



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, October 10, 2019
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

I. STUDY SESSION - 5:00 P.M.

1. Parliamentary Procedures Training - Janean Parker, City Attorney

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

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

III. PROCLAMATION - BREAST CANCER AWARENESS MONTH

IV. 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.

V. CONSENT AGENDA

1. Approval of Claims And/Or Payroll
2. Approval of Minutes from the September 26, 2019 Meeting

VI. PRESENTATION

1. Carty Road Subarea Plan: Work Plan Presentation - Claire Lust, Associate Planner
2. Ridgefield Raptors, Tony Bonacci

VII. BUSINESS

1. Resolution No. 566 - Declaring Certain Property as Surplus and Authorizing Its Disposition - Kirk Johnson, Finance Director
2. Motion - Approval of 2019-20 Sex Offender Monitoring Program Grant Interlocal Agreement - John Brooks, Police Chief
3. Motion - Approval of the Public Works Trust Fund Loan - Bryan Kast, Public Works Director

VIII. PUBLIC HEARING/BUSINESS

1. Public Hearing and First Reading of Ordinance No. 1296 - Ridgefield Municipal Code Amendments 2019 - Louisa Garbo, Community Development Director

IX. 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.

X. COUNCIL/PRESIDING OFFICER/STAFF REPORTS

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

XI. 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: October 10, 2019
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: October 10th 2019 - Claims Report (PDF)

City of Ridgefield
Claims Payment Report
For Approval on: October 10, 2019

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
ADVANCED EXCAVATING SPECIALISTS LLC	2066	2066-18080-4	Public Works	S 8th Ave Improvements	14,594.94
ADVANCED EXCAVATING SPECIALISTS LLC Total					14,594.94
AMERICAN WATER WORKS ASSOCIATION	27	7001713892	Public Works	AWWA Renewal - Brunson	355.00
AMERICAN WATER WORKS ASSOCIATION Total					355.00
AMIRA SONNTAG	726	19-106	Judicial	Spanish Interp. Services	50.00
AMIRA SONNTAG Total					50.00
Andrews Nathan & Dalia	UB*00262	(blank)	Genl Govt/Facilities	Refund Check 006429-000 306 Division St	113.99
Andrews Nathan & Dalia Total					113.99
ARAMARK UNIFORM SERVICES	32	864164532	Genl Govt/Facilities	PW Floor Mats	1.87
				PW Uniforms	1.02
		864154675	Public Works	PW Floor Mats	28.86
				PW Uniforms	24.56
			Genl Govt/Facilities	Floor Mats - City Hall/PW/CDD/PD	7.70
			Public Safety	Floor Mats - City Hall/PW/CDD/PD	4.47
		864164533	Public Works	Floor Mats - City Hall/PW/CDD/PD	3.30
			Community Development	Floor Mats - City Hall/PW/CDD/PD	3.92
			Genl Govt/Facilities	City Hall Floor Mats	7.09
				CDD/PW/FIN Floor Mats	0.61
		864154674	Public Safety	PD Floor Mats	4.47
			Public Works	CDD/PW/FIN Floor Mats	3.30
			Community Development	CDD/PW/FIN Floor Mats	3.92
			Genl Govt/Facilities	PW Uniforms/Floor Mats	2.90
			Public Works	PW Uniforms/Floor Mats	53.41
ARAMARK UNIFORM SERVICES Total					151.40
ATLAS PLUMBING CONTRACTORS	2857	2857-20191010	Genl Govt/Facilities	Abrams Prk. Refundable Dep.	300.00
ATLAS PLUMBING CONTRACTORS Total					300.00
AVAILABLE CREATIONS SCREENPRINTING & EMBROI	3409	19-607	Public Safety	Volunteer Hats	344.28
AVAILABLE CREATIONS SCREENPRINTING & EMBROIDERY LL Total					344.28
B AND L PAPER COMPANY	2165	29412	Genl Govt/Facilities	City Hall Paper Supplies	222.22
		29453	Public Works	Abrams Prk. Paper Supplies/Soap	111.21
B AND L PAPER COMPANY Total					333.43
BLAIRCO INC	1493	19M-00813	Genl Govt/Facilities	Citty Hall HVAC Maint.	280.76
BLAIRCO INC Total					280.76
BLUEFIN PAYMENT SYSTEMS	2827	2827-20191010	Public Works	Citizen Payment Fees - Aug 2019	684.52
BLUEFIN PAYMENT SYSTEMS Total					684.52
BRYAN KAST	1833	1833-20191010	Genl Govt/Facilities	Hotel Reimb - APWA Conf. - Kast	133.14
			Public Works	Hotel Reimb - APWA Conf. - Kast	865.42
			Community Development	Hotel Reimb - APWA Conf. - Kast	332.86

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BRYAN KAST Total					1,331.42
CHMELIK SITKIN & DAVIS	3294	94954	Genl Govt/Facilities	Park Laundry Eval. Remediation - Aug 2019	247.50
CHMELIK SITKIN & DAVIS Total					247.50
CINTAS FIRE PROTECTION	2520	0F80513469	Public Safety	PD Fire Extinguisher Annual Inspec/Maint	161.77
CINTAS FIRE PROTECTION Total					161.77
CITY OF RIDGEFIELD	95	MEC-19-0117	Public Works	Bennett House Fireplace Permit	88.00
CITY OF RIDGEFIELD Total					88.00
CLARK COUNTY	102	CI006336	Public Safety	Range Rental - Aug 2019	70.00
		CI006958	Judicial	Pretrial Supervision/Interviews - Aug 2019	509.76
CLARK COUNTY Total					579.76
CLARK COUNTY TREASURERS OFFICE	554	216032000-2018	Public Works	SP3-735 LOT 1 20.64A	22.94
CLARK COUNTY TREASURERS OFFICE Total					22.94
CLARK PUBLIC UTILITIES	110	7206-555-0-20191010	Public Works	109 W Division St - Electricity	166.89
		7206-694-7-20191010	Public Works	255 S 56th Pl - Electricity	3,873.91
		7206-580-8-20191010	Public Works	301 N 3rd Ave	49.16
			Community Development	301 N 3rd Ave	49.17
		7206-643-4-20191010	Public Works	400 N Abrams Park Rd	1,120.10
		7206-578-2-20191010	Genl Govt/Facilities	230 Pioneer Ave	170.15
		7206-456-1-20191010	Public Safety	116 N Main Avenue	168.43
		7206-648-3-20191010	Public Works	Municipal Lighting Lease	7,325.29
		7206-552-7-20191010	Public Works	214 S Riverview Dr	181.33
		7206-644-2-20191010	Public Works	City Park/Water Well	3,858.65
		7207-403-2-20191010	Public Works	911 N 65th Ave Intertie 2 - Water	219.00
		7206-645-9-20191010	Public Works	N Abrams Park/E Division	173.42
		7206-605-3-20191010	Public Works	N 1st Cir & N 65th Ave - Park & Ride	69.60
		7207-402-4-20191010	Public Works	1504 NW Intertie 3 - Water	2,369.55
CLARK PUBLIC UTILITIES Total					19,794.65
CLEAN WORLD MAINTENANCE INC	3105	44053	Genl Govt/Facilities	Janitorial Services - Sept 2019	406.78
			Public Safety	Janitorial Services - Sept 2019	230.40
			Public Works	Janitorial Services - Sept 2019	169.99
			Community Development	Janitorial Services - Sept 2019	10.37
CLEAN WORLD MAINTENANCE INC Total					817.54
COLUMBIAN PUBLISHING	116	15334	Community Development	SEPA Notification	102.60
		15428	Community Development	Notice Type II Land Use - Cloverhill	97.20
COLUMBIAN PUBLISHING Total					199.80
COMCAST	2271	2271-201910-510	Genl Govt/Facilities	RACC Communications	11.99
			Public Works	RACC Communications	184.64
			Community Development	RACC Communications	196.64
COMCAST Total					393.27
COMCAST BUSINESS	1666	88241851	Genl Govt/Facilities	Internet Serv. - 230 Pioneer St. - Sept. 2019	370.08
COMCAST BUSINESS Total					370.08
COMDATA NETWORK INC.	1101	20318449	Genl Govt/Facilities	PW/CDD Fuel - XN173 - 9/16/19-9/30/19	93.15

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COMDATA NETWORK INC.	1101	20318449	Public Works	PW/CDD Fuel - XN173 - 9/16/19-9/30/19	1,436.42
			Community Development	PW/CDD Fuel - XN173 - 9/16/19-9/30/19	307.14
		20318447	Public Safety	PD Fuel - XN795 - 9/16/19-9/30/19	1,027.13
COMDATA NETWORK INC. Total					2,863.84
COTTMAN TRANSMISSION	2300	1/1/4475	Public Safety	PD Vehic. Maint.	270.37
COTTMAN TRANSMISSION Total					270.37
Coulter Sara	UB*00220	(blank)	Genl Govt/Facilities	Refund Check 011891-000 606 N 22Nd Ct	146.54
Coulter Sara Total					146.54
Daarud Chad & Walsh-Daarud Kristina	UB*00259	(blank)	Genl Govt/Facilities	Refund Check 010168-000 4112 N Pioneer Canyon Dr	99.73
Daarud Chad & Walsh-Daarud Kristina Total					99.73
DANE SANTOS	3375	3375-20191010	Public Safety	Oil change/Fuel Reimb.	94.99
DANE SANTOS Total					94.99
DEPARTMENT OF LICENSING - CPL	154	RG0000373-2019	Genl Govt/Facilities	CPL Fees - Dawdy	18.00
		RG0000375-2019	Genl Govt/Facilities	CPL Fees - Ferber	18.00
DEPARTMENT OF LICENSING - CPL Total					36.00
DEPARTMENT OF NATURAL RESOURCES	715	9139982	Genl Govt/Facilities	Forest Land Assessment	17.40
DEPARTMENT OF NATURAL RESOURCES Total					17.40
DICK'S TIRE FACTORY	158	D39966	Public Safety	PD Vehic. Maint.	41.21
		D40063	Public Safety	PD Vehic. Maint.	41.21
DICK'S TIRE FACTORY Total					82.42
DON GRISWOLD	2761	10519	Genl Govt/Facilities	1sat - Theater Rental	300.00
DON GRISWOLD Total					300.00
EXTREME PRODUCTS	3327	58471	Genl Govt/Facilities	PD Uniforms	(63.80)
			Public Safety	PD Uniforms	823.36
EXTREME PRODUCTS Total					759.56
FCS GROUP	958	3070-201909045	Community Development	Building Fee Review	4,222.77
FCS GROUP Total					4,222.77
FERGUSON ENTERPRISES INC # 8423	181	811892	Genl Govt/Facilities	Water Meters	(378.52)
			Public Works	Water Meters	4,884.76
FERGUSON ENTERPRISES INC # 8423 Total					4,506.24
GRAY AND OSBORNE INC	207	19285.00 - 1	Community Development	Ridgefield Crossing Final Short Plat	553.46
		19234.00 - 8	Public Works	Water System Plan Update	778.86
		19275.00 - 2	Community Development	Ridgefield Crossing Final Plat	492.68
		18274.00 - 15	Public Works	Abrams Park Well 11 Prelim Design & Well Drilling	27,841.92
		19272.00 - 2	Community Development	Taverner Ridge Phase 11 Final Plat	128.00
		19273.00 - 1	Public Works	Junction VFD Upgrade Project	4,764.91
GRAY AND OSBORNE INC Total					34,559.83
GROVER ELECTRIC AND PLUMBING	210	HA97776	Public Works	Fireplace Abrams Park	98.95
GROVER ELECTRIC AND PLUMBING Total					98.95
GSi WATER SOLUTIONS INC.	2971	0727.001 - 15	Public Works	Hydrological Study	2,000.00
GSi WATER SOLUTIONS INC. Total					2,000.00
HARPER HOUF PETERSON RIGHELLIS INC.	1678	46387	Public Works	Heron Dr. Treatment Pond	1,404.72

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HARPER HOUF PETERSON RIGHELLIS INC.	1678	46428	Public Works	9th Ave. Waterline	3,112.50
HARPER HOUF PETERSON RIGHELLIS INC. Total					4,517.22
HARRY'S LAWN AND POWER EQUIPMENT	214	168915	Genl Govt/Facilities	PW Shop Tools Repai/Maint	2.06
			Public Works	PW Shop Tools Repai/Maint	31.78
		168914	Genl Govt/Facilities	Shop tool repair/maint	16.60
			Public Works	Shop tool repair/maint	255.94
		169196	Public Works	Storm Oper. Supp.	279.21
HARRY'S LAWN AND POWER EQUIPMENT Total					585.59
HOME DEPOT CREDIT CARD SERVICES	1805	W842277252	Genl Govt/Facilities	PW shop tools	35.94
			Public Works	PW shop tools	554.25
		5120155	Genl Govt/Facilities	PW shop tools	9.03
			Public Works	PW shop tools	139.20
		4351946	Genl Govt/Facilities	PW shop tools	19.74
			Public Works	PW shop tools	304.38
		3061094	Genl Govt/Facilities	PW Shop Tools/Parks Oper. Supp.	3.06
			Public Works	PW Shop Tools/Parks Oper. Supp.	115.53
		5021071	Public Works	Parks Oper. Supp.	21.12
		4045783	Public Works	Abrams Park Fireplace	106.73
		313397	Public Works	Parks Oper. Supp.	63.49
HOME DEPOT CREDIT CARD SERVICES Total					1,372.47
HONEY BUCKETS	223	551240072	Public Works	Davis Park Port-A-Potty	298.00
HONEY BUCKETS Total					298.00
Inland Company	UB*00255	(blank)	Genl Govt/Facilities	Refund Check 010995-002 Hydrant Meter	422.36
Inland Company Total					422.36
INTERMEDIA.NET INC	2187	2187-20191010	Information Technology	Voice Service - Sep 2019	86.40
INTERMEDIA.NET INC Total					86.40
INTERNATIONAL GRAPHICS & NAMEPLATE INC.	2859	192879	Public Works	RORC - Scoreboard Mural	3,306.20
INTERNATIONAL GRAPHICS & NAMEPLATE INC. Total					3,306.20
INTERSTATE BATTERIES	1458	92102	Public Works	Valve Turner	81.25
INTERSTATE BATTERIES Total					81.25
J.L. STOREDAHL AND SONS	558	282119	Genl Govt/Facilities	PW Shop Supp - 3/4" rock	25.46
			Public Works	PW Shop Supp - 3/4" rock	392.63
		281337	Public Works	Hillhurst Trail at Gee Creek Meadow	179.46
J.L. STOREDAHL AND SONS Total					597.55
KALIN HEATH	3407	3407-20191010	Genl Govt/Facilities	Park Refundable Dep - Heath	50.00
KALIN HEATH Total					50.00
Kelly Theresa	UB*00256	(blank)	Genl Govt/Facilities	Refund Check 010278-000 525 N Horns Corner Dr	93.22
Kelly Theresa Total					93.22
KILLA BITES INC.	3090	1892	Public Works	Council/Parks Board/Planning Commision Lunch	136.22
			Community Development	Council/Parks Board/Planning Commision Lunch	136.22
			Council	Council/Parks Board/Planning Commision Lunch	136.23
KILLA BITES INC. Total					408.67

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Krughokov Igor	UB*00260	(blank)	Genl Govt/Facilities	Refund Check 011495-000 2514 S 19th Ct	56.07
Krughokov Igor Total					56.07
LEWIS COUNTY SHERIFF'S OFFICE	2465	2465-20191010	Public Safety	Drop Box Med. Disposal	6.80
LEWIS COUNTY SHERIFF'S OFFICE Total					6.80
LOUISA GARBO	3332	3332-20191010	Community Development	New Emp. Lunch Reimb.	49.19
LOUISA GARBO Total					49.19
MERCHANT TRANSACT	2901	28463618	Public Works	ACH Processing Fees	9.14
MERCHANT TRANSACT Total					9.14
MILL PLAIN ELECTRIC	3308	14881	Public Works	RORC Post Mounted Receptacles	6,253.06
MILL PLAIN ELECTRIC Total					6,253.06
MJB CONSULTING INC	3117	1861	Genl Govt/Facilities	State Lobbyist	2,500.00
MJB CONSULTING INC Total					2,500.00
MODERN MARKETING	3014	MMI134733	Genl Govt/Facilities	PD - Stickers	(26.27)
			Public Safety	PD - Stickers	339.03
MODERN MARKETING Total					312.76
MOFFORD ELECTRIC INC.	2969	13404	Public Works	Overlook Park Elec.	28,044.16
MOFFORD ELECTRIC INC. Total					28,044.16
MORTON'S STOVES POOLS AND SPAS	3393	156673-1	Public Works	Caretaker House Fireplace	1,082.92
MORTON'S STOVES POOLS AND SPAS Total					1,082.92
NAPA AUTO PARTS	498	178119	Public Safety	PD Vehic./General Maint.	11.27
		141802	Genl Govt/Facilities	PW Shop Oper. Supp.	1.86
			Public Works	PW Shop Oper. Supp.	28.65
NAPA AUTO PARTS Total					41.78
NW OCCUPATIONAL MEDICAL CENTER	794	45339	Public Works	DOT Exam - Thamert	75.00
NW OCCUPATIONAL MEDICAL CENTER Total					75.00
OWEN EQUIPMENT COMPANY	916	191946	Public Works	Street Sweeper Training - Melroy	199.00
OWEN EQUIPMENT COMPANY Total					199.00
PACIFIC OFFICE AUTOMATION	1564	65086452	Genl Govt/Facilities	City Hall/RACC/Copier PW Printer	564.07
			Public Works	City Hall/RACC/Copier PW Printer	327.66
			Community Development	City Hall/RACC/Copier PW Printer	271.40
PACIFIC OFFICE AUTOMATION Total					1,163.13
PBS ENGINEERING AND ENVIRONMENTAL	342	0071272.000 -15	Community Development	Developer Plan Rev. - Aug 2019	8,348.75
PBS ENGINEERING AND ENVIRONMENTAL Total					8,348.75
PIONEER PEST MANAGEMENT	2040	323875	Genl Govt/Facilities	Pest Control - PW Shop	6.54
			Public Works	Pest Control - PW Shop	100.78
PIONEER PEST MANAGEMENT Total					107.32
PUBLIC SAFETY TESTING	354	PSTI19-0172	Public Safety	Background Check & Investigation Report	4,218.17
PUBLIC SAFETY TESTING Total					4,218.17
PURCHASE POWER	356	28528906	Genl Govt/Facilities	Postage	500.00
PURCHASE POWER Total					500.00
RIDGEFIELD ART ASSOCIATION	2501	1919	Genl Govt/Facilities	F2T 2019 - Beverage Service	1,581.00
RIDGEFIELD ART ASSOCIATION Total					1,581.00

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RIDGEFIELD HARDWARE	376	0376-20191010	Genl Govt/Facilities	Operational Supplies	374.34
			Public Safety	Operational Supplies	17.25
			Public Works	Operational Supplies	879.64
			Community Development	Operational Supplies	11.01
RIDGEFIELD HARDWARE Total					1,282.24
RIDGEFIELD SCHOOL DISTRICT	378	1001800076	Genl Govt/Facilities	Aug. 2019 - RACC Operating Expense	503.91
			Public Works	Aug. 2019 - RACC Operating Expense	433.84
			Community Development	Aug. 2019 - RACC Operating Expense	1,820.30
		1001800055	Genl Govt/Facilities	May 2019 - RACC Operating Expense	502.78
			Public Works	May 2019 - RACC Operating Expense	432.87
			Community Development	May 2019 - RACC Operating Expense	1,816.25
		1001800075	Genl Govt/Facilities	July 2019 - RACC Operating Expense	149.19
			Public Works	July 2019 - RACC Operating Expense	128.44
			Community Development	July 2019 - RACC Operating Expense	538.91
		1001800049	Public Works	RORC Const.	123,917.00
	UB*00261	(blank)	Genl Govt/Facilities	Refund Check 000011-001 Hydrant Meter	409.12
RIDGEFIELD SCHOOL DISTRICT Total					130,652.61
RMT EQUIPMENT	1835	P08614	Public Works	Storm Equip. Maint.	27.10
RMT EQUIPMENT Total					27.10
ROYAL THRONE LLC	2909	34184-001138	Genl Govt/Facilities	1Sat - Restroom Rental	500.00
ROYAL THRONE LLC Total					500.00
SANDRA HOOTS	2163	2163-20191010	Public Safety	Meals Per Diem - WAPRO Conf. - Hoots	87.00
SANDRA HOOTS Total					87.00
SANDY'S SIGN AND DESIGN	556	382-19	Public Works	Wetland Signs	433.60
SANDY'S SIGN AND DESIGN Total					433.60
SKAMANIA COUNTY SHERIFF'S OFFICE	1554	1554-20191010	Public Safety	Jail Beds - Aug. 2019	120.00
SKAMANIA COUNTY SHERIFF'S OFFICE Total					120.00
SONSRAY MACHINERY LLC	1785	P31242-10	Genl Govt/Facilities	PW Equip. Maint.	13.34
			Public Works	PW Equip. Maint.	205.78
SONSRAY MACHINERY LLC Total					219.12
Stenersen Lester & Liz	UB*00243	(blank)	Genl Govt/Facilities	Refund Check 008758-000 832 N 13Th Pl	422.49
Stenersen Lester & Liz Total					422.49
Steve Stuart	2075	2075-20191002	Executive	Meals Per Diem - Cascadia Innovation Corr Conf - Stuart	91.00
Steve Stuart Total					91.00
SW CONSULTING ENGINEERING	3398	822193	Community Development	Legacy Trails Consulting Serv.	2,117.00
SW CONSULTING ENGINEERING Total					2,117.00
SW WASHINGTON CHAPTER - ICC	646	0646-20191010-2	Community Development	SWWIC Annual Fall Seminar Reg. - Wilson	335.00
		0646-20191010-1	Community Development	SWWICC Annual Fall Seminar Reg. - Newbill	335.00
		0646-20191010-3	Public Works	SWWIC Annual Fall Seminar Reg. - Marsh	335.00
		0646-20191010-4	Community Development	SWWIC Annual Fall Seminar Reg. - Perry	335.00
SW WASHINGTON CHAPTER - ICC Total					1,340.00
SWORDFERN COMMERCIAL APPRAISAL	2663	19-318	Genl Govt/Facilities	Appraisal 126 N Main Ave	3,000.00

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SWORDFERN COMMERCIAL APPRAISAL Total					3,000.00
Texley Tamara	UB*00257	(blank)	Genl Govt/Facilities	Refund Check 009443-000 2402 Nisqually Ave	30.46
Texley Tamara Total					30.46
THE PARR COMPANY	964	26472919	Public Works	Abrams Park Fireplace	35.76
		26472917	Public Works	Gazebo Reconstruction	290.48
		26473286	Public Works	Abrams Park Fireplace Supp.	41.43
		26472612	Public Works	Abrams Park Fireplace Supp.	712.13
		26473112	Public Works	Abrams Park Fireplace Supp.	525.31
THE PARR COMPANY Total					1,605.11
TLC TOWING	431	121596	Public Works	Tow - Crane Truck	355.55
TLC TOWING Total					355.55
TRAFFIC SAFETY SUPPLY	432	INV018758	Genl Govt/Facilities	Street Signs	(40.65)
			Public Works	Street Signs	524.65
TRAFFIC SAFETY SUPPLY Total					484.00
WA STATE DEPARTMENT OF TRANSPORTATION	688	RE44JD16200L008	Public Works	45th Roundabout Plan Review & Inspection	131.19
WA STATE DEPARTMENT OF TRANSPORTATION Total					131.19
WESTLIE FORD INC.	1639	85000008	Public Works	Truck Mirror - Thamert	650.79
		85000024	Public Works	Streets/Parks Vehic. Maint.	167.17
WESTLIE FORD INC. Total					817.96
WILCO FARM STORE	655	705499/6	Genl Govt/Facilities	Vehic. Maint.	11.53
			Public Works	Vehic. Maint.	65.31
WILCO FARM STORE Total					76.84
Williams Margaret	UB*00258	(blank)	Genl Govt/Facilities	Refund Check 008012-000 1405 S Dusky Dr	14.40
Williams Margaret Total					14.40
ZW USA INC.	3063	301023	Genl Govt/Facilities	Dog Waste Bags	(11.71)
			Public Works	Dog Waste Bags	151.22
ZW USA INC. Total					139.51
Grand Total					301,588.05

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**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 10, 2019
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Approval of Minutes from the September 26, 2019 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: 09-26-2019 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

September 26, 2019

Regular Meeting - 6:30 PM

STUDY SESSION - 5:00 P.M.

1. 2020 Budget - Initiatives and Capital Projects

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 Onslow moved to excuse Council Member Day from the meeting.

SECOND: Council Member Taylor.

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

Vote - No: None

LATE CHANGES TO THE AGENDA

PROCLAMATION - RIDGEFIELD CISPUS OUTDOOR SCHOOL WEEK

PUBLIC COMMENT

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the September 12, 2019 Meeting

BUSINESS**1. Resolution No. 564 – Approval of Intent to Annex - Gress - Louisa Garbo, Community Development Director**

Richard Gress, representing Ridgefield 45th Ave LLC, owns the property located at 607 S Royle Road. The Gress property is within the Ridgefield Urban Growth Area (UGA). The western half of the adjacent S Royle Road right-of-way is part of the UGA, and the eastern half of the adjacent S Royle Road right-of-way is in the Ridgefield city limits. Therefore, the combined area of the Gress property and adjacent half-width right-of-way is contiguous with the Ridgefield city limits and eligible for annexation.

City Council conducted discussion.

MOTION: MOVED TO ADOPT RESOLUTION NO. 564 AS GEOGRAPHICALLY MODIFIED.

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

2. Resolution No. 565 – Adoption of Financial Policy #04: Procurement of Goods & Services - Kirk Johnson, Finance Director

Procurement of Goods & Services was initially adopted and made effective by authority granted to the City Manager. Current guidance provided by the Office of the State Auditor is that Procurement policies should be adopted and reviewed by the governing body. Staff are recommending updates to reflect legislative changes adopted during the 2019 legislative session.

MOTION: MOVED TOP ADOPT RESOLUTION NO. 565 AS PRESENTED.

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

3. Motion - Approval of Heron Woods (Weber Pioneer) Final Plat

The Ridgefield hearing examiner approved the preliminary plat for Weber Pioneer Planned Unit Development on June 5, 2018. The applicant has since changed the project name to Heron Woods. Weber Pioneer/Heron Woods is not subject to a Development Agreement. The project proposes to subdivide a 19.37-acre site with Assessor's #213740000 into 47 single-family residential lots. The lots range from 4,000 square feet (Lots 39-41) to 6,607 square feet (Lot 45), consistent with the lot size approved through the preliminary PUD process. The average lot size is 4,330 square feet. Open space tract A contains 9.78 acres of critical areas, park space, and trails on the western portion of the property. S 39th Drive is a public street extending from northwest to southeast throughout the site. Private road A accesses lots 45-47. Private storm facility A (27,011 square feet) is located in the southeastern corner of the site. It is to be owned and maintained by the homeowners' association with a blanket easement dedicated to the city for inspection.

MOTION: MOVED TO APPROVE HERON WOODS FINAL PLAT AS PRESENTED.

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

4. Motion - Approval of Ridgefield Crossing Commercial Final Plat

The Ridgefield hearing examiner approved the preliminary subdivision plat for Ridgefield Crossing Commercial as part of the Ridgefield Crossing Mixed-Use Master Plan on July 27, 2018. The hearing examiner approved the mixed-use master plan subject to the standards for the Ridgefield Mixed-Use Overlay. It includes eight commercial lots, 133 single-family townhouse units, and one critical areas tract. The final plat for Ridgefield Crossing Commercial proposes to subdivide the Ridgefield Crossing site into eight commercial lots, three tracts set aside for future single-family townhouse development, one critical areas tract, one open space tract, and two storm facility tracts.

City Council conducted discussion.

MOTION: MOVED TO APPROVE RIDGEFIELD CROSSING COMMERCIAL FINAL PLAT AS PRESENTED.

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

5. Motion - Approval of Teal Crest Final Plat

The Ridgefield Hearing Examiner approved the preliminary plat for Teal Crest Planned Unit Development on April 24, 2017. Teal Crest is not subject to a development agreement. The final plat was presented to City Council on September 12, 2019, City Council enquired about whether there will be fire sprinkler system in the proposed single-family homes. Any building permit must comply with the building code in effect at the time of the building permit application, should there be deficiency in the fire flow, per the condition of approval, those homes will be required to install the fire sprinkler system. Pursuant to Revised Code of Washington (RCW) §58.17.170, the legislative body must approve the final plat within 30 days of application if all the conditions of approval have been met. However, within the 30 days, council may ask for clarification and follow up concerning whether the conditions applicable to the plat have been met. Staff confirms that all conditions from the preliminary plat for Teal Crest has been met.

City Council conducted discussion.

MOTION: MOVED TO APPROVE TEAL CREST FINAL PLAT AS PRESENTED.

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

6. Motion - Approval of Taverner Ridge Phase 11 Final Plat

The Ridgefield Hearing Examiner approved the preliminary subdivision plat for Taverner Ridge Phases 10 and 11 (Taverner Ridge Medium Density Residential Tracts) via final order on February 3, 2017. Taverner Ridge is subject to a 1997 Development Agreement. However, at the time of Phase 10 and 11 preliminary subdivision review, the applicant voluntarily elected to waive all of their vested rights to RMC Title 17 (1997 standards) relating to the subject tracts and to accept review under the regulations of RDC Title 18 in effect at the time of technical completeness. Council approved the Taverner Ridge Phase 10 final plat on December 6, 2018 as PLZ-18-0113. On September 12, 2019, the Taverner Ridge Phase 11 final plat went before Council for approval. City Council seek clarification on the trail improvement in Phase 5 and requested to delay the final plat consideration until their next meeting on September 26, 2016. Pursuant to Revised Code of Washington (RCW) §58.17.170, the legislative body must approve the final plat within 30 days of application if all the conditions of approval have been met. However, within the 30 days, council may ask for clarification and follow up concerning whether the conditions applicable to the plat have been met. Staff confirms that all conditions from the preliminary plat for Phase 11 has been met.

City Council conducted discussion.

MOTION: MOVED TO APPROVE TAVERNER RIDGE PHASE 11 FINAL PLAT AS PRESENTED.

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

PUBLIC COMMENT

Rob Aichele - Resident

Candidate Forum is scheduled for October 11, 7PM at the Library Conference Room.

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Lindsay - Attended CREDC Board of Directors meeting.

Council Member Wertz - Attended HOA Association meeting, Port of Ridgefield meeting.

Council Member Wells - Attended Clark College Foundation Annual Board meeting, Port of Ridgefield meeting, Pre-Application conference meeting.

Council Member Taylor - Attended Clark College Foundation Annual Board meeting.

Council Member Onslow - Attended Clark College Foundation Annual Board meeting, Octoberfest/Experience Ridgefield event, Acero Apartment ribbon cutting.

Mayor

Attended lots of meetings, busy month for everyone.

City Manager

City Manager Steve Stuart - Updates provided on pedestrian art screen on the Overpass and upcoming community survey.

City Attorney Janean Parker - Litigation update provided.

Community Development Director Louisa Garbo - Community Development report update.

Public Works Director Bryan Kast - Public Works project updates provided.

Finance Director Kirk Johnson - Investment Portfolio update provided.

Deputy City Manager Lee Knottnerus - Upcoming events update provided.

ADJOURN - [7:43 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 09-26-2019 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 10, 2019

ITEM:

AGENDA ITEM TITLE: Carty Road Subarea Plan: Work Plan Presentation

SUMMARY/BACKGROUND:

Don Hardy, WSP, Senior Project Manager, will present the Scope of Work for the Carty Road Subarea Plan.

On June 20, 2019, City Council directed staff to begin a subarea planning process for an approximately 286-acre area along NW Carty Road (Carty Road Subarea). Portions of the subarea had come to Council for the first step of the city's annexation process (Intent to Annex). Council chose to move forward with a subarea plan for the whole area before deciding whether to continue with the next steps in the annexation process. The purpose of the subarea plan is to learn more about residents' preferences for the area, as well as existing land use, infrastructure, and environmental conditions, in order create unique, appropriate standards that would guide future development if all or part of the area annexes. The subarea plan itself does not result in annexation.

Staff issued a Request for Qualifications on July 15, 2019, and reviewed responses from five consultant teams in late August. Based on criteria including personnel expertise, direct and indirect planning experience, and complete understanding of the city's goals for the subarea plan, staff selected WSP to lead the planning process. Community development staff will manage the consultant and support project tasks.

WSP drafted a Scope of Work for the project, and refined the scope based on staff feedback. Work on the Subarea Plan will begin in early October.

STAFF CONTACT: Claire Lust, Associate Planner

ATTACHMENTS: City_council_presentation_10.9.2019_packet pdf (PDF)

City of Ridgefield *Carty Road Subarea Plan*

Don Hardy, WSP, Senior Project Manager

City Council Presentation | October 10, 2019





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Why is the Carty Road subarea planning process occurring?

The subarea planning process is a response to several annexation petition requests received by City Council. Initiating a subarea plan is a tool that will allow the City Council to address impacts and compatibility related to future growth in the subarea boundary.

To give the community an opportunity to participate in the process and establish a shared vision for the area

To understand community concerns and to prepare a plan for future development and city services.

Does a subarea plan include annexation?

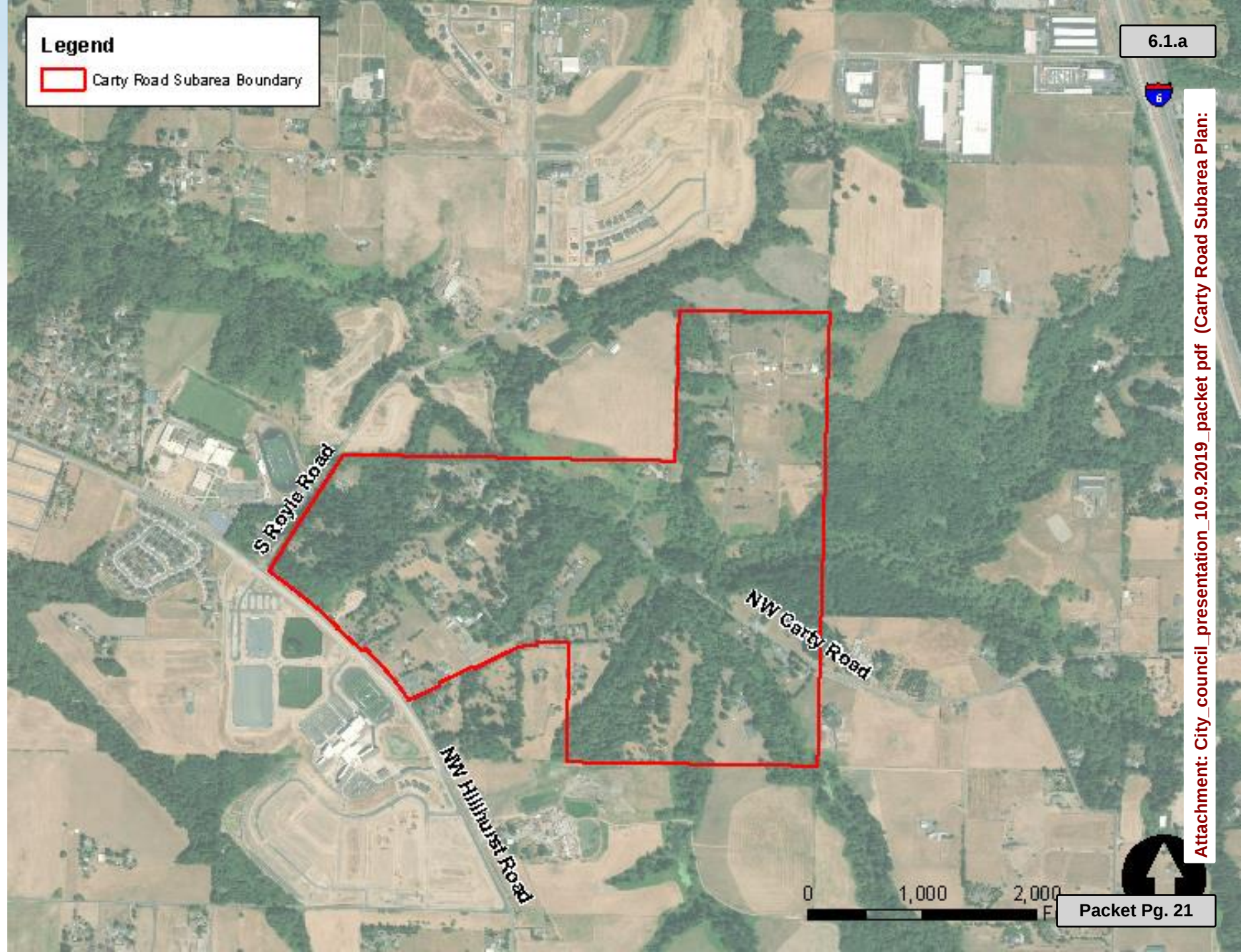
A subarea plan is an optional element in a city's comprehensive plan.

- The subarea planning process does not include annexation.
- The subarea plan can be adopted independently from annexation.

Annexation is governed by state law and includes different methods for initiation (RCW 35A.14). The annexation process does not require subarea planning.

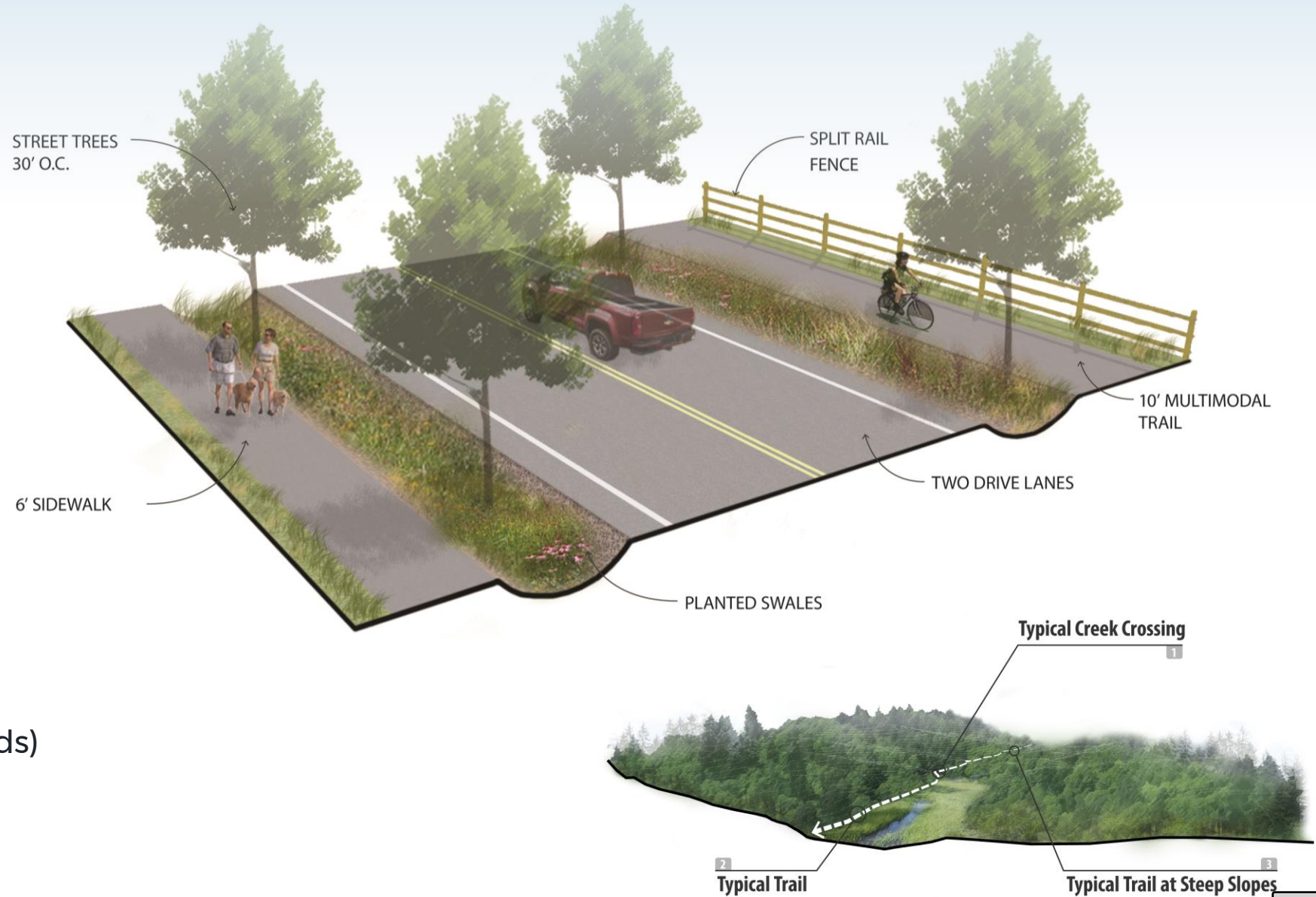
What is a subarea plan?

A subarea plan is a plan for a designated area that is developed from the community's vision and shared guiding principles.



What is included in a subarea plan?

- Community Engagement
- Visioning
- Concept Planning
- Implementation Measures (zoning code, amendments and development standards)





How will we inform and engage the community?

There will be multiple ways to get information, provide feedback, and stay engaged throughout the process.

Community Engagement Toolbox:

- Factsheets and FAQs
- Project Website and Online Surveys
- Stakeholder Interviews
- Advisory Group Meetings
- Community Open House

What is included in the Carty Road Subarea Plan?

- Visioning and Community Outreach
- Existing Conditions Assessment (transportation, utilities, environmental, and market)
- Land Use and Transportation Plan
- Recommendations for Implementation
- Adoption





8

Final Subarea Plan

The goal of the Carty Road Subarea Plan is to engage the community, develop a unified vision to inform future development, and provide a path to implementation.

City of Ridgefield *Carty Road Subarea Plan* *Questions?*

Don Hardy, WSP, Senior Project Manager, 360-823-6115, don.hardy@wsp.com

City Council Presentation | October 10, 2019



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 10, 2019

ITEM: CONSENT AGENDA

AGENDA ITEM TITLE: Declaring Certain Property as Surplus and Authorizing Its Disposition

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 39.33 – Intergovernmental Disposition of Property

PREVIOUS COUNCIL ACTION TAKEN:

Council has previously adopted resolutions providing for the surplus of certain property and executing its sale or disposal

SUMMARY/BACKGROUND:

The City acquires various equipment and property as needed for staff to perform work responsibilities. As the equipment and property is used throughout its life to conduct City business, it ages, and eventually becomes obsolete and/or in disrepair.

A public hearing is not required due to this property not having a value that exceeds \$50,000. Public Works would like to surplus two Grasshopper mowers that are no longer meeting the needs of the city. The mowers are a 2001 and 2011 model. The mowers will be sold on the public surplus auction site and the funds will be used to replace these mowers with a stand on mower that would provide additional flexibility for mowing in small areas such as right of ways and trails.

The City plans to hold an auction in the 3rd quarter 2019 to auction these items.

BUDGET/FINANCIAL IMPACTS:

Limited impact on budget. Estimate \$5,000 - \$7,500 in revenue from sale at the online auction.

RECOMMENDED ACTION OR MOTION:

Staff recommends that Council adopt resolution No. 566 as presented by making the following motion:

“I move to adopt Resolution No. 566 as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director
Surplus Items Exhibit A 10.10.2019 (PDF)

ATTACHMENTS:

Resolution No.566**DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION**

WHEREAS, the City of Ridgefield has acquired certain personal property and equipment and

WHEREAS, the property and equipment cannot be reassigned within the City and the surplus of this property and equipment will meet the needs of the City of Ridgefield,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF RIDGEFIELD, WASHINGTON as follows:

Section 1. Based upon the findings and recommendations of the City, the attached Exhibit A represents the list of property requesting to be declared surplus and no longer meets the needs of the City, and further, these items cannot be reassigned as an asset to other departments of the City.

Section 2. This property is deemed to no longer create a benefit for the residents of the City of Ridgefield.

Section 3. The Council authorizes the City Manager to sell, auction or scrap the items identified on the attached list for the best available price; or to properly dispose of the property to the best benefit of the City of Ridgefield.

ADOPTED AT A REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 10th DAY OF OCTOBER, 2019.

City of Ridgefield

Don Stose, Mayor

Attest:

Julie Ferriss,
City Clerk

Exhibit "A"

Department	Description	License#	Vin/Serial #	Estimated Value
Public Works	2001 Grass Hopper 928 D Mower		5115940	\$250
Public Works	2011 Grass Hopper 930 D Mower		6111656	\$5,000

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 10, 2019

ITEM: BUSINESS

AGENDA ITEM TITLE: Motion - Approval of 2019-20 Sex Offender Monitoring Program Grant Interlocal Agreement

PREVIOUS COUNCIL ACTION TAKEN: A prior agreement was entered into between the City of Ridgefield and the Clark County Sheriff's Office for this service in 2017.

SUMMARY/BACKGROUND:

The Washington Association of Sheriffs and Police Chiefs administers a grant for the state that allows for reimbursement for sex offender monitoring. Sex Offender monitoring involves making sure the person being monitored is living where they are listing as a home address. The state is responsible for this task but sub-contracts to local agencies to accomplish this task. The Clark County Sheriff's Office subcontracts with the City of Ridgefield to handle our own city.

BUDGET/FINANCIAL IMPACTS: These grant payments from Clark County will provide approximately \$4,000 in revenue over the life of the grant.

RECOMMENDED ACTION OR MOTION:

"I move to authorize the City Manager to execute an interlocal agreement between the City of Ridgefield and The Clark County Sheriff's Office for sex offender monitoring services, as presented."

STAFF CONTACT: John Brooks, Police Chief

ATTACHMENTS: 2019-20 SOR RPD IGA 061819 (PDF)

THE STATE OF WASHINGTON
CLARK COUNTY

**INTERLOCAL AGREEMENT
BETWEEN CLARK COUNTY, WA AND THE CITY OF RIDGEFIELD, WA
2019-20 WASPC REGISTERED SEX OFFENDER MONITORING PROGRAM
AWARD**

This Agreement is made and entered into effective July 1, 2019, by and between Clark County, hereinafter referred to as the COUNTY, acting by and through its Sheriff; and the City of Ridgefield, a first class city of the state of Washington, hereinafter referred to as the CITY, acting by and through its governing body, the Ridgefield City Council, witnesseth:

WHEREAS, this Agreement is made under the authority of RCW 39.34.080; and

WHEREAS, the Washington Association of Sheriffs and Police Chiefs (WASPC) as the administering organization of the Registered Sex Offender Monitoring Address and Residency Verification Program (SOM) has allocated funding for local law enforcement to verify the residency and address of registered sex offenders and kidnapping offenders under RCW 9A.44.130; and

WHEREAS, WASPC has designated the Clark County Sheriff's Office to serve as fiscal agent for the aggregate of SOM funds available to law enforcement agencies in Clark County; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party.

NOW THEREFORE, the COUNTY and CITY agree as follows:

Section 1. COUNTY agrees to act as fiscal agent for the aggregate \$250,726.80 of SOM funds.

Section 2. County agrees to provide CITY with 1.6068% of aggregate WASPC SOM funds (up to \$4,028.88), based on the number of registered sex offenders residing in its jurisdiction, to be used for monitoring of registered kidnap and sex offenders living within the CITY's jurisdiction. COUNTY will make payments quarterly to CITY following completion of performance and after funding is received from WASPC. Payment amounts may change if the total amount to be received from WASPC is changed.

Section 3. Quarterly payments from WASPC to the COUNTY may be withheld if the combined agencies in the Clark County jurisdiction (Clark County Sheriff's Office and six city police departments) fail to meet program requirements outlined in the WASPC award agreement letter (Exhibit A). Therefore, COUNTY will not be responsible for the payment of any funds to the CITY that are not received from WASPC, even if the cause for WASPC's withholding of funds does not involve the CITY or its police department.

Section 4. CITY agrees to timely comply with all performance and reporting obligations required by grant program terms. CITY agrees to provide face-to-face verification of a sex offender's address at the place of residency for each sex offender residing within its jurisdiction:

1. For level I offenders, once every twelve months;
2. For level II offenders, once every six months; and
3. For level III offenders, once every three months.

For the purposes of this grant, unclassified offenders and kidnapping offenders are considered level I offenders unless the local jurisdiction sets a higher classification in the interest of public safety.

Section 5. CITY agrees to enter address verification data into the statewide offender database, OffenderWatch. WASPC will conduct audits of the OffenderWatch records to confirm verification entries and completeness of records.

Section 6. CITY agrees to monitor registered sex offenders residing within its jurisdiction during the time frame for which WASPC SOM funds are received by taking the action set forth in this Agreement.

Section 7: Registration, community notification, and verification of offenders must follow the applicable state statutes (RCWs 4.24.550, 9A.44.130, 9A.44.145, 36.28A.230, etc.).

Section 8. This Agreement shall be effective for the program year defined by the program award as July 1, 2019 through June 30, 2020. The term of this Agreement may be extended up to two (2) times administratively in one (1) year increments by mutual written agreement of both parties, subject to availability of WASPC SOM Program funding. The Clark County Sheriff or his designee shall be the agent of the COUNTY for approving extensions of this Agreement on behalf of the COUNTY; and the Ridgefield City Manager or his designee shall be the agent of the CITY for approving extensions of this Agreement on behalf of the CITY.

Section 9. No new legal entity is being created by this Agreement.

Section 10. COUNTY and CITY agree to cover their own administrative overhead costs associated with receipt of WASPC SOM funds.

Section 11. Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 12. The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 13. By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

Section 14. Either party may terminate this Agreement by providing thirty (30) days written notification to the other party. In the event of early termination, COUNTY will pro-rate the CITY's final quarterly payment based on the date of termination.

CITY OF RIDGEFIELD

CLARK COUNTY

Steve Stuart, City Manager

Chuck Atkins, Sheriff

Date

Date



Washington Association of
**SHERIFFS &
POLICE CHIEFS**

3060 Willamette Drive NE
Lacey, WA 98516
360-486-2380 (Phone)
360-486-2381 (Fax)
www.waspc.org

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Sheriff John Snaza
Thurston County

President-Elect
Chief Craig Meidl
City of Spokane

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Grays Harbor County

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OIC—Criminal
Investigations Unit

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City of Wenatchee

Raymond P. Duda, SAC
FBI—Seattle

Chief Gary Jenkins
City of Pullman

Sheriff Mitzi Johanknecht
King County

Sheriff James Raymond
Franklin County

Steven D. Strachan
Executive Director

June 1, 2019

Sheriff Chuck Atkins
Clark County Sheriff's Office
PO BOX 410
Vancouver, WA 98666

Dear Sheriff Chuck Atkins:

Subject: Registered Sex Offender Address Verification Grant Program.

The Washington State Legislature allocated \$9.9 million dollars over the 2019-2021 biennium for the Registered Sex Offender Address Verification Grant Program. This year, local agencies will receive \$4.81 million dollars to conduct face-to-face address verifications for registered sex and kidnapping offenders as directed by RCW 9A.44.130. In 2010, this grant program was established with the intent that all sex offenders and kidnapping offenders would be verified at their registered address by the Sheriff's Office. This face-to-face address verification is important to maintain accuracy of the Sex Offender Registry and to enforce the sex offender registration laws of Washington State. It is important that this money continue to be used for its intended purpose.

I am pleased to inform you that the **Clark County Sheriff's Office** will receive **\$250,726.80** for the Registered Sex Offender Address Verification Program. The grant cycle will follow the state fiscal year, starting July 1, 2019 and ending June 30, 2020. Quarterly grant reports are due on October 10, 2019, January 10, 2020, April 10, 2020, and July 10, 2020. Quarterly grant reports are to be completed electronically and will be emailed to RSO Coordinators. Reports must be received by WASPC prior to quarterly grant payments being issued to your agency.

Address verification funds are designed to support all aspects of Registered Sex Offender Address Verification. Most importantly, funds are required to be used for face-to-face verification of a sex offender's address at the place of residency.

- For Level I Offenders—Face-to-Face Address Verification will occur once every twelve months.
- For Level II Offenders—Face-to-Face Address Verification will occur once every six months.
- For Level III Offenders—Face-to-Face Address Verification will occur once every three months.
- For the purposes of this grant, unclassified offenders and kidnapping offenders are considered level I offenders, unless the local jurisdiction sets a higher classification in the interest of public safety.

Serving the Law Enforcement Community and the Citizens of Washington

Attachment: 2019-20 SOR RPD IGA 061819 (2019-20 Sex Offender Monitoring Program Grant Interlocal Agreement)

Funding from this program will be used to send at least one staff person to at least one WASPC OffenderWatch User Group and SONAR Committee Meeting. Meeting dates are July 9, 2019, October 8, 2019 and April 14, 2020.

Address verification data must be entered into the statewide sex offender database, OffenderWatch. WASPC will conduct audits of the OffenderWatch records to confirm verification entries and completeness of records.

Registration, community notification and verification of offenders must follow the applicable state statutes (RCWs 4.24.550, 9A.44.130, 9A.44.135, 36.28A.230, etc.). Any delegation to cities should have signed Memorandums of Understanding (MOUs) clearly defining agreed upon responsibilities.

Please note the following terms will be adhered to for the 2019-2020 Registered Sex Offender Address Verification Program:

- Any agency not meeting at least 90% of required verifications will not receive that quarter's grant payment.
- Any agency not using OffenderWatch to track verifications will not receive that quarter's grant payment.
- Agencies that do not participate in at least one OffenderWatch User Group and SONAR Committee meeting in person will be penalized 10% of the final quarter's grant payment.
- Quarterly grant reports must be received by WASPC prior to quarterly grant payments being issued to your agency.

Please review the attached interagency agreement and return to the WASPC Office ASAP. If you have any questions please contact Terrina Peterson at (360) 486-2386 or tpeterson@waspc.org.

Sincerely,



Steven D. Strachan
Executive Director

WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS
INTERAGENCY AGREEMENT—SPECIFIC TERMS AND CONDITIONS

Registered Sex Offender Address Verification Program

This AGREEMENT is entered into by and between the **WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS** (hereinafter referred to as WASPC) and the **CLARK COUNTY SHERIFF'S OFFICE** (hereinafter referred to as the RECIPIENT).

Award Recipient Name and Address: Clark County Sheriff's Office PO BOX 410 Vancouver, WA 98666	Agency Contact: Chuck Atkins Title: Sheriff
Project Title Registered Sex Offender Address Verification	Funding Cycle July 1, 2019-June 30, 2020
Agreement No: RSO 19-20 Clark	Funding Authority: WA Association of Sheriffs and Police Chiefs
Grant Award: \$250,726.80	Service Area: Clark County

FUNDING SOURCE

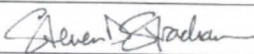
Funding for this AGREEMENT is provided to WASPC through the Criminal Justice Training Commission from the State of Washington. Funding awarded the RECIPIENT shall not exceed the amount shown on the award letter.

SCOPE OF SERVICES

The RECIPIENT shall use the funds awarded to meet the following requirements:

- Face-to-face verifications of all registered offenders based on the schedule outlined in the award letter and RCWs 36.28A.230 and 9A.44.135. Any agency not meeting at least 90% of required verifications will not receive that quarter's grant payment.
- Quarterly report will be submitted electronically by October 10, 2019, January 10, 2020, April 10, 2020, and July 10, 2020. Funds will be disbursed in equal allotments each quarter. Quarterly grant reports must be received by WASPC prior to quarterly grant payments being issued to your agency.
- In-person attendance at least one OffenderWatch User Group and SONAR Committee Meeting. Meeting dates are July 9, 2019, October 8, 2019 and April 14, 2020. Agencies that do not participate in at least one OffenderWatch User Group and SONAR Committee meeting in person will be penalized 10% of the final quarter's grant payment.
- Up to date and accurate record entries into OffenderWatch. Any agency not using OffenderWatch to track verifications will not receive that quarter's grant payment.

IN WITNESS WHEREOF, WASPC and RECIPIENT acknowledge and accept the terms of this AGREEMENT and attachments hereto, and in witness whereof have executed this AGREEMENT as of the date and year written below. The rights and obligations of both parties to this AGREEMENT are governed by the information on this Award Sheet and Letter and other documents incorporated herein.

For WASPC	For RECIPIENT
Name: Steven D. Strachan	Name: Chuck Atkins
Title: Executive Director	Title: Sheriff
Agency: WA Assn. of Sheriffs & Police Chiefs	Agency: Clark County Sheriff's Office
Date:	Date: 6/14/19
Signature: 	Signature: 

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: October 10, 2019
ITEM: BUSINESS
AGENDA ITEM TITLE: Motion - Approval of the Public Works Trust Fund Loan

GOVERNING LEGISLATION:

RCW 36.69, City of Ridgefield Financial Policy #04

PREVIOUS COUNCIL ACTION TAKEN:

None

SUMMARY/BACKGROUND:

In July staff applied for a pre-construction Public Works Trust Fund (PWTF) loan for design and permitting of seven stormwater facilities in the down-town area. These projects will serve areas of the city that were constructed prior to stormwater regulations and that currently discharge un-treated water to Gee Creek and Lake River.

The City was recently notified that we were awarded a \$359,000 low interest loan to fund these projects. At the conclusion of the project the City will have complete, bud ready plans and specifications for these seven stormwater projects.

BUDGET/FINANCIAL IMPACTS:

The loan term is 0.79% over 5 years. The annual payment will be approximately \$73,511. The PWTF Board may extend the term limit to 20-years if 30% of the construction funding is secured prior to the first payment coming due date.

RECOMMENDED ACTION OR MOTION:

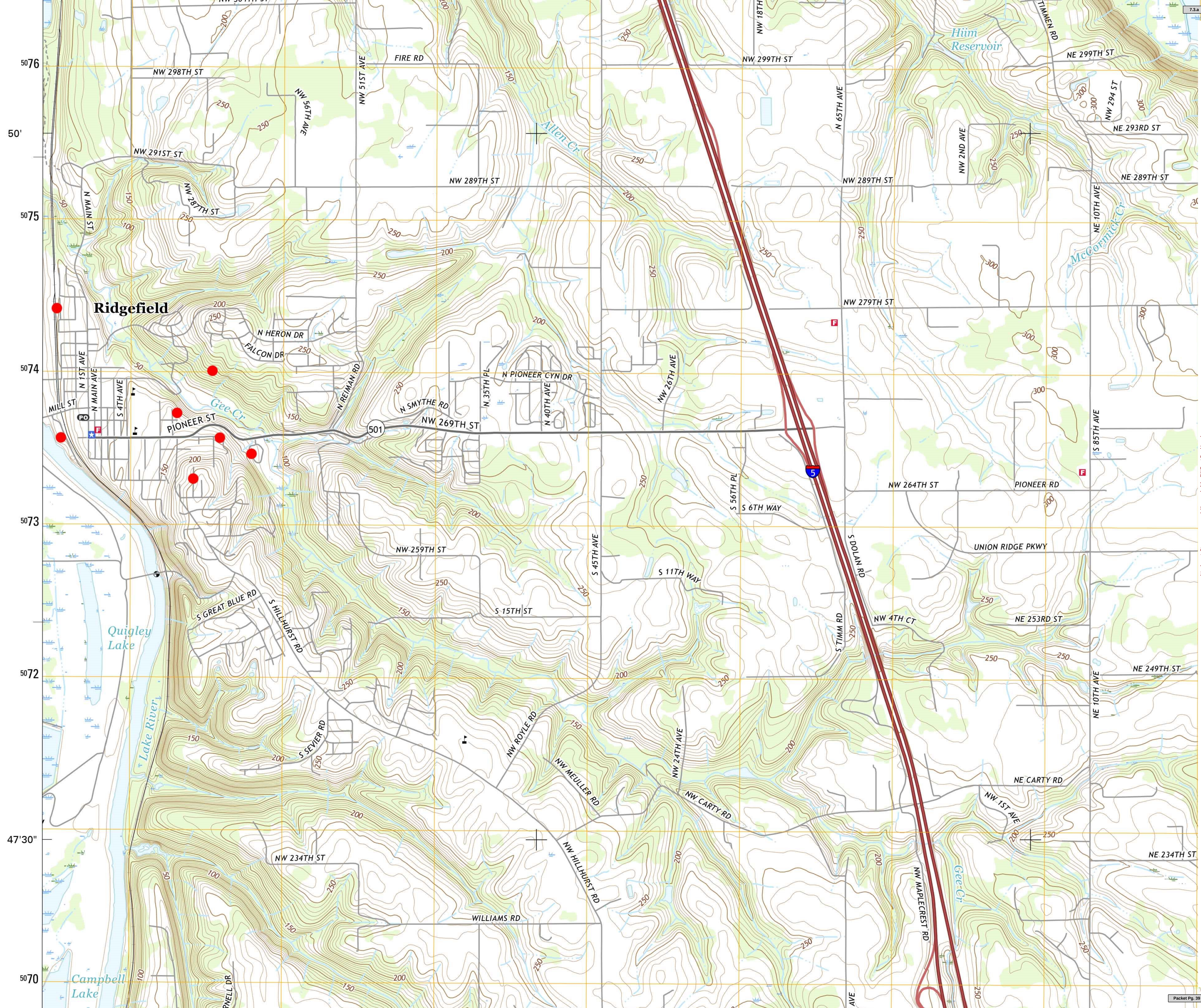
Staff recommends council accept the PWTF Load. A suggested motion is:

"I move to accept the Public Works Trust Fund loan in the amount of \$359,000 and

authorize the City Manager to take all steps necessary to complete the loan documents.”

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: Storm map cropped (JPG)



CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: October 10, 2019

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Chapters Within Titles 2, 9, 10, and 18 of the Ridgefield Municipal Code Amending Chapters 2.64 (Civil Service System); and 9.04 (Offenses Against the Public Order); and 10.12 (Parking); and 18.010 (General Interpretation); and 18.100 (Definitions); and 18.205 (Uses); and 18.230 (Commercial Districts); and 18.235 (Mixed Use Districts); and 18.240 (Employment Districts); and 18.310 (Procedures); and 18.401 (Planned Unit Developments); and 18.500 (Site Plan Review); and 18.620 (Procedure for Subdivision)

GOVERNING LEGISLATION:

RCW 36.70A

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The City is proposing a series of amendments to the Ridgefield Municipal Code (RMC), including the Ridgefield Development Code (RDC), to keep the code up-to-date and to better serve the Ridgefield community.

The proposed amendments intend to update the code to reflect new legislation, to address issues identified when applying the existing code, and issues anticipated for future projects in Ridgefield. There are three types of proposed code amendments:

1. Housekeeping items: address clerical errors, clarify existing code language without substantive changes to the content, and update the code to comply with new legislation.
2. Minor policy changes: add content to strengthen the code with the goal to better implement the Ridgefield Comprehensive Plan and existing City policies and practices.
3. Major policy changes: add substantive change to content, representing new policy directions.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Staff recommends that City Council holds a first reading and adopts the proposed code amendments at the meeting on October 24, 2019.

STAFF CONTACT:

Claire Lust, Associate Planner

ATTACHMENTS:

Code Updates 2019_CC Hearing and First Reading_10102019 (PDF)
2019 RDC Amendments Part 2 Matrix_ CC Hearing and First
Reading_10102019 (DOCX)
Appendix A - Public Comments (PDF)
Appendix B - MAP OF DEDICATION submittal guidelines (PDF)
City Council code amendment public hearing October 10, 2019-
revised (PDF)

ORDINANCE NO. 1296

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTERS WITHIN TITLES 2, 9, 10, AND 18 OF THE RIDGEFIELD MUNICIPAL CODE AMENDING CHAPTERS 2.64 (CIVIL SERVICE SYSTEM); AND 9.04 (OFFENSES AGAINST THE PUBLIC ORDER); AND 10.12 (PARKING); AND 18.010 (GENERAL INTERPRETATION); AND 18.100 (DEFINITIONS); AND 18.205 (USES); AND 18.230 (COMMERCIAL DISTRICTS); AND 18.235 (MIXED USE DISTRICTS); AND 18.240 (EMPLOYMENT DISTRICTS); AND 18.310 (PROCEDURES); AND 18.401 (PLANNED UNIT DEVELOPMENTS); AND 18.500 (SITE PLAN REVIEW); AND 18.620 (PROCEDURE FOR SUBDIVISION)

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

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

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

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

WHEREAS, the Ridgefield City Council passed additional resolutions after this time period that revised the development regulations, including Ordinance Nos. 1072, 1108, 1132, 1178, 1225, 1230, 1232, 1234, 1253, 1260, 1266, and 1290; and

WHEREAS, the Ridgefield Planning Commission, after conducting public meetings and public hearings on the revisions to Titles 2, 9, 10, and 18 on October 2, 2019, forwarded recommendations to amend Titles 2, 9, 10, and 18 to the City Council; and

WHEREAS, the City of Ridgefield submitted notice of the proposed amendments to the Washington State Department of Commerce on August 29, 2019 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on September 13, 2019 the City of Ridgefield issued a Determination of Non-significance regarding the proposed Ridgefield Development Code update; and,

WHEREAS, the public comment period expired on September 27, 2019 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the amendments to Titles 2, 9, 10, and 18 during a regularly scheduled City Council meeting held on October 10, 2019; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Titles 2, 9, 10, and 18 during a regularly scheduled meeting held on October 24, 2019; and

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

Section 1. Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt amendments to Titles 2, 9, 10, and 18 to ensure that the City's development and zoning regulations continue to implement the Ridgefield Urban Area Comprehensive Plan.

Section 2. Amendments of Title 2 and Title 9 and Title 10 and Title 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Titles 2, 9, 10, and 18 set forth below in the manner set forth in Exhibit A, attached hereto and incorporated by this reference:

- Amends Title 2, Chapter: 2.64, Civil Service System; and
- Amends Title 9, Chapter: 9.04, Offenses Against the Public Order; and
- Amends Title 10, Chapter: 10.12, Parking; and
- Amends Title 18, Chapter: 18.010, General Interpretation; and
- Amends Title 18, Chapter: 18.100, Definitions; and
- Amends Title 18, Chapter 18.205, Uses; and
- Amends Title 18, Chapter 18.230, Commercial Districts; and
- Amends Title 18, Chapter: 18.235, Mixed Use Districts; and
- Amends Title 18, Chapter: 18.240, Employment District; and
- Amends Title 18, Chapter: 18.310, Procedures; and
- Amends Title 18, Chapter: 18.401, Planned Unit Developments; and
- Amends Title 18, Chapter: 18.500, Site Plan Review; and
- Amends Title 18, Chapter: 18.620, Procedure for Subdivision.

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

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

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

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

Section 7. Effective Date. This ordinance shall be in full force and effect thirty (30) calendar days after adoption and publication pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS _____ DAY OF OCTOBER, 2019.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: October 10, 2019

Second Reading/Passage:

Date of Publication:

Effective Date:

EXHIBIT A:

Amendments to Titles 2, 9, 10, and 18 of the Ridgefield Municipal Code



THE CITY OF RIDGEFIELD

510 Pioneer Street Ste B | P.O. Box 608 | Ridgefield, WA

Amendment to Ridgefield Municipal Code City Council Staff Report

BACKGROUND

The City is proposing a series of amendments to the Ridgefield Municipal Code (RMC), including the Ridgefield Development Code (RDC), to keep the code up-to-date and to better serve the Ridgefield community.

RECOMMENDATION

Staff recommends that City Council holds a second reading and adopts the proposed code amendments at the meeting on October 24, 2019.

DISCUSSION

Types of Amendments

The proposed amendments intend to update the code to reflect new legislation, to address issues identified when applying the existing code, and issues anticipated for future projects in Ridgefield. There are three types of proposed code amendments (see Exhibit A “Matrix of Development Code Updates” for details):

1. Housekeeping items: address clerical errors, clarify existing code language without substantive changes to the content, and update the code to comply with new legislation.
2. Minor policy changes: add content to strengthen the code with the goal to better implement the Ridgefield Comprehensive Plan and existing City policies and practices.
3. Major policy changes: add substantive change to content, representing new policy directions.

Summary of Changes

Housekeeping items

§2.64 – Civil Service System: Update code to reflect a change in state statute RCW 41.12.070.

§9.04 – Offenses Against the Public Order: Update code to reflect new fireworks legislation.

§10.12 – Parking: Clarify parking prohibitions.

§18.205 – Uses: Better identify animal kennels as a conditional use and a limited use in the CRB, CCB, and E zones, and to reflect the limitations described in RDC 18.205.030.D.

§18.230 – Commercial Districts: Clarify that local streets are not part of the city’s transportation capital facilities plan.

§18.310 – Procedures: Clarify that post-decision review applies to short subdivisions, subdivisions, and planned unit developments. Existing language could be interpreted as excluding planned unit developments from post-decision review.

§18.500 – Site Plan Review: Remove outdated references to binding site plan review process.

§18.500.040. – Submittal requirements: Match contour line requirements with those required for binding site plan, short plat, subdivision, and planned unit development submittal.

Code sections and language

§18.010 – General Interpretation

Issues: maintenance on private amenities and facilities within a subdivision.

Solution: requiring covenant recorded against the property to ensure proper maintenance and to allow City to remedy deficiency with all costs to be borne by property owners.

§18.100.010 “A” – Definitions

Issues: no definition on accessory buildings or design requirements.

Solution: better defines accessory buildings and establishes standards for those buildings (complement the primary building design).

§18.100.010 “F” – Definitions

Issues: lacks definition and standards on food trucks.

Solution: provides definition and establishes standards for food trucks.

§18.230 – Commercial Districts, 18.240 – Employment Districts, 18.235 – Mixed-Use Districts

Issues: lacks design requirements for exterior building renovation.

Solution: establishes thresholds for bringing site and building design standards up to current code standards.

§18.620 – Procedure for Subdivision

Issues: bonding instead of providing construction of improvements.

Solution: amendment will provide the City Engineer greater discretion to impose applicable conditions on construction of private and public improvements.

§18.620.145 – Homeowners Association:

Issue: applicants can rarely meet the criteria for the exemption in the code.

Solution: Remove exemption.

Code sections and language

§18.205.020 – Master Use Table

Issue: compatibility of gas station in a commercial neighborhood zone.

Solution: Remove gas stations as a permitted use in the CNB zone in response to a moratorium and to be consistent with surrounding jurisdictions.

§18.205.020 – Master Use Table

Issue: to achieve the goal of increased jobs per acres in the city

Solution: specific high-employment uses in the Employment zone - establish zoning groundwork for an economic incentive program

§18.401 – Planned Unit Developments, §18.500 – Site Plan Review, and §18.620 – Procedure for Subdivision

Issue: Dedicated amenities and infrastructure improvements are identified in development agreements, hearing orders and notes on plats; difficult to track and often negotiated out of those commitments.

Solution:

- Requiring Map of Dedication (to be submitted along with the plat applications) to ensure the locations of all public and private dedication and the provision and equitable disbursement of open space are being clearly identified,
- Part of the PUD and/or subdivision review process (Type III),
- Adoption or amendment is Type III, or a Type II process if it is not associated with a final plat or development agreement, or a Type I if it is deemed minor (e.g., joint access easement between two commercial properties).

PUBLIC OUTREACH AND MEETINGS

<u>Date</u>	<u>Timeline</u>
August 7, 2019	Planning Commission briefing
August 9, 2019	Public comment period opened online, notice to subscribes, stakeholders and on social media
August 29, 2019	Open house
September 4, 2019	Planning Commission work session
September 12, 2019	City Council presentation
October 2, 2019	Planning Commission public hearing
October 10, 2019	City Council public hearing and 1 st reading
October 24, 2019	City Council public meeting and 2 nd reading/adoption

An initial list of code items was introduced to the Planning Commission on August 7, 2019; it was also posted online for public comments on August 9, 2019. A revised list of items along with the proposed code matrix were presented at the open house on August 29, 2019. There were ten attendees on the sign-in sheet for the open house. Three residents at the open house raised concerns with parking restriction on only one side of the road in their community, their comments were unrelated to the proposed code items.

The list of code items to be amended was finalized shortly after a work-study session with the Planning Commission, the proposed code matrix was presented before City Council on September 12, 2019. Comments received at the Council presentation included clarification on the size of an accessory structure, food truck at special event in residential districts, bond requirements for private and public improvements, new employment uses in relation to home occupation and the definitions of the new uses. The final code matrix was revised in response to comments generated in the presentation (Exhibit A).

As of the date of this report, staff received eight responses online, comments were general in nature and unrelated to the proposed code amendment (see Appendix A, Public Comments). No additional comments have been received since the Council presentation on September 12, 2019.

PLANNING COMMISSION PUBLIC HEARING

Ridgefield Planning Commission held a public hearing on October 2, 2019 to hear the proposed code amendment. There was a discussion by the Planning Commission on the height of the accessory

structures that could block neighbors view, but the Planning Commission determined that viewshed could be a subjective standard, and the limitation on height may not be an appropriate standard to apply throughout the city. There was also one resident spoke in opposition to any gas station to be developed in close proximity to a residential neighborhood. Upon public testimony and discussion, the Planning Commission voted unanimously to forward a recommendation to City Council to approval the code amendment as proposed.

ATTACHMENTS

- A. Exhibit A – Matrix of Development Code Updates
- B. Appendix A – Public Comments
- C. Appendix B – Draft Submittal Guidelines

Housekeeping Updates

Code Section	Code Language	Rationale													
2.64 – Civil Service System															
2.64.080 – Civil service positions – Qualifications of applicants.	A. An applicant for a position of any kind under civil service must be a citizen of the United States of America <u>or a lawful permanent resident</u> who can read and write in the English language. B. An applicant for a position of any kind under civil service must be of an age suitable for the position applied for, in ordinary good health, of good moral character, and of temperate and industrious habits; these facts to be ascertained in such manner as the commission may deem advisable. <u>C. An application for a position may be rejected if the Police Department does not have the resources to conduct the background investigation required by state law. Resources means materials, funding, and staff time. Nothing in this section impairs an applicant’s rights under state antidiscrimination laws.</u>	Update code as required pursuant to a change in state law, RCW 41.12.070.													
9.04 – Offenses Against the Public Order															
9.04.030 – Fireworks.	E. Enforcement Violations. The police department is hereby authorized to enforce the provisions of this chapter. If, in the reasonable exercise of its discretion, a police officer believes that a civil violation is warranted, in lieu of prosecution, he or she may issue a civil citation. The penalties are set out in the table below. <table><tr><th rowspan="2">Violation</th><th rowspan="2">Description</th><th colspan="3">Non-Traffic Infraction</th></tr><tr><th>First Violation</th><th>Second Violation</th><th>Subsequent Violations</th></tr><tr><td>Discharge or of Legal Consumer Fireworks Outside of Permissible Time (RCW 70.77.136)</td><td><u>Discharge of consumer fireworks outside of the legally permitted times established as</u></td><td>\$100</td><td>\$250</td><td>\$500</td></tr></table>	Violation	Description	Non-Traffic Infraction			First Violation	Second Violation	Subsequent Violations	Discharge or of Legal Consumer Fireworks Outside of Permissible Time (RCW 70.77.136)	<u>Discharge of consumer fireworks outside of the legally permitted times established as</u>	\$100	\$250	\$500	Update code to reflect new fireworks legislation.
Violation	Description			Non-Traffic Infraction											
		First Violation	Second Violation	Subsequent Violations											
Discharge or of Legal Consumer Fireworks Outside of Permissible Time (RCW 70.77.136)	<u>Discharge of consumer fireworks outside of the legally permitted times established as</u>	\$100	\$250	\$500											

		<u>from nine a.m. to twelve o'clock midnight on July 4th, or any other time designated by the fire marshal, in consultation with the City Manager.</u>				
	Discharge of Illegal Fireworks (RCW 70.77.401)	<u>Discharge of illegal fireworks at any time.</u>	\$250	\$500	\$1,000	
10.12 – Parking						
10.12.021 – Parking restricted.	A. Prohibited Parking. It is a civil infraction to park or stand a motor vehicle in violation of the following parking prohibitions: 1. Curb is red, which shall mean no parking at any time <u>due to fire lane</u>; 2. Curb is yellow, which shall mean no parking due to use such as fire lane or delivery lane <u>or other parking restriction</u>; 3. The area is marked with a city of Ridgefield placed sign that modifies parking permissions; 4. There shall be no parking on either side of the street where the roadway is less than twenty-six feet wide unless otherwise regulated; 5. Parking on one side of the street is permissible on roadways which are twenty-six feet to thirty-two feet wide unless otherwise regulated; the side of the street will be determined by the city engineer based on which side will have the least negative impact on driveways, mailboxes, fire hydrants, and limited sight distances;					Clarify parking prohibitions.

	6. Parking on both sides of the street is permissible on roadways in excess of thirty-two feet wide unless otherwise regulated. B. The traffic engineer shall maintain a list <u>map</u> of streets where parking is regulated based on street widths. Such list shall be on file with the city clerk and posted on the city's website.													
18.205 - Uses														
18.205.020 – Master use table.	<table><tr><th colspan="4">RETAIL/SERVICE</th></tr><tr><th>SPECIFIC LAND USE</th><th>CCB</th><th>CRB</th><th>E</th></tr><tr><td>Animal Kennel and Shelter</td><td>N <u>C-L</u></td><td>L <u>C-L</u></td><td>L <u>C-L</u></td></tr></table>	RETAIL/SERVICE				SPECIFIC LAND USE	CCB	CRB	E	Animal Kennel and Shelter	N <u>C-L</u>	L <u>C-L</u>	L <u>C-L</u>	Show that animal kennels are a conditional use and a limited use in the CRB, CCB, and E zones, to reflect the limitations described in RDC 18.205.030.D.
RETAIL/SERVICE														
SPECIFIC LAND USE	CCB	CRB	E											
Animal Kennel and Shelter	N <u>C-L</u>	L <u>C-L</u>	L <u>C-L</u>											
18.230 – Commercial Districts														
18.230.050 – Site Planning.	B. Types of street frontage. Development standards are differentiated based on two types of street frontages: 1. Pedestrian streets. Pedestrian streets include all collectors and local streets , as classified in the city's transportation capital facilities plan, and all local streets . Pedestrian streets are intended to be developed with a “main street” feel that generally includes on-street parking, wide sidewalks with pedestrian amenities, buildings close to the sidewalk, and pedestrian-scale building design with minimal inactivated space such as parking lots.	Clarify that local streets are not part of the city's transportation capital facilities plan.												
18.310 – Procedures														
18.310.160 – Post-decision review.	A. Applicability. 1. Except for recorded short subdivision, and subdivision, plats and planned unit developments plats , post-decision procedures may modify the development without necessarily subjecting the change to the same procedure as the original application. Such changes may be warranted by ambiguities or conflicts in a decision and by new or more detailed information, permits, or law.	Clarify that post-decision review applies to short subdivisions, subdivisions, and planned unit developments. Existing language could be interpreted as excluding planned unit developments from post-decision review.												
18.500 – Site Plan Review														
18.500.200 – Procedure.	D. Pre-application conference. All applicants for basic or binding site plan review shall participate in a pre-application conference as provided for by Section 18.310.030, prior to submitted the site plan review application. The planning director may waive the pre-application requirement.	Remove outdated references to binding site plan review in Chapter 18.500. RDC 18.550 – Binding Site Plan now governs all binding site plan processes.												

18.500.030 – Site plan review categories.	C. Approved Binding Site Plans. The city shall review modifications to a site under Type II procedures for uses which have received land use approval in the following situations: a. A contract re-zone; b. Conditional use permit; c. Planned unit development; or d. Other plans, not including building plans, which were bound by specific conditions or were approved under the provisions of the final action adopting the plan. D.C. Relationship to Zoning.	
18.500.040 – Submittal requirements.	A. Basic site plan and binding site plan review applications shall be accompanied by one original cope of all required submittal materials, and one electronic copy of all materials.	
18.500.040. – Submittal requirements.	A. 10. Where slopes are equal to or greater than fifteen percent, grading and slope conditions which may affect drainage or construction, with slope contours mapped at two-foot intervals <u>Contour lines at two-foot elevation intervals for slopes less than twenty-five percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;</u>	Match contour line requirements with those required for binding site plan, short plat, subdivision, and planned unit development submittal.

Minor Policy Changes

Code Section	Code Language	Rationale
18.010 – General Interpretation		
18.010.090 – Conditions of approval.	<u>A. The planning director, planning commission or city council may, within the limit of state or federal law, impose conditions of development approval necessary to either ensure compliance with the purposes of this title, or to preserve and promote the general health, safety and welfare of Ridgefield.</u> <u>B. The City of Ridgefield may require a covenant recorded against the property to assure that all amenities and facilities serving a common purpose will be maintained by the owner according to an approved maintenance plan including the timing for payment or construction of the proportional share of said amenities and facilities. The owner shall</u>	Address issues with lack of maintenance on amenities and facilities within a subdivision.

	<u>record the covenant and name the City as grantee. The covenant shall assure that in the event the owner fails to maintain the common amenity or facility amenity consistent with city standards, the City shall have the right to remedy the deficiency and to assess the owner for the materials and services, including legal fees, required to remedy the deficiency.</u>	
18.100 - Definitions		
18.100.010 – “A” definitions.	Accessory structure. <u>A structure that is incidental and subordinate to the principal building located on the same lot. Relates to but does not dominate the site. Accessory structures are not designed for human habitation and are not synonymous with Accessory Dwelling Units (ADU) which are governed by RDC 18.205.030.A. Accessory structures include, but are not limited to, garages, fences, mechanical structures, garden structures, decks, stairways, tennis courts, swimming pools, greenhouses, storage buildings. In addition to the development standards set forth in RDC 18.210.120 and RDC 18.220.130, accessory structure may not exceed twenty-four (24) feet. In addition to the building permit requirements, any accessory structures greater than 120 square feet in low-density residential districts shall be visually compatible with the principal building.</u>	Define accessory buildings in single-family residential districts such that they are limited in size and required to complement the primary building design.
18.100.014 – “C” definitions.	Computer and Electronics Manufacturing. <u>Uses primarily engaged in manufacturing and/or assembling electronic computers, such as mainframes, personal computers, workstations, laptops, and computer servers, and other similar uses according to the North American Industry Classification.</u>	Define computer and electronics manufacturing to support a proposed addition to the use table.
18.100.020 – “F” definitions.	Food truck. <u>Mobile food services provided in a motorized vehicle, trailer or pushcart on public streets, or on public or private property with permission of the property owners. The services must be provided on wheels, otherwise, will be subject to code requirements for a structure. No food trucks shall take up any required parking spaces and must comply with street parking requirements. Food trucks are prohibited in all residential zones except for when permitted through the City’s special events permitting process.</u>	Identify standards for food trucks.
18.230 – Commercial Districts		

18.230.055 – Building design and features.	A. Applicability. The requirements of section 18.230.055 apply to buildings within the CCB and CRB zoning districts. The requirements of this chapter apply to: 1. New building <u>buildings</u> of any size, and 2. The addition to or remodel of an existing building that increases the gross floor area of the building by five thousand square feet or more <u>square footage of the building by twenty percent</u>, and 3. The addition to or remodel of an existing building where the <u>construction valuation is fifty percent or greater of the existing site and building valuation</u>.	Clarify and establish thresholds for bringing building design features up to the established code standards.
18.235 – Mixed-Use Districts		
18.235.020 – Special provisions for the central mixed use district.	H. Building Design and Features. 1. <u>Applicability. The requirements of section 18.235.020.H apply to:</u> a. <u>New buildings of any size,</u> b. <u>The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u> c. <u>The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u>	Establish thresholds for bringing building design features up to the established code standards. Re-number following sections.
18.235.040 – Special provisions for the waterfront low scale (WLS) district.	G. Design Standards. 1. <u>Applicability. The requirements of section 18.235.040.G apply to:</u> a. <u>New buildings of any size,</u> b. <u>The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u> c. <u>The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u>	Establish thresholds for bringing building design features up to the established code standards. Re-number following sections.
18.235.060 – Special provisions for the Ridgefield Mixed-Use Overlay.	I. Architectural Design Standards. 1. <u>Applicability. The requirements of section 18.235.060.I apply to:</u> a. <u>New buildings of any size,</u> b. <u>The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u>	Establish thresholds for bringing building design features up to the established code standards. Re-number following sections.

	<u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u>	
18.240 – Employment Districts		
18.240.060 – Site and building design.	A. E District Standards. <u>1. Applicability. The requirements of section 18.235.060.I apply to:</u> <u>a. New buildings of any size.</u> <u>b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u> <u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u>	Establish thresholds for bringing building design features up to the established code standards. Re-number following sections.
18.500 – Site Plan Review		
18.500.030 – Site Plan Review Categories	B. Minor Site Plan Review. The planning director, using Type I procedures, may <u>shall</u> review new uses or modifications to an existing use or structure which involve between one thousand square feet to four thousand nine hundred ninety-nine square feet of new impervious surface area, changes to existing impervious surface areas affecting one thousand to four thousand nine hundred ninety-nine square feet, or removal or fill of one hundred to four hundred ninety nine cubic yards of material. <u>1. If the thresholds in section B are not met but the proposed development is:</u> <u>a. A new building; or</u> <u>b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent; or</u> <u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation;</u> <u>Then a standalone Type I architectural design review shall be required based on the building design requirements for the base zone.</u>	Establish Type I architectural design review threshold and process for development proposals that do not require full site plan review.
18.620 – Procedure for Subdivision		

18.620.120 – Final plat requirements	N .The signature of the planning director, city engineer, or appointed representative acting on behalf of the city. Signature by the city representative shall certify that the subdivider has either: 1. Completed all <u>public and private</u> improvements in accordance with these regulations and with the action of the city council, or 2. Submitted a bond or other method of security, <u>approved by the City Engineer, that is sufficient to assure completion of required improvements</u>, in accordance with the provisions of Section 18.620.090070 and all approved plans, <u>sufficient to assure completion of all required improvements; The City Engineer may condition or deny the use of a bond or other security based on the following factors:</u> a. <u>The timeline for construction in light of the deadlines for the final plat and the applicant's progress toward the completion of the facilities to be bonded;</u> b. <u>Whether the improvements necessary for vehicular access, emergency access, stormwater management, and general safety are available to meet the impacts of any permitted construction;</u> c. <u>The potential consequences of any construction of homes or other development before the necessary public facilities are installed and approved;</u> d. <u>The ability of the City to enter the property to construct the improvements; and</u> e. <u>Any other factors that may affect public health and safety</u>	Give the City Engineer greater discretion to provide applicable conditions to ensure construction of improvements.
18.620.145 – Homeowners' association	B. The land owner or developer may petition for an exemption from the requirement to form a homeowners' association during the preliminary plat approval process if it can be demonstrated that: 1. There are no facilities that will be held in common ownership. 2. There are alternate provisions to ensure maintenance of lots, buildings, and facilities within the subdivision. 3. Waiver of the homeowners' association requirement would not create a burden on the public health, safety, and welfare.	Remove exemption from the requirement that all subdivisions establish a homeowners' association.

Major Policy Changes

Code Section	Code Language	Rationale
18.100 – Definitions		

18.100.034 – “M” definitions.	Map of Dedication. A map of dedication (MOD) combines the metes and bounds legal descriptions and exhibits of public dedications and private easements into a single document. MOD is processed in conjunction with subdivision, and/or a PUD review, site plan review, or for other land use actions the Community Development Director determines a MOD is appropriate and in the following categories: A. <u>Type III process for actions requiring Ridgefield City Council approval, such as a PUD/subdivision review;</u> B. <u>Type II process if the MOD does not require City Council and is in conjunction with a pending Type II review, such as a site plan review; and</u> C. <u>Type I process if the MOD relates to dedication, easement, covenant or similar restriction that is not associated with a pending Type III or Type II review.</u>											Define map of dedication (MOD) and assign different levels of review based on the type of MOD.
18.205 - Uses												
18.205.020 – Master use table	RETAIL/SERVICE											Remove gas stations as a permitted use in the CNB zone, in response to a moratorium.
	SPECIFIC LAND USE		CNB									
	Gasoline Service Station		P N									
	EMPLOYMENT											Permit specific high-employment uses in the Employment zone in order to achieve increased jobs per acres in the city. Establish zoning groundwork for an economic incentive program.
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF	
Computer and Electronics Manufacturing	N	N	N	N	C	N	N	N	P	N	N	
18.401 – Planned Unit Developments												
18.401.040 – Information requirements.	A. Preliminary PUD application requirements. An application for a preliminary PUD shall include one original copy of all application materials and electronic copies of all materials. The applicant shall provide a proposed site plan which shall include (but is not limited to) the following: <u>9. Map of Dedication showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds.</u>											Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.

18.401.050 – Approval procedures.	E. Final Development Plan. Where the PUD request involves a subdivision of land, the applicant shall submit a final development plan in accordance with the requirements of Section 18.401.040(B), together with the final subdivision plat, <u>Map of Dedication</u> , and any required and SEPA documentation, to the planning director. The final PUD shall be submitted within the subdivision vesting timeframe established by RCW 58.17.140, generally within five years following the approval of the preliminary plan unless qualifying for an exemption under RCW 58.17.140. Where the PUD request does not involve a subdivision of land, within three years following issuance of a final decision on the preliminary plan, the applicant shall submit a final development plan in accordance with the requirements of Section 18.401.040(B), together with any required <u>Map of Dedication and SEPA documentation</u> , to the planning director.	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.
18.500 – Site Plan Review		
18.500.040 – Submittal requirements.	A. <u>16. Map of Dedication, if applicable, showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds.</u>	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.
18.620.140 – Final plat – Recording.	All final plats <u>and Maps of Dedication</u> approved by the city council shall be filed for record immediately, or as soon as possible, by the subdivider at the Clark County auditor's office. The subdivider is responsible for all filing fees. Any final plat filed record containing a dedication shall be accompanied by current title report.	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.
18.620 – Procedure for Subdivision		
18.620.030 – Application for a subdivision – Requirements.	A. An application for a subdivision may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the subdivision is sought for a governmental purpose and such application shall be filed with the city. 1. The prospective subdivider shall submit one original copy and three paper copies of application materials, as well as <u>one</u> electronic copies <u>copy</u> of all materials, that include graphic and text files to the city clerk and the <u>The application shall contain the following:</u> i. Parcels of land intended or required to be dedicated for streets or other public purposes; <u>l. Map of Dedication showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds. If a covenant is required by the City, the verbiage</u>	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements. Reduce number of paper copies required

	<u>including the timing for payment or construction of the proportional share of said amenities and facilities must be shown on said map. If the city requires a covenant that runs with the land to ensure the construction and maintenance of private improvements identified on the map of dedication, the map of dedication shall include a note describing the timing of payment or construction of the required public or private facilities or improvements and shall also include a note indicating the Grantors proportionate share of the required public or private facilities or improvements.</u>	to match other code sections. Re-letter following items accordingly.
18.620.110 – Conformance with preliminary plat approval.	Each final plat submitted for approval shall be in conformance with the conditions of preliminary plat <u>and Map of Dedication</u> approval. Minor deviations may be permitted by the city council because of unforeseen technical or engineering problems.	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Wednesday, August 14, 2019 7:39 PM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

This is a submission from the Community Development Code Amendments form

Add your comments
Name Joni Burkhart
Your comments Question regarding #13 Does this apply to current subdivisions that do not have HOAs?
Contact Information
Address Washington United States Map It
Email Joni@columbiashoresfinancial.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Monday, August 12, 2019 3:02 PM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

Follow Up Flag: Follow up
Flag Status: Flagged

This is a submission from the Community Development Code Amendments form

Add your comments

Name

Elaine Malone

Your comments

Re: #14. 18.600

Please require open spaces in neighborhoods to conform to a similar standard of play structures. There are two multi-family townhouse developments South of my home. The older one, South of Pioneer Canyon Dr off of 33rd Street has NO open spaces. These units are big enough for families with children but there is no play area so naturally children play in the wetlands or in the street. The newer development at Canyon Ridge, off 32nd Street near Smyth Rd have three little open spaces with benches but no play structures or open space to even play with a ball. These townhouses are approximately 1800 square feet and suitable for families but with nothing for children ages 6-14 to do. I think higher density residential areas are good for our environment, and cities, but they must include play structures and open spaces for children and young teens to use. In contrast, there is a new development West of 35th Ave on N 10th Street that are single family homes with backyards and a wonderful little park with climbing structures, slides, swings, a tunnel, hanging rings, and a small picnic table (it needs a garbage can though). When you revise development planning codes please require a minimum amount of open space and at least five or more activity structures for children to play. The areas to my East, in Green Gables and Pioneer Canyon neighborhoods have pocket parks with structures for a variety of ages from the micro size basketball court to different age-suitable structures. I am positive, had the city mandated, both the town home developments South of me had space to provide play structures and even a single soccer goal with space to practice kicking goals. I am sharing photos of the open spaces at Canyon Ridge with just benches (that are seldom or never used) and as a comparison, the nice little park on 10th Street.

Well, I guess I am not sharing photos because your file will not accept iPhone photos (Jpegs) or Pages files. Please send me an email address to provide these comparison photos.

Contact Information

Address

3403 N Pioneer Canyon Dr
 Ridgefield, Washington 98642
 United States
[Map It](#)

Email

ermalone@gmail.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Monday, August 12, 2019 3:02 PM
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Subject: Community Development Amendments Notification

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Add your comments

Name

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Your comments

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Well, I guess I am not sharing photos because your file will not accept iPhone photos (Jpegs) or Pages files. Please send me an email address to provide these comparison photos.

Contact Information

Address

3403 N Pioneer Canyon Dr
 Ridgefield, Washington 98642
 United States
[Map It](#)

Email

ermalone@gmail.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Thursday, August 29, 2019 9:22 PM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

This is a submission from the Community Development Code Amendments form

Add your comments

Name

Lorinda Ficek

Your comments

Street signs for parking on one side of street only!!

1. The safety concern for children and pets running out in the street between all the cars is going to be a significant safety concern as Visibility will be impaired, and someone is going to get hurt.
2. The subdivision I am in has been already established for years, I can see in the new subdivisions you put the signs up before building the homes, at least the home buyer knows what he is getting when buying a home. I however, did NOT have that luxury and I can tell you I would NOT of bought my house with parking only being on one side of the street. If this happens I will be forced to move!
3. Not sure if the change can be put in an established subdivision.?

Contact Information

Address

1649 S 15th Way
 Ridgefield, Washington 98642
 United States
[Map It](#)

Email

Lindylee50@yahoo.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Tuesday, August 13, 2019 12:41 PM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

This is a submission from the Community Development Code Amendments form

Add your comments

Name

Sarah Bancroft

Your comments

Please continue to limit the use of fireworks to the 4th of July only. Our family would prefer a complete fireworks ban, but allowing them only on the 4th was a tremendous improvement over past years.

Contact Information

Address

504 N Allen Creek Dr
 Ridgefield, Washington 98642
 United States
[Map It](#)

Email

S.Jane.Bancroft@gmail.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Tuesday, August 13, 2019 1:33 PM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

This is a submission from the Community Development Code Amendments form

Add your comments

Name

Sheri Rayburn

Your comments

People with rural property should be able to divide the property to family members, grandfathered in , as long as they held the property longer then 10 years back.

Contact Information

Address

3100 NE 221 way
 Ridgefield, Washington 98642
 United States
[Map It](#)

Email

Sheric.1@netzero.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Tuesday, August 13, 2019 8:30 AM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

This is a submission from the Community Development Code Amendments form

Add your comments
Name
Paul Segal
Your comments
What is meant by removing HOA exemptions?
Contact Information
Address
4911 S. 19th St. Ridgefield, Washington 98642 United States Map It
Email
Paulrn4911@gmail.com

Claire Lust

From: patrick@patrickhildreth.com <sitemail@ridgefieldwa.us>
Sent: Tuesday, August 13, 2019 8:23 AM
To: Louisa Garbo; Claire Lust
Subject: Community Development Amendments Notification

This is a submission from the Community Development Code Amendments form

Add your comments

Name

Michael Watts

Your comments

Being able to see the proposed changes would be a good start.

Contact Information

Address

Washington
 United States
[Map It](#)

Claire Lust

From: Elaine Malone <ermalone@gmail.com>
Sent: Monday, August 12, 2019 4:44 PM
To: Louisa Garbo
Subject: Re: code amendment comments

These photos from N10th St., West of 35th Ave show what should become the minimum requirement for open spaces for children in a residential area. Other open spaces for wildlife habitat and wetlands should be in addition to play spaces.

Clearly this park is much better than the ones with just a bench. Sadly, this park is next to homes that also have back yards for kids to play in and the park with a bench is near townhouses with minimal or no back yards in which to play.

Elaine



On Mon, Aug 12, 2019 at 4:37 PM Elaine Malone <ermalone@gmail.com> wrote:

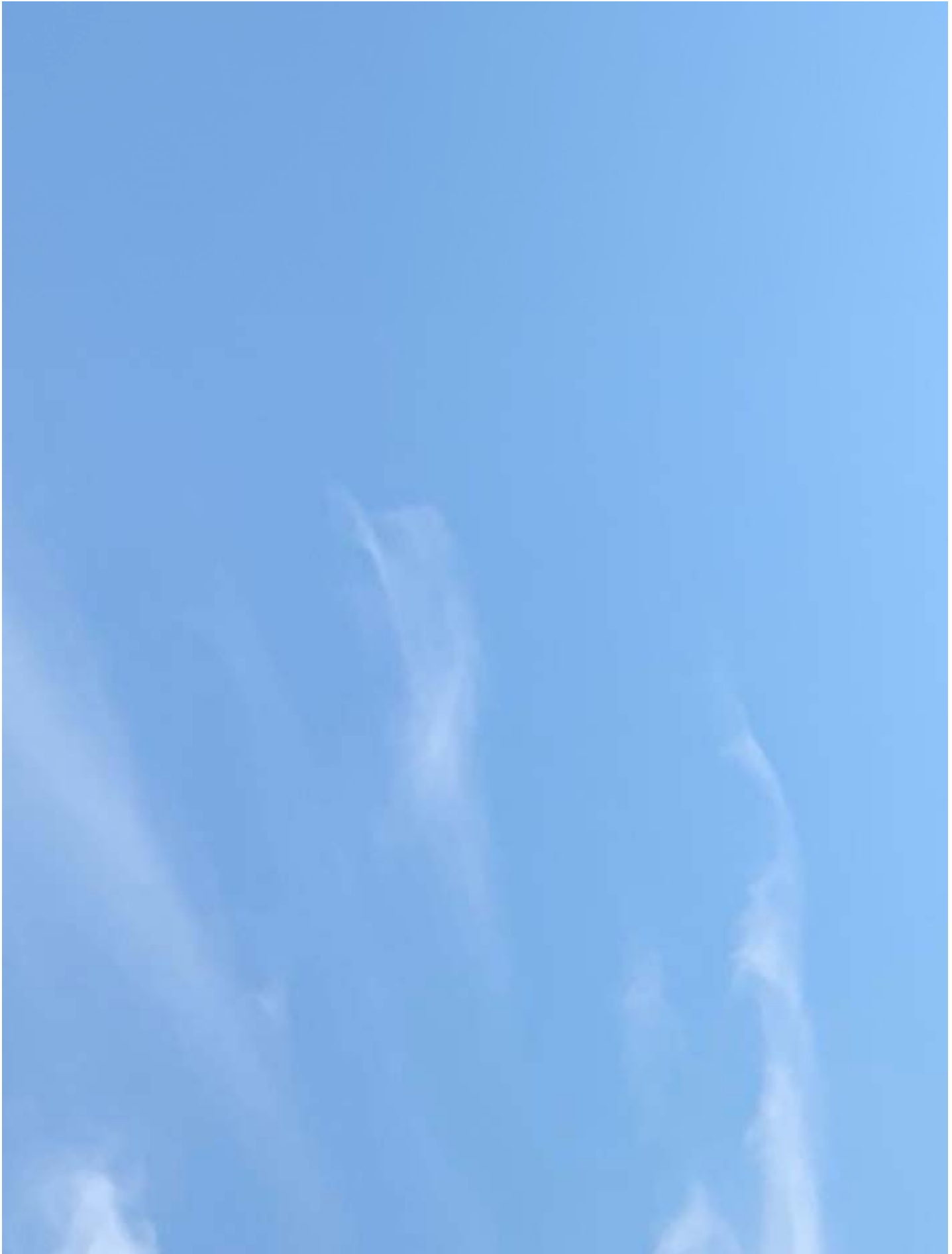
Louisa,

Thank you for your message. My primary purpose in commenting is to ensure that town home and apartment developments provide for the children who will inevitably be living in their complexes. I have found that as a community we either provide opportunities for children, especially ages 6-14, to play and socialize appropriately, or they can easily find trouble. In my neighborhood, I would rather see many smaller playgrounds and to give kids something to do rather than to play in and destroy our wetlands.

The first photos are from 32nd St ., South of Pioneer Canyon Dr. in Canyon Ridge.



Attachment: Appendix A - Public Comments (Ridgefield Municipal Code Amendments 2019)



Elaine Malone

On Mon, Aug 12, 2019 at 3:46 PM Louisa Garbo <Louisa.Garbo@ci.ridgefield.wa.us> wrote:

Ms. Malone,

Thank you for your comments on our code amendment. We will include your comments in our record. You can submit photos to me or our planner, Claire Lust, who is copied in this message.

Louisa



Louisa Garbo

AICP | J.D. | LEED GA | Q.Med

Community Development Director

(360) 887-3908

www.ci.ridgefield.wa.us

[510 Pioneer Street Suite B](#) | PO BOX 608 | Ridgefield, WA 98642

Claire Lust

From: Elaine Malone <ermalone@gmail.com>
Sent: Monday, August 12, 2019 4:38 PM
To: Louisa Garbo
Subject: Re: code amendment comments
Attachments: IMG_3797.jpg; IMG_3800.jpg; IMG_3796.jpeg

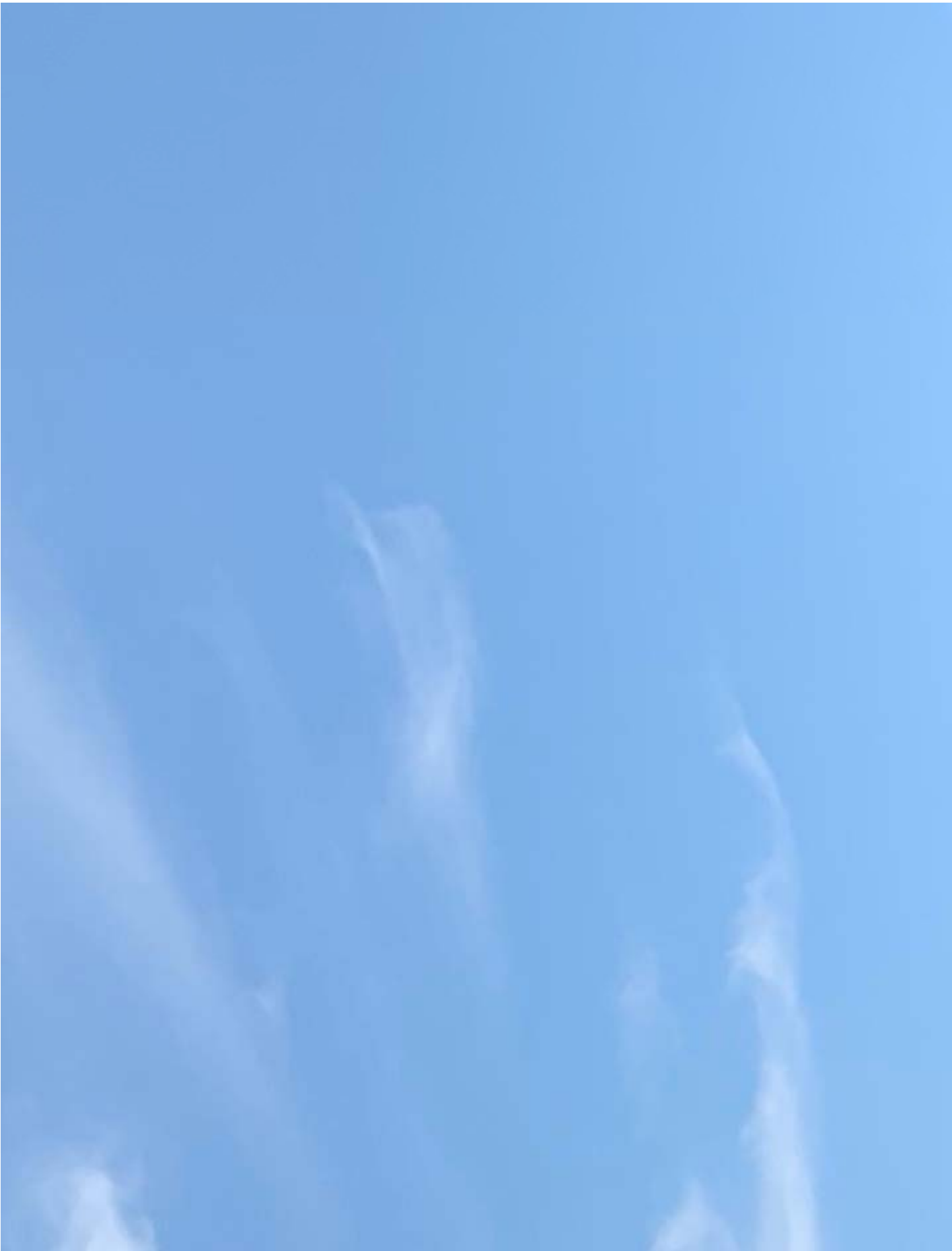
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Louisa



Louisa Garbo

AICP | J.D. | LEED GA | Q.Med

Community Development Director

(360) 887-3908

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[510 Pioneer Street Suite B](#) | PO BOX 608 | Ridgefield, WA 98642

Appendix B

MAP OF DEDICATION SUBMITTAL GUIDELINES

Map of Dedication: A map of dedication (MOD) combines the metes and bounds legal descriptions and exhibits of public dedications and private easements into a single document. MOD is processed in conjunction with subdivision, and/or a PUD review, site plan review, or for other land use actions the Community Development Director determines a MOD is appropriate and in the following categories:

- A. Type III process for actions requiring Ridgefield City Council approval, such as a PUD/subdivision review
- B. Type II process if the MOD does not require City Council and is in conjunction with a pending Type II review, such as a site plan review, and
- C. Type I process if the MOD relates to dedication, easement, covenant or similar restriction that is not associated with a pending Type II or Type II review.

Map of Dedication may be used to dedicate land to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, parks, critical areas, or other public use. A map of dedication may also secure easement rights for private purposes, including, but not limited to, trail, open space, parks, and storm pond. The City may also require a covenant that runs with the land to ensure the construction and maintenance of private improvements identified on the map of dedication. The map of dedication shall include a note describing the timing of payment or construction of the required public or private facilities or improvements. The map of dedication shall also include a note indicating the Grantors proportionate share of the required public or private facilities or improvements.

Submittal Requirements:

1. One 24-inch by 36-inch copy of the map of dedication to the city for review.
2. All maps need to conform to land survey requirements.
3. Submit a commitment for title insurance (dated within 30 days prior to submittal date) identifying the City of Ridgefield as the proposed insured, with the map of dedication.
4. A dedication statement is required for all road rights-of-way and easements to be dedicated to the public, and for any and all private roadways and easements. A Notary Public or other authorized officer, as set forth in Revised Code of Washington, must acknowledge the signature of the owner. (See Map of Dedication Example for general format of dedication language.)
5. A dedication requires the following warranty statement: Owner warrants to the City of Ridgefield that it is the sole owner of the property on this map, and that every lender, easement holder, or other person having any interest in the property adverse to or inconsistent with the dedications, conveyances or other property interests created or transferred by this map has consented to or joined in this map, as evidenced by the instruments, which are recorded in the Clark County Recorder's Office or which the owner will record not later than the date on which this map is recorded.
6. If a deed of trust, mortgage, or property interest agreement encumbers any of the property, the lender must ratify (consent to and approve) the map. The ratification must reference the date the lien was recorded and the docket and page in which the instrument was recorded by the Clark County Recorder's office (see the Map of Dedication Example).
 - a. If the lender is a corporation, submit a certified copy of a resolution showing who is authorized to sign on behalf of the corporation with the map to the city for recording.
 - b. If a partnership and/or a joint venture is involved, submit a copy of the partnership or the joint venture agreement to the city for review. If either agreement does not designate an individual to sign on behalf thereof, include a resolution defining this responsibility.
 - c. A Notary Public must acknowledge the lender's signature.
7. Each Map of Dedication must have an approval signature block for the Project Coordinator and the Community Development Director.
8. Submit three 4-mil photo Mylar signed original drawings or one original 4-mil Mylar plat drawing and two 4-mil photo Mylar copies to the city for approval signatures from the Project Coordinator and the Community Development Director. All signatures must be in black ink.
9. Recording a Map of Dedication, like the recording of a subdivision plat, is the responsibility of the Grantor
10. Provide the Community Development Director with a copy of the recorded instrument and covenant.



Ridgefield City Council

October 10, 2019

1st Reading on the 2019 Code Amendment

Community Development Department





2019 Code update

- Housekeeping amendment
- Minor policy change
- Major policy change





2019 Code update – Minor Policy Change

Code sections and language

§18.010 – General Interpretation

Issues: maintenance on private amenities and facilities within a subdivision.

Solution: requiring covenant recorded against the property to ensure proper maintenance and to allow City to remedy deficiency with all costs to be borne by property owners.

§ 18.100.010 “A” – Definitions

Issues: no clear definition on accessory buildings or design requirements.

Solution: better defines accessory buildings and establishes standards for those buildings (complement the primary building design).

§ 18.100.010 “F” – Definitions

Issues: lacks definition and standards on food trucks.

Solution: provides definition and establishes standards for food trucks.

§ 18.230 – Commercial Districts, § 18.240 – Employment Districts, § 18.235 – Mixed-Use Districts

Issues: lacks design requirements for exterior building renovation.

Solution: establishes thresholds for bringing site and building design standards up to current code standards.

§ 18.620 – Procedure for Subdivision

Issues: bonding instead of providing construction of improvements.

Solution: amendment will provide the City Engineer greater discretion to impose applicable conditions on construction of private and public improvements.

§ 18.620.145 – Homeowners Association:

Issue: applicants can rarely meet the criteria for the exemption in the code

Solution: Remove exemption.



Comments on Minor Policy Changes

1. Height limitation - blocking neighbor's view

Accessory structure. A structure that is incidental and subordinate to the principal building located on the same lot. Relates to but does not dominate the site. Accessory structures are not designed for human habitation and are not synonymous with Accessory Dwelling Units (ADU) which are governed by RDC 18.205.030.A. Accessory structures include, but are not limited to, garages, fences, mechanical structures, garden structures, decks, stairways, tennis courts, swimming pools, greenhouses, storage buildings. In addition to the development standards set forth in RDC 18.210.120 and RDC 18.220.130, accessory structure may not exceed twenty-four (24) feet. In addition to the building permit requirements, any accessory structures greater than 120 square feet in low-density residential districts shall be visually compatible with the principal building.

2. Food truck at special events in residential zones

Food truck. Mobile food services provided in a motorized vehicle, trailer or pushcart on public streets, or on public or private property with permission of the property owners. Such services must be provided on wheels, otherwise, will be subject to code requirements for a structure. No food trucks shall take up any required on-site parking spaces and must comply with street parking requirement. Food trucks are prohibited in all residential zones except for those that are permitted through the City's special events permitting process.



Comments on Major Policy Changes

3. Bonds on private improvement

18.620.120.N

The signature of the planning director, city engineer, or appointed representative acting on behalf of the city.

Signature by the city representative shall certify that the subdivider has either:

1. Completed all public and private improvements in accordance with these regulations and with the action of the city council, or
2. Submitted a bond or other method of security, approved by the City Engineer, that is sufficient to assure completion of required improvements, in accordance with the provisions of Section 18.620.090070 and all approved plans. sufficient to assure completion of all required improvements; The City Engineer may condition or deny the use of a bond or other security based on the following factors:
 - a. The timeline for construction in light of the deadlines for the final plat and the applicant's progress toward the completion of the facilities to be bonded;
 - b. Whether the improvements necessary for vehicular access, emergency access, stormwater management, and general safety are available to meet the impacts of any permitted construction;
 - c. The potential consequences of any construction of homes or other development before the necessary public facilities are installed and approved;
 - d. The ability of the City to enter the property to construct the improvements; and
 - e. Any other factors that may affect public health and safety.





2019 Code update – Major Policy Change

Code sections and language

§18.205.020 – Master Use Table

Issue: compatibility of gas station in a commercial neighborhood zone

Solution: Remove gas stations as a permitted use in the CNB zone in response to a moratorium and to be consistent with surrounding jurisdictions

§18.205.0202 – Master Use Table

Issue: to achieve the goal of increasing jobs per acres in the city

Solution: specific high-employment use in the Employment zone - establish zoning groundwork for an economic incentive program

§18.401 – Planned Unit Developments, §18.500 – Site Plan Review, and §18.620 – Procedure for Subdivision

Issue: Dedicated amenities and infrastructure improvements are identified in development agreements, hearing orders and notes on plats; difficult to track and often negotiated out of those commitments

Solution:

- Requiring Map of Dedication (to be submitted along with the plat applications) to ensure the locations of all public and private dedication and the provision and equitable disbursement of open space are being clearly identified
- Part of the PUD and/or subdivision review process (Type III)
- Adoption or amendment is Type III, or a Type II process if it is not associated with a final plat or development agreement, or a Type I if it is deemed minor (e.g. joint access easement between two commercial properties)



Comments on Major Policy Changes

1. How will the new employment uses impacts home occupation since they were not allowed in residential zones?

Original use table proposed to include:

- Software Computer and Electronics,
- Clean Tech,
- Life Sciences, and
- Professional, Scientific, and Technical Services

Revised use table:

EMPLOYMENT											
SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF
<u>Computer and Electronics Manufacturing</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>C</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>

Computer and Electronics Manufacturing: Uses primarily engaged in manufacturing and/or assembling electronic computers, such as mainframes, personal computers, workstations, laptops, and computer servers, and other similar uses according to the North American Industry Classification.





2019 RMC Code Update Tentative Timelines

<u>Aug 7, 2019</u>	Planning Commission briefing
<u>Aug 9, 2019</u>	Public comments on website
<u>Aug 29, 2019</u>	Public outreach meeting
<u>Sept 4, 2019</u>	Planning Commission work study
<u>Sept 12, 2019</u>	City Council presentation
<u>Oct 2, 2019</u>	Planning Commission public hearing
<u>Oct 10, 2019</u>	City Council public hearing 1 st reading
<u>Oct 24, 2019</u>	City Council public meeting 2 nd reading/adoption



Questions?

