CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
October 25, 2018

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30 P.M.

1. 2019 Preliminary Budget Presentation

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	Present	
Jen Lindsay	Councilor	Present	

LATE CHANGES TO THE AGENDA

PROCLAMATION

Proclamation - Red Ribbon Week

PUBLIC COMMENT - 6:32 PM

Joe Melroy - Port of Ridgefield Commissioner
Appreciate City staff working with the Port on the approval of the Franchise Agreement.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from October 11, 2018 Meeting

BUSINESS

1. **First Reading of Ordinance No. 1275 – Department of Revenue Business Licensing System and Amendment to Ridgefield Municipal Code 5.04 (Business Licenses) - Kirk Johnson, Finance Director**

The State legislature adopted EHB 2005 during the regular session in 2017. The bill was effective July 23, 2017, requiring municipalities that issue business licenses, to use the Department of Revenue (DOR) Business Licensing System (BLS) or File Local by December 31, 2027. City Council instructed staff to explore the possibility of partnering with DOR during the 2017 Council retreat. City staff worked with DOR, to explore the possibilities of onboarding with the BLS system, to increase licensing efficiencies and compliance for the benefit of any firm doing business within the City limits. In addition to the requirement to move to BLS or File Local, municipalities are required to implement a model Ordinance that provides a definition of business activities and establishes a threshold for when a business is charged a licensing fee. The City charges a flat $50 fee (no change) for any business that conducts business activities within the city limits. The threshold is the gross revenue of $2,000 earned within the City limits. Licenses will be required for those businesses conducting activities and earning under the gross revenue threshold, but a fee will not be charged. The BLS system allows a business to establish or renew their license for all state and local municipalities that require a license at one time for the convenience of the business entity. The City expects to go live with the BLS system near the end of January 2019. Communication to current City of Ridgefield businesses are planned to proactively let them know of the change.

MOTION: MOVED TO WAIVE SECOND READING AND ADOPT ORDINANCE NO. 1275 AS PRESENTED.

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

2. **Second Reading of Ordinance No. 1272 – Ridgefield Development Code – Boat and RV Storage Facilities - Jeff Niten, Community Development Director**

Council member Wells will be abstaining from the vote on business items No. 2, 3 and 4.

Development of Boat and RV Storage limitations began with limitations of the total area similar to the regulations for self-storage. The draft considers a maximum number of storage spaces based on 5% of the population of Ridgefield across the entire corporate boundary, not on a single site basis. The draft would also require conditional use permit approval, only enclosed buildings adjacent to any right-of-way, and covered areas, or an enhanced landscape buffer to an L3 standard, for interior storage areas of any site, and a maximum of 20% of the on-site storage spaces would be permitted to be uncovered. The uncovered spaces would only be permitted at the interior of the site and not visible from ground level from any boundary. This draft also includes the ability to incorporate a single dwelling unit into a required enclosed building adjacent to any public right-of-way. Finally, any site adjacent to the Interstate 5 right-of-way must meet the previously adopted commercial design standards for structures regardless of zone.

City Council conducted discussion.

Council member Wertz has concerns regarding the uncovered storage areas visibility from the right of way.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1272 AS PRESENTED.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	David Taylor, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Taylor, Stose, Wertz, Day, Lindsay
ABSTAIN:	Wells

3. Motion - Approval of Seven Wells Phase 3 Final Plat - 6:46 PM

The Ridgefield Hearing Examiner approved the preliminary plat for Ridgecrest Planned Unit Development on November 10, 2016, as PLZ-16-0035. It has since been renamed as Seven Wells Estates. The plat is also subject to the July 27, 2017 development agreement made between the City of Ridgefield and the Developer, records of Clark County, WA. The project (Phase 3) proposes to subdivide Assessor's parcel 986040773 (28.42 acres) into 104 single-family residential lots. The lots range from 6,259 sq. ft. (Lot 194) to 9,640 sq. ft. (Lot 173), consistent with the lot size approved for the Ridgecrest PUD. The average lot area is 7,276 sq. ft. Phase 3 also includes storm facility Tract I and pedestrian access easement Tracts J, K, L, and M, all to be owned and maintained by the HOA. Open space Tract H is to be dedicated to the City of Ridgefield.

MOTION: MOVED TO APPROVE FINAL PLAT AS PRESENTED.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Ron Onslow, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Taylor, Stose, Wertz, Day, Lindsay
ABSTAIN:	Wells

4. Motion - Approval of Seven Wells Phase 4 Final Plat - 6:49 PM

The Ridgefield Hearing Examiner approved the preliminary plat for Ridgecrest Planned Unit Development (PUD) on November 10, 2016, as PLZ-16-0035. It has since been renamed as Seven Wells Estates. The plat is also subject to the July 27, 2017 development agreement made between the City of Ridgefield and the Developer, records of Clark County, WA. The project (Phase 4) proposes to subdivide Assessor's parcel 986040772 (22.49 acres) into 44 single family residential lots. The lots range from 5,613 sq. ft. (Lot 260) to 10,973 sq. ft. (Lot 253), consistent with the lot size approved for the Ridgecrest PUD. The average lot area is 8,469 sq. ft. Phase 4 also includes storm facility Tract P and pedestrian access easement Tract O, to be owned and maintained by the HOA. Open space Tracts G and N are to be dedicated to the City of Ridgefield.

MOTION: MOVED TO APPROVE FINAL PLAT AS PRESENTED.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	David Taylor, Councilor
SECONDER:	Ron Onslow, Councilor
AYES:	Onslow, Taylor, Stose, Wertz, Day, Lindsay
ABSTAIN:	Wells

5. Motion - Approval of Kennedy Farms Phase 3 Final Plat - 6:51 PM

The Ridgefield Hearing Examiner approved the preliminary plat for Kennedy Farms Planned Unit Development (PUD) on June 7, 2017, as PLZ-17-0028-31. The City approved a Post-Decision Review to add the subject property to Kennedy Farms Planned Unit Development on April 12, 2018 as PLZ-17-0112. The Post-Decision Review referred to the subject lots as Lots 1-4; they are now Lots 246-249. Phase 3 includes four single family residential lots. The Phase 3 lots range from 9,138.56 sq. ft. (Lot 247) to 11,726.56 sq. ft. (Lot 249), consistent with the lot size approved for Kennedy Farms preliminary PUD. The

average lot area in Phase 3 is 10,312.88 sq. ft. The Phase 3 plat also includes a private road access easement across the western 36 feet for the lots. There are no other tracts.

MOTION: MOVED TO APPROVE FINAL PLAT AS PRESENTED.

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

6. Motion - Approval of Royal View (Cloverhill Phase 6) Final Plat - **6:53 PM**

The Ridgefield Hearing Examiner approved the preliminary plat for Cloverhill Planned Unit Development (PUD) on April 11, 2017, as PLZ-16-0088. The plat is also subject to the July 26, 2017 development agreement made between the City of Ridgefield (Grantee) and Robert A. Royle, LLC, ELRO LLC, Estate of Robert Royle and Lionel Royle, Kenneth A. Royle, Lucille E. Hollis, Margaret L. Svir, Marcella R. Sather, and Fortress Enterprises, Inc. (Grantors), record 5432425 of Clark County, WA. The project name has been changed from Cloverhill Phase 6 to Royal View. The project proposes to subdivide a 7.55-acre site, Assessor's #986043212, into 27 single family residential lots. The western portion of the parcel is zoned RLD-4 and the eastern portion of the parcel is zoned RLD-8. The lots range from 6,794 sq. ft. (Lot 359) to 14,510 sq. ft. (Lot 374), consistent with the lot size approved for Cloverhill. The average lot area is 8,790 sq. ft. Royal View also includes 30,811-sq. ft. open space/recreation Tract 6A, which is to be owned and maintained by the HOA. There is one public street, S Hay Field Circle. There are also driveway, sanitary sewer, stormwater, waterline, and wall easements.

MOTION: MOVED TO APPROVE FINAL PLAT AS PRESENTED.

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

7. Motion - Approval of Lease with Ridgefield School District for Water Reservoir - **6:58 PM**

The City has been working with the Ridgefield School District and CRESA on locating radio equipment on the High School Reservoir to improve the performance of emergency services communication in the Ridgefield area. The City leases the property that the reservoir is located on from the School District. This lease was signed in March of 1987, and was previously amended in May of 2017 to adjust the lease amount. The second amendment of the lease will allow the City to sub-lease the property to CRESA to allow for the installation and maintenance of their radio equipment. In exchange for the City and School District allowing CRESA to use the site, CRESA will be providing the City and School District with 11 hand-held radios that will allow City and District staff to communicate with emergency services in the event of an incident or disaster. CRESA will also provide space in the climate controlled enclosure for the City to locate telemetry systems required for the reservoir. Letter "R" will be painted on the reservoir. Ridgefield School District requested to be added as indemnified party to the sub-lease agreement.

City Council conducted discussion.

MOTION: MOVED TO AUTHORIZE THE CITY MANAGER TO SIGN THE LEASE AMENDMENT BETWEEN THE CITY OF RIDGEFIELD AND RIDGEFIELD SCHOOL DISTRICT FOR THE HIGH SCHOOL RESERVOIR, AND THE SUBLEASE WITH CRESA, ADDING RIDGEFIELD SCHOOL DISTRICT AS INDEMNIFIED PARTY TO THE SUBLEASE AS PRESENTED.

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

PUBLIC HEARING/BUSINESS

1. Public Hearing and Second Reading of Ordinance No. 1268 - Gee Creek Plateau Code - **7:04 PM**

The Gee Creek Plateau sub-area plan was developed over the summer and fall of 2017 with extensive input from property owners in the area. The sub-area plan was ultimately adopted by City Council on December 7, 2017 following public hearings with the Planning Commission and Council. The implementation of the sub-area plan is part of the Planning Commission work program in 2018, and staff has developed the attached regulations for consideration that implement the sub-area plan principles and vision for the Gee Creek Plateau. A major component of the sub-area plan, included in the attached development regulations, is the preservation of a rural feeling for the sub-area while developing the area at a density required under the Growth Management Act (GMA). The GMA allows for, and promotes, innovative zoning techniques which is what is attempted here. Approximately half of the Plateau area is proposed for cluster type development in the future, and the attached regulations describe how the cluster areas will develop. The concept requires preservation of open space, and open areas along the current public roadways designed to maintain the feel of a rural area within an urban space. Additional elements include a special roadway cross section that allows for sidewalks on only one side of the road, and design details such as split rail fencing. Preservation of open space play a large role in the development of the cluster concept while allowing for 4 homes per acre with lot size ranging from 6,000 to 15,000 square feet. Following public comments and Council discussion the cluster overlay area for the Plateau has been expanded to include all areas with an RLD-4 base zone.

Mayor opened the hearing: 7:09PM

Bob Sawyer - Resident
Couldn't find limitation on raising pigs in the area.

Joanne Oberreuter - Resident
Clarification on the change of the area, does it include the whole cluster now? Was not aware it was all going to become cluster.

Linda Graham - Resident
Why all of it was included, buffer zone wasn't in the overlay originally.

Sharol Mitchell - Resident
District boundaries cluster requirement confirmation.
Confirming that we are not required to develop and stay as is.
Annexation concerns.
Per map open space/park - is my property included? Brought that up before concerns about my property.
25% road frontage concerns.

Nancy Finn - Resident
Concerns regarding private property being open to the public.

Joe Volz - Resident
My understanding that there is in option if we don't want to be part of the cluster development, need

clarification.

Mayor closed the hearing: 7:16PM

Staff addressed comments/concerns brought up during the public hearing.

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

2. Public Hearing and First Reading of Ordinance No. 1276 - Eagle Ridge Development Agreement - Jeff Niten, Community Development Director

Eagle Ridge Estates is proposed for parcels 215877000 and 215818000 which contain approximately 10.0 acres. The agreement, if approved, would change the zoning designation from Residential Low Density 4 (RLD-4) to Residential Low Density 8 (RLD-8). The agreement would 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 build using the National Green Building Standards.

City Council conducted discussion.

Mayor opened the hearing: 7:29PM

No testimony received.

Mayor closed the hearing: 7:29PM

First reading conducted

PUBLIC COMMENT - 7:30 PM

Sharol Mitchell - Resident
South 15th street improvements - glad to see things improved.
Possible road access to South 15th street?
Water tower placement of letter "R" - not excited about orange "R"

Bryan Kast provided an update on South 15th Street concerns.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council - 7:36 PM

Council Member Day - Attended CREDC fall luncheon, CREDC education subcommittee, identity Clark County meeting, pow wow at Clark County event center, AWC regional meeting.
Council Member Taylor - Attended Heron Ridge HOA meeting, AWC regional meeting.
Council Member Lindsay - Attended CREDC fall luncheon, Salmon Creek WWTP tour, AWC regional meeting.
Council Member Wells - Attended several of the same meetings and CREDC fall luncheon.
Council Member Wertz - Attended AWC regional meeting, CREDC Fall luncheon, identity Clark County, downtown rotary, main street meeting, briefing with City Manager.
Onslow - Attended CREDC fall luncheon, budget committee meeting, CTRAN meeting, and AWC regional meeting.

Mayor

School board meeting.

City Manager

City Manager Steve Stuart- Met with Mayor and County Manager Shawn Hennessey, Clark County correctional advisory meeting updates, attended 4th of July event discussion and tour meeting hosted by Councilor Julie Olson with Mayor Stose.

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

Finance Director Kirk Johnson - Investment portfolio report provided.

Public Works Director Bryan Kast- Ridgefield Outdoor Recreation Complex construction update, outstanding performance award received from department of ecology for operation of WWTP for 2017, deer sign placement update.

Deputy City Manager Lee Knottnerus - Application are still being accepted for boards and commissions. Downtown businesses trick or treat is Wednesday. Wine and Chocolate event is November 3rd in downtown.

ADJOURN - 7:54 PM

Julie Ferriss, City Clerk

Don Stose, Mayor