27
Moore Amazon.Com Coffee - PW OPS	1.77
Moore Amazon.Com Kleenex - RACC	23.09
Moore Amzn Mktp Us Desk Paper Organizer - Moore	16.29
Moore Amzn Mktp Us Wall Clock - RACC	9.51
Moore Amazon.Com Surge Protectors - PW OPS	16.23
Moore Amazon.Com Sink Scrubber - RACC	1.82
Moore Amazon.Com Pens - RACC	20.52
Moore Amzn Mktp Us Flash Drives/Batteries - PW OPS	4.36
Moore Amazon.Com Stainless Steel Sink Cleaner - RACC	3.47
Moore Amzn Mktp Us Mouse Pad - CDD	9.23
Moore Amzn Mktp Us Dish Scrubbers - RACC	6.59
Moore Amazon.Com Mouse - CDD	9.88
Moore Amzn Mktp Us - Tape/Kitchen Supplies - PW Ops	10.17
Moore Amazon.Com Mouses - CDD	9.88
Moore Amazon.Com Address Labels - CDD	58.68
Moore Amzn Mktp Us Phone Cases - Van Dyke	3.53
Moore Amazon.Com Mouses - RACC	6.67
Moore Amzn Mktp Us Canned Air - RACC	24.42
Moore Amzn Mktp Us Safety Vests (4) - Council	27.45
Moore Amazon.Com Mouses - RACC	3.21
Moore Amzn Mktp Us Decor - Public Service Recognition	30.29
Moore Amzn Mktp Us Decor/Envelopes - Public Service Recognition	30.29
Moore Amzn Mktp Us Phone Charger - Communications Specialist I	6.58
Moore Amzn Mktp Us Phone Case - Communications Specialist I	15.21
Moore Amzn Mktp Us Desk Paper Organizer - Moore	16.30
Moore Amzn Mktp Us Leather Portfolio Binder - Finance Director	52.17
Freimuth Dispute-NCourt WAPierceDistrict Fraud Charge - Credit	(524.45)
Freimuth The Davenport Grand WASPC Conf. Hotel Stay - Lt. Andrew	589.26
Freimuth Evergreen Rural Water Water Dist. Manager Exam - Swarts	356.25
Freimuth Evergreen Rural Water Water Plant Training - N Johnson	375.00
Freimuth Evergreen Rural Water Water Dist. Manager Exam - Swarts	18.75
Freimuth Association Of Washington AWC Conf. Cancellation - Cole	(425.00)
Freimuth Alderbrook Resort Council Retreat Lodging/Meals	3,656.22
Freimuth Chucks Catering - All Hands Breakfast	947.97
Freimuth Playmakers Sports Bar Project Mng Recruitment Lunch	67.00
Freimuth Yourmembership Recruitment Posting Dev Inspector	229.00
Freimuth Nest Restaurant Admin Lunch Mtg - Knottnerus	6.00
Freimuth La Catrina Work Lunch - Blehm/Freimuth	36.23
Freimuth Loews Arlington Hotel 3CMA Training Hotel Stay - Sennet	691.89

Council

Information Technology

Human Resources

Administration

Finance

202405-5484

Genl Govt/Facilities

Public Safety

Public Works

Community Development

Council

Human Resources

Administration

City of Ridgefield

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WELLS FARGO - EPAY

1681

202405-5484	Administration	Freimuth TrainHR Conflict Resolution Training - Allen	195.00
		Freimuth La Catrina Work Lunch Allen/Coleman/DeMoss/Ferriss/Senn	88.71
		Freimuth Nest Restaurant Admin Lunch Mtg - Knottnerus	9.01
	Finance	Freimuth Oxford Suites Spokane Hotel FHWA Contract Admin - Irwin	294.74
202405-7739	Genl Govt/Facilities	Coleman Wave May 1Sat Music Entertainment	1,500.00
		Coleman Sticker Mule Big Paddle Stickers	129.35
		Coleman 4imprint Inc Custom Lunch Bags/Pens - Big Paddle	778.04
		Coleman Wave May 1Sat Music Entertainment Processing Fee	45.00
202405-7069	Genl Govt/Facilities	Ferriss Starbucks Coffee - Mgmt Team Retreat	21.74
		Ferriss Fuel Bistro Mgmt Team Retreat Meal - PW Director	3.90
		Ferriss Fuel Bistro Mgmt Team Retreat Meal - CDD Director	5.20
		Ferriss Rosauers Mgmt Team Retreat Snacks	17.82
		Ferriss USPS City Flag Postage To AWC	3.07
	Public Safety	Ferriss Fuel Bistro Mgmt Team Retreat Meal - Police Chief	26.00
	Public Works	Ferriss Fuel Bistro Mgmt Team Retreat Meal - PW Director	14.30
		Ferriss USPS Eminent Domain Letter - Pioneer Widening	14.12
	Community Development	Ferriss Fuel Bistro Mgmt Team Retreat Meal - PW Director	7.80
		Ferriss USPS Annexation Package Postage To OFM	2.59
		Ferriss Fuel Bistro Mgmt Team Retreat Meal - CDD Director	20.80
	Executive	Ferriss Fuel Bistro Mgmt Team Retreat Meal - City Manager	26.02
	Information Technology	Ferriss Blue Skys App Zoom Meetings App	191.88
	Human Resources	Ferriss Fuel Bistro Mgmt Team Retreat Meal - Deputy City Manager	10.40
	Administration	Ferriss Fuel Bistro Mgmt Team Retreat Meal - Deputy City Manager	15.60
	Finance	Ferriss Fuel Bistro Mgmt Team Retreat Meal - Finance Director	26.00
202405-7002	Public Works	Thamert SP CWT Training Academy MS4 Prgm/Intro To STW - Loucks	155.25
		Thamert SP CWT Training Academ CESCL Certification - Loucks	431.20
202405-0745	Public Safety	Doriot Alien Gear Holsters Holsters/Belts - New Hires/Replace	968.12
		Doriot Blue Force Gear Inc Micro Trauma Kit - Erazo	100.06
		Doriot USPS Mail CDs To Prosecutor Postage	3.26
202405-1081	Genl Govt/Facilities	Irwin Pagefreezer.Com PageFreezer Carrier Archiver WA Sales Tax	(97.09)
	Public Works	Irwin Indu Software Sol Customer First Software Renewal - Water	690.25
	Information Technology	Irwin Pagefreezer.Com PageFreezer Carrier Archiver-5 New Users	691.33
		Irwin Currency Bank Conversion Fee - Pagefreezer	11.16
		Irwin Pagefreezer.Com PageFreezer Carrier Archiver Verizon	521.76
	Finance	Irwin Alaska Air Airline Luggage Charge - FHWA Training - Irwin	35.00
		Irwin Hertz Rent-A-Car Car Rental FHWA Training - Irwin	94.40
		Irwin Alaska Air Airline Luggage Charge FHWA Training - Irwin	35.00
		Irwin Oxford Suites Spokane FHWA Training Hotel - Refund	(294.74)
		Irwin Oxford Suites Spokane FHWA Training Hotel - Wrong Card	294.74
		Irwin Washington State Chapt WA-NIGP Membership Renewal - Irwin	40.00
202405-4870	Genl Govt/Facilities	Johnson El Puerto De Angeles Mgmt Dinner - PW Director	3.58
		Johnson El Puerto De Angeles Mgmt Dinner - CDD Director	4.78
	Public Works	Johnson El Puerto De Angeles Mgmt Dinner - PW Director	13.13
	Community Development	Johnson El Puerto De Angeles Mgmt Dinner - PW Director	7.16
		Johnson El Puerto De Angeles Mgmt Dinner - CDD Director	19.10
	Human Resources	Johnson El Puerto De Angeles Mgmt Dinner - Deputy City Manager	9.55
	Administration	Johnson El Puerto De Angeles Mgmt Dinner - Deputy City Manager	14.33

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WELLS FARGO - EPAY	1681	202405-4870	Finance	Johnson WFOA 2024 Conference Registration	495.00
				Johnson The Columbian Monthly Columbian Subscription	12.50
				Johnson El Puerto De Angeles Mgmt Dinner - Finance Director	23.87
				Johnson Rosauers Food & Dru Snacks/Water - SWFOA Mtg City Hosted	43.25
		202405-9437	Genl Govt/Facilities	Steele-Hoots Positive Promotions Stickers - PD WA Tax	(7.65)
				Steele-Hoots Omg National Marketing Magnets - PD WA Sales Tax	(47.61)
			Public Safety	Steele-Hoots TLO Transunion Background Investigations	81.53
				Steele-Hoots WA Food Worker Card Food Worker Card Renewal - NNO	10.00
				Steele-Hoots USPS Postage For Evidence/Stamps - PD	86.60
				Steele-Hoots Positive Promotions Stickers - PD	95.58
				Steele-Hoots National Animal Care and Control Mbrshp- Neblock	25.00
				Steele-Hoots Galls Two Breathalyzers	1,170.05
				Steele-Hoots Omg National Marketing Magnets - PD	594.89
				Steele-Hoots USPS Postage For Badge Return	5.90
				Steele-Hoots Curlys Lock And Key Patrol Car Key Replacement	10.82
				Steele-Hoots Flux Footwear Boots - Cuneta (Invoiced Allow Diff)	155.44
				Steele-Hoots ODOT DMV Vehicle Investigations	4.00
		202405-6996	Genl Govt/Facilities	Demoss Sticker Mule History Storyboard Stickers Linking Website	33.70
				Demoss La Catrina CAPS Project Daycation Video Food	15.22
				Demoss Facebk Facebook Marketing - May/June 1Sat	70.22
				Demoss Jubilee Tea House Gift Card To Fund CAPS Daycation Video	60.00
				Demoss Nest Restaurant And Bar CAPS Project Daycation Video Food	17.40
				Demoss Poca Pasta CAPS Project Daycation Video Food	11.39
				Demoss Facebk Facebook Marketing - Big Paddle	1.84
				Demoss Sushi Kato CAPS Project Daycation Video Food	15.22
			Administration	Demoss MRSC Fiscal Oversight Training - Demoss	35.00
				Demoss The Columbian Newspaper Subscription - Demoss	9.99
		202405-0187	Genl Govt/Facilities	Melroy Woodland Pallet Mfg L Pallets - 2024 Big Paddle	565.24
			Public Works	Melroy Ace Hardware - Soil/Rooting Hormone - Roundabout Grapes	80.48
				Melroy Ace Hardware Chlorine - Splash Pad	151.05
		202405-4252	Genl Govt/Facilities	Blake Lucidchart.Com/Charge Flowchart/SOP/ Software Addtl Tax	(0.86)
			Information Technology	Blake Lucidchart.Com/Charge Flowchart/SOP/ Software	103.70
		202405-7051	Human Resources	Blehm Rosauers Public Service Recognition Treats - RACC	24.06
				Blehm Rosauers Public Service Recognition Treats - PD	9.99
				Blehm Lava Java Public Service Recognition Gift Cards	375.00
				Blehm Starbucks Coffee - May All Hands Meeting	65.22
				Blehm Starbucks Public Service Recognition Gift Cards	375.00
				Blehm Brewed Awakenings Public Service Recognition Gift Cards	375.00
		202405-2114	Executive	Stuart Cov Parking Speaking Engagement at Vancouver Execs Mtg	5.00
				Stuart Nest Restaurant Mtg to Prepare for City Council	20.88
				Stuart Tukes Tap House PW Director & CM Researching Food Carts	23.79
				Stuart Rosauers Food & Dru Mtg with City Councilors Re: Agenda	51.28
				Stuart El Rancho Viejo Mtg with Downtown Commercial Development	34.43
				Stuart The Waterfront Tapho SW WA City Manager's Mo Luncheon	33.43
				Stuart Cov Parking SW WA City Managers Monthly Mtg	5.00
		202405-9102	Public Works	Allen USPS Publications To Department Of Ecology - Water	9.85
			Council	Allen Shutterfly Mayor's Photo - CH Mayor Wall	7.15

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WELLS FARGO - EPAY	1681	202405-9102	Human Resources	Allen Rosauers Public Service Recognition Treats	17.98
				Allen Costco By In Car Snacks - Wellness	994.42
				Allen Rosauers Public Service Appreciation Treats	40.04
		202405-5997	Public Works	Sampson Rosauers Spill Clean Up Soap/Weed Spray - Storm	23.18
				Sampson SP CWT Training Academy CESCL Certification - Storm	434.80
		202405-0794	Administration	Knottnerus Trainhr Public Speaking Class Live/On Demand - Admin	195.00
				Knottnerus Alderbrook Resort Transaction Error - Credit	(1.70)
				Knottnerus Alderbrook Resort Transaction Error	1.70
		202405-6939	Community Development	Lust The Columbian Newspaper Subscription - CDD Director	9.99
		202405-3547	Public Safety	Freimuth Holiday Inn Express Wenatchee No Show Refund - Debiak	(121.95)
		202405-7189	Genl Govt/Facilities	Sennett Sticker Mule October 1Sat Buttons - Events	108.70
				Sennett Bannerscom June 1Sat Banners - Events	1,287.47
WELLS FARGO - EPAY Total					28,540.17
WESTERN EQUIPMENT	2363	INV023192	#N/A	Ventrac Mower Head Equipmentm	161.61
WESTERN EQUIPMENT Total					161.61
WEX BANK - EPAY	3552	97374075	Genl Govt/Facilities	PW Fuel	398.21
			Public Safety	PD Fuel	3,298.31
			Public Works	PW Fuel	6,385.55
			Community Development	CDD Fuel	730.79
WEX BANK - EPAY Total					10,812.86
WILLIAM HAMMERS	3778	1612	Public Works	Trail White Striping Services	923.95
		1613	Public Works	RORC Red Fire Lane Curb Striping	2,337.05
WILLIAM HAMMERS Total					3,261.00
Grand Total					2,405,664.41

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Approval of Minutes from the June 13, 2024 Meeting

GOVERNING LEGISLATION

N/A

PREVIOUS COUNCIL ACTION TAKEN:

N/A

SUMMARY/BACKGROUND:

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

BUDGET/FINANCIAL IMPACTS:

N/A

RECOMMENDED ACTION OR MOTION:

Approve the minutes by making the following motion: 1. "I move to approve the consent agenda"

STAFF CONTACT:

ATTACHMENTS:

1. 06-13-2024



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
JUNE 13, 2024**

Regular Meeting - 6:00 PM

I. STUDY SESSION - 6:00 P.M.

- 1. CAPS Program Project Presentations -**

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

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

Present:

Mayor Ron Onslow
Mayor Pro Tem Jennifer Lindsay
Council Member Matt Cole
Council Member Lee Wells
Council Member Judy Chipman
Council Member Clyde Burkle
Council Member Katie Favela

- 3. Late changes to the agenda**

III. COMMISSION/COMMITTEE APPOINTMENTS

- 1. Appointment of Planning Commission Member, Position No. 3**

Appointment of Magdalen Butler to the Planning Commission, Position No. 3.

MOTION: MOVED TO APPOINT MAGDALEN BUTLER TO PLANNING COMMISSION, POSITION NO. 3.

RESULT: (UNANIMOUS)

MOVER: Council Member Matt Cole

SECONDER: Mayor Pro Tem Jennifer Lindsay

AYES: Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

2. Appointment of Roundabout Committee Member, Position No. 5

Appointment of Sung Cho to the Roundabout Committee, Position No. 5.

MOTION: MOVED TO APPOINT SUNG CHO TO ROUNDABOUT COMMITTEE, POSITION NO. 5

RESULT:	(UNANIMOUS)
MOVER:	Council Member Judy Chipman
SECONDER:	Council Member Lee Wells
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

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 limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/165/City-Council-Meeting-Audio-Files>.

V. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Jennifer Lindsay
SECONDER:	Council Member Clyde Burkle
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the May 23, 2024 Meeting

VI. PRESENTATION

1. Downtown Parking Plan - Chuck Green, Public Works Director

With sweeping views of the Wildlife Refuge, a wide range of new businesses, renovation of existing buildings, unique shops and charming restaurants, demand for on-street parking space has increased over the past 2-3 years. One ongoing challenge to this has been the lack of parking available in the Downtown Core Area. The City has been working with Downtown merchants, residents and Ridgefield Main Street to identify potential solutions to open up additional parking capacity in the downtown core and address a host of issues related to parking; traffic, bicycle and pedestrian circulation; accessibility and safety. Common parking issues are presented to the City Council for discussion.

VII. BUSINESS

1. Second Reading of Ordinance No. 1424 - 2024 Budget Amendment - Kirk Johnson, Finance Director

The 2024 budget amendment includes \$9,460,200 in new and reappropriated expenditures and the recognition of issuance costs and a transfer from the Debt Service Fund to the General Capital Fund of up

to \$32 million total for the 2024 LTGO Bond issuance that will support the tax increment area (TIA) projects. The budget request includes \$106,200 in ongoing expenses and the balance of the amendment is related to capital or one-time expenses. Additional interfund transfers to support operations and maintenance and capital requests are \$3,798,000. The amendment includes the recognition of \$1.3 million in new grant funds and reappropriation of \$500k in grant funds that were not received in 2023. Additional revenue recognition of \$750k for work performed on joint projects is included in the amendment. The 2024 adopted budget included a bond issuance of \$28 million. The amendment includes an increase of \$4 million to a total bond issuance of up to \$32 million to fund the construction, construction management, professional service, and right of way acquisition for the Pioneer Widening project. Additional funding from the bond issuance will cover the acquisition of land and a regional storm water facility to support storm runoff in the TIA and the acquisition of land for a fire station up to \$2 million dollars that will be able to service the TIA as voluntary mitigation agreed to with Clark Cowlitz Fire Rescue. The total fund balance impact for all funds is \$4,662,200, including operating funds. \$1,012,600 in the General Fund, \$33,100 in Community Development, \$187,500 in the Water Fund, and \$33,000 in the Storm Fund. The balance of the impact is from capital funds to fund new or existing capital projects and pay the initial debt service payment on the 2024 bond issuance.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1424 AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Mayor Pro Tem Jennifer Lindsay
SECONDER:	Council Member Judy Chipman
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

2. Motion-Approval of Lease Agreement with Tri-Mountain Investors, LLC for space at 101 Mill Street - Kirk Johnson, Finance Director

The City and Tri-Mountain Investors, LLC have discussed a new lease agreement for 2,500 sq ft of space located at 101 Mill Street suite 210 to be available for community space. In addition, the lease includes storage space of 866 sq ft located in the basement for use by the city. The new lease would be effective July 1, 2024, and the term is for 10 years. The initial lease charge is \$75,000 annually up to \$97,858 in year 10. The storage space annual lease amount begins at \$11,431 and in year 10 is \$13,661. The lease is separate from the current lease of space for the Ridgefield police department. Current plans are for the space in suite 210 to be made available for use by the community as there is a lack of space available for community groups for meetings and events.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO EXECUTE A LEASE AGREEMENT WITH TRI-MOUNTAIN INVESTORS, LLC FOR SPACE AT 101 MILL STREET.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Clyde Burkle
SECONDER:	Council Member Matt Cole
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

3. Motion - Award of Construction Contract for the Pioneer Widening and 50th Avenue Roundabout Improvement Project - Chuck Green, Public Works Director

The City of Ridgefield is preparing for one of its largest projects ever, the Pioneer Widening and 50th

Avenue (Place) Roundabout Improvement Project. The project will construct:

- Roadway widening along Pioneer Street
- Joint utility and sanitary sewer improvements along Pioneer Street from east of Royle Road to 56th Place
- A roundabout at Pioneer and N 50th Place (formerly known as N 50th Avenue) with water and electrical hookups for future center-of-roundabout design considerations for the Roundabout Committee
- A new road, 50th Place from Pioneer to Pioneer Canyon Drive,
- Pioneer Canyon Drive northwest from 50th Place to the north City’s property line, and
- A new road, 50th Place to Union Ridge Town Center/Costco.

The City opened the Invitation to Bid process on May 2, 2024 and bids were opened on June 4, 2024. Bids were received from:

- Active Construction from Tacoma, WA for \$19,442,442
- Nutter Corp from Vancouver, WA for 19,744,192
- Tapani, Inc. from Battle Ground, WA for \$20,698,696
- Kerr Contractors from Woodburn, OR for \$20,990,345
- Rotschy, Inc. from Vancouver, WA for \$21,144,703, and
- Goodfellow Brothers from Portland, OR for \$23,607,029.

The apparent lowest bidder was Active Construction. All bids were reviewed to ensure the required documents were submitted, including subcontractor utilization forms and other required state and/or federal forms that accompany bids, so all were deemed responsive to the requirements. The overall project budget of \$28.7 million with all components is as follows:

- Construction: \$21,442,442 which includes: \$18,063,146 for transportation (financed by the LTGO Bond); \$699 877 for sewer and \$679,418 for water (covered by other dedicated funding sources); and \$2 million for early completion incentives and contingencies
- Construction Management: \$1,800,000
- Design, Right-of-way and Permits: \$5,500,000.

The City Council conducted a discussion.

MOTION: MOVED TO AWARD THE CONSTRUCTION CONTRACT FOR THE PIONEER WIDENING AND 50TH AVENUE ROUNDABOUT PROJECT TO ACTIVE CONSTRUCTION, TACOMA, WASHINGTON, IN THE AMOUNT \$19,442,442, WITH AN ADDITIONAL \$2 MILLION FOR EARLY COMPLETION INCENTIVES AND CONTINGENCIES.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Matt Cole
SECONDER:	Council Member Clyde Burkle
AYES:	Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

4. Motion - Approval of Slurry Seal Contract with Blackline, Inc. Using Cooperative Purchasing Agreement with City of Vancouver - Chuck Green, Public Works Director

Pavement preservation encompasses multiple pavement treatments that extend the life of our streets approximately by 50%. The sales tax approved in 2021 is expected to provide approximately \$600,000 to the City annually for the purpose of pavement preservation and maintenance. Since the City has several streets in need of repair, the annual budget has been divided between pavement preservation, such as this project, and asphalt repair and replacement projects. This year the budget will be used to complete a slurry seal project to preserve neighborhood streets in the Bella Noche, Canterbury Trails, Discovery Ridge, Green Gables, Laurel Heights, Pioneer Canyon and Taverner Ridge neighborhoods. The remaining funding will be used for asphalt repair projects at the intersections of S 6th Way/S Timm Road, S 11th Way/S Timm Road, S 65th Ave/S 5th Street and S 42nd Place/S 38th Way. To provide cost savings, the City of Ridgefield is utilizing the Cooperative Purchasing language in the City of Vancouver's contract with Blackline Inc. This is a three-year contract (2024-2027) between City of Vancouver and Blackline Inc. that the City of Ridgefield intends to use in the future as well. The 2024 Slurry Seal project will address the pavement preservation required to insure our neighborhood street will achieve their full life cycle. Roadway surface treatments, like the 2024 Slurry Seal project, are the most cost-effective way to provide residents with sustainable roads in our neighborhoods. Because the contract amount for this work exceeds \$100,000, under the City's procurement financial policy, City Council action is needed for this item.

MOTION: MOVED TO APPROVE THE SLURRY SEAL CONTRACT WITH BLACKLINE, INC. THROUGH THE COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF VANCOUVER FOR A TOTAL OF \$231,639.55.

RESULT: (UNANIMOUS)

MOVER: Mayor Pro Tem Jennifer Lindsay

SECONDER: Council Member Katie Favela

AYES: Mayor Onslow, Mayor Pro Tem Lindsay, Council Member Cole, Council Member Wells, Council Member Chipman, Council Member Burkle, Council Member Favela

VIII. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1425 - Adoption of 2021 Building Codes - Claire Lust, Community Development Director

The Washington State Building Code Council (SBCC) advises the Legislature on building code issues and develops the building codes used in Washington State to ensure buildings and facilities constructed in the state are safe, healthy, accessible, and energy efficient. The State Building Code is updated on a three-year cycle. In 2021, the SBCC and its Technical Advisory Groups (TAGs) began work on the 2021 code update. This work continued through 2023. On September 19, 2023 the SBCC set a final adoption date for the 2021 code on March 15, 2024. On March 15, 2024 the 2021 State Building Code became effective statewide. This code includes:

- 2021 International Building Code with statewide amendments
- ICC/ANSI A117.1-2017, Accessible and Usable Buildings and Facilities, with statewide amendments (adopted as part of the IBC)
- 2021 International Existing Building Code with statewide amendments (adopted through the IBC)
- 2021 International Residential Code with statewide amendments
- 2021 International Mechanical Code with statewide amendments

- 2020 Liquefied Petroleum Gas Code (NFPA 58) for LP Gas
- 2021 National Fuel Gas Code (NFPA 54) for LP Gas installations
- 2021 International Fuel Gas Code with statewide amendments
- 2021 International Fire Code with statewide amendments
- 2021 Uniform Plumbing Code with statewide amendments
- 2021 Washington State Energy Code-Commercial
- 2021 Washington State Energy Code-Residential
- 2023 National Electrical Code (NFPA 70)

City Council conducted a discussion and opened a public hearing.

Mayor Onslow Opened Public Hearing: 8:36PM

Comments received during the public hearing can be heard on the City's website under <https://ridgefieldwa.us/165/City-Council-Meeting-Audio-Files>.

Mayor Onslow Closed Public Hearing: 8:43PM

First reading conducted.

IX. 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 limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

Comments received during public testimony can be heard on the City's website under <https://ridgefieldwa.us/165/City-Council-Meeting-Audio-Files>.

X. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Chipman - Help at Spudder Olympics BBQ, CRWWD Meeting, Main Street Meeting.
 Council Member Wells - Attended 3 Pre-Application Conference Meetings. City Manager Briefing, Pioneer Street Widening Projecy Bid Opening, Port of Ridgefiel Meeting.
 Council Member Favela - Toured Salmon Creek Wastewater Treatment Plant, Congrats to RHS Seniors.
 Council Member Burkle - Attended 10 Meetings, Dragon Boat Awakening Ceremony, Union Ridge Parade.
 Council Member Cole - Attended Big Paddle, Raptors Opening Game Night, School Board Meeting.
 Mayor Pro Tem Lindsay - Attended ECHO Meeting, CCF&R Meeting.

2. Mayor

Attended - Memorial Day Ceremony, CDBG Meeting, Dragon Boat Awakening Ceremony.

3. City Manager

Finance Director Kirk Johnson - SAO 2023 Audit Exit Conference, Park Laundry Project, Bond Sale and Davis Park Charging Station Updates Provided.
 Public Works Director Chuck Green - CDBG and Royle Road Updates Provided.
 Community Development Director Claire Lust - Comp Plan Survery Updates Provided.

XI. ADJOURN

9:15PM

Julie Ferriss, City Clerk

Ron Onslow, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Second Reading of Ordinance No. 1425 - Adoption of 2021 Building Codes

GOVERNING LEGISLATION

RCW Chapter 19.27 - State Building Code
RCW Chapter 19.27A - Energy-Related Building Standards
WAC Title 51 - Building Code Council
RMC Title 14 - Buildings and Construction

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted previous editions of the building codes as follows:

- 2018 codes - July 10, 2021/Ordinance No. 1344
- 2015 codes - May 26, 2016/Ordinance No.1209
- 2012 codes - July 11, 2013/Ordinance No. 1135
- 2009 codes - July 22, 2010/Ordinance No. 1056
- 2006 codes - September 27, 2007/Ordinance No. 966

Council held a public hearing and first ordinance reading for the 2021 codes on June 13, 2024.

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

To adopt the 2021 State Building Code with the amendments proposed by City of Ridgefield.
"I move to adopt Ordinance No. 1425 as presented."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report
2. A. Proposed Text Amendments to Title 14

ORDINANCE NO. 1425

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
AMENDING TITLE 14 OF THE RIDGEFIELD MUNICIPAL CODE TO ADOPT THE 2021 EDITIONS OF THE
NATIONAL MODEL CODES AS AMENDED BY THE WASHINGTON STATE BUILDING CODE COUNCIL AND
THE CITY OF RIDGEFIELD**

WHEREAS, on September 15, 2023, the Washington State Building Code Council set an effective date of March 15, 2024 for the 2021 editions of the national model codes with state amendments (“amended model codes”); and,

WHEREAS, on March 15, 2024 the amended model codes became effective statewide; and

WHEREAS, WAC Title 51 and RCW Chapters 19.27 – 19.27A require all counties and cities in the State of Washington to adopt the amended model codes; and,

WHEREAS, RCW 19.27.040 authorizes the governing body of each county or city to further amend the model codes except the International Energy Conservation Codes–Residential (IECC-R) provided that the minimum performance standards therein shall not be diminished; and

WHEREAS, a public hearing on the proposed adoption of the amended model codes was noticed in the newspaper of record on May 30, 2024; and,

WHEREAS, the City Council of the City of Ridgefield conducted a public hearing and first ordinance meeting during their regularly scheduled meeting on June 13, 2024; and,

WHEREAS, the City Council of the City of Ridgefield conducted a second ordinance reading during their regularly scheduled meeting on June 27, 2024;

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

Section 1. Public Interest. The City Council of the City of Ridgefield finds it to be in the public interest to adopt the 2021 Editions of the National Model Codes as amended by the Washington State Building Code Council and the City of Ridgefield to comply with WAC Title 51 and RCW Chapters 19.27 – 19.27A and to ensure that buildings, structures and developments remain safe for its citizens.

Section 2. Adoption of 2021 Amended Model Codes. The City Council of the City of Ridgefield hereby adopts the 2021 editions of the national model codes with amendments defined within Exhibit “A”.

Section 3. 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 4. Severability. Any provision of this ordinance or its application to any person, legal entity, or circumstance is held invalid; the remainder of the ordinance or its application to other persons, legal entities, or circumstances is not affected.

Section 5. Applicability. This ordinance shall be applied to all related building permit activities.

Section 6. Effective Date. This ordinance shall be in full force and effect as of 30 days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 27th DAY of JUNE, 2024.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	June 13, 2024
Second Reading/Passage:	June 27, 2024
Date of Publication:	July 3, 2024
Effective Date:	August 1, 2024



THE CITY OF RIDGEFIELD

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

Adoption and Amendment of the 2021 State Building Code City Council Staff Report June 27, 2024

BACKGROUND

The Washington State Building Code Council (SBCC) advises the Legislature on building code issues and develops the building codes used in Washington State to ensure buildings and facilities constructed in the state are safe, healthy, accessible, and energy efficient.

The State Building Code is updated on a three-year cycle. In 2021, the SBCC and its Technical Advisory Groups (TAGs) began work on the 2021 code update. This work continued through 2023. On September 19, 2023 the SBCC set a final adoption date for the 2021 code on March 15, 2024.

On March 15, 2024 the 2021 State Building Code became effective statewide. This code includes:

- 2021 International Building Code with statewide amendments
- ICC/ANSI A117.1-2017, Accessible and Usable Buildings and Facilities, with statewide amendments (adopted as part of the IBC)
- 2021 International Existing Building Code with statewide amendments (adopted through the IBC)
- 2021 International Residential Code with statewide amendments
- 2021 International Mechanical Code with statewide amendments
- 2020 Liquefied Petroleum Gas Code (NFPA 58) for LP Gas
- 2021 National Fuel Gas Code (NFPA 54) for LP Gas installations
- 2021 International Fuel Gas Code with statewide amendments
- 2021 International Fire Code with statewide amendments
- 2021 Uniform Plumbing Code with statewide amendments
- 2021 Washington State Energy Code-Commercial
- 2021 Washington State Energy Code-Residential
- 2023 National Electrical Code (NFPA 70)

LOCAL ADOPTION and PROPOSED AMENDMENTS

Building permit applications submitted to the City of Ridgefield on or after March 15, 2024 vested to the 2021 State Building Code, which preempts outdated local codes. This proposal is to formally adopt the 2021 State Building Code by reference in Title 14 of the Ridgefield Municipal Code (RMC Title 14 – Buildings and Construction). This is achieved by replacing all references in Title 14 to components of the 2018 State Building Code with equivalent references to the 2021 State Building Code.

Per RCW 19.27.060, the governing bodies of counties and cities may amend the State Building Code

provided the amendments do not result in a code that is less than the minimum performance standards and objectives contained in the State Building Code. Staff propose to maintain the local amendments adopted during previous code cycles with the following changes.

Table 1. Changes proposed by City staff to previously adopted local amendments to the State Building Code

Code Section	Proposed Change
RMC 14.03.010 – Construction administrative code adopted.	Add 2021 International Solar Energy Provisions (ISEP) and 2021 International Swimming Pool and Spa Code (ISPSC) to the list of codes adopted by reference. Provides authority for the City to review and inspect solar and pool/spa projects to the standards in the ISEP and ISPSC.
RMC 14.03.020 – Chapter 1-Administration – Section 101-General.	To the adopted language of 2021 International Building Code Chapter 1 Section 101: • Remove reference to the National Electrical Code, which is implemented by the Department of Labor & Industries not the City. • Add references to the 2021 ISEP and 2021 ISPSC consistent with the proposed change to RMC 14.03.010.
RMC 14.03.020 – Chapter 1-Administration – Section 109-Fees.	From the adopted language of 2021 International Building Code Chapter 1 Section 109, remove references to specific fees and instead rely on reference to the adopted Master Fee Schedule. This eliminates the need to update the code concurrent with updates to the fee schedule.
RMC 14.03.030 – Amendments-2021 International Building Code – Appendix J-Grading – Section J104-Permit Application and Submittals.	From the adopted language of 2021 International Building Code Appendix J Section J104, remove allowance to submit cloth plans and replace with allowance to submit electronically.
RMC 14.03.040 – Amendments – 2021 International Residential Code – Chapter 3-Building Planning – Table R301.2(1)-Climate and Geographic Design Criteria.	To the adopted language of 2021 International Residential Code Chapter 3 Table R301.2(1), add a nominal wind speed design criterion of 105 mph and increase the ultimate wind speed design criterion to 135 mph. Current practice is to request 105 mph nominal/135 mph ultimate, and this requirement would be consistent with other local jurisdictions.
RMC 14.03.050 – International Fire Code- Amendments – Section	From the adopted language of 2021 International Fire Code Section 112, remove references to specific fees and add reference to the adopted Master Fee Schedule. This eliminates

112-Stop Work Order.	the need to update the code concurrent with updates to the fee schedule.
RMC 14.84.020 – Manufactured Housing Regulations – Installation permits and fees.	Remove specific fees and replace with references to the adopted Master Fee Schedule. Clarify the City’s authority to issue a permit for the manufactured home foundation and attachment to the foundation only. The authority to permit the home itself lies with the Department of Labor and Industries and is required prior to placement. The City foundation only permit does include water service.
RMC 14.84.030 – Manufactured Housing Regulations – Inspections.	Clarify the City’s authority to inspect manufactured home foundations and attachments to the foundation only. The authority to inspect the home itself lies with the Department of Labor and Industries and is required prior to placement.
RMC 14.96.050 – Moorages and Floating Structures – Floating structures.	In addition to the existing requirement to obtain building permits and inspections for placement of a floating structure, authorize the City to require building permits and inspections for remodels and additions to floating structures.

CLARK COWLITZ FIRE RESCUE PROPOSALS

International Fire Code

The 2021 International Fire Code (IFC) is adopted by reference in Chapter 14.03.050. Clark Cowlitz Fire Rescue (CCFR) proposes to maintain the local amendments adopted during previous code cycles with the following changes.

Table 2. Changes proposed by CCFR staff to previously adopted local amendments to the IFC

Code Section in RMC 14.03.050	Proposed Change
Section 503 – Fire Apparatus Access Roads.	Washington State purposely did not adopt Section 503 regarding Fire Apparatus Access Roads and instead deferred access requirements and road standards to local jurisdictions. CCFR proposes that the original language in the 2021 International Fire Code (Section 503) be included back into RMC 14.03.050 in order to have clear authority to apply standard fire apparatus access design.
Section 506 – Key Boxes.	Add language specifying that a key box is required in all occupancies that are equipped with an automatic fire sprinkler system, a fire alarm system or other fire protection system.

Section 507.5.1.3 – Storz Hydrant Adaptors.	Move section requiring all fire hydrants to have installed 5-inch Storz Hose Adaptors from 507.3 to 507.5, consistent with the standard in all fire agencies in Clark and Cowlitz Counties. No changes proposed to the requirement itself.
Section 903.2 – Fire Sprinklers – Where Required.	Add language that buildings over 35 feet in height shall have installed an automatic fire sprinkler system. Current “height” language only requires sprinklers in buildings over two stories in height. Add language that all buildings accessed by fire apparatus access roadways of 10% grade or greater shall have installed automatic fire sprinkler systems. Current code requires sprinklers when roadways are at 12% grade or greater.
Section 1103.5.3 – Fire Safety Requirements for Existing Buildings – Group I-2, Condition 2.	As adopted by the state, this section requires existing buildings with I-2 occupancy (24-hour medical care for more than five persons who are incapable of self-preservation) to be equipped with automatic sprinkler systems but leaves the date by which the sprinkler systems must be installed to local jurisdictions. Add language requiring sprinkler systems to be installed in existing I-2 occupancies by January 1, 2026 consistent with the standard in all fire agencies in Clark and Cowlitz Counties.
Appendix D – Fire Apparatus Access Roads.	Appendix D includes additional/clarifying fire department access requirements to those found in Section 503. The following changes are proposed: • Section D103.6.3 is amended to designate spacing distance between “No Parking – Fire Lane” signs as a maximum of 100 feet. • Section D107 is amended to clarify the access requirements for One and Two-Family Residential Developments as follows: ○ Developments with 1-30 dwelling units may have only one approved fire access roadway. ○ Developments with 31-60 dwelling units shall have two approved fire access roadways <u>OR</u> all dwelling units shall be equipped with an approved automatic fire sprinkler system. ○ Developments with 61-99 dwelling units shall have two approved fire apparatus access roadways <u>OR</u> have one approved fire apparatus access roadway, one approved emergency access roadway and all dwelling units shall be equipped with an approved automatic fire sprinkler system.

	○ Developments of 100 dwelling units or more shall have two approved fire access roadways.
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International Residential Code (Fire Sprinklers)

Clark Cowlitz Fire Rescue also proposes the following change to the adopted amendments to the 2021 International Residential Code (IRC).

Table 3. Changes proposed by CCFR staff to previously adopted local amendments to the IRC

Code Section	Proposed Change
RMC 14.03.040 – Amendments – 2021 International Residential Code – Chapter 3–Building Planning – Section R313.2– One- and two-family dwellings automatic sprinkler systems.	The 2021 IRC has a requirement for automatic residential fire systems to be installed in all one- and two-family dwelling units. However, the SBCC adopted a statewide amendment excluding this requirement. CCFR’s proposal is to add the requirement for automatic residential fire sprinkler systems to be installed in all one- and two-family dwelling units with the following exceptions: • Not required for additions or alterations to existing buildings that do not already have a sprinkler system. • Not required for ADUs under 1,200 square feet where the existing primary residence does not have automatic fire sprinklers and the ADU is on the same lot as the primary residence.

PROCESS

<u>Date</u>	<u>Milestone</u>
May 30, 2024	Notice of Council public hearing published.
June 13, 2024	City Council public hearing and 1 st ordinance reading.
June 27, 2024	City Council public meeting and 2 nd ordinance reading/vote on adoption.
July 31, 2024	Approximate effective date of amendments adopted on June 27.

PUBLIC HEARING

On June 13, 2024 Council held a public hearing on the proposed adoption of the 2021 Building Code.

Chief Mike Jackson, Clark Cowlitz Fire Rescue, testified in support of the amendments proposed by CCFR. Chief Jackson addressed questions Council posed in their deliberations prior to the hearing about the proposed requirement for fire sprinklers in all one- and two-family homes.

Keith Morris, Riser Fire Protection, testified in support of the amendments related to fire sprinklers proposed by CCFR.

ATTACHMENTS

- A. All Proposed Text Amendments to RMC Title 14

Title 14 BUILDINGS AND CONSTRUCTION

Chapter 14.03 CONSTRUCTION ADMINISTRATIVE CODE¹

14.03.010 Construction administrative code adopted.

All building and building-related codes, as currently adopted or as may be adopted in future enactments by the state of Washington pursuant to RCW 19.27.031, together with all amendments that may be adopted by the State Building Code Council of the state of Washington, are hereby adopted as the building codes for the city of Ridgefield, subject to the specific additions, deletions, and modifications set forth in this chapter and as authorized by the State Building Code Council. The provisions of this code shall apply to the administration of the technical and nontechnical codes listed below:

- A. International Building Code (IBC), ~~2018~~ 2021 Edition, as published by the International Code Council, together with IBC appendices E, J and ICC/ANSI A117.1-~~2009~~ 2017; WAC 51-50.
- B. International Residential Code (IRC), ~~2018~~ 2021 Edition, as published by the International Code Council, exempting IRC Chapter 11 and Chapters 25 through 43 but including IRC Appendices F, Q and U; WAC 51-51.
- C. International Existing Building Code (IEBC), ~~2018~~ 2021 Edition, as published by the International Code Council.
- D. International Fuel Gas Code (IFGC), ~~2018~~ 2021 Edition, as published by the International Code Council, excepting that the standards for liquefied petroleum gas installations shall be contained in the ~~2018~~ 2020 Edition of NFPA 58 (~~Storage and Handling of Liquefied Petroleum Gases~~Liquefied Petroleum Gas Code) and the ~~2018~~ 2021 Edition of ANSI Z233.1/NFPA 54 (~~International~~ National Fuel Gas Code); WAC 51-52.
- E. International Mechanical Code (IMC), ~~2018~~ 2021 Edition, as published by the International Code Council, including adoption of ~~2018~~ 2021 International Fuel Gas Code, ~~2018~~ 2020 NFPA 58 & ~~2017~~ &2021 NFPA 54; WAC 51-52.
- F. Uniform Plumbing Code (UPC), ~~2018~~ 2021 Edition, as published by the International Association of Plumbing and Mechanical Officials, including appendices A, B and I; WAC 51-56.
- G. International Property Maintenance Code (IPMC), ~~2006~~ 2021 Edition, as published by the International Code Council.
- H. International Fire Code (IFC), ~~2018~~ 2021 Edition, as published by the International Code Council, together with IFC appendices A, B, C, D, E, F, G, H, I, K, L, and N; WAC 51-54A.
- I. International Energy Conservation Codes, Commercial and Residential, ~~2018~~ 2021 Edition as published by the International Code Council with Washington amendments (WAC 51-11C, WAC 51-11R).

¹Editor's note(s)—Ord. No. 1209, § 2(Exh. A), adopted May 26, 2016, amended Ch. 14.03 in its entirety to read as herein set out. Former Ch. 14.03, §§ 14.03.010—14.03.090, pertained to similar subject matter and derived from Ord. No. 1135, § 4(Exh. A), adopted July 11, 2013.

- J. ADA Standards for Accessible Design, Accessible and Useable Buildings and Facilities, ICC A117.1-~~2009~~ 2017 as published by ANSI and the International Code Council.
- K. National Green Building Standard (ICC 700), 2012-2020 edition, as published by the International Code Council, on a voluntary basis.
- L. International Solar Energy Provisions (ISEP) 2021 Edition, as published by the International Code Council.
- M. International Swimming Pool and Spa Code (ISPSC)- 2021 Edition, as published by the International Code Council.

(Ord. No. 1209, § 2(Exh. A), 5-26-2016; Ord. No. 1344, § 2(Exh. A), 6-10-2021)

14.03.020 Chapter 1—Administration.

Chapter 1—Scope and Administration of the International Building Code is hereby adopted and incorporated into the city of Ridgefield's Construction Administrative Code and the same shall apply to all the aforementioned codes and documents and shall include the following amendments:

CHAPTER 1

SCOPE and ADMINISTRATION

SECTION 101

SCOPE and GENERAL REQUIREMENTS

101.1 Title. These regulations shall be known as the Construction Administrative Code of the City of Ridgefield, hereinafter referred to as "this code."

101.3 Purpose. The purpose of this code is to establish the minimum requirements to safeguard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

101.4 Referenced codes. The codes listed in this section and elsewhere in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference.

101.4.1 Building. The provisions of the ~~2018- 2021~~ International Building Code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures; the provisions of the ~~2018- 2021~~ International Residential Code for one and two-family dwellings shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of detached one and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with separate means of egress and their accessory structures, and; the provisions of the ~~2012 2021~~ International Existing Building Code may be utilized as applicable to the remodel and repair of existing and/or historic buildings.

101.4.2 Gas. The provisions of the ~~2018- 2021~~ International Fuel Gas Code (NFPA 54) and 2008 Liquid Petroleum Gas Code (NFPA 58) shall apply to the installation of all materials and equipment utilizing liquid propane gas; the provisions of the ~~2018- 2021~~ International Fuel Gas Code shall apply to the installation of all materials and equipment utilizing natural gas except those regulated by the International Residential Code.

101.4.3 Mechanical. The provisions of the ~~2018- 2021~~ International Mechanical Code shall apply to the installation, alterations, repairs and replacement of mechanical systems, including equipment, appliances,

fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems, except:

- 1) The International Fuel Gas Code shall apply to all installations utilizing natural gas except those regulated by the IRC and those utilizing LPG;
- 2) The International Residential Code shall apply to all structures regulated by the IRC except LPG installations, and;
- 3) NFPA 54 & 58 shall apply to all LPG installations.

101.4.4 Plumbing. The provisions of the [2018-2021](#) Uniform Plumbing Code shall apply to the installation, alteration, repair and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system.

101.4.5 Property maintenance. The provisions of the [2006-2021](#) International Property Maintenance Code, the 1997 Uniform Code for the Abatement of Dangerous Buildings and the 1997 Uniform Housing Code shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety hazards; responsibilities of owners, operators and occupants; and occupancy of existing premises and structures.

101.4.6 Fire prevention. The provisions of the [2018-2021](#) International Fire Code shall apply to matters affecting or relating to structures, processes and premises from the hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices; from conditions hazardous to life, property or public welfare in the occupancy of structures or premises; and from the construction, extension, repair, alteration or removal of fire suppression and alarm systems or fire hazards in the structure or on the premises from occupancy or operation.

101.4.7 Energy. The provisions of the [2018-2021](#) International Energy Conservation Code, [as amended and adopted by the State of Washington as the 2021 Washington State Energy Code-Commercial and 2021 Washington State Energy Code-Residential](#), shall apply to all matters governing the design and construction of buildings for energy efficiency.

101.4.8 Ventilation and indoor air quality. Applicable provisions of the [2018-2021](#) International Residential Code, [2018-2021](#) International Mechanical Code and [2018-2021](#) International Building Code shall apply to all matters governing the design and construction of buildings for ventilation and indoor air quality.

~~101.4.9 Electrical. The provisions of the National Electrical Code (NFPA 70), as amended and adopted by the State of Washington shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.~~

[101.4.9 Solar. The provisions of the 2021 International Solar Energy Provisions \(ISEP\) shall apply to all matters governing the design, maintenance, alteration and inspection of solar thermal systems.](#)

[101.4.10 Pools and spas. The provisions of the 2021 International Swimming Pool and Spa Code \(ISPSC\) shall apply to the construction, alteration, movement, renovation, replacement, repair and maintenance of aquatic recreation facilities, pools and spas.](#)

SECTION 109

FEES

109.1 Payment of fees. Permit fees are collected prior to or at the time of the issuance of the permit; a permit shall not be valid until the fees prescribed by resolution of the city council of the City of Ridgefield have been paid, nor shall an amendment to a permit be released until the additional fee, if any, has been paid. For those building services to be billed on an hourly basis, billings will be based on the hourly rates established by resolution of the city council of the City of Ridgefield. The city may use the services of an

outside professional consultant for plan review services; all invoices associated with the services of an outside professional consultant, including an administrative services charge as prescribed by resolution of the city council of the City of Ridgefield, shall be paid prior to or at the time of permit issuance. All other fees, including but not limited to impact fees and system development charges must also be paid prior to or at the time of permit issuance.

109.2 Master fee schedule. For buildings, structures, gas, mechanical, plumbing, signs, manufactured home installations, grading activities, energy code reviews and demolition or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the master fee schedule as established by resolution of the city council of the City of Ridgefield.

109.2.1 Fire alarm, sprinkler and other protection system fees. All fees related to the permitting of separate fire alarm or sprinkler system applications, and other fire protection systems shall be assessed by the Clark County Fire Marshal's Office and/or Clark County Fire & Rescue District. Upon receipt of billing invoices from the fire marshal's office or Clark County Fire & Rescue, the City of Ridgefield shall submit an invoice to the permit applicant/responsible party for payment of these fees inclusive of the city's administrative service charge. All invoices associated with the services of an outside professional consultant, including an administrative services charge as prescribed by resolution of the city council of the City of Ridgefield, shall be paid prior to or at the time of permit issuance.

109.2.2 Washington State Building Code Council (WSBCC) surcharge. The WSBCC assesses a permit surcharge to each jurisdiction in the State of Washington, ~~which at the time of passage of this ordinance, is a flat rate fee of \$4.50 for each permit for approved plans or any other permit that is issued in accordance with the adopted building codes. For multi-family projects, the WSBCC fee is \$4.50 for the first living unit and \$2.00 for each additional unit.~~ The WSBCC surcharge may be adjusted at any time and any required changes to this fee will be reflected in the master fee schedule as established by resolution of the city council of the City of Ridgefield. The City or[of] Ridgefield forwards all fees collected in this regard to the WSBCC on a quarterly basis.

109.2.3 Plan review fee. A plan review fee shall be charged for permit plan review. The plan review fee shall be a separate fee from the permit fee specified in this section and is in addition to the permit fee. When submittal documents or plans are required under this code, the plan review fee shall be paid at the time of submittal of these documents or plans for review. The building official may have the option to charge deposit in lieu of the full plan review fee, if the full fee amount is not known at the time of document or plan submittal. The plan review deposit shall be applied toward the remaining plan review fee; the actual plan review fee shall be determined upon completion of the plan review and the remaining balance owing shall be paid at the time of permit issuance. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall be charged. Plan review fees shall be set by resolution of the city council of the City of Ridgefield.

109.2.3.1 Fee for use of outside consultants. The city may utilize the services of an outside professional structural engineer for structural engineering review services for residential or non-residential construction. All invoices associated with the services of an outside professional structural engineer, including an administrative service charge shall be paid to the city as invoiced.

109.2.3.2 Expedited plan review fee. In order to provide a process for accelerated plan review for non-residential building activities, the building official may offer expedited plan review services. In those instances where the building official offers expedited plan review services, the city shall contract with an outside professional service provider for these services. The applicant shall be required to execute a written agreement with the city prior to the execution of these services whereby the applicant agrees to pay all fees associated with the provision of the expedited plan review process. All fees associated with expedited plan review services shall be in addition to the city's regular fees for these services as specified in the city's master

fee schedule. All invoices associated with the services of the outside professional service provider, including an administrative service charge, shall be paid prior to or at the time of permit issuance.

109.2.3.3 Energy code review fee. An energy code review fee may also be established by the city in order to meet the requirements WAC 51-11C. If the city utilizes the services of outside professional consultant for this review, all invoices associated with the services of this outside professional consultant, including an administrative service charge shall be paid to the city as invoiced.

109.3 Building permit valuations. The applicant for a permit shall provide an estimated permit value at time of application. Permit valuations shall include total value for work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and permanent systems. If, in the opinion of the building official, the valuation is underestimated on the application the building official may utilize the Building Valuation Data as published periodically in the ICC Building Safety Journal. Final building permit valuations shall be set by the building official.

109.4 Work commencing before permit issuance. In addition to the required permit fees, the building official shall require that any person who commences any work on a building, structure, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a special investigation fee, which shall include the doubling of the required permit fees as established by resolution of the city council of the City of Ridgefield.

109.6 Refunds. No permit fee refund will be allowed once any work has begun on a project. In order to request a refund of a permit fee, the request shall be addressed to the building official in writing, and shall be received at the City of Ridgefield finance department within 180 days of the date of issuance of the permit; any refund request received after 180 days of the date of permit issuance shall automatically be denied. At the discretion of the building official, refund requests may be approved or denied based on the status of a project. All approved refunds shall be limited to 80% of the total permit fees paid. Refund requests shall only be considered for building, plumbing and mechanical permit fees. Refunds shall not include any plan review fees.

(Ord. No. 1209, § 2(Exh. A), 5-26-2016; Ord. No. 1344, § 2(Exh. A), 6-10-2021)

14.03.030 Amendments—[2018-2021](#) International Building Code.

The following amendments to the [2018-2021](#) International Building Code are hereby proposed for adoption and incorporation into the city of Ridgefield's Construction Administrative Code.

APPENDIX J GRADING

SECTION J102 DEFINITIONS

Subsection J102.1 Definitions is hereby proposed to be amended by revising the text and by including nine additional definitions, as follows:

J102.1 Definitions. For the purposes of this appendix chapter, the terms, phrases and words listed in this section and their derivatives shall have the indicated meanings. The following terms, phrases and words shall be included as part of Appendix J of the 2015 International Building Code.

CIVIL ENGINEER. A professional engineer registered in the state to practice in the field of civil works.

CIVIL ENGINEERING. The application of the knowledge of the forces of nature, principles of mechanics and the properties of materials to the evaluation, design and construction of civil works.

EARTH MATERIAL. Any rock, natural soil or fill or any combination thereof.

ENGINEERING GEOLOGIST. A geologist experienced and knowledgeable in engineering geology.

ENGINEERING GEOLOGY. The application of geologic knowledge and principles in the investigation and evaluation of naturally occurring rock and soil for use in the design of civil works.

GEOTECHNICAL ENGINEER. See "soils engineer."

PROFESSIONAL INSPECTION. The inspection required by this code to be performed by the civil engineer, soils engineer or engineering geologist. Such inspections include that performed by persons supervised by such engineers or geologists and shall be sufficient to form an opinion relating to the conduct of the work.

SOILS ENGINEER (GEOTECHNICAL ENGINEER). An engineer experienced and knowledgeable in the practice of soils engineering (geotechnical engineering).

SOILS ENGINEERING (GEOTECHNICAL ENGINEERING). The application of the principles of soils mechanics in the investigation, evaluation and design of civil works involving the use of earth materials and the inspection or testing of the construction thereof.

SECTION J103 PERMITS REQUIRED

Subsection J103.2 Exemptions is hereby proposed to be amended by adding two additional exemptions as enumerated by the number's 8 & 9, as follows:

J103.2 Exemptions. In addition to the exemptions enumerated in Appendix J of the [2018-2021](#) International Building Code, a grading permit shall not be required for the following:

9. A fill that (1) is less than 1 foot (305 mm) in depth and placed on natural terrain with a slope flatter than 1 unit vertical in 5 units horizontal (20% slope), or (2) is less than 3 feet (914 mm) in depth; not intended to support structures; does not exceed 50 cubic yards (38.3 m³) on any one lot, and; does not obstruct a drainage course.

SECTION J104 PERMIT APPLICATION AND SUBMITTALS

Subsection J104.1 Submittal Requirements is hereby proposed to be amended by revising the text, as follows:

J104.1 Submittal Requirements. In addition to the provisions of Section 105.3, the applicant shall state the estimated quantities of excavation and fill on the application and provide other information as required.

Subsections J104.5 Grading Designation, J104.6 Engineered Grading Requirements, J104.6.1 Specifications, J104.6.2 Plans and J104.7 Engineering Geology Report are hereby proposed to be added as new Subsections to Section J104 Permit Applications and Submittals, as follows:

J104.5 Grading designation. Grading in excess of 5,000 cubic yards (3,825 m³) shall be performed in accordance with an approved grading plan prepared by a licensed civil engineer, and shall be designated as "Engineered Grading". Grading involving less than 5,000 cubic yards (3,825 m³) shall be designated "Regular Grading" unless the applicant chooses to have the grading performed as engineered grading, or the building official or city engineer determine that special conditions or unusual hazards exist, in which case grading shall conform to the requirements for engineered grading.

J104.6 Engineered grading requirements. Application for a grading permit shall be accompanied by two sets of plans and specifications along with supporting data that shall consist of a soils engineering report and an engineering geology report. When required by the building official, the plans and specifications shall be prepared and signed by an individual licensed by the state to prepare such plans or specifications.

J104.6.1 Specifications. Specifications shall contain the necessary information covering construction and material requirements.

J104.6.2 Plans. Plans shall be drawn to scale upon substantial paper or ~~cloth~~ submitted electronically and shall be of sufficient clarity to indicate the nature and extend[extent] of the work proposed and shall show in detail that the project will conform to the provisions of this code and all other relevant laws, ordinances, rules and regulations. The first sheet of each set of plans shall give location of the work, the name and address of the owner, and the name and address of the person by whom they were prepared. The plans shall include the following information:

1. General vicinity of the proposed site.
2. Property limits and accurate contours of existing ground and details of terrain and area drainage.
3. Limiting dimensions, elevations or finish contours to be achieved by the grading, and proposed drainage channels and related construction.
4. Detailed plans of all surface and subsurface drainage devices, walls, cribbing, dams and other protective devices to be constructed with, or as a part of, the proposed work, together with a map showing the drainage area and the estimated runoff of the area served by any drains.
5. Location of any buildings or structures on the property where the work is to be performed and the location of any buildings or structures on land of adjacent owners that are within 15 feet (4,572 mm) of property or that may be affected by the proposed grading operations.
6. Recommendations included in the soils engineering report and the engineering geology report shall be incorporated in the grading plans or specifications. When approved by the building official, specific recommendations contained in the soils engineering report and the engineering geology report that are applicable to grading, may be included by reference.
7. The dates of the soils engineering and engineering geology reports together with the names, addresses and phone numbers of the firms or individuals who prepare the reports.

J104.7 Engineering Geology Report. The engineering geology report required by J104.4 shall include an adequate description of the geology of the site, conclusions and recommendations regarding the effect of geologic conditions on the proposed development, and opinion on the adequacy for the intended use of sites to be developed by the proposed grading, as affected by geologic factors.

Section J112 Grading and Erosion Control Fees, including Subsections J112.1 General and J112.1.1 Plan Review Fees, are hereby proposed to be added as new Sections to Appendix J Grading, as follows:

SECTION J112 GRADING AND EROSION CONTROL FEES

J112.1 General. Permit fees for grading or required erosion control measures shall be assessed in accordance with the provisions established by resolution of the city council of the City of Ridgefield. Erosion control measures are not exempt from permitting or the related fees under this code.

J112.1.1 Plan review fees. When a plan or other data are required to be submitted, a plan review fee shall be paid at the time plans and specifications are submitted for review. Separate plan review fees shall apply to retaining walls or major drainage structures, as may be required elsewhere in this code. For excavation and fill on the same site, the fee shall be based on the volume of excavation or fill, whichever is greater.

Section J113 Bonds, including Subsection J113.1 Bonds, is hereby proposed to be added as a new Section to Appendix J Grading, as follows:

SECTION J113
BONDS

J113.1 Bonds. The building official or city engineer may require bonds in such form and amounts as may be deemed necessary to ensure that the work, if not completed in accordance with the approved plans and specifications, will be corrected to eliminate hazardous conditions. In lieu of a surety bond the applicant may file a cash bond or instrument of credit with the building official in an amount equal to that which would be required in the surety bond.

(Ord. No. 1344, § 2(Exh. A), 6-10-2021)

Editor's note(s)—Ord. No. 1344, § 2(Exh. A), adopted June 10, 2021, amended § 14.03.030 in its entirety to read as herein set out. Former § 14.03.030 pertained to 2015 International Building Code amendments and derived from Ord. No. 1209, § 2(Exh. A), adopted May 26, 2016; and Ord. No. 1225, § 2(Exh. A), adopted Dec. 1, 2016.

14.03.040 Amendments—~~2018-~~ 2021 International Residential Code.

The following amendments to the ~~2018-~~ 2021 International Residential Code are hereby proposed for adoption and incorporation into the city of Ridgefield's Construction Administrative Code.

CHAPTER 1
SCOPE and 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~~ 2021 International Residential Code, a permit shall not be required for the following:

Building:

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

SECTION R301
DESIGN CRITERIA

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
<u>Wind Speed - Nominal (Vasd):</u>	<u>105 mph (3 second gust)</u>
<u>Wind Speed — Ultimate (Uasd)3-Second-Gust:-:</u>	<u>105- 135 mph (3 second gust)</u>
Seismic Design Category:	D1

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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; Ord. No. 1387, § 2(Exh. A), 12-15-2022)

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

14.03.050 International Fire Code—Amendments.

The [2018-2021](#) Washington State Fire Code (Chapter 51-54A WAC), with amendments, is hereby proposed for adoption, with appendices, amendments and additions and incorporation into the City of Ridgefield [Administrative Municipal](#) Code.

CHAPTER 1 ADMINISTRATION

Subsection 101.1 is amended as follows:

101.1 Title. These regulations shall be known as the Fire Code of the City of Ridgefield, hereinafter referred to as "this code."

Subsection 101.2.1 is amended as follows:

101.2.1 Appendices. The following appendices of the [2018-2021](#) IFC are hereby adopted in this code:

Appendix A: Board of Appeals

Appendix B: Fire-Flow Requirements for Buildings

Appendix C: Fire Hydrant Locations and Distribution

Appendix D: Fire Apparatus Access Roads

Appendix E: Hazard Categories

Appendix F: Hazard Ranking

Appendix G: Cryogenic Fluids ~~2~~ Weight and Volume Equivalents

Appendix H: Hazardous Materials Management Plan (HMMP) and Hazardous Materials Inventory Statement (HMIS) Instructions

Appendix I: Fire Protection Systems ~~2~~ Noncompliant Conditions

Appendix K: Construction Requirements for Existing Ambulatory Care Facilities

Appendix L: Requirements for Firefighter Air Replenishment Systems

Appendix N: Indoor Trade Shows and Exhibitions

SECTION 102
APPLICABILITY

Subsection 102.3.1 Changes in Character of Occupancy is hereby proposed to be added as a new Subsection to Section 102 Applicability, as follows:

102.3.1 Changes in Character of Occupancy. Changes made in the character of an occupancy or the use of any building that would place the building in a different division of the same occupancy or in a different occupancy shall be approved by the Building Official and the Fire Marshal.

SECTION 103
DEPARTMENT OF FIRE PREVENTION

Subsection 103.2 Appointment is hereby proposed to be amended as follows:

103.2 Appointment. The City of Ridgefield is hereby authorized to contract with Clark-Cowlitz Fire Rescue, hereinafter referred to as (CCFR), for enforcement and administration of this chapter. The City of Ridgefield may also authorize CCFR or its designee to retain all permitting and/or inspection fees related to the administration of this ordinance.

SECTION 104
GENERAL AUTHORITY AND RESPONSIBILITIES

Subsection 104.2.1 Construction Plan Review is hereby proposed to be added as a new Subsection to Section 104 General Authority and Responsibilities, as follows:

104.2.1 Construction plan review. Plans shall be submitted to and approved by the Fire Marshal and/or CCFR for all new commercial building, residential construction or land development prior to the issuance of any approvals or permits or commencement of development or construction.

Subsections 104.~~10-11~~ Fire Investigations and 104.~~1011~~.1 Assistance from Other Agencies are hereby proposed to be amended by revising the text, as follows:

104.~~10-11~~ Fire investigations. The Fire Marshal and CCFR are authorized to investigate the origin, cause and circumstances of fires occurring within the City of Ridgefield that involve loss of life, injury to person(s), destruction or damage to property. If it appears to the fire investigator that such fire is of suspicious or incendiary nature, the investigator shall immediately take charge of all physical evidence relating to the cause of the fire and shall notify the Ridgefield Police Department. The Fire Marshal and CCFR are also authorized to investigate the origin, cause, and circumstances of any explosion or unauthorized releases of hazardous materials.

104.~~1011~~.1 Assistance from other agencies. The Ridgefield Police Department and other enforcement agencies shall have authority to render necessary assistance in the investigation of fires when requested to do so by the Fire Marshal or CCFR.

SECTION ~~109-111~~
BOARD OF APPEALS

Subsection ~~109111~~.1 Board of Appeals Established is hereby proposed to be amended by revising the text, as follows:

~~109111~~.1 Board of Appeals established. The CCFR Fire Code Board of Appeals, as outlined in Appendix A of this code, shall be utilized to determine the suitability of alternate methods or materials and types of

construction and to provide for reasonable interpretations of the provisions of this code. The Fire Marshal shall be an ex-officio member and shall act as secretary to the board. All decisions of the board shall be rendered to writing and presented to the City of Ridgefield with duplicate copies to the appellant and the Fire Chief of CCFR.

SECTION ~~110~~ 112
VIOLATIONS

Subsection ~~110~~ 112.4 Violation penalties is hereby proposed to be amended by revising the text, as follows:

112.4 violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine and or imprisonment as outlined in City of Ridgefield Municipal Code Section 1.12.010. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Fines shall be paid to the City of Ridgefield.

SECTION ~~112~~ 113
STOP WORK ORDER

Subsection ~~112~~ 113.4 Failure to comply is hereby proposed to be amended by revising the text, as follows:

113.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine ~~of not less than \$100.00 dollars or more than \$500.00 dollars~~ in the amount adopted in the master fee schedule.

CHAPTER 11
CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS

SECTION 1103
FIRE SAFETY REQUIREMENTS FOR EXISTING BUILDINGS

Subsection 1103.5.3 Group I-2, Condition 2 is hereby proposed to be amended by revising the text, as follows:

1103.5.3 Group I-2, Condition 2. In addition to the requirements of Section 1103.5.2, existing buildings of Group I-2, Condition 2 occupancy shall be equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1. The automatic sprinkler system shall be installed as established by the adopting ordinance on January 1, 2026.

CHAPTER 2
DEFINITIONS

SECTION 201
GENERAL

Subsection 201.5 CCFR Fire Marshal and the Fire Chief of CCFR is hereby proposed to be added as a new Subsection to Section 201 General, as follows:

201.5 CCFR Fire Marshal and the Fire Chief of CCFR. Unless specifically mentioned to the contrary, all references to the chief, chief of the department, chief engineer, fire code official or fire marshal shall mean the CCFR Fire Marshal or the Fire Chief of the CCFR or designee. Unless specifically mentioned to the contrary, all references to the fire department, department of fire prevention or fire prevention bureau shall mean the CCFR Fire Prevention Bureau or CCFR

CHAPTER 3
GENERAL REQUIREMENTS

SECTION 307
OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES

Subsection 307.1.1 Prohibited Open Burning, is hereby proposed to be amended by revising the text, as follows:

307.1.1 Prohibited open burning. Open burning shall be prohibited in the City of Ridgefield by Chapter 173-425 WAC, as regulated by the Southwest Clean Air Agency.

SECTION 319
MOBILE FOOD PREPARATION VEHICLES

Subsection 319.11 Operational Requirements, is hereby proposed to be added by including the text, as follows:

319.11. Operational Requirements: Any vendor engaging in mobile food vending shall comply with the following requirements:

319.11.1. Provide appropriate waste receptacles at the site of the unit and remove all litter, debris and other waste attributable to the vendor on a daily basis.

319.11.2. Unit shall not be parked, situated or operated in a manner that restricts or blocks emergency vehicle access roadways, access to fire hydrants or fire protection equipment.

319.11.3. Comply with the City of Ridgefield Noise Ordinance, Sign Ordinance and any other applicable ordinances.

319.11.4. Electrical systems shall comply with city and state ordinances and codes.

319.11.5. Mobile food vending units shall have a minimum clearance of 10 feet from other vending units, fire hydrants, buildings, structures and combustible materials.

319.11.6. When a fuel source other than LPG is used, it shall be installed and maintained in accordance with the Fire Code and any other applicable code. Use of fuels other than LPG shall be subject to the approval of the Fire Marshal and CCFR.

319.11.6.1. Solid fuel shall not be stored within 3 feet of any heat producing device, cooking appliance, vent, flammable liquids or ignition sources. Ash, cinders and other fire debris shall be removed from the firebox or cooking appliance at regular intervals and shall be placed in a closed metal container at least 3 feet from cooking appliances and combustibles.

SECTION ~~320~~324
FIRE DEPARTMENT STANDARDS

Subsection ~~320~~324 Fire department standards, is hereby proposed to be added by including the text, as follows:

~~320~~324.1 Fire department standards. The Fire Marshal and CCFR may adopt fire department standards as needed to detail specific requirements of this code.

CHAPTER 5
FIRE SERVICE FEATURES
SECTION 503
FIRE APPARATUS ACCESS ROADS

Subsection 503 Fire Apparatus Access Roads is hereby proposed to be added by including the text, as follows:

503.1 Where required. Fire apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.3.

503.1.1 Buildings and facilities. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Exceptions:

1. The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where any of the following conditions occur:

1.1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.

1.2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.

1.3. There are not more than two Group R-3 or Group U occupancies.

2. Where approved by the fire code official, fire apparatus access roads shall be permitted to be exempted or modified for solar photovoltaic power generation facilities.

503.1.2 Additional access. The fire code official is authorized to require more than one fire apparatus access road based on the potential for impairment of a single road by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.

Subsections 503.1.3 High-piled storage. Fire department vehicle access to buildings used for high-piled combustible storage shall comply with the applicable provisions of Chapter 32.

Subsections 503.1.4 New Construction - Subdivisions and 503.1.4.1 Fire Lanes - Enforcement are hereby proposed to be added as new Subsections to Section 503 Fire Apparatus Access Roads, as follows:

503.1.4 New construction - Subdivisions. The Fire Marshal and CCFR are empowered to designate fire lanes in all new construction. Unmarked areas within fifteen (15) feet of a fire hydrant or fire department connection (FDC) shall automatically be considered a fire lane.

503.1.4.1 Fire lanes - Enforcement. The Ridgefield Police Department and other enforcement agencies shall have authority to enforce the no parking provisions in marked fire lanes, the fine for which will be \$101 for each violation. If a fire lane is completely blocked to the passage of fire apparatus by an unlawfully parked vehicle, the Ridgefield police department is authorized to impound the blocking vehicle at the owner's expense pursuant to Title 10 of the Ridgefield Municipal Code. The Ridgefield police department is also authorized to levy a fine as set by the city council of the City of Ridgefield for each violation.

503.2 Specifications. Fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

503.2.1 Dimensions. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

Exception: Driveways/Flag Lots serving no more than two R-3 Dwellings may have a roadway with an unobstructed width of 15 feet, with two 2-foot 6 inch shoulders on each side. Shoulders shall be constructed of gravel or other material capable of supporting fire apparatus.

503.2.2 Authority. The fire code official shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction.

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide allweather driving capabilities.

503.2.4 Turning radius. The required turning radius of a fire apparatus access road shall be determined by the fire code official.

503.2.5 Dead ends. Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus.

503.2.6 Bridges and elevated surfaces. Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with AASHTO HB-17. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges where required by the fire code official. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces that are not designed for such use, approved barriers, approved signs or both shall be installed and maintained where required by the fire code official.

503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus.

503.2.8 Angles of approach and departure. The angles of approach and departure for fire apparatus access roads shall be within the limits established by the fire code official based on the fire department's apparatus.

503.3 Marking. Where required by the fire code official, approved signs or other approved notices or markings that include the words "NO PARKING—FIRE LANE" shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

503.4 Obstruction of fire apparatus access roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Sections 503.2.1 and 503.2.2 shall be maintained at all times.

503.4.1 Traffic calming devices. Traffic calming devices shall be prohibited unless approved by the fire code official.

503.5 Required gates or barricades. The fire code official is authorized to require the installation and maintenance of gates or other approved barricades across fire apparatus access roads, trails or other accessways, not including public streets, alleys or highways. Electric gate operators, where provided, shall be listed in accordance with UL 325. Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

503.5.1 Secured gates and barricades. Where required, gates and barricades shall be secured in an approved manner. Roads, trails and other accessways that have been closed and obstructed in the manner

[prescribed by Section 503.5 shall not be trespassed on or used unless authorized by the owner and the fire code official. Exception: The restriction on use shall not apply to public officers acting within the scope of duty.](#)

Subsection 503.5.2 Gates - Entrances to Roads, Trails or Other Access Ways is hereby proposed to be added as a new Subsection to Section 503 Fire Apparatus Access Roads, as follows:

503.5.2 Gates Entrances to roads, trails or other access ways. Entrances to roads, trails or other access ways which have been closed with gates and barriers in accordance with Section 503.5 shall not be obstructed by parked vehicles.

Subsections 503.7 Gates Obstructing Fire Apparatus Access and 503.7.1 Plans for Gates hereby proposed to be added as new Subsections to Section 503 Fire Apparatus Access Roads, as follows:

503.7 Gates obstructing fire apparatus access. All gates hereafter constructed and all existing gates that obstruct required fire apparatus access roads shall be subject to the approval of the Fire Marshal and CCFR.

503.7.1 Plans for gates. Plans for gates that will obstruct fire apparatus access roads shall be submitted to and approved by the Fire Marshal and CCFR prior to their installation.

SECTION 505 PREMISES IDENTIFICATION

Subsections 505.3 Complex or Facility Directory and Map, is hereby proposed to be added as new Subsection to Section 505 Premises Identification, as follows:

505.3 Complex or Facility Directory and Map: For all properties where more than two buildings exist, or otherwise required by the Fire Department, a map of the complex or facility shall be displayed at or near each entrance from the public street or roadway to serve as a directory to assist in the rapid and safe response of emergency vehicles to locations within the complex or facility. The complex or facility map shall clearly show and identify all buildings on the property, including the primary services or functions within each building, all roadways, all access points to the facility from the public streets or roadways, all emergency vehicle access points, fire hydrant(s), fire department connection(s), fire alarm panel location(s), significant life safety hazards, pre-designated helicopter landing areas, and all other specific details as may be required by the Fire Department. This requirement does not apply to properties which are primarily used for residential single family, duplex or triplex dwellings.

SECTION 506 KEY BOXES

Subsection 506.1 Where Required is hereby proposed to be amended by revising the text, as follows:

506.1 Where required. Unless specifically exempted by the Fire Chief of CCFR all buildings [equipped with an automatic fire sprinkler system, a fire alarm system or other fire protection system](#), except those containing Group R Division 3 (one and two-family dwellings); Group U; Group S Division 2 (parking garages), and; individual guest rooms or dwellings in Group R Division 1 occupancies hereinafter constructed shall be provided with a security key box commonly keyed and located on the building as approved by the Fire Chief of CCFR or designee. Two complete sets of access keys for the locks on the building, fire alarm control panel (if applicable), and sprinkler system control valves shall be separately identified and placed in the security key box.

Subsection 506.1.1 Gates - Security Key Boxes is hereby proposed to be amended by revising the text, as follows:

506.1.1 Gates Security key boxes. Gate access devices and padlocks required by sections 503.5-503.7 and this section shall be of a type and a common key as approved by the Fire Marshal and CCFR. Such boxes

shall be located immediately adjacent to the gate in a location that is readily visible and accessible from either side of the gate.

SECTION 507
FIRE PROTECTION WATER SUPPLIES

Subsection 507.3 Fire Flow is hereby proposed to be amended by revising the text, as follows:

507.3 Fire flow. Fire flow requirements shall be determined by the Fire Marshal and CCFR. The required number of hydrants shall be determined as prescribed in Appendix B and Appendix C, IFC [2018-2021](#) Edition.

Subsection 507.3.1 Storz Adaptors is hereby proposed to be added as new Subsection to Section 507 Fire Protection Water Supplies, as follows:

507.3.1 Storz adaptors. Fire hydrants shall be provided with appropriate 5 inch "Storz" type adapters for the pumper connection unless this provision is waived by the Fire Marshal and/or the Fire Chief of CCFR.

Subsections 507.5.1 Where Required, is hereby proposed to be amended by revising the text, as follows: Subsection 507.5.1.2 Fire Hydrants Not Included in Spacing Calculations, is hereby proposed to be added as a new Subsection to Section 507 Fire Protection Water Supplies, as follows:

507.5.1.3 Fire hydrants not included in spacing calculations. Fire hydrants more than 15 feet from an approved access road or fire lane that serves the building in question, shall not be counted in any calculation of fire hydrant spacing. On-site fire hydrants and water supplies on adjacent properties shall not be considered available, unless accessible by fire apparatus on an approved access road. Fire hydrants located on the opposite side of a roadway shall not be considered in the fire hydrant placement calculations unless specifically approved by the Fire Marshal or CCFR.

CHAPTER 9
FIRE PROTECTION SYSTEMS

SECTION 901
GENERAL

Subsections 901.3.1 Approval by Fire Marshal, 901.3.1.1 Fire Sprinkler Plan Requirements, 901.3.1.2 Building Permits Issued Contingent Upon Installation of Sprinkler System, 901.3.1.2.1 Fire sprinkler permit issuance required prior to framing inspection and 901.3.1.3 Testing of Sprinkler System Required are hereby proposed to be added as new Subsections to Section 901 General, as follows:

901.3.1 Approval by fire marshal. No automatic fire sprinkler system required or allowed by this chapter shall be installed without prior approval of the plans for installation, testing and maintenance of the system by the Fire Marshal or his designee.

901.3.1.1 Fire sprinkler plan requirements. All fire sprinkler plans submitted for review by the Fire Marshal shall bear a review certification in accordance with Fire Marshal written standards and as per WAC 212-80 State Fire Marshal Requirements. Submitted plans shall be accompanied by sufficient necessary documentation to verify compliance with WAC 212-80-130.

901.3.1.2 Building permits issued contingent upon installation of sprinkler system. Building permits shall be issued contingent upon the installation of a sprinkler system in accordance with these standards.

901.3.1.2.1 Fire sprinkler permit issuance required prior to framing inspection. A permit for the installation of an automatic sprinkler system shall be obtained prior to the framing inspection.

901.3.1.3 Testing of sprinkler system required. No residential construction for which an automatic fire sprinkler system is allowed or required by this chapter shall be occupied until testing of the automatic fire sprinkler system has been approved by the Fire Marshal or his designee.

SECTION 902
DEFINITIONS

Subsection 902.1 Definitions is hereby proposed to be amended by revising the text and by including two additional definitions, as follows:

902.1 Definitions. The following words and terms shall, for the purposes of this chapter and as used elsewhere in this code, have the meanings shown herein. The following terms, phrases and words shall be included as part of Chapter 9 of the [2018-2021](#) International Fire Code.

ADDITION. An extension in floor area or height of a building or structure.

SECTION 903
AUTOMATIC SPRINKLER SYSTEMS

Subsection 903.2 Where Required is hereby proposed to be amended by revising the text, as follows:

903.2 Where required. In all new buildings and structures described in Sections 903.2.1 through 903.2.2; and all new buildings containing a total floor area, [gross](#), above or below grade, [exceeding](#) 5,000 square feet [or greater](#); and additions that result in a total building area of 5,000 square feet or greater; and in all conversions when the occupancy class of the converted building ([5,000 square feet or greater](#)) moves to a higher classification based on the adopted edition of the Washington State Building Code. This requirement shall not apply to covered play areas or similar open structures where no equipment is stored.

Subsection 903.2.11.3 Buildings Greater than Two Stories in Height is hereby proposed to be amended by revising the text, as follows:

903.2.11.3 Buildings Greater than Two Stories in Height. All buildings greater than two stories in height [or over 35 feet in height](#) shall have installed an automatic fire sprinkler system.

Subsections 903.2.13 Occupancies Where Persons with Reduced Abilities are Housed, 903.2.13.1 Applicability are hereby proposed to be added as new Subsections to Section 903 Automatic Sprinkler Systems, as follows:

903.2.13 Occupancies where persons with reduced abilities are housed. Sprinkler systems are required in all occupancies where persons with reduced ambulatory abilities are housed on a commercial basis.

903.2.13.1 Applicability. This section applies to elder care facilities, boarding houses for the handicapped and other enterprises where persons with reduced mobility are commercially housed.

Subsection 903.2.14 Occupancies with Substandard Fire Flow or Access is hereby proposed to be added as a new Subsection to Section 903 Automatic Sprinkler Systems, as follows:

903.2.14 Occupancies with substandard fire flow or access. Automatic fire sprinkler systems shall be required in all occupancies with substandard fire flow or access such as flag-lots, substandard road widths, private bridges, private roads and roads of [1210](#)% grade or greater.

SECTION 912
FIRE DEPARTMENT CONNECTIONS

Subsections 912.2.1.1 Location Outside of Collapse Zone, 912.2.3 Hydrant Required and 912.2.3.1 Area Not to be Blocked are hereby proposed to be added as new Subsections to Section 912 Fire Department Connections, as follows:

912.2.1.1 Location outside of collapse zone. The fire department connection shall be located remote from the building and outside of the building collapse zone whenever practical, as determined by the Fire Marshal. This area should be clearly marked "FIRE LANE NO PARKING".

912.2.3 Hydrant required. A fire hydrant shall be located within 150 feet, when practicable as determined by the Fire Marshal, of all required and approved fire department connections unless specifically exempted by the Fire Marshal or CCFR.

CHAPTER 11

CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS

SECTION 1103

FIRE SAFETY REQUIREMENTS FOR EXISTING BUILDINGS

Subsection 1103.5.3 Group I-2, Condition 2 is hereby proposed to be amended by revising the text, as follows:

1103.5.3 Group I-2, Condition 2. In addition to the requirements of Section 1103.5.2, existing buildings of Group I-2, Condition 2 occupancy shall be equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1. The automatic sprinkler system shall be installed as established by the adopting ordinance on January 1, 2026.

CHAPTER 36 MARINAS

Chapter 36, Marinas, is replaced in its entirety by the following:

SECTION 3601 GENERAL

3601.1 Scope. Marina facilities shall be in accordance with this chapter.

3601.1.1 Plans and approvals. Plans for marina fire-protection facilities shall be approved prior to installation. The work shall be subject to final inspection and approval after installation.

3601.1.2 Permits. Permits are required to use open-flame devices for maintenance or repair on vessels, floats, piers or wharves.

SECTION 3602 DEFINITIONS

3602.1 Definitions. For the purpose of this section, certain terms shall be defined as follows:

BERTH. An open (uncovered) waterside area defined by floats for the wet storage of a boat.

BOATHOUSE. A covered floating structure used primarily for the wet or dry storage of a boat.

FLOAT. A floating structure normally used as a point of transfer for passengers and goods, or both, which may be used for mooring purposes and may consist of, but shall not be limited to one or more of the following types:

1. Finger Float. Typically connected to a main or collector float (walkway) providing direct access to a vessel and may be used to define a berth:
2. Main Float (Walkway). Typically connected to a collector float (walkway) or the shore providing direct access to one or more finger floats, berths, or vessels; and,
3. Collector Float (Walkway). Connecting and providing direct access between two or more main floats (walkways).

GANGWAY. A variable slope[d] structure intended to provide pedestrian access between a fixed pier or shore and a floating structure.

MARINA. Any portion of the ocean or inland water, either naturally or artificially protected, for the mooring, servicing or safety of vessels and shall include artificially protected works, the public or private lands ashore, and structure or facilities provided within the enclosed body of water and ashore for the mooring or servicing of vessels or the servicing of their crews or passengers.

PIER. A structure built over the water, supported by pillars or piles, and used as a landing place, pleasure pavilion, or similar purpose.

VESSEL. A watercraft of any type, other than seaplanes on the water, used, or capable of being used as a means of transportation. Included in this definition are non-transportation vessels such as houseboats and boathouses and other vessels or floating structures that are otherwise open to the public.

WHARF. A structure or bulkhead constructed of wood, stone, concrete or similar building material at the shore of a harbor, lake, or river for vessels to lie alongside of, buildings to be built upon or piers or floats to be anchored to.

SECTION 3603 GENERAL PRECAUTIONS

3603.1 Combustible debris. Combustible debris and rubbish shall not be deposited or accumulated on land beneath marina structures, piers, or wharves.

3603.2 Sources of ignition. Open-flame devices used for lighting or decoration on the exterior of a vessel, float, pier, or wharf shall be approved by the chief.

3603.3 Flammable or combustible liquid spills. Spills of flammable or combustible liquids at or upon the water shall be reported immediately to the fire department or jurisdictional authorities.

3603.4 Rubbish containers. Containers with tight-fitting or self-closing lids shall be provided for the temporary storage of combustible trash or rubbish.

3603.5 Electrical equipment. Electrical equipment shall be installed and used in accordance with the Electrical Code as required for wet, damp, and hazardous locations.

SECTION 3604 FIRE PROTECTION

3604.1 General. Piers, wharves or floats with facilities for mooring or servicing five or more vessels, and marine motor vehicle fuel-dispensing stations existing either currently or hereafter shall be equipped with fire protection equipment in accordance with this section.

3604.2 Standpipes. Piers and wharfs shall be provided with fire protection in accordance with NFPA 303. Portions of floats more than 250 feet (76,200 mm) from approved fire apparatus access and marine motor vehicle fuel-dispensing stations shall be provided with an approved Class II automatic wet standpipe system installed in accordance with the provisions of Section 905 and this section. Standpipes providing protection for houseboats, vessels containing commercial occupancies or otherwise open to the public, boathouses utilizing combustible construction, marine motor fuel dispensing stations or other commercial occupancies shall be Class III. Other standpipes shall be Class II.

3604.2.1 Standpipe spacing. Standpipe hose connections shall be spaced along the length of floats such that the maximum travel distance from a standpipe connection to any portion of a float shall not exceed one hundred (100) feet. Each standpipe hose connection shall be provided with a riser assembly consisting of a 2-½ inch I.D. noncorroding metal gate valve, appropriate piping material, a 2-½ inch hose connection and a removal 2-½ inch x 1-½ inch hose connection reducer.

3604.2.2 Hose stations. Hose stations shall be provided at each standpipe connection and otherwise spaced to provide protection to any portion of floats or floating vessels. Hoses shall be mounted on a reel or

rack and enclosed within an approved cabinet. Hose stations shall be labeled "FIRE HOSE-EMERGENCY USE ONLY". Equipment shall be approved by the chief.

3604.2.3 Fire department connections. At the shore end, the waterline shall be equipped with not less than a two-way 2-½ inch (63.5 mm) fire department inlet connection located not more than one hundred (100) feet from a fire hydrant capable of providing the required fire flow.

3604.2.4 Areas subject to freezing. Portion of waterlines subject to freezing temperatures shall be adequately protected against freezing in a manner acceptable to the fire marshal.

3604.2.5 Identification of standpipe outlets. Standpipe hose connection locations shall be clearly identified by a flag or other approved means designed to be readily visible from the pier accessing the float system.

3604.3 Fire extinguishers. One fire extinguisher having a minimum rating of 2A, 20-B:C, shall be provided at each required hose station. Additional fire appliances shall be installed and maintained as required by the fire marshal.

SECTION 3605 ACCESS AND WATER SUPPLY

3605.1 General. All portions of marinas shall be provided with fire apparatus access roads and water-supply systems with on-site fire hydrants. Such roads and water systems shall be provided and maintained in accordance with Sections 503.2, 508 and this section.

3605.2 Fire department access. Approved fire department access shall be provided to all portions of marinas.

3605.3 Fire apparatus access. Fire apparatus access roads shall be provided to the point of shore connection to all piers, wharves, gangways or floats providing access to or connecting any portion of a marina to the shore.

3605.4 Obstructions to fire department access. Where gates are installed that obstruct fire department access to any portion of a marina, such gates shall be openable such that required access widths are not obstructed. Gates may be provided with a key, card or automatic locking device provided that a security keybox of type and common key approved by the chief of Clark County Fire & Rescue District containing keys, cards or other approved operating mechanisms is posted immediately next to the gate.

3605.5 Required fire flow. The minimum fire flow required for marinas shall be 1,000 gallons per minute delivered at 20 psi residual pressure for two hours' duration. Fire flow for marina structures other than piers, wharves and private vessels not open to the public shall be in accordance with Appendix B.

SECTION 3606 CONSTRUCTION

3606.1 General. All floats and gangways hereafter constructed, modified, located, relocated or attached to any marina facility shall be in accordance with this section.

3606.2 Personnel access/egress. All floats shall have direct access to an exit gangway constructed in accordance with this section. Floats which are more than 750 feet in length from approved fire apparatus access that provide access to houseboats or similarly inhabited vessels or commercial occupancies shall be provided with a minimum of two exit gangways separated by the maximum distance possible to minimize the possibility of more than one gangway becoming inaccessible. Where doors, gates or similar obstructions are placed across floats or exit gangways such gates shall be easily openable in the direction of egress without the use of a key or any special knowledge or effort.

3606.2.1 Structures or vessels containing commercial occupancies. Structures or vessels containing commercial occupancies shall be provided with exits in accordance with the building code for similar

occupancies located on shore. Gangways connecting required exits from vessels to portions of marinas shall be in accordance with this section.

3606.2.2 Maximum length. The maximum length between approved fire apparatus access and the nearest point of any marina structure including floats shall not exceed 1,000 feet.

3606.2.3 Minimum width - Floats. Floats (walkways) shall have a minimum unobstructed width of six (6) feet, except for finger floats, which may be three (3) feet in width. A two- (2) foot wide walk shall be provided on at least one side of all houseboats.

3606.2.4 Minimum width - Gangways. Gangways shall have a minimum unobstructed width of five (5) feet when a single gangway is required and four (4) feet when more than one gangway is required. Gangways shall be provided with guardrails and handrails as required by the building code. Intermediate landings shall not be required for gangways.

Exception: Gangways serving an occupant load less than ten (10) and gangways serving only recreational boat launching and transient tie-up facilities need not be more than four (4) feet in width.

3606.3 Vessel and occupancy separations. All houseboats or similarly occupied vessels and attached covered boatwells, commercial occupancies and vessels containing commercial occupancies newly placed, moored, moved, relocated, constructed or substantially remodeled or modified to the extent that the value of the new construction exceeds sixty percent (60%) of the structure's original value, within a marina shall be separated from other vessels or occupancies in accordance with this section.

3606.3.1 Houseboats (Floating Homes) - Distance between. Houseboats and attached covered boatwells and similarly occupied vessels shall be separated from other vessels, boathouses or occupancies by a distance of not less than ten (10) feet as measured between the nearest vertical exterior wall surface, nor less than eight (8) feet between the furthest roof projection. Separation distances may be reduced to six (6) feet between exterior wall surfaces and four (4) feet between roof projections when one of the following is provided:

1. An approved sprinkler system is installed in the houseboat(s).
2. Exterior facing walls of the houseboat(s) are of one-hour fire resistive construction with openings protected in accordance with the building code.

3606.3.2 Boatwells Occupancy separation. Covered boatwells attached to houseboats or similarly occupied vessels shall be separated from the houseboat or other vessel by one-hour fire resistive construction on the exterior sides of walls facing the boatwell.

3606.3.3 Other uses and occupancies. Occupancies or vessels containing occupancies shall otherwise be provided with separations from other occupancies, vessels or vessels containing occupancies consistent with the building code for similar uses located on shore.

SECTION 3607 TRANSMISSION OF ALARMS

3607.1 General. Means shall be available for the immediate notification of the fire department.

SECTION 3608 MARINE MOTOR VEHICLE FUEL-DISPENSING STATIONS

3608.1 Fuel-dispensing. Marine motor vehicle fuel-dispensing stations shall be in accordance with Chapter 23.

SECTION 3609 IDENTIFICATION

3609.1 General. Access to all portions of marinas existing either currently or hereafter shall be clearly identified in accordance with this section.

3609.2 Signs. Signs required by this section shall be approved by the chief of Fire & Rescue District prior to installation, shall be durable, weather resistant and of sufficient size and color as to be readily discernible by emergency responders. Unless otherwise approved, letters and numbers on signs required by this section shall be a minimum of six (6) inches in height and a three-quarter ($\frac{3}{4}$) inch stroke on a contrasting background. Larger signs may be required when necessary to clearly identify portions of the marinas for emergency responders.

3609.3 Site identification. All marinas shall be identified by name and address from the street on which they front by signs or other approved means posted at or near the point of emergency vehicle access. A sign containing a map identifying marina piers, wharves, floats structures and facilities and their locations shall be posted at the marina entrance.

3609.4 Gangway/access identification. The head of each gangway or other structure providing access to marina structures shall be provided with a sign containing a map of the portions of the marina served by the gangway clearly indicating the floats, walkways, public occupancies or other portions of the marina accessible by the specific gangway or other access structure.

3609.5 Float identification. Main floats throughout the marina shall be clearly identified using an alpha-numeric process or other method approved by the chief of Fire & Rescue District. Such identification shall be by signs posted where the main float connects to a collector float, on marina structures or other approved areas that are clearly visible and legible from the fire apparatus access point and/or where otherwise necessary to clearly identify and indicate travel paths. Additional signs may be required to clearly identify the access to floats.

CHAPTER 56 EXPLOSIVES AND FIREWORKS

SECTION 5601 GENERAL

Subsection 5601.2.3.1 Manufacture Prohibited is hereby proposed to be added as new Subsection to Section 5601 General, as follows:

5601.2.3.1 Manufacture prohibited. The manufacture of explosives or explosive material shall be prohibited within the City of Ridgefield.

CHAPTER 57 FLAMMABLE AND COMBUSTIBLE LIQUIDS

SECTION 5704 STORAGE

Subsection 5704.2.9.6.1 Locations Where Above-Ground Tanks are Prohibited is hereby proposed to be amended by revising the text and by adding two Exemptions as enumerated by the number's 1 & 2, as follows:

5704.2.9.6.1 Locations where above-ground tanks are prohibited. The storage of Class I and Class II liquids in aboveground tanks outside of buildings is prohibited within the City of Ridgefield.

Exceptions:

- (1) Aboveground storage of motor fuels for dispensing into the fuel tanks of motor vehicles and boats at a marina shall be in accordance with Section 3608

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- (2) Storage as authorized by Section 5706.2., Storage and dispensing of flammable and combustible liquids on farms and construction sites.

CHAPTER 58
FLAMMABLE GASES AND FLAMMABLE CRYOGENIC FLUIDS

SECTION 5806
LIMITATIONS

Subsection 5806.2 Limitations is hereby proposed to be amended by revising the text, as follows:

5806.2 Limitations. Storage of flammable cryogenic fluids in stationary containers outside of buildings in the City of Ridgefield is prohibited within the city Limits, except as approved by the Fire Marshal.

CHAPTER 61
LIQUID PETROLEUM GASES

SECTION 6104
LOCATION OF CONTAINERS

Subsection 6104.2 Maximum Capacity Within Established Limits is hereby proposed to be amended by revising the text, as follows:

6104.2 Maximum capacity within established limits. Within the limits established by law restricting the storage of liquefied petroleum gas within the City of Ridgefield, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons (7,570 L).

[APPENDIX D](#)

[FIRE APPARATUS ACCESS ROADS](#)

[SECTION D103.6.3](#)

[SPACING BETWEEN SIGNS](#)

[Subsection D103.6.3 Spacing Between Signs is hereby proposed to be added as follows:](#)

[D103.6.3 Spacing Between Signs. When required by this code, “No Parking – Fire Lane” signs shall be spaced no further than 100 feet between signs.](#)

[SECTION D107](#)

[ONE-OR-TWO FAMILY RESIDENTIAL DEVELOPMENTS](#)

[SECTION D107.1](#)

[ONE-OR TWO-FAMILY DWELLING RESIDENTIAL DEVELOPMENTS](#)

[Subsection D107.1 One-or Two-Family Dwelling Residential Developments is hereby proposed to be amended by the following:](#)

[D107.1 One- or Two-Family Dwelling Residential Development. Developments of one-or two-family dwellings where the number of dwelling units exceeds 30 where there is only one approved fire apparatus access road, shall be provided with the following approved fire access and fire protection requirements.](#)

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1. [31 to 60 dwelling units shall be provided with a minimum of one approved fire apparatus access road and shall be equipped throughout with an approved automatic fire sprinkler system in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3, access from two directions shall not be required.](#)
 2. [61 to 99 dwelling units shall be provided with a minimum of one approved fire apparatus access road, one emergency access road meeting section D103.5 \(Gates\) and D107.2 \(Remoteness\), and shall be equipped throughout with an approved automatic fire sprinkler system in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3](#)
 3. [100 or more dwelling units shall have two approved fire apparatus access roads meeting all requirements of Appendix D and shall meet section D107.2 \(Remoteness\).](#)

(Ord. No. 1209, § 2(Exh. A), 5-26-2016; Ord. No. 1260, § 2(Exh. A), 4-26-2018; Ord. No. 1266, § 2(Exh. A), 9-13-2018; Ord. No. 1344, § 2(Exh. A), 6-10-2021)

14.03.060 Documents to be filed and available for public inspection.

The codes, appendices, and standards set forth in this chapter shall be filed with the city clerk and a copy made available for use and examination by the public, pursuant to RCW 35A.12.140.

(Ord. No. 1209, § 2(Exh. A), 5-26-2016)

14.03.070 Severability.

If any provision of this code or its application to any person or circumstance is held invalid, the remainder of the code or its application of the provision to other persons or circumstances is not affected.

(Ord. No. 1209, § 2(Exh. A), 5-26-2016)

14.03.080 Repealer.

All ordinances or resolutions, or parts of ordinances or resolutions, in conflict with this chapter are repealed.

(Ord. No. 1209, § 2(Exh. A), 5-26-2016)

14.03.090 Effective date.

This chapter shall go into effect five calendar days after adoption and publication pursuant to law.

(Ord. No. 1209, § 2(Exh. A), 5-26-2016)

Chapter 14.24 BUILDING CODE—FIRE ZONE REGULATIONS

Sections:

14.24.010 Fire zone—Area.

All of those certain tracts, parcels or lots of land being in the town and described as follows shall be deemed the fire zone of the town; the tracts being more particularly described as follows:

Beginning at the intersection of the east line of the right-of-way of the Northern Pacific Railroad and the centerline of Mill Street; thence south along the east line of said Northern Pacific Railroad right-of-way to the intersection of Sargent Street produced; thence east along said Sargent Street produced and Sargent Street to the centerline of Fourth Street; thence north along said centerline of Fourth Street to Mill Street; thence west along the centerline of Mill Street to the place of beginning and also the property abutting on Main Street with its intersection with Mill Street north to its intersection with Mill Street north to its intersection with Division Street.

(Ord. 956 § 3 (part), 2007; Ord. 146 § 12, 1948).

Chapter 14.32 BUILDING CODE—AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI) GREEN BUILDING CERTIFICATION

14.32.010 Purpose.

Ridgefield's Green Building Program encourages new homes to be built to high levels of energy efficiency, conserve and use less water, and use healthier materials in the construction. The program uses any green building program that has been certified by the American National Standards Institute (ANSI), as amended, and third party verification, to verify the homes achieve the required standards as contained in the certified green building program.

(Ord. No. 1254, Exh. 1, 12-7-2017)

14.32.020 Adoption.

The city adopts, by reference, the current edition of the National Green Building Standard (NGBS) as its green building reference standard. Any green building program that meets the ANSI requirements will, at the time of ANSI certification, also be adopted by reference. This standard is to be used by builders on a voluntary basis and compliance with this standard shall not be construed as creating any mandatory obligation.

(Ord. No. 1254, Exh. 1, 12-7-2017)

14.32.030 Rebate.

Applicants that choose to develop under the NGBS requirements, or any other green building program certified by ANSI, will receive a ten percent rebate of building permitting fees for residential building permit applications for the structure utilizing the standard. An additional rebate of ten percent of building permitting fees for residential permit applications shall issue for homes that incorporate the concept of visitability. For the purposes of this chapter visitability is defined as single family or multi-family dwelling that are designed in such a way that people with mobility challenges can live or visit the dwelling without extensive re-modeling required.

1. Rebates apply to residential building permitting fees, including plumbing and mechanical permits, only. Rebates do not include impact fees, system development charges or the Washington State surcharge.

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2. To receive a green building rebate applicants must provide the city with a certificate verifying third party review of the chosen green building program. The certificate must be submitted to the community development department and must be accompanied by a cover sheet indicating the building permit file number the certificate applies to, the address of the applicable structure, lot number, primary contact person, mailing address and phone number.
 - a. Rebates shall only be processed by check, credits toward future building permits will not be available.
 3. To receive a visitability rebate applicants must construct the residence with (a), (b), (c) and (d) below as verified by the city of Ridgefield building official or designee.
 - a. A no-step entry way connected to an accessible route to the driveway or sidewalk; and,
 - b. All doorways and hallways have a minimum clear width of thirty-six inches and lever handles instead of door knobs; and
 - c. Bathroom on the main floor with reinforced wall backing for secure attachment of grab bars and adequate space for a walker or wheelchair; and
 - d. Light switches, electrical outlets, thermostats and other environmental controls mounted no higher than forty-eight inches and no lower than eighteen inches above finished floor.

(Ord. No. 1254, Exh. 1, 12-7-2017)

Chapter 14.56 UTILITIES AND UTILITY POLES

Sections:

14.56.010 Public utility defined.

The words "public utility" as used in this chapter mean and include any person, firm or corporation, either public or private engaged in the business of furnishing electric light and power, telephone, telegraph, or television service to customers within the town, and which uses the streets and alleys and other public places of the town, whether by franchise or otherwise, for the erection and maintenance of poles and wires for the transmission of electric energy or of telephone or telegraph messages or television program.

(Ord. 163 § 1, 1952).

14.56.020 Pole erection—Conformance required.

Except as hereinafter provided it is unlawful for any public utility engaged in the business of furnishing electric light and power, telegraph and telephone or television service, to hereafter erect any poles in the town, except in conformity with the following regulations:

- A. Except as hereinafter provided or as may be prohibited by the laws of the state of Washington, including applicable regulations of the Department of Labor and Industries, all public utilities operating in the town, shall use jointly the same poles whenever such utilities occupy the same street or streets or alley or alleys, in the town or parts thereof;
- B. Poles between street intersections shall be erected at the property line whenever possible.

All new pole lines, particularly in new subdivisions, shall be erected in alleys or on private rights-of-way off streets wherever possible and practical;

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- C. Whenever the adequacy of service or safety of the public shall render it necessary or advisable, the town council by written permit, may allow the installation of separate pole structures on opposite sides of streets and avenues, and public utilities shall have the right to install guy stubs and anchors on opposite sides of such streets and avenues in conformity with the provisions of such written permit; provided, however, such written permit shall be granted only in cases where there is no other reasonable way to adequately maintain the stability of the pole structures or to avoid hazards to the general public.

(Ord. 163 § 2, 1952).

14.56.030 Applicability.

The provisions of this chapter shall apply to the erection, installation, maintenance and operation of all public utility poles, pole lines, circuits or conductors erected or installed from and after the effective date hereof, except replacement of damaged poles made necessary for public safety, and all other such facilities heretofore installed and in place as of the date hereof shall be made to conform to such provisions not later than January 1, 1961.

(Ord. 163 § 3, 1952).

14.56.040 Compliance required—Exceptions.

Where compliance with this chapter would compel any public utility engaged in the telephone or television business to jointly occupy with its lines any poles carrying electric power conductors energized at a voltage in excess of twelve thousand four hundred seventy volts alternating current between conductors, or seven thousand two hundred volts to neutral or ground, such company shall be permitted to construct and maintain a separate pole line on the opposite side of the street from that occupied, or to be occupied by such power poles. It is further provided that where poles are jointly occupied by power and telephone and/or telegraph lines the power voltage shall not exceed the limits above described except by expressed permission of the other joint users involved. Where, in accordance with the provisions of this section, a pole line or other structure is maintained separate and apart from pole lines supporting power lines, nothing in this chapter shall be construed to prohibit the occupancy of the telephone poles or other structures by local or exchange telephone facilities. The erection of poles on any new streets which may hereafter be established shall be in such locations as shall be determined by the street committee of the town council of the town.

(Ord. 163 § 4, 1952).

14.56.050 Readjustment—Compensation.

Whenever compliance with this chapter compels any public utility to attach its wires and facilities to poles owned by another utility or utilities, the owner or owners of such poles shall be entitled to just and reasonable compensation for their use by the new occupant, including the cost of resulting readjustment, if any, of existing facilities on such poles, such compensation and cost to be determined by agreement among the interested public utilities, if possible. Failure to reach such agreement shall not, however, postpone or delay the obligation of utilities affected to comply herewith, leaving the question of compensation to be adjudicated in such action or actions as the public utilities interested may institute for such purpose.

(Ord. 163 § 5, 1952).

14.56.060 Compliance.

Nothing in this chapter contained shall prevent any of the utilities affected thereby from compliance therewith in advance of the date fixed herein for such compliance.

(Ord. 163 § 6, 1952).

14.56.080 Consumer provided equipment—Requirements.

Consumer provided telephone equipment installed within the city of Ridgefield, must access the 911 emergency telephone system terminating at Clark Regional Communications Agency.

(Ord. 418, 1982).

Chapter 14.60 HOUSE NUMBERS

Sections:

14.60.010 Numbering plat.

All houses, residences and places of business within the city shall be numbered in accordance with Ridgefield Municipal Code Sections 12.08.110, et seq. All homes, buildings, residences and places of business hereafter constructed shall be assigned such number as the clerk of the city shall designate in the permit granted for such construction.

(Ord. 596 § 5, 1991; Ord. 145 § 1, 1948).

14.60.020 Display and visibility of numbers.

All homes, buildings, residences, and places of business shall prominently display the number assigned to them by the clerk of the city in accordance with Section 14.60.010 which number shall be not less than four inches in height, visible and legible from the city street and prominently displayed at a height from the ground that is readily seen from a motor vehicle.

(Ord. 535 § 1, 1989).

Chapter 14.72 PUBLIC WORKS CONSTRUCTION

Sections:

14.72.010 Reserved.

Editor's note(s)—Ord. No. 1352, § 2(Exh. A), adopted Nov. 4, 2021, repealed § 14.72.010, which pertained to standards adopted and derived from Ord. 347, § 1, adopted in 1975.

Chapter 14.84 MANUFACTURED HOUSING REGULATIONS

Sections:

14.84.010 General installation requirements for mobile homes.

- A. All mobile homes and factory-built homes shall be installed in compliance with the national manufactured housing procedural and enforcement regulations in subparts F and I of 24 C.F.R. Part 3282 adopted as of April 1, 1982, which are incorporated into this chapter by reference.
- B. A HUD-labeled mobile home or factory-built home shall be installed in compliance with the mobile home manufacturer's installation recommendations, provided that said recommendations must have been approved by HUD; provided further than in the event regulations of Washington State are greater than HUD regulations then Washington state regulations shall be primary. The manufacturer shall send two copies of its approved installation recommendations to the purchaser of the home. Copies shall be in the home and available at the time of inspection. A home not labeled by HUD may be installed in accordance with installation recommendations provided by a professional engineer or architect licensed in the state of Washington and in accordance with the regulations of the state of Washington.
- C. To the extent that the installation of a mobile home or factory-built home is not covered by a manufacturer's, engineer's or architect's recommendations, the home installation shall comply with the installation requirements set out in WAC 296-150B-225 through 296-150B-255 and local ordinances.
- D. No person, firm, partnership, corporation or other entity may install a mobile home or factory-built home unless he, she or it owns the home, is a licensed mobile or factory-built home dealer, or is a contractor under RCW Chapter 18.27.
- E. In those areas that are: (1) recognized as floodplains by the State Department of Ecology or the Federal Emergency Management Agency; or (2) hazardous because of the probability of earthquakes, ground slides, avalanches or high winds, the building official may set more restrictive requirements as are necessary to lessen the hazards.
- F. Manufactured Homes. A manufactured home shall be limited in use to the occupancy it was built to accommodate.
- G. Accessory Buildings. Accessory buildings shall be classified as to occupancy and construction as set forth in the Uniform Building Code and local ordinances.
- H. Property Regulations. Manufactured homes and accessory buildings shall be located on the property in accordance with all other applicable codes and ordinances of this jurisdiction.

(Ord. 647 § 1, 1994).

14.84.020 Installation permits and fees.

The owner or the installer of a mobile home or factory-built home must obtain an installation permit from the building department before he/she or it installs a mobile or factory-built home that will be used as a residence on a building site. A dealer shall not deliver a mobile or factory-built home to the building site until it has verified that the owner or installer has obtained an installation permit for the home. Installation permit procedures and permit fees are outlined as follows:

- A. Inspection fees for mobile homes or factory-built structures (with state tags) and all other portable structures shall ~~be one hundred and ten dollars per section or unit~~ be calculated per the adopted master fee schedule and shall be paid at the time of application for a permit.
- B. Fees for issuance of a permit for mobile homes or factory-built structures and all other portable structures shall be ~~thirty dollars which~~ calculated per the adopted master fee schedule and shall be paid at the time of application for the permit.

C. Permit issued will be for a foundation and attachment of the manufactured home to the foundation only which and will include water service.

(Ord. 647 § 2, 1994).

14.84.030 Inspections.

- A. The installer, under a legal installation permit, shall request an inspection after all aspects of the installation, other than installation of the foundation fascia, have been completed. The building inspector shall inspect the installation within five business days after receiving the request. If the initial inspection has not been completed within five business days, the tenant or owner may occupy the mobile home at their own risk. Occupancy before inspection does not imply approval.
- B. The building inspector shall approve the installation of a mobile home, and allow the mobile home to be occupied if the installation complies with the installation requirements of this chapter and the conditions of the installation permit.
- C. If the installation does not comply with the installation requirements of this chapter and the conditions of the installation permit, the building inspector shall provide the installer with a list of corrections that the installer must make. The list of corrections shall state a date by which the corrections must be completed. If the items that require correction do not endanger the immediate health or safety of the occupants, or substantially affect the habitability of the mobile home, the building inspector may permit the owner of the mobile home to occupy it.
- D. The building inspector shall only inspect the foundation and attachment of the mobile manufactured home to the foundation. The building inspector shall not inspect the home itself as -it is required to has been approved be approved by the Department of Labor and Industries before the placement of the home.

(Ord. 647 § 3, 1994).

14.84.040 Requirements of local jurisdiction.

Pursuant to the adoption of this chapter, the city will enforce these regulations governing the installation of mobile homes and factory-built homes.

(Ord. 647 § 4, 1994).

14.84.050 Water and sewer connection.

- A. All mobile homes or factory-built structures must connect to the city sanitary sewage system and the city water system at the time of their installation. Each connection shall be suitable for such purposes and shall comply with all applicable health codes and shall be designed to prohibit leakage of sewage from the connection. All workmanship and materials used by those persons seeking connection must be of a type and quality regularly used in connection with similar sewage and water lines and shall be consistent with all applicable codes and health regulations. Prior to connection to the city water or sewerage system, the superintendent of public works shall inspect and approve the sewage line, including the design, workmanship and material to the sewage and water line.
- B. System development charges for all new connections to the city water system and the city sanitary sewage system for mobile homes and factory-built homes shall be in the amount as set forth in Chapter 13.08 for residence and shall be paid at the time of application for an installation permit.

(Ord. 647 § 5, 1994).

14.84.060 Building site preparation.

A mobile home or factory-built home may not be installed at a building site unless the ground at the site has adequate compaction and load bearing ability to meet the support requirements of WAC 296-150B-230. The installer, or if the building site is in a mobile home park, the park owner, must ensure that the ground on which a mobile or factory-built home is to be installed has been improved as necessary to provide a proper base for the home, and that the area beneath the home has adequate drainage.

(Ord. 647 § 6, 1994).

14.84.070 Foundation system footings.

- A. Footings shall be constructed of:
 - 1. Solid concrete or an approved alternate that is at least three and one-half inches thick by sixteen inches square; or
 - 2. Two eight inch by sixteen inch by four inch solid concrete blocks that are laid with their joint parallel to the main frame longitudinal member.
- B. Footings shall be:
 - 1. Evenly bedded and level;
 - 2. Placed on firm, undisturbed or compacted soil that is free of organic material;
 - 3. Centered in a line directly under the main frame longitudinal members on both sides of a mobile home; and
 - 4. Spaced not more than eight feet apart, and not more than two feet from the ends of the main frame. A closer spacing may be required, depending on the load bearing capacity of the soil.
- C. A mobile home or factory-built home with more than one section must have centerline blocking at end walls and at any other part of connection of the sections of the mobile home that are a ridge beam bearing support. Blocking is also required at both ends of a door opening that is six feet or more wide in an exterior wall.
- D. If a mobile or factory-built home requires footings on its exterior perimeter, the footings shall be installed below the frost line. Footings for the main frame longitudinal members must be recessed only if frost heave is likely to occur.
- E. Footings shall be constructed so that seventy-five percent of the area under the mobile home has at least eighteen inches clearance between the main chassis members and the ground level. The area beneath furnace crossovers and fireplaces, however, must always have at least eighteen inches clearance. At no point under the mobile home shall the clearance be less than twelve inches.

(Ord. 647 § 7, 1994).

14.84.080 Foundation system piers.

An installer must build and position piers and load bearing supports or devices to distribute the required loads evenly. An installer may use manufactured piers or load bearing supports or devices that are listed and approved for the intended use, or may build piers that comply with the following requirements. All blocks must be concrete blocks.

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- A. A pier may be made of a single stack of eight inch by sixteen inch blocks if the blocks are not stacked more than three blocks high. A pier made of a single stack of blocks shall be installed at a right angle to the main frame longitudinal member, and shall be capped with no more than 2 two inch by eight inch by sixteen inch wood blocks or one four inch by eight inch by sixteen inch concrete block.
 - B. A pier may be made of a double stack of eight inch by sixteen inch blocks if the blocks are not stacked more than five blocks high. Each row of blocks in such a pier shall be stacked at right angles to the abutting rows of blocks. A wood block must be of hem-fir, Douglas fir or spruce pine fir. The pier shall be capped with 2 two inch by eight inch by sixteen inch wood or concrete blocks. The pier shall be installed so that the joint between the cap blocks is at right angles to the main frame longitudinal member.
 - C. A pier may be made with more than five rows of blocks if the stacked blocks are filled with two thousand psi concrete or mortar. A licensed architect or professional engineer must approve a foundation system that includes a pier that is higher than seventy-two inches (nine blocks) high, or in which more than twenty percent of the piers exceed forty inches (five blocks) high.
 - D. All blocks shall be set with the cores placed vertically.

(Ord. 647 § 8, 1994).

14.84.090 Foundation system plates and shims.

An installer may fill a gap between the top of a pier and the main frame with a wood plate that is not more than two inches thick and two opposing wedge shaped shims that are not more than two inches thick. Wood plates and shims must be of hem-fir, Douglas fir or spruce pine fir and must be at least four inches wide and six inches long and must be a pressure treated material. The installer shall fit the shim properly and drive it tight between the wood plate or pier and the main frame to ensure that the mobile home is level and properly supported at all load bearing points. A block that abuts a wedge shim shall be solid.

- A. Components of the anchoring system shall have a resistance to weather deterioration that is at least equivalent to that of a zinc coating that is not less than 0.3 ounces per square foot of coated surface. Cut edges of zinc-coated strapping do not need to be coated.
- B. An installer shall install, reload and adjust a ground anchor in accordance with the anchor manufacturer's instructions. The installer must supply a copy of the instructions to the building department. A ground anchor, when installed, must be able to resist a working load of three thousand one hundred fifty pounds in the direction of the tie, plus fifty percent overload (four thousand seven hundred twenty-five pounds total) without failure. Failure occurs if the point of connection of a vertical tie to an anchor is withdrawn more than two inches at three thousand one hundred fifty pounds, or when the point of connection of a diagonal tie is moved more than four inches horizontally when a load of three thousand one hundred fifty pounds is applied at forty-five degrees from the horizontal. Ground anchors shall be marked with the manufacturer's identification and model number in a location that is visible after the anchor is installed. The manufacturer of a ground anchor must provide instructions with each anchor that specify the kinds of soil for which the anchor is suitable.
- C. If concrete slabs or continuous footings are used to transfer the anchoring loads to the ground, the following requirements apply:
 - 1. Steel rods cast in concrete shall be able to resist the loads and corrosion as specified for ground anchors.

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2. A deadman anchor may be used in place of a listed anchor. It shall be constructed of solid concrete at least six inches in diameter and two feet long; reinforced with two number four deformed steel rods; installed at least five feet below the surface of the ground.
 3. A concrete slab may be used in place of a ground anchor if it provides holding strength equal to that required for ground anchors.

D. Ties and Connections.

1. Ties shall be of cable, strapping or other approved materials. Ties shall be fastened to ground anchors and drawn tight with turnbuckles, yoke fasteners or other approved tension devices.
2. Tension devices shall end in clevis, forged or welded eyes. Hood ends are not permitted. Tension devices shall be designed to prevent self-disconnection if the tie becomes slack. Cable tie eyes shall be secured with two U-bolt cable clamps or an approved equivalent.
3. Tie materials must resist a working load of three thousand one hundred fifty pounds with no more than two percent elongation, and must withstand a fifty percent overload (four thousand seven hundred twenty-five pounds total).
4. Ties shall connect the ground anchor to the main frame longitudinal member. Ties may not connect to steel outrigger beams that fasten to the main frame, unless the manufacturer's installation instructions specifically approve the connection.
5. Diagonal ties must lie at least forty degrees from the vertical. If a vertical tie is not substantially vertical, the anchor must be placed outboard of the tie's connection to the main frame.
6. A cable frame tie shall be connected to the main frame by a five-eighths inch drop forged, closed eye bolt through a hole drilled in the center of the I-beam web, or by an approved alternative. The installer shall reinforce the web if necessary to maintain the strength of the I-beam.
7. The installer shall space the ties as evenly as practical, and shall locate a tie within eight feet of each end of the mobile home. The installer may attach two or more ties to a single ground anchor if the anchor can carry the total required load. The installer shall install vertical ties at each detached corner of a clear-story roof and of add-on sections of expandable mobile homes.
8. As a minimum, the installer shall install the following number of ties for each I-beam or other main frame longitudinal member:

Length of Home (Excluding Hitch)	Number of Vertical Ties	Number of Diagonal Ties
32 to 54	2	3
55 to 73	2	4

Multiple section mobile homes require only diagonal ties. Vertical ties are not required.

(Ord. 647 § 9, 1994).

14.84.100 Assembly.

- A. 1. Sections of a multiple section mobile home or factory-built home shall be aligned, closed and securely fastened at the required points along the ridge beam, end walls and floor line. Heat ducts, electrical connections and other fixtures and connections required between sections of a home shall be properly installed. The floor of the home shall be level within the tolerances given in the following table.

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2. Tolerances may not exceed the following amounts (L equals the clear span between supports, twice the length of a cantilever):

Floor	L/240
Roof and ceiling	L/180
Headers, beams, girders (vertical loads)	L/180
Walls and partitions	L/180

- B. The installer shall provide adequate clearance to ensure that the crossover heat duct does not touch the ground and is not compressed. The installer shall insulate and seal areas of potential air leaks to ensure that the mobile home is airtight, and shall seal areas of potential water leaks with metal flashing or trim, if required, and with putty tape or other approved caulking to ensure the home is watertight.
- C. The water pipe connection to the mobile or factory-built home shall have a main shutoff valve in compliance with CFR-24 3280.609(b) adopted as of April 1, 1982. In all other aspects, utility connections to the mobile home, including water, sewer, electricity and gas, shall comply with local codes. Accessory structures attached to or located next to home, such as awnings, carports, garages, porches or steps, shall be constructed in conformance with local codes.

(Ord. 647 § 10, 1994).

Chapter 14.96 MOORAGES AND FLOATING STRUCTURES

14.96.010 Purpose.

The purpose of this chapter is to provide minimum standards to safeguard life, limb, property, and public welfare regulating the design, construction, location, relocation, quality and use of materials, and use and occupancy of all floating structures, including but not limited to walks, ramps, buildings, and the moorage used in conjunction therewith.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.020 Scope.

The provisions of this chapter shall apply to construction, location, relocation, use and occupancy of all floating structures. This moorages and floating structures code shall not apply to vessels and unoccupied floating structures that are not in conflict with the purpose of this code as determined by the building official.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.030 Definitions.

For the purpose of this chapter, certain terms are defined as follows:

"Addition" means an increase in the floor area or height of a structure or building.

"Alteration" means any change or modification of an existing structure.

"Berth" means the mooring of a boat alongside a bulkhead, pier, or between piles. See also "slip."

"Boathouse (covered mooring site)" means a floating structure used to house or shelter a vessel or vessels.

"Chapter" as used in this moorage and floating structures code means the current edition of the International Building Code.

"Combo" means a boathouse-floating home combination.

"Dry hydrant" means a permanently installed suction pipe that extends from the water supply to a point above ground to make static suction water supply more accessible to fire district pumpers.

"Fire apparatus access roads" means roads providing the driving surface for fire district vehicles responding to an emergency, extending from a public right-of-way to a point nearest a moorage or marine gangway or pier.

"Floating home" means a floating structure that is designed and built to be used as a stationary waterborne residential dwelling, has no mode of power on its own, is dependent for utilities upon a continuous utility linkage from a source originating on shore, and has a permanent continuous connection to a sewage system on shore.

"Floating structure" means any structure, supported wholly or partially by flotation, including but not limited to boathouses, floats, walkways, gangways, and ramps, but not including vessels.

"Gangway" means a variable slope structure intended to provide pedestrian access between a fixed pier or shore and a floating structure.

"Marina" means floating structure(s) used primarily for the service, and/or repair, sale or moorage of vessels in berths, but may include other occupancies.

"Moorage (marina)" means a site used for the mooring of one or more floating structures or vessels and includes the land used in conjunction therewith.

"Moorage site" means a site within a moorage which is designed to be used, or which is used for the mooring of a vessel, boathouse, house boat, or any occupiable floating structure.

"Mooring" means the fixing of a vessel or floating structure in one location temporarily or permanently by anchoring, grounding or any other means.

"New construction" means a new building or structure or an addition to an existing building or structure.

"NFPA" as used in this chapter means the adopted rules and regulations of the National Fire Protection Association, including specifically without limitation NFPA 14 for sprinkler systems.

"Pier" means a nonfloating fixed platform extending out over the water from shore to which gangways are usually attached.

"Ramp" means a fixed sloped structure providing pedestrian access between portions of a moorage which are at different elevations.

"Repair" means the reconstruction or renewal of any part of an existing structure for the purpose of its maintenance.

"Sewage" means all water carrying waste discharged for sanitary facilities.

"Slip" is an area at a boatyard or marina that is used to moor a boat, or floating home, and is directly accessible from land and arranged to permit access to each boat, or floating home, from a fixed or floating pier. See also "berth."

"Standard operating procedure" means basic operating principles routinely used by the building department in a particular situation.

"Tender house" means a nonhabitable, floating accessory building.

"Transient tie-up" means a floating structure used exclusively for the open moorage of pleasure boats on a short-term, maximum seventy-two-hour stay.

"Vessel" means a water craft, barge, boat, or ship of any size used primarily for transportation means or conveyance.

"Walk" means a fixed portion of a floating home structure providing access to and around a floating home.

"Walkway" means a floating structure either covered or open and used as a means of access to a mooring site. There are three specific types referenced in this code:

1. "Fingerfloat" means a finger-like floating structure, usually attached perpendicular to a main walkway, which physically defines a berth and provides direct pedestrian access to and from a berthed boat or floating home.
2. "Main walkway" means a floating structure to which several fingerfloats are attached, thereby providing direct pedestrian access between the berths and marginal walkways or shore.
3. "Marginal walkway" means a floating structure which provides pedestrian access between two or more main walkways and shore.

"Waterway" means an open unobstructed water available for vessel access to a mooring site.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.040 General code and fire compliance.

- A. Floating structures and moorages shall comply with these specific regulations as well as all applicable codes and all regulations of the city, county, state, and federal governments regarding floating structures.
- B. Floating home moorages shall be provided with fire extinguishing equipment as follows:
 1. Portable fire-protection equipment. One portable fire extinguisher of the ordinary moderate hazard type having a minimum rating of 2A 20-BC, shall be provided at each required standpipe hose connection within seventy-five feet of all portions of piers, wharves and floats. If applicable, an additional portable fire extinguishers, suitable for the hazards involved, shall be provided and maintained in accordance with Section 906 and NFPA 10.
 2. Standpipes. Marinas and boatyards shall be equipped throughout with standpipe systems in accordance with NFPA 303. Systems shall be provided with hose connections located such that no point on the marina pier or float system exceeds one hundred fifty feet (forty-five thousand seven hundred twenty millimeters) from a standpipe hose connection. A manual Class I (Dry) standpipe system in accordance with NFPA 14, if approved by the fire code official, shall be provided for piers, wharves and floats if the hose lay distance from the fire apparatus to the most remote accessible portion of the pier, wharf or float exceeds one hundred fifty feet (forty-five thousand seven hundred twenty millimeters). Standpipe hose connection locations shall be clearly identified by a flag or other approved means designed to be readily visible from the pier accessing the float system.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.050 Floating structures.

- A. General. Every floating structure constructed, erected, enlarged, altered, conveyed, or moved into this jurisdiction after the effective date of this code shall be in compliance with this chapter and other pertinent laws and ordinances. Repair of an existing structure is an exception to this chapter.
- B. Permits Required. Prior to placement of a floating ~~structure, or structure~~ structure or remodel and additions to the floating structure the owner shall apply for a ~~placement building~~ placement building permit from the building official. The owner

shall furnish the building official with a location drawing, showing the general dimensions of the structure and its proposed place of location. If the proposed dimensions for siting are within the code, the building official shall issue a placement permit to the owner. No owner of a floating structure shall place a floating structure in a moorage without having first obtained a ~~placement~~ **building** permit from the building department. No owner or person in control of a moorage shall permit or allow the placement of a floating structure in any moorage owned or controlled by them without the permit issued by the building department having been presented to them, and a copy thereof retained for their records.

~~Within thirty days of placement~~ **When placement or any construction is completed on of** the floating structure, the owner shall apply for final inspection and approval with the building official. The final inspection shall be based on the following:

1. Safety Inspection. The structure shall be determined to be in good repair, safe and sanitary condition, and constructed in accordance to sound engineering practices and in conformance with applicable building codes.
 2. Mechanical Inspection. All permits must have been granted and all hookups must have been performed in a satisfactory manner to receive the building official's approval.
 3. Electrical Inspection. All electrical work shall be designed and installed in accordance with the Washington State Labor and Industries Electrical Permits and Inspections.
 4. Fire Safety Inspection. All fire safety requirements shall be in accordance with the Uniform Fire Code Appendix II-C, NFPA 303, and as required by this code.
- C. Occupancy Classification. The building official shall classify the occupancy of each floating structure.
- D. Construction Classification. The building official shall classify the construction type of each structure.
- E. Repair. All buildings and structures, both existing and new, and all parts thereof, shall be kept in good repair, constructed in accordance with sound engineering practices, and in a safe and sanitary condition. All electrical, plumbing and mechanical installations and devices shall be maintained in good serviceable condition. Any other devices or safeguards which are required by this code shall be maintained in conformance with the code edition under which installed. The owner or his designated agent shall be responsible for the repair of buildings and structures to determine compliance with this subsection, the building official may cause any structure to be inspected.
- F. New residential structures shall be subject to the regulations and code requirements set forth in the International Residential Code whenever those regulations are applicable.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.060 Walkways and ramps.

- A. Construction. Walkways and ramps may be constructed of any materials allowed by this code.
- B. Design Criteria. Ramps and main walkways shall support a live load of one pounds per square foot with a maximum live load deflection of 1/240 of the span. Walkways shall support a live load of fifty pounds per square foot or a concentrated load of one thousand pounds placed on any space eighteen inches square. An example of a typical approved walkway section is shown in Exhibit A at the end of this section.
1. Main walkways shall be a minimum of seventy-two inches for the primary pedestrian ingress and egress.
 2. Ramps shall be a minimum of forty-eight inches in width for exits.

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- C. Gangways, Ramps, Walks and Walkways. Minimum two-foot-wide walks shall be provided around all floating homes except those portions of structures where boats will be docked. Walks and walkways shall have a nonslip surface or surface cleats securely fastened in place with a maximum spacing center to center of one foot, six inches. The maximum ramp slope shall be one foot vertical to two feet horizontal measured from low mean water.
 - D. Guardrails and Handrails. Guardrails and/or handrails shall be provided as per the State Building Code. For the application of the regulations, either land or water shall be deemed to be the adjacent surface.
 - E. Illumination. Gangways, ramps, walks and walkways shall be illuminated by lights designed, constructed, and maintained to provide a minimum average of two and one-half foot candle of light per square foot at the walking surface at all times. This section applies to all gangways, ramps, and walkways except those used for recreational boat launching.
 - F. Gangways shall have a minimum, unobstructed width of four feet and shall be provided with guardrails and handrails as required by the building code. Intermediate landings shall not be required for gangways. All gangways serving an occupant load less than ten, and gangways serving recreational boat launching and transient tie up facilities, need not be more than four feet in width.
 - G. Walkways shall have a minimum, unobstructed width of six feet, except for finger walkways, which may be three feet in width. Cleats, bull rails, mooring connectors, utility stands and the like may project into the required width of main and marginal walkways.
 - F. A two-foot-wide walk shall be provided on at least two sides of a floating home.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

Editor's note(s)—Exhibit A is not set out herein, but is on file in the offices of the city.

14.96.070 Moorage exits.

- A. General. When two exit gangways are required. They shall be separated by the maximum distance possible so as to avoid the possibility of fire cutting off exit or access to both exit gangways. Two gangway exits are required whenever any one of the following conditions apply:
 - 1. The marginal walkway exceeds two hundred fifty feet.
 - 2. Total distance from the nearest point of apparatus setup (usually at the head of a gangway) to the most remote portion of the moorage exceeds 800 feet.
- B. Exception. Moorages used for the moorage of pleasure boats without covers (open moorage configuration) and having not more than two floating homes (for owner and caretaker, for example) need have only one gangway exit.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.080 Moorage identification.

All moorages shall have identification as follows:

- 1. All moorages shall be identifiable by name and address from the street or road on which they front, at or near the point of emergency vehicle access.
- 2. The head of the gangway providing access to the moorage shall be obviously identifiable from the point of emergency vehicle access.

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3. The location and identification of all floating structures shall be obvious from the head of the gangway, or a sign shall be posted clearly identifying the walkways and structures.
 4. The walkway and structure identification shall be logical and obvious.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.090 Distance between floating structures.

- A. The separation between one floating home and another existing at the time of the adoption of the 1997 Fire Code is approved.
- B. Floating homes may be relocated within a moorage provided the distance between units is not diminished.
- C. A clear space of at least six feet will be provided between adjacent structures measured from building wall line horizontal to wall line. Roof eave projections shall be no closer than four feet. A variance may be granted, if approved by the fire department under the following criteria:
 1. When the wall-to-wall separation is less than six feet but more than four feet, or the roof-to-roof separation is less than four feet but more than two feet, the structure being moved or added to shall be equipped throughout with a complete automatic sprinkler system installed in compliance with NFPA 13 or all of the following:
 - a. All windows in the affected wall or walls shall be fire rated assemblies, or alternative wood frames if approved by the building official. If this requirement negates natural ventilation requirements, a manually activated mechanical ventilation system providing two air changes per hour with ten percent outside air shall be provided.
 - b. All doors in the affected wall or walls shall be forty-five minute rated, listed door assemblies. Door lights shall be limited to twenty-five percent of the door area.
 - c. A fire alarm system consisting of one hundred ten volt rate of fire detectors placed on the outside of the exterior wall or walls in question and throughout the building interior shall be provided. All detectors are to be interconnected to an interior and exterior alarm. The number and placement of detectors shall be as determined by the fire marshal. The exterior alarm shall be capable of being heard for a distance of one hundred fifty feet.
 2. When the wall-to-wall separation is less than four feet or the roof separation is less than two feet, the structure being moved or added to shall be equipped throughout with a complete automatic sprinkler system in compliance with NFPA Standard 13.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.100 Occupancy separation.

Boat wells under floating structures shall be separated from the dwelling unit, and from structural members supporting the dwelling unit, by an approved fire rated assembly. Boat wells shall provide adequate natural ventilation to prevent the buildup of flammable vapors.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.110 Floatation.

- A. General. Floating structures shall be constructed and maintained to provide a flotation system that complies with the requirements of this section. The flotation devices shall be structurally sound and securely integrated with the framing for the superstructure. The external surfaces of all flotation devices shall be water resistant and protected from deterioration, or corrosion, and from damage by impact or chafing. The flotation system and decking shall provide access to and protection for the sewage holding tank or sewage pump.
- B. Freeboard. The normal freeboard as measured from the waterline to the top of the lowest point on the floor or deck, including all dead loads but not live loads, shall not be less than fourteen inches. The freeboard under full live load plus dead load shall be not less than twenty-five percent of the freeboard required for dead load alone.
- C. Live Loads. In addition to dead load, the flotation system shall be adequate to support the following minimum live loads:
1. Sixty-five pounds per square foot applied to the gross area; or
 2. A concentrated load of one thousand pounds; or
 3. Twenty-five pounds per square foot applied to the gross, exposed plan area, plus twenty pounds per square foot applied to the lowest covered floor areas, plus ten pounds per square foot on each upper floor or loft; or
 4. Use live loads required by the structural code for nonresidential occupancies. Pedestrian walkways do not have to comply with this subsection.
 5. Walkways serving areas of public assembly - one hundred pounds per square foot.
- D. Hull Type Flotation. Watertight hulls, pontoons, floats, or any other compartment flotation system shall be fitted with transverse and/or longitudinal watertight bulkheads sufficient to keep the fully loaded hull afloat with positive stability with any one main compartment flooded.

The hull shall be fitted with at least one longitudinal bulkhead and two transverse bulkheads so that no compartment shall comprise more than twenty percent of the total available flotation volume. For pontoon type flotation, where more than one hull is placed under a single floating structure, the maximum spacing of bulkhead hull shall be eight feet. Longitudinal bulkheading is not required, but no single compartment shall contain more than twenty percent of the total flotation volume.

- E. Stability. The floating structure, when subject to off-center loading of the live loading, shall not exceed the following limitations:
1. The maximum angle of list shall not exceed four degrees.
 2. The freeboard, when measured from the waterline to the top of the first floor or deck at a point where said freeboard has its least dimension, shall not be less than one-third of the normal freeboard required by Section 7106(b).
 3. The ratio of resisting moment (Mr) to applied moment (Mo or Mw) shall be equal or greater than unit:

$$\frac{Mr}{Mo} \leq 1.0 \text{ or } \frac{Mr}{Mw} \leq 1.0$$

Mw is defined in subsection H. of this section.

Resisting moment due to buoyancy, M shall be computed about a longitudinal axis passing through the center of gravity at a list angle of not more than four degrees.

The off-center loading shall be considered as applicable to the completed structure including all dead loads, and shall consist of a live load of ten pounds per linear foot (or five pounds per foot of width per linear foot, whichever is greater) at the first floor, and five pounds per linear foot (or two and one-half pounds per foot of width, per linear foot, whichever is greater) at each floor, habitable attic or loft, above the first floor. This uniform live load is to be applied halfway between the center of gravity and the outside edge of the deck. The dividing line is the longitudinal axis, and the over turning moment (Mo) resulting from the off-center loading shall be computed from the center of gravity. Stability, with the off-center loading applied, shall be tested on both sides of the longitudinal axis.

The flotation devices shall be constructed so that access to each is readily available from the first floor level of the completed floating structure. When the compartments are not filled with a permanent flotation as plastic foam, a bilge pump shall be on the floating structure.

- F. Log Type Flotation. Logs shall be free of bark and sound. Logs shall be securely framed with transverse stringers to resist flotation and differential movement. The clear distance between logs shall not exceed twenty-two inches.
- G. Stability. The metacentric height (MG) shall be equal or greater than plus 1.0 foot according to the following expression:

$$M_G = \frac{W_5 I_y - L}{w}$$

WHERE:

W5 = Unit weight of water.

w = Total weight of floating structure including all dead loads plus a vertical load of twenty pounds per square foot of first floor area, and ten pounds per square foot of all first floors, habitable attics, or lofts above the first floor.

Iy = Moment of inertia of the area encompassed by the waterline around the hull or flotation when loaded with load "w" and taken about the longitudinal axis.

L = The distance between the center of gravity and the center of buoyancy of the hull of flotation.

- H. Wind Loading. Mw is defined in this subsection to determine and apply the formula in subsection E. of this section. Wind loading shall be applied to the complete structure, including all dead loads. The moment due to the wind shall be computed as:

$$M_w = (P)(A)(H)$$

WHERE:

P = Wind pressure in pounds per square foot is as follows:

10 PSF for the first 10 feet above the water line;

15 PSF for the next 15 feet;

20 PSF for the next 20 feet; etc.

A = Area, in square feet, of the total projected elevation of the structure above the waterline. This area shall include permanent appurtenances.

H = Height, in feet, to the center of area (A) above the center of gravity or the flotation.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.120 Reserve buoyancy criteria.

The flotation system shall have sufficient buoyancy to support the design weight of the float home plus the maximum combined weight of deadweight items and design snow load and maintain a minimum distance of three inches from the water to the lowest primary transverse support stringers. When design wind load is applied to the superstructure the amount of heel shall be not less than three inches from the water.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.130 Construction.

- A. General. All construction shall comply with the other chapters of this code. The deck and superstructure framing shall be adequate to resist all design loads and forces in accordance with the structural code. The flotation, deck framing, and superstructure shall be designed by a licensed engineer and constructed to act as an integral unit which is not adversely affected by wave action or point reactions under the flotation.

All framing lumber less than twelve inches above the waterline shall be pressure treated with an approved preservative. All hardware shall be hot-dip galvanized or noncorrosive metal. All plywood shall be exterior type adhesive, all exposed plywood shall be exterior grade, and all plywood below the deck level shall be marine grade.

- B. Roof Coverings (Roofing). Roofing materials on floating structures shall be fire-resistant or noncombustible in accordance with the structural code.
- C. Interior Finishing. Every floating structure shall have interior finishes in accordance with the structural code.
- D. Exiting. In addition to the requirements of the structural code, every floating structure shall have a twenty-four-inch minimum width open deck on at least two sides except as required by boat wells. Decks shall be so constructed as to prevent the ponding of water.
- E. Utility Connections. All connections for sewage, potable water, electricity, and fuel-gas piping shall be made to the appropriate code.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.140 Mooring.

Cleats, bollards, bull rails or other such devices shall be sufficient in number and attached to the floating structure in such a way as to provide adequate mooring points to secure the float home in the highest design wind load. Mooring lines and/or chains shall be kept in good condition, kept free of chafing.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.150 Property lines.

The boundaries of floating home moorage sites shall be considered the lot line for determining compliance with Ridgefield Municipal Code Title 18.

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1. A clear space of at least eight feet shall be provided between adjacent structures measured from a building wall line horizontal to adjacent building wall line. Roof eave projections shall be no closer than six feet.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.160 Approval of moorage site plan required.

Every floating home moorage shall continuously conform to a moorage site plan that has been approved by the director of community development.

- (1) Such approval shall be obtained as follows: Three copies of the site plan, drawn to scale and completely dimensioned, and setting forth the address and legal description of the property on which the moorage is located and the name and address of the owner or operator of the moorage, shall be filed with the director of community development.
- (2) Interpretation. For the purposes of determining the required wall and opening protection and roof-covering requirements, distance shall be measured to the exterior wall of the home, and not to the float.
- (3) The moorage site plan shall show:
 - a. The dimensions of the floating home moorage site;
 - b. The location of abutting public waterways;
 - c. The location and dimensions of private waterways and land access to the moorage;
 - d. The location and identification of individual floating home sites;
 - e. The location and dimensions of off-street parking spaces;
 - f. The location and dimensions of walkways and any accessory structures or facilities;
 - g. The water service system;
 - h. The local side sewer system; and
 - i. The electrical service and lighting system.
- (4) The site plan shall be reviewed by the building official, the fire chief, the director of community development for conformance with the requirements of this code and other applicable ordinances. Upon approval by the director of community development, two copies of the approved site plan shall be retained in the office of the director of community development, and one copy, which shall be maintained on the premises of the floating home moorage, shall be returned to the owner or operator.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.170 Moorage register of ownership.

Every owner or operator of a floating home moorage shall maintain a current register of every floating home moored on the premises, such register to record the name and address of the legal owner of each floating home and the registration number assigned to it by the Clark County Assessor. A copy of the register shall be made available upon request to any city department referred to in this chapter.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

14.96.180 Nonconforming facilities.

To ease the economic impact of this code on marinas in existence on the date of adoption of this code, any existing marina shall have continued use of the nonconforming facilities for the period specifically identified in the code sections below in order to amortize the investment in these facilities. Within five years of the effective date of this code existing marinas must bring these facilities into full compliance with the provisions of this chapter in accordance with the schedule for those items identified below:

1. By the conclusion of year one following the effective date of this section all conditions in violation of RMC 14.96.040 (2)(A) must be brought into compliance.
2. By the conclusion of year three following the effective date of this section all conditions in violation of RMC 14.96.040 (2)(B) and RMC 14.96.060(5) must be brought into compliance.
3. By the conclusion of year five following the effective date of this section all conditions in violation of RMC 14.96.060(2), (3), (4), (6) and (7) must be brought into compliance.

(Ord. No. 1199, § 2(Exh. A), 12-17-2015)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Motion - Approval of Contract Amendment with WSP for the Comprehensive Plan and Capital Facility Plans Update

GOVERNING LEGISLATION

N/A

PREVIOUS COUNCIL ACTION TAKEN:

On August 10, 2023 Council awarded to WSP the contract for Ridgefield's 2025-2045 Comprehensive Plan and System Plan updates.

SUMMARY/BACKGROUND:

On August 10, 2023 Council awarded to WSP the contract for Ridgefield's 2025-2045 Comprehensive Plan and System Plan updates. The contract is in the amount of \$500,000.00 plus a \$22,611.00 contingency for a total amount of \$522,611.00.

Subsequently, the Washington Department of Commerce made available grant funding for the required climate element in comprehensive plans. Staff applied for (and received, subject to completion of deliverables) \$173,002.62 in climate grant funding, split between \$40,002.62 for baseline climate planning work with Clark County and \$133,000.00 for WSP to complete the climate analysis and integrate climate planning into the 2025-2045 Comprehensive Plan. Council accepted this \$173,002.62 climate planning grant in early 2024.

Prior to executing the climate planning grant agreement, Commerce requested clarifications to its scope and budget. At this time, City staff and WSP identified an opportunity to increase the scope and budget to cover additional climate planning work as part of the comprehensive plan update. The updated climate planning grant scope and budget includes \$126,900.00 of additional work by WSP including a multimodal transportation analysis and further integration of climate planning across the other required comp plan elements (land use, housing, etc.). Adding \$126,900.00 to the original climate planning grant amount of \$173,002.62 brings the total climate planning grant amount to \$299,902.62 (\$40,002.62 for baseline climate planning work with Clark County and \$259,900.00 for WSP).

There are multiple components of the proposed amendment to the City's contract with WSP including recognition of the climate grant funding and several smaller requests totaling \$375,145.00. These items are enumerated in the attached contract amendment proposal under "Compensation."

1. Include the total portion of the updated climate grant budget dedicated to WSP's scope of work in the amount of \$259,900.00. This amount would be paid by Department of Commerce through the grant.

2. Increase the scope and budget for the Water System Plan by \$20,722.00 (\$11,093.00 for public engagement and \$9,629.00 for the plan itself). This amount would be paid out of the water fund.
3. Add \$29,812.00 for work on the land use element. Under the original project assumptions, this element was assigned to staff. However, given the breadth of analysis and policy development required to complete this element and its interconnected relationship with the other plan elements, significant support from WSP is requested. This amount would be paid out of the general fund.
4. Add \$10,643.00 for the parks and recreation element. See justification for (3). This amount would be paid out of the general fund.
5. Add \$6,786 for the general facilities plan to account for new City property acquired for the eastside water reservoir as well as the changing City investment in the TMI building. This amount would be paid out of the general fund.
6. Add \$13,251.00 for final document design and development. This item was intentionally left out of the original contract as an item we would scope and request through a later contract amendment. The requested budget would allow WSP to develop a professionally designed final comprehensive plan document (PDF). This amount would be paid out of the general fund. Staff have reduced total final document cost by proposing to create an interactive online executive summary of the comprehensive plan internally using ArcGIS StoryMaps.
7. Add \$29,437.00 for project management across the preceding items. This amount would be paid out of the general fund.
8. Add \$1,594.00 for administrative expenses. This amount would be paid out of the general fund.

Therefore, the full proposed contract amendment is for an additional \$375,145.00, which would bring the total contract amount to \$ 897,756.00.

BUDGET/FINANCIAL IMPACTS:

The proposal is to increase the contract amount by \$375,145.00. Of this amount, \$259,900.00 would come from a climate planning grant; \$20,722.00 would be paid out of the water fund; and the remainder would be paid out of the general fund.

RECOMMENDED ACTION OR MOTION:

To approve the contract amendment:

"I move to approve the contract amendment with WSP for the Comprehensive Plan and System Plan Updates in the amount of \$375,145.00."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. CoR Amendment 1_06-06-24-signed



June 6, 2024

Claire Lust, Community Development Director
Chuck Green, Public Works Director
487 S 56th Place
Ridgefield, WA 98642

Subject: Updates to the Ridgefield Comprehensive and Public Facilities Plans – Amendment No. 1 to the Scope of Work for Professional Planning, Transportation, and Public Involvement Services

Dear Claire and Chuck:

This scope of work specifies the additional planning, transportation, and public involvement services the WSP USA (WSP) team will provide to the City of Ridgefield (City) to complete the updated comprehensive and public facilities plans. This modification amends the existing approved work scope and contract dated August 21, 2023.

PROJECT UNDERSTANDING

The WSP team is assisting the City with updates to the City's comprehensive plan and five public facilities plans, consistent with the requirements set forth by the Growth Management Act (GMA). The amendment includes additional scope for WSP, 3J Consulting, DKS Associates, Otak, and Gray & Osborne. The original contract stated that this project is anticipated to be completed by mid-2025; due to a deadline extension for comprehensive plans by Washington State, the project is now anticipated to be completed no later than December 31, 2025. This amendment includes work and costs through October 31, 2025 and extends the contract for six months to December 31, 2025 to allow for an additional 2-month delivery contingency.

Based on recent conversations with City staff, the WSP team understands the City seeks to amend the existing contract to accomplish the amended and/or new tasks listed below.

- **Project Management** (see **amended Task 1.1**).
 - Project management including increased management activities related to added work scope for the duration of the project (June 1, 2024 to October 31, 2025), and for new Project Management Team (PMT) meetings and other amended work scope management activities for the time extension period (July 1, 2025 to October 31, 2025).
- **Develop a new climate element** (see **amended Task 3.2.7**). Under the original contract, the City was responsible for drafting the climate element, with WSP reviewing the draft element prior to incorporating it into the comprehensive plan update. In 2023, the City

applied for and was awarded a climate planning grant of \$173,002 from the Department of Commerce (Commerce), which will be used to fund additional work to prepare the climate element. The City intends to pursue an additional \$126,900 from Commerce to fund additional tasks for climate planning. Under the amended scope, the WSP team will:

- Review the County’s baseline climate and resiliency findings and prepare a summary memorandum of findings of local significance for the City.
 - Prepare a multimodal transportation analysis.
 - Develop outreach materials and conduct community engagement and stakeholder outreach for the climate element.
 - Prepare a new climate element, including resiliency and GHG reduction sub-elements. Each sub-element will include goals, policies, metrics and an implementation plan.
 - Integrate climate policies with other comprehensive plan elements.
 - Provide project management of the climate tasks, including coordination with other tasks and deliverables.
- **Water System Plan.**
 - Extend the Water System Plan schedule for six-months to accommodate review by the Department of Health (DOH), including additional hours to address County jobs and housing allocation and additional engagement adhering to DOH public meeting requirements (see **amended Task 4.1**).
 - Conduct a public open house and online survey to present the water efficiency goals to the public, consistent with DOH requirements (see **amended Task 2.7**).
- **General Facilities Plan.**
 - Update the number of sites to be analyzed and included in the general facilities plan by one, for a total of four facilities (see **amended Task 4.4**).
- **Land Use Element.**
 - Prepare up to two land use scenarios, as well as a land use map based on the preferred scenario selected by the City that meets allocation for housing and jobs provided by the county. Include a Council workshop and subsequent policies toward implementation (see **amended Task 3.2.1**).
- **Parks and Recreation Element.**
 - Provide an updated plan element with background information and policies based on the Parks Facilities Plan update (see **amended Task 3.2.6**).

OVERALL PROJECT ASSUMPTIONS

This scope of services was developed based on the following general assumptions. Task-specific assumptions are included in each task within the scope of work below. All of the assumptions in the original scope of work continue to apply unless modified here.

- Updates to the comprehensive and public facilities plans will be completed by October 31, 2025.
- The contract extension will be through December 31, 2025. This amendment includes work through October 31, 2025. Any additional work needed beyond October 31, 2025, may require an additional work scope and fee amendment.
- The City will obtain a grant to cover all of the work and deliverables included under Task 3.2.7.
- City staff will continue to administer the Department of Commerce grants for climate and the periodic review.
- This amendment includes a Parks element that was assigned to the City in the original contract. Note that the Parks Plan update remains with the Consultant team under the original contract with no changes.

SCOPE OF WORK

The following scope of work is proposed to complete the amended and additional tasks and deliverables needed to update the plans.

TASK 1: PROJECT MANAGEMENT, COORDINATION, AND KICKOFF

TASK 1.1: PROJECT MANAGEMENT

This task is amended to provide for increased management activities related to added work scope for the duration of the project as well as project management over the four-month extension to the work schedule (from August 1, 2025 to October 31, 2025). Project management will be consistent with the original contract task activities and deliverables and will include up to four additional project management team (PMT) meetings.

TASK 1 ASSUMPTIONS

- *No other changes to assumptions in the original scope of work.*

TASK 1 DELIVERABLES

- Four additional draft and final brief PMT meeting notes with action items by email (increased from up to 23 in the original scope).
- Four additional monthly progress reports and invoices.
- *No other changes to deliverables in the original scope of work.*

TASK 2.0: COMMUNITY ENGAGEMENT AND PUBLIC INVOLVEMENT

Engagement for the climate element, including contributions to the broader engagement activities in Task 2, will occur under Task 3.2.7.

TASK 2.7 ENGAGEMENT SPECIFIC TO WATER SYSTEM PLAN UPDATE

The WSP team, led by 3J, will update the Water Systems Engagement Plan to reflect the path forward to final Water System Plan adoption, including draft strategies for public review and comment. The Engagement Plan update will be coordinated with the comprehensive plan schedule and strategies and will meet Department of Health requirements for public review.

The WSP team will prepare for and facilitate a public open house and an online survey. Following the open house and survey, the City will host a formal public hearing for the Water System Plan update.

Preparation of the revisions to the Water System Plan and presentation materials for the open house, to be led by Gray and Osborne, are included in the amended Task 4.1.

TASK 2 ASSUMPTIONS

- All public facing engagement activities are assumed to take place once the Draft Water System Plan has been updated per amended Task 4.1.
- Coordination with the City of Ridgefield and the WSP team will occur periodically as needed.
- 3J will be responsible for facilitating and summarizing the public open house and survey results.
 - The City will be responsible for logistics for the open house. Gray and Osborne will attend the public hearing.
 - The City will secure a venue, pay applicable reservation fees, and distribute public notices.
- *No other changes to assumptions in the original scope of work.*

TASK 2 DELIVERABLES

- Update/add the Water System Engagement plan to the project engagement plan
- Written content for Ridgefield Roundtable Comprehensive Plan project page
- Online open house content for uploading to Ridgefield Roundtable
- Summary of comments received through open house and online survey activities
- *No other changes to deliverables in the original scope of work.*

TASK 3.0: COMPREHENSIVE PLAN DOCUMENT UPDATE

No change to the original scope of work for Task 3.1 (Existing Conditions and Plan Audit).

TASK 3.2 COMPREHENSIVE PLAN ELEMENT UPDATE

With this amendment, WSP will take the lead in preparing the Land Use, Parks and Recreation, and Climate elements, which were to be City-led under the original contract. Integration of climate planning with other plan elements will occur under Task 3.2.7. In addition, WSP will prepare a new document format for the comprehensive plan (new Task 3.2.8).

TASK 3.2.1 LAND USE ELEMENT

This task will build on the information gathered during community visioning to update the Land Use element and map to reflect the community's vision. During this task, the WSP team will prepare two land use and growth scenarios that support the county's allocation of housing and

employment targets and establish appropriate residential densities to meet the requirements of recent GMA housing legislation including considering the qualitative climate impacts of each land use scenario. To develop the Land Use element, the WSP team will:

- Develop two land use scenarios.
- Prepare a land use analysis memorandum that includes the methodology for creating the land use scenarios, and summarizes the preparation and evaluation of land use scenarios.
- Coordinate the Land Use Element and map with the Public Facilities Element, as required by RCW 36.70A.070(3), to consider the availability and funding for public facilities identified in the public facilities plans when designating land uses and revising policies.
- Incorporate findings and policies from the work supporting the Climate Element into the Land Use Element and map consistent with Commerce’s guidance, and to ensure consistency between the elements, as required by RCW 36.70A.130(1)(e).
- Facilitate a land use scenario workshop with City staff and the project team.
- Facilitate a Council workshop to evaluate the land use scenarios, discuss climate considerations for land use scenarios, and make recommendations for a preferred scenario.
- Incorporate feedback received from the public through community outreach.
- Develop one map graphic for each land use scenario.
- Update the land use policies to reflect the integration of all other plan elements, including policies specific to climate.
- Prepare a draft and final Land Use element that includes an updated land use map.
- Identify draft implementation measures to support the updated land use policies, including strategies to achieve growth and density targets, as well as recommended zoning map and code updates. Implementation measures will be finalized in Task 6.

TASK 3.2.6 PARKS AND RECREATION ELEMENT

The WSP team will update the Parks and Recreation Element background information, direction for the future, inventory table and policies based on the updated Parks Facility Plan and the adopted Parks, Recreation, and Open Space (PROS) Plan. Figures from the two parks plans will be used in the element.

TASK 3.2.7 CLIMATE ELEMENT

The original scope of work called for “climate element support” and stated that the City would develop and write the climate element, and the WSP team would review the draft element and incorporate the element into the plan update process.

Under the amended scope WSP team will complete the following tasks and deliverables. At the request of the City, project management for climate planning is included within each task. Project management of each subtask will include coordination of the climate tasks, management of climate task budgets and schedules, coordinating with subconsultants and the City, and contributions to project management team meetings and progress reports.

Task 3.2.7.1 Local Analysis of County-wide Baseline Findings

For this task, WSP will review the County's GHG and VMT analysis and vulnerability assessments for applicability to the city and refine if needed to focus on conditions in the city (e.g., identify vulnerability findings applicable to the city's assets). This task also includes time for one WSP staff member to attend the County's climate meetings. WSP will prepare a memorandum summarizing the findings and key considerations for the climate element.

Task 3.2.7.2 Multimodal Transportation Analysis

This task will cover preparation of a multimodal analysis, to consist of three items, which are detailed below: a multimodal level of service (LOS) standard, a multimodal transportation forecast, and a multimodal schedule of impact fees. This task includes time for incorporating the multimodal planning into two deliverables described in the original contract: The MMLOS standards and analysis and the multimodal forecasts will be included in the draft and final Transportation Existing and Future Conditions Memo and the updated schedule of impact fees will be included in the updated Transportation Capital Facilities Plan. No other formal deliverables are needed or proposed.

To prepare the multimodal analysis, the WSP team will complete the following tasks:

- Multimodal LOS Standard:
 - Develop a multimodal LOS standard for pedestrian and bicycle transportation facilities. Work will include presenting the City's current LOS policy, providing examples of multimodal LOS standard best practices in Washington State, and discussing the benefits and tradeoffs of these approaches to identify the preferred standard.
 - Conduct a multimodal assessment for existing arterial facilities under state and local jurisdiction following the evaluation methodology defined under the new multimodal LOS standard. The assessment will identify new projects that may be needed to ensure transportation facilities meet the new multimodal LOS standard, and will incorporate the projects into the Transportation Capital Facilities Plan project list.
- Multimodal Transportation Forecast:
 - Develop multimodal user forecasts for year 2045 conditions based on the Southwest Washington Regional Transportation Council (RTC) regional model land use assumptions.
 - Incorporate forecasts into the Transportation Capital Facilities Plan future conditions analysis.
- Multimodal Schedule of Impact Fees:
 - Expand land uses in the Transportation Impact Fee Schedule to include a variety of housing types, including multifamily and mixed-use developments. The land uses and fee schedule will be based on published data from the current version of the ITE Trip Generation Manual (11th Edition).

Task 3.2.7.3 Climate Engagement

This task will provide time needed to prepare climate materials for the outreach activities identified for the comprehensive plan (see Task 2 of the existing contract). This will include developing climate outreach materials for the open houses and surveys; preparing for and attending two additional Council workshops; and preparing content for the project website. Once engagement is complete, the WSP team will prepare a summary of climate engagement, including how the engagement was consistent with state guidelines.

Task 3.2.7.4 Develop Climate Element

The WSP team will prepare a draft and final Climate Element, organized into a GHG reduction sub-element and resiliency sub-element. For the element, WSP will:

- Review the materials developed by the County's consultant and any City prepared materials under the County's climate IGA (e.g., the hazards assessment, climate workbook, etc.).
- Coordinate findings with the land use map and Land Use Element.
- Develop draft and final sub-element language, including goals, policies, metrics, and an implementation plan.
- Coordinate with the other project elements to incorporate climate policies and information into other elements, where appropriate (e.g., policies to reduce VMT in the transportation and land use elements).
- Incorporate feedback received from the public.
- Provide climate planning considerations to the project team during implementation and adoption.

TASK 3.2.8 Document Design and Development

Under the original scope, WSP will develop the comprehensive plan document in Microsoft Word using the template and format of the City's existing comprehensive plan and deliver in PDF. WSP would also have prepared an executive summary in InDesign.

At the request of the City, this amendment includes a new task for WSP to develop a more interactive and visually appealing comprehensive plan document. For the non-appendices (primary comprehensive plan document), WSP will create an InDesign-formatted cover and section covers and a Word template with consistent headers and footers. WSP will place Word documents to flow into the template, making it easy for the City to update the plan in the future. The City will take the prior WSP task and create an appealing executive summary in Story Maps or similar format. The final Comprehensive Plan will be delivered in PDF with an InDesign template, and all appendices will be formatted per the subconsultant's standard document protocols.

TASK 3 ASSUMPTIONS

- The City will apply to Commerce for a climate planning grant to cover all activities in Task 3.2.7, and it is assumed that all task activities are grant eligible.
- Several climate planning activities will be completed by Clark County's consultant team in coordination with County and City staff as defined in an interlocal agreement with the County (dated December 5, 2023).

- The development and design of the comprehensive plan document will include an InDesign main document template with a cover and section covers, and consistent headers and footers for an attractive design and cohesive look.
- The final Comprehensive Plan will be delivered in PDF with an InDesign template, and all appendices will be formatted per the subconsultant's standard document protocols.
- The City will create an appealing executive summary in Story Maps or similar format.
- *No other changes to assumptions in the original scope of work.*

TASK 3 DELIVERABLES

- Draft and final local analysis memorandum
- Climate planning outreach materials for the Council workshops and open houses (e.g., boards, slides, handouts) and content for the project website.
- Meeting materials (agenda, slides, and summaries) for two additional Council workshops to review the draft policies.
- Draft and final content for the multimodal LOS standard, multimodal transportation forecast, and multimodal schedule of impact fees.
- Summary of climate engagement, including how the engagement was consistent with state guidelines.
- Draft and final climate element (including resiliency and GHG sub-elements)
- New comprehensive plan document.
- *No other changes to deliverables in the original scope of work.*

TASK 4.0: PUBLIC FACILITIES PLANS

Integration of the multimodal analysis with transportation plan deliverables will occur under Task 3.2.7.2.

TASK 4.1 WATER SYSTEM PLAN

Specific to the Water System Plan funding, this task will provide the WSP team, led by Gray and Osborne, hours to revise the draft Water System Plan and provide for an additional public meeting. Gray and Osborne previously completed the water demand projections in Chapter 2 and the system analysis in Chapter 3 of the Water System Plan. These updates were made to reflect the available County population and employment projections; however, the County revised the projections after the draft Water System Plan was completed and sent to the Washington Department of Health for review. Gray and Osborne will update the water demand projections and the system analysis as needed to reflect changes in the County population and employment allocations.

In addition, Gray and Osborne will prepare for and attend an additional public meeting that will provide an opportunity for consumers and the public to participate and comment on the adoption of water use efficiency goals and the Water System Plan. The public meeting will be consistent with the requirements listed in WAC 246-290-100 (8a) and WAC 246-290-830 (4). Gray and Osborne will prepare presentation materials for the public meeting. Additional outreach support for the Water System Plan, to be led by 3J, is identified in Task 2.7.

TASK 4.4 GENERAL FACILITIES PLAN

At the request of the City, this task, led by Otak, will be amended to include one additional site analysis in the updated General Facilities Plan, for a total of four sites. The site will be evaluated consistent with the original contract, including analysis, and inclusion in the updated General Facilities Plan.

TASK 4 ASSUMPTIONS

- The City of Ridgefield will manage the formal public hearing for the Water System Plan update. The hearing will occur following public review and the open house.
- The City will prepare and publish public notice for the Water System Plan public open house consistent with WAC 246-290-830 (4). Public notice must occur at least two weeks prior to the open house. Public notice must include the purpose, date, time, and place of the open house, and where materials supporting the rationale for the proposed goals can be reviewed.
- Two Gray and Osborne staff will prepare for and attend the public open house or Council adoption hearing as needed. Additional support for the open house is included under Task 2.7.
- Multiple site visits within the original contract are replaced with a single site visit to the Public Works facility for Task 4.4 as amended.
- *No other changes to assumptions in the original scope of work.*

TASK 4 DELIVERABLES

- Revisions to the water demand projections and the system analysis in Chapters 2 and 3 and others within the Water System Plan to meet final county population, employment and housing allocations.
- Slide deck and agenda for the public open house and City Council adoption hearing.
- Revisions to the General Facilities Plan analysis to include one additional site.
- *No other changes to deliverables in the original scope of work.*

COMPENSATION

This scope of work and contract funds the amendment tasks. Professional fees, including an estimated \$1,594 in expenses, will be billed as incurred and will not exceed \$375,145 without written authorization as follows:

Task 1.1 Project Management	\$29,437
Task 2.7 Water System Plan Engagement ¹	\$11,093
Task 3.2.1 Land Use Element	\$29,812
Task 3.2.6 Parks and Recreation Element	\$10,643
Task 3.2.7 Climate Element ²	\$259,900
Task 3.2.8 Document Design and Development	\$13,251
Task 4.1 Water System Plan ¹	\$9,629
Task 4.4 General Facilities Plan	\$6,786
Expenses:	\$1,594
Total Fee	\$375,145

1 - Water Fund

2 - Department of Commerce grant

City of Ridgefield

June 6, 2024

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CLOSING

If you agree with the above proposed scope of work, please provide us with a contract. We will consider the signed date as our notice to proceed. This proposal is valid for 30 days.

We thank you for the opportunity to provide this proposal, and we look forward to continuing our work with you. Should you have questions, please call me at 360/823-6100.

Sincerely,



Scott Keillor, AICP
Senior Project Manager



Sine Madden, AICP
Senior Vice President

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Motion - Approval of Ridgefield Surface Transportation Block Grant Funding Applications through Regional Transportation Council

GOVERNING LEGISLATION

Financial Policy #15: Grant Management

PREVIOUS COUNCIL ACTION TAKEN:

Adoption of Financial Policy #15 - Grants
Council Initiatives for 2025

SUMMARY/BACKGROUND:

Per the grant policy, council authority is required to submit grant applications over \$100,000 that require additional city resources such as matching funds.

In the past, the City has pursued rural federal funding through the periodic Regional Transportation Council (RTC) Transportation Improvement Program call-for-projects process. Coincidental with the 2020 Census, Ridgefield has been designated a Small City Federal Urban Area (Ridgefield UAB) under the federal program which was adopted by the RTC Board in October 2023. As the boundary roughly conforms with the Ridgefield Urban Growth Area boundary, there is a portion of the Ridgefield UAB that includes unincorporated Clark County. Discussions with the county indicate they do not have any projects they intend to submit for these funds this cycle.

This past spring, RTC staff informed the City of the approximate funding available to the City over a six-year period for the two programs available to the Ridgefield UAB:

- Carbon Reduction Program (CRP): CRP projects must demonstrate a pollution reduction component, for example, roundabouts (traffic operations improvements) and stand-alone multi-use trail projects. Funds are only available to move projects toward implementation (i.e. not planning). The Ridgefield UAB has \$240,000 in Carbon Reduction Program Funds (CRP) available over a six-year period.

- Surface Transportation Block Grant (STBG) funds are formula funds and can be used for planning or any phases of construction projects as long as the project can be added to the STIP (which, in most cases, must be on the Regional Transportation Plan). Approximately \$840,000 for STBG funds are allocated available over a six-year period.

The RTC process dictates that the City submit project grant applications consistent with RTC's current call for projects. The three projects which are proposed to be submitted to RTC are:

- Ridgefield/ I-5 South Connector Project Stage 2 (STBG)
 - Complete Alternatives Analysis and Select Preferred Alternative
 - Complete Planning Level (Tier I) SEPA and NEPA for the preferred alternative
 - Scope and budget for succeeding phases as well as capital cost estimates for Capital Facilities planning
 - \$41,945 (13.5% local match) state planning grant (remaining from previous planning grant for Stage 1 work); \$268,758 (86.5% federal share) RTC Ridgefield Small City STBG request. No general funds are included as part of this request.
 - TOTAL project request: \$310,704.

- S 10th / 11th Street Overpass, Union Ridge Parkway to S Timm Road (STBG)
 - 2025 Council initiative
 - Complete "environmental footprint level design"
 - Undertake NEPA/SEPA analysis and documentation, to advance the project to a point where final design funds can be sought
 - Develop funding strategy including upcoming grant opportunities
 - \$61,000 (13.5% local match); \$391,000 (86.5% federal share) RTC Ridgefield Small City STBG request
 - TOTAL \$452,000.

- Carty Road Multi-Purpose Trail Project: Phase 1, Hillhurst at Carty Road Enhanced Crosswalk (CRP)
 - PE (design) phase:
 - Alignment, concept design and planning level environmental review for a new 10-foot wide, ADA accessible multi-purpose trail on the south side of Carty Road from Hillhurst for approximately 1/2 mile to the east.
 - Design and project-level SEPA/NEPA of Phase 1: enhanced crosswalk Hillhurst Road/Carty Road intersection at Intermediate School Campus (View Ridge, Sunset Ridge) and near RORC.
 - The concept design for the trail will help inform frontage improvements for development proposals along Carty Road consistent with the Carty Road Subarea Plan's approved cross-section for Carty Road.
 - Right-of-way and/or easements needed for Phase 1.
 - Construction and construction management for Phase 1.
 - Funding request: \$240,000 federal (CRP, 86.5% share) and \$37,500 (13.5%) local match.
 - TOTAL: \$277,500.

The two STBG applications would request approximately \$660,000 of the \$840,000 STBG funds available to the City over a six-year period and the CRP application is for all \$240,000 of the federal CRP

funds available to the City. A project pre-qualification review by RTC will be conducted on July 5, 2024, and final grant applications are due to RTC by July 12, 2024. Funds would be available starting in late 2024 or early 2025 after RTC Board adoption of the Transportation Improvement Program in October and incorporated into the Statewide Transportation Improvement Program after that adoption.

The Grant Steering Committee unanimously recommended the grant applications to go to council for approval.

BUDGET/FINANCIAL IMPACTS:

The three applications would request approximately \$900,000 of the STBG and CRP funds available to the City over a six-year period. These would be matched with \$41,945 in remaining funds from a state planning grant for the Ridgefield/I-5 South Connector project, and \$91,500 in City funds for the S 10th/11th Overcrossing project and Carty Road Multi-Purpose Trail/Hillhurst Enhanced Crosswalk requests.

RECOMMENDED ACTION OR MOTION:

If the Council wishes to authorize city staff to submit the applications, a motion would be:

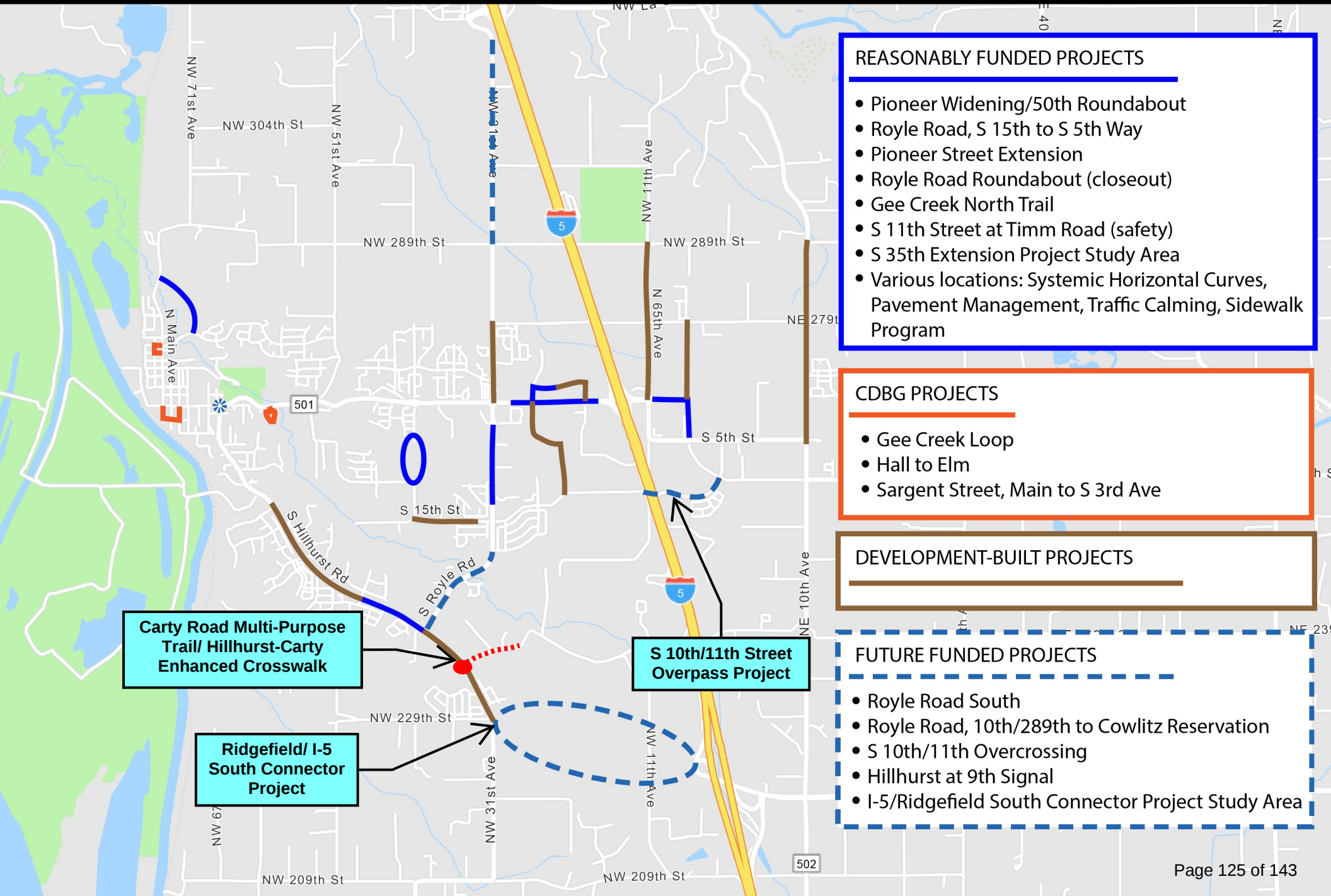
"I move to authorize the City Manager or designee to submit funding applications through the Regional Transportation Council process for the Ridgefield/I-5 South Connector Project, the S 10th/11th Street Overcrossing Project and Phase 1 of the Carty Road Multi-Purpose Trail project, an enhanced crosswalk at the Hillhurst/Carty Road intersection."

STAFF CONTACT: Chuck Green, Public Works Director

ATTACHMENTS:

1. RTC Grant Project Requests

2024-2029 TRANSPORTATION IMPROVEMENT PROGRAM PROJECT MAP



**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Motion - Selection of Project to Submit for Federal Fiscal Year 2025 Community Development Block Grant Funding

GOVERNING LEGISLATION

N/A

PREVIOUS COUNCIL ACTION TAKEN:

Consideration and Selection of Year 2024 CDBG Grant Application (Sargent Street project)

SUMMARY/BACKGROUND:

Since 1985, Clark County has received over one million dollars annually in Community Development Block Grant (CDBG) funds. Congress created the CDBG Program with the enactment of the Housing and Community Development Act of 1974, as amended. The Department of Housing and Urban Development allocates these funds in a single or "block" grant to eligible cities and counties with the objective of improving communities.

Several projects within the City, primarily in the downtown area, have been completed using funding from the CDBG. Most recently these have included stormwater improvements to S 3rd Avenue and S 8th Avenue, the 8th Avenue and Simons project, Gee Creek Loop and the Hall and Elm projects, which are in process, and Sargent Street between S Main and S 3rd Avenues which will be underway later in 2024.

To qualify for funding a project must primarily benefit persons of low to moderate income. Since the City does not contain any Census Blocks with low to moderate income, income surveys must be completed for all persons benefiting from a project. Persons benefiting from the project are determined by the department of Housing and Urban Development through a local liaison from the Clark County Community Services office. Previously, after project selection, City staff has worked with the County liaison to determine the benefit area and develop income surveys. After this determination, volunteers, often including Council members, go door to door within the benefit area and collect information on income as well as desired City services. Income information is confidential, and households are identified only by numbers that do not include addresses. After surveys are complete, the project is eligible for CDBG application if more than 50 percent of the residents are below the moderate-income threshold.

Several candidate projects have been identified by City staff for discussion:

- Lake River Stormwater Outfall project (which was considered in 2023 and 2024 and has received Public Works Board financing)
- Sidewalk infill and repair along N 3rd Avenue between Pioneer and Maple Streets

- Downtown stormwater and water main replacement projects (which could include sidewalks and pavement repair) including:
 - Maple Street between Railroad and Main Avenues,
 - Railroad Avenue from Division to Mill Streets, and
 - N 1st Avenue from Division to Mill Streets.

Staff will be providing information to council with information on the various candidate projects. This assessment will include whether the project is in a sensitive land area such as shoreline or riparian habitat: new regulations from Housing and Urban Development now require a biological review with the National Marine Fisheries Service that will need to be factored into the cost and schedule of CDBG projects in the future, as the CDBG funds are only available for construction, with the City being responsible for planning, design, right-of-way, environmental review and permitting.

BUDGET/FINANCIAL IMPACTS:

If the City is awarded grant funding a match will be required. Depending on the project chosen, this match may take the form of design funding, pavement repair funds from the Transportation Benefit District, or water system improvements.

RECOMMENDED ACTION OR MOTION:

Council action on a FFY 2025 CDBG project preference is requested.

A suggested motion is **"I move to direct staff to proceed seeking a federal fiscal year 2025 Community Development Block Grant for the [project identified during the discussion]."**

STAFF CONTACT: Chuck Green, Public Works Director

ATTACHMENTS:

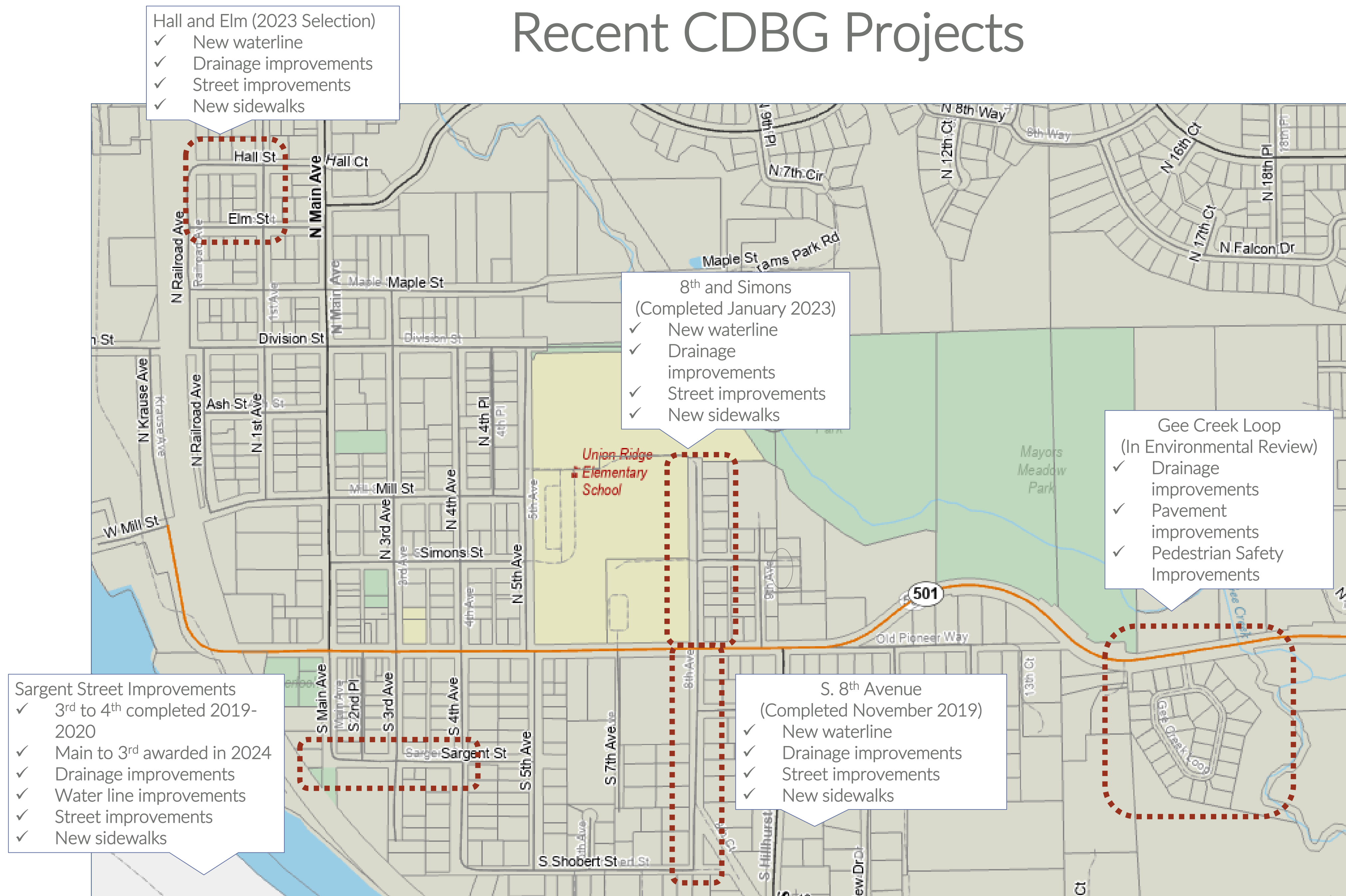
1. 2025 CDBG Project Presentation

Presentation to City Council
June 27, 2024



Community Development Block Grant FFY 2025 Project Selection

Recent CDBG Projects



CDBG Improvements: Eligible Projects

FUNDING CATEGORY MATRIX

Eligible Activity	CDBG Infrastructure	CDBG Social Service	HOME
Acquisition of Real Property	✓	✓	✓
Community Centers/Social Service Facilities		✓	
Parks, Recreational Facilities	✓		
Street and Sidewalk Improvements	✓	✓	
Water and Sewer Improvements	✓	✓	
Clean Up Contaminated Sites	✓		
Single-Unit Residential Rehabilitation		✓	✓
Multi-Unit Residential Rehabilitation		✓	✓
Code Enforcement		✓	
Historic Preservation		✓	
Economic Development Assistance	✓	✓	
Housing New Construction			✓
Housing Services in Connection with HOME Funded Activities		✓	
Homeownership Assistance		✓	✓
Tenant-Based Rental Assistance			✓
Community Housing Development Organization Operations			✓



CDBG Improvements: Scoring Criteria

PUBLIC FACILITIES AND NEIGHBORHOOD IMPROVEMENTS

Section	Question	Points	Scoring Considerations
Infrastructure Projects	D2. Public process: Please describe the public outreach and engagement that was conducted for this project.	10	Highest Scoring: TWO public meetings or other outreach: one to gather ideas/brainstorm; one to get input on proposed CDBG application project. Mid-Range: One public meeting for ideas or input on current project. No points: No public meeting or outreach conducted.
	D3. Match: What is the percentage and source of match that your agency is putting toward this project?	10	One point awarded for each 5% of match. Maximum 10 points awarded for 50% match.
Social Service Construction Projects	E2. Coordination: How is this proposal coordinated with other community activities? Describe the role of other entities and/or individuals who have provided input for this project.	5	Highest Scoring: Clearly details coordination with partners or community. Low Scoring: Provides little detail about coordination or operates independently.
	E3. O&M: How will the facility be maintained over its useful life? Specify ownership and legal responsibility. Describe O&M including staffing and financing. Upload a proforma including repayment schedule for 1/2 of CDBG award.	5	Highest Scoring: Provides clear plan and budget for future operations and maintenance needs. Low Scoring: Does not appear to have funding or plan for sustainable long-term service.
	E4. Equity: Describe your agency's commitment to equity and how you plan to put that commitment into practice if awarded this funding.	10	Highest Scoring: Provides clear and compelling commitment to equity, provides service personalization and/or policy examples. Mid-Range: Describes some understanding of equity, few details or examples. Low Scoring: Provides little to no understanding or program examples of equitable services.
Timeline	F1. Describe the tasks and timeframe of the project. Discuss project readiness to proceed and possible delays (waiting for other funding, weather, right-of-way, etc.).	10	Highest Scoring: Project will be able to be completed within one year of contract execution. Mid-Range: Project anticipates possible delays and/or does not have all other funding in place. Low Scoring: Project anticipates using funding more than one year from award announcement.



Sargent Street, S. Main Avenue to S. 3rd Avenue (2024 Selected Project)



Project Elements:

1. Install sidewalk on Sargent
2. Repair/fill gaps on S. Main sidewalk
3. Replace pavement
4. Replace & upgrade water line to 8"
5. Other residents benefiting from improved water service & stormwater facilities
6. Stormwater improvements



Sargent Street, S. Main Avenue to S. 3rd Avenue (2024 Selected Project)

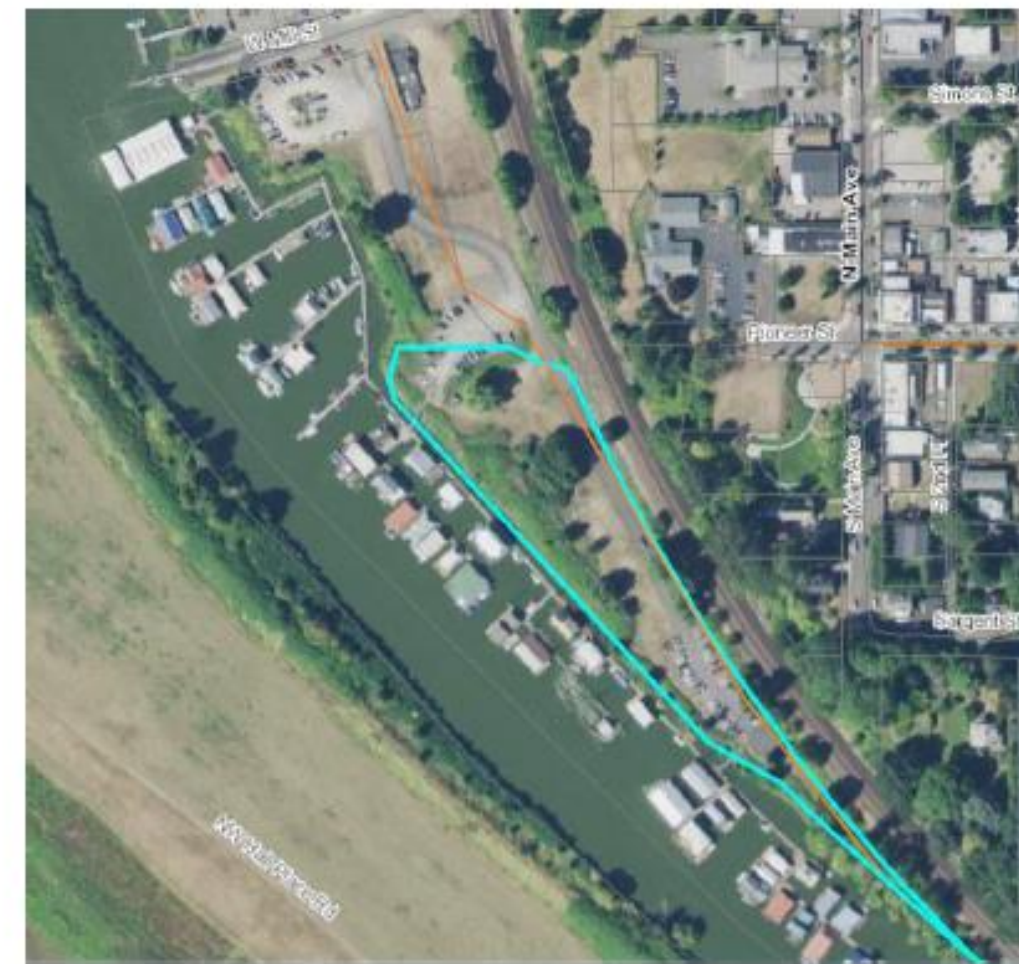


Some Projects to Consider

Lake River Outfall – Previously Considered in 2023



Project Elements



Pedestrian Trail



Drainage Improvements

- Received Public Works Board Construction Financing 2023
- Located along shoreline and potential habitat area – may be subject to new HUD/CDBG environmental rules (NMFS, permitting)



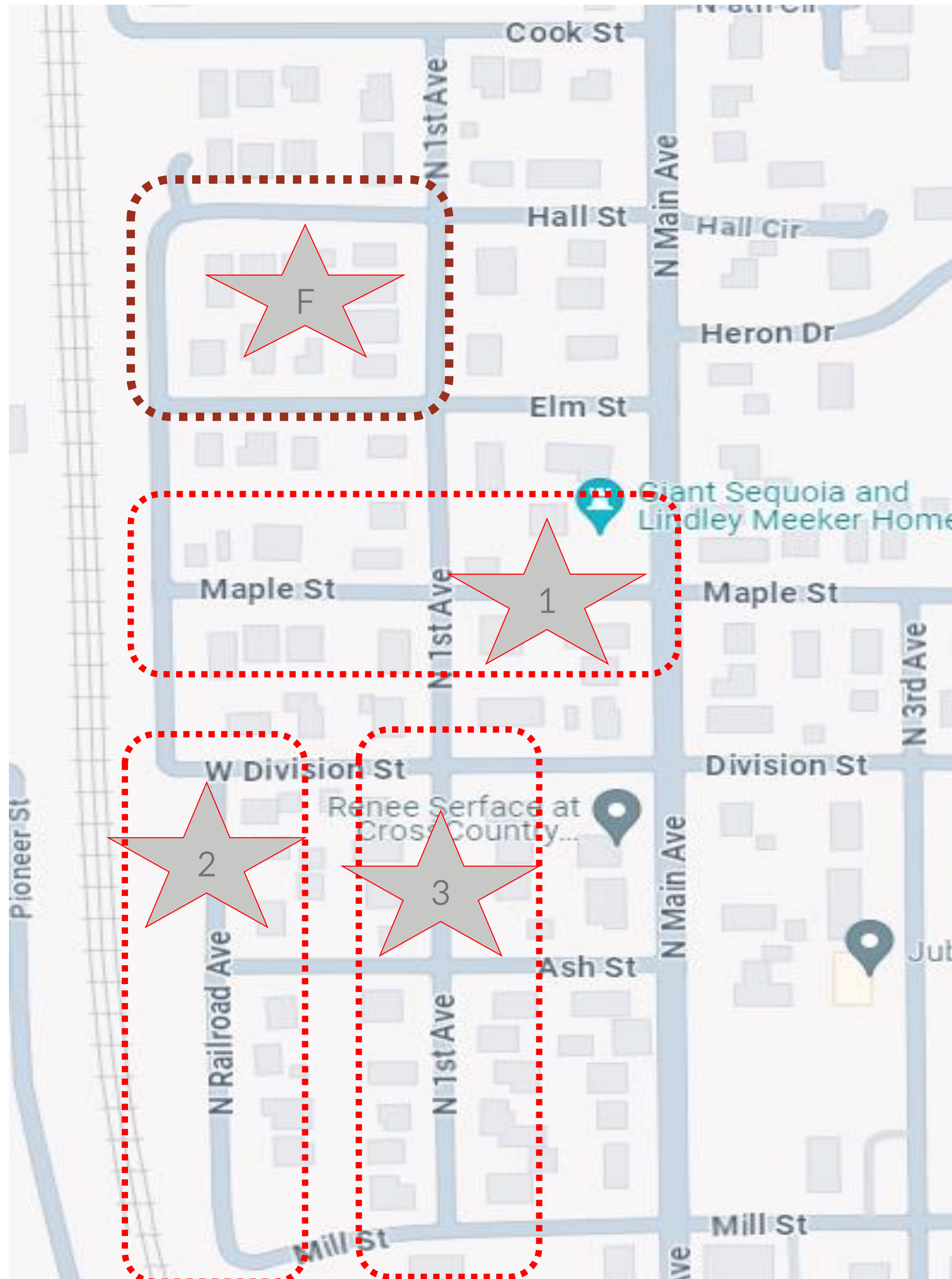
New Project to Consider: N 3rd Avenue between Pioneer and Maple Streets,



- Adjacent properties undergoing final remediation by Port of Ridgefield
- Sidewalk segments missing or in serious disrepair



New Projects to Consider: Maple Street, Railroad Avenue, N 1st Ave.



Potential Project:

F: Hall & Elm (underway later in 2024)

1. Maple Street, Railroad to Main

2. Railroad Ave., Division to Mill

3. N 1st Ave., Division to Mill

Project Elements

A. Stormwater improvements

B. Water line improvements

C. Sidewalks

D. Pavement Repair

- Identified as needs from 2018 Stormwater Management Plan and 2024 Water System Plan Update
- No apparent shoreline or habitat issues



New Project to Consider: Maple Street, Railroad to Main



New Project to Consider: Railroad Avenue, Division to Mill



New Project to Consider: N 1st Ave., Division to Mill



QUESTIONS?



Chuck Green, Public
Works Director
Direct: (360) 857-5022



Chuck Green:
chuck.green@ridgefieldwa.us



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**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Motion - Approve Entering a Work Order Agreement with Clark Public Utilities
for Utility Relocations as Part of the Pioneer Widening Project

GOVERNING LEGISLATION

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

STAFF CONTACT: Chuck Green, Public Works Director

ATTACHMENTS:

None

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: June 27, 2024

AGENDA ITEM NAME: Motion – Approval Paradise Pointe Phase 1 Final Plat

GOVERNING LEGISLATION

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

BUDGET/FINANCIAL IMPACTS:

RECOMMENDED ACTION OR MOTION:

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

None