



**CITY OF RIDGEFIELD, WASHINGTON  
PLANNING COMMISSION MEETING MINUTES  
SEPTEMBER 3, 2025**

**Regular Meeting - 6:30 PM**

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

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

Vice Chair Richard Amerman Commission Member Patrick Flynn Chair Mark Tyler Commission Member Magdalena Butler Commission Member Richard Wolf Commission Member Niall Glavin Commission Member Jeffrey Borchardt
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**3. Late changes to the agenda**

No late changes to the agenda.

**II. PUBLIC COMMENT**

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

No public comments were provided.

**III. CONSENT AGENDA**

**1. Approval of Minutes from the 08/06/2025 Meeting**

Vice Chair Amerman moved to approve the minutes as presented. Seconded by Commissioner Glavin. Chair Tyler and Commissioner Wolf abstained. Five ayes. Motion passed.

**IV. PUBLIC HEARING**

**1. Public Hearing: 2025 Proposed Development Code Amendments Part 1 - Claire Lust, Community Development Director**

Claire Lust, Community Development Director, presented the 2025 Proposed Development Code Amendments Part 1: Commercial Code Amendments

Discussion occurred regarding loading of delivery vehicles in commercial developments.

Discussion occurred regarding commercial buildings being required to have a primary entrance that faces the street.

Discussion occurred regarding buffer shrubs being required to be six feet or taller when they are planted.

Discussion occurred regarding drive-through queuing spaces.

Discussion occurred regarding privacy glass on commercial businesses.

Discussion occurred regarding modern architectural buildings and window placement.

Discussion occurred regarding facade color.

Discussion occurred regarding tobacco stores in the downtown, waterfront, neighborhood business and mixed-use zones.

Discussion occurred regarding landscaping buffers.

PUBLIC HEARING OPENED AT 7:28 PM

No public comments were provided.

PUBLIC HEARING CLOSED AT 7:29 PM

Vice Chair Amerman moved to approve the 2025 proposed development code amendments with the proposed adjustments. Seconded by Commissioner Glavin. Ayes all. Motion passed unanimously.

<b>RESULT:</b>	<b>(UNANIMOUS)</b>
<b>MOVER:</b>	Vice Chair Richard Amerman
<b>SECONDER:</b>	Commission Member Niall Glavin
<b>AYES:</b>	Vice Chair Amerman, Commission Member Flynn, Chair Tyler, Commission Member Butler, Commission Member Wolf, Commission Member Glavin, Commission Member Borchardt

**V. PUBLIC COMMENT**

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

No public comments were provided.

**VI. STAFF REPORTS**

Claire Lust, Community Development Director, advised there will be a Comprehensive Plan Update/Open House/community workshop on September 16th from 6PM to 8PM.

## VII. FROM THE COMMISSION

Commissioner Butler thanked the City staff and members of the audience. She gave a shout-out to the City for the traffic control measures during the In-N-Out opening. She also gave a shout-out to Mayor Cole and the City for recognizing September as Multicultural month. She advised the Multicultural Festival is on September 6th.

Commissioner Glavin enjoyed going through the code update.

Vice Chair Amerman is no longer able to participate with the robotics team. He advised this would be his last Planning Commission meeting.

Commissioner Flynn tipped his hat to everyone involved with the opening of In-N-Out. He thanked the members of the public for coming and he thanked the City staff.

Commissioner Borchardt was glad to see people in the audience and encouraged them to tell their friends to come.

Commissioner Tyler was glad to see people in the audience and online. He thanked the City staff for their hard work. He welcomed Commissioner Borchardt. He told Vice Chair Amerman that it was a pleasure working with him and wished him the best in his future endeavors.

## VIII. ADJOURN



Trina Siebert, Planning Commission Clerk



Mark Tyler, Chair