



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, November 15, 2018
Ridgefield Community Center
210 N. Main, Ridgefield, WA 98642**

I. STUDY SESSION - 5:30PM

- 1. Comprehensive Plan Amendment - Transportation Capital Facilities Plan**

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

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

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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

IV. CONSENT AGENDA

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from November 1, 2018 Meeting**

V. BUSINESS

- 1. Second Reading of Ordinance No. 1274 - Comprehensive Plan Amendment - Jones - Jeff Niten, Community Development Director**
- 2. Second Reading of Ordinance No. 1274 - Comprehensive Plan Amendment - Discovery Ridge - Jeff Niten, Community Development Director**
- 3. Second Reading of Ordinance No. 1274 - Comprehensive Plan Amendment - Transportation Capital Facilities Plan - Jeff Niten, Community Development Director**
- 4. Second Reading of Ordinance No. 1278 –2019 Water Utility Rate Code Amendment - Kirk Johnson, Finance Director**
- 5. Second Reading of Ordinance No. 1279 –2019 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director**
- 6. Resolution No. 548 - Setting a Public Hearing Date on the Assumption of the Ridgefield Transportation Benefit District - Kirk Johnson, Finance Director**
- 7. Resolution No. 549 – Approval of Master Fee Schedule Update - Jeff Niten, Community Development Director**
- 8. Motion - Approval of Pioneer East (Quail Hill Phase 2) Final Plat and Final Site Plan - Jeff Niten, Community Development Director**

VI. PUBLIC HEARING/BUSINESS

1. **Public Hearing and First Reading of Ordinance No. 1280 – 2019 Proposed Budget - Kirk Johnson, Finance Director**
2. **Public Hearing and First Reading of Ordinance No. 1281 – Amendment of the Geographical Boundaries of the Ridgefield Transportation Benefit District - Kirk Johnson, Finance Director**

VII. 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 address. Comments are limited to three minutes. Written comments may be submitted to the City Clerk prior to the meeting.

VIII. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

1. Council

2. Mayor

Appointment of Planning Commission Members, Position No. 1, 3 & 6

3. City Manager

IX. ADJOURN

**City Council Agenda Packet is available at the following link:
<http://ridgefieldwa.iqm2.com/Citizens/>**

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 15, 2018
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Claims And/Or Payroll

GOVERNING LEGISLATION:

Revised Code of Washington Title 35A

PREVIOUS COUNCIL ACTION TAKEN:

City Council approves claims and/or payroll of the City on a regular basis

BACKGROUND:

Vendor claims

BUDGET/FINANCIAL IMPACTS:

See vendor detail attached

RECOMMENDED ACTION OR MOTION:

Staff recommends Council 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: November 15 2018 Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: November 15th, 2018

4.1.a

Sum of Amount							
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total		
ACCELA INC.	2779	INC-ACC42753	Public Works	Customer Web Payments	828.00		
ACCELA INC. Total					828.00		
ARAMARK UNIFORM SERVICES	32	863678237	Genl Govt/Facilities	PW/CDD Uniforms and Floor Mats	2.19		
			Public Works	PW/CDD Uniforms and Floor Mats	42.03		
			Community Development	PW/CDD Uniforms and Floor Mats	8.36		
		863688507	Genl Govt/Facilities	PW Uniforms	1.19		
				PW Floor Mats	1.05		
			Public Works	PW Uniforms	28.58		
		863688506		PW Floor Mats	14.58		
			Community Development	PW Floor Mats	8.37		
			Genl Govt/Facilities	City Hall Floor Mats	7.09		
		863678236	Public Safety	PD Floor Mats	4.47		
			Public Works	CDD/PW Floor Mats	3.90		
			Community Development	CDD/PW Floor Mats	3.93		
			Genl Govt/Facilities	City Hall/PW/CDD/PD Floor Mats	7.09		
			Public Safety	City Hall/PW/CDD/PD Floor Mats	4.47		
			Public Works	City Hall/PW/CDD/PD Floor Mats	3.90		
		Community Development	City Hall/PW/CDD/PD Floor Mats	3.93			
		ARAMARK UNIFORM SERVICES Total					145.13
		B AND L PAPER COMPANY	2165	27060	Genl Govt/Facilities	City Hall Foam Fresh Soap	61.99
27029	Genl Govt/Facilities			City Hall Paper Products	170.12		
B AND L PAPER COMPANY Total					232.11		
BOB'S AUTOMOTIVE	57	17843	Genl Govt/Facilities	Vehicle Maint - Brunson	1.00		
			Public Works	Vehicle Maint - Brunson	19.05		
BOB'S AUTOMOTIVE Total					20.05		
CADMAN MATERIALS INC.	3094	5557030	Public Works	Boulders for 35th Ave Roundabout	239.02		
CADMAN MATERIALS INC. Total					239.02		
CFM STRATEGIC COMMUNICATIONS INC.	2551	24756	Genl Govt/Facilities	October 2018 Lobbyist	4,530.00		
CFM STRATEGIC COMMUNICATIONS INC. Total					4,530.00		
CHRIS BIDLEMAN	2547	162	Genl Govt/Facilities	Professional Headshots Stose Lindsay and Johnson	(16.38)		
			Finance	Professional Headshots Stose Lindsay and Johnson	70.46		
			Council	Professional Headshots Stose Lindsay and Johnson	140.92		
CHRIS BIDLEMAN Total					195.00		
CITY OF RIDGEFIELD	95	PLZ-18-0117	Genl Govt/Facilities	Public Works Metal Building	93.75		
			Public Works	Public Works Metal Building	281.25		
CITY OF RIDGEFIELD Total					375.00		
CITY OF RIDGEFIELD-W/S	96	0096-201811	Genl Govt/Facilities	111 S Main - Storm	17.50		
				111 S Main - Water	271.78		
				230 Pioneer Street City Hall - Storm	122.50		

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City of Ridgefield
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CITY OF RIDGEFIELD-W/S	96	0096-201811	Genl Govt/Facilities	230 Pioneer Street City Hall - Water	61.58
			Public Safety	116 N Main Ave PD - Water	56.79
				116 N Main Ave PD - Storm	70.00
			Public Works	Park & Ride Lot - Storm	192.50
				Blue Heron Community Garden - Water	100.47
				301 N 3rd Ave CDD - Storm	17.50
				Cemetery Water Spigots - Water	46.36
				618 Lark Dr Lark Park - Storm	17.50
				315 N 3rd Avenue Davis Park - Water	388.41
				301 N 3rd Ave CDD - Water	31.09
				Green Gables Tract-D Irrigation M	223.98
				1-5/SR501 NE Interchange Irrigation	1,205.80
				109 W Division WWTP - Storm	735.00
				Green Gables Tract-Q Irrigation M	97.37
				109 W Division WWTP - Water	298.14
				Water Tower (Cemetery)	52.50
				Junction Well & Reservoir - Storm	122.50
				618 Lark Dr Lark Park - Water	128.44
				Cedar Creek Irrigation Tract B	2,284.90
				Green Gables Tract-C Irrigation M	156.66
				6007 N Ridgefield Woods Dr. - Irrigation	109.21
				1308 N Heron Dr Hayden Park - Storm	17.50
				Green Gables Tract-D Irrigation MET	153.50
				119 N 3rd Ave Community Park - Storm	35.00
				2311 N 5th Way Crows Nest Park - Water	69.09
				2311 N 5th Way Crows Nest Park - Storm	35.00
				119 N 3rd Ave Community Park - Water	116.63
				Abrams Park Restrooms - Water	161.06
				Cedar Ridge Park - Storm	17.50
				Abrams Park Kitchen - Storm	367.50
				Columbia Hills Irrigation Tract B Wind River	176.57
				Columbia Hills Irrigation Tract D Cispus Way	212.37
				Abrams Soccer Field	1,102.80
				Abrams Park Kitchen & Irrigation - Water	54.83
				Cedar Ridge Park - Water	158.57
				1308 N Heron Dr Hayden Park - Water	116.73
				5054 Pioneer Street	17.50
				Community Development	Abrams Park Chloine Injector - Storm
			301 N 3rd Ave CDD - Storm		17.50
			301 N 3rd Ave CDD - Water		31.10
CITY OF RIDGEFIELD-W/S Total					9,686.73
CLARK AND SONS EXCAVATING INC.	2848	2848-2018-7	Public Works	Cemetery Booster Pump and NR Water Main	68,852.45
CLARK AND SONS EXCAVATING INC. Total					68,852.45

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CLARK COUNTY	102	240005786	Public Works	Sep 2018 - Upper Daybreak EF-20	1,168.06
		730015297	Community Development	Fire Inspection Ridgefield Nazarene	200.00
		220005203	Judicial	2018- Q3 Limited Court Services	200.00
		220005199	Judicial	SEP-2018 Supervision and Interviews	352.48
CLARK COUNTY Total					1,920.54
CLARK COUNTY FIRE AND RESCUE	3047	1172	Public Works	Fire Marshall Services - Oct. 2018	13,440.00
CLARK COUNTY FIRE AND RESCUE Total					13,440.00
CLARK COUNTY TREASURERS OFFICE	554	SIF201810-01	Genl Govt/Facilities	School Impact Fees	106,605.00
CLARK COUNTY TREASURERS OFFICE Total					106,605.00
CLARK PUBLIC UTILITIES	110	0110-201811-7206-644-2	Public Works	City Park/Water Well	2,756.82
		0110-201811-7206-648-3	Public Works	Municipal Lighting Lease	8,201.61
		0110-201811-7206-555-0	Public Works	109 W Division St - Electricity	126.94
		0110-201811-7206-580-8	Public Works	301 N 3rd Ave	81.43
			Community Development	301 N 3rd Ave	81.43
		0110-201811-7206-643-4	Public Works	400 N Abrams Park Rd	610.53
		0110-201811-7206-694-7	Public Works	255 S 56th Pl - Electricity	2,693.81
		0110-201811-7206-552-7	Public Works	214 S Riverview Dr	34.66
		0110-201811-7466-964-9	Public Works	3215 S Hillhurst Rd. Crosswalk	236.00
		0110-201811-7206-578-2	Genl Govt/Facilities	230 Pioneer Ave	149.92
		0110-201811-7206-456-1	Public Safety	116 N Main Avenue	184.32
		0110-201811-7206-605-3	Public Works	N 1st Cir & N 65th Ave - Park & Ride	74.71
CLARK PUBLIC UTILITIES Total					15,232.18
CLARK REGIONAL WASTEWATER DISTRICT	741	0741-208111-032712-000	Public Safety	116 N Main Ave PD - Sewer	46.59
		0741-201811-032664-000	Public Works	301 N 3rd Ave CDD - Sewer	24.20
			Community Development	301 N 3rd Ave CDD - Sewer	24.20
		0741-201811-032695-000	Public Works	109 W Division WWTP - Sewer	280.12
		0741-201811-032894-000	Public Works	Abrams Park Kitchen - Sewer	39.60
		0741-201811-032899-000	Public Works	Abrams Park Former Mgr House - Sewer	42.96
		0741-201811-032752-000	Genl Govt/Facilities	230 Pioneer St City Hall - Sewer	148.23
		0741-201811-032895-000	Public Works	Abrams Park Restrooms - Sewer	72.60
		0741-201811-035480-000	Public Works	255 S 56th Pl Well & Reservoir - Sewer	39.60
CLARK REGIONAL WASTEWATER DISTRICT Total					718.10
COLF CONSTRUCTION LLC	2984	2984-2018-7	Public Works	RORC Construction and Community Building	624,191.87
COLF CONSTRUCTION LLC Total					624,191.87
COLUMBIAN PUBLISHING	116	6202	Genl Govt/Facilities	Advertising	50.40
			Community Development	Advertising	145.80
		5808	Community Development	Advertisement - DNS Kemper Loop PUD	122.40
		5697	Community Development	Public Hearing Residential Low Density	99.00
		5703	Genl Govt/Facilities	2019 Budget Hearing and Revenue Sources Hearing	50.40
COLUMBIAN PUBLISHING Total					468.00
COMCAST	2271	2271-201811-230	Genl Govt/Facilities	City Hall Communications	302.45
COMCAST Total					302.45
COMDATA NETWORK INC.	1101	20299071	Genl Govt/Facilities	Fuel PW - XN173	109.07

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COMDATA NETWORK INC.	1101	20299071	Public Works	Fuel PW - XN173	1,515.90
			Community Development	Fuel PW - XN173	71.41
				Fuel CDD - XN173	227.12
		20299090	Public Safety	Fuel PD - XN795	1,075.36
COMDATA NETWORK INC. Total					2,998.86
CONCRETE SHOP INCORPORATED	973	95158	Public Safety	Parking Bumpers - PD	156.10
CONCRETE SHOP INCORPORATED Total					156.10
CURTIS BLUE LINE	3075	INV225403	Public Safety	Rifle Case	66.34
CURTIS BLUE LINE Total					66.34
DATEC INC	136	33883	Public Safety	PD Vehicle Headrest Mount	390.24
DATEC INC Total					390.24
DEPARTMENT OF LICENSING	154	RG200000293	Genl Govt/Facilities	CPL Renewal - Paro	18.00
DEPARTMENT OF LICENSING Total					18.00
DUSTEN WEICHMAN	1660	1660-201811	Genl Govt/Facilities	Employee Reimbursement - Weichman CDL License	10.20
			Public Works	Employee Reimbursement - Weichman CDL License	20.40
			Community Development	Employee Reimbursement - Weichman CDL License	71.40
DUSTEN WEICHMAN Total					102.00
ELIZABETH BUSKIRK	845	0845-2018	Genl Govt/Facilities	Abrams Park Refundable Deposit	100.00
ELIZABETH BUSKIRK Total					100.00
FERGUSON ENTERPRISES INC # 8423	181	706366	Public Works	Operational Supplies	393.71
		712104	Public Works	Water Meters	3,268.23
FERGUSON ENTERPRISES INC # 8423 Total					3,661.94
FRIENDS OF WILDLIFE REFUGE	193	0193-201811	Genl Govt/Facilities	2018 Birdfest - Tourism	2,460.98
FRIENDS OF WILDLIFE REFUGE Total					2,460.98
GISI MARKETING GROUP	2811	150393	Genl Govt/Facilities	HT - First Saturday Handbills	372.90
GISI MARKETING GROUP Total					372.90
GRAINGER	206	9940309504	Public Works	Sewer Pressure Valve	107.32
GRAINGER Total					107.32
GRAY AND OSBORNE INC	207	17269.00 - 4	Community Development	Hillhurst Highlands Final Plat	594.09
		17272.00-4	Community Development	Quail Hill at Union Ridge Final Plat	649.64
		17292.00-6	Community Development	Seven Wells Subdivision	179.52
		18229.00-8	Public Works	Cemetery Booster Pmp Stion and NR Pjct	619.85
		18274.00-4	Community Development	Abrams Park Well 11 Preliminary Design/Drilling	3,836.64
		18289.00-1	Community Development	Taverner Ridge Phase 10	61.99
		18240.00-3	Community Development	Kennedy PUD Phase 1	366.69
		18254.00-2	Community Development	Cloverhill Phase 6	235.06
GRAY AND OSBORNE INC Total					6,543.48
GSI WATER SOLUTIONS INC.	2971	0727.001-7	Public Works	Hydrological Study	3,701.00
GSI WATER SOLUTIONS INC. Total					3,701.00
HARRY'S LAWN AND POWER EQUIPMENT	214	150439	Public Works	Street Sander Maintenance	31.19
		150681	Public Works	Street Equip Maint.	14.04
HARRY'S LAWN AND POWER EQUIPMENT Total					45.23
HOME DEPOT CREDIT CARD SERVICES	1805	1805-201811	Genl Govt/Facilities	PW Operational Supplies	5.85

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HOME DEPOT CREDIT CARD SERVICES	1805	1805-201811	Public Works	PW Operational Supplies	81.31
			Community Development	PW Operational Supplies	3.83
		3056758	Public Works	Streets Operational Supplies	200.50
HOME DEPOT CREDIT CARD SERVICES Total					291.49
INTERMEDIA.NET INC	2187	1811149934	Information Technology	Voice Service Charges - Oct. 2018	84.50
INTERMEDIA.NET INC Total					84.50
INTERSTATE BATTERIES	1458	88587	Public Safety	PD Vehicle Maintenance	160.38
INTERSTATE BATTERIES Total					160.38
J2 BLUE PRINT SUPPLY	243	AR57088	Genl Govt/Facilities	WC - Wine/Choc Display Board	32.52
J2 BLUE PRINT SUPPLY Total					32.52
JOE TURNER P.C.	1437	829	Community Development	Hearing Examiner	1,221.64
JOE TURNER P.C. Total					1,221.64
LARSEN SIGN CO	1784	24540	Public Safety	PD Vehicle Lettering	522.03
LARSEN SIGN CO Total					522.03
M JULIETA RUBIO ROMERO	2164	2164-201811	Finance	Mileage Reimbursement - Rubio Romero	84.80
M JULIETA RUBIO ROMERO Total					84.80
MICHELLE SEDGLEY	3093	3093-2018	Genl Govt/Facilities	Abrams Park Refundable Deposit	100.00
MICHELLE SEDGLEY Total					100.00
MINERT AND ASSOCIATES INC.	981	287300	Public Works	DOT Testing	54.00
MINERT AND ASSOCIATES INC. Total					54.00
MUNICIPAL CODE CORP.	1185	318990	Genl Govt/Facilities	Codification	1,160.46
MUNICIPAL CODE CORP. Total					1,160.46
NAPA AUTO PARTS	498	84045	Genl Govt/Facilities	PW Shop Supplies/Mike Venne Vehicle Maint.	19.08
			Public Works	PW Shop Supplies/Mike Venne Vehicle Maint.	184.62
			Community Development	PW Shop Supplies/Mike Venne Vehicle Maint.	1.73
		84707	Genl Govt/Facilities	PW Shop Supplies	0.47
			Public Works	PW Shop Supplies	6.42
			Community Development	PW Shop Supplies	0.30
NAPA AUTO PARTS Total					212.62
NICOLE WILLIAMS	3092	3092-2018	Genl Govt/Facilities	Abrams Park Refundable Deposit	100.00
NICOLE WILLIAMS Total					100.00
NORTHSTAR CHEMICAL INC.	1019	134032	Public Works	Sodium Hypochlorite	898.64
NORTHSTAR CHEMICAL INC. Total					898.64
NORTHWEST NATURAL GAS	315	0315-8817-9-201811	Genl Govt/Facilities	City Hall - Natural Gas	81.02
		0315-8578-7-201811	Genl Govt/Facilities	PW Shop - Natural Gas	9.93
			Public Works	PW Shop - Natural Gas	47.02
		18-C-066613-B	Public Works	Gas Service Line Repair	989.61
		0315-1000591-6-201811	Public Safety	Police Department - Natural Gas	46.68
NORTHWEST NATURAL GAS Total					1,174.26
OLYMPIC TRAILER & TRUCK ACCESORIES	3068	99877	Public Works	2019 Aluma Trailer 7712H	3,290.99
OLYMPIC TRAILER & TRUCK ACCESORIES Total					3,290.99
ONE CALL CONCEPTS	326	8109098	Public Works	October 2018 Excavation & Model Ticket Delivery	195.36
ONE CALL CONCEPTS Total					195.36

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ON-HOLD CONCEPTS INC	2217	468097	Information Technology	On Hold Music Service - Nov 2018	24.95
ON-HOLD CONCEPTS INC Total					24.95
OTAK INC.	1787	111800093	Public Works	RORC Project Mgmt & Hillhurst Rd Imp.	28,833.45
OTAK INC. Total					28,833.45
PANATTONI DEVELOPMENT COMPANY	3095	ENG-18-0103-2	Genl Govt/Facilities	Refund Re-issue for ENG-18-0103	25.00
PANATTONI DEVELOPMENT COMPANY Total					25.00
PATRICK HILDRETH BRAND AND DESIGN	2372	1218	Genl Govt/Facilities	Prof Design/ Web Maint/Downtown Logo Design	1,065.00
			Information Technology	Prof Design/ Web Maint/Downtown Logo Design	75.00
		1223	Information Technology	Website Maintenance	200.00
PATRICK HILDRETH BRAND AND DESIGN Total					1,340.00
PUBLIC SAFETY TESTING	354	2018-8764	Public Safety	Subscription Fees Qtr 3 2018	104.11
PUBLIC SAFETY TESTING Total					104.11
RICOH USA INC.	1662	101313897	Public Safety	PD Copier Lease	207.17
RICOH USA INC. Total					207.17
RIDGEFIELD ART SPACE INC.	3089	2797	Genl Govt/Facilities	WC - Wine/Choc Cheese Board	99.73
RIDGEFIELD ART SPACE INC. Total					99.73
RIDGEFIELD COMMUNITY CENTER	373	0373-201811	Genl Govt/Facilities	October 2018 Community Center Rental	712.50
			Community Development	October 2018 Community Center Rental	237.50
RIDGEFIELD COMMUNITY CENTER Total					950.00
RIDGEFIELD HARDWARE	376	0376-201811	Genl Govt/Facilities	Ridgefield Hardware Operational Supplies	74.79
			Public Safety	Ridgefield Hardware Operational Supplies	58.81
			Public Works	Ridgefield Hardware Operational Supplies	1,151.44
			Community Development	Ridgefield Hardware Operational Supplies	86.71
RIDGEFIELD HARDWARE Total					1,371.75
RIDGEFIELD LITTLE LEAGUE	2843	201706-02	Genl Govt/Facilities	Park Refundable Deposit	100.00
RIDGEFIELD LITTLE LEAGUE Total					100.00
RYAN THAMERT	2928	2928-201811	Public Works	Mileage and Meal Reimbursement Storm Training	87.10
RYAN THAMERT Total					87.10
SANDRA HOOTS	2163	2163-201811	Public Safety	Mileage & Employee Reimbursement - Hoots	36.85
SANDRA HOOTS Total					36.85
SGA ENGINEERING PLLC	2596	12481	Community Development	Ridgefield Village Agency Mtgs & Correspondence	372.40
SGA ENGINEERING PLLC Total					372.40
SHRED-IT US JV LLC	2274	8125906302	Genl Govt/Facilities	Secure Shredding - CDD	2.01
			Public Works	Secure Shredding - CDD	27.88
			Community Development	Secure Shredding - CDD	32.51
		8125906303	Genl Govt/Facilities	Secure Shredding - City Hall & Off Site Purge	87.21
			Public Works	Secure Shredding - City Hall & Off Site Purge	344.84
			Community Development	Secure Shredding - City Hall & Off Site Purge	16.25
		8125906304	Public Safety	Secure Shredding - PD	33.28
SHRED-IT US JV LLC Total					543.98
SIMPLIFILE	2962	E5560790	Community Development	Recording Fees Roadway Access Agreement	112.84
SIMPLIFILE Total					112.84
SIMPLOT PARTNERS	606	212073265	Public Works	Operational Supplies Parks	605.96

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SIMPLOT PARTNERS Total					605.96
STAPLES CONTRACT & COMMERCIAL INC	2884	8051986039	Genl Govt/Facilities	Office Supplies	294.74
STAPLES CONTRACT & COMMERCIAL INC Total					294.74
TAC 1 SYSTEMS	1634	SI007336	Genl Govt/Facilities	Molded Gel Open Ear Insert	(5.64)
			Public Safety	Molded Gel Open Ear Insert	72.84
TAC 1 SYSTEMS Total					67.20
THE MASTERS TOUCH LLC	1786	P60097	Public Works	Delinquent Postage	219.49
		60171	Public Works	Second Delinquent Notices	309.08
		60097	Public Works	Delinquent Notices	310.76
		P60171	Public Works	Second Delinquent Notices Postage	190.35
THE MASTERS TOUCH LLC Total					1,029.68
THE PARR COMPANY	964	26430293	Public Works	Concrete Mix for No Parking Sign Installation	13.83
		26430934	Genl Govt/Facilities	BP - Price Adjustment for Big Paddle Supplies	(71.45)
		26431239	Genl Govt/Facilities	BP - Big Paddle Supplies	364.65
		26431266	Genl Govt/Facilities	BP - Big Paddle Supplies Return	(74.06)
		26431889	Public Works	Streets Supplies	6.92
THE PARR COMPANY Total					239.89
THERESA PATERSON	3097	6243	Genl Govt/Facilities	WC - Wine/Choc Floral Arrangements	589.70
THERESA PATERSON Total					589.70
TIREHUB LLC	3067	4622095	Public Safety	Tires Gibson/King	576.78
TIREHUB LLC Total					576.78
TRACY BLEHM	809	0809-201811-15	Human Resources	Mileage Reimbursement - Blehm	93.51
TRACY BLEHM Total					93.51
US BANK	2237	1275760	Finance	2017 LTGO Bonds RORC Interest	168,212.50
		1276019	Finance	2018 LTGO Bonds RORC Interest	125,571.12
US BANK Total					293,783.62
USA BLUEBOOK	444	703428	Genl Govt/Facilities	Operational Supplies	16.42
			Public Works	Operational Supplies	228.17
			Community Development	Operational Supplies	10.75
		725039	Public Works	Stormwater Supplies	194.85
		712261	Public Works	Storm Water Management Supplies	665.39
		715977	Public Works	Printer Cartridge	27.05
USA BLUEBOOK Total					1,142.63
VANESSA HERRERA	2869	2869-201708-02	Genl Govt/Facilities	Park Refundable Deposit	100.00
VANESSA HERRERA Total					100.00
VERIZON WIRELESS	452	981735672	Genl Govt/Facilities	PW Cell Phones & 2 iPads	61.62
				PW Director iPad	5.56
				Julie iPad	36.86
			Public Safety	PD Chief iPad	36.89
				PD Cell Phones	1,032.74
			Public Works	PW Cell Phones & 2 iPads	856.33
				PW Director iPad	23.90
			Community Development	PW Cell Phones & 2 iPads	40.34

Attachment: November 15 2018 Claims Report (Approval of Claims And/Or Payroll)

City of Ridgefield
Claims Payment Report
For Approval on: November 15th, 2018

VERIZON WIRELESS	452	981735672	Community Development	PW Director iPad	7.38
				CDD Cell Phones	504.00
				CDD - NEW iPads	4,769.48
				CDD Director iPad	36.89
			Finance	Finance Director iPad	36.89
			Council	Council iPads	280.07
			Administration	Deputy City Manager iPad	36.89
			Executive	City Manager iPad	36.89
VERIZON WIRELESS Total					7,802.73
VICKY WIRKKALA	3096	3096-2018	Genl Govt/Facilities	Refund for Hometown Celebration Fee	25.00
VICKY WIRKKALA Total					25.00
WILCO FARM STORE	655	699655	Genl Govt/Facilities	PW FTE Operational Supplies	6.44
			Public Works	PW FTE Operational Supplies	89.51
		700028	Community Development	PW FTE Operational Supplies	4.22
			Public Works	Stormwater Uniforms	195.10
WILCO FARM STORE Total					295.27
WOODLAND SAW AND CYCLE INC.	2223	2223-20181115	Public Works	20 IN Saw Chain	23.74
WOODLAND SAW AND CYCLE INC. Total					23.74
Grand Total					1,219,169.49

Attachment: November 15 2018 Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 15, 2018
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Minutes from November 1, 2018 Meeting

AGENDA ITEM TITLE:

Approval of minutes from the following meeting(s) of the council:

GOVERNING LEGISLATION:

Not applicable

PREVIOUS COUNCIL ACTION TAKEN:

Not applicable

SUMMARY/BACKGROUND:

Staff has prepared the minutes for Council consideration of adoption for the Council meeting(s)

BUDGET/FINANCIAL IMPACTS:

Not applicable

RECOMMENDED ACTION OR MOTION:

Staff recommends Council approve the minutes by making the following motion:

1. "I move to approve the consent agenda"

STAFF CONTACT: Julie Ferriss, City Clerk

ATTACHMENTS: 11-01-2018 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

November 1, 2018

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30 P.M.

Preliminary 2019 Legislative Agenda Discussion - Mike Burgess, City Lobbyist

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
David Taylor	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Darren Wertz	Councilor	Present	
Sandra Day	Councilor	Absent	
Jen Lindsay	Councilor	Present	

MOTION: Council member David Taylor moved to excuse Council member Sandra Day from the meeting.

SECOND: Council member Darren Wertz.

Vote-Yes: Council member Taylor, Wertz, Onslow, Lindsay, Wells and Mayor Stose.

Vote-No: None.

Motion Passed.

LATE CHANGES TO THE AGENDA

None.

PUBLIC COMMENT

None received.

Attachment: 11-01-2018 (Approval of Minutes)

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	David Taylor, Councilor
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Lindsay
ABSENT:	Day

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from October 25, 2018 Meeting

PRESENTATION

1. Road Maintenance Funding

PUBLIC HEARING/BUSINESS

1. Public Hearing on 2019 Property Tax Levy and Revenues

The 2019 budget includes a 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 2018 levy amount was \$1,139,742. The statutory 1% increase would raise the property tax levy \$11,397. In addition to the 1% increase the Clark County Assessor's office has determined that the City assessed value for new construction will add approximately \$107 million to the City assessed values. The Department of Revenue is still in the process of valuing state assessed utilities. These numbers should be available shortly. The value for the 2018 tax roll for state assessed utilities was \$11.9 million. To date the estimated 2019 taxable assessed values for Ridgefield is \$1,447,272,463. The Assessor must certify the assessed values by November 14, 2018. The City must hold a revenue hearing and certify a property tax levy to the County by November 30, 2018. The City's current forecast for the 2019 property tax levy is \$1,260,000, an increase of \$115,000 from the 2018 budget. The estimate is for the City of Ridgefield levy amount to be 86.6 cents per \$1,000 assessed value a decrease of 7.1 cents from 2018. The 2019 General Fund operating expense budget has increased 9% over the 2018 operating expense budget to account for contractual and inflationary increases. Adoption of the 1% property tax levy increase does not match current inflation, but the increase is needed to maintain a balanced budget.

City Council conducted discussion.

Mayor opened Public Hearing: 7:24PM

Carsten Koldsbaek - Resident

Discovery ridge shopping center taxable sales tax.

Stormwater fund, HOA is currently paying for maintenance of the pond. What the City is doing that is not done by the HOA control?

Are there bond money that is being used for police radios?

Mayor closed Public Hearing: 7:26PM

Staff address questions provided during public hearing.

2. Public Hearing and First Reading of Ordinance No. 1274 - Comprehensive Plan Amendment - Transportation Capital Facilities Plan - Brenda Howell, City Engineer

The City of Ridgefield's Capital Facilities Plan (CFP) is used by the City to plan the future roadway network, establish requirements for developments and to plan, design, and fund City led transportation

improvements. The current CFP update evaluates the transportation system as a whole, reviews existing conditions with a focus on recent development activity, updates the transportation model to include completed and vested development, and identifies system expansion and transportation system needs to develop a list of projects to meet the current and future demand. Cost estimates were updated or developed for future projects and Traffic Impact Fees (TIF) were updated to meet future costs.

City Council conducted discussion.

Mayor opened Public Hearing: 7:59PM

Pat Jeffries - JB Homes/Developer

Increase of impact fees affects the construction of new homes, it costs over 40K to receive a building permits.

Please consider that before increasing fees.

Mayor closed Public Hearing: 8:00PM

BUSINESS

1. First Reading of Ordinance No. 1277 – 2019 Property Tax Levy - Kirk Johnson, Finance Director

The 2019 budget includes a 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.

City Council conducted discussion.

MOTION: MOVED TO WAIVE THE SECOND READING AND ADOPT ORDINANCE NO. 1277 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lee Wells, Councilor
SECONDER:	David Taylor, Councilor
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Lindsay
ABSENT:	Day

2. First Reading of Ordinance No. 1278 - 2019 Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was conducted in 2016 and looked at 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. As a result of the study, it was determined that rates for 2019 should increase at a rate of 3%, to account for inflation. The rate model has been updated through 2018 to include growth for both new accounts and water usage. The city was able to buy down the rate increase in 2016 and 2017 to 0% and 2018 to 1.5% due to the high growth rate for new accounts and usage.

City Council conducted discussion.

MOTION: MOVED TO WAIVE THE SECOND READING OF ORDINANCE NO. 1278.

RESULT:	DEFEATED [3 TO 3]
MOVER:	Lee Wells, Councilor
SECONDER:	Jen Lindsay, Councilor
AYES:	Wells, Stose, Lindsay
NAYS:	Onslow, Taylor, Wertz
ABSENT:	Day

3. First Reading of Ordinance No. 1279 - 2019 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was reviewed in 2017 and completed in 2018 and looked at expenses and revenues for the next 10 years for the Storm Water Utility. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions. The City completed an update of the Stormwater Capital Facility Plan in 2018 and incorporated the capital projects into the rate model. As a result, of estimated expenses the rate model calls for a 3% inflationary increase to revenues to support estimated expenditures.

City Council conducted discussion.

4. Second Reading of Ordinance No. 1276 - Eagle Ridge Development Agreement - Jeff Niten, Community Development Director

Eagle Ridge Estates is proposed for parcels 215877-000 and 215818-000 which contain approximately 10.0 acres. The agreement, if approved, would bind the city to pursue a change to the zoning designation from Residential Low Density 4 (RLD-4) to Residential Low Density 8 (RLD-8). The agreement will also require larger lots be located adjacent to Hillhurst Road. Additionally, the agreement would require dedication of approximately 5.0 acres of open space to the city, and require that all homes constructed in the development be constructed using the adopted National Green Building Standards.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1276 AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	David Taylor, Councilor
AYES:	Onslow, Taylor, Wells, Stose, Wertz, Lindsay
ABSENT:	Day

PUBLIC COMMENT - [8:35 PM](#)

None received.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council member Taylor - Attended City Manager briefing.
 Council member Lindsay - Attended business meeting.
 Council member Wells - Attended business meeting.
 Council member Onslow - Attended City Manager briefing.
 Council member Wertz - Attended City Manager briefing.

Mayor

Attended event with first responders performing "Kindness Sting" for Wyatt Draper who has inoperable brain tumor.

City Manager

City Manager Steve Stuart - West Coast League update provided.

Public Works Director Bryan Kast - Ridgefield Outdoor Recreation complex construction update provided.

Community Development Director Jeff Niten - Community development report update provided.

Deputy City Manager Lee Knottnerus - Wine and Chocolate event is November 3rd.

Police Chief John Brooks - Extra patrol was out during Halloween trick-or-treat.

ADJOURN - [8:42 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 11-01-2018 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM:

AGENDA ITEM TITLE: An Ordinance Superseding Ordinance No. 1203 Amending the Ridgefield Urban Area Comprehensive Plan Including the Comprehensive Plan Map and Zoning Map

PREVIOUS COUNCIL ACTION TAKEN:

Approval of Ordinance 1203 on February 25, 2016 adopting the Ridgefield Urban Area Comprehensive Growth Management Plan. First reading and Public Hearing were held before Council on October 11, 2018.

SUMMARY/BACKGROUND:

The city received an application for a Comprehensive Plan Amendment and associated zone change for APN 214214-002. The applicant requests to change the Comprehensive Plan designation from General Commercial (GC) and Neighborhood Commercial (NC) to Public Facilities (PF), and the zoning designation for Commercial Regional Business (CRB) and Commercial Neighborhood Business (CNB) to Public Facilities (PF). The purpose of the change is to permit siting of a new elementary school on the subject property.

The site is 27.36 acres and is located immediately south of N. 10th Street approximately .5 miles east of Interstate 5 within the Ridgefield Junction sub-area adopted as part of the Comprehensive Growth Management Plan.

The Planning Commission considered this proposal at a duly noticed public hearing on October 3, 2018 and recommended approval of the proposal as presented by a 5-0 vote.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Motion to be made with the final Comprehensive Plan amendment on the Council agenda.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Jones_School_Staff_Rpt_CC_11_15_18 (DOCX)
Location_Jones (PDF)
Aerial photo (PDF)
Comp_Plan_Jones (PDF)
Zoning_Jones (PDF)
Env_School (PDF)
RSD Elementary_Prelim Traffic Assessment (PDF)

1. Comp Plan and Rezone Narrative_Final (2) (PDF)

ORDINANCE NO. 1274**AN ORDINANCE SUPERSEDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN MAP AND ZONING MAP**

WHEREAS, the City of Ridgefield is located within Clark County, Washington, which is required to complete land use planning under the Revised Code of Washington Chapter 36.70A, Growth Management Act; and,

WHEREAS, the Ridgefield City Council approved the current revision to the Ridgefield Urban Area Comprehensive Plan via adoption of Ordinance No. 1203 during a regularly scheduled meeting held on February 25, 2016; and

WHEREAS, the City of Ridgefield shall provide sufficient residential and non-residential lands to accommodate a forecasted 2035 population of 26,356 persons and 8,708 jobs based on a coordinated Clark County population forecast, adopted in Clark County Community Planning Issue Paper 4.2; and

WHEREAS, the City of Ridgefield reviewed its future vision, planning policies and map designations to accommodate projected population and jobs and developed Volume 1 of the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and the Zoning Map; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed amendments to the Ridgefield Urban Area Comprehensive Plan on October 3, 2018 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendments to the Ridgefield Urban Area Comprehensive Plan; and,

WHEREAS, the Ridgefield City Council conducted two public hearings on the proposed amendments to the Ridgefield Urban Area Comprehensive Plan on October 11 and November 1, 2018 during which specific time was given for the public to give verbal and written input on the proposed amendments to the Comprehensive Plan; and,

WHEREAS, the City of Ridgefield reviewed its needs for capital facilities including water, sanitary sewer, general facilities, parks, transportation and schools during the 2016-2035 planning period as required by RCW 36.70A.070(3) and developed the Ridgefield Capital Facilities Plan with elements for each type of facility; and

WHEREAS, consistent with WAC 197-11-340(2), on January 13, 2016 the City of Ridgefield issued a Determination of Non-significance (DNS, PROJ-18-0002 and 0003 and 0004) regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and Zoning Map, and the Ridgefield Capital Facilities Plan; and,

WHEREAS, the public comment period expired for PROJ-18-0002 and 0003 and 0004 on October 4, 2018 and the City did not receive any comments regarding the DNS; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on August 27, 2018 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the Ridgefield Urban Area Comprehensive Plan 2018 amendments during a regularly scheduled meeting held on November 15, 2018; and,

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Ridgefield Urban Area Comprehensive Plan 2018 Amendments. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan attached hereto as Exhibit “A” superseding all previously adopted Comprehensive Plans.

Section 3. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan Map. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan Map attached hereto as Exhibit “B” superseding all previously adopted Comprehensive Plan Maps.

Section 4. Adoption of the Updated Ridgefield Zoning Map. The City Council finds that the updated Ridgefield Zoning Map is consistent with the updated Ridgefield Comprehensive Plan Map and hereby adopts the updated Ridgefield Zoning Map, attached hereto as Exhibit “C” superseding all previously adopted Zoning Maps.

Section 5. Adoption of the Ridgefield Capital Facilities Plan. The City Council finds that the updated Ridgefield Capital Facilities Plan is sufficient to provide necessary facilities to serve growth forecast in the Ridgefield Urban Area Comprehensive Plan and hereby adopts the updated Ridgefield Capital Facilities Plan, attached hereto as Exhibit “D” superseding all previously adopted Capital Facilities Plans.

Section 6. 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 7. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 8. 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 9. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 10. Effective Date. This ordinance shall be in full force and effect as of January 1, 2019.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15TH DAY OF NOVEMBER, 2018.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: October 11 and November 1, 2018
Second reading/Passage: November 15, 2018
Date of Publication: _____
Effective Date: January 1, 2019

OVERVIEW

The city received an application for a Comprehensive Plan Amendment and associated zone change for APN 214214-002. The applicant requests to change the Comprehensive Plan designation from General Commercial (GC) and Neighborhood Commercial (NC) to Public Facilities (PF), and the zoning designation for Commercial Regional Business (CRB) and Commercial Neighborhood Business (CNB) to Public Facilities (PF). The purpose of the change is to permit siting of a new elementary school on the subject property.

The site is 27.36 acres and is located immediately south of N. 10th Street approximately .5 miles east of Interstate 5 within the Ridgefield Junction sub-area adopted as part of the Comprehensive Growth Management Plan.

The Planning Commission considered this proposal at a duly noticed public hearing on October 3, 2018 and recommended approval of the proposal as presented by a 5-0 vote.

REVIEW PROCESS

Consistent with RCW 36.70A adopted Comprehensive Plans may only be modified once per calendar year. This request shall be considered with two additional proposed changes to the Comprehensive Plan, and if approved by City Council, will become effective January 1, 2019.

Department of Commerce 60 day notice issued August 25, 2018; and

SEPA Threshold Determination issued September 13, 2018; and

Planning Commission Public Hearing scheduled October 3, 2018; and

City Council Public Hearing scheduled October 11, 2018; and

City Council second reading November 15, 2018; and

Effective date, if approved January 1, 2019.

EXISTING CONDITIONS

Immediately north of the subject property lies a single family subdivision, Claiborne Acres, approved by Clark County as a cluster subdivision in 1992. Claiborne Acres is within the Ridgefield Urban Growth Area, but has not been annexed by the city. Further north, across N. 10th Street, parcels are designated for agriculture uses and are not within the Ridgefield Urban Growth Area. The parcels immediately west are undeveloped and zoned for Commercial Regional Business (CRB) and Commercial Neighborhood Business (CNB) uses. Land immediately south is owned by the Clark Community College District No. 14 Foundation and is currently undeveloped and zoned for Commercial Regional Business (CRB) uses. Parcels to the east are undeveloped and zoned for Employment (E) uses. Wetlands, Streams, and Habitat areas exist on-site.

TYPE IV PROCEDURE (RDC 18.310.090)

18.310.090 - Type IV procedure—Legislative decision.

- A. A Type IV procedure requires one or more hearings before the planning commission and one or more hearings before the city council.

Findings: A Public Hearing is scheduled with the Planning Commission on October 3, 2018 and scheduled with the City Council on October 11, 2018. Additionally, a second reading of the adopting ordinance is scheduled with the City Council on October 25, 2018.

- B. At least fourteen days before the date of the first planning commission hearing for an application subject to Type IV review, the planning director shall:
 - 1. Prepare a notice that includes the following information:
 - a. The case file number(s),
 - b. A description and map of the area that will be affected by the application if approved reasonably sufficient to inform the reader of its location,
 - c. A summary of the proposed application(s),
 - d. The place, days and times where information about the application may be examined and the name and telephone number of the city representative to contact about the application,
 - e. A statement that the notice is intended to inform potentially interested parties about the hearing and to invite interested parties to appear orally or by written statement at the hearing,
 - f. Which review body will conduct the hearing, the date, time and place of the hearing, and a statement that the hearing will be conducted in accordance with the rules of procedure adopted by the review body,
 - g. A statement that a staff report will be available for inspection at the city hall at no cost at least seven days before the hearing, and copies will be provided at reasonable cost,
 - h. A general explanation of the requirements for submission of testimony and the procedure for the conduct of hearings;
 - 2. Post on the city website and publish in a newspaper of general circulation a summary of the notice, including the date, time and place of the hearing and a summary of the subject of the Type IV process; and
 - 3. Provide other notice deemed appropriate and necessary by the planning director based on the subject of the Type IV process.

Findings: Public Hearing notices for both the Planning Commission and City Council public hearings were published in the Columbian Newspaper on September 17, 2018. The notice included all of the information required above.

- C. At least seven days before the date of the first hearing for an application subject to Type IV review, the planning director shall issue a written staff report and recommendation regarding the application(s), shall make available to the public an electronic and paper copy of the staff report for review and inspection, and provide a copy staff report and recommendation to the review body. The city clerk shall mail or provide a copy of the staff report at reasonable charge to other parties who request it.

Findings: Finalized staff reports and associated exhibits shall be available to the public by 8am on September 26, 2018 for the Planning Commission Public Hearing, and by 8am on October 4, 2018 for the City Council Public Hearing.

- D. Public hearings shall be conducted in accordance with the rules of procedure adopted by the planning commission or city council, except to the extent waived by the review body. A public hearing shall be recorded on audio or audio/visual tape.

Findings: Public Hearings with both the Planning Commission and City Council shall be conducted according to appropriate procedure.

- E. At the conclusion of a planning commission hearing on a Type IV application, the planning commission shall announce one of the following actions, neither of which may be appealed:
1. That the hearing is continued. If the hearing is continued to a place, date and time certain, then additional notice of the continued hearing is not required to be mailed, published or posted. If the hearing is not continued to a place, date and time certain, then notice of the continued hearing shall be given as though it was the initial hearing before the planning commission; or
 2. That the planning commission recommends against or in favor of approval of the application(s) with or without certain changes, together with a brief summary of the basis for the recommendation.

Findings: It is anticipated that the Planning Commission will make a recommendation to the City Council for approval, approval with changes, or denial at the conclusion of the public hearing scheduled for October 3, 2018.

- F. Within ninety days of receipt of the report from the planning commission, the council shall conduct a public hearing. At least fourteen days before the date of the first city council hearing for an application subject to Type IV review, the planning director shall:
1. Prepare a notice that includes the information listed in subsection (B)(1) of this section except the notice shall be modified as needed:
 - a. To reflect any changes made in the application(s) during the planning commission review,
 - b. To reflect that the city council will conduct the hearing and the place, date and time of the council hearing, and
 - c. To state that the planning commission recommendation, and staff report, is available for inspection at city hall at no cost, and copies will be provided at reasonable cost;
 2. Mail a copy of that notice to the parties identified in subsection (B)(2) of this section and to parties who request it in writing;
 3. Post on the city website and publish in a newspaper of general circulation a summary of the notice, including the date, time and place of the hearing and a summary of the subject of the Type IV process; and
 4. Provide other notice deemed appropriate and necessary by the planning director based on the subject of the Type IV process.

Findings: Notice of the City Council Public Hearing on this matter was published in the Columbian newspaper on September 17, 2018. The staff report will incorporate any changes made by the Planning

Commission and shall include the Planning Commission recommendation. The City Council staff report shall be available to the public at 8am on October 4, 2018. This requirement is met.

AMENDMENT PROCESS (RDC 18.320.020)

- A. The city shall consider amendments to the RUACP no more frequently than once every year. All proposals shall be considered by the city council concurrently so the cumulative effect of various proposals can be ascertained. (RCW 36.70A.130.2.)
- B. The city shall coordinate the timing of its annual review process so as to be consistent with county plan amendment procedures.

Findings: This proposed Comprehensive Plan Amendment is scheduled to be considered concurrently with other proposals. The timing is consistent with Clark County Comprehensive Plan amendment consideration.

- C. To be considered during the annual amendment review process, an applicant must file a petition no later than July 1 for the petition to be considered during that calendar year.
 - 1. The planning director shall find a petition to be technically complete pursuant to Section 18.320.050 before it shall be submitted to the city council.
 - a. The planning director shall decide whether the petition is technically complete within seven days from receipt of the application.
 - b. The planning director shall return a petition he or she finds to be technically not complete.
 - c. An applicant shall have seven days from the date of the planning director's decision as to technical completeness to amend and resubmit the petition.
 - d. The planning director shall decide whether the amended petition is technically complete no later than seven days from the date the applicant submits a petition.
 - 2. The planning director shall submit technically complete petitions to the appropriate review authority for review during that calendar year.
 - a. The review authority shall consider such petitions at the immediately following regularly scheduled meeting of that review body.
 - b. The review authority shall conduct a minimum of one public hearing for all technically complete petitions.

Findings: The application for an amendment was submitted for consideration prior to July 1, 2018. The application was submitted with sufficient background information to consider the request in light of all proposed amendments in 2018. This requirement is met.

- 3. The review authority shall issue a final decision on each petition for plan or code amendment within the same calendar year in which the petition was submitted.

Findings: All amendments shall be considered this calendar year, and a decision made in 2018. If approved this amendment shall be effective January 1, 2019. This requirement is met.

AMENDMENTS CONSIDERED (RDC 18.320.030)

Amendments to the RUACP may occur under the following situations:

- A. Plan Designation and Zoning District Map Amendments.
 - 1. Zoning district map amendments must be consistent with RUACP designations, except where the existing zoning is inconsistent with the RUACP plan designation.
 - 2. Zoning district map amendments must be accompanied by a corresponding plan designation amendment.
- B. Annexation. As the city annexes land, it may be necessary for the city to apply zoning districts and overlay districts to ensure compliance with the RUACP. In such cases, the city shall apply zoning at the time of annexation.

Findings: Annexation is not applicable to this request, the site of the proposed amendment exists within city jurisdiction. The applicant has requested a Comprehensive Plan and Zoning Map amendment. This requirement is met.

APPLICATION PROCEDURES (RDC 18.320.040)

The planning director, city council or planning commission, or petition of the property owner may initiate a petition to amend the RUACP.

- A. The city may consider a proposed amendment with general application only as part of the city's annual review process.
- B. The city shall use a Type IV procedure when a proposed amendment affects a specific property, or small group of properties.
 - 1. For site specific amendments property owners within 300 feet shall receive a public hearing notice, and the property shall be posted with the relevant hearing information in at least three (3) conspicuous places on the subject site.
- C. The planning director shall determine, under Type I review, whether a proposed amendment to a zoning district requires an amendment to the RUACP map.
- D. An applicant shall use the forms provided by the city, and the petition shall include a site plan drawn to scale showing the property involved and adjacent land. The written petition and site plan must address relevant approval criteria with sufficient detail for the hearing examiners planning commission or council to determine compliance.
- E. Amendments initiated by private parties are subject to the adopted master fee schedule.

Findings: This proposed amendment is being considered as part of the annual review process, and does require an amendment to the Comprehensive Plan and zoning map. Appropriate fees have been remitted to the city.

APPROVAL CRITERIA (RDC 18.320.050)

The burden of proof shall be on the applicant to fully satisfy the following criteria prior to approval of an amendment to RUACP or its components:

- A. Zoning district map amendments shall be consistent with the RUACP map. Where the proposed amendment is not consistent with the RUACP map, the petitioner shall also file a petition to

amend the RUACP map. Amendments to zoning district maps or text must be consistent with the goals and policies of the RUACP.

Findings: The applicant has filed a request to amend the RUACP map. The application shall be reviewed for consistency with Comprehensive Plan policies below.

- B. Amendments to this title or to the RUACP must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP.

Findings: The application shall be reviewed for consistency with plan policies below.

- C. If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

Findings: The applicant states that all deficiencies due to development of the potential school site shall be mitigated appropriately as defined by the adopted Capital Facilities Plans.

- D. The city shall not approve any amendment petition which is contrary to state or federal law.

Findings: This amendment, if approved, is not contrary to state or federal law.

COMPREHENSIVE PLAN POLICIES

LAND USE

LU-1 City Wide Land Supplies: Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities and employment forecast allocations.

Findings: The purpose of the Comprehensive Plan and zone change proposal is to site a new elementary school to serve rapid population growth. Rapid population growth was considered as part of the Comprehensive Plan update in 2016, and conversion of this parcel to public facilities uses will accommodate the anticipated growth.

LU-2 Efficient development patterns: Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.

Findings: This site is located within the Ridgefield Junction sub-area and is planned for dense development. Siting an elementary school in an area proposed for more intense development will serve an area that is currently underserved in regard to educational facilities. Additionally, siting an elementary school adjacent to the future Clark College campus creates an educational node beneficial to the community.

LU-4 Compatible uses: Facilitate development that minimizes adverse impacts to adjacent areas.

Findings: The proposed site of this new elementary school is adjacent to the future Clark College campus to the south, and an existing single family residential sub-division to the north.

LU-5 Complementary uses: Locate complementary land uses near to one another to maximize opportunities for people to work or shop or play nearer to where they live.

Findings: With an existing residential subdivision to the north, an approved subdivision to the north west, and the future site of Clark College immediately south this policy is satisfied.

LU-7 Neighborhood livability: Maintain and facilitate development of stable, multiuse neighborhoods that contain a compatible mix of housing, jobs, stores, public schools and open and public spaces in a well-planned, safe pedestrian environment.

Findings: If approved this proposal will permit construction of a new elementary school adjacent to planned and existing residential subdivisions.

LU-16 Districts: Form neighborhood districts to help guide development of unique and distinctive neighborhoods. Development in districts would reflect their topographic, historical, economic, and natural features. Districts may be formed to relate to key amenities, such as parks, natural resources, schools, or commercial activities.

Findings: Schools are a key amenity according to the policy above. As such existing and approved residential developments can be served at a neighborhood scale by an elementary school if approved.

LU-18 Land use reassessment: Assure consistency of overall land use and capital facilities plans by reevaluating Ridgefield's land use plan when necessary to ensure adequate funding to provide necessary public facilities and services to implement the plan.

Findings: Ridgefield School Capital Facilities Plan, adopted by reference with the City Comprehensive Growth Management Plan, identifies a school facility deficit for 603 students. Approval of this proposal would permit the construction of a new elementary school intended to address this deficit.

ECONOMIC DEVELOPMENT

EC-1 Discovery Corridor: Implement the Discovery Corridor concept along both sides of Interstate 5.

- Coordinate with project partners including Port of Ridgefield and Columbia River Economic Development Commission. (CREDC)
- Recruit information technology companies.
- Plan for and construct needed infrastructure.
- Assist businesses in the development review process to obtain needed permits fairly and efficiently.

Findings: Planning and constructing needed infrastructure includes new school facilities to support a rapidly expanding population in Ridgefield.

EC-6 Employment capacity: Restrict zone changes or legislative approvals which lessen long-term capacity for high-wage employment unless accompanied by other changes within the same annual review cycle which would compensate for the lost capacity, or unless the proposed change would promote the long-term economic health of the city.

Findings: The current Comprehensive Plan designation and zoning reflect commercial development. However the Comprehensive Plan states “the City also recognizes that the provision of quality public education enhances economic development”. (p. 25)

PF-ED-1 Provide quality education and adequate facilities: Work with the RSD to develop and implement policies and regulations that support the District’s mission of providing a quality public education. Provide an adequate supply of kindergarten through 12th grade public schools and facilities that keep pace with population growth to avoid overcrowding and to enhance the educational opportunities for our children.

Findings: The proposed amendment to the Comprehensive Plan is to permit the development of an elementary school campus to serve the rapid population growth. The adopted Ridgefield School Capital Facilities Plan, adopted as part of the Ridgefield Comprehensive Growth Management Plan by reference, states the District can serve 1,225 elementary students with current facilities. Student enrollment is anticipated to grow to 1,828 students by 2021.

PF-ED-3 Site selection: Assist the Ridgefield School District in selecting appropriate sites for new school facilities, in locations that enhance neighborhoods and urban districts.

Findings: The subject site is located within the Ridgefield Junction sub-area and is planned for additional residential and commercial development in the coming years. An existing residential subdivision exists immediately north of the site, and several substantial residential subdivisions are approved or planned in the vicinity of the site.

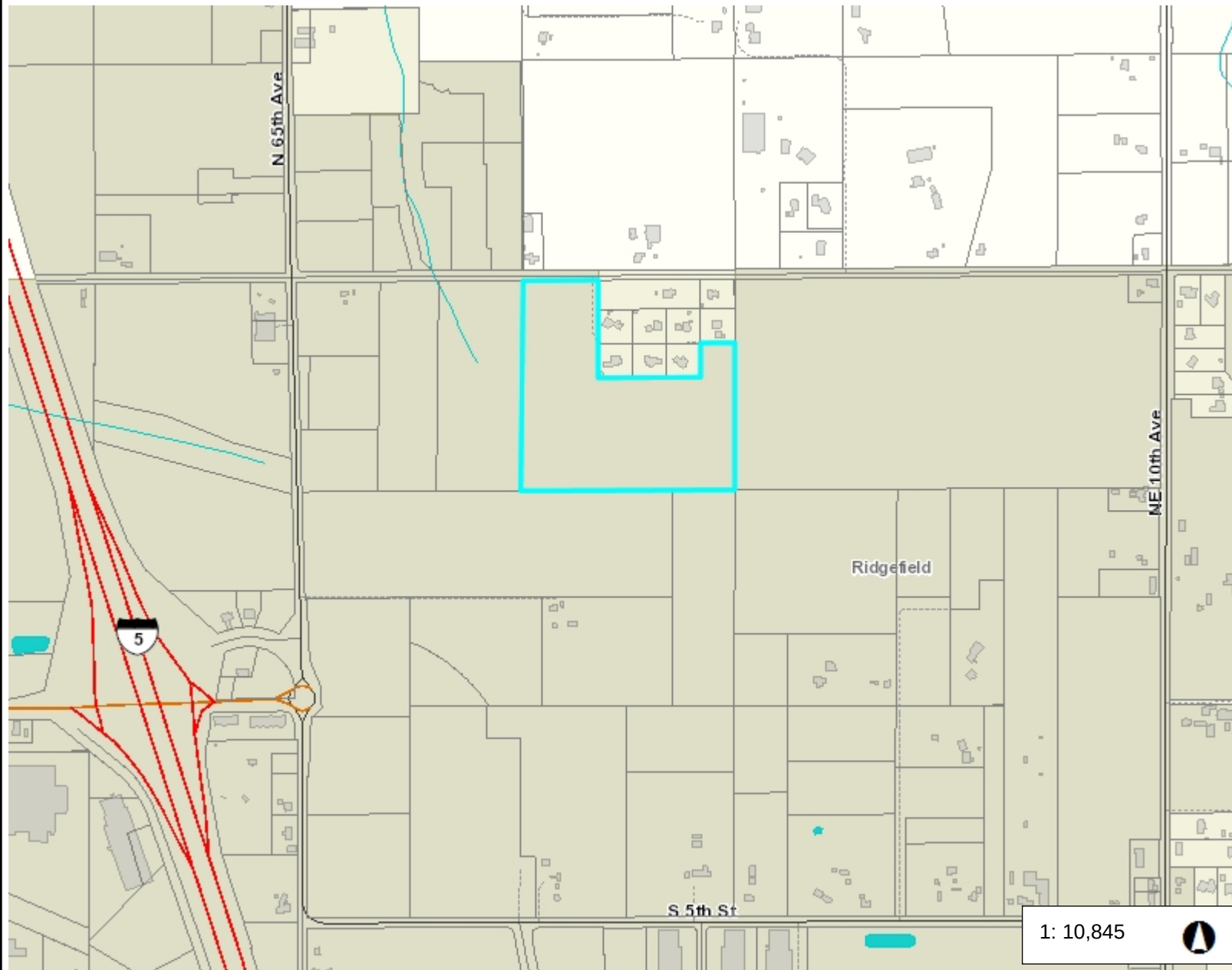
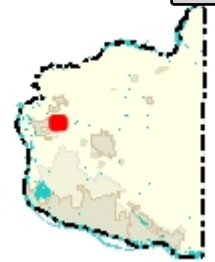
CONCLUSION:

Staff recommends approval of the requested Comprehensive Plan amendment when considering the analysis provided above.



Location Jones

5.1.b



Legend

- Building Footprints
- Taxlots
- Highway
 - Interstate
 - State Route
 - Arterial
 - Forest Arterial
- Arterial
 - Interstate
 - State Route
 - Arterial
 - Forest Arterial
 - Minor Collector
 - Forest Collector
 - Private or Other
- Collector
- Other
- Cities Boundaries
- Urban Growth Boundaries

Notes:

1,807.6 0 903.78 1,807.6 Feet

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Clark County, WA. GIS - <http://gis.clark.wa.gov>

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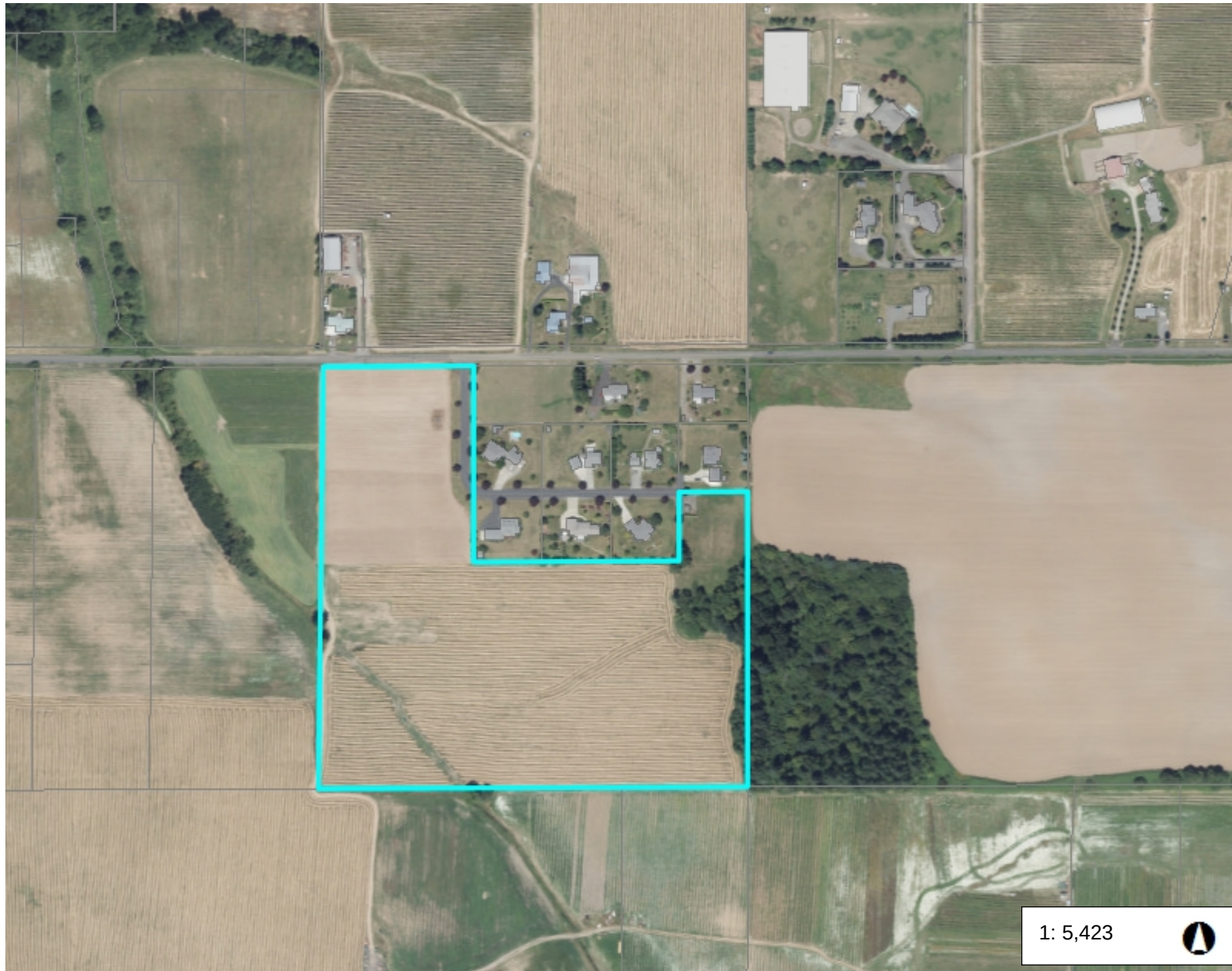
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Attachment: Location_Jones (Comprehensive Plan Amendment - Jones)



Aerial photo



1: 5,423

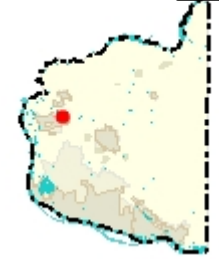


903.8 0 451.89 903.8Feet

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5.1.c



Legend

- Building Footprints
- Taxlots
- Cities Boundaries
- Urban Growth Boundaries

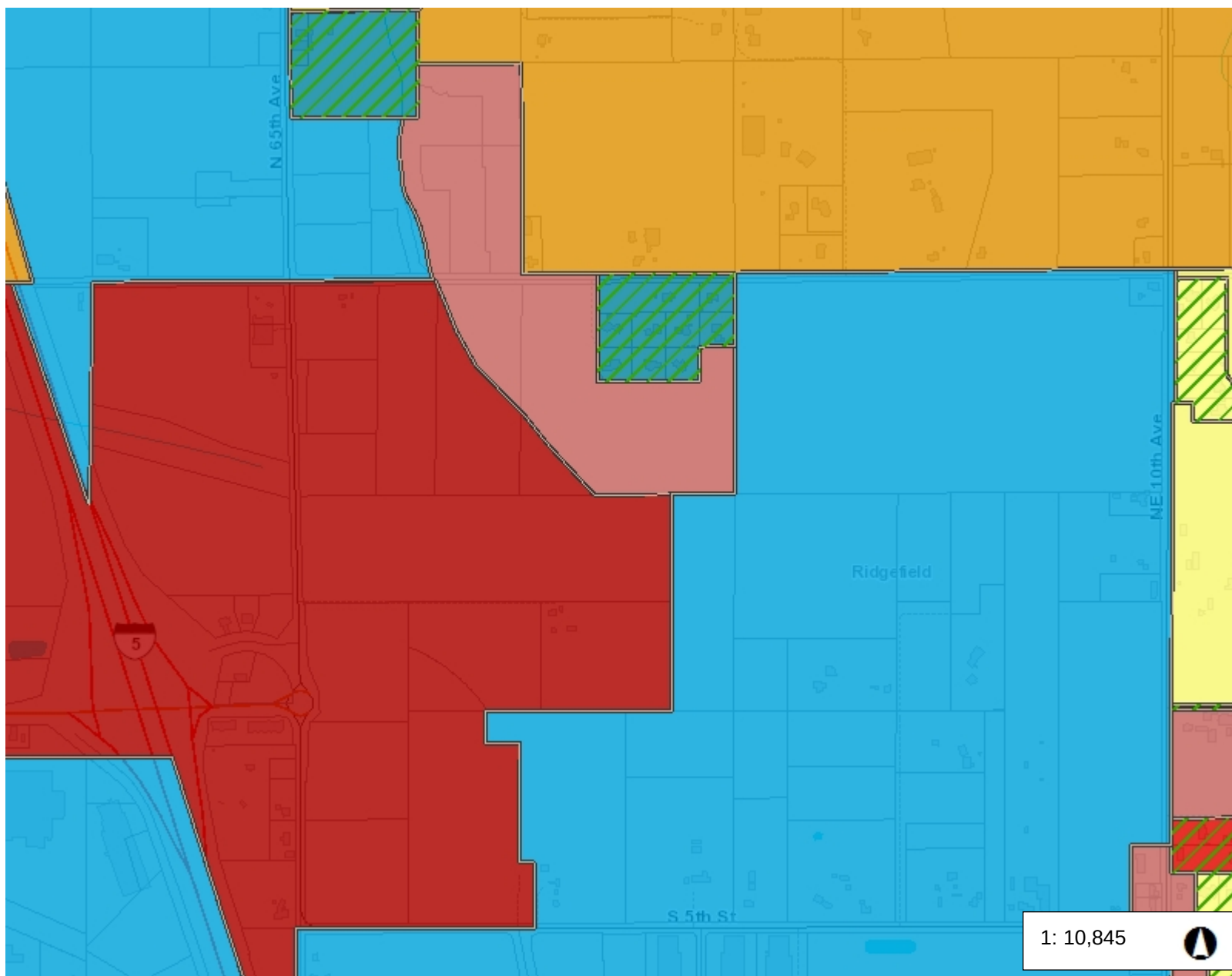
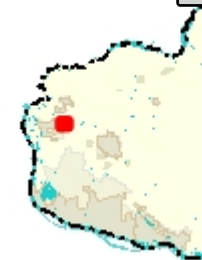
Notes:

Attachment: Aerial photo (Comprehensive Plan Amendment - Jones)



Comp_Plan_Jones

5.1.d



Legend

Comprehensive Plan Overlay

- Urban Reserve
- Urban Holding
- Railroad Industrial Urban Reserve
- Surface Mining
- Columbia River Gorge Scenic Area
- Rural Center Mixed Use

Comprehensive Plan - Outline

Comprehensive Plan

- Urban Low Density Residential
- Urban Medium Density Residential
- Urban High Density Residential
- Mixed Use
- Commercial
- Industrial
- Heavy Industrial
- Public Facility
- Bonneville Power Administration
- Mixed use - Residential
- Mixed use - Employment
- Downtown
- Neighborhood Commercial
- Community Commercial
- General Commercial

Notes:

1,807.6 0 903.78 1,807.6 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.

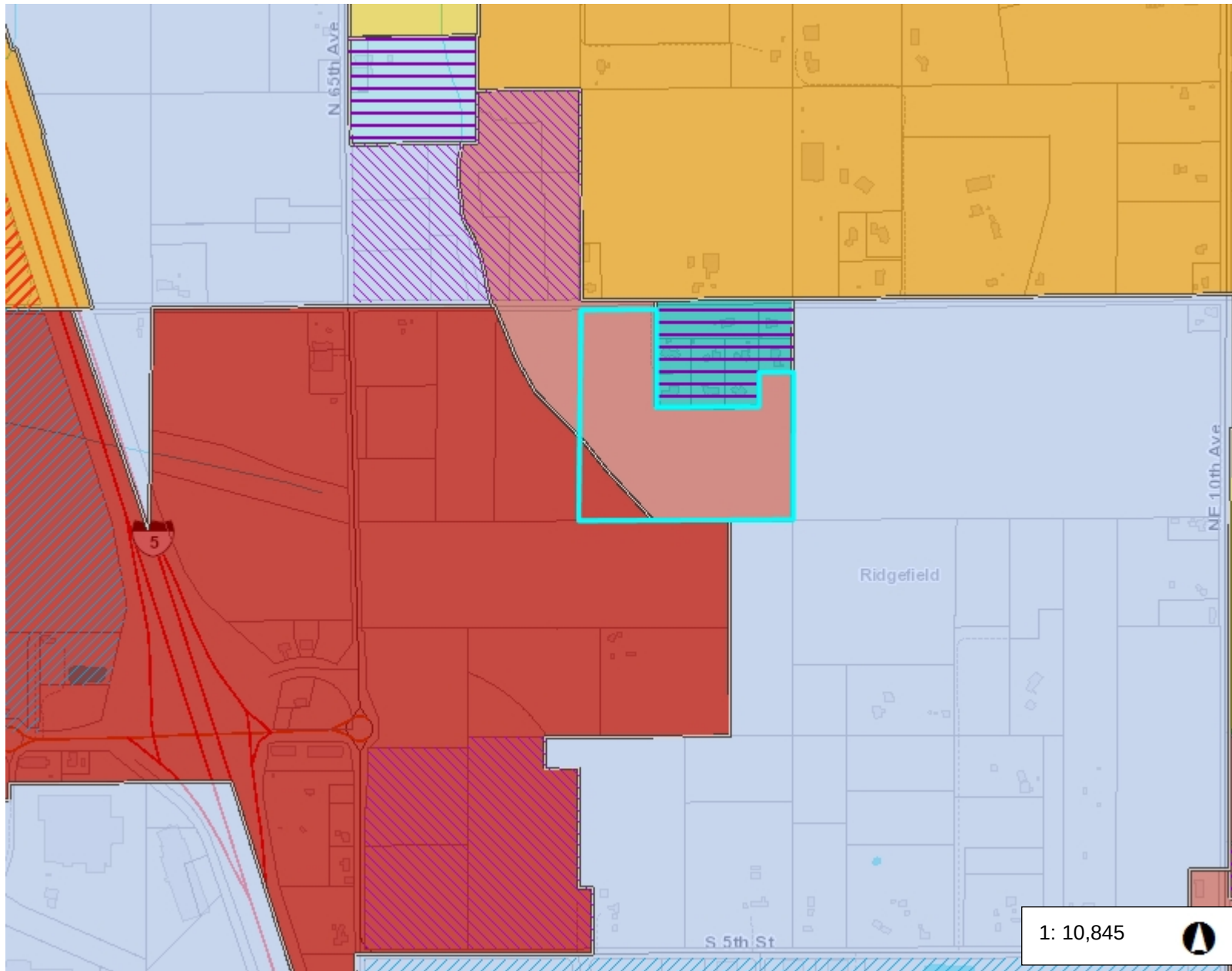
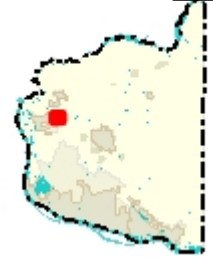
1: 10,845





Zoning_Jones

5.1.e



Legend

Zoning Overlay

- Urban Reserve - 10 (UR-10)
- Urban Reserve - 20 (UR-20)
- Urban Holding - 10 (UH-10)
- Urban Holding - 20 (UH-20)
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Railroad Industrial Overlay District
- Rural Industrial Land Bank Overlay
- Airport Environs Overlay
- Surface Mining Overlay District
- Rural Center Mixed Use
- Existing Historic Resort
- Mill Creek Overlay District
- Highway 99 Overlay District
- Activity Center Overlay
- Transitional Area Overlay
- Single Family Residential Area Overlay
- Mixed Residential Area Overlay
- Multifamily Residential Area Overlay
- 78th Street Property
- Columbia River Gorge Scenic Area
- Vancouver - Multiple Overlays
- Sewer Capacity Overlay

Notes:

1: 10,845



1,807.6 0 903.78 1,807.6 Feet

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Clark County, WA. GIS - <http://gis.clark.wa.gov>

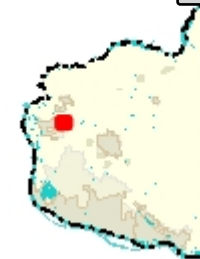
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Attachment: Zoning_Jones (Comprehensive Plan Amendment - Jones)



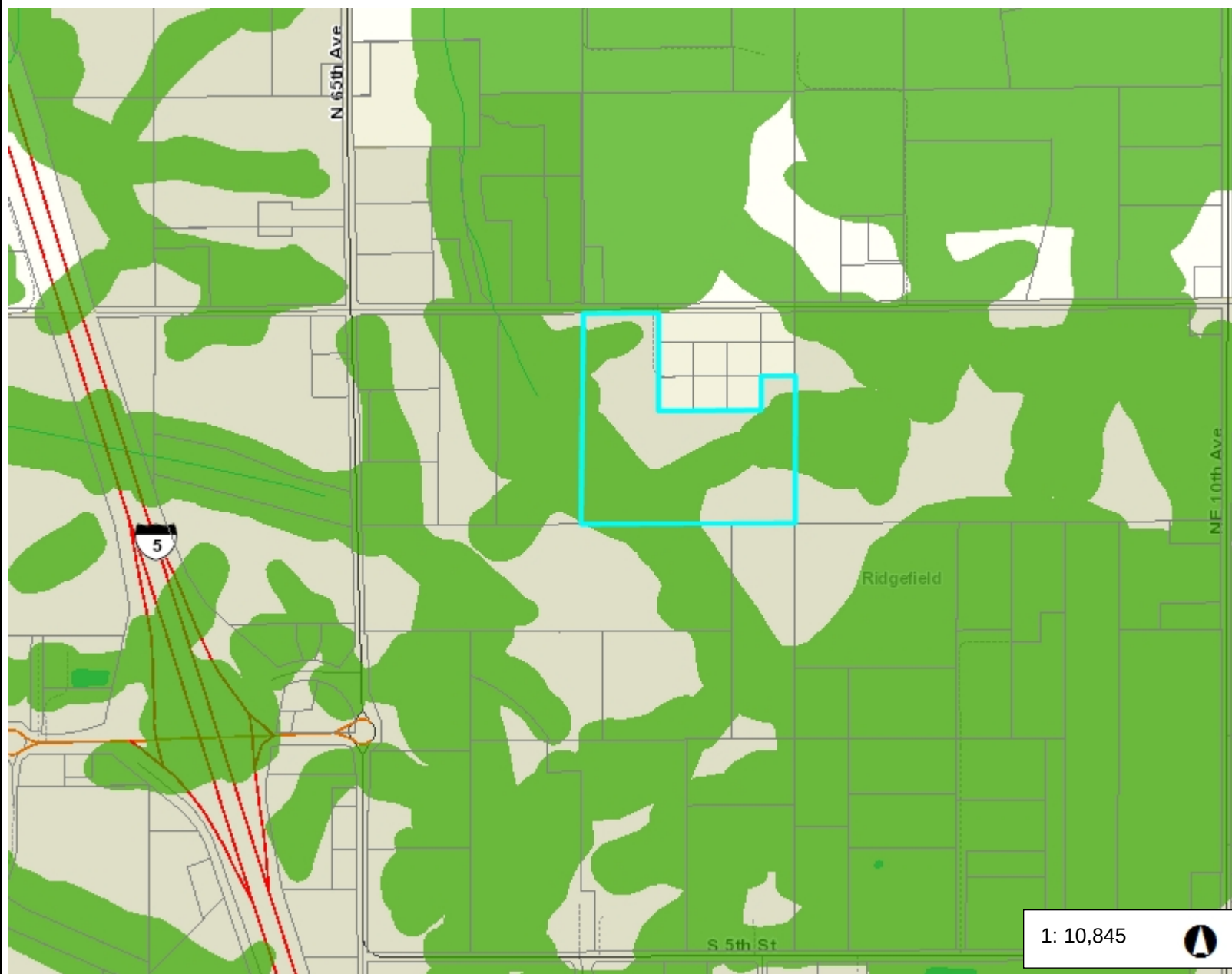
Env_Jones

5.1.f



Legend

- Taxlots
- Environmental Constraints Area
- Cities Boundaries
- Urban Growth Boundaries



1: 10,845



1,807.6 0 903.78 1,807.6 Feet

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Clark County, WA. GIS - <http://gis.clark.wa.gov>

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Notes:

Attachment: Env_School (Comprehensive Plan Amendment - Jones)

MEMORANDUM

Date: January 10, 2018

To: Scott Rose
R&C Management Group
23210 Cove Orchard Road
Yamhill, OR 97148

From: Matt Hughart, AICP and Chris Brehmer, P.E.

Project: Potential N 10th Street/NE 279th Street School Site

Subject: Preliminary Traffic Assessment

Project #: 22179

This memorandum provides a preliminary transportation review for the potential N 10th Street/NE 279th Street school site in Ridgefield, WA. The potential development plan summary is included herein followed by a review for each topic listed below:

- Existing/Future Roadway Facilities
- Trip Generation
- Site Access and Off-site Improvement Mitigation Needs
- Estimated Traffic Impact Fee (TIF) that would be assessed today

ASSUMED DEVELOPMENT PLAN

For the purposes of this assessment, a new 500-student (70,000 square-feet) elementary school was assumed to be located on an approximately 27-acre site in Ridgefield, WA. The site is illustrated in Exhibit 1. Access to the site is assumed via the N 10th Street/NE 279th Street frontage.

Exhibit 1. Study Site

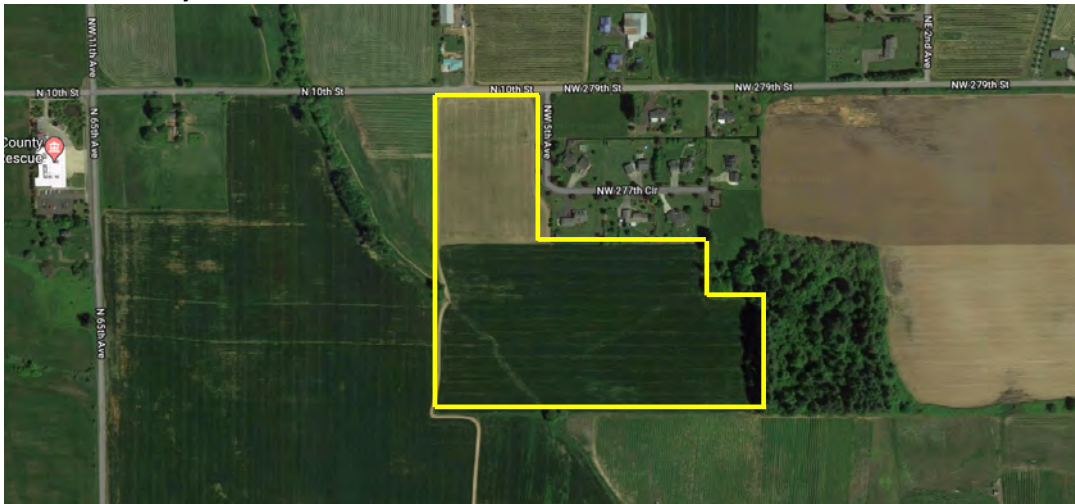


Image Source: Google Earth

EXISTING/FUTURE ROADWAY FACILITIES

Table 1 summarizes the designations and characteristics of roadways within the vicinity of the potential school site.

Table 1 - Existing Roadway Facilities

Roadway	Classification	Cross Section	Speed Limit (mph)	Sidewalks?	Bicycle Lanes?	On-Street Parking?
N 10 th Street/ NE 279 th Street	Collector	2 lanes (unimproved)	50	None	None	No
N 65 th Avenue	Minor Arterial	2 lanes	35 ¹	None	None	No

¹ The speed limit increases to 50 mph north of the N 10th Street/NE 279th Street intersection.

Located in a rural and predominately undeveloped corner of the City of Ridgefield, the majority of the roadway infrastructure is unimproved to current design standards. In particular, N 10th Street/NE 279th Street is a relatively narrow unimproved two-lane road. Classified as a Collector in the City of Ridgefield Comprehensive Plan, the City plans for it to be upgraded to a full collector standard. The collector standard includes 70 feet of right-of-way and a 46-foot curb-to-curb section (10-foot travel lanes, 5-foot bike lanes, 8-foot on-street parking lanes, 6-foot planter strips, and 6-foot sidewalks). A minimum of half-street improvements consistent with these standards would be required along the N 10th Street/NE 279th Street frontage in conjunction with future development of the site.

The proposed site does not front any other existing transportation facilities. However, the transportation chapter in the City's Comprehensive Plan calls for a new east-west Industrial/Commercial Collector that would connect N 65th Avenue to N 85th Avenue. The alignment of this new roadway would border the southern extents of the potential school site. Given that the construction of this future southern roadway will most likely be dependent upon future development of parcels to the south and west of the potential school site, the City will likely require right-of-way dedication along the school property frontage at a minimum. If the school site is developed in conjunction with or following redevelopment of the adjacent properties, the City will likely require half-street improvements in addition to right-of-way dedication. The standard for this future roadway would be 70 feet of right-of-way and a 46-foot curb-to-curb travel way. If the City chooses to not require construction of the southern roadway at the time of the elementary school site development, they could potentially require a fee-in-lieu payment to ensure eventual completion of the site frontage improvements.

SCHOOL TRIP GENERATION/TRIP DISTRIBUTION AND POTENTIAL OFF-SITE IMPROVEMENTS

Trip generation was estimated for an assumed 500-student elementary school based on information provided in the standard reference manual, *Trip Generation, 9th Edition*, published by the Institute of Transportation Engineers (Reference 2). Table 2 summarizes the daily, weekday AM, and weekday school PM peak hour trips. As shown, a 500-student elementary school can be expected to generate

approximately 225 weekday AM peak hour trips and 140 school PM peak hour trips. These estimates are consistent with actual traffic counts that collected by Kittelson & Associates at South Ridge Elementary School back in 2013.

Table 2 – Trip Generation Estimate

Land Use	ITE Land Use Code	Size	Daily Trips	Weekday AM Peak Hour			Weekday Afternoon Peak Hour		
				Total	In	Out	Total	In	Out
Elementary School	520	500 students	645	225	124	101	140	63	77

Based on current/future Ridgefield development patterns and information provided by the Ridgefield School District, it is assumed that the vast majority of students attending the school will live on the west side of I-5. As such, the N 65th Avenue and N 10th Street/NE 279th Street corridors are anticipated to serve as the primary travel route to/from the school. Given the unimproved condition of these facilities, the following off-site improvements may be necessary¹ to accommodate future school traffic:

- Construction of a northbound right-turn lane at the N 65th Avenue/N 10th Street/NE 279th Street intersection.
- Construction of an eastbound right-turn lane at the N 10th Street/NE 279th Street school access drive.
- Traffic control improvements such as signalization or a roundabout at the N 65th Avenue/N 10th Street/NE 279th Street intersection. The need for these types of improvements is unlikely under a near-term school development scenario. However, they may be necessary under a longer-term school development scenario as traffic growth and development of adjacent properties continues along the N 10th Street/NE 279th Street corridor.

ACCESS

Given the unknown timing of the planned east-west Industrial-Commercial collector that would border the south side of the potential school site, vehicular access has been assumed the via the N 10th Street/NE 279th Street frontage. A review this frontage indicates that while there are no physical constraints associated with the placement of future school driveway(s), there are intersection sight distance constraints. In particular, there is a small sag vertical curve just west of the school frontage that limits the view of on-coming eastbound traffic on N 10th Street/NE 279th Street. This sight distance limitation is most significant along the eastern third of the site frontage where intersection sight

¹ We were not able to uncover any existing traffic counts on N 10th Street/NE 279th Street or N 65th Avenue. Therefore, these potential intersection improvements are based on professional experience and a general understanding of traffic patterns in the study area. A formal transportation impact study will be required in conjunction with a site plan application to assess available transportation capacity, concurrency, and potential off-site mitigation requirements.

distance standards would not be met unless the roadway is re-graded. Along the western half of the site frontage, the sag vertical curve becomes less significant to a non-issue. Therefore, it is recommended that any future site access driveways be considered along the western half of the N 10th Street/NE 279th Street frontage to ensure sufficient intersection sight distance.

TRAFFIC IMPACT FEES

The City of Ridgefield assesses a one-time fee at the time of building permit to partially fund new transportation infrastructure. Known as the Traffic Impact Fee (TIF), the assessment is based on a rate of \$307.91 per daily trip. Assuming a 500-student/70,000 square-foot elementary school, we estimate the project TIF at approximately \$198,602 based on the current TIF program. The City of Ridgefield determines the TIF at the time of building permit; therefore this fee estimate may increase to adjust for inflation.

If site development were required to build a capacity improvement that is on the City's TIF program project list, the City would provide TIF credits in return for construction of the infrastructure. For example, if the site development were required to construct a \$150,000 turn lane improvement on N 65th Avenue, the City would likely provide \$150,000 of TIF credits for the improvement that could then be used in lieu of paying that amount in TIF.

NEXT STEPS

We trust this letter provides you with a better understanding of the potential transportation issues associated with school site development. Because the transportation concurrency review process is fluid (projects become vested in line at the time of a completed site plan application), it is not possible to identify specific off-site improvement obligations until a formal traffic impact study is prepared and submitted to the City. Please let us know if you have any questions or comments.

New Elementary School Type III Review Narrative

Comprehensive Plan Map and Zoning District Amendment

Applicant:

**Ridgefield School District
Attn: Dr. Nathan McCann
2724 Hillhurst Road
Ridgefield, Washington 98642**

June 2018

Submitted by:



BergerABAM

**210 East 13th Street, Suite 300
Vancouver, Washington 98660-3231
Phone: 360/823-6100**

NEW ELEMENTARY SCHOOL TYPE III REVIEW NARRATIVE

Comprehensive Plan Map and Zoning District Amendment

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Figure 2. Existing Zoning Designation

Figure 3. Proposed Comprehensive Plan Designation

Figure 4. Proposed Zoning Designation

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Appendix C – Non-Project Action SEPA Checklist

Appendix D – Application Forms (Master Land Use, SEPA, and Comprehensive Plan/Zone Changes)

Appendix E – Property Survey and Legal Description

Appendix F – Preliminary Critical Areas Assessment

Appendix G – Mailing Labels: Assessors Map and Adhesive Mailing Labels for Properties within 300 feet of the Subject Property

**NEW ELEMENTARY SCHOOL
TYPE III REVIEW NARRATIVE
COMPREHENSIVE PLAN MAP AND ZONING DISTRICT AMENDMENT**

1.0 INTRODUCTION AND REQUEST

The Ridgefield School District (RSD) is seeking to construct a new elementary school, which would be funded by a bond to be voted on in spring 2019. RSD has selected a potential site for the future elementary school. This site, located on tax parcel 214214002 in northeast Ridgefield, is zoned Commercial Neighborhood Business (CNB) and Commercial Regional Business (CRB) and neither zone allows the development of an elementary school. In order to develop the future elementary school on the selected site, RSD is applying for a comprehensive plan map and zoning district amendment that would change the comprehensive plan and zoning designations of the selected site to Public Facilities (PF) (proposed amendments).

The request for the proposed amendments will be reviewed under the City of Ridgefield (City) 2018 annual review process that is required for all comprehensive plan amendments. These requests must be submitted to the City before July 1 as stipulated in the Ridgefield Development Code (RDC), Section 18.320.020(C). This narrative addresses the criteria that apply to requests for comprehensive plan map and zoning district amendments, as identified in RDC Section 18.320. This narrative also discusses the comprehensive plan and subarea policies and goals contained in the *City of Ridgefield Comprehensive Plan* (the comprehensive plan) and within the *Ridgefield Junction Subarea Plan* (the subarea plan) that apply to the requests.

2.0 PROJECT DESCRIPTION

The approximately 27.36-acre property, which is located within Ridgefield's Junction Subarea, is south of 10th Street, approximately a half-mile east of Interstate 5 (I-5) in the NW 1/4 of Section 22, T4N, R1E of the Willamette Meridian. The proposed amendments would affect one parcel: 214214002. It is designated Neighborhood Commercial (NC) and General Commercial (GC) and is zoned CNB and CRB. The applicant asks the City to change these designations to a comprehensive plan designation of Public Facilities (PF), with a corresponding zoning designation of Public Facilities (PF).

The applicant wants to change the designations to PF to allow the development of an elementary school, a land use not allowed in the subject property's current CNB and CRB zones. Rezoning the property to PF would provide the land necessary for the development of the new elementary school that is required to meet the forecasted enrollment detailed in the *Ridgefield School District No.122 Capital Facilities Plan 2015-2021*. According to that plan, RSD's current facilities can serve 1,225 elementary school students; however, the elementary student enrollment by the year 2021 is expected to increase to 1,828, an additional 603 elementary school students (kindergarten through

sixth grade). If its development is approved by the spring 2019 bond measure, the new school on the site would serve most of this anticipated increase.

3.0 EXISTING CONDITIONS

3.1 Surrounding Uses, Comprehensive Plan Designations, and Zoning

Uses surrounding the subject property include a single-family residential subdivision (Claiborne Acres) north of and adjacent to the subject property, single-family residential north of 10th Street, and agricultural land to the east, south, and west. However, the land to the south of the subject site will be home to the future Clark College at Boschma Farms campus. It is anticipated that the first building associated with the future Clark College campus will be constructed in 2020.

Table 1. Existing Land Uses, Comprehensive Plan Designations, and Zoning – Site & Vicinity

	Subject Site	North	South	East	West
Use	Agriculture	Single-family Residential	Agriculture	Agriculture	Agriculture
Plan Designation	NC and GC	Industrial (I) and Agriculture (AG)	Employment (EM)	EM	NC and GC
Zoning	CNB and CRB	Business Park (BP) and Agriculture-20 (AG-20)	Industrial (IND)	IND	CNB and CRB

As discussed above, the subject parcel has a comprehensive plan designation of NC and GC, and a zoning designation of CNB and CRB. Surrounding properties to the east and south have a comprehensive plan designation of Employment (EM) and a zoning designation of Industrial (IND). The property to the west has a comprehensive plan designation of both NC and GC and a zoning designation of CNB and CRB. The properties to the north are in Clark County, and have comprehensive plan designations of Agriculture (AG) and Industrial (I) with corresponding zoning designations of Business Park (BP) and Agriculture-20 (AG-20).

3.2 Roadways, Access, and Transit

10th Street borders the property to the north. 10th Street is designated as a collector street by the *City of Ridgefield 2016-2035 General Facilities Capital Facilities Plan* (the capital facilities plan). In addition, that plan anticipates a future street (project N15) that would extend from 65th Avenue east to 85th Avenue. This street is anticipated to be designated as an industrial/commercial collector. Once constructed, the street will lie adjacent to the southern property line of the school property. Although the design of the future elementary school is conceptual and contingent upon a successful rezone/re-designation, it is anticipated that the site would be accessed via 10th Street.

While public transportation is limited in Ridgefield, there are public transit options within the vicinity of the subject property. According to the C-TRAN service map, the

City is within the service area of C-TRAN's Connector. The nearest stop is located approximately 0.30 mile to the southwest at the park and ride at the intersection of N. 65th Avenue and N. 1st Circle.

3.3 Critical Areas

RSD contracted BergerABAM to determine the potential existence and extent of critical areas within the project area as they are defined and regulated by the City's critical areas protection ordinance, RDC Chapter 18.280. The purpose of the review was to establish existing conditions for the subject property and support future permitting and development of the elementary school. To assess the subject property for critical areas regulated under the ordinance, BergerABAM scientists reviewed historic aerial imagery and several readily available information, including federal, state, and local resources. Additionally, scientists at Olson Environmental LLC conducted a site investigation in December 2017. They prepared two reports documenting the presence of wetlands and fish and wildlife habitat conservation areas for the project site. BergerABAM relied on their reports for the field verification of critical areas in the preliminary assessment. A copy of the assessment is provided as Appendix F.

3.3.1 Wetlands

A preliminary wetland assessment, which included a site visit, was completed for the subject site by Olson Environmental, on 28 December 2017. According to the report, two wetlands were identified and they are referred to here as Wetlands A and B. Wetland A is located in the southwest corner of the property and is associated with a tributary of McCormick Creek, which has been piped for agricultural purposes. Wetland B is associated with a stream in the northeast corner of the property that has also been piped. Future development on the site will require a complete wetland delineation to determine the extent, rating, functions, and values of the two wetlands which will in turn dictate the widths of associated buffers.

3.3.2 Fish and Wildlife Habitat Conservation Areas

In addition to the preliminary wetland assessment, Olson Environmental also completed a preliminary habitat assessment. Their findings address specific types of fish and wildlife habitat conservation areas as explained below.

State or Federally Designated Endangered, Threatened, or Sensitive Fish or Wildlife Species

The assessment identifies no state or federally designated endangered, threatened, or sensitive fish or wildlife species on the site.

Priority Habitat and Species

The assessment identifies two streams on the subject property: one stream in the southwest corner and one stream that cuts across the southern half of the site and flows from east to west where it connects with the other stream. The Washington Department of Fish and Wildlife (WDFW) lists riparian habitat conservation areas as priority habitat because of their high productivity, diversity, continuity, and critical contributions to

both aquatic and upland ecosystems. The two streams are considered priority habitat. The Washington State Department of Natural Resources water-typing map identifies the stream in the southwest corner as a fish-bearing (Type F) stream. The stream that cuts across the southern half of the property is identified as a seasonal, non-fish bearing (Type Ns) stream. Both streams have been piped as they cross the subject property. The Type F stream flows into a pipe at the southern property line and exits the pipe along the western property line. The Type Ns stream is piped to a catch basin in the eastern portion of the property and connects to piping associated with the Type F stream.

Riparian Areas and Buffers

Type F streams are protected by either a 150-foot or a 125-foot riparian buffer, depending on the width of the stream channel. (The required widths will be determined at a later date as part of the permitting process for physical development on site.) Type Ns streams that have low mass wasting potential (which likely applies to the Ns stream on the property) are protected by a 50-foot riparian buffer. Future development on the subject property will require a delineating each stream's ordinary high water mark (OHWM) to determine where their respective riparian buffer will be measured from. If future development on the site includes nonexempt development activities within a riparian area or buffer, the City's ordinance will require a critical areas report addressing pertinent criteria in RDC 18.280.110.

3.3.3 Geologic Hazard Areas

According to Clark County MapsOnline, the subject property does not contain designated erosion or landslide hazard areas. In addition, the subject property is rated as having very low to low liquefaction hazard and a Site Class C ground shaking amplification (seismic) hazard. The RDC does not consider any of the mapped geologic conditions as hazardous. Future development of an elementary school on this site would likely include a project-specific geotechnical report to meet City regulations and confirm that no geologic hazardous areas are present.

3.3.4 Critical Aquifer Recharge Areas

According to MapsOnline, most of the subject property is within a Category II critical aquifer recharge area (CARA). A small portion of the property in its northeast area is within a Category I CARA and a wellhead protection area for 1- and 5-year groundwater travel time. As the subject property is within designated CARAs and a wellhead protection area, future development will require compliance with the critical areas report and hydrogeologic assessment provisions of RDC 18.280.140.

3.3.5 Frequently Flooded Areas

The Federal Emergency Management Agency (FEMA) flood insurance rate map (FIRM) panel 53011C0208D does not map frequently flooded areas on the subject property.

3.4 Archaeology

MapsOnline designates almost the entire property as an area of high probability for the discovery of archaeological artifacts. Therefore, future development on the site will likely require an archaeological predetermination and concurrence from the Washington State Department of Archeology and Historic Preservation (DAHP) to confirm the presence or absence of sensitive archaeological or cultural resources, the need for a survey, and any measures required to avoid or preserve resources, if present.

3.5 Utilities

According to a preliminary utilities assessment conducted by Robertson Engineering, most of the utilities required for school operation do not currently exist on the property; however, all required utilities are available nearby and can be extended to the site.

The property is located within the service area of the Clark Regional Wastewater District for sanitary sewer. Although sanitary sewer infrastructure does not currently extend to the site, these services are available nearby. According to the City (section 8 of the pre-application conference notes), two pump stations (North Junction pump station and Pump Station No. 5), trunk lines, and force mains, are needed to convey sewage from the project site to the existing sanitary sewer system. Currently, the Wastewater District is moving forward with plans to construct the North Junction pump station and associated trunk lines. This project will extend sewer to 65th Avenue to approximately the 10th Street intersection. The North Junction pump station and trunk project is currently scheduled for construction in 2019 pending approval of all environmental permits and easements.

It is the project team's understanding that another development is planning to extend sanitary sewer to the location of the proposed Pump Station No. 5 in 2019. That pump station would be located just west of the subject property, along 10th Street. The development of the school would then extend sanitary sewer infrastructure from Pump Station No. 5 to the site. If another development does not precede the development of the school, RSD would be responsible for extending sanitary sewer to the future Pump Station No. 5 (reimbursable cost) and for extending sanitary sewer to the school property. The new sewer line will be sized to convey effluent flow from the new school and any required upstream basins.

Design of the future elementary school and associated improvements is currently conceptual, so only limited information is available about extending utilities to the site. However, there are multiple options to provide water service to the site. Water service is available via a Clark Public Utilities (CPU) water main in 10th Street, via an existing intertie at the 10th Street/65th Avenue intersection, or by extending the City's water main in 65th Avenue near N 1st Circle. Further details regarding future water connections to the site will be provided during the site plan review phase which is required before issuance of development permits for the school.

Dry utilities, such as electricity, data, and natural gas, are generally available at the property. A 4-inch-diameter natural gas line located in 10th Street is available for use by the future elementary school, and CPU operates overhead utility lines adjacent to the subject property that can provide electrical services and data (through a private purveyor).

4.0 REGULATORY COMPLIANCE

The following sections address the approval criteria and other requirements for comprehensive plan map and zoning district amendments. This narrative addresses how the proposed amendments comply with and are consistent with the relevant policies and provisions of the RDC, the comprehensive plan, and the Ridgefield Junction subarea plan.

4.1 Procedures (RDC 18.310)

4.1.1 Type III Procedure—Quasi-Judicial Decision (RDC 18.310.080)

- A. *A Type III review process requires at least one public hearing before the hearing examiner. The public hearing should be held within eighty-four days after the date the city issues the notice of technically complete status.*
1. *Reserved*
 2. *RUACP map designations and zone changes must be approved by ordinance by the city council. The council may adopt or reject the hearing examiner's recommendations and findings at a public meeting based on the record established at the public hearing. When the review authority forwards a recommendation for RUACP map designation, or zone change or other recommendations to the city council, the review authority shall address the relevant criteria. When the city council is makes a final decision on an RUACP map designation or zone change, the mayor shall direct members of the city council to address the relevant approval criteria in their deliberations. Decision options include approval, denial or approval with conditions. The member making the motion shall clearly state the reasons for the motion made, in terms of the relevant approval criteria. Following its decision, the city council shall direct the planning director to prepare a final order as provided in Section 18.310.080.F. [...]*

Response: The City implements a Type III review procedure for quasi-judicial comprehensive plan map and zoning district amendments specific to a property. Therefore, as the proposed amendments are specific to parcel 214214002, a Type III review procedure applies to the project. This project narrative serves as the rationale for approval of the proposed amendments.

4.2 Amendments (RDC 18.320)

The applicant has requested the proposed amendments to parcel 214214002 to change its comprehensive plan map and zoning designation to PF. The City amendment process, application procedures, and approval criteria for comprehensive plan map and zoning district amendments contained in RDC Chapter 18.320 (see below).

4.2.1 Amendment Process (RDC 18.320.020)

- A. *The city shall consider amendments to the RUACP no more frequently than once every year. All proposals shall be considered by the city council concurrently so the cumulative effect of various proposals can be ascertained.*
- B. *The city shall coordinate the timing of its annual review process so as to be consistent with county plan amendment procedures.*
- C. *To be considered during the annual amendment review process, an applicant must file a petition no later than July 1 for the petition to be considered during that calendar year.*

Response: This narrative and the accompanying documents serve as the applicant's rationale for the proposed amendments subject to the City's annual amendment process. This application is being submitted before the July 1 submittal deadline.

4.2.2 Amendments Considered (RDC 18.320.030)

Amendments to the RUACP may occur under the following situations:

- A. *Plan Designation and Zoning District Map Amendments.*
 - 1. *Zoning district map amendments must be consistent with RUACP designations, except where the existing zoning is inconsistent with the RUACP plan designation.*
 - 2. *Zoning district map amendments must be accompanied by a corresponding plan designation amendment.*

Response: The proposed amendments consist of amendments to the comprehensive plan map and zoning district. Therefore, the proposed comprehensive and zoning designations for the subject property will be consistent with each other (both PF), meeting the intent of this provision.

4.2.3 Application Procedures (RDC 18.320.040)

The planning director, city council or planning commission, or petition of the property owner may initiate a petition to amend the RUACP.

- A. *The city may consider a proposed amendment with general application only as part of the city's annual review process.*
- B. *The city shall use a Type III procedure when a proposed amendment affects a specific property, or small group of properties.*
- C. *The planning director shall determine, under Type I review, whether a proposed amendment to a zoning district requires an amendment to the RUACP map.*
- D. *An applicant shall use the forms provided by the city, and the petition shall include a site plan drawn to scale showing the property involved and adjacent land. The written petition and site plan must address relevant approval criteria with sufficient detail for the hearing examiners planning commission or council to determine compliance.*
- E. *Amendments initiated by private parties are subject to the adopted master fee schedule.*

Response: The applicable application form(s) and fee are included in the project's submittal package (Attachment D).

4.2.4 Approval Criteria (RDC 18.320.050)

The burden of proof shall be on the applicant to fully satisfy the following criteria prior to approval of an amendment to RUACP or its components:

- A. *Zoning district map amendments shall be consistent with the RUACP map. Where the proposed amendment is not consistent with the RUACP map, the petitioner shall also file a petition to amend the RUACP map. Amendments to zoning district maps or text must be consistent with the goals and policies of the RUACP.*

Response: The proposed project is for a comprehensive plan map amendment with corresponding zone change. Please see section 4.4 of this narrative for a demonstration of consistency between the proposed zone change and applicable policies from the comprehensive plan.

- A. *Amendments to this title or to the RUACP must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP.*

Response: As this is not a development proposal, the exact demand on capital facilities cannot be quantified; therefore, the potential impacts on capital facilities (transportation systems and utilities) that are identified below are conceptual in nature. All anticipated deficiencies of service/inadequacies of capital facilities that directly result from the future development of an elementary school will be resolved by the provision of facilities concurrent with school construction. Specific mitigations will be identified in future development-specific applications that will be reviewed by the City. The following discussion compares the availability and adequacy of existing capital facilities to the location and conceptual demand generated by the future elementary school.

Transportation

The *City of Ridgefield 2016-2035 General Facilities Capital Facilities Plan* establishes a level of service (LOS) threshold for transportation systems throughout the City. According to Section 3.2 of the capital facilities plan, the LOS standard used for City intersections is D, except at unsignalized intersections that do not meet signal warrants or where a signal is not desired, in which case a LOS E is used. Any LOS rating below D and E (depending on intersection type) is considered failing.

Kittelson & Associates completed a transportation impact letter (Attachment B) that compares the site trip generation potential under the existing and proposed zoning. As documented in the letter and demonstrated below, development under the proposed zoning will result in a reduction in weekday daily and AM and PM peak hour trip generation potential compared to development under the existing zoning.

Trip estimates under the existing and proposed zoning were calculated using trip rates obtained from Trip Generation, 9th Edition. Site trip generation under the respective reasonable “worst-case” development scenarios were compared to determine the net difference in weekday daily and AM and PM peak hour trips. A review of the 27.36-acre site reveals that approximately 6.3 acres of the site is constrained with wetlands, riparian areas, and their buffers. Accordingly, it has been assumed for the purposes of the trip generation study that approximately 21 acres of the site are buildable.

The highest potential trip-generating land uses within the existing CNB and CRB zones reveals a range of retail and office related uses. Accounting for the relatively rural location of the site, a reasonable approximation of future development under these uses was developed with the following assumptions. First, it was assumed that 25 percent of the developable 21 acres would be occupied by building area (228,690 square feet) while the remaining 75 percent would consist of on-site circulation, parking, open space, and other required non-building elements. It was further assumed that one third (75,468 square feet) of the potential building area would develop as shopping center while the remaining two-thirds (153,222 square feet) would develop as office uses.

By comparison, the highest trip-generating land uses within the proposed PF zone reveals a narrower range of allowed uses consisting of office and k-8 schools. Given this wider range of uses, two comparative development scenarios were analyzed. Case 1, a “worst-case” development scenario, assumes 100 percent of the site building area would develop as office-related uses (228,690 square feet). Case 2 assumes a 72,000 square foot/550-student elementary school. The summary below provides the resulting trip generation comparison for each proposed zoning scenario versus development under the existing zoning.

Case 1: “worst-case scenario” under the existing zoning (74,468 square feet of shopping center and 153,222 square feet of general office), would result in 7,346 weekday daily trips, 370 AM peak hour trips and 724 PM peak hour trips. The “worst-case scenario” for development under the proposed zoning would be maximum buildout of general office (228,690 square feet), which would result in 2,522 weekday daily trips, 357 AM peak trips and 341 PM peak hour trips. Maximum buildout of general office under the proposed PF zoning is projected to produce 4,824 fewer weekday daily trips, 13 AM peak hour trips and 383 PM peak hour trips than the projected trip generation under the current zoning.

Case 2: “worst-case scenario” under the existing zoning (74,468 square feet of shopping center and 153,222 square feet of general office), would result in 7,346 weekday daily trips, 370 AM peak hour trips and 724 PM peak hour trips. An approximately 72,000-square-foot/550-student elementary school would result in 710 weekday daily trips, 248 AM peak hour trips and 83 PM peak hour trips. Therefore, construction of an elementary school on the site under the proposed zoning is projected to result in 6,636 fewer weekday daily trips, 122 AM peak hour trips and 641 PM peak hour trips.

As demonstrated above, “worst-case scenario” maximum buildout of uses allowed in the proposed PF zone would result in substantially less weekday daily and AM and PM peak hour trip generation than the current zones. Moreover, anticipated trip generation in the proposed PF zone would be further reduced if an elementary school were to be developed on the site. Therefore, as potential trip generation is significantly less under the proposed zoning, the likelihood of LOS deficiencies is reduced under maximum buildout scenarios in the PF zone than the current CRB and CNB zones.

Utilities

As part of capital facilities concurrency requirements, adequate utility facilities must be available to serve development prior to the issuance of a certification of occupancy. The subject parcel is currently served by natural gas (4-inch diameter line in 10th Street) and electricity and data. (A CPU-operated overhead utility line adjacent to the site on 10th Street contains these utilities.) The existing natural gas, electricity, and data utilities will be adequate to serve the future elementary school. However, water and sewer are not currently available at the site.

The property is located within the Clark Regional Wastewater District’s service area for sanitary sewer. Although sanitary sewer infrastructure does not currently extend to the site, these services are available nearby. According to the City (section 8 of the pre-application conference notes), two pump stations (North Junction pump station and Pump Station No. 5), trunk lines, and force mains, are needed to convey sewage from the project site to the existing sanitary sewer system. Currently, the Wastewater District is moving forward with plans to construct the North Junction pump station and associated trunk lines. This project will extend sewer to 65th Avenue to approximately the 10th Street intersection. The North Junction pump station and trunk project is currently scheduled for construction in 2019 pending approval of all environmental permits and easements.

It is the project team’s understanding that the Wastewater District is planning another project that would extend sanitary sewer to the location of the proposed Pump Station No. 5 in 2019. That pump station would be located just west of the subject property, along 10th Street. The development of the school would then extend sanitary sewer infrastructure from Pump Station No. 5 to the site. If another development does not precede the development of the school, RSD would be responsible for extending sanitary sewer to the future Pump Station No. 5 (reimbursable cost) and for extending sanitary sewer to the school property. The new sewer line will be sized to convey effluent flow from the new school and any required upstream basins.

Water service is available via a CPU water main in 10th Street, within an existing intertie at the 10th Street/65th Avenue intersection, or by extending the City’s water main in 65th Avenue near N 1st Circle. Further details regarding future water connections to the site will be provided during the site plan review phase which is required before issuance of development permits for the school.

Preliminary discussions with CPU indicate the utility has adequate capacity to serve the elementary school. In addition, according to section 8 of the pre-application conference report, the City has water rights to serve an additional 3,689.5 equivalent residential units (ERUs). Therefore, regardless of which water line is extended to the subject property, it is anticipated that there will be capacity to serve the future elementary school.

C. If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

Response: The proposed amendments will not require a comprehensive plan text update or a capital facilities plan project amendment. Therefore, this criterion does not apply.

D. The city shall not approve any amendment petition which is contrary to state or federal law.

Response: The proposed amendments require consistency with the pertinent elements and provisions of the City's comprehensive plan and municipal code. These City documents have been updated consistent with the Growth Management Act and state law. As this narrative demonstrates consistency between the proposed amendments and City documents that have been adopted in accordance with state law, the proposed amendments, if approved, would therefore also be consistent with state law. The project will not conflict with any federal laws.

4.3 Environmental Standards (RDC 18.810)

A non-project action State Environmental Policy Act (SEPA) checklist is required for comprehensive plan map and zoning district amendments. The project's non-project action SEPA checklist is included as Attachment C. The City will act as lead agency and be responsible for issuing the determination.

4.4 City of Ridgefield Comprehensive Plan

The consistency of the proposed amendments with the comprehensive plan is demonstrated below.

4.4.1 Land Use Policies

LU-1 Citywide Land Supplies: *Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities and employment forecast allocations.*

Response: The proposed amendments would change the zoning designation of the subject parcel to PF, which would allow the future construction of an elementary school. A new elementary school is needed to serve Ridgefield's rapid population growth and to meet the facility demands outlined in the RSD capital facilities plan, which projects the need to accommodate 603 additional elementary school students by 2021. Approval of the proposed amendments would allow RSD to move forward with plans to fund the

new elementary school on the subject parcel through a bond measure. Construction of a new elementary school would increase elementary school capacity to meet most of the projected demand and, at the same time, supply additional skilled jobs that would help the City meet its forecasted employment allocations.

LU-2 Efficient Development Patterns: *Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.*

Response: On a city-wide scale, approval of the proposed amendments would allow the development of the public elementary school that is necessary to serve the City's rapidly growing population. Moreover, the proposed amendments would affect land located within Ridgefield Junction, which is a portion of Ridgefield planned for high-density development. That area currently does not contain any public school facilities, which, according to policy LU-2 above, is considered a priority facility that should precede the development of high density and more intense land uses. Approval of the proposed amendments would facilitate the future construction of an elementary school within Ridgefield Junction, thereby providing the facilities required to accommodate the planned development in this portion of Ridgefield.

On a site-specific basis, the subject property can be served by the public utilities and transportation services that are available in the area. While the subject property is not currently connected to all required utilities, these services are available nearby, and would be extended to the site during development of the elementary school. In addition, the subject property is located approximately 0.30 mile from the C-TRAN Connector service stop at the park and ride at the N. 65th Avenue/N. 1st Circle intersection (southwest of the subject property). Therefore, the construction of the elementary school on the subject property would occur in the vicinity of existing public utilities and transit services.

LU-4 Compatible Uses: *Facilitate development that minimizes adverse impacts to adjacent areas.*

Response: "Compatible" is not defined in the RDC, but is defined by Merriam-Webster as "capable of existing together in harmony." The proposed amendments would change the comprehensive plan and zoning designations for the subject property from CNB and CRB to PF, changes that are necessary in order to construct an elementary school. Current land uses adjacent to the site include single-family residential to the north/northeast and active agriculture land to the south, west and east. When compared to the allowed uses and development standards permitted in the proposed PF zone, land uses adjacent to the subject site would potentially be subject to greater intensity development and less restrictive development standards with the current CNB and CRB zones. Therefore, the subject property's current zoning of CNB and CRB has greater potential for adverse impacts to adjacent land uses than the proposed PF zone. Table 2 compares the development standards and permitted uses of the current and proposed zones.

Table 2. Development Standards and Permitted Uses – Current/Proposed Zones

	Proposed Zone: PF	Current Zone: CNB	Current Zone: CRB
General Uses Allowed	• Office • Community Recreation and Social Facility • Park or Trail • School: Elementary/Middle/High • Funeral Home/Cemetery, etc. • Emergency Services • Public Agency or Utility Yard • Utility Facility • Park and Ride Lot	• Community Residential Facility • General Retail Trade/Services • Eating and Drinking Establishment • Gasoline Service Station • Daycare Facility • Office • Park or Trail • Conference Center • Religious Institution • Medical Clinic/Laboratory • Interim Recycling Facility	• Community Residential Facility • Hotel and Motel • General Retail Trade/Services • Eating and Drinking Establishment • Gasoline Service Station • Funeral Home/Cemetery, etc. • Office • Indoor Entertainment Facility • Park or Trail • College and University • Conference Center • Religious Institution • Hospital • Public Agency or Utility Yard • Interim Recycling Facility • Park and Ride Lot
Maximum Height	35 feet	35 feet	65 feet
Setbacks from Streets	20 feet	0-10 feet	0-20 feet
Side Yard Setback	20 feet	0 feet	5 feet
Rear Yard Setback	20 feet	0 feet	5 feet

Although the PF zone allows the uses listed in the table above, the intent of the proposed amendments is to change the zoning of the property to PF to allow the construction of a new elementary school. Compatibility between the future elementary school and adjacent land uses will be ensured by implementing City-required development standards, thoughtful school design, and the limited hours of elementary school operation (ordinarily from 9 AM to 3:30 PM), which coincide with normal workday hours. In addition, public schools are subject to additional landscaping/buffering standards that would further minimize off-site impacts to adjacent properties, regardless of the use(s) that are developed. According to RDC 18.260.070(D)(2)(a), elementary, middle, and high school campuses have a minimum 15 percent landscaping requirement in addition to the landscaping standards contained in RDC Chapter 18.725

(Landscaping). These additional landscaping standards pertain only to development within the PF zone and would help minimize off-site impacts with additional buffering and screening.

LU-5 Complementary Uses: *Locate complementary land uses near to one another to maximize opportunities for people to work or shop or play nearer to where they live.*

Response: “Complementary” is not defined in the RDC, but is defined by Merriam-Webster as “serving to fill out or complete,” essentially meaning that the land uses support each other. The proposed amendments would allow the construction of an elementary school on the subject property. Current land uses adjacent to the subject property include residential and agricultural. Elementary schools and residential areas are inherently complementary, as the school will serve occupants of households throughout the City, including the homes adjacent to the subject property.

While agricultural and educational uses are not inherently complementary, Clark College has purchased/received via donation parcels 214199000, 214195000, 214196000, 214197000, and 214247000 which are located adjacent to and southwest of the subject property. These parcels are currently used for agriculture, although they are zoned CRB/CNB. Clark College intends to convert them to an educational use (Clark College at Boschma Farms) and to begin construction in 2020. This master-planned campus is envisioned as a mix of commercial and residential uses along N. 65th Street, with the college campus located southwest and adjacent to the subject property. The land uses that are anticipated to be constructed and the future elementary school will complement each other; together, they will provide services that will appeal to a wide variety of people of various ages, thus ensuring the live/work lifestyle of the area, and the receipt of the services needed by the people of the City.

LU-7 Neighborhood Livability: *Maintain and facilitate development of stable, multiuse neighborhoods that contain a compatible mix of housing, jobs, stores, public schools and open and public spaces in a well-planned, safe pedestrian environment.*

Response: The proposed amendments would allow the conversion of agricultural land to an educational use. This would result in construction of the elementary school needed to serve the rapidly increasing population of Ridgefield. In addition, as current land uses within the vicinity of the subject property are predominantly agricultural and residential, the proposed amendments would lead to the development of an educational use east of I-5, thus diversifying land uses in the area and meeting the intent of policy LU-7.

LU-16 Districts: *Form neighborhood districts to help guide development of unique and distinctive neighborhoods. Development in districts would reflect their topographic, historical, economic, and natural features. Districts may be formed to relate to key amenities, such as parks, natural resources, schools, or commercial activities.*

Response: As stated in policy LU-16 above, neighborhood districts are formed around key amenities such as schools. The proposed amendments would allow the construction of an elementary school east of I-5. There are currently no public educational facilities east of I-5; therefore, construction of an elementary school on the subject parcel would add an essential facility to the underdeveloped east side of Ridgefield. This elementary school would serve the rapidly increasing population of Ridgefield in an as-yet underdeveloped area of the City, thereby allowing unique neighborhoods to form around the school.

The subject property is located in District Three of the Ridgefield Junction subarea. According to the subarea plan (and as explained further in section 4.5), District Three was created to accommodate anchor institutions and supporting retail and services as the primary land uses. Future development of an elementary school in this district would be compatible with the preferred land uses that are expected to develop in the area. These uses include a satellite Clark College campus that is expected be constructed south of and adjacent to the subject property. The future elementary school will enhance District 3 with an institutional land use that serves a younger demographic than the college thereby widening the population to which educational services are provided.

LU-18 Land use reassessment: *Assure consistency of overall land use and capital facilities plans by reevaluating Ridgefield's land use plan when necessary to ensure adequate funding to provide necessary public facilities and services to implement the plan.*

Response: While not itself a City document, the RSD No.122 capital facilities plan identifies a 603-student deficiency in the capacity of elementary school facilities anticipated by the year 2021. The demand on RSD facilities is further outlined in the comprehensive plan (Section 7.10.1): "With a 2015 enrollment of 2,458 students, the district is serving nearly 300 students in excess of the 2,159 student capacity and enrollment continues to increase." In anticipation of increasing elementary school enrollment, RSD intends to include a bond measure on the spring 2019 ballot that would fund the construction of a new elementary school. Its construction on the subject property is the object of the proposed amendments.

4.4.2 Historic Preservation Policies

HP-2 Identify and protect resources: *Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance. Incorporate review of potential historical or archaeological significance into land development process. Provide information to owners of historic properties on how to apply for designation on the Clark County Heritage Register, Washington Heritage Register, or the National Register of Historic Places and encourage owners to participate.*

Response: MapsOnline designates almost the entire property as a high-probability area for the discovery of archaeological artifacts. Therefore, future development of an elementary school on the site will likely require an archaeological predetermination and concurrence from DAHP to confirm the presence or absence of sensitive archaeological

or cultural resources, the need for a survey, and any measures required to avoid or preserve resources, if present. The archaeological pre-determination will be required at the time the site plan review application is submitted and will assess whether a survey is necessary and, if so, a plan for preserving and protecting these resources where necessary. Therefore, comprehensive plan policy HP-2 will be satisfied in the future when the archaeological predetermination is completed by the applicant.

4.4.3 Economic Development Policies

EC-1 Discovery Corridor: *Implement the Discovery Corridor concept along both sides of Interstate 5.*

Coordinate with project partners including Port of Ridgefield and Columbia River Economic Development Commission. (CREDC)

Recruit information technology companies.

Plan for and construct needed infrastructure.

- *Assist businesses in the development review process to obtain needed permits fairly and efficiently.*

Response: Most of the goals listed under EC-1 are Discovery Corridor implementation strategies for the City to satisfy (coordinating with project partners, recruiting information technology companies, and assisting businesses through the development review process). However, the proposed amendments would assist the City in the fulfillment of the third implementation strategy “plan for and construct needed infrastructure.” The proposed amendments seek to change the comprehensive plan and zoning designations of the subject property to PF to allow the construction of a needed elementary school on the site. Although not explicitly defined by the City, infrastructure is typically defined as all physical structures and facilities needed for the operation of a society. Based on this determination, the future elementary school is a facility that is essential to the City and its residents and the school is considered infrastructure. Therefore, the approval of the proposed amendments and the consequent construction of an elementary school would fulfill this implementation strategy.

EC-2 Local job creation: *Support businesses to create jobs at a ratio of one job per household ratio by providing adequate land capacity and developing an efficient regulatory environment, including development review. Prioritize creation of family wage jobs, including employment in employment sectors with higher than average median wages. Pursue employers in sectors that currently employ many Ridgefield residents outside the city in order to increase the number of people who both live and work in Ridgefield.*

Response: Family-wage jobs are defined by the City as jobs with wages equal to 125 percent of the county median annual wage and a comprehensive benefits package. Per the Census Bureau’s Quarterly Census of Employment & Wages, the average weekly wages for those working in elementary and secondary schools is lower than the county

average.¹ However, the economic development chapter of the comprehensive plan states “the City also recognizes that the provision of quality public education enhances economic development.” Therefore, while the wages of school employees are not guaranteed to be higher than the median county wage, providing facilities for public education, such as an elementary school, is acknowledged to be necessary to attract and retain other economic development. It should also be noted that as part of the state school system, employment with the RSD comes with a comprehensive package of benefits that include healthcare, pension, life insurance, and others.²

Per the City’s comprehensive plan, education is one of the major employment sectors in the County’s economy, and in 2016 was the employment sector with the highest number of employees in Clark County. Further, the top employers in Ridgefield are industrial firms and public sector jobs, led by RSD (*City of Ridgefield Comprehensive Plan 2016 Update*). Therefore, the proposed amendments would fulfil the intent of Policy EC-2 by increasing the number of jobs within the City – it is anticipated that the future elementary school will employ 35 full-time employees and 20 part-time employees – and promote economic development with quality public education that would entice other development to locate in the area.

EC-5 Public Revenue Enhancement: *Promote development that encourages revenue generation for public services.*

Response: The proposed amendments would not, on their own, generate revenue for public services. However a new school facility would provide a public service (education) as well as generate public revenue from required traffic impact fees (TIFs), and system development charges (SDCs) for water and sewer service. Per the pre-application report, the City will assess traffic impact fees at time of application for a building permit. If the proposed amendments are approved, a traffic impact analysis will be completed in the future for the proposed elementary school. The analysis will evaluate the surrounding roadways and intersections, and identify impacts to the area from the single point of access and identify mitigation or additional access points to reduce congestion. RSD will be required to pay the TIF in effect at the time of building permit issuance. The pre-application report also includes SDCs for connections to water and sewer. The SDC for sewer is \$7,550 per equivalent residential unit, to be paid to CRWWD. The SDC for water is \$4,123.80 per meter equivalent size, to be paid to the City. Indirect revenue will also be generated from sales tax for purchases made within the City by the school’s 35 full-time and 20 part-time employees.

¹ Quarterly Census of Employment and Wages - Bureau of Labor Statistics, NAICS 6111 Elementary and secondary schools, All Counties in Washington. 2017 Third Quarter, All establishment sizes.

² State of Washington Office of Superintendent of Public Instruction, Organization and Financing of Washington Public Schools, March 2009, http://www.k12.wa.us/safs/PUB/ORG/09/2009OrgFin_Final%20Copy.pdf

EC-6 Employment Capacity: *Restrict zone changes or legislative approvals which lessen long-term capacity for high-wage employment unless accompanied by other changes within the same annual review cycle which would compensate for the lost capacity, or unless the proposed change would promote the long-term economic health of the city.*

Response: The changes would not lessen the capacity for high-wage employment because the existing designations (NC and GC) are primarily intended for service-related commercial uses which generally are not high-wage jobs. Changing the designation of the property to PF would provide RSD with the land necessary for the development of a new elementary school. As noted in the economic development chapter of the comprehensive plan, “the provision of quality public education enhances economic development.” The community needs a new elementary to serve its rapidly increasing population and there are no educational facilities in this area; therefore, the construction of an elementary school on the subject parcel would add an essential facility to Ridgefield’s underdeveloped east side. This school would serve a rapidly increasing population in an area that has yet to experience an influx of development. Therefore, the proposed amendments would fulfill Policy EC-6 as the proposed change will promote the City’s long-term economic health.

EC-8 Ridgefield Junction: *Implement the Junction Subarea Plan to create commercial, industrial and institutional employment opportunities that serve local and regional needs.*

Response: The proposed changes to the commercial comprehensive plan and zone designations are consistent with the Ridgefield Junction subarea plan as discussed in section 4.5.

4.4.4 Environment Policies

EN-4 Environmental coordination: *Coordinate environmental policies and programs. Explore opportunities to consolidate environmental regulations. Partner with other environmental agencies include Clark County Department of Environmental Services, Washington State Department of Ecology, Washington State Department of Fish and Wildlife, and U.S. Fish and Wildlife Service to address issues that cross jurisdictional boundaries.*

Response: Coordination with other environmental agencies will take place during the review processes (SEPA, site plan review, and others) that may be required to obtain state and federal permits for impacts to critical areas. The non-project action SEPA checklist (Attachment C) for the proposed amendments will be routed to the Washington State Department of Ecology (Ecology) and WDFW for review and comment. In addition, given the location and extent of critical areas on the subject property, it is likely that these agencies and others such as the U.S. Army Corps of Engineers will review the pertinent permit applications for critical areas impacts. The required permit applications will follow the approval of the proposed amendments.

EN-5 Habitat: *Protect riparian areas, wetlands, and other fish and wildlife habitat. Link fish and wildlife habitat areas to form contiguous networks. Support sustainable fish and wildlife populations.*

Response: RSD contracted BergerABAM to determine the potential existence and extent of critical areas within the project study area as they are defined and regulated by the City's ordinance (RMC Chapter 18.280). Based on BergerABAM's review of existing available information and site specific project reports, the project area contains three critical areas that are subject to regulation by the City's critical areas ordinance: CARAs, wetlands, and fish and wildlife habitat conservation areas (which includes streams). As noted in the preliminary critical areas assessment (Attachment F), both on-site streams are currently piped through the property.

The proposed amendments will facilitate the development of the site as a school which would have a similar or lesser land use intensity and impacts on critical areas as uses allowed in the NC and GC plan designations and existing CNB and CRB zones. Therefore, the proposed amendments are not likely to result in greater impacts to critical areas.

The presence of critical areas indicates the likely need for a critical areas permit to address the critical areas/natural resources identified within the project area and the approval criteria of the City's critical areas protection ordinance during the City's review of the site plan review application. The ordinance includes several provisions related to protecting critical areas, including requirements for buffers for wetlands and streams and for projects that propose impacts to critical areas, including mitigation and monitoring. The ordinance allows land developments and has the goal of having no net loss of functions and values in the critical areas.

Any future development and ground disturbing activities at the site will be subject to the provisions of the applicable subsections of the ordinance, specifically RDC 18.280.110 fish and wildlife habitat conservation areas, RDC 18.280.140 critical aquifer recharge areas, and RDC 18.280.150 wetlands. As no ground disturbing activity would occur as a result of approval of the proposed amendments, compliance with these provisions will be determined during site plan review and other permitting processes.

EN-7 Water quality and quantity: *Protect and enhance surface, stormwater, and groundwater quality. Ensure adequate water supplies and promote wise use and conservation of water resources.*

Response: Compliance with specific City provisions for the protection (or enhancement) of surface water, stormwater, and groundwater quality and quantity will be determined later during site plan review and other permitting processes. The proposed amendments will not result in any ground disturbing activities, and thus no immediate actions on behalf of water quality/quantity are necessary. A non-project action SEPA checklist that complies with RDC 18.810.09(A)(4) accompanies this request (Attachment C), and water quantity/quality is discussed in response to Section B.3 of the checklist.

In the future, the design and development of the school will be required to incorporate adequate stormwater management practices and erosion control mechanisms to maintain or enhance surface, storm, and groundwater quality. Future development must

also acquire a critical areas permit and submit pertinent studies (to be identified by the City once design has progressed beyond the conceptual level) as critical areas have been identified on the site. CARA compliance may require a Level 2 hydrogeologic assessment.

4.4.5 Public Facilities Policies

PF-1 Provide service: *Consider water, sewer, police, transportation, fire, schools, stormwater management, parks and trails as necessary public facilities and services. Ensure that facilities are sufficient to support planned development.*

Response: Development of a new elementary school is necessary to meet the enrollment forecast in the *Ridgefield School District No.122 Capital Facilities Plan 2015-2021*. According to the plan, the RSD can serve 1,225 elementary school students with its current facilities; however, the anticipated enrollment by the year 2021 is expected to increase to 1,828 students. Therefore, by the year 2021, it is expected that the RSD must accommodate an additional 603 elementary school students (kindergarten through 6th grade). If approved by the passage of the spring 2019 bond measure, the new elementary school on the subject site would serve most of this increased enrollment.

All utilities required to support an elementary school at the subject property will be provided, as discussed in section 3.5 (Utilities). Verification of adequate utility connections will be confirmed during site plan review, pending approval of the comprehensive plan map and zoning district amendments.

PF-3 Impact fees and system development charges: *Maintain and amend as necessary traffic, park, and school impact fees and water system development charges, to ensure that new development pays a reasonable, proportionate share of the new public infrastructure costs. Work with Clark Regional Waste Water to maintain and amend sewer system development charges.*

Response: The developer must pay the City's TIFs and SDCs before the issuance of building permits. This payment would occur after approval of the comprehensive plan and zoning changes and the subsequent site plan review of the future elementary school. The TIF will fund key transportation improvements throughout the City and help ensure the adequacy of its transportation system to support new development. The SDCs will help fund water and sewer improvements throughout the service area, ensuring adequate capacity for future growth. Although the proposed amendments on their own will not generate all of these fees, the anticipated permitting and construction of an elementary school on site will. The exact fees will be determined later during site plan review.

PF-ST-1 Stormwater management: *Manage storm water to safely collect, treat, and discharge run-off, maintain and improve water quality of receiving streams, lakes, and wetlands, protect and enhance fish and wildlife habitat, promote recreational opportunities, and enhance community aesthetics.*

Response: This application is solely for the comprehensive plan map and zoning district amendments, and no groundbreaking or development will occur as a result of this approval without further consent from the City. If the proposed changes are approved, the future elementary school will be required to demonstrate consistency with City standards, including consistency with the City's long-range stormwater management plans and programs.

PF-ED-1 Provide quality education and adequate public facilities: *Work with the RSD to develop and implement policies and regulations that support the District's mission of providing a quality public education. Provide an adequate supply of kindergarten through 12th grade public schools and facilities that keep pace with population growth to avoid overcrowding and to enhance the educational opportunities for our children.*

Response: The purpose of the proposed amendments is to permit the location of an elementary school on this site so that RSD can supply adequate school facilities to keep pace with Ridgefield's rapid population growth. According to the RSD capital facilities plan, RSD can serve 1,225 elementary school students with its current facilities; however, the enrollment is expected to increase to 1,828 students by 2021. Therefore, by then, RSD must find space for an additional 603 elementary school students (kindergarten through 6th grade). If approved by the spring 2019 bond measure, the development of a new elementary school facility on the subject site would serve most of this forecasted increase. Therefore, the proposal would meet Policy PF-ED-1 by providing increased elementary school capacity to keep pace with projected population growth and projected student enrollment, thereby avoiding overcrowding of existing school facilities.

PF-ED-3 Site selection: *Assist the Ridgefield School District in selecting appropriate sites for new school facilities, in locations that enhance neighborhoods and urban districts.*

Response: The subject property is located in an area (Ridgefield Junction) that is projected to see residential growth and development over the coming years (as evidenced by some of the new subdivisions in the area). The proposed amendments would lead to the development of an elementary school east of I-5, where there are currently no public educational facilities. The construction of an elementary school on the subject property would therefore provide an essential school facility to the underdeveloped east side of Ridgefield.

In addition, the land to the south of the subject site will be home to the future Boschma Farms campus of Clark College. It is anticipated that its first building will be constructed in 2020. Therefore, the development of the subject property with an elementary school will complement and be compatible with Clark College and the site's use as a school would be appropriate in the context of surrounding land uses.

The proposed amendments would fulfill Policy PF-ED-3 as they would allow the construction of a school facility on an appropriate site, and within a neighborhood that would otherwise be underserved without a new school facility.

4.4.6 Public Involvement

PM-1 Early and continuous public involvement: *Ensure early and continuous public involvement in the development and amendments of the Ridgefield Urban Area Comprehensive Plan, including plans adopted by reference such as subarea plans, and development regulations in the Ridgefield Development Code to implement the Plan.*

Response: The application for the proposed amendments has been submitted for review as part of the City's annual comprehensive plan amendment review process. As part of the City's required review process for a Type III application, the proposal will be discussed at a publicly noticed public hearing, to be held before the hearing examiner. In addition, the City Council must adopt or reject the proposal following the hearing examiner's recommendation at a public City Council meeting.

4.5 Ridgefield Junction Subarea Plan

The subarea plan establishes a vision for future development at the Ridgefield Junction, which includes approximately 1,400 acres of land that flanks the I-5/Pioneer Street interchange. The subarea plan provides a community-based vision for the Ridgefield Junction, and supplies guidance for the implementation of future zoning regulations, urban design, and infrastructure development. As the subject property is located within Ridgefield Junction, pertinent elements of the subarea plan have been addressed below in order to demonstrate consistency between the proposed amendments and the vision and guiding policies of the subarea plan.

4.5.1 Junction Subarea Plan Vision

The vision of the subarea plan was developed based on City priorities for the Ridgefield Junction as well as input from community members. The following statement is the result of the City's efforts to provide a vision for the Ridgefield Junction.

Ridgefield Junction is a mixed use destination that provides an attractive, distinctive gateway to Ridgefield and serves as an important employment and commerce center for the city and region. Key institutions and industrial anchors are the foundation for the Junction's vitality, and new development reinforces Ridgefield's aesthetic appeal and capitalizes on its scenic setting.

The subarea plan identifies the following six goals, which are intended to influence the subarea's physical development and design. The goals serve as comprehensive plan policies that guide City investments and other actions.

1. *Honor Ridgefield's commitment to livability, sustainability and design excellence in new development*

Response: The proposed amendments would promote the achievement of this goal by allowing the future development of an elementary school on the subject property. The construction of a new elementary school is necessary in order to support Ridgefield's rapidly growing population. The availability of adequate school facilities is a major component of a City's livability. The proposed amendments would give RSD the ability

to develop the facilities necessary to accommodate forecasted elementary school enrollment, which is currently projected to exceed the maximum capacity of existing elementary school facilities by 603 students by the year 2021. Sustainability and design excellence will be ensured when the future elementary school is reviewed against applicable City code and regulations, a requirement for obtaining site plan review approval from the City.

2. *Provide critical infrastructure and amenities for anchor tenants and key institutions*

Response: The proposed amendments would give RSD the ability to develop a new elementary school on the subject property. Educational uses are a form of infrastructure, and in this case are critical to address the anticipated deficiency in elementary school capacity, a deficiency expected to reach as many as 603 students by the year 2021. The future elementary school will be available to serve the children of residents within the RSD, employed by anchor tenants and key institutions.

3. *Develop a range of commercial centers that complements the city's historic downtown*

Response: The proposed amendments will not increase commercial capacity in the City. However, the proposed amendments and future construction of an elementary school will support this goal indirectly. Demand for new commercial development is derived from a large/increasing local consumer base. As the population of Ridgefield is growing rapidly, new commercial development is expected to be constructed to serve it. Growing populations require additional public facilities/infrastructure such as new schools to accommodate the greater service demand. Therefore, construction of a new elementary school indirectly supports the subarea's goal of developing more commercial uses that complement the City's historic downtown – as the infrastructure necessary to accommodate the City's increasing population/consumers becomes available, it in turn ensures commercial viability and longevity. This concept appears in the comprehensive plan's introductory paragraph to Section 4 – Economic Development *"The City also recognizes that the provision of quality public education enhances economic development."*

4. *Create unique gateways and districts in Ridgefield Junction that reflect community character*

Response: The subject property is not in a location that would be suitable for a gateway to the City. The proposed amendments would affect parcel 214214002, which is located in District Three of the Junction Subarea. According to the subarea plan, District Three was created to accommodate anchor institutions and supporting retail and services as the primary land uses. Future development of an elementary school in this district would be compatible with the preferred land uses that are expected to develop in the area – specifically, a satellite campus for Clark College that is slated to be constructed south of and adjacent to the subject property – and would not detract from gateway development in another, more appropriate, location. The future elementary school will enhance District 3 with an institutional land use that serves younger populations than Clark College, thereby providing greater educational services to a wider population.

5. *Promote opportunities for live/work lifestyles*

Response: According to the subarea plan, approximately 70 percent of all residents within the City are employed in either an educational or healthcare service.³ Therefore, future construction of an elementary school would provide additional employment opportunities suited to the existing workforce within the City. As additional employment opportunities become available to current City residents, the live/work lifestyle goal of the subarea plan would be satisfied by approving the proposed amendments and constructing an elementary school.

6. *Increase and diversify the City's tax base by attracting new development and greater employment*

Response: The approval of the proposed amendments would lead to the construction of an elementary school on the subject property. It is anticipated that the school will employ 35 full-time and 20 part-time staff members, which will contribute to the fulfillment of the City's employment goals. Staff members who choose to live and shop in Ridgefield will contribute positively to the City's property and sales tax base. Moreover, the future school will provide the necessary school facilities required to serve the increasing population and employment base within the City.

4.5.2 Implementation Plan

The City intends to use the specific strategies contained in the implementation strategy component of the Ridgefield Junction subarea plan to achieve the vision outlined in the subarea plan. The discussion below demonstrates the proposed amendments' consistency with pertinent implementation strategies.

Objective 2: Economic Development

Implementation Strategy 2.3: *Maintain Ridgefield Junction as the city's employment hub and leverage the area to maintain a balanced jobs to housing ratio in the city*

Response: As stated above, the future elementary school would employ 35 full-time and 20 part-time staff members – additional workers within Ridgefield's dedicated employment hub, consistent with Implementation Strategy 2.3.

Implementation Strategy 2.5: *Support major institutional users in District Three and facilitate the location of other complementary economic activities with clear synergies with institutional users*

Response: The proposed amendments would affect property (parcel 214214002) within District Three, and would lead to the construction of an elementary school, which is considered an institutional use. Institutional uses are encouraged in District 3; therefore,

³ Page 34 of the City of Ridgefield Junction Subarea Plan

the future elementary school would be compatible with the envisioned character of the District.

Objective 5: Infrastructure Planning

Implementation Strategy 5.2: *Confirm the water and sewer planned infrastructure can support the expansion.*

Response: The future elementary school would require water and sewer connections prior to occupancy of the building. The availability of on-site water and sewer will be reviewed by the City as part of the development review and permitting process; however, adequate water and sewer capacity are available to support the proposed elementary school. Water and sewer are available in the area; details pertaining to their extension to the property are still conceptual in nature. Please see section 3.5 for more details about existing and proposed utilities.

Implementation Strategy 5.3: *Confirm that the gas, communication and electrical franchise suppliers can support the expansion.*

Response: There is a 4-inch diameter natural gas line within 10th Street (adjacent to the northern boundary of the subject property) that is available for use. In addition, power and data are available via CPU-operated overhead power lines along 10th Street. These utilities are available to serve a future elementary school on the subject property.

5.0 CONCLUSION

As demonstrated by this narrative and the attached materials that together comprise the submittal package, the proposed project complies with the applicable provisions of the RDC and the *City of Ridgefield Comprehensive Plan*. Therefore, the applicant respectfully requests approvals of the proposed comprehensive plan map and zoning district amendments.

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix A
Figures**

Figure 1. Existing Zoning Designation

Legend

 Project Site

 Parcels

 Roadways

Ridgefield Zoning Designation

 Commercial Regional Business (CRB)

 Commercial Neighborhood Business (CNB)

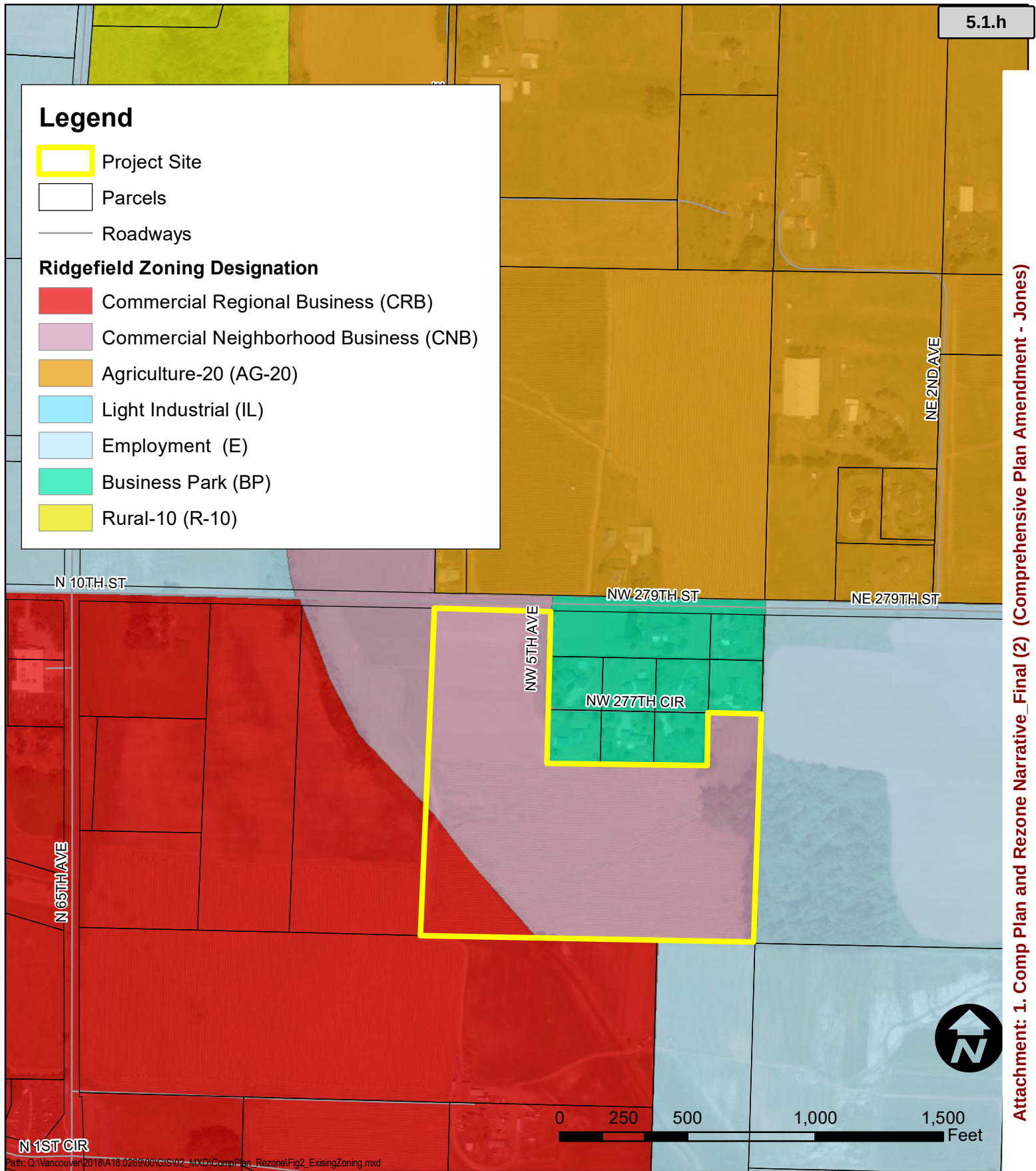
 Agriculture-20 (AG-20)

 Light Industrial (IL)

 Employment (E)

 Business Park (BP)

 Rural-10 (R-10)



APPLICANT: Ridgefield School District
ADDRESS: 2724 S Hillhurst Road
Ridgefield, WA 98642

Figure 1: Existing Ridgefield
Zoning Designation



PROJECT: Comprehensive Plan Map and
Zoning District Amendment

CITY: Ridgefield
COUNTY: Clark
STATE: WA
LATITUDE: 45°49'14.03"N
LONGITUDE: 122°40'30.80"W
DATUM: NAD_1983_StatePlane_Washington

Figure 2. Proposed Zoning Designation

Legend

 Project Site

 Parcels

 Roadways

Ridgefield Zoning Designation

 Commercial Regional Business (CRB)

 Commercial Neighborhood Business (CNB)

 Agriculture-20 (AG-20)

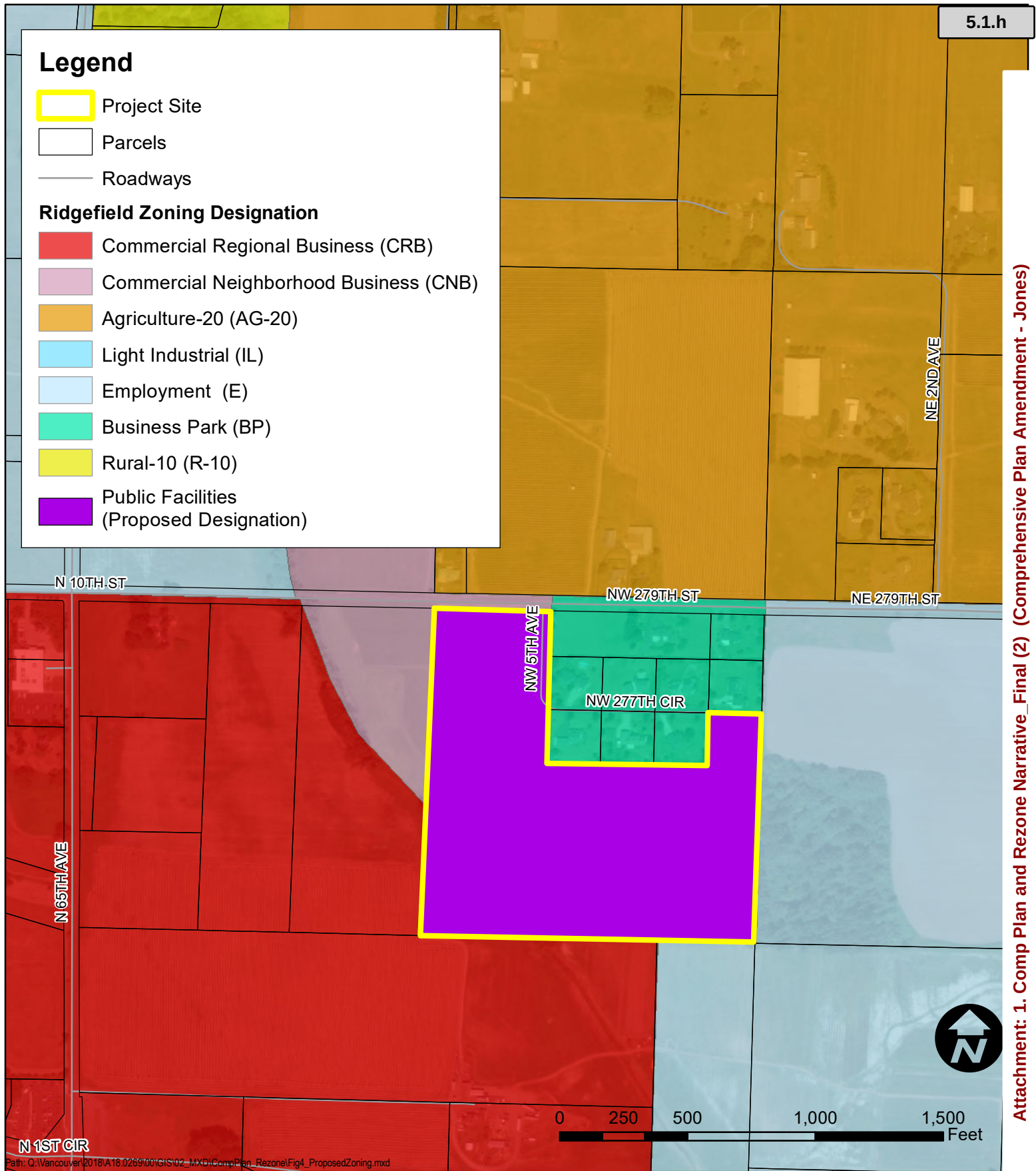
 Light Industrial (IL)

 Employment (E)

 Business Park (BP)

 Rural-10 (R-10)

 Public Facilities
(Proposed Designation)



APPLICANT: Ridgefield School District
ADDRESS: 2724 S Hillhurst Road
Ridgefield, WA 98642

JUNE 2018

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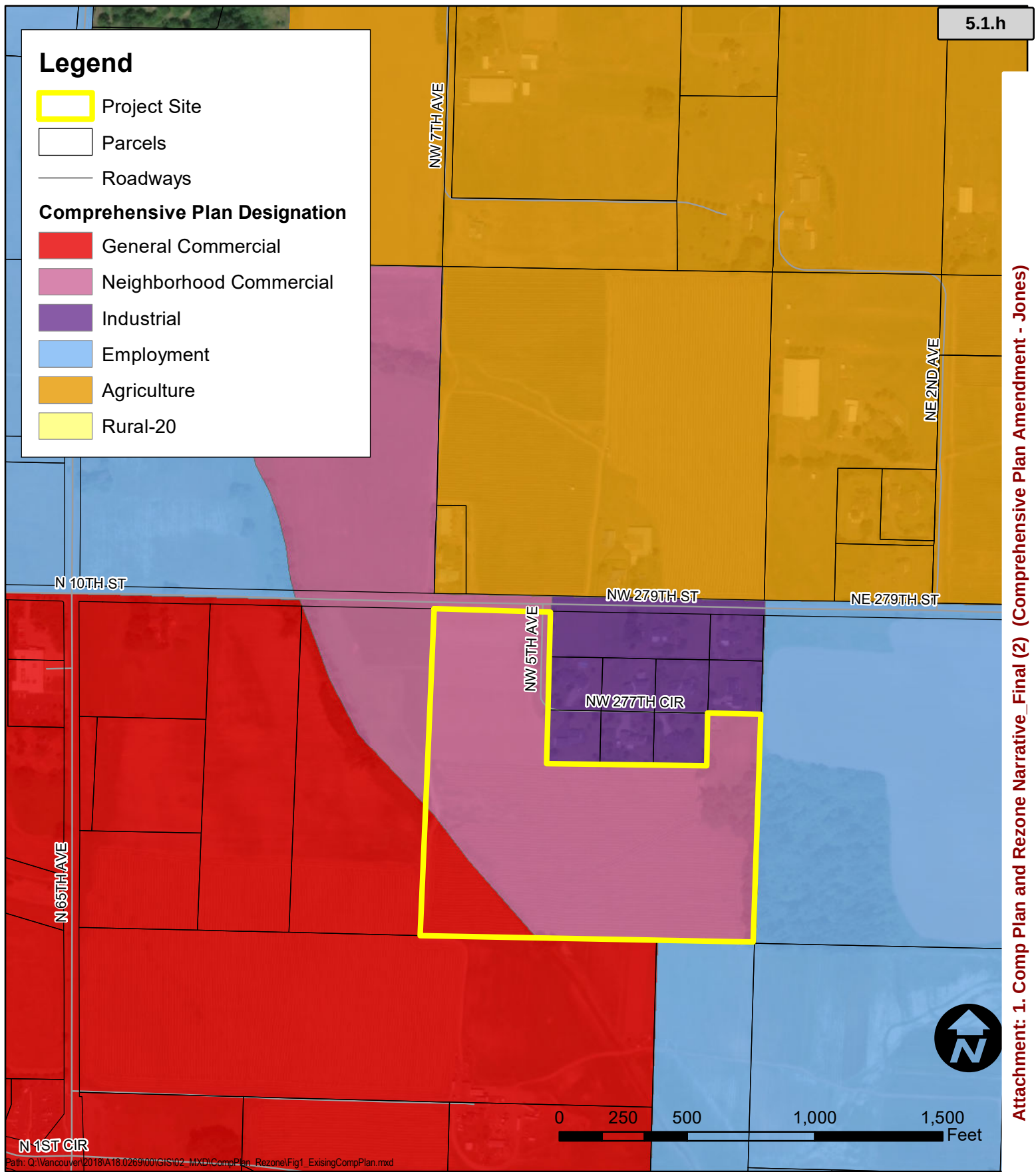
Figure 2: Proposed Ridgefield
Zoning Designation



PROJECT: Comprehensive Plan Map and
Zoning District Amendment

CITY: Ridgefield
COUNTY: Clark
STATE: WA
LATITUDE: 45°49'14.03"N
LONGITUDE: 122°40'30.80"W
DATUM: NAD_1983_StatePlane_Washington

Figure 3. Existing Comprehensive Plan Designation



APPLICANT: Ridgefield School District
 ADDRESS: 2724 S Hillhurst Road
 Ridgefield, WA 98642

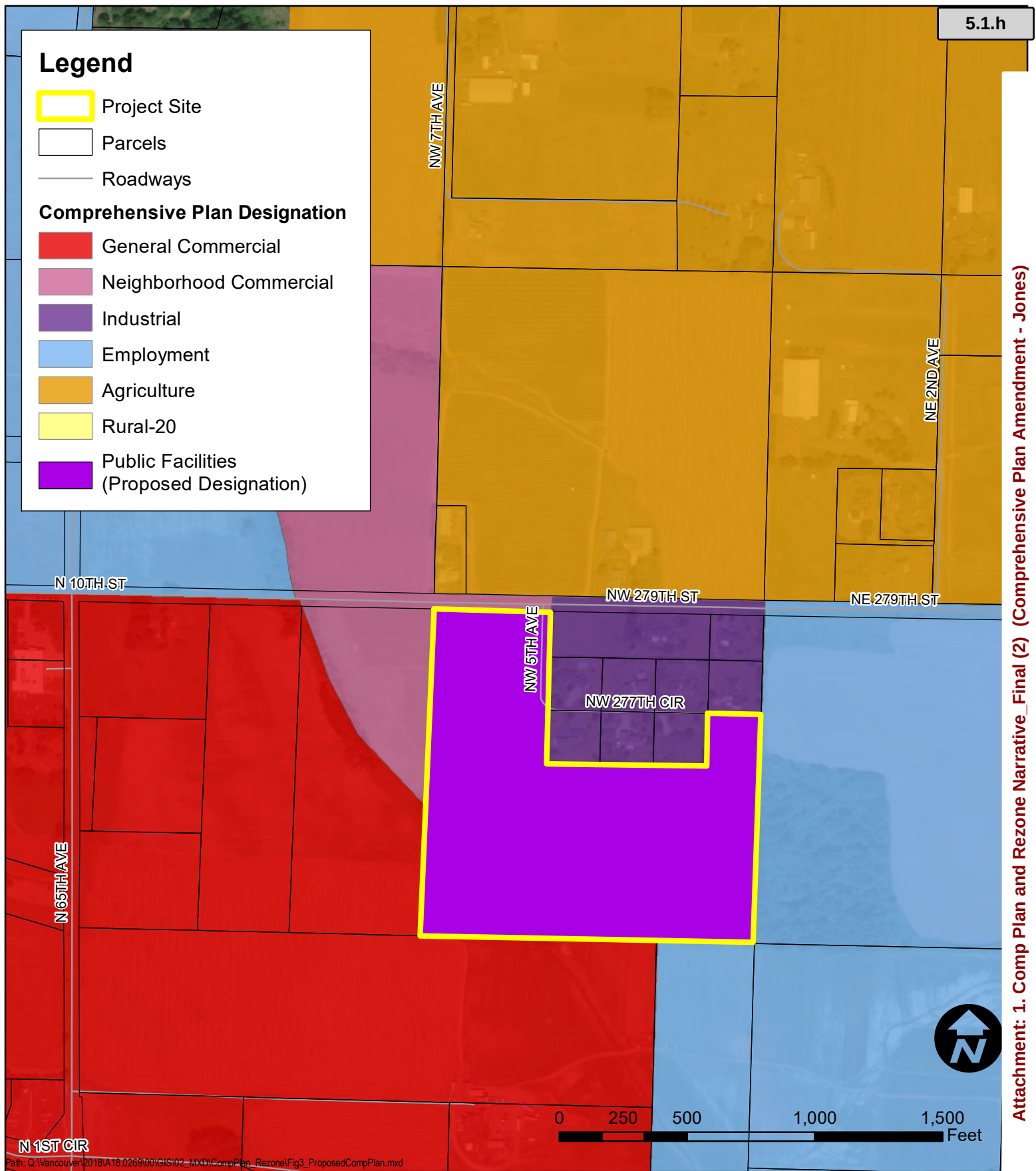
Figure 3: Existing Comprehensive Plan Designation



PROJECT: Comprehensive Plan Map and Zoning District Amendment

CITY: Ridgefield
 COUNTY: Clark
 STATE: WA
 LATITUDE: 45°49'14.03"N
 LONGITUDE: 122°40'30.80"W
 DATUM: NAD_1983_StatePlane_Washington

Figure 4. Proposed Comprehensive Plan Designation



Attachment: 1. Comp Plan and Rezone Narrative_Final (2) (Comprehensive Plan Amendment - Jones)

Path: Q:\Vancouver\2018\A18.0269\00\GIS\02_MXD\CompPlan_Rezone\Fig3_ProposedCompPlan.mxd

APPLICANT: Ridgefield School District
ADDRESS: 2724 S Hillhurst Road
Ridgefield, WA 98642

JUNE 2018

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Figure 4: Proposed Comprehensive Plan Designation



PROJECT: Comprehensive Plan Map and Zoning District Amendment

CITY: Ridgefield
COUNTY: Clark
STATE: WA
LATITUDE: 45°49'14.03"N
LONGITUDE: 122°40'30.80"W
DATUM: NAD_1983_StatePlane_Washington

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Path: Q:\Vancouver\2018\A18.0269\00\GIS\02_MXD\CompPlan_Rezone\Fig3_ProposedCompPlan.mxd

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix B
Transportation Impact Letter**

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix C
Non-Project Action SEPA Checklist**

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix D
Application Forms**

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix E
Property Survey and Legal Description**

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix F
Preliminary Critical Areas Assessment**

**New Elementary School Type III Review Narrative
Comprehensive Plan Amendment and Zone Changes**

**Appendix G
Mailing Labels**

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM:

AGENDA ITEM TITLE: An Ordinance Superseding Ordinance No. 1203 Amending the Ridgefield Urban Area Comprehensive Plan Including the Comprehensive Plan Map and Zoning Map

PREVIOUS COUNCIL ACTION TAKEN:

City Council approved Ordinance 1203 adopting the Ridgefield Urban Area Comprehensive Growth Management Plan on February 25, 2016. A public hearing and first reading of this item was conducted on October 11, 2018.

SUMMARY/BACKGROUND:

The city, in consultation with the property owners, are proposing a Comprehensive Plan Amendment and associated zone change for APN 213968-000, 213969-000, 213970-000, and 214071-000 in order to correct a split zoning issue. The applicant requests to change the Comprehensive Plan designation from General Commercial (GC) and Employment (EM) to General Commercial (GC) for the entirety of the site, and the zoning designation for Commercial Community Business (CCB) and Employment (E) to Commercial Community Business (CCB) for the entirety of the site. The purpose of the change is to permit siting of a new comprehensive commercial development on the subject property. In addition, a portion of the site, phase 4 on the attached conceptual site plan, is proposed for application of the Ridgefield Mixed Use Overlay.

The site is 35.34 acres and is located at the southeast corner of Pioneer Street and S. 45th Avenue (Royle Road) within the 45th and Pioneer sub-area adopted as part of the Comprehensive Growth Management Plan.

The Planning Commission considered this request at a duly noticed public hearing on October 3, 2018 and recommended approval of the proposal as presented by a 6-0 vote.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

None. Motion to be made with the final Comprehensive Plan Amendment on the agenda.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Discovery_Ridge_Staff_Rpt_CC_11_15_18 (DOCX)
Aerial_Discovery Ridge (PDF)
Zoning_Discovery Ridge (PDF)
Comp_Plan Discovery Ridge (PDF)

Env_Discovery Ridge (PDF)
Discovery Ridge Overall Site Plan VBJ (PDF)

ORDINANCE NO. 1274**AN ORDINANCE SUPERSEDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN MAP AND ZONING MAP**

WHEREAS, the City of Ridgefield is located within Clark County, Washington, which is required to complete land use planning under the Revised Code of Washington Chapter 36.70A, Growth Management Act; and,

WHEREAS, the Ridgefield City Council approved the current revision to the Ridgefield Urban Area Comprehensive Plan via adoption of Ordinance No. 1203 during a regularly scheduled meeting held on February 25, 2016; and

WHEREAS, the City of Ridgefield shall provide sufficient residential and non-residential lands to accommodate a forecasted 2035 population of 26,356 persons and 8,708 jobs based on a coordinated Clark County population forecast, adopted in Clark County Community Planning Issue Paper 4.2; and

WHEREAS, the City of Ridgefield reviewed its future vision, planning policies and map designations to accommodate projected population and jobs and developed Volume 1 of the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and the Zoning Map; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed amendments to the Ridgefield Urban Area Comprehensive Plan on October 3, 2018 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendments to the Ridgefield Urban Area Comprehensive Plan; and,

WHEREAS, the Ridgefield City Council conducted two public hearings on the proposed amendments to the Ridgefield Urban Area Comprehensive Plan on October 11 and November 1, 2018 during which specific time was given for the public to give verbal and written input on the proposed amendments to the Comprehensive Plan; and,

WHEREAS, the City of Ridgefield reviewed its needs for capital facilities including water, sanitary sewer, general facilities, parks, transportation and schools during the 2016-2035 planning period as required by RCW 36.70A.070(3) and developed the Ridgefield Capital Facilities Plan with elements for each type of facility; and

WHEREAS, consistent with WAC 197-11-340(2), on January 13, 2016 the City of Ridgefield issued a Determination of Non-significance (DNS, PROJ-18-0002 and 0003 and 0004) regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and Zoning Map, and the Ridgefield Capital Facilities Plan; and,

WHEREAS, the public comment period expired for PROJ-18-0002 and 0003 and 0004 on October 4, 2018 and the City did not receive any comments regarding the DNS; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on August 27, 2018 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the Ridgefield Urban Area Comprehensive Plan 2018 amendments during a regularly scheduled meeting held on November 15, 2018; and,

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Ridgefield Urban Area Comprehensive Plan 2018 Amendments. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan attached hereto as Exhibit “A” superseding all previously adopted Comprehensive Plans.

Section 3. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan Map. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan Map attached hereto as Exhibit “B” superseding all previously adopted Comprehensive Plan Maps.

Section 4. Adoption of the Updated Ridgefield Zoning Map. The City Council finds that the updated Ridgefield Zoning Map is consistent with the updated Ridgefield Comprehensive Plan Map and hereby adopts the updated Ridgefield Zoning Map, attached hereto as Exhibit “C” superseding all previously adopted Zoning Maps.

Section 5. Adoption of the Ridgefield Capital Facilities Plan. The City Council finds that the updated Ridgefield Capital Facilities Plan is sufficient to provide necessary facilities to serve growth forecast in the Ridgefield Urban Area Comprehensive Plan and hereby adopts the updated Ridgefield Capital Facilities Plan, attached hereto as Exhibit “D” superseding all previously adopted Capital Facilities Plans.

Section 6. 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 7. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 8. 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 9. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 10. Effective Date. This ordinance shall be in full force and effect as of January 1, 2019.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15TH DAY OF NOVEMBER, 2018.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: October 11 and November 1, 2018
Second reading/Passage: November 15, 2018
Date of Publication: _____
Effective Date: January 1, 2019

OVERVIEW

The city, in consultation with the property owners, are proposing a Comprehensive Plan Amendment and associated zone change for APN 213968-000, 213969-000, 213970-000, and 214071-000 in order to correct a split zoning issue. The applicant requests to change the Comprehensive Plan designation from General Commercial (GC) and Employment (EM) to General Commercial (GC) for the entirety of the site, and the zoning designation for Commercial Community Business (CCB) and Employment (E) to Commercial Community Business (CCB) for the entirety of the site. The purpose of the change is to permit siting of a new comprehensive commercial development on the subject property. In addition, a portion of the site, phase 4 on the attached conceptual site plan, is proposed for application of the Ridgefield Mixed Use Overlay.

The site is 35.34 acres and is located at the southeast corner of Pioneer Street and S. 45th Avenue (Royle Road) within the 45th and Pioneer sub-area adopted as part of the Comprehensive Growth Management Plan.

The Planning Commission considered this request at a duly noticed public hearing on October 3, 2018 and recommended approval of the proposal as presented by a 6-0 vote.

REVIEW PROCESS

Consistent with RCW 36.70A adopted Comprehensive Plans may only be modified once per calendar year. This request shall be considered with two additional proposed changes to the Comprehensive Plan, and if approved by City Council, will become effective January 1, 2019.

Department of Commerce 60 day notice issued August 24, 2018; and

SEPA Threshold Determination issued September 13, 2018; and

Planning Commission Public Hearing scheduled October 3, 2018; and

City Council Public Hearing scheduled October 11, 2018; and

City Council second reading November 15, 2018; and

Effective date, if approved, January 1, 2019.

EXISTING CONDITIONS

Immediately north and west of the subject property are undeveloped parcels designated for commercial uses. The commercial parcels to the west, across S. 45th Ave., have an approved Master Plan that envisions a Mixed Use development which is under partial construction. To the northwest of the subject parcels is an existing residential subdivision, Pioneer Canyon, that is fully developed. Parcels to the east are underdeveloped and zoned for employment uses. Parcels to the immediate south are zoned for commercial and employment uses. Wetlands, Streams, and Habitat areas exist on the eastern edge of the subject site.

TYPE IV PROCEDURE (RDC 18.310.090)

18.310.090 - Type IV procedure—Legislative decision.

- A. A Type IV procedure requires one or more hearings before the planning commission and one or more hearings before the city council.

Findings: A Public Hearing is scheduled with the Planning Commission on October 3, 2018 and scheduled with the City Council on October 11, 2018. Additionally, a second reading of the adopting ordinance is scheduled with the City Council on October 25, 2018.

- B. At least fourteen days before the date of the first planning commission hearing for an application subject to Type IV review, the planning director shall:
 - 1. Prepare a notice that includes the following information:
 - a. The case file number(s),
 - b. A description and map of the area that will be affected by the application if approved reasonably sufficient to inform the reader of its location,
 - c. A summary of the proposed application(s),
 - d. The place, days and times where information about the application may be examined and the name and telephone number of the city representative to contact about the application,
 - e. A statement that the notice is intended to inform potentially interested parties about the hearing and to invite interested parties to appear orally or by written statement at the hearing,
 - f. Which review body will conduct the hearing, the date, time and place of the hearing, and a statement that the hearing will be conducted in accordance with the rules of procedure adopted by the review body,
 - g. A statement that a staff report will be available for inspection at the city hall at no cost at least seven days before the hearing, and copies will be provided at reasonable cost,
 - h. A general explanation of the requirements for submission of testimony and the procedure for the conduct of hearings;
 - 2. Post on the city website and publish in a newspaper of general circulation a summary of the notice, including the date, time and place of the hearing and a summary of the subject of the Type IV process; and
 - 3. Provide other notice deemed appropriate and necessary by the planning director based on the subject of the Type IV process.

Findings: Public Hearing notices for both the Planning Commission and City Council public hearings were published in the Columbian Newspaper on September 17, 2018. The notice included all of the information required above.

- C. At least seven days before the date of the first hearing for an application subject to Type IV review, the planning director shall issue a written staff report and recommendation regarding the application(s), shall make available to the public an electronic and paper copy of the staff report for review and inspection, and provide a copy staff report and recommendation to the review body. The city clerk shall mail or provide a copy of the staff report at reasonable charge to other parties who request it.

Findings: Finalized staff reports and associated exhibits shall be available to the public by 8am on September 26, 2018 for the Planning Commission Public Hearing, and by 8am on October 4, 2018 for the City Council Public Hearing.

- D. Public hearings shall be conducted in accordance with the rules of procedure adopted by the planning commission or city council, except to the extent waived by the review body. A public hearing shall be recorded on audio or audio/visual tape.

Findings: Public Hearings with both the Planning Commission and City Council shall be conducted according to appropriate procedure.

- E. At the conclusion of a planning commission hearing on a Type IV application, the planning commission shall announce one of the following actions, neither of which may be appealed:
1. That the hearing is continued. If the hearing is continued to a place, date and time certain, then additional notice of the continued hearing is not required to be mailed, published or posted. If the hearing is not continued to a place, date and time certain, then notice of the continued hearing shall be given as though it was the initial hearing before the planning commission; or
 2. That the planning commission recommends against or in favor of approval of the application(s) with or without certain changes, together with a brief summary of the basis for the recommendation.

Findings: It is anticipated that the Planning Commission will make a recommendation to the City Council for approval, approval with changes, or denial at the conclusion of the public hearing scheduled for October 3, 2018.

- F. Within ninety days of receipt of the report from the planning commission, the council shall conduct a public hearing. At least fourteen days before the date of the first city council hearing for an application subject to Type IV review, the planning director shall:
1. Prepare a notice that includes the information listed in subsection (B)(1) of this section except the notice shall be modified as needed:
 - a. To reflect any changes made in the application(s) during the planning commission review,
 - b. To reflect that the city council will conduct the hearing and the place, date and time of the council hearing, and
 - c. To state that the planning commission recommendation, and staff report, is available for inspection at city hall at no cost, and copies will be provided at reasonable cost;
 2. Mail a copy of that notice to the parties identified in subsection (B)(2) of this section and to parties who request it in writing;
 3. Post on the city website and publish in a newspaper of general circulation a summary of the notice, including the date, time and place of the hearing and a summary of the subject of the Type IV process; and
 4. Provide other notice deemed appropriate and necessary by the planning director based on the subject of the Type IV process.

Findings: Notice of the City Council Public Hearing on this matter was published in the Columbian newspaper on September 17, 2018. The staff report will incorporate any changes made by the Planning

Commission and shall include the Planning Commission recommendation. The City Council staff report shall be available to the public at 8am on October 4, 2018. This requirement is met.

AMENDMENT PROCESS (RDC 18.320.020)

- A. The city shall consider amendments to the RUACP no more frequently than once every year. All proposals shall be considered by the city council concurrently so the cumulative effect of various proposals can be ascertained. (RCW 36.70A.130.2.)
- B. The city shall coordinate the timing of its annual review process so as to be consistent with county plan amendment procedures.

Findings: This proposed Comprehensive Plan Amendment is scheduled to be considered concurrently with other proposals. The timing is consistent with Clark County Comprehensive Plan amendment consideration.

- C. To be considered during the annual amendment review process, an applicant must file a petition no later than July 1 for the petition to be considered during that calendar year.
 - 1. The planning director shall find a petition to be technically complete pursuant to Section 18.320.050 before it shall be submitted to the city council.
 - a. The planning director shall decide whether the petition is technically complete within seven days from receipt of the application.
 - b. The planning director shall return a petition he or she finds to be technically not complete.
 - c. An applicant shall have seven days from the date of the planning director's decision as to technical completeness to amend and resubmit the petition.
 - d. The planning director shall decide whether the amended petition is technically complete no later than seven days from the date the applicant submits a petition.
 - 2. The planning director shall submit technically complete petitions to the appropriate review authority for review during that calendar year.
 - a. The review authority shall consider such petitions at the immediately following regularly scheduled meeting of that review body.
 - b. The review authority shall conduct a minimum of one public hearing for all technically complete petitions.

Findings: The application for an amendment was added to the list of amendments for consideration prior to July 1, 2018. There is sufficient background information to consider the request in light of all proposed amendments in 2018. This requirement is met.

- 3. The review authority shall issue a final decision on each petition for plan or code amendment within the same calendar year in which the petition was submitted.

Findings: All amendments shall be considered this calendar year, and a decision made in 2018. If approved this amendment shall be effective January 1, 2019. This requirement is met.

AMENDMENTS CONSIDERED (RDC 18.320.030)

Amendments to the RUACP may occur under the following situations:

- A. Plan Designation and Zoning District Map Amendments.
 - 1. Zoning district map amendments must be consistent with RUACP designations, except where the existing zoning is inconsistent with the RUACP plan designation.
 - 2. Zoning district map amendments must be accompanied by a corresponding plan designation amendment.
- B. Annexation. As the city annexes land, it may be necessary for the city to apply zoning districts and overlay districts to ensure compliance with the RUACP. In such cases, the city shall apply zoning at the time of annexation.

Findings: Annexation is not applicable to this request, the site of the proposed amendment exists within city jurisdiction. The city has requested a Comprehensive Plan and Zoning Map amendment to correct a split zoning issue. This requirement is met.

APPLICATION PROCEDURES (RDC 18.320.040)

The planning director, city council or planning commission, or petition of the property owner may initiate a petition to amend the RUACP.

- A. The city may consider a proposed amendment with general application only as part of the city's annual review process.
- B. The city shall use a Type IV procedure when a proposed amendment affects a specific property, or small group of properties.
 - 1. For site specific amendments property owners within 300 feet shall receive a public hearing notice, and the property shall be posted with the relevant hearing information in at least three (3) conspicuous places on the subject site.
- C. The planning director shall determine, under Type I review, whether a proposed amendment to a zoning district requires an amendment to the RUACP map.
- D. An applicant shall use the forms provided by the city, and the petition shall include a site plan drawn to scale showing the property involved and adjacent land. The written petition and site plan must address relevant approval criteria with sufficient detail for the hearing examiners planning commission or council to determine compliance.
- E. Amendments initiated by private parties are subject to the adopted master fee schedule.

Findings: This proposed amendment is being considered as part of the annual review process, and does require an amendment to the Comprehensive Plan and zoning map.

APPROVAL CRITERIA (RDC 18.320.050)

The burden of proof shall be on the applicant to fully satisfy the following criteria prior to approval of an amendment to RUACP or its components:

- A. Zoning district map amendments shall be consistent with the RUACP map. Where the proposed amendment is not consistent with the RUACP map, the petitioner shall also file a petition to amend the RUACP map. Amendments to zoning district maps or text must be consistent with the goals and policies of the RUACP.

Findings: The city has initiated a request to amend the RUACP map. The application shall be reviewed for consistency with Comprehensive Plan policies below.

- B. Amendments to this title or to the RUACP must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP.

Findings: The application shall be reviewed for consistency with plan policies below.

- C. If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

Findings: The proposal to amend Comprehensive Plan designation and zoning controls for the subject site is due to a split zoning issue where two of the parcels under consideration have two distinct zoning regulations applied. To correct this issue and to permit the development of a cohesive development with a single regulatory structure the amendment is proposed. Any amendments to Capital Facilities Plans are for mitigation purposes, and are part of the Transportation Capital Facilities Plan included in the 2018 package of reviews.

- D. The city shall not approve any amendment petition which is contrary to state or federal law.

Findings: This amendment, if approved, is not contrary to state or federal law.

COMPREHENSIVE PLAN POLICIES

LAND USE

LU-2 Efficient development patterns: Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.

Findings: The site of this proposal is at the corner of Pioneer Street and S. 45th Avenue which are two of the major transportation facilities in the city. A commercial development sited at the intersection of two major transportation facilities satisfies policy LU-2. Further, portions of the site are currently designated for commercial purposes, and correction of the split zone will allow a more cohesive development pattern near major transportation facilities.

LU-4 Compatible uses: Facilitate development that minimizes adverse impacts to adjacent areas.

Findings: The location of the proposed amendment minimizes adverse impacts to adjacent areas because it will concentrate more intense commercial development near public transportation facilities planned to accommodate additional users.

LU-5 Complementary uses: Locate complementary land uses near to one another to maximize opportunities for people to work or shop or play nearer to where they live.

Findings: Siting commercial development at the intersection of major transportation facilities, rather than designing “strip type” development patterns, allows for residential and commercial uses to be located in proximity and to reduce distance traveled to access commercial opportunities.

LU-9 Human-scale and accessible development: Require commercial development that is human-scale and encourages interaction. Elements of human scale include pedestrian access, street front commercial activity, low to mid-range building elevation, and architectural variety at the street level.

LU-10 Commercial development: Provide incentives and establish regulations that facilitate a range of commercial uses in downtown, the Lake River waterfront, along the Pioneer Street corridor, at the Interstate 5 interchange, and in limited neighborhood settings. Encourage a range of commercial services that meet the needs of residents in the city and across the region. Regulate development to ensure the appropriate mix of uses and scale of development in each distinct commercial area based on surrounding land uses, development potential, and existing scale of development.

Findings: If approved, any development occurring on this site will be subject to commercial design standards which prioritizes human scale development, pedestrian access, and architectural variety at the street level. Additionally, locating a significant commercial development at the intersection of two major transportation facilities, Pioneer and S. 45th Avenue, encourages locating an appropriate mix of commercial opportunities at a location the majority of citizens pass by frequently.

ECONOMIC DEVELOPMENT

EC-2 Local job creation: Support businesses to create jobs at a ratio of one job per household ratio by providing adequate land capacity and developing an efficient regulatory environment, including development review. Prioritize creation of family wage jobs, including employment in employment sectors with higher than average median wages. Pursue employers in sectors that currently employ many Ridgefield residents outside the city in order to increase the number of people who both live and work in Ridgefield.

EC-4 Community retail: Promote development of service-oriented businesses to serve residents and reduce the needs to travel out of the community.

EC-5 Public revenue enhancement: Promote development that encourages revenue generation for public services.

EC-6 Employment capacity: Restrict zone changes or legislative approvals which lessen long-term capacity for high-wage employment unless accompanied by other changes within the same annual review cycle which would compensate for the lost capacity, or unless the proposed change would promote the long-term economic health of the city.

EC-7 Support emerging businesses: Attract and retain small- to mid-sized businesses with high growth potential.

Findings: Approval of a cohesive commercial development in this location is key to further attraction of employers that provide family wage jobs to the community and satisfies policies EC-2, 4, 5, 6 and 7. During site selection many employers seek locations that are close to amenities their employees need

during the workday including pharmacies, grocery stores, and other similar uses. Permitting commercial development at this location will provide those employers with services their employees need close by to areas of major employment directly east of the subject site. Additionally, development of cohesive commercial opportunities will serve as a catalyst advancing other commercial development near the newly created node.

EC-9 45th & Pioneer: Implement the 45th & Pioneer Subarea Plan to create commercial, office and industrial employment opportunities.

Findings: The 45th and Pioneer sub-area plan identified the subject area for commercial opportunities. Approval of this amendment would permit the development of a cohesive commercial node at the intersection of two major transportation facilities, and help implement the vision of the 45th and Pioneer sub-area planning effort.

TRANSPORTATION

TR-6 Transportation system efficiency: Invest in and improve efficiency of the transportation system with multimodal design, advanced traffic management and operations technologies, demand management strategies and transit service.

Findings: As part of the development of a cohesive commercial development at the subject site additional lanes will be added to the round-a-bout control at 45th and Pioneer, and a new round-a-bout will be added on S. 45th Avenue providing the main entrance to the site, utilizing advanced traffic management techniques. Further, a planned trail segment runs through the eastern third of the site and will be incorporated as part of site design.

45th and Pioneer sub-area plan

Providing mixed use overlays at locations that could potentially involve a mix of either residential or community business use responsive to market opportunities. (sub-area plan, pg. 17)

Findings: The proposed application of the Ridgefield Mixed Use Overlay (RMUO) to phase 4 of the attached conceptual site plan is responsive to business opportunities. The RMUO is an optional regulation which means the site could be developed under the base commercial zone, or could be developed as a horizontal mixed use development depending on market opportunities.

In smaller communities as well as major cities, creating opportunities for a mix of residential and commercial uses is increasingly pivotal for attracting millennials as starter families plus baby boomers look to downsize. Horizontal (or side-by-side) mixed use offers the prospect for improved market absorption and site utilization. (sub-area plan, pg. 10)

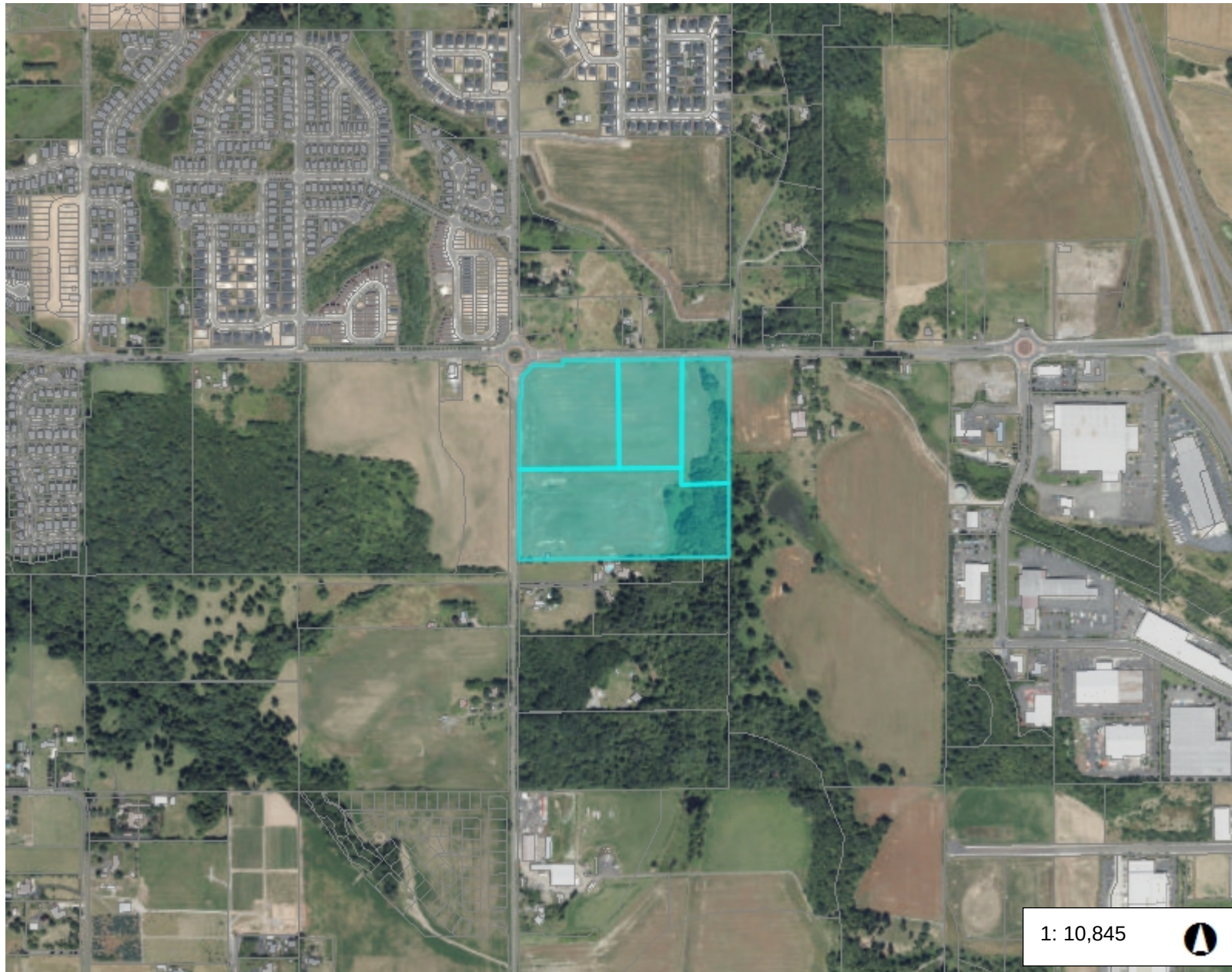
Findings: Identifying the applying the optional Ridgefield Mixed Use Overlay to specific portions of a development will become increasingly important as the city attempts to create vibrant nodes of development.

CONCLUSION:

Staff recommends approval of the proposed Comprehensive Plan amendment when considering the analysis provided above.



Aerial photo_Discovery Ridge



1: 10,845

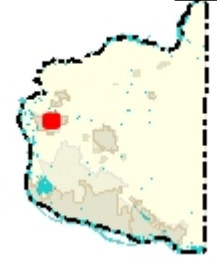


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Clark County, WA. GIS - <http://gis.clark.wa.gov>

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5.2.b



Legend

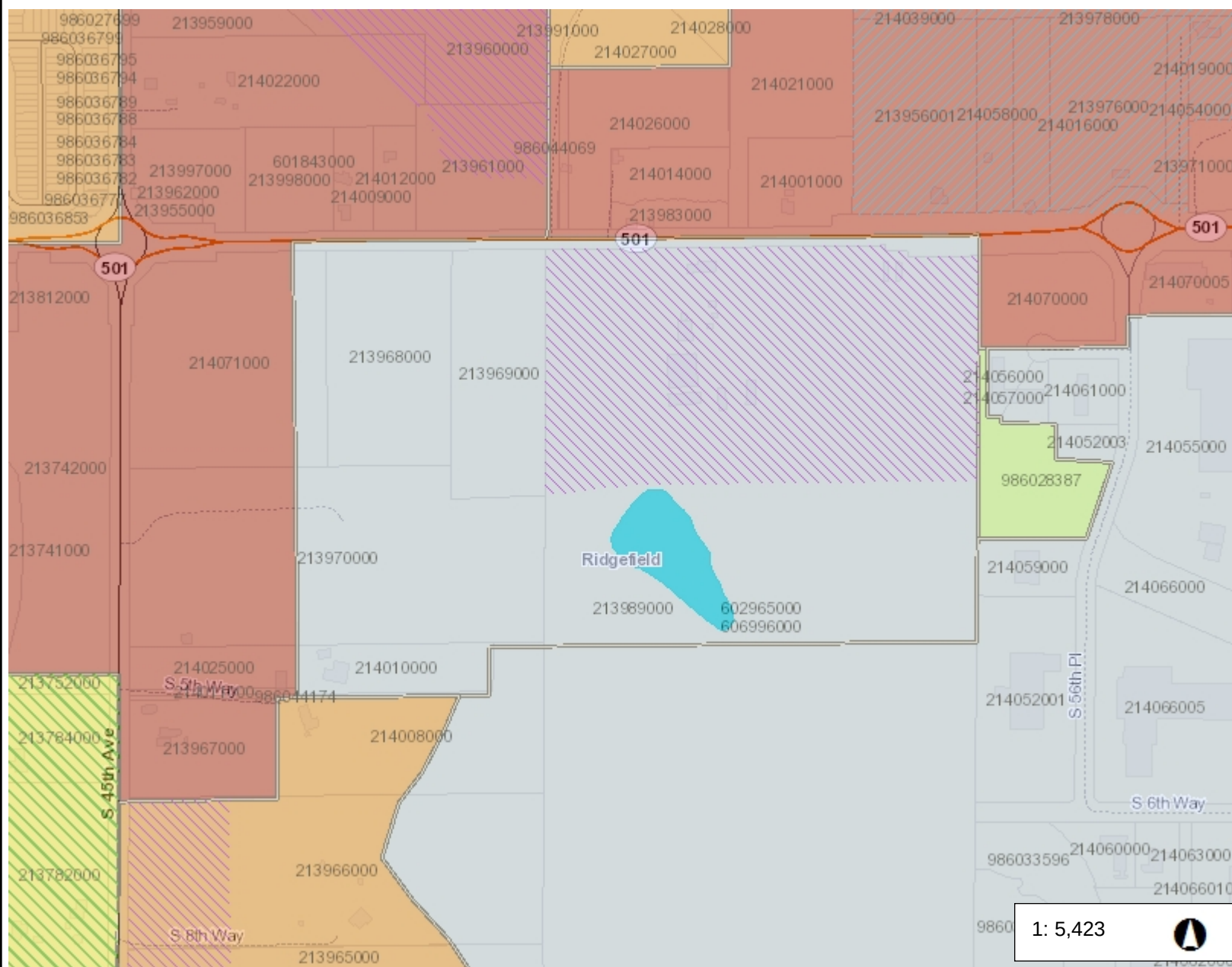
- Building Footprints
- Taxlots
- Cities Boundaries
- Urban Growth Boundaries

Notes:

Attachment: Aerial_Discovery Ridge (Comprehensive Plan Amendment - Discovery Ridge)



Discovery Ridge zoning



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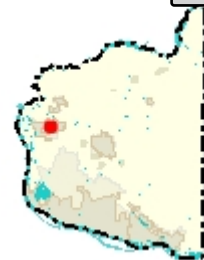
Legend

Zoning Overlay

- Urban Reserve - 10 (UR-10)
- Urban Reserve - 20 (UR-20)
- Urban Holding - 10 (UH-10)
- Urban Holding - 20 (UH-20)
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Railroad Industrial Overlay District
- Rural Industrial Land Bank Overlay
- Airport Environs Overlay
- Surface Mining Overlay District
- Rural Center Mixed Use
- Existing Historic Resort
- Mill Creek Overlay District
- Highway 99 Overlay District
- Activity Center Overlay
- Transitional Area Overlay
- Single Family Residential Area Overlay
- Mixed Residential Area Overlay
- Multifamily Residential Area Overlay
- 78th Street Property
- Columbia River Gorge Scenic Area
- Vancouver - Multiple Overlays
- Sewer Capacity Overlay

Notes:

5.2.c

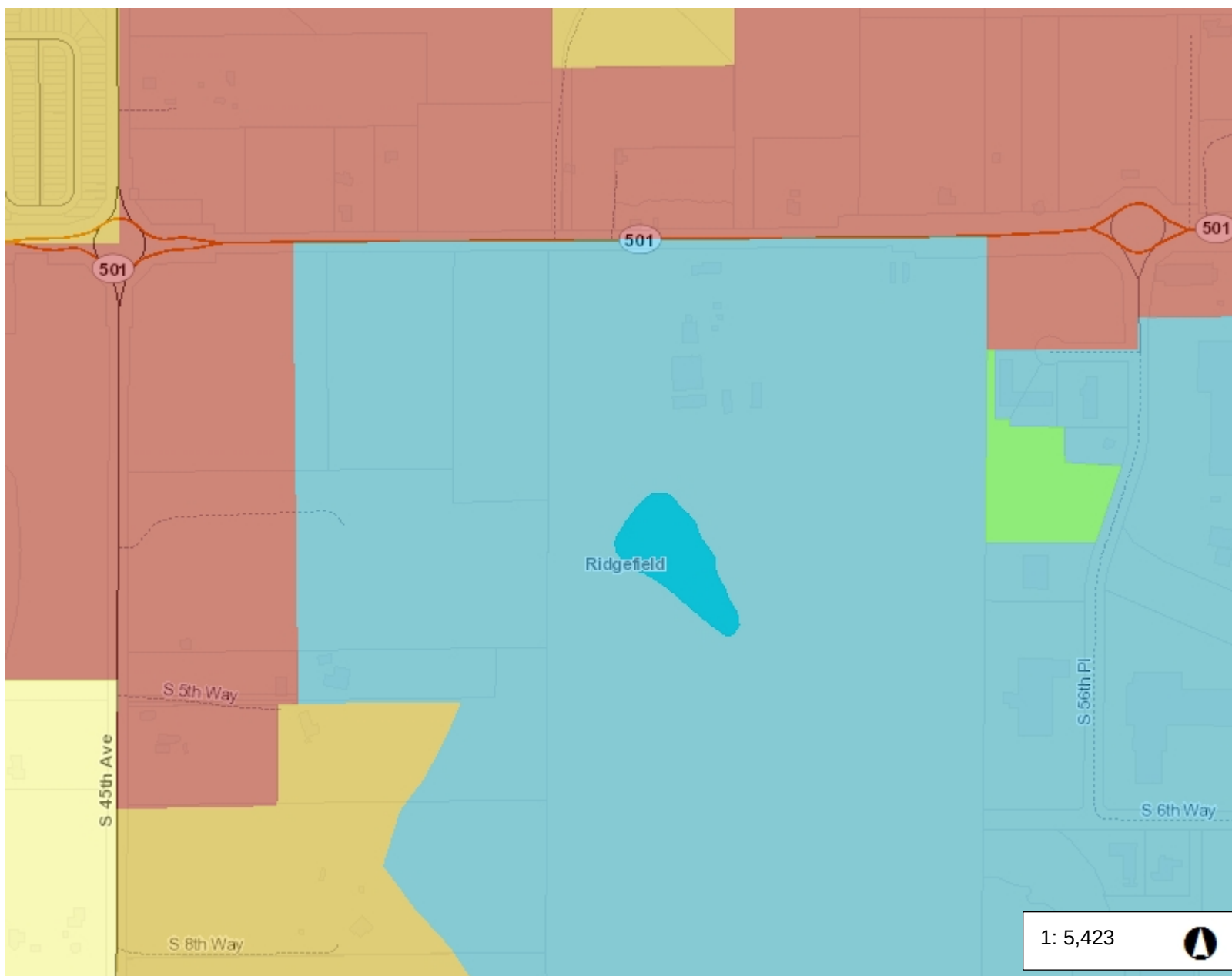


Attachment: Zoning_Discovery Ridge (Comprehensive Plan Amendment - Discovery Ridge)



Discovery Ridge Comprehensive Plan

5.2.d



Legend

Comprehensive Plan

- Urban Low Density Residential
- Urban Medium Density Residential
- Urban High Density Residential
- Mixed Use
- Commercial
- Industrial
- Heavy Industrial
- Public Facility
- Bonneville Power Administration
- Mixed use - Residential
- Mixed use - Employment
- Downtown
- Neighborhood Commercial
- Community Commercial
- General Commercial
- Regional Center
- Employment
- Employment Campus
- Light Industrial
- Single-Family_Low
- Single-Family_Medium
- Single-Family_High
- Multi-Family_Low

Notes:

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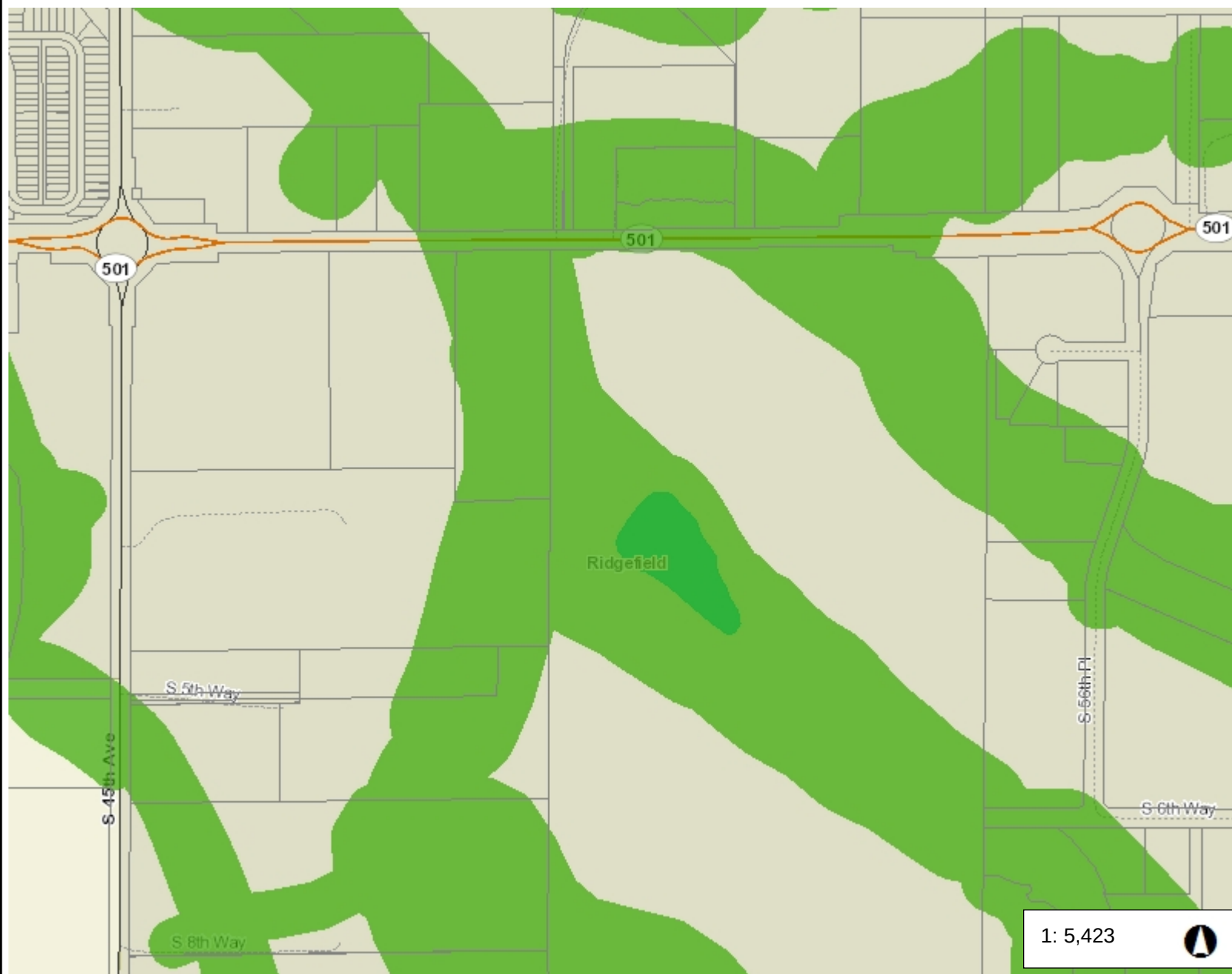
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Attachment: Comp_Plan Discovery Ridge (Comprehensive Plan Amendment - Discovery Ridge)



Env_Discovery Ridge



Legend

- Taxlots
- Environmental Constraints Area
- Cities Boundaries
- Urban Growth Boundaries

Notes:

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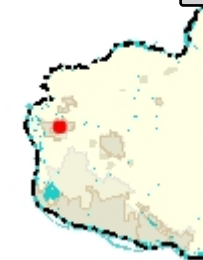
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5.2.e





PHASES 1-4 CONCEPTUAL SITE PLAN

DISCOVERY RIDGE

FDM DEVELOPMENT INC.
RIDGEFIELD, WA

EXHIBIT
J

MFA JOB #: 1416.03.03

ISSUE DATE: 2/26/2018

CHECKED:

DRAWN: C. RILEY

MAUL FOSTER ALONG I

400 EAST MILL PLAIN BLVD, SUITE 400

VANCOUVER, WA 98660

PHONE: 360.694.2691

www.maulfooster.com

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM:

AGENDA ITEM TITLE: An Ordinance Superseding Ordinance No. 1203 Amending the Ridgefield Urban Area Comprehensive Plan Including the Comprehensive Plan Map and Zoning Map

GOVERNING LEGISLATION: Revised Code of Washington Chapter 36.70A, Growth Management – Planning by Selected Counties and Cities

PREVIOUS COUNCIL ACTION TAKEN: Multiple ordinances and resolutions throughout the years; most recently Ordinance No. 1229 on April 13, 2017 adopting revisions to the Ridgefield Transportation Capital Facilities Plan as part of action amending the Ridgefield Urban Area Comprehensive Plan. First Reading on November 1, 2018.

SUMMARY/BACKGROUND: The City of Ridgefield’s Capital Facilities Plan (CFP) is used by the City to plan the future roadway network, establish requirements for developments and to plan, design, and fund City led transportation improvements.

The current CFP update evaluates the transportation system as a whole, reviews existing conditions with a focus on recent development activity, updates the transportation model to include completed and vested development, and identifies system expansion and transportation system needs to develop a list of projects to meet the current and future demand. Cost estimates were updated or developed for future projects and Traffic Impact Fees (TIF) were updated to meet future costs.

BUDGET/FINANCIAL IMPACTS: Changes in revenue is dependent upon the rate and type of development. The TIF proposed in the CFP update is \$751.21 per ADT for commercial developments, \$7,189.01 per single family dwelling unit, and \$4,402.04 per multifamily dwelling unit. This is an increase of \$443.30 per ADT for commercial developments, \$4,242.34 per single-family dwelling unit, and \$2,597.71 per multifamily dwelling unit.

TIFs are due at the rate in effect at the time of building permit issuance, and previously approved developments will be required to pay the updated TIF if they have not applied for individual building permits by the effective date of this ordinance.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1274 by making the following motion:

“I move to adopt Ordinance No. 1274, as presented.”

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: TIF (PDF)

ORDINANCE NO. 1274**AN ORDINANCE SUPERSEDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN MAP AND ZONING MAP**

WHEREAS, the City of Ridgefield is located within Clark County, Washington, which is required to complete land use planning under the Revised Code of Washington Chapter 36.70A, Growth Management Act; and,

WHEREAS, the Ridgefield City Council approved the current revision to the Ridgefield Urban Area Comprehensive Plan via adoption of Ordinance No. 1203 during a regularly scheduled meeting held on February 25, 2016; and

WHEREAS, the City of Ridgefield shall provide sufficient residential and non-residential lands to accommodate a forecasted 2035 population of 26,356 persons and 8,708 jobs based on a coordinated Clark County population forecast, adopted in Clark County Community Planning Issue Paper 4.2; and

WHEREAS, the City of Ridgefield reviewed its future vision, planning policies and map designations to accommodate projected population and jobs and developed Volume 1 of the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and the Zoning Map; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed amendments to the Ridgefield Urban Area Comprehensive Plan on October 3, 2018 during which specific time was given for the public to provide oral and written testimony on the amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendments to the Ridgefield Urban Area Comprehensive Plan; and,

WHEREAS, the Ridgefield City Council conducted two public hearings on the proposed amendments to the Ridgefield Urban Area Comprehensive Plan on October 11 and November 1, 2018 during which specific time was given for the public to give verbal and written input on the proposed amendments to the Comprehensive Plan; and,

WHEREAS, the City of Ridgefield reviewed its needs for capital facilities including water, sanitary sewer, general facilities, parks, transportation and schools during the 2016-2035 planning period as required by RCW 36.70A.070(3) and developed the Ridgefield Capital Facilities Plan with elements for each type of facility; and

WHEREAS, consistent with WAC 197-11-340(2), on January 13, 2016 the City of Ridgefield issued a Determination of Non-significance (DNS, PROJ-18-0002 and 0003 and 0004) regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map and Zoning Map, and the Ridgefield Capital Facilities Plan; and,

WHEREAS, the public comment period expired for PROJ-18-0002 and 0003 and 0004 on October 4, 2018 and the City did not receive any comments regarding the DNS; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on August 27, 2018 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the Ridgefield Urban Area Comprehensive Plan 2018 amendments during a regularly scheduled meeting held on November 15, 2018; and,

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Ridgefield Urban Area Comprehensive Plan 2018 Amendments. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan attached hereto as Exhibit “A” superseding all previously adopted Comprehensive Plans.

Section 3. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan Map. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan Map attached hereto as Exhibit “B” superseding all previously adopted Comprehensive Plan Maps.

Section 4. Adoption of the Updated Ridgefield Zoning Map. The City Council finds that the updated Ridgefield Zoning Map is consistent with the updated Ridgefield Comprehensive Plan Map and hereby adopts the updated Ridgefield Zoning Map, attached hereto as Exhibit “C” superseding all previously adopted Zoning Maps.

Section 5. Adoption of the Ridgefield Capital Facilities Plan. The City Council finds that the updated Ridgefield Capital Facilities Plan is sufficient to provide necessary facilities to serve growth forecast in the Ridgefield Urban Area Comprehensive Plan and hereby adopts the updated Ridgefield Capital Facilities Plan, attached hereto as Exhibit “D” superseding all previously adopted Capital Facilities Plans.

Section 6. 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 7. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 8. 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 9. Applicability. This ordinance shall be applied in the current city limits and City of Ridgefield Urban Growth Area (UGA) as adopted by the Ridgefield City Council.

Section 10. Effective Date. This ordinance shall be in full force and effect as of January 1, 2019.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15TH DAY OF NOVEMBER, 2018.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: October 11 and November 1, 2018
Second reading/Passage: November 15, 2018
Date of Publication: _____
Effective Date: January 1, 2019

Rank	New Rank	Old Rank	Project ID	Description	TIF Eligible	Total Project Cost	TIF %	TIF Share	Cumulative TIF	TIF @ level
1	1	1	32	Widen Pioneer Street (SR 501) (4 lanes)	Yes	\$2,570,000	40%	\$1,028,000	\$1,028,000	\$11.27
2	2	2	16	Widen Pioneer Street (SR 501) (4 lanes)	Yes	\$4,440,000	35%	\$1,554,000	\$2,582,000	\$27.16
3	3	3	34	Widen Pioneer Street (SR 501) (4 lanes)	Yes	\$2,570,000	40%	\$1,028,000	\$3,610,000	\$38.43
4	4	4	33	Construct 2-lane roundabout at Pioneer Street (SR 501) at 51st Avenue	Yes	\$1,490,000	60%	\$894,000	\$4,504,000	\$48.23
5	5	5	20	Widen S Royle Road to minor arterial (3 lanes)	Yes	\$3,500,000	40%	\$1,400,000	\$5,904,000	\$63.59
6	6	6	15	Upgrade Hillhurst Road to principal arterial (3 lanes)	Yes	\$10,000,000	25%	\$2,500,000	\$8,404,000	\$89.00
7	7	7	5	Widen Hillhurst Road to minor arterial (3 lanes)	Yes	\$6,330,000	40%	\$2,540,000	\$10,944,000	\$118.85
8	8	8	55	Extend Pioneer Street (SR 501) to Union Ridge Parkway (4 lanes)	Yes	\$9,000,000	30%	\$2,700,000	\$13,644,000	\$148.45
9	9	9	22	Widen Royle Road (45th Avenue) to minor arterial (3 lanes)	Yes	\$4,200,000	40%	\$1,680,000	\$15,324,000	\$166.88
10	10	10	23	Build roundabout at Royle Road (45th Avenue) and new collector south of Pioneer Street (SR 501)	Yes	\$2,250,000	40%	\$900,000	\$16,224,000	\$176.74
11	11	11	21	Build a roundabout at Royle Road (45th Avenue) and S 15th Street	Yes	\$2,250,000	40%	\$900,000	\$17,124,000	\$186.61
12	12	12	39	Build S 15th St as a minor arterial (3 lanes)	Yes	\$4,570,000	25%	\$1,142,500	\$18,266,500	\$199.14
13	13	13	24	Construct 2-lane roundabout at Pioneer Street (SR 501) at Royle Road (45th Avenue)	Yes	\$100,000	62%	\$61,728	\$18,328,228	\$199.82
14	14	14	17	Build N 10th Street as collector (2 lanes)	Yes	\$4,000,000	40%	\$1,600,000	\$19,928,228	\$217.36
15	15	15	4	Construct signal at Pioneer Street (SR 501) and Hillhurst Road (9th Avenue)	Yes	\$400,000	30%	\$120,000	\$20,048,228	\$218.68
16	16	16	14	Rebuild S 15th Street (2 lanes)	Yes	\$4,830,000	40%	\$1,932,000	\$21,980,228	\$239.86
17	17	17	52	Widen N 65th Avenue (NW 11th Avenue) to minor arterial (3 lanes)	Yes	\$3,130,000	20%	\$626,000	\$22,606,228	\$246.72
18	18	18	56	Build a signal or roundabout at Union Ridge Parkway extension and 74th Place extension	Yes	\$2,500,000	40%	\$1,000,000	\$23,606,228	\$257.69
19	19	19	13	Build/Rebuild S 35th Ave as collector (3 lanes)	Yes	\$2,420,000	40%	\$968,000	\$24,574,228	\$269.23
20	20	20	25	Widen Royle Road (45th Avenue) to minor arterial (3 lanes)	Yes	\$3,300,000	40%	\$1,320,000	\$25,904,228	\$284.71
21	21	21	65	Widen 85th Avenue to minor arterial (3 lanes)	Yes	\$4,230,000	20%	\$846,000	\$26,750,228	\$313.98
22	22	22	69	Build a signal or roundabout at Union Ridge Parkway and 85th Avenue	Yes	\$2,500,000	40%	\$1,000,000	\$27,750,228	\$324.95
23	23	23	68	Widen S 85th Avenue to minor arterial (3 lanes)	Yes	\$1,090,000	23%	\$250,700	\$27,999,928	\$327.70
24	24	24	57	Build a signal or roundabout at Union Ridge Parkway and S 5th Street	Yes	\$2,500,000	40%	\$1,000,000	\$28,999,928	\$338.66
25	25	25	11	Build new east-west collector (2 lanes)	Yes	\$4,320,000	40%	\$1,728,000	\$30,727,928	\$352.52
26	26	26	59	Extend S 10th Street as minor arterial (3 lanes)	Yes	\$2,290,000	25%	\$572,500	\$31,300,428	\$363.80
27	27	27	58	Build S 11th Street overcrossing over I-5 (3 lanes)	Yes	\$17,150,000	40%	\$6,860,000	\$38,160,428	\$439.02
28	28	28	37	Build S 51st Avenue as minor arterial (3 lanes)	Yes	\$5,150,000	40%	\$2,060,000	\$40,220,428	\$461.61
29	29	29	40	Construct roundabout at S 11th Street and S 51st Avenue extension	Yes	\$1,030,000	30%	\$309,000	\$40,529,428	\$466.99
30	30	30	35	Build second northbound lane (right turn lane) at Pioneer Street (SR 501) and 56th Avenue	Yes	\$800,000	40%	\$320,000	\$40,849,428	\$469.50
31	31	31	8	Build Pioneer Canyon Dr as collector (2 lanes)	Yes	\$4,500,000	40%	\$1,800,000	\$42,649,428	\$489.24
32	32	32	10	Rebuild S 10th Way as collector (2 lanes)	Yes	\$3,610,000	40%	\$1,444,000	\$44,093,428	\$504.07
33	33	33	9	Rebuild S 25th Place as collector (2 lanes)	Yes	\$1,020,000	40%	\$408,000	\$44,501,428	\$508.55
34	34	34	12	Extend N 35th Avenue as collector (2 lanes)	Yes	\$3,300,000	40%	\$1,320,000	\$45,821,428	\$523.02
35	35	35	27	Construct signal or roundabout at N 20th Street (NW 289th Street) and N Royle Road (45th Avenue)	Yes	\$1,030,000	30%	\$309,000	\$46,130,428	\$526.41
36	36	36	6	Replace Pioneer Street (SR 501) bridge over Gae Creek	Yes	\$3,130,000	40%	\$1,252,000	\$47,382,428	\$540.14
37	37	37	7	Widen Pioneer Street (SR 501) (2 lanes)	Yes	\$6,550,000	20%	\$1,310,000	\$48,692,428	\$554.50
38	38	38	36	Build new east-west collector roadway south of Pioneer Street (SR 501) (2 lanes)	Yes	\$4,300,000	40%	\$1,720,000	\$50,412,428	\$573.36
39	39	39	50	Build N 20th Street (NW 289th Street) overcrossing over I-5	Yes	\$12,180,000	40%	\$4,872,000	\$55,284,428	\$626.78
40	40	40	16	Build N 14th Street as a collector (2 lanes)	Yes	\$8,240,000	40%	\$3,296,000	\$58,580,428	\$662.92
41	41	41	26	Build a signal or roundabout at N 10th Street and Royle Road (45th Avenue)	Yes	\$2,250,000	40%	\$900,000	\$59,480,428	\$672.78
42	42	42	67	Build new east-west collector roadway (2 lanes)	Yes	\$4,000,000	40%	\$1,600,000	\$61,080,428	\$690.72
43	43	43	62	Build new north-south collector roadway (2 lanes)	Yes	\$4,000,000	40%	\$1,600,000	\$62,680,428	\$708.92
44	44	44	51	Widen N 20th Street (NW 289th Street) to minor arterial (3 lanes)	Yes	\$2,860,000	30%	\$858,000	\$63,538,428	\$717.23
45	45	45	41	Upgrade Carty Road to minor arterial (3 lanes)	Yes	\$15,270,000	20%	\$3,054,000	\$66,592,428	\$751.21
46	46	46	1	Extend Pioneer Street (SR 501) to Port of Ridgefield as minor arterial (3 lanes)	No	\$14,660,000	0%	\$0	\$66,592,428	\$751.21
47	47	47	2	Upgrade Main Avenue to minor arterial (3 lanes)	No	\$450,000	0%	\$0	\$66,592,428	\$751.21
48	48	48	3	Extend Division Street as collector (2 lanes)	No	\$4,650,000	0%	\$0	\$66,592,428	\$751.21
49	49	49	19	Extend S 6th Way as collector (2 lanes)	No	\$6,500,000	0%	\$0	\$66,592,428	\$751.21
50	50	50	28	Widen N 10th St to industrial/commercial collector (3 lanes)	No	\$4,000,000	0%	\$0	\$66,592,428	\$751.21
51	51	51	29	Build N 5th Street as industrial/commercial collector (3 lanes)	No	\$3,700,000	0%	\$0	\$66,592,428	\$751.21
52	52	52	30	Build N 51st Avenue as industrial/commercial collector (3 lanes)	No	\$2,000,000	0%	\$0	\$66,592,428	\$751.21
53	53	53	31	Build N 56th Avenue as industrial/commercial collector (3 lanes)	No	\$1,590,000	0%	\$0	\$66,592,428	\$751.21
54	54	54	38	Extend S 6th Way as industrial/commercial collector (3 lanes)	No	\$5,250,000	0%	\$0	\$66,592,428	\$751.21
55	55	55	42	Extend NW 219th Street as rural major collector outside UGA (2 lanes)	No	\$18,820,000	0%	\$0	\$66,592,428	\$751.21
56	56	56	43	Build new north-south rural minor collector roadway outside UGA (2 lanes)	No	\$3,500,000	0%	\$0	\$66,592,428	\$751.21
57	57	57	44	Upgrade Ecklund Road/NW 11th Ave to rural minor collector outside UGA (2 lanes)	No	\$4,000,000	0%	\$0	\$66,592,428	\$751.21
58	58	58	45	Build S 51st Avenue as minor arterial (3 lanes)	No	\$4,000,000	0%	\$0	\$66,592,428	\$751.21
59	59	59	46	Construct NB auxiliary lane along I-5	No	\$9,260,000	0%	\$0	\$66,592,428	\$751.21
60	60	60	47	Construct NB auxiliary lane along I-5	No	\$10,120,000	0%	\$0	\$66,592,428	\$751.21
61	61	61	48	Widen Timm Road to industrial/commercial collector (3 lanes)	No	\$2,330,000	0%	\$0	\$66,592,428	\$751.21
62	62	62	49	Widen S 20th Way to industrial/commercial collector (3 lanes)	No	\$2,980,000	0%	\$0	\$66,592,428	\$751.21
63	63	63	53	Widen N 10th Street to collector (2 lanes)	No	\$1,440,000	0%	\$0	\$66,592,428	\$751.21
64	64	64	54	Widen S 65th Avenue (NW 11th Avenue) to collector (2 lanes)	No	\$2,350,000	0%	\$0	\$66,592,428	\$751.21
65	65	65	60	Widen S 5th Street to collector (2 lanes)	No	\$3,080,000	0%	\$0	\$66,592,428	\$751.21
66	66	66	61	Build new industrial/commercial collector (3 lanes)	No	\$7,820,000	0%	\$0	\$66,592,428	\$751.21
67	67	67	63	Build new east-west industrial/commercial collector (3 lanes)	No	\$7,820,000	0%	\$0	\$66,592,428	\$751.21
68	68	68	64	Upgrade N 10th Street to collector (2 lanes)	No	\$4,950,000	0%	\$0	\$66,592,428	\$751.21
69	69	69	66	Upgrade N 10th Street to collector (2 lanes)	No	\$4,700,000	0%	\$0	\$66,592,428	\$751.21
70	70	70	70	Upgrade NE 25th Street to collector (2 lanes)	No	\$4,700,000	0%	\$0	\$66,592,428	\$751.21
71	71	71	71	Build 105th Ave (NE 20th Avenue) as collector (2 lanes)	No	\$7,050,000	0%	\$0	\$66,592,428	\$751.21
72	72	72				\$337,670,000		\$0		
73	73	73								
74	74	74								
75	75	75								
76	76	76								
77	77	77								
78	78	78								
79	79	79								
80	80	80								
						TIF Project Total	\$195,950,000			
						Non-TIF Project Total	\$141,720,000			
							\$337,670,000			
								9120		
								91200	\$0.00	
								\$0.00	\$0.00	

Total TIF \$751.21

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.35 and Ordinance Number 1248 Adjusting the Bi-Monthly Water Rates

GOVERNING LEGISLATION:

RCW 35.92; Ridgefield Municipal Code Chapter 13.35

PREVIOUS COUNCIL ACTION TAKEN:

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 most recent action associated with bi-monthly water rates was adopted by Council through Ordinance No. 1248 on November 16, 2017.

SUMMARY/BACKGROUND:

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was conducted in 2016 and looked at 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.

As a result of the study, it was determined that rates for 2019 should increase at a rate of 3%, to account for inflation. The rate model has been updated through 2018 to include growth for both new accounts and water usage. The city was able to buy down the rate increase in 2016 and 2017 to 0% and 2018 to 1.5% due to the high growth rate for new accounts and usage.

The rate model calls for a 3% increase for inflationary factors in 2019. For a household using an average of 1,600 cf of water the rate increase would be approximately \$1.65 per bi-monthly billing cycle including utility tax. Due to the recommended rate increase and projected usage in 2019, rate revenue is expected to increase 11.47% over the 2018 budget. Expenses for the water utility fund are expected to increase 8.08% in 2019 over the 2018 budget. The expenses include 5% of rate revenues being set aside into a reserve fund for repair and replacement of existing water system infrastructure. The 2019 proposed budget is recommending the use of \$235,896 in reserves to complete two capital repair and replacement projects.

Per the rate model future increases are recommended at an inflationary factor for the remaining 8 years. Staff will continue to update the model with available data and to make recommendations during the budget process each year.

The Budget Advisory Committee is recommending we implement the 3% increase in the rate as a result of the study conducted. This increase is lower than the West Region Average Consumer Price Index for Urban Consumers (CPI-U) for the twelve months July 1, 2017 through June 30, 2018. The CPI-U was 3.6% for this time period. 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.

The following table represents the rate structure for a two-month period for residential and commercial customers with a 3% increase:

Residential Customer – Two Month Rates With 3% Increase:

Two-Month Base Rate	CF of Water	Volume Rate per CF
\$43.28	Up to 1,000	\$0.0059
	>= 1,001 - 2,000	\$0.0230
	>= 2,001 - 4,000	\$0.0254
	Over 4,000	\$0.0289

Commercial Customer – Two- Month Rates With 3% Increase:

Meter Type or Size	Two-Month Base Rate	Volume Charge	
		Volume Used (cf)	\$ / cf
1 inch and under	\$43.28	No Minimum	\$0.0293
1.5 inch	\$86.55		
2 inch	\$138.49		
3 inch	\$259.66		
4 inch	\$432.79		
6 inch	\$865.55		
8 inch	\$1,384.89		
10 inch	\$4,976.95		
12 inch	\$9,304.72		

Following is the conservation incentive rate. These customers consume less than 1,000 cf of water in a two-month period and use a 1 inch or less meter size. This rate code was added in 2012 and these customers are charged \$0.0490 per cf of water consumed. This rate code has no base charge.

Conservation Customer – Two- Month Rate With 3% Increase:

Meter Type or Size	Volume Charge	
	Volume Used (cf)	\$ / cf

1 inch and under

No Minimum

\$0.0490

BUDGET/FINANCIAL IMPACTS:

Based on the number of current service connections, expected growth and the recommended rate increase, the Water Utility Fund is expected to generate revenues in 2019 of approximately \$1.85 million including an additional \$73,848 due to the rate increase and incur operating and capital maintenance expenses of \$2.1 million. The City will transfer an estimated \$78,465 into the capital repair and replacement reserve based on estimated rate revenues received in 2018 and \$32,623 into the Equipment Replacement Fund.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1278 by making the following motion:

“I move to adopt Ordinance No. 1278, as presented.”

STAFF CONTACT:

Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1278

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING RIDGEFIELD MUNICIPAL CODE CHAPTER 13.35 AND ORDINANCE NUMBER 1248 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,

WHEREAS, the City deemed it appropriate to incorporate the promotion of water conservation and good business practices into the water rate charge structure; and,

WHEREAS, this ordinance is necessary to incorporate the increase in the rate and the new rate structure; 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 AS FOLLOWS:

Section 1. Public Interest. The Ridgefield City Council finds it is in the public interest to amend Ordinance No. 1248 (2017), Ordinance No. 1169 (2014), Ordinance No. 1139 (2013), Ordinance No. 1118 (2012), Ordinance No. 1095 (2011), Ordinance No. 1086 (2011), Ordinance No. 1042 (2009), Ordinance No. 1023 (2008), Ordinance No. 935 (2006), Ordinance No. 897 (2005), Ordinance No. 853 (2004), Ordinance No. 808 (2002), Ordinance No. 775 (2001), Ordinance No. 751 (1999), Ordinance No. 730 (1998), Ordinance No. 682 (1995), Ordinance No. 642 (1994), Ordinance No. 634 (1994), Ordinance No. 610 (1993), Ordinance No. 521 (1988), 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, 2019. Passed by the City Council of the City of Ridgefield, Washington this 15th day of November, 2018.

By: _____
Don Stose,
Mayor

ATTEST:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker,
City Attorney

First Reading: November 1, 2018
Second Reading: November 15, 2018
Date of Publication: November 21, 2018
Effective Date: January 1, 2019

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM: BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ridgefield Municipal Code Chapter 13.75 and Ordinance Number 1249 Increasing the Bi-Monthly Stormwater Rate

GOVERNING LEGISLATION:

RCW 35.67.020 and RCW 35.92.020 and Ridgefield Municipal Code Chapter 13.75.

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 Ordinance No. 1249 by the City Council on November 16, 2017, to update the bi-monthly rate to \$17.50 per equivalent dwelling unit.

SUMMARY/BACKGROUND:

The public storm water collection and treatment systems located within the City of Ridgefield must be maintained and repaired by the City Public Works Department. The Storm Water 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 storm water systems providing good stewardship of the environment, while correspondingly reducing the financial burden on the City's General Government Fund. Ordinance No. 1279 provides an amendment in the rate structure and a step toward generating the necessary revenue to assist in funding the Storm Water Utility.

City staff contracted with FCS group, one of the most preeminent consultants in our region, to conduct a rate analysis as required by the City's Budget Policy. The rate analysis was reviewed in 2017 and completed in 2018 and looked at expenses and revenues for the next 10 years for the Storm Water Utility. Factors included assumptions for inflationary cost escalators, labor agreements, capital facility plans and growth assumptions. The City completed an update of the Stormwater Capital Facility Plan in 2018 and incorporated the capital projects into the rate model.

As a result, of estimated expenses the rate model calls for a 3% inflationary increase to revenues to support estimated expenditures. Please refer to the following table for additional information on budget/financial impacts for both options.

The 2019 expense budget is expected to increase 14% over the 2018 budget, including \$33,850 for capital outlays \$27,450 transferred to the capital repair & replacement reserve and \$29,668 transferred to the equipment replacement fund. Per the rate model the estimate is that 6% of rate revenues would be set aside for capital projects in 2018. The percentage of rate revenue targeted for capital averages an increase of 3-5% per year over the following 8 years covered by the model.

Ordinance No. 1279 proposes a 3% rate increase per bi-monthly billing, per Equivalent Dwelling Unit (EDU).

BUDGET/FINANCIAL IMPACTS:

Refer to the following table for impacts:

Rate Change	Bi-Monthly Rate	Base Revenue	Increased Revenue	Total Revenue	Increase from 2018
3% Increase	18.05	641,883	19,257	661,140	3%

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1279 by making the following motion:

“I move to adopt Ordinance No. 1279, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1279

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING RIDGEFIELD MUNICIPAL CODE CHAPTER 13.75 AND ORDINANCE NUMBER 1249 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 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 \$18.05 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 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. 1249 (2017), Ordinance No. 1223 (2016), Ordinance No. 1196 (2015), Ordinance No. 1170 (2014), Ordinance No. 1140 (2013), Ordinance No. 1120 (2012), Ordinance No. 1088 (2011), Ordinance No. 1063 (2010), Ordinance No. 1044 (2009), Ordinance No. 1025 (2008), Ordinance No. 969 (2007), Ordinance No. 937 (2006), Ordinance No. 884 (2005) and Chapter 13.75 (Stormwater Utility) to the Ridgefield Municipal Code.

Section 2. Amendment to Chapter 13.75 (Stormwater Utility). Chapter 13.75 is hereby amended per the attached exhibit.

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, 2019.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON ON THE 15TH DAY OF NOVEMBER, 2018.

By: _____
Don Stose,
Mayor

ATTEST:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading:	November 1, 2018
Second Reading:	November 15, 2018
Date of Publication:	November 21, 2018
Effective Date:	January 1, 2019

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 15, 2018

ITEM: BUSINESS

AGENDA ITEM TITLE: A Resolution of the City of Ridgefield, Washington Setting the Date for a Public Hearing Concerning the Ridgefield City Council's Intent to Assume the Rights, Powers, Functions and Obligations of the Ridgefield Transportation Benefit District as Authorized by Rcw 36.74

GOVERNING LEGISLATION:

RCW 36.74, RMC 3.95

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Ordinance No. 998 on June 26, 2008 establishing a Transportation Benefit District (TBD).

SUMMARY/BACKGROUND:

The TBD was formed to provide funding for the city match for the I-5 interchange project. The project was completed and closed out in 2012 and the funding source expired as of the close-out of the project. At the time the TBD was formed, statutes required they be formed as a separate legal entity. Meetings were held separately from the regular City Council meetings and separate financial statements were prepared.

The State Legislature enacted the 2015 Second Engrossed Substitute Senate Bill 5987, codified in RCW 36.94 providing public entities with the ability to assume the rights, powers, functions, and obligations of a transportation benefit district.

The Ridgefield TBD is still active, however there are no current funding sources for the TBD. Staff recommend that Council hold a Public Hearing to determine if the assumption of the TBD is in the best interest of the City. Per RCW 36.74.020 a public hearing is required prior to Council's decision to assume the TBD. Staff are recommending the hearing date be set at a regular City Council meeting on December 6, 2018. No action is being requested at this time on funding sources.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

A recommended motion is:

"I move to approve Resolution No. 548 as presented."

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

Resolution No.548

A RESOLUTION OF THE CITY OF RIDGEFIELD, WASHINGTON SETTING THE DATE FOR A PUBLIC HEARING CONCERNING THE RIDGEFIELD CITY COUNCIL'S INTENT TO ASSUME THE RIGHTS, POWERS, FUNCTIONS AND OBLIGATIONS OF THE RIDGEFIELD TRANSPORTATION BENEFIT DISTRICT AS AUTHORIZED BY RCW 36.74

WHEREAS, RCW 36.74 authorizes a city that has established a transportation benefit district with the same boundaries as the city to absorb the district and assume all rights, powers, functions and obligations of the district with the result that the district would cease to exist as a separate entity; and

WHEREAS, the City Council finds it in the public interest to assume the rights, powers, functions, and obligations of the Ridgefield Transportation Benefit District and hereby declares its intent to do the same; and

WHEREAS, the City Council desires to set a public hearing as required by RCW 36.74.020 to consider the assumption of the Ridgefield Transportation Benefit District;

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

Section 1. Hearing Date. The City Council will hold a public hearing on the proposed assumption of the rights, powers, functions, and obligations of the Ridgefield Transportation Benefit District at the City Council meeting on December 6, 2018 at 6:30 PM at the Ridgefield Community Center, 210 N. Main, Ridgefield, Washington. All interested persons may appear and be heard at the public hearing.

Section 2. Publication. This resolution shall be published at least two times during the two weeks preceding the scheduled hearing in the City's legal newspaper.

Section 4. Effective Date. This Resolution shall be in full force and effect immediately upon adoption

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15th DAY OF NOVEMBER, 2018.

CITY OF RIDGEFIELD

Mayor, Don Stose

Attest:

Julie Ferriss

City Clerk

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM:

AGENDA ITEM TITLE: A Resolution of the City of Ridgefield, Washington Amending and Superseding Resolution No. 299, Resolution No. 313, RESOLUTION No. 325, Resolution No. 346, Resolution No. 402, Resolution No. 441, Resolution No. 455, Resolution No. 477, Resolution No. 483, Resolution No. 522, and RESOLUTION 531 (Master Fee Schedule)

GOVERNING LEGISLATION:

RCW 42.56.120 and WAC 44-14-07-001 and RMC 3.70

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Resolution 531 on August 24, 2017 establishing the Master Fee Schedule for 2018.

SUMMARY/BACKGROUND:

City staff periodically review the Master Fee Schedule to insure fees are appropriate to cover services provided. The proposed Master Fee Schedule is intended to recover city costs for development and to index system development charges and impact fees to the rate of inflation. Public Works staff have identified several changes to the fee schedule. Proposals for specific fees are listed on the attachment to this report.

Three additional fees are proposed for an optional lifetime dog license, and nominal fees for use of baseball/softball fields at Abrams Park.

BUDGET/FINANCIAL IMPACTS:

Revenue is expected to increase to cover the costs of development.

RECOMMENDED ACTION OR MOTION:

"I move to **approve** Resolution 549 as presented"

STAFF CONTACT: Jeff Niten, Community Development Director

Fee Updates 11.15.18 Final (DOCX)

ATTACHMENTS: Exhibit A - 2018 Master Fee Schedule 11.15.18 Clean (PDF)

Resolution No.549

A RESOLUTION OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING AND SUPERSEDING RESOLUTION NO. 299, RESOLUTION NO. 313, RESOLUTION NO. 325, RESOLUTION NO. 346, RESOLUTION NO. 402, RESOLUTION NO. 441, RESOLUTION NO. 455, RESOLUTION NO. 477, RESOLUTION NO. 483, RESOLUTION NO. 522, AND RESOLUTION 531 (MASTER FEE SCHEDULE)

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

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

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

WHEREAS, the Ridgefield City Council also desires to add new fees, update fees and charges within the current Master Fee Schedule that are outdated or no longer applicable; and

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

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

Section 2. Supersede Previous Resolutions. This Resolution inclusive of Exhibit "A" attached hereto shall supersede in its entirety Resolution No. 299, Resolution No. 313, Resolution No. 325, Resolution No. 346, Resolution No. 402, Resolution No. 441, Resolution No. 455, Resolution No. 477, Resolution No. 483, Resolution No. 522, and Resolution 531 previously passed by the Ridgefield City Council.

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

Section 4. Effective Date. This Resolution shall be in full force and effect on January 1, 2019.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 15th DAY OF NOVEMBER, 2018.

CITY OF RIDGEFIELD

Don Stose
Mayor

Attest:

Julie Ferriss

City Clerk

Fee	Current Amount	Proposed Amount	Description
Engineering Review:			
Engineering Site Plan	\$1,000	\$4,000	Base fee proposal increase of \$3,000
Engineering Site Plan with Off-site Infrastructure	\$2,000	\$5,000	Base fee proposal increase of \$3,000. Additional \$1,000 for off-site infrastructure review
Engineering Short Plat (2-9 Lots)	\$1,000	\$4,000	Base fee proposal increase of \$3,000
Engineering Subdivision/PUD (More than 9 Lots)	\$1,000	\$4,000	Base fee proposal increase of \$3,000
Plus Fee for Lot	\$50	\$100	Per lot fee proposal increase of \$50
Building Permit:			
Over \$1,000,000 Base	\$5,900	\$7,375	Base fee proposal increase of \$1,475
Plus \$Fee/\$1,000 Over \$1,000,000 (and Any Fraction Thereof)	\$4	\$5	Fee per \$1,000 of value over base \$1 million increase of \$1 per \$1,000 in value
Maximum Building Permit Fee	\$40,000	\$50,000	Increase in maximum fee of \$10,000
Maximum Plan Review Fee	\$26,000	\$32,500	Increase in maximum fee of \$6,500
Traffic Impact Fee	\$2,946.67 \$1,804.33 \$307.91	\$3,052.75 \$1,869.29 \$318.99	Added index increase of 3.6% but is subject to change pending approval of Traffic CIP
Park Impact Fee	\$3,075.00	\$3,185.70	Added index increase of 3.6% effective January 1, 2019.
Water SDC per meter equivalent size	\$4,123.80	\$4,272.26	Added index increase of 3.6% effective January 1, 2019.
Building permit fee notes: Page 11			Correct reference to school impact fee index to Rider Levett Bucknall Construction Cost Index
Park Rental Fees: Section E			
Abrams Park Grass Fields, Baseball, Softball etc.	\$0	\$10 per hour; \$80 per 3-month session	New fee for reservation of Abrams Park fields
Abrams Park Grass Fields, Baseball, Softball etc.	\$0	\$100 refundable deposit	New deposit for reservation of Abrams Park fields
Other Fees and Permits: Section F			

Annual Resident Business License	\$50	\$50	Change in terminology for consistency with Department of Revenue BLS System
Annual Non-Resident Business License	\$50	\$50	Change in terminology for consistency with Department of Revenue BLS System. Previously contractors business license
Police Department Fees:			
Lifetime Dog License (Altered or Unaltered)	\$0	\$50	New option for licensing dogs

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2019



FEE AMOUNT

A. City Personnel Costs	
Building Official	\$75.00
Building Inspector	\$65.00
Public Safety	\$75.00
Public Works	\$50.00
Park Attendant	\$15.00
All Other City Personnel	Actual Cost + 10%
B. Land Use Planning Permits	
• Payment. All fees are due at the time an application is submitted. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done, The Director shall not authorize refunding of any fee paid except upon receipt of a written application for a refund submitted by the original applicant not later than 180 days after the date of application.	
Annexation:	
Notice of Intent	\$250
Notice of Petition to Annex	\$1,000
Appeal:	
Review by recognized City Neighborhood Organization or HOA	\$250
Appeal involving an individual single-family residence or duplex	\$350
All Others	\$2,000
Archaeological Pre-Determination Review	\$350
Boundary Line Adjustment	\$400
Comprehensive Plan Amendment/Zone Change Request	
Comprehensive Plan	\$3,000
Zone Change Request	\$3,750
Conditional Use Permit:	
New Use	\$3,750
Existing Use – Minor Alteration	\$450
Existing Use – Major Alteration	\$2,000
Covenant Release: Full or Partial	\$1,000
Critical or Sensitive Area Review (Fee for Each Required Review)	
Fish & Wildlife Habitat Conservation Areas	\$600
Frequently Flooded Areas	\$600

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Page 1

Attachment: Exhibit A - 2018 Master Fee Schedule 11.15.18 Clean (Master Fee Schedule Update)

City of Ridgefield, WA
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FEE AMOUNT

Geologic Hazard Areas	\$600
Wetlands	\$600
Critical Aquifer Recharge Areas	\$600
Minor Exception Request	\$600
Reasonable Use Exception Request	\$600
Development Agreement	\$750
Development Agreement – Amendment	\$750
Director's Interpretation	\$250
Extensions of Land Use Approval:	
Preliminary PUD or Preliminary Plat	\$350
All Others	\$150
Final Plat:	
Final Subdivision Plat	\$2,000
Final Short Plat	\$500
Home Occupation	\$150
Legal Lot Determination:	
Up to Two Lots	\$450
Plus Fee-per-lot for Each Lot Over 2	\$50
Legislative Text Amendment	\$2,500
Master Planned/Mixed Use Development	\$2,500
(Plus Corresponding PUD or Subdivision Fee)	
Nonconforming Situations:	
Type I Alteration of Nonconforming Situation	\$150
Type II Alteration of Nonconforming Situation	\$450
Type III Alteration of Nonconforming Situation	\$3,250
Type II Determination or Discontinuance of Nonconforming Situation	\$150
Type II Reconstruction of a Nonconforming Situation	\$450
Planned Residential Development (PUD):	
10 – 25 Lots	\$4,000
26 – 50 Lots	\$5,500
51 Lots or More	\$5,500
Plus Fee-per-lot for Each Lot Over 50	\$25
Modification of Preliminary PUD	
Minor Modification	\$650
Major Modification	\$2,000
Plat Alteration or Vacation	\$2,000
Plat Modification	\$1,000
Post-Decision Review:	
Type I	\$150
Type II	\$450
Type III	\$3,250
Engineering Review (If Required)	\$500

City of Ridgefield, WA
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FEE AMOUNT

Pre-Application Conference:	\$1,250
If Development Permit Application Submitted within 6 Months	\$500 Credit
SEPA Review:	
SEPA Review	\$500
SEPA Review for One Single Family Residence	\$150
Shoreline Permit:	
Shoreline Statement of Exemption	\$150
Shoreline Substantial Development Permit	\$3,000
Shoreline Conditional Use Permit	\$3,000
Shoreline Variance	\$2,100
Sign Permit:	
Sandwich Board or "A" Frame	\$50
Permanent (Plus Applicable Building and Land Use Permit Fees in Section "B and D")	\$50
Site Plan Review:	
Minor Site Plan	\$150
Basic Site Plan	\$1,500
Binding Site Plan	\$2,100
Final Site Plan Review	\$450
Short Plat (Preliminary)	\$500
Subdivision (Preliminary):	
10 – 25 Lots	\$4,000
26 – 50 Lots	\$5,500
51 Lots or More	\$5,500
Plus Fee-per-lot for Each Lot Over 50	\$25
Temporary Use Permit:	
Type I	\$150
Type II	\$450
Type I Review (All Others)	\$150
Type II Review (All Others)	\$450
Type III Review (All Others)	\$3,250
Variance/Administrative Adjustment	
Administrative Adjustment	\$350
Variance	\$3,250
Variance Filed in Conjunction with Another Type III Application	\$1,050
Zoning Confirmation Letter	\$150
C. Public Works Permits	
Payment. All fees are due at the time an application is submitted. Any additional charges shall be paid prior to receipt of a Final Decision, Final Plat Approval or Statement of Completion as applicable. Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits	

City of Ridgefield, WA
Master Fee Schedule
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FEE AMOUNT

simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued.	
• Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done. The Director shall not authorize refunding of any fee paid except upon receipt of a written application for a refund submitted by the original applicant not later than 180 days after the date of application.	
Right of Way/Road Encroachment Permit:	
Right of Way/Road Blocking Only	\$75
1-200 Linear Feet of Pavement Disturbed	\$150
Over 200 Linear Feet of Pavement Disturbed	\$150
Plus Fee Per Linear Foot over 200	\$0.75
Extension (90 Day)	\$75
Grading Permit:	
Under 50 Cubic Yards of Total Cut and Fill	No Fee
50-100 Cubic Yards of Total Cut and Fill	\$50
101-500 Cubic Yards of Total Cut and Fill	\$200
501-1,000 Cubic Yards of Total Cut and Fill	\$500
1,001-10,000 Cubic Yards of Total Cut and Fill	\$750
10,001-50,000 Cubic Yards of Total Cut and Fill	\$1,000
50,001-100,000 Cubic Yards of Total Cut and Fill	\$1,500
100,001-200,000 Cubic Yards of Total Cut and Fill	\$1,750
Over 200,000 Cubic Yards of Total Cut and Fill	\$2,000
Grading Permit Extension (12 Months)	50% of Original Fee
Street Tree Removal (Permit Required):	
Fee if Existing Tree is Replaced within Timeframe on Permit	\$0
Fee if Existing Tree is Not Replaced within Timeframe on Permit	\$50
Water Utility Fees:	
Administrative Termination	\$50
Hydrant Meter Rental Deposit	\$500
Meter Accuracy Testing (One Free Test per 12 Month Period)	\$60
Utility Account Set Up	\$10
Service Call	\$15
Water Meter Installation Fee	
5/8-3/4 Inch Meter	\$425
1.0 Inch Meter	\$490
1.5 Inch Meter	\$775
2.0 Inch Meter	\$980
3.0 Inch Meter	Time & Materials
4.0 Inch Meter	Time & Materials

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Attachment: Exhibit A - 2018 Master Fee Schedule 11.15.18 Clean (Master Fee Schedule Update)

City of Ridgefield, WA
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FEE AMOUNT

6.0 Inch Meter	Time & Materials
8.0 Inch Meter	Time & Materials
Water Service Installation	Time & Materials
Water Utility Availability Determination	\$25
Engineering Review:	
Engineering Site Plan	\$4,000
Engineering Site Plan - Final	\$450
Engineering Site Plan with Off-site Infrastructure	\$5,000
Engineering Short Plat (2-9 Lots)	\$4,000
Engineering Subdivision/PUD (More than 9 Lots)	\$4,000
Plus Fee Per Lot	\$100
Fee for Each City Plan Review in Excess of 3	\$500
D. Building Permits	
• Payment. All plan review fees are due at the time an application is submitted. All building permit fees are due when the permit is picked up by the applicant. Any additional charges shall be paid prior to the issuance of a building permit. • * Use of Outside Professional Consultants. The City reserves the right to use the services of outside professional consultants. The applicant is responsible for any City costs in excess of the fee amount paid. All such costs shall be billed to the applicant and shall include a \$30 processing fee. Any additional charges shall be paid prior to issuance of a building permit. • Simultaneous Development Permit Submittal. Applicants may submit for Land Use, Public Works/Engineering and Building permits simultaneously. Public Works/Engineering and Building permits shall not be issued until final Land Use permits have been issued. • Building Valuation. Building Valuation shall be calculated by the Building Official based on the cost of the construction as stated by the applicant and/or by utilizing the square footage of the proposed construction and valuation data published by the International Code Council. Valuation data shall be updated annually (2017 data for 2019 permits). • Refunds. The Community Development Director (Director) shall refund the full amount of any fee paid hereunder which was erroneously paid or collected. The Director may authorize refunding of not more than 80 percent of a fee paid when an application has been withdrawn or canceled before any work has been done under an application review or before any plan reviewing has been done, The Director shall not authorize refunding of any fee paid except upon receipt of a written application for a refund submitted by the original applicant not later than 180 days after the date of application.	

City of Ridgefield, WA
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FEE AMOUNT

Building Plan Review:	65% of Building Permit Fee
Minimum Plan Review Fee	\$25
Maximum Plan Review Fee	\$32,500
Outside Structural Plan Review: Exception Only (ex: Hospitals)	* City Cost
Fee for Each City Plan Review in Excess of 3	\$500
Building Permit:	
<i>Valuation per International Code Council – Two Year Lag</i>	
\$1-\$500 (Minimum)	\$25
\$501-\$2,000	\$50
\$2,001 - \$25,000 Base	\$50
Plus \$/\$1,000 Over \$2,000 (and Any Fraction Thereof)	\$14
\$25,001 - \$50,000 Base	\$372
Plus \$/\$1,000 Over \$25,000 (and Any Fraction Thereof)	\$10
\$50,001 - \$100,000 Base	\$622
Plus \$/\$1,000 Over \$50,000 (and Any Fraction Thereof)	\$8
\$100,001 - \$500,000 Base	\$1,022
Plus \$/\$1,000 Over \$100,000 (and Any Fraction Thereof)	\$6
\$500,001 - \$1,000,000 Base	\$3,400
Plus \$/\$1,000 Over \$500,000 (and Any Fraction Thereof)	\$5
Over \$1,000,000 Base	\$7,375
Plus \$Fee/\$1,000 Over \$1,000,000 (and Any Fraction Thereof)	\$5
Maximum Building Permit Fee	\$50,000
Foundation Permit/Early Start Agreement: Early foundation permit for commercial building will be deducted from permit fee upon full submittal.	25% of Building Permit Fee
Inspection Fees:	
Base Inspection Cost per Hour	\$65
Inspections Outside of Normal Business Hours	4 Hour Minimum
Re-Inspection Fees (If Separate Inspection Fee is Applicable)	1 Hour Minimum
Adult Family Home	2 Hour Minimum
Special Occupancies	2 Hour Minimum
Special Inspections Requested by the Applicant	2 Hour Minimum
Other Inspections (If Separate Inspection Fee is Applicable)	1 Hour Minimum
Mechanical Plan Review Fees:	25% of Mechanical Permit Fee
Mechanical Permit Fees:	
Permit Issuance	\$30.00
Supplemental Permit (Original Permit Not Expired)	\$15.00
Furnaces	
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$15.00

City of Ridgefield, WA
Master Fee Schedule
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FEE AMOUNT

For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	\$20.00
For the installation or relocation of each floor furnace, including vent	\$15.00
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$15.00
<u>Heat Pumps/AC</u>	
Heat Pump/AC 0-3	\$12.00
Heat Pump/AC 3-15	\$20.00
Heat Pump/AC 15-30	\$25.00
Heat Pump/AC 30-50	\$35.00
Heat Pump/AC >50	\$60.00
<u>Wood/Pellet/Gas Stoves</u>	
Wood/Pellet/Gas Stove Insert	\$58.00
Wood/Pellet/Gas Stove Free Standing	\$58.00
<u>Gas Piping Systems</u>	
For each gas piping system of one to five outlets	\$7.00
For each additional outlet over five, each	\$2.00
<u>Appliance Vents</u>	
For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	8.00
<u>Repairs or Additions</u>	
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$14.00
<u>Boilers, Compressors, and Absorption Systems</u>	
For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$15.00
For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$30.00
For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$40.00
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.00
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$95.00

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Attachment: Exhibit A - 2018 Master Fee Schedule 11.15.18 Clean (Master Fee Schedule Update)

City of Ridgefield, WA
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FEE AMOUNT

<u>Air Handlers</u>	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto	\$15.00
Note: This fee does not apply to an air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code	
For each air-handling unit over 10,000 cfm (4719 L/s)	\$20.00
<u>Evaporative Coolers</u>	
For each evaporative cooler other than portable type	\$15.00
<u>Ducts</u>	
For each duct	\$9.00
<u>Ventilation and Exhaust</u>	
For each ventilation fan connected to a single duct	\$8.00
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$15.00
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$15.00
<u>Incinerators</u>	
For the installation or relocation of each domestic-type incinerator	\$20.00
For the installation or relocation of each commercial or industrial-type incinerator	\$15.00
<u>Miscellaneous</u>	
For each appliance or piece of equipment regulated by the Mechanical Code but not classified in other appliance categories, or for which no other fee is listed in the table	\$15.00
Plumbing Plan Review Fees:	25% of Plumbing Permit Fee
Plumbing Permit Fees:	
Permit Issuance	\$30.00
Supplemental Permit (Original Permit Not Expired)	\$15.00
<u>Fixtures and Vents</u>	
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow prevention thereof)	\$10.00
For repair or alteration of drainage or vent piping, each fixture	\$7.00
<u>Industrial Waste and Rainwater Systems</u>	
For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$20.00
Rainwater systems – per drain inside building	\$10.00
<u>Water Piping and Water Heaters</u>	
For installation, alteration, or repair of water piping or water-treatment equipment, or both, each	\$7.00
For each water heater including vent (for vents only, see Mechanical Permit Fee Table)	\$15.00

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Attachment: Exhibit A - 2018 Master Fee Schedule 11.15.18 Clean (Master Fee Schedule Update)

City of Ridgefield, WA
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FEE AMOUNT

Gas Piping Systems	
For each gas piping system of one to five outlets	\$7.00
For each additional outlet over five, each	\$2.00
Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices	
For each lawn sprinkler system on any one meter, including backflow protection devices thereof	\$15.00
For atmospheric-type vacuum breakers or backflow protection devices not included above:	
1 to 5 devices	\$15.00
Over 5 devices, each	\$3.00
For each backflow-protection device other than atmospheric-type vacuum breakers:	
2 inches (50.8 mm) and smaller	\$15.00
Over 2 inches (50.8 mm)	\$25.00
Swimming Pools	
For each swimming pool or spa (in addition to other permits/fees):	
Public Pool	\$95.00
Public Spa	\$65.00
Private Pool	\$65.00
Private Spa	\$35.00
Pools over 5,000 gallons	\$100.00
Miscellaneous	
For each appliance or piece of equipment regulated by the Plumbing Code but not listed in other appliance categories, or for which no other fee is listed	\$10.00
Mobile Home Permit Fees:	
Placement of a Temporary Mobile Home/Trailer	\$100.00
Manufactured Home Inspection	\$100.00
Temporary Storage of a Mobile Home	\$100.00
Other Building Permit and Inspection Fees:	
Accessibility Review	\$100.00
Change of Occupancy	\$100.00
Change of Use	\$100.00
Demolition Permit	\$100.00
Energy/Indoor Air Quality	\$100.00
Moving Permit	\$100.00
Roof Permit:	
Full Tear Off	\$15.00
Full Tear Off with Sheathing Replaced	\$100.00
Temporary Certificate of Occupancy	
Temporary Revocable Commercial Certificate of Occupancy	
0-90 Days	\$250.00
91 Days and Over	\$500.00

City of Ridgefield, WA
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FEE AMOUNT

Temporary Tents, Canopies, and Air Supported Structures	
- For public use, inclusive of all tents for a single event - Not applicable to tents less than 200 sq. ft., canopies less than 400 sq. ft., or tents used for non-commercial events	\$100.00
Fire Code Fees:	
Permit Fees (Refer to Appendix "A", Clark County Fire and Rescue Permit Fees)	
Life, Health and Safety Permit	\$50.00
- Payable to the City of Ridgefield - Required for all Clark County Fire and Rescue reviews and inspections	
Fire Alarm, Sprinkler and Other Protection Systems:	
- All plan check and review fees, inspections, and permits for installation of separate fire alarm system or sprinkler system applications and other fire protection systems shall be payable to the City of Ridgefield for Clark County Fire and Rescue - Annual inspections will be billed by and payable to Clark County Fire and Rescue	
Washington State Building Code Council (W.S.B.C.C.) Surcharge:	
Commercial	\$25.00
First Living Unit	\$6.50
Each Additional Unit (In a Multi-Family Project)	\$2.00
Collected on each permit that is issued in accordance with the Ridgefield Building Code	
Systems Development Charges and Impact Fees (See Notes):	
Traffic Impact Fees (1)(5)	
Single Family (Per Dwelling Unit)	\$3,052.75
Multi Family (Per Dwelling Unit)	\$1,869.29
Commercial (Per Average Daily Trip)	\$318.99
Park Impact Fees (2)(5)	
Single Family (Per Dwelling Unit)	\$3,185.70
Multi Family (Per Dwelling Unit)	\$3,185.70
School Impact Fees (3)(6)	
Single Family (Per Dwelling Unit)	\$7,107.00
Multi Family (Per Dwelling Unit)	\$7,107.00
Water System Development Charge (4)(7)	
5/8"-3/4" Meter	\$4,272.26
1" Meter	\$10,680.64
1.5" Meter	\$21,361.28
2" Meter	\$34,178.05
3" Meter	\$64,083.85
4" Meter	\$106,806.42
6" Meter	\$213,612.84
8" Meter	\$341,780.54

Commented [KJ1]: Pending adoption of the Traffic CF

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2019



FEE AMOUNT

Outside City Limits	1.5x In-City SDC
Notes: 1. Traffic Impact Fees charged are based upon average daily trip (ADT) generation of the proposed use. 2. Park Impact Fees reflect a mix of acquisition and development. Trail cost estimates make allowance for required compliance with the Americans with Disabilities Act. Development costs can be significantly reduced by calculating deductions made for other exactions, e.g. dedication of a public easement through an open space corridor earmarked for trail or park development. 3. School Impact Fees are based on the improvement cost of needed school facilities identified in the most current Ridgefield School District Capital Facility Plan. 4. Water System Development Charges are based upon meter equivalent size (M.E.S.). 5. Per Ridgefield Municipal Code 18.070.080-18.070.090, the planning director shall calculate annual inflation adjustments in the Traffic Impact Fee rate and the Park Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2019 impact fee increase to reflect the increase in the CPI-U index from the first half of 2017 to the first half of 2018). 6. Per Ridgefield Municipal Code 18.070.100, the planning director shall calculate annual inflation adjustments in the School Impact Fee rate. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the Rider Levett Bucknall Construction Cost index (RLB) for the first half of the previous year (Ex: January 1, 2019 impact fee increase to reflect the increase in the RLB index from the 2nd quarter publication of the 2018 RLB index). 7. Per Ridgefield Municipal Code 13.30.010 Water System Development Charges are set forth in the Master Fee Schedule. The Public Works Director shall calculate annual inflation adjustments in the Water System Development Charges. The annual inflation adjustment shall be effective January 1 and will be equal to the change in the West Region All Urban Consumer Price Index (CPI-U) for the first half of the previous year (Ex: January 1, 2019 impact fee increase to reflect the increase in the CPI-U index from the first half of 2017 to the first half of 2018).	

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2019



FEE AMOUNT

8. All Impact Fees and System Development Charges are collected at the time of occupancy. Per Ridgefield Municipal Code 13.30.020 meter size 3" and larger or single family residential homes moving from well source to municipal water source may be eligible for payment plans.

Appendix "A"
Clark County Fire and Rescue Permit Fees

Permit / Process	Review	Inspection
<i>Development Review</i>		
Commercial Site Plans	\$195.00	\$195.00
Subdivision or Planned Residential Development	\$164.00	\$164.00
Pre-Application Conference	\$95.00	NA
Other Land Use Applications	\$132.00	\$132.00
<i>Building Construction / Change of Use or Occupancy</i>		
A, B, E, F, M, R Occupancies 0-1,000 sq.ft.	\$100.00	\$69.00
A, B, E, F, M, R Occupancies 1,001-5,000 sq.ft.	\$132.00	\$100.00
A, B, E, F, M, R Occupancies 5,001-10,000 sq.ft.	\$163.00	\$132.00
A, B, E, F, M, R Occupancies 10,001-20,000 sq.ft.	\$203.00	\$163.00
A, B, E, F, M, R Occupancies 20,001-40,000 sq.ft.	\$242.00	\$194.00
Each Additional 20,000 sq. ft. (or portion thereof)	\$40.00	\$32.00
Building or Structure for Special or Temporary Use	\$148.00	\$148.00
H1 Occupancy or H2 Occupancy	\$391.00	\$210.00
H3 Occupancy	\$433.00	\$210.00
H4 Occupancy	\$296.00	\$210.00
H5 Occupancy	\$538.00	\$236.00
I Occupancy	\$296.00	\$195.00
Portable Classroom	\$148.00	\$148.00
S Occupancy up to 10,000 sq. ft.	\$195.00	\$195.00
Each Additional 10,000 sq. ft. (or portion thereof)	\$100.00	\$100.00
<i>High-Piled Combustible Storage</i>		
Designated Storage Area 501 - 2,500 sq. ft.	\$126.00	\$100.00
Designated Storage Area 2,501 - 12,000 sq. ft.	\$156.00	\$132.00
Designated Storage Area 12,001 - 20,000 sq. ft.	\$186.00	\$164.00
Designated Storage Area 20,001 - 30,000 sq. ft.	\$236.00	\$195.00
Each Additional 30,000 sq. ft. (or portion thereof)	\$236.00	\$243.00

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2019



FEE AMOUNT

E. Park Rental & Special Events	
Special Events. Request for City Services such as Police and Public Works labor are available by request. Refer to Special Event Fees for more information.	
Abram's Park Rentals	
Bennett Hall:	
First Hour	\$25.00
Each Additional Hour	\$15.00
Maximum Fee	\$100.00
Refundable Deposit	\$50.00
Bennett Hall & Kitchen:	
First Hour	\$25.00
Each Additional Hour	\$15.00
Maximum Fee	\$100.00
Refundable Deposit	\$100.00
Bennett Hall & Plaza: (May or may not include kitchen)	
First Hour	\$35.00
Each Additional Hour	\$25.00
Maximum Fee	\$160.00
Refundable Deposit	\$100.00
Bennett Hall, Plaza & Open Space: (May or may not include kitchen)	
First Hour	\$40.00
Each Additional Hour	\$30.00
Maximum Fee	\$190.00
Refundable Deposit	\$100.00
Grass Fields, Baseball, Softball, and T-Ball Fields	
Per Hour	\$10.00
3 Month Session (Maximum of 2 times per week for two hours)	\$80.00
Refundable Deposit	\$100.00
Overlook Park Rentals:	
Plaza & Stage	
Per Hour	\$40.00
Maximum Fee	\$240.00
Refundable Deposit	\$300.00
Plaza, Stage & Upper Grassy Area	
Per Hour	\$45.00
Maximum Fee	\$270.00
Refundable Deposit	\$300.00
Entire Park	
Per Hour	\$50.00
Maximum Fee	\$300.00
Refundable Deposit	\$300.00
All other City Parks are available to the public on a first come, first served basis. Reservations are not accepted.	No Charge

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2019



FEE AMOUNT

Special Events:	
Special Event Permit Application	No Charge
City Personnel Costs	Section A
City Services (Cost + Admin Fee of \$30.00)	Actual Cost
F. Other Fees and Permits	
Business License Fees:	
Annual Resident Business License	\$50
Annual Non-Resident Business License	\$50
Annual Peddler and Solicitors License	\$50
Plus One-Time Background Check	\$40
Copy/Record Duplication Fees:	
Copy of audio tapes, video tapes, photos, maps or other records needing reproduction	Actual City Cost
Black & White 8.5x11.0 Inch	\$0.15 per page
Black & White 8.5x14.0 Inch	\$0.35 per page
Black & White 11.0x17.0 Inch	\$0.40 per page
Color 8.5x11.0 Inch	\$1.00 per page
Color 8.5x14.0 Inch	\$1.00 per page
Color 11.0x17.0 Inch	\$1.50 per page
Records scanned into electronic format	\$0.10 per page
Electronic files uploaded to email, cloud storage service, or other electronic delivery system	\$0.05 every four files
Transmission of electronic records	\$0.10 per gigabyte
Hiring information technology expertise – external	Actual City Cost w/10% deposit
Annual Budget (Bound Copy)	\$30.00
Comprehensive Annual Financial Report (Bound Copy)	\$30.00
City Comprehensive Plan (Bound Copy)	\$30.00
Park & Recreation Comprehensive Plan (Bound Copy)	\$30.00
City Engineering Standards (Bound Copy)	\$30.00
Administrative Processing Fee:	
Fee Added to Each Billing/Invoice for Reimbursable Costs	\$30.00
Fee Added to Each Remittance for Impact Fees or SDCs	\$30.00
Fee Added to Each Remittance for Fire Code Fees	\$30.00
Administrative Fees:	
NSF Check	\$35.00
Cemetery Lot – Purchase	\$600.00
Cemetery Lot – Marking	\$25.00
Notary Fee	\$5.00
Latecomer Agreement Application	\$500.00
Latecomer Agreement Processing	\$125.00
Latecomer Agreement Appeal	\$250.00
Administrative Billing Late Fee (After 60 Days Past Due)	1% Per Month

Resolution No. 549
January 1, 2019

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Attachment: Exhibit A - 2018 Master Fee Schedule 11.15.18 Clean (Master Fee Schedule Update)

City of Ridgefield, WA
Master Fee Schedule
Effective Date: January 1, 2019



FEE AMOUNT

Police Department Fees:	
Fingerprint Card	\$20.00
Release of Property to Finder Fee	*\$10.00
Neighborhood Electric Vehicle/Golf Cart Registration (One Time)	\$30.00
<u>Concealed Weapon Permit</u>	
Concealed Weapon Permit Application (Good for 5 Years)	\$50.75
Concealed Weapon Permit Renewal	\$32.00
Late Renewal Penalty	\$42.00
Replacement Permit	\$10.00
<u>Dog Licenses</u>	
Spayed or Neutered – Annual Fee (Altered)	\$20.00
Not Spayed or Neutered – Annual Fee (Unaltered)	\$30.00
Lifetime Dog License (Altered or Unaltered) Not	
Transferrable	\$50.00
Hobby Kennels (5-10 Dogs)	\$50.00
Commercial Kennels (11+ Dogs)	\$100.00
*Plus Actual Cost of Publication of Notice (RCW 63.21.030)	

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 15, 2018

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Pioneer East (Quail Hill Phase 2) Final Plat and Final Site Plan

GOVERNING LEGISLATION:

RCW 36.70.A and RCW 58

PREVIOUS COUNCIL ACTION TAKEN:

Approval of Development Agreement Ordinance 1233 on June 8, 2017.

SUMMARY/BACKGROUND:

The Ridgefield Hearing Examiner approved the preliminary plat for Quail Hill Phase 2 on March 15, 2018 as PLZ-17-0115. The project has since been renamed Pioneer East. The project is also subject to a Development Agreement between the City of Ridgefield (Grantee) and Quail Hill Development, LLC, Pioneer Estates, LLC, and Union Ridge Property Owners' Association (Grantors), approved as ORD 1233 on June 8, 2017.

The project proposes to subdivide Assessor's parcels 215443004 and 215443006 (13.28 acres) into 148 single-family residential lots. The lots range from 2,191 sq. ft. (Lot 171) to 7,384 sq. ft. (Lot 89), consistent with the lot size approved for Quail Hill Phase 2. The average lot area is 2,801 sq. ft. The final plat also includes private road and utility Tracts A and B, open space Tract C, and pedestrian trail Tracts D and E, all to be owned and maintained by the HOA.

BUDGET/FINANCIAL IMPACTS:

Additional property tax revenue from 148 new single-family homes.

RECOMMENDED ACTION OR MOTION:

"I move to approve the final plat as presented".

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: PLZ-18-0103 Pioneer East_Final Plat_11082018 (PDF)
7958.s.fplat.phs2.pg1 (3) (PDF)
7958.s.fplat.phs2.pg2 (3) (PDF)

Pioneer East Open Space (PDF)



COMMUNITY DEVELOPMENT DEPARTMENT

230 Pioneer Street | PO Box 608 | Ridgefield, WA 98642
(360) 887-3557 | Fax: (360) 887-0861 | www.ci.ridgefield.wa.us

Pioneer East Final Plat/Final Site Plan

Staff Report

File No. PLZ-18-0103, 0112

I. Review Process

Upon receipt of a proposed final plat, the city council shall at their next public meeting set a date for consideration of the final plat at a public meeting. Notice of the date, time and location of the public meeting shall be posted. The city council shall review the final plat during the public meeting and shall approve the final plat if the city council determines that the final plat conforms to the conditions of preliminary plat approval, applicable state laws, and the final plat meets the requirements of Title 18 as it existed at the time of preliminary plat approval (RDC 18.620.130).

II. Basic Facts

Application date: On August 28, 2018, the City received an application for final plat approval for Pioneer East, and on September 26, 2018 the City received an application for final site plan to be reviewed concurrently.

City Council hearing date: November 15, 2018

Owner: QHR II, LLC. 4610 NE 77th Ave #102 / Vancouver, WA 98662. Contacts: Kess Romano, 360.910.1413, kess@romanofinancial.com; Dan Friesen, 360.607.1323, dan@romanocs.com

Property Information: No address. A subdivision in Union Ridge Ph 1A Lots 9 & 10; Assessor's #215443004; 13.28 acres; 148 lots.

III. Documents Received

- Master land use application
- Final Plat checklist – August 14, 2018
- Final Plat narrative – August 28, 2018
- Amendment to Quail Hill CC&Rs adding Pioneer East (unsigned and undated)
- Lot closure reports – July 11, 2018
- Guarantee – August 21, 2018
- Final Plat sheets – August 1, 2018; revised September 26, November 6
- Final Site Plan checklist – September 26, 2018
- Final Site Plan narrative – September 26, 2018
- Final landscape plans
- Building elevations
- Final lighting plan
- Wetland mitigation credit buy/sell agreement – October 30, 2018
- Union Ridge architectural approval – November 6, 2018

IV. Background

The Ridgefield Hearing Examiner approved the preliminary plat for Quail Hill Phase 2 on March 15, 2018 as PLZ-17-0115. The project has since been renamed Pioneer East. The project is also subject to a Development Agreement between the City of Ridgefield (Grantee) and Quail Hill Development, LLC, Pioneer Estates, LLC, and Union Ridge Property Owners' Association (Grantors), approved by Council as ORD 1233 on June 8, 2017.

The project proposes to subdivide Assessor's parcel 215443004 (13.28 acres) into 148 single family residential lots. The preliminary plat for Quail Hill Phase 2 included 149 lots, however, a lot was removed to accommodate the stormwater easement crossing Lot 89. Staff finds that the reduction by one lot results in a *de minimis* change in the project density from 15.77 to 15.66 units per net developable acre. This falls within the range of 8 to 16 units per net developable acre required under the RMD-16 standards applied to the preliminary approval. The lots range from 2,191 sq. ft. (Lot 171) to 7,384 sq. ft. (Lot 89), consistent with the lot size approved for Quail Hill Phase 2. The average lot area is 2,801 sq. ft. The final plat also includes private road and utility Tracts A and B, open space Tract C, and pedestrian trail Tracts D and E, all to be owned and maintained by the HOA.

The Final Plat must demonstrate compliance with the findings and conditions of approval in the original Council Decision, post-decision reviews, and with applicable City regulations and standards. The purpose of this review is to consider whether the applicant has met the conditions of approval, the Ridgefield Development Code, and the City Engineering Standards for Public Works. The review team evaluated the final plat materials provided and offer the following combined comments.

V. Engineering Comments

The applicant submitted a cost estimate for incomplete public improvements totaling \$261,536.32. The bond required for incomplete public improvements is therefore \$313,843.58 or 120% of the provided estimate. The bond will be released at final engineering acceptance. As a **condition of approval**, the applicant shall submit the \$313,843.58 bond required for incomplete public improvements prior to obtaining city signatures on the final plat mylars. All other engineering comments have been addressed.

VI. Survey Comments

Gray & Osborne, Inc. reviewed the final plat materials prepared by Minister-Glaeser Surveying, Inc., as submitted to them by the City of Ridgefield, on September 18, 2018. They reviewed for compliance with the applicable WAC and RMC. The City returned their comments to the applicant on September 19, 2018, and the applicant submitted revised materials on October 4, 2018. Gray & Osborne confirmed on October 8, 2018 that all survey comments have been addressed.

VII. Land Use Planning Comments

The applicant has responded to the following land use conditions of approval from the Quail Hill Phase 2 preliminary plat approval, PLZ-17-0115:

1. Unless otherwise specified herein, at the time of construction and at all times thereafter, the development shall comply with all approval requirements established in applicable plans, policies, regulations and standards adopted at the time of this application, including but not limited to, the Ridgefield Urban Area Comprehensive Plan (RUACP), the Ridgefield Capital Facilities Plan (RCFP), the

Ridgefield Development Code (RDC), the Ridgefield Engineering Standards for Public Works (Engineering Standards), current water and sanitary sewer plans, and the Stormwater Management Manual for the Puget Sound Basin (Puget Sound Manual) and the Union Ridge Development Standards and Design Guidelines.

Findings

This condition is met subject to ongoing compliance.

2. Pursuant to RCW 27.53.060 it is unlawful to remove or alter any archaeological resource or site without having obtained a written permit from the Washington State Office of Archaeology and Historic Preservation. Upon any discovery of potential or known archaeological resources at the subject site prior to or during on-site construction, the developer, contractor, and/or any other parties involved in construction shall immediately cease all on-site construction, shall act to protect the potential or known historical and cultural resources area from outside intrusion, and shall notify, within a maximum period of twenty-four hours from the time of discovery, the City of Ridgefield Community Development Department and the Washington State Office of Archaeology and Historic Preservation of said discovery.

Findings

This condition is met subject to ongoing compliance.

3. Prior to issuance of certificate of occupancy, the applicant or successors in interest shall submit documentation that all outstanding planning, engineering, and building invoices have been paid to the City.

Findings

This condition will apply at final occupancy.

4. The developer shall provide a note on the Final Plat identifying all applicable setbacks and dimensional standards.

Findings

This condition is met.

5. Prior to Final Plat approval the developer shall provide the Community Development Director with documentation demonstrating that the maximum building coverage does not exceed 60% of net buildable area overall and the maximum development coverage does not exceed 75% of the net buildable area overall.

Findings

This condition is met.

6. Prior to Final Site Plan Review and Final Plat approval the developer shall provide the Community Development Director with a copy of the final HOA bylaws and CC&Rs, which ensures that the HOA is responsible for the perpetual maintenance of all improvements and amenities held in common and not dedicated to the city.

Findings

The applicant submitted an unsigned amendment adding Pioneer East to the Quail Hill subdivision

CC&Rs. As a **condition of approval**, the applicant shall submit the signed and dated CC&R amendment prior to obtaining city signatures on final plat mylars.

7. The developer shall provide the Community Development Director with a final lighting plan with fixture cut sheets prior to Final Site Plan Review and Final Plat approval demonstrating compliance with the applicable provisions of Title 18.715.

Findings

This condition is met.

8. Prior to Final Plat approval the developer shall provide the Community Development Director with documentation demonstrating a completed Buy/Sell Agreement with the East Fork Lewis Mitigation Bank for credits related to this project phase.

Findings

This condition is met.

9. The developer shall provide the Community Development Director with a final architectural plan after this project successfully completes the Design Review process to show compliance with the Residential Building requirements as specified in the Union Ridge Design Guidelines. Written compliance with the Design Review shall be submitted prior to Final Site Plan approval.

Findings

This condition is met.

10. At the time of Building Permit submittal for each lot the developer shall demonstrate that the proposed dwellings satisfy all applicable residential architectural requirements found in the Union Ridge Development Standards and Design Guidelines.

Findings

This condition will apply at building permit submittal.

11. The applicant shall provide an L2 landscape buffer and a six-foot high sight obscuring fence along the south and west boundaries of the site. The fence on the south boundary shall be constructed as a six-foot tall double-sided cedar fence. In addition, the applicant shall provide a six-foot high black vinyl coated chain link fence from the southeast corner of the site, east to the northeast corner of the Gee Creek neighborhood as proposed in the February 23, 2018 email from Kurt Stonex.

Findings

The chain link fence has been constructed. As a **condition of approval**, the applicant shall install the landscaping and fences described in (11) prior to final occupancy for the last house constructed on the south and west site boundaries adjacent to the fences.

12. The applicant shall provide a 6-foot tall sight obscuring fence along the north boundary of the site.

Findings

As a **condition of approval**, the applicant shall install the fence described in (12) prior to final occupancy for the last house constructed on the north site boundary adjacent to the fence.

Additional planning comments and **conditions of approval** are provided below.

1. The proposal shall comply with all terms and conditions of approval for the original decision, PLZ-17-0115, approved by the Hearing Examiner with a final order dated March 15, 2018.
2. The proposal shall comply with all terms of the Quail Hill Development Agreement, approved by City Council as ORD 1233 on June 8, 2017.
3. All street names on the final plat and on installed street signs shall conform to the City of Ridgefield Street Renaming Committee Manual. See Section X below.
4. Submit the \$313,843.58 bond required for incomplete public improvements prior to obtaining city signatures on the final plat mylars.
5. Submit the signed and dated CC&R amendment prior to obtaining city signatures on final plat mylars.
6. Install the landscaping and fences described in (11) prior to final occupancy for the last house constructed on the south and west site boundaries adjacent to the fences.
7. Install the fence described in (12) prior to final occupancy for the last house constructed on the north site boundary adjacent to the fence.
8. Submit a Mylar for signature containing the signature and seal of the surveyor of record (Certification of Subdivision Platting, see RDC 18.620.120.L for required language) and the signatures of all parties having an ownership interest in the land for purposes of dedication (Dedication of Subdivision, see RDC 18.620.120.M).
9. Record the final plat with the Clark County Auditor's Office within thirty (30) calendar days of City signatures on the face of the Mylar.
10. Submit three (3) full-sized copies and one (1) 11-inch by 17-inch copy of the recorded plat and all associated written documents within thirty (30) calendar days of City signatures on the face of the Mylar.

The City of Ridgefield shall not process land use or building permit applications until the above conditions are satisfied.

Contact: Jeff Niten, Community Development Director, (360) 857-5013, jeff.niten@ci.ridgefield.wa.us

VIII. Addressing

See attached Addressing Table and Map.

IX. Conclusion

Staff recommends City Council approve the Pioneer East Final Plat and Final Site Plan. Please submit any materials as described in this staff memo.

X. Pioneer East Addressing

Ascending from west to east and from north to south

Lot #	Address	Lot #	Address	Lot #	Address	Lot #	Address
S 11th Street		S Union Place		S Ridge Way		S 13th Street	
North (even) side of street		West (odd) side of street		North (even) side of street		North (even) side of street	
72	7000	73	1101	186	7022	147	7024
71	7004	74	1109	185	7026	146	7028
70	7008	75	1117	184	7030	145	7032
69	7012	76	1125	183	7034	144	7036
68	7016	77	1133	182	7038	143	7040
67	7020	78	1141	181	7102	142	7104
66	7024	79	1149	180	7108	141	7110
65	7028	80	1157	179	7114	140	7116
64	7032	81	1203	178	7120	139	7122
63	7036	82	1211	177	7126	138	7128
62	7050	83	1219	176	7132	137	7168
209	7126	84	1227	175	7138	136	7176
208	7138	85	1235	174	7144	135	7204
207	7150	86	1243	173	7234	134	7212
206	7162	87	1251	172	7242	133	7220
205	7174	88	1259	171	7250	132	7228
204	7204			170	7258	131	7232
South (odd) side of street				169	7266	130	7244
187	7021			South (odd) side of street		129	7252
188	7025			148	7023	128	7260
189	7029			149	7027	127	7268
190	7033			150	7031	126	7312
191	7037			151	7035	125	7320
192	7101			152	7039	124	7328
193	7107			153	7103	South (odd) side of street	
194	7113			154	7109	89	7001
195	7119			155	7115	90	7009
196	7125			156	7121	91	7017
197	7131			157	7127	92	7025
198	7137			158	7169	93	7033
199	7143			159	7177	94	7041
200	7149			160	7205	95	7049
201	7155			161	7213	96	7057
202	7203			162	7221	97	7065

203	7227			163	7229	98	7103
				164	7237	99	7111
				165	7245	100	7119
				166	7253	101	7127
				167	7261	102	7135
				168	7269	103	7143
						104	7151
						105	7159
						106	7167
						107	7175
						108	7201
						109	7209
						110	7217
						111	7225
						112	7233
						113	7241
						114	7249
						115	7257
						116	7265
						117	7273
						118	7281
						119	7289
						120	7309
						121	7315
						122	7321
						123	7327

TRACT NOTES

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TEXT 'A' AND TEXT 'Y' ARE REVERSE OF EACH OTHER IF
CONSIDERED TO BE REVERSE OF EACH OTHER (HOW UPON
PLAT 'A' AND 'Y' ARE REVERSE OF EACH OTHER)
APPROXIMATELY 1000 AND 1000000.

TEXT 'Y' IS REVERSE OF EACH OTHER IF REVERSE OF
EACH OTHER (HOW UPON PLAT 'Y' AND 'Y' ARE REVERSE OF
EACH OTHER) APPROXIMATELY 1000 AND 1000000.

TEXT 'Y' AND TEXT 'Y' ARE REVERSE OF EACH OTHER
(HOW UPON REVERSE OF EACH OTHER PLAT 'Y' AND 'Y'
ARE REVERSE OF EACH OTHER) APPROXIMATELY 1000 AND
1000000.

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PLANT OF QUAIL HILL AT ORION RIDGE PASSAGE ? (ENC. 371, PG. 812)
N 46°51'37" (S) TRASH (S) MOUNTAIN (S) FOUND IN PLANT (S) AT THE
SOUTHERLY CORNER OF LOT 20 AND THE SOUTHERLY ANGLE FROM
THE SOUTHERLY CORNER OF LOT 20

PIONEER EAST
 PIONEER EAST FINAL PLZ-18-0103
 (ORIGINALLY APPROVED AS QUAIL HILL AT UNION RIDGE PHASE 2 BY CITY OF RIDGEFIELD FINAL ORDER PLZ-17-0115)

A SUBDIVISION IN LOTS 9 & 10, UNION RIDGE PHASE 1A
 BOOK 311 OF PLATS, PAGE 106
 IN THE NE 1/4 OF THE NW 1/4 OF SEC. 27, TWP. 4 N., RGE. 1 E., W.M.
 CITY OF RIDGEFIELD, CLATSOP COUNTY, WASHINGTON
 NOVEMBER 2018

TRACT NOTES

1. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
2. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
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LEGEND

- 1. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 2. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 3. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 4. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 5. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 6. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 7. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 8. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 9. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.
- 10. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.

MINIMUM SETBACKS

Setback	Front	Side	Rear
1. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
2. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
3. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
4. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
5. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
6. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
7. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
8. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
9. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'
10. ALL LOTS ARE TO BE SUBDIVIDED INTO LOTS OF APPROXIMATELY 1/4 AC. EACH.	10'	5'	5'

QUAIL CROSSING PLACE

11TH STREET

10TH STREET

9TH STREET

8TH STREET

7TH STREET

6TH STREET

5TH STREET

4TH STREET

3TH STREET

2TH STREET

1TH STREET

0TH STREET

12TH STREET

13TH STREET

14TH STREET

15TH STREET

16TH STREET

17TH STREET

18TH STREET

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158TH STREET

159TH STREET

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161TH STREET

162TH STREET

163TH STREET

164TH STREET

165TH STREET

CITY OF RIDGEFIELD MAYOR

APPROVED AND ACCEPTED BY THE CITY COUNCIL OF RIDGEFIELD,
COUNTY OF CLARK, STATE OF WASHINGTON, THIS _____ DAY
OF _____ 20____.

MAYOR, CITY OF RIDGEFIELD _____ DATE _____

ATTESTED BY: _____
CITY CLERK

CITY OF RIDGEFIELD COMMUNITY DEVELOPMENT

CITY COMMUNITY DEVELOPMENT DIRECTOR _____ DATE _____

CITY OF RIDGEFIELD PUBLIC WORKS

CITY PUBLIC WORKS DIRECTOR _____ DATE _____

CITY OF RIDGEFIELD ENGINEER

CITY OF RIDGEFIELD ENGINEER _____ DATE _____

SURVEY REFERENCES

- RECORD OF SURVEY BY OLSON ENGINEERING, INC. FOR CLARENCE ROBINSON RECORDED IN BOOK 5 OF SURVEYS, AT PAGE 169, DECEMBER 1976 RECORDS OF CLARK COUNTY, WASHINGTON
- RECORD OF SURVEY BY OLSON ENGINEERING, INC. FOR LARRY JOHNS RECORDED IN BOOK 16 OF SURVEYS, AT PAGE 170, JANUARY 1984, RECORDS OF CLARK COUNTY, WASHINGTON
- RECORD OF SURVEY BY MINISTER & GLAESER SURVEYING, INC. FOR ROBERT ZIMMERLY RECORDED IN BOOK 47 OF SURVEYS, AT PAGE 94, NOVEMBER 2000, RECORDS OF CLARK COUNTY, WASHINGTON
- PLAT OF "UNION RIDGE PHASE 1A" BY MINISTER & GLAESER SURVEYING, INC. RECORDED IN BOOK 311 OF PLATS, AT PAGE 406, AUGUST 2006, RECORDS OF CLARK COUNTY, WASHINGTON
- PLAT OF "QUAIL HILL AT UNION RIDGE PHASE 1" BY OLSON ENGINEERING, INC. RECORDED IN BOOK 311 OF PLATS, AT PAGE 915, NOVEMBER 2017, RECORDS OF CLARK COUNTY, WASHINGTON

SECTION SUBDIVISION NOTE

THIS PLAT IS BASED ON THE SECTION SUBDIVISION DETERMINED DURING THE SURVEY FOR THE PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1 (SEE REFERENCE #5) AND THE PLAT OF UNION RIDGE PHASE 1A (SEE REFERENCE #4).

DEDICATION

KNOWN TO ALL MEN BY THESE PRESENTS THAT WE THE UNDERSIGNED OWNERS OF THE TRACT OF LAND HEREIN DESCRIBED HAVE CAUSED THE SAME TO BE PLATTED ACCORDING TO THE PLAT HERETO ANNEXED. SAME TO BE KNOWN AS PIONEER EAST, AND HEREBY DEDICATE THE STREETS AND EASEMENTS AS SHOWN THEREON TO THE PUBLIC USE FOREVER.

IN WITNESS WHEREOF WE SET OUR HANDS AND SEALS.

QHR II, LLC
A WASHINGTON LIMITED LIABILITY COMPANY

BY: _____
ITS: _____

ACKNOWLEDGMENT

STATE OF _____ } SS
COUNTY OF _____ }

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT _____ IS THE PERSON THAT APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE/SHE SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE/SHE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT, AND ACKNOWLEDGED IT, AS AUTHORIZED SIGNATOR OF QHR II, LLC, A WASHINGTON LIMITED LIABILITY COMPANY, TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

NOTARY SIGNATURE _____
DATED: _____, 20____.
PRINTED NAME: _____
NOTARY PUBLIC IN AND FOR THE STATE OF _____
MY COMMISSION EXPIRES _____

CLARK COUNTY ASSESSOR

THIS PLAT MEETS THE REQUIREMENTS OF R.C.W. NO. 58.17.170, LAWS OF WASHINGTON, 1981, TO BE KNOWN AS

PIONEER EAST

SUBDIVISION PLAT NO. _____ IN THE COUNTY OF CLARK,
STATE OF WASHINGTON

CLARK COUNTY ASSESSOR _____

CLARK COUNTY AUDITOR

ATTESTED BY _____
CLARK COUNTY AUDITOR

FILED FOR RECORD THIS _____ DAY OF _____, 2018.

AUDITORS FILE NO. _____ BOOK OF PLATS _____, PAGE _____.

PROCEDURE

FIELD TRAVERSES WERE PERFORMED WITH A 3" TOTAL STATION SURVEY INSTRUMENT AND ADJUSTED BY LEAST SQUARES. THE FIELD TRAVERSES MET THE MINIMUM STANDARDS FOR SURVEYS AS DESIGNATED IN WAC 332-130-090.

DEED REFERENCE

GRANTOR: PIONEER ESTATES, LLC
GRANTEE: QHR II, LLC
A.F.#: 5495324
DATE: MARCH 15, 2018

PIONEER EAST

PIONEER EAST FINAL PLAT PLZ-18-0103

(ORIGINALLY APPROVED AS QUAIL HILL AT UNION RIDGE PHASE 2 BY CITY OF RIDGEFIELD FINAL ORDER PLZ-17-0115)

FOUND MONUMENT NOTES

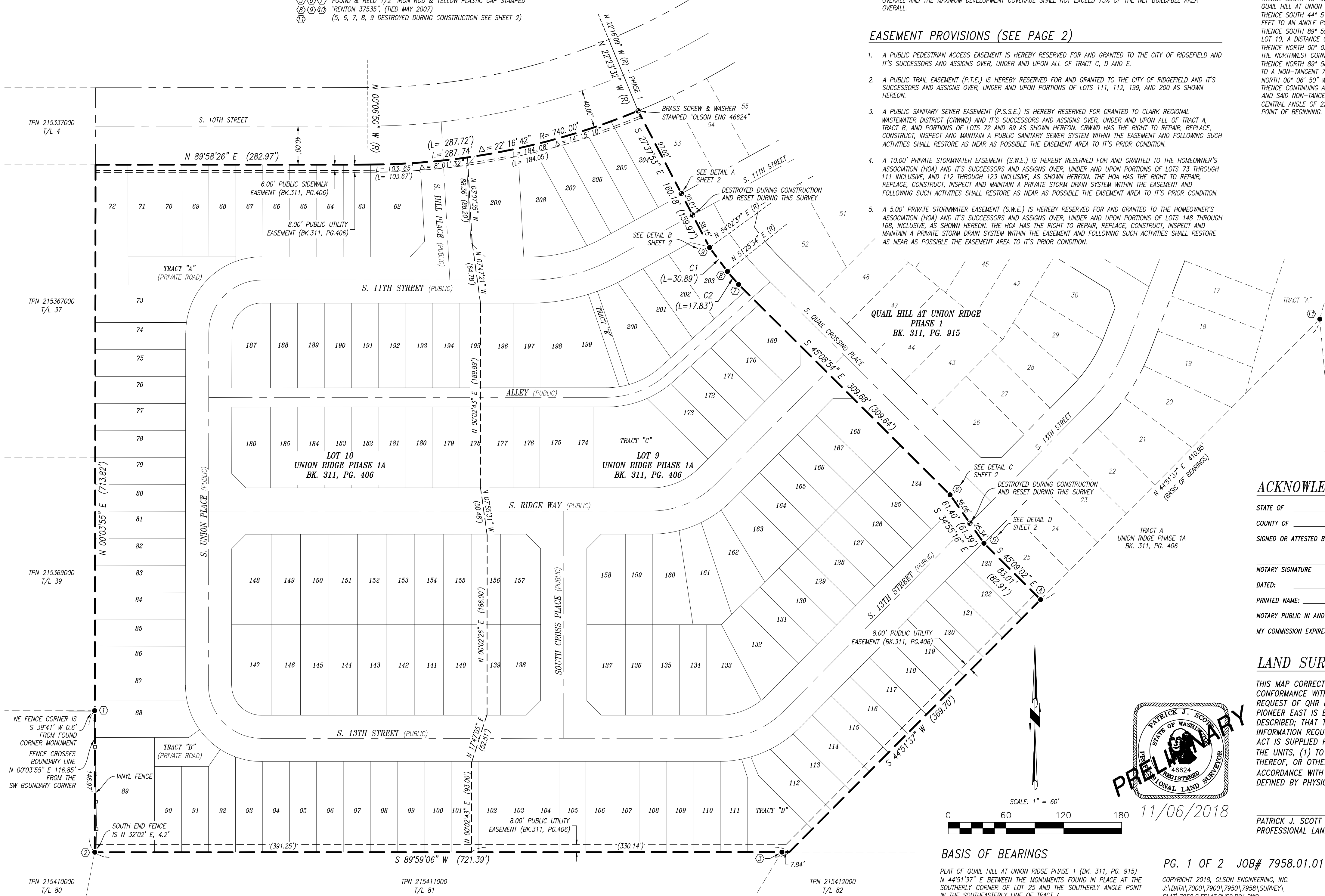
- FOUND 1/2" IRON ROD W/YELLOW PLASTIC CAP STAMPED "375.35 RENTON"
N 00°03'55" E 148.97' & N 89°56'05" W 0.23'
SOUTHWEST CORNER MONUMENT FOR LOT 10 OF UNION RIDGE PHASE 1A AND HOLDING PLAT ANGLE AND DISTANCE NORTHERLY TO THE NORTHWEST CORNER THEREOF. THE SOUTH RIGHT-OF-WAY TANGENT LINE WAS DETERMINED BY HOLDING PLAT ANGLE AND DISTANCE EASTERLY FROM THE NORTHWEST CORNER OF SAID LOT 10 TO THE POINT OF CURVATURE. A NON-TANGENT 740 FOOT RADIUS CURVE TO THE LEFT, THE CENTER OF WHICH BEARS N 00°06'50" W, WAS DETERMINED FROM THAT POINT TO THE NORTHEAST CORNER MONUMENT FOR LOT 9 OF UNION RIDGE PHASE 1A, FOUND DURING THE SURVEY FOR QUAIL HILL AT UNION RIDGE PHASE 1 (BK. 311, PG. 915) AND SUBSEQUENTLY REPLACED WITH A BRASS SCREW AND WASHER IN THE CONCRETE SIDEWALK. THE TERMINUS OF SAID CURVE, THE CENTER OF WHICH BEARS N 22°23'32" W, IS NOT TANGENT TO THE 740 FOOT RADIUS RIGHT-OF-WAY CURVE ESTABLISHED DURING THE SURVEY OF QUAIL HILL AT UNION RIDGE PHASE 1, THE CENTER OF WHICH BEARS N 22°16'09" W.
- FOUND 1/2" IRON ROD W/ YELLOW PLASTIC CAP STAMPED "375.35 RENTON"
HELD FOR THE SOUTHWEST CORNER LOT 10 UNION RIDGE PHASE 1A BK. 311, PG. 406 (TIED NOVEMBER 2017)
- FOUND 5/8" IRON ROD W/SMASHED CAP OVER ROD BENT TO NORTH +/-0.1'
N 89°59'06" W 7.84' & S 00°00'54" E 0.05' FROM THE SOUTH ANGLE POINT CORNER LOT 9 UNION RIDGE PHASE 1A, BK. 311, PG. 406 (TIED NOVEMBER 2017)
- FOUND 1/2" IRON ROD & YELLOW PLASTIC CAP STAMPED "RENTON 375.35"
HELD FOR THE SE CORNER LOT 9 UNION RIDGE PHASE 1A, BK. 311, PG. 406 (TIED MAY 2007)
- FOUND & HELD 1/2" IRON ROD & YELLOW PLASTIC CAP STAMPED "RENTON 375.35", (TIED MAY 2007)
- (5, 6, 7, 8, 9 DESTROYED DURING CONSTRUCTION SEE SHEET 2)

BOUNDARY NOTE

CENTERLINE AND RIGHT-OF-WAY MONUMENTS FOR S. 10TH STREET PER THE PLAT OF UNION RIDGE PHASE 1A (BK. 311, PG. 406) WERE NOT FOUND. THE SOUTHWEST RIGHT-OF-WAY CORNER FOR S. 10TH STREET WAS DETERMINED BY HOLDING THE FOUND SOUTHWEST CORNER MONUMENT FOR LOT 10 OF UNION RIDGE PHASE 1A AND HOLDING PLAT ANGLE AND DISTANCE NORTHERLY TO THE NORTHWEST CORNER THEREOF. THE SOUTH RIGHT-OF-WAY TANGENT LINE WAS DETERMINED BY HOLDING PLAT ANGLE AND DISTANCE EASTERLY FROM THE NORTHWEST CORNER OF SAID LOT 10 TO THE POINT OF CURVATURE. A NON-TANGENT 740 FOOT RADIUS CURVE TO THE LEFT, THE CENTER OF WHICH BEARS N 00°06'50" W, WAS DETERMINED FROM THAT POINT TO THE NORTHEAST CORNER MONUMENT FOR LOT 9 OF UNION RIDGE PHASE 1A, FOUND DURING THE SURVEY FOR QUAIL HILL AT UNION RIDGE PHASE 1 (BK. 311, PG. 915) AND SUBSEQUENTLY REPLACED WITH A BRASS SCREW AND WASHER IN THE CONCRETE SIDEWALK. THE TERMINUS OF SAID CURVE, THE CENTER OF WHICH BEARS N 22°23'32" W, IS NOT TANGENT TO THE 740 FOOT RADIUS RIGHT-OF-WAY CURVE ESTABLISHED DURING THE SURVEY OF QUAIL HILL AT UNION RIDGE PHASE 1, THE CENTER OF WHICH BEARS N 22°16'09" W.

MONUMENTS ARE BEING ESTABLISHED, AS SHOWN HEREON, AT EACH STREET INTERSECTION AND AT THE INTERSECTION POINTS OF THE EXTENSIONS OF THE PLAT PERIMETER BOUNDARY AND THE CENTERLINE OF THE EXISTING FRONTAGE STREET OF S. 10TH STREET ACCORDING TO THE REQUIREMENTS OF CITY OF RIDGEFIELD MUNICIPAL CODE CHAPTER 18.600.030 INCORPORATING THE CITY OF RIDGEFIELD ENGINEERING STANDARDS FOR PUBLIC WORKS CONSTRUCTION VOLUME 1, CHAPTER 2.18, SURVEY MONUMENTS, DATED MAY 2017.

LEGEND	
●	FOUND MONUMENT AS NOTED SEE FOUND MONUMENT NOTES FOR DETAILS
●	1/2" X 24" REBAR & YELLOW PLASTIC CAP (UNLESS NOTED OTHERWISE) STAMPED "OLSON ENG. 46624" SET DURING PREVIOUS SURVEY FOR QUAIL HILL AT UNION RIDGE PHASE 1 (REF#5)
---	PLAT BOUNDARY
---	PLAT LOT & RIGHT-OF-WAY
---	CENTERLINE RIGHT-OF-WAY
---	EXISTING RIGHT-OF-WAY LINE
---	EXISTING TAX LOT LINE
(R)	RADIAL
(#)	RECORD DIMENSION (UNION RIDGE PHASE 1A)
TPN	TAX PARCEL NUMBER
T/L	TAX LOT NUMBER



PLAT NOTES

- THIS PLAT IS SUBJECT TO THE UNION RIDGE MASTER PLAN DEVELOPMENT AGREEMENT EFFECTIVE JUNE 30, 2006 RECORDED UNDER AF# 4194773, RECORDS OF CLARK COUNTY, WASHINGTON.
- THIS PLAT IS SUBJECT TO THAT DEVELOPMENT AGREEMENT MADE BETWEEN QUAIL CONSTRUCTION, LLC AND THE CITY OF RIDGEFIELD, WASHINGTON RECORDED UNDER AF# 5393921, AND THAT SUPPLEMENTAL DEVELOPMENT AGREEMENT MADE BETWEEN QUAIL HILL DEVELOPMENT, LLC AND THE CITY OF RIDGEFIELD, WASHINGTON RECORDED UNDER AF# 5417415, RECORDS OF CLARK COUNTY, WASHINGTON.
- NO DIRECT LOT ACCESS FROM S. 10TH STREET IS PERMITTED.
- TRAILS SHOWN IN TRACTS "C" AND "D" (PAGE 2) ARE SHOWN FOR GRAPHICAL PURPOSES ONLY AND MUST BE BUILT AS A CONDITION OF FINAL PLAT APPROVAL BY THE CITY OF RIDGEFIELD.
- DEVELOPMENT IMPACT FEES AS SPECIFIED BY THE RIDGEFIELD MUNICIPAL CODE INCLUDING, BUT NOT LIMITED TO PARK IMPACT FEES, TRAFFIC IMPACT FEES, AND/OR SCHOOL IMPACT FEES ARE ASSESSED PER HOME AND ARE DUE AT THE TIME OF BUILDING PERMIT ISSUANCE FOR EACH LOT.
- PURSUANT TO R.C.W. 27.53.060, IT IS UNLAWFUL TO REMOVE OR ALTER ANY ARCHAEOLOGICAL RESOURCE OR SITE WITHOUT HAVING OBTAINED A WRITTEN PERMIT FROM THE WASHINGTON STATE OFFICE OF ARCHAEOLOGY AND HISTORIC PRESERVATION. UPON ANY DISCOVERY OF POTENTIAL OR KNOWN ARCHAEOLOGICAL RESOURCES AT THE SUBJECT SITE PRIOR TO OR DURING ON-SITE CONSTRUCTION, THE DEVELOPER, CONTRACTOR, AND /OR ANY OTHER PARTIES INVOLVED IN CONSTRUCTION SHALL IMMEDIATELY CEASE ALL ON-SITE CONSTRUCTION, SHALL ACT TO PROTECT THE POTENTIAL OR KNOWN HISTORICAL AND CULTURAL RESOURCES AREA FROM OUTSIDE INTRUSION, AND SHALL NOTIFY WITHIN A MAXIMUM PERIOD OF 24 HOURS FROM THE TIME OF DISCOVERY, THE CITY OF RIDGEFIELD COMMUNITY DEVELOPMENT DEPARTMENT OF SAID DISCOVERY.
- THE MAXIMUM BUILDING COVERAGE FOR THIS SUBDIVISION SHALL NOT EXCEED 60% OF THE NET BUILDABLE AREA OVERALL AND THE MAXIMUM DEVELOPMENT COVERAGE SHALL NOT EXCEED 75% OF THE NET BUILDABLE AREA OVERALL.

EASEMENT PROVISIONS (SEE PAGE 2)

- A PUBLIC PEDESTRIAN ACCESS EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE CITY OF RIDGEFIELD AND ITS SUCCESSORS AND ASSIGNS OVER, UNDER AND UPON ALL OF TRACT C, D AND E.
- A PUBLIC TRAIL EASEMENT (P.T.E.) IS HEREBY RESERVED FOR AND GRANTED TO THE CITY OF RIDGEFIELD AND ITS SUCCESSORS AND ASSIGNS OVER, UNDER AND UPON PORTIONS OF LOTS 111, 112, 199, AND 200 AS SHOWN HEREON.
- A PUBLIC SANITARY SEWER EASEMENT (P.S.S.E.) IS HEREBY RESERVED FOR GRANTED TO CLARK REGIONAL WASTEWATER DISTRICT (CRWD) AND ITS SUCCESSORS AND ASSIGNS OVER, UNDER AND UPON ALL OF TRACT A, TRACT B, AND PORTIONS OF LOTS 72 AND 89 AS SHOWN HEREON. CRWD HAS THE RIGHT TO REPAIR, REPLACE, CONSTRUCT, INSPECT AND MAINTAIN A PUBLIC SANITARY SEWER SYSTEM WITHIN THE EASEMENT AND FOLLOWING SUCH ACTIVITIES SHALL RESTORE AS NEAR AS POSSIBLE THE EASEMENT AREA TO ITS PRIOR CONDITION.
- A 10.00' PRIVATE STORMWATER EASEMENT (S.W.E.) IS HEREBY RESERVED FOR AND GRANTED TO THE HOMEOWNER'S ASSOCIATION (HOA) AND ITS SUCCESSORS AND ASSIGNS OVER, UNDER AND UPON PORTIONS OF LOTS 73 THROUGH 111 INCLUSIVE, AND 112 THROUGH 123 INCLUSIVE, AS SHOWN HEREON. THE HOA HAS THE RIGHT TO REPAIR, REPLACE, CONSTRUCT, INSPECT AND MAINTAIN A PRIVATE STORM DRAIN SYSTEM WITHIN THE EASEMENT AND FOLLOWING SUCH ACTIVITIES SHALL RESTORE AS NEAR AS POSSIBLE THE EASEMENT AREA TO ITS PRIOR CONDITION.
- A 5.00' PRIVATE STORMWATER EASEMENT (S.W.E.) IS HEREBY RESERVED FOR AND GRANTED TO THE HOMEOWNER'S ASSOCIATION (HOA) AND ITS SUCCESSORS AND ASSIGNS OVER, UNDER AND UPON PORTIONS OF LOTS 148 THROUGH 168, INCLUSIVE, AS SHOWN HEREON. THE HOA HAS THE RIGHT TO REPAIR, REPLACE, CONSTRUCT, INSPECT AND MAINTAIN A PRIVATE STORM DRAIN SYSTEM WITHIN THE EASEMENT AND FOLLOWING SUCH ACTIVITIES SHALL RESTORE AS NEAR AS POSSIBLE THE EASEMENT AREA TO ITS PRIOR CONDITION.

PERIMETER DESCRIPTION

LOT 9 AND LOT 10, UNION RIDGE PHASE 1A, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK 311 OF PLATS, AT PAGE 406, RECORDS OF CLARK COUNTY, WASHINGTON IN THE NORTHWEST QUARTER OF SECTION 27, TOWNSHIP 4 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, CITY OF RIDGEFIELD, CLARK COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 27;
THENCE SOUTH 89° 59' 26" WEST, ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER, 365.07 FEET;
THENCE SOUTH 00° 00' 34" EAST, PERPENDICULAR TO SAID NORTH LINE, 183.41 FEET TO THE MOST NORTHERLY CORNER OF THE PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1 RECORDED IN BOOK 311 OF PLATS, AT PAGE 915, RECORDS OF CLARK COUNTY, WASHINGTON;
THENCE SOUTH 25° 06' 49" WEST, ALONG THE NORTHWESTERLY BOUNDARY OF SAID PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1, A DISTANCE OF 1.07 FEET TO A 740.00 FOOT RADIUS CURVE TO THE RIGHT, THENCE CONTINUING ALONG SAID NORTHWESTERLY LINE AND SAID 740.00 FOOT RADIUS CURVE TO THE RIGHT, THROUGH A CENTRAL ANGLE OF 42° 37' 02", AN ARC DISTANCE OF 550.42 FEET TO THE NORTHWEST CORNER OF LOT 53 OF SAID PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1 AND THE TRUE POINT OF BEGINNING, SAID POINT BEING THE NORTHEAST CORNER OF SAID LOT 9;
THENCE THE FOLLOWING SIX (6) COURSES ALONG THE SOUTHWESTERLY LINE OF SAID PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1, SAID LINE BEING THE NORTHEASTERLY LINE OF SAID LOT 9;
THENCE SOUTH 27° 37' 53" EAST, 160.18 FEET TO A NON-TANGENT 1362.83 FOOT RADIUS CURVE TO THE LEFT, THE CENTER OF WHICH BEARS NORTH 54° 02' 37" EAST;
THENCE ALONG SAID NON-TANGENT 1362.83 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 01° 18' 02", AN ARC DISTANCE OF 30.94 FEET TO A NON-TANGENT 213.51 FOOT RADIUS CURVE TO THE LEFT, THE CENTER OF WHICH BEARS NORTH 51° 25' 34" EAST;
THENCE ALONG SAID NON-TANGENT 213.51 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 04° 46' 57", AN ARC DISTANCE OF 17.82 FEET;
THENCE SOUTH 45° 08' 54" EAST, 309.68 FEET;
THENCE SOUTH 34° 55' 16" EAST, 61.40 FEET;
THENCE SOUTH 45° 08' 02" EAST, 83.01 FEET TO THE SOUTHWEST CORNER OF LOT 25 OF SAID PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1, SAID POINT BEING THE SOUTHWEST CORNER OF SAID LOT 10;
THENCE SOUTH 44° 51' 37" WEST, ALONG THE SOUTHEASTERLY LINE OF SAID LOT 9, A DISTANCE OF 369.70 FEET TO AN ANGLE POINT THEREIN;
THENCE SOUTH 89° 59' 06" WEST, ALONG THE SOUTH LINE OF SAID LOT 9 AND THE SOUTH LINE OF SAID LOT 10, A DISTANCE OF 721.39 FEET TO THE SOUTHWEST CORNER OF SAID LOT 10;
THENCE NORTH 00° 03' 55" EAST, ALONG THE WEST LINE OF SAID LOT 10, A DISTANCE OF 713.82 FEET TO THE NORTHWEST CORNER THEREOF;
THENCE NORTH 89° 58' 26" EAST, ALONG THE NORTH LINE OF SAID LOT 10, A DISTANCE OF 282.97 FEET TO A NON-TANGENT 740.00 FOOT RADIUS CURVE TO THE LEFT THE CENTER OF WHICH BEARS NORTH 00° 06' 50" WEST;
THENCE CONTINUING ALONG SAID NORTH LINE AND THE NORTH LINE OF SAID LOT 9 AND SAID NON-TANGENT 740.00 FOOT RADIUS CURVE TO THE LEFT, THROUGH A CENTRAL ANGLE OF 22° 16' 42", AN ARC DISTANCE OF 287.74 FEET TO THE TRUE POINT OF BEGINNING.

PUBLIC UTILITY EASEMENT

A PUBLIC UTILITY EASEMENT IS HEREBY RESERVED OVER, UNDER AND UPON ALL DESIGNATED PRIVATE ROAD TRACTS AND/OR EASEMENTS, AND THE EXTERIOR 8.00 FEET OF ALL LOTS AND TRACTS LYING PARALLEL WITH AND ADJACENT TO THE PUBLIC ROADS AND ALLEYS, AND ALL PRIVATE ROADS AND/OR EASEMENTS. THE EASEMENT IS FOR THE PURPOSE OF INSTALLING, CONSTRUCTING, RENEWING, OPERATING AND MAINTAINING OF, BUT NOT LIMITED TO, ELECTRIC, TELEPHONE, TV, CABLE, WATER, SANITARY, SEWER, STORM DRAIN, AND OTHER PUBLIC UTILITIES. FOLLOWING SUCH USE THE EASEMENT AREA SHALL BE RESTORED TO ITS PRIOR CONDITION AS NEAR AS POSSIBLE. ALL LOTS CONTAINING PAD MOUNT TRANSFORMERS ARE SUBJECT TO THE MINIMUM WORKING CLEARANCES AS DESIGNATED BY CLARK PUBLIC UTILITIES CONSTRUCTION STANDARDS. ALL PROPOSED BUILDING DESIGNS ON THESE LOTS MUST PROVIDE ADEQUATE CLEARANCE FOR ALL COMBUSTIBLE MATERIALS.

PUBLIC SIDEWALK EASEMENT

A PUBLIC SIDEWALK EASEMENT IS HEREBY RESERVED OVER, UNDER AND UPON THE EXTERIOR 6.00 FEET OF ALL LOTS AND TRACTS LYING PARALLEL WITH AND ADJACENT TO THE PUBLIC ROADS, EXCEPT PUBLIC ALLEYS, AS NECESSARY TO COMPLY WITH ADA SLOPE REQUIREMENTS.

ROAD DEDICATION

ALL INTERNAL ROADS AND ALLEYS DEPICTED AS "PUBLIC" ON THIS PLAT ARE HEREBY CONVEYED TO THE CITY OF RIDGEFIELD WITH THE RECORDING OF THIS FINAL PLAT.

PRIVATE ROADS

THE CITY OF RIDGEFIELD HAS NO RESPONSIBILITY TO IMPROVE OR MAINTAIN THE PRIVATE ROADS AS SHOWN HEREON. IT SHALL BE THE SOLE RESPONSIBILITY OF THE PROPERTY OWNERS TO IMPROVE OR MAINTAIN THE PRIVATE ROADS PROVIDING ACCESS TO THE PROPERTY CONTAINED WITHIN AND DESCRIBED IN THIS PLAT.

ACKNOWLEDGMENT

STATE OF _____ } SS
COUNTY OF _____ }
SIGNED OR ATTESTED BEFORE ME ON _____ BY PATRICK J. SCOTT.

NOTARY SIGNATURE _____
DATED: _____, 20____.
PRINTED NAME: _____
NOTARY PUBLIC IN AND FOR THE STATE OF _____
MY COMMISSION EXPIRES _____

LAND SURVEYOR'S CERTIFICATION

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF QHR II, LLC ON APRIL 9, 2018. I HEREBY CERTIFY THAT THIS MAP FOR PIONEER EAST IS BASED UPON AN ACTUAL SURVEY OF THE PROPERTY HEREIN DESCRIBED, THAT THE BEARINGS AND DISTANCES ARE CORRECTLY SHOWN, THAT ALL INFORMATION REQUIRED BY THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT IS SUPPLIED HEREIN; AND THAT ALL HORIZONTAL AND VERTICAL BOUNDARIES OF THE UNITS, (1) TO THE EXTENT DETERMINED BY THE WALLS, FLOORS, OR CEILINGS THEREOF, OR OTHER PHYSICAL MONUMENTS, ARE SUBSTANTIALLY COMPLETED IN ACCORDANCE WITH SAID MAP, OR (2) TO THE EXTENT SUCH BOUNDARIES ARE NOT DEFINED BY PHYSICAL MONUMENTS, SUCH BOUNDARIES ARE SHOWN ON THE MAP.

PATRICK J. SCOTT
PROFESSIONAL LAND SURVEYOR NO. 46624

DATE _____

BASIS OF BEARINGS

PLAT OF QUAIL HILL AT UNION RIDGE PHASE 1 (BK. 311, PG. 915)
N 44°51'37" E BETWEEN THE MONUMENTS FOUND IN PLACE AT THE SOUTHERLY CORNER OF LOT 25 AND THE SOUTHERLY ANGLE POINT IN THE SOUTHEASTERLY LINE OF TRACT A.

PG. 1 OF 2 JOB# 7958.01.01

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LAND SURVEYORS

OLSON ENGINEERS
ENGINEERING INC. 222 E. EVERGREEN BLVD., VANCOUVER, WA 98660
1-800-465-1385
1-206-286-8933

PIONEER EAST FINAL PLAT PLZ-18-0103
(ORIGINALLY APPROVED AS QUAIL HILL AT UNION RIDGE PHASE 2 BY CITY OF RIDGEFIELD FINAL ORDER PLZ-17-0115)

A SUBDIVISION IN LOTS 9 & 10, UNION RIDGE PHASE 1A
BOOK 311 OF PLATS, PAGE 406
IN THE NE 1/4 OF THE NW 1/4 OF SEC. 27, TWP. 4 N., RGE. 1 E., W.M.
CITY OF RIDGEFIELD, CLARK COUNTY, WASHINGTON
NOVEMBER 2018

TRACT NOTES

TRACT "A" AND TRACT "B" ARE PRIVATE ROAD AND UTILITY TRACTS AND ARE HEREBY
CONVEYED TO THE HOMEDEWER'S ASSOCIATION (HWA) UPON RECORDING OF THIS FINAL
PLAN. TRACT "A" SHALL BE MAINTAINED FOR THE MAINTENANCE OF THE PRIVATE ROAD
IMPROVEMENTS BETWEEN SAID TRACTS.

TRACT "C" IS HEREBY CONVEYED TO THE HOMEDEWER'S ASSOCIATION (HWA) UPON
RECORDING OF THIS FINAL PLAN FOR THE PURPOSE OF RECREATIONAL OPEN SPACE AND
SHALL BE MAINTAINED BY THE HWA.

TRACT "D" AND TRACT "E" ARE HEREBY CONVEYED TO THE HOMEDEWER'S ASSOCIATION
(HWA) UPON RECORDING OF THIS FINAL PLAN FOR THE PURPOSE OF PEDESTRIAN TRAIL
AND OPEN SPACE AND SHALL BE MAINTAINED BY THE HWA.

LEGEND

- [illegible]

MINIMUM SETBACKS	
FRONT YARD	20'
FRONT YARD ALLEY LOTS	10'
SIDE YARD	4'
STREET SIDE YARD	10'
REAR YARD *	5'

COUNT	SCREW	TABLE
LOT	LINE	DATE
67	TRACT A	70
TRACT A	73	73
73	74	70
87	88	70
TRACT B	82	70
92	93	70
117	TRACT D	70
TRACT D	112	70
112	113	70
113	114	70
130	133	70
160	161	70
181	182	70
162	163	70
198	199	70
200	201	70
201	202	70
202	203	70
203	200	70

CURVE	CURVE DELTA
C1	0'12'43"
C2	0'12'46"
C3	19'48'51"
C4	30'55'54"
C5	31'14'30"
C6	7'56'53"
C7	11'07'03"
C8	24'31'42"
C9	21'44'58"
C10	12'40'57"
C11	19'58'54"
C12	0'30'51"
C13	10'33'24"
C14	6'49'54"
C15	10'30'25"
C16	1'54'40"

CURVE TABLE		
CURVE	DELTA	AD
C18	5'33.44"	7
C19	58'42.47"	7
C20	5'33.06"	11
C21	13'40.12"	11
C22	11'53.03"	11
C23	11'30.29"	11
C24	7'18.41"	11
C25	43'14.31"	7
C26	47'48.38"	8
C27	47'48.38"	9
C28	47'48.38"	10
C29	25'44.49"	10
C30	15'55.02"	10
C31	7'08.43"	10
C32	25'47.50"	8
C33	6'51.48"	8

	CURVE TABLE cont.			
CURVE	DELA	RADIUS	LENGTH	
C55	755.47	204.00	10.5	
C56	755.38	204.00	28.2	
C57	754.04	204.00	22.7	
C58	748.32	204.00	22.8	
C59	724.39	204.00	22.8	
C60	722.48	204.00	8.3	
C61	634.35	156.00	17.9	
C62	727.44	156.00	60.3	
C63	730.44	140.00	45.3	
C64	730.01*	140.00	14.6	
C65	714.16	140.00	28.8	
C66	713.03	140.00	26.9	
C67	712.03	140.00	26.4	
C68	720.53	140.00	30.3	
C69	738.22	140.00	34.28	
C70	733.51	140.00	33.1	

LINE	LINE SA BEARING
17	N 48°19'43"
12	N 43°25'34"
13	N 54°24'14"
14	N 34°33'33"
15	N 73°45'15"
16	N 27°18'45"
17	N 07°11'54"
18	N 45°00'33"
19	N 44°59'07"
110	N 89°40'12"
111	N 44°59'07"
112	N 45°01'15"
113	N 45°00'33"
114	N 07°11'58"
115	N 44°58'43"
116	N 45°10'25"
117	N 77°43'33"
118	N 65°34'18"
119	N 59°04'00"
120	N 45°10'25"
121	N 82°33'22"
122	N 65°15'15"

PG. 2 OF 2 JOB# 7958.01.0

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ENGINEERS
ENGINEERING INC. 222 E. EVERGREEN BLVD., WACO, TEXAS 76798
1-202-695-1200
1-202-709-0010

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: An Ordinance Adopting the 2019 Budget for the City of Ridgefield, Washington And providing for the Effective Date Thereof

GOVERNING LEGISLATION:
Revised Code of Washington Chapter 35A.33

PREVIOUS COUNCIL ACTION TAKEN:
The City Council conducted a public hearing on the proposed 2019 revenue sources at the November 1, 2018 council meeting.

SUMMARY/BACKGROUND:
The 2019 budget represents the proposed fiscal plans for the City of Ridgefield for calendar year 2019. It took the collaborative efforts of the Budget Advisory Committee, City Council, senior management, staff, and citizen input to develop and create the budget. Meetings were held throughout the budget development process to discuss the budget in more detail and to ensure understanding. These meetings included three Budget Advisory Committee meetings, which were held on August 16th, September 13th, and October 18th. The City also conducted four City Council work sessions, which were held on July 26th, August 23rd, September 27th, and October 25th. Input and feedback gained throughout this process was reviewed and incorporated into the budget as appropriate. Copies of the budget have been made available to the Budget Advisory Committee, City Council, senior management and staff for review as updates were made throughout the process. A proposed draft of the budget was made available to the public at City Hall and on the City's website October 31, 2017.

BUDGET/FINANCIAL IMPACTS:
The 2019 budget proposes total revenues of \$22.9 million and \$19.7 million in expense. The 2019 budget proposes an operating budget of \$11,234,168, capital budget of \$3,919,981, special revenue budget of \$8,791, capital service budget of \$3,726,658 and a debt service budget of \$808,499, for a total budget of \$19,698,097. The net impact on overall fund balance is an increase of \$3,185,465.

Transfers between funds included in the budget total \$5,501,519, with \$1,065,260 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$135,675, transfers for debt service in the amount of \$808,499, and \$3,492,085 for capital projects.

Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget.

The 2019 proposed budget includes funding for three new full-time equivalent positions. The new positions are for an engineer trainee, an administrative assistant, and a public works maintenance worker. The total FTE count for the City of Ridgefield with these additions is 48.75, which includes 47 full-time positions and 3 part-time position.

RECOMMENDED ACTION OR MOTION:

Conduct the first public hearing and reading of Ordinance No. 1280 pertaining to the 2019 Proposed Budget. No formal action is requested at this time.

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2019 Proposed Budget Exhibits A-F (PDF)
2019 Proposed Budget - Public Hearing 11.15.18(PDF)

ORDINANCE NO. 1280

AN ORDINANCE ADOPTING THE 2019 BUDGET FOR THE CITY OF RIDGEFIELD, WASHINGTON AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the tax estimates and budget for the City of Ridgefield for the 2019 fiscal year have been prepared and filed as provided by the laws of the State of Washington; and

WHEREAS, the budget was printed for distribution and notice was published setting the time and place for hearings on the budget; and

WHEREAS, the 2019 proposed budget was submitted to the City Council and City Clerk on October 31, 2018 and budget workshop sessions were held on July 26, 2018, August 23, 2018, September 27, 2018 and October 25, 2018; and

WHEREAS, public hearings on the 2019 annual budget were held on November 1, 2018, November 15, 2018 and December 6, 2018.

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

Section 1: Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt the 2019 budget of anticipated revenues and expenditures.

Section 2: 2019 Budget Adoption. The annual budget for the City of Ridgefield, Washington for the year ending December 31, 2019 is hereby adopted in the amounts and for the purposes shown in Exhibits "A-F", attached hereto and incorporated herein by reference. The budget for each Department and Fund in Exhibits "A-F" is hereby adopted at the fund level and set as the appropriation limit for expenditures for the fiscal year 2019. The attached Exhibit "A" summarizes the totals of estimated revenue and expenditure appropriations for each separate fund and the aggregate total for all funds combined.

Section 3: The Finance Director is directed to transmit a copy of the budget hereby adopted to the State Auditor's Office, Division of Municipal Research, and to the Association of Washington Cities.

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 the attached summary and Exhibits "A-F", which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 6TH
DAY OF DECEMBER, 2018.

By: _____
Don Stose, Mayor

Attest:

Julie Ferriss
City Clerk

Approved as to Form:

Janean Parker, City Attorney

First Reading:	November 15, 2018
Second Reading/Passed:	December 6, 2018
Date of Publication:	December 12, 2018
Effective Date:	December 17, 2018

Exhibit "A"



2019 Budget

		<i>Beginning Fund Balance</i>	<i>2019 Budgeted Revenue</i>	<i>2019 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 3,272,843	\$ 7,389,872	\$ 7,474,529	\$ 3,188,185	\$ (84,657)
101	Street Fund	43,615	798,845	798,840	43,620	\$ 5
406	Water Operating	977,390	2,063,521	2,299,417	741,494	\$ (235,896)
408	Stormwater Operating	248,731	669,470	661,382	256,819	\$ 8,088
Total Operating Funds		4,542,579	10,921,708	11,234,168	4,230,118	\$ (312,460)
Special Revenue Funds						
111	Drug Fund	8,627	1,075	8,791	911	(7,716)
Total Special Revenue Funds		8,627	1,075	8,791	911	(7,716)
Capital Service Funds						
105	Real Estate Excise Tax	918,615	1,246,840	983,275	1,182,180	263,565
114	Park Impact Fee	3,030	876,318	476,000	403,348	400,318
115	Traffic Impact Fee	770	3,610,800	-	3,611,570	3,610,800
416	Water Utility SDC	5,851,595	1,325,086	2,267,383	4,909,297	(942,297)
Total Capital Project Funds		6,774,010	7,059,044	3,726,658	10,106,395	3,332,386
Debt Service Fund						
200	Debt Service	-	808,499	808,499	-	-
Total Debt Service Fund		-	808,499	808,499	-	-
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	195,725	1,131,280	1,011,000	316,005	120,280
410	Water Utility Capital Projects	16,525	2,481,181	2,481,181	16,525	-
412	Storm Utility Capital Projects	-	345,000	345,000	-	-
501	Equipment Replacement (ERF)	172,528	135,775	82,800	225,503	52,975
Total Capital/ERF		384,778	4,093,236	3,919,981	558,033	173,255
Total Budget		\$ 11,709,994	\$ 22,883,562	\$ 19,698,097	\$ 14,895,456	\$ 3,185,465

Exhibit "B"



2019 Budget

Operating Funds

Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
001 General Fund							
Revenue							
Property Tax	988,321	1,056,195	1,145,000	1,145,000	1,260,000	-	1,260,000
Retail Sales & Other Tax	1,441,431	1,721,834	2,174,845	2,369,126	2,149,550	-	2,149,550
Utility Taxes	890,329	986,860	1,051,705	1,070,077	1,097,098	-	1,097,098
License & Permits	875,419	688,425	976,200	1,095,373	1,050,010	-	1,050,010
Planning & Development	668,459	616,645	1,072,593	1,264,535	849,393	-	849,393
Fines & Forfeits	68,761	70,716	70,095	78,518	72,675	-	72,675
Charge for Goods & Srvc	426,565	442,493	540,042	545,823	542,680	-	542,680
Intergovernmental/Grant	202,370	183,670	288,788	197,791	187,566	100,000	287,566
Other Rev/Donations	156,226	94,921	88,350	81,671	80,900	-	80,900
Transfers In	7,304	1,555	8,798	8,798	-	-	-
Total Revenue	5,725,185	5,863,314	7,416,416	7,856,710	7,289,872	100,000	7,389,872
Expense							
City Council	65,401	81,627	84,044	77,544	88,748	-	88,748
Judicial	130,881	127,677	133,082	123,800	136,896	-	136,896
Executive	198,546	229,388	247,703	246,147	274,369	-	274,369
Legal	30,023	22,209	45,000	28,680	40,000	-	40,000
Finance	313,984	358,239	430,108	422,351	456,934	-	456,934
Human Resources	195,344	207,550	191,244	184,535	199,210	750	199,960
Administration	323,337	301,040	327,367	324,882	345,183	69,500	414,683
Gen Govt/Facilities	652,343	692,970	837,649	730,407	737,809	122,467	860,276
Information Tech	222,667	169,009	160,561	157,980	114,059	2,500	116,559
Public Safety	1,489,688	1,535,926	1,738,681	1,667,038	1,872,705	10,420	1,883,125
Civil Service	60	-	1,000	70	1,000	-	1,000
Cemetery	15,914	13,474	26,088	16,783	29,253	2,857	32,110
Transfers	450,799	476,100	480,176	344,403	441,200	225,330	666,530
Community Development	932,977	1,523,305	2,525,052	2,437,672	1,556,946	110,855	1,667,801
Parks	400,382	362,702	471,195	493,354	476,077	159,461	635,538
Total Expense	5,422,346	6,101,216	7,698,950	7,255,647	6,770,390	704,140	7,474,529
Net Total	302,839	(237,902)	(282,534)	601,064	519,482	(604,140)	(84,657)
Fund Balance							
Beginning Fund Balance	2,606,842	2,909,681	2,671,779	2,671,779	3,272,843	3,792,324	3,272,843
Ending Fund Balance	2,909,681	2,671,779	2,389,245	3,272,843	3,792,324	3,188,184	3,188,185
GF Policy Reserve Balance	1,337,224	1,416,348	1,480,890	1,480,890	1,496,136	1,496,136	1,496,136
Building Policy Reserve Bal	321,093	381,317	394,376	394,376	472,893	472,893	472,893
Restricted for Building	900,274	565,828	-	236,850	220,910	140,055	140,055
Fund Balance Available	351,090	308,286	513,979	1,160,727	1,602,384	1,079,099	1,079,100

Exhibit "B"



2019 Budget

Operating Funds Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
101 Street Fund							
Revenue							
Utility Tax/Franchise Fee	52,581	57,992	70,565	91,473	75,186	-	75,186
Permits	11,898	10,688	20,000	26,577	14,000	-	14,000
Grants	3,500	-	-	-	-	-	-
Intergovernmental	145,331	158,094	167,345	169,978	179,604	-	179,604
Other Revenue	5,946	1,108	2,525	255	2,525	-	2,525
Transfers In	346,725	331,100	342,816	223,816	441,200	86,330	527,530
Total Revenue	565,981	558,982	603,251	512,100	712,515	86,330	798,845
Expense							
Streets	496,345	605,282	646,865	508,225	712,510	86,330	798,840
Total Expense	496,345	605,282	646,865	508,225	712,510	86,330	798,840
Net Total	69,636	(46,300)	(43,614)	3,875	5	-	5
Fund Balance							
Beg Fund Balance	16,404	86,040	39,740	39,740	43,615	43,620	43,615
Ending Fund Balance	86,040	39,740	(3,874)	43,615	43,620	43,620	43,620
Reserves Maintain in GF	-	-	-	-	-	-	-
Fund Balance Available	86,040	39,740	(3,874)	43,615	43,620	43,620	43,620

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
406 Water Utility Fund							
Revenue							
Charge for Goods & Srvs	1,396,354	1,516,228	1,706,128	1,759,040	1,853,317	-	1,853,317
Other Revenue	10,212	11,184	12,167	7,760	9,300	-	9,300
Transfers In	323,775	213,868	203,277	203,277	200,904	-	200,904
Total Revenue	1,730,341	1,741,280	1,921,572	1,970,077	2,063,521	-	2,063,521
Expense							
Water Utility	1,705,638	1,743,813	2,511,746	2,277,688	1,844,956	454,461	2,299,417
Total Expense	1,705,638	1,743,813	2,511,746	2,277,688	1,844,956	454,461	2,299,417
Net Total	24,703	(2,533)	(590,174)	(307,611)	218,565	(454,461)	(235,896)
Fund Balance							
Beginning Fund Balance	1,263,000	1,287,703	1,285,001	1,285,001	977,390	1,195,955	977,390
Ending Fund Balance	1,287,703	1,285,001	694,827	977,390	1,195,955	741,494	741,494
Policy Reserve Balance	485,130	396,724	401,192	331,283	421,252	421,252	421,252
Fund Balance Available	802,573	888,277	293,635	646,107	774,703	320,242	320,242

Exhibit "B"



2019 Budget
Operating Funds
Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
408 Stormwater Utility Fund							
Revenue							
Charge for Goods & Svc	428,537	497,532	598,128	553,569	667,545	-	667,545
Other Revenue	2,419	2,173	525	1,191	1,925	-	1,925
Total Revenue	430,956	499,705	598,653	554,760	669,470	-	669,470
Expense							
Stormwater Utility	445,227	535,135	1,059,614	741,847	602,172	59,210	661,382
Total Expense	445,227	535,135	1,059,614	741,847	602,172	59,210	661,382
Net Total	(14,271)	(35,430)	(460,961)	(187,087)	67,298	(59,210)	8,088
Fund Balance							
Beginning Fund Balance	491,217	476,946	435,818	435,818	248,731	316,029	248,731
Ending Fund Balance	476,946	435,818	(25,143)	248,731	316,029	256,819	256,819
Policy Reserve Balance	149,726	137,958	183,098	183,098	192,253	192,253	192,253
Fund Balance Available	327,220	297,860	(208,241)	65,633	123,776	64,566	64,566

Exhibit "C"



2019 Budget

Special Revenue Fund and Debt Service Fund Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
111 Drug Fund							
Revenue							
Fines and Forfeits	921	4,007	1,000	1,287	1,000	-	1,000
Other Revenue	49	119	75	134	75	-	75
Total Revenue	970	4,126	1,075	1,421	1,075	-	1,075
Expense							
Small Tools & Equipment	4,017	8,900	-	-	-	8,791	8,791
Intergovernmental	-	28	-	4	-	-	-
Total Expense	4,017	8,928	-	4	-	8,791	8,791
Net Total	(3,047)	(4,802)	1,075	1,417	1,075	(8,791)	(7,716)
Fund Balance							
Beginning Fund Balance	15,059	12,012	7,210	7,210	8,627	9,702	8,627
Ending Fund Balance	12,012	7,210	8,285	8,627	9,702	911	911
Fund Balance Available	12,012	7,210	8,285	8,627	9,702	911	911

200 Debt Service Fund							
Revenue							
Transfers-In	-	20,224	535,824	534,824	808,499	-	808,499
Other Revenue	-	1,897	-	3,484	-	-	-
Other Financing Sources	-	9,991,682	7,100,000	7,099,533	-	-	-
Total Revenue	-	10,013,803	7,635,824	7,637,841	808,499	-	808,499
Expense							
Debt Service	-	205,438	635,124	634,053	808,499	-	808,499
Transfers-Out	-	8,141,709	8,671,000	8,668,937	-	-	-
Total Expense	-	8,347,147	9,306,124	9,302,990	808,499	-	808,499
Net Total	-	1,666,656	(1,670,300)	(1,665,149)	-	-	-
Fund Balance							
Beg Fund Balance	-	-	1,666,656	1,666,656	-	-	-
Ending Fund Balance	-	1,666,656	756,656	-	-	-	-
Fund Balance Available	-	1,666,656	756,656	-	-	-	-

Exhibit "D"



2019 Budget

Capital Service Fund Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
105 Real Estate Excise Tax (REET) Fund							
Revenue							
Real Estate Excise Taxes	899,391	1,019,320	1,000,000	1,086,661	1,236,840	-	1,236,840
Other Revenue	22,788	963,679	10,000	41,402	10,000	-	10,000
Total Revenue	922,179	1,982,999	1,010,000	1,128,063	1,246,840	-	1,246,840
Expense							
Utility	314,382	75,989	-	-	-	195,000	195,000
General	-	361,106	-	-	-	-	-
Streets	53,280	2,587	759,385	759,385	-	-	-
Parks	518,212	76,237	3,661,500	3,661,500	-	-	-
Debt Service (RORC)	-	-	515,600	514,600	788,275	-	788,275
Total Expense	885,874	515,919	4,936,485	4,935,485	788,275	195,000	983,275
Net Total	36,305	1,467,080	(3,926,485)	(3,807,422)	458,565	(195,000)	263,565
Fund Balance							
Beg Fund Balance	3,222,652	3,258,957	4,726,037	4,726,037	918,615	1,377,180	918,615
Ending Fund Balance	3,258,957	4,726,037	799,552	918,615	1,377,180	1,182,180	1,182,180
Fund Balance Available	3,258,957	4,210,437	11,277	130,340	589,755	394,755	394,755

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
114 Park Impact Fee (PIF) Fund							
Revenue							
Planning & Development	751,077	1,046,077	1,046,077	1,047,628	876,068	-	876,068
Grants	-	211,435	-	-	-	-	-
Other Revenue	10,563	1,369,502	3,500	5,374	250	-	250
Total Revenue	761,640	2,627,014	1,049,577	1,053,002	876,318	-	876,318
Expense							
Park Impact Fee	1,047,886	526,756	4,371,000	4,371,000	-	476,000	476,000
Total Expense	1,047,886	526,756	4,371,000	4,371,000	-	476,000	476,000
Net Total	(286,246)	2,100,258	(3,321,423)	(3,317,998)	876,318	(476,000)	400,318
Fund Balance							
Beg Fund Balance	2,041,312	1,802,481	3,321,028	3,321,028	3,030	879,348	3,030
Ending Fund Balance	1,802,481	3,321,028	(395)	3,030	879,348	403,348	403,348
Fund Balance Available	1,802,481	3,321,028	(395)	3,030	879,348	403,348	403,348

Exhibit "D"



2019 Budget

Capital Service Fund Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
115 Traffic Impact Fee (TIF) Fund							
Revenue							
Planning & Development	193,773	269,321	920,920	928,041	3,610,550	-	3,610,550
Other Revenue	9,569	10,445	3,000	5,684	250	-	250
Total Revenue	203,342	279,766	923,920	933,725	3,610,800	-	3,610,800
Expense							
Transp Impact Fee	52,367	445,224	1,750,028	1,750,028	-	-	-
Total Expense	52,367	445,224	1,750,028	1,750,028	-	-	-
Net Total	150,975	(165,458)	(826,108)	(816,303)	3,610,800	-	3,610,800
Fund Balance							
Beginning Fund Balance	831,556	982,531	817,073	817,073	770	3,611,570	770
Ending Fund Balance	982,531	817,073	(9,035)	770	3,611,570	3,611,570	3,611,570
Fund Balance Available	982,531	817,073	(9,035)	770	3,611,570	3,611,570	3,611,570

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
416 Water Utility SDC Fund							
Revenue							
Contributed Capital	1,316,075	865,050	1,521,750	1,664,439	1,298,586	-	1,298,586
Other Revenue	29,477	54,340	25,300	32,789	26,500	-	26,500
Total Revenue	1,345,552	919,390	1,547,050	1,697,228	1,325,086	-	1,325,086
Expense							
Intergovernmental	19,741	12,976	14,813	24,966	19,479	-	19,479
Capital Outlay	-	-	-	-	-	-	-
Transfers Out	371,285	721,487	2,688,277	715,277	200,904	2,047,000	2,247,904
Total Expense	391,026	734,463	2,703,090	740,243	220,383	2,047,000	2,267,383
Net Total	954,526	184,927	(1,156,040)	956,985	1,104,703	(2,047,000)	(942,297)
Fund Balance							
Beg Fund Balance	3,755,157	4,709,683	4,894,610	4,894,610	5,851,595	6,956,297	5,851,595
Ending Fund Balance	4,709,683	4,894,610	3,738,570	5,851,595	6,956,297	4,909,297	4,909,297
Fund Balance Available	4,709,683	4,894,610	3,738,570	5,851,595	6,956,297	4,909,297	4,909,297

Exhibit "E"



2019 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
300 General Capital Project Fund							
Revenue							
Grants	373,744	1,117,087	3,134,069	2,210,549	-	470,280	470,280
Other Revenue	14	162,310	606,806	465,505	-	46,000	46,000
Transfers In	1,810,778	8,382,704	19,364,273	19,322,791	-	615,000	615,000
Total Revenue	2,184,536	9,662,101	23,105,148	21,998,845	-	1,131,280	1,131,280
Expense							
Facilities	-	191,563	-	-	-	-	-
Cemetery	-	-	29,000	29,000	-	-	-
Streets	606,857	1,827,672	5,157,810	4,375,099	-	270,000	270,000
Parks	1,671,086	7,604,114	17,455,000	17,446,942	-	741,000	741,000
Total Expense	2,277,943	9,623,349	22,641,810	21,851,041	-	1,011,000	1,011,000
Net Total	(93,407)	38,752	463,338	147,804	-	120,280	120,280
Fund Balance							
Beginning Fund Balance	102,576	9,169	47,921	47,921	195,725	195,725	195,725
Ending Fund Balance	9,169	47,921	511,259	195,725	195,725	316,005	316,005
Fund Balance Available	9,169	47,921	511,259	195,725	195,725	316,005	316,005

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
410 Water Utility Capital Project Fund							
Revenue							
Other Revenue	1	5	10	-	-	-	-
Transfers In	49,167	507,619	2,781,080	727,560	-	2,481,181	2,481,181
Other Financing Sources	2,678,951	446,915	135,700	-	-	-	-
Total Revenue	2,728,119	954,539	2,916,790	727,560	-	2,481,181	2,481,181
Expense							
Water Capital	2,384,344	711,990	2,781,080	727,560	-	2,481,181	2,481,181
Total Expense	2,384,344	711,990	2,781,080	727,560	-	2,481,181	2,481,181
Net Total	343,775	242,549	135,710	-	-	-	-
Fund Balance							
Beginning Fund Balance	(569,799)	(226,024)	16,525	16,525	16,525	16,525	16,525
Ending Fund Balance	(226,024)	16,525	16,535	(211,012)	16,525	16,525	16,525
Fund Balance Available	(226,024)	16,525	16,535	(211,012)	16,525	16,525	16,525

Attachment: 2019 Proposed Budget Exhibits A-F (Public Hearing and First Reading of Ordinance No. 1280 - 2019 Proposed Budget)

Exhibit "E"



2019 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
412 Storm Utility Capital Project Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Grants	-	-	129,900	-	-	150,000	150,000
Transfers In	439,924	89,682	479,560	331,444	-	195,000	195,000
Total Revenue	439,924	89,682	609,460	331,444	-	345,000	345,000
Expense							
Storm Capital	439,924	89,682	579,560	331,444	-	345,000	345,000
Total Expense	439,924	89,682	579,560	331,444	-	345,000	345,000
Net Total	-	-	29,900	-	-	-	-
Fund Balance							
Beginning Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	29,900	-	-	-	-
Fund Balance Available	-	-	29,900	-	-	-	-

Description	2016 Actual	2017 Actual	2018 Final Budget	2018 Est. Year End	2019 Baseline	2019 Additions	2019 Final Budget
501 Equipment Replacement Fund							
Revenue							
Other Revenue	24	526	100	-	100	-	100
Transfers In	195,359	114,667	118,310	118,310	135,675	-	135,675
Total Revenue	195,383	115,193	118,410	118,310	135,775	-	135,775
Expense							
General Government	5,362	12,072	-	-	1,820	-	1,820
Public Safety	85,688	-	48,600	48,600	-	-	-
Water	-	60,358	-	-	26,840	-	26,840
Cemetery	-	-	205	205	1,820	-	1,820
Stormwater	-	24,143	34,405	34,405	18,380	-	18,380
Streets	7,149	24,144	14,295	14,295	18,380	-	18,380
Community	-	-	-	-	1,820	-	1,820
Parks	19,669	14,416	17,780	17,780	13,740	-	13,740
Total Expense	117,868	135,133	115,285	115,285	82,800	-	82,800
Net Total	77,515	(19,940)	3,125	3,025	52,975	-	52,975
Fund Balance							
Beginning Fund Balance	111,928	189,443	169,503	169,503	172,528	225,503	172,528
Ending Fund Balance	189,443	169,503	172,628	172,528	225,503	225,503	225,503
Fund Balance Available	189,443	169,502	172,628	172,528	225,503	225,503	225,503

Attachment: 2019 Proposed Budget Exhibits A-F (Public Hearing and First Reading of Ordinance No. 1280 - 2019 Proposed Budget)

Exhibit "F"



2019 Budget

2019 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Executive		
City Manager		1.00
Total Executive		1.00
Finance		
Finance Director		1.00
Accounting Clerk		0.625
Accounting Clerk		0.625
Senior Accountant		1.00
Utility Clerk		0.05
Total Finance		3.30
Human Resources		
HR Analyst		0.90
Deputy City Manager		0.40
Total Human Resources		1.30
Administration		
City Clerk		1.00
HR Analyst		0.10
Community Relations Specialist		1.00
Deputy City Manager		0.60
Administrative Assistant		1.00
Total Administration		3.70
General Government/Facilities		
Public Works Supervisor, Facilities		0.15
PW Administrative Assistant		0.02
Public Works Supervisor, Utilities		0.05
Engineer		0.05
Facility Maintenance Worker		0.05
Public Works Director		0.10
Facility Maintenance Worker		0.15
Facility Maintenance Worker		0.15
Facility Maintenance Worker		0.10
Mechanic/Maintence Worker		0.10
Development Inspector/Code Enforcement		0.10
Facility Maintenance Worker		0.05
Total General Government/Facilities		1.07

Exhibit "F"



2019 Budget

2019 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Public Safety		
Police Sergeant		1.00
Chief of Police		1.00
Police Sergeant		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Officer		1.00
Police Lieutenant		1.00
Police Clerk		1.00
Police Officer		1.00
Police Officer		1.00
Total Public Safety		12.00
Cemetery		
Public Works Supervisor, Facilities		0.05
PW Administrative Assistant		0.02
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Facility Maintenance Worker		0.05
Total Cemetery		0.27
Community Development		
Permit Tech		1.00
Engineer		0.45
Public Works Director		0.25
Associate Planner		1.00
Admin Assistant/Permit Tech		1.00
Building Inspector		1.00
Community Development Director		1.00
Building Official		1.00
Development Inspector/Code Enforcement		0.70
Building Inspector		1.00
Plans Examiner		1.00
Engineer Trainee		0.50
Total Community Development		9.90

Exhibit "F"



2019 Budget

2019 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Parks		
Public Works Supervisor, Facilities		0.40
Park Caretaker		0.50
PW Administrative Assistant		0.05
Engineer		0.10
Facility Maintenance Worker		0.60
Public Works Director		0.15
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.44
Mechanic/Maintence Worker		0.30
Development Inspector/Code Enforcement		0.05
Engineer Trainee		0.10
Facility Maintenance Worker		0.60
Total Parks		3.89
Streets		
Public Works Supervisor, Facilities		0.40
PW Administrative Assistant		0.05
Engineer		0.15
Facility Maintenance Worker		0.35
Public Works Director		0.20
Facility Maintenance Worker		0.50
Facility Maintenance Worker		0.50
Facility Maintenance Worker		0.41
Mechanic/Maintenance Worker		0.30
Development Inspector/Code Enforcement		0.05
Engineer Trainee		0.10
Facility Maintenance Worker		0.30
Total Streets		3.31

Exhibit "F"



2019 Budget

2019 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Water Utility		
PW Administrative Assistant		0.81
Utility Maintenance Worker		0.84
Public Works Supervisor, Utilities		0.75
Utility Maintenance Worker		0.90
Utility Maintenance Worker		0.84
Utility Clerk		0.75
Engineer		0.10
Public Works Director		0.15
Utility Maintenance Worker		0.90
Mechanic/Maintence Worker		0.05
Development Inspector/Code Enforcement		0.05
Engineer Trainee		0.10
Total Water Utility		6.24
Stormwater Utility		
PW Administrative Assistant		0.05
Utility Maintenance Worker		0.16
Public Works Supervisor, Utilities		0.20
Utility Maintenance Worker		0.10
Utility Maintenance Worker		0.16
Utility Clerk		0.20
Engineer		0.15
Public Works Director		0.15
Utility Maintenance Worker		0.10
Facility Maintenance Worker		1.00
Mechanic/Maintenance Worker		0.25
Development Inspector/Code Enforcement		0.05
Engineer Trainee		0.20
Total Stormwater Utility		2.77
Total Full Time Equivalents		48.75
Full-Time Staff		
Full-Time Employees		47.00
Part-Time Staff		
Part-Time Employees		1.75



2019 Proposed Budget

November 15, 2018



2019 Proposed Budget Agenda

- 2019 Budget Summary
 - Operating Funds
 - Capital Service Funds
 - Capital Project/ERF Funds
 - Special Revenue Funds
 - Debt Service Funds
- 2019 FTE Report



2019 Proposed Budget Agenda

- 2019 Budget Summary
 - Total revenue \$22,883,562
 - Total expense \$19,698,097
 - Operating budget \$11,234,168
 - 50.1% Personnel expense
 - 34.8% Operations and maintenance
 - 15.1% Capital outlay and transfers



2019 Proposed Budget

		<i>Beginning Fund Balance</i>	<i>2019 Budgeted Revenue</i>	<i>2019 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 3,272,843	\$ 7,389,872	\$ 7,474,529	\$ 3,188,185	\$ (84,657)
101	Street Fund	43,615	798,845	798,840	43,620	\$ 5
406	Water Operating	977,390	2,063,521	2,299,417	741,494	\$ (235,896)
408	Stormwater Operating	248,731	669,470	661,382	256,819	\$ 8,088
Total Operating Funds		4,542,579	10,921,708	11,234,168	4,230,118	\$ (312,460)
Special Revenue Funds						
111	Drug Fund	8,627	1,075	8,791	911	(7,716)
Total Special Revenue Funds		8,627	1,075	8,791	911	(7,716)
Capital Service Funds						
105	Real Estate Excise Tax	918,615	1,246,840	983,275	1,182,180	263,565
114	Park Impact Fee	3,030	876,318	476,000	403,348	400,318
115	Traffic Impact Fee	770	3,610,800	-	3,611,570	3,610,800
416	Water Utility SDC	5,851,595	1,325,086	2,267,383	4,909,297	(942,297)
Total Capital Project Funds		6,774,010	7,059,044	3,726,658	10,106,395	3,332,386
Debt Service Fund						
200	Debt Service	-	808,499	808,499	-	-
Total Debt Service Fund		-	808,499	808,499	-	-
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	195,725	1,131,280	1,011,000	316,005	120,280
410	Water Utility Capital Projects	16,525	2,481,181	2,481,181	16,525	-
412	Storm Utility Capital Projects	-	345,000	345,000	-	-
501	Equipment Replacement (ERF)	172,528	135,775	82,800	225,503	52,975
Total Capital/ERF		384,778	4,093,236	3,919,981	558,033	173,255
Total Budget		\$ 11,709,994	\$ 22,883,562	\$ 19,698,097	\$ 14,895,456	\$ 3,185,465



2019 Proposed Budget

Operating Funds Revenue Budget Comparison

		<i>2018 Amended Budget</i>	<i>2019 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 7,416,416	\$ 7,389,872	-0.36%
101	Street Fund	603,251	798,845	32.42%
406	Water Operating	1,921,572	2,063,521	7.39%
408	Stormwater Operating	598,653	669,470	11.83%
<i>Total Operating Funds</i>		<i>10,539,892</i>	<i>10,921,708</i>	<i>3.62%</i>



2019 Proposed Budget

Operating Funds Expense Budget Comparison

		<i>2018 Amended Budget</i>	<i>2019 Proposed Budget</i>	<i>Percentage Change</i>
Operating Funds				
001	General Fund	\$ 7,698,950	\$ 7,474,529	-2.91%
101	Street Fund	646,865	798,840	23.49%
406	Water Operating	2,511,746	2,299,417	-8.45%
408	Stormwater Operating	1,059,614	661,382	-37.58%
Total Operating		\$ 11,917,175	\$ 11,234,168	-5.73%



2019 Proposed Budget

Operating Funds – Fund Balance Impact

	<i>2019 Beginning Fund Balance</i>	<i>2019 Budgeted Revenue</i>	<i>2019 Budgeted Expense</i>	<i>2019 Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Operating Funds</i>					
General Fund	\$ 3,272,843	\$ 7,389,872	\$ 7,474,529	\$ 3,188,185	\$ (84,657)
Street Fund	43,615	798,845	798,840	43,620	5
Water Operating	977,390	2,063,521	2,299,417	741,494	(235,896)
Stormwater Operating	248,731	669,470	661,382	256,819	8,088
<i>Total Operating Fund</i>	\$ 4,542,579	\$ 10,921,708	\$ 11,234,168	\$ 4,230,118	\$ (312,460)



2019 Proposed Budget

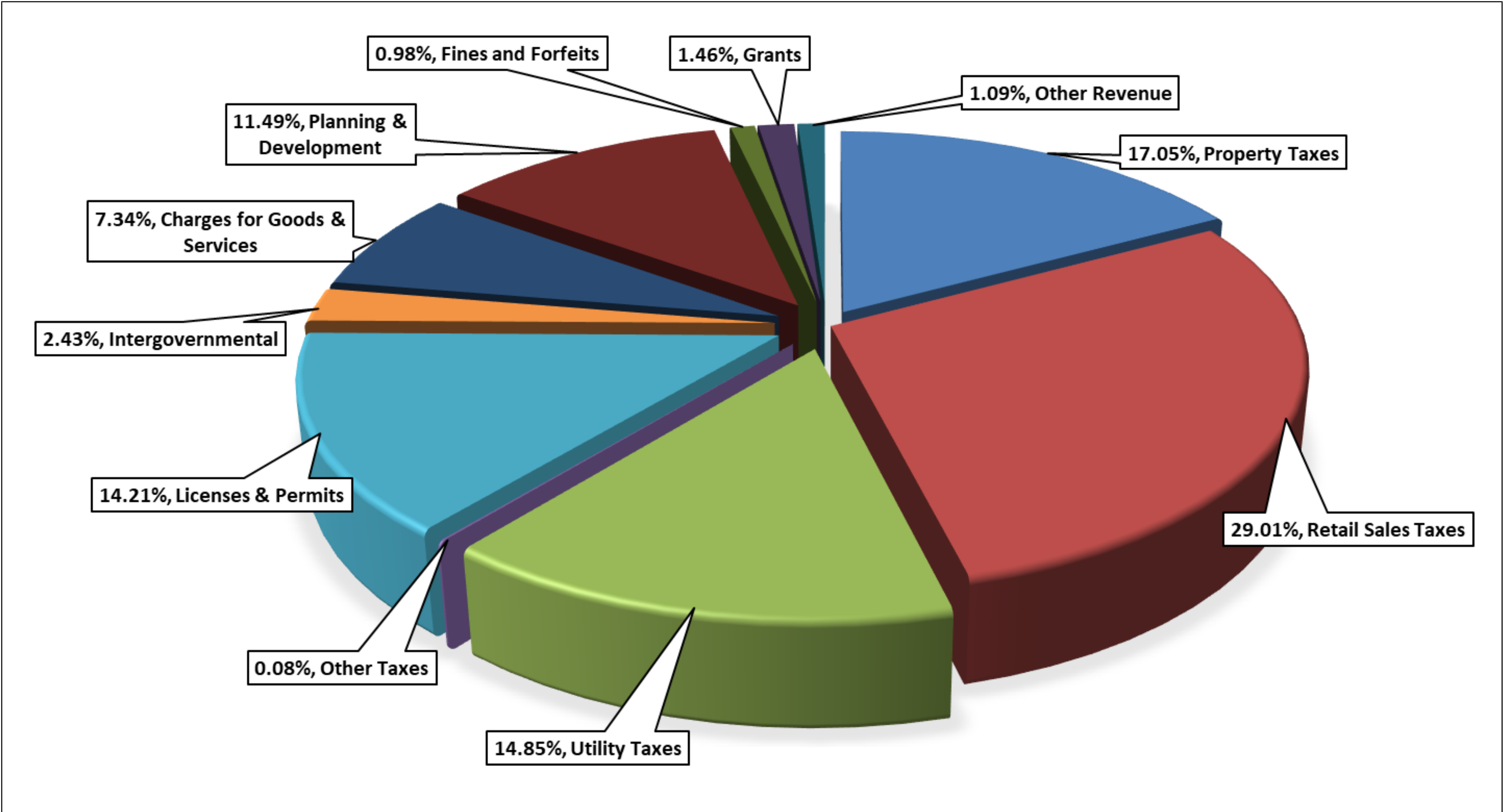
2018-2019 General Fund Revenue Budget Comparison

Description	2018 Amended Budget	2019 Proposed Budget	Percentage Change
<i>001 General Fund</i>			
<i>Revenue</i>			
Property Tax	1,145,000	1,260,000	10.04%
Retail Sales & Other Tax	2,174,845	2,149,550	-1.16%
Utility Taxes	1,051,705	1,097,098	4.32%
License & Permits	976,200	1,050,010	7.56%
Planning & Development	1,072,593	849,393	-20.81%
Fines & Forfeits	70,095	72,675	3.68%
Charge for Goods & Services	540,042	542,680	0.49%
Intergovernmental/Grant	288,788	287,566	-0.42%
Other Revenue/Donations	88,350	80,900	-8.43%
Transfers In	8,798	-	-100.00%
<i>General Fund Revenue</i>	<i>7,416,416</i>	<i>7,389,872</i>	<i>-0.36%</i>



2019 Proposed Budget

General Fund Revenue Budget



2019 Proposed Budget

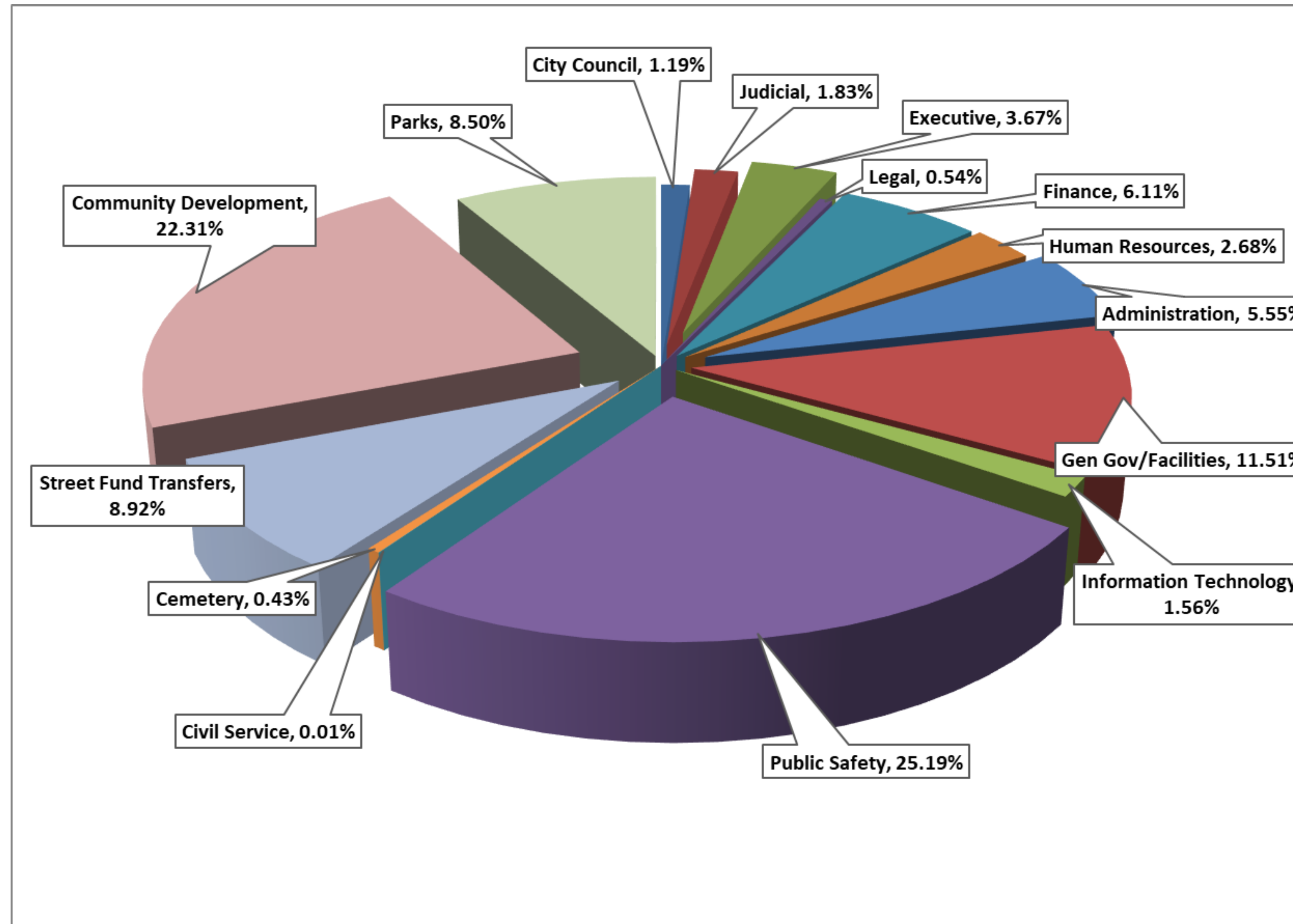
2018-2019 General Fund Expense Budget Comparison

Description	2018 Amended Budget	2019 Budget	Percentage Change
001 General Fund			
Expense			
City Council	84,044	88,748	5.60%
Judicial	133,082	136,896	2.87%
Executive	247,703	274,369	10.77%
Legal	45,000	40,000	-11.11%
Finance	430,108	456,934	6.24%
Human Resources	191,244	199,960	4.56%
Administration	327,367	414,683	26.67%
Gen Govt/Facilities	837,649	860,276	2.70%
Information Tech	160,561	116,559	-27.40%
Public Safety	1,738,681	1,883,125	8.31%
Civil Service	1,000	1,000	0.00%
Cemetery	26,088	32,110	23.08%
Transfers	480,176	666,530	38.81%
Community Development	2,525,052	1,667,801	-33.95%
Parks	471,195	635,538	34.88%
General Fund Expense	7,698,950	7,474,529	-2.91%



2019 Proposed Budget

General Fund Expense Budget



2019 Proposed Budget

2018-2019 Capital Service Fund Revenue Budget Comparison

		<i>2018 Amended Budget</i>	<i>2019 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	1,010,000	1,246,840	23.45%
114	Park Impact Fee	1,049,577	876,318	-16.51%
115	Traffic Impact Fee	923,920	3,610,800	290.81%
416	Water Utility SDC	1,547,050	1,325,086	-14.35%
<i>Total Capital Service Funds</i>		<i>4,530,547</i>	<i>7,059,044</i>	<i>55.81%</i>



2019 Proposed Budget

2018-2019 Capital Service Fund Expense Budget Comparison

		<i>2018 Amended Budget</i>	<i>2019 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	\$ 4,936,485	\$ 983,275	-80.08%
114	Park Impact Fee	4,371,000	476,000	-89.11%
115	Traffic Impact Fee	1,750,028	-	-100.00%
416	Water Utility SDC	2,703,090	2,267,383	-16.12%
<i>Total Capital Service Funds</i>		\$ 13,760,603	\$ 3,726,658	-72.92%



2019 Proposed Budget

2019 Capital Service Funds – Fund Balance Impact

		<i>2019 Beginning Fund Balance</i>	<i>2019 Budgeted Revenue</i>	<i>2019 Budgeted Expense</i>	<i>2019 Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Service Funds</i>						
105	Real Estate Excise Tax	\$ 918,615	\$ 1,246,840	\$ 983,275	\$ 1,182,180	\$ 263,565
114	Park Impact Fee	3,030	876,318	476,000	403,348	400,318
115	Traffic Impact Fee	770	3,610,800	-	3,611,570	3,610,800
416	Water Utility SDC	5,851,595	1,325,086	2,267,383	4,909,297	(942,297)
<i>Total Capital Service</i>		\$ 6,774,010	\$ 7,059,044	\$ 3,726,658	\$ 10,106,395	\$ 3,332,386



2019 Proposed Budget

2018-2019 Capital Project and ERF Fund Revenue Budget Comparison

		<i>2018 Amended Budget</i>	<i>2019 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Projects & ERF</i>				
300	General Capital Projects	23,105,148	1,131,280	-95.10%
410	Water Utility Capital Projects	2,916,790	2,481,181	-14.93%
412	Storm Water Utility Capital Projects	609,460	345,000	-43.39%
501	Equipment Replacement (ERF)	118,410	135,775	14.67%
<i>Total Capital Projects & ERF</i>		<i>26,749,808</i>	<i>4,093,236</i>	<i>-84.70%</i>



2019 Proposed Budget

2018-2019 Capital Project and ERF Fund Expense Budget Comparison

		<i>2018 Amended Budget</i>	<i>2019 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Project/Equipment Replacement Funds</i>				
300	General Capital Projects	\$ 22,641,810	\$ 1,011,000	-95.53%
410	Water Utility Capital Projects	2,781,080	2,481,181	-10.78%
412	Storm Water Utility Capital Projects	579,560	345,000	100.00%
501	Equipment Replacement	115,285	82,800	-28.18%
<i>Total Capital/Equip Replacement</i>		\$ 26,117,735	\$ 3,919,981	-84.99%



2019 Proposed Budget

2019 Capital Project and ERF Fund – Fund Balance Impact

		<i>2019 Beginning Fund Balance</i>	<i>2019 Budgeted Revenue</i>	<i>2019 Budgeted Expense</i>	<i>2019 Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Project/ERF Funds</i>						
300	General Capital Projects	\$ 195,725	\$ 1,131,280	\$ 1,011,000	316,005	120,280
410	Water Utility Capital	16,525	2,481,181	2,481,181	16,525	-
412	Storm Utility Capital	-	345,000	345,000	-	-
501	Equip Replacement	172,528	135,775	82,800	225,503	52,975
<i>Total Capital/Equip Replace</i>		<i>\$ 384,778</i>	<i>\$ 4,093,236</i>	<i>\$ 3,919,981</i>	<i>\$ 558,033</i>	<i>\$ 173,255</i>



2018 Proposed Budget

2018-2019 Special Revenue Fund Budget Comparison

		2018 Amended Budget	2019 Proposed Budget	Percentage Change
Special Revenue Funds				
111	Drug Fund Revenue	1,075	1,075	0.00%
111	Drug Fund Expense	-	8,791	100.00%
Net Total Special Revenue Funds		1,075	(7,716)	-817.77%

	2019 Beginning Fund Balance	2019 Budgeted Revenue	2019 Budgeted Expense	2019 Ending Fund Balance	Change In Fund Balance
Special Revenue Funds					
Drug Fund	8,627	1,075	8,791	911	(7,716)
Total Special Revenue	\$ 8,627	\$ 1,075	\$ 8,791	\$ 911	\$ (7,716)



2019 Proposed Budget

2018-2019 Debt Service Fund – Fund Balance Impact

		<i>2019 Beginning Fund Balance</i>	<i>2019 Budgeted Revenue</i>	<i>2019 Budgeted Expense</i>	<i>2019 Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Debt Service Funds</i>						
111	Debt Service	-	808,499	808,499	-	-
<i>Total Debt Service</i>		<i>\$ -</i>	<i>\$ 808,499</i>	<i>\$ 808,499</i>	<i>\$ -</i>	<i>\$ -</i>



2019 Proposed Budget

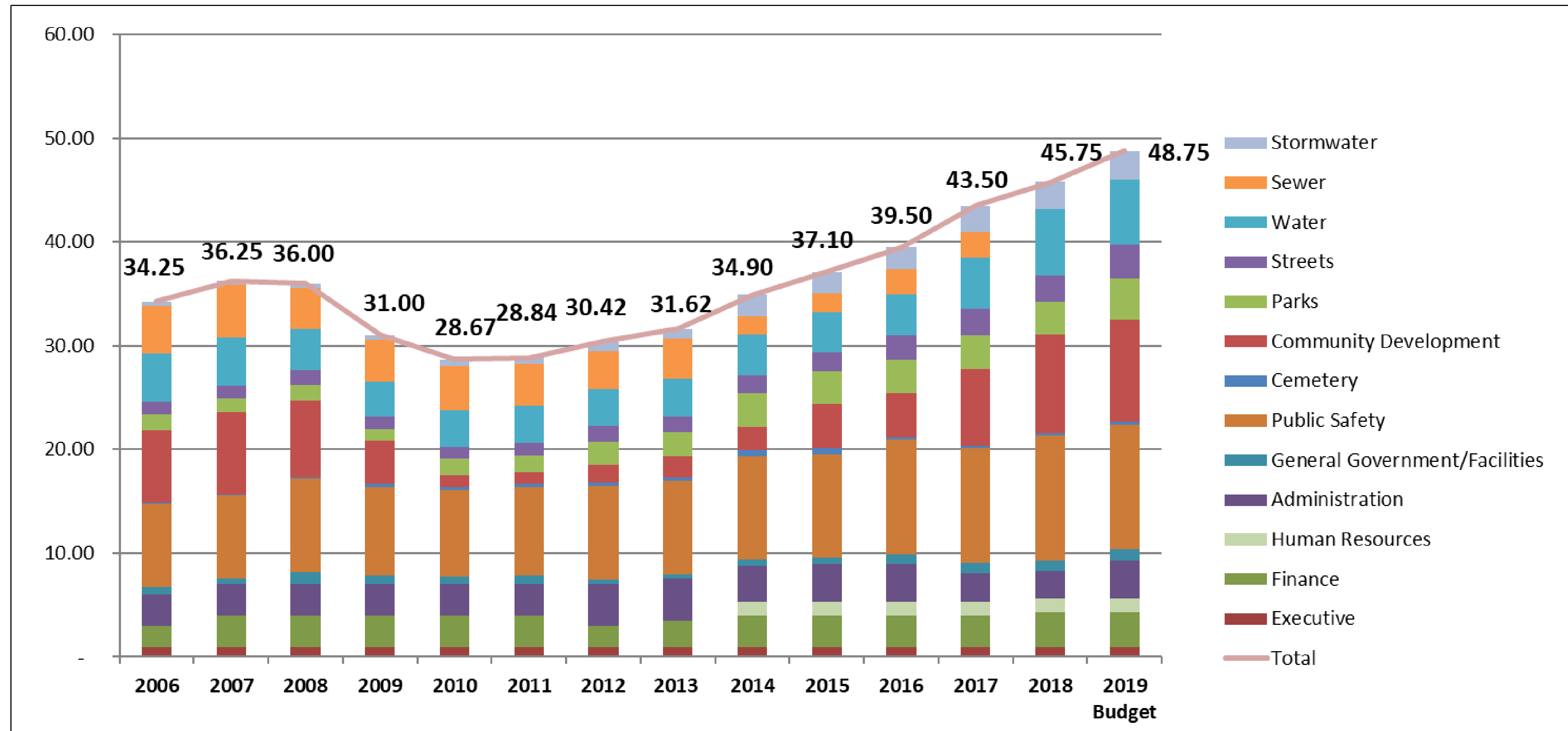
2018-2019 FTE Count Comparison

Personnel Schedule (Full-Time Equivalents)			
Job Title	2018 FTE Allocation	2019 FTE Allocation	2019 FTE Percentage
Executive	1.00	1.00	2.05%
Total Finance	3.30	3.30	6.77%
Total Human Resources	1.30	1.30	2.67%
Total Administration	2.70	3.70	7.59%
Total General Government/Facilities	1.02	1.07	2.19%
Total Public Safety	12.00	12.00	24.62%
Total Cemetery	0.22	0.27	0.55%
Total Community Development	9.40	9.90	20.31%
Total Parks	3.19	3.89	7.98%
Total Streets	2.91	3.31	6.79%
Total Water Utility	6.14	6.24	12.80%
Total Sewer Treatment Utility	-	-	0.00%
Total Stormwater Utility	2.57	2.77	5.68%
Total Full Time Equivalents	45.75	48.75	100.00%
Full-Time Staff			
Full-Time Employees	44.00	47.00	96.41%
Part-Time Staff			
Part-Time Employees	1.75	1.75	3.59%



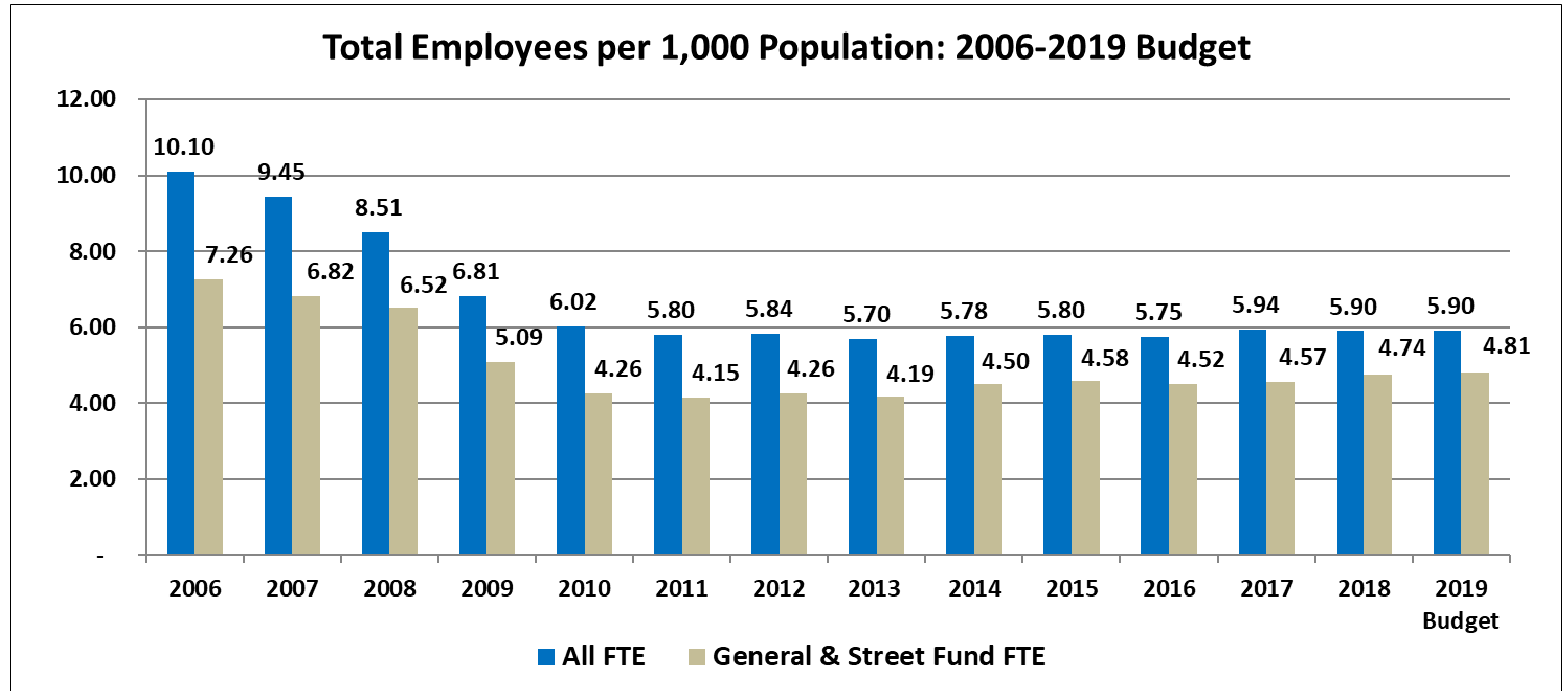
2019 Proposed Budget

2019 FTE Count



2019 Proposed Budget

2019 FTE Count



2019 Proposed Budget

2019 FTE Count

City	Population	Full-Time	Part-Time	Total	Employees per capita
Battleground	20,370	81	0	81	251
Washougal	15,760	73	0	73	215
Milton	7,900	41	1	42	188
Duvall	7,500	41	2	43	174
Vancouver	176,400	1,017	28	1,045	169
Woodland	6,035	33	2	35	172
Yelm	8,665	52	0	52	167
Ridgefield	7,235	44	3	47	154
LaCenter	3,195	23	2	25	127
Selah	7,630	60	1	61	125
Camas	23,080	180	11	191	121
City of Ridgefield Trend					
2019 Proposed	8,259	47	3	50	165
2018	7,705	44	3	47	164
2017	7,235	44	3	47	154
2016	6,870	37	1	38	181
2015	6,400	35	2	37	173



2019 Proposed Budget Next Steps

- December
 - Conduct public hearing on budget 12/6 6:30 PM
 - Adopt 2019 operating and capital budget
 - Transmit 2019 budget to MRSC and State Auditor



A blue heron is captured in mid-flight over a calm body of water, likely a pond or marsh. The bird's wings are spread wide, showing a mix of blue and brown feathers. In the background, a large, dark, fallen log lies horizontally across the water. The surrounding area is filled with dense, vibrant green trees and foliage, with sunlight filtering through the leaves, creating a dappled light effect on the water's surface. The overall scene is peaceful and natural.

THANK YOU

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: November 15, 2018

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending the Geographical Boundaries of the Ridgefield Transportation Benefit District to Comprise the Corporate City Limits, and Amending the Functions of District to Maintain and Preserve Existing Transportation Improvements and to Provide for Additional Transportation Improvements Within the Modified District Boundaries

GOVERNING LEGISLATION:

RCW 36.73; RMC 3.95

PREVIOUS COUNCIL ACTION TAKEN:

Council adopted Ordinance No. 998 on June 26, 2008 establishing a Transportation Benefit District (TBD).

SUMMARY/BACKGROUND:

The TBD was formed to provide funding for the city match for the I-5 interchange project. The project was completed and closed out in 2012 and the funding source expired as of the close-out of the project. The Ridgefield TBD is still active, however there are no current funding sources for the TBD.

Staff recommends that Council hold a Public Hearing to determine if amending the boundary and functions of the Ridgefield TBD are in the best interest of the city. No action is being requested at this time on funding sources.

BUDGET/FINANCIAL IMPACTS:

None

RECOMMENDED ACTION OR MOTION:

Hold a public hearing and conduct first reading of Ordinance No. 1281

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS:

ORDINANCE NO. 1281

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING THE GEOGRAPHICAL BOUNDARIES OF THE RIDGEFIELD TRANSPORTATION BENEFIT DISTRICT TO COMPRISE THE CORPORATE CITY LIMITS, AND AMENDING THE FUNCTIONS OF DISTRICT TO MAINTAIN AND PRESERVE EXISTING TRANSPORTATION IMPROVEMENTS AND TO PROVIDE FOR ADDITIONAL TRANSPORTATION IMPROVEMENTS WITHIN THE MODIFIED DISTRICT BOUNDARIES

WHEREAS, the City Council adopted Ordinance No. 998 creating the Ridgefield Transportation Benefit District ("District"), formed for the purposes of completing the Interstate-5/State Route 501 Interchange; and

WHEREAS, the boundaries of the District were fully within the geographical boundaries and corporate limits of the City but not conterminous therewith, extending from the end of the city limits on the north and south sides as far east as 85th avenue and as far west as 45th avenue; and

WHEREAS, upon completion of the I-5 Interchange, and the payment therefore, the voter approved sales tax automatically terminated in 2012 but the Ridgefield Municipal Code Chapter 3.95 was not repealed nor the district formally dissolved;

WHEREAS, the RCW 36.73 provides that the City may establish or modify the boundaries and functions of an existing district upon notice and public hearing after finding the action to be in the public interest and adopting an ordinance therefore; and

WHEREAS, the City published notice of a public hearing on October 31, 2018 to consider amending the Ridgefield Transportation Benefit District to revise the boundaries of the District to include the Ridgefield corporate limits and to amend the functions of the District to maintain existing transportation improvements and to provide for additional improvements within the modified boundaries as set forth in the City's transportation plans; and

WHEREAS, on November 15, 2018, the City Council held a public hearing on the proposed amendments to the District boundaries and functions and considered the testimony therefrom; and

WHEREAS, transportation improvements include projects contained within the transportation plan of the City and may include the operation, preservation, and maintenance as well of transportation facilities; and

WHEREAS, the preservation, and maintenance of the City's transportation improvements will avoid future catastrophic failure of the improvements which would require significant additional funds to reconstruct; and

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

Section 1. **Findings.** Each and every one of the recitals contained in the "Whereas" clauses of the preamble to this ordinance are hereby adopted as findings of fact and incorporated herein fully by this reference. The City Council further finds as follows:

1. It is in the public interest to establish the boundaries of the Ridgefield Transportation Benefit District to encompass and become coterminous with the corporate limits of the City of Ridgefield to provide adequate levels of funding for transportation improvements that are consistent with state, regional, and local transportation plans and are necessitated by existing or reasonably foreseeable congestion levels.
2. The City's Pavement Preservation Program, which is annually updated, identifies projects that constitute transportation improvements that may be funded by the Ridgefield Transportation Benefit District (TBD Projects) as funding becomes available.

Section 2. **Amending RMC Chapter 3.95.** That Chapter 3.95-Transportation Benefit District of the Ridgefield Municipal Code is hereby amended as set forth herein:

Chapter 3.95-Ridgefield Transportation Benefit District

3.95.010 - Establishing transportation benefit district.

There is created a transportation benefit district to be known as the Ridgefield transportation benefit district with geographical boundaries comprised of the corporate limits of the city of Ridgefield as they currently exist or as they may exist following future annexations.

3.95.020 - Governing board.

A. The governing board of the transportation benefit district shall be the Ridgefield city council acting in an ex officio and independent capacity, which shall have the authority to exercise the statutory powers set forth in RCW 36.73.

B. The treasurer of the transportation benefit district shall be the city finance director.

C. The board shall develop a material change policy to address major plan changes that affect project delivery or the ability to finance the plan, pursuant to the requirements set forth in RCW 36.73.160(1).

D. The board shall issue an annual report, pursuant to the requirements of RCW 36.73.160(2).

3.95.030 - Transportation improvements funded.

The funds generated by the Ridgefield transportation benefit district shall be used for transportation improvement projects identified within the City's Transportation Improvement Plan, for the preservation and maintenance of the City's transportation improvements, and such transportation projects otherwise allowed by state law. The district transportation improvement projects may be amended in accordance with the material change policy described in this Chapter.

3.95.040 - Establishment of revenue sources

3.95.050 - Dissolution. The Ridgefield transportation benefit district shall be dissolved pursuant to the procedures set forth in RCW Chapter 36.73, when all indebtedness, if any, of the district has been retired and when all anticipated projects and responsibilities have been satisfied.

Section 3. **Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to,

the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

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

ADOPTED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 6th DAY OF DECEMBER, 2018.

CITY OF RIDGEFIELD

Mayor, Don Stose

ATTEST:

Julie Ferriss
Deputy City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Public Hearing:	November 15, 2018
First reading:	November 15, 2018
Second Reading/Passage:	December 6, 2018
Date of Publication:	December 12, 2018
Effective Date:	January 11, 2019

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: November 15, 2018

ITEM:

AGENDA ITEM TITLE: Appointment of Planning Commission Members, Position No. 1, 3 & 6

GOVERNING LEGISLATION: Chapter 2.12 (Planning Commission) of Ridgefield Municipal Code.

PREVIOUS COUNCIL ACTION TAKEN: Various Planning Commission appointments.

BACKGROUND: RMC 2.12.020 (Membership) specifies that the Planning Commission is to be comprised of seven members appointed by the Mayor and confirmed by the City Council. RMC 2.12.030 (Qualifications) specifies that all members of the Planning Commission must reside within the corporate limits of the city. They must be qualified to be electors in the City. Members serve without compensation for four years.

Mayor Stose appointment as follows:

Position No. 1: Paul Young - appointment to expire December 31, 2022.

Position No. 3: Judy Chipman – appointment to expire December 31, 2021.

Position No. 6: Rob Aichele – appointment to expire December 31, 2022

BUDGET/FINANCIAL IMPACTS: None.

RECOMMENDED ACTION OR MOTION: Approve a motion confirming the Mayor’s appointments of Ridgefield Planning Commission members: A recommended motion is:

“I move to confirm Mayor’s appointments to the Ridgefield Planning Commission as presented”

STAFF CONTACT: Lee Kottnerus, Deputy City Manager

ATTACHMENTS: