



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, November 6, 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. APPOINTMENTS

- 1. Introduction, Appointments and Oath of Office for Youth Commission Members**

III. 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.

IV. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the October 16, 2025 and October 23, 2025 Meeting**

V. BUSINESS

- 1. Motion to Approve the Rules of Procedure for the Youth Commission - Lee Knottnerus, Deputy City Manager**

VI. PUBLIC HEARING/BUSINESS

- 1. Public Hearing on the 2026 Property Tax Levy and Revenue Sources - Kirk Johnson, Finance Director**

VII. BUSINESS

- 1. First Reading of Ordinance No. 1465 - 2026 Property Tax Levy and Revenues - Kirk Johnson, Finance Director**

2. **First Reading of Ordinance No. 1466 - 2026 Water Utility Rate Code Amendment - Kirk Johnson, Finance Director**
3. **First Reading of Ordinance No. 1467 - 2026 Stormwater Utility Rate Code Amendment - Kirk Johnson, Finance Director**
4. **Second Reading of Ordinance No. 1460 - 2025 Commercial Development Code Amendments - Claire Lust, Community Development Director**
5. **Second Reading of Ordinance No. 1463 - Approval of AT&T Franchise Agreement - Miranda Lange, PW Infrastructure Deputy Director**

VIII. PUBLIC COMMENT

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

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

X. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 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. November 6, 2025 Claims Report

City of Ridgefield

Claims Payment Report

For Approval on:

November 6th, 2025

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ACTIVE CONSTRUCTION INC.	4038	C2024-019-15	Public Works	09.2025 Pioneer Widening Construction	1,340,094.14
ACTIVE CONSTRUCTION INC. Total					1,340,094.14
Anderson Environmental Contracting	UB*01221	(blank)	Genl Govt/Facilities	Refund Check 000033-001 Hydrant Meter N Railroad Ave & Maple St	185.39
Anderson Environmental Contracting Total					185.39
ARDAN MAC GROUP LLC	2371	55324	Genl Govt/Facilities	PW Uniform Shirts	3.45
			Public Works	Uniforms - Cooney	176.43
				PW Uniform Shirts	63.81
			Human Resources	Breast Cancer Awareness Pink T-Shirts & Uniforms	124.96
ARDAN MAC GROUP LLC Total					368.65
BRIDGETOWER OPCO LLC	3585	745818517	Public Works	Contractor Open House Ridgefield Rec & Community Center	244.02
BRIDGETOWER OPCO LLC Total					244.02
Carly Melvin	UB*00902	(blank)	Genl Govt/Facilities	Refund Check 005904-000, 929 N 1st Ave	0.13
Carly Melvin Total					0.13
CASCADE COLUMBIA DISTRIBUTION COMPANY	2707	937388	Public Works	Potassium Permang 25kg	655.21
CASCADE COLUMBIA DISTRIBUTION COMPANY Total					655.21
CERTIFIED TESTING SERVICES INC	3536	1145742	Genl Govt/Facilities	Backflow Testing	112.65
			Public Works	Backflow Testing	1,584.09
			Community Development	Backflow Testing	3.26
CERTIFIED TESTING SERVICES INC Total					1,700.00
CHRIS POLITOWSKI	4197	COM-25-0061	Community Development	COM-25-0061 Permit Refund	10,468.94
CHRIS POLITOWSKI Total					10,468.94
CINTAS CORPORATION NO 2	3497	5299522604	Genl Govt/Facilities	10.2025 First Aid Supplies - PW Bldg	22.90
			Public Works	10.2025 First Aid Supplies - PW Bldg	422.42
			Community Development	10.2025 First Aid Supplies - PW Bldg	28.07
		5299522601	Genl Govt/Facilities	10.2025 First Aid Supplies - RACC	35.42
			Community Development	10.2025 First Aid Supplies - RACC	63.73
		5299522602	Genl Govt/Facilities	10.2025 First Aid Supplies - CH	42.45
		5299522605	Public Safety	10.2025 First Aid Supplies - PD	8.19
CINTAS CORPORATION NO 2 Total					623.18
CITY OF BATTLE GROUND	0092	INV00528	Judicial	09.2025 Public Defender	4,350.00
				09.2025 Court Costs	21,614.92
CITY OF BATTLE GROUND Total					25,964.92
CITY OF RIDGEFIELD - AR	4199	2117	Public Works	N Pioneer Canyon Dr Irrigation Meter Adapters	305.00
CITY OF RIDGEFIELD - AR Total					305.00
CITY OF RIDGEFIELD - EPAY PERMITS	0095	PERM-25-0014	Public Works	Pioneer Widening Permanent Irrigation Meters	16,344.00
CITY OF RIDGEFIELD - EPAY PERMITS Total					16,344.00
CITY OF WASHOUGAL	4198	INV00304	Public Works	Stormwater Partnership ILA - Outreach Program	3,154.76
CITY OF WASHOUGAL Total					3,154.76
CITY OF WOODLAND	2708	2025-075-PW	Genl Govt/Facilities	2025 Ford Explorer 79327D - Lights Installation	(6.39)
			Public Safety	2025 Ford Explorer 79327D - Lights Installation	292.99
CITY OF WOODLAND Total					286.60
CLARK COUNTY	0102	CI080611	Public Works	07.2025 Whatley Decant Billing	2,000.70

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CLARK COUNTY	0102	CI080571	Judicial	09.2025 Pretrial Supervision & Investigations	3,046.28
		CI079935	Public Safety	Q3.2025 TER&R NetMotion Support	9,903.64
		CI080583	Public Works	09.2025 Traffic Signals & ITS Services	280.56
		CI079868	Public Works	07.2025-08.2025 Traffic Signals & ITS Services	3,843.40
CLARK COUNTY Total					19,074.58
CLARK PUBLIC UTILITIES	3619	33119353	Public Works	7909 S Union Ridge Pkwy R41222220 & R41271406	3,424.05
		33119354	Public Works	23511 NW Hillhurst Rd R41321201 CRM 16168371	1,401.40
CLARK PUBLIC UTILITIES Total					4,825.45
CLARK PUBLIC UTILITIES - EPAY	0110	7559-485-202509	Genl Govt/Facilities	230 Pioneer St.	238.42
				907 Pioneer St.	110.52
			Public Safety	487 S 56th Pl. - PW Ops Center	49.33
				101 Mill St Ste B - Police Station	365.92
			Public Works	SR/Pioneer ST & S 65 AVE	66.50
				800 NE 264 St Intertie 1 - Water	90,933.12
			Public Works	487 S 56th Pl. - PW Ops Center	702.82
				SR/Pioneer St & S 56 PL	112.51
			Public Works	109 W Division St - Electricity	44.16
				512 N Allen Dr - Electricity	37.45
			Public Works	255 S 56th Pl - Electricity	3,841.71
				2861 S Royle Rd Traffic Flasher HAWK	37.10
			Public Works	23117 NW Hillhurst Rd/School Flasher	37.55
				Municipal Lighting Lease	11,756.31
			Public Works	2300 N 3rd Way Bellwood Trail Lights	43.73
				1504 NW Intertie 3 - Water	775.70
			Public Works	N 1st Cir & N 65th Ave - Park & Ride	64.56
				S 5th St and S Union Ridge Pkwy	76.31
			Public Works	911 N 65th Ave Intertie 2 - Water	117.77
				400 N Abrams Park Rd	1,471.01
			Public Works	Overlook Park - Electricity	63.67
				214 S Riverview Dr	284.42
			Public Works	Traffic Signal - Hillhurst/Royal Rd.	65.44
				487 S 56th Pl.- PW Ops Center	186.91
			Public Works	301 N 3rd Ave	199.57
				Pioneer St. & Gee Creek Loop - Electricity	37.71
			Public Works	City Park/Water Well	6,128.59
				101 S Main Ave - Overlook Park	74.01
			Public Works	3701 N 3rd Cir - Electricity	37.55
				N Abrams Park/E Division	192.51
			Public Works	N 35th Ave and Pioneer St	68.26
				337 S Royal Rd.	147.12
			Community Development	487 S 56th Pl. - PW Ops Center	60.43
				487 S 56th Pl. - PW Ops Center	19.67
CLARK PUBLIC UTILITIES - EPAY Total					118,448.36
COLUMBIAN PUBLISHING CO	0116	53644	Finance	2026 Revenue Source Hearing	77.40
		53567	Public Works	Contractor Open House Ridgefield Rec & Community Center	172.80
		Community Development	2025 Municipal Code Amendments 2	81.00	

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COLUMBIAN PUBLISHING CO	0116	53638	Community Development	2025 Municipal Code Amendments 3	104.40
		53605	Community Development	Marx Property PUD - Land Use Hearing	129.60
		53598	Community Development	Ord 1461 - Ridgefield Municipal Code Business License Amendment	54.00
			Finance	Ord 1459 - Ridgefield Municipal Code - Criminal Justice Tax	63.00
COLUMBIAN PUBLISHING CO Total					682.20
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	3404	8951-1107836	Public Works	Streetlight Replacement Parts	5,943.28
		8951-1107501	Public Works	Streetlight Replacement Parts	2,068.91
CONSOLIDATED ELECTRICAL DISTRIBUTORS INC Total					8,012.19
CRESCENT DESIGN AND ENGINEERING	4047	029	Public Works	09.2025 Development Plan Review	8,566.26
			Community Development	09.2025 Development Plan Review	5,183.74
CRESCENT DESIGN AND ENGINEERING Total					13,750.00
CT PUBLISHING	3753	304545	Public Works	Contractor Open House Rec & Community Center	207.40
CT PUBLISHING Total					207.40
DANI BOWERMAN	4077	4077-20251106B	Public Safety	Travel - Mileage Reimb - Bowerman	16.52
				Printed Photos Reimb - Bowerman	28.55
		4077-20251106A	Public Safety	Patrol Vehicle Fleet Camera Installation Mileage Reimb - Bowerma	18.76
DANI BOWERMAN Total					63.83
DEPARTMENT OF LICENSING - EPAY	0154	RG0001914-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001909-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001912-2025	Genl Govt/Facilities	CPL Fees	21.00
		RG0001913-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001911-2025	Genl Govt/Facilities	CPL Fees	18.00
		RG0001910-2025	Genl Govt/Facilities	CPL Fees	18.00
DEPARTMENT OF LICENSING - EPAY Total					111.00
DEPARTMENT OF REVENUE UCP - EPAY	1244	112GSV1MXP	Genl Govt/Facilities	2024 Unclaimed Property	257.88
DEPARTMENT OF REVENUE UCP - EPAY Total					257.88
Drew Excavating Inc	UB*01219	(blank)	Genl Govt/Facilities	Refund Check 017595-000 Hydrant Meter 2508 S 4th Dr	240.20
Drew Excavating Inc Total					240.20
EXPRESS SERVICES INC.	4012	33015172	Public Works	10.06.2025-10.12.2025 PWOM Admin Temp Services - Proshe	945.00
			Community Development	10.06.2025-10.12.2025 PWOM Admin Temp Services - Proshe	405.00
		33044272	Public Works	10.13.2025-10.19.2025 PWOM Admin Temp Services - Proshe	945.00
			Community Development	10.13.2025-10.19.2025 PWOM Admin Temp Services - Proshe	405.00
EXPRESS SERVICES INC. Total					2,700.00
FERGUSON ENTERPRISES INC # 8423	0181	1345653	Public Works	Water Meters	1,792.83
FERGUSON ENTERPRISES INC # 8423 Total					1,792.83
FIRST RESPONDER OUTFITTERS INC.	3750	23130-3	Public Safety	Jumpsuit - Erazo	572.31
FIRST RESPONDER OUTFITTERS INC. Total					572.31
GRACE YOON YI	4192	25-1023	Judicial	10.23.2025 Interpreting Services	200.00
GRACE YOON YI Total					200.00
GRANT WILLIAMS	3419	3419-20251104	Public Works	2025 NW Pavement Management Conference Meals - Williams	151.00
GRANT WILLIAMS Total					151.00
GROUNDWATER SOLUTIONS INC.	2971	00727.001-79	Public Works	09.2025 Hydrological Study	183.75
				09.2025 Abrams Wellfield Hydrogeologic Evaluation	8,586.25
GROUNDWATER SOLUTIONS INC. Total					8,770.00
HD SUPPLY INC.	3886	INV00860693	Public Works	Water Meters Brass Nipples	76.04
		INV0861262	Public Works	Lanyards - PW Water & Harness - R. Smith	782.88

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HD SUPPLY INC.	3886	INV0861262	Community Development	Lanyards - PW Water & Harness - R. Smith	15.58
HD SUPPLY INC. Total					874.50
HELENA GREEN	3763	3763-20251106	Judicial	10.16.2025 Interpreting Services	150.00
HELENA GREEN Total					150.00
HI-SCHOOL PHARMACY INC	4191	26602-1	Public Works	Parks/Streets Garbage Bags	74.37
		26572-1	Genl Govt/Facilities Public Works	Parks/Streets Compact Fold Knife PWOM Weeder & Trowels and Shovels PWOM Weeder & Trowels and Shovels	12.89 25.45 178.96
		26558-1	Public Works	Parks Mole Traps Parks Bit Set 3pc	47.63 34.74
		26525-1	Public Works	Streets Compact Fold Knife Parks Garbage Bags	12.89 37.70
HI-SCHOOL PHARMACY INC Total					424.63
HOME DEPOT VISA - EPAY	1805	6906280	Genl Govt/Facilities	Tape/Trash Picker - PW Shop	3.63
			Public Works	Tools - PW O&M Tape/Trash Picker - PW Shop	57.18 67.14
		8033653	Public Works	Tools - PW O&M Sidewalk Grinder Vacuum/Supplies - Streets	401.97 282.81
HOME DEPOT VISA - EPAY Total					812.73
HONEY BUCKETS	0223	0555166755	Genl Govt/Facilities Public Works	10.14.2025-11.10.2025 PW Shop Port-a-Potty 10.14.2025-11.10.2025 PW Shop Port-a-Potty	53.92 995.08
HONEY BUCKETS Total					1,049.00
HUMANE SOCIETY FOR SW WASHINGTON	0526	5732	Public Safety	Q3.2025 Animal Control	5,438.75
HUMANE SOCIETY FOR SW WASHINGTON Total					5,438.75
INTERCOM LANGUAGE SERVICES CORP.	4187	25-652	Judicial	10.09.2025 Interpreting Services	170.00
INTERCOM LANGUAGE SERVICES CORP. Total					170.00
J2 BLUE PRINT SUPPLY CO	0243	AR173148	Public Works	Utility Maps	313.06
		AR173554	Community Development	10.2025 Plotter Contract	64.33
		AR172957	Community Development	City of Ridgefield Public Notice Boards	1,366.91
J2 BLUE PRINT SUPPLY CO Total					1,744.30
JASON VAN DYKE	3911	3911-20251104	Public Works	2025 NW Pavement Management Conference Meals - Van Dkye	151.00
JASON VAN DYKE Total					151.00
JUDY CHIPMAN	3757	3757-20251106	Council	05.2025-09.2025 Mileage Reimbursement - Chipman	202.42
JUDY CHIPMAN Total					202.42
KRISTIN ASHENFELTER	4043	4043-20251104	Public Works	2025 NW Pavement Management Conference Meals - Ashenfelter	151.00
KRISTIN ASHENFELTER Total					151.00
LAND EXPRESSIONS LLC	3703	6967-251005	Public Works	Splash Pad Water Feature Design	32,048.93
LAND EXPRESSIONS LLC Total					32,048.93
LEE KNOTTNERUS	1765	1764-20251023	Human Resources Administration	2025 ICMA Conference Meals - Knottnerus 2025 ICMA Conference Meals - Knottnerus	136.40 204.60
LEE KNOTTNERUS Total					341.00
LES SCHWAB GROUP HOLDINGS LLC	4006	43700064699 43700064625	Community Development Public Safety	2020 Ford Escape 70429D - Left Tire Sensor 2013 Ford Taurus 48615D - Rear Shocks & Oil Change	72.81 650.73
LES SCHWAB GROUP HOLDINGS LLC Total					723.54
MARTA L. OCHOA-RUTUHERFORD	3396	762	Judicial	10.21.2025 Interpreting Services	43.33
MARTA L. OCHOA-RUTUHERFORD Total					43.33

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MELISSA M COSGROVE NP LLC	4096	17921	Genl Govt/Facilities	DOT-Physical/Medical Card	8.50
			Public Works	DOT-Physical/Medical Card	76.50
MELISSA M COSGROVE NP LLC Total					85.00
MES I ACQUISITION INC.	4124	IN2357468	Public Safety	Body Armor - Gibson	1,341.79
MES I ACQUISITION INC. Total					1,341.79
NAPA AUTO PARTS	0498	497697	Public Works	2016 Ford F-250 63638D - New Battery	139.20
			Community Development	2016 Ford F-250 63638D - New Battery	5.43
		497013	Public Safety	PD Gator Fuel Fill	7.27
NAPA AUTO PARTS Total					151.90
NORTHSTAR CHEMICAL INC.	1019	324239	Public Works	Sodium Hypochlorite	1,371.79
NORTHSTAR CHEMICAL INC. Total					1,371.79
PACIFIC OFFICE AUTOMATION - LEASE	1564	592622086	Genl Govt/Facilities	11.2025 Copier Lease - PW Bldg	26.24
			Public Works	11.2025 Copier Lease - PW Bldg	483.69
			Community Development	11.2025 Copier Lease - PW Bldg	32.14
		592580806	Genl Govt/Facilities	11.2025 Copier Lease - PW Shop	3.18
			Public Works	11.2025 Copier Lease - PW Shop	58.77
		592622027	Public Safety	11.2025 Copier Lease - PD	62.75
		592621971	Genl Govt/Facilities	11.2025 Copier Lease - RACC	243.83
				11.2025 Copier Lease - CH	682.62
			Public Safety	11.2025 Copier Lease - PD	632.01
			Public Works	11.2025 Copier Lease - PWWTR	47.32
			Community Development	11.2025 Copier Lease - RACC	48.74
				11.2025 Copier Lease - RACC	390.05
PACIFIC OFFICE AUTOMATION - LEASE Total					2,711.34
PLATT ELECTRIC SUPPLY	0766	6S16733	Genl Govt/Facilities	PW Bldg Outside Light Fixture	15.06
			Public Works	PW Bldg Outside Light Fixture	277.59
			Community Development	PW Bldg Outside Light Fixture	18.45
		6S11984	Genl Govt/Facilities	PW Shop Light Repair	15.02
			Public Works	PW Shop Light Repair	277.32
PLATT ELECTRIC SUPPLY Total					603.44
PUBLIC SAFETY TESTING	0354	PST25-1192	Public Safety	Q3.2025 Subscription Fees	140.00
PUBLIC SAFETY TESTING Total					140.00
RIAN DAVIS	4099	4099-20251106	Council	07.2025-09.2025 Mileage Reimbursement - Davis	178.58
RIAN DAVIS Total					178.58
RIDGEFIELD MAIN STREET	2212	2212-20251106	Genl Govt/Facilities	In-N-Out Opening Gift Bags	784.72
RIDGEFIELD MAIN STREET Total					784.72
RIDGEFIELD SCHOOL DISTRICT 122	0378	0378-20251106A	Genl Govt/Facilities	06.2025 RACC Operating Expense - Janitorial	1,025.40
				06.2025 RACC Operating Expense - Water	210.33
				07.2025-08.2025 RACC Operating Expense - Wastewater	40.45
				07.2025-08.2025 RACC Operating Expense - Electricity	779.92
				08.2025 RACC Operating Expense - Security Monitoring	24.24
				05.2025 RACC Operating Expense - Garbage	142.20
			Community Development	06.2025 RACC Operating Expense - Janitorial	1,845.28
				06.2025 RACC Operating Expense - Water	378.50
				07.2025-08.2025 RACC Operating Expense - Wastewater	72.80
				07.2025-08.2025 RACC Operating Expense - Electricity	1,403.51

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RIDGEFIELD SCHOOL DISTRICT 122	0378	0378-20251106A	Community Development	08.2025 RACC Operating Expense - Security Monitoring	43.61
				05.2025 RACC Operating Expense - Garbage	255.91
		0378-20251106C	Public Works	Q3.2025 RORC Operational Cost	51,510.34
		0378-20251106	Genl Govt/Facilities	Family Resource Center Grant	24,000.00
		0378-20251106B	Public Works	Q2.2025 RORC Operational Cost	9,625.09
RIDGEFIELD SCHOOL DISTRICT 122 Total					91,357.58
RODDA PAINT CO.	4140	7030231	Public Works	Streets Crosswalk Markings	208.38
RODDA PAINT CO. Total					208.38
SAMUEL A. MATTIX	3867	6490	Judicial	10.16.2025 Interpreting Services	150.00
SAMUEL A. MATTIX Total					150.00
Samuel Clark	UB*00978	(blank)	Genl Govt/Facilities	Refund Check 015325-000, 2314 S Royal Ct	2.11
Samuel Clark Total					2.11
SCOTT MCCAUSLAND	3830	3830-20251106A	Community Development	ICC Plans Examiner Online Training Reimb - McCausland	79.00
		3830-20251106B	Community Development	ICC Plans Examiner Test R3 Reimb. - McCausland	240.00
SCOTT MCCAUSLAND Total					319.00
SITEONE LANDSCAPE SUPPLY LLC	2951	159370736-001	Genl Govt/Facilities	PWOM 48in. Shovel	10.12
			Public Works	PWOM 48in. Shovel	71.20
				Streets Tree Repair Supplies	80.53
SITEONE LANDSCAPE SUPPLY LLC Total					161.85
SKAMANIA COUNTY SHERIFF'S OFFICE	1554	1554-20251106	Public Safety	09.2025 Jail Beds	241.62
SKAMANIA COUNTY SHERIFF'S OFFICE Total					241.62
STEVE STUART	2075	2075-20251024	Executive	2025 ICMA Conference Meals - Stuart	241.00
STEVE STUART Total					241.00
Steven Kelsey	UB*00990	(blank)	Genl Govt/Facilities	Refund Check 011440-000, 2931 S Cedar Ridge Dr	7.77
Steven Kelsey Total					7.77
TAHSEEN KHAN	4196	COM-23-0046	Community Development	COM-23-0046 Permit Refund	11,178.22
TAHSEEN KHAN Total					11,178.22
THE MASTER'S TOUCH LLC	1786	97777	Public Works	10.2025 UB Shut Off Notices	178.18
		P97777	Public Works	10.2025 UB Shut Off Notices - Postage	205.72
THE MASTER'S TOUCH LLC Total					383.90
THE PARR COMPANY	0964	757896	Public Works	Streets Crosswalk Marking	29.94
THE PARR COMPANY Total					29.94
TRAFFIC SAFETY SUPPLY CO INC.	0432	INV085081	Genl Govt/Facilities	Street Signs - 20MPH & Large Arrow & Chevron	(15.71)
			Public Works	Street Signs - 20MPH & Large Arrow & Chevron	196.34
		INV085080	Genl Govt/Facilities	Dolan Rd Detour Street Signs	(76.80)
			Public Works	Dolan Rd Detour Street Signs	959.50
		INV085296	Genl Govt/Facilities	PWSTW Flail Mower Sign - Stay Back 15ft	(4.58)
		Public Works	PWSTW Flail Mower Sign - Stay Back 15ft	57.18	
TRAFFIC SAFETY SUPPLY CO INC. Total					1,115.93
TRANSPO GROUP USA INCORPORATED	4112	36049	Public Works	09.2025 ADA Transition Plan	2,408.75
TRANSPO GROUP USA INCORPORATED Total					2,408.75
TRI MOUNTAIN INVESTORS LLC	3866	2025-277	Genl Govt/Facilities	11.2025 101 Mill St Ste 210 - Lease	6,437.50
				11.2025 101 Mill St Ste 210 - Estimated NNN Maint.	1,067.46
				11.2025 101 Mill St Basement - Lease	971.65
				10.2025 101 Mill St Ste 210 - Janitorial	28.17
				09.2025 101 Mill St Ste 210 - Natural Gas	8.33

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TRI MOUNTAIN INVESTORS LLC	3866	2025-277	Genl Govt/Facilities	09.2025 101 Mill St Ste 210 - Electricity	12.37		
				11.2025 101 Mill St Basement - Estimated NNN Maint.	320.24		
				09.2025 101 Mill St Ste 210 - Sewer	21.27		
		2025-276	Public Safety	10.2025 101 Mill St Ste 101 - Janitorial	62.83		
				11.2025 101 Mill St Ste 101 - Estimated NNN Maint.	3,032.61		
				11.2025 101 Mill St Ste 101 - Lease	31,432.34		
				09.2025 101 Mill St Ste 101 - Sewer	61.67		
				TRI MOUNTAIN INVESTORS LLC Total			
TYLER KING	2866	2866-20251104	Public Safety	Rifle Instructor Recertification Meals - King	133.00		
TYLER KING Total					133.00		
UNIFIRST CORPORATION	3904	2240275005	Genl Govt/Facilities	10.14.2025 PW Bldg Floor Mats	2.98		
				10.14.2025 PWO&M Uniforms	11.40		
				Public Works	10.14.2025 PW Bldg Floor Mats	54.90	
			10.14.2025 PWSTW Uniforms		55.94		
			10.14.2025 PWO&M Uniforms		80.13		
			2240277535	Community Development	10.14.2025 PWWTR Uniforms	23.66	
		10.14.2025 PW Bldg Floor Mats			3.65		
		10.14.2025 PWSTW Uniforms			2.94		
		2240277535		Genl Govt/Facilities	10.14.2025 PWWTR Uniforms	1.25	
					10.21.2025 PW Bldg Floor Mats	2.98	
					10.21.2025 PWO&M Uniforms	11.40	
			Public Works	10.21.2025 PW Bldg Floor Mats	54.90		
				10.21.2025 PWO&M Uniforms	80.13		
				10.21.2025 PWWTR Uniforms	23.66		
			2240274993	Community Development	10.21.2025 PWSTW Uniforms	55.94	
					10.21.2025 PW Bldg Floor Mats	3.65	
					10.21.2025 PWWTR Uniforms	1.25	
		2240274976		Public Safety	10.21.2025 PWSTW Uniforms	2.94	
					10.14.2025 Floor Mats - PD	47.43	
					10.14.2025 Floor Mats - CH	20.77	
				2240274981	Genl Govt/Facilities	10.14.2025 Floor Mats - RACC	4.96
						10.14.2025 Floor Mats - RACC	8.92
		2240277501	Genl Govt/Facilities	10.14.2025 Floor Mats - RACC	8.92		
				10.21.2025 Floor Mats - RACC	4.96		
			2240277516	Community Development	10.21.2025 Floor Mats - RACC	8.92	
					10.21.2025 Floor Mats - PD	47.43	
		2240277508	Genl Govt/Facilities	10.21.2025 Floor Mats - CH	20.77		
UNIFIRST CORPORATION Total					637.86		
W.W.GRAINGER INC.	0206	9676557375	Public Works	Abrams Water Plant Parts	55.49		
W.W.GRAINGER INC. Total					55.49		
WA ST CRIMINAL JUSTICE TRAINING COMMISSION	2721	201141928	Public Safety	Criminal Justice Training - Erazo	211.77		
WA ST CRIMINAL JUSTICE TRAINING COMMISSION Total					211.77		
WALTER E. NELSON COMPANY	3553	1974522	Genl Govt/Facilities	Parks Sanitary Supplies	792.91		
WALTER E. NELSON COMPANY Total					792.91		
WESTERN EQUIPMENT	2363	INV119377	Public Works	Ventrac Mower Parts - Seat Belt Buckle	78.83		
WESTERN EQUIPMENT Total					78.83		
WESTERN UNITED CIVIL GROUP LLC	3743	C2025-030-2	Genl Govt/Facilities	10.2025 Boyse Park Pump Track	(3,348.35)		

City of Ridgefield

Claims Payment Report

For Approval on:

November 6th, 2025

WESTERN UNITED CIVIL GROUP LLC	3743	C2025-030-2	Public Works	10.2025 Boyse Park Pump Track	72,793.13
		C2025-030-1R	Genl Govt/Facilities	09.2025 Boyse Park Pump Track - Retainage	(5,759.75)
			Public Works	09.2025 Boyse Park Pump Track - Retainage	5,759.75
	UB*01220	(blank)	Genl Govt/Facilities	Refund Check 016532-001 Hydrant Meter 3200 N 10th St	243.65
WESTERN UNITED CIVIL GROUP LLC Total					69,688.43
WOODLAND SAW AND CYCLE INC.	2223	4405	Public Works	Streets Chain Saw Repair Parts	22.50
		4416	Public Works	Parks/Streets Saw Repair	419.58
WOODLAND SAW AND CYCLE INC. Total					442.08
WSP USA INC.	3338	40263423	Community Development	10.2025 Comprehensive & System Plan Updates	28,572.59
WSP USA INC. Total					28,572.59
Grand Total					1,883,823.31

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: Approval of Minutes from the October 16, 2025 and October 23, 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. 10-16-2025
2. 10-23-2025



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
OCTOBER 16, 2025**

Regular Meeting - 4:00 PM

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

Present:

Mayor Matt Cole
Council Member Lee Wells
Mayor Pro Tem Judy Chipman
Council Member Clyde Burkle
Council Member Katie Favela
Council Member Rian Davis
Council Member Meghan Hamilton

1. 2026 Proposed Operating and Capital Budget - Kirk Johnson, Finance Director

Staff provided a presentation of the proposed operating and capital budgets for 2026.

II. ADJOURN

4:30PM

Julie Ferriss, City Clerk

Matt Cole, Mayor



**CITY OF RIDGEFIELD, WASHINGTON
CITY COUNCIL MEETING MINUTES
OCTOBER 23, 2025**

Regular Meeting - 6:30 PM

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

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

Present:

Mayor Matt Cole
Council Member Lee Wells
Mayor Pro Tem Judy Chipman
Council Member Clyde Burkle
Council Member Katie Favela
Council Member Rian Davis
Council Member Meghan Hamilton

- 3. Late changes to the agenda**

II. PROCLAMATION

- 1. NAACP Vancouver Branch 80th Anniversary Proclamation**

III. 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 \(ridgefieldwa.us\)](#).

IV. CONSENT AGENDA

MOTION TO APPROVE AS PRESENTED.

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

1. **Approval of Claims And/Or Payroll**
2. **Approval of Minutes from the October 2, 2025 and October 9, 2025 Meeting**

V. PRESENTATION

1. **Ridgefield Main Street Update - Marykay Lamoureaux, Executive Director**

Ridgefield Main Street staff provided an update to the City Council and responded to questions.

VI. BUSINESS

1. **Motion to Approve Use & Maintenance Agreements with Indirect Recreational Program Providers - Corey Crownhart, Park Manager**

The City of Ridgefield partners with local organizations to provide youth sports and community programs through indirect service agreements. The Council reviewed proposed updates to the Use and Maintenance Agreements with Ridgefield Little League and Pacific Soccer Club, renewing partnerships for shared use, scheduling, and maintenance of City athletic facilities.

MOTION: MOVED TO APPROVE THE USE AND MAINTENANCE AGREEMENTS WITH RIDGEFIELD LITTLE LEAGUE AND PACIFIC SOCCER CLUB.

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

2. **First Reading of Ordinance No. 1463 - Approval of AT&T Franchise Agreement - Ryan Thamert, Public Works Director**

The Council reviewed a Franchise Agreement Ordinance granting Forged Fiber 37, LLC, AT&T's agent, a ten-year franchise to construct, operate, maintain, and repair telecommunications facilities in City rights-of-way. The agreement, based on other City franchise agreements, outlines operational, safety, permitting, and dispute resolution requirements. The first reading of the Ordinance was conducted.

VII. PUBLIC HEARING/BUSINESS

1. **Public Hearing and First Reading of Ordinance 1464 - Ridgefield Municipal Code Amendments Part 2 - Claire Lust, Community Development Director**

Community Development staff annually compile proposed amendments to the Ridgefield Municipal Code for Planning Commission and City Council review. Proposed amendments originate from staff, officials, the development community, and residents, with the goal of improving project outcomes. Staff presented amendment topics to the Planning Commission in June 2025 and to City Council in July 2025. Both bodies directed staff to draft text amendments. The current meeting focused on housekeeping items and amendments related to housing, trails, critical areas, landscaping, and water conservation. City Council discussed the proposed amendments, provided feedback.

Mayor Cole opened the public hearing at 8:25 p.m. No testimony was received. The public hearing was

closed by Mayor Cole at 8:25 p.m.

The first reading of the Ordinance was conducted.

VIII. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and 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 \(ridgefieldwa.us\)](#).

IX. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

Council Member Hamilton attended the School Board meeting and was invited to participate in the school's Strategic Planning Session. Also attended the Friends of the Refuge meeting and the AWC District 5 meeting. Shout-out to Det. King for his recognition at the PAL's Gala.

Council Member Burkle provided an update on the Green Bag Project and attended the retirement party for Commissioner Neil Kimsey as well as the Boyse Park Groundbreaking/Neighborhood Event.

Council Member Wells attended the retirement party for Commissioner Neil Kimsey and the Boyse Park Groundbreaking/Neighborhood Event, and Shout-out to Det. King for his recognition at the PAL's Gala.

Council Member Favela attended the Boyse Park Groundbreaking/Neighborhood Event, ECHO meeting, AWC District 5 meeting, and the Leadership Clark County retreat. Shout-out to Det. King for his recognition at the PAL's Gala and reminded everyone about the upcoming Sunday Chat with Councilor Hamilton.

Council Member Davis attended the C-TRAN Board meeting, Boyse Park Groundbreaking/Neighborhood Event, and County Parks Task Force meeting, and Shout-out to Det. King for his recognition at the PAL's Gala.

Mayor Pro Tem Chipman attended the Clark Regional Wastewater District meeting, the retirement party for Commissioner Neil Kimsey, and Shout-out to Det. King for his recognition at the PAL's Gala. Also joined Councilor Favela in visiting high school classes to discuss the Youth Commission and toured the Neighbors Helping Neighbors facility.

2. Mayor

Attended the Clark County Governmental Affairs Roundtable with City Manager Steve Stuart, the Clark Public Utilities Board meeting and provided an update, the PAL's Gala, and the AWC District 5 meeting. Also attended the Retire Ridgefield meeting and noted that interviews for the Ridgefield Youth Commission are coming up. The Chamber will be hosting the Mayor's Panel next Tuesday.

3. City Manager

City Manager Steve Stuart provided updates on the Youth Commission, the upcoming Sunbelt Rentals ribbon-cutting next week, and the Wine Walk event on November 1st. Also provided an update on the Pioneer Street widening project.

Public Works Director Ryan Thamert provided an update on process improvements within Public Works.

Police Chief Cathy Doriot expressed appreciation to everyone who attended the PAL's Gala recognizing Det. King.

X. ADJOURN

8:53PM

Julie Ferriss, City Clerk

Matt Cole, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: Motion to Approve the Rules of Procedure for the Youth Commission

GOVERNING LEGISLATION

RMC 2.95 - Youth Commission

PREVIOUS COUNCIL ACTION TAKEN:

Youth Commission Established September 25, 2025

SUMMARY/BACKGROUND:

The Ridgefield Youth Commission was established on September 25, 2025, and codified in RMC 2.95. Consistent with other Ridgefield advisory boards, Section 2.95.060 provides that "City Council shall adopt rules of procedure for the regular operation of the commission."

The proposed Rules of Procedure cover the following topics:

1. Authority and Purpose: Reiterates the purpose of the commission as outlined in RMC.
2. Membership and Organization: Outlines qualification requirements, definition of members and procedures if vacancies occur mid-term.
3. Officers and Elections: Defines officers as Chair and Vice-Chair, procedures for election and the duties for each position.
4. Duties and Responsibilities: Outlines specific functions delegated to the Youth Commission by City Council.
5. Meetings: Addresses the meeting schedule and defines the content and order of business for meetings.
6. Voting: Defines types of voting and the procedures for voting.
7. Code of Ethics: Outlines the code of ethics for Youth Commission, based on the Code of Ethics for other boards and commissions.
8. Conflicts and Amendments: Provides the procedure for modification to the Rules of Procedure.

Following adoption of these Rules of Procedure, City Council may review and/or make amendments to the Rules at any time with a review no longer than five (5) years from the date of adoption.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

If Council chooses to adopt the proposed Rules of Procedure, a suggested motion would be:

"I move to adopt the Rules of Procedure for Youth Commission as presented."

STAFF CONTACT: Lee Knottnerus, Deputy City Manager

ATTACHMENTS:

1. Youth Commission.ProposedBylaws.2025

RIDGEFIELD YOUTH COMMISSION

RULES OF PROCEDURE (BYLAWS)

As Proposed to City Council: November 6, 2025

1. AUTHORITY AND PURPOSE

The Ridgefield Youth Commission (“Commission”) was established by Ridgefield City Council in September 2025. The Commission provides an opportunity for youth to engage with and learn about local government; serves as an advisory body to the city council; and contributes a youth-oriented point-of-view to the city council, city staff and the community on youth programs, recreational activities, policies, code, plans and practices, and other issues of importance to youth.

2. MEMBERSHIP AND ORGANIZATION

The Commission is made up of up to nine (9) voting members and up to three (3) alternate members appointed by the Mayor and confirmed by City Council. The qualification requirements and term of office are outlined in the Ridgefield Municipal Code.

- 2.1 Alternate Members: Alternate members shall participate in all regular business of the commission. For official votes, alternate members shall not be part of the commission quorum or the votes except as otherwise outlined in these rules.
- 2.2 Resignation: If a member is unable to complete their term of service, a letter of resignation shall be sent to the Staff Liaison indicating the effective date of the resignation.
- 2.3 Removal: City council may remove a youth commission member if they no longer meet the qualification requirements or at any time that the city council determines the member is not fulfilling his or her responsibilities.
- 2.4 Vacancies: If vacancy occurs prior to the expiration of a term for any reason, an already appointed and confirmed alternate member shall be appointed by an official vote of the remaining voting members of the commission to fill the unexpired term. If there are no alternate members or the vacating member is an alternate member, then the mayor may appoint a member, subject to confirmation by council, to replace the vacated position for the unexpired term.
- 2.5 Political Affiliation and Compensation: The members shall be selected without respect to political affiliations, and they shall serve without compensation.

3. OFFICERS AND ELECTIONS

The officers of the Commission shall consist of a Chair and Vice Chair elected from the members of the Commission by official vote and shall serve for one year. Alternate members are not eligible to serve as the Chair or Vice Chair.

The election of officers shall take place annually at the second meeting of a newly appointed Commission.

3.1 Duties of the Chair: The Chair's responsibilities shall include:

1. Working with City staff to determine the agenda for each meeting of the Commission.
2. Taking a leadership or coordination role for completion of activities between meetings as determined in conjunction with City staff.
3. Serving as the Presiding Officer for official voting of the Commission.

3.2 Duties of the Vice Chair: The Vice Chair's responsibilities shall include:

1. Assisting the Chair as determined to be necessary by the Chair and City staff.
2. Preparing summary minutes of each meeting in a format determined by City staff.
3. Serving as the Presiding Officer for meetings when the Chair is not available.

3.3 Duties of the Presiding Officer: The Presiding Officer's duties include:

1. Call the meeting to order for the official vote.
2. If necessary, appoint an alternate member as a voting member as outlined in these rules.
3. Keep the meeting to its order of business.
4. Control the discussion in an orderly manner.
 - Introduce the agenda topic, provide for staff presentation and questions from the Commission, and call for discussion among members.
 - Give every Commission member who wishes an opportunity to speak.
 - Permit audience participation at the appropriate times.
 - Require all speakers to observe the rules of order.
5. State each motion before it is discussed and before it is voted on.
6. Put motions to an official vote and announce the outcome.
7. Decide all questions of order.

4. DUTIES AND RESPONSIBILITIES

The authority of the Commission is limited to those specific functions delegated by City Council. The purpose of the Board is advisory to the City Council.

4.1 Advisory Board

As an advisory body, the Commission does not have the authority to take binding action on behalf of the City. Recommendations shall be made to Council as follows:

1. Provide summary minutes of all meetings to City Council.
2. Report final recommendations to City Council in written form and a verbal presentation at a regular or special meeting or study session.

4.2 Commission Duties

The functions of the Youth Commission are as defined by RMC and as follows:

1. Each year, city council will select and assign one or more topic areas to the youth commission. The Commission shall conduct research on the topic area.
2. The Commission, in consultation with City staff, will determine the necessary research activities. Research shall include, but not be limited to, engaging with and obtaining information from Ridgefield youth.

3. Commission members will review and discuss the results of the research and any other information necessary to understand the topic and develop recommendations.
4. Commission members will work collaboratively on developing ideas, recommendations and a final report for Council.
5. The Commission shall use an official voting process to decide on the final recommendations for Council using the procedures outlined in these rules and, where these rules are silent, using the current Roberts Rules of Order.
6. Final recommendations shall be reported to City Council by Commission members in written form and presentation. The Commission is encouraged to provide a presentation in a workshop format at one or more City Council study sessions followed by a final recommendation and presentation at a City Council meeting. However, the written report and verbal presentation may be in a format determined by the Commission in consultation with city staff.

5. MEETINGS

- 5.1 Meeting Schedule: The Commission members, together with City staff, shall determine a meeting schedule each year. The meeting schedule will be determined by a consensus vote as defined in these rules.
- 5.2 Regular meetings may include:
 1. Collaborative work study sessions to review and discuss research, ideas and recommendations.
 2. Training, presentations and team building activities.
 3. An invitation for public comment or input.
 4. Consensus or official voting as required by these rules.
- 5.3 Attendance: Attendance is expected of each member at scheduled meetings. In the event that a member must miss a meeting, that member must notify the Staff Liaison as soon as reasonably possible prior to the meeting.
- 5.4 Open Public Meetings: Public notice of meetings shall be provided as required by law. When applicable, members shall fully comply with RCW 42.30, Open Public Meetings Act, including RCW 42.30.205 which requires training on the OPMA's requirements.
- 5.5 Order of Business: An agenda shall be prepared for each regular meeting as determined by the Commission Chair and/or Vice Chair and City staff.
 1. The agenda will include the format for the meeting.
 2. A format using the Roberts Rules of Order is only required when the agenda includes an official vote.
- 5.6 Record of Meetings: Summary minutes shall be prepared for all meetings including official votes of the Commission.
- 5.7 Decorum for Audience Members: Persons attending and/or participating in Commission meetings must not engage in speech or conduct that disrupts, disturbs or otherwise impedes the orderly conduct of any meeting. Repeated disruptions may result in the person being excluded from attendance at one or more future Commission or other City public meetings.

6 VOTING

Commission members shall use “official voting” and “consensus voting” as outlined in these rules including but not limited to:

1. An *official vote* is required for:
 - Electing a Chair and Vice Chair,
 - Appointing an alternate member to fill a vacancy for an unexpired term,
 - The final recommendation(s) to City Council on the assigned topic, and
 - For recommended revisions to these rules.
2. A *consensus vote* is required for determining a meeting schedule and may be used at any other time determined to be appropriate by the Chair in consultation with City Staff.

6.1 “Official voting” follows the then current Roberts Rules of Order and, if there is a conflict, the procedures outlined in these rules.

1. Each member shall have one vote.
2. No vote may be cast by proxy.
3. The Chair may vote on any issue.
4. A majority vote shall carry, and minority opinions shall be formally registered in the summary minutes.
5. All votes shall be taken by voice.
6. If a member is silent on a vote, it shall be recorded as an affirmative vote. If a member abstains, it shall be recorded as an abstention and not included in the vote tally.

6.2 For official voting: A quorum is required and a majority of appointed voting members shall constitute a quorum.

1. Alternate members shall not be part of the quorum or participate in official votes unless otherwise allowed in these rules.
2. When a quorum of voting members is not present for an official vote, the chair shall specify an alternate member(s) to provide a quorum and participate as a voting member for the purposes and duration of that meeting only.
3. The Chair will use a rolling list to determine which alternate member to appoint.
 - A list will be created prior to the first meeting of a new Commission each year with the names of alternate members in alphabetical order.
 - The Chair will appoint the person who is first on the list to serve as a voting member. If an alternate member is not present to be appointed as a voting member, the Chair will move to the next name on the list.
 - Once an alternate member has served as a voting member, their name will be moved to the bottom of the list.
 - If an alternate member is not present to be appointed as a voting member, their name will not be moved to the bottom of the list.

6.3 “Consensus voting:” A consensus is reached when each member of the group can honestly say: Whether or not I prefer this outcome *I support it* because it was arrived at openly and fairly and because it is the best solution for us at this time.

1. All members, including alternate members, may participate in consensus voting.
2. A quorum of voting and alternate members is required for determining the meeting schedule. At any other time consensus voting is used, a quorum is not required.

7. CODE OF ETHICS

A Commission member is a representative of the City of Ridgefield and, therefore, a member's actions must promote the public good and protect public trust by:

1. Demonstrating true care for the wants and needs of Ridgefield youth and the community,
2. Striving for professionalism and integrity in actions and decisions,
3. Treating all others with kindness, respect and dignity,
4. Accepting accountability and responsibility for their actions and behavior,
5. Being willing to learn, listen to and consider different opinions, and approach new situations, ideas and challenges with an open mind,
6. Providing thoughtful leadership for youth in Ridgefield through active participation in activities of the Commission,
7. Working collaboratively with other commission members, City staff and others to create effective recommendations, and
8. Supporting the decisions and actions of the Commission to the public.

8. CONFLICTS AND AMENDMENTS

These rules are intended to supplement and not supplant the requirements set forth in state statutes and/or requirements found in the RMC. In the event of a conflict between these rules and requirements of state law and/or RMC, the state law or RMC will prevail.

City Council will review these Rules of Procedure on or about every five (5) years or at any time recommended by the Commission. The procedure for review and amendment is:

1. Review by the Commission and City staff with a recommendation to City Council for any or no proposed amendments by an official vote of the Commission, as defined in these Rules, and
2. Approval of proposed or other amendments by City Council.

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: Public Hearing on the 2026 Property Tax Levy and Revenue Sources

GOVERNING LEGISLATION

RCW 35A.33 Budgets in Code Cities, RCW 84.55.120 Public Hearing - Taxing Districts Revenue Sources - Adoption of Tax Increase by Ordinance or Resolution, Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Council conducts a public hearing annually to review proposed revenue sources as part of the budget adoption process. The Council has held multiple public meetings on the 2026 Proposed Budget.

SUMMARY/BACKGROUND:

The 2026 revenue budget totals \$80.4 million, including \$7.8 million in internal transfers, \$190,000 for lease payments, \$3.4 million for debt service, \$3.1 million to fund capital projects and \$1.1 million in internal transfers to support street operations and maintenance. \$15 million in tax revenue, \$11.6 million from charges for services, \$651,300 in state shared revenues, \$4.25 million in new grant funding, \$35.9 million in new debt issuance, and the balance in miscellaneous revenues. In comparison, the 2025 amended revenue budget was \$70.6 million. The overall net increase/decrease in the proposed revenue budget when compared to the 2025 amended budget is approximately \$9.8 million, a 13.9% increase.

BUDGET/FINANCIAL IMPACTS:

Please refer to the attached reports and presentation.

RECOMMENDED ACTION OR MOTION:

Staff requests council conduct a public hearing on 2026 revenue sources and conduct the first reading of Ordinance No. 1465, 1466, and 1467. Refer to the attached reports and presentation for more information.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. 2026 Proposed Budget Revenues
2. 2026 Revenue Hearing



2026 Revenue Budget

		2025 Amended Budget	2026 Proposed Budget	Percentage Change
Operating Funds				
001	General Fund	\$ 13,628,065	\$ 15,890,160	16.60%
101	Street Fund	1,576,190	1,608,840	2.07%
402	Building and Permitting	2,512,000	3,555,500	41.54%
406	Water Operating	3,933,000	3,907,700	-0.64%
408	Stormwater Operating	2,276,500	2,158,125	-5.20%
Total Operating Funds		23,925,755	27,120,325	13.35%
Capital Service Funds				
105	Real Estate Excise Tax	2,040,000	2,540,000	24.51%
114	Park Impact Fee	215,250	480,500	123.23%
115	Traffic Impact Fee	465,250	751,000	61.42%
416	Water Utility SDC	1,750,000	1,850,000	5.71%
Total Capital Service Funds		4,470,500	5,621,500	25.75%
Special Revenue Funds				
111	Drug Fund	1,510	1,510	0.00%
130	Tax Increment Area	30,000	250,000	100.00%
140	Affordable Housing	25,000	24,000	-4.00%
150	Transportation Benefit District	1,168,000	1,228,000	5.14%
Total Special Revenue Funds		1,224,510	1,503,510	22.78%
Debt Service				
200	Debt Service	2,949,765	3,444,450	16.77%
Total Debt Service		2,949,765	3,444,450	16.77%
Capital Projects & ERF				
300	General Capital Projects	26,322,110	21,327,645	-18.97%
410	Water Utility Capital Projects	9,001,000	19,429,500	115.86%
412	Storm Water Utility Capital Projects	2,404,000	1,881,000	-21.76%
501	Equipment Replacement (ERF)	284,100	46,500	-83.63%
Total Capital Projects & ERF		38,011,210	42,684,645	12.29%
Total Revenue All Sources		\$ 70,581,740	\$ 80,374,430	13.87%



2026 Proposed Budget Revenue Forecast

November 6, 2025
Public Hearing



2026 Proposed Budget Agenda

2026 Revenue Projections

- Operating Funds
- Capital Service Funds
- Special Revenue Funds
- Capital Project Funds



2026 Proposed Revenue Budget Summary

		2025 Amended Budget	2026 Proposed Budget	Percentage Change
Operating Funds				
001	General Fund	\$ 13,628,065	\$ 15,605,160	14.51%
101	Street Fund	1,576,190	1,608,840	2.07%
402	Building and Permitting	2,512,000	3,555,500	41.54%
406	Water Operating	3,933,000	3,907,700	-0.64%
408	Stormwater Operating	2,276,500	2,158,125	-5.20%
Total Operating Funds		23,925,755	26,835,325	12.16%
Capital Service Funds				
105	Real Estate Excise Tax	2,040,000	2,540,000	24.51%
114	Park Impact Fee	215,250	480,500	123.23%
115	Traffic Impact Fee	465,250	751,000	61.42%
416	Water Utility SDC	1,750,000	1,850,000	5.71%
Total Capital Service Funds		4,470,500	5,621,500	25.75%
Special Revenue Funds				
111	Drug Fund	1,510	1,510	0.00%
130	Tax Increment Area	30,000	250,000	100.00%
140	Affordable Housing	25,000	24,000	-4.00%
150	Transportation Benefit District	1,168,000	1,228,000	5.14%
Total Special Revenue Funds		1,224,510	1,503,510	22.78%
Debt Service				
200	Debt Service	2,949,765	3,444,450	16.77%
Total Debt Service		2,949,765	3,444,450	16.77%
Capital Projects & ERF				
300	General Capital Projects	26,322,110	21,327,645	-18.97%
410	Water Utility Capital Projects	9,001,000	19,429,500	115.86%
412	Storm Water Utility Capital Projects	2,404,000	1,881,000	-21.76%
501	Equipment Replacement (ERF)	284,100	46,500	-83.63%
Total Capital Projects & ERF		38,011,210	42,684,645	12.29%
Total Revenue All Sources		\$ 70,581,740	\$ 80,089,430	13.47%



2026 Revenue Forecast

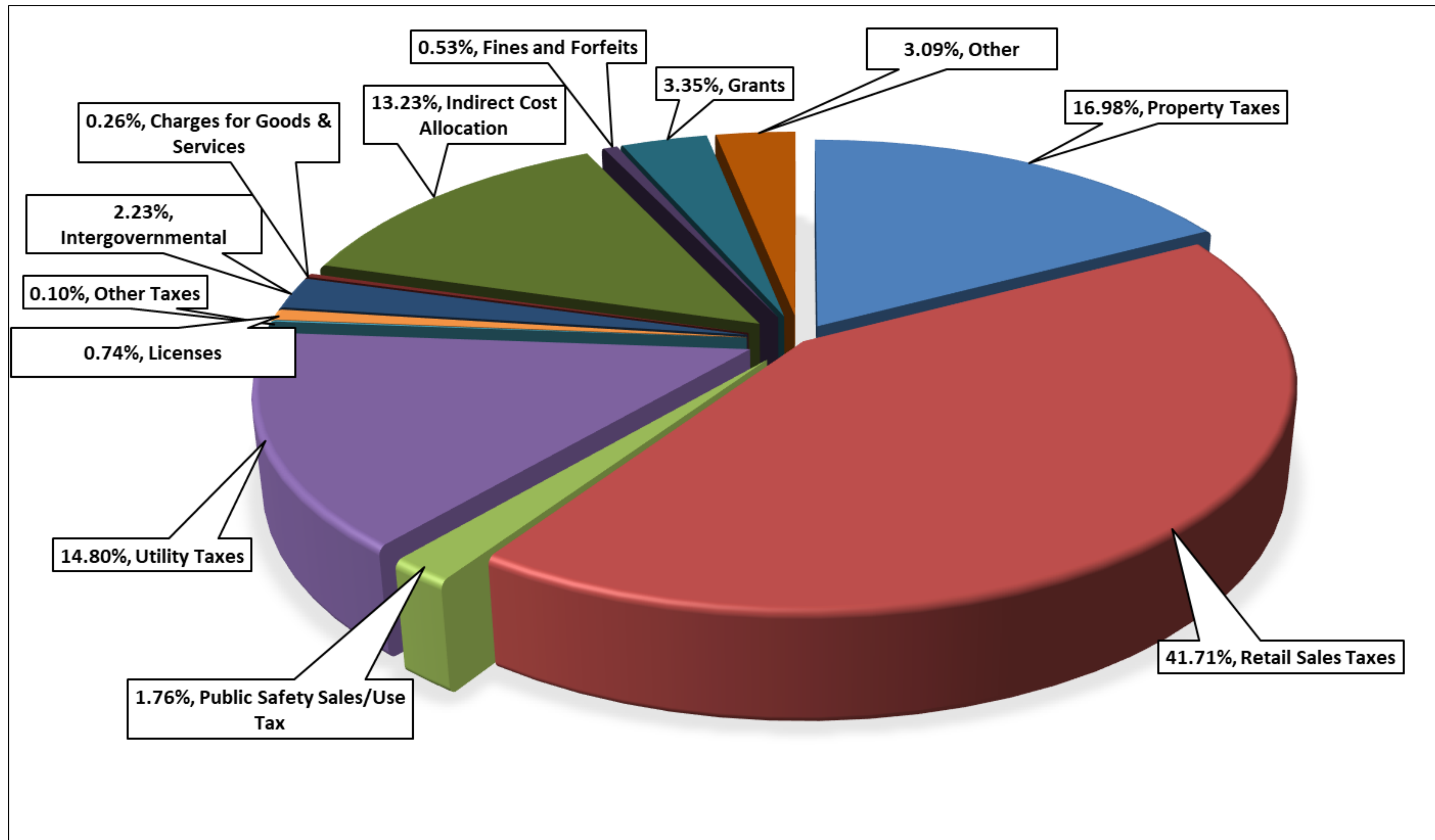
General Fund

Description	2025	2026	Percentage Change
	Amended Budget	Proposed Budget	
001 General Fund			
Revenue			
Property Tax	2,500,000	2,650,000	6.00%
Retail Sales & Other Tax	5,758,000	6,524,500	13.31%
Public Safety Sales/Use Tax	250,000	275,000	10.00%
Utility Taxes	2,110,000	2,310,000	9.48%
License & Permits	102,240	115,240	12.72%
Fines & Forfeits	73,000	83,200	13.97%
Charge for Goods & Services	1,635,880	2,105,150	28.69%
Intergovernmental/Grant	640,945	870,450	35.81%
Other Revenue/Donations	558,000	481,620	-13.69%
Transfers In	-	190,000	100.00%
General Fund Revenue	13,628,065	15,605,160	14.51%



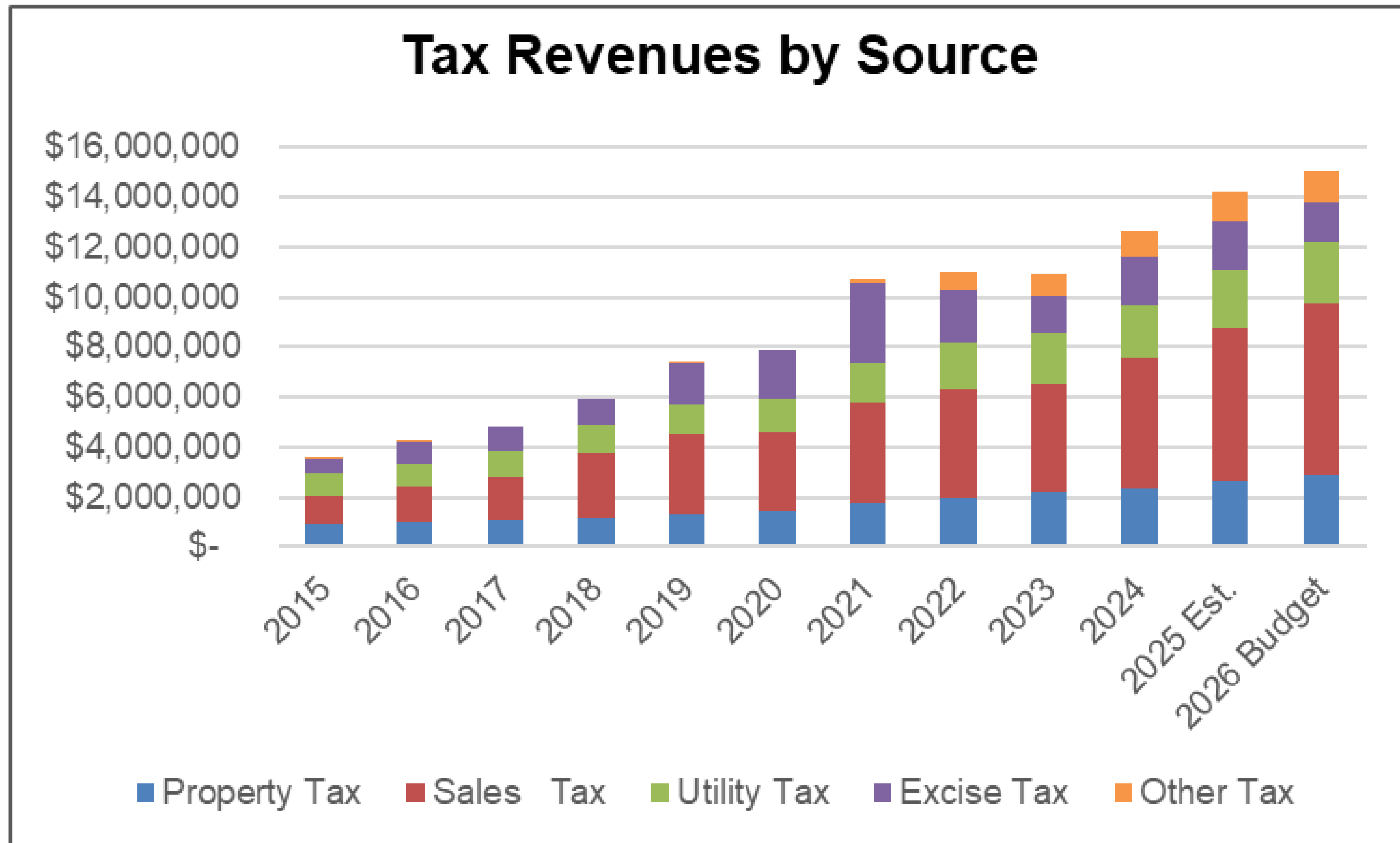
2026 Revenue Forecast

General Fund Revenue Sources



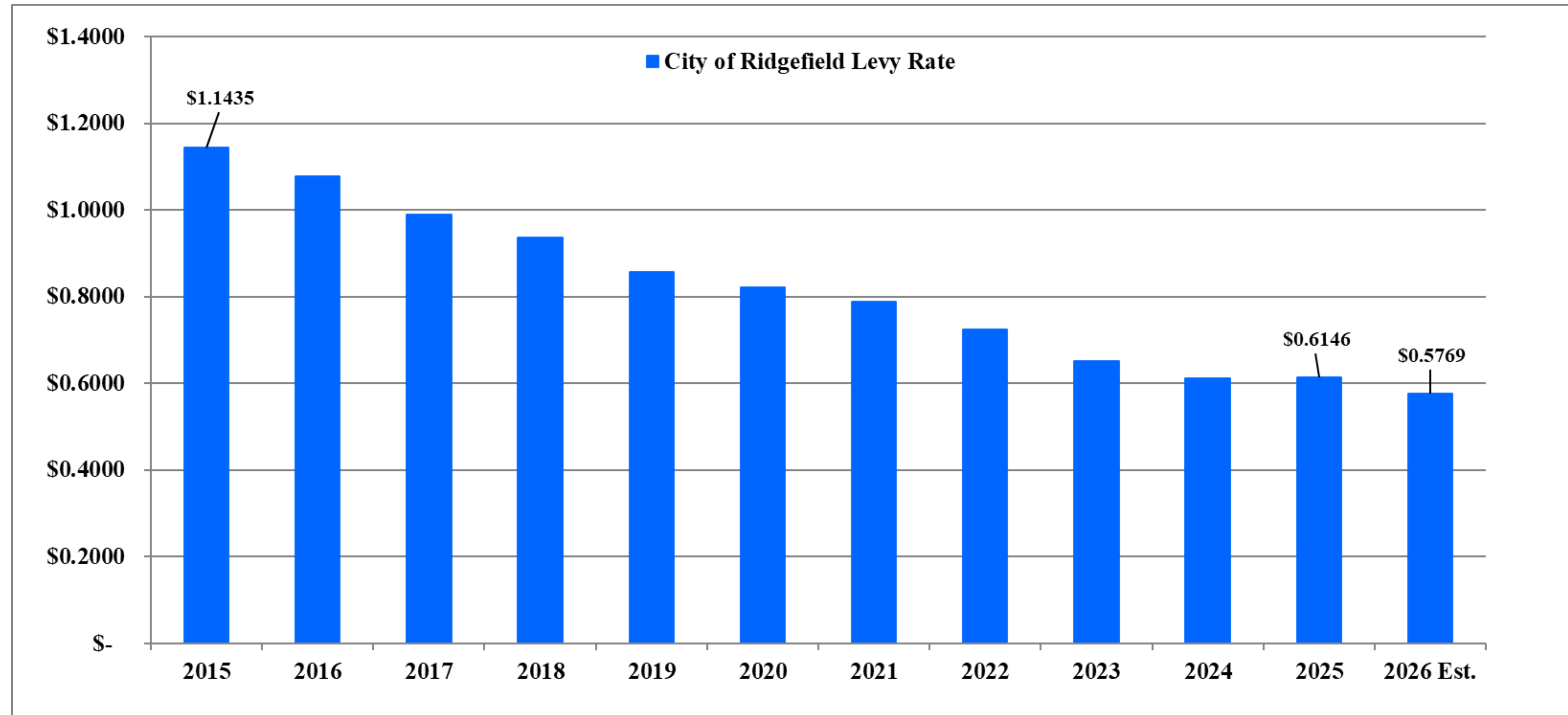
2026 Revenue Forecast

Tax Revenues



2026 Revenue Forecast

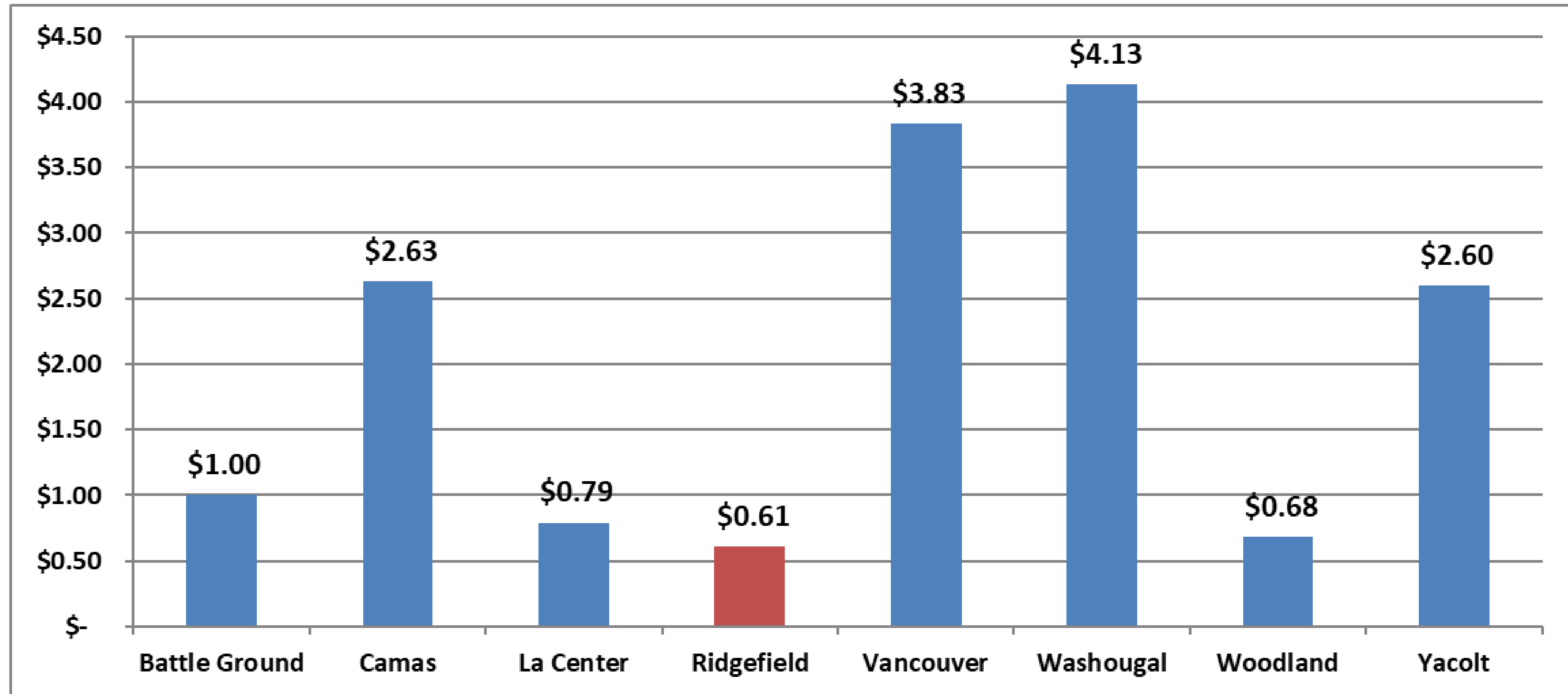
Property Tax Levy



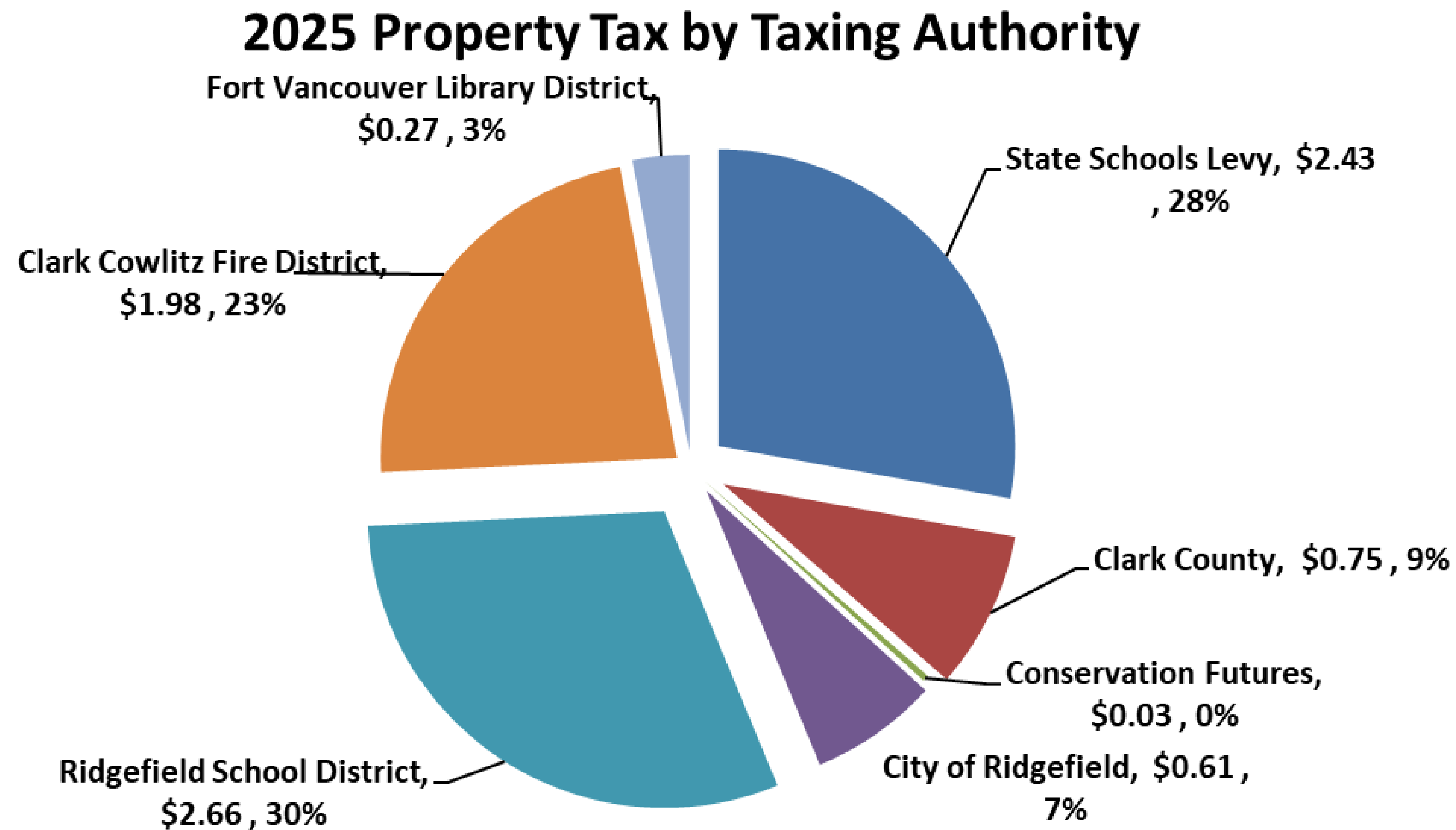
1% statutory increase in the levy amount is \$24,906, New construction is \$174 million or \$106,935 increase in the levy amount.



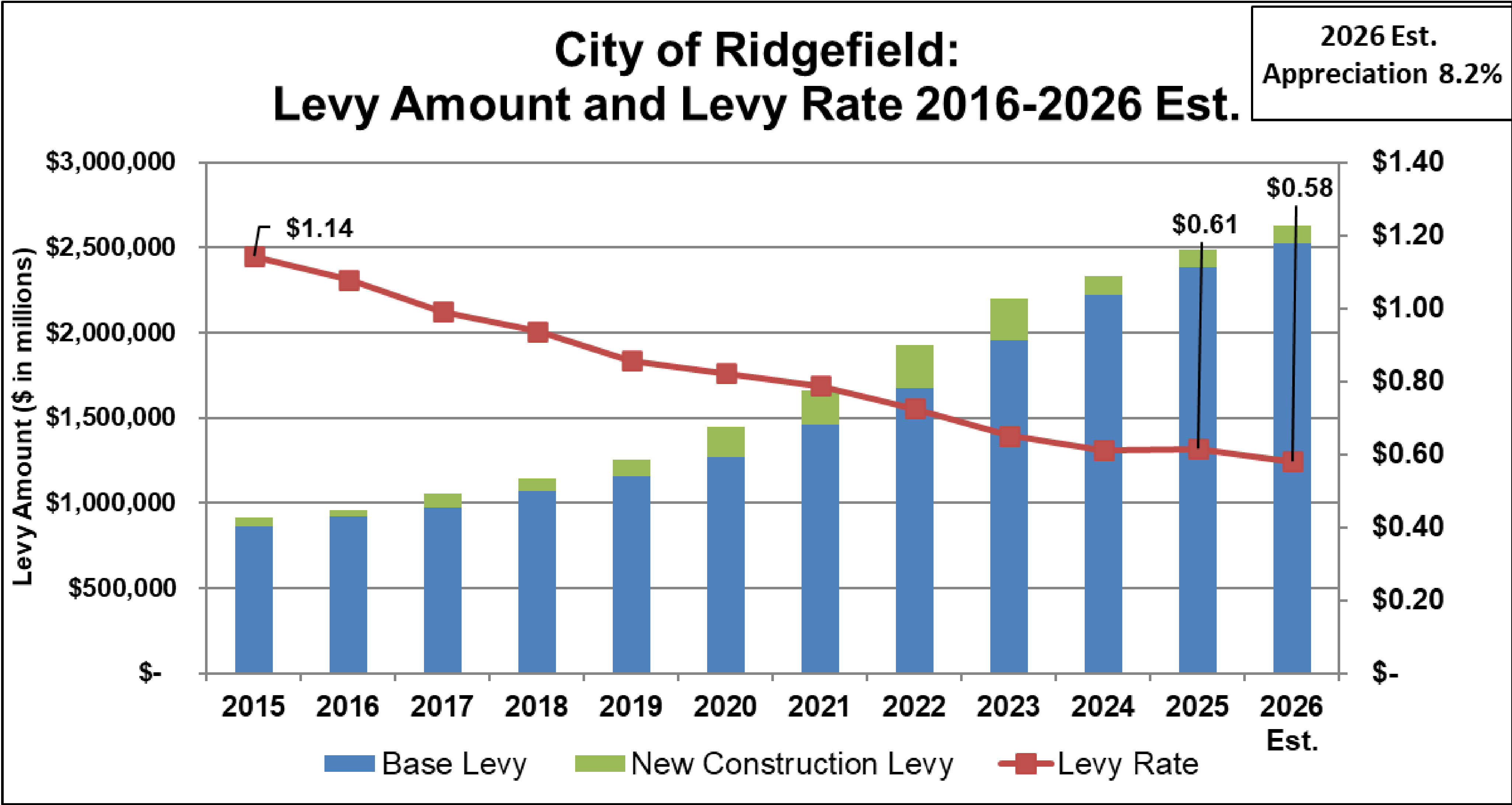
2025 Property Tax Levy Comparisons by Entity



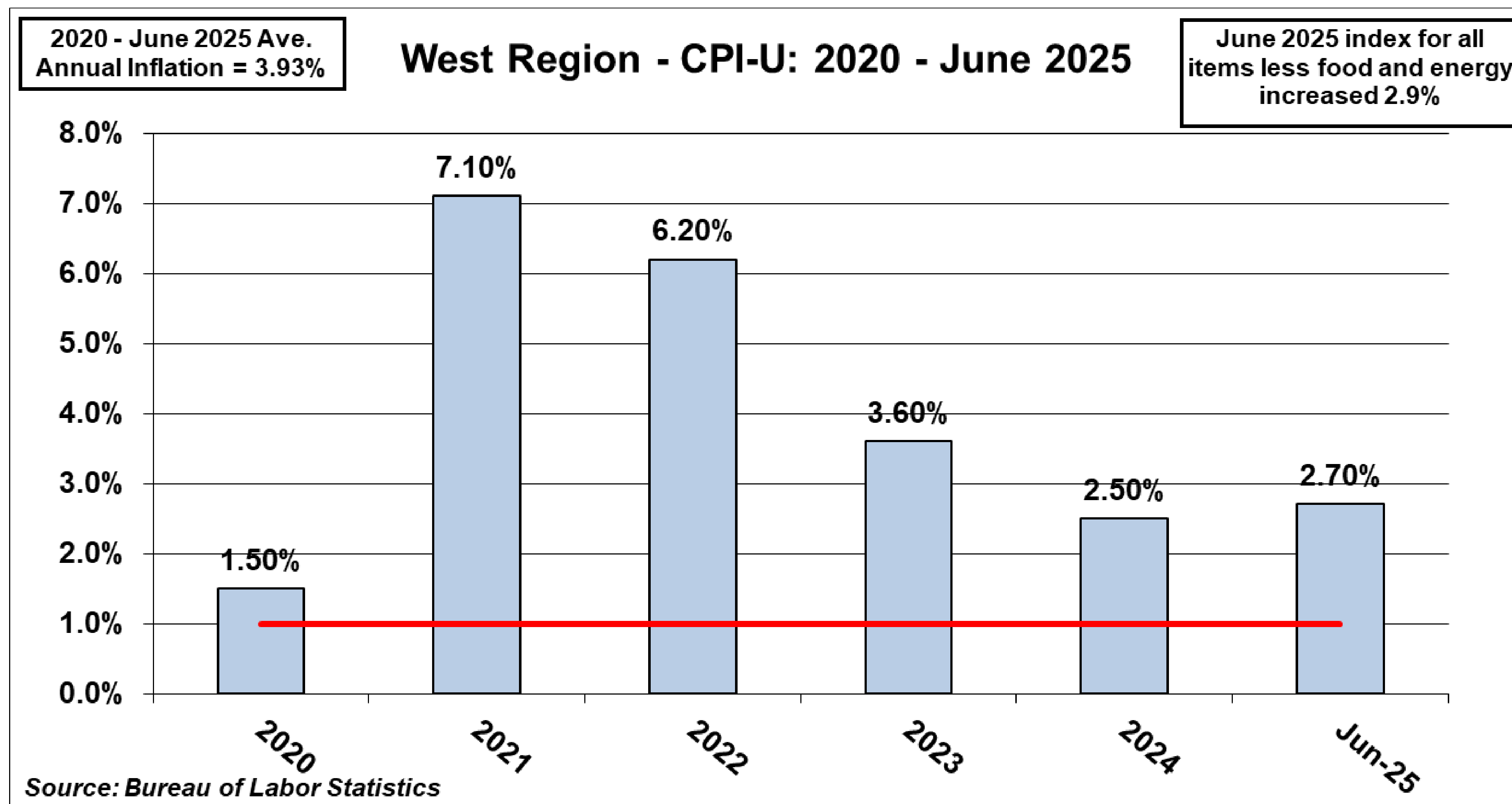
2025 Property Tax Levy Comparisons



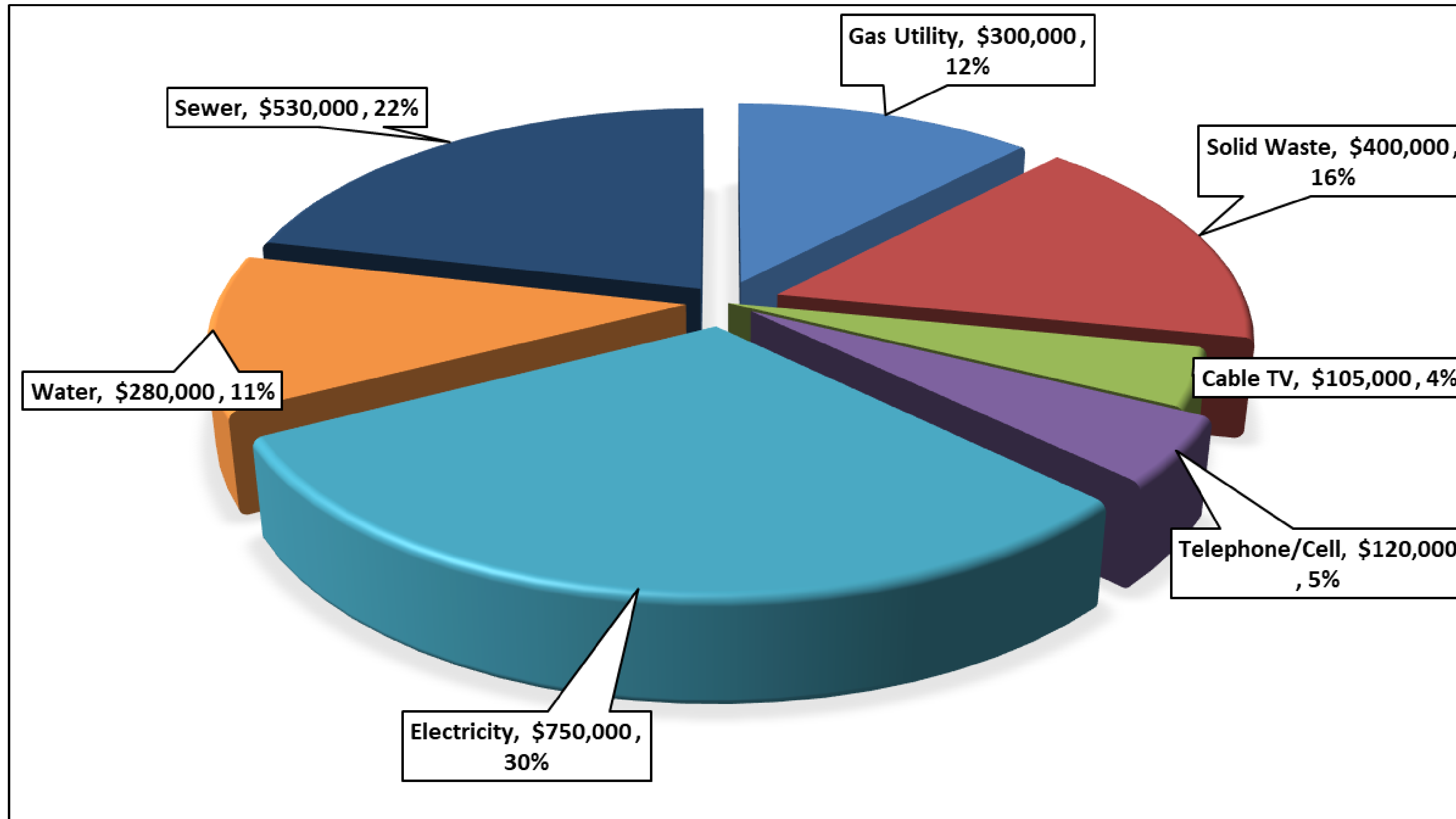
2026 Property Tax Assessed Values



2026 Property Tax Levy Comparison to Inflation



2026 Utility Tax by Source



General Fund \$2,310,000
Street Fund \$175,000



2026 Revenue Forecast

Street Fund and Building and Permitting Fund

Description	2025 Amended Budget	2026 Proposed Budget	Percentage Change
101 Street Fund			
Revenue			
Utility Tax/Franchise Fee	158,500	175,000	10.41%
Permits	20,000	20,000	0.00%
Grants	56,000	-	-100.00%
Intergovernmental	307,165	303,100	-1.32%
Other Revenue	25,525	11,000	-56.90%
Transfers In	1,009,000	1,099,740	8.99%
Street Fund Revenue	1,576,190	1,608,840	2.07%
402 Building/Permitting			
Revenue			
Permits	1,302,000	1,803,000	38.48%
Planning and Development	1,195,000	1,737,500	45.40%
Other Revenue	15,000	15,000	0.00%
Building/Permitting Revenue	2,512,000	3,555,500	41.54%



2026 Revenue Forecast

Water Utility and Storm Water Utility Funds

Description	2025 Amended Budget	2026 Proposed Budget	Percentage Change
406 Water Utility Fund			
Revenue			
Charges for Goods and Services	3,827,000	3,750,700	-1.99%
Grants	30,000	30,000	100.00%
Other Revenue	76,000	76,000	0.00%
Transfers In	-	51,000	100.00%
Water Utility Fund Revenue	3,933,000	3,907,700	-0.64%
408 Stormwater Utility Fund			
Revenue			
Charges for Goods and Services	2,265,000	2,026,625	-10.52%
Grants	-	120,000	-100.00%
Other Revenue	11,500	11,500	0.00%
Transfers In	-	-	0.00%
Stormwater Utility Fund Revenue	2,276,500	2,158,125	-5.20%

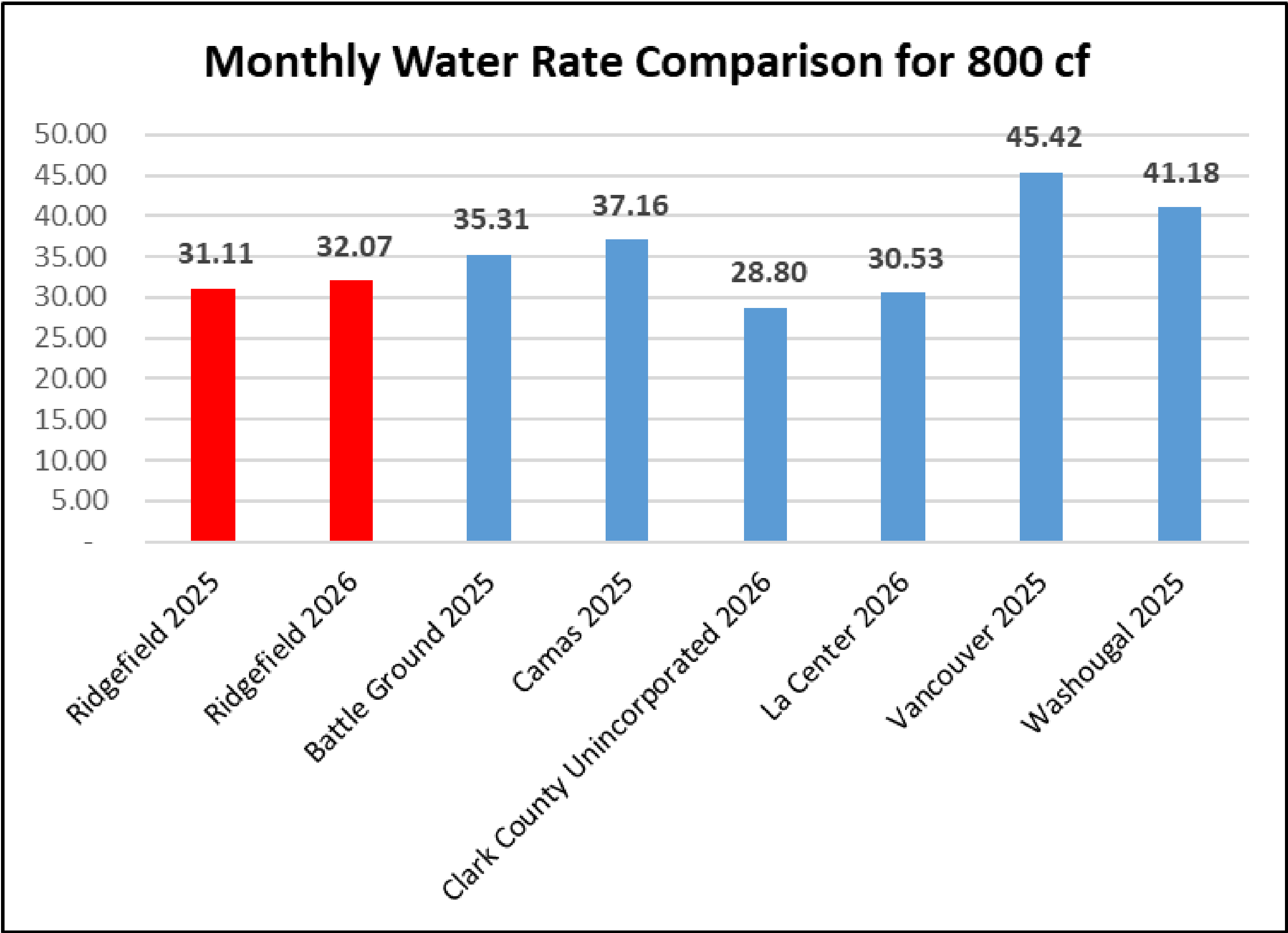


2026 Revenue Forecast

Utility Rate Comparisons

Agency	Water	Utility Tax	Monthly Avg.	Notes
Ridgefield 2025	28.81	8.00%	31.11	
Ridgefield 2026	29.69	8.00%	32.07	a
Battle Ground 2025	31.53	12.00%	35.31	
Camas 2025	36.43	2.00%	37.16	g
Clark County Unincorporated 2026	28.80	0.00%	28.80	b, c, d
La Center 2026	28.80	6.00%	30.53	b
Vancouver 2025	45.42	28.90%	45.42	e
Washougal 2025	41.18	10.00%	41.18	f

- a) Water and storm water rate increase. Per rate model (3%)
- b) Water offered through Clark Public Utilities
- c) Sewer offered through Clark Regional Wastewater District
- d) Storm Water rate inside urban growth area of unincorporated Clark County
- e) The City of Vancouver includes taxes in the rates and does not break them out externally
- f) The City of Washougal includes taxes in the rates and does not break them out externally
- g) The City of Camas has approved a 6% rate increase each year from 2026 - 2028

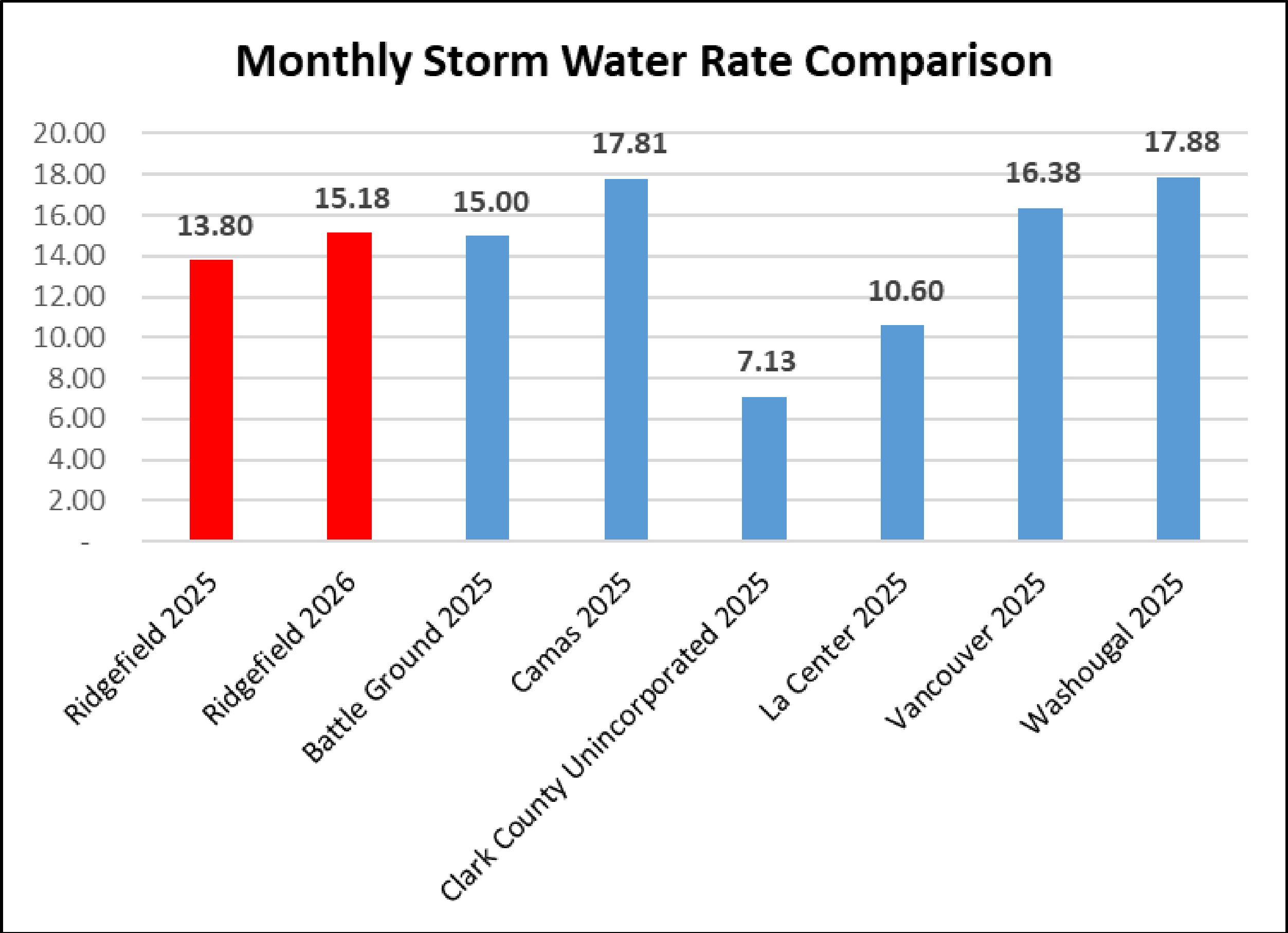


2026 Revenue Forecast

Utility Rate Comparisons

Agency	Storm	Utility Tax	Monthly Avg	Notes
Ridgefield 2025	13.80	0.00%	13.80	
Ridgefield 2025	15.18	0.00%	15.18	a
Battle Ground 2025	13.39	12.00%	15.00	
Camas	17.46	2.00%	17.81	e
Clark County Unincorporated	7.13	0.00%	7.13	b
La Center	10.60	0.00%	10.60	
Vancouver	16.38	28.90%	16.38	c
Washougal	17.88	6.00%	17.88	d

- a) Storm water rate increase \$2.76 per month
- b) Storm Water rate inside urban growth area of unincorporated Clark County
- c) The City of Vancouver includes taxes in the rates and does not break them out externally
- d) The City of Washougal includes taxes in the rates and does not break them out externally
- e) The City of Camas has approved a 13.5% rate increase each year from 2026 - 2028



2026 Revenue Forecast

City of Ridgefield Sewer Rates

MONTHLY SEWER SERVICE	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Base Rate (Central Service Area)	\$ 36.00	\$ 37.00	\$ 38.00	\$ 38.00	\$ 38.00	\$ 39.00	\$ 40.00	\$ 41.00	\$ 42.00	\$ 43.50	\$ 45.00	\$ 46.50	\$ 48.00
System Integration Charge	19.00	18.80	18.50	17.70	17.00	16.60	15.60	13.80	11.60	10.00	9.40	8.60	8.00
Total Sewer Service Charge	55.00	55.80	56.50	55.70	55.00	55.60	55.60	54.80	53.60	53.50	54.40	55.10	56.00
City Operating Fee (10%)	5.50	5.58	5.65	5.57	5.50	5.56	5.56	5.48	5.36	5.35	5.44	5.51	5.60
TOTAL BILL PER ERU/MONTH	\$ 60.50	\$ 61.38	\$ 62.15	\$ 61.27	\$ 60.50	\$ 61.16	\$ 61.16	\$ 60.28	\$ 58.96	\$ 58.85	\$ 59.84	\$ 60.61	\$ 61.60

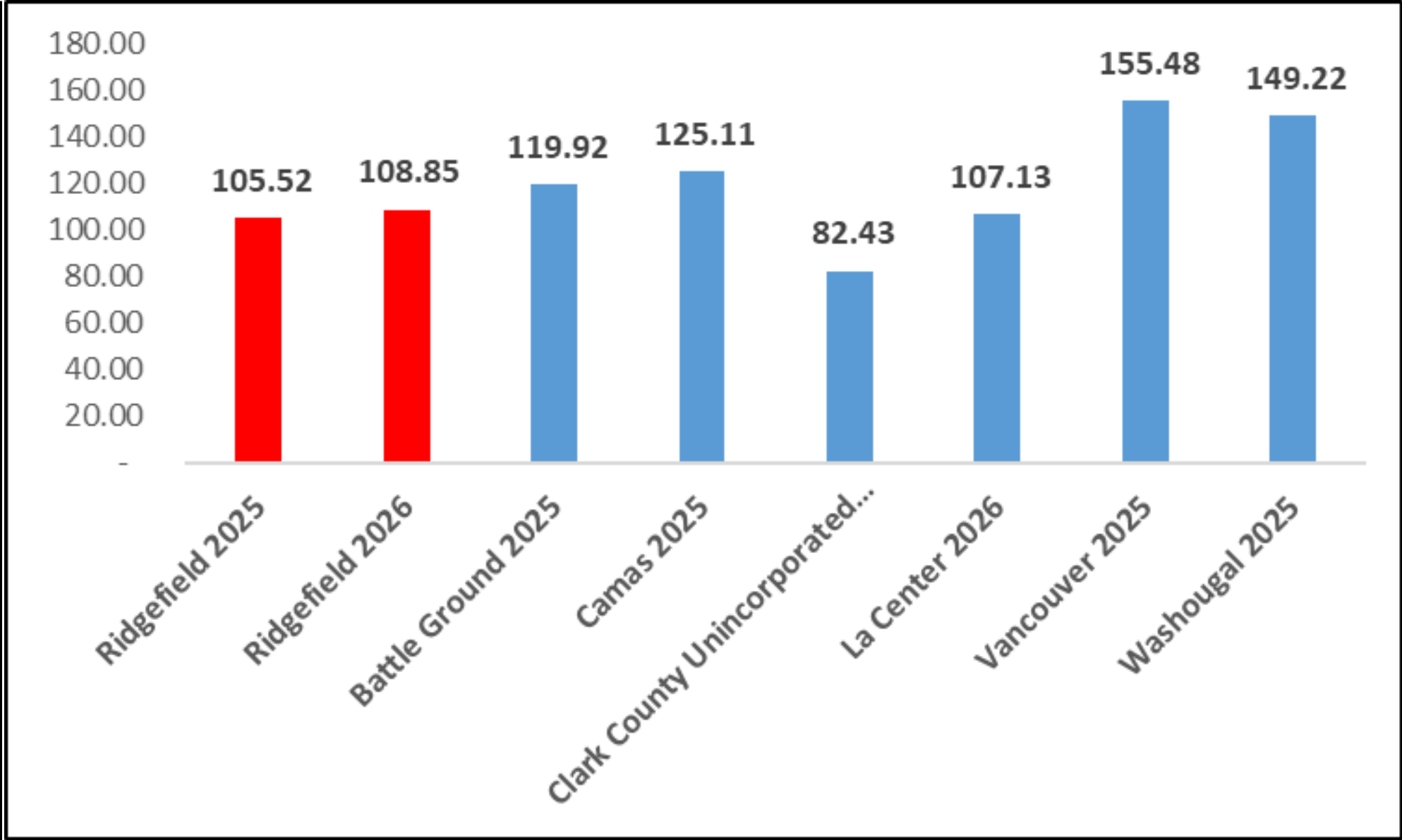
SYSTEM DEVELOPMENT CHARGES	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
SDC per ERU	\$7,550.00	\$7,550.00	\$7,550.00	\$7,550.00	\$7,550.00	\$7,950.00	\$8,350.00	\$8,750.00	\$8,750.00	\$9,450.00	\$10,112.00	\$10,819.00	\$11,468.00



2026 Revenue Forecast

Clark County Utility Rate Comparison

Agency	Water	Utility Tax	Sewer	Operating Fee/ Utility Tax	Storm	Utility Tax	Rate w/Utility Tax	Rate w/o Utility Tax	Notes
Ridgefield 2025	28.81	8.00%	55.10	10.00%	13.80	0.00%	105.52	97.71	
Ridgefield 2026	29.69	8.00%	56.00	10.00%	15.18	0.00%	108.85	100.87	
Battle Ground 2025	31.53	12.00%	62.15	12.00%	13.39	12.00%	119.92	107.07	
Camas 2025	36.43	2.00%	68.77	2.00%	17.46	2.00%	125.11	122.66	e
Clark County Unincorporated 2026	28.80	0.00%	46.50	0.00%	7.13	0.00%	82.43	82.43	a, b
La Center 2026	28.80	6.00%	66.00	0.00%	10.60	0.00%	107.13	105.40	a
Vancouver 2025	45.42	28.90%	58.82	28.90%	16.38	28.90%	155.48	120.62	c
Washougal 2025	41.18	10.00%	90.16	8.81%	17.88	6.00%	149.22	140.28	d



a) Water offered through Clark Public Utilities.
b) Sewer offered through Clark Regional Wastewater District
c) The City of Vancouver includes taxes in the total rates and does not break them out externally
d) The City of Washougal includes taxes in the total rates and does not break them out externally
e) The City of Camas has approved a 6% rate increases for the water utility, a 3.25% increase for sewer, and a 13.5% increase for stormwater each year from 2026-2028.



2026 Revenue Forecast

Capital and Special Revenue Funds

		<i>2025 Amended Budget</i>	<i>2026 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	2,040,000	2,540,000	24.51%
114	Park Impact Fee	215,250	480,500	123.23%
115	Traffic Impact Fee	465,250	751,000	61.42%
416	Water Utility SDC	1,750,000	1,850,000	5.71%
<i>Total Capital Service Funds</i>		<i>4,470,500</i>	<i>5,621,500</i>	<i>25.75%</i>
<i>Special Revenue Funds</i>				
111	Drug Fund	1,510	1,510	0.00%
130	Tax Increment Area	30,000	250,000	100.00%
140	Affordable Housing	25,000	24,000	-4.00%
150	Transportation Benefit District	1,168,000	1,228,000	5.14%
<i>Total Special Revenue Funds</i>		<i>1,224,510</i>	<i>1,503,510</i>	<i>22.78%</i>



2026 Revenue Forecast General Capital and ERF Funds

		<i>2025 Amended Budget</i>	<i>2026 Proposed Budget</i>	<i>Percentage Change</i>
Debt Service				
200	Debt Service	2,949,765	3,444,450	16.77%
Total Debt Service		2,949,765	3,444,450	16.77%
Capital Projects & ERF				
300	General Capital Projects	26,322,110	21,327,645	-18.97%
410	Water Utility Capital Projects	9,001,000	19,429,500	115.86%
412	Storm Water Utility Capital Projects	2,404,000	1,881,000	-21.76%
501	Equipment Replacement (ERF)	284,100	46,500	-83.63%
Total Capital Projects & ERF		38,011,210	42,684,645	12.29%
Total Revenue All Sources		\$ 70,581,740	\$ 80,374,430	13.87%

Capital Project Funding Includes

New Grant Funding \$3,697,206

Partner/Developer Share \$442,000 – Funding has already been received

Debt Issuance \$35,931,000

Internal Transfers \$3,056,439



2026 Proposed Budget Next Steps

- November
 - “2026 Proposed Budget” released to the public 10/31/2025
 - Review 2026 property tax levy 11/6 and 11/20 6:30 PM
 - Review 2026 utility rates 11/6 and 11/20 6:30 PM
 - Conduct public hearing on “2026 Proposed Budget” 11/20 6:30 PM
- December
 - Conduct public hearing on “2026 Proposed Budget” 12/4 6:30 PM
 - Adopt “2026 Proposed Budget” 12/4 6:30 PM
 - Transmit 2026 budget to MRSC and State Auditor





THANK YOU

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: First Reading of Ordinance No. 1465 - 2026 Property Tax Levy and Revenues

GOVERNING LEGISLATION

RCW 84.55.120 Public Hearing - Tax District's Revenue Sources - Adoption of Tax Increases by Ordinance or Resolution, RCW 84.52 Levy of Taxes, RCW 35A.33 Budgets in Code Cities, Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Council adopts a property tax levy annually.

SUMMARY/BACKGROUND:

The 2026 budget includes the statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, and annexations that have occurred, and including any refunds made.

The Implicit Price Deflator (IPD) Rate exceeds 1% for setting 2026 property taxes: The IPD inflation rate as of September 26, 2025, is 2.44%. This means all taxing districts with populations of 10,000 or greater can take the full 1% levy increase in 2026 without adopting a Resolution or Ordinance of "substantial need."

The 2025 regular levy amount was \$2,490,604. The statutory 1% increase would raise the property tax levy by \$24,906. In addition to the 1% increase, the Clark County Assessor's office has preliminary estimates showing the City's assessed value for new construction will add approximately \$174 million to the City's assessed value, adding approximately \$106,935 in property tax revenue. The Department of Revenue is still in the process of valuing state-assessed utilities. These numbers should be available shortly. The value on the 2025 tax roll for state utilities was \$20.95 million.

To date, the estimated 2026 taxable assessed value for Ridgefield is \$4.56 billion. The Assessor must certify the assessed values by November 14, 2025. The City must hold a revenue hearing and certify a property tax levy to the County by November 30, 2025. The City's current forecast for the 2026 property tax levy is \$2,650,000, an increase of \$150,000 from the amended 2025 budget. The estimate is for the City of Ridgefield levy amount to be 0.58 cents per \$1,000 assessed value, a reduction of \$0.03 compared to the 2025 levy amount.

The 2026 General Fund operating expense budget has increased 3% over the 2025 operating expense budget. Inflation indexes for the City are 2.7% in June 2025 compared to one year prior. Adoption of the 1% property tax levy increase does not match current inflation, but the increase is needed to maintain a balanced budget.

The three options available for property tax are:

1. Adopt a 1% increase estimated to be \$24,906.
2. Bank the 1% increase and have it available for use at a later date.
3. Do not adopt a 1% increase or bank the capacity for the 1% increase.

BUDGET/FINANCIAL IMPACTS:

The 2026 property tax receipts will increase by \$150,000 when compared with the amended 2025 budget. The total property tax levy is estimated to be \$2,650,000. A statutory increase of 1% in the property tax levy provides an additional \$24,906 in revenue.

RECOMMENDED ACTION OR MOTION:

No action requested this is the first reading of Ordinance No. 1465.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

None

ORDINANCE NO. 1465

An Ordinance of the City of Ridgefield Establishing the Estimated Ad Valorem Taxes Necessary to Finance the Anticipated Requirements of the City of Ridgefield, Washington for the Fiscal Year Ending December 31, 2026, by Increasing Property Tax Revenue from the previous Year

WHEREAS, public hearings have been held by the Ridgefield City Council to review and discuss the estimated revenue needed for calendar year 2026 as required by statute; and

WHEREAS, the Revised Code of Washington 84.55.120 as amended by Referendum 47 requires an Ordinance or Resolution to be approved by the City Council if the anticipated property tax levy will increase by any amount; and,

WHEREAS, the amount levied for fiscal year 2025 was \$2,490,604 and the increase in the regular property tax levy amount for 2026 is \$24,906, which is a percentage increase of 1 % from the previous year; and,

WHEREAS, this increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, and annexations that have occurred, and including any refunds made; and,

WHEREAS, a certified budget request or estimate is filed with the County Legislative Authority, separate from this ordinance. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The form for this purpose is titled "Levy Certification" and is available through the Assessor's Office. Certification is made in a manner prescribed by the County Legislative Authority.

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to increase the property tax levy by the maximum allowed by the Revised Code of Washington.

Section 2. Fixing Ad Valorem Taxes. That an increase in the regular property tax levy is authorized for the levy to be collected for the 2026 tax year in the amount of the maximum 1% allowed by law from the previous year, estimated to be \$24,906. This increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property and annexations that have occurred.

Section 3. Transmittal to County. A certified copy of this ordinance shall be transmitted to Clark County in accordance with law.

Section 4. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.

Section 5. Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

Section 6. 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 7: Effective date. This ordinance shall take effect and be in full force five (5) days after the publication of Ordinance No. 1465, which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, THIS 20th DAY OF NOVEMBER 2025 AT AN OPEN PUBLIC MEETING.

City of Ridgefield:

Matt Cole, Mayor

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: First Reading of Ordinance No. 1466 - 2026 Water Utility Rate Code Amendment

GOVERNING LEGISLATION

RCW 35.92 Municipal Utilities, RMC 13.35 Water Rates, RCW 35A.33 Budgets in Code Cities, Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

The council has adopted ordinances over the years setting bi-monthly water rates that support operating and capital revenues to preserve the public health, safety and proper maintenance of the water system. The Council adopted Ordinance No. 1403 on May 25, 2023, to revise the water rate structure for residential and irrigation usage. The most recent action associated with bi-monthly water rates was adopted by the Council through Ordinance No. 1436 on November 21, 2024.

SUMMARY/BACKGROUND:

In 2023, city staff contracted with FCS, a consultant that specializes in comprehensive rate studies, to determine the revenue requirements for the next 10 years in the water fund. The study is conducted every 5–6 years per budget policy and reviews the estimated expenses for operations, capital, and reserve requirements to fund the water utility. The rate analysis analyzes expenses and revenues for the next 10 years for the Water Utility. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions. During the annual budget process, the Finance Department updates the model to ensure any significant changes are captured. The study concluded that the water rates should be increased annually by an inflationary factor of a minimum of 3% to insure the water fund can meet ongoing obligations to maintain the water system. The 2025 review for the 2026 operating and capital budget of the rate model determined the inflationary increase supports the revenue requirements for the Water Utility Fund.

The Water Utility Fund will have significant capital investment over the next several years to acquire new water rights, construct an elevated water reservoir and drill a new well field in the southwest section of town. The inflationary increase in conjunction with the water SDC funds will help support the capital expense. The City is actively seeking grants and low-cost debt to assist with the expense of these projects.

For a household using an average of 1,600 cf of water, the rate increase would be approximately \$2.24 per bi-monthly billing cycle, including utility tax. Due to the recommended rate increase and projected usage in 2026, rate revenue is expected to increase 5.5% over the estimated 2025 rate revenues. Expenses for the water utility fund are expected to increase 8.8% in 2026 over the amended 2025 budget, which includes \$476,500 in one-time capital expense. The water fund has several high priority capital infrastructure projects moving into construction over the next few years. City reserve policies also require 5% of rate revenues (\$178,785) to be set aside into a reserve fund for repair and

replacement of existing water system infrastructure. The proposed 2026 budget will use \$370,605 in reserve balances for one-time expenditures.

The Budget Advisory Committee is recommending we implement the 3% increase in the rate. The West Region Average Consumer Price Index for Urban Consumers (CPI-U) for the twelve months from July 1, 2023, through June 30, 2024, was 2.7%. A 3% increase, together with the projected account growth due to new development, is proposed to maintain a financially healthy utility and complete needed capital maintenance projects.

Refer to attached Exhibit "A" for the rate changes:

BUDGET/FINANCIAL IMPACTS:

Refer to the following table for impacts:

Budget Year	Rate Revenue	Miscellaneous Revenue	Total Revenue	2026 Comparison to 2025
2025	\$3,388,646	\$298,024	\$3,686,670	
2026	\$3,575,700	\$332,000	\$3,907,700	+ \$221,030

RECOMMENDED ACTION OR MOTION:

No action requested. This is the first reading of Ordinance No. 1466.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. Chapter_13.35___WATER_RATES Redlined
2. Chapter_13.35___WATER_RATES Clean Copy

ORDINANCE NO. 1466

An Ordinance of the City of Ridgefield, Washington amending Ridgefield Municipal Code Chapter 13.35 and Ordinance Number 1436 adjusting the bi-monthly water rates

WHEREAS, Ridgefield Municipal Code Chapter 13.35 provides for bi-monthly water rates which have been adjusted periodically; and,

WHEREAS, the City Council of the City of Ridgefield deems it is in the best interest of the City that water rates increase to offset current inflation rates, which equates to a three percent (3%) increase for the basic bi-monthly charge, and that all other rates should increase in their pro rata share; and, WHEREAS, the City completed a study of the water system rates and structure and the City Council adopted the findings; and,

WHEREAS, this ordinance is necessary to incorporate the increase in the rate; and,

WHEREAS, this ordinance is needed for the immediate preservation of public health and safety, support of city government and to properly maintain the water system;

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

Section 1. Public Interest. The Ridgefield City Council finds it is in the public interest to amend Ordinance No. 1436, and Chapter 13.35 (Water Rates) of the Ridgefield Municipal Code.

Section 2. Amendment to Chapter 13.35 (Water Rates). Ridgefield Municipal Code Chapter 13.35 is hereby amended per the attached exhibit "A".

Section 3. 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 4. Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

Section 5. 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 6. Effective date. THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT ON JANUARY 1, 2026.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THIS 20th DAY OF NOVEMBER 2025.

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City of Ridgefield:

Matt Cole, Mayor

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Exhibit "A"

- CODE

Title 13 - PUBLIC UTILITIES

Chapter 13.35 WATER RATES

Chapter 13.35 WATER RATES

13.35.010 Water rates for metered customers.

- A. Residential customers within the city limits shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
Residential	\$48.01 <u>49.46</u>	0—1,000	\$0.0060 <u>0.0062</u>
		1,001—2,000	\$0.0229 <u>0.0236</u>
		2,001—3,500	\$0.0283 <u>0.0292</u>
		3,501—5,000	\$0.0321 <u>0.0331</u>
		Over 5,000	\$0.0418 <u>0.0431</u>

- B. Commercial, industrial, government, and mixed use customers shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$48.01 <u>49.46</u>	No Minimum	\$0.0325 <u>0.0335</u>
1.5-inch	\$96.01 <u>98.90</u>		
2-inch	\$153.62 <u>158.23</u>		
3-inch	\$288.00 <u>296.64</u>		
4-inch	\$480.03 <u>494.44</u>		
6-inch	\$960.01 <u>988.82</u>		
8-inch	\$1,536.01 <u>1,582.10</u>		
10-inch	\$5,520.03 <u>5,685.64</u>		
12-inch	\$10,320.04 <u>10,629.65</u>		

- C. Irrigation meters shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$48.01 <u>49.46</u>	No Minimum	\$0.0341 <u>0.0352</u>
1.5-inch	\$96.01 <u>98.90</u>		
2-inch	\$153.62 <u>158.23</u>		
3-inch	\$288.00 <u>296.64</u>		
4-inch	\$480.03 <u>494.44</u>		
6-inch	\$960.02 <u>988.82</u>		
8-inch	\$1,536.01 <u>1,582.10</u>		

10-inch	\$5,520.03 <u>5,685.64</u>		
12-inch	\$10,320.04 <u>10,629.65</u>		

- D. Industrial customers using more than two hundred thousand cf per two-month billing cycle may request consideration by the city for a special contract under RMC 13.20.060. The rate shall be calculated on a case by case basis to be based on the actual cost of service. Negotiated rates, if approved, shall be approved via agreement between the industrial customer and the city.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1403, § 3(Exh. A), 5-25-2023; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

13.35.020 Optional water rates for residential customers.

- A. The following monthly volumetric water charges shall be applicable to a two-month billing cycle for water customers that request the optional conservation rate.

Meter Type or Size	Volume Used (cf)	
	\$/cf	
1 inch and under	No Minimum	\$0.0543 <u>0.0560</u>

- B. Customers under the optional water rate will not be charged a base rate.
- C. Customers must notify the utility clerk between December 1 and December 31 should they wish to exercise the ability to change between standard water rates for metered customers as provided for in RMC 13.35.010 and optional water rates for residential customers as provided for in RMC 13.35.020 for the following year.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

13.35.030 Water rates for customers beyond corporate limits.

All consumers of water service, for services provided beyond the corporate limits, shall pay the two-month billing cycle rate for their classification plus a surcharge of fifty percent inclusive of base rate and volume charge.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

13.35.040 Multiple residential users on a single meter.

- A. Multiple dwelling units, including accessory dwelling units on a single water meter shall be charged the standard residential water rate for each dwelling unit plus the volume charge as outlined in RMC 13.35.010. The allowable volume used in each tier for multiple residential users on a single meter shall be those tiers shown in RMC 13.35.010 multiplied by the number of units.
- B. For billing purposes multiple users on a single meter must be handled through one account only.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

13.35.050 Low-income citizen water rate discount.

- A. A discount of twenty-five percent of water charges shall be applied to those customers who are approved as low-income customers as defined in this title. To be approved as a low-income customer, the customer must meet the following requirements:
1. Have a household adjusted gross income of less than two hundred percent of the federal poverty guidelines.
 2. If a customer was approved as a low-income senior citizen by the city prior to January 31, 2014, the customer shall continue to be eligible for the credit for so long as the household adjusted gross income continues to meet the requirements of RCW 84.36.381(5).
- B. Any person desiring to be approved as a low-income customer shall submit an application on a form approved by the city and present the following documentation to staff:
1. A valid driver's license or other documentation verifying residence.
 2. The applicant's most recently filed federal income tax form if taxes forms are filed
- OR
- A letter of non-filing from the Internal Revenue Service AND the applicant's current social security statement or alternative income statement.
- C. The city shall approve all customers who meet these criteria as low-income customers. The city's approval shall be effective for one year from the date of approval. Any customer desiring to continue status as a low-income customer must reapply. Failure to reapply will cause the status to lapse.
- D. The discount shall only be allowed from and after the date that the customer is approved for this rate. The city shall not be liable for the failure of any qualified person to make application for this discount and there shall be no entitlement to such discount in the absence of an application, therefore.

(Ord. No. 1374, § 2(Exh. A), 9-8-2022; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

Editor's note(s)—Ord. No. 1374, § 2(Exh. A), adopted Sep. 8, 2022, amended § 13.35.050 in its entirety to read as herein set out. Former § 13.35.050 pertained to low income citizen water rate credit and derived from Ord. No. 1148, §§ 1—3, adopted Jan. 23, 2014; and Ord. No. 1169, § 2(Exh. 1), adopted Nov. 20, 2014.

Exhibit "A"
- CODE
Title 13 - PUBLIC UTILITIES
Chapter 13.35 WATER RATES

Chapter 13.35 WATER RATES

13.35.010 Water rates for metered customers.

- A. Residential customers within the city limits shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
Residential	\$49.46	0—1,000	\$0.0062
		1,001—2,000	\$0.0236
		2,001—3,500	\$0.0292
		3,501—5,000	\$0.0331
		Over 5,000	\$0.0431

- B. Commercial, industrial, government, and mixed use customers shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$49.46	No Minimum	\$0.0335
1.5-inch	\$98.90		
2-inch	\$158.23		
3-inch	\$296.64		
4-inch	\$494.44		
6-inch	\$988.82		
8-inch	\$1,582.10		
10-inch	\$5,685.64		
12-inch	\$10,629.65		

- C. Irrigation meters shall be charged a base rate and a volumetric charge for water used in a two-month billing cycle as follows:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$/cf
1-inch and under	\$49.46	No Minimum	\$0.0352
1.5-inch	\$98.90		
2-inch	\$158.23		
3-inch	\$296.64		
4-inch	\$494.44		
6-inch	\$988.82		
8-inch	\$1,582.10		

10-inch	\$5,685.64		
12-inch	\$10,629.65		

- D. Industrial customers using more than two hundred thousand cf per two-month billing cycle may request consideration by the city for a special contract under RMC 13.20.060. The rate shall be calculated on a case by case basis to be based on the actual cost of service. Negotiated rates, if approved, shall be approved via agreement between the industrial customer and the city.

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13.35.020 Optional water rates for residential customers.

- A. The following monthly volumetric water charges shall be applicable to a two-month billing cycle for water customers that request the optional conservation rate.

Meter Type or Size	Volume Used (cf)	
	\$/cf	
1 inch and under	No Minimum	\$0.0560

- B. Customers under the optional water rate will not be charged a base rate.
- C. Customers must notify the utility clerk between December 1 and December 31 should they wish to exercise the ability to change between standard water rates for metered customers as provided for in RMC 13.35.010 and optional water rates for residential customers as provided for in RMC 13.35.020 for the following year.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1169, § 2(Exh. 1), 11-20-2014; Ord. No. 1248, § 2(Exh. A), 11-16-2017; Ord. No. 1278, § 2(Exh. A), 11-15-2018; Ord. No. 1298, 2(Exh. A), 11-21-2019; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023; Ord. No. 1436, § 2(Exh. A), 11-21-2024)

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All consumers of water service, for services provided beyond the corporate limits, shall pay the two-month billing cycle rate for their classification plus a surcharge of fifty percent inclusive of base rate and volume charge.

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- A. Multiple dwelling units, including accessory dwelling units on a single water meter shall be charged the standard residential water rate for each dwelling unit plus the volume charge as outlined in RMC 13.35.010. The allowable volume used in each tier for multiple residential users on a single meter shall be those tiers shown in RMC 13.35.010 multiplied by the number of units.
- B. For billing purposes multiple users on a single meter must be handled through one account only.

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13.35.050 Low-income citizen water rate discount.

- A. A discount of twenty-five percent of water charges shall be applied to those customers who are approved as low-income customers as defined in this title. To be approved as a low-income customer, the customer must meet the following requirements:
1. Have a household adjusted gross income of less than two hundred percent of the federal poverty guidelines.
 2. If a customer was approved as a low-income senior citizen by the city prior to January 31, 2014, the customer shall continue to be eligible for the credit for so long as the household adjusted gross income continues to meet the requirements of RCW 84.36.381(5).
- B. Any person desiring to be approved as a low-income customer shall submit an application on a form approved by the city and present the following documentation to staff:
1. A valid driver's license or other documentation verifying residence.
 2. The applicant's most recently filed federal income tax form if taxes forms are filed
- OR
- A letter of non-filing from the Internal Revenue Service AND the applicant's current social security statement or alternative income statement.
- C. The city shall approve all customers who meet these criteria as low-income customers. The city's approval shall be effective for one year from the date of approval. Any customer desiring to continue status as a low-income customer must reapply. Failure to reapply will cause the status to lapse.
- D. The discount shall only be allowed from and after the date that the customer is approved for this rate. The city shall not be liable for the failure of any qualified person to make application for this discount and there shall be no entitlement to such discount in the absence of an application, therefore.

(Ord. No. 1374, § 2(Exh. A), 9-8-2022; Ord. No. 1381, § 2(Exh. A), 11-17-2022; Ord. No. 1412, § 2(Exh. A), 11-16-2023)

Editor's note(s)—Ord. No. 1374, § 2(Exh. A), adopted Sep. 8, 2022, amended § 13.35.050 in its entirety to read as herein set out. Former § 13.35.050 pertained to low income citizen water rate credit and derived from Ord. No. 1148, §§ 1—3, adopted Jan. 23, 2014; and Ord. No. 1169, § 2(Exh. 1), adopted Nov. 20, 2014.

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: First Reading of Ordinance No. 1467 - 2026 Stormwater Utility Rate Code Amendment

GOVERNING LEGISLATION

RCW 35.92 Municipal Utilities, RCW 35.67 Sewerage Systems - Refuse Collection and Disposal, RCW 35A.33 Budgets in Code Cities, RMC 13.75 Stormwater Utility, Financial Policy #07: Budget

PREVIOUS COUNCIL ACTION TAKEN:

Ordinance No. 883, forming a Storm Water Utility, was adopted by City Council at the August 25, 2005, regular council meeting and Ordinance No. 884 was adopted by City Council establishing the initial rate structure of the utility. Multiple Ordinances have been adopted to set the bi-monthly rate, with the most recent adoption of Ordinance No. 1437 by the City Council on November 21, 2024, to update the bi-monthly rate to \$27.60 per equivalent dwelling unit.

The City Council heard a presentation on the 2023 comprehensive storm water utility rate study for service rates and system development charges on July 27, 2023. The council adopted the proposed rate structure at that meeting and declined to adopt a system development charge.

SUMMARY/BACKGROUND:

The public storm water collection and treatment systems located within the City of Ridgefield must be maintained and repaired by the City's Public Works Department. The Stormwater Utility was created in 2005 with the plan that the fees charged would be used to perform the required long-term management, maintenance and repair to the stormwater systems, providing good stewardship of the environment, while correspondingly reducing the financial burden on the City's General Fund. Ordinance No. 1467 provides an amendment to the rate structure and a step toward generating the necessary revenue to assist in funding the Stormwater Utility.

The City is required to provide additional stormwater treatment, inspection and compliance measures due to the population growth and NPDES Phase II Municipal Stormwater permit requirements as of July 1, 2024. As a result, staff have proactively increased maintenance of the stormwater treatment system to be able to meet the requirements of the new permit. Expenses have significantly increased over the past few years and the city uses a rate model to forecast revenue requirements to meet the operating and capital expense needs of the utility. The City conducted a comprehensive rate study in 2023 to determine the revenue requirements for the next 10 years for operations and capital. The study also reviewed the possibility of adding a stormwater system development charge for new development. The council approved the rate structure without the implementation of the system development charges. The rate model includes an increase of \$2.76 per bi-monthly billing to a total of \$30.36 every two months effective January 1, 2026.

Staff continue to identify potential grant opportunities and/or low-cost loans to help fund the capital

projects. The City was awarded a \$120,000 grant from the Department of Ecology to assist with meeting new permit requirements in 2026. The City obtained a \$2.4 million Public Works Board loan to finance the construction of 4 high-priority stormwater projects in the downtown core in 2024. Construction is scheduled to begin in 2026. Debt service will be paid from the operating revenues over the term of the loan.

The 2026 operating budget is expected to increase 11.2% over the 2025 operating budget. The main reasons for the 2025 expense increase are an increase in personnel costs, the addition of a seasonal stormwater maintenance position, and equipment, professional services and software required to meet the compliance needs for stormwater drainage management. The stormwater capital budget will carry forward the majority of the expense related to the downtown stormwater improvement projects that will be financed with a low-cost Public Works Board loan.

Rate revenue is expected to increase \$267,900 (15.4%) due to growth in accounts and the recommended rate increase. Additionally, 5% of rate revenues, \$100,581, will be transferred into the capital repair and replacement reserve for future capital R&R projects. The increase, together with the projected account growth due to new development, is proposed to maintain a financially healthy utility and complete needed capital maintenance projects.

Ordinance No. 1467 proposes a \$2.76 bi-monthly billing increase, per Equivalent Dwelling Unit (EDU). The 2026 rate would be increased to \$230.36 per EDU.

BUDGET/FINANCIAL IMPACTS:

Refer to the following table for impacts:

Bi-Monthly Rate	Base Revenue	Total Revenue	Revenue Increase from 2025
\$30.36	\$2,011,625	\$2,158,125	\$390,503

RECOMMENDED ACTION OR MOTION:

No action requested this is the first reading of Ordinance No. 1467.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

1. 13.75.060___Stormwater_service_charge_rates. Redlined
2. 13.75.060___Stormwater_service_charge_rates. Clean Copy

ORDINANCE NO. 1467

An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.75 and Ordinance Number 1437 to Amend Fees and Charges for the Stormwater Utility by Increasing the Bi-Monthly Stormwater Rate

WHEREAS, the City of Ridgefield, Washington (the "City"), created a Stormwater Utility to implement and administer its Stormwater Management Program; and,

WHEREAS, the City of Ridgefield constructs and maintains stormwater facilities for the management, regulation, and control of surface water and stormwater within the City to protect public health, safety and welfare; and

WHEREAS, the City is authorized pursuant to the general police powers, RCW 35.67.020 and RCW 35.92.020, to fix, alter, regulate and control the rates and charges for use of said utility and the Stormwater Management Program of the City; and,

WHEREAS, the Ridgefield City Council finds that it is now necessary to amend the rates and charges by increasing the rate to \$230.36 per bi-monthly billing period per equivalent dwelling unit to cover the cost and expense of operating said utility; and,

WHEREAS, the Ridgefield City Council finds that all developed real property within the boundaries of the utility benefits from the Stormwater Utility of the City and should participate financially in the payment of all expenses for the construction, maintenance, operation and improvement of said storm drainage system and for administration of the utility;

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 is in the public interest to amend Ordinance No. 1437 and Chapter 13.75 (Stormwater Utility) to the Ridgefield Municipal Code to amend fees and charges related to the stormwater system to cover the cost and expense of the stormwater utility.

Section 2. Amendment to Chapter 13.75 (Stormwater Utility). Section 13.75.060 Stormwater Service Charge Rates is hereby amended per the attached Exhibit A, fully incorporated herein by this reference.

Section 3. Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

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

Section 5. Severability. 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 6. Effective date. This Ordinance shall be in full force and effect on January 1, 2026.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 20th DAY OF NOVEMBER 2025.

City of Ridgefield:

Matt Cole, Mayor

ATTEST:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

13.75.060 Stormwater service charge rates.

- A. In accordance with the rate structure set forth in RMC 13.75.050, there is hereby levied upon all developed real property within the stormwater service area the following stormwater service charges which shall be collected from the property owners of such properties: For all developed real property within the stormwater service area, unless exempt as set forth above, the stormwater service charge shall be ~~twenty-seven dollars and sixty cents~~ thirty dollars and thirty-six cents per two months per EDU multiplied by the number of EDUs determined by the utility to be contained in such parcel.
- B. All property subject to charges of the stormwater management program shall be billed based on the property characteristics existing one month prior to billing.
- C. All stormwater service charges and all other stormwater fees or charges hereafter established by the city shall be deemed to be levied upon real property.
- D. For purposes of the stormwater utility and this chapter, "Equivalent Dwelling Unit" or "EDU" shall mean a measure equal to three thousand five hundred feet of impervious ground cover or a portion thereof, and is the measure of impervious ground cover to be used by the utility in assessing service charges against each parcel of property.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1170, § 2(Exh. A), 11-20-2014; Ord. No. 1196, § 2(Exh. A), 11-19-2015; Ord. No. 1223, § 2(Exh. A), 11-17-2016; Ord. No. 1249, § 2(Exh. A), 11-16-2017; Ord. No. 1279, § 2(Exh. A), 11-15-2018; Ord. No. 1299, § 2(Exh. A), 11-21-2019; Ord. No. 1330, § 2(Exh. A), 11-19-2020; Ord. No. 1354, § 2(Exh. A), 11-18-2021; Ord. No. 1382, § 2(Exh. A), 11-17-2022; Ord. No. 1413, 2(Exh. A-1), 11-16-2023; Ord. No. 1437, § 2(Exh. A), 11-21-2024)

13.75.060 Stormwater service charge rates.

- A. In accordance with the rate structure set forth in RMC 13.75.050, there is hereby levied upon all developed real property within the stormwater service area the following stormwater service charges which shall be collected from the property owners of such properties: For all developed real property within the stormwater service area, unless exempt as set forth above, the stormwater service charge shall be thirty dollars and thirty-six cents per two months per EDU multiplied by the number of EDUs determined by the utility to be contained in such parcel.
- B. All property subject to charges of the stormwater management program shall be billed based on the property characteristics existing one month prior to billing.
- C. All stormwater service charges and all other stormwater fees or charges hereafter established by the city shall be deemed to be levied upon real property.
- D. For purposes of the stormwater utility and this chapter, "Equivalent Dwelling Unit" or "EDU" shall mean a measure equal to three thousand five hundred feet of impervious ground cover or a portion thereof, and is the measure of impervious ground cover to be used by the utility in assessing service charges against each parcel of property.

(Ord. No. 1148, §§ 1—3, 1-23-2014; Ord. No. 1170, § 2(Exh. A), 11-20-2014; Ord. No. 1196, § 2(Exh. A), 11-19-2015; Ord. No. 1223, § 2(Exh. A), 11-17-2016; Ord. No. 1249, § 2(Exh. A), 11-16-2017; Ord. No. 1279, § 2(Exh. A), 11-15-2018; Ord. No. 1299, § 2(Exh. A), 11-21-2019; Ord. No. 1330, § 2(Exh. A), 11-19-2020; Ord. No. 1354, § 2(Exh. A), 11-18-2021; Ord. No. 1382, § 2(Exh. A), 11-17-2022; Ord. No. 1413, 2(Exh. A-1), 11-16-2023; Ord. No. 1437, § 2(Exh. A), 11-21-2024)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: Second Reading of Ordinance No. 1460 - 2025 Commercial Development Code Amendments

GOVERNING LEGISLATION

RCW 36.70A - Growth Management

PREVIOUS COUNCIL ACTION TAKEN:

September 25, 2025: Public hearing and first reading of Ordinance No. 1460

SUMMARY/BACKGROUND:

Every year, staff compiles proposed amendments to the municipal code for review by Planning Commission and City Council. The proposed amendments are based on staff and City customers' ongoing work implementing the existing code as well as feedback from community members, elected officials, and appointed officials.

On July 24, 2025, Council reviewed a list of code amendment topics and directed staff to draft text amendments that would implement those proposed amendments. Several of the proposed code amendment topics on the list related to commercial development, and those topics are the focus of this agenda item.

Staff drafted commercial development code text amendments for review by Planning Commission and a public hearing on September 3, 2025. No public testimony was received. Planning Commission discussed the proposal in detail and ultimately voted to recommend approval to City Council with a list of modifications.

City Council held a public hearing on the proposed amendments on September 25, 2025. Resident and business owner Justin Raczak testified in support of the amendment to expand the downtown traffic impact fee reduction program to the neighborhood commercial zone. Tucker Johnson testified with a recommendation to limit white buildings based on RGB spectrum elimination.

The commercial building color amendment has been updated in response to Council's discussion on September 25. See the attached revisions to RDC 18.230.055.I.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

To adopt the proposed commercial development code amendments:
"I move to adopt Ordinance No. 1460 as presented."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

1. Summary of Commercial Development Code Amendments
2. 18.100.038___O___definitions.
3. 18.070.140___Impact_fee_exemptions.
4. 18.100.048___T___definitions.
5. 18.205.020___Master_use_table.
6. 18.230.050___Site_planning.
7. 18.230.055___Building_design_and_features.
8. 18.235.020___Special_provisions_for_the_central_mixed_use_district.
9. 18.235.060___Special_provisions_for_the_Ridgefield_Mixed_Use_Overlay___RMUO_.
10. 18.720.040___Off_street_parking_lot_design.

ORDINANCE NO. 1460

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON Amending Chapters within Title 18 of the Ridgefield Municipal Code

WHEREAS, the Community Development department has reviewed the provisions for commercial development within the Ridgefield Development Code (RMC Title 18) for updates to assure that the provisions reflect current law and best practices for development and implement the Ridgefield Urban Area Comprehensive Plan; and

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

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

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

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

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

WHEREAS, the City of Ridgefield submitted a 60-day notice of the proposed amendments to the Washington State Department of Commerce on August 29, 2025; and

WHEREAS, consistent with WAC 197-11-340(2), on September 11, 2025 the City of Ridgefield issued a SEPA Determination of Non-significance (DNS) regarding the proposed amendments; and,

WHEREAS, the SEPA DNS public comment period expired on September 25, 2025 and the City addressed all comments received; and,

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed amendments on September 3, 2025, forwarded a recommendation to amend the Ridgefield Development Code to the City Council; and

WHEREAS, the Ridgefield City Council conducted a public hearing and first ordinance reading of the proposed amendments during their meeting held on September 25, 2025; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments during their meeting held on November 6, 2025; and

WHEREAS, RCW 35A.11.090 (2) provides that ordinance necessary for immediate preservation of public peace, health, safety or for the support of city government and its existing public institutions may go into effect before thirty days for the time of final passage subject to a unanimous vote of the Council; and

WHEREAS, the City Council finds that certain provisions of this ordinance address an urgent issue of public peace, health, and safety by prohibiting traffic in drive-through aisles and delivery vehicles from interfering with access to and through pedestrian pathways, drive aisles, and parking areas in commercial developments; and

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Title 18 of the Ridgefield Municipal Code related to commercial development.

Section 2. Amendments to the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Title 18 as set forth below in the exhibits attached hereto and incorporated by this reference.

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

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

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

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

Section 7. Effective Date. The City Council declares that an urgency exists to immediately pass this Ordinance and preserve public peace, health, and safety and/or to support the city government and its existing public institutions. This Ordinance will take effect and be in full force five days after its unanimous passage by City Council pursuant to RCW 35A.11.090(2).

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 6th DAY OF NOVEMBER, 2025.

Matt Cole, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: September 25, 2025

Second Reading/Passage: November 6, 2025
Date of Publication:
Effective Date:

Commercial Development Amendments

Code Section	Proposed Amendment	Recommendations
18.100.038 – Definitions - Office	Remove the provision requiring indoor storage of materials to not exceed fifty percent of the occupied space in an office use. Contradicts the definition of an accessory use, which is more flexible and provides that such uses must be subordinate in area, extent, and/or purpose to a primary use.	No change.
18.070.140.C – Impacts Fees – Impact fee exemptions	Expand the downtown traffic impact fee (TIF) reduction/exemption program to the Commercial Neighborhood Business (CNB) zone.	No change.
18.100.048 – T Definitions; 18.205.020 – Uses – Master Use Table	Define and prohibit smoke shops (tobacco stores, per NAICS 453991) in the Central Mixed Use, Waterfront Mixed Use, and Neighborhood Commercial zones and under the Ridgefield Mixed Use Overlay.	Include vape products in the definition. <i>Included.</i>
18.230.050 – Commercial Districts – Site planning	Require commercial centers to be designed such that delivery vehicles do not impede drive aisles or required parking.	Add this amendment. <i>Added to 18.230.050.G – Service areas.</i>
18.230.050.B – Commercial Districts – Site planning – Types of street frontage	Change collectors from a “pedestrian street” to a “major corridor” for the purpose of site design requirements. The site design requirements along major corridors are less strict.	No change.
18.230.050.C – Commercial Districts – Site planning – street frontage; 18.720.040.C – Off- Street Parking and	Relax requirement for buildings and/or common open space to occupy 50-80 percent of a site’s street frontage for the following cases: 1. In master-planned commercial centers; or 2. Where there are safety considerations associated with the end user (e.g., day care); or	No change. <i>Note: Proposed text amendments have been updated in response to a comment from AKS Engineering noting that the draft text amendment language could be construed to mean (1) – (3) are</i>

Loading – Off-street parking lot design	3. In other situations where existing or built conditions justify departure from strict adherence to the standard, with written approval from the Community Development Director. When buildings occupy less than the standard 50-80 percent of a site's street frontage, require enhanced landscaping between the site and the street to soften the visual impact of parking areas.	<i>“and” statements, not “or” statements. They are meant to be “or” statements as described in this table. This is a clarification only and does not change the intent of the code.</i>
18.230.050.E.2 – Commercial Districts – Site planning – Building entrances	Remove the requirement for buildings along pedestrian streets to have a primary entrance facing the street providing primary access to the site. Instead apply the existing requirement for buildings along major corridors to buildings along all street types: Encourage a primary entrance facing the primary street, but allow the primary entrance to face a parking area or secondary access street.	Add a provision to allow for other site entry features that draw people off the street (e.g., gateway, plaza, water feature, etc.) where the primary entrance does not face the street. <i>Added.</i>
18.230.050.H – Commercial Districts – Site planning – Drive-throughs	Require adequate queuing spaces before ordering stations in drive-throughs. Proposal based on circulation problems caused by the placement of the ordering station at the Pioneer Village Starbucks.	No change.
18.230.055.C.2 – Commercial Districts – Building design and features – Mass and scale – Roofs	Allow flat roofs with projecting cornices on single-story buildings.	No change.
18.230.055.E – Commercial Districts – Windows and Doors	Encourage use of bird-friendly glass on windows and doors.	No change.
	Reduce transparency requirements based on end user needs or in other situations where existing or built conditions justify departure from strict adherence to the standards, with written approval from the Community Development Director. In such situations, require enhanced treatments	Specify that glazed windows allowing people to see out of the building but not in may be used to meet the transparency requirements when the inside use requires privacy. <i>Added.</i>

	(façade articulation, variety in building materials, trellises, etc.).	
18.230.055.I.1 – Commercial Districts – Building design and features – Color	Prohibit white as the base building color. Response to complaints about the lightest-colored buildings in Pioneer Village.	Focus on the “shall” rather than the “shall not” – instead of prohibiting white as the base building color, require complementary colors within developments. <i>Changed to include: “Buildings shall incorporate multiple field or base colors to avoid a monochromatic appearance” and “Buildings within a commercial center shall have harmonious field or base colors.”</i>
18.235.020.H – Mixed-Use Districts – Special provisions for the central mixed use district – Building design and features	Prohibit security bars on windows and roll-up security doors in the CMU zone (downtown).	Include “or similar” modifier to make the prohibition inclusive of security devices that aren’t precisely bars. <i>Added.</i>
18.720.040.C.8 – Off-Street Parking and Loading – Parking lot design – Electric vehicle charging	Encourage clustering of required EV parking spaces in commercial complexes.	No change.

18.100.038 "O" definitions.

Occupant. A person who is occupying, controlling, or possessing real property, or his/her agent or representative.

Office. Government, business and professional offices that operate during typical weekday hours. Examples include local, regional, state, and federal offices and agencies; offices for attorneys, architects, accountants, engineers, stockbrokers, real estate agents, mortgage bankers, insurance brokers, and other consultants; headquarters offices; sales offices. Also includes painting, land scaping, building and janitorial contractors where the indoor storage of materials and equipment are incidental to the office use ~~and does not exceed fifty percent of occupied space~~. Offices that are part of and are located within a firm in another use category are considered accessory to the firm's primary activity. Does not involve outside storage or fabrication, or on-site sale or transfer of commodity except commodities related and accessory to the permitted office use. This definition excludes medical offices; see "Medical clinic/laboratory."

Off-street parking space. An area accessible to vehicles, exclusive of roadways, sidewalks, and other pedestrian facilities, that is improved, maintained, and used for the purpose of parking a motor vehicle.

Open record hearing. A hearing that creates a record through testimony and submission of evidence and information. An open record hearing may be held prior to a decision on a project permit application. An open record hearing can only be held on an appeal if no open record hearing was conducted prior to the decision on the application.

Open space. Land designated for common or public use, and land where development is prohibited under this title. Open space includes all unbuildable land. Open space shall be shown clearly on the preliminary plat and site development plan approved by the planning commission. Open space may be publicly (dedicated) or privately owned.

Ordinance. A regulation adopted by the city council as a result of a public hearing.

Ordinary high water mark (OHWM). That mark found by examining the bed and banks of a body of water and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years as to mark upon the soil a character distinct from that of the abutting upland, in respect to vegetation as that condition exists on June 1, 1971, as it may naturally change thereafter, or as it may change thereafter in accordance with permits issued by a local government or ecology; provided that in any area where the ordinary high water mark cannot be found, the ordinary high water mark adjoining salt water shall be the line of mean higher high tide and the OHWM adjoining fresh water shall be the line of mean high water (RCW 90.58.030(2)(b) and WAC 173-22-030(6)).

Outdoor storage. See "Storage, outdoor."

Outdoor performance center. An establishment with open-air seating for viewing performing arts and sporting events. Such establishments may include related services such as food and beverage sales and other concessions. Such establishments do not include race tracks, raceways, or race courses, or similar facilities built for racing of motor vehicles or animals.

Overlay district. Mapped areas of the city with specific geographic or capital facilities limitations, which require special standards to minimize adverse impacts to the public health, safety and welfare. Overlay districts are necessary to mitigate adverse environmental or social impacts or nuisances of development which would otherwise occur in the absence of area-specific limitations.

Over-water structure. A structure or other construction located waterward of the ordinary high water mark (OHWM) or a structure or other construction erected on piling above the surface of the water, or upon a float.

Owner. The owner of record of real property as shown on the tax rolls of the county, or person purchasing a piece of property under contract. For the purposes of this title, in terms of violations and binding agreements between the county and the owner, "owner" shall also mean a leaseholder, tenant or other person in possession or control of the premises or property at the time of agreement, violations of agreement, or the provisions of this title. For the purpose of processing an application for a land use approval or permit under this title, where such application or permit must be filed by an owner, the term "owner" also includes a governmental entity contemplating acquisition of a parcel for a use which would require such permit or approval.

Owner of record. The person or entity listed as the owner of the property in the records of the Clark County auditor.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1178, § 2(Exh. A), 2-12-2015)

18.070.140 Impact fee exemptions.

- A. The city council may grant an impact fee exemption to low-income housing, as defined in Section 18.070.040 of this chapter; provided, any exemption shall be paid into the impact fee fund established under Section 18.070.180 by the city out of general funds.
- B. The city may grant a total or partial exemption from impact fees for housing developments not qualifying as low-income housing as defined in Section 18.070.040 of this chapter, but to be owned and occupied by, or leased to, low-income persons; provided, any such exemption shall be subject to:
 - 1. Provision being made for payment of the impact fee from public funds other than impact fee accounts;
 - 2. Adequate documentation that the housing meets appropriate standards regarding household income, rent levels, sales price, location and number of units;
 - 3. In the case of rental dwellings, adequate documentation that such housing will remain exclusively available to low-income households at affordable rents for a minimum period of fifteen years;
 - 4. In the case of owner-occupied dwellings, adequate documentation that such housing will only be sold or leased at affordable rents to another low-income household for a minimum period of ten years; and
 - 5. Adequate documentation that in the event that use of the property during the prescribed period is no longer for low-income housing, the owner shall pay the impact fee plus interest from which the owner or any prior owner was exempt.
- C. The city council may grant a partial or full transportation impact fee exemption for development projects created within the downtown area including the central mixed use zoning district (CMU) and the downtown transition area (DTA); provided, any exemption shall be paid into the impact fee fund established under Section 18.070.180 of this chapter by the city out of general funds or other lawful sources of funding.
- D. The city council may grant a partial or full transportation impact fee exemption for development projects created within a neighborhood commercial zone (CNB); provided, any exemption shall be paid into the impact fee fund established under Section 18.070.180 of this chapter by the city out of general funds or other lawful sources of funding.
- D. The impact fee for an exempt development shall be calculated as provided for in this chapter and paid with public funds. Such payment may be made by including such amount(s) in the public share of system improvements undertaken within the applicable service area.

(Ord. 862 § 4, 2004; Ord. 678 § 16, 1995).

(Ord. No. 1178, § 2(Exh. A), 2-12-2015)

18.100.048 "T" definitions.

Temporary use. See "Use: Temporary use."

Temporary use permit. A use permit which is of limited duration. See RDC 18.205.015.F.

Tent city. An emergency homeless encampment, hosted by a recognized religious assembly, school, or institution that owns or controls real property, which provides temporary housing to homeless persons whether within buildings located on the property or elsewhere on the property outside of buildings.

Through lot. See "Lot: Through lot."

Tobacco store. An establishment primarily engaged in retailing cigarettes, cigars, tobacco, pipes, and other tobacco and vape supplies.

Commented [CL1]: Planning Commission recommendation: Include vape products in definition.

Tower, guyed. See "Wireless: Tower—Guyed."

Tower, lattice. See "Wireless: Tower—Lattice."

Trail. A multi-use facility meeting the requirements of the Ridgefield Engineering Standards for Public Works Construction for non-motorized users for transportation and recreational purposes.

Trailer, residential. A mobile home which was not constructed in accordance with federal manufactured housing construction and safety standards (HUD code) in effect after June 15, 1976. Residential trailers are not permitted within the city of Ridgefield.

Trailer, travel. Any transportable trailer available for recreational use forty feet or less in length or eight feet or less in width, built on a chassis and equipped with wheels. This term also includes "recreational vehicles."

Transfer station. Staffed collection and transportation facility used by private individuals and route collection vehicles to deposit solid waste collected off-site into larger transfer vehicles for transport to permanent disposal sites, and may also include recycling facilities involving collection or processing for shipment.

Transportation corridor. A transportation corridor is a significant arterial or highway which is the primary route for inter-community travel in a metropolitan area or region. Transportation corridors typically accommodate a high percentage or regional commercial and mass transit use.

Tree. A woody plant which at maturity is usually twenty feet or more in height and generally has a single trunk, un-branched for three feet or more above the ground, and a more or less definite crown.

Tree canopy. The total area of the tree or trees where the leaves and outermost branches extend, also known as the "dripline."

Tree—Deciduous. Trees that shed or otherwise lose their foliage at the end of the growing season, such as maples, alders, oaks, and willows.

Tree—Evergreen. Trees that maintain the majority of their foliage each year when grown in the Ridgefield area. Examples of evergreen trees include pines, firs, Douglas fir, and the Pacific Madrone.

Tree—Significant. Any healthy, windfirm, and nonhazardous tree eight inches or greater in diameter breast height if it is a conifer and twelve inches or greater in diameter at breast height if deciduous.

Tree—Street. A tree located within a street right-of-way or street tree easement, adjacent to public or private streets, including undeveloped areas.

Trees—Windfirm. Trees able to withstand strong winds and resist windthrow (blowdown), wind-rocking, and major breakage.

Tree and vegetation removal. Removal of a tree(s) or vegetation, through either direct or indirect actions including, but not limited to, clearing, cutting, causing irreversible damage to roots or trunks; poisoning; destroying

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the structural integrity; and/or any filling, excavation, grading, or trenching in the dripline area of a tree which has the potential to cause irreversible damage to the tree, or relocation of an existing tree to a new planting location.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1339, § 2(Exh. A), 5-27-2021)

18.205.020 Master use table.

A. Table 18.205.020-1 details uses for the following zones:

1. RLD-4, 6, 8: Residential Low Density 4, 6, 8.
2. RMD 16: Residential Medium Density 16.
3. CNB: Commercial Neighborhood Business.
4. CCB: Commercial Community Business.
5. CRB: Commercial Regional Business.
6. CMU: Central Mixed Use.
7. WMU: Waterfront Mixed Use.
8. WLS: Waterfront Low Scale.
9. E: Employment.
10. Reserved.
11. P/OS: Parks/Open Space.
12. PF: Public Facilities.

Table 18.205.020-1

RESIDENTIAL GENERAL											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU ¹	WLS	E	P/OS	PF
Single-Family Detached Residential (RDC 18.206.020)	P	P-L									
Cottage Housing (RDC 18.206.040)	P	P									
Duplex (RDC 18.206.050)	P	P									

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Triplex (RDC 18.206.050)	P	P									
Townhouse (RDC 18.206.060)	P-L	P-L				P-L	P-L				
Accessory Dwelling Unit (RDC 18.206.030)	L	L									
Home Occupation (RDC 18.205.030)	L	L	L	L		L	L	L			
Multifamily Residential (RDC 18.206.070)		P	P-L			P-L	P-L	P-L			
Manufactured Home Park (RDC 18.730.020)	P	P									

GROUP RESIDENCES											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
Boarding House	P-L	C	C	P	P	P			C		
Community Residential Facility	C-L	P	P-L	P-L	P	P-L					

TEMPORARY LODGING											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
Bed and Breakfast	C-L	C-L	P-L	P-L	P-L	P-L	P-L	P-L			
Hotel and Motel				P	P	C	P	P			
Recreational Vehicle (Single)	P-L	P-L	P-L	P-L	P-L	P-L	P-L	P-L			
Recreational Vehicle Park				C	C		P-L				
Tent City	L	L	L	L	L	L	L	L	L	L	L

RETAIL/SERVICE											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
General Retail Trade/Services			P	P	P	P	P-L	P	P-L		
Marijuana Retail											
<u>Tobacco Store</u>				P	P						
Eating and Drinking Establishment		C-L	P	P	P	P	P-L	P	P-L		
Food Cart Pod			P	P	P	P	P	P	P-L		
Artisan and Specialty Goods Production			L	L	L	L	L	L			
Motor Vehicle Related Use				P	P		P-L	P-L	C		
Electric Vehicle Infrastructure	P-L	P-L	P	P	P	P-L	P-L	P-L	P	P-L	P
Gasoline Service Station				P	P	P	P		L		
Animal Kennel and Shelter				C-L	C-L				C-L		
Veterinary Clinic and Hospital			L	L	L	L	L	L	L		
Daycare Facility	P-L/C-L	P-L/C-L	P	P	P	P	P	P-L	P		
Funeral Home/Crematorium/Columbarium/Cemetery	C-L	C-L		P	P					P-L	P-L
Boat and RV Storage Facilities									C-L		

EMPLOYMENT											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
Office			P	P	P	P	P-L	P	P		P
Light Manufacturing					C	C	¹	C	P		
Research and Development				C	C	C	P		P		

Freight/Cargo Movement and Storage				C	C				C*		
Heavy Equipment and Truck Related Use											
Fleet Service				C	C	C			C*		
Warehousing									C*		
Wholesale Retail									P		
Marijuana Processing											
Marijuana Production											
Medical Cannabis Collective Gardens											
Self-storage									C		
Computer and Electronics Manufacturing					C				P		
*These uses shall only be permitted in facilities developed prior to January 19, 2020; any alteration is limited to 20% of the existing facilities, and shall be subject to Section 18.350.030, "Adjustment."											

ENTERTAINMENT AND RECREATION											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
Adult Use Facility				L	L	L					
Indoor Entertainment Facility				P-L	P-L	P-L	P-L				
Community Recreation and Social Facility	C-L	C-L	C	P-L	P-L	P-L	P-L	P-L	P-L	P-L	P-L
Gambling Use											
Outdoor Performance Center					C		P		C		
Park or Trail ²	P	P	P	P	P	P	P	P	P	P	P

EDUCATION AND CULTURE											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
College and University				P	P	P	P	P	P		C
School: Elementary/Middle/High	C	C				P	P		P		P-L
Specialized Instruction and Vocational School	C-L	C-L	C	P	P	P	P	P	P		C
Conference Center	C-L	C-L	P-L	P	P	P	P	P	P		C
Religious Institution	C	C	P	P	P	P	P	P	P		C
Cultural Institution	C	C	P	P	P	P	P	P	P		C

HEALTH											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
Hospital			C-L	P-L	P-L	C-L			P -L		
Medical Clinic/Laboratory			P	P	P	P	P	P	P		
Nursing and Personal Care Facility		C	C	P	P	P	P	C	C		

INFRASTRUCTURE, CIVIC AND REGIONAL											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E		PF
Emergency Services	P-L	P-L	P-L	P-L	P-L	P-L	P-L	P-L			P-L
Public Agency or Utility Yard					P-L		P-L	P-L			P

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Utility Facility	P-L/C-L	P-L/C-L	P-L/C-L	P	P	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P
Wireless Communication Facility	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L	P-L/C-L
Broadcasting and Telecommunications Facility					P	P	P			C
Interim Recycling Facility	P-L	P-L	P-L	P-L/L	P-L/L	P-L				C-L
Waste-Related Facility				C	C					C
Airport or Heliport										C
Bus Base				C	C					C
Park and Ride Lot	L	L	L	P	P	L				P
Detention and Post-detention Facility					C-L					

MARINE											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
Floating Home Moorage							P	P			
Marina or Boating Facility							P	P			

Table Notes:

- (1) Additional uses for the WMU Zoning District are described in RDC Table 18.235.030-1. If there is a conflict between the two use tables, the more permissive shall apply.
- (2) Public and private parks and trails are allowed in all zoning districts and shall meet the standards of the P/OS zone established in RDC 18.265 regardless of the zoning district in which the facility is located.

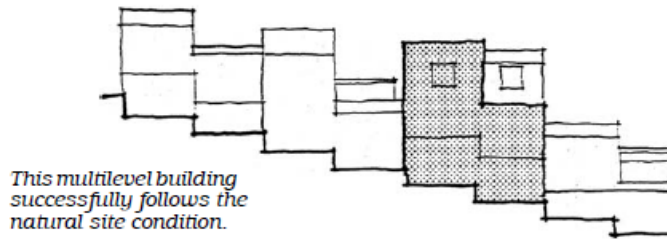
(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1163, § 2(Att.), 10-23-2014; Ord. No. 1164, § 2(Att.), 10-23-2014; Ord. No. 1207, § 2(Exh. A), 5-26-2016; Ord. No. 1226, § 2(Exh. A), 12-15-2016; Ord. No. 1232, § 2(Exh. A), 4-27-2017; Ord. No. 1245, § 2(Exh. B), 11-2-2017; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No.

1266, § 2(Exh. A), 9-13-2018; Ord. No. 1272, § 2(Exh. A), 10-25-2018; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1304, § 3(Exh. A), 12-5-2019; Ord. No. 1339, § 2(Exh. A), 5-27-2021; Ord. No. 1370, § 2(Exh. A), 9-8-2022; Ord. No. 1406, § 2(Exh. A), 7-13-2023; Ord. No. 1419, § 2(Exh. A), 3-28-2024; Ord. No. 1426, § 2(Exh.), 7-25-2024)

18.230.050 Site planning.

- A. Topography. Site design should preserve and maximize the use of natural features and reduce adverse impacts on existing natural features.

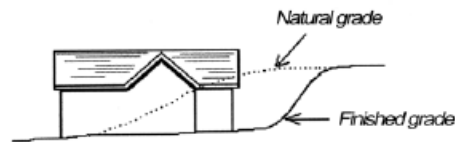
1. Retain natural topography to the extent practicable by designing buildings and parking lots to fit natural slopes.



YES



NO



2. The grade difference between building entrance and nearest public right-of-way shall not exceed ten feet, and intervening setback shall not exceed a slope of 1:1.
3. Retaining walls shall not exceed six feet high to promote more gradual, terraced development working with the natural slopes.

- B. Types of street frontage. Development standards are differentiated based on two types of street frontages:

1. Pedestrian streets. Pedestrian streets include all **collectors, as classified in the city's transportation capital facilities plan, and all** local streets. Pedestrian streets are intended to be developed with a "main street" feel that generally includes on-street parking, wide sidewalks with pedestrian amenities, buildings close to the sidewalk, and pedestrian-scale building design with minimal inactivated space such as parking lots.
2. Major corridors. Major corridors include all arterials **and** minor arterials, **and collectors** as classified in the city's transportation capital facilities plan. Major corridors are intended to serve primarily as vehicular access routes with less pedestrian activity, where medium to large-scale commercial development is anticipated.

Commented [CL1]: Planning Commission recommendation: Add a requirement for commercial centers to be designed such that delivery vehicles do not impede drive aisles or required parking.

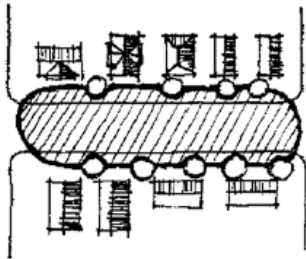
C. Street frontage.

1. For commercial development along pedestrian streets, buildings and/or common open space must be placed within the minimum and maximum setback area along a minimum of eighty percent of the site's street frontage not encumbered by critical areas or significant vegetation.

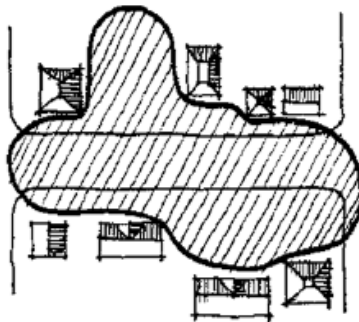
a. Enhanced landscaping buffers may be substituted as an alternative to buildings and/or common open space to satisfy this standard provided the enhanced landscaping buffer extends the full distance from the property line to the maximum setback line and is developed to an L4 standard or equivalent.

2. For commercial development along major corridors, buildings and/or common open space must be placed within the minimum and maximum setback area along a minimum of fifty percent of the site's street frontage not encumbered by critical areas or significant vegetation.

Consistent streetfront setback produces organized spatial enclosure.



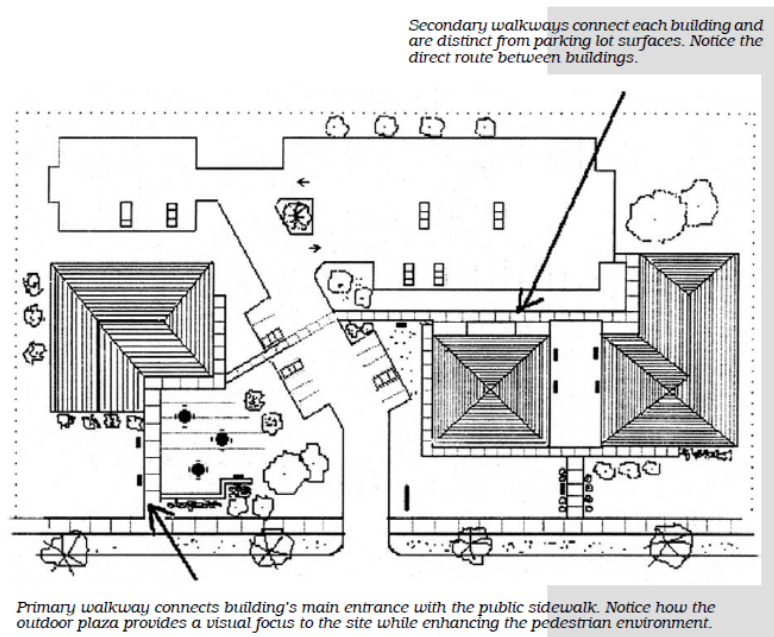
Inconsistent setback and site design produces irregular and often incoherent enclosure.



- a. Enhanced landscaping buffers may be substituted as an alternative to buildings and/or common open space to satisfy this standard provided the enhanced landscaping buffer extends the full distance from the property line to the maximum setback line and is developed to an L4 standard or equivalent.

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- b. On sites that incorporate a slip lane parking lot as allowed per RDC 18.230.080.C, buildings and/or common open space must be placed within the minimum and maximum setback area as measured from back edge of the required sidewalk between the parking area and the interior of the site.
 3. For developments located on a corner lot where at least one street frontage is a pedestrian street, buildings and/or common open space must be placed within the minimum and maximum setback area along both street frontages for a minimum of one hundred feet or twenty-five percent of the street frontage length, whichever is less, beginning from the corner of the lot, excepting any portion of the street frontage encumbered by critical areas or significant vegetation. Sites must also meet the overall requirement for buildings and/or common open space along the site's street frontage in subsections (1) and (2) above, and may count buildings and/or common open space developed under this subsection towards the overall requirement.
 4. The requirements for buildings and/or common space in subsections (1) – (3) may be reduced with written approval from the Community Development Director where one or more of the following apply:
 - a. In master-planned commercial centers.
 - b. Where there are safety considerations associated with the proposed use.
 - c. In other situations where existing or built conditions justify departure from strict adherence to the standard.The applicant shall demonstrate that the requirement is being met to the extent practicable.
When this reduction is applied, enhanced landscaping buffers developed to the L4 standard or equivalent are required where buildings and/or common open space are not placed within the minimum and maximum setback area.
 45. The area between the property line and the buildings and/or common open space, with the exception of any pedestrian connections, shall be fully landscaped to an L2 standard.
- D. Pedestrian Connectivity. Sites shall establish internal and external pedestrian connections throughout the development.
1. Provide an external pedestrian connection between the building's primary entrance and the primary frontage street.
 2. Provide internal pedestrian connections between individual buildings, though parking areas, and between parking areas and buildings, superseding requirements for pedestrian access corridors per RDC 18.720.040.C.5. Public sidewalks may be considered part of the internal pedestrian circulation system if they provide convenient connections between buildings and/or parking areas.
 3. For large development sites over two acres, the combined external and internal pedestrian connection system shall provide cross-circulation functionally equivalent to a street grid by providing through connections no less than every five hundred feet.
 4. Internal and external pedestrian connections must meet all of the following requirements:
 - a. Provide connections via the most direct route.
 - b. Separate pedestrians safely from motor vehicle traffic, except for crossings of vehicle travel ways.
 - c. Be a minimum of five feet wide. External pedestrian connections shall be a minimum of eight feet wide for developments with a ground floor area in excess of twenty thousand square feet.

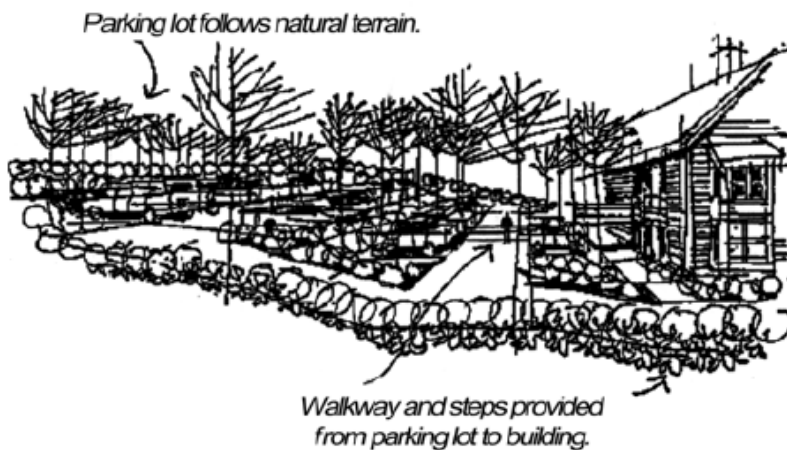
- d. Be well lit with pedestrian-scale lighting at a level averaging at least two foot candles and with free-standing or building-mounted lighting fixtures mounted no higher than fourteen feet.
- e. Be accented with landscaping buffers a minimum of five feet wide including trees a minimum of every twenty-five feet, shrubs at the rate of one per twenty square feet of landscaped area, and groundcover sufficient to provide at least eighty-five percent coverage of the landscaped area. One side of all pedestrian connections must be landscaped except for crossings of vehicle travel ways.
- f. Use concrete or other approved unit-paving surfaces distinct from parking lot surface by texture, pattern, and/or color to differentiate and maximize the visibility of the pedestrian path. Path shall be elevated six inches above parking lot grade except for crossings of vehicle travel ways. Superficial treatments such as painted pedestrian paths are not sufficient to meet this requirement. Paint may be used only in combination with other techniques.
- g. Crossings of vehicle travel ways shall be well articulated with pavement markings, pedestrian warning signs, and lighting.



E. Building entrances.

1. Buildings must have a primary entrance that incorporates at least two of the following entry enhancement features:
 - a. At least one hundred square feet of landscaping or planters incorporating trees, shrubs, and/or flowers, in addition to the minimum landscaping requirements for the site;
 - b. At least one hundred square feet of paving materials different from the street sidewalk or parking lot surfacing;

- c. At least one hundred square feet of awning, marquee, or arcade over the entry where the feature is at least eight feet above the walking surface and projects at least five feet horizontally from the structure;
 - d. Decorative outdoor features such as benches, fountains, sculptures or other similar features as determined by the planning director;
 - e. Entry recessed or projected from the facade surface by at least three feet; or
 - f. Pedestrian-scale accent lighting.
2. Buildings along pedestrian streets outside of commercial centers are required to have a primary entrance facing the street providing primary access to the site. Entrances shall be built to the sidewalk's edge or be connected to the sidewalk with a direct external pedestrian connection.



3. Buildings along pedestrian streets in commercial centers and buildings along major corridors are encouraged to have a primary entrance facing the street providing primary access to the site. As an alternative, the primary entrance may face a parking area or secondary access street provided that a secondary entrance is provided that faces the street providing primary access to the site. A secondary entrance shall be built to the sidewalk's edge or be connected to the sidewalk with a direct external pedestrian connection. When a primary entrance does not face the street providing primary access to the site, other features such as gateways, entry plazas, or similar are encouraged to create a welcoming point of entry to the site.
- F. Outdoor common areas. Common areas encourage outdoor activities and leisure in outdoor spaces associated with commercial development. For developments with five thousand square feet or more gross floor area, excluding area of garages, warehouses and similar unheated support structures, outdoor common areas equal to five percent of the gross floor area is required.
 1. The minimum size for a common area is two hundred fifty square feet, with a minimum dimension of ten feet. Fewer, larger common areas are strongly preferred over multiple, smaller common areas.
 2. Common areas shall be in high pedestrian traffic locations within the development such as along street frontages, on lot corners, along internal or external pedestrian connections, or near building entrances. Common areas shall not be located in isolated or undevelopable space where low pedestrian traffic is anticipated.

3. Common areas must be accessible to users of the site but do not need to be made accessible to the general public.
4. Common areas must be accessible by internal and/or external pedestrian connections.
5. Common areas shall be developed as one of, or a combination of, the following:
 - a. Patio, deck or balcony attached to building, provided area can be accessed from the building's exterior.
 - b. Plaza with colored or textured pavement surface, e.g., brick, stone, exposed aggregate concrete or colored and textured concrete. To provide pattern and enhance the texture of the pavement, any concrete surfaces shall be scored or otherwise divided into smaller sections.
 - c. Landscaping areas of grass, trees, shrubbery and flowers, combined with paths and pavement areas for tables and/or benches.
 - d. Other similar areas approved by the planning director.
6. Common area amenities must include a minimum of one bench or table and one trash receptacle per two hundred fifty square feet. Amenities may also include water feature, raised landscaping planter beds, drinking fountain, moveable seating such as for outdoor dining, distinctive paving, and/or public artwork. All outdoor furnishings shall be commercial grade designed for heavy public use.

ENCOURAGED

Commercial grade market umbrella.



DISCOURAGED

Lightweight household umbrella.

7. Pedestrian-scaled lighting is required at a level averaging at least two foot candles throughout the area. Lighting may be free-standing or building-mounted and shall not be mounted higher than fourteen feet.
8. The following are not allowable as part of outdoor common areas:
 - a. Asphalt pavement.
 - b. Adjacent and unscreened chain link fences, dumpsters or service areas.
 - c. Unscreened blank walls.

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(Supp. No. 110)

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9. Active use of outdoor common areas is encouraged provided it does not impede pedestrian flow along adjacent pedestrian connections or public sidewalks. Allowed activities within common areas, subject to area limitations in RDC 18.230.110, include:
- Food or flower carts, limited to one portable food or flower cart for common areas less than one thousand square feet and two carts for common areas one thousand square feet or greater. Carts must be portable and be stored away after hours.
 - Temporary art displays or performances.
 - Outdoor sales such as a sidewalk sale or farmers market. Commercial activity by vendors with no permanent indoor vending space on the property must be reviewed through either site plan review for recurring uses per RDC 18.500 or temporary use review consistent with RDC 18.205.015(F).
 - Outdoor seating.
 - Transit stops, coordinated with transit service provider.
 - Similar active uses as determined by the Planning Director.
- G. Service areas shall be located and screened to minimize negative visual impacts from the public right-of-way, within the site, and from adjacent users.
- Loading areas, service areas, and outdoor storage areas shall be located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building, and shall be screened from view by a fence, landscaping to a value of eighty percent year-round opacity, or a combination of both. Fences shall be masonry or similar materials, and shall not be chain link.
 - Garbage collection and recycling areas, not including individual trash receptacles for public use, must be in an enclosed area and located in the areas of the site least visible from the public right-of-way and on-site pedestrian connections, typically in the rear or sides of the building. Enclosures should be complementary in design to the main buildings, and shall be constructed of fencing, walls, landscaping to a value of eighty percent year-round opacity, or a combination. If used, fences shall comply with RDC 18.230.100. Design of exterior storage areas shall comply with engineering standards and the comprehensive stormwater management plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.
 - Mechanical units, utility equipment, elevator equipment, and telecommunication equipment located on the roof shall be grouped together and incorporated into the roof design. Such equipment located on the ground shall be screened from adjacent pedestrian connections or sidewalks by a fence or landscaping to a value of eighty percent year-round opacity. If used, fences shall comply with RDC 18.230.100.
 - Delivery vehicles shall not impede drive aisles or required parking during normal business hours.
- H. Drive-through lanes shall be sited to minimize adverse effects of vehicular traffic on the adjacent neighborhood and businesses, to minimize conflicts with pedestrian traffic, and to minimize visual impacts.
- The requirements of this subsection shall apply to all drive-through facilities as defined in RDC 18.100.016. The requirements in subsections (3) through (10) also apply to pick-up windows as defined in RDC 18.200.016.B.
 - The total number of drive-through facilities is limited as follows:
 - In the Ridgefield Junction Subarea, a maximum of fifteen total drive-through facilities are permitted.

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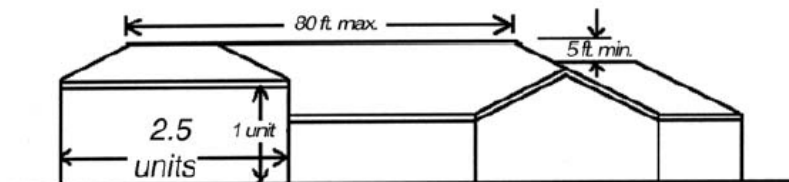
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3. Multiple drive-through facilities on a site shall be clustered adjacent to one another to optimize traffic flow and minimize conflict between drive-through and non-drive-through uses. Shared facilities where multiple businesses use one drive-through or pick up lane are encouraged.
 4. No more than two adjacent drive-through facilities shall be permitted on a single street frontage.
 5. Drive-through queuing (stacking) lanes shall have a minimum capacity of six spaces as measured from the pickup window. This amount may be adjusted, higher or lower, if peak average monthly volume for the business (or similar businesses) shows a need for a different amount of queuing spaces, as documented by the applicant. A stacking space shall be an area which at a minimum accommodates the width and necessary turn radius of a vehicle measuring eight feet by twenty feet, with direct forward access to a service window of a drive-through facility. Stacking lanes must be designed so that they do not interfere with parking, parking access, and vehicle circulation. Ordering stations must be located forward in the stacking lane such that queuing vehicles do not back up into the adjacent parking area, drive aisle, or street. Stacking lanes are not required to be linear.
 6. Drive-through lanes shall not be located between the building and the street unless the planning director determines such location is not feasible because of lot geometry or access. In situations where drive-through lanes must be located between the building and the street with no feasible alternative:
 - a. Additional screening and landscaping meeting the requirements in subsection (9) shall be required.
 - b. The maximum setback from the street may be increased to accommodate the drive-through lane and screening.
 - c. The building entrance requirements in RDC 18.230.050.E.2-3 are waived.
 7. Developments creating ten or greater PM peak hour trips are subject to a traffic study, requiring the applicant to demonstrate that the roadway network, pedestrian network, intersections and driveways will support the traffic generated by drive-throughs, or will be improved to mitigate for any impacts from traffic generated by drive-throughs. Proposals are also subject to review by the city engineer for safe ingress and egress.
 8. Pedestrian and vehicle crossings of drive-through lanes shall be minimized and where necessary, shall be clearly marked. Pedestrian crossings shall meet requirements for pedestrian connections in RDC 18.230.050.D. Likewise, signs and other visual cues shall be provided to alert drive-through users of the pedestrian and vehicle crossings.
 9. Drive-through lanes shall be screened to obscure the vehicles and to keep the drive-through vehicle headlights from shining onto public rights-of-way and adjacent properties. A ten-foot wide L4 landscaping buffer incorporating shrubs of at least six feet at the time of planting or equivalent treatment incorporating landscaping, decorative walls, berms, and/or fencing shall be required between any drive-through lanes and adjacent properties or public rights-of-way.
 10. Outdoor seating areas shall not be adjacent to drive-through lanes unless shielded by a ten-foot wide L4 landscaping buffer incorporating shrubs of at least six feet at the time of planting or equivalent treatment incorporating landscaping, decorative walls, berms, and/or fencing. Buffers, fences and walls must be designed so they do not result in poor visibility for, and of, pedestrians crossing the drive-through lane or vehicles exiting the drive-through lane.

(Ord. No. 1108, § 2, 7-26-2012; Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1220, § 2(Exh. A), 10-27-2016; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1337, § 3(Exh. A), 2-25-2021; Ord. No. 1406, § 2(Exh. A), 7-13-2023)

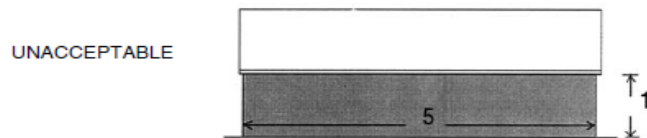
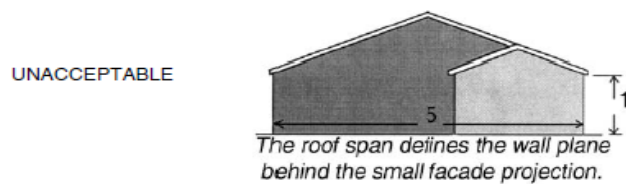
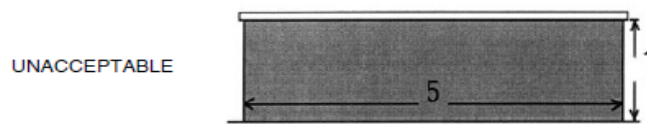
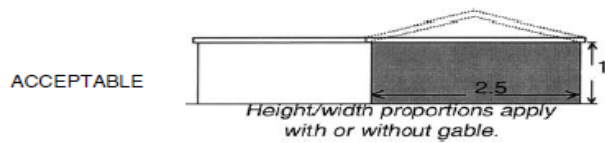
18.230.055 Building design and features.

- A. Applicability. The requirements of section 18.230.055 apply to buildings within the CNB, CCB and CRB zoning districts. The requirements of this chapter apply to:
1. New buildings of any size,
 2. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and
 3. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.
- B. Context-sensitive building design. Development shall consider the cohesive integration of one property along with all adjacent properties in a district so that the "whole is greater than the sum of the parts." Elements of context-sensitive design include:
1. Orienting primary building facades towards the street with the highest street classification,
 2. Ordering building height and scale between adjacent buildings so that a building is no more than fifty percent taller or larger than an adjacent building,
 3. Extending horizontal planes between adjacent buildings, such as roof lines, cornices, rows of windows, belt courses, stories, and storefronts,
 4. Ordering window size or patterns similarly to adjacent buildings;
 5. Use of similar materials in adjacent buildings, for example, if the front façade surface area of building A is primarily faced with brick, adjacent buildings must incorporate similar materials in at least 25% of the primary façade, and
 6. Use of similar plant materials, landscape fixtures and street furniture between adjacent buildings.
 7. Elements of any individual site shall include exposed wood beam construction as part of the primary structure. This construction type adds balance to trellises, awnings, canopies, etc.
- C. Mass and scale. Mass is the physical bulk or volume of a building. In architectural terms, a single-mass building is a single geometric form such as a rectangle or square, and may include a simple roof form with no variation in the roof line. "Massing" refers to variation in the mass and may involve multiple masses joined together. The purpose of the mass standards is to break large structures down into smaller building modules.



1. Where the lot has frontage on a pedestrian street, the facades of all new buildings longer than fifty feet (measured horizontally along the facade) shall incorporate relief to the perceived building mass through such features as wall projections or recesses, projecting windows, entrances, or other visual relief. Where the lot has frontage on a major corridor, the facades of all new buildings longer than one hundred feet (measured horizontally along the facade) shall incorporate relief to the perceived building mass through such features as wall projections or recesses, projecting windows, entrances, or other visual relief.

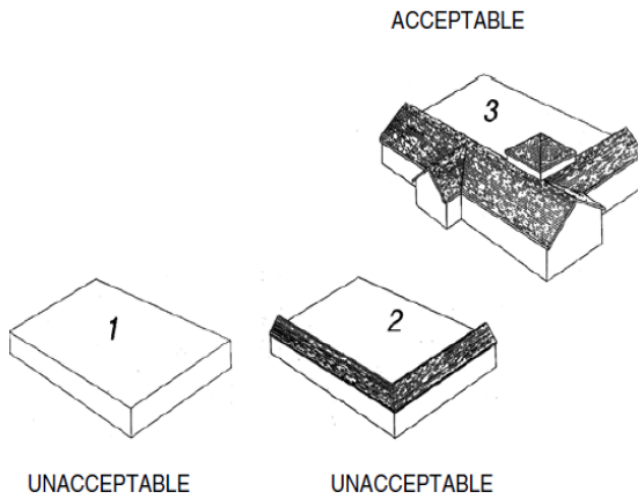
- a. No single wall plane shall be wider than two and one-half times the height of the wall plane. Unenclosed projections do not affect the height/width ratio of the wall plane from which the unenclosed structure projects.



**Note: Porches, porticos and similar unenclosed projections do not affect the height/width ratio of the wall plane from which the unenclosed structure projects.*

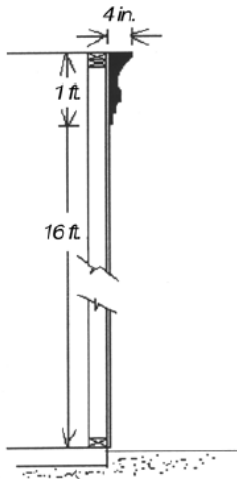
- b. Exterior walls and roof forms shall be a true reflection of interior space. False projections of wall or roof forms are not allowed, except that parapets and gables may rise above the true roof line if they include side returns or roof planes that (a) extend back at least one and one-half times the width of the parapet or gable, or (b) extend back to a point that is not visible from any public vantage point.
- c. Building walls visible from a public right-of-way shall employ at least three of the following articulation methods at intervals no greater than sixty feet:
- Window patterns and/or entries that reinforce the pattern of storefront spaces; e.g., groups of windows that repeat no more than every 60 feet as opposed to a uniform row, or "ribbon," of windows.

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- ii. Weather protection features that reinforce storefronts. For example, for a building façade that is one hundred eighty feet wide, use three separate awnings to articulate the façade.
 - iii. Providing vertical building modulation of at least two feet in depth and four feet in width if tied with a change in roofline or change in building materials or siding style. Otherwise, the minimum depth and width of the modulation shall be ten and twenty feet, respectively.
 - iv. Placement of building columns or vertical piers or vertical elements such as planters, trellises, art pieces, or other features that repeat at intervals of sixty feet or less that reinforce a storefront pattern.
 - d. The doorways on buildings abutting or within three feet of the sidewalk shall be recessed in order to avoid conflicts with pedestrians.
 - e. Additional standards for large format uses in any zone. Individual uses with at least fifty thousand square feet of gross floor area or a façade greater than one hundred fifty feet in width shall provide:
 - i. Prominent entry. The building front shall integrate a prominent entry feature combining substantial roofline modulation with vertical building modulation and a distinctive change in materials and/or colors.
 - ii. Roofline modulation. The minimum vertical dimension of roofline modulation is the greater of six feet or 0.3 multiplied by the wall height (finish grade to top of the wall).
 - iii. Façades wider than three hundred feet shall incorporate at least two entry/articulation features (if there is only one entry, the second feature may be less prominent).
2. Roofs. All structures shall have a visual cap. This may be achieved with either a pitched or flat roof if designed according to one of the following options:
- a. Lower pitched roof with extended eaves. A lower pitched roof with a minimum 4/12 pitch is allowed provided eaves extend at least two feet beyond exterior building walls.
 - b. Steep pitch hip, gable or saltbox roof form. Conform to the following roof pitch requirements: Minimum pitch: 6/12 in all areas. Maximum pitch: 12/12 in all areas. Exceptions: Steeples, bell towers and other ancillary structures.
 - c. False pitch roof with appearance of true hip gable or saltbox. Single story and multiple story buildings may have a flat roof with a false pitch if (a) the roof appears to be true hip or gable from all public vantage points, and (b) there are extending wings on each corner of the building which allow for a true hip or gable to extend out from the false hip or gable. Roofs shall conform to the minimum roof pitch standards specified in subsection (D)(1) of this section.

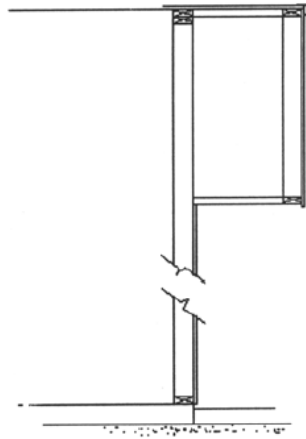


- d. Flat roof with projecting cornice ~~on multistory structures only~~. Cornice dimensions must be one foot high for every sixteen feet of building height and must protrude forward at least one-third the cornice height dimension. The protrusion may include the entire cornice or the cornice may be a graduated protrusion with full protrusion at the top. Cornices must be at or near the top of the wall or parapet. Pediments may extend above the cornice.

ACCEPTABLE



UNACCEPTABLE



Cornices must be part of the building's trim detail. Framed projections such as overhangs or standard fascia projections do not meet the cornice requirements.

- D. Hierarchy in building design. The following standards apply to all commercial sites with more than one building or with one or more multitenant buildings.
1. Design primary structures as a focal point. Primary structures shall be designed to serve as a visual draw to a site. Primary structures shall be designed as follows:
 - a. Must be prominently visible to the public. Primary structures shall be the focal point of development and must be prominently visible to the public right-of-way giving access to the project, unless significant vegetation warrants a less visible structure.
 - b. Must have the appearance of at least two levels.
 - i. Primary structures shall have at least two floors (minimum eight feet apart). The second floor level shall be at least one-third the area of the lower floor area.
 - ii. Alternatively, primary structures may be single-floor buildings with roofs having a minimum pitch of 8/12, and which contain dormer windows on every roof plane having a ridge length of forty feet or more. One dormer window with a glazing area of at least fifteen square feet shall be required for every forty feet of ridge length (or portion thereof). Dormer windows shall be functional, providing natural light into the finished and heated area of the building.
 - c. Must provide a prominent entrance. Primary structures shall include a prominent entrance which faces the street providing primary access to the site. The entrance shall be defined by a projecting or recessed portico or a clearly defined doorway designed as a focal point in the facade design.

2. Integrate common outdoor areas per RDC 18.230.050.F into primary structure design.
 - a. Porticos, courtyards, or similar structures shall be visible to the public and usable to customers or clients.
 - b. The outdoor common areas shall be integrated into the building design by means of either a roof-like structure (e.g., sheathed roof or open pergola style) or perimeter wall extending from the building.
3. Integrate primary structure design elements into secondary structures. Secondary structures (all structures other than primary structures) must include design elements that visually link them to the primary structure site.
 - a. Secondary structures must include siding, trim, roofing materials and colors common to the primary structure of a site.
 - b. Specific combinations of materials and colors may be varied from building to building; provided, that any material or color used on secondary structures has, in some application, been used on the primary structure. (For example, if the primary structure is a red brick building with gray clapboard in the gables, then the secondary structure may be a gray clapboard building with red brick accents.)

E. Windows and doors.

1. Glass style. Mirrored glass is prohibited. Bird-friendly glass is encouraged.
2. Multiple windows on a single wall plane shall be spaced and aligned with other windows and doors on the same wall plane. Single grouped windows on a wall plane shall relate to other architectural features such as roof forms, doors, or facade projections.



Referring to the pattern and organization of windows on existing structures can achieve a higher level of compatibility.

3. Windows and doors shall constitute at least twenty-five percent of the total wall area of prominent facade wall planes.
 - a. The provision in (3) may be reduced with written approval from the Community Development Director if the applicant demonstrates that:

Commented [CL1]: Planning Commission recommendation: Specify that glazed windows allowing people to see out of the building but not in may be used to meet the transparency requirements when the inside use requires privacy.

- i. It is not practical to meet the full extent of the requirement due to existing conditions or proposed interior uses.
- a. Glazed windows which allow view out from but not in to the building are encouraged as a method to meet the transparency requirements where the interior use requires privacy.
- ii. The requirement is being met to the extent practicable.
- iii. A more welcoming and interesting streetscape is achieved by implementing all four façade articulation methods in RDC 18.230.055.C.1.c, at least three of the entry enhancement features in RDC 18.230.050.E.1, or an equivalent combination of design features.

4. Transparency Zone. The transparency zone regulations apply to building facades which front pedestrian streets. The purpose of transparency requirements is to maintain "eyes on the street" for safety of pedestrians and to create a more welcoming and interesting streetscape and give an indication of the types of uses and activities occurring in buildings. Transparent windows and doors may be used to meet transparency requirements. Glazed windows, where visibility is obscured, shall not be used to meet transparency requirements.
- a. The transparency zone refers to the ground floor between thirty vertical inches and eight vertical feet above grade, or where the ground, terrace, or stoop meets the façade. The transparency zone extends along the primary street-facing façade of the building and may include additional façades such as those that face primary internal circulation routes within a development, minor arterials, arterials, or collector streets, or other highly visible façades.
 - b. A minimum of sixty percent window and door transparency is required within the transparency zone. The transparency requirement may be reduced to a minimum of forty-eight percent (a twenty percent reduction) without application for an administrative adjustment if the applicant demonstrates that:
 - i. It is not practical to meet the minimum sixty percent transparency requirement due to existing conditions or proposed interior uses.
 - a. Glazed windows which allow view out from but not in to the building are encouraged as a method to meet the transparency requirements where the interior use requires privacy.
 - ii. The requirement is being met to the extent practicable.
 - iii. A more welcoming and interesting streetscape is achieved by implementing all four façade articulation methods in RDC 18.230.055.C.1.c-~~or f~~, at least three of the entry enhancement features in RDC 18.230.050.E.1, or an equivalent combination of design features.
 - c. In commercial centers, the standard in (b) may be reduced below forty-eight percent subject to compliance with the provisions in (b) (i) through (iii) and written approval from the Community Development Director.
 - d. For sloping frontages, the city may grant flexibility to the transparency zone dimensions provided the design of the façade adds visual interest to pedestrians and that untreated blank wall areas are avoided.
 - de. Where structured parking facilities occupy a portion of the ground floor frontage, the vehicular entrance is exempt from the transparency requirement.
 - ef. Display windows may be used to meet up to fifty percent of the transparency requirements provided they are at least eighteen inches deep and integrated into the architecture of the building. Tack-on display cases do not qualify as transparent areas.

ACCEPTABLE



The careful alignment of windows provides visual balance to this facade. Notice that it is not always necessary to center windows on a wall plane. Usually, however, noncentered windows look better below a hip than below a gable.



UNACCEPTABLE

The scattered and haphazard arrangement of windows on this facade result in poor balance in the overall building design.



UNACCEPTABLE

F. Siding and trim.

1. Building siding materials shall be wood, brick, stone, stucco, or terra cotta.
2. Metal siding materials shall not exceed thirty-five percent of the total wall area of any wall.
 - a. Only high quality architectural metals are permitted, raised rib design, or vertical standing seam siding is permitted subject to approval by the community development director.
3. Stacked and scored concrete blocks may be used if installed so as to provide added relief, shadow lines, and dimensional interest to a façade, provided:
 - a. All prominent facades shall be fifty percent sided with the materials allowed in subsection F.1;
 - b. Masonry pilasters are regularly spaced every fifteen to twenty-five feet on center (depending on the scale of the building); and

- c. Recessed panels, a minimum of four inches deep, shall provide frame and panel relief between all pilasters and which shall comprise approximately seventy percent of the width and height of the space between pilasters.

G. Roofing materials.

1. Use roofing materials which provide texture and shadow lines. Cedar shingles, architectural grade asphalt shingles, tile, slate, and standing-seam metal roofs are allowed. Other roofing materials are prohibited except on roofs having slopes less than 1/12.
2. Limit roofing colors to darker earth tone and forest colors. Only forest greens, charcoal or medium grays and dark clay colors are allowed.

H. Design details.

1. The following building treatments or additions are prohibited:
 - a. Tenant specific motifs - Fanciful or unusual detailing, excluding signs, used to promote a particular theme or to identify a specific.
 - b. Outlining - Architectural features shall not be outlined in neon, LED, tube-type, or other lights, either exposed or concealed lights.
 - c. Back-lit Awnings - Awnings may not be back-lit or otherwise illuminated from behind unless the awning fabric is completely opaque.
 - d. Nonfunctioning Awnings - Awnings shall be limited to traditional locations over windows, walkways, and entrances or over other architectural features where weather protection is needed. Awnings must be applied to walls or posts and may not be applied to existing projections over walkways or windows.
 - e. Faux Windows - All windows must be true windows that let in light to occupied space or to large attic areas that provide at least limited standing room.
 - f. False Fronts - Building facades must be designed to reflect the mass and bulk of the structure behind the facade. Design details that create a false appearance of building mass, or that otherwise make a building appear to be something that it is not, are prohibited.
 - g. Architectural Anomalies - Application of materials or details that are not integrated into the overall building design, or that do not reflect the materials or details characteristic of the overall building design, are prohibited.
2. Awnings, canopies and marquees may not obscure architectural details of the facade and may not be the prominent design element of the building. They must appear as a secondary and complimentary element of the building design. Awnings may not extend more than twelve inches beyond the outer edges of windows or groups of windows, and they may not come any closer than twelve inches to building corners or thirty-six inches to eaves or cornices.

I. **Color.** The following standards apply to commercial development in the CRB and CCB zoning districts:

1. Field or base colors (the main color of exterior walls) shall be earth tone colors, such as: sands, grays, sage greens, pale yellows, deep, rich clay colors, and similar.
 - a. Buildings shall incorporate multiple field or base colors to avoid a monochromatic appearance; and
 - b. Buildings within a commercial center shall have harmonious field or base colors.
2. Trim colors (fascia, cornice, window and door trim, kick panels, etc.) may contrast to complement the field colors and shall not be neon, bright or primary colors.

Commented [CL2]: Planning Commission recommendation: Focus on the “shall” rather than the “shall not” - instead of prohibiting white as the base building color, require complementary colors within developments.

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3. Accent colors may be brighter than field or trim colors. Appropriate areas for accent colors are those details such as moldings or molding indentations, medallions, and shadow lines of windows and doors and door frames.
 4. Painting or staining ~~of~~ stone and brick is prohibited.

(Ord. No. 1108, § 2, 7-26-2012; Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1220, § 2(Exh. A), 10-27-2016; Ord. No. 1234, § 2(Exh. A), 6-22-2017; Ord. No. 1266, § 2(Exh. A), 9-13-2018; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1325, § 2(Exh. A), 9-24-2020; Ord. No. 1345, § 2(Exh. A), 7-8-2021; Ord. No. 1352, § 2(Exh. A), 11-4-2021; Ord. No. 1370, § 2(Exh. A), 9-8-2022)

18.235.020 Special provisions for the central mixed use district.

- A. Purpose. The purpose of the central mixed use (CMU) district is to provide for and enhance the traditional commercial and civic core of the community in downtown. The district shall:
1. Encourage a mix of uses including residential, commercial, office and civic uses. The district shall provide for flexibility in the mix of uses, both within an individual development and across the district.
 2. Accommodate a range of housing types, densities, costs and ownership patterns, with a focus on multifamily and mixed-use residential development including senior housing, in close proximity to employment opportunities and goods and services.
 3. Promote the highest quality architectural design and preserve the character-defining elements of the downtown core area as articulated in the "14 Essential Guidelines for Downtown Ridgefield." Design guidelines shall encourage new development and redevelopment that reflects the scale and materials of existing development.
 4. Create a pedestrian-friendly atmosphere that promotes pedestrian, bicycle and transit access and lessens traffic impacts and dependence on automobile transportation.
 5. Preserve or create open space for the enjoyment of local residents, business employees and the general public, in part through a density transfer program.
 6. Provide a transition to adjacent residential neighborhoods that preserves neighborhood livability, and integration with the adjacent waterfront districts.
- B. Applicability. Full site improvements are required for parking, lighting, landscaping, walkways, storage space, and service areas if a development proposal is:
1. New development;
 2. Expanding the square footage of an existing structure by twenty percent; or
 3. The construction valuation is fifty percent of the existing site and building valuation.
- C. Uses.
1. Uses shall comply with the requirements of RDC 18.205.
 2. Mix of Uses. The CMU district allows and encourages a mixture of land uses, both vertically and horizontally, on one parcel or several contiguous combined parcels, but does not require such a mixture of uses on site, provided the development proposal, when considered in relation to surrounding development, achieves the purposes and objectives of this chapter.
 - a. The other major use types approved under the site plan (i.e. office or commercial uses) are built prior to the residential portion; or
 - b. No single phase may contain more than fifty percent of the total square footage for any one major use type (commercial, office or residential) envisioned by the master site plan unless twenty-five percent of the total square footage of all major use types envisioned by the master plan are included in the proposed phase or were included in previous phases. This requirement may be waived by the director of community planning, if the applicant provides a security or other form of binding assurance that the remaining major use types contemplated in the master plan will be built.
 1. For projects that construct up to fifty percent of the residential component first, frontage improvements for the entire mixed use site shall be required to be constructed concurrently with the residential portion.

- c. No single major use type (residential, commercial, office) shall be more than seventy percent of the total square footage of the mixed use development floor area.

D. Lot Requirements.

1. Minimum lot area shall be five thousand square feet.
2. Minimum lot width shall be fifty feet.
3. Minimum lot depth shall be ninety feet.
4. Portions of a horizontal mixed-use development proposal with ground floor residential uses shall comply with the following lot requirements:
 - a. Minimum lot area shall be three thousand square feet.
 - b. Minimum lot width shall be twenty-five feet.
 - c. Minimum lot depth shall be eighty feet.

- E. Dimensional Standards. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.

Table 18.235.020-1

1. Minimum front yard setback (street). (1), (2)	0—5 feet
2. Maximum front yard setback (street). (2), (3), (7)	0—10 feet
3. Minimum side or rear yard (interior) setback:	
i. Abutting RLD, RMD, PF or POS zones. (2)	5 feet
ii. Not abutting one of the above.	0 feet
4. Minimum height (4)	20—30 feet
5. Maximum height (5)	65 feet
6. Maximum impervious surface coverage. (6)	100%

Table Notes:

- (1) Parking structures, surface parking areas, service areas, gas station islands and similar paved surfaces shall have a minimum five-foot wide setback landscaped to an L2 standard.
- (2) Underground parking may extend into any required setbacks, provided it is landscaped at ground level.
- (3) Maximum setback for new corner buildings shall be zero feet. Maximum setback for all other buildings shall be ten feet.
- (4) Minimum height for new corner buildings shall be thirty feet or at least two stories. Minimum height for all other buildings shall be twenty feet, which can be accomplished through facade treatments such as the false front.
- (5) The Lake River view protection overlay district standards, when applicable, supersede this provision. See RDC 18.235.050.
- (6) Provided setback and site landscaping requirements are met.
- (7) Maximum front yard setback may be increased to fifteen feet for street frontages other than Pioneer or Main Street if topography of the lot requires additional setback to be determined by the planning director.

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(Supp. No. 110)

F. Density.

1. Maximum residential density for development in CMU district shall be 16 dwelling units per net developable acre, except as modified by the density transfer or senior housing bonus up to a maximum of 24 dwelling units per net developable acre. Minimum residential density shall be eight dwelling units per net developable acre, if residential uses are included in the development.
2. Maximum floor area ratio (FAR) for nonresidential development in the CMU district shall be 2.0, except where modified by the density transfer provisions up to a maximum of 3.0. Floor area for residential uses shall not be calculated as part of the FAR for the site and shall be allowed in addition to the FAR limits. Minimum FAR for nonresidential development shall be 0.5.
3. If a building combines residential and nonresidential uses, residential uses shall occupy a minimum of twenty-five percent to a maximum of seventy percent of the gross floor area of the building. The minimum and maximum standards in 18.235.020.E.1 and 2 for residential density and FAR shall be met. Residential uses shall not occupy the ground floor of buildings with frontage on Pioneer Street or Main Avenue.

G. Street Frontage.

1. At least fifty percent of a street frontage not encumbered by protected critical areas shall be occupied by buildings.
2. At least one main entrance of a building shall face directly toward the street. Entrances shall be made physically and visually inviting by means of incorporating a minimum of two of the following entry enhancement features:
 - i. Additional landscaping equal to ten percent of required site landscaping;
 - ii. At least two hundred square feet of paving materials different from the street sidewalk;
 - iii. At least one hundred square feet of awning, marquee, or arcade over the entry;
 - iv. At least two hundred square feet of pedestrian plaza with landscaping and benches that is attached to the entry;
 - v. Entry recessed from the facade surface by at least three feet; or
 - vi. Accent lighting.

H. Building Design and Features.

1. Applicability. The requirements of Section 18.235.020.H apply to:
 - a. New buildings of any size,
 - b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and
 - c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.
2. Building design shall reinforce the building's location adjacent to street edge and public space.
3. Building design should emphasize high quality design that implements the provisions contained in the city of Ridgefield's "14 Essential Guidelines for Downtown Ridgefield" document, including but not limited to:
 - i. Use of colors and architectural details in building design.

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(Supp. No. 110)

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- ii. Articulation of base, body and cornice in building design.
 - iii. Use of stone, brick, stucco and wood as primary materials.
4. New buildings must build a floor to ceiling height of at least twelve feet on the ground floor, and be fire-rated construction to accommodate retail or restaurants.
5. Fenestration.
- i. Where the lot abuts Main Avenue or Pioneer Street, new buildings must have a minimum of fifty percent of the first floor facing the street treated with transparent windows or doors.
 - ii. Where the lot abuts Main Avenue or Pioneer Street, new buildings must have a minimum of twenty-five percent of the upper stories facing the street treated with transparent windows.
 - iii. Where the lot abuts Main Avenue or Pioneer Street, buildings not subject to subsections (i) and (ii) must maintain the existing percentage of the first floor facing the street treated with transparent windows or doors, or treat a minimum of twenty-five percent of the first floor facing the street with transparent windows or doors, whichever is greater.
 - iv. New alley-facing facades must have a minimum of twenty-five percent of the first floor treated with transparent windows or doors.
6. Any portion of the first floor facade facing Main Avenue or Pioneer Street without windows or doors that is at least thirty feet in length shall be articulated in one or more of the following ways:
- i. Incorporating relief through such features as wall projections or recesses, projecting windows, entrances, or other visual relief.
 - ii. Installing a vertical trellis in front of the facade with climbing vines or planting materials.
 - iii. Awning, marquee or arcade at least four feet and six inches deep, over the full length of sidewalk or walkway adjacent to the building, and minimum eight feet above the walkway level.
 - iv. Providing texture or artwork (mosaic, mural, sculpture, relief, etc.) over the facade surface.
 - v. Other equivalent methods that provide for the enhancement of the facade, as determined by the planning director.
7. New buildings located at an intersection where at least one leg of the intersection is Main Avenue or Pioneer Street shall accentuate the building corner facing the intersection by including architectural treatment that emphasizes the corner, such as: balconies, turret, corner accentuating roof line, sculpture, chamfered corners, distinctive use of materials, canopy, and bay window.
8. The following accessory structures shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view along Main Avenue or Pioneer Street:
- i. All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities. Design of exterior storage areas shall comply with engineering standards and the comprehensive stormwater management plan (CSMP), including roof cover, paving, and runoff containment, to prevent nonstormwater discharges from entering the stormwater drainage system.
 - ii. Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures.
 - iii. Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.

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9. Mechanical units, utility equipment, elevator equipment, and telecommunication equipment located on the roof shall be grouped together, incorporated into the roof design, and/or screened from adjacent walkways to a value of eighty percent year-round opacity.

10. Security bars on windows, roll up security doors, and similar treatments are prohibited.

Commented [CL1]: Planning Commission recommendation: Include “or similar” modifier to make the prohibition inclusive of security devices that aren’t precisely bars.

- I. Signs. Signs are permitted according to the provisions of Chapter 18.710.
- J. Lighting. Lighting shall comply with the provisions of Chapter 18.715. In addition, lighting shall comply with the following standards:
1. All building entrances and storefronts shall be illuminated.
 2. Lighting fixtures should complement the design of the project in reference to the character, style and scale of the project.
 3. Parking area light post height shall not exceed twenty-five feet.
- K. Parking.
1. Off-street parking and loading shall be provided as required in RDC Chapter 18.720.
 2. Parking areas shall be located so as to minimize their visual impact. Parking shall be placed at the side or rear of buildings, to encourage pedestrian, transit and bicycle access. Parking shall not be located between the front of a building and the street except as a nonconforming use pursuant to Chapter 18.340. On corner lots where one leg of the intersection is an arterial, minor arterial, or collector street, the parking area shall be no closer than the lesser of one hundred feet or twenty-five percent of the street frontage, measured horizontally along the frontage, from the intersecting rights-of-way of the arterial, minor arterial, or collector street with another street.
- L. Landscaping.
1. Landscaping shall meet the requirements of RDC 18.725.
 2. There is no minimum percentage of required landscaping in the CMU district, provided setbacks and buffers are provided as required by RDC 18.725.050.
- M. Fences.
1. Fences shall comply with the provisions of RDC 18.740.
 2. Fences designed for privacy, security and/or screening shall be:
 - i. Made of material that is compatible with the building design, such as repetition of the building material on fence columns and/or stringers.
 - ii. Used only in combination with trellis, landscaping, or other design alternatives to separate such fence from the pedestrian environment along Main Avenue or Pioneer Street.
- N. Outdoor Uses.
1. Outdoor storage or display areas, excluding outdoor seating or event areas, shall occupy an area no larger than ten percent of gross floor area except for plant sales that shall occupy no more than seventy-five percent of gross floor area.
 2. Permanent outdoor seating and event areas, cumulatively, are limited to twenty percent of the gross site area. The planning director may issue a temporary use permit for the use of up to thirty percent of the gross site area for temporary outdoor seating and event space consistent with RDC 18.205.015.F. The city council, in a public meeting, may authorize a temporary use permit for temporary outdoor seating and event space that uses more than thirty percent of the gross site area.

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3. Outdoor uses in the public right-of-way are prohibited unless the city expressly authorizes the temporary use of the right-of-way, e.g., for sidewalk sales or other special events.
- O. Open Space Density Transfer.
1. Purpose. The purpose of density transfer regulations is to provide an incentive to property owners for encouraging the provision of open space, while maintaining the overall density of the CMU district.
 2. Applicability.
 - i. All land within the CMU district is eligible for designation as open space for the purpose of density transfer under this subsection.
 - ii. Trails through land designated for other use, or isolated open areas such as pedestrian plazas fully integrated in other use areas, shall not qualify for transfer of density.
 - iii. Density may be transferred to any parcel within the CMU district provided resulting development meets all other provisions of the CMU district contained in this section.
 3. Transfer Rates. Transfer of density from land planned for open space shall be at a rate of either eight dwelling units per net developable acre or an FAR of 1.0, as elected by the applicant. Dwelling units or FAR to be transferred shall be calculated based on the net developable acreage of the open space lot. The number of bonus dwelling units shall be determined by rounding fractional numbers to the nearest whole number and rounding up to the nearest whole number from 0.5.
 4. Lots qualifying to receive a transfer of density must be a minimum of five thousand square feet.
 5. The application of this subchapter shall not result in the creation of a single open space lot with a gross area that is less than eighty percent of the minimum lot size in the CMU district, nor shall any lot dimension (width, depth) be created that is less than eighty percent of the minimum required dimension.
 6. The property owner shall provide a guarantee that the land qualifying for such transfer shall be protected as open space. Such guarantees may include, but are not limited to: conservation covenants or easements; mitigation plans; designation of open space areas to be held in common ownership; public dedications or easements; and, special setbacks from protected resources.
 7. Should the city not accept dedication of the property, the property owner and city council shall enter into a development agreement which shall establish the requirements and standards for the upkeep and maintenance of the property, in perpetuity, and the property owner shall record a covenant that runs with the land requiring that the owner of the property shall maintain the property in accordance with the requirements and standards of the development agreement, in perpetuity.
 8. Process. The property owner may apply for open space density transfer concurrent with other applications for the same parcel(s). Applications shall be processed as a Type II request or higher, depending on the level of review for concurrent applications.
 - i. The application must include a site plan delineating the boundaries of the proposed open space parcel(s) and receiving parcel(s).
 - ii. The application must include calculations of the area in square feet of each lot proposed, and resulting density.
- P. Senior Housing Bonus.
1. Purpose. The purpose of the senior housing bonus is to encourage the construction of housing which is accessible and affordable to seniors of Ridgefield.

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2. **Applicability.** The senior housing bonus may be used for any multifamily or mixed-use development in the CMU zone. The bonus shall be part of any subdivision, PUD, binding site plan, or site plan application. If the bonus is approved, the use shall comply with the requirements for this section for the life of the use.
 3. **Requirements.**
 - i. **Senior Housing Restrictions.**
 - a. **Age Restriction.** The development shall be restricted to persons fifty-five years of age or older and handicapped persons as defined by federal law. At least half of the total housing units shall be occupied by persons fifty-five years of age or older, except for spouses of such residents for whom there is no minimum age requirement.
 - b. **Conversion From Occupancy by Seniors.** No conversion of occupancy to persons other than those specified by subsection (a) shall be allowed without first complying with the underlying zoning and site requirements. The bonus shall not apply to the property if it is no longer occupied by those persons specified by subsection (a), and the bonus housing units shall be eliminated unless otherwise authorized by the applicable development regulations.
 - ii. **Density Bonus.** If a senior housing bonus application is approved, developments may exceed the allowed density of the CMU zone by as much as fifty percent, up to a maximum of twenty-four dwelling units per net developable acre.
 - a. The number of bonus units shall be determined by rounding fractional numbers to the nearest whole number and rounding up to the nearest whole number from 0.5.
 - b. An agreement in a form approved by the city shall be recorded as a covenant or other legally binding limitation on the use and intensity of the property requiring compliance with the requirements of this section and requiring that the age restrictions on housing units created under this section shall be upheld for the life of the project. This covenant or other legally binding limitation on the use and intensity of the property shall run with the land, shall be binding on the assigns, heirs and successors of the applicant, and shall be recorded in Clark County's real property records before the use is occupied.
 - iii. **Application For and Use of the Density Bonus.** The density bonus shall only be used in the multifamily or mixed-use development for which it is approved. The bonus application shall be made as part of the first discretionary application made for the project. The decision maker for this application shall decide the request for the bonus.
 - iv. **Site Requirements.** All site requirements and development standards of the CMU district shall apply to uses that obtain a senior housing bonus. Additionally, developments shall be designed to project a residential appearance through architectural design, landscaping, the use of building materials, and surface lengths.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1260, § 2(Exh. A), 4-26-2018; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1406, § 2(Exh. A), 7-13-2023)

18.235.060 Special provisions for the Ridgefield Mixed-Use Overlay (RMUO).

- A. Purpose. The RMUO is intended to create mixed-use nodes to implement the subarea plans for Pioneer and 45th and the Ridgefield Junction by:
1. Providing flexible development opportunities by allowing an optional mix of commercial, residential, and office uses.
 2. Creating vibrant, livable, and attractive communities through sustainable design, distinct architecture and site design that respond to the site context.
 3. Creating walkable communities with connections within and between sites.
 4. Promoting sensitive treatment of environmental features including critical areas and vegetation.
 5. Creating and maintaining usable open spaces for the enjoyment of residents, patrons, employees and the public, that connect to natural features on and off site.
 6. Managing transitions between uses on sites and neighboring properties to avoid conflicts between potentially incompatible uses.
- B. Applicability.
1. The RMUO is an optional overlay that may be applied within the Pioneer and 45th and Ridgefield Junction subareas, as defined in the current adopted subarea plans for the districts, when initiated by the property owner through an approved master plan, through procedures outlined in RDC 18.235.060.Q.
 2. In the event of conflict between the base zone standards and the standards of this section, the provisions of this section shall apply.
- C. Uses.
1. The use regulations for the underlying zone for permitted, limited, conditional and prohibited uses in RDC 18.205 shall apply with the exceptions and additions noted in this section. Use categories are as defined in RDC 18.100 unless otherwise defined or amended in this section.
 2. The following additional uses are allowed as permitted uses under the RMUO overlay:
 - a. On RMUO sites with CRB, CCB, CNB base zoning:
 - i. Single-family attached residential meeting the standards of RDC 18.206.060.
 - ii. Cottage homes meeting the standards of RDC 18.206.040. All other single-family detached residential uses are prohibited.
 - iii. Home occupation.
 - iv. Multifamily residential.
 - v. Hotel and motel.
 - vi. Community recreation and social facility.
 - vii. Conference center.
 - viii. Nursing and personal care facility.
 - ix. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it

does not occupy more than twenty percent of the street frontage. All other Warehousing uses are prohibited.

- x. Drive through uses, limited to one, single lane, drive through for each fifteen acres of an RMUO site.
- b. On RMUO sites with E base zoning:
- i. Single-family attached residential meeting the standards of RDC 18.206.060.
 - ii. Cottage homes meeting the standards of RDC 18.206.040. All other single-family detached residential uses are prohibited.
 - iii. Home occupation.
 - iv. Multifamily residential.
 - v. Community residential facility.
 - vi. Hotel and motel.
 - vii. Artisan and specialty goods production as a limited use consistent with limitations in RDC 18.205.030.
 - viii. General retail trade/services.
 - ix. Eating and drinking establishment.
 - x. Indoor entertainment facility.
 - xi. Nursing and personal care facility.
 - xii. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than twenty percent of the street frontage. All other warehousing uses are prohibited.
- c. On RMUO sites with RMD-16 base zoning:
- i. Bed and breakfast.
 - ii. Hotel and motel.
 - iii. General retail trade/services.
 - iv. Eating and drinking establishment.
 - v. Artisan and specialty goods production as a limited use consistent with limitations in RDC 18.205.030.
 - vi. Office.
 - vii. Community recreation and social facility.
 - viii. Conference center.
 - ix. Religious institution.
 - x. Cultural institution.
 - xi. Medical clinic/laboratory.
 - xii. Nursing and personal care facility as a permitted use.

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- xiii. Self-storage. Must be located on a RMUO site with residential use, limited to no more than twenty percent of the gross site area, and located to the rear or side of the site such that it does not occupy more than twenty percent of the street frontage. All other warehousing uses are prohibited.
3. Prohibited uses within a RMUO site include:
- a. Motor vehicle related use.
 - b. Gasoline service station.
 - c. Animal kennel and shelter.
 - d. Recreational vehicle park.
 - e. Freight/cargo movement and storage.
 - f. Fleet service.
 - g. Warehousing, except self-storage.
 - h. Wholesale retail.
 - i. Public agency or utility yard.
 - j. Broadcasting and telecommunications facility.
 - k. Interim recycling facility, except for drop-box facilities for the collection and temporary storage of re-usable materials as an accessory use.
 - l. Waste-related facility.
 - m. Bus base.
 - n. Tobacco store.
- D. Required Mix of Uses. Each RMUO site must include a mix of uses within a single unified development that incorporates the planned integration of commercial, employment and residential land uses. Mixed-use projects may be vertically oriented in one or more buildings, or geographically distributed across a development site.
1. For RMUO sites in the CRB, CCB, CRB underlying zones, the site must include a minimum of thirty-five percent and a maximum of sixty percent of uses included within the 'residential general' or 'group residences' category of RDC Table 18.205.020-1 as measured by net developable acres or gross floor area.
 2. For RMUO sites in the E underlying zone, the site must include a minimum of twenty percent and a maximum of thirty-five percent of uses other than those included within the 'employment' category of RDC Table 18.205.020-1 as measured by net developable acres or gross floor area.
 3. For RMUO sites in the RMD-16 underlying zone, the site must include a minimum of twenty percent and a maximum of sixty percent of uses other than those included within the 'residential general' or 'group residences' category of RDC Table 18.205.020-1 as measured by net developable acres or gross floor area.
- E. Lot Requirements. The following lot requirements supersede those of the base zones.
1. Minimum lot size for residential uses, regardless of base zone, is two thousand square feet with a minimum lot width of twenty feet.
 2. Minimum lot size for all non-residential uses and upper-story residential above non-residential uses, regardless of base zone, is five thousand square feet with a minimum lot width of fifty feet.

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3. Flag lots are specifically discouraged unless there is no practicable alternative as determined by the city engineer.

F. Dimensional Standards. The following dimensional standards supersede those of the base zones. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.

	Residential uses	Non-residential uses and upper-story residential above non-residential uses
Maximum height	3 stories up to 45 feet, or 4 stories if first floor is used for parking with no residential units	45 feet in RMD-16, CNB base zones 65 feet in CCB, CRB, E zones
Ground floor minimum structural ceiling height	n/a	13 feet
Minimum front and street side yard setback	10 feet	0 feet
Maximum front and street side yard setback	20 feet	10 feet on pedestrian streets, as defined in RDC 18.230.050.B.1 20 feet on major corridors, as defined in RDC 18.230.050.B.2
Minimum side setback	5 feet, or 0 feet for attached single-family residential use	10 feet plus 1 foot for every 2 feet of height above 35 feet from adjacent RLD, RMD or P/OS zones 0 feet for all others
Minimum rear setback	5 feet	
Minimum residential garage setback ¹	18 feet	n/a
Maximum building coverage	65%	80%
Maximum impervious surface coverage	75%	90%

Notes:

1. For garages oriented towards the front or street side property line, as measured from the property line. No minimum setback applies to garages oriented towards a rear alley.

G. Density.

1. The minimum density for RMUO sites is eight units per net developable acre and the maximum is twenty-eight units per net developable acre, based on total net developable acres developed for residential use.
2. Upper-story residential use above a non-residential use, other than parking, is exempt from the minimum and maximum density standards.

H. Site Design Standards.

1. Development under the RMUO shall comply with the site design standards in RDC 18.230.050 for commercial districts, with the following exceptions:

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- a. In lieu of compliance with RDC 18.230.050.F, open spaces shall be developed consistent with RDC 18.235.060.J.
 - b. All references to fence regulations in RDC 18.230.100 listed in RDC 18.230.050.G shall instead reference the fence regulations in RDC 18.235.060.P.
 - c. Drive through uses permitted as part of an RMUO development shall not be visible from a public street exterior to the overall site.
2. Development under the RMUO may utilize the zero lot line provisions of RDC 18.401.070.
- I. Architectural Design Standards.
1. Applicability. The requirements of Section 18.235.060.I apply to:
- a. New buildings of any size,
 - b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and
 - c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.
2. Development under the RMUO shall comply with the architectural design standards in RDC 18.230.055 for commercial districts, with the following exceptions:
- a. In lieu of the applicability standards in RDC 18.230.055.A, the remainder of RDC 18.230.055 shall apply to development in the RMUO that includes new buildings of any size and to the addition to or remodel of an existing building that increases the gross floor area of the building by five thousand square feet or more.
 - b. In addition to the articulation methods listed in RDC 18.230.055.C.1.c, ground-floor residential uses may employ the following methods:
 - i. Landscape planting bed at least five feet wide or a raised planter bed at least two feet high and three feet wide in front of the wall. Such planting areas shall include planting materials that are sufficient to obscure or screen at least sixty percent of the wall surface within three years. Planting beds may include a vertical trellis with climbing vines or other plant materials to contribute to the plant coverage requirement.
 - ii. Covered front porches or patios for individual dwelling units with a minimum dimension of six feet and minimum total size of sixty-four square feet.
 - iii. Window patterns and/or entries that reinforce the pattern of individual dwelling units; e.g. groups of windows and/or entries that repeat no more than once per dwelling unit as opposed to a uniform row or "ribbon" of windows.
 - c. Doorways for individual dwelling units are exempt from compliance with RDC 18.230.055.C.1.d.
 - d. All references to outdoor common area standards in RDC 18.230.050.F listed in RDC 18.230.055.D.2 shall instead reference the open space regulations in RDC 18.235.060.J.
 - e. In lieu of compliance with RDC 18.230.055.E.3, windows and transparent doors shall constitute at least fifteen percent of the total wall area of prominent façade wall planes for building with entirely residential use.
 - f. Ground-floor residential uses are exempt from complying with the transparency zone standards in RDC 18.230.055.E.4.
- J. Open Space Requirements.

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1. Not less than ten percent of the net developable area shall be designated for open space for community or site-user activity. Such activity space may be planned and designed for recreational use or involvement by residents, employees, site visitors and/or the general public.
 - a. In horizontal mixed-use developments, not less than twenty-five percent of the net developable area for residential uses shall be designated as open space for community or site-user activity meeting the requirements in RDC 18.401.080.B. This area may count toward the overall ten percent requirement in (1).
 2. Critical areas and buffers, stormwater facilities, and interior parking lot landscaping required by RDC 18.720.040.C.2 may not be counted towards the required open space. However, the integration of critical areas and buffers and stormwater facilities with the open space areas is encouraged to provide an enhanced site design and cultivate a relationship to the site's environmental amenities.
 3. The minimum size for an open space area is two hundred fifty square feet, with a minimum dimension of ten feet. Fewer, larger open space areas are strongly preferred over multiple, smaller areas.
 4. Open space areas shall be in high pedestrian traffic locations within the development such as along street frontages, on lot corners, along internal or external pedestrian connections, or near building entrances. Open space areas shall not be located in isolated or undevelopable space where low pedestrian traffic is anticipated.
 5. Open space areas must be accessible by internal and/or external pedestrian connections as required by RDC 18.230.050.D.
 6. Easements or dedications for system trails identified in the parks and recreation comprehensive plan must be provided across the site and may count towards the open space requirements. All portions of the site shall be connected to any system trail via internal and/or external pedestrian connections as required by RDC 18.230.050.D. All trail corridors and trail development shall comply with the engineering standards.
 7. Open space may include plazas and outdoor dining areas; gardens and landscaped areas; parks or park features such as playground equipment or sport courts, trails, and other active recreation facilities as defined in RDC 18.100; community gardens; common roof decks, balconies, and patios; and other areas deemed materially similar by the planning director.
 8. Open space amenities may include benches and outdoor seating including moveable seating such as for outdoor dining, water features, drinking fountains, raised landscaping planter beds, public art, distinctive paving, and/or other similar features. All outdoor furnishings shall be commercial grade designed for heavy public use.
 9. Pedestrian-scaled lighting is required at a level averaging at least two foot candles throughout the area. Lighting may be free-standing or building-mounted and shall not be mounted higher than fourteen feet.
 10. The following are not allowable as part of open space areas:
 - a. Asphalt pavement.
 - b. Adjacent and unscreened chain link fences, dumpsters or service areas.
 - c. Unscreened blank walls.

K. Outdoor Uses.

1. Active outdoor uses such as café seating, outdoor vending such as food or beverage carts, and display of goods for purchase are encouraged and may occupy up to twenty percent of the net developable site area. Outdoor uses may be located within open space required under RDC 18.235.060.J.

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2. Outdoor storage may not exceed ten percent of the net developable site area and shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view.
 3. Outdoor uses in the public right-of-way require approval by the Public Works Director through the master plan or site plan review process. The sidewalk area may be used for outdoor dining, sales areas or similar use provided a six-foot wide pedestrian zone is maintained. Outdoor uses shall be defined relative to the pedestrian zone with movable planters, bollards, movable fence, or other similar means of separation.
- L. Signs. All signs shall comply with the standards of RDC 18.710 relative to the site's base zone, with the following exceptions:
1. Non-residential uses on a RMUO site in the RMD-16 base zone shall comply with the standards for signs in the CNB zone per RDC 18.710.050.B.
 2. Additional entry or gateway signs shall be permitted along the perimeter of the mixed-use development identifying the development, with a maximum allowed sign area for each sign of ten square feet times the total gross acreage for the mixed-use development not to exceed two hundred fifty square feet.
 - a. One sign may be located at each of the entrances into a mixed-use development, or two signs at both sides of an entrance.
 - b. One sign may be located at each public street intersection on which the mixed-use development has street frontage.
 - c. One sign may be oriented to the I-5 freeway (if applicable).
 - d. Maximum sign height shall not exceed twenty-five feet.
- M. Lighting. All lighting shall comply with the standards of RDC 18.715.
- N. Off-Street Parking and Loading. All off-street parking and loading shall comply with the standards of RDC 18.720, with the following exceptions:
1. Parking requirements for the RMUO site shall be calculated separately for the proposed uses under RDC 18.720.030 but the applicant is encouraged to develop a plan for joint use of facilities under RDC 18.720.020.B. to reduce the total amount of parking needed. The planning director shall consider the mixed-use nature of the site and the potential for users of the site to access more than one use without generating additional parking needs when reviewing the joint use of facilities proposal.
 2. On-street parking on public streets adjacent to the development may be counted towards the minimum required parking spaces under RDC 18.720.030.
 3. Slip lane parking lots are permitted along the street frontage of major corridors, as defined in RDC 18.230.050.B.2, and are exempt from the fifty percent street frontage limitation for parking lots in RDC 18.720.040.C.1.
 - a. Slip lane parking lots may consist of one, one-way drive aisle and one row of parking stalls arranged parallel or angled, meeting the dimensional standards of RDC Table 18.720.040-1. The combined width of the drive aisle and parking stalls shall not exceed forty-four feet.
 - b. Slip lane parking lots shall include a sidewalk with a minimum width of 5 feet between the parking lot and the interior of the site, running the full length of the slip lane parking lot.
 - c. Along a minimum of seventy-five percent of the length of the slip lane parking lot, buildings shall be set back no more than five feet from the back edge of the required sidewalk.

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- d. Buildings fronting the slip lane parking lot shall provide a primary pedestrian entrance directly facing the parking lot.
 - e. Where practicable, slip lane parking lots shall extend to the edge of the property line to allow seamless continuation along the adjoining properties.
 - f. Slip lane parking lots shall only be allowed if the public works director approves access onto the major corridor, which may include limitations on driveway spacing and restricted turn movements.
- 4. Drive through aisles shall be designed to minimize impact to pedestrian connectivity from required parking areas to business entrances.
 - 5. All residential uses on RMUO sites may utilize the shared parking lot provisions of RDC 18.401.075.
- O. Landscaping.
- 1. Residential portions of RMUO sites shall provide twenty-five percent of the site area as landscaping.
 - 2. Non-residential portion of RMUO sites shall provide ten percent of the site area as landscaping.
 - 3. Total landscaping required for the project may be averaged across the site provided the requirements for the residential and non-residential portions are met and the landscaping is arranged so that there is physical and visual access from all portions of the site.
 - 4. The exterior perimeter of RMUO sites shall include a ten-foot landscaping buffer to an L2 standard along the side and rear property lines and along any parking areas along the front or street side property lines.
 - 5. Any natural areas to be retained as part of the required landscaping shall be maintained with their existing native vegetation and/or enhanced with supplemental plantings of native tree, shrub, and ground cover species as listed in RDC 18.830 to provide scenic, environmental and wildlife habitat value.
 - 6. For any RMUO site which incorporates a drive through use additional landscaping shall apply. Any drive through adjacent to an exterior public street shall incorporate a ten-foot wide buffer landscaped to an L4 standard.
- P. Fences. Fences shall comply with the standards of RDC 18.740 with the following additional standards:
- 1. Fences shall be compatible with the overall building design, such as repetition of the building material on fence columns and/or stringers, and constructed of wrought iron, brick, stone, treated wood (provided the structural posts are steel with a wood post cover), or concrete block (CMU). Smooth-faced concrete block must have a veneer finish on the side(s) visible to public view. Other materials which have the general appearance and visual quality of approved fence materials may be approved by the planning director. However, the use of untreated wood, solid wood posts, vinyl, plywood or composite sheeting as a fence material is not permitted. Where applicable, the fence standards in RDC 18.210.065.C supersede.
 - 2. Chain link fences are discouraged and may only be used in areas not visible from any public right-of-way, adjacent property, or onsite common open area. If used, black, dark brown or dark-toned coated chain link fencing with matching posts and rails shall be required.
 - 3. Barbed wire, razor wire, electric and similar dangerous fences shall not be used except for specific condition where the applicant demonstrates they are required for security reasons and that they will not be visible from adjacent rights-of-way.
 - 4. Fences and walls facing pedestrian streets, as defined in RDC 18.230.050.B.1, shall not be allowed for non-residential uses. Fences and walls for non-residential uses facing major corridors, as defined in

RDC 18.230.050.B.2, shall be discouraged unless the applicant demonstrates the fences or walls are necessary for business safety, screening the development from adjacent residential uses, or screening the parking area, or service areas. If fences or walls facing public streets are used, they shall be set back ten feet from sidewalk or right-of-way and shall provide landscaping within the setback area at an L2 standard.

Q. Procedure.

1. Adding or removing the RMUO is subject to the Type IV procedural requirements in RDC 18.310.090 and the rezoning requirements in RDC 18.320.
2. A pre-application conference is required for a RMUO master plan per RDC 18.310.030.
3. The RMUO master plan shall be reviewed through a Type III procedure per RDC 18.310.080. The master plan may be reviewed concurrently with any related applications such as subdivision or site plan review. Master plan applications must include:
 - a. Boundaries of the Site and Existing Conditions. The master plan must show the boundaries of the master plan area and existing conditions such as environmental constraints, utility services, existing structures and uses and existing transportation improvements.
 - b. General Statement. The master plan must include a narrative that generally describes the uses and development concept for the master plan area, and responds to all of the applicable standards in this chapter and elsewhere in the RDC. The statement shall include calculations of total gross acres; approximate net developable acres, gross floor area and residential density, if proposed, of proposed uses; area of public rights-of-way and other infrastructure; area of common open space and landscaping; and area of critical areas.
 - c. A SEPA Checklist.
 - d. Master Plan. The master plan must generally show the proposed division of land and distribution of proposed uses. The plan must include:
 - i. The location of all existing and proposed buildings, structures and other improvements, indicating proposed use category (e.g. residential, commercial).
 - ii. The location and size of all areas to be conveyed, dedicated or reserved as common open spaces, public parks or trails, recreation areas, and similar public or semipublic uses.
 - iii. The existing and proposed circulation system of streets, including off-street parking areas, service areas, loading areas and major points of access to public rights-of-way.
 - iv. The existing and proposed pedestrian circulation system.
 - v. The existing and proposed utility systems, including sanitary sewers, stormwater facilities, and water.
 - vi. The proposed treatment of the perimeter of the master plan area, including materials and techniques used such as screens, fences and walls.
 - vii. The existing and proposed landscaping, including natural areas to be retained, and critical areas and buffers.
 - e. Development Standards. The applicant may propose modifications to development standards in this section or the base zone standards for development under the master plan. The applicant must detail how the proposed modifications contribute to creation of a better site and meet the purpose and approval criteria for this overlay, in lieu of review under RDC 18.350.

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- f. Phasing of Development. The master plan shall include the proposed development phases, probable sequence of future phases, estimated dates and interim uses of the property awaiting development.
 - g. Transportation and Parking. The applicant shall provide information on the following items for each phase:
 - i. Projected Transportation Impacts. Provide a traffic impact analysis that includes the expected number of trips (peak and daily), an analysis of the impact of those trips on the street system, and the proposed mitigation measures. Mitigation measures may include improvements to the street system or specific programs to reduce traffic impacts, including transportation demand management techniques, such as encouraging the use of public transit, carpool, vanpools, adjustment of work hours and other alternatives to single occupancy vehicles.
 - ii. Parking Plan. Provide an estimate of parking needs and locations including opportunities to reduce overall parking for the site through joint use of facilities.
 - h. Tree Preservation and Protection. The applicant shall submit a preliminary tree preservation and protection plan consistent with the requirements in RDC 18.840. A final tree removal and protection plan will be required at the time of site plan review.
- 4. Site plan review consistent with RDC 18.500 is required for development of individual sites within the master plan area. Development must demonstrate compliance with the approved master plan as part of the site plan review.
 - 5. For RMUO master plans with horizontally integrated residential and nonresidential components, twenty percent of the nonresidential component shall receive final occupancy prior to obtaining building permits for the residential component. The twenty percent calculation shall be based on net developable area if net developable area was used to determine the required mix of uses under RDC 18.235.060.D, or gross floor area if gross floor area was used to determine the required mix of uses under RDC 18.235.060.D.
 - 6. A RMUO master plan shall expire five years from the date of final approval thereof. For master plans approved as multi-phased development, approval for the first phase of development shall expire after five years from the date of final approval of the master plan and each subsequent phase must be completed within five years after. For purposes of this section, recording of a final plat, issuance of a site plan approval, or issuance of a building permit for the phase of development described in the approved master plan shall constitute completion of a phase.
 - 7. Extensions. A master plan may be extended for a period of up to two years upon application. Approval of the extension shall be done by the city council through a development agreement. Extensions are subject to the following criteria and conditions:
 - a. The applicant must make written requests for an extension at least sixty days prior to the expiration of the preliminary plat approval;
 - b. There have not been any substantial changes in the laws governing the development of the site with which lack of compliance would be contrary to public health, safety and welfare;
 - c. The applicant shall demonstrate that the applicant has pursued final platting in good faith in light of surrounding circumstances but has been delayed:
 - i. By extensive environmental permitting times;
 - ii. Extensive studies required by conditions of approval which took longer than anticipated; or

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- iii. There are specific verifiable extenuating circumstances or conditions beyond the control of the applicant as deemed appropriate by the city council.

8. Amendments to approved master plans shall be reviewed through the post-decision review process per RDC 18.310.160.

(Ord. No. 1219, § 2(Exh. A), 10-27-2016; Ord. No. 1253, § 2(Exh. A), 12-7-2017; Ord. No. 1260, § 2(Exh. A), 4-26-2018; Ord. No. 1266, § 2(Exh. A), 9-13-2018; Ord. No. 1271, § 2(Exh. A), 10-11-2018; Ord. No. 1290, § 2(Exh. A), 4-25-2019; Ord. No. 1296, § 2(Exh. A), 10-10-2019; Ord. No. 1325, § 2(Exh. A), 9-24-2020; Ord. No. 1337, § 3(Exh. A), 2-25-2021; Ord. No. 1339, § 2(Exh. A), 5-27-2021; Ord. No. 1345, § 2(Exh. A), 7-8-2021; Ord. No. 1370, § 2(Exh. A), 9-8-2022; Ord. No. 1372, § 2(Exh. B), 10-13-2022; Ord. No. 1406, § 2(Exh. A), 7-13-2023)

18.720.040 Off-street parking lot design.

- A. Stall Dimensions. All off-street parking lots shall be designed in accordance with city standards for stalls and aisles, as set forth in Table 18.720.040-1 and Figure 18.720.040-1.
1. For one row of stalls, use "C" + "D" as minimum bay width.
 2. Public alley width may be included as part of dimension "D," but all parking stalls must be on private property, off the public right-of-way.
 3. For estimating available parking area, use three hundred to three hundred twenty-five square feet per vehicle for stall, aisle, and access areas.
- B. Compact Parking Spaces. For compact parking spaces, the dimensions of "B" and "C" may be reduced to seven feet, five inches and fifteen feet, respectively. Up to thirty percent of required parking spaces may be compact car spaces.
- C. Lot design. The location and number of points of access to the site, the interior circulation patterns, and the separations between pedestrians and moving and parked vehicles, shall be designed to maximize pedestrian, bicycle and transit options, and to minimize adverse impacts on the peaceful and functional use of neighboring properties.
1. Parking lots and driveways generally shall be located to the rear or side of buildings. No more than fifty percent of the street frontage of any development shall be occupied by off-street parking area, with the exception of commercial parking lots.
 - a. If a lot has multiple frontages, no more than fifty percent of the combined street frontage may be occupied by off-street parking area. If the lot has frontage on two streets with different road classifications, off-street parking areas shall occupy no more than fifty percent of the street frontage on the street with the higher classification.
 - b. If a development is located on multiple lots under common ownership, no more than fifty percent of the combined street frontage for all lots may be occupied by off-street parking area.
 - c. The provisions in this subsection may be reduced with written approval from the Community Development Director where one or more of the following apply:
 - i. In master-planned commercial centers.
 - ii. Where there are safety considerations associated with the proposed use.
 - iii. In other situations where existing or built conditions justify departure from strict adherence to the standard.The applicant shall demonstrate that the requirement is being met to the extent practicable.
When this reduction is applied, enhanced landscaping buffers developed to the L4 standard or equivalent are required between the parking area and the street.
 2. Developments with ten or more parking spaces shall provide interior parking lot landscaping equal to ten percent of the net parking lot area, excluding landscaping buffers required by RDC 18.725 and driveways, in order to provide shade, buffer and screen adjacent properties, and promote a safe environment with a pleasant appearance.
 - a. The landscaping, including trees, must be dispersed throughout the parking area. Clusters of more than twenty contiguous parking spaces shall be separated by landscaping.

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- b. If interior landscaping provided under this section is adjacent to the perimeter landscaping buffers required by 18.725, the interior landscaping shall extend at least four feet into the parking area from the edge of the perimeter landscaping buffer.
 - c. The minimum dimension for any landscaping area shall be six feet.
 - d. Required landscaping materials are as follows:
 - i. At least one tree must be provided for every ten parking spaces. Existing trees may be used to meet this standard.
 - ii. At least one shrub must be provided for every thirty square feet of landscaped area required under this subsection.
 - iii. All of the landscaped area that is not planted with trees and shrubs must be planted with ground cover plants, which may include grasses. Paths made of paving stones, flagstones, bricks, pavement, or similar materials may provide pedestrian access across landscaped areas consistent with RDC 18.720.040.C.5, but the surface area of impermeable materials does not count toward the required landscaped area.
- 3. Generally, direct access to collector or arterial streets shall be minimized, in favor of limited access via secondary streets. The planning director may require the applicant to provide a current traffic impact study completed within one year of the date of application to determine impacts and required street improvements.
 - 4. Curb cuts for vehicles shall be minimized to prevent disruption to pedestrian or bicycle access.
 - 5. Pedestrian access corridors must link all parking areas to a primary entrance of the development via the most practicable route and separate pedestrians safely from motor vehicle traffic. Such pedestrian access corridors through parking areas shall meet all of the following requirements:
 - a. Use materials differentiated from parking lot surface by texture, pattern, elevation three to six inches above grade and/or color to differentiate and maximize the visibility of the pedestrian path. Superficial treatments such as painted pedestrian paths are not sufficient to meet this requirement. Paint may be used only in combination with other techniques.
 - b. Pathways must be a minimum of four feet wide and lighted.
 - c. Pedestrian crossings of drive aisles shall be well-articulated with pavement markings, pedestrian warning signs, and lighting.
 - d. Bicycle parking shall be located in well-lighted and highly visible areas to minimize theft and vandalism.
 - 6. For developments with forty-eight or more car parking spaces, bicycle parking is to be provided at one bicycle parking space for every twelve required car parking stalls. Bicycle parking provided under this requirement shall not be credited towards reduction of minimum spaces provided by RDC 18.720.020.H.
 - a. Bicycle racks, lockers or other parking devices shall be made of durable materials and shall be securely anchored to the ground or building structure. The devices shall allow for the frame and at least one wheel of the bicycle to be locked to the rack.
 - b. All bicycle parking spaces outside of a building shall be located within a one hundred-foot diameter of the primary building entrance; or, at least as conveniently located as the most convenient automobile spaces, other than those spaces for persons with disabilities.
 - c. Bicycle parking shall be located in well-lighted and highly visible areas to minimize theft and vandalism.

7. All off-street parking areas shall include paved handicapped accessible and van-accessible parking spaces that comply with all state and federal ADA regulations.
8. Electric Vehicle Charging. Developments shall at a minimum meet the electric vehicle charging infrastructure requirements in WAC 51-50-0429.
 - a. Clustering electric vehicle charging infrastructure is encouraged in commercial centers.

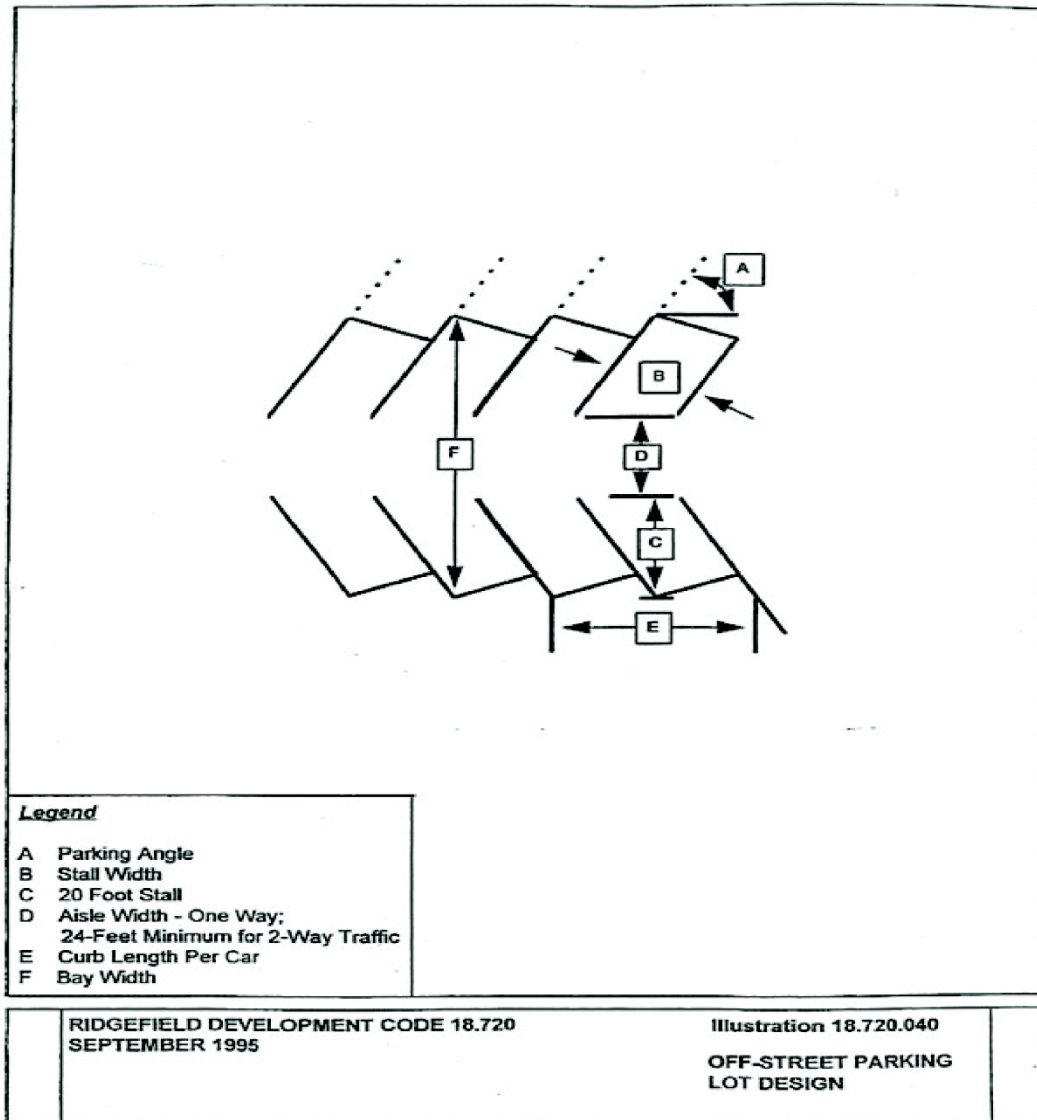


Figure 18.720.040-1

Table 18.720.040-1

Angle	Stall Width (feet)	Stall Depth (feet)	Aisle Width (feet)	Curb Length (feet)	Bay Width (feet)
A	B	C	D ¹	E	F

0° (parallel)	8.0	8.0	12.0	22.0	28.0
	8.5	8.5	12.0	22.0	29.0
	9.0	9.0	12.0	22.0	38.0
	9.5	9.5	12.0	22.0	31.0
	10.0	10.0	12.0	22.0	32.0
45° (angled)	8.0	19.1	14.0	11.3	52.2
	8.5	19.4	13.5	12.0	52.3
	9.0	19.8	13.0	12.7	52.5
	9.5	20.1	13.0	13.4	53.3
	10.0	20.5	13.0	14.1	54.0
60° (angled)	8.0	20.4	19.0	9.2	59.8
	8.5	20.7	18.5	9.8	59.9
	9.0	21.8	18.0	10.4	60.0
	9.5	21.2	18.0	11.0	60.4
	10.0	21.5	18.0	11.9	61.0
70° (angled)	8.0	20.6	20.0	8.5	61.2
	8.5	20.8	19.5	9.0	61.1
	9.0	21.0	19.0	9.6	61.0
	9.5	21.2	18.5	10.1	60.9
	10.0	21.2	18.0	10.6	60.4
90° (perpendicular)	8.0	20.0	24.0	8.0	64.0
	8.5	20.0	24.0	8.5	64.0
	9.0	20.0	24.0	9.0	64.0
	9.5	20.0	24.0	9.5	64.0
	10.0	20.0	24.0	10.0	64.0

¹ One-way traffic only. Twenty-four feet minimum for two-way traffic.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1426, § 2(Exh.), 7-25-2024)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 6, 2025

AGENDA ITEM NAME: Second Reading of Ordinance No. 1463 - Approval of AT&T Franchise Agreement

GOVERNING LEGISLATION

PREVIOUS COUNCIL ACTION TAKEN:

SUMMARY/BACKGROUND:

AT&T is in the process of purchasing LUMEN's fiber operations. AT&T reached out to many Washington cities to negotiate franchise agreements for these operations. The City has been working with a representative from AT&T for a franchise agreement related to these operations. The proposed agreement was based on other telecommunication franchise agreements within the City. It has been approved by AT&T and has been reviewed and approved by staff. The Franchise Agreement Ordinance grants to Forged Fiber 37, LLC—their agent-- a ten year franchise to construct, operate, maintain and repair a telecommunications facility within the City rights of way. The Ordinance sets out the terms and conditions that the Franchisee must comply with to operate in the ROW, including permits, operation and safety of facilities, relocation, indemnification, dispute resolution and more.

BUDGET/FINANCIAL IMPACTS:

The City is not authorized under law to assess a franchise fee for use of ROW telecommunications facilities; however the City can assess administrative fees for permits and franchise negotiation costs.

RECOMMENDED ACTION OR MOTION:

To adopt the AT&T Franchise Agreement:

"I move to adopt Ordinance No. 1463 as presented."

STAFF CONTACT: Miranda Lange, PW Infrastructure Deputy Director

ATTACHMENTS:

1. Template RIDGEFIELD TELECOM Franchise Agreement 9-15-25 FINAL

ORDINANCE NO. 1463

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON, GRANTING FORGED FIBER 37, LLC, A DELAWARE LIMITED LIABILITY COMPANY ("GRANTEE"), ITS SUCCESSORS AND ASSIGNS, A FRANCHISE TO CONSTRUCT, SUPPORT, ATTACH, CONNECT, MAINTAIN, REPAIR, REPLACE, OPERATE AND USE A TELECOMMUNICATION SYSTEM OR FACILITIES IN, UPON, OVER, UNDER, ALONG, ACROSS, AND THROUGH THE RIGHTS OF WAY OF THE CITY OF RIDGEFIELD, WASHINGTON

WHEREAS, the City Council of the City of Ridgefield finds it desirable for the welfare of the City and that the general public health, safety, welfare, necessity and convenience require that Facilities to provide for Telecommunications Service and Facilities may be used, be constructed, maintained and repaired in an orderly manner when such Facilities are located in, under, on or along City rights-of-way;

WHEREAS, Grantee is a provider of certain telecommunications services, including broadband internet services, and owns and operates and/or will construct, own, and operate the Telecommunication Facilities defined herein in the City's rights-of-way

WHEREAS, there is hereby granted by this ordinance, subject to Grantee's acceptance of the terms of this franchise as provided herein, for a term as described below, unless otherwise terminated as provided for herein, to Grantee, its successors and assigns, the non-exclusive rights, privilege, authority and franchise to own, operate and maintain an overhead and/or underground Telecommunication System along and across the franchise area. This franchise is conditioned upon the terms and conditions contained herein and Grantee compliance with any federal or state regulatory agencies with jurisdiction over Grantee. By granting this franchise, the City is not assuming any risks or liabilities by way of Grantee activities therefrom.

NOW, THEREFORE, the City Council of the City of Ridgefield, Washington, does hereby ordain as follows:

SECTION 1. DEFINITIONS

1.1 Where used in this franchise (the "Franchise") the following terms shall mean:

1.1.1 "Forged Fiber 37, LLC" or "Grantee" means Forged Fiber 37, LLC, a Delaware limited liability company registered to do business in Washington, and its successors and assigns.

1.1.2 "City" means the City of Ridgefield, Washington, and its successors and assigns.

1.1.3 "Franchise" means the grant of rights, privileges and authority embodied in this Ordinance.

1.1.4 "Franchise Area" means all of the roads, streets, avenues, alleys, highways, paths, trails and other public rights-of-way controlled by the City as now laid out, platted, dedicated or improved; and all roads, streets, avenues, alleys, highways and public rights-

of-way controlled by the City as presently laid out, platted, dedicated or improved within the present limits as shown by Clark County, or as may be hereinafter annexed or added to the City.

1.1.5 "Telecommunication System" or "Facilities" means, collectively, Grantee's infrastructure within the City's Rights-of-Way, including, but not limited to, lines, poles, anchors, wires, cables, conduit, laterals, and other appurtenances, designed or constructed for the purpose of providing Telecommunications Service, whether the same be located overhead or underground. A general description of the Telecommunications Facilities currently planned by the Grantee is set forth in Exhibit A, attached hereto and incorporated by this reference.

1.1.6 "Telecommunications Service" shall mean any telecommunications services provided by Grantee over its Telecommunication System, either directly or as a carrier for its subsidiaries, affiliates, or any other person engaged in communication service, including, but not limited to, transmission of voice, data or other electronic information, facsimile reproduction or other subsequently developed technology which carries an electronic signal over fiber optic cable, including, but not limited to, those definitions of telecommunications services included in Chapter 35.99 RCW; provided that, these terms shall not mean, refer to or include, "cable services", open video services, or video programming services as those terms are defined in the Cable Communications Act of 1984, as amended, or over-the-air broadcasts to the public at large from facilities licensed by the Federal Communications Commission or any successor thereto, or to any services that Grantee may not by law provide.

1.1.7 "Ordinance" means this Ordinance No. _____ which sets forth the terms and conditions of this Franchise.

1.1.8 "Public Improvement" means any capital improvement or repair within the Franchise Area that is undertaken by or on behalf of the City and is funded by the City (either directly with its own funds or with other public monies obtained by the City). For clarity, the term "Public Improvement" shall include any public work capital improvement or repair undertaken by the City which requires the relocation of Grantee's Facilities that conflict with said Public Improvement within the Franchise Area, even if a portion of the public work capital improvement or repair includes work performed for a third party county or municipality under a valid interlocal agreement between the City and such county or municipality (except to the extent the request to relocate Grantee's Facilities is caused entirely by work done for such governmental third party). Public Improvement shall not include, any improvements or repairs undertaken by any third-party private entities, or undertaken by the City by agreement with, or for the benefit of third-party private entities

1.1.9 "Force Majeure" shall mean delays due to acts of God, war, civil disturbances, fire, unavoidable casualty, construction delays due to weather, failure of supplier(s), labor dispute, or other similar causes beyond the control of Grantee or City.

1.1.10 "Mayor" means the Mayor of the City of Ridgefield or his or her designee.

1.1.11 "Public Works Director" means the duly appointed incumbent of the office of Public Works Director of the City of Ridgefield or his or her designee.

SECTION 2. GRANT AND RENEWAL OF FRANCHISE

2.1 Pursuant to the laws of the State of Washington, the City hereby grants to Grantee subject to the terms and conditions as set forth herein, a Franchise for a period of ten (10) years commencing upon the effective date of this Ordinance and subsequent acceptance of such ordinance and Franchise by Grantee. This Franchise is granted upon the express condition that Grantee, within thirty (30) days after the adoption of this Ordinance, shall file with the clerk of the City a written acceptance of the same.

2.2 This Franchise may be renewed for additional ten (10) year terms pursuant to the following process: If Grantee desires to renew, Grantee shall notify the City not later than 180 days prior to the expiration of the franchise of its desire to renew and its desire, if any, to renegotiate any of the terms set forth within this Franchise or desire to add or delete any such terms. The City shall respond to the request not later than 120 days prior to the expiration date, and may request renegotiation of any term, or the addition or deletion of any term at that time. If Grantee does not request renewal, this Franchise shall be deemed terminated. If Grantee requests renewal, and either party requests renegotiation, or addition or deletion of any term or terms, this Franchise shall not renew unless and until the City and Grantee reach agreement and said agreement is approved by ordinance of the City Council. The City will not unreasonably withhold renewal of additional periods. Nothing in this section prevents the parties from reaching agreement on renewal earlier than the time periods indicated.

2.3 Grantee specifically agrees to comply with the provisions of any applicable City codes, ordinances, regulations, standards, procedures, permits or approvals, as from time to time amended. The express terms and conditions of the Franchise constitute a valid and enforceable contract between the Parties.

2.4 Upon termination or expiration of the Franchise, Grantee shall, within one hundred and eighty days (180), remove all its Facilities from the Franchise Area. Should the Grantee fail to remove its facilities within the one-hundred-and-eighty-day period (180), the City may remove the facilities and charge Grantee for the costs of removal.

SECTION 3. FACILITIES WITHIN FRANCHISE AREA

3.1 The City does hereby grant to Grantee the right, privilege, authority and franchise to set, erect, lay, construct, support, attach, connect, maintain, repair, replace, operate and use Facilities in, upon, over, under, across and through the Franchise Area, provided that such placement complies with all city requirements, to provide for the transmission, distribution and sale of voice, data or other electronic information, facsimile reproduction or other subsequently developed technology which carries an electronic signal over fiber optic cable, including, but not limited to, those definitions of telecommunications services included in Chapter 35.99 RCW.

3.2 This Franchise shall not convey any right to Grantee to install new Facilities outside the Franchise Area; provided, however, that Grantee shall retain the right to maintain, repair and operate Facilities installed prior to this franchise agreement with the City if said Facilities are outside the Franchise Area, but such right shall be subject to the provisions of Section 3.3. Further, restrictions to overhead lines repairs, upgrades or replacement, as per City standards and codes, shall apply.

3.3 Except as provided for in Section 9, existing Facilities installed or maintained by Grantee on public grounds and places within the City (which Facilities are not within the Franchise Area as defined in this Franchise) may continue to be maintained, repaired and operated by Grantee at the location such Facilities exist until replaced at the end of their useful life. Such facilities shall be moved within franchise limits as poles and utilities are replaced at the end of their useful life and as per Section 9 and defined in Section 1.1.8

SECTION 4. NON-INTERFERENCE AND MAINTENANCE OF FACILITIES

4.1 Grantee Facilities shall be constructed, installed, maintained and repaired within the Franchise Area as per applicable City standards and codes so as not to unreasonably interfere with the free passage of traffic and in accordance with the laws of the State of Washington, and the ordinances, rules and regulations of the City which are not inconsistent with the terms of this Franchise. Grantee shall exercise its rights within the Franchise Area in accordance with applicable City codes and ordinances governing use and occupancy of the Franchise Area.

4.2 Any repair of Grantee's Facilities within the Franchise Area shall be made within the time and in a manner which conforms with generally accepted customs, practices and standards in the industry and as agreed to by the City.

4.3 Whenever the Public Utility District No. 1 of Clark County, Washington, permanently discontinues use of any above ground or at grade District-owned Facilities within the Franchise Area, such as poles, braces, guys, and anchors, due to modifications or upgrades to District's Facilities within the Franchise Area, the relocation or removal of Grantee's Facilities shall be the responsibility of Grantee. The relocation or removal of such facilities shall occur within ninety (90) calendar days after Grantee's receipt of notice from the City demanding relocation or removal. The City will expeditiously review any Grantee requests to move its Facilities.

SECTION 5. TERMS AND CONDITIONS

The terms and conditions of this Franchise shall be subject to the Constitution and laws of the United States of America and the State of Washington.,

SECTION 6. GRANTEE – SCOPE OF OBLIGATIONS

The obligations imposed upon Grantee by the express terms of the Ordinance granting such franchise or implied by the terms of this section or any other ordinance affecting the same, shall be deemed to include every employee, nominee or independent contractor of Grantee performing work in the Franchise Area under contract, direction, request or authority of Grantee under this Franchise, and Grantee, its agents, employees or independent contractors, severally, shall be responsible to the City for any injury or damage to City property or the expense incurred or suffered by the City in correcting defects in work replacing City streets or other improvements damaged by the acts or neglect of such agents, employees, or independent contractors of Grantee.

SECTION 7. SAFETY REQUIREMENTS

Grantee, in accordance with applicable national, state and local safety requirements, shall at all times employ ordinary care and shall install and maintain and use commonly accepted methods and devices for preventing failures and accidents which are likely to cause damage, injury, or nuisance to the public. All structures and all lines, cables, equipment and connections in, over, under and upon the Franchise Area, wherever situated or located, shall at all times be kept and maintained in a safe, suitable condition, and in good order and repair. If a violation of the National Electric Safety Code or other applicable regulation is found to exist, the City may, after discussion with Grantee, establish a reasonable time for Grantee to make necessary repairs. If the repairs are not made within the established time frame, the City may make the repairs itself or have them made and collect all reasonable and applicable costs thereof from Grantee. Grantee shall be solely and completely responsible for workplace safety and safe working practices on its job sites within the Franchise Area, including safety of all persons and property during the performance of any work therein.

SECTION 8. PERMITS; RESTORATION

8.1 Whenever it shall be necessary for Grantee to engage in any work within the Franchise Area, Grantee shall apply for all necessary City permits to do such work, and shall, except to the extent inconsistent with the terms and conditions of this Franchise or where expressly provided otherwise herein, comply with all requirements and conditions of such permits, including but not limited to location and pole height restrictions, traffic control, and restoration, repair or other work to restore the surface of the Franchise Area, as nearly as practicable, to its condition immediately prior to the work, or as otherwise specified in the permit issued by the City in connection with the work. All restoration shall be completed in accordance with the current City requirements, including Ridgefield Development Code at Title 18 and the Ridgefield Engineering Standards for Public Works Construction. This shall not be construed to mean that Grantee shall change and/or upgrade the layout or configuration of existing City facilities. It is further provided that in the event that Grantee has any work in the Franchise Area completed by any of its authorized agents or subcontractors, Grantee shall remain fully responsible for the permit, permitted work and any other permit requirements, notwithstanding any provisions of this Franchise to the contrary. Failure of Grantee to notify the City of work mobilization and demobilization will result in revocation of the permit and any applicable penalty set by City resolution.

8.2 In the event of an emergency situation in which Grantee's Facilities within the Franchise Area are in such a condition so as to necessitate service restoration or immediately endanger the property, life, health or safety of any individual, Grantee may take immediate action to make repairs and/or restore service without first obtaining any required permit, provided that Grantee shall notify the City telephonically or in person within seventy-two (72) hours of the event, and provided that Grantee applies for any necessary permit(s) from the City for such work as soon as reasonably practicable thereafter. For the purposes hereof, "as soon as reasonably practicable" means that the permit application shall be submitted to the City not later than ten (10) business days after the date of the commencement of the action that requires such permit.

8.3 Grantee shall leave all Franchise Areas, after doing construction work, making repairs to equipment etc., in as good and safe condition in all respect as they were before the commencement of such work by Grantee, its agents or contractors, and all recorded monuments which have been disturbed or displaced by the work shall be reset to the specifications and approval of the City Engineer.

8.4 In case of any damage caused by Grantee to said Franchise Area, or to paved or surfaced

roadways, turn-outs, gutters, ditches, wood or concrete walks, drainpipes, hand or embankment rails, bridges, trestles, wharves, landings or monuments, said Grantee agrees to immediately repair said damage to City standards at its own sole cost and expense.

8.5 When the Public Works Director, or designee, determines that an emergency situation does exist, he/she may order and have done any and all work considered necessary to restore to a safe condition any such Franchise Area left by Grantee or agents in a condition dangerous to life or property. The Public Works Director, or designee, may cause to be replaced or reset recorded monuments in the event Grantee fails to replace or reset same within 30 days after completion of construction. Grantee, upon demand, shall pay to the City all applicable, actual, and reasonable costs of doing such work.

SECTION 9. RELOCATION & READJUSTMENT OF FACILITIES

9.1 Whenever the City causes a Public Improvement to be undertaken within the Franchise Area, and such Public Improvement requires the relocation of Grantee's then existing Facilities within the Franchise Area (for purposes other than those described in Section 9.2 below), the City shall:

9.1.1 Provide Grantee with reasonable advance written notice, but in any event not less than ninety (90) days, requesting such relocation; and after receipt, Grantee will review the scope of work to determine if it can be completed. If not, Grantee will notify the Public Works Director, and both parties agree to work cooperatively, within reason, to resolve any scheduling issues.

9.1.2 Promptly provide Grantee with all existing plans and specifications for such Public Improvement as may be requested by Grantee.

After receipt of such notice and such plans and specifications, Grantee shall relocate such Facilities within the Franchise Area at no charge to the City. If the City again requires the subsequent relocation of any Facilities within five (5) years from the date of the initial relocation of such Facilities at the cost of Grantee pursuant to this Section 9.1, the City shall bear the entire cost of such subsequent relocation.

The City and Grantee will work cooperatively and reasonably to come to a mutually agreed plan to accommodate Public Improvements.

9.2 Whenever any private development within the Franchise Area, other than a Public Improvement, requires the relocation of Grantee's Facilities within the Franchise Area to accommodate such development, then in such event, Grantee shall have the right as a condition of such relocation, to require such developer, person or entity to make payment to Grantee at a reasonable time and terms acceptable to Grantee, for any and all costs and expenses incurred by Grantee in the relocation of its Facilities.

9.3 Any condition or requirement imposed by the City upon any person or entity, other than Grantee, that requires the relocation of Grantee's Facilities shall be a required relocation for purposes of Section 9.2 above (including, without limitation, any condition or requirement imposed pursuant to any contract or in conjunction with approvals or permits for zoning, land use, construction or development).

9.4 If at any time the City deems it advisable to improve any of its streets, avenues, sidewalks, paths, alleys, roads, highways, rights-of-way or other city properties as hereinbefore designated, by grading, re-grading, surfacing or paving same, or altering, changing, repairing or improving same, Grantee upon written notice by the City shall, at its own expense, as soon as reasonably practicable, raise, lower, or move its overhead lines, Grantee Facilities or improvements to conform to such new grades as may be established, or place said property in such locations or positions as shall cause the least interference with any such improvements or work thereon as contemplated by the City and said City shall in no way be held liable for any damage to Grantee that may occur by reason of the City improvements, repairs or maintenance performed in a reasonably careful and prudent manner, or by the exercise of any rights so reserved in this section or grant. If the City shall improve such streets, avenues, sidewalks, paths, alleys, roads, highways, rights-of-way or other city properties, Grantee shall on written notice by City officials, at its own expense, replace its lines or system as may be in or through the improved sub-grade of such improvement, with such materials as shall conform to or exceed the applicable standards of the City and industry for use in such streets, avenues, sidewalks, alleys, roads, highways, rights-of-way or other City properties; **PROVIDED**, that if a readjustment or relocation is necessitated for a reason other than the above enumerated City purposes, the person, firm or private corporation or entity requesting such readjustment or relocation shall pay Grantee the actual costs; **PROVIDED** further, that in the event the City should require such readjustment or relocation in connection with any improvement of project funded, wholly or in part by state or federal funds, the City shall make an effort to include the costs for relocation in its funding applications where it meets funding agency requirements, and if successful, the City will reimburse Grantee for invoice costs eligible under funding program as funds are available.

9.5 The parties agree that "relocation" refers to a permanent movement of facilities required of Grantee, and not a temporary or incidental movement of facilities, such as raising of lines to accommodate house moving and the like, solely for aesthetic purposes, or other revisions Grantee would accomplish without regard to municipal request. The City will work with Grantee to minimize the need for temporary work to accommodate permanent moves.

SECTION 10. INDEMNIFICATION

10.1 Grantee shall indemnify, defend and hold harmless the City, its elected and appointed officials, officers, employees, agents, representatives, engineers, and consultants from any and all third party claims, costs, judgments, awards, or liability to any person arising from injury or death of any person or damage to property to the extent the same is caused by the negligent acts or omissions of Grantee, its agents, servants, officers, or employees in performing under this Franchise. This covenant of indemnification shall include, but not be limited by this reference, to claims against the City arising as a result of the negligent acts or omissions of Grantee, its agents, servants, officers, or employees in barricading, instituting trench safety systems or providing other adequate warnings of any excavation, construction, or work in the Franchise Area or in any other public place in performance of work or services permitted under this Franchise. Provided, however, such indemnification shall not extend to that portion of any claims, demands, liability, loss, cost, damage or expense of any nature whatsoever including all costs and attorneys' fees caused by the negligence of the City, its agents, employees, officers, contractors or subcontractors.

10.2 In the event any claim or demand for which indemnification is provided under Section 10.1 is presented to, or suit or action is commenced against, the City based upon any such claim or

demand, the City shall promptly notify Grantee thereof, and Grantee may elect, at its sole cost and expense, to settle and compromise such suit or action, or defend the same with attorneys of its choice. In the event that Grantee refuses the tender of defense in any suit or any claim for which indemnification is provided under Section 10.1, said tender having been made pursuant to this indemnification clause, and said refusal is subsequently determined by a court having jurisdiction (or such other tribunal that the parties shall agree to decide the matter) to have been a wrongful refusal on the part of Grantee, then Grantee shall pay all of the City's costs for defense of the action, including all reasonable expert witness fees and reasonable attorneys' fees and the reasonable costs of the City, including reasonable recovery of attorneys' fees under this indemnification clause.

10.3 In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of Grantee and the City, its officers, employees and agents, Grantee's liability hereunder shall be only to the extent of Grantee's negligence or the negligence of its agents. It is further specifically and expressly understood that, solely to the extent required to enforce the indemnification provided herein, Grantee waives its immunity under RCW Title 51; provided, however, the foregoing waiver shall not in any way preclude Grantee from raising such immunity as a defense against any claim brought against Grantee by any of its employees. This waiver has been mutually negotiated by the parties.

10.4 In the event it is determined that RCW 4.24.115 applies to this Franchise, Grantee's indemnification obligations under Section 10.1 shall apply to the maximum extent permitted thereunder, to the full extent of Grantee's negligence. Furthermore, in any such action, the City shall have the right to participate, at its sole cost and expense, through its own attorney in any suit or action which arises pursuant to this Franchise when the City determines that such participation is in the City's best interest.

10.5 The provisions in this Section 10 shall survive the expiration or termination of this Franchise with respect to any claim, demand, suit or action for which indemnification is provided under Section 10.1 and which is based on an act or omission that occurred during the term of this Franchise.

SECTION 11. MOVING BUILDINGS WITHIN THE FRANCHISE AREA

If any person or entity obtains permission from the City to use the Franchise Area for the movement or removal of any building or other object, the City shall, prior to granting such permission, require such person or entity to arrange with Grantee for the temporary adjustment of Grantee's overhead wires necessary to accommodate the movement, removal, or placement/erection of such building or other object, where the movement or removal of such building or other object will pass under Grantee's overhead wires or where the movement or removal of such building or other object will otherwise require the temporary adjustment of Grantee's overhead wires. The City shall require such person or entity to complete such arrangements, upon terms and conditions acceptable to Grantee, not less than ten (10) calendar days prior to the movement or removal of such building or other object. In such event, Grantee shall, at the sole cost and expense of the person or entity desiring to move or remove such building or other object, adjust any of its overhead wires which may facilitate safe placement or the movement or removal of such building or object.

SECTION 12. RECOVERY OF COSTS; PERMIT FEES

12.1 Utility Tax. If Grantee provides services subject to an applicable utility tax, the Grantee shall pay to the City utility tax upon its gross revenues as is required under Ridgefield Code of Ordinances Section 5.38. Any net uncollectibles, bad debts or other accrued amounts deducted from Gross Revenues shall be included in Gross Receipts at such time as they are actually collected.

12.1.1 Revenue from point to point and multi-point services is based on the pro-rata share of the revenue from those services.

12.1.2 Payments due under this provision shall be computed and paid quarterly for the preceding quarter, as of March 31, June 30, September 30, and December 31, each quarterly payment due and payable no later than 45 days after such dates. Not later than the date of each payment, the Grantee shall file with the City a written statement, in a form satisfactory to the City and signed under penalty of perjury by an officer of the Grantee, identifying in detail the amount of gross revenue received by the Grantee, the computation basis and method, for the quarter for which payment is made.

12.1.3 Grantee may not offset against the Utility Tax the amount of any fee or charge paid to the City in connection with the Grantee's use of the rights-of-way whether or not the fee or charge is imposed under a generally applicable ordinance or resolution. The Franchise Fee shall not be deemed to be in lieu of or a waiver of any ad valorem property tax which the City may now or hereafter be entitled to, or to participate in, or to levy upon the property of Grantee.

12.2 As specifically provided by RCW 35.21.860, the City may not impose a franchise fee or any other fee or charge of whatever nature or description upon revenues derived by Grantee from the telephone business, as defined in RCW 82.16.010, or service provider for use of the right-of-way. However, the City reserves its right to impose a franchise fee upon such revenues in the event that a change in state law or a final binding and non-appealable decision of the appellate courts allows imposition of franchise fees upon such revenues. The City further reserves its right to impose a franchise fee upon gross revenues derived by Grantee from within the City from its communications system, that are not otherwise prohibited pursuant to RCW 35.21.860 or other applicable state or federal law.

12.3 In the event that the City elects to impose franchise fees upon revenues derived by Grantee from its Telecommunication System within the City, the City will provide written notice of the same to Grantee. Grantee agrees that, upon such notice, the City and the Grantee shall enter into good faith negotiations to amend this Franchise so as to enable the City to assess and collect such franchise fees in a manner reasonably acceptable to the City and Grantee. In the event that Grantee disputes the City's authority to impose such franchise fees and/or the Grantee and the City are unable to mutually agree upon the terms and conditions of such amendment to the Franchise, including by way of example and not limitation, the amount of the franchise fee to be assessed, either Party may submit such dispute to dispute resolution pursuant to sections 15.1 and 15.2 of this Franchise. Notwithstanding the provisions of section 15.3 of this Franchise, the Parties agree that in the event the dispute cannot be resolved pursuant to Section 15.1 or 15.2 of this Franchise, either party may submit the dispute to binding arbitration as provided pursuant to section 12.4 herein, by providing written notice to the other party of such intent; provided however, nothing herein shall prevent the parties from first submitting the dispute to mediation.

12.4 Within fifteen (15) days after notice of submission of the dispute to binding arbitration, the Parties shall agree upon a single arbitrator selected from a panel of persons qualified by the American Arbitration Association [or other agreed upon local alternative dispute resolution organization] or, in case of a disagreement, the arbitrator shall be appointed from such panel by the presiding judge of Clark County Superior Court. During such time that the arbitrator is being selected or appointed, the Parties shall continue to negotiate in good faith to resolve their dispute in a cooperative manner. The arbitrator shall apply applicable provisions of Washington law in reaching his or her determination. In resolving disputes regarding the terms and conditions of imposition of the franchise fee, including by way of example and not limitation, the amount of the franchise fee to be assessed, the arbitrator shall determine whether the terms and conditions proposed by the City are just and reasonable and within the scope of the City's authority. The determination by the arbitrator shall be final and binding on the Parties, and any judgment upon the award rendered pursuant to such arbitration may be entered in any court having jurisdiction thereof. Grantee and City shall use their best efforts to conclude all arbitration proceedings involving franchise fee disputes within thirty (30) days following the commencement of such arbitration proceedings. The arbitrator shall have no authority to award attorneys' fees, or any other costs or expenses incurred directly or indirectly in connection with the proceedings *provided, however*, the costs of the arbitrator shall be shared equally by the Parties.

12.5 As provided in RCW 35.21.860, the City may recover from Grantee actual administrative expenses incurred by the City that are directly related to: (i) receiving and approving a permit, license or this Franchise, (ii) inspecting plans and construction, or (iii) preparing a detailed statement pursuant to RCW 43.21C. Grantee shall make payment to the City of such expenses prior to permit issuance. Included as a part of such administrative expenses, the City shall charge Grantee, and grantee agrees to pay an amount not to exceed five thousand dollars (\$5,000.00) for the actual and reasonable expenses, including the City's attorney's fees, incurred in the negotiation of this Agreement. Grantee shall make payment to the City of such previously incurred expenses at the time of the adoption of the city ordinance granting the Franchise upon a receipt of invoice from the City for the same. Failure by Grantee to acquire permit and pay such amounts due shall constitute a failure to comply with the Franchise. Additionally, failure by Grantee to timely pay said amounts shall be grounds for the City to preclude the processing of any applications and/or issuing permits until payment has been fully made.

SECTION 13. NONEXCLUSIVE FRANCHISE

13.1 This Franchise is not, and shall not be deemed to be, an exclusive Franchise. This Franchise shall not in any manner prohibit the City from granting other and further franchises over, upon, and along the Franchise Area that do not interfere with Grantee's rights under this Franchise. This Franchise shall not prohibit or prevent the City from using the Franchise Area or affect the jurisdiction of the City over the same or any part thereof.

13.2 Grantee will not share this franchise with any third party without the prior written approval of the City. This agreement may not be assigned or transferred without the written approval of the City, which approval shall not be unreasonably withheld or delayed. Notwithstanding the foregoing, Grantee shall have the right, without such approval, to assign or transfer its rights, benefits and privileges to: (a) a parent company, subsidiary, or affiliate of Grantee, (collectively, an "Affiliate") (b) an entity that acquires all or substantially all of Grantee's or its Affiliate's assets in the market in which the Franchise Area is located.

13.3 Grantee may, without the prior written notice to the City: (i) lease the Telecommunication System, or any portion thereof, to another person; (ii) grant an indefeasible right of use interest in the Telecommunication System, or any portion thereof, to another person; or (iii) offer or provide capacity or bandwidth in its Telecommunication System, or any portion thereof, to another person; provided that, Grantee shall at all times retain exclusive control over its Telecommunication System and shall remain solely responsible for constructing, maintaining, and repairing its Telecommunication System pursuant to the terms and conditions of this Franchise, and provided further that, Grantee may grant no rights to any such person that are greater than any rights Grantee has pursuant to this Franchise; any rights granted shall terminate upon expiration or termination of this Franchise; such persons shall not be construed to be third-party beneficiaries hereunder; such persons shall not be authorized herein to place, locate, construct, install, maintain, repair or operate equipment, systems or facilities in the public right-of-way belonging to or controlled by such person, without prior authorization of the City; and, no such person may use the Telecommunication System to provide “cable services”, open video services, or video programming services as those terms are defined in the Cable Communications Act of 1984, as amended, except as may be authorized by the City.

SECTION 14. FORCE MAJEURE

In the event that either party is prevented or delayed in the performance of any of its obligations under this Franchise by any event beyond its reasonable control (a Force Majeure event), then that party’s performance shall be excused during the Force Majeure event. The time within which Grantee or City shall be required to perform any act under the Franchise shall be extended by a period of time equal to the number of days performance is delayed due to a Force Majeure. Grantee or City shall not be subject to any penalty hereunder because of acts or failure to act due to Force Majeure.

SECTION 15. DISPUTE RESOLUTION AND AMENDMENT OF FRANCHISE

15.1 If there is any dispute or alleged default with respect to performance under this Franchise, the City shall notify Grantee in writing, stating with reasonable specificity the nature of the dispute or alleged default. Within fifteen (15) days of its receipt of such notice, Grantee shall provide written response to the City that shall acknowledge receipt of such notice and state Grantee’s intentions with respect to how Grantee shall respond to such notice. Grantee shall further have thirty (30) days (the “cure period”) from its receipt of such notice to:

A. Respond to the City, contesting the City’s assertion(s) as to the dispute or any alleged default and requesting a meeting in accordance with Section 15.2, or:

B. Resolve the dispute or cure the default, or;

C. Notify the City that Grantee cannot resolve the dispute or cure the default within thirty (30) days, due to the nature of the dispute or alleged default.

Notwithstanding such notice, Grantee shall promptly take all reasonable steps to begin to resolve the dispute or cure the default and notify the City in writing and in detail as to the actions that will be taken by Grantee and the projected completion date. In such case, the City may set a meeting in accordance with Section 15.2.

15.2 If any dispute is not resolved or any alleged default is not cured or a meeting is requested or set in accordance with Section 15.1., then the City shall promptly schedule a meeting between the City and Grantee to discuss the dispute or any alleged default. The City shall notify Grantee of the meeting in writing and such meeting shall take place not less than ten (10) days after Grantee's receipt of notice of the meeting. Each Party shall appoint a representative who shall attend the meeting and be responsible for representing the Party's interests. The representatives shall exercise good faith efforts to resolve the dispute or reach agreement on any alleged default and/or any corrective action to be taken. Any dispute (including any dispute concerning the existence of or any corrective action to be taken to cure any alleged default) that is not resolved within ten (10) days following the conclusion of the meeting shall be referred by the Parties' representatives in writing to the senior management of the Parties for resolution. In the event senior management is unable to resolve the dispute within twenty (20) days of such referral (or such other period as the Parties may agree upon), each Party may pursue resolution of the dispute or any alleged default through other legal means. All negotiations pursuant to these procedures for the resolution of disputes shall be confidential and shall be treated as compromise and settlement negotiations for purposes of the state and federal rules of evidence.

15.3 If, at the conclusion of the steps provided for in Section 15.1 and 15.2 above, the City and Grantee are unable to settle the dispute or agree upon the existence of a default or the corrective action to be taken to cure any alleged default, the City or Grantee (as Grantee may have authority to do so) may:

- A. Take any enforcement or corrective action provided for in City code, as from time to time amended; provided such action is not otherwise in conflict with the provisions of this Franchise, and/or;
- B. By ordinance, declare an immediate forfeiture of this Franchise for a breach of any material obligations under this Franchise and/or;
- C. Take such other action to which it is entitled under this Franchise or any applicable law.

15.4 Unless otherwise agreed by the City and Grantee in writing, the City and Grantee shall, as may reasonably be practicable, continue to perform their respective obligations under this Franchise during the pendency of any dispute.

15.5 Neither Grantee's acceptance of this Franchise, Grantee's appearance before the City Council at any public proceeding concerning the proposed termination of this Franchise, nor any action taken by the City Council as a result of any such public proceeding, including a declaration of termination or a finding of grounds to terminate, shall be construed to waive or otherwise affect Grantee's right to seek dispute resolution of the rights and responsibilities of the parties under this Franchise.

15.6 This Franchise may be amended only by written instrument, signed by both parties, which specifically states that it is an amendment to this Franchise and is approved and executed in accordance with the laws of the State of Washington. Without limiting the generality of the foregoing, this Franchise shall govern and supersede and shall not be changed, modified, deleted, added to, supplemented or otherwise amended by any permit, approval, license, agreement, or other document required by or obtained from the City in conjunction with the exercise (or failure to exercise) by Grantee of any and all rights, benefits, privileges, obligations, or duties in and

under this Franchise, unless such permit, approval, license, agreement or other document specifically references this Franchise and states that it supersedes this Franchise to the extent it contains terms and conditions that change, modify, delete, add to, supplement or otherwise amend the terms and conditions of this Franchise.

15.7 In the event a dispute arises regarding the interpretation, implementation and/or breach of the terms of this Franchise, the prevailing party is entitled to be awarded costs and reasonable attorney fees incurred in resolution of such dispute pursuant to the terms of this section and in any judicial proceeding.

SECTION 16. RESERVATION OF RIGHTS

In the event the City should vacate, close, or abandon any portion of any public street, avenue, alley, road, highway, right-of-way or other City property which is subject to rights granted by said Franchise, or which contains any portion of Grantee's Facilities the City shall, after granting an alternate route in its vacation procedure, reserve and grant an easement to Grantee for Grantee's existing Facilities unless Grantee determines the easement is unnecessary. Any conveyance of land contained in such closed, abandoned public streets, alley, or right-of-way shall be subject to the rights herein granted. In cases where the City determines that reserving and granting an easement to Grantee is impracticable, the City will notify Grantee thirty (90) business days prior to any final vacation action.

SECTION 17. ANNEXATION

Annexation of unincorporated areas within the City's urban growth area, including City consideration of acquisition of Grantee facilities, shall comply with RCW 35A.14 (Annexation by Code Cities) and this Franchise between the City and Grantee.

SECTION 18. SEVERABILITY

18.1 Except as provided below, if any section, subsection, sentence, clause, phrase, term, provision, condition, covenant or portion of this Franchise is for any reason held invalid or unenforceable by any court of competent jurisdiction, or supersede by state or federal legislation, rules, regulations or decision, the remainder of this Franchise shall not be affected thereby but shall be deemed as a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof, and each remaining section, subsection, sentence, clause, phrase, provision, condition, covenant and portion of this Franchise shall be valid and enforceable to the fullest extent permitted by law. The headings of sections and paragraphs of this Franchise are for convenience of reference only and are not intended to restrict, affect or be of any weight in the interpretation or construction of the provisions of such sections or paragraphs.

18.2 If any material provision of this Franchise is for any reason held invalid or unenforceable by any court of competent jurisdiction, or superseded by state or federal law, rules, regulations or decision so that the intent of these provisions is frustrated, the parties agree to immediately negotiate a replacement provision to fulfill the purpose and intent of the superseded provisions consistent with applicable law.

SECTION 19. NOTICES

All notices from Grantee to the City pursuant to this Franchise shall be directed to the City Manager at P.O. Box 608, Ridgefield, Washington 98642, or to such person as designated by the City Manager. All notices from the City to Grantee pursuant to this Franchise shall be directed to:

Forged Fiber 37, LLC c/o AT&T
Attn.: Legal Dept – Network Operations
Re: Ridgefield Franchise Agreement (WA)
208 S. Akard Street
Dallas, TX 75202-4206

or to such person as designated in writing by Grantee. Grantee shall maintain, throughout the term of this Franchise, an address for service of notices by mail. Grantee shall also maintain a telephone number operational during normal business hours for the conduct of matters related to this Franchise. Any change in address or telephone number shall be furnished to the City ten (10) days prior to the change. Any change to City ordinances that affect Grantee's compliance with this Franchise shall be furnished to Grantee ninety (90) days prior to such change.

SECTION 20. EFFECTIVE DATE

20.1 This Franchise shall be in full force and effect thirty (30) days after publication, subject to acceptance by Grantee in accordance with the provisions of this Franchise. This Franchise is and shall remain in full force and effect for a period of ten (10) years from and after the effective date of the ordinance.

20.2 This Franchise represents the entire understanding and agreement between the parties hereto with respect to the subject matter hereof and supersedes all prior oral negotiations between the parties.

ADOPTED by the City Council and **SIGNED** by the Mayor this ____ day of _____, 2025.

Mayor

ATTEST/AUTHENTICATION:

APPROVED AS TO FORM:

City Clerk

City Attorney

Date: _____

Date: _____

STATE OF WASHINGTON)
) ss
COUNTY OF _____)

I, _____, the duly qualified City Clerk of the City of _____, situated in _____ County, State of Washington, do hereby certify that the foregoing is a full, true and correct copy of Ordinance No. _____, an ordinance of the City of _____, entitled:

CITY OF _____
ORDINANCE NO. _____

AN ORDINANCE of the City of _____, Washington, granting _____ ("Grantee"), a Washington limited liability company, its successors and assigns, the right, privilege, authority and franchise to set, erect, lay, construct, , support, attach, connect, maintain, repair, replace, enlarge, operate and use Telecommunication System or Facilities in, upon, over, under, along, across, and through the Franchise Area to provide for the transmission, distribution and sale of telecommunications service(s) and telecommunication service(s) and any other purpose for which Grantee's telecommunication system or facilities may be used, provided that such rights, privileges, authorities and franchises are in accordance with City requirements.

I further certify that said Ordinance No. _____ was: (i) introduced on the _____ day of _____, 2025; (ii) published on the _____ day of _____, 2025, according to the law; (iii) approved by the majority of the entire legislative body of the City of _____, at a regular meeting thereof on the _____ day of _____, 20125; and (v) approved and signed by the Mayor of the City of _____ on the _____ day of _____, 2025

WITNESS my hand and official seal of the City of _____, this _____ day of _____, 2025.

City Clerk

City of _____, State of Washington

**HONORABLE MAYOR AND CITY COUNCIL
CITY OF RIDGEFIELD, WASHINGTON**

In the matter of the application _____ :
of Grantee, for _____ : Franchise Ordinance No. _____
a franchise to construct, operate
and maintain facilities in, upon, _____ :
over, under, along, across and
through the franchise area of the _____ :
City of Ridgefield, Washington

ACCEPTANCE

:

WHEREAS, the City Council of the City of _____, Washington, has granted a franchise to Grantee, its successors and assigns, by enacting Ordinance No. _____, bearing the date of _____, 2025; and

WHEREAS, a copy of said Ordinance granting said franchise was received by the Grantee on _____, 2025, from said City of _____.

NOW, THEREFORE, Grantee, for itself, its successors and assigns, hereby accepts said Ordinance and all the terms and conditions thereof, and files this, its written acceptance, with the City of _____.

IN TESTIMONY WHEREOF, Grantee has caused this written Acceptance to be executed in _____ its _____ name by _____ its _____ undersigned _____ thereunto duly authorized on this _____ day of _____, 2025.

NAME: _____

Officer Name, Title

Copy received for City of _____
on _____, 2025

By: _____
City Clerk

Exhibit A

Currently Planned Telecommunications Facilities

At the time of execution of this franchise, Grantee has no current plans for Telecommunication Facilities.