



**CITY OF RIDGEFIELD, WASHINGTON
PLANNING COMMISSION MEETING MINUTES
NOVEMBER 5, 2025**

Regular Meeting - 6:30 PM

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

1. Flag Salute

2. Roll Call

Present:

Vice Chair Patrick Flynn

Chair Mark Tyler

Commission Member Richard Wolf

Commission Member Niall Glavin

Commission Member Jeffrey Borchardt

Vice Chair Flynn moved to excuse Commissioner Butler. Seconded by Commissioner Glavin. Ayes all. Motion passed unanimously.

3. Oath of Office: Vice Chair, Patrick Flynn

Clerk Trina Siebert conducted the Oath of Office with Vice Chair Patrick Flynn.

4. Late changes to the agenda

No late changed to the agenda.

II. PUBLIC COMMENT

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

No public comments were provided.

III. CONSENT AGENDA

1. Approval of Minutes from the 10/01/2025 Meeting

Vice Chair Flynn moved to approve the minutes as presented. Seconded by Commissioner Glavin. 5 ayes. Commissioner Borchardt abstained. Motion passed.

IV. PUBLIC HEARING

1. Public Hearing: Ridgefield Development Code Amendments Part 3 - Claire Lust, Community Development Director

Claire Lust, Community Development Director, presented Ridgefield Development Code Amendments.

Discussion occurred regarding historic signs.

Discussion occurred regarding cabinet signs.

Discussion occurred regarding accessory signs.

Discussion occurred regarding definitions.

Discussion occurred regarding monument signs.

Discussion occurred regarding pole signs.

Discussion occurred regarding traffic impact fees.

PUBLIC HEARING OPENED AT 6:57 PM

NO PUBLIC COMMENTS PROVIDED.

PUBLIC HEARING CLOSED AT 6:58 PM

Commissioner Borchardt moved to approve the code amendments as drafted with consideration of Planning Commission comments. Seconded by Commissioner Glavin. Ayes all. Motion passed unanimously.

RESULT:	(UNANIMOUS)
MOVER:	Commissioner Borchardt
SECONDER:	Commissioner Glavin
AYES:	Vice Chair Flynn, Chair Tyler, Commission Member Wolf, Commission Member Glavin, Commission Member Borchardt

V. PUBLIC COMMENT

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

No public comments provided.

VI. STAFF REPORTS

Claire Lust, Community Development Director, advised that City Council will be reviewing the proposed commercial development code updates on November 6th. She said that a good pool of applications were received for the vacant Planning Commission seat.

VII. FROM THE COMMISSION

Commissioner Wolf thanked everyone for their generosity and time. He advised this would be his last Planning Commission meeting.

Commissioner Flynn thanked his fellow commissioners for selecting him to be Vice Chair. He said that Halloween seemed to be safe. He thanked city staff and the member of the public that attended.

Commissioner Glavin thanked Commissioner Wolf for his service on the Planning Commission.

Chair Tyler thanked Commissioner Wolf for his service on the Planning Commission and wished him luck on his future endeavors. He thanked city staff and Vice Chair Flynn. He gave a shout-out to Ryan Thamert, Public Works Director.

VIII. ADJOURN



Trina Siebert, Planning Commission Clerk



Mark Tyler, Chair