



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, March 13, 2025
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. PUBLIC COMMENT

Anyone requesting to speak to the 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.

III. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the February 27, 2025 & March 6, 2025, Meeting**
- 3. Approval of City Manager 2024-2025 Initiatives**

IV. BUSINESS

- 1. Approval of Resolution No. 660 - Downtown Parking Plan - Chuck Green, Public Works Director**
- 2. Approval of Resolution No. 661 - Master Fee Schedule Update - Kirk Johnson, Finance Director, Claire Lust, Community Development Director**
- 3. Motion to Approve the Purchase of Real Property - 813 Pioneer St - Kirk Johnson, Finance Director**
- 4. First Reading of Ordinance No. 1447 - Amendments to Ridgefield Municipal Code Chapter 8.18 – Park Rules and Regulations - Corey Crownhart, Park Manager**

V. PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1442 - Second Amendment to the Sanderling Park Development Agreement - Steve Stuart, City Manager**
- 2. Public Hearing and First Reading of Ordinance No. 1444 - Second Amendment to the Paradise Pointe Development Agreement - Steve Stuart, City Manager**
- 3. Public Hearing and First Reading of Ordinance No. 1446 - Mukensnabl Petition to Annex - Claire Lust, Community Development Director**

VI. 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.

VII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

VIII. EXECUTIVE SESSION

- 1. Pursuant to RCW 42.30.140(4)(a) - Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions related to the interpretation or application of a labor agreement.**

IX. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

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. March 13, 2025 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

March 13, 2025

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ACCELA INC.	2779	INV-ACC61181	Genl Govt/Facilities Information Technology	04.2025-04.2026 Accela CRM Platform 04.2025-04.2026 Accela CRM Platform	(59.95) 7,240.54
ACCELA INC. Total					7,180.59
AMERICAN LEAK DETECTION INC.	4109	394362	Public Works	Splash Pad Leak Detection Services	10,200.00
AMERICAN LEAK DETECTION INC. Total					10,200.00
ANDERSON ENVIRONMENTAL CONTRACTING	2258	28089	Genl Govt/Facilities Public Works	01.2025 Park Laundry Cleanup 01.2025 Park Laundry Cleanup	(26,551.19) 577,222.92
ANDERSON ENVIRONMENTAL CONTRACTING Total					550,671.73
BACKWOOD BARK	3944	15442	Public Works	02.2025 Yard Debris Removal	271.75
BACKWOOD BARK Total					271.75
Bates Patricia	UB*01117	(blank)	Genl Govt/Facilities	Refund Check 014906-000 7258 S Ridge Way	100.46
Bates Patricia Total					100.46
BLUEROCK VENTURES LLC	4073	1005-202502	Public Works	02.2025 Rec Center Project Management	16,698.75
BLUEROCK VENTURES LLC Total					16,698.75
BSK ASSOCIATES	2119	VI00403	Public Works	02.2025 Coliform Testing	620.00
BSK ASSOCIATES Total					620.00
CASCADE CENTERS INC.	3969	21707	Genl Govt/Facilities	03.2025 Employee Assistance Program	11.00
			Public Safety	03.2025 Employee Assistance Program	133.16
			Public Works	03.2025 Employee Assistance Program	205.16
			Community Development	03.2025 Employee Assistance Program	105.26
			Human Resources	03.2025 Employee Assistance Program	15.23
			Finance	03.2025 Employee Assistance Program	38.33
			Executive	03.2025 Employee Assistance Program	6.33
			Administration	03.2025 Employee Assistance Program	35.53
CASCADE CENTERS INC. Total					550.00
CFM STRATEGIC COMMUNICATIONS INC.	2551	28884	Genl Govt/Facilities	02.2025 Lobbyist	5,200.00
CFM STRATEGIC COMMUNICATIONS INC. Total					5,200.00
CINTAS CORPORATION NO 2	3497	5254848802	Genl Govt/Facilities	02.2025 First Aid Supplies - PW Ops	22.17
			Public Works	02.2025 First Aid Supplies - PW Ops	408.55
			Community Development	02.2025 First Aid Supplies - PW Ops	27.15
		5254848807	Public Safety	02.2025 First Aid Supplies - PD	60.63
		5254848806	Genl Govt/Facilities	02.2025 First Aid Supplies - CH	81.29
		5254848805	Genl Govt/Facilities	02.2025 First Aid Supplies - RACC	19.64
			Community Development	02.2025 First Aid Supplies - RACC	35.36
CINTAS CORPORATION NO 2 Total					654.79
CINTAS FIRE PROTECTION	2520	0F0548561	Genl Govt/Facilities	2025 Fire Extinguisher Inspection/Maint - CH/RACC/PW	1,387.70
			Public Works	2025 Fire Extinguisher Inspection/Maint - CH/RACC/PW	1,617.08
			Community Development	2025 Fire Extinguisher Inspection/Maint - CH/RACC/PW	338.33
CINTAS FIRE PROTECTION Total					3,343.11
CITY OF VANCOUVER	97	46736	Public Works	Hillhurst Rd & Royle Rd Striping	6,438.74
CITY OF VANCOUVER Total					6,438.74
CLARK COUNTY	102	CI073371	Public Safety	Q2.2025 CRESA Emergency Management	5,329.25

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CLARK COUNTY	102	CI0711149	Judicial	11.2024 Prepriar Supervision & Investigations	2,109.81
		CI072757	Judicial	01.2025 Pretrial Supervision & Investigations	2,802.90
		CI073351	Public Safety	Q2.2025 CRESA Dispatch/Radio Operation/ER&R	48,218.00
		CI069392	Public Works	10.2024 Traffic Signals & ITS Services - Short Paid	3.00
CLARK COUNTY Total					58,462.96
CLARK COUNTY TREASURER - PROPERTY TAX	3819	214234000-2025	Public Works	2025 Property Taxes 214234000 - 8004 S 5th St	38.07
CLARK COUNTY TREASURER - PROPERTY TAX Total					38.07
CLARK COUNTY TREASURERS OFFICE	554	SIF202501	Genl Govt/Facilities	01.2025 Monthly School Impact Fees	438,880.00
		SIF202502	Genl Govt/Facilities	02.2025 Monthly School Impact Fees	337,600.00
CLARK COUNTY TREASURERS OFFICE Total					776,480.00
CLARKS LOCK SERVICESS LLC	3929	EI4Y1K	Genl Govt/Facilities	S 56th Water Plant Lock Replacement	(156.08)
			Public Works	S 56th Water Plant Lock Replacement	1,950.08
CLARKS LOCK SERVICESS LLC Total					1,794.00
COLUMBIAN PUBLISHING CO	116	50711	Public Works	2300 Block of NW Carty Rd Speed Limit	79.20
		50747	Community Development	Legacy Trails III RMUO Zone Change	91.80
		50692	Community Development	Petition to Annex PLZ-24-0098 - 24019 NW Meuller Rd	106.20
COLUMBIAN PUBLISHING CO Total					277.20
CSD ATTORNEYS AT LAW P.S.	3294	127921	Genl Govt/Facilities	01.2025 Park Laundry	828.00
CSD ATTORNEYS AT LAW P.S. Total					828.00
CT PUBLISHING LLC	3753	288349	Public Works	2300 Block of NW Carty Rd Speed Limit	105.40
		288821	Community Development	Sanderling Park Development Agreement	245.90
		288987	Community Development	Taverner Ridge Parking	108.80
		288820	Community Development	Paradise Pointe Development Agreement	117.30
CT PUBLISHING LLC Total					577.40
DANI BOWERMAN	4077	4077-20250305	Public Safety	Wellness Tools for Records Training Meals - Bowerman	92.00
DANI BOWERMAN Total					92.00
DANI BOWERMAN	4077	4077-20250313	Public Safety	Wellness Tooools for Records Training Mileage - Bowerman	214.20
DANI BOWERMAN Total					214.20
DEPARTMENT OF HEALTH	148	72400V-2025	Public Works	2025 Public Water System Annual Fee	6,504.60
DEPARTMENT OF HEALTH Total					6,504.60
DEPARTMENT OF LICENSING - EPAY	154	RG0001798-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001801-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001802-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001799-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001803-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001800-2025	Genl Govt/Facilities	CPL Fees	18.00
DEPARTMENT OF LICENSING - EPAY Total					108.00
ENCORE ONE LLC	3890	626388	Genl Govt/Facilities	02.2025 Janitorial Services - 487 S 56th Pl	33.10
				02.2025 Janitorial Services - 101 Mill Street Ste 210	350.00
				02.2025 Janitorial Services - 230 Pioneer Street	278.69
			Public Safety	02.2025 Janitorial Services - 101 Mill Street Ste 110	681.71
			Public Works	02.2025 Janitorial Services - 487 S 56th Pl	453.59
			Community Development	02.2025 Janitorial Services - 487 S 56th Pl	40.55
	Public Works	02.2025 Janitorial Services - 487 S 56th Pl	156.60		
ENCORE ONE LLC Total					1,994.24
ERIC L EISEMANN	485	0485-202502	Community Development	02.2025 Planning Consulting Services	6,050.00

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ERIC L EISEMANN Total					6,050.00
EWING IRRIGATION PRODUCTS INC.	2374	24878629	Public Works	Streets De-Icer Valve	43.09
EWING IRRIGATION PRODUCTS INC. Total					43.09
EXIGY LLC	4048	1279	Community Development	02.2025 Permit Fee Study	5,000.00
EXIGY LLC Total					5,000.00
EXPRESS SERVICES INC.	4012	32019306	Public Works	02.17.2025-02.23.2025 Temp Service - Amy Strickland	1,286.25
		31987585	Public Works	02.11.2025-02.16.2025 Temp Sercice - Amy Strickland	910.00
EXPRESS SERVICES INC. Total					2,196.25
FERGUSON ENTERPRISES INC # 8423	181	1304823	Public Works	03.2025-03.2026 Sensus Software Support	4,021.90
FERGUSON ENTERPRISES INC # 8423 Total					4,021.90
GLOBAL HEALTHCARE SOLUTIONS	4126	503814503	Genl Govt/Facilities	Business License Refund - 503814503	50.00
GLOBAL HEALTHCARE SOLUTIONS Total					50.00
GLOBAL SECURITY & SAFETY COMMUNICATIONS INC	3447	4657104	Genl Govt/Facilities	PW Ops Alarm Monitoring Services	6.20
			Public Works	PW Ops Alarm Monitoring Services	114.35
			Community Development	PW Ops Alarm Monitoring Services	7.60
GLOBAL SECURITY & SAFETY COMMUNICATIONS INC. Total					128.15
Goff Michelle & Ted	UB*01122	(blank)	Genl Govt/Facilities	Refund Check 007237-000 633 N 18th Pl	17.15
Goff Michelle & Ted Total					17.15
GREATER VANCOUVER CHAMBER OF COMMERCE	2938	249548	Public Safety	2025 Executive Women's Council Series Access - Doriot	575.00
GREATER VANCOUVER CHAMBER OF COMMERCE Total					575.00
Griffin Ethan	UB*01116	(blank)	Genl Govt/Facilities	Refund Check 015078-000 2620 S Sockeye Dr	21.37
Griffin Ethan Total					21.37
H.D. FOWLER CO. INC.	2036	16937697	Public Works	Hydrant Meter Locks	844.34
H.D. FOWLER CO. INC. Total					844.34
HARPER HOUF PETERSON RIGHELLIS INC.	1678	60561	Public Works	01.2025 51st Roundabout & Pioneer Widening	15,215.00
HARPER HOUF PETERSON RIGHELLIS INC. Total					15,215.00
HD SUPPLY INC.	3886	INV00625042	Public Works	Hydrant Meter Brass Nipple	188.97
		INV00623732	Public Works	Hydrant Meter Bushings	82.56
HD SUPPLY INC. Total					271.53
HID GLOBAL CORPORATION	3831	13400002334	Public Safety	PD LiveScan Fingerprint Software Update	1,035.00
HID GLOBAL CORPORATION Total					1,035.00
HONEY BUCKETS	223	554714894	Public Works	02.21.2025-03.20.2025 Davis Park Port-a-Potty	373.00
HONEY BUCKETS Total					373.00
INTERMEDIA.NET INC.	3804	2503289370	Information Technology	02.2025 Voice Service Charges	96.36
INTERMEDIA.NET INC. Total					96.36
J2 BLUE PRINT SUPPLY CO	243	AR164095	Community Development	02.2025 Plotter Contract	68.82
J2 BLUE PRINT SUPPLY CO Total					68.82
Jacobs Kevin	UB*01120	(blank)	Genl Govt/Facilities	Refund Check 012867-001 1701 S Nighthawk Rd	88.01
Jacobs Kevin Total					88.01
JOE TURNER P.C.	1437	1491	Community Development	02.2025 Hearing Examiner	569.75
JOE TURNER P.C. Total					569.75
JUDY CHIPMAN	3757	3757-20250303	Council	Washington DC Lobbying Meals - Chipman	207.00
JUDY CHIPMAN Total					207.00
KIRK JOHNSON	1716	1716-20250313	Finance	01.2025-02.2025 Mileage Reimbursement - Kirk Johnson	161.56
KIRK JOHNSON Total					161.56
KYLE JOHNSON	3851	3851-20250313	Public Works	AWWA Opcert Exam Prep Application - Kyle Johnson	49.99

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KYLE JOHNSON Total					49.99
LANGUAGE LINE SERVICES INC.	3122	11552476	Judicial	02.2025 Interpreting Services	87.67
LANGUAGE LINE SERVICES INC. Total					87.67
LES SCHWAB GROUP HOLDINGS LLC	4006	42600621606	Public Works	Streets Equipment Snow Chain Parts	252.19
LES SCHWAB GROUP HOLDINGS LLC Total					252.19
MACKAY AND SPOSITO INC.	899	53906	Public Works	01.2025 Gee Creek Trail Heron to Main	1,238.39
MACKAY AND SPOSITO INC. Total					1,238.39
MAGI LLC	4123	1.2025	Genl Govt/Facilities	02.2025 1SAT Token Reimbursement	120.00
MAGI LLC Total					120.00
MARTA L. OCHOA-RUTUHERFORD	3396	719	Judicial	02.20.2025 Interpreting Services	75.00
MARTA L. OCHOA-RUTUHERFORD Total					75.00
MATT COLE	3882	3882-20250303	Council	Washington DC Lobbying Meals - Cole	207.00
MATT COLE Total					207.00
McAllister Mollie	UB*01115	(blank)	Genl Govt/Facilities	Refund Check 006117-000 613 N 1st Ave	2.31
McAllister Mollie Total					2.31
MELISSA M COSGROVE NP LLC	4096	13481	Public Works	Audio Exam - Kyle Johnson	47.50
			Community Development	Audio Exam - Kyle Johnson	2.50
MELISSA M COSGROVE NP LLC Total					50.00
MINUTEMAN PRESS (NORTH)	3278	13459	Community Development	Notary Stamp - Cristy May	47.16
MINUTEMAN PRESS (NORTH) Total					47.16
MOONLIT DESIGNS BY MICHAIAH	4125	503793680	Genl Govt/Facilities	Business License Refund - 503793680	50.00
MOONLIT DESIGNS BY MICHAIAH Total					50.00
MPH INDUSTRIES	302	6025148	Public Safety	Bee III Radar Repair	528.79
MPH INDUSTRIES Total					528.79
NAPA AUTO PARTS	498	463675	Public Works	Sweeper DEF Fluid	107.28
NAPA AUTO PARTS Total					107.28
NATIONAL CONSTRUCTION RENTALS	3320	7720386	Public Works	02.04.2025-03.03.2025 Park Laundry Cleanup Temp Fencing Rental	508.72
NATIONAL CONSTRUCTION RENTALS Total					508.72
NATIONAL SAFETY INC	3571	0750376-IN	Public Works	PWWTR Air Monitor Calibration	190.13
NATIONAL SAFETY INC Total					190.13
NORTHSIDE FORD TRUCK SALES INC	3281	293920	Public Works	PWSTW 2011 Ford F350 48613D - Oil Change & Brake Repair	2,667.91
			Community Development	PWSTW 2011 Ford F350 48613D - Oil Change & Brake Repair	205.22
NORTHSIDE FORD TRUCK SALES INC Total					2,873.13
NORTHSTAR CHEMICAL INC.	1019	304307	Public Works	Sodium Hypochlorite	1,371.79
NORTHSTAR CHEMICAL INC. Total					1,371.79
ONE CALL CONCEPTS	326	5029106	Public Works	02.2025 Excavating Notifications/Modern Ticket Delivery	203.06
ONE CALL CONCEPTS Total					203.06
ON-HOLD CONCEPTS INC	2217	661571	Information Technology	03.2025 On Hold Music Services	27.95
ON-HOLD CONCEPTS INC Total					27.95
Orndorff Holli	UB*01118	(blank)	Genl Govt/Facilities	Refund Check 013304-000 912 N 7th Cir	79.22
Orndorff Holli Total					79.22
PACIFIC OFFICE AUTOMATION - LEASE	1564	589337506	Genl Govt/Facilities	02.2025 Copier Lease - RACC	230.03
				02.2025 Copier Lease - CH	643.98
			Public Safety	02.2025 Copier Lease - PD	596.24
			Public Works	02.2025 Copier Lease - PWUTIL	44.64
			Community Development	02.2025 Copier Lease - RACC	413.95

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PACIFIC OFFICE AUTOMATION - LEASE	1564	589120502	Genl Govt/Facilities	02.2025 Copier Lease PW Ops	24.74
			Public Works	02.2025 Copier Lease PW Ops	456.32
			Community Development	02.2025 Copier Lease PW Ops	30.32
		589392166	Genl Govt/Facilities	03.2025 Copier Lease - PW Ops	24.74
			Public Works	03.2025 Copier Lease - PW Ops	456.32
			Community Development	03.2025 Copier Lease - PW Ops	30.32
PACIFIC OFFICE AUTOMATION - LEASE Total					2,951.60
Patee Steve	UB*01119	(blank)	Genl Govt/Facilities	Refund Check 005165-000 104 S 4th Ave	90.34
Patee Steve Total					90.34
PATRICK HILDRETH BRAND AND DESIGN	2372	3106	Genl Govt/Facilities	02.2025 General Design - Events	800.00
PATRICK HILDRETH BRAND AND DESIGN Total					800.00
PBS ENGINEERING AND ENVIRONMENTAL LLC	342	24012361-4921	Public Works	01.2025 Recreation Center Land Surveying Services	4,123.00
				01.2025 Rec Center Phase I Environmental Site Assessment	4,185.41
		78194.000-4541	Public Works	01.2025 Systemic Horizontal Curve Safety Imp.	2,285.51
		71069.009-4535	Public Works	01.2025 S Royle Rd 15th to 5th Way	2,437.50
		24010473-4544	Public Works	01.2025 S 11th Street and S Timm Rd Safety Improvements	8,664.75
PBS ENGINEERING AND ENVIRONMENTAL LLC Total					21,696.17
PLATT ELECTRIC SUPPLY	766	6B05489	Public Works	Overlook Park Interactive Kiosk Installation Supplies	52.10
PLATT ELECTRIC SUPPLY Total					52.10
PORTLAND ENGINEERING INC	2082	12868	Public Works	02.2025 Q178V Ridgefield Cellular Telemetry	228.27
PORTLAND ENGINEERING INC Total					228.27
Renteria Ruben	UB*01121	(blank)	Genl Govt/Facilities	Refund Check 015268-000 6936 N Montgomery Way	4.27
Renteria Ruben Total					4.27
SITEONE LANDSCAPE SUPPLY LLC	2951	149913170-001	Public Works	Streets De-Icer Repair Parts	41.31
SITEONE LANDSCAPE SUPPLY LLC Total					41.31
SPRINGBROOK SOFTWARE LLC	3444	INV-019970	Public Works	02.2025 Customer Web Payments	586.62
SPRINGBROOK SOFTWARE LLC Total					586.62
STEVE STUART	2075	2075-20250303	Executive	Washington DC Lobbying Meals - Stuart	207.00
STEVE STUART Total					207.00
STEVE STUART	2075	2075-20250313	Executive	AWC city Action Days Mileage - Stuart	133.14
STEVE STUART Total					133.14
TANYA PERSONS	4122	4122-20250313	Genl Govt/Facilities	101 Mill St Ste 210 Rental - Deposit Refund	90.00
TANYA PERSONS Total					90.00
TAPANI INC	420	C2024-041-1	Public Works	02.2025 I-5 Overpass Safety Screen	98,814.89
TAPANI INC Total					98,814.89
TERESA D JOHNSON CPA INC.	561	7256	Finance	02.2025 Accounting Services	7,064.18
TERESA D JOHNSON CPA INC. Total					7,064.18
THE MASTERS TOUCH LLC	1786	P94595	Public Works	02.2025 Final Bills - Postage	24.43
		94595	Public Works	02.2025 Final Bills	190.33
THE MASTERS TOUCH LLC Total					214.76
THE PARR COMPANY	964	26717861	Genl Govt/Facilities	Pallet Return Credit Issued in Error	(760.90)
		259551	Public Works	Street Signs Concrete Mix	5.21
		273992	Genl Govt/Facilities	Pallet Return Credit Issued in Error - Correction	495.03
		226941	Genl Govt/Facilities	Pallet Return Credit Issued in Error - Correction	265.87
THE PARR COMPANY Total					5.21
TOWNZEN & ASSOCIATES INC.	3450	25-029	Community Development	01.2025 Building Plan Reviews	5,476.53

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TOWNZEN & ASSOCIATES INC. Total					5,476.53
TRAFFIC SAFETY SUPPLY CO INC.	432	INV077941	Genl Govt/Facilities	Street Signs - Crossing Arrow Left & Do Not Enter	(27.97)
			Public Works	Street Signs - Crossing Arrow Left & Do Not Enter	349.47
TRAFFIC SAFETY SUPPLY CO INC. Total					321.50
TRI MOUNTAIN INVESTORS LLC	3866	2025-187	Genl Govt/Facilities	03.2025 101 Mill St Ste 210 - Lease	6,250.00
				03.2025 101 Mill St Ste 210 - NNN Charge	1,067.46
				03.2025 101 Mill St Basement - Lease	952.60
				03.2025 101 Mill St Basement - NNN Charge	320.24
			Public Safety	01.2025 101 Mill St Ste 210 - Janitorial	28.17
				01.2025 101 Mill St Ste 210 - Natural Gas	80.69
				01.2025 101 Mill St Ste 210 - Wastewater	21.27
				01.2025 101 Mill St Ste 210 - Electricity	12.81
		2025-186	Public Safety	03.2025 101 Mill St Ste 110 - NNN Charge	3,032.61
				03.2025 101 Mill St Ste 110 - Lease	31,058.32
				01.2025 101 Mill St Ste 110 - Janitorial	62.83
				01.2025 101 Mill St Ste 110 - Wastewater	61.67
TRI MOUNTAIN INVESTORS LLC Total					42,948.67
UNIFIRST CORPORATION	3904	2240195684	Genl Govt/Facilities	02.25.2025 PW Ops Floor Mats	2.70
				02.25.2025 PWFAC Uniforms	11.43
			Public Works	02.25.2025 PW Ops Floor Mats	49.78
				02.25.2025 PWWTR Uniforms	40.64
				02.25.2025 PWSTW Uniforms	46.76
				02.25.2025 PWFAC Uniforms	80.40
			Community Development	02.25.2025 PW Ops Floor Mats	3.31
				02.25.2025 PWWTR Uniforms	2.14
				02.25.2025 PWSTW Uniforms	2.46
		2240195661	Genl Govt/Facilities	02.25.2025 Floor Mats - RACC	4.21
			Community Development	02.25.2025 Floor Mats - RACC	7.58
		2240195669	Public Safety	02.25.2025 Floor Mats - PD	42.32
		2240195663	Genl Govt/Facilities	02.25.2025 Floor Mats - CH	18.07
UNIFIRST CORPORATION Total					311.80
VANCOUVER BOLT AND SUPPLY	447	VA-218196	Public Works	Street Sweeper Eye Bolt	15.87
VANCOUVER BOLT AND SUPPLY Total					15.87
W.W.GRAINGER INC.	206	9413585457	Public Works	56th Pl Water Plant Repair Parts - Tubing	170.37
W.W.GRAINGER INC. Total					170.37
WA STATE DEPARTMENT OF TRANSPORTATION	688	RE313ATB4101404	Public Works	WSDOT Services	501.11
		RE44JD17340L010	Public Works	01.2025 Overpass Safety Screen Plan Review	2,786.40
WA STATE DEPARTMENT OF TRANSPORTATION Total					3,287.51
WASHINGTON STATE PATROL	463	I2504775	Genl Govt/Facilities	02.2025 Background Cheks - CPL	108.00
WASHINGTON STATE PATROL Total					108.00
Grand Total					1,680,023.76

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Approval of Minutes from the February 27, 2025 & March 6, 2025, 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. 02-27-2025
2. 03-06-2025 Study Session



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
FEBRUARY 27, 2025**

Regular Meeting - 5:30 PM

I. SPECIAL MEETING - 5:30 P.M.

1. City Council Member Selection Process & Interviews - Steve Stuart, City Manager

City Council conducted interviews for the vacated position No. 1.

II. PUBLIC COMMENT - Opportunity for the public to provide input on the candidates

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

1. Flag Salute

2. Roll Call

Present:

Mayor Matt Cole

Mayor Pro Tem Judy Chipman

Council Member Lee Wells

Council Member Clyde Burkle

Council Member Katie Favela

Council Member Rian Davis

3. Late changes to the agenda

Remove Approval of City Manager 2024–2025 Initiatives.

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 [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](https://www.ridgefieldwa.us/City-Council/Meeting-Audio-Files).

V. EXECUTIVE SESSION PURSUANT TO RCW 42.30.110(1)(h)

The Mayor announced that the City Council would enter an executive session at 6:50 PM pursuant to RCW 42.30.110(1)(h). The Council is scheduled to reconvene at 7:02 PM, with action to be taken during the

regular City Council meeting.

Attendees: Mayor, City Council, and City Manager.

At 6:58 PM, City Manager Steve Stuart announced that the executive session would be extended until 7:10 PM.

At 7:08 PM, City Manager Steve Stuart announced a further extension until 7:15 PM.

The Mayor reconvened the meeting at 7:15 PM.

VI. DELIBERATION AND SELECTION OF POSITION NO. 1

1. Oath of Office - City Council Position No. 1

After discussion, the Mayor and City Council appointed Meghan Hamilton to City Council Position No. 1.

Mayor Cole	Maggie Butler
Mayor Pro Tem Chipman	Meghan Hamilton
Council Member Burkle	Meghan Hamilton
Council Member Favela	Meghan Hamilton
Council Member Davis	Maggie Butler
Council Member Wells	Meghan Hamilton

VII. PROCLAMATION

1. Ridgefield Youth Arts Month

VIII. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the February 17, 2025 Meeting**
- 3. Approval of Application for USDOT Rural and Tribal Assistance Pilot Program Grant: S 10th/11th Street Overpass Project**

IX. PRESENTATION

1. Cost of Service Study - Claire Lust, Community Development Director

Per the adopted budget policy, fees for services provided to the public are reviewed every 5 to 6 years. The last cost of service study for development services was completed in 2019, with changes implemented on January 1, 2020. In 2024, City Council approved a review of building, land use, and engineering permit review and inspection fees to assess cost recovery levels. Exigy Consulting was

contracted to assist with the study. City Council discussed the preferred cost-recovery policy and provided direction to staff.

X. BUSINESS

1. Approval of Resolution No. 659 - Marx Intent to Annex - Claire Lust, Community Development Director

The Intent to Annex includes two parcels (No. 214469000 and 214472000) located off NE 259th Street, within the Ridgefield Urban Growth Area (UGA). These parcels are contiguous with the existing city limits to the north (Greely Farms) and west (Urban Downs II), making them eligible for annexation. The current zoning for the parcels is Clark County's Single Family Residential (R1-6) with an Urban Holding – 10 (UH-10) overlay. The comprehensive plan designation is Urban Low (UL), and the city zoning for annexed lands is Residential Low Density 4, 6, or 8, with an RLD-6 designation. The adjacent properties (Greely Farms and Urban Downs II) are also zoned RLD-6. The applicant intends to subdivide the parcel after annexation, although the Urban Holding overlay will remain until capital facility deficiencies are resolved, typically at the time of final subdivision approval. The direct petition method of annexation has been followed, with signatures from landowners representing 100% of the land value, exceeding the 10% threshold required.

MOTION: MOVED TO ADOPT RESOLUTION NO. 659 AS PRESENTED.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Rian Davis
SECONDER:	Council Member Clyde Burkle
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Burkle, Council Member Favela, Council Member Davis, Council Member Hamilton

2. Second Reading of Ordinance No. 1440 - Carty Road Subarea Development Code - Claire Lust, Community Development Director

Council adopted the Carty Road Subarea Plan on July 28, 2022, following a public hearing on June 23, 2022. Council held a study session on September 12, 2024, to review and discuss the first draft of the proposed Carty Road Subarea development standards (no action taken). On December 5, 2024, Council held a public hearing and first reading of the ordinance for the proposed development standards, including a review and discussion of the second draft (no action taken). On February 21, staff distributed Draft 3 to stakeholders who had commented on previous drafts. Comments received by February 27 were forwarded to Council for consideration. City Council discussed Draft 3 of the code and provided feedback to staff.

MOTION: Council Member Wells moved to adopt Ordinance No. 1440.

SECOND: Mayor Pro Tem Chipman.

Council Member Favela amended the motion to prioritize the existing native planting buffers and to reduce the 40-foot setback to a 30-foot setback.

SECOND: Mayor Pro Tem Chipman.

The motion passed.

Ordinance No. 1440, as amended, was adopted.

The motion passed.

RESULT:	(UNANIMOUS)
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AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman, Council Member Burkle, Council Member Favela, Council Member Davis, Council Member Hamilton
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3. Motion - Contract Award for Pioneer Widening/IQCU Wetland Mitigation Planting Component of the Pioneer Widening and 50th Place/Discovery Drive Roundabout Project - Chuck Green, Public Works Director

The Pioneer Street widening project, a \$22 million construction effort, is currently underway and involves mitigation for wetlands, streams, and buffers as required by local, state, and federal permits. Some mitigation efforts are being coordinated through the East Fork Lewis Wetland Bank. IQ Credit Union, a private development on Pioneer Street, was required to mitigate impacts to a fish-bearing stream identified along its property boundary. IQCU paid a \$125,000 fee-in-lieu for wetland mitigation and will share mitigation planting efforts with the City on City property, with a project split of 56% City/44% IQCU. A Request for Qualifications (RFQ) was issued for the mitigation planting contract, and Riparia Environmental was selected as the top-rated team. The project includes 1.5 acres of mitigation plantings, with an estimated budget of \$282,961 over seven years. Volunteer engagement will be part of the project, with the Watershed Alliance organizing planting events. Volunteers are expected to save up to \$125,000 in costs.

MOTION: MOVED TO APPROVE AWARDING THE CONTRACT FOR THE PIONEER WIDENING/IQCU WETLAND MITIGATION PLANTING WORK TO RIPARIA ENVIRONMENTAL FOR AN AMOUNT OF \$282,961 PLUS AN ADDITIONAL \$15,000 IN CONTINGENCIES.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Rian Davis
SECONDER:	Mayor Pro Tem Judy Chipman
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman , Council Member Burkle, Council Member Favela, Council Member Davis, Council Member Hamilton

XI. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1445 - Establishing Speed Limit Along NW Carty Road Between Hillhurst and Approximately 3,000 Feet East of Hillhurst (NW 2300 block of Carty Road) - Chuck Green, Public Works Director

Over the past 2-3 years, the City has annexed properties along NW Carty Road, including the rights-of-way. These annexations did not include changes to the municipal code to establish speed limits, and the road was unposted when under Clark County jurisdiction, defaulting to a 50 mph speed limit. The western segments of NW Carty Road, now within City jurisdiction, have seen frequent crashes and safety concerns from residents. A 2024 safety study by the Regional Transportation Council found that reducing speeding could improve safety. A study by the City Engineer confirmed that the lack of a posted speed limit has contributed to speeding and increased crash risks. To improve safety, the City Engineer/Public Works Director recommends posting a 35 mph speed limit along this section of NW Carty Road. City Council action is required to establish this speed limit in the Municipal Code.

Mayor Cole Opened the Public Hearing: 9:27PM

Comments received during the public hearing can be heard on the City's website under [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](#).

Mayor Cole Closed the Public Hearing: 9:32PM

MOTION: MOVED TO ADOPT ORDINANCE NO. 1445 AND WAIVE THE SECOND READING.

RESULT:	(UNANIMOUS)
MOVER:	Council Member Lee Wells
SECONDER:	Council Member Clyde Burkle
AYES:	Mayor Cole, Council Member Wells, Mayor Pro Tem Chipman , Council Member Burkle, Council Member Favela, Council Member Davis, Council Member Hamilton

XII. 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 [City Council Meeting Audio Files | Ridgefield, WA \(ridgefieldwa.us\)](#).

XIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Wells attended several meetings throughout the busy week.

Council Member Burkle participated in the Cowlitz Indian Tribe Federal Recognition Celebration, City Manager briefing, Port of Ridgefield meeting, and Ribbon Cuttings.

Council Member Davis attended AWC City Action Days, State of the City preparation, RTC meeting, and will be participating in the Color Run.

Council Member Favela participated in CCF&R, the advisory board for District 5, and the State of the City filming. She also mentioned that the Wine Walk is this Saturday and extended a warm welcome to Councilor Hamilton.

Council Member Hamilton shared her excitement about this new opportunity.

Mayor Pro Tem Chipman attended AWC City Action Days, Ribbon Cuttings, and State of the City filming, and will be traveling to Washington, D.C. next week.

2. Mayor

Attended AWC City Action Days, talked about the Color Run this Saturday, and heading to D.C. next week. Also gave a warm welcome to Councilor Hamilton.

3. City Manager

City Manager Steve Stuart announced that Study Sessions will move to the first and third Thursday of each month, starting March 6. He provided updates on upcoming events, including the Splash Pad update and Overpass Art, welcomed Councilor Hamilton, and noted that the State of the City is scheduled for March 18th.

Public Works Director Chuck Green, Community Development Director Claire Lust, and Police Lieutenant Andrew all welcomed Councilor Hamilton.

XIV. ADJOURN

9:55PM

Julie Ferriss, City Clerk

Matt Cole, Mayor



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
MARCH 6, 2025**

Regular Meeting - 4:00 PM

I. STUDY SESSION - 4:00 P.M.

- 1. Comprehensive Growth Management Plan Update: Climate Element - Claire Lust, Community Development Director**
- 2. EMS District 2 Board Proposed Amendments - Steve Stuart, City Manager**

II. ADJOURN

Julie Ferriss, City Clerk

Matt Cole, Mayor

Strategic Initiative SELF-Assessment (Rating: 1 = Poor; 5 = Excellent)

ID	Initiative	Completed in a Timely Manner	Completed Effectively
1)	Partnerships		
a.	Clark College at Boschma Farms completed		
2)	Projects		
a.	Union Ridge Town Center: Costco and In-n-Out opening		
b.	Waterfront: Park master plan adopted; master developer selected and work started on DA with City		
c.	Pioneer Street widening project phase completions and project management		
d.	Park Laundry remediation finalized		
e.	YMCA/Community Center design complete, funding plan finalized, partnership options developed		
f.	For Comprehensive Plan Update, finalize water system plan and be on target for completion of CFPs and overall plan elements		
g.	For downtown splash pad, diagnose issues, implement plan to repair in 2025, begin any necessary legal action		
3)	Organizational Management		
a.	Implement PW and CD reorganization plan for efficiency and savings		
b.	Finalize facility plan		
4)	Communication		
a.	Help Council develop and implement WAVE initiative		
5)	City Manager Professional Development		
a.	Represent the City/Council at 1 or more local/regional/state hearing/conference/panel to share Ridgefield's story		

Strategic Initiative Assessment Comments

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Approval of Resolution No. 660 - Downtown Parking Plan

GOVERNING LEGISLATION

Revised Code of Washington Title 35 – Cities and Towns
Ridgefield Municipal Code - Chapter 10.12, Parking

PREVIOUS COUNCIL ACTION TAKEN:

Various parking ordinances and code amendments between 2008 and 2017. Also, presentation and discussion held June 13, 2024 and February 17, 2025.

SUMMARY/BACKGROUND:

As Downtown Ridgefield continues to grow and redevelop, bringing 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 3-4 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 reported by downtown businesses and community members include:

- Parking availability in downtown core (Pioneer from 5th Avenue to Main Avenue, Main Avenue from Pioneer Street to Mill Street)
- Lack of on-street ADA (disabled) parking spaces
- Lack of designated loading zones
- Curb markings for parking zones need to be refreshed
- Poor sight distance at core intersections turning onto Pioneer (N 4th Avenue and Pioneer, N 3rd Avenue and Pioneer)
- Wrong way drivers in one-way zone on S Main Avenue
- Need for designated longer term parking (i.e. for residents, business employees)
- Pioneer Street is too narrow for vehicles with boats/trailers
- Current no-parking zones are based on situations that no longer exist (such as pole truck routes to the waterfront).

Through community input including previous presentations and discussions with City Council, two meetings with Ridgefield Main Street, comments received from the Ridgefield Roundtable page, one-on-one discussions and meetings with other community groups and downtown stakeholders, City staff have developed a proposals of a series of short term and longer term improvements that have culminated in this proposed Downtown Parking Plan.

There are several issues that have been raised that City staff have completed, including:

- Reviewed and installed signage and markings to alleviate wrong-way drivers on S. Main as well as on N 5th Avenue
- Worked with the Ridgefield Postmaster on a "one stop approval process" for downtown mailbox requests
- Discussed with Ridgefield School District parking along Pioneer in front of the RACC
- Discussed parking around the Port's Bus Barn building they are intending to improve
- Received a Community Development Block Grant to improve Sargent Street from S. Main to S. 3rd Avenue, including a new parking lane.

Subsequent to the February 17, 2025 presentation to Council, there are several decision items before Council needed to complete this plan:

- N 4th Avenue:
 - Option A: remove closest parking space(s) on Pioneer to improve sight distance; add convex mirror to improve views of oncoming traffic
 - Option B: Convert to One-Way from Pioneer to Simons Streets, add on-street spaces
- N 3rd Avenue, Port proposal for 4-5 on-street parking spaces for EV charging stations
 - Keep on street (will need parking code revision)
 - Require moving to off-street location
- Angled Parking
 - Convert portions of Simons Street and N Main Avenue to angled parking with one-way
 - Defer action to review of Port's Waterfront development transportation impact analysis
- On-Street ADA Parking:
 - Add a space closest to intersections/accessible curb ramps along Pioneer, Main and Simons.
- New Loading Zones (Weekdays 8AM – Noon)
 - West side of N. Main, two spaces
 - East side of S. Main, two spaces
- 2-Hour Time Limit

- Overlook Park, west side of S. Main

- Parking Code Updates (RMC 10.12), future code amendments:
 - No parking near mailboxes
 - On-street EV charging stations (pending council direction)
 - Loading zones.

The Proposed Downtown Parking Plan also references items for future study:

- Shuttles for large events downtown (now in place for some events)
- Wayfinding signage for public parking areas at Davis Park and Port property along Railroad Avenue
- Assess ways to improve parking enforceability
- Assessment of a downtown municipal parking lot.
- Consider downtown parking needs with Waterfront Park & development: as part of Waterfront development transportation impact analysis.

Council is requested to decide on the items noted above as part of the action on adopting the Downtown Parking Plan via Resolution 660.

BUDGET/FINANCIAL IMPACTS:

None at this time (presentation only). Budget for signage, striping, pavement markings and wayfinding signs is included in the Public Works Operating Budget.

RECOMMENDED ACTION OR MOTION:

Council action is requested through action on Resolution 660. The resolution references attaching the final Downtown Parking Plan document and map based on Council action on the various decision items.

A suggested motion is:

“I move to approve Resolution 660, adopting the Downtown Parking Plan as amended by Council.”

STAFF CONTACT: Chuck Green, Public Works Director

ATTACHMENTS:

1. Downtown Parking Presentation 03-13-25

RESOLUTION NO. 660

RESOLUTION NO. 660

**A RESOLUTION OF THE CITY OF RIDGEFIELD, WASHINGTON APPROVING AND ADOPTING A
DOWNTOWN PARKING PLAN**

WHEREAS, the current City of Ridgefield on-street parking is regulated under Ridgefield Municipal Code Chapter 10.12; and

WHEREAS, various ordinances have modified on-street parking regulations in the downtown area; and

WHEREAS, City staff have been collaborating with members of the downtown community including businesses, residents and other organizations on a downtown parking plan to address issues associated with on-street parking supply and layout; and

WHEREAS, City Council has provided input and direction to staff on the downtown parking study that has assisted in developing a downtown parking plan; and

WHEREAS, the City Council for the City of Ridgefield finds that it is in the public interest and will benefit the downtown Ridgefield community to provide a Downtown Parking Plan to guide city decisions to address the issues identified in the study.

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

Section 1. Plan Adoption. The Downtown Parking Plan as proposed and modified by City Council during a regularly scheduled meeting on March 13, 2025 is hereby approved and adopted, as shown in Exhibit 1.

Section 2. Plan Implementation. The City Manager is directed to prepare and bring to Council for approval amendments to Chapter 10.12 RMC, and such other provisions of Ridgefield Municipal Code as needed, to implement the Downtown Parking Plan and to take such other actions consistent with the City budget and other priorities to implement the Downtown Parking Plan.

Adopted at a regular session of the City Council of the City of Ridgefield, Washington this 13th day of March, 2025.

By:

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

**Exhibit 1. Approved Downtown Parking Plan
(to be attached upon Council final action on the plan)**



Proposed Downtown Ridgefield Parking Plan

Ridgefield City Council | March 13, 2025

Objectives

- Identify adequate parking for downtown merchants, customers, residents and deliveries
- Update parking inventory, include changes over past 5-7 years
- Discussions with Community, Ridgefield Main Street
- Current and Future Considerations
- **Action on Proposed Downtown Parking Plan (tonight)**

Parking Plan – Council Decision Items

- **N 4th Avenue:**

- Option A: remove closest parking space(s) on Pioneer to improve sight distance; add convex mirror to improve views of oncoming traffic
- Option B: Convert to One-Way from Pioneer to Simons Streets, add on-street spaces

- **N 3rd Avenue**

- Port proposal for 4-5 on-street parking spaces for EV charging stations
- Keep on street (will need parking code revision)
- Require moving to off-street location

- **Angled Parking**

- Convert portions of Simons Street and N Main Avenue to angled parking with one-way
- Defer action to review of Port's Waterfront development transportation impact analysis.

Parking Plan – Council Decision Items

- **On-Street ADA Parking:**
 - Add a space closest to intersections/accessible curb ramps along Pioneer, Main and Simons.
- **New Loading Zones (Weekdays 8AM – Noon)**
 - West side of N. Main, two spaces
 - East side of S. Main, two spaces
- **2-Hour Time Limit**
 - Overlook Park, west side of S. Main
- **Parking Code Updates (RMC 10.12):**
 - No parking near mailboxes
 - On-street EV charging stations (pending council direction)
 - Loading zones.

Proposed Parking Plan - Specifics

- **Pioneer Street:**
 - Convert spaces along RACC to public parking
 - Extend yellow curbs at intersections for pull-outs, vehicles towing wide boats.
- **N 5th Avenue:**
 - Delineate gravel area on the west side of the street for angled parking (Mercantile)
 - Additional ADA parking space along street.
- **N 4th Avenue:**
 - Council preference on Option A vs. Option B.
- **N 3rd Avenue**
 - Convert to public parking spaces as appropriate
 - Council preference on Port proposal for EV charging stations

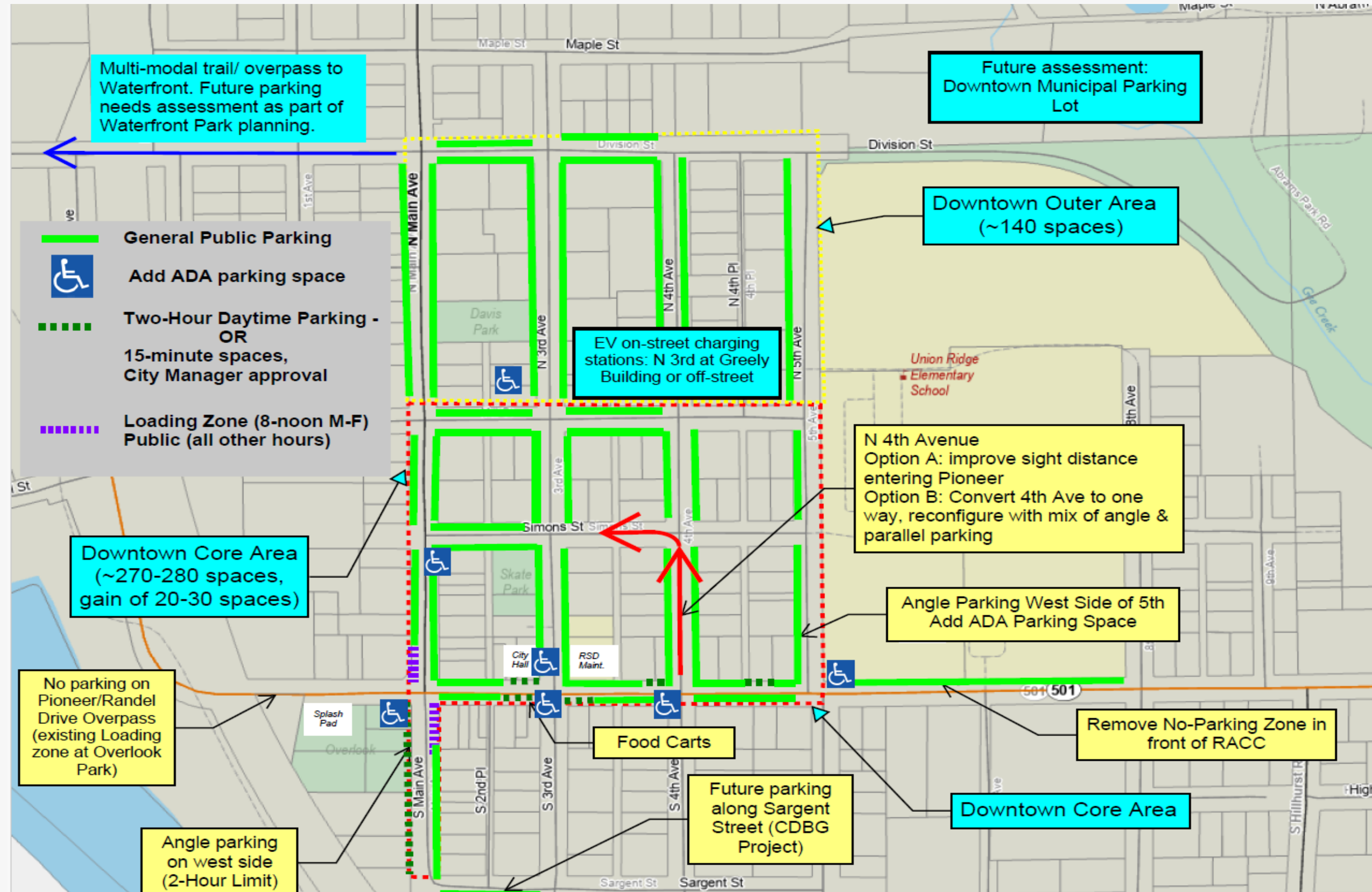
Parking Plan –Items for Future Study

- Shuttles for large events downtown (now in place for some events).
- Wayfinding signage for public parking areas at Davis Park and Port property along Railroad Avenue.
- Assess ways to improve parking enforceability
- Assessment of a downtown municipal parking lot.
- Consider downtown parking needs with Waterfront Park & development: as part of Waterfront development transportation impact analysis.

On-Street Parking – Current Situation



On-Street Parking – With Proposed Changes





Contact: Chuck Green, Public Works Director



ADDRESS

487 S 56th Place
Ridgefield, WA 98642



PHONE NUMBER

(360) 857-5022



EMAIL

Chuck.green@ridgefieldwa.us

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Approval of Resolution No. 661 - Master Fee Schedule Update

GOVERNING LEGISLATION

RMC Chapter 3.70 - Fees for Services

PREVIOUS COUNCIL ACTION TAKEN:

City Council passed Resolution No. 299 establishing the Master Fee Schedule on August 2, 2005. Council has since passed multiple revisions to the Master Fee Schedule, the most recent being Resolution No. 652 on August 22, 2024.

Staff presented cost recovery options to Council on February 27, 2025. In that regular meeting, Council directed staff to update the Master Fee Schedule based on 100 percent cost recovery including full recovery of third party review costs.

SUMMARY/BACKGROUND:

Per the adopted budget policy, a review of fees related to services provided to the public should be conducted every 5 to 6 years. The last cost of service study for development services occurred in 2019 and proposed changes were implemented on January 1, 2020. The City Council approved a 2024 project to review the city's building, land use and engineering permit review and inspection fees to determine the level of cost recovery for these services. The city contracted with Exigy Consulting to assist with the cost of service study.

On February 27, staff requested Council direction on a preferred cost recovery policy for development review and inspection fees charged to an applicant. The three core options based on the study were:

1. 100% cost recovery - requires development to pay for itself; or
2. 80-90% cost recovery - assumes public benefit associated with development; or
3. Market option - indexes fees to those in comparable jurisdictions.

Subsequently, staff requested Council direction on a preferred cost recovery policy for third-party review:

- a. Continue the current policy of billing applicants for the cost of 3rd-party structural engineering review only and absorbing other 3rd-party review costs; or
- b. Implement a policy to bill applicants for the full cost of all third-party reviews.

Council indicated a preference for Option 1(b): 100 percent cost recovery including full recovery of the cost of third-party review. The method to achieve this cost recovery is a 10.4 percent increase in land use, engineering, and building plan review and inspection fees combined with expansion of the process currently used to recover third-party structural engineering review fees to all third-party review.

Council directed staff to bring back an updated Master Fee Schedule implementing the 10.4 percent

fee increase. See attached document.

BUDGET/FINANCIAL IMPACTS:

Reduce deficit in Building and Planning fund.

RECOMMENDED ACTION OR MOTION:

To adopt the proposed updates to the Master Fee Schedule:

"I move to adopt Resolution No. 661 as presented."

STAFF CONTACT: Kirk Johnson, Finance Director, Claire Lust, Community Development Director

ATTACHMENTS:

1. 04.2025 Master Fee Schedule_Changes
2. 04.2025 Master Fee Schedule_Clean

RESOLUTION NO. 661

**A RESOLUTION OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING AND SUPERSEDING
RESOLUTION NO. 652 (MASTER FEE SCHEDULE)**

WHEREAS, it is the general policy of the City to establish fees that are reflective of the cost of services provided by the City; and

WHEREAS, the Ridgefield City Council approved Resolution No. 299 at a regular meeting held on August 2, 2005 establishing a Master Fee Schedule to provide cost recovery for the provision of providing various municipal services; and

WHEREAS, the Ridgefield City Council approved additional resolutions after this time period that added services, delegated authority, and modified and/or updated fees; and

WHEREAS, the Ridgefield City Council approved Resolution No. 652 as the most recent update to the Master Fee Schedule; and

WHEREAS, the Ridgefield City Council directed staff to update the Master Fee Schedule to achieve one hundred (100) percent cost recovery across land use, engineering, and building plan review and inspection fees at a regular meeting held on February 27, 2025; and

NOW THEREFORE, be it resolved by the City Council of the City of Ridgefield, Washington, as follows:

Section 1. Public Interest. The City Council for the City of Ridgefield, Washington finds that it is in the public interest to amend and supersede the previously approved Master Fee Schedule to address costs associated with providing services.

Section 2. Supersede Previous Resolutions. This Resolution inclusive of Exhibit "A" attached hereto shall supersede in its entirety Resolution No. 652 previously passed by the Ridgefield City Council.

Section 3. Adjustments. The Ridgefield City Council amends the Master Fee Schedule to include the attached Exhibit "A".

Section 4. Effective Date. This Resolution shall be in full force and effect thirty (30) days after adoption.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON

THIS 13th DAY OF MARCH, 2025.

CITY OF RIDGEFIELD

Matt Cole

-
Mayor

Attest:

Julie Ferriss
City Clerk

City of Ridgefield, Washington
Master Fee Schedule
Effective Date: January 1, 2025



A. City Personnel Costs (hourly rate)		Proposed
Building Official	\$90.00	\$100.00
Building Inspector	\$75.00	\$85.00
Public Safety	\$100.00	\$110.00
Public Works		
Facilities Maintenance Worker (Parks and Streets)	\$75.00	\$85.00
Water Maintenance Worker	\$90.00	\$100.00
Stormwater Maintenance Worker	\$90.00	\$100.00
Park Caretaker	\$50.00	\$55.00
All Other City Personnel	Actual Cost + 10%	
B. Land Use Planning Permits		
* Cost Recovery. The City reserves the right to use the services of outside professional consultants. All external consultant fees will be passed on to the applicant and must be paid in full prior to final approval.		
Payment. All fees are due at the time an application is submitted.		
Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued		
Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.		
External Review:		
Land use, plan review, engineering plan review, building plan review, structural engineering review, hearings examiner (excluding appeals), etc.		*City Cost
Annexation:		
Notice of Intent	\$450.00	\$500.00
Notice of Petition to Annex	\$2,000.00	\$2,200.00
Appeal:		
Review by recognized City Neighborhood Organization or HOA	\$250.00	\$275.00

City of Ridgefield, Washington
Master Fee Schedule
Effective Date: January 1, 2025



Appeal involving an individual single-family residence or duplex	\$350.00	\$400.00
All land use appeals to Hearing Examiner	\$2,000.00	\$2,200.00
Archaeological Pre-Determination Review	\$350.00	\$400.00
Boundary Line Adjustment	\$400.00	\$440.00
Comprehensive Plan Amendment/Zone Change Request	\$350.00	\$400.00
Comprehensive Plan	\$3,000.00	\$3,300.00
Zone Change Request	\$3,750.00	\$4,125.00
Conditional Use Permit:		
New Use	\$3,750.00	\$4,125.00
Existing Use – Minor Alteration	\$450.00	\$500.00
Existing Use – Major Alteration	\$2,000.00	\$2,200.00
Covenant Release: Full or Partial	\$1,000.00	\$1,100.00
Critical or Sensitive Area Review (Fee for Each Required Review)		
Fish & Wildlife Habitat Conservation Areas	\$600.00	\$675.00
Frequently Flooded Areas	\$600.00	\$675.00
Geologic Hazard Areas	\$600.00	\$675.00
Wetlands	\$600.00	\$675.00
Critical Aquifer Recharge Areas	\$600.00	\$675.00
Minor Exception Request	\$600.00	\$675.00
Reasonable Use Exception Request	\$600.00	\$675.00
Development Agreement	\$1,000.00	\$1,100.00
Development Agreement – Amendment	\$750.00	\$825.00
Director's Interpretation	\$350.00	\$400.00

Extensions of Land Use Approval:		
Preliminary PUD or Preliminary Plat	\$350.00	\$400.00
All Others	\$150.00	\$175.00
Final Plat:		
Final Subdivision Plat	\$2,000.00	\$2,200.00

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Final Short Plat	\$500.00	\$550.00
Final Large Lot Plat	\$500.00	\$550.00
Final Binding Site Plan	\$500.00	\$550.00
Map of Dedication:		
Map of Dedication (not part of another land use application)	\$500.00	\$550.00
Amendment to a Map of Dedication Type 1 and Type II	\$500.00	\$550.00
Amendment to a Map of Dedication Type III	\$2,000.00	\$2,200.00
Home Occupation	\$150.00	\$175.00
Large Lot Plat (Preliminary)	\$1,500.00	\$1,650.00
Legal Lot Determination:		
Up to Two Lots	\$450.00	\$500.00
Plus Fee-per-lot for Each Lot Over 2	\$50.00	\$60.00
Legislative Text Amendment	\$3,000.00	\$3,300.00
Master Planned/Mixed Use Development	\$3,000.00	\$3,300.00
(Plus Corresponding PUD or Subdivision Fee)		
Nonconforming Situations:		
Type I Alteration of Nonconforming Situation	\$150.00	\$175.00
Type II Alteration of Nonconforming Situation	\$450.00	\$500.00
Type III Alteration of Nonconforming Situation	\$3,250.00	\$3,575.00
Type II Determination or Discontinuance of Nonconforming Situation	\$150.00	\$175.00
Type II Reconstruction of a Nonconforming Situation	\$450.00	\$500.00
Planned Residential Development (PUD):		
10 – 25 Lots	\$4,000.00	\$4,400.00
26 – 50 Lots	\$5,500.00	\$6,050.00
51 Lots or More	\$5,500.00	\$6,050.00
(Plus Fee-per-lot for Each Lot Over 50)	\$25.00	\$30.00
Modification of Preliminary PUD (plus applicable Map of Dedication fee)		
Minor Modification	\$650.00	\$725.00
Major Modification	\$2,000.00	\$2,200.00

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Plat Alteration or Vacation	\$2,000.00	\$2,200.00
Plat Modification (plus applicable Map of Dedication fee)	\$2,000.00	\$2,200.00
Post-Decision Review:		
Type I	\$150.00	\$175.00
Type II	\$2,500.00	\$2,750.00
Type III	\$3,250.00	\$3,575.00
Pre-Application Conference:	\$1,250.00	\$1,375.00
If Development Permit Application Submitted within 6 Months	\$500 Credit	
Pre-Application Waiver	\$65.00	\$75.00
SEPA Review:		
SEPA Review	\$500.00	\$550.00
SEPA Review for One Single Family Residence	\$150.00	\$175.00
Shoreline Permit:		
Shoreline Statement of Exemption	\$150.00	\$175.00
Shoreline Substantial Development Permit	\$2,100.00	\$2,325.00
Shoreline Conditional Use Permit	\$3,000.00	\$3,300.00
Shoreline Variance	\$3,000.00	\$3,300.00
Sign Permit:		
Sandwich Board or "A" Frame	\$50.00	\$55.00
Permanent (Plus Applicable Building and Land Use Permit Fees in Section "B and D")	\$100.00	\$110.00
Master Sign Plan	\$250.00	\$275.00
Site Plan Review:		
Minor Site Plan	\$150.00	\$175.00
Basic Site Plan	\$2,500.00	\$2,750.00
Major Site Plan	\$3,500.00	\$3,850.00
Preliminary Binding Site Plan	\$4,000.00	\$4,400.00
Short Plat (Preliminary)	\$1,500.00	\$1,650.00
Subdivision (Preliminary):		
10 – 25 Lots	\$4,000.00	\$4,400.00

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26 – 50 Lots	\$5,500.00	\$6,050.00
51 Lots or More	\$5,500.00	\$6,050.00
(Plus Fee-per-lot for Each Lot Over 50)	\$25.00	\$30.00
Temporary Use Permit:		
Type I	\$150.00	\$175.00
Type II	\$450.00	\$500.00
Type I Review (All Others)	\$150.00	\$175.00
Type II Review (All Others)	\$450.00	\$500.00
Type III Review (All Others)	\$3,250.00	\$3,575.00
Variance/Administrative Adjustment		
Type I Administrative Adjustment	\$150.00	\$175.00
Type II Administrative Adjustment	\$450.00	\$500.00
Variance	\$3,250.00	\$3,575.00
Variance Filed in Conjunction with Another Type III Application	\$1,050.00	\$1,160.00
Zoning Confirmation Letter	\$150.00	\$175.00
C. Public Works Permits		
* Cost Recovery. The City reserves the right to use the services of outside professional consultants. All external consultant fees will be passed on to the applicant and must be paid in full prior to final approval.		
Payment. All fees are due at the time an application is submitted. Any additional charges shall be paid prior to receipt of a Final Decision, Final Plat Approval or Statement of Completion as applicable.		
Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued.		
Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.		

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Inflationary Adjustments. Per Ridgefield Municipal Code 3.70.070, the Finance Director shall calculate annual inflation adjustments in the development review and inspection fees. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).		
External Review:		
Land use, plan review, engineering plan review, building plan review, structural engineering review, hearings examiner (excluding appeals), etc.	*City Cost	
Right of Way/Road Encroachment Permit:		
Right of Way/Road Blocking Only	\$125.00	\$150.00
1-200 Linear Feet of Pavement Disturbed	\$300.00	\$350.00
Over 200 Linear Feet of Pavement Disturbed	\$300.00	\$350.00
(Plus Fee Per Linear Foot over 200)	\$0.75	\$1.00
Extension (90 Day)	\$75.00	\$100.00
Grading Permit:		
Under 50 Cubic Yards of Total Cut and Fill	No Fee	
50-100 Cubic Yards of Total Cut and Fill	\$50.00	\$75.00
101-500 Cubic Yards of Total Cut and Fill	\$200.00	\$225.00
501-1,000 Cubic Yards of Total Cut and Fill	\$500.00	\$600.00
1,001-10,000 Cubic Yards of Total Cut and Fill	\$750.00	\$1,000.00
10,001-50,000 Cubic Yards of Total Cut and Fill	\$1,000.00	\$1,250.00
50,001-100,000 Cubic Yards of Total Cut and Fill	\$1,500.00	\$1,750.00
100,001-200,000 Cubic Yards of Total Cut and Fill	\$2,500.00	\$2,750.00
Over 200,000 Cubic Yards of Total Cut and Fill	\$5,000.00	\$5,500.00
Grading Permit Extension (12 Months)	50% of Original Fee	
Street Tree Removal (Permit Required):		
Fee will be waived with proof street tree is purchased	\$150.00	
Water Utility Fees:		
Administrative Termination	\$50.00	

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Hydrant Meter Rental Deposit	\$500.00	
Meter Accuracy Testing (One Free Test per 12 Month Period)	\$60.00	
Utility Account Set Up	\$10.00	
Service Call	\$15.00	
Water Meter Installation Fee		
5/8-3/4 Inch Meter	\$480.00	\$550.00
1.0 Inch Meter	\$580.00	\$650.00
1.5 Inch Meter	Time & Materials	
2.0 Inch Meter	Time & Materials	
3.0 Inch Meter	Time & Materials	
4.0 Inch Meter	Time & Materials	
6.0 Inch Meter	Time & Materials	
8.0 Inch Meter	Time & Materials	
Water Service Installation	Time & Materials	
Water Utility Availability Determination	\$25.00	\$30.00
Engineering Review:		
Engineering Site Plan	\$8,000.00	\$8,800.00
Engineering Site Plan with Off-site Infrastructure	\$12,000.00	\$13,200.00
Engineering Short Plat (2-9 Lots)	\$10,000.00	\$11,000.00
Engineering Subdivision/PUD (More than 9 Lots)	\$10,000.00	\$11,000.00
(Plus Fee Per Lot)	\$100.00	\$125.00
Fee for Each City Plan Review in Excess of 3	\$500.00	\$550.00
D. Building Permits		
* Cost Recovery. The City reserves the right to use the services of outside professional consultants. All external consultant fees will be passed on to the applicant and must be paid in full prior to final approval.		
Payment. All plan review fees are due at the time an application is submitted. All building permit fees are due when the permit is picked up by the applicant. Any additional charges shall be paid prior to the issuance of a building permit.		

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Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued.		
Building Valuation. Building Valuation shall be calculated by the Building Official based on the cost of the construction as stated by the applicant and/or by utilizing the square footage of the proposed construction and valuation data published by the International Code Council. Valuation data shall be updated annually on January 1 using the most recent release of the ICC Building Valuation Data. (ex. January 1, 2026 using ICC Building Valuation Data released August 2025).		
Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.		
Inflationary Adjustments. Per Ridgefield Municipal Code 3.70.070, the Finance Director shall calculate annual inflation adjustments in the development review and inspection fees. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).		
External Review:		
Land use, plan review, engineering plan review, building plan review, structural engineering review, hearings examiner (excluding appeals), etc.	*City Cost	
Building Plan Review:	65% of Building Permit Fee	
Minimum Plan Review Fee	\$25.00	\$30.00
Maximum Plan Review Fee	\$32,500.00	\$35,750.00
Fee for Each Building Plan Review in Excess of 3	\$500.00	\$550.00
Changes or Additions to Approved Plans that Require Additional Review – Fee per Hour	\$75.00	\$85.00
Changes or Additions to Approved Plans that Require Additional Review – Administrative Fee	\$58.00	\$65.00
Re-Activation of 180-Day Plan Approval Fee	\$250.00	\$275.00
Plot Plan Review Fee	\$58.00	\$65.00
Fee for Each Plot Plan Review in Excess of 2	\$58.00	\$65.00
Changes or Additions to Approved Plot Plan that Require Additional Review	\$58.00	\$65.00

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Architectural Design Review Fee - Fee per Hour	\$75.00	\$85.00
Fee for Each Architectural Design Review in Excess of 2 - Fee per Hour	\$75.00	\$85.00
Changes or Additions to Approved Elevations that Require Additional Architectural Design Review - Fee per Hour	\$75.00	\$85.00
Building Permit:		
<i>Valuation per International Code Council</i>		
\$1-\$500 (Minimum)	\$25.00	\$30.00
\$501-\$2,000	\$50.00	\$55.00
\$2,001 - \$25,000 Base	\$50.00	\$55.00
Plus \$/\$1,000 Over \$2,000 (and Any Fraction Thereof)	\$14.00	\$16.00
\$25,001 - \$50,000 Base	\$372.00	\$410.00
Plus \$/\$1,000 Over \$25,000 (and Any Fraction Thereof)	\$10.00	\$11.00
\$50,001 - \$100,000 Base	\$622.00	\$685.00
Plus \$/\$1,000 Over \$50,000 (and Any Fraction Thereof)	\$7.00	\$8.00
\$100,001 - \$500,000 Base	\$1,022.00	\$1,125.00
Plus \$/\$1,000 Over \$100,000 (and Any Fraction Thereof)	\$5.00	\$6.00
\$500,001 - \$1,000,000 Base	\$3,400.00	\$3,740.00
Plus \$/\$1,000 Over \$500,000 (and Any Fraction Thereof)	\$4.00	\$5.00
Over \$1,000,000 Base	\$7,375.00	\$8,113.00
Plus \$/\$1,000 Over \$1,000,000 (and Any Fraction Thereof)	\$4.00	\$5.00
Maximum Building Permit Fee	\$50,000.00	\$55,000.00
Work Commencing Before Permit Issuance (RMC 14.03.020)	100% of Building Permit Fee	
Foundation Permit/Early Start At-Risk Agreement:	\$250.00	\$275.00
Inspection Fees:		
Base Inspection Cost per Hour	\$75.00	\$85.00
Inspections Outside of Normal Business Hours	4 Hour Minimum	
Re-Inspection Fees (Applicable After Two Inspections)	1 Hour minimum	
Adult Family Home	2 hour minimum	
Special Occupancies	2 hour minimum	
Special Inspections Requested by the Applicant	2 hour minimum	

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Special Investigation of Work Commencing Before Permit Issuance (RMC 14.03.020(109.4))	2 hour minimum	
Other Inspections (If Separate Inspection Fee is Applicable)	1 Hour minimum	
Mechanical & Plumbing Combined Permit Fee for New SFR	25% pf Building Permit Fee (plus any applicable	
Mechanical Plan Review Fees:	25% of Mechanical Permit Fee	
Mechanical Permit Fees:		
Permit Issuance	\$65.00	\$75.00
Supplemental Permit (Original Permit Not Expired)	\$15.00	\$20.00
<u>Furnaces</u>		
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$18.00	\$20.00
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	\$20.00	\$22.00
For the installation or relocation of each floor furnace, including vent	\$15.00	\$17.00
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$15.00	\$17.00
<u>Heat Pumps/AC</u>		
Heat Pump/AC 0-3	\$12.00	\$14.00
Heat Pump/AC 3-15	\$20.00	\$22.00
Heat Pump/AC 15-30	\$25.00	\$28.00
Heat Pump/AC 30-50	\$35.00	\$39.00
Heat Pump/AC >50	\$60.00	\$66.00
<u>Wood/Pellet/Gas Stoves</u>		
Wood/Pellet/Gas Stove Insert	\$58.00	\$64.00
Wood/Pellet/Gas Stove Free Standing	\$58.00	\$64.00
<u>Gas Piping Systems</u>		
For each gas piping system of one to five outlets	\$7.00	\$8.00
For each additional outlet over five, each	\$2.00	\$3.00
<u>Appliance Vents</u>		
For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$8.00	\$9.00

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<u>Repairs or Additions</u>		
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$14.00	\$16.00
<u>Boilers, Compressors, and Absorption Systems</u>		
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$15.00	\$17.00
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$30.00	\$33.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$40.00	\$44.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.00	\$61.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$95.00	\$105.00
<u>Air Handlers</u>		
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto	\$15.00	\$17.00
Note: This fee does not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code		
For each air-handling unit over 10,000 cfm (4719 L/s)	\$20.00	\$22.00
<u>Evaporative Coolers</u>		
For each evaporative cooler other than portable type	\$15.00	\$17.00
<u>Commercial Ducts</u>		
For each duct	\$9.00	\$10.00
<u>Ventilation and Exhaust</u>		
For each ventilation fan connected to a single duct	\$8.00	\$9.00
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$15.00	\$17.00
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$15.00	\$17.00

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<u>Incinerators</u>		
For the installation or relocation of each domestic-type incinerator	\$20.00	\$22.00
For the installation or relocation of each commercial or industrial-type incinerator	\$15.00	\$17.00
<u>Miscellaneous</u>		
For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories, or for which no other fee is listed in the table	\$15.00	\$17.00
Plumbing Plan Review Fees	25% of Plumbing Permit Fee	
Plumbing Permit Fees:		
Permit Issuance	\$65.00	\$75.00
Supplemental Permit (Original Permit Not Expired)	\$15.00	\$20.00
<u>Fixtures and Vents</u>		
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow prevention thereof)	\$10.00	\$11.00
For repair or alteration of drainage or vent piping, each fixture	\$7.00	\$8.00
<u>Industrial Waste and Rainwater Systems</u>		
For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$20.00	\$22.00
Rainwater systems – per drain inside building	\$10.00	\$11.00
<u>Water Piping and Water Heaters</u>		
For installation, alteration, or repair of water piping or water-treatment equipment, or both, each	\$7.00	\$8.00
For each water heater including vent (for vents only, see Mechanical Permit Fee Table)	\$15.00	\$17.00
<u>Gas Piping Systems</u>		
For each gas piping system of one to five outlets	\$7.00	\$8.00
For each additional outlet over five, each	\$2.00	\$3.00
<u>Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices</u>		
For each lawn sprinkler system on any one meter, including backflow protection devices thereof	\$15.00	\$17.00
For atmospheric-type vacuum breakers or backflow protection devices not included above:		
1 to 5 devices	\$15.00	\$17.00
Over 5 devices, each	\$3.00	\$4.00

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For each backflow-protection device other than atmospheric-type vacuum breakers:		
2 inches (50.8 mm) and smaller	\$15.00	\$17.00
Over 2 inches (50.8 mm)	\$25.00	\$28.00
<u>Swimming Pools</u>		
For each swimming pool or spa (in addition to other permits/fees):		
Public Pool	\$95.00	\$105.00
Public Spa	\$65.00	\$72.00
Private Pool	\$65.00	\$72.00
Private Spa	\$35.00	\$39.00
Pools over 5,000 gallons	\$100.00	\$110.00
<u>Miscellaneous</u>		
For each appliance or piece of equipment regulated by the Plumbing Code but not listed in other appliance categories, or for which no other fee is	\$10.00	\$11.00
Mobile Home Permit Fees:		
Placement of a Temporary Mobile Home/Trailer	\$100.00	\$110.00
Manufactured Home Inspection	\$100.00	\$110.00
Temporary Storage of a Mobile Home	\$100.00	\$110.00
Other Building Permit and Inspection Fees:		
Accessibility Review	\$100.00	\$110.00
Change of Occupancy	\$100.00	\$110.00
Change of Use	\$100.00	\$110.00
Demolition Permit	\$100.00	\$110.00
Energy/Indoor Air Quality	\$100.00	\$110.00
Moving Permit	\$100.00	\$110.00
Re-Roof Permit (Residential):	\$100.00	\$110.00
Siding Permit (Residential):		
Full Tear Off (With or Without Sheathing Replaced)	\$100.00	\$110.00
Temporary Certificate of Occupancy		
Temporary Revocable Commercial Certificate of Occupancy		

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0-90 Days	\$250.00	\$275.00
91 Days and Over	\$500.00	\$550.00
Temporary Tents, Canopies, and Air Supported Structures		
For public use, inclusive of all tents for a single event	\$100.00	\$100.00
Not applicable to tents less than 200 sq. ft., canopies less than 400 sq. ft., or tents used for non-commercial events		
Washington State Building Code Council (W.S.B.C.C.) Surcharge:		
Commercial	\$25.00	
First Living Unit	\$6.50	
Each Additional Unit (In a Multi-Family Project)	\$2.00	
Collected on each permit that is issued in accordance with the Ridgefield Building Code		
Systems Development Charges and Impact Fees (See Notes):		

<u>Traffic Impact Fees (1)(5)</u>	
Single Family (Per Dwelling Unit)	\$5,223.33
Multi Family (Per Dwelling Unit)	\$3,198.40
Commercial (Per Average Daily Trip)	\$545.81
<u>Park Impact Fees (2)(5)</u>	
Single Family (Per Dwelling Unit)	\$4,298.29
Multi Family (Per Dwelling Unit)	\$4,298.29
<u>School Impact Fees (3)(6)</u>	
Single Family (Per Dwelling Unit)	\$16,880.00
Multi Family (Per Dwelling Unit)	\$10,233.59
<u>Water System Development Charge (4)(7)</u>	
5/8"-3/4" Meter	\$5,195.00
1" Meter	\$15,585.00
1.5" Meter	\$25,975.00
2" Meter	\$41,560.00
3" Meter	\$77,925.00

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4" Meter	\$129,875.00
6" Meter	\$259,750.00
8" Meter	\$415,600.00
Outside City Limits	1.5x In-City SDC
Notes:	
1. Traffic Impact Fees charged are based upon average daily trip (ADT) generation of the proposed use.	
2. Park Impact Fees reflect a mix of acquisition and development. Trail cost estimates make allowance for required compliance with the Americans with Disabilities Act. Development costs can be significantly reduced by calculating deductions made for other exactions, e.g. dedication of a public easement through an open space corridor earmarked for trail or park development.	
3. School Impact Fees are based on the improvement cost of needed school facilities identified in the most current Ridgefield School District Capital Facility Plan.	
4. Water System Development Charges are based upon meter equivalent size (M.E.S.).	
5. Per Ridgefield Municipal Code 18.070.080-18.070.090, the planning director shall calculate annual inflation adjustments in the Traffic Impact Fee rate and the Park Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 impact fee increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).	
6. Per Ridgefield Municipal Code 18.070.100, the planning director shall calculate annual inflation adjustments in the School Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the Rider Levett Bucknall Construction Cost Index (RLB) for the first half of the previous year (Ex: January 1, 2026 impact fee increase to reflect the increase in the RLB index from the 2 nd quarter publication of the 2025 RLB index).	
7. Per Ridgefield Municipal Code 13.30.010 Water System Development Charges are set forth in the Master Fee Schedule. The Public Works Director shall calculate annual inflation adjustments in the Water System Development Charges. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).	

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8. System Development Charges and non-residential Impact Fees are due at the time of building permit issuance. Residential Impact Fees are due at the time of final occupancy. Per Ridgefield Municipal Code 13.30.020 meter size 3" and larger or single family residential homes moving from well source to municipal water source may be eligible for payment plans.	
9. Per Ridgefield Municipal Code 3.70.070, the Finance Director shall calculate annual inflation adjustments in the development review and inspection fees. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).	
E. Code Enforcement	
RMC Chapter 8.04 - Debris Removal	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 8.12 - Garbage Collection	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 8.13 - Collection of Recyclable Materials	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 12.04 - Sidewalk Construction Maintenance Repair and Reconstruction	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 12.12 - Trees	
First Violation	\$250.00
Second Violation	\$500.00

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Subsequent Violations	\$1,000.00
RMC Chapter 12.15 - Street Excavations	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.15 - Sewer Service	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.20 - Water Service	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.50 - Meters	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.55 - Backflow Cross-Connection Regulations	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.80 - Illicit Discharge	
First Violation	\$500.00
Second Violation	\$1,000.00
Subsequent Violations	\$2,000.00
RMC Chapter 14 - Buildings and Construction	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00

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RMC Chapter 15 - Abatement of Public Nuisances	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 18 - Development Code	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 18.755.080 - Erosion Control	
First Violation	\$500.00
Second Violation	\$1,000.00
Subsequent Violations	\$2,000.00
RMC Chapter 18.810.235 - Critical Areas	
First Violation	\$500.00
Second Violation	\$1,000.00
Subsequent Violations	\$2,000.00
Violation of Stop Work Order	
First Violation	\$5,000.00
Second Violation	\$10,000.00
Subsequent Violations	\$15,000.00
Any activity requiring land use or engineering approval without having obtained permits	
First Violation	\$5,000.00
Second Violation	\$10,000.00
Subsequent Violations	\$15,000.00
F. Park Rental & Special Events	
Special Events. Request for City Services such as Police and Public Works labor are available by request. Refer to Special Event Fees for more information.	
Definitions:	
Half Day Park Rental (4 hours and under)	

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All Day Park Rental (4+ hours)	
Abram's Park Rentals	
Bennett Kitchen, Hall and Plaza:	
Half Day	\$100.00
All Day	\$150.00
Refundable Deposit	\$150.00
Abrams Park - Entire Park Bennett Kitchen, Hall, Plaza Adjacent Grassy Area, and Parking (if necessary):	
Half Day	\$200.00
All Day	\$300.00
Refundable Deposit	\$300.00
Abrams Park Sports Fields *	
Grassy Field or T-Ball Field (per hour)	\$15.00
Softball or Baseball Field (per hour)	\$25.00
* Contractual agreement with an athletic/sports club supersedes the fee schedule.	
Overlook Park Rentals:	
Overlook Park – Entire Park, Stage, Plaza, and Upper Grassy Areas:	
Half Day	\$200.00
All Day	\$300.00
Refundable Deposit	\$300.00
All other City Parks are available to the public on a first come, first served basis. Reservations are not accepted.	No Charge
Special Events:	
Special Event Permit Application	No Charge
City Personnel Costs	Refer to page 1.A
City Services (Cost + Admin Fee of \$30.00)	Actual Cost
G. Other Fees and Permits	
Business License Fees:	
Annual Resident Business License	\$50.00
Annual Non-Resident Business License	\$50.00

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Annual Peddler and Solicitors License	\$50.00
(Plus One-Time Background Check)	\$40.00
Copy/Record Duplication Fees:	
Copy of audio tapes, video tapes, photos, maps or other records needing reproduction	Actual City Cost
Black & White 8.5x11.0 Inch	\$0.15 per page
Black & White 8.5x14.0 Inch	\$0.35 per page
Black & White 11.0x17.0 Inch	\$0.40 per page
Color 8.5x11.0 Inch	\$1.00 per page
Color 8.5x14.0 Inch	\$1.00 per page
Color 11.0x17.0 Inch	\$1.50 per page
Records scanned into electronic format	\$0.10 per page
Electronic files uploaded to email, cloud storage service, or other electronic delivery system	\$0.05 every four files
Transmission of electronic records	\$0.10 per gigabyte
Hiring information technology expertise – external	Actual City Cost w/10% deposit
Annual Budget (Bound Copy)	\$30.00
Annual Comprehensive Financial Report (Bound Copy)	\$30.00
City Comprehensive Plan (Bound Copy)	\$30.00
Park & Recreation Comprehensive Plan (Bound Copy)	\$30.00
City Engineering Standards (Bound Copy)	\$30.00
Administrative Processing Fee:	
Fee Added to Each Billing/Invoice for Reimbursable Costs	\$30.00
Fee Added to Each Remittance for Impact Fees or SDCs	\$30.00
Fee Added to Each Remittance for Fire Code Fees	\$30.00
Unclaimed Property Processing Fee	\$5.00
Administrative Fees:	
NSF Check	\$35.00
Cemetery Lot – Purchase	\$600.00
Cemetery Lot – Marking	\$25.00

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Notary Fee	\$5.00
Latecomer Agreement Application	\$500.00
Latecomer Agreement Processing	\$125.00
Latecomer Agreement Appeal	\$250.00
Administrative Billing Late Fee (After 60 Days Past Due)	1% Per Month
Police Department Fees:	
Fingerprint Card	\$20.00
Release of Property to Finder Fee	*\$10.00
Neighborhood Electric Vehicle/Golf Cart Registration (One Time)	\$30.00

<u>Concealed Weapon Permit</u>	
Concealed Weapon Permit Application (Good for 5 Years)	\$49.25
Concealed Weapon Permit Renewal	\$32.00
Late Renewal Penalty	\$42.00
Replacement Permit	\$10.00
<u>Dog Licenses</u>	
Spayed or Neutered – Annual Fee	\$20.00
Not Spayed or Neutered – Annual Fee	\$30.00
Lifetime Dog License (Altered or Unaltered) Non-Transferrable	\$50.00
Hobby Kennels (5-10 Dogs)	\$50.00
Commercial Kennels (11+ Dogs)	\$100.00
*Plus Actual Cost of Publication of Notice (RCW 63.21.030)	

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A. City Personnel Costs (hourly rate)	
Building Official	\$100.00
Building Inspector	\$85.00
Public Safety	\$110.00
Public Works	
Facilities Maintenance Worker (Parks and Streets)	\$85.00
Water Maintenance Worker	\$100.00
Stormwater Maintenance Worker	\$100.00
Park Caretaker	\$55.00
All Other City Personnel	Actual Cost + 10%
B. Land Use Planning Permits	
* Cost Recovery. The City reserves the right to use the services of outside professional consultants. All external consultant fees will be passed on to the applicant and must be paid in full prior to final approval.	
Payment. All fees are due at the time an application is submitted.	
Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued	
Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
External Review:	
Land use, plan review, engineering plan review, building plan review, structural engineering review, hearings examiner (excluding appeals), etc.	*City Cost

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Annexation:	
Notice of Intent	\$500.00
Notice of Petition to Annex	\$2,200.00
Appeal:	
Review by recognized City Neighborhood Organization or HOA	\$275.00
Appeal involving an individual single-family residence or duplex	\$400.00
All land use appeals to Hearing Examiner	\$2,200.00
Archaeological Pre-Determination Review	\$400.00
Boundary Line Adjustment	\$440.00
Comprehensive Plan Amendment/Zone Change Request	\$400.00
Comprehensive Plan	\$3,300.00
Zone Change Request	\$4,125.00
Conditional Use Permit:	
New Use	\$4,125.00
Existing Use – Minor Alteration	\$500.00
Existing Use – Major Alteration	\$2,200.00
Covenant Release: Full or Partial	\$1,100.00
Critical or Sensitive Area Review (Fee for Each Required Review)	
Fish & Wildlife Habitat Conservation Areas	\$675.00
Frequently Flooded Areas	\$675.00
Geologic Hazard Areas	\$675.00
Wetlands	\$675.00
Critical Aquifer Recharge Areas	\$675.00
Minor Exception Request	\$675.00

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Reasonable Use Exception Request	\$675.00
Development Agreement	\$1,100.00
Development Agreement – Amendment	\$825.00
Director's Interpretation	\$400.00
Extensions of Land Use Approval:	
Preliminary PUD or Preliminary Plat	\$400.00
All Others	\$175.00
Final Plat:	
Final Subdivision Plat	\$2,200.00
Final Short Plat	\$550.00
Final Large Lot Plat	\$550.00
Final Binding Site Plan	\$550.00
Map of Dedication:	
Map of Dedication (not part of another land use application)	\$550.00
Amendment to a Map of Dedication Type 1 and Type II	\$550.00
Amendment to a Map of Dedication Type III	\$2,200.00
Home Occupation	\$175.00
Large Lot Plat (Preliminary)	\$1,650.00
Legal Lot Determination:	
Up to Two Lots	\$500.00
Plus Fee-per-lot for Each Lot Over 2	\$60.00
Legislative Text Amendment	\$3,300.00
Master Planned/Mixed Use Development	\$3,300.00
(Plus Corresponding PUD or Subdivision Fee)	

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Nonconforming Situations:	
Type I Alteration of Nonconforming Situation	\$175.00
Type II Alteration of Nonconforming Situation	\$500.00
Type III Alteration of Nonconforming Situation	\$3,575.00
Type II Determination or Discontinuance of Nonconforming Situation	\$175.00
Type II Reconstruction of a Nonconforming Situation	\$500.00
Planned Residential Development (PUD):	
10 – 25 Lots	\$4,400.00
26 – 50 Lots	\$6,050.00
51 Lots or More	\$6,050.00
(Plus Fee-per-lot for Each Lot Over 50)	\$30.00
Modification of Preliminary PUD (plus applicable Map of Dedication fee)	
Minor Modification	\$725.00
Major Modification	\$2,200.00
Plat Alteration or Vacation	\$2,200.00
Plat Modification (plus applicable Map of Dedication fee)	\$2,200.00
Post-Decision Review:	
Type I	\$175.00
Type II	\$2,750.00
Type III	\$3,575.00
Pre-Application Conference:	\$1,375.00
If Development Permit Application Submitted within 6 Months	\$500 Credit
Pre-Application Waiver	\$75.00

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SEPA Review:	
SEPA Review	\$550.00
SEPA Review for One Single Family Residence	\$175.00
Shoreline Permit:	
Shoreline Statement of Exemption	\$175.00
Shoreline Substantial Development Permit	\$2,325.00
Shoreline Conditional Use Permit	\$3,300.00
Shoreline Variance	\$3,300.00
Sign Permit:	
Sandwich Board or "A" Frame	\$55.00
Permanent (Plus Applicable Building and Land Use Permit Fees in Section "B and D")	\$110.00
Master Sign Plan	\$275.00
Site Plan Review:	
Minor Site Plan	\$175.00
Basic Site Plan	\$2,750.00
Major Site Plan	\$3,850.00
Preliminary Binding Site Plan	\$4,400.00
Short Plat (Preliminary)	\$1,650.00
Subdivision (Preliminary):	
10 – 25 Lots	\$4,400.00
26 – 50 Lots	\$6,050.00
51 Lots or More	\$6,050.00
(Plus Fee-per-lot for Each Lot Over 50)	\$30.00

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Temporary Use Permit:	
Type I	\$175.00
Type II	\$500.00
Type I Review (All Others)	\$175.00
Type II Review (All Others)	\$500.00
Type III Review (All Others)	\$3,575.00
Variance/Administrative Adjustment	
Type I Administrative Adjustment	\$175.00
Type II Administrative Adjustment	\$500.00
Variance	\$3,575.00
Variance Filed in Conjunction with Another Type III Application	\$1,160.00
Zoning Confirmation Letter	\$175.00
C. Public Works Permits	
* Cost Recovery. The City reserves the right to use the services of outside professional consultants. All external consultant fees will be passed on to the applicant and must be paid in full prior to final approval.	
Payment. All fees are due at the time an application is submitted. Any additional charges shall be paid prior to receipt of a Final Decision, Final Plat Approval or Statement of Completion as applicable.	
Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued.	
Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	

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Inflationary Adjustments. Per Ridgefield Municipal Code 3.70.070, the Finance Director shall calculate annual inflation adjustments in the development review and inspection fees. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).	
External Review:	
Land use, plan review, engineering plan review, building plan review, structural engineering review, hearings examiner (excluding appeals), etc.	*City Cost
Right of Way/Road Encroachment Permit:	
Right of Way/Road Blocking Only	\$150.00
1-200 Linear Feet of Pavement Disturbed	\$350.00
Over 200 Linear Feet of Pavement Disturbed	\$350.00
(Plus Fee Per Linear Foot over 200)	\$1.00
Extension (90 Day)	\$100.00
Grading Permit:	
Under 50 Cubic Yards of Total Cut and Fill	
50-100 Cubic Yards of Total Cut and Fill	\$75.00
101-500 Cubic Yards of Total Cut and Fill	\$225.00
501-1,000 Cubic Yards of Total Cut and Fill	\$600.00
1,001-10,000 Cubic Yards of Total Cut and Fill	\$1,000.00
10,001-50,000 Cubic Yards of Total Cut and Fill	\$1,250.00
50,001-100,000 Cubic Yards of Total Cut and Fill	\$1,750.00
100,001-200,000 Cubic Yards of Total Cut and Fill	\$2,750.00
Over 200,000 Cubic Yards of Total Cut and Fill	\$5,500.00
Grading Permit Extension (12 Months)	50% of Original Fee

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Street Tree Removal (Permit Required):	
Fee will be waived with proof street tree is purchased	\$150.00
Water Utility Fees:	
Administrative Termination	\$50.00
Hydrant Meter Rental Deposit	\$500.00
Meter Accuracy Testing (One Free Test per 12 Month Period)	\$60.00
Utility Account Set Up	\$10.00
Service Call	\$15.00
Water Meter Installation Fee	
5/8-3/4 Inch Meter	\$550.00
1.0 Inch Meter	\$650.00
1.5 Inch Meter	Time & Materials
2.0 Inch Meter	Time & Materials
3.0 Inch Meter	Time & Materials
4.0 Inch Meter	Time & Materials
6.0 Inch Meter	Time & Materials
8.0 Inch Meter	Time & Materials
Water Service Installation	Time & Materials
Water Utility Availability Determination	\$30.00
Engineering Review:	
Engineering Site Plan	\$8,800.00
Engineering Site Plan with Off-site Infrastructure	\$13,200.00
Engineering Short Plat (2-9 Lots)	\$11,000.00
Engineering Subdivision/PUD (More than 9 Lots)	\$11,000.00

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(Plus Fee Per Lot)	\$125.00
Fee for Each City Plan Review in Excess of 3	\$550.00
D. Building Permits	
* Cost Recovery. The City reserves the right to use the services of outside professional consultants. All external consultant fees will be passed on to the applicant and must be paid in full prior to final approval.	
Payment. All plan review fees are due at the time an application is submitted. All building permit fees are due when the permit is picked up by the applicant. Any additional charges shall be paid prior to the issuance of a building permit.	
Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued.	
Building Valuation. Building Valuation shall be calculated by the Building Official based on the cost of the construction as stated by the applicant and/or by utilizing the square footage of the proposed construction and valuation data published by the International Code Council. Valuation data shall be updated annually on January 1 using the most recent release of the ICC Building Valuation Data. (ex. January 1, 2026 using ICC Building Valuation Data released August 2025).	
Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. All refund requests must be submitted in writing by the original applicant, or include an authorization from the original applicant, within 180 days from the date of application.	
Inflationary Adjustments. Per Ridgefield Municipal Code 3.70.070, the Finance Director shall calculate annual inflation adjustments in the development review and inspection fees. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).	

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External Review:	
Land use, plan review, engineering plan review, building plan review, structural engineering review, hearings examiner (excluding appeals), etc.	*City Cost
Building Plan Review:	65% of Building Permit Fee
Minimum Plan Review Fee	\$30.00
Maximum Plan Review Fee	\$35,750.00
Fee for Each Building Plan Review in Excess of 3	\$550.00
Changes or Additions to Approved Plans that Require Additional Review – Fee per Hour	\$85.00
Changes or Additions to Approved Plans that Require Additional Review – Administrative Fee	\$65.00
Re-Activation of 180-Day Plan Approval Fee	\$275.00
Plot Plan Review Fee	\$65.00
Fee for Each Plot Plan Review in Excess of 2	\$65.00
Changes or Additions to Approved Plot Plan that Require Additional Review	\$65.00
Architectural Design Review Fee - Fee per Hour	\$85.00
Fee for Each Architectural Design Review in Excess of 2 - Fee per Hour	\$85.00
Changes or Additions to Approved Elevations that Require Additional Architectural Design Review - Fee per Hour	\$85.00
Building Permit:	
<i>Valuation per International Code Council</i>	
\$1-\$500 (Minimum)	\$30.00
\$501-\$2,000	\$55.00
\$2,001 - \$25,000 Base	\$55.00
Plus \$/\$1,000 Over \$2,000 (and Any Fraction Thereof)	\$16.00
\$25,001 - \$50,000 Base	\$410.00
Plus \$/\$1,000 Over \$25,000 (and Any Fraction Thereof)	\$11.00

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\$50,001 - \$100,000 Base	\$685.00
Plus \$/\$1,000 Over \$50,000 (and Any Fraction Thereof)	\$8.00
\$100,001 - \$500,000 Base	\$1,125.00
Plus \$/\$1,000 Over \$100,000 (and Any Fraction Thereof)	\$6.00
\$500,001 - \$1,000,000 Base	\$3,740.00
Plus \$/\$1,000 Over \$500,000 (and Any Fraction Thereof)	\$5.00
Over \$1,000,000 Base	\$8,113.00
Plus \$/\$1,000 Over \$1,000,000 (and Any Fraction Thereof)	\$5.00
Maximum Building Permit Fee	\$55,000.00
Work Commencing Before Permit Issuance (RMC 14.03.020)	100% of Building Permit Fee
Foundation Permit/Early Start At-Risk Agreement:	\$275.00
Inspection Fees:	
Base Inspection Cost per Hour	\$85.00
Inspections Outside of Normal Business Hours	4 Hour Minimum
Re-Inspection Fees (Applicable After Two Inspections)	1 Hour minimum
Adult Family Home	2 hour minimum
Special Occupancies	2 hour minimum
Special Inspections Requested by the Applicant	2 hour minimum
Special Investigation of Work Commencing Before Permit Issuance (RMC 14.03.020(109.4))	2 hour minimum
Other Inspections (If Separate Inspection Fee is Applicable)	1 Hour minimum
Mechanical & Plumbing Combined Permit Fee for New SFR	25% pf Building Permit Fee (plus any applicable
Mechanical Plan Review Fees:	25% of Mechanical Permit Fee
Mechanical Permit Fees:	
Permit Issuance	\$75.00

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Supplemental Permit (Original Permit Not Expired)	\$20.00
<u>Furnaces</u>	
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$20.00
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	\$22.00
For the installation or relocation of each floor furnace, including vent	\$17.00
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$17.00
<u>Heat Pumps/AC</u>	
Heat Pump/AC 0-3	\$14.00
Heat Pump/AC 3-15	\$22.00
Heat Pump/AC 15-30	\$28.00
Heat Pump/AC 30-50	\$39.00
Heat Pump/AC >50	\$66.00
<u>Wood/Pellet/Gas Stoves</u>	
Wood/Pellet/Gas Stove Insert	\$64.00
Wood/Pellet/Gas Stove Free Standing	\$64.00
<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$8.00
For each additional outlet over five, each	\$3.00
<u>Appliance Vents</u>	
For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$9.00

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<u>Repairs or Additions</u>	
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$16.00
<u>Boilers, Compressors, and Absorption Systems</u>	
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$17.00
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$33.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$44.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$61.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$105.00
<u>Air Handlers</u>	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto	\$17.00
Note: This fee does not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	
For each air-handling unit over 10,000 cfm (4719 L/s)	\$22.00
<u>Evaporative Coolers</u>	
For each evaporative cooler other than portable type	\$17.00
<u>Commercial Ducts</u>	
For each duct	\$10.00

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<u>Ventilation and Exhaust</u>	
For each ventilation fan connected to a single duct	\$9.00
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$17.00
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$17.00
<u>Incinerators</u>	
For the installation or relocation of each domestic-type incinerator	\$22.00
For the installation or relocation of each commercial or industrial-type incinerator	\$17.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories, or for which no other fee is listed in the table	\$17.00
Plumbing Plan Review Fees	25% of Plumbing Permit Fee
Plumbing Permit Fees:	
Permit Issuance	\$75.00
Supplemental Permit (Original Permit Not Expired)	\$20.00
<u>Fixtures and Vents</u>	
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow prevention thereof)	\$11.00
For repair or alteration of drainage or vent piping, each fixture	\$8.00
<u>Industrial Waste and Rainwater Systems</u>	
For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$22.00
Rainwater systems – per drain inside building	\$11.00
<u>Water Piping and Water Heaters</u>	
For installation, alteration, or repair of water piping or water-treatment equipment, or both, each	\$8.00
For each water heater including vent (for vents only, see Mechanical Permit Fee Table)	\$17.00

City of Ridgefield, Washington
Master Fee Schedule
Effective Date: April 1, 2025



<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$8.00
For each additional outlet over five, each	\$3.00
<u>Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices</u>	
For each lawn sprinkler system on any one meter, including backflow protection devices thereof	\$17.00
For atmospheric-type vacuum breakers or backflow protection devices not included above:	
1 to 5 devices	\$17.00
Over 5 devices, each	\$4.00
For each backflow-protection device other than atmospheric-type vacuum breakers:	
2 inches (50.8 mm) and smaller	\$17.00
Over 2 inches (50.8 mm)	\$28.00
<u>Swimming Pools</u>	
For each swimming pool or spa (in addition to other permits/fees):	
Public Pool	\$105.00
Public Spa	\$72.00
Private Pool	\$72.00
Private Spa	\$39.00
Pools over 5,000 gallons	\$110.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Plumbing Code but not listed in other appliance categories, or for which no other fee is	\$11.00
Mobile Home Permit Fees:	
Placement of a Temporary Mobile Home/Trailer	\$110.00
Manufactured Home Inspection	\$110.00
Temporary Storage of a Mobile Home	\$110.00

City of Ridgefield, Washington
Master Fee Schedule
Effective Date: April 1, 2025



Other Building Permit and Inspection Fees:	
Accessibility Review	\$110.00
Change of Occupancy	\$110.00
Change of Use	\$110.00
Demolition Permit	\$110.00
Energy/Indoor Air Quality	\$110.00
Moving Permit	\$110.00
Re-Roof Permit (Residential):	\$110.00
Siding Permit (Residential):	
Full Tear Off (With or Without Sheathing Replaced)	\$110.00
Temporary Certificate of Occupancy	
Temporary Revocable Commercial Certificate of Occupancy	
0-90 Days	\$275.00
91 Days and Over	\$550.00
Temporary Tents, Canopies, and Air Supported Structures	
For public use, inclusive of all tents for a single event	\$100.00
Not applicable to tents less than 200 sq. ft., canopies less than 400 sq. ft., or tents used for non-commercial events	
Washington State Building Code Council (W.S.B.C.C.) Surcharge:	
Commercial	\$25.00
First Living Unit	\$6.50
Each Additional Unit (In a Multi-Family Project)	\$2.00
Collected on each permit that is issued in accordance with the Ridgefield Building Code	
Systems Development Charges and Impact Fees (See Notes):	

City of Ridgefield, Washington
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<u>Traffic Impact Fees (1)(5)</u>	
Single Family (Per Dwelling Unit)	\$5,223.33
Multi Family (Per Dwelling Unit)	\$3,198.40
Commercial (Per Average Daily Trip)	\$545.81
<u>Park Impact Fees (2)(5)</u>	
Single Family (Per Dwelling Unit)	\$4,298.29
Multi Family (Per Dwelling Unit)	\$4,298.29
<u>School Impact Fees (3)(6)</u>	
Single Family (Per Dwelling Unit)	\$16,880.00
Multi Family (Per Dwelling Unit)	\$10,233.59
<u>Water System Development Charge (4)(7)</u>	
5/8"-3/4" Meter	\$5,195.00
1" Meter	\$15,585.00
1.5" Meter	\$25,975.00
2" Meter	\$41,560.00
3" Meter	\$77,925.00
4" Meter	\$129,875.00
6" Meter	\$259,750.00
8" Meter	\$415,600.00
Outside City Limits	1.5x In-City SDC
<u>Notes:</u>	
1. Traffic Impact Fees charged are based upon average daily trip (ADT) generation of the proposed use.	

City of Ridgefield, Washington
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2. Park Impact Fees reflect a mix of acquisition and development. Trail cost estimates make allowance for required compliance with the Americans with Disabilities Act. Development costs can be significantly reduced by calculating deductions made for other exactions, e.g. dedication of a public easement through an open space corridor earmarked for trail or park development.
3. School Impact Fees are based on the improvement cost of needed school facilities identified in the most current Ridgefield School District Capital Facility Plan.
4. Water System Development Charges are based upon meter equivalent size (M.E.S.).
5. Per Ridgefield Municipal Code 18.070.080-18.070.090, the planning director shall calculate annual inflation adjustments in the Traffic Impact Fee rate and the Park Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 impact fee increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).
6. Per Ridgefield Municipal Code 18.070.100, the planning director shall calculate annual inflation adjustments in the School Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the Rider Levett Bucknall Construction Cost Index (RLB) for the first half of the previous year (Ex: January 1, 2026 impact fee increase to reflect the increase in the RLB index from the 2 nd quarter publication of the 2025 RLB index).
7. Per Ridgefield Municipal Code 13.30.010 Water System Development Charges are set forth in the Master Fee Schedule. The Public Works Director shall calculate annual inflation adjustments in the Water System Development Charges. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).
8. System Development Charges and non-residential Impact Fees are due at the time of building permit issuance. Residential Impact Fees are due at the time of final occupancy. Per Ridgefield Municipal Code 13.30.020 meter size 3" and larger or single family residential homes moving from well source to municipal water source may be eligible for payment plans.

City of Ridgefield, Washington
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9. Per Ridgefield Municipal Code 3.70.070, the Finance Director shall calculate annual inflation adjustments in the development review and inspection fees. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2026 system development charge increase to reflect the increase in the CPI-U index from the first half of 2024 to the first half of 2025).

E. Code Enforcement

RMC Chapter 8.04 - Debris Removal

First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00

RMC Chapter 8.12 - Garbage Collection

First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00

RMC Chapter 8.13 - Collection of Recyclable Materials

First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00

RMC Chapter 12.04 - Sidewalk Construction Maintenance Repair and Reconstruction

First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00

RMC Chapter 12.12 - Trees

First Violation	\$250.00
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City of Ridgefield, Washington
Master Fee Schedule
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Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 12.15 - Street Excavations	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.15 - Sewer Service	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.20 - Water Service	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.50 - Meters	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.55 - Backflow Cross-Connection Regulations	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 13.80 - Illicit Discharge	
First Violation	\$500.00

City of Ridgefield, Washington
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Second Violation	\$1,000.00
Subsequent Violations	\$2,000.00
RMC Chapter 14 - Buildings and Construction	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 15 - Abatement of Public Nuisances	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 18 - Development Code	
First Violation	\$250.00
Second Violation	\$500.00
Subsequent Violations	\$1,000.00
RMC Chapter 18.755.080 - Erosion Control	
First Violation	\$500.00
Second Violation	\$1,000.00
Subsequent Violations	\$2,000.00
RMC Chapter 18.810.235 - Critical Areas	
First Violation	\$500.00
Second Violation	\$1,000.00
Subsequent Violations	\$2,000.00
Violation of Stop Work Order	
First Violation	\$5,000.00

City of Ridgefield, Washington
Master Fee Schedule
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Second Violation	\$10,000.00
Subsequent Violations	\$15,000.00
Any activity requiring land use or engineering approval without having obtained permits	
First Violation	\$5,000.00
Second Violation	\$10,000.00
Subsequent Violations	\$15,000.00
F. Park Rental & Special Events	
Special Events. Request for City Services such as Police and Public Works labor are available by request. Refer to Special Event Fees for more information.	
Definitions:	
Half Day Park Rental (4 hours and under)	
All Day Park Rental (4+ hours)	
Abram's Park Rentals	
Bennett Kitchen, Hall and Plaza:	
Half Day	\$100.00
All Day	\$150.00
Refundable Deposit	\$150.00
Abrams Park - Entire Park Bennett Kitchen, Hall, Plaza Adjacent Grassy Area, and Parking (if necessary):	
Half Day	\$200.00
All Day	\$300.00
Refundable Deposit	\$300.00
Abrams Park Sports Fields *	
Grassy Field or T-Ball Field (per hour)	\$15.00
Softball or Baseball Field (per hour)	\$25.00

City of Ridgefield, Washington
Master Fee Schedule
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* Contractual agreement with an athletic/sports club supersedes the fee schedule.	
Overlook Park Rentals:	
Overlook Park – Entire Park, Stage, Plaza, and Upper Grassy Areas:	
Half Day	\$200.00
All Day	\$300.00
Refundable Deposit	\$300.00
All other City Parks are available to the public on a first come, first served basis. Reservations are not accepted.	No Charge
Special Events:	
Special Event Permit Application	No Charge
City Personnel Costs	Refer to page 1.A
City Services (Cost + Admin Fee of \$30.00)	Actual Cost
G. Other Fees and Permits	
Business License Fees:	
Annual Resident Business License	\$50.00
Annual Non-Resident Business License	\$50.00
Annual Peddler and Solicitors License	\$50.00
(Plus One-Time Background Check)	\$40.00
Copy/Record Duplication Fees:	
Copy of audio tapes, video tapes, photos, maps or other records needing reproduction	Actual City Cost
Black & White 8.5x11.0 Inch	\$0.15 per page
Black & White 8.5x14.0 Inch	\$0.35 per page
Black & White 11.0x17.0 Inch	\$0.40 per page
Color 8.5x11.0 Inch	\$1.00 per page
Color 8.5x14.0 Inch	\$1.00 per page

City of Ridgefield, Washington
Master Fee Schedule
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Color 11.0x17.0 Inch	\$1.50 per page
Records scanned into electronic format	\$0.10 per page
Electronic files uploaded to email, cloud storage service, or other electronic delivery system	\$0.05 every four files
Transmission of electronic records	\$0.10 per gigabyte
Hiring information technology expertise – external	Actual City Cost w/10% deposit
Annual Budget (Bound Copy)	\$30.00
Annual Comprehensive Financial Report (Bound Copy)	\$30.00
City Comprehensive Plan (Bound Copy)	\$30.00
Park & Recreation Comprehensive Plan (Bound Copy)	\$30.00
City Engineering Standards (Bound Copy)	\$30.00
Administrative Processing Fee:	
Fee Added to Each Billing/Invoice for Reimbursable Costs	\$30.00
Fee Added to Each Remittance for Impact Fees or SDCs	\$30.00
Fee Added to Each Remittance for Fire Code Fees	\$30.00
Unclaimed Property Processing Fee	\$5.00
Administrative Fees:	
NSF Check	\$35.00
Cemetery Lot – Purchase	\$600.00
Cemetery Lot – Marking	\$25.00
Notary Fee	\$5.00
Latecomer Agreement Application	\$500.00
Latecomer Agreement Processing	\$125.00
Latecomer Agreement Appeal	\$250.00
Administrative Billing Late Fee (After 60 Days Past Due)	1% Per Month

City of Ridgefield, Washington
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Police Department Fees:	
Fingerprint Card	\$20.00
Release of Property to Finder Fee	*\$10.00
Neighborhood Electric Vehicle/Golf Cart Registration (One Time)	\$30.00
<u>Concealed Weapon Permit</u>	
Concealed Weapon Permit Application (Good for 5 Years)	\$49.25
Concealed Weapon Permit Renewal	\$32.00
Late Renewal Penalty	\$42.00
Replacement Permit	\$10.00
<u>Dog Licenses</u>	
Spayed or Neutered – Annual Fee	\$20.00
Not Spayed or Neutered – Annual Fee	\$30.00
Lifetime Dog License (Altered or Unaltered) Non-Transferrable	\$50.00
Hobby Kennels (5-10 Dogs)	\$50.00
Commercial Kennels (11+ Dogs)	\$100.00
*Plus Actual Cost of Publication of Notice (RCW 63.21.030)	

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Motion to Approve the Purchase of Real Property - 813 Pioneer St

GOVERNING LEGISLATION

RCW 35.86.030 - Acquisition and disposition of real property

PREVIOUS COUNCIL ACTION TAKEN:

The City Council approved a purchase and sale agreement for the acquisition of property located at 813 Pioneer St pending completion of due diligence and final council approval for the purchase.

SUMMARY/BACKGROUND:

Staff have been working with a real estate broker to place an offer on the property located at 813 Pioneer St. The parcel is at the corner of Pioneer St and Hillhurst Rd and is a site for potential future traffic revisions to accommodate growth in the downtown and waterfront sub areas. The City Council authorized the City Manager to sign a purchase and sale agreement pending an inspection of the property and additional due diligence satisfactory to the City. The Council would have final approval to move forward to closing pending the outcome of the due diligence.

City staff have completed a review of an appraisal, a broker's opinion of value, home inspection and radon gas testing. City staff identified issues included in the home inspection that would need to be corrected prior to closing the sale on the parcel.

Staff, the broker and seller are working together to finalize the details of the repairs and have set a March 28, 2025, closing date pending final council approval and that all requested corrections/repairs are completed.

BUDGET/FINANCIAL IMPACTS:

The purchase price is \$487,000 and will be paid from Real Estate Excise Tax funds. Staff will return with a budget amendment to authorize the transfer from the REET fund.

RECOMMENDED ACTION OR MOTION:

If the City Council chooses to approve the purchase of the property, a motion would be:

"I move to authorize the City Manager or designee to purchase real property located at 813 Pioneer St, parcel 069426000 for the purchase price of \$487,000 plus applicable closing costs pending satisfactory completion of requested repairs."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. 813 Pioneer St PSA

Form 21
Residential PSA
Rev. 8/24
Page 1 of 6

RESIDENTIAL PURCHASE AND SALE AGREEMENT
Specific Terms

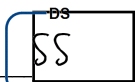
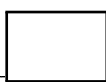
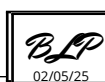
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Northwest Multiple Listing Service
ALL RIGHTS RESERVED

1. **Date:** 2/3/2025 **MLS No.:** 24686007 **Offer Expiration Date:** 2/7/2025
2. **Buyer:** City of Ridgefield **A corporation**
Buyer Status
3. **Seller:** Brendan Rhyse Pearson Briana Lynn Pearson
Seller Seller
4. **Property:** Legal Description attached as Exhibit A. Tax Parcel No(s): 069426-000, _____, _____
813 Pioneer Street Vancouver Clark WA 98642
Address City County State Zip
5. **Included Items:** ☒ stove(s)/range(s); ☒ refrigerator(s); ☐ washer(s); ☐ dryer(s); ☒ dishwasher(s); ☒ microwave(s);
☐ fireplace insert(s); ☐ wood stove(s); ☐ satellite dish; ☐ security system; ☐ hot tub; ☐ attached camera(s);
☐ attached speaker(s); ☐ attached TV(s); ☐ generator; ☐ _____
6. **Purchase Price:** \$ 480,000 U.S. Dollars
7. **Earnest Money:** \$ 2,500 U.S. Dollars; Delivery Date 2 days after mutual acceptance
To be held by ☐ Buyer Brokerage Firm; ☒ Closing Agent; ☐ In the form of a Promissory Note (included as an Addendum)
8. **Default:** (check only one) ☒ Forfeiture of Earnest Money; ☐ Seller's Election of Remedies
9. **Title Insurance Company:** Fidelity Title Vancouver, WA
10. **Closing Agent:** Fidelity Title Tracy Louks Sanders Tracy Louks Sanders
Company Individual (optional)
11. **Closing Date:** See Addendum; **Possession Date:** ☒ on Closing; ☐ Other _____
12. **Services of Closing Agent for Payment of Utilities:** ☐ Requested (attach NWMLS Form 22K); ☒ Waived
13. **Charges/Assessments Levied Before but Due After Closing:** ☐ assumed by Buyer; ☒ prepaid in full by Seller at Closing
14. **Seller Citizenship (FIRPTA):** Seller ☐ is; ☒ is not a foreign person for purposes of U.S. income taxation
15. **Information Verification Period:** ☐ Expires _____ days after mutual acceptance; ☐ Satisfied/Waived
16. **Agency Disclosure:** Buyer represented by: ☒ Buyer Broker; ☐ Buyer/Listing Broker (limited dual agent); ☐ unrepresented
Seller represented by: ☒ Listing Broker; ☐ Listing/Buyer Broker (limited dual agent); ☐ unrepresented
17. **Buyer Brokerage Compensation:** 2.25%; 2.25% ☐ Addendum for Buyer Credit
(a) Seller's Offer (if any) (b) Amount to be Paid by Seller
18. **Addenda:** 34(Addendum) 35(Inspection) 22T(Title Contingency) Please see 34 (Addendum) Counter

DocuSigned by: <u>Steve Stuart</u> Buyer Signature Date <u>2/3/2025</u> _____ Buyer Signature Date <u>230 Pioneer Street</u> Buyer Address <u>Ridgefield, WA 98642</u> City, State, Zip <u>(360) 887-3557</u> Buyer Phone No. Fax No. <u>steve.stuart@ridgefieldwa.us</u> Buyer E-mail Address <u>Fuller Group</u> Buyer Brokerage Firm MLS Office No. <u>Eric Fuller & KC Fuller</u> Buyer Broker (Print) MLS LAG No. <u>(360) 750-5595</u> <u>(360) 901-2827</u> Firm Phone No. Broker Phone No. Firm Fax No. _____ Firm Document E-mail Address <u>efuller@fg-cre.com</u> Buyer Broker E-mail Address <u>11687</u> Buyer Broker DOL License No. Firm DOL License No.		<u>Brendan R Pearson</u> dotloop verified 02/05/25 11:35 PM PST ZTHU-Y8LN-DQPG-GHE5 _____ Seller Signature Date <u>813 Pioneer Street</u> Seller Address <u>Ridgefield, WA 98642</u> City, State, Zip _____ Seller Phone No. Fax No. _____ Seller E-mail Address <u>SBRE</u> Listing Brokerage Firm MLS Office No. <u>Amber Rae</u> Listing Broker (Print) MLS LAG No. <u>360-984-6621</u> <u>(360) 281-0364</u> Firm Phone No. Broker Phone No. Firm Fax No. <u>Admin@sbre.global</u> Firm Document E-mail Address <u>amberrae@sbre.global</u> Listing Broker E-mail Address <u>130285</u> <u>20819</u> Listing Broker DOL License No. Firm DOL License No.	
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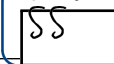
RESIDENTIAL PURCHASE AND SALE AGREEMENT
General Terms

- a. **Purchase Price.** Buyer shall pay to Seller the Purchase Price, including the Earnest Money, in cash at Closing, unless otherwise specified in this Agreement. Buyer represents that Buyer has sufficient funds to close this sale in accordance with this Agreement and is not relying on any contingent source of funds, including funds from loans, the sale of other property, gifts, retirement, or future earnings, except to the extent otherwise specified in this Agreement. The parties shall use caution when wiring funds to avoid potential wire fraud. Before wiring funds, the party wiring funds shall take steps to confirm any wire instructions via an independently verified phone number and other appropriate measures.
- b. **Earnest Money.** Buyer shall deliver the Earnest Money by the Delivery Date listed in Specific Term No. 7 (2 days after mutual acceptance if not filled in) to the party holding the Earnest Money (Buyer Brokerage Firm or Closing Agent). If sent by mail, the Earnest Money must arrive at Buyer Brokerage Firm or Closing Agent by the Delivery Date. If the Earnest Money is held by Buyer Brokerage Firm and is over \$10,000.00 it shall be deposited into an interest bearing trust account in Buyer Brokerage Firm's name provided that Buyer completes an IRS Form W-9. Interest, if any, after deduction of bank charges and fees, will be paid to Buyer. Buyer shall reimburse Buyer Brokerage Firm for bank charges and fees in excess of the interest earned, if any. If the Earnest Money held by Buyer Brokerage Firm is over \$10,000.00 Buyer has the option to require Buyer Brokerage Firm to deposit the Earnest Money into the Housing Trust Fund Account, with the interest paid to the State Treasurer, if both Seller and Buyer so agree in writing. If the Buyer does not complete an IRS Form W-9 before Buyer Brokerage Firm must deposit the Earnest Money or the Earnest Money is \$10,000.00 or less, the Earnest Money shall be deposited into the Housing Trust Fund Account. Buyer Brokerage Firm may transfer the Earnest Money to Closing Agent at Closing. If all or part of the Earnest Money is to be refunded to Buyer and any such costs remain unpaid, the Buyer Brokerage Firm or Closing Agent may deduct and pay them therefrom. The parties instruct Closing Agent to provide written verification of receipt of the Earnest Money and notice of dishonor of any check to the parties and Brokers at the addresses and/or fax numbers provided herein.
- Upon termination of this Agreement, a party or the Closing Agent may deliver a form authorizing the release of Earnest Money to the other party or the parties. The party(s) shall execute such form and deliver the same to the Closing Agent. If either party fails to execute the release form, a party may make a written demand to the Closing Agent for the Earnest Money. Pursuant to RCW 64.04.220, Closing Agent shall deliver notice of the demand to the other party within 15 days. If the other party does not object to the demand within 20 days of Closing Agent's notice, Closing Agent shall disburse the Earnest Money to the party making the demand within 10 days of the expiration of the 20 day period. If Closing Agent timely receives an objection or an inconsistent demand from the other party, Closing Agent shall commence an interpleader action within 60 days of such objection or inconsistent demand, unless the parties provide subsequent consistent instructions to Closing Agent to disburse the earnest money or refrain from commencing an interpleader action for a specified period of time. Pursuant to RCW 4.28.080, the parties consent to service of the summons and complaint for an interpleader action by first class mail, postage prepaid at the party's usual mailing address or the address identified in this Agreement. If the Closing Agent complies with the preceding process, each party shall be deemed to have released Closing Agent from any and all claims or liability related to the disbursement of the Earnest Money. If either party fails to authorize the release of the Earnest Money to the other party when required to do so under this Agreement, that party shall be in breach of this Agreement. For the purposes of this section, the term Closing Agent includes a Buyer Brokerage Firm holding the Earnest Money. The parties authorize the party commencing an interpleader action to deduct up to \$750.00 for the costs thereof. The parties acknowledge that RCW 64.04.220 requires the court to award the Closing Agent its reasonable attorneys' fees and costs associated with an interpleader action.
- c. **Included Items.** Any of the following items, including items identified in Specific Term No. 5 if the corresponding box is checked, located in or on the Property are included in the sale: built-in appliances; wall-to-wall carpeting; curtains, drapes and all other window treatments; window and door screens; awnings; storm doors and windows; installed television antennas; ventilating, air conditioning and heating fixtures; trash compactor; garbage disposal; fireplace doors, gas logs and gas log lighters; irrigation fixtures; electric garage door openers; water heaters; installed electrical fixtures; lighting fixtures; shrubs, plants and trees planted in the ground; and other fixtures; and all associated operating remote controls and access permissions. Unless otherwise agreed, if any of the above items are leased or encumbered, Seller shall acquire clear title before Closing.
- d. **Condition of Title.** Unless otherwise specified in this Agreement, title to the Property shall be marketable at Closing. The following shall not cause the title to be unmarketable: rights, reservations, covenants, conditions and restrictions, presently of record and general to the area; easements and encroachments, not materially affecting the value of or unduly interfering with Buyer's reasonable use of the Property; and reserved oil and/or mining rights. Seller shall not convey or reserve any oil and/or mineral rights after mutual acceptance without Buyer's written consent. Monetary encumbrances or liens not assumed by Buyer, shall be paid or discharged by Seller on or before Closing. Title shall be conveyed by a Statutory Warranty Deed. If this Agreement is for conveyance of a buyer's interest in a Real Estate Contract, the Statutory Warranty Deed shall include a buyer's assignment of the contract sufficient to convey after acquired title.

	2/3/2025				02/05/25		02/05/25
Buyer's Initials	Date	Buyer's Initials	Date	Seller's Initials	Date	Seller's Initials	Date
				dotloop verified		dotloop verified	

RESIDENTIAL PURCHASE AND SALE AGREEMENT
General Terms

- e. Title Insurance.** Seller authorizes Buyer's lender or Closing Agent, at Seller's expense, to apply for the then-current ALTA form of Homeowner's Policy of Title Insurance for One-to-Four Family Residence, from the Title Insurance Company. If Seller previously received a preliminary commitment from a Title Insurance Company that Buyer declines to use, Buyer shall pay any cancellation fees owing to the original Title Insurance Company. Otherwise, the party applying for title insurance shall pay any title cancellation fee, in the event such a fee is assessed. If the Title Insurance Company selected by the parties will not issue a Homeowner's Policy for the Property, the parties agree that the Title Insurance Company shall instead issue the then-current ALTA standard form Owner's Policy, together with homeowner's additional protection and inflation protection endorsements, if available. The Title Insurance Company shall send a copy of the preliminary commitment to Seller, Listing Broker, Buyer and Buyer Broker. The preliminary commitment, and the title policy to be issued, shall contain no exceptions other than the General Exclusions and Exceptions in the Policy and Special Exceptions consistent with the Condition of Title herein provided. If title cannot be made so insurable prior to the Closing Date, then as Buyer's sole and exclusive remedy, the Earnest Money shall, unless Buyer elects to waive such defects or encumbrances, be refunded to the Buyer, less any unpaid costs described in this Agreement, and this Agreement shall thereupon be terminated. Buyer shall have no right to specific performance or damages as a consequence of Seller's inability to provide insurable title.
- f. Closing and Possession.** This sale shall be closed by the Closing Agent on the Closing Date. If the Closing Date falls on a Saturday, Sunday, legal holiday as defined in RCW 1.16.050, or day when the county recording office is closed, the Closing Agent shall close the transaction on the next day that is not a Saturday, Sunday, legal holiday, or day when the county recording office is closed. "Closing" means the date on which all documents are recorded and the sale proceeds are available to Seller. Seller shall deliver keys, garage door remotes, and access codes to Buyer on the Closing Date or on the Possession Date, whichever occurs first. Buyer shall be entitled to possession at 9:00 p.m. on the Possession Date. Seller shall maintain the Property in its present condition, normal wear and tear excepted, until the Buyer is provided possession. Seller shall either repair or replace any system or appliance (including, but not limited to plumbing, heat, electrical, and all Included Items) that becomes inoperative or malfunctions prior to Closing with a system or appliance of at least equal quality. Buyer reserves the right to walk through the Property within 5 days of Closing to verify that Seller has maintained the Property and systems/appliances as required by this paragraph. Seller shall not enter into or modify existing leases or rental agreements, service contracts, or other agreements affecting the Property which have terms extending beyond Closing without first obtaining Buyer's consent, which shall not be unreasonably withheld. If possession transfers at a time other than Closing, the parties shall execute NWMLS Form 65A (Rental Agreement/Occupancy Prior to Closing) or NWMLS Form 65B (Rental Agreement/Seller Occupancy After Closing) (or alternative rental agreements) and are advised of the need to contact their respective insurance companies to assure appropriate hazard and liability insurance policies are in place, as applicable.
- RCW 19.27.530 requires the seller of any owner-occupied single-family residence to equip the residence with a carbon monoxide alarm(s) in accordance with the state building code before a buyer or any other person may legally occupy the residence following the sale. RCW 43.44.110 requires the seller of a dwelling unit, that does not have at least one smoke detection device, to provide at least one smoke detection device in the unit before the buyer or any other person occupies the unit following a sale. The parties acknowledge that the Brokers are not responsible for ensuring that Seller complies with RCW 19.27.530 or RCW 43.44.110. Buyer and Seller shall hold the Brokers and their Firms harmless from any claim resulting from Seller's failure to install a carbon monoxide alarm(s) or smoke detector(s) in the Property.
- g. Section 1031 Like-Kind Exchange.** If either Buyer or Seller intends for this transaction to be a part of a Section 1031 like-kind exchange, then the other party shall cooperate in the completion of the like-kind exchange so long as the cooperating party incurs no additional liability in doing so, and so long as any expenses (including attorneys' fees and costs) incurred by the cooperating party that are related only to the exchange are paid or reimbursed to the cooperating party at or prior to Closing. Notwithstanding the Assignment paragraph of this Agreement, any party completing a Section 1031 like-kind exchange may assign this Agreement to its qualified intermediary or any entity set up for the purposes of completing a reverse exchange.
- h. Closing Costs and Prorations and Charges and Assessments.** Seller and Buyer shall each pay one-half of the escrow fee unless otherwise required by applicable FHA or VA regulations. Taxes for the current year, rent, interest, and lienable homeowner's association dues shall be prorated as of Closing. Buyer shall pay Buyer's loan costs, including credit report, appraisal charge and lender's title insurance, unless provided otherwise in this Agreement. If any payments are delinquent on encumbrances which will remain after Closing, Closing Agent is instructed to pay such delinquencies at Closing from money due, or to be paid by, Seller. Buyer shall pay for remaining fuel in the fuel tank if, prior to Closing, Seller obtains a written statement from the supplier as to the quantity and current price and provides such statement to the Closing Agent. Seller shall pay all utility and internet charges, including unbilled charges. Unless waived in Specific Term No. 12, Seller and Buyer request the services of Closing Agent in disbursing funds necessary to satisfy unpaid utility charges in accordance with RCW 60.80 and Seller shall provide the names and addresses of all utilities providing service to the Property and having lien rights (attach NWMLS Form 22K Identification of Utilities or equivalent).

	2/3/2025				02/05/25		02/05/25
Buyer's Initials	Date	Buyer's Initials	Date	Seller's Initials	Date	Seller's Initials	Date

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RESIDENTIAL PURCHASE AND SALE AGREEMENT
General Terms

Buyer is advised to verify the existence and amount of any local improvement district, capacity or impact charges or other assessments that may be charged against the Property before or after Closing. Seller will pay such charges that are or become due on or before Closing. Charges levied before Closing, but becoming due after Closing shall be paid as agreed in Specific Term No. 13.

i. **Sale Information.** Listing Broker and Buyer Broker are authorized to report this Agreement (including price and all terms) to the Multiple Listing Service that published it and to its members, financing institutions, appraisers, and anyone else related to this sale. Buyer and Seller expressly authorize all Closing Agents, appraisers, title insurance companies, and others related to this Sale, to furnish the Listing Broker and/or Buyer Broker, on request, any and all information and copies of documents concerning this sale.

j. **Seller Citizenship and FIRPTA.** Seller warrants that the identification of Seller's citizenship status for purposes of U.S. income taxation in Specific Term No. 14 is correct. Seller shall execute a certification (NWMLS Form 22E or equivalent) under the Foreign Investment in Real Property Tax Act ("FIRPTA") and provide the certification to the Closing Agent within 10 days of mutual acceptance. If Seller is a foreign person for purposes of U.S. income taxation, and this transaction is not otherwise exempt from FIRPTA, Closing Agent is instructed to withhold and pay the required amount to the Internal Revenue Service. Seller shall pay any fees incurred by Buyer related to such withholding and payment.

If Seller fails to provide the FIRPTA certification to the Closing Agent within 10 days of mutual acceptance, Buyer may give notice that Buyer may terminate the Agreement at any time 3 days thereafter (the "Right to Terminate Notice"). If Seller has not earlier provided the FIRPTA certification to the Closing Agent, Buyer may give notice of termination of this Agreement (the "Termination Notice") any time following 3 days after delivery of the Right to Terminate Notice. If Buyer gives the Termination Notice before Seller provides the FIRPTA certification to the Closing Agent, this Agreement is terminated and the Earnest Money shall be refunded to Buyer.

k. **Notices and Delivery of Documents.** Any notice related to this Agreement (including revocations of offers or counteroffers) must be in writing. Notices to Seller must be signed by at least one Buyer and shall be deemed delivered only when the notice is received by Seller, by Listing Broker, or at the licensed office of Listing Broker. Notices to Buyer must be signed by at least one Seller and shall be deemed delivered only when the notice is received by Buyer, by Buyer Broker, or at the licensed office of Buyer Broker. Documents related to this Agreement, such as NWMLS Form 17, Information on Lead-Based Paint and Lead-Based Paint Hazards, Public Offering Statement or Resale Certificate, and all other documents shall be delivered pursuant to this paragraph. Buyer and Seller must keep Buyer Broker and Listing Broker advised of their whereabouts in order to receive prompt notification of receipt of a notice.

Facsimile transmission of any notice or document shall constitute delivery. E-mail transmission of any notice or document (or a direct link to such notice or document) shall constitute delivery when: (i) the e-mail is sent to both Buyer Broker and Buyer Brokerage Firm or both Listing Broker and Listing Brokerage Firm at the e-mail addresses specified on page one of this Agreement; (ii) Buyer Broker or Listing Broker provide written acknowledgment of receipt of the e-mail (an automatic e-mail reply does not constitute written acknowledgment); or (iii) if a party is unrepresented, the e-mail is sent directly to the party's e-mail address specified on page one of this Agreement. At the request of either party, or the Closing Agent, the parties will confirm facsimile or e-mail transmitted signatures by signing an original document.

l. **Computation of Time.** Unless otherwise specified in this Agreement, any period of time measured in days and stated in this Agreement shall start on the day following the event commencing the period and shall expire at 9:00 p.m. of the last calendar day of the specified period of time. Except for the Possession Date, if the last day is a Saturday, Sunday or legal holiday as defined in RCW 1.16.050, the specified period of time shall expire on the next day that is not a Saturday, Sunday or legal holiday. Any specified period of 5 days or less, except for any time period relating to the Possession Date, shall not include Saturdays, Sundays or legal holidays. If the parties agree that an event will occur on a specific calendar date, the event shall occur on that date, except for the Closing Date, which, if it falls on a Saturday, Sunday, legal holiday as defined in RCW 1.16.050, or day when the county recording office is closed, shall occur on the next day that is not a Saturday, Sunday, legal holiday, or day when the county recording office is closed. When counting backwards from Closing, any period of time measured in days shall start on the day prior to Closing and if the last day is a Saturday, Sunday or legal holiday as defined in RCW 1.16.050, the specified period of time shall expire on the next day, moving forward, that is not a Saturday, Sunday or legal holiday (e.g. Monday or Tuesday). If the parties agree upon and attach a legal description after this Agreement is signed by the offeree and delivered to the offeror, then for the purposes of computing time, mutual acceptance shall be deemed to be on the date of delivery of an accepted offer or counteroffer to the offeror, rather than on the date the legal description is attached. Time is of the essence of this Agreement.

m. **Integration and Electronic Signatures.** This Agreement constitutes the entire understanding between the parties and supersedes all prior or contemporaneous understandings and representations. No modification of this Agreement shall be effective unless agreed in writing and signed by Buyer and Seller. The parties acknowledge that a signature in electronic form has the same legal effect and validity as a handwritten signature.

	2/3/2025				02/05/25 02:05 PM PST dotloop verified		02/05/25 02:05 PM PST dotloop verified
Buyer's Initials	Date	Buyer's Initials	Date	Seller's Initials	Date	Seller's Initials	Date

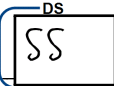
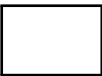
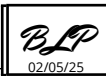
RESIDENTIAL PURCHASE AND SALE AGREEMENT
General Terms

- n. Assignment.** Buyer may not assign this Agreement, or Buyer's rights hereunder, without Seller's prior written consent, unless the parties indicate that assignment is permitted by the addition of "and/or assigns" on the line identifying the Buyer on the first page of this Agreement.
- o. Default.** In the event Buyer fails, without legal excuse, to complete the purchase of the Property, then the following provision, as identified in Specific Term No. 8, shall apply:
- i. Forfeiture of Earnest Money.** That portion of the Earnest Money that does not exceed five percent (5%) of the Purchase Price shall be forfeited to the Seller as the sole and exclusive remedy available to Seller for such failure.
- ii. Seller's Election of Remedies.** Seller may, at Seller's option, (a) keep the Earnest Money as liquidated damages as the sole and exclusive remedy available to Seller for such failure, (b) bring suit against Buyer for Seller's actual damages, (c) bring suit to specifically enforce this Agreement and recover any incidental damages, or (d) pursue any other rights or remedies available at law or equity.
- p. Professional Advice and Attorneys' Fees.** Buyer and Seller are advised to seek the counsel of an attorney and a certified public accountant to review the terms of this Agreement. Buyer and Seller shall pay their own fees incurred for such review. However, if Buyer or Seller institutes suit against the other concerning this Agreement, or if the party holding the Earnest Money commences an interpleader action, the prevailing party is entitled to reasonable attorneys' fees and expenses.
- q. Offer.** This offer must be accepted by 9:00 p.m. on the Offer Expiration Date, unless sooner withdrawn. Acceptance shall not be effective until a signed copy is received by the other party, by the other party's broker, or at the licensed office of the other party's broker pursuant to General Term k. If this offer is not so accepted, it shall lapse and any Earnest Money shall be refunded to Buyer.
- r. Counteroffer.** Any change in the terms presented in an offer or counteroffer, other than the insertion of or change to Seller's name and Seller's warranty of citizenship status, shall be considered a counteroffer. If a party makes a counteroffer, then the other party shall have until 9:00 p.m. on the counteroffer expiration date to accept that counteroffer, unless sooner withdrawn. Acceptance shall not be effective until a signed copy is received by the other party, the other party's broker, or at the licensed office of the other party's broker pursuant to General Term k. If the counteroffer is not so accepted, it shall lapse and any Earnest Money shall be refunded to Buyer.
- s. Offer and Counteroffer Expiration Date.** If no expiration date is specified for an offer/counteroffer, the offer/counteroffer shall expire 2 days after the offer/counteroffer is delivered by the party making the offer/counteroffer, unless sooner withdrawn.
- t. Agency Disclosure.** Buyer Brokerage Firm, Buyer Brokerage Firm's Designated Broker, Buyer Broker's Branch Manager (if any) and Buyer Broker's Managing Broker (if any) represent the same party that Buyer Broker represents. Listing Brokerage Firm, Listing Brokerage Firm's Designated Broker, Listing Broker's Branch Manager (if any), and Listing Broker's Managing Broker (if any) represent the same party that the Listing Broker represents. All parties acknowledge receipt of the pamphlet entitled "Real Estate Brokerage in Washington."
- u. Brokerage Firm Compensation.** Seller and Buyer shall pay compensation in accordance with any listing or compensation agreement to which they are a party. The Listing Brokerage Firm's compensation shall be paid as specified in the listing agreement. The compensation offered by Seller to the Buyer Brokerage Firm, if any, is set forth in Specific Term No. 17(a), and if there is any inconsistency between the Buyer Brokerage Firm's compensation offered and the description of the offered compensation stated in Specific Term No. 17(a), the terms shall be as set forth in the published offer. Seller shall pay the Buyer Brokerage Firm compensation set forth in Specific Term No. 17(b). Seller and Buyer hereby consent to Listing Brokerage Firm or Buyer Brokerage Firm receiving compensation from more than one party. Seller and Buyer hereby assign to Listing Brokerage Firm and Buyer Brokerage Firm, as applicable, a portion of their funds in escrow equal to such compensation and irrevocably instruct the Closing Agent to disburse the compensation directly to the Firm(s). In any action by Listing or Buyer Brokerage Firm to enforce this paragraph, the prevailing party is entitled to court costs and reasonable attorneys' fees. Seller and Buyer agree that the Firms are intended third-party beneficiaries under this Agreement.
- v. Cancellation Rights/Lead-Based Paint.** If a residential dwelling was built on the Property prior to 1978, and Buyer receives a Disclosure of Information on Lead-Based Paint and Lead-Based Paint Hazards (NWMLS Form 22J) after mutual acceptance, Buyer may rescind this Agreement at any time up to 3 days thereafter.
- w. Information Verification Period.** Unless satisfied/waived, Buyer shall have the time period set forth in Specific Term No. 15 (10 days after mutual acceptance if not filled in) to verify all information provided from Seller or Listing Brokerage Firm related to the Property. This contingency shall be deemed satisfied unless Buyer gives notice identifying the materially inaccurate information within the time period set forth in Specific Term No. 15. If Buyer gives timely notice under this section, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer.

Buyer's Initials SS Date 2/3/2025 Buyer's Initials Date Seller's Initials BRP Date 02/05/25 Seller's Initials BLP Date 02/05/25
dotloop verified dotloop verified

RESIDENTIAL PURCHASE AND SALE AGREEMENT
General Terms

- x. Property Condition Disclaimer.** Buyer and Seller agree, that except as provided in this Agreement, all representations and information regarding the Property and the transaction are solely from the Seller or Buyer, and not from any Broker. The parties acknowledge that the Brokers are not responsible for assuring that the parties perform their obligations under this Agreement and that none of the Brokers has agreed to independently investigate or confirm any matter related to this transaction except as stated in this Agreement, or in a separate writing signed by such Broker. In addition, Brokers do not guarantee the value, quality or condition of the Property and some properties may contain building materials, including siding, roofing, ceiling, insulation, electrical, and plumbing, that have been the subject of lawsuits and/or governmental inquiry because of possible defects or health hazards. Some properties may have other defects arising after construction, such as drainage, leakage, pest, rot and mold problems. In addition, some properties may contain soil or other contamination that is not readily apparent and may be hazardous. Brokers do not have the expertise to identify or assess defective or hazardous products, materials, or conditions. Buyer is urged to use due diligence to inspect the Property to Buyer's satisfaction and to retain inspectors qualified to identify the presence of defective or hazardous materials and conditions and evaluate the Property as there may be defects and hazards that may only be revealed by careful inspection. Buyer is advised to investigate whether the Property is suitable for Buyer's intended use and to ensure the water supply is sufficient to meet Buyer's needs. Buyer is advised to investigate the cost of insurance for the Property, including, but not limited to homeowner's, fire, flood, earthquake, landslide, and other available coverage. Buyer acknowledges that local ordinances may restrict short term rentals of the Property. Buyer and Seller acknowledge that home protection plans may be available which may provide additional protection and benefit to Buyer and Seller. Brokers may assist the parties with locating and selecting third-party service providers, such as inspectors or contractors, but Brokers cannot guarantee or be responsible for the services provided by those third parties. The parties shall exercise their own judgment and due diligence regarding third-party service providers.
- y. Fair Housing.** Seller and Buyer acknowledge that local, state, and federal fair housing laws prohibit discrimination based on sex, marital status, sexual orientation, gender identity, race, creed, color, religion, caste, national origin, citizenship or immigration status, families with children status, familial status, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a support or service animal by a person with a disability.

	2/3/2025						
Buyer's Initials	Date	Buyer's Initials	Date	Seller's Initials	Date	Seller's Initials	Date

**INSPECTION ADDENDUM TO
PURCHASE AND SALE AGREEMENT**

The following is part of the Purchase and Sale Agreement dated 2/3/2025 1
between City of Ridgefield ("Buyer") 2
Buyer Buyer
and Brendan Rhyse Pearson Briana Lynn Pearson ("Seller") 3
Seller Seller
concerning 813 Pioneer Street Ridgefield WA 98642 (the "Property"). 4
Address City State Zip

1. INSPECTION CONTINGENCY. This Agreement is conditioned on Buyer's subjective satisfaction with 5
inspections of the Property and the improvements on the Property. Buyer's inspections may include, at Buyer's 6
option and without limitation, the structural, mechanical and general condition of the improvements to the 7
Property, compliance with building and zoning codes, an inspection of the Property for hazardous materials, a 8
pest inspection, and a soils/stability inspection. Buyer's general home inspection must be performed by Buyer or 9
a person licensed under RCW 18.280. Buyer may engage specialists (e.g. plumbers, electricians, roofers, etc.) 10
to conduct further inspections of the Property. 11

a. Sewer Inspection. Buyer's inspection of the Property ☒ may; ☐ may not (may, if not checked) include an 12
inspection of the sewer system, which may include a sewer line video inspection and assessment and may 13
require the inspector to remove toilets or other fixtures to access the sewer line. 14

2. BUYER'S OBLIGATIONS. All inspections are to be (a) ordered by Buyer, (b) performed by inspectors of Buyer's 15
choice, and (c) completed at Buyer's expense. Buyer shall not alter the Property or any improvements on the 16
Property without first obtaining Seller's permission. Buyer is solely responsible for interviewing and selecting all 17
inspectors. Buyer shall restore the Property and all improvements on the Property to the same condition they 18
were in prior to the inspection. Buyer shall be responsible for all damages resulting from any inspection of the 19
Property performed on Buyer's behalf. 20

3. BUYER'S NOTICE. This inspection contingency shall conclusively be deemed waived and Seller shall not be 21
obligated to make any repairs or modifications unless within 60 days (10 days if not filled in) after mutual 22
acceptance of this Agreement (the "Initial Inspection Period"), Buyer gives notice (a) approving the inspection and 23
waiving this contingency; (b) disapproving the inspection and terminating the Agreement; (c) that Buyer will conduct 24
additional inspections; or (d) proposing repairs to the property or modifications to the Agreement. If Buyer 25
disapproves the inspection and terminates the Agreement, the Earnest Money shall be refunded to Buyer. If Buyer 26
proposes repairs to the property or modifications to the Agreement, including adjustments to the purchase price or 27
credits for repairs to be performed after Closing, the parties shall negotiate as set forth in Paragraph 6, below. The 28
parties may use NWMLS Form 35R to give notices required by this Addendum. 29

4. INSPECTION REPORT. Buyer shall not provide the inspection report, or portions of the report, to Seller, unless 30
Seller requests otherwise in writing. Upon Seller's written request, Buyer shall provide to Seller the inspection 31
report, portions of the report, or the inspector's recommendation for additional inspections, as requested by Seller. 32

a. Waiver of Contingency by Buyer. If Buyer provides any portion of the inspection report to Seller without 33
Seller's prior written request or consent, the inspection contingency shall conclusively be deemed waived. 34

b. Seller Request. The selection of any checkbox below by Seller shall not be considered a counteroffer. 35

☐ Seller requests that Buyer provide the inspection report to Seller. 36

☐ If Buyer requests repairs or modifications to the Agreement, Seller requests that Buyer provide only the 37
portions of the inspection report related to the requested repairs or modifications to Seller. 38

☐ If Buyer provides notice of additional inspections pursuant to Paragraph 5, Seller requests that Buyer 39
provide a copy of the inspector's recommendation for additional inspections to Seller. 40

5. ADDITIONAL TIME FOR INSPECTIONS. If an inspector so recommends, Buyer shall have additional time to 41
obtain further evaluation of any item by a specialist at Buyer's option and expense if, on or before the end of the 42
Initial Inspection Period, Buyer provides notice that Buyer will seek additional inspections and, upon Seller's 43
request, a copy of the inspector's recommendation. If Buyer provides timely notice of additional inspections (and, 44
if requested by Seller, a copy of the inspector's recommendation), Buyer shall have 5 days if not 45

SS 2/3/2025 BRP 02/05/25 BLP 02/05/25
Buyer's Initials Date Buyer's Initials Date Seller's Initials Date Seller's Initials Date
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Inspection Addendum
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Page 2 of 2

**INSPECTION ADDENDUM TO
PURCHASE AND SALE AGREEMENT**
Continued

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filled in) after giving the notice to obtain the additional inspection(s) as recommended by the inspector and the Initial Inspection Period shall be so extended. 46 47

6. BUYER'S REQUESTS FOR REPAIRS OR MODIFICATIONS. If Buyer requests repairs or modifications pursuant to Paragraph 3, the parties shall negotiate as set forth in this Paragraph 6. Buyer's initial request and Seller's response made in accordance with the following procedures are irrevocable for the time period provided. 48 49 50

a. Seller's Response to Request for Repairs or Modifications. Seller shall have _____ days (3 days if not filled in) after receipt of Buyer's request for repairs or modifications to give notice that Seller (i) agrees to the repairs or modifications proposed by Buyer; (ii) agrees to some of the repairs or modifications proposed by Buyer; (iii) rejects all repairs or modifications proposed by Buyer; or (iv) offers different or additional repairs or modifications. If Seller agrees to the terms of Buyer's request for repairs or modifications, this contingency shall be satisfied and Buyer's Reply shall not be necessary. If Seller does not agree to all of Buyer's repairs or modifications, Buyer shall have an opportunity to reply, as follows: 51 52 53 54 55 56 57

b. Buyer's Reply. If Seller does not agree to all of the repairs or modifications proposed by Buyer, Buyer shall have _____ days (3 days if not filled in) from either the day Buyer receives Seller's response or, if Seller fails to timely respond, the day Seller's response period ends, whichever is earlier, to (i) accept the Seller's response at which time this contingency shall be satisfied; (ii) agree with the Seller on other remedies; or (iii) disapprove the inspection and terminate the Agreement, in which event, the Earnest Money shall be refunded to Buyer. 58 59 60 61 62 63

ATTENTION BUYER: These time periods for negotiating repairs or modifications shall not repeat. The parties must either reach a written agreement or Buyer must terminate this Agreement by the Buyer's Reply deadline set forth in Paragraph 6(b). Buyer's inaction during Buyer's reply period shall result in waiver of this inspection condition, in which case Seller shall not be obligated to make any repairs or modifications whatsoever and this contingency shall be deemed waived. 64 65 66 67 68

7. REPAIRS. If Seller agrees to make the repairs proposed by Buyer, then repairs shall be accomplished at Seller's expense in a commercially reasonable manner and in accordance with all applicable laws no fewer than _____ days (3 days if not filled in) prior to the Closing Date. In the case of hazardous materials, "repair" means removal or treatment (including but not limited to removal or, at Seller's option, decommissioning of any oil storage tanks) of the hazardous material at Seller's expense as recommended by and under the direction of a professional selected by Seller. Seller's repairs are subject to re-inspection and approval, prior to Closing, by the inspector or specialist who recommended the repair, if Buyer elects to order and pay for such re-inspection. If Buyer agrees to pay for any repairs prior to Closing, the parties are advised to seek the counsel of an attorney to review the terms of that agreement. 69 70 71 72 73 74 75 76 77

8. OIL STORAGE TANKS. Any inspection regarding oil storage tanks or contamination from such tanks shall be limited solely to determining the presence or non-presence of oil storage tanks on the Property, unless otherwise agreed in writing by Buyer and Seller. 78 79 80

9. ON-SITE SEWAGE DISPOSAL SYSTEMS ADVISORY. Buyer is advised that on-site sewage disposal systems, including "septic systems," are subject to strict governmental regulation and occasional malfunction and even failure. Buyer is advised to consider conducting an inspection of any on-site sewage system in addition to the inspection of the Property provided by this Form 35 by including an appropriate on-site sewage disposal inspection contingency such as NWMLS Form 22S (Septic Addendum). 81 82 83 84 85

10. ☐ NEIGHBORHOOD REVIEW CONTINGENCY. If the box is checked, Buyer's inspection includes Buyer's subjective satisfaction that the conditions of the neighborhood in which the Property is located are consistent with the Buyer's intended use of the Property (the "Neighborhood Review"). The Neighborhood Review may include Buyer's investigation of the schools, proximity to bus lines, availability of shopping, traffic patterns, noise, parking and investigation of other neighborhood, environmental and safety conditions the Buyer may determine to be relevant in deciding to purchase the Property. If Buyer does not give notice of disapproval of the Neighborhood Review within _____ (3 days if not filled in) of mutual acceptance of the Agreement, then this Neighborhood Review condition shall conclusively be deemed satisfied (waived). If Buyer gives a timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer. 86 87 88 89 90 91 92 93 94

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Buyer's Initials Date	Buyer's Initials Date	Seller's Initials Date	Seller's Initials Date

ADDENDUM / AMENDMENT TO PURCHASE AND SALE AGREEMENT

The following is part of the Purchase and Sale Agreement dated 2/3/2025 1
between City of Ridgefield ("Buyer") 2
Buyer
and Brendan Rhyse Pearson Briana Lynn Pearson ("Seller") 3
Seller Seller
concerning 813 Pioneer Street Ridgefield WA 98642 (the "Property"). 4
Address City State Zip

- IT IS AGREED BETWEEN THE SELLER AND BUYER AS FOLLOWS: 5
- 1. Buyer will have sixty (60) days after mutual execution of the PSA to conduct all inspections a the Buyer's sole cost and expense. 6
 - 2. Buyer will have sixty (60) days after mutual execution of the PSA to obtain all approvals including but not limited to City Council approval at the Buyer's sold cost and expense. 7
 - 3. Buyer will have sixty (60) days after mutual execution of PSA to engage a certified appraiser to conduct an appraisal of the property which is required by WAC. 8
 - 4. Paragraph d, page 2 of 6, is deleted in its entirety except that Buyer will deposit Earnest Money to escrow within two (2) days after mutual execution and replaced with the following: In the event that Buyer does not waive or accept in writing all property inspections, appraisal, preliminary title report or obtain City Council approval within the above stated times then this Agreement will automatically terminate and be null and void and the Earnest Money shall be refundable to Buyer without any further instructions to escrow by buyer and seller. 9
 - 5. The closing of this transaction will be no later than fifteen (15) days after Buyer has waived or accepted all inspections, City of Ridgefield Council approval and review of preliminary title report. 10
 - 6. Buyer, has the present ability and authority to use its power of eminent domain against the property at the time of the sale and Buyer has specific statutory authority authorizing its power of eminent domain for the property. Title and escrow company are instructed that this transaction qualifies as being exempt form excise tax due at closing. 11
 - 7. Buyer and Seller acknowledge receipt of Laws of Real Estate Agency attached hereto. 12

ALL OTHER TERMS AND CONDITIONS of said Agreement remain unchanged. 31

DS SS 2/3/2025 Buyer's Initials Date	Buyer's Initials Date	BRP 02/05/25 11:35 PM PST dotloop verified Seller's Initials Date	BLP 02/05/25 11:35 PM PST dotloop verified Seller's Initials Date
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Form 22D
Optional Clauses Addendum
Rev. 3/21
Page 1 of 2

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Northwest Multiple Listing Service
ALL RIGHTS RESERVED

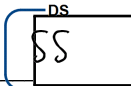
OPTIONAL CLAUSES ADDENDUM TO PURCHASE & SALE AGREEMENT

The following is part of the Purchase and Sale Agreement dated 2/3/2025 1
between City of Ridgefield ("Buyer") 2
Buyer Buyer
and Brendan Rhyse Pearson ("Seller") 3
Seller Seller
concerning 813 Pioneer Street Ridgefield WA 98642 (the "Property"). 4
Address City State Zip

CHECK IF INCLUDED:

 5

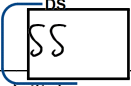
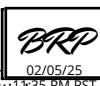
1. ☐ **Square Footage/Lot Size/Encroachments.** The Listing Broker and Buyer Broker make no representations 6
concerning: (a) the lot size or the accuracy of any information provided by the Seller; (b) the square footage of 7
any improvements on the Property; (c) whether there are any encroachments (fences, rockeries, buildings) on 8
the Property, or by the Property on adjacent properties. Buyer is advised to verify lot size, square footage and 9
encroachments to Buyer's own satisfaction. 10
2. **Title Insurance.** The Title Insurance clause in the Agreement provides Seller is to provide the then-current ALTA 11
form of Homeowner's Policy of Title Insurance. The parties have the option to provide less coverage by selecting 12
a Standard Owner's Policy or more coverage by selecting an Extended Coverage Policy: 13
- ☒ **Standard Owner's Coverage.** Seller authorizes Buyer's lender or Closing Agent, at Seller's expense, to 14
apply for the then-current ALTA form of Owner's Policy of Title Insurance, together with homeowner's 15
additional protection and inflation protection endorsements, if available at no additional cost, rather than 16
the Homeowner's Policy of Title Insurance. 17
- ☐ **Extended Coverage.** Seller authorizes Buyer's lender or Closing Agent, at Seller's expense to apply for 18
an ALTA or comparable Extended Coverage Policy of Title Insurance, rather than the Homeowner's 19
Policy of Title Insurance. Buyer shall pay the increased costs associated with the Extended Coverage 20
Policy, including the excess premium over that charged for Homeowner's Policy of Title Insurance and 21
the cost of any survey required by the title insurer. 22
3. ☒ **Seller Cleaning.** Seller shall clean the interiors of any structures and remove all trash, debris and rubbish 23
from the Property prior to Buyer taking possession. 24
4. ☒ **Personal Property.** Unless otherwise agreed, Seller shall remove all personal property from the Property 25
not later than the Possession Date. Any personal property remaining on the Property thereafter shall become 26
the property of Buyer, and may be retained or disposed of as Buyer determines. 27
5. ☐ **Utilities.** To the best of Seller's knowledge, Seller represents that the Property is connected to: 28
☒ public water main; ☒ public sewer main; ☐ septic tank; ☐ well (specify type) _____; 29
☐ irrigation water (specify provider) _____; ☐ natural gas; ☒ telephone; ☒ electricity; 30
☒ cable (specify provider) _____; ☐ internet (specify provider) _____; 31
☐ other _____. 32
6. ☐ **Insulation - New Construction.** If this is new construction, Federal Trade Commission Regulations require 33
the following to be filled in. If insulation has not yet been selected, FTC regulations require Seller to furnish 34
Buyer the information below in writing as soon as available: 35
- WALL INSULATION: TYPE: _____ THICKNESS: _____ R-VALUE: _____ 36
CEILING INSULATION: TYPE: _____ THICKNESS: _____ R-VALUE: _____ 37
OTHER INSULATION DATA: _____ 38

 2/3/2025  _____
Buyer's Initials Date Buyer's Initials Date
 02/05/25  02/05/25
Seller's Initials Date Seller's Initials Date
dotloop verified dotloop verified

**OPTIONAL CLAUSES ADDENDUM TO
PURCHASE & SALE AGREEMENT**

Continued

7. ☐ **Leased Property Review Period and Assumption.** Buyer acknowledges that Seller leases the following items of personal property that are included with the sale: ☐ propane tank; ☐ security system; ☐ satellite dish and operating equipment; ☐ other _____.
- Seller shall provide Buyer a copy of the lease for the selected items within _____ days (5 days if not filled in) of mutual acceptance. If Buyer, in Buyer's sole discretion, does not give notice of disapproval within _____ days (5 days if not filled in) of receipt of the lease(s) or the date that the lease(s) are due, whichever is earlier, then this lease review period shall conclusively be deemed satisfied (waived) and at Closing, Buyer shall assume the lease(s) for the selected item(s) and hold Seller harmless from and against any further obligation, liability, or claim arising from the lease(s), if the lease(s) can be assumed. If Buyer gives timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer.
8. ☐ **Homeowners' Association Review Period.** If the Property is subject to a homeowners' association or any other association, then Seller shall, at Seller's expense, provide Buyer a copy of the following documents (if available from the Association) within _____ days (10 days if not filled in) of mutual acceptance:
- Association rules and regulations, including, but not limited to architectural guidelines;
 - Association bylaws and covenants, conditions, and restrictions (CC&Rs);
 - Association meeting minutes from the prior two (2) years;
 - Association Board of Directors meeting minutes from the prior six (6) months; and
 - Association financial statements from the prior two (2) years and current operating budget.
- If Buyer, in Buyer's sole discretion, does not give notice of disapproval within _____ days (5 days if not filled in) of receipt of the above documents or the date that the above documents are due, whichever is earlier, then this homeowners' association review period shall conclusively be deemed satisfied (waived). If Buyer gives timely notice of disapproval, then this Agreement shall terminate and the Earnest Money shall be refunded to Buyer.
9. ☐ **Homeowners' Association Transfer Fee.** If there is a transfer fee imposed by the homeowners' association or any other association (e.g. a "move-in" or "move-out" fee), the fee shall be paid by the party as provided for in the association documents. If the association documents do not provide which party pays the fee, the fee shall be paid by ☐ Buyer; ☐ Seller (Seller if not filled in).
10. ☐ **Excluded Item(s).** The following item(s), that would otherwise be included in the sale of the Property, is excluded from the sale ("Excluded Item(s)"). Seller shall repair any damage to the Property caused by the removal of the Excluded Item(s). Excluded Item(s): _____
11. ☐ **Home Warranty.** Buyer and Seller acknowledge that home warranty plans are available which may provide additional protection and benefits to Buyer and Seller. Buyer shall order a one-year home warranty as follows:
- Home warranty provider: _____
 - Seller shall pay up to \$_____ (\$0.00 if not filled in) of the cost for the home warranty, together with any included options, and Buyer shall pay any balance.
 - Options to be included: _____ (none, if not filled in).
 - Other: _____
12. ☒ **Other.**
- Buyer will have sixty (60) days after mutual execution of the PSA to review and approve any special exception to the preliminary title report.

	2/3/2025						
Buyer's Initials	Date	Buyer's Initials	Date	Seller's Initials	Date	Seller's Initials	Date

02/05/25 1:45 PM PST dotloop verified

**COUNTEROFFER ADDENDUM
TO REAL ESTATE PURCHASE AND SALE AGREEMENT**

All terms and conditions of the offer (Real Estate Purchase and Sale Agreement) dated 02/03/2025 , 1
concerning 813 Pioneer Street, Ridgefield, WA 98642 (the "Property"), 2
Address City State Zip
by Briana L Pearson and Brendan R Pearson , as Seller 3
and the undersigned City or Ridgefield , as Buyer 4
are accepted, except for the following changes. 5

☒ **The Purchase Price** shall be \$ 487,000.00 6
four hundred eighty-seven thousand 7

☒ **Other.** 8
1. Purchase price to be \$487,000.00 Four hundred eighty seven thousand. 9
2. No Other Changes: All other terms remain unchanged. 10

This counteroffer shall expire at 9:00 p.m. on _____ (if not filled in, two days after it is delivered), 27
unless it is sooner withdrawn. Acceptance shall not be effective until a signed copy is received by the counterofferor, 28
their broker or at the licensed office of their broker. If this counteroffer is not so accepted, it shall lapse and the 29
Earnest Money shall be refunded to Buyer. 30

All other terms and conditions of the above offer are incorporated herein by reference as though fully set forth. 31

Briana L Pearson dotloop verified
02/05/25 11:36 PM PST
MCAD-TLPH-EQ4W-JUBJ
Signature Date

Brendan R Pearson dotloop verified
02/05/25 11:33 PM PST
7XK8-BWFB-H4ZH-KWUK
Signature Date

The above counteroffer is accepted.

Signature Date

Signature Date

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: First Reading of Ordinance No. 1447 - Amendments to Ridgefield Municipal Code Chapter 8.18 – Park Rules and Regulations

GOVERNING LEGISLATION

RCW 67.20.010 - Authority to acquire and operate certain recreational facilities.

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance No. 929 established Chapter 8.18 - Park Rules and Regulations in 2006. Ordinance 1116 amended Chapter 8.18 in 2012.

SUMMARY/BACKGROUND:

Ordinance No. 1447 proposes amendments to Ridgefield Municipal Code Chapter 8.18 – Park Rules and Regulations to reflect current best practices in park and trail management. These updates enhance public safety, improve clarity and enforceability, and align regulations with evolving recreational trends. Key changes include updated trail use guidelines, pet regulations, prohibitions on certain activities, and provisions for commercial use.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

No Action Needed. First Reading only.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. RMC 8.18 Proposed Amendments - 2025.02.12
2. CC2025.03.13 - RMC 8.18 Amendments First Reading - 2025.03.11

ORDINANCE NO. 1447

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
AMENDMENTS TO RIDGEFIELD MUNICIPAL CODE CHAPTER 8.18 – PARK RULES AND REGULATIONS**

WHEREAS, the City of Ridgefield operates and maintains a system of parks and trails for the benefit of the residents and visitors; and

WHEREAS, the City seeks to ensure its park and trail rules and regulations reflect best practices, public safety needs, and evolving recreational trends; and

WHEREAS, amendments to the Ridgefield Municipal Code (RMC) Chapter 8.18 are necessary to provide clarity, improve enforceability, and align regulations with contemporary parks and recreation standards; and

WHEREAS, the proposed amendments were reviewed and recommended to the City Council by the Ridgefield Parks Board of Commissioners on February 12, 2025, following a public meeting and consideration of community input;

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

Section 1. **Public Interest.** The Ridgefield City Council finds it to be in the best interest of the health and safety of the public to prescribe and enforce uniform standards for the use of City Parks and Trails.

Section 2. **Amending RMC Chapter 8.18.** The Ridgefield City Council hereby amends certain sections of Ridgefield Municipal Code Chapter 8.18 as set forth below in Exhibit A, attached hereto and incorporated by this reference.

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/clerical errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

Section 4. **Severability.** If any section, subsection, clause, phrase or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 5. **Effective Date.** This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, THIS _____ DAY OF _____, 2025.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferris, City Clerk

APPROVED AS TO FORM:

Jenean Parker, City Attorney

First Reading:

Second Reading:

Date of Publication:

Effective Date:

Chapter 8.18 PARK AND TRAILS RULES AND REGULATIONS¹

8.18.010 Purpose.

The establishment and maintenance of park and trail property and facilities is intended to benefit current and future citizens of the city of Ridgefield by providing opportunities for active and passive recreation. Rules and regulations governing use of park and trail properties and park facilities will help to ensure that park property and park facilities are used and maintained in a manner beneficial to the community. The foregoing park and trail rules and regulations are intended to provide standards for the public use and enjoyment of these facilities and to provide for the public health, safety, welfare and protection in the use and enjoyment of these facilities.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.020 Definitions.

The terms used in this chapter of the Ridgefield Municipal Code shall be defined as follows:

"Camp" means to erect a tent or other shelter or to use a sleeping bag, a vehicle or a trailer camper for the purpose of or in such a way as will permit remaining overnight.

"Camp site" means designated camping sites which are designated for the use of tent campers, and at which no water, sewer or electrical facilities are available for hookup to a trailer or a camper.

"City" means the city of Ridgefield.

"City council" means the elected members of the Ridgefield city council.

"Dog park" means a fenced or enclosed area of a city park designated by the city council by resolution or ordinance as an area where dogs may be off a leash.

"Motor vehicle" means any self-propelled device capable of being moved upon a road or other surface by which any persons or property may be transported, and shall include but not be limited to automobiles, boats, trucks, motorcycles, motor scooters, jeeps or similar type four-wheel drive vehicles and snowmobiles.

"Off leash area" means an area of a city park designated by the city council by resolution or ordinance as an area where dogs may be off a leash.

"Park" means all public parks, plazas, public squares, playgrounds, activity centers and associated buildings, designated open spaces, designated sensitive lands and other facilities of the city of Ridgefield specified in the "City of Ridgefield Comprehensive Parks, Recreation and Open Space Plan," and/or acquired by the city which are identified as park and recreation facilities owned and operated by the city, and/or jointly owned and operated by the city and other designated entities.

¹Editor's note(s)—Ord. No. 1116, § 1, Oct. 11, 2012, amended Ch. 8.18 in its entirety to read as herein set out. Former Ch. 8.18, §§ 8.18.010—8.18.140, pertained to similar subject matter and derived from Ord. 929(part), 2006.

"Parks board" means the seven-member board established to provide advisory assistance and recommendations to the city manager and city council on parks planning, parks acquisition, and parks operations and maintenance within the current and future city limits.

"Person" means all persons, firms, partnerships, corporations, clubs and all associations or combinations of persons whether acting for themselves or by an agent, employee or member.

"Planning director" means the employee of the city charged with the responsibility of administering and enforcing the land development regulations of the city.

"Public works director" means the employee of the city charged with the responsibility of administering the city's public works department and enforcing public works rules and regulations.

"Trail" means any path or track designed for use by pedestrians or bicycles and which use is not permitted by standard passenger automobiles, or other rights-of-way specifically designated and posted for non-vehicular use.

"Trailer" means a towed vehicle which contains any sleeping or housekeeping accommodation, boat, animal, apparatus or is designed for the purpose of transporting any of the same by towing behind a vehicle.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.030 Allowable hours of operation.

Parks and trails shall be open to the public between one hour before sunrise and one hour after sunset, except as may otherwise be designated by postings authorized by the city manager or their designee for the specified hours. For the purposes of this section, "sunset/sunrise" shall be defined as times prescribed for sunrise and sunset in Ridgefield, Washington, by the Director of Nautical Almanac at the United States Observatory in Washington, D.C.

No person or vehicle shall remain upon the property in a city park or trail outside of these designated hours of operation. The hours established in this section shall not apply to:

1. Persons involved in a recreation program conducted or authorized by the city manager or their designee for the period that such program is programmed or scheduled;
2. Activities conducted by the City to include public safety, events, and maintenance;
3. Activities associated with an agreement or special event permit authorized by the city manager or their designee.

~~Parks shall be open to the public between the hours of seven a.m. and nine p.m. unless otherwise posted or approved by the city manager in consultation with the police chief and public works director. Activities on park property or in park facilities that exceed normal hours of operation may be authorized in association with an agreement or special event permit.~~

(Ord. No. 1116, § 1, 10-11-2012)

8.18.040 Non-permitted activities.

- A. All activities that constitute civil or criminal violations under local, state or federal statutes are not permitted within city park and trail property and ~~/or park~~ facilities.
- B. The following activities are not permitted in city parks and trial property and park facilities: ~~unless expressly authorized by the planning director or his or her designee or city council as part of the special event permit process or an agreement:~~

1. Activities that are hazardous to others.

- a. Practicing or playing of games or activities in a manner that could knowingly harm other persons, animals and/or real or personal property;
- ~~b. Building and operating fires unless authorized by a special event permit or agreement for a designated area of a park;~~
- ~~b.e.~~ Negligent operation of a motor vehicle including operating in an area not specifically designated for motor vehicle usage and/or exceeding a vehicle speed of fifteen miles per hour;
- ~~c.d.~~ Operating a boat, yacht, canoe or raft or other watercraft upon any watercourse in any park under the jurisdiction of the city except at such places as may be provided or designated for such purpose.
- ~~d. Have in their possession or discharge a revolver, pistol, shotgun, rifle, bow and arrow, crossbow, slingshot or gas propelled b-b or pellet gun, spear javelin, or any other weapon except in designated target range areas or as otherwise permitted under the laws of the State of Washington relating to the possession of legal firearms.~~
- ~~e. Lighted or inhalant delivery tobacco product use.~~
- ~~f. Marijuana use in any form.~~
- ~~g. To ride a horse in a careless, negligent, or reckless manner so as to create a nuisance or endanger the life, property, or person of others.~~
- ~~e. Tobacco use in the following areas:~~
 - ~~The immediate area of playgrounds and play areas;~~
 - ~~The immediate area around any public event at a park or ball field, such as picnics, concerts, and during adult and youth league games and practices;~~
 - ~~The immediate area around public restrooms.~~

2. Activities interfering with other citizens' use and enjoyment of park property and facilities.

- ~~a. Activities conducted for private gain and profit without prior authorization from the city;~~
- ~~b. Operation of a powered public address system or amplified music speaker system or other means of amplifying sound;~~
- ~~a.e.~~ Knowingly causing harm or destruction to the natural plants, trees and/or animals of a park;
- ~~d. Overnight parking of recreational vehicles or trailers except as authorized by a special event permit or agreement and in association with a recognized and sanctioned community or special event;~~
- ~~e. Posting signs, posters and notices of a private nature not authorized by a special event permit and not in conformance with the sign ordinance in effect at the time;~~
- ~~b.f.~~ Interfering with the use of a reserved area of any park ~~obtained through an approved special event permit process.~~

3. Activities not in conformance with general rules of behavior.

- a. Failure to use designated existing trail systems to protect the ecosystem of a park property and/or intrusion into environmentally sensitive areas with manual or mechanical equipment when posted or otherwise designated as an area to remain undisturbed;

-
- b. Failure to keep pets on a leash, except for areas designated as dog parks or off leash areas. Restrictions do not apply to service animals or police dogs;
 - c. Pets are prohibited on city-owned athletic fields but may be allowed in the spectator area at the discretion of the athletic group;
 - d. Failure to clean up animal discharges;
 - e. Failure to accompany pets in areas designated as dog parks or off leash areas;
 - f. Failure to keep pets under vocal control in areas designated as dog parks or off leash areas;
 - g. Failure to keep pets from causing public nuisance, safety hazard, or harassment of people, other dogs, or wildlife in areas designated as dog parks or off leash areas.

C. The following activities are permitted on city park and trail property and facilities only if a special event permit has been obtained in accordance with Sections 5.40 and 8.18.110:

1. Activities involving increased risk to persons or property including but not limited to:

- a. Building and operating fires;
- b. Sale, distribution, or consumption of alcohol;
- c. Launching, landing, or operating an unmanned aircraft or drone except for the cases of emergency law enforcement and fire response operations or other operations designed to support responses to health and human safety emergencies such as search and rescue, health and environmental incidents;
- d. Use of inflatable structures such as a bounce house;
- e. Use of fireworks in any form.

1. Activities interfering with use and enjoyment of park and trail property and facilities by other users such as:

- a. Activities conducted for private gain or profit;
- b. Operation of a powered public address system or amplified music speaker system or other means of amplifying sound;
- c. Overnight parking of vehicles or trailers;
- d. Posting signs, posters, or notices;
- e. To ride or lead a horse in any park and trail property and facility not designated as a riding area or bridle path.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.050 Agreements for use of park property and facilities.

A written agreement or permit is required for use of park and trail property and facilities as outlined in this section. Notwithstanding any other provision of this chapter, the city manager or their designee may enter into an agreement or agreements on behalf of the city with any nonprofit group or city partner to provide for the use of a city parks or trails. Costs for use of a park and trail property and facility shall be determined by the city council.

A. Lease agreements. A lease agreement is required for an organization or agency's exclusive use of any park or trail property or facilities. Lease agreements are not to exceed a maximum of five years, except that the city council may approve investments in park or trail property and facilities in excess of fifty thousand dollars for a

longer-term lease. The contents of leased park or trail property or facilities may include assets owned by the leasing organization or agency.

B. Conducting business. Unless authorized under a special event permit or mobile food vending permit, conducting business on park or trail property or facilities is prohibited except as is provided in this chapter. "Business" means and includes any activity which involves sale of any goods or services, whether conducted for profit or not, regardless of by whom conducted.

~~A. The city will honor all existing agreements with organizations that are on file with the city until such time that these agreements expire.~~

~~B. All current or future uses of park property and park facilities shall enter into an agreement with the city with such agreements to be maintained on file at the city.~~

~~C. All agreements shall be prepared and maintained in accordance with the following procedures:~~

~~1. For existing private structures not currently covered by an existing agreement maintained and operated on park property, an annual agreement shall be required and shall be renewed at the beginning of each calendar year subject to review and approval by the city council or its designee.~~

~~2. For new structures located on park property, an agreement for use of the park property shall be required and shall not exceed a maximum of five years, except that for investments in park property and/or structures in excess of fifty thousand dollars, as approved by city council, may be authorized for a longer term lease. Any structures located on park property not covered under a longer term agreement shall be required to conform to subsection C.1. of this section.~~

~~3. Costs for use of a park and/or facilities shall be determined by the city council.~~

~~D. Conducting business in city parks and plazas. No one shall conduct any business in a city park or on any city plaza except as is provided in this chapter. "Business" means and includes any activity which involves sale of any goods or services, whether conducted for profit or not, and regardless of by whom conducted.~~

1. Anyone desiring to conduct any business in any city park or on any city plaza shall apply to the city for a permit to do so.
2. The form of application for a permit provided in section BD.1. shall require the following information, and such additional information as is found by staff to be necessary:
 - (i) A copy of a current city business license.
 - (ii) Type of any items to be sold;
 - (iii) Description of how business will be conducted and a drawing of any vehicle or stand from which good will be sold;
 - (iv) A statement signed by the applicant agreeing to hold harmless the city and its officers and employees from any claims for injuries or damages alleged by any person to have been caused by such activity;
 - (v) If goods are to be sold from any stand or cart, proof of insurance in the amount of one million dollars per occurrence to cover claims for injury or damages suffered or alleged to have been suffered by any person as a result of such activity, which insurance policy shall name the city as an additional insured and shall provide it cannot be cancelled except after ten days' written notice to the city; and
 - (vi) Proof of application for all permits required by other public agencies such as the health district.

3. No permit shall be issued if it is found that its issuance would interfere with safe use by the public of any park or plaza property, and the city may limit the number of any permits at any given park or plaza if it finds that such limitation is necessary to protect the public health and safety.
4. Any permit shall be conditioned as to hours of permitted operation and as to requirements found necessary, and such permit may be conditioned that it shall not be valid during any designated special event under chapter 5.40.
5. A permit shall be valid for one year from date of issue, and may be renewed upon application, unless it is found that the permittee has failed to conform to the terms of the RMC or to the terms and conditions under which it was issued, or unless it is found that such permit is inconsistent with the public safety or public use of the park or plaza.
6. All permits issued under this chapter shall be nontransferable and may be used only by the permittee.

~~E. Concession agreements. In addition to the permits provided for in this section, the city may recommend "concession agreements" to city council. Such agreements may be with any person or profit or nonprofit organization for the conduct of a business in a city park or on a city plaza. For the purposes of this chapter, a "concession agreement" is an instrument by which the city and the person or profit or nonprofit organization agree that the person or organization shall provide a given service for the public at a park or plaza, or at a specified area in such park or plaza, or at more than one park or plaza, and shall have the exclusive right to do so.~~

C. Concession agreements. A "concession agreement" is a contract that gives a person, profit or not-for-profit organization the exclusive right to sell food, refreshments, and other vendor concessions on park or trail property or facilities for a set period of time.

1. Prior to entering into any concession agreement, the city shall have determined that the public should and can best be served by a single purveyor.
2. Concession agreements may be entered into by ~~city staff~~the city manager or their designee for provision of refreshments by profit or nonprofit organizations in connection with sports events which such organization conducts in any city park.
3. Any concession agreement may be revoked in the manner provided for revocation of permits by section 8.18.050(~~E~~).

DF. Temporary park and trail property and facility use permits. A temporary park and trail property and facility use permit is required for all special events as defined in RMC 5.40 regardless of the number of attendees; or for the reserved use of a park or trail property or facility, building or structure; and/or for activities within a park or park facility that will or may significantly impact other park users, utilizes the park and/or park facility in a manner in which it was not designed nor intended to accommodate, or exposes the city to increased liability. Permits shall be valid for the time designated, and not to exceed four days, in connection with a special event. During such event, the right-of-way shall be considered a park or plaza area.

1. Issuance of a park and facility use permit shall be expressly conditioned on the issuance of all other required city, state or county permits or licenses prior to the date of the activity or event.
2. Priority may be given for park use to local tax-exempt not-for-profit organizations operating in and providing services to the citizens of the city or organizations who have been identified as city partners. Priority may also be given to annual, semiannual or other regularly scheduled or recurring special events. If competing applications cannot be resolved on this basis, permits shall be granted to the earliest completed application received for the time and place requested.
3. A park and facility use permit is a license which is personal, non-assignable and is revocable at any time for violation of the terms of the permit or any local, state or federal law.

-
4. A rental and damage deposit for the use of a city park and/or facility shall be such as is adopted by the city council. All cleaning of the park and park facilities is the responsibility of the permittee and it must be left in the same condition in which it was found. Permittees are required to remove at their expense all materials, equipment, furnishings or rubbish left after use of the park or park facility. The damage deposit will be retained until all items are removed. If no damage is incurred, all items are removed and the park or park facility is clean, the deposit will be returned to the permittee. Cancellation of the use permit with fewer than ten days prior to the scheduled event shall result in forfeiture of one-half of the deposit. All cancellations must be in writing.
 5. The city shall not be liable for injuries or loss of property or vandalism resulting from the use of a city park or park facility or adjacent parking areas.
 6. Notwithstanding any other provision of this chapter, the city manager or designee may enter into an agreement or agreements on behalf of the city with any nonprofit group or city partner to provide for the use of a city park or parks.
 7. A park and facility use permit shall not be required for an expressive event as defined in RMC 5.40.010.

~~G. A permit from or agreement with the city is required to dispense alcoholic beverages in a city park or park facility. The permittee shall be required to comply with all applicable liquor laws of the state of Washington and shall obtain all licenses and permits required by the state of Washington.~~

~~H. A permit from or agreement with the city is required for the public display of fireworks in a city park or park facility. The permittee shall be required to comply with all applicable state and local fireworks laws and shall obtain all permits and/or licenses required by the state of Washington.~~

~~I. The city has the right to set times and places during which a permit shall be in effect and impose any other terms or conditions for issuance of a permit as it deems appropriate.~~

~~E.J.~~ The city manager or designee may revoke any permit issued under this chapter if it is necessary to do so to protect the public health and safety or if the permittee has violated any RMC or terms or conditions of such permit.

(Ord. No. 1116, § 1, 10-11-2012; Ord. No. 1288, § 2(Exh.), 2-28-2019)

8.18.060 Park maintenance and operations.

- A. Parks maintenance and operations shall be conducted by ~~the public works department of~~ the city of Ridgefield or its authorized agent under the supervision of the city manager or their designee.~~public works director or his or her designee.~~
- B. No person shall interfere with or in any manner hinder any employee or agent of the city in the performance of official duties on park and trail properties and facilities.
- C. Volunteers and volunteer groups or organizations may assist the city in the temporary improvement or maintenance of a park or trail property or facility. Such temporary improvements or maintenance is only permitted with authorization from the city manager or their designee.
- D. Permanent and durable improvements to park and trail properties and facilities, including but not limited to, buildings, lighting, trees and shrubs and benches shall be reviewed by the parks board. The parks board shall determine if the proposed permanent improvement is in conformance with any adopted master plan and any other applicable policies. The board shall then consider a recommendation to city council, which shall have final decision authority of all permanent improvements. Such permanent and durable improvements are only permitted with authorization from the city council.

~~B. — Volunteer groups or organizations are encouraged to assist the city in the improvement and/or maintenance of its park property and/or park facilities. Such assistance may be on a one-time, annual or on-going basis. Volunteer organizations that wish to assist the city with parks maintenance and operation shall fill out an information form indicating the location, time and extent of proposed volunteer activity and specifying a contact person provided by the city prior to the commencement of any work.~~

~~C. — Volunteer activities for temporary park improvements and maintenance including, but not limited to, seasonal plantings shall be authorized administratively. Volunteer activities for permanent and durable park improvements, including, but not limited to, buildings, lighting, trees and shrubs and benches shall be reviewed by the parks board. The board shall determine if the proposed permanent improvement is in conformance with any adopted master plan and any other applicable policies. The board shall then make a recommendation to city council, which shall make the final decision on the installation of the permanent improvement.~~

(Ord. No. 1116, § 1, 10-11-2012)

8.18.070 Adoption of specific park rules and regulations by manager.

~~The city manager or their designee may promulgate and adopt rules for the use and management of park and trail property and facilities. Such rules and regulations shall be posted in conspicuous locations within their respective park or trail property or facility. The city manager, under the direction of the city council, has the power to promulgate and adopt reasonable rules and regulations pertaining to the operation, management and use of parks, and shall post the same in conspicuous places in the parks. Such rules and regulations may include the closure or establishment of operating hours of any park or portion thereof, as designated by signs located within the designated portion, to the general public. Such closures may be for reasons of public safety, improper use, welfare and convenience, or for reasons of park maintenance.~~

(Ord. No. 1116, § 1, 10-11-2012)

~~8.18.080 Security requirements for private use of park property and facilities.~~

~~The promoter of any special event, carnival, dance, athletic contest or any other occurrence at a park property or facility, or privately owned property that will attract a large crowd, shall provide security for such activity. Such security measures shall be approved by the Ridgefield chief of police or his or her designee thirty days before commencement of the activity. If such activity is commenced without having first obtained city approval of proposed security measures, the chief of police or his or her designee shall have the discretionary authority to order the promoter or designated person in charge of the activity to cease operations immediately. Violation of this provision shall be a class B misdemeanor.~~

(Ord. No. 1116, § 1, 10-11-2012)

8.18.090 Park master plan standards.

~~A. — Rules and regulations may be developed in conjunction with specific park master plans that may result in additional rules and regulations on the use and enjoyment of specific park properties and/or facilities. The standards contained within this chapter should therefore be viewed as the minimal parks rules and regulations applicable to all park facilities and properties.~~

~~AB.~~ Park master plans and the standards contained therein shall be reviewed for any necessary changes or updates on a scheduled basis to be determined by the parks board and/or city council.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.100 Naming of park, trails, and facilities.

- A. It is the policy of the city to follow this procedure to establish names for parks, trails, and facilities.
- B. A working name for the park, trail, or facility will be assigned by the city manager or their designee at the time of land purchase or acquisition. Suggested names will be historical, geographical, or the name of a boundary street.
- C. A permanent name for the park, trail, or facility will be assigned prior to opening to the public.
- D. For permanent names for parks, trails, and facilities, consideration shall be given primarily to:
 - 1. Neighborhood, boundary roads, or common usage identification;
 - 2. A natural or geographical feature;
 - 3. Significant historical event or cultural attributes;
 - 4. A historical figure;
 - 5. A name chosen by an individual (living or deceased) who has made a significant land and/or monetary contribution to the city;
 - 6. An individual who has contributed outstanding civic service to the city or has been instrumental in acquiring or developing city properties and who has been deceased for a period of at least one year;
 - 7. Organizations having contributed to and influenced the betterment of the city.
- E. Parks, trails, and facilities shall not ordinarily be names for living persons unless they have stipulated the name as a condition of donation.
- F. Procedure for naming of parks, trails, or facilities:
 - 1. Suggestions for names for parks, trails, or facilities shall be solicited from organizations, neighborhood residents, individuals, and the media. All suggestions, solicited or not, shall be acknowledged and recorded for consideration by the city.
 - 2. The parks board shall host a public hearing to provide an opportunity for public comment on name considerations.
 - 3. The parks board will review naming considerations and make recommendations to city council.
 - 4. Parks, trails, and facilities shall be identified by the established name, and signs shall be maintained as a source of identity and civic pride.
- G. The city council has final naming authority for all parks, trails, and facilities.
- ~~A. The following are the general procedures for the naming of public parks in the city of Ridgefield. These procedures apply to existing park land that is not currently named or new parkland dedicated to the city as part of a development action or donated to the city by a private party.~~
 - ~~1. Park Naming Request Form Availability. Request forms to name parks are made available to the public on the city's website and at city hall. Request forms may also be distributed at any public meetings held in the neighborhood(s) near the park.~~
 - ~~2. Submittal of Request. A request to name a park is submitted in writing on the city prepared form to city staff.~~
 - ~~3. Staff Presentation to Parks Board. City staff makes a presentation to the parks board on the park naming request. Staff will provide the board with information on the requesting party, including any specific requests for naming, park location and park size.~~

-
- ~~4. Board Public Meeting. The board during a regularly scheduled meeting will consider as an agenda item the park naming request and will invite citizens to give public input. City staff will advertise the public comment opportunity in common posting areas in the city and in other areas as appropriate. If appropriate, city staff will also notify affected property owners, community organizations and other interested parties prior to the board's consideration of a park naming request to provide these parties with the opportunity to have public input.~~
 - ~~5. Board Recommendation to City Council. The board in its advisory capacity, either following public testimony or at a separate board meeting, will make a formal recommendation to the city council for the naming of a park that will be recorded in the board's official meeting minutes.~~
 - ~~6. City Council Consideration of Board Recommendation. The city council as part of a regular meeting agenda will consider the recommendation of the parks board and will pass a motion either supporting the recommended park name or approving an alternate name. The council at its discretion may send the issue back to the parks board for additional consideration.~~
- ~~B. In considering park names the board will follow these general guidelines:~~
- ~~1. Geographic References. Park names may be based on their location in the community or a common name for the area where the park is located.~~
 - ~~2. Recognition of Individuals. Park names may be based on deceased or living individuals who have provided significant service to the community. The city will attempt, when possible, to obtain written evidence of family support for the park naming consideration prior to the parks board's development of a recommendation to the city council.~~
 - ~~3. Recognition of Function. Park names may be based on a specific function that the park serves.~~
 - ~~4. Recognition of Historical or Cultural or Community Based Events or Organizations. Park names may be based on historical events, cultural events, or for community based events or organizations.~~
- ~~C. The parks board and the city council shall not be bound by the preceding guidelines, and may follow other considerations when considering the naming of park facilities.~~

(Ord. No. 1116, § 1, 10-11-2012)

8.18.110 Special event permit procedures.

- ~~A. A special event permit is required for use of any park or trail property or facility as outlined in RMC 5.40 – Special Events. The purpose of a special event permit this section is to assure equal access to and enjoyment of park properties and facilities. Any person or organization desiring to utilize city park property and/or park facilities for an exhibition, performance, assembly, display, community event, special event or other similar activity that would substantially preclude normal public use and enjoyment of park property and/or facilities will be required to have an approved special event permit. Examples of activities that would require a special event permit are exclusive use of a park property or facility, use of more than fifty percent of the area of a park property, organized fairs or carnivals, large gatherings of people in excess of one hundred persons, events occurring after allowable hours of operation and events, activities that would cause noise or other activities as defined in RMC 5.40—Special Events. Examples of activities that would not require a special event permit are non-organized sport usage of park properties or facilities, family picnics, and nonaffiliated social events.~~
- B. Reserved.
- C. Reserved.

-
- D. If a signed contract or agreement contains provisions and conditions for an activity occurring on park property or in a park facility, a separate special event permit shall not be required.

(Ord. No. 1116, § 1, 10-11-2012; Ord. No. 1421, § 2(Exh. A), 5-9-2024)

8.18.120 Reserved.

Ord. No. 1421, § 2(Exh. A), adopted May 9, 2024, repealed § 8.18.120, which pertained to appeals and derived from Ord. No. 1116, § 1, October 11, 2012.

8.18.130 Liability.

The provisions of this chapter shall not be construed as relieving or limiting in any way the responsibility or liability of any person, business or organization using park property or a park facility under the jurisdiction of the city of Ridgefield for personal injury or property damage resulting from the use, authorized or unauthorized, of park property or park facilities. Nor shall it be construed as imposing on the city or its officers or employees any responsibility or liability by reason of the approval or disapproval of a special event permit under the provision of this chapter.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.140 Enforcement of special event permits and agreements.

- A. Violations of special event permit procedures may result in the revocation of an approved permit by the city manager or his or her designee and as defined in RMC 5.40—Special Events.
- B. Violations of the adopted parks rules and regulations by parties to agreements may result in suspension of an approved agreement by the Ridgefield City Council.

(Ord. No. 1116, § 1, 10-11-2012; Ord. No. 1421, § 2(Exh. A), 5-9-2024)

8.18.150 Violations—Penalties.

- A. A person who fails to obey the park rules as adopted pursuant to the provisions of this section shall first be warned and, upon a second or subsequent offense, shall be deemed guilty of a class 1 civil infraction punishable by a minimum fine of one hundred twenty-four dollars, or the then current minimum fine for a class 1 civil infraction, not including statutory assessment.
- B. Confiscation of Property. A law enforcement officer having probable cause to believe a violation of the rules has been committed by improper use of skateboards, in-line-skates, roller-skates, coasters, toy vehicles, bicycles or other similar wheeled devices will have the authority to confiscate said items and hold the same as evidence pending adjudication of the infraction.
- C. Any person who conducts illegal behavior or acts in an illegal manner in the city parks of the city of Ridgefield shall be guilty of criminal trespass in the first degree and shall be charged pursuant to Section 9.05.110.
- D. Removal From City Property. A law enforcement officer having probable cause to believe a person has conducted an illegal act or illegal activity in a city park in the city of Ridgefield shall have the authority to escort said person from the city park and prevent said person from entering upon the city park premises till there is adjudication of the criminal trespass charge.
- E. Additional violations of this chapter may be imposed or enforced under RDC Title 18.

(Ord. No. 1116, § 1, 10-11-2012)

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(Supp. No. 103)



RMC 8.18 Code Amendments First Reading

City of Ridgefield City Council
March 13, 2025



Introduction

Project Overview

- The 2025 Parks Board of Commissioners Work Plan called for the review of municipal codes related to Parks and Recreation for the City.
- The Parks Board reviewed and recommended for consideration the proposed amendments presented tonight.

Tonight's Objective

Review the Amendments to RMC 8.18 –
Parks Rules and Regulations

Operational Amendments

Extend Rules to Trails

- Amends to RMC 8.18 – Parks **and Trails** Rules and Procedures

Hours of Operations for Parks & Trails

- Shifts from 7 am – 9 am to **1 Hour before Sunrise and 1 Hour after Sunset**, with exceptions.

Operations & Maintenance Activities

- Disallows public interference with Operations and Maintenance Activities.
- Volunteers may only assist with Operations and Maintenance with prior city authorization.
- Distinguishes between **Temporary Improvements/Maintenance** vs. **Permanent/Durable Improvements**.

User Rule Amendments

Non-Permitted Activities

- Prohibits inhalant tobacco and all marijuana use.
- Prohibits Firearm or Weapon Possession and Discharge except as otherwise permitted under Washington State Law.

Activities Only Permitted with City Approval

- Fireworks; Building or Operating Fires
- Sale, Distribution, or Consumption of Alcohol.
- Drone Usage.
- Activities conducted for private gain or profit.
- Posting of signs or posters.
- Equestrian activities outside designated riding areas.

Allowance for Unique Rules As Needed

- City Manager or their designee may enact additional rules; Rules must be posted on site.

User Agreement Amendments

Types of Agreements

- Lease Agreements – Exclusive access to facilities.
- Conducting Business – Activity involving the sale of any goods or services.
- Concession Agreements – Exclusive right to conduct business.
- Temporary Permits – User reservations of property and facilities.

Allowance for Other Agreements As Needed

- City Manager or their designee may enact other use agreements with City Council oversight.

Naming Process Amendment

1. Working Name of Site

- City Manager or designee selects a working title prior to the public opening, typically at acquisition or design of the site.

2. Public Engagement Process

- City staff solicits community input on site name through Ridgefield Roundtable.

3. Parks Board Public Hearing

- Parks Board holds a Public Hearing for the public to provide their perspective for the naming of the site.

4. Recommendation to City Council

- Parks Board provides recommendations to City Council
- All public feedback and survey results are provided to City Council for their consideration.

5. City Council Adopts Name for Site

- City Council retains final naming authority on all parks, trails, and facilities.

City Council Discussion

Stewardship

- Do the proposed amendments enhance the quality of our park and trail system?

Inclusivity

- Do the rule changes promote inclusivity, safety, and equitable access?

Engagement

- How does the naming process ensure transparency, actively involve the public, and reflect the community's values and pride?





Contact Us

*Public Works Department
Parks, Trails, and Recreation Division*

Corey Crownhart, MSML

(he/him)

Title: Parks Manager

Phone: (360) 887-6010

Email: corey.crownhart@ridgefieldwa.us

Thank You

The City of Ridgefield, Washington

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No. 1442 - Second Amendment to the Sanderling Park Development Agreement

GOVERNING LEGISLATION

RCW 36.70B.170

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

The developers, Pahlisch Homes at Sanderling Park, LP, are obligated under a Development/Pre-Annexation Agreement to dedicate to the City certain park and trail improvements as part of the Sanderling Park PUD Subdivision. Two and one-half acres of park land dedication were contemplated in the Development/Pre-Annexation Agreement for the East Property, with the acreage to be dedicated with compensation in the form of Park Impact Fee (PIF) Credits at a price of \$225,000 per acre, for a total purchase price of \$562,500.00. The Development/Pre-Annexation Agreement also requires developers to construct Trail T-25 as shown in the Ridgefield Parks Comprehensive Plan through the Park and that such trail is eligible for PIF Credits.

Regarding road improvements, the City determined that it was in the community interest to establish a collector-level roadway serving the residential neighborhood and potential future connections. Developer agreed to construct that roadway and is thereby eligible to receive Traffic Impact Fee ("TIF") Credits for the construction of the South Collector (the "South Collector Improvements").

The City and Developer desire to enter into this Second Amendment to the Development/Pre-Annexation Agreement to more particularly describe the Park Improvements, the Trail Improvements, the schedule for completion of the Park Improvements and the Trail Improvements, the South Collector Improvements, the dedication of the Property to the City for the Park and the Trail, the construction of the Park and Trail as part of the Park Improvements through the park and compensation for construction of the Park and Trail.

Under the terms of this Amendment, the City agrees to the following:

1. The City agrees to issue PIF Credits for the purchase of 2.5 acres. Total PIF Credits issued shall be Five Hundred and Sixty-Two Thousand Five-Hundred (\$562,500), which is the sum of 2.5 acres x \$225,000/acre;
2. The City agrees to issue PIF Credits for the development of community park. Total PIF Credits issued shall be no more actual construction costs, with an inflationary adjustment using CPI;
3. The City agrees to continue deferring collection of PIFs from building permit submittals by Pahlisch

Homes in Sanderling Park until issuance of the PIF credits to allow Pahlisch the opportunity to utilize the credits for payment of PIFs on those submittals.

4. Developer agrees to design park and trail improvements to relevant City standards with reimbursement in PIF credits as finally determined by the City under RMC 18.070.150 and based on verified costs submitted by Developer.

5. Developer agrees to start construction of the park and trail improvements prior to plat approval of the 101st lot.

6. Developer agrees to complete park and trail improvements within 12 months of starting construction of these improvements. The City will allow performance bonding of the improvements should they not be fully complete within the 12 month period.

7. Four options for maintaining the park and trail: Subdivision HOA, City with HOA payment for share, City with HOA doing work if not kept up to original standard, or HOA as owner of facilities granting City/Public perpetual easement. Such requirements shall be included in the final plat and CC&Rs.

8. South Collector Improvements. Developer shall construct the South Collector Improvements in the location agreed upon by City and Developer with reimbursement for 50% of the verified construction costs provided in TIF credits.

BUDGET/FINANCIAL IMPACTS:

Park Impact Fee Credits for 2.5 acre park land (\$562,500) and development (verified costs)

Park Impact Fee Credits for development of system trail

Traffic Impact Fee Credits for construction of South Collector Improvements (50% of verified construction costs)

RECOMMENDED ACTION OR MOTION:

Public hearing and first reading only.

STAFF CONTACT: Steve Stuart, City Manager

ATTACHMENTS:

1. 8939 20241204 Sanderling Draft DA_Rev1--Final incorporating JP 1-7 final changes_
2. 8939 20241105 LD_PHS 4-7 DA ExhA
3. 8939 20241105 LD_PHS 4-7 DA ExhB
4. EXHIBIT C
5. EXHIBIT D
6. Exhibit E1 Hard Park Trail
7. Exhibit E2 Soft Park Trail
8. Exhibit F1 Hard Collector
9. Exhibit F2 Soft Collector
10. Exhibit G

ORDINANCE NO. 1442

AN ORDINANCE OF THE CITY OF RIDGEFIELD WASHINGTON APPROVING THE SECOND AMENDMENT TO A DEVELOPMENT AGREEMENT WITH PAHLISCH HOMES AT SANDERLING PARK, LP - FOR PARK, TRAIL, AND ROAD DEDICATION AND ALLOCATION OF IMPACT FEE CREDITS

WHEREAS, the City is a Washington Municipal Corporation with land use planning and permitting authority over all land within its corporate limits; and

WHEREAS, the City has the authority to enter into Development Agreement pursuant to RCW 36.70B.170; and

WHEREAS, Pahlisch Homes at Sanderling Park, LP (“Developers”) own property within the City of Ridgefield known as the Sanderling Park PUD Subdivision (“Subdivision”).

WHEREAS, The City and Developers entered into a Development and Pre-Annexation Agreement in 2008 (“Agreement”).

WHEREAS, The Agreement governs the development, use, and mitigation of certain impacts associated with annexation and development of real property located in Ridgefield, Washington, as more particularly described in the Agreement.

WHEREAS, Contemporaneous with sale of the property to Owner, Predecessors assigned to Owner all rights and obligations under the Agreement.

WHEREAS, Developers and the City have agreed to amend certain terms and conditions of the Agreement, as set forth herein.

WHEREAS, the City has identified a need for these park, trail, and road improvements within its adopted Comprehensive Plan and associated Capital Facilities Plans, and wishes to provide certain impact fee credits associated with the dedication of these improvements contemplated in the Agreement; and

WHEREAS, the City Council held a public hearing for the proposed Second Amendment to the Agreement at a regular scheduled meeting held on January 23, 2025; and

WHEREAS, the City Council conducted a first reading of this ordinance on January 23, 2025; and

WHEREAS, the City and Developers have reached agreement regarding amendments to certain terms and conditions of the Agreement; NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON HEREBY ORDAINS AS FOLLOWS:

Section 1. **Public Interest.** The City Council for the City of Ridgefield, Washington finds, following a public hearing process, that it is in the public interest for the City of Ridgefield to approve the Development Agreement with property owners to clarify the PIF and TIF eligibility.

Section 2. **Development Agreement Amendment Approved.** The City Council for the City of Ridgefield hereby approves the Development Agreement Amendment **attached** hereto as Exhibit “A” and authorizes the City Manager to execute the Amendment substantially in the form

attached and to take such other actions as may be necessary to effect this Amendment.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS DAY ____ OF _____ 2025.

CITY OF RIDGEFIELD

Matt Cole, Mayor

ATTEST:

Julie Ferriss City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Public Hearing:

First reading:

Second Reading/Passage:

Date of Publication:

After Recording Return to:
City of Ridgefield
Ridgefield City Manager
230 Pioneer Street
P.O. Box 608
Ridgefield, WA 98642

DEVELOPMENT AGREEMENT

GRANTOR(S):	Pahlisch Homes at Sanderling Park, LP, an Oregon Limited Partnership
GRANTEE:	CITY OF RIDGEFIELD, WASHINGTON, a political subdivision of the state of Washington
ABBREVIATED LEGAL DESC:	Portion of #21 Sec 33 T4N R1E W.M.
ASSESSOR PARCEL NOS:	2166690-000
FULL LEGAL DESC:	See Exhibit A To This Document

SECOND AMENDMENT TO DEVELOPMENT AGREEMENT FOR PUBLIC PARK AND TRAIL IMPROVEMENTS AND SOUTH COLLECTOR IMPROVEMENTS

THIS DEVELOPMENT AGREEMENT (this “Agreement”) is made and entered into by and between the City of Ridgefield, a political subdivision of the State of Washington (the “City”), and Pahlisch Homes at Sanderling Park, LP, an Oregon Limited Partnership (“Pahlisch”) (hereinafter referred to as the “Parties”). This Agreement is to be implemented in accordance with Revised Code Washington (“RCW”) 36.70B.170 through RCW 36.70B.210. This Agreement shall become a contract between the Developer and the City upon the City’s approval by ordinance following a public hearing by the City Council as provided for in RCW 36.70B.170 and to the procedures and requirements in Ridgefield Municipal Code (“RMC”) 18.310.150, “Development Agreements”.

I. RECITALS:

- A. The real property subject to this Development Agreement consists of the following tax parcels located within the City of Ridgefield, Washington: commonly known as the Sanderling Park Subdivision, designated as “Tract O” and which is legally described on **Exhibit A**, and as depicted on **Exhibit B**, both of which are attached to this Agreement and incorporated herein by this reference (the “Property”).
- B. The Parties to this Agreement are:
 - i. Property Owner and Property Developer: Pahlisch Homes at Sanderling Park, LP, an Oregon Limited Partnership.
 - ii. City: The City of Ridgefield, a political subdivision of the State of Washington.

- C. The City has land use planning and permitting authority, including site plan approval, for the Property.
- D. The Parties are authorized to enter this Development Agreement by RCW 36.70B.170(1). A development agreement may set forth the development standards and other provisions that will apply to, govern and vest the development, use and mitigation of the development of real property for the duration specified in the agreement, which statute provides:
 - (1) A local government may enter into a Development Agreement with a person having ownership or control of real property within its jurisdiction. A city may enter into a development agreement for real property outside its boundaries as part of a proposed annexation or a service agreement. A development agreement must set forth the development standards and other provisions that will apply to and govern and vest the development, use, and mitigation of the development of the real property for the duration specified in the agreement. A development agreement will be consistent with applicable development regulations adopted by a local government planning under chapter 36.70A RCW;
- E. The legislative findings supporting the enactment of this section provide:
 - (1) The legislature finds that the lack of certainty of the approval of development projects can result in a waste of public and private resources, escalate housing costs for consumers and discourage the commitment to comprehensive planning which would make maximum efficient use of resources at the least economic cost to the public. Assurance to a development project applicant that upon government approval the project may proceed in accordance with existing policies and regulations, and subject to conditions of approval, all as set forth in a development agreement, will strengthen the public planning process, encourage private, participation and comprehensive planning, and reduce the economic costs of development. Further, the lack of public facilities and services is a serious impediment to development of new housing and commercial uses. Project applicants and local governments may include provisions and agreements whereby applicants are reimbursed over time for financing public facilities. It is the intent of the legislature by RCW 36.70B.170 through 36.70B.210 to allow local governments and owners and developers of real property to enter into development agreements;
- F. The City has approved the preliminary plat for the Sanderling Park Subdivision for the Property in City File No. PLZ-18-0085, Kennedy Farms East PUD and approved on March 19, 2019 (the “Final Decision”);
- G. The Final Decision includes Condition of Approval 8 requiring construction of a “community park” (a public “Park”) constructed to City standards for parks and trails (the “Park Improvements”) adopted in the Ridgefield Parks and Recreation Comprehensive Plan and the

approved Subdivision preliminary plat showing the location of the intended Park, which is identified as a PIF eligible project in the City's Parks Capital Facilities Plan;

- H. The same Condition of Approval requires construction of public trail (the "Trail") known as Trail T-25;
- I. The City and the prior Property Owner previously entered into a Development Agreement in 2008 (the "2008 DA"), recorded in the Clark County, Washington public records at 4470187 AGR, a First Amendment to the 2008 DA (the "2017 DA"), recorded in the Clark County, Washington public records at 5390969 AGR, and a First Minor Modification recorded in the Clark County, Washington public records at 5391451 MOD for the Property, all of which run with the Property;
- J. The 2008 DA in Section 5 provides that the Park shall be two and one-half (2.50) acres and the land value for the Park shall be paid in PIF Credits;
- K. The 2017 DA in Section 4.1 provides for the Property owner to dedicate two and one-half (2.50) acres of the Property to the City for use as a public park, including Trail T-25;
- L. The 2017 DA in Section 4.4 provides that the City shall purchase the 2.50 acres of the property for the Park at a price of \$225,000 per acre, for a total purchase price of \$562,500.00 and that the City's purchase price shall be in the form of Park Improvement Fee ("PIF") Credits as provided for in 2008 DA Section 5;
- M. The 2017 DA in Section 14, "Trail Development", requires Pahlisch to construct Trail T-25 as shown in the Ridgefield Parks Comprehensive Plan through the Park and that such trail is eligible for PIF Credits;
- N. This Agreement also provides for Pahlisch to receive Traffic Impact Fee ("TIF") Credits for the construction of the South Collector (the "South Collector Improvements"), which is identified as a TIF eligible project in the City's Traffic Capital Facilities Plan;
- O. The Parties desire to enter into this Agreement to more particularly describe the Park Improvements, the Trail Improvements, the schedule for completion of the Park Improvements and the Trail Improvements, the South Collector Improvements, the dedication of the Property to the City for the Park and the Trail, the construction of the Park and Trail as part of the Park Improvements through the park and compensation for construction of the Park and Trail.

II. AGREEMENT

NOW, THEREFORE, the Parties agree as follows:

1. RECITALS.

The Recitals in part I of this Agreement are hereby incorporated into this Agreement.

2. DEFINITIONS.

2.1. Certain Terms utilized in this Agreement are defined as follows:

- A. **“Verified Construction Costs”** shall mean those reasonable construction costs, but not including soft costs, related to the actual construction of the Park Improvements, the Trail Improvements, the South Collector Improvements and the Hillhurst Street Frontage Improvements that are submitted by Pahlisch to the City that are the actual and true construction costs and which shall be the basis for the respective PIF and TIF.

3. RESPONSIBILITIES OF THE PARTIES FOR THE PARK IMPROVEMENTS AND THE TRAIL IMROVEMENTS.

3.1. Park and Trail Improvements. Pahlisch agrees to do the following:

- A. Design the Park Improvements to the relevant City standards as set forth in this Agreement and as shown in **Exhibit C**, attached hereto and incorporated herein by reference.
- B. Design the Trail Improvements to the relevant City standards, including those for a Type 2 Trail, which is a Connector Trail, with a width of eight feet (8’) to ten feet (10’) and a shoulder width on either side of one foot (1’) and to generally match the location of Trail T-25 alignment and location as shown in **Exhibit D**, “Proposed T-25 Alignment” and dated October 18, 2023, attached hereto and incorporated herein by reference.
- C. The total costs of the Park Improvements and the Trail Improvements shall not exceed the available PIF Credits as finally determined by the City under RMC 18.070.150.
- D. The Park Improvements and the Trail Improvements may be constructed concurrently with Subdivision Phase 5 and may be submitted as a construction package separate from Subdivision Phase 5 but subject to the deadline in Section 3.1.J and 3.1.K, below.
- E. Provide an opportunity for the City to review and approve the Park Improvements and Trail Improvements prior to commencement of construction of the Park Improvements and the Trail Improvements.
- F. Construct the Park Improvements and the Trail Improvements to the relevant City Standards set forth in this Agreement and as required by any other relevant adopted City standards.
- G. Provide the City with an opportunity to inspect construction for the Park Improvements and the Trail Improvements. and make such changes to the Park Improvements and Trail Improvements as described in a “punch list” for such

corrections, if any, provided by the City for the Park Improvements and the Trail Improvements.

- H. Provide a two (2)-year warranty in favor of the City for the Park Improvements and the Trail Improvements following the City's acceptance of the Park Improvements and the Trail Improvements.
- I. Dedicate that specified portion of the Property for use as a Park, and including the Trail, containing no more than two and one-half (2.5) acres and as depicted on **Exhibit B** and as described in this Agreement, to the City in a form acceptable to the City that is free and clear of all encumbrances unless such encumbrances are approved by the City following acceptance of the Park Improvements by the City, as part of the subdivision final plat process.
- J. Start construction of the park and trail improvements that are connected to the park prior to plat approval of the 101st lot.
- K. Complete the Park Improvements and the Trail Improvements that are connected to the Park within 12 months of starting construction of these improvements. The City will allow performance bonding of the Park and Trail Improvements should they not be fully complete within the 12 month period.
- L. Submit Verified Construction Costs to the City for determination of PIF credits for the Park Improvements and the Trail Improvements based on the actual costs of construction.
- M. The Subdivision Homeowners Association (the "HOA") shall maintain the Park and the Trail within the Park, subject to such standards as agreed upon between the HOA and the City; Pahlisch shall include such requirement in the Subdivision's Conditions, Covenants and Requirements (the "CC&Rs"); and shall include these requirements as a note on the final plat.

3.2. Park and Trail Improvements. The City agrees to do the following:

- A. Facilitate the timely review and approval of the Park Improvements and Trail Improvements construction plans.
- B. Facilitate the timely review and approval of Verified Construction Costs.
- C. Grant Pahlisch PIF Credits for the agreed upon purchase price of the Property for the Public Park described in this Agreement at the time of dedication to the City and in accordance with the City's impact fee credits procedures in RMC 18.070.150.
- D. Grant Pahlisch PIF Credits for the Public Park Improvements and the Trail Improvements for the Verified Construction Costs not to exceed the estimates set forth in **Exhibit G**, upon completion and dedication of the Improvements and in accordance with the City's impact fee credits procedures in RMC 18.070.150.

4. South Collector Improvements.

- 4.1.** Pahlisch shall construct the South Collector Improvements in the location shown in **Exhibit C**, attached hereto and incorporated herein by reference, subject to relevant City standards, in Subdivision Phases 2B, 5, and 6.

- 4.2. The City shall provide Traffic Impact Fee Credits for 50% of the South Collector Improvements Verified Construction Costs not to exceed the estimates set forth in **Exhibit G**, upon completion and dedication of the Improvements and in accordance with the City's impact fee credits procedures in RMC 18.070.150.

5. OTHER TERMS.

- 5.1. **Prior Agreements are Superseded.** This Agreement supersedes the 2008 Development Agreement, the 2017 Minor Modification and the 2017 First Amendment (the "Prior Agreements") as to the subject matter contained herein but all other terms and provisions of the Prior Agreements shall remain effective and in full force as necessary to carry out the Parties' intentions.

- 5.2. **City Standards and Requirements.** City standards and requirements specified in this Agreement shall include only those standards and requirements in effect on the effective date of this Agreement or as otherwise required by this Agreement.

6. EFFECTIVE DATE.

The effective date of this Agreement shall be the date of the last signature of the undersigned Parties below after approval by the City Council of this Agreement by ordinance after a duly noticed public hearing.

7. TERM OF AGREEMENT.

This Agreement will commence upon the Effective Date and will continue in force until the Park Improvements, the Trail Improvements, and the South Collector Improvements, have been completed and accepted by the City, the Park land is dedicated to and accepted by the City and the City has issued such PIF and TIF credits as required by this Agreement to Pahlisch.

8. CITY RESERVED AUTHORITY.

In accordance with RCW 36.70B.170, and notwithstanding anything in this Agreement to the contrary, the City reserves the right and authority to impose new or different regulations to the extent required by a serious threat to public health and safety.

9. ASSIGNMENT.

Pahlisch may sell or otherwise lawfully dispose of any portion of the Property or its right to develop the Property to another person who, unless otherwise released by all parties, will be subject to the applicable provisions of this Agreement and entitled to all rights provided for herein. Further, the rights and obligations provided for in this Agreement may be assigned or otherwise transferred.

10. CREDIT ESTIMATES.

Pahlisch and the City agree that the amount of the PIF Credits for the Park Improvements and the Trail Improvements, and the amount of TIF Credits for the South Collector Improvements shall not exceed the estimates as provided in **Exhibit G**, based on the estimates provided in **Exhibit E and F**, all attached hereto and incorporated herein by reference, except as provided herein. In the event the City legislatively adjusts the Park

CFP or Transportation CFP to provide inflationary adjustments to the estimated costs of the Park project or the South Collector project, the City may administratively authorize an adjustment to **Exhibits E, F, and G** solely to reflect such inflationary changes.

11. BOND SECURING PAHLISCH PERFORMANCE.

Pahlisch agrees to provide a bond acceptable to the City if required to secure the construction of any of the Improvements required by this Agreement.

12. MISCELLANEOUS PROVISIONS.

- 12.1. Authorization.** The persons executing this Agreement on behalf of the Parties are authorized to do so and, upon execution by such parties, this Agreement will be a valid and binding obligation of such parties in accordance with its terms. The Parties have each obtained any and all consents required to enter into this Agreement and to consummate or cause to be consummated the transactions contemplated hereby.
- 12.2. Execution of Agreement, Counterparts, Electronic Signatures and Copies.** This Agreement may be executed in several counterparts; each of which shall be deemed an original and all of which shall constitute one and the same instrument and shall become effective when counterparts have been signed by each of the Parties and delivered to the other Parties; PROVIDED that all signature pages will be recorded together, and the complete recorded Agreement will constitute the final instrument. Electronic and facsimile copies intended to preserve the original graphic and pictorial appearance of a document, shall constitute effective execution and delivery of this Agreement as to the Parties and may be used in lieu of the original Agreement for all purposes. Signatures of the Parties transmitted by facsimile shall be deemed to be their original signatures for all purposes.
- 12.3. Runs with the Land.** This Agreement will run with the land and be binding upon and inure to the benefit of the undersigned parties, and their respective heirs, successors and assigns. This Agreement will be recorded against the real property described in **Exhibit A** and depicted in **Exhibit B** with the Clark County Auditor.
- 12.4. Time is of the Essence.** Time is of the essence in the performance of and adherence to each and every provision of this Agreement.
- 12.5. Future Assurances.** Each of the Parties will promptly execute and deliver such additional documents and will do such acts that are reasonably necessary, in connection with the performance of their respective obligations under this Agreement to carry out the intent of this Agreement.
- 12.6. Future Discretionary Action.** Nothing in this Agreement will be construed to limit the authority or the obligation of the City to process any land use approvals, including preliminary plat, PUD, CUP, site plan review or building permit under the processes established by the City; provided however, that such process will not impose conditions inconsistent with the provisions of this Agreement.
- 12.7. Minor Modifications.** Minor modifications to the provisions of this Agreement or the exhibits attached hereto that are mutually agreed upon by the parties may be allowed administratively without the necessity of a public hearing.

- 12.8. Inconsistencies.** If any provisions of the Ridgefield Municipal Code, land use regulations, or Developer's future land use approvals are deemed inconsistent with the provisions of this Agreement, the provisions of this Agreement will prevail, excepting the City's reserved authority as defined herein.
- 12.9. Non-Waiver.** Failure by either party at any time to require performance by the other party of any of the provisions hereof will in no way affect the parties' rights hereunder to enforce the same, nor will any waiver by a party of the breach hereof be held to be a waiver of any succeeding breach or a waiver of this non-waiver clause.
- 12.10. No Third-Party Beneficiaries.** The Parties are the only parties to this Agreement and are the only parties entitled to enforce its terms, except as otherwise specifically provided in this Agreement. There are no third-party beneficiaries.
- 12.11. Severability.** If any portion of this Agreement shall be invalid or unenforceable to any extent, the validity of the remaining provisions shall not be affected thereby.
- 12.12. Survival.** Any covenant or condition set forth in this Agreement, the full performance of which is not specifically required prior to the expiration or earlier termination but which by its terms is to survive the termination of this Agreement, will survive the expiration or earlier termination of this Agreement and will remain fully enforceable thereafter.
- 12.13. Venue and Applicable Law.** This Agreement will be construed in accordance with and governed by the laws of the State of Washington. The parties agree to venue in the Superior Court for Clark County, State of Washington, to resolve any disputes that may arise under this Agreement.
- 12.14. Entire Agreement.** This Agreement constitutes the entire agreement between the Parties as to the subject matter of the Agreement.
- 12.15. Notices.** All notices, demands, consents, approval or other communications which are required or desired to be given by either party to the other hereunder will be in writing and will be hand-delivered, sent by a nationally recognized overnight courier service or sent by United States mail, marked certified mail return receipt requested, addressed to the appropriate party at its address as set forth, or at such other address as the party will have last designated by notice to the other. Notices, demands, consents, approvals, and other communications will be deemed given when delivered two (2) days after deposit with the courier or mailing, as the case may be.

Notices to the City:

Steve Stuart
City Manager
Post Office Box 608
Ridgefield, Washington 98642

With copies to:

Janean Parker
City Attorney
Law Office of Janean Z. Parker
P.O. Box 298
Adna, Washington 98532

Notice to Owner:

Mike Morse
Senior Director of Land
Pahlisch Homes, Inc.
210 SW Wilson Avenue, Suite 100
Bend, Oregon 97702

[Signatures on Following Page]

Owner and Developer:
Pahlisch Homes at Sanderling Park, LP

By: _____

Name: Mike Morse

Title: Senior Director of Land

Date: _____

City:
City of Ridgefield

By: _____

Name: Steve Stuart

Title: City Manager

Date: _____

ATTEST:

By: _____

Name: _____

Title: City Clerk

APPROVED AS TO FORM:

By: _____

Name: Janean Parker

Title: City Attorney

STATE OF WASHINGTON)
) ss.
County of Clark)

I certify that I know or have satisfactory evidence that _____
is the individual who appeared before me, and acknowledged that he/she/they signed this
instrument, on oath stated that he/she/they was authorized to execute the instrument and
acknowledged it, as the _____ of _____ to be the free and voluntary
act of such party for the uses and purposes mentioned in the instrument.

Dated: _____, 2025.

NOTARY PUBLIC in and for the State of
Washington, residing at _____
My appointment expires: _____

STATE OF WASHINGTON)
) ss.
County of Clark)

I certify that I know or have satisfactory evidence that _____
is the individual who appeared before me, and acknowledged that he/she/they signed this
instrument, on oath stated that he/she/they was authorized to execute the instrument and
acknowledged it, as the _____ of _____ to be the free and voluntary
act of such party for the uses and purposes mentioned in the instrument.

Dated: _____, 2025.

NOTARY PUBLIC in and for the State of
Washington, residing at _____
My appointment expires: _____

STATE OF WASHINGTON)
) ss.
County of Clark)

I certify that I know or have satisfactory evidence that _____
is the individual who appeared before me, and acknowledged that he/she/they signed this
instrument, on oath stated that he/she/they was authorized to execute the instrument and
acknowledged it, as the _____ of _____ to be the free and voluntary
act of such party for the uses and purposes mentioned in the instrument.

Dated: _____, 2025.

NOTARY PUBLIC in and for the State of
Washington, residing at _____
My appointment expires: _____

EXHIBITS

EXHIBIT A	Legal Description
EXHIBIT B	Property Location
EXHIBIT C	Park Improvements and Trail Improvements Locations
EXHIBIT D	Trail T-25 Plan Sheet
EXHIBIT E	Estimated Park Improvements and Trail Improvements Cost
EXHIBIT F	Estimated South Collector Cost
EXHIBIT G	Estimated Park Improvements PIF Credits, Trail Improvements PIF Credits, and South Collector Improvements TIF Credits



AKS ENGINEERING & FORESTRY

9600 NE 126th Avenue, Suite 2520, Vancouver, WA 98682

P: (360) 882-0419 F: (360) 882-0426

AKS Job #8939

OFFICES IN: BEND, OR | KEIZER, OR | THE DALLES, OR | TUALATIN, OR | VANCOUVER, WA | WHITE SALMON, WA

EXHIBIT A
LEGAL DESCRIPTION
FOR
PAHLISCH HOMES

SANDERLING PARK PHASES 4 - 7 BOUNDARY

That portion of the south half of the Northwest Quarter of Section 33 in Township 4 North, Range 1 East of the Willamette Meridian, in the City of Ridgefield, Clark County, Washington described as follows:

COMMENCING at the southwest corner of the Northwest Quarter of said Section 33;

Thence South 88°00'26" East, along the south line of the Northwest Quarter of said Section 33, a distance of 365.78 feet to the southeast corner of Sanderling Park Phase 2A-2B, according to the plat thereof recorded in Book 312 of Plats, at Page 290, records of said county and the POINT OF BEGINNING;

Thence along the easterly line of said plat of Sanderling Park Phase 2A-2B the following courses;

Thence North 01°09'34" East, 290.50 feet;

Thence South 88°50'26" East, 82.62 feet;

Thence North 01°09'34" East, 261.77 feet;

Thence North 89°08'23" West, 54.56 feet to the southeast corner of Lot 38, Sanderling Park Phase 1, according to the plat thereof recorded in Book 312 of Plats, at Page 223, records of said county;

Thence along the easterly line of said plat of Sanderling Park Phase 1 the following courses;

Thence North 00°51'37" East, 95.65 to a non-tangent 925.00-foot radius curve to the right, the center of which bears South 04°25'33" East;

Thence along said non-tangent 925.00-foot radius curve to the right, through a central angle of 03°52'43", the chord of which bears North 87°30'58" East a distance of 62.60 feet, an arc distance of 62.62 feet;

Thence North 00°32'40" West, 70.00 feet;

Thence North 01°02'09" East, 100.39 feet;

Thence North 88°55'57" West, 218.40 feet;

Thence North 33°14'01" West 132.87 feet;

Thence North 26°06'47" West, 127.74 feet;

Thence North 16°19'00" West, 84.75 feet to a non-tangent 456.00-foot radius curve to the right, the center of which bears South 24°13'45" East, said point being the northeast corner of Lot 31 of said plat of Sanderling Park Phase 1;

Thence leaving said easterly line, along said non-tangent 456.00-foot radius curve to the right, through a central angle of 10°10'37", the chord of which bears North 70°51'34" East a distance of 80.89 feet, an arc distance of 80.99 feet to a point of compound curvature with a 20.00-foot radius curve to the right;

Thence along said 20.00-foot radius curve to the right, through a central angle of 87°44'08", the chord of which bears South 60°11'04" East a distance of 27.72 feet, an arc distance of 30.63 feet;

Thence South 16°19'00" East, 12.55 feet;

Thence North 73°41'00" East, 48.00 feet;

Thence North 16°19'00" West, 0.81 feet to a point of curvature with a 20.00-foot radius curve to the right;

Thence along said 20.00-foot radius curve to the right, through a central angle of 107°23'02", the chord of which bears North 37°22'32" East a distance of 32.23 feet, an arc distance of 37.48 feet;

Thence North 01°04'03" East, 48.00 feet;

Thence North 88°55'57" West, 27.55 feet to a point of curvature with a 20.00-foot radius curve to the right;

Thence along said 20.00-foot radius curve to the right, through a central angle of 72°36'58", the chord of which bears North 52°37'28" West a distance of 23.69 feet, an arc distance of 25.35 feet to a point of tangency;

Thence North 16°19'00" West, 67.61 feet to a point of curvature with a 96.00-foot radius curve to the right;

Thence along said 96.00-foot radius curve to the right, through a central angle of 17°23'02", the chord of which bears North 07°37'28" West a distance of 29.02 feet, an arc distance of 29.13 feet to a point of tangency;

Thence North 01°04'03" East, 4.70 feet to the north line of the south half of the Northwest Quarter of said Section 33;

Thence South 88°56'11" East, along the north line of the south half of the Northwest Quarter of said Section 33, a distance of 2456.52 feet to the northeast corner of the south half of the Northwest Quarter of said Section 33;

Thence South 01°19'34" West, along the east line of the Northwest Quarter of said Section 33, a distance of 1333.57 feet to the southeast corner of the Northwest Quarter of said Section 33;

Thence North 88°50'26" West, along the south line of the Northwest Quarter of said Section 33, a distance of 2260.01 feet to the POINT OF BEGINNING.

Contains 70.58 acres, more or less.



A PORTION OF THE THE S 1/2 OF THE NW 1/4 SEC. 33, T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD, CLARK COUNTY, WASHINGTON

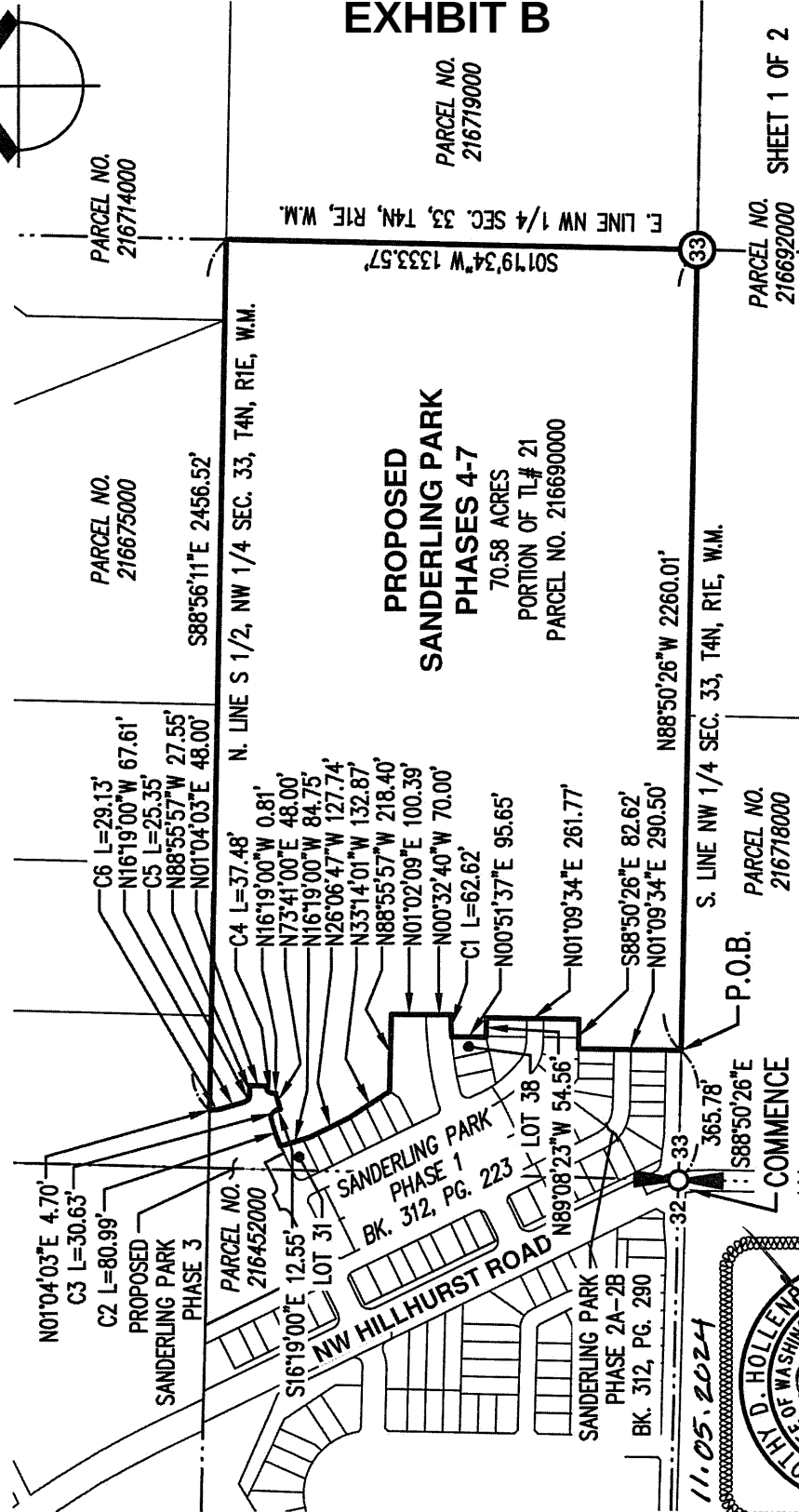
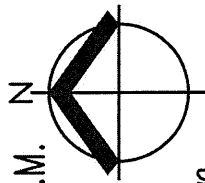


EXHIBIT B

**PROPOSED
SANDERLING PARK
PHASES 4-7**
70.58 ACRES
PORTION OF TL# 21
PARCEL NO. 216690000

PARCEL NO.
216719000

PARCEL NO.
216692000

SHEET 1 OF 2
DATE: 11-05-2024

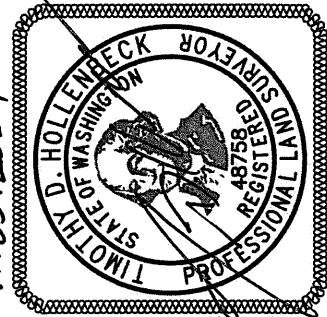
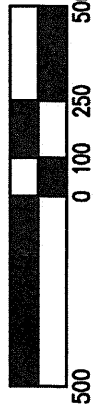
SANDERLING PARK PHASES 4-7 BOUNDARY

DRAWN BY: TDH CHECKED BY: DWG: 8939EXH-PHS4-7 BDY JOB: 8939

AKS ENGINEERING & FORESTRY, LLC
9600 NE 126TH AVE, SUITE 2520
VANCOUVER, WA 98682
360.882.0419 WWW.AKS-ENG.COM



SCALE: 1" = 500 FEET

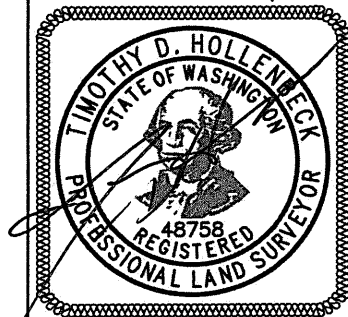


11.05.2024

A PORTION OF THE THE S 1/2 OF THE NW 1/4
SEC. 33, T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD, CLARK COUNTY, WASHINGTON

CURVE TABLE				
CURVE	RADIUS	DELTA	LENGTH	CHORD
C1	925.00'	3°52'43"	62.62'	N87°30'58"E 62.60'
C2	456.00'	10°10'37"	80.99'	N70°51'34"E 80.89'
C3	20.00'	87°44'08"	30.63'	S60°11'04"E 27.72'
C4	20.00'	107°23'02"	37.48'	N37°22'32"E 32.23'
C5	20.00'	72°36'58"	25.35'	N52°37'28"W 23.69'
C6	96.00'	17°23'02"	29.13'	N07°37'28"W 29.02'

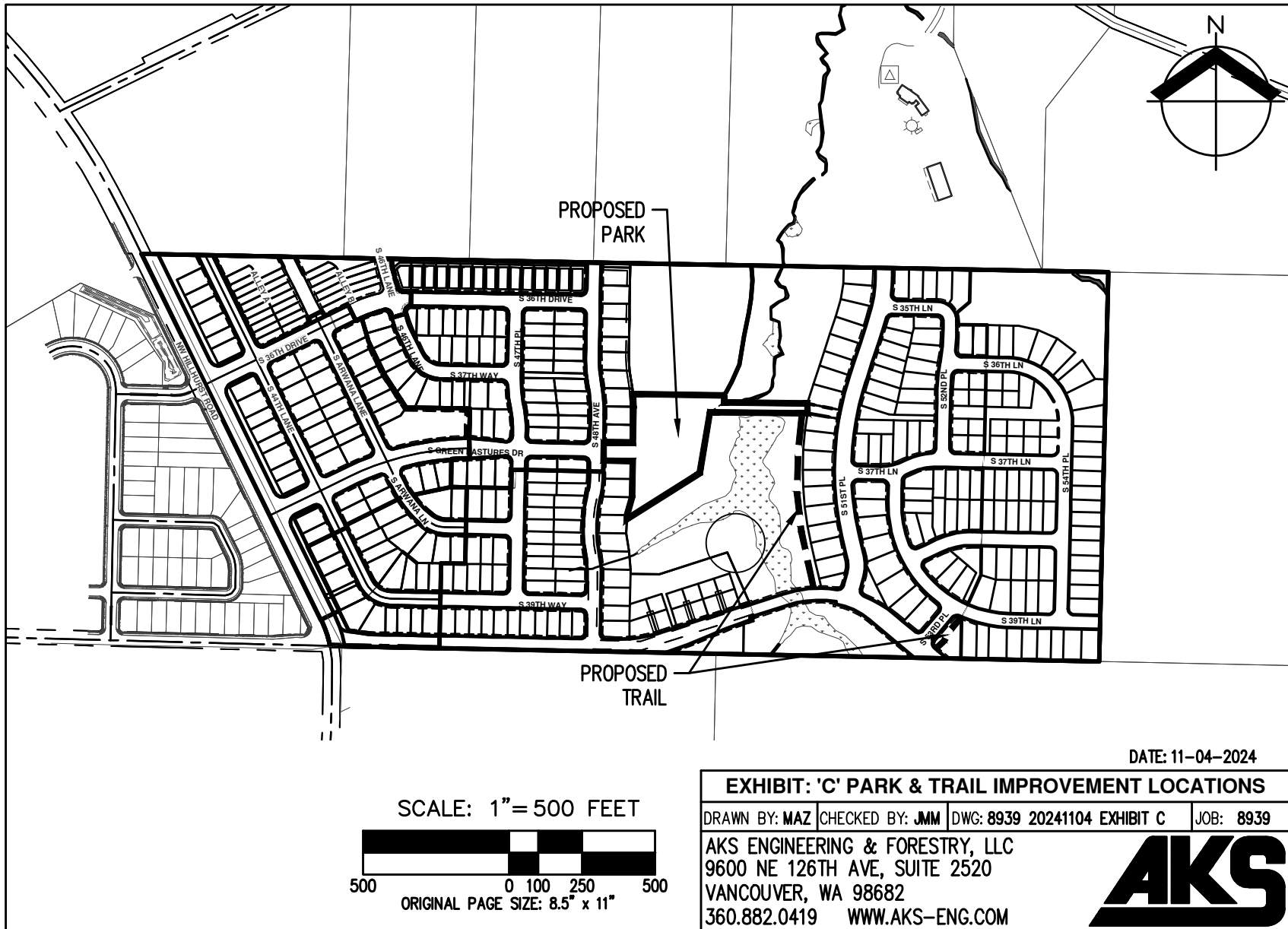
11.05.2024

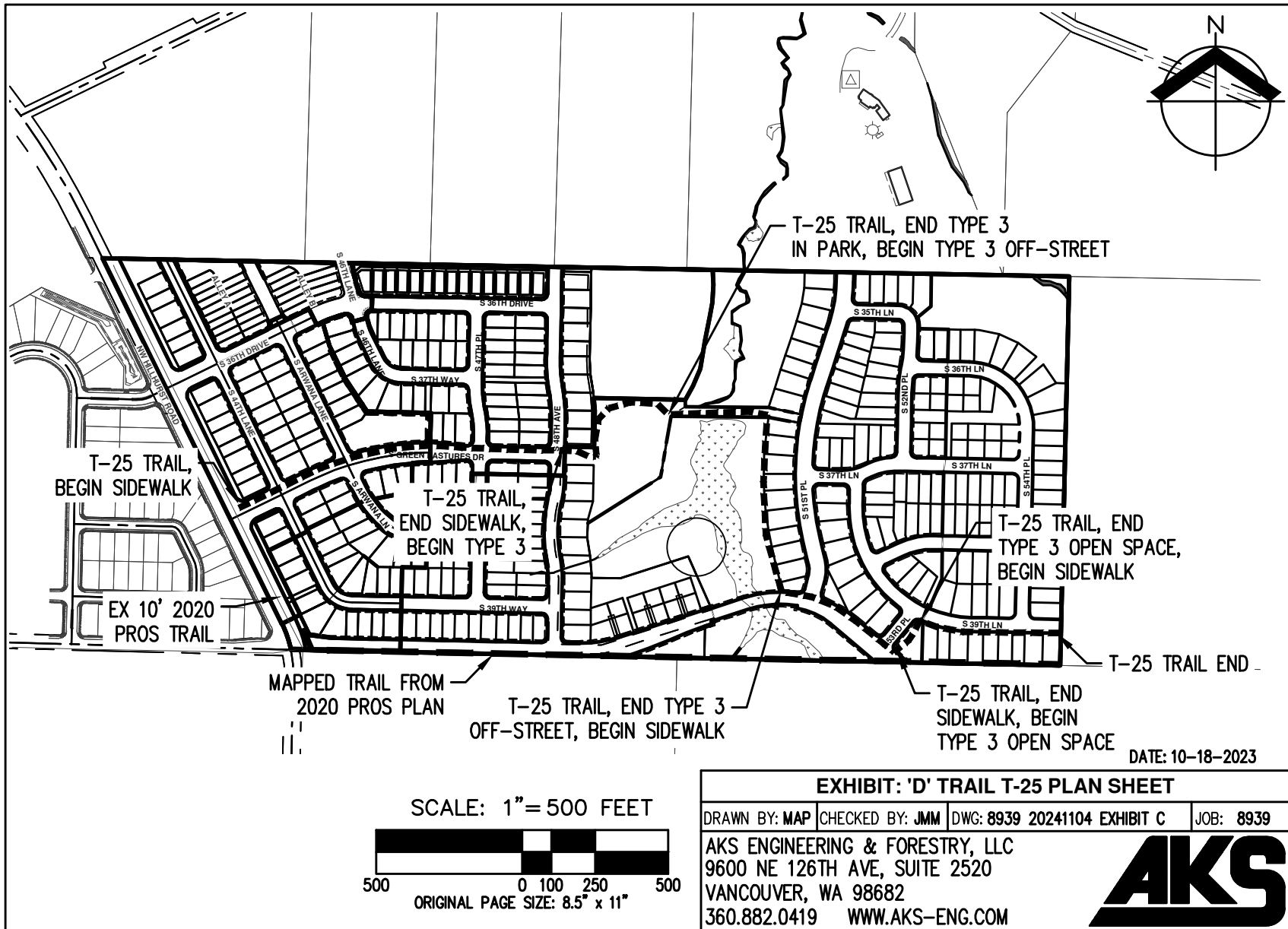


SHEET 2 OF 2
DATE: 11-05-2024

SANDERLING PARK PHASES 4-7 BOUNDARY			
DRAWN BY: TDH	CHECKED BY:	DWG: 8939EXH-PHS4-7 BDY	JOB: 8939
AKS ENGINEERING & FORESTRY, LLC 9600 NE 126TH AVE, SUITE 2520 VANCOUVER, WA 98682 360.882.0419 WWW.AKS-ENG.COM			









BEND, OR
2777 NW Lolo Drive, Suite 150
Bend, OR 97703
(541) 317-8429
www.aks-eng.com

KEIZER, OR
3700 River Road N, Suite 1
Keizer, OR 97303
(503) 400-6028

TUALATIN, OR
12965 SW Herman Road, Suite 100
Tualatin, OR 97062
(503) 563-6151

VANCOUVER, WA
9600 NE 126th Avenue, Suite 2520
Vancouver, WA 98682
(360) 882-0419

EXHIBIT: 'E1' ESTIMATED PARK & TRAIL IMPROVEMENTS COST (HARD)
SANDERLING PARK IMPROVEMENTS

AKS JOB NUMBER: 8939

PROJECT NAME: SANDERLING PARK

ESTIMATED BY: MAZ

DATE: 11/7/2024

LOT:	NA
TOTAL	
AREA (AC.):	2.43
DIST. AREA	
(AC.):	2.43
CL LENGTH	
(L.F.):	2100

ITEM	SCHEDULE 1 - MOBILIZATION, EROSION CONTROL & GRADING	UNIT	UNIT PRICE
1 - 1	Mobilization (Included with congruent construction phase)	L.S.	-
1 - 2	Clearing and Grubbing	L.S.	\$ 10,000.00
1 - 3	Silt Fencing	L.F.	\$ 3.00
1 - 4	Construction Staking	L.S.	\$ 20,000.00
1 - 5	Site Grading	L.S.	\$ 100,000.00

QTY	COST
1	\$ -
1	\$ 10,000
1,000.00	\$ 3,000
1	\$ 20,000
1	\$ 100,000

SCHEDULE 1 - MOBILIZATION, EROSION CONTROL & GRADING

\$ 133,000

ITEM	SCHEDULE 2 - SITE WORK & UTILITIES	UNIT	UNIT PRICE
2 - 1	Flush Curb at Playground	L.F.	\$ 25.00
2 - 2	4" Concrete Sidewalk/Furnishing Pad Incl. Agg Baserock	S.F.	\$ 8.50
2 - 3	3" Asphalt Multi-Use Path Incl. Agg Baserock	S.Y.	\$ 25.00
2 - 4	3" Asphalt Multi-Use Path Incl. Agg Baserock (dam crossing)	S.Y.	\$ 25.00
2 - 5	3" Soft Surface Path, Clean Cedar Chips	S.Y.	\$ 92.00
2 - 6	Site Drainage	L.S.	\$ 35,000.00

QTY	COST
268	\$ 6,700
7,250	\$ 61,625
480	\$ 12,000
383	\$ 9,575
22	\$ 2,024
1	\$ 35,000

SCHEDULE 2 - SITE WORK & UTILITIES

\$ 126,924

ITEM	SCHEDULE 3 - STRUCTURES, FURNISHINGS, LANDSCAPE & IRRIGATION	UNIT	UNIT PRICE
3 - 1	Open Frame Picnic Shelter, 16'x24'	E.A.	\$ 60,000.00
3 - 2	Picnic Tables, 8' double ADA	E.A.	\$ 3,500.00
3 - 3	Bench, 6' bench, cast metal, recycled plastic slats w Concrete	E.A.	\$ 3,000.00
3 - 4	Dog Waste Station, bag dispenser sign & container duo	E.A.	\$ 1,100.00
3 - 5	Trash Receptacle, metal, side open w/bonnet	E.A.	\$ 2,200.00
3 - 6	Park Entry Sign (Supplied/installed by City of Ridgefield)	E.A.	\$ -
3 - 7	Seed, Lawn	S.F.	\$ 0.30
3 - 8	Deciduous tree, 2-inch caliper, B&B	E.A.	\$ 450.00
3 - 9	Conifer tree, 5'-7' Height, Container or B&B	E.A.	\$ 450.00
3 - 10	Landscape Planting Beds, mixed shrubs & groundcover	S.F.	\$ 7.00
3 - 11	Soil Amendments	C.Y.	\$ 25.00
3 - 12	Irrigation	S.F.	\$ 1.00

QTY	COST
1	\$ 60,000
4	\$ 14,000
7	\$ 21,000
4	\$ 4,400
6	\$ 13,200
1	\$ -
46,600	\$ 13,980
13	\$ 5,850
5	\$ 2,250
28,200	\$ 197,400
693	\$ 17,325
74,800	\$ 74,800

SCHEDULE 3 - STRUCTURES, FURNISHINGS, LANDSCAPE & IRRIGATION

\$ 424,205

ITEM	SCHEDULE 4 - PLAYGROUND EQUIPMENT	UNIT	UNIT PRICE
4 - 1	Engineered wood fiber surfacing	S.F.	\$ 11.00
4 - 2	Playground area compacted aggregate base	S.F.	\$ 1.60
4 - 3	Medium Playground Structure	L.S.	\$ 135,000.00
4 - 4	Bouncer Play Equipment	L.S.	\$ 3,500.00
4 - 5	Swings	L.S.	\$ 11,000.00

QTY	COST
5,200	\$ 57,200
5,200	\$ 8,320
1	\$ 135,000
2	\$ 7,000
1	\$ 11,000

SCHEDULE 4 - PLAYGROUND EQUIPMENT

\$ 218,520

ITEM	SCHEDULE 5 - PATH & FISH CULVERT	UNIT	UNIT PRICE
5 - 1	3" Min. Class 1/2" 71-22 HMA	S.F.	\$ 3.00
5 - 2	12' span Multiplate Arch (footing included)	L.F.	\$ 1,500.00
5 - 3	Rock channel mitigation	L.S.	\$ 18,000.00
5 - 4	Sandbag Cofferdam, temp diversion	E.A.	\$ 20,000.00
5 - 5	pump, hose, discharge pad	L.S.	\$ 7,500.00
5 - 6	Headwalls	L.S.	\$ 45,000.00

QTY	COST
9,700	\$ 29,100
135	\$ 202,500
1	\$ 18,000
2	\$ 40,000
1	\$ 7,500
2	\$ 90,000

SCHEDULE 5 - PATH & FISH CULVERT

\$ 387,100

Notes:

Total

CONTINGENCY 20%	\$ 257,950
	\$ 1,547,699

AKS ENGINEERING & FORESTRY, LLC
 9600 NE 126th Avenue
 Vancouver, WA 98682
 360-882-0419



EXHIBIT 'E2' ESTIMATED PARK & TRAIL COST (SOFT)

Sanderling Park Nov 07, 2024

				Park & Trail
	Job No.:	8939		
	UNITS:		QTY	UNIT
				Est. Cost
2-110	Tree Plan and Arborist Services	1	EST.	\$ 1,500
2-110	Final Civil Engineering Services	1	EST.	\$ 20,000
2-135	Final Landscape Architect Design Services	1	EST.	\$ 25,000
2-110	Construction Permitting Services	1	EST.	\$ 1,500
2-110	Contractor Bidding Services	1	EST.	\$ 1,500
2-110	Construction Staking Services	1	EST.	\$ 8,000
2-110	As-Built Services	1	EST.	\$ 3,000
2-110	Project Management, Meetings, Coordination, Exhibits, etc.	1	EST.	\$ 4,000
2-110	Land Use Planning Services	1	EST.	\$ 15,000
2-110	Project Close Out	1	EST.	\$ 2,000
2-110	Reimbursable Expenses (at cost)	1	EST.	\$ 4,400
	SUBTOTAL (A)			\$ 85,900
COST CODE	CONSULTING ESTIMATE - BY OTHERS	QTY	UNIT	Est. Cost
2-145	Geotechnical Construction Support	1	EST.	\$ 10,000
	SUBTOTAL (B)			\$ 10,000
	TOTAL COST (A+B)			\$ 95,900

SOFT COSTS



BEND, OR
2777 NW Lolo Drive, Suite 150
Bend, OR 97703
(541) 317-8429
www.aks-eng.com

KEIZER, OR
3700 River Road N, Suite 1
Keizer, OR 97003
(503) 400-6028

TUALATIN, OR
12965 SW Herman Road, Suite 100
Tualatin, OR 97062
(503) 563-6151

VANCOUVER, WA
9600 NE 126th Avenue, Suite 2520
Vancouver, WA 98682
(360) 882-0419

EXHIBIT: 'F1' ESTIMATED SOUTH COLLECTOR COST (HARD)
NW 229TH ST / WILLIAMS RD (COLLECTOR) IMPROVEMENTS

AKS JOB NUMBER: 8939

PROJECT NAME: SANDERLING PARK

ESTIMATED BY: MAZ

DATE: 11/7/2024

LOT:	NA
TOTAL AREA (AC.):	2.43
DIST. AREA (AC.):	2.43
CL LENGTH (L.F.):	2100

ITEM	SCHEDULE 1 - SITE WORK	UNIT	UNIT PRICE
1 - 1	Mobilization	L.S.	\$ 8,000.00
1 - 2	Grading - Stripping and Stockpiling - 6" Average	B.C.Y.	\$ 12.75
1 - 3	Clearing and Grubbing	A.C.	\$ 7,900.00
1 - 4	Grading - General Excavation/Cut (In Place Yardage)	C.Y.	\$ 4.00
1 - 5	Grading - Embankment (On-Site Structural Fill)	C.Y.	\$ 5.00
1 - 6	Trench Spoil Haul & Stockpile On-Site	C.Y.	\$ 5.00
1 - 7	Stockpile Excess Structural On-site	C.Y.	\$ 4.00
1 - 8	Road Sub Grade Prep	S.Y.	\$ 5.67
1 - 9	Traffic Control	L.S.	\$ 1,200.00
1-10	Surcharge Fill	L.S.	\$ 325,000.00
	Demolition		
1-11	Sawcut Existing Pavement on Hillhurst Rd at Tie-In	L.F.	\$ 12.00

QTY	COST
1	\$ 8,000
1,960	\$ 24,990
2.43	\$ 19,197
12,700	\$ 50,800
18,300	\$ 91,500
2,000	\$ 10,000
13,000	\$ 52,000
6,975	\$ 39,548
1	\$ 1,200
1	\$ 325,000
100	\$ 1,200

SCHEDULE 1 - SITE WORK

\$ 623,435

ITEM	SCHEDULE 2 - EROSION CONTROL	UNIT	UNIT PRICE
2 - 1	Project Erosion Control	L.S.	\$ 65,000.00

QTY	COST
1	\$ 65,000

SCHEDULE 2 - EROSION CONTROL

\$ 65,000

ITEM	SCHEDULE 3 - STREETS	UNIT	UNIT PRICE
	NW 229TH ST / WILLIAMS RD (COLLECTOR) (3.1)		
3 - 1	4" Min. Class 1/2" 71-22 HMA, Two 2" Lifts	S.F.	\$ 3.00
3 - 2	12" Min. Compacted 1-1/4" Minus Crushed Rock Bottom Course	S.F.	\$ 3.00
	Street Misc. Improvements		
3 - 3	6' Class 3000 Concrete Sidewalk	S.F.	\$ 8.50
3 - 4	Standard Curb and Gutter	L.F.	\$ 22.00
3 - 5	Signage and Striping	L.S.	\$ 35,000.00
3 - 6	Street Barricade	E.A.	\$ 5,100.00
3 - 7	Sidewalk Barricade	E.A.	\$ 2,800.00
3 - 8	Standard ADA Ramp (including sidewalk and dome tile)	E.A.	\$ 3,625.00
3 - 9	Street Trees	E.A.	\$ 450.00
3 - 10	ROW landscaping & irrigation	L.S.	\$ 85,000.00
3 - 11	Street Lights - Includes all power within right-of-way for lighting service	E.A.	\$ 12,600.00

QTY	COST
62,777	\$ 188,331
67,200	\$ 201,600
12,402	\$ 105,417
4,200	\$ 92,400
1	\$ 35,000
2	\$ 10,200
4	\$ 11,200
7	\$ 25,375
125	\$ 56,250
1	\$ 85,000
14	\$ 176,400

SCHEDULE 3 - STREETS

\$ 987,173

Notes: 3.1 - N Williams Rd improvements begin east of NW Hillhurst Rd / half street section improvement along ROW adjacent to Parcel # 216718-000

ITEM	SCHEDULE 4 - STORMWATER SYSTEM	UNIT	UNIT PRICE
4 - 1	8" N-12 Catch Basin Lead w/ Rock Backfill	L.F.	\$ 70.00
4 - 2	12" N-12 w/ Rock Backfill	L.F.	\$ 74.00
4 - 3	48" Type 1 Manhole	EA.	\$ 4,200.00
4 - 4	48" Type 3 Manhole (Flat Top)	EA.	\$ 4,500.00
4 - 5	Catch Basin (Type 1)	EA.	\$ 2,500.00
4 - 6	36" diam. Temp by-pass culvert	L.F.	\$ 85.00
4 - 7	12' span Multiplate Arch (footing included)	L.F.	\$ 1,500.00
4 - 8	Rock channel mitigation, restore	L.S.	\$ 18,000.00
4 - 9	Sandbag Cofferdam, temporary diversion	EA.	\$ 20,000.00
4 - 10	pump, hose and discharge pad	EA.	\$ 7,500.00
4 - 11	Headwalls	EA.	\$ 45,000.00
4 - 12	Storm Pond Facility (4.1)	L.S.	\$ 275,000.00
4 - 13	WQ Storm Vault (4.2)	L.S.	\$ 95,000.00
4 - 14	Stormwater Detention Pipe & Flow Ctrl Structure (4.3)	L.S.	\$ 275,000.00

QTY	COST
117	\$ 8,190
1,629	\$ 120,546
9	\$ 37,800
1	\$ 4,500
6	\$ 15,000
160	\$ 13,600
120	\$ 180,000
1	\$ 18,000
2	\$ 40,000
2	\$ 15,000
2	\$ 90,000
0.0025	\$ 688
0.0600	\$ 5,700
0.0600	\$ 16,500

SCHEDULE 4 - STORMWATER SYSTEM

\$ 565,524

Notes: 4.1 - Stormwater Pond includes fine grading, plantings, fencing, and temporary irrigation
4.2 - WQ Filter Vault 6% of total investment is eligible for TIF credit based on road area as part of overall basin
4.3 - Detention & flow Ctrl system 6% of total investment is eligible for TIF credit based on road area as part of overall basin

Total

\$ 2,241,132

Union Ridge Town Center - TIF Credits

Page 1 of 1

AKS ENGINEERING & FORESTRY, LLC
 9600 NE 126th Avenue
 Vancouver, WA 98682
 360-882-0419



EXHIBIT 'F2' ESTIMATED SOUTH COLLECTOR COST (SOFT)

Sanderling Park Nov 07, 2024

Job No.:		8939			Collector Phase 5	Collector Phase 6
UNITS:			QTY	UNIT	Est. Cost	Est. Cost
2-110	Tree Plan and Arborist Services		1	EST.	\$ 1,500	\$ 1,500
2-110	Preliminary Engineering Services		1	EST.	\$ 2,500	\$ 2,500
2-110	Final Civil Engineering Services		1	EST.	\$ 30,400	\$ 45,000
2-110	Grading Permit		1	EST.	\$ 1,500	\$ 3,500
2-135	Final Landscape Architect Design Services		1	EST.	\$ 2,500	\$ 2,500
2-110	Construction Permitting Services		1	EST.	\$ 1,500	\$ 1,500
2-110	Contractor Bidding Services		1	EST.	\$ 1,500	\$ 1,500
2-110	Construction Staking Services		1	EST.	\$ 12,000	\$ 18,000
2-110	As-Built Services		1	EST.	\$ 3,000	\$ 3,000
2-110	Project Management, Meetings, Coordination, Exhibits, etc.		1	EST.	\$ 1,500	\$ 1,500
2-160	Construction Administration Services		1	EST.	\$ 2,500	\$ 5,000
2-160	Construction Management Services		1	EST.	\$ 5,000	\$ 7,500
2-110	Project Close Out		1	EST.	\$ 2,000	\$ 2,000
2-110	Reimbursable Expenses (at cost)		1	EST.	\$ 4,400	\$ 4,400
SUBTOTAL (A)					\$ 71,800	\$ 99,400
COST CODE	CONSULTING ESTIMATE - BY OTHERS		QTY	UNIT	COST	COST
2-145	Geotechnical Construction Support		1	EST.	\$ 12,000	\$ 30,000
SUBTOTAL (B)					\$ 12,000	\$ 30,000
TOTAL COST (A+B)					\$ 83,800	\$ 129,400

SOFT COSTS

AKS ENGINEERING & FORESTRY, LLC
 9600 NE 126TH AVENUE, SUITE 2520
 VANCOUVER, WA 98682
 (363) 882-0419



EXHIBIT: 'G' ESTIMATED PARK IMPROVEMENT PIF CREDITS, TRAIL IMPROVEMENT PIF CREDITS AND SOUTH COLLECTOR IMPROVEMENTS TIF CREDITS

Sanderling Park

AKS Job No.: 8939
 Estimate By: JMM
 Date: 11/07/2024

ITEM	EST	CREDIT
[F1] Estimated Collector Consturction Cost Estimate (Hard)	\$2,241,132	
[F2] Estimated Collector Consturction Cost Estimate (Soft) Phase 5	\$83,800.00	
[F2] Estimated Collector Consturction Cost Estimate (Soft) Phase 6	\$129,400.00	
ESTIMATED TIF CREDITS @ 50%		\$1,227,166
[E1] Estimated Park & Trail Construction Estimate (Hard)	\$ 1,547,699	
[E2] Estimated Park & Trail Construction Estimate (Soft)	\$ 95,900	
ESTIMATED PIF CREDITS @ 100%		\$1,643,599

TOTAL ESTIMATED PIF & TIF CREDITS

\$2,870,765

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No. 1444 - Second Amendment to the Paradise Pointe Development Agreement

GOVERNING LEGISLATION

RCW 36.70B.170

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance No. 1444 – Second Amendment to the Development Agreement for Paradise Pointe Development and Pre-Annexation Agreement

SUMMARY/BACKGROUND:

The developer, HSR, is obligated under a 2016 Development/Pre-Annexation Agreement and 2023 First Amendment to Development/Pre-Annexation Agreement to construct and dedicate to the City certain road, park, and trail improvements as part of the Paradise Point PUD Subdivision. Improvements further refined in the First Amendment to the DA included detail for an E-W Collector, trails, and master plan for community park adopted by the City Council on December 19, 2024.

The developer and City are seeking to amend terms of the Agreement to clean and clarify provisions which have already been agreed to in the prior agreements. This includes timing for completion of transportation, park, and trail improvements. It also includes updated costs associated with those required infrastructure for the purposes of valuing impact fee credits which developer is entitled to upon completion and dedication to the City.

BUDGET/FINANCIAL IMPACTS:

- \$3,750,000 in park impact fee credits shall be attributed to the fair market value of the 15 acres of dedicated Community Park Property, approved at the base rate of \$250,000 per acre.
- \$2,018,001 in park impact fee credits shall, as of the date of this Second Amendment, represent the anticipated actual construction costs (as defined by RMC 18.070.150) of all improvements. As of the date of this Second Amendment, Owner has invested \$699,297 in improvements, leaving \$1,318,078 in impact fee credits, with \$95,000 to be invested in completing the Trail Network, and \$1,223,703 to be invested in developing facets of the Community Park Property.
- \$4,571,203 shall be available for transportation impact fees for the public benefit.

RECOMMENDED ACTION OR MOTION:

Public Hearing and First Reading.

STAFF CONTACT: Steve Stuart, City Manager

ATTACHMENTS:

1. Paradise Pointe Second Amendment DA
2. Exhibit B - Paradise Pointe Park MP ROM Cost Estimate - ADOPTED

ORDINANCE NO. 1444

**AN ORDINANCE OF THE CITY OF RIDGEFIELD WASHINGTON APPROVING THE SECOND AMENDMENT
TO A DEVELOPMENT AGREEMENT WITH HSR DEV PARADISE LLC FOR ROAD, PARK, AND TRAIL
IMPROVEMENT, DEDICATION, MAINTENANCE AND ALLOCATION OF IMPACT FEE CREDITS**

WHEREAS, the City is a Washington Municipal Corporation with land use planning and permitting authority over all land within its corporate limits; and

WHEREAS, the City has the authority to enter into Development Agreement pursuant to RCW 36.70B.170; and

WHEREAS, HSR Dev – Paradise LLC owns property within the City of Ridgefield known as the Paradise Point PUD Subdivision (“Subdivision”) and which includes portions of eighteen tax parcels within the City of Ridgefield, Clark County, Washington. The tax parcels are known as APN 213065000, 21366000, 213067000, 213068000, 213069000, 213070000, 213071000, 213072000, 213073000, 213074000, 213075000, 213076000, 213077000, 213078000, 213080000, 213081000, 213082000, and 986062384. The legal description of area to be dedicated for parks and trails is attached as **Exhibit A**, (collectively “Park Property”); and

WHEREAS, The City and RDGB Royal Farms LLC, a Washington limited liability company, RDGF River View Estates LLC, a Washington limited liability company, and RDGS Real View, LLC, a Washington limited liability company (collectively, “Predecessors”), entered into a Development and Pre-Annexation Agreement with an effective date of October 6, 2016 (“Agreement”); and

WHEREAS, The Agreement governs the development, use, and mitigation of certain impacts associated with annexation and development of real property located in Ridgefield, Washington, as more particularly described in the Agreement; and

WHEREAS, Contemporaneous with sale of the property to Owner, Predecessors assigned to Owner all rights and obligations under the Agreement; and

WHEREAS, Owner and the City have agreed to amend certain terms and conditions of the Agreement, as set forth herein; and

WHEREAS, HSR Dev - Paradise LLC is currently constructing and dedicating certain system street, park, and trail improvements on the Subdivision, which will be eligible for certain impact fee credits upon completion and dedication; and

WHEREAS, the City has adopted a park master plan for Paradise Pointe on December 19, 2024, and wishes to provide certain impact fee credits associated with the construction of these improvements; and

WHEREAS, the City Council held a public hearing for the proposed Second Amendment to the Development Agreement at a regular scheduled meeting held on March 13, 2025; and

WHEREAS, the City Council conducted a first reading of this ordinance on March 13, 2025; and

WHEREAS, the City and HSR Dev – Paradise LLC have reached agreement regarding amendments to certain terms and conditions of the Agreement.

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

Section 1. **Public Interest.** The City Council for the City of Ridgefield, Washington finds, following a public hearing process, that it is in the public interest for the City of Ridgefield to approve the Development Agreement with property owners to clarify the PIF eligibility, and park improvement construction, ownership, and maintenance responsibilities.

Section 2. **Development Agreement Amendment Approved.** The City Council for the City of Ridgefield hereby approves the Development Agreement Second Amendment **attached** hereto as Exhibit “A” and authorizes the City Manager to execute the Amendment substantially in the form attached and to take such other actions as may be necessary to effect this Amendment.

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS _____ DAY OF MARCH 2025.

CITY OF RIDGEFIELD

Mayor, Matt Cole

ATTEST:

Julie Ferriss City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Public Hearing: March 13, 2025

First reading: March 13, 2025

Second Reading/Passage:

Date of Publication:

Effective Date:

EXHIBIT “A” – Second Amendment to Development Agreement

When Recorded Return To:

City of Ridgefield,
Attn. City Manager
P.O. Box 605
Ridgefield, WA 98642

Second Amendment to the Development and Pre-Annexation Agreement

This Second Amendment to the Development and Pre-Annexation Agreement (the “Second Amendment”) is made and entered into this ____ day of _____, 2025 between the City of Ridgefield, a municipal corporation, (“City”) and HSR Dev – Paradise, LLC, a Washington limited liability company (“Owner”) (collectively, the “Parties”).

EXPLANATORY STATEMENT

A. In or about August 2023, the City and Owner executed and recorded a First Amendment to the Development and Pre-Annexation Agreement (the “First Amendment”) (Auditor File No. 6136325) agreeing to amend certain terms and conditions of the original Development Agreement dated October 6, 2016, between the City and Owner’s predecessors-in-interest (the “Original Agreement”).

B. As of the Effective Date of this Second Amendment, the recording of the Plats of Phase 1 (AFN 6195599, amended by AFN 6195599; Book 312, Page 318), Phase 2 (AFN 6173615; Book 312, Page 299), and Phase 3 (AFN 6158805; Book 312, Page 285) of “Paradise Pointe Planned Unit Development” and dedication of the common areas pursuant to the Notes included on the face of each Plat have been accomplished.

C. Owner has completed or nearly completed construction of a significant number of improvements required under the First Amendment, including the eastern and western halves of the EWCR, the Trail Network and lighting, the public roads, and the N Royle Road frontage improvements.

NOW, THEREFORE, in consideration of the foregoing Explanatory Statement, the covenants and agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Explanatory Statement. The Explanatory Statement of this Second Amendment forms an integral part hereof and is hereby incorporated by reference. Initially capitalized terms used in the Original Agreement and the First Amendment shall have the meanings ascribed to therein unless the context clearly requires otherwise.

2. Amendment.

Section 6 (A). Section 6 (A) of the First Amendment is hereby deleted in its entirety and is replaced with the following language:

“Dedicate a minimum of 15 acres of real property to the City for a community city park in the area generally indicated on the Map attached hereto as Exhibit A (“Community Park Property”). The Parties have evaluated the development and Owner assures its compliance with Open Space requirements set forth in Ridgefield Code of Ordinances § 18.401.080.

The Community Park Property dedicated to the City shall count towards, and be a part of, the park and open space set aside requirements for a planned unit development and is not in addition to such requirements.

Development of all Community Park Property as reflected on Exhibit A shall be pursuant to the Park Master Plan adopted by the City Council on December 19, 2024 based upon the ‘Paradise Point Park Master Plan Preliminary Estimate of Probable Costs’ in the amount of \$1,223,703.00 adopted on even date therewith (Exhibit B), with construction to be completed no later than December 31, 2025. Owner shall dedicate the completed Community Park Property to the City, to be held and maintained by the City, contemporaneous therewith.”

Section 6 (B). Section 6 (B) of the First Amendment is hereby deleted in its entirety and is replaced with the following language:

“Owner shall dedicate a trail network connecting the Community Park Property to the Annexation Area and shall design the network for future expansion and connection of existing and planned future trails on adjacent properties as generally depicted on the Preliminary Plat attached as Exhibit A (“Trail Network”).

The Trail Network dedicated to the City shall count towards, and be a part of, the park and open space set aside requirements for a planned unit development and is not in addition to such requirements.

Development of the trail network as reflected in Exhibit A shall be pursuant to the City of Ridgefield trail standards and completed no later than December 31, 2025, and Owner shall dedicate the completed trail network to the City, to be held and maintained by the City, contemporaneous therewith.”

Section 6 (C). Section 6 (C) of the First Amendment is hereby deleted in its entirety and is replaced with the following language:

“The East–West Collector Road (“EWCR”), which connects the development to N Royle Road as reflected on Exhibit A, was dedicated to the City with the recording of the Phase 1 Plat, and conforms to the dimensions and layout of the City’s standard collector cross section, the conditions included in the Land Use Application, as approved, and the final civil and structural engineering for the Paradise 13th St. Bridge (the “Bridge”). Owner shall complete construction of the Bridge connecting the eastern half and the western half of the EWCR, including all underground utilities, no later than June 15, 2025.”

Section 6 (D) of the First Amendment is hereby deleted in its entirety and is replaced with the following language:

“To ensure timely completion of improvements and dedication of same as contemplated hereunder, Owner shall obtain a cash bond, guaranteeing construction and dedication in the amount equal to 120% of the estimated costs of construction of all remaining improvements, pursuant to Ridgefield Municipal Code 18.620.070 and 18.401.080.

Additionally, following the date of dedication of the Community Park Property to the City, Owner (and the Association serving as its successor in interest) shall contribute \$20,000 annually, to be paid on or about January 15th of each year following, towards City’s maintenance of the dedicated improvements and pursuant to the terms and conditions set forth in Section 6(E).”

Section 7. Section 7 of the First Amendment is hereby deleted in its entirety and is replaced with the following language:

“Upon dedication of each of the facilities identified in Section 6, including the Community Park Property, the Trail Network, and the public roads, including the EWCR (the “Facilities”), Owner will receive a credit against City Impact Fees for improvement of the Facilities. City has classified the Facilities as system improvements under Ridgefield Municipal Code 18.070.150 and earmarked \$10,339,203, for impact fee credits, to be allocated as follows:

- \$3,750,000 in park impact fee credits shall be attributed to the fair market value of the 15 acres of dedicated Community Park Property, approved at the base rate of \$250,000 per acre.
- \$2,018,001 in park impact fee credits shall, as of the date of this Second Amendment, represent the anticipated actual construction costs (as defined by RMC 18.070.150) of all improvements. As of the date of this Second Amendment, Owner has invested \$699,297 in improvements, leaving

\$1,318,078 in impact fee credits, with \$95,000 to be invested in completing the Trail Network, and \$1,223,703 to be invested in developing facets of the Community Park Property.

- \$4,571,203 shall be available for transportation impact fees for the public benefit.”

3. Conflict and Amendment. Except as set forth in this Second Amendment, the First Amendment and the unmodified terms of the Agreement subject thereto shall continue in full force and in accordance with its terms. If there is conflict between this Second Amendment and the First Amendment/Agreement, this Second Amendment controls. This Second Amendment may be supplemented, amended, or modified only by the mutual written agreement of the Parties, their successors or assigns.

IN WITNESS WHEREOF, the Parties hereto have executed this Second Amendment as of the date first written above.

City of Ridgefield

By:
Its:

Date: _____

Attest:

By:

Approved as to Form

By:

HSR Dev – Paradise, LLC

By:
Its:

Date: _____

Exhibit B

PARADISE POINT PARK MASTER PLAN PRELIMINARY ESTIMATE OF PROBABLE COSTS

Key	Amenities Included in Phase One

PRELIMINARY ESTIMATE OF PROBABLE COSTS - December 19, 2024

OVERALL MASTER PLAN

Council Direction Received
on 12/19

ITEM	TOTAL COST	Phase 1
PATHS AND TRAILS		
CONCRETE PAVING	\$11,250.00	\$11,250.00
EARTHEN TRAIL- CLEARING AND GRUBBING AND 2" CEDAR CHIPS - Pedestrian Bridge Access Trail	\$5,560.00	\$5,560.00
EARTHEN TRAIL- CLEARING AND GRUBBING AND 2" CEDAR CHIPS	\$86,100.00	\$86,100.00
GRAVEL PATH - NW Quadrant	\$7,600.00	\$7,600.00
ASPHALT PARKING LOT	\$57,302.38	\$57,302.38
ASPHALT SURFACING	\$20,785.15	\$20,785.15
CRUSHED SURFACING TOP COURSE	\$4,194.89	\$4,194.89
CRUSHED SURFACING BASE COURSE	\$14,422.35	\$14,422.35
PARKING LOT STRIPING	\$1,000.00	\$1,000.00
ACCESSIBLE PARKING MARKING	\$900.00	\$900.00
CONCRETE LANDSCAPE CURBING	\$16,000.00	\$16,000.00
LOG STEPS	\$9,000.00	\$9,000.00
CROSSWALK STRIPING	\$490.00	\$490.00
SOIL PREPARATION		
EMBANKMENT COMPACTION PHASE 1	\$132,407.41	\$132,407.41
EMBANKMENT COMPACTION PHASE 2	\$37,037.04	\$37,037.04
FINE GRADING PHASE 1	\$9,650.00	\$9,650.00
FINE GRADING PHASE 2	\$20,406.50	\$20,406.50
PLANTING AND IRRIGATION		
SHRUB BEDS PHASE 1	\$102,290.00	\$102,290.00
SHRUB BEDS PHASE 2	\$216,308.90	\$216,308.90
RAIN GARDEN	\$1,302.40	\$1,302.40
COMPOST MULCH IN SHRUB BEDS PHASE 1	\$25,018.52	\$25,018.52
COMPOST MULCH IN SHRUB BEDS PHASE 2	\$53,175.37	\$53,175.37
TREES- DECIDUOUS PHASE 1	\$7,250.00	\$7,250.00
TREES- DECIDUOUS PHASE 2	\$19,000.00	\$19,000.00
TREES- CONIFERS PHASE 1	\$1,625.00	\$1,625.00
TREES- CONIFERS PHASE 2	\$3,375.00	\$3,375.00
SEEDING NATIVE MEADOW PHASE 1	\$27,023.00	\$27,023.00
SEEDING NATIVE MEADOW PHASE 2	\$131,976.00	\$131,976.00
TEMPORARY IRRIGATION- NATIVE SHRUB MITIGATION (NOT INCLUDING SEEDING AREAS) PHASE 1	\$7,000.00	\$7,000.00
TEMPORARY IRRIGATION- NATIVE SHRUB MITIGATION (NOT INCLUDING SEEDING AREAS) PHASE 2	\$7,000.00	\$7,000.00
SITE FURNISHINGS		
NORTH PORTLAND LOO	\$144,680.00	\$144,680.00
WATER METER	\$5,000.00	\$5,000.00
WATER SERVICE LINE	\$11,880.00	\$11,880.00
CONNECT TO SEWER	\$3,000.00	\$3,000.00
SOUTH PORTLAND LOO	\$149,040.00	\$149,040.00
WATER METER	\$5,000.00	\$5,000.00
WATER SERVICE LINE	\$14,040.00	\$14,040.00
REPAIR EXISTING SIDEWALK FOR WATER CONNECTION	\$2,000.00	\$2,000.00
CONNECT TO SEWER	\$3,000.00	\$3,000.00
PLATFORMS/INTERPRETIVE SIGN/BENCH	\$42,400.00	\$42,400.00
BOARDWALK/PLATFORM	\$30,000.00	\$30,000.00
INTERPRETIVE SIGN- LARGE	\$4,000.00	\$4,000.00
BENCH	\$8,400.00	\$8,400.00
PICNIC SHELTER	\$147,000.00	\$147,000.00
BRIDGE AT EAST DAM CROSSING- WITH RAILING	\$65,000.00	\$65,000.00
PARK MONUMENT SIGN	\$20,000.00	\$20,000.00
PICNIC TABLE	\$12,000.00	\$12,000.00
PET WASTE STATION	\$1,680.00	\$1,680.00
BIKE RACKS	\$3,500.00	\$3,500.00
BENCHES - Playstructures	\$5,600.00	\$5,600.00
BENCHES	\$36,400.00	\$36,400.00
TRASH RECEPTACLES - NW Quadrant	\$4,600.00	\$4,600.00
TRASH RECEPTACLES	\$9,200.00	\$9,200.00
INTERPRETIVE SIGN- LARGE	\$16,000.00	\$16,000.00
BIRD BLIND STRUCTURES	\$225,000.00	\$225,000.00
OSPREY NESTING PLATFORM	\$30,000.00	\$30,000.00
RUSTIC LOG BENCH	\$9,000.00	\$9,000.00
BOULDERS FOR SEATING	\$14,000.00	\$14,000.00
SPLIT RAIL FENCING	\$52,700.00	\$52,700.00
PLAY AREAS		
NORTHEAST PLAY AREAS PHASE 1	\$716,266.78	\$716,266.78
CUSTOM WILDLIFE PLAY EQUIPMENT-1ST BIRD WITH SLIDE AND ACCESSIBLE FEATURES	\$400,000.00	\$400,000.00
BALANCE LOG	\$34,200.00	\$34,200.00
LOG ROUNDS	\$12,800.00	\$12,800.00
LANDSCAPE BOULDERS- 18-36"	\$59,800.00	\$59,800.00
EMBANKMENT SLIDE	\$30,311.00	\$30,311.00
DRY CREEK BED	\$830.00	\$830.00
VINE TUNNEL	\$5,660.00	\$5,660.00
ENGINEERED WOOD FIBER	\$22,130.78	\$22,130.78
POURED-IN-PLACE RUBBER PLAY SURFACING	\$150,535.00	\$150,535.00
NORTHEAST PLAY AREAS PHASE 2	\$390,311.00	\$390,311.00
CUSTOM WILDLIFE PLAY EQUIPMENT-2ND BIRD	\$360,000.00	\$360,000.00
EMBANKMENT SLIDE	\$30,311.00	\$30,311.00
SOUTHWEST PLAY AREA	\$270,891.78	\$270,891.78
CUSTOM WILDLIFE PLAY EQUIPMENT-BEASER AND BEASER DAM WITH LOGS	\$214,800.00	\$214,800.00
BALANCE LOG	\$7,200.00	\$7,200.00
LOG ROUNDS	\$17,600.00	\$17,600.00
LANDSCAPE BOULDERS- 18-36"	\$5,200.00	\$5,200.00
PLAY FRAME	\$15,000.00	\$15,000.00
ENGINEERED WOOD FIBER	\$11,091.78	\$11,091.78
SUBTOTAL		
	\$3,347,817.08	\$1,314,013.09
Sales Tax (8.7%)		
	\$291,260.09	\$114,319.14
TOTAL		
	\$3,639,077.17	\$1,428,332.23
Actual Developer Cost (Assumes 15% for prevailing wage)		
		\$1,116,911.13
Remaining Developer Bond - Available Budget		
		\$1,223,703.00
Remaining Budget		
		\$306,791.87

HSR Comments:

"HSR is able to do many of the requested improvements in the plan, including stubbing the sewer and water for the bathroom facilities. However, HSR is not able to complete the restroom (Portland Loo), any infrastructure that crosses Allen Creek Drainage or existing farm dam and will not install any trails within the Oak Mitigation or Critical Areas. These items will take us beyond our remaining budget and will require significant engineering work and time, as well as involvement of

Exhibit B

PARADISE POINT PARK MASTER PLAN

PRELIMINARY ESTIMATE OF PROBABLE COSTS

Key

Amenities Included in Phase One

PRELIMINARY ESTIMATE OF PROBABLE COSTS - December 19, 2024

OVERALL MASTER PLAN

Council Direction Received
on 12/19

ITEM	TOTAL COST
PATHS AND TRAILS	
CONCRETE PAVING	\$11,250.00
EARTHEN TRAIL- CLEARING AND GRUBBING AND 2" CEDAR CHIPS - Pedestrian Bridge Access Trail	\$8,960.00
EARTHEN TRAIL- CLEARING AND GRUBBING AND 2" CEDAR CHIPS	\$86,100.00
GRAVEL PATH - NW Quadrant	\$7,600.00
ASPHALT PARKING LOT	\$57,302.38
ASPHALT SURFACING	\$20,785.15
CRUSHED SURACING TOP COURSE	\$4,194.89
CRUSHED SURFACING BASE COURSE	\$14,422.35
PARKING LOT STRIPING	\$1,000.00
ACCESSIBLE PARKING MARKING	\$900.00
CONCRETE LANDSCAPE CURBING	\$16,000.00
LOG STEPS	\$9,000.00
CROSSWALK STRIPING	\$490.00

Phase 1
\$11,250.00
\$8,960.00
\$86,100.00
\$7,600.00
\$57,302.38
\$20,785.15
\$4,194.89
\$14,422.35
\$1,000.00
\$900.00
\$16,000.00
\$9,000.00
\$490.00

SOIL PREPARATION	
EMBANKMENT COMPACTION PHASE 1	\$132,407.41
EMBANKMENT COMPACTION PHASE 2	\$37,037.04
FINE GRADING PHASE 1	\$9,650.00
FINE GRADING PHASE 2	\$20,406.50

\$132,407.41
\$37,037.04
\$9,650.00
\$20,406.50

PLANTING AND IRRIGATION	
SHRUB BEDS PHASE 1	\$102,290.00
SHRUB BEDS PHASE 2	\$216,308.90
RAIN GARDEN	\$1,102.40
COMPOST MULCH IN SHRUB BEDS PHASE 1	\$25,018.52
COMPOST MULCH IN SHRUB BEDS PHASE 2	\$53,175.37
TREES- DECIDUOUS PHASE 1	\$7,250.00
TREES- DECIDUOUS PHASE 2	\$19,000.00
TREES- CONIFERS PHASE 1	\$1,625.00
TREES- CONIFERS PHASE 2	\$3,375.00
SEEDED NATIVE MEADOW PHASE 1	\$27,023.00
SEEDED NATIVE MEADOW PHASE 2	\$131,976.00
TEMPORARY IRRIGATION- NATIVE SHRUB MITIGATION (NOT INCLUDING SEEDED AREAS) PHASE 1	\$7,000.00
TEMPORARY IRRIGATION- NATIVE SHRUB MITIGATION (NOT INCLUDING SEEDED AREAS) PHASE 2	\$7,000.00

\$102,290.00
\$216,308.90
\$1,102.40
\$25,018.52
\$53,175.37
\$7,250.00
\$19,000.00
\$1,625.00
\$3,375.00
\$27,023.00
\$131,976.00
\$7,000.00
\$7,000.00

SITE FURNISHINGS	
NORTH PORTLAND LOO	\$144,880.00
WATER METER	\$5,000.00
WATER SERVICE LINE	\$11,880.00
CONNECT TO SEWER	\$3,000.00
SOUTH PORTLAND LOO	\$149,040.00
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PLAY AREAS	
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CUSTOM WILDLIFE PLAY EQUIPMENT-1ST BIRD WITH SLIDE AND ACCESSIBLE FEATURES	\$400,000.00
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SUBTOTAL	\$3,347,817.08	SUBTOTAL	\$1,314,013.09
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**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: March 13, 2025

AGENDA ITEM NAME: Public Hearing and First Reading of Ordinance No. 1446 - Mukensnabl Petition to Annex

GOVERNING LEGISLATION

RCW 35a.14 - Annexation by Code Cities

PREVIOUS COUNCIL ACTION TAKEN:

Council approved Resolution No. 653 - Mukensnabl Intent to Annex on September 12, 2024.

SUMMARY/BACKGROUND:

See attached staff report.

BUDGET/FINANCIAL IMPACTS:

Property tax revenue from annexed parcel.

RECOMMENDED ACTION OR MOTION:

None. Public hearing and first ordinance reading only.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Staff Report
2. Applicant's Narrative
3. Survey and Legal Description

ORDINANCE NO. 1446

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF RIDGEFIELD APPROXIMATELY 5.8 ACRES IDENTIFIED AS THE MUKENSNABL ANNEXATION AREA AND ASSIGNING THE ZONING OF THE ANNEXED AREA AS RESIDENTIAL LOW DENSITY 4 WITH THE URBAN HOLDING 10 OVERLAY.

WHEREAS, annexations to the City of Ridgefield are regulated by Revised Code of Washington (RCW) Chapter 35A.14, Annexation by Code Cities; and

WHEREAS, the proposed annexation area (Mukensnabl Annexation Area comprised of Assessor's parcel 215870000) is within the Ridgefield Urban Growth Area as shown on the Ridgefield Urban Growth Area Comprehensive Plan Map of the Clark County 20-Year Comprehensive Growth Management Plan which the Board of Clark County Councilors adopted on June 28, 2016, Ordinance No. 2016-06-12; and

WHEREAS, the proposed annexation area is designated Urban Low as shown on the Comprehensive Plan Map of the Ridgefield Urban Area Comprehensive Plan which the City Council adopted on February 25, 2016, Ordinance No. 1203; and

WHEREAS, RCW 35A.14.010 provides that an unincorporated area lying contiguous to a code city may become part of the charter code city or noncharter code city by annexation; and

WHEREAS, the area proposed to be annexed is contiguous to the city limits; and

WHEREAS, RCW 35A.14.120 provides a direct petition annexation method which requires that prior to circulating a petition for annexation, the initiating party or parties, who shall be the owners of not less than ten percent in value, according to the assessed valuation for general taxation of the property for which annexation is sought, shall notify the legislative body of a charter code city or noncharter code city; and

WHEREAS, on September 12, 2024 the City Council of the City of Ridgefield adopted Resolution No. 653 accepting a notice of intent to annex for the Mukensnabl Annexation Area; and

WHEREAS, the City of Ridgefield received a petition to annex for the Mukensnabl Annexation Area and assigned File Nos. MASTER-24-0083 and PLZ-24-0098; and

WHEREAS, the City is designating subject properties Residential Low Density 4 pursuant to RDC 18.210.015.A, the 2016 Ridgefield Urban Area Comprehensive Plan, and the Carty Road Subarea Plan; and

WHEREAS, the City is placing all newly annexed properties in UH-10 pursuant to RDC 18.210.015.B until certification by the city engineer that identifies capital facilities deficiencies have been satisfactorily resolved, as required in RMC 18.270.060, and until Council adopts development standards implementing the Carty Road Subarea Plan and those development standards become effective; and

WHEREAS, RCW 35A.14.120 requires that the petition to annex must be signed by the owners of not less than sixty percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned; and

WHEREAS, the Mukensnabl petition to annex is signed by the owners of 100 percent in assessed value of the property for which annexation is petitioned; and

WHEREAS, on January 3, 2025, the City of Ridgefield requested that the Clark County Department of Assessment and GIS certify the petition to annex by direct petition method according to RCW 35A.01.040(4) which requires that a petition signed by property owners be transmitted to the county assessor for determination of sufficiency; and

WHEREAS, on January 15, 2025, the Clark County Assessor provided to the City of Ridgefield a Certification of Sufficiency for the annexation petition by the direct petition method; and

WHEREAS, RCW 43.21C.222 exempts annexation of territory by a city or town from compliance with the chapter entitled State Environmental Policy; and

WHEREAS, RCW 35A.14.130 provides that the legislative body of a code city may entertain a petition for annexation and fix a date for a public hearing thereon and cause notice of the hearing to be published in one or more issues of a newspaper of general circulation in the city, and post in three public places within the territory proposed for annexation, and shall specify the time and place of hearing and invite interested persons to appear and voice approval or disapproval of the annexation; and

WHEREAS, the City of Ridgefield met the requirements defined within RCW 35A.14.130 by publishing a notice of public hearing in the Columbian newspaper, posting notice of public hearing at three public places within the territory proposed for annexation, mailing the notice to surrounding property owners, and posting the notice online; and

WHEREAS, on March 13, 2025, the City Council of the City of Ridgefield held and closed a public hearing on the proposed annexation; and

WHEREAS, RCW 35A.14.140 provides that after the public hearing, if the legislative body determines to effect the annexation, then they shall do so by ordinance and file a copy of the ordinance with the board of county commissioners.

NOW THEREFORE, the City Council for the City of Ridgefield hereby ordains as follows:

SECTION 1. Annexation. The City of Ridgefield hereby annexes into the corporate limits of the City of Ridgefield the Mukensnabl Annexation Area shown in Exhibit A.

SECTION 2. Zoning. The zoning of the annexed area shall be Residential Low Density 4 with the Urban Holding 10 and Heritage overlays. The Urban Holding 10 overlay shall not be removed until the requirements of RDC 18.210.015.B and 18.270.060 are met and adopted development standards for the Carty Road Subarea become effective.

SECTION 3. City Filing of Certificate with Washington State Office of Financial Management. A Certificate of Annexation shall be filed with the Washington State Office of Financial Management within thirty (30) calendar days of the effective date of this ordinance.

SECTION 4. City Filing with Clark County. A certified copy of the adopted ordinance shall be separately filed with the Board of Clark County Commissioners and the Clark County Department of Assessment and GIS.

SECTION 5. Severability. If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

SECTION 6. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

SECTION 7. 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.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 13TH DAY OF MARCH, 2025.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: March 13, 2025
Second reading/Passage: March 27, 2025
Date of Publication:
Effective Date:

EXHIBIT A:
Legal Description and Map of Annexation Area



COMMUNITY DEVELOPMENT DEPARTMENT

510-B Pioneer Street | PO Box 608 | Ridgefield, WA 98642
(360) 887-3908 | Fax: (360) 887-2507 | www.ridgefieldwa.us

Mukensnabl Petition to Annex Staff Report

File No. MASTER-24-0083, PLZ-24-0098

March 13, 2025

I. Basic Facts

Petition to annex submitted: January 3, 2025

Technically complete: January 10, 2025

Council date: March 13, 2025

Location: 24019 NW Meuller Rd / Ridgefield, WA 98642. #75 SEC 29 T4N R1E WM, Assessor's #215870000, 5.8 acres

Applicant: Wollam & Associates. 7701 NE Greenwood Dr Ste 100 / Vancouver, WA 98662. Contact: Terry Wollam, 360-798-5820, terry@wollamassociates.com

Applicant's Representative: AKS Engineering & Forestry, LLC. 9600 NE 126th Ave, Ste 2520 / Vancouver, WA 98682. Contact: Michael Andreotti, 360-882-0419, andreottim@aks-eng.com

Property Owner: Teresita & Steven Mukensnabl. 24019 NW Meuller Rd / Ridgefield, WA 98642. Contact: (360) 831-3384, steve.mukensnabl@gmail.com

Current Zoning: Clark County Single-Family Residential (R1-7.5), Urban Holding 10 (UH-10)

Current Comprehensive Plan Designation: Urban Low (UL), Urban Holding (UH)

Carty Road Subarea Plan Zoning Designation: Residential Low Density 4 (RLD-4)

Staff Contact: Claire Lust, Community Development Director. 360.857.5024, Claire.lust@ridgefieldwa.us

II. Property Information

The Intent to Annex includes one parcel off NW Meuller Road. The parcel is in the Ridgefield Urban Growth Area (UGA) and is contiguous with the existing Ridgefield City limits to the east and west. Therefore, the parcel is eligible for annexation. The property information is as follows:

Property Owner	Legal	Square Feet	Acres	2023 Assessed Taxable Property Value for 2024 Taxes	Site Address
Teresita and Steven Mukensnabl	#75 SEC 29 T4N R1EWM, Assessor's #215870000	252,648	5.8	\$1,231,021.00	24019 NW Meuller Road

Figure 1. Vicinity map

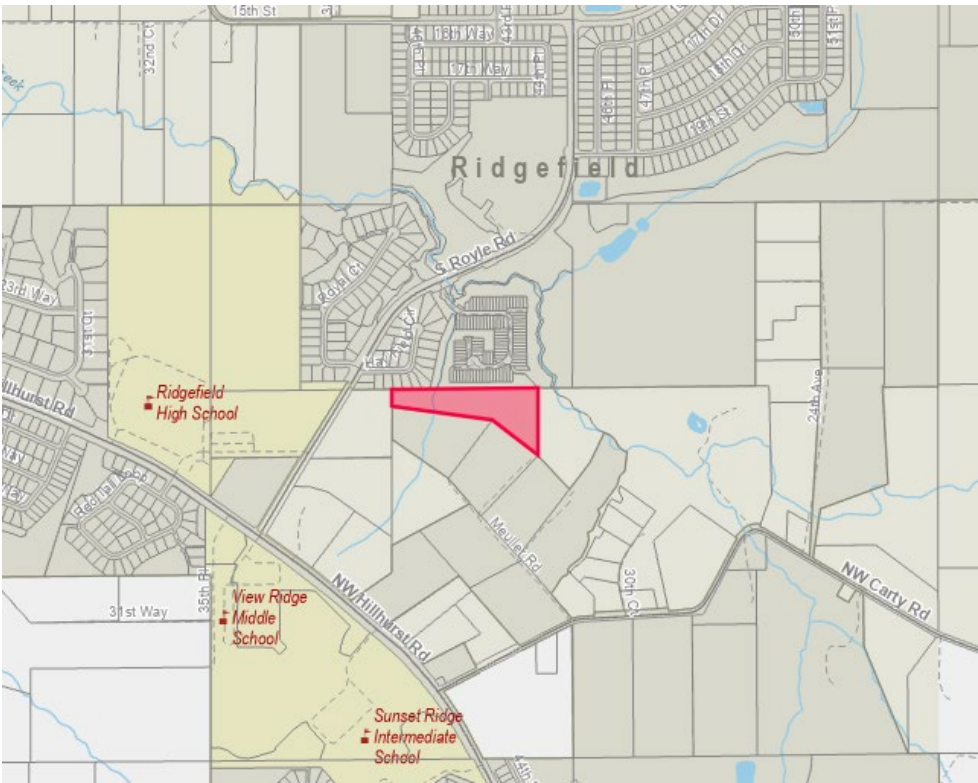
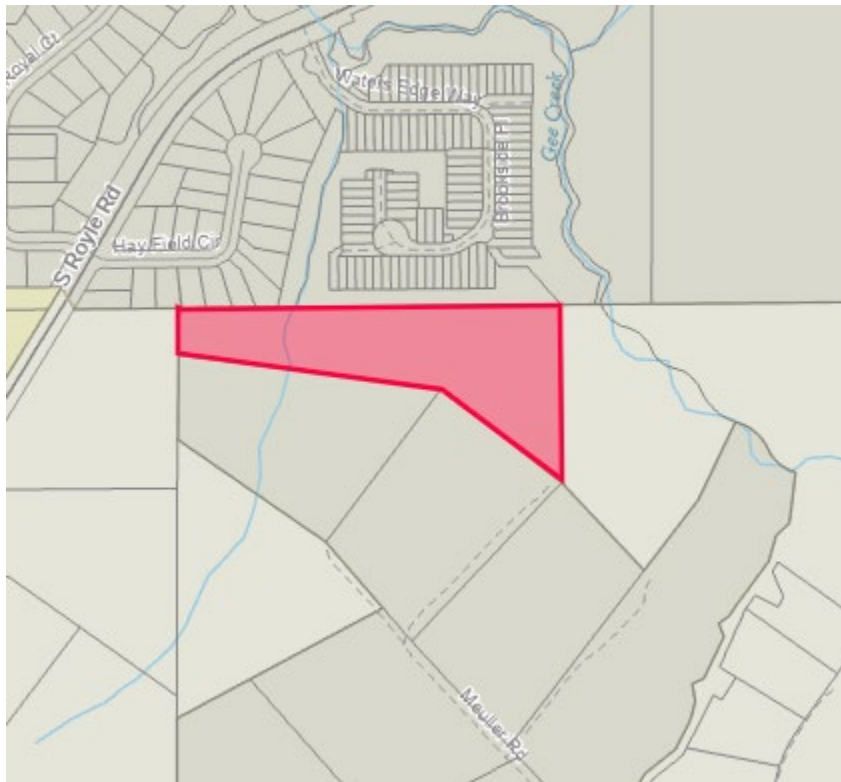


Figure 2. Site map



III. Zoning and Development

Annexation requires concurrent rezoning from the existing Clark County zoning designation to a City zoning designation. Staff finds:

- The County zoning of the proposed annexation area is Single Family Residential R1-7.5 with the Urban Holding – 10 (UH-10) overlay.
- The 2016 Ridgefield Urban Area Comprehensive Plan designation is Urban Low Density Residential (UL).
- Per RDC 18.210.015.A, the RLD-4, RLD-6, and RLD-8 zoning districts shall implement the UL comprehensive plan designation.
- The adopted Carty Road Subarea Plan assigns RLD-4 zoning to the annexation area.
- Therefore, the proposed City zoning is RLD-4.
- The Urban Holding – 10 (UH-10) overlay shall be assigned until capital facilities deficiencies are adequately resolved and development standards implementing the Carty Road Subarea Plan have been adopted by Council and become effective.

The applicant's narrative is attached. No development plans have been proposed at this time. Upon annexation, any proposed development will be subject to the City's land use, engineering, and building review processes beginning with a pre-application conference.

IV. Procedure

Intent to Annex

Council adopted resolution No. 653 approving an intent to annex for the Mukensnabl property on September 12, 2024.

Direct petition (60% petition) method for owner-initiated annexation.

The direct petition method of annexation (RCW 35A.14.120-150) requires that owners of 60% or more of the land value of the proposed annexation area must sign the Petition to Annex. Road values are not included in this calculation. The Mukensnabls own 100 percent of the land value of the property proposed for annexation and signed the petition. This exceeds the 60% threshold of the Petition to Annex.

Certification of sufficiency.

The Clark County Assessor's office reviewed the declaration of petition to annex, survey, and legal description and issued a signed certification of sufficiency on January 15, 2025.

Council hearing.

Council will hold a public hearing and first ordinance reading for the Mukensnabl Petition to Annex on March 13, 2025.

Remaining steps.

- Second ordinance reading: City Council shall hold a second reading and vote to determine whether the city will adopt the Petition to Annex. The second ordinance reading and Council action is scheduled for March 27, 2025.
- Ordinances: The city shall adopt an ordinance annexing certain lands, adopt a zoning ordinance for the annexed area, and forward the ordinance(s) to the Clark County Assessor's Office, State Department of Revenue, State Department of Commerce, and State Office of Financial Management.
- Census: The City Clerk shall report population increases to census reporting agencies.

4. Land Use Narrative



BEND, OR
2777 NW Lolo Drive
Suite 150
Bend, OR 97703
(541) 317-8429
www.aks-eng.com

KEIZER, OR
3700 River Road N
Suite 1
Keizer, OR 97303
(503) 400-6028

THE DALLES, OR
3775 Crates Way
The Dalles, OR 97058
(541) 296-9177

TUALATIN, OR
12965 SW Herman
Road, Ste 100
Tualatin, OR 97062
(503) 563-6151

KENNEWICK, WA
501 N Quay Street,
Suite C-102
Kennewick, WA 99336
(509) 905-0219

VANCOUVER, WA
9600 NE 126th Avenue
Ste 2520
Vancouver, WA 98682
(360) 882-0419

WHITE SALMON, WA
107 W Jewett, Ste 100
White Salmon, WA
98672
(509) 281-3227

Date: 12/20/2024
To: City of Ridgefield Community Development
From: Michael Andreotti, RLA
Project Name: Mukensnabl Annexation
AKS Job No.: 10781
Project Site: 24109 NW Meuller Road, Ridgefield, WA 98642
Subject: Introductory Statement

This memo is written to discuss the proposed notice of petition to annex one property into the City of Ridgefield (City).

The Applicant is proposing to annex one property, northeast of NW Meuller Road (private), ± 0.23 miles north of NW Carty Road into the City of Ridgefield. The property is identified as Clark County Parcel Number 215870-000 and addressed 24019 NW Meuller Road, Ridgefield, WA 98642. The total area proposed for annexation is ± 5.80 acres and the parcel is located within the Ridgefield Urban Growth Area (UGA) and the approved in the Carty Road Subarea boundary. The site is bound by the City to the north and south.

The intent to annex Parcel 215870-000 was approved by the Ridgefield City Council on September 12, 2024 (MASTER-24-0050/PLZ-24-0055). The proposed annexation is following the 10 percent/60 percent annexation process. This application is the 60 percent Petition to Annex submitted by Wollam & Associates. This petition requires that 60 percent of the landowners, based on taxable value, approve of the annexation. This parcel is valued at \$1,188,490, which represents 100 percent of the total value of the annexation area. The proposed annexation is a logical step for the parcel given that the site is bound by City Limits on two sides and the parcel is within the Carty Road Subarea.

Water is available in NW Hillhurst Road to the southwest of the annexation area. Water can be extended to the site either through NW Carty Road and Meuller Road or through potential development of neighboring parcels. Sewer is available the northeast corner of the site through a sewer stub in parcel 986058-498. Extension of these public services into the annexation area is not part of a City capital project and would occur with future development of the site. Emergency services, garbage service, and transportation infrastructure are also available to the site. The Applicant intends to subdivide the parcel following the annexation.

The properties pertinent information is included below:

Property Owner	Legal	Square Feet	Acres	2023 Assessed Taxable Property Value	Site Address
Teresita and Steven Mukensnabl	#75 SEC 29 T4N R1EWM 5.8A Assessor's #215870-000	252,648 SF	5.80 AC	\$1,188,490	24019 NW Meuller Road, Ridgefield, WA 98642

8. Survey

**AKS ENGINEERING & FORESTRY**

9600 NE 126th Avenue, Suite 2520, Vancouver, WA 98682
P: (360) 882-0419 F: (360) 882-0426

AKS Job #10781

OFFICES IN: BEND, OR | KEIZER, OR | THE DALLES, OR | TUALATIN, OR | VANCOUVER, WA | WHITE SALMON, WA

**LEGAL DESCRIPTION
FOR ANNEXATION TO THE CITY OF RIDGEFIELD**

TAX PARCEL NO. 215870-000 (TL#75)

That portion of the Southeast Quarter of the Southeast Quarter of Section 29, Township 4 North, Range 1 East of the Willamette Meridian, in Clark County, Washington as described under Parcel 1 of that deed to Steven P. Mukensnabl and Teresita Q. Mukensnabl recorded May 27, 2016, under Clark County Auditor's File Number 5288214, specifically described as follows:

BEGINNING at the northeast corner of the Southeast Quarter of the Southeast Quarter of Section 29, Township 4 North, Range 1 East of the Willamette Meridian;

Thence South 89°56'27" West 255.04 feet to the TRUE POINT OF BEGINNING;

Thence South 89°56'27" West 1045.21 feet;

Thence South 0°20'15" West 121.71 feet;

Thence South 81°10'0" East 723.90 feet;

Thence South 52°06'0" East 418.99 feet;

Thence North 491.30 feet to the TRUE POINT OF BEGINNING.

Contains 5.67 acres, more or less.

