



**CITY OF RIDGEFIELD, WASHINGTON
PLANNING COMMISSION MEETING MINUTES
JANUARY 7, 2026**

Regular Meeting - 6:30 PM

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

1. Flag Salute

2. Roll Call

Present:

Chair Mark Tyler
Commission Member Niall Glavin
Commission Member Jeffrey Borchardt
Commission Member Steven Moylan
Commission Member Justin Raczak
Commission Member Heather Gordon

3. Oath of Office: Steven Moylan

Clerk, Trina Siebert performed the Oath of Office with Steven Moylan.

4. Oath of Office: Justin Raczak

Clerk, Trina Siebert, performed the Oath of Office with Justin Raczak.

5. Oath of Office: Heather Gordon

Clerk, Trina Siebert, performed the Oath of Office with Heather Gordon.

6. Selection of chair

Commissioner Patrick Flynn nominated Commissioner Mark Tyler as Chair. Seconded by Commissioner Borchardt. Commissioner Tyler accepted the nomination. No other nominations were presented.

Commissioner Gordon moved to nominate Mark Tyler as Chair. Seconded by Commissioner Flynn. Ayes all. Motion passed unanimously.

7. Selection of vice chair

Commissioner Borchardt nominated Commissioner Flynn as Vice Chair. Commissioner Flynn accepted the nomination. No other nominations were presented. Commissioner Glavin moved to nominate Commissioner Flynn as Vice Chair. Seconded by Commissioner Borchardt. Ayes all. Motion passed unanimously.

8. Late changes to the agenda

No late changes to the Agenda.

II. PUBLIC COMMENT

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

No public comments provided.

III. CONSENT AGENDA

1. Approval of Minutes from the 12/03/2025 Meeting

Commissioner Flynn moved to accept the minutes as presented. Seconded by Commissioner Borchardt. Ayes all. Motion passed unanimously.

IV. BUSINESS

1. Presentation: (Re)orientation to Planning Commission Roles and Responsibilities - Claire Lust, Community Development Director

Claire Lust, Community Development Director, presented (Re)orientation to Planning Commission Roles and Responsibilities.

2. Presentation and Recommendation: 2026 Planning Commission Work Plan - Claire Lust, Community Development Director

Claire Lust, Community Development Director, presented the 2026 Planning Commission Work Plan.

Discussion occurred regarding the Planning Commission table at the State of the City and the Ridgefield Junction Neighborhood Association.

Discussion occurred regarding whether there is a downtown business association.

Discussion occurred regarding why the Comprehensive Plan update has been delayed for six months.

Discussion occurred regarding what public hearings look like.

Discussion occurred regarding whether other code sections, besides Title 18, will be updated with the Comprehensive Plan.

Discussion occurred regarding training opportunities.

Commissioner Borchardt moved to recommend approval of the 2026 Planning Commission Work Plan amended to include the downtown subarea plan update. Seconded by Commissioner Flynn. Ayes all. Motion passed unanimously.

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

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 comment provided.

VI. STAFF REPORTS

Claire Lust, Community Development Director, wished everyone a Happy New Year. She is looking forward to working together this year. City Council adopted the residential code updates in December. Additional code updates should be adopted in February 2026.

VII. FROM THE COMMISSION

Commissioner Glavin wished everyone a Happy New Year and welcomed the new commission members.

Vice Chair Flynn congratulated Chair Tyler on his re-election. He likes the new roundabout art. He attended the tree lighting. He congratulated the new commission members. He thanked the members of the public that attended.

Commissioner Borchardt wished everyone a Happy New Year and welcomed the new commission members.

Commissioner Gordon is happy to be on the Planning Commission. She is looking forward to the work and getting to know everyone. She wished everyone a Happy New Year.

Commissioner Raczak is happy to be on the Planning Commission.

Commissioner Moylan is excited to be on the Planning Commission and is looking forward to advancing the Comprehensive Plan forward.

Chair Tyler welcomed the new commission members and is looking forward to working with everyone. He thanked the City staff and the members of the public that attended.

VIII. ADJOURN



Trina Siebert, Planning Commission Clerk



Mark Tyler, Chair