



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, September 10, 2020
Teleconference
N/A, Ridgefield, WA 98642**

- I. GENERAL SESSION CALL TO ORDER - 6:30 PM**
 - 1. Roll Call
 - 2. Late changes to the agenda
- II. PROCLAMATION**
 - 1. Bill Iyall Retirement
- III. CONSENT AGENDA**
 - 1. Approval of Claims And/Or Payroll
 - 2. Approval of Minutes from the August 27, 2020 Meeting
- IV. PUBLIC HEARING/BUSINESS**
 - 1. Public Hearing and First Reading of Ordinance No. 1321 - Ridgefield Municipal Code Amendments - Claire Lust, Community Development Director
- V. COUNCIL/PRESIDING OFFICER/STAFF REPORTS**
 - 1. Council
 - 2. Mayor
 - 3. City Manager
- VI. 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: September 10, 2020
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: September 10, 2020 - Claims Report (PDF)

City of Ridgefield
Claims Payment Report
 For Approval on: September 10, 2020

Sum of Amount							
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total		
Adauto David & Angela	UB*00388	(blank)	Genl Govt/Facilities	Refund Check 009822-000 266 N Green Gables Loop	38.99		
Adauto David & Angela Total					38.99		
AMAZON BUSINESS	3485	1FJ1-DMMY-4KKQ	Public Safety	PD Office/Shipping Supplies	85.28		
		1L4G-4W1J-3TMF	Genl Govt/Facilities	Events Storage Bins	109.88		
		14MJ-QM11-N19K	Genl Govt/Facilities	PW Shop Tools	16.97		
			Public Works	PW Shop Tools	226.78		
		1Y4V-M1JC-MFQP	Administration	Ergonomic Footrest - Patricia	22.53		
		1KXJ-YYDK-HPXT	Genl Govt/Facilities	PW Shop Kitchen Supplies	10.57		
			Public Works	PW Shop Kitchen Supplies	141.35		
		146N-NQGH-DMPF	Genl Govt/Facilities	PW Shop Supplies	17.16		
			Public Works	PW Shop Supplies	229.32		
		1K3T-DJMT-DQFN	Community Development	Wireless Mouse	11.91		
		1XJL-6DD1-NTCX	Public Works	Parks Swings	548.52		
		1JPX-C4QT-K9RN	Genl Govt/Facilities	Cardstock	43.35		
		1W9R-993L-XDLH	Genl Govt/Facilities	MCF Supplies	97.48		
		14MJ-QM11-PKJH	Genl Govt/Facilities	MCF - Event Supplies	56.38		
		19PX-Y6DJ-3LHX	Public Works	Parks Tools	16.14		
		1YQQ-7LJ7-LQVG	Administration	Office Supplies - Admin	8.40		
		1QTV-PLW3-TLGR	Genl Govt/Facilities	BF - Birdfest Supplies	159.28		
		AMAZON BUSINESS Total					1,801.30
		ARCHAEOLOGICAL SERVICES LLC	3276	20980	Public Works	S 3rd Ave Monitoring	13,929.92
		ARCHAEOLOGICAL SERVICES LLC Total					13,929.92
B AND L PAPER COMPANY	2165	31850	Genl Govt/Facilities	Parks & Shop Supplies	9.04		
			Public Works	Parks & Shop Supplies	754.46		
B AND L PAPER COMPANY Total					763.50		
Bleth Janet	UB*00377	(blank)	Genl Govt/Facilities	Refund Check 005438-000 2563 S Hillhurst Rd	7.58		
Bleth Janet Total					7.58		
BOB'S AUTOMOTIVE	57	20368	Public Works	Vehicle Maint - Strickler	45.91		
BOB'S AUTOMOTIVE Total					45.91		
BSK ASSOCIATES	2119	VD02647	Public Works	Coliform Testing	835.00		
BSK ASSOCIATES Total					835.00		
Cedars Construction LLC	UB*00384	(blank)	Genl Govt/Facilities	Refund Check 011444-046 7016 S 11th St	68.82		
	UB*00387	(blank)	Genl Govt/Facilities	Refund Check 011444-050 7125 S 11th St	66.62		
Cedars Construction LLC Total					135.44		
CHMELIK SITKIN & DAVIS	3294	100045	Genl Govt/Facilities	Park Laundry Eval Remediation - July 2020	2,139.00		
CHMELIK SITKIN & DAVIS Total					2,139.00		

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CINTAS CORPORATION NO 2	3497	8404786068	Genl Govt/Facilities	Safety Supplies/Disposable Gloves	433.47
			Public Works	Safety Supplies/Disposable Gloves	302.57
		8404786066	Genl Govt/Facilities	Disposable Gloves	325.25
CINTAS CORPORATION NO 2 Total					1,061.29
CITIES DIGITAL INC.	3382	49412	Information Technology	Laserfiche Forms/Avante Audit Trail Annual Maint	1,042.18
CITIES DIGITAL INC. Total					1,042.18
CITY OF RIDGEFIELD-W/S	96	006419-000-2020	Public Works	301 N 3rd Water/Stormwater	37.83
			Community Development	301 N 3rd Water/Stormwater	37.84
CITY OF RIDGEFIELD-W/S Total					75.67
CLARK PUBLIC UTILITIES	110	7206-555-0-20200910	Public Works	109 W Division St - Electricity	121.18
		7206-578-2-20200910	Genl Govt/Facilities	230 Pioneer Ave	202.80
		7206-456-1-20200910	Public Safety	116 N Main Avenue	173.83
		7206-580-8-20200910	Public Works	301 N 3rd Ave	40.43
			Community Development	301 N 3rd Ave	40.42
		7206-644-2-20200910	Public Works	City Park/Water Well	4,999.02
		7206-694-7-20200910	Public Works	255 S 56th Pl - Electricity	3,674.01
		7206-643-4-20200910	Public Works	400 N Abrams Park Rd	1,242.20
		7206-645-9-20200910	Public Works	N Abrams Park/E Division	173.42
		7206-605-3-20200910	Public Works	N 1st Cir & N 65th Ave - Park & Ride	51.72
		7206-648-3-20200910	Public Works	Municipal Lighting Lease	7,917.43
		7206-552-7-20200910	Public Works	214 S Riverview Dr	303.28
CLARK PUBLIC UTILITIES Total					18,939.74
CLEAN WORLD MAINTENANCE INC	3105	45287	Genl Govt/Facilities	Janitorial Services - COVID	820.67
				Janitorial Services - City Hall	340.92
				Janitorial Services - PW	77.88
			Public Safety	Janitorial Services - PD	230.40
			Public Works	Janitorial Services - PW	168.34
CLEAN WORLD MAINTENANCE INC Total					1,638.21
COLUMBIA RESOURCE COMPANY	114	28769	Public Works	Street Roadkill Disposal	43.98
COLUMBIA RESOURCE COMPANY Total					43.98
COLUMBIAN PUBLISHING	116	23440	Public Works	N 10th Invitation to Bid	323.40
		23360	Community Development	Carty Rd Hearing Cancelled	39.60
		23528	Genl Govt/Facilities	2020 Municipal Code Update	95.40
		23524	Genl Govt/Facilities	RMC Updates	91.80
COLUMBIAN PUBLISHING Total					550.20
COMCAST	2271	2271-202008-510	Genl Govt/Facilities	RACC Communications	72.15
			Public Works	RACC Communications	62.12
			Community Development	RACC Communications	260.63
COMCAST Total					394.90
CONSERVATION TECHNIX INC.	1821	917	Genl Govt/Facilities	Ridgefield Trail Map	(201.18)

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CONSERVATION TECHNIX INC.	1821	917	Public Works	Ridgefield Trail Map	2,596.18
CONSERVATION TECHNIX INC. Total					2,395.00
CONTECH ENGINEERED SOLUTIONS LLC	3498	21256634	Public Works	Refurbished Stormfilter - Perlite System	5,398.32
CONTECH ENGINEERED SOLUTIONS LLC Total					5,398.32
Coulter Sara	UB*00361	(blank)	Genl Govt/Facilities	Refund Check 011891-000 606 N 22nd Ct	39.10
Coulter Sara Total					39.10
Dahlstrom Cristy	UB*00390	(blank)	Genl Govt/Facilities	Refund Check 007076-000 2107 N 5th Way	54.96
Dahlstrom Cristy Total					54.96
Day Sandra	UB*00386	(blank)	Genl Govt/Facilities	Refund Check 006872-000 1114 S 6th Way	13.46
Day Sandra Total					13.46
DEPARTMENT OF LABOR AND INDUSTRIES	3504	159911-2020	Genl Govt/Facilities	Worker & Community Right to Know Program 2020	8.35
			Public Works	Worker & Community Right to Know Program 2020	111.65
DEPARTMENT OF LABOR AND INDUSTRIES Total					120.00
DEPARTMENT OF LABOR AND INDUSTRIES	3315	258507	Public Works	RORC Annual Elevator Permit 4/2020-4/2021	134.10
DEPARTMENT OF LABOR AND INDUSTRIES Total					134.10
DEPARTMENT OF LICENSING - CPL	154	RG0000433-2020	Genl Govt/Facilities	CPL Fees - Steele-Hoots	18.00
		RG0000430-2020	Genl Govt/Facilities	CPL Renewal w/ Penalty - Moses	21.00
		RG0000432-2020	Genl Govt/Facilities	CPL License - Hoots	18.00
		RG0000427-2020	Genl Govt/Facilities	CPL Fees - Bodine	18.00
		RG0000434-2020	Genl Govt/Facilities	CPL Fees - Telesco	18.00
		RG0000428-2020	Genl Govt/Facilities	CPL Fees - Gleder	18.00
		RG0000431-2020	Genl Govt/Facilities	CPL Fees - Ochoa	18.00
DEPARTMENT OF LICENSING - CPL Total					129.00
Dillingham Teresa	UB*00381	(blank)	Genl Govt/Facilities	Refund Check 008783-000 314 S 34th Pl	72.75
Dillingham Teresa Total					72.75
Draper Quinn & Amy	UB*00383	(blank)	Genl Govt/Facilities	Refund Check 007553-000 2052 N 9th Way	138.11
Draper Quinn & Amy Total					138.11
FERGUSON ENTERPRISES INC # 8423	181	908910	Genl Govt/Facilities	Water Meters	(837.73)
			Public Works	Water Meters	10,810.75
FERGUSON ENTERPRISES INC # 8423 Total					9,973.02
FERNANDO JIMENEZ	2559	1422	Public Works	Water Reservoir Fencing	585.36
FERNANDO JIMENEZ Total					585.36
GRAINGER	206	9615943264	Public Works	Water Supplies	142.34
		9623185791	Public Works	Water Tools - Power Inverter	101.36
GRAINGER Total					243.70
GRAY AND OSBORNE INC	207	20267.00-2	Community Development	2020 On-Call Engineering Services	5,405.61
		20249.00-5	Public Works	Junction Booster Pump Station VFD - Construction	489.41
		19234.00-17	Public Works	Water System Plan Update	796.98
GRAY AND OSBORNE INC Total					6,692.00
H.D. FOWLER COMPANY	2036	I5555570	Public Works	Water Meters	1,587.50

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H.D. FOWLER COMPANY Total					1,587.50
HONEY BUCKETS	223	551683534	Public Works	Davis Park Port-a-Potty	328.00
		551690462	Genl Govt/Facilities	Hand Washing Station	345.00
HONEY BUCKETS Total					673.00
J2 BLUE PRINT SUPPLY	243	AR90283	Public Works	N 10th Rehab Project	555.87
		AR89943	Genl Govt/Facilities	Tree Well Signs	173.44
J2 BLUE PRINT SUPPLY Total					729.31
JEFFREY A LANCASTER	1097	16647	Public Works	Parks Backflow Test	45.00
JEFFREY A LANCASTER Total					45.00
KEITH'S SPORTING GOODS INC.	3049	08252020RPD	Genl Govt/Facilities	Optics & Flashlights	(136.67)
			Public Safety	Optics & Flashlights	1,763.67
KEITH'S SPORTING GOODS INC. Total					1,627.00
KENYON DISEND PLLC	1746	109030	Legal	Professional Attorney Services - Police Station	1,903.50
KENYON DISEND PLLC Total					1,903.50
Krippner Homes LLC	UB*00376	(blank)	Genl Govt/Facilities	Refund Check 010340-092 2216 N 4th Way	68.42
Krippner Homes LLC Total					68.42
Leisman Brittney	UB*00389	(blank)	Genl Govt/Facilities	Refund Check 012628-000 202 N 33rd Ct	70.30
Leisman Brittney Total					70.30
LINKO TECHNOLOGY INC.	3337	7485	Genl Govt/Facilities	Web Tests - Aug 2020	(18.90)
			Public Works	Web Tests - Aug 2020	243.90
LINKO TECHNOLOGY INC. Total					225.00
Loughran Ashley	UB*00382	(blank)	Genl Govt/Facilities	Refund Check 012801-000 100 N 42nd Pl	100.23
Loughran Ashley Total					100.23
Luria Jennifer	UB*00385	(blank)	Genl Govt/Facilities	Refund Check 012926-000 3432 S 4th Way	77.26
Luria Jennifer Total					77.26
MARTA L. OCHOA-RUTHERFORD	3396	453	Judicial	Interpreting Services	130.00
MARTA L. OCHOA-RUTHERFORD Total					130.00
NAPA AUTO PARTS	498	200076	Genl Govt/Facilities	PW Vehicle Maint	2.11
			Public Works	PW Vehicle Maint	28.24
		198650	Public Works	Equipment Maint - Flail Mower	45.29
		198884	Genl Govt/Facilities	PW Small Tools	2.97
			Public Works	PW Small Tools	39.64
		198078	Genl Govt/Facilities	Vehicle Maint - All PW	2.76
			Public Works	Vehicle Maint - All PW	36.83
NAPA AUTO PARTS Total					157.84
NORTHWEST NATURAL GAS	315	8817-9-20200910	Genl Govt/Facilities	City Hall - Natural Gas	23.32
		8578-7-20200910	Public Works	PW Shop - Natural Gas	28.86
		1000591-6-20200910	Public Safety	Police Department - Natural Gas	23.32
NORTHWEST NATURAL GAS Total					75.50
NORTHWEST SIGNWORK INC	3496	2010671	Genl Govt/Facilities	RACC Front Counter Sign	(100.32)

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NORTHWEST SIGNWORK INC	3496	2010671	Community Development	RACC Front Counter Sign	1,294.65
NORTHWEST SIGNWORK INC Total					1,194.33
ONE CALL CONCEPTS	326	89093	Public Works	Excavation Notif/Modem Ticket Delivery - Aug 2020	425.04
ONE CALL CONCEPTS Total					425.04
OUTBOUND REALTY MARKETING & ANALYTIC SOLU	3319	1	Community Development	Portengine Monthly Hosting - 7/1/2020-9/30/2021	11,382.00
OUTBOUND REALTY MARKETING & ANALYTIC SOLUTIONS INC Total					11,382.00
OWEN EQUIPMENT COMPANY	916	197086	Public Works	Vactor 2100 Plus PD Truck Rental	13,621.49
OWEN EQUIPMENT COMPANY Total					13,621.49
PACIFIC OFFICE AUTOMATION	1564	69174325	Genl Govt/Facilities	PW Shop Printer	5.72
				RACC Copier Lease	19.97
				City Hall Copier Lease	575.35
			Public Works	PW Shop Printer	76.49
				RACC Copier Lease	267.71
			Community Development	RACC Copier Lease	287.68
PACIFIC OFFICE AUTOMATION Total					1,232.92
PACIFIC POWER GROUP	819	489187-00	Public Works	S 56th Emergency Generator Repair	834.21
PACIFIC POWER GROUP Total					834.21
PATRICK HILDRETH BRAND AND DESIGN	2372	1760	Genl Govt/Facilities	Professional Design & Web Maint	375.00
PATRICK HILDRETH BRAND AND DESIGN Total					375.00
PBS ENGINEERING AND ENVIRONMENTAL	342	0071532.000-4	Public Works	Hillhurst Road Overlay Design	933.66
PBS ENGINEERING AND ENVIRONMENTAL Total					933.66
PIONEER PEST MANAGEMENT	2040	364347	Public Safety	Pest Management - PD	107.32
PIONEER PEST MANAGEMENT Total					107.32
PITNEY BOWES	341	3311914701	Genl Govt/Facilities	Postage Machine Lease - 3rd Qtr 2020	466.77
PITNEY BOWES Total					466.77
POSTMASTER	348	0348-20200910	Genl Govt/Facilities	First Class Presort Permit #40	240.00
POSTMASTER Total					240.00
PURCHASE POWER	356	35380323	Genl Govt/Facilities	Postage	500.00
PURCHASE POWER Total					500.00
QHR Development LLC	UB*00380	(blank)	Genl Govt/Facilities	Refund Check 011496-004 7415 S 13th St	71.75
QHR Development LLC Total					71.75
RIDGEFIELD MAIN STREET	2212	2212-20200910	Genl Govt/Facilities	2020 City Partner Grant	1,200.00
RIDGEFIELD MAIN STREET Total					1,200.00
ROTSCHY INC.	2401	2401-01	Genl Govt/Facilities	S 65th Ave Improvements	(5,294.50)
			Public Works	S 65th Ave Improvements	52,945.02
ROTSCHY INC. Total					47,650.52
Ryerson Marci	UB*00379	(blank)	Genl Govt/Facilities	Refund Check 012945-000 4109 N Pioneer Canyon Dr	50.67
Ryerson Marci Total					50.67
SANDY'S SIGN AND DESIGN	556	268-20	Public Works	Park Sign	97.56
SANDY'S SIGN AND DESIGN Total					97.56

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SOUTHWEST CLEAN AIR AGENCY	417	2020-1045	Community Development	2020 Budget Assessment Share	4,083.65
SOUTHWEST CLEAN AIR AGENCY Total					4,083.65
THE MASTERS TOUCH LLC	1786	71027	Public Works	Delinquent Utility Stmts - Aug 2020	333.95
		P71027	Public Works	Delinquent Utility Stmts - Postage - Aug 2020	159.00
THE MASTERS TOUCH LLC Total					492.95
TRACY BLEHM	809	0809-20200910	Administration	Mileage Reimb - Blehm	93.61
TRACY BLEHM Total					93.61
UNIT PROCESS COMPANY	1819	220/55019977	Public Works	Well Maint Parts	1,726.85
		240/55001085	Public Works	Well Maint Parts - Overcharge - Refund	(325.20)
UNIT PROCESS COMPANY Total					1,401.65
USA BLUEBOOK	444	338496	Public Works	Water - Inverted Paint	59.57
USA BLUEBOOK Total					59.57
VanRiper-Williamson Julie	UB*00378	(blank)	Genl Govt/Facilities	Refund Check 007466-001 317 N 33rd Ct	14.03
VanRiper-Williamson Julie Total					14.03
WALLIS ENGINEERING	464	15284	Public Works	Downtown Stormwater Enhancment	10,426.43
		15285	Public Works	Downtown Stormwater Enhancement	1,114.99
WALLIS ENGINEERING Total					11,541.42
WELLWORKS FOR YOU	3414	10861	Human Resources	Wellness Program - August 2020	356.00
WELLWORKS FOR YOU Total					356.00
WSP USA INC.	3338	984281	Public Works	Gee Creek Trail - Heron Dr to Abrams Park	1,355.66
WSP USA INC. Total					1,355.66
Grand Total					176,683.33

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**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: September 10, 2020

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the August 27, 2020 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: 08-27-2020 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

City Council MEETING MINUTES

August 27, 2020

Regular Meeting - 6:30 PM

STUDY SESSION - 5:30PM

1. 2021 Introduction to Budget and Baseline Operating Budget

GENERAL SESSION CALL TO ORDER - 6:30 PM

ROLL CALL

Attendee Name	Title	Status	Arrived
Ron Onslow	Councilor	Present	
Lee Wells	Councilor	Present	
Don Stose	Mayor	Present	
Sandra Day	Councilor	Present	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Dana Ziemer	Councilor	Absent	

MOTION: COUNCIL MEMBER AICHELE MOVED TO EXCUSE COUNCIL MEMBER ZIEMER FROM THE MEETING.

SECOND: COUNCIL MEMBER LINDSAY.

MOTION PASSED.

LATE CHANGES TO THE AGENDA

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ron Onslow, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

1. Approval of Claims And/Or Payroll

2. Approval of Minutes from the August 13, 2020 Meeting

BUSINESS

1. Motion - Approval of Cloverhill Phase 7 Final Plat

The applicant proposes to subdivide the 6.75-acre site with Assessor's #986050078 into 37 single-family

attached residential (townhouse) lots. Townhouses may be attached in groups of two, three, or four; the Phase 7 townhouses are primarily proposed in groups of two. The lots in Phase 7 are numbered 386-422. The lots range from 2,007 square feet (Lot 402) to 2,785 square feet (Lot 422), consistent with the lot sizes and density approved through the Phase 7 & 8 PDR and administrative adjustments. The average lot area is 2,358 square feet. Private roads provide access to each of the lots in Cloverhill Phase 7. The entry to Phase 8 is to be gated in accordance with the provisions in the Ridgefield Engineering Standards for Public Works Construction pertaining to private roads serving more than eight lots (known as private communities). The private roads connect to S Royle Road to the north and to future Cloverhill Phase 8 to the south. The City has no responsibility to improve or maintain private roads. Cloverhill Phase 7 includes parking areas 7P-1 and 7P-2, to be owned and maintained by the HOA. Gee Creek Tract 7 confines Gee Creek and is to be owned and maintained by the HOA. Phase 7 includes stormwater easements to be owned by the HOA with inspection easements granted to the City of Ridgefield. A waterline easement is dedicated to the City of Ridgefield, and a sanitary sewer easement is dedicated to Clark Regional Wastewater District. All open spaces are to be owned and maintained by the HOA.

City Council conducted discussion.

MOTION: MOVED TO APPROVE CLOVERHILL PHASE 7 FINAL PLAT AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jen Lindsay, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

2. Motion - Approval of Urban Downs Final Plat and Urban Holding Removal

Applicant proposes to subdivide the 7.74-acre site with Assessor's #214478000 into 27 single-family detached residential lots and one future commercial lot. The residential lots range from 7,200 square feet (Lot 16) to 8,100 square feet (Lot 23), consistent with the lot sizes and density approved through the preliminary plat. The average residential lot area is 7,430 square feet. The commercial lot is 29,833 square feet (0.68 acres). Public streets provide access to each of the lots in Urban Downs via NE 259th Street. Urban Downs includes two stormwater facilities to be owned and maintained by the HOA; Tract A is 800 square feet, and Tract C is 11,834 square feet. Tract B is a pedestrian path easement stubbed to the undeveloped CNB parcel to the west. Should this commercial property be developed in the future, Tract B will provide direct access from Urban Downs in lieu of standard 500-foot intersection spacing. Until such a time, the property line will be fenced. The Urban Downs site contains no critical areas. Therefore, it was not required to be reviewed as a Planned Unit Development (PUD). Instead, it was reviewed and received preliminary approval as a standard subdivision. Unlike PUDs, standard subdivisions do not require a 25 percent open space dedication. Therefore, Urban Downs does not have open space or trails. Pedestrian connectivity is provided throughout the subdivision via sidewalks constructed to the specifications in the Ridgefield Engineering Standards for Public Works Construction. The RLD-6 parcel to the north, which is under the same ownership as Urban Downs, contains critical areas and will be required to provide open space under the PUD standards upon development. This open space will be accessible to the residents of Urban Downs via streets and sidewalks.

Applicant representative James Clark provided testimony regarding proposed plat.

City Council conducted discussion.

MOTION: MOVED TO APPROVE THE URBAN DOWNS FINAL PLAT AS PRESENTED, WITH A 10-FOOT, L2 LANDSCAPE BUFFER TO BE INSTALLED ALONG THE SOUTHERN BOUNDARY OF THE COMMERCIAL PARCEL WHEN THE COMMERCIAL PARCEL DEVELOPS, AND A 10-FOOT, L3 LANDSCAPE BUFFER WITH A 6-FOOT WALL MEETING THE WALL REQUIREMENTS IN RDC 18.210.065.C.2 TO BE INSTALLED ALONG THE NORTHERN AND EASTERN BOUNDARIES OF THE COMMERCIAL PARCEL PRIOR TO FINAL OCCUPANCY OF THE FIRST RESIDENTIAL LOT ADJACENT TO THE SUBJECT L3 BUFFER.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lee Wells, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

3. Motion - Approval of Bid Award for North 10Th Ave Rehabilitation Project

In 2019 Clark Regional Wastewater District completed installation of sewer mains and a pump station on N. 10th Street as a part of the North Junction Pump Station and Truck Sewer project. Prior to construction of this project N. 10th street was in need of repairs due to failing asphalt causing pot holes. At the time of the District project the City and District agreed to proceed with temporary patching of the sewer trenches and to partner on final restoration of the roadway in 2020. Ridgefield Staff prepared plans to pulverize and re-pave N.10th street as a part of the City's 2020 Pavement Preservation Program. The Engineer's Estimate for the project is \$132,000. Lowest bid came in from Clark and Sons at \$144,883.

MOTION: MOVED TO AWARD NORTH 10TH AVENUE REHABILITATION PROJECT TO CLARK AND SONS IN THE AMOUNT OF \$144,883.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jen Lindsay, Councilor
SECONDER:	Sandra Day, Councilor
AYES:	Onslow, Wells, Stose, Day, Lindsay, Aichele
ABSENT:	Ziemer

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Day - Attended transportation summit leadership meeting.
 Council Member Aichele - Continuing work on Dragon Boats, virtual Port of Ridgefield meeting.
 Council Member Wells - Attended virtual Port of Ridgefield meeting.
 Council Member Lindsay - Attended transportation summit leadership meeting.
 Council Member Onslow - Appreciative of all we do and our Council.

Mayor

Ilani received Business and Leadership Award from Vancouver Business Chamber of Commerce.

City Manager

City Manager Steve Stuart - Construction project update for Library and new Police Department provided.
 Public Works Director Bryan Kast - Construction and traffic controls update provided.
 Community Development Director Claire Lust - Community Development report update.
 Deputy City Manager Lee Knottnerus - First Saturday event update.

Police Chief John Brooks - Neighbors on Watch meetings update.

ADJOURN - [7:50 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

Attachment: 08-27-2020 (Approval of Minutes)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: September 10, 2020

ITEM:

AGENDA ITEM TITLE: Ridgefield Municipal Code Amendments

GOVERNING LEGISLATION:

Title 9: RCW 70.77

Title 10: RCW 46.08.175, RCW 46.90.260-270, WAC 308-330

Title 12: RCW 35.68-70

Title 13: RCW 35.92, 35.67

Title 18: RCW 36.70A, WAC 367-195-800

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The City proposes amendments to the following Titles of the Ridgefield Municipal Code (RMC):

- RMC Title 9 – Public Peace, Morals and Safety
- RMC Title 10 – Vehicles and Traffic
- RMC Title 12 – Streets and Sidewalks
- RMC Title 13 – Public Utilities
- RMC Title 18 – Development Code

See attached staff report and exhibits for details.

BUDGET/FINANCIAL IMPACTS:

Title 9: None.

Title 10: Parking - small revenue component via a \$10 fee. Proposed ordinance is primarily regulatory and not revenue oriented. Impact estimated to be less than \$500.

Title 12: None.

Title 13: None.

Title 18: None.

RECOMMENDED ACTION OR MOTION:

None. Public hearing.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: 2020 RMC Amendments_Staff Report_CC (DOCX)
Exhibit A - Title 9 Amendments (DOCX)
Application for Retail License (PDF)
Exhibit B - Title 10 Amendments (DOCX)
Golf-Cart-Zone (JPG)

Exhibit C - Title 12 Amendments (DOCX)
Exhibit D - Title 13 Amendments (DOCX)
Exhibit E - Title 18 Amendments (DOCX)

ORDINANCE NO. 1321

RIDGEFIELD MUNICIPAL CODE AMENDMENTS

ORDINANCE NO. 1321

**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING TITLE 9
PUBLIC PEACE, MORALS, AND SAFETY TO REVISE FIREWORKS REGULATIONS
WITHIN THE CITY**

WHEREAS, the City wishes to amend the regulation of fireworks to assure consistency with state law and require a City license to sell fireworks within the City;

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 updates to the City's Fireworks regulations of the Ridgefield Municipal Code.

Section 2. Amending Section 9.04.030. That Ridgefield Municipal Code Section 9.04.030 Fireworks, is amended by as set forth in Exhibit A attached hereto and incorporated fully by this reference.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 24th DAY OF SEPTEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: September 10, 2020

Second Reading/Passage: September 24, 2020

Date of Publication:

Effective Date:

EXHIBIT A:**Amendments to Title 9 of the Ridgefield Municipal Code****ORDINANCE NO. 1322****AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING TITLE 10
VEHICLES AND TRAFFIC TO ADDRESS SPEED LIMITS AND REGULATION OF
SPECIALTY VEHICLES WITH THE CITY**

WHEREAS, the police and public works departments have reviewed the provisions within Title 10 for necessary updates to assure that the provisions reflect the most current practices and road conditions; and

WHEREAS, the City wishes to have regulations concerning Recreational Vehicle parking that promote the public health, safety, and welfare and are consistent with neighboring jurisdictions; and

WHEREAS, the City desires to create a permit system to allow short duration RV occupancy while visiting an abutting property owner, but otherwise prohibit occupancy when parked on City streets; and

WHEREAS, the City wishes to expand the golf cart zone to allow carts in more areas of the City;

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 updates to the City's Traffic and Parking Chapter of the Ridgefield Municipal Code.

Section 2. Amending Chapter 10.08. That Ridgefield Municipal Code Chapter 10.08 is amended as set forth in Exhibit B attached hereto and incorporated fully by this reference.

Section 2. Amending Chapter 10.12. That Ridgefield Municipal Code Chapter 10.12 is amended as set forth in Exhibit B attached hereto and incorporated fully by this reference.

Section 3. Amending Chapter 10.18. That Ridgefield Municipal Code Chapter 10.18 is amended as set forth in Exhibit B attached hereto and incorporated fully by this reference.

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, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. Any provision of this ordinance or its application to any person, legal entity, or circumstance is held invalid, the remainder of the ordinance or its application to other persons, legal entities, or circumstances is not affected.

Section 6. 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 24th DAY OF SEPTEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,

City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: September 10, 2020

Second Reading/Passage: September 24, 2020

Date of Publication:

Effective Date:

EXHIBIT B:

Amendments to Title 10 of the Ridgefield Municipal Code

ORDINANCE NO. 1323**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING CHAPTER 12.04 RELATED TO SIDEWALKS TO UPDATE THE STANDARDS AND PROCEDURES FOR THE CONSTRUCTION AND REPAIR OF SIDEWALKS WITHIN THE CITY**

WHEREAS, the public works departments have reviewed the provisions within Chapter 12.04 for necessary updates to assure that the provisions reflect current law and best practices for the construction and repair of city sidewalks;

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 updates to the City's Sidewalk Construction, Maintenance, Repair, and Reconstruction Chapter of the Municipal Code

Section 2. Amending Chapter 12.04. That Ridgefield Municipal Code Chapter 12.04 is amended by as set forth in Exhibit C attached hereto and incorporated fully by this reference.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 24th DAY OF SEPTEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: September 10, 2020

Second Reading/Passage: September 24, 2020

Date of Publication:

Effective Date:

EXHIBIT C:**Amendments to Title 12 of the Ridgefield Municipal Code**

ORDINANCE NO. 1324

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON ADDING A NEW CHAPTER 13.80 “ILLICIT DISCHARGE-STORMWATER UTILITY” TO THE RIDGEFIELD MUNICIPAL CODE TO REGULATE THE ILLICIT DISCHARGE OF POLLUTANTS INTO THE CITY’S STORMWATER UTILITY

WHEREAS, the City desires to provide for the health, safety, and general welfare of its citizens; and

WHEREAS, the City finds that pollutants are being introduced into its stormwater utility which may pose a risk to citizens, wildlife, and the environment; and

WHEREAS, the City wishes to regulate, prohibit, and provide for the enforcement of violations for the discharge of pollutants in its stormwater utility;

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 a chapter within the municipal code to regulate illicit discharges of pollutants into the City’s stormwater utility.

Section 2. Adding Chapter 13.80. That Ridgefield Municipal Code Title 13 is amended to add a new Chapter 13.80 “Illicit Discharge-Stormwater Utility” as set forth in Exhibit D attached hereto and incorporated fully by this reference.

Section 3. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 24th
DAY OF SEPTEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: September 10, 2020

Second Reading/Passage: September 24, 2020

Date of Publication:

Effective Date:

EXHIBIT D:**Amendments to Title 13 of the Ridgefield Municipal Code****ORDINANCE NO. 1325****AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON
AMENDING CHAPTERS WITHIN TITLE 18 OF THE RIDGEFIELD MUNICIPAL CODE**

AMENDING CHAPTERS 18.100 DEFINITIONS, 18.205 USES, 18.210 RESIDENTIAL LOW DENSITY DISTRICTS, 18.230 COMMERCIAL DISTRICTS, 18.235 MIXED-USE DISTRICTS, 18.240 EMPLOYMENT DISTRICT, 18.280 CRITICAL AREAS PROTECTION 18.310 PROCEDURES, 18.350 MODIFICATIONS TO STANDARDS, 18.395 ENFORCEMENT PROCEDURES AND PENALTIES, 18.500 SITE PLAN REVIEW, 18.710 SIGNS, AND 18.725 LANDSCAPING.

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, 1290, 1291, 1296, and 1304; and

WHEREAS, the Ridgefield Planning Commission, after conducting a public hearing on the proposed revisions to Title 18 on September 2, 2020, forwarded a recommendation to amend Titles 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 February 4, 2020 consistent with RCW 36.70A; and

WHEREAS, consistent with WAC 197-11-340(2), on February 5, 2020 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 3, 2020 and the City addressed all comments received; and,

WHEREAS, the Ridgefield City Council conducted a public hearing and the first reading of the proposed amendments to Title 18 during a regularly scheduled City Council meeting held on September 10, 2020; and

WHEREAS, the Ridgefield City Council conducted a second ordinance reading on the proposed amendments to Title 18 during a regularly scheduled meeting held on September 24, 2020; 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 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 18 of the Ridgefield Municipal Code. The Ridgefield City Council hereby amends certain Chapters of Titles 18 set forth below in Exhibit E, attached hereto and incorporated by this reference.

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 24th DAY OF SEPTEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss,
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading/Passage: September 10, 2020

Second Reading/Passage: September 24, 2020

Date of Publication:

Effective Date:

EXHIBIT E:

Amendments to Title 18 of the Ridgefield Municipal Code



THE CITY OF RIDGEFIELD

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

Amendments to Ridgefield Municipal Code Titles 9, 10, 12, 13, and 18

City Council Staff Report / September 10, 2020

TITLE 9 – Public Peace, Morals, and Safety / ORD No. 1321

BACKGROUND/DISCUSSION

Fireworks

In November 2017, City Council adopted a ban on fireworks within Ridgefield city limits for New Year's Eve and New Year's Day, which took effect in 2018. Effective 2019, Council modified the dates and times that sales and discharge of fireworks are permitted in City limits. The Ridgefield Municipal Code (RMC) currently does not include guidelines for temporary stands created the purpose of selling fireworks in Ridgefield.

Washington State Fireworks Law, RCW 70.77 and WAC 212-17, provide the definitions, requirements and prohibitions relating to the sale of fireworks. For the sale of fireworks, state law provides that:

1. A permit is required to engage in the sale of fireworks including a license from the Washington State Patrol/Fire Marshal, and the local government where the sales will occur.
2. The permittee must provide liability insurance coverage.
3. The permit is valid and effective from January 1 to January 31.
4. Consumer fireworks are only permitted to be sold in a temporary stable structure that meets specific requirements.
5. A permit is not transferrable.

Clark County and municipalities within the County also provide requirements relating to sales of fireworks that implement and supplement state law. Requirements in local jurisdictions include:

	Eligibility for Permit	Preference for Returning Applicant	Number of Permits	Timeline for Application	Selection Procedure	Validity of Permits
Clark County	N/A	Yes, if file intent to sell by January 1	1 per 5,000 residents	May 31	Lottery	One year
Battle Ground	Charitable Organization	N/A	1 per 5,000 residents	January 1-31	Lottery	One year
Camas	Defers to State Law					
La Center	Charitable Organization	Defers to State Law.				

Vancouver	Sales prohibited in Vancouver city limits.					
Washougal	Charitable Organization	Yes	6	Defer to State Law		
Woodland	N/A	N/A	3 per 6,000 residents	Three rounds: Jan, Feb & March	Lottery	One year
Yacolt	Defers to State Law.					
Ridgefield (proposed)	Charitable Organization	Yes	1 per 10,000	May 31	N/A	One Year

*N/A = Not referenced in the local municipal code.

Proposed Modification to Ridgefield Municipal Code:

The proposed modification to the RMC would implement and supplement state fireworks law by providing guidelines for the sale of fireworks in Ridgefield city limits including the application requirements. More specifically, the proposed additions would:

1. Require a permit to sell consumer fireworks in Ridgefield.
2. Limit eligible retailers to charitable organizations that are located in or benefit the residents of Ridgefield.
3. Give preference to renewal of permits over first time and other applicants.
4. Provide that the application period each year is January 1 through May 31 each year.
5. Require that fireworks stands be located in commercial or industrial zones.
6. Limit the number of permits to one (1) permit to every ten thousand (10,000) residents.

Any modification to the fireworks code would be effective one year from the date of adoption. Therefore, if Council adopts a revised ordinance on the date of the scheduled second reading, the modification would be effective for the sales period in July 2022.

PROCESS

<u>Date</u>	<u>Milestone</u>
August 19, 2020	Notice of public hearing published in the Columbian and posted at City Hall
September 10, 2020	City Council public hearing and 1 st reading
September 24, 2020	City Council public meeting and 2 nd reading/adoption

TITLE 10 – Vehicles and Traffic / ORD No. 1322

BACKGROUND/DISCUSSION

Parking

After recognizing changes in area government parking ordinances as a response to the increased numbers of occupied Recreational Vehicles parked long term on city streets. Our current city ordinance speaks only to a two week limit for unoccupied RVs and is silent on occupied vehicles. This amendment

mirrors the practices taking place in the county regarding occupied vehicles. This ordinance was reviewed by the city attorney and then the planning commission prior to being submitted to the City Council for approval.

There is a small revenue component via the \$10 fee but the ordinance is primarily regulatory and not revenue oriented. Impact is estimated to be less than \$500.

Speed Limits

Minor updates to the speed limit code are proposed to recognize the change in name of Royle Road, and to add Wells Drive to the code. Additionally S. Royle Road's speed has been changed from 40 to 35 due to sight distance available at new intersections on S. Royle Road.

Golf Cart Zone

The Golf Cart Zone code has been updated to allow use of carts on all streets in the City with speed limits less than 25 MPH. Streets with speed limits over 5, including Pioneer Street, may be crossed only at intersections. Requirements for cart and driver licensing have not been changed.

PROCESS

<u>Date</u>	<u>Milestone</u>
August 19, 2020	Notice of public hearing published in the Columbian and posted at City Hall
September 10, 2020	City Council public hearing and 1 st reading
September 24, 2020	City Council public meeting and 2 nd reading/adoption

TITLE 12 – Streets and Sidewalks / ORD No. 1323

BACKGROUND/DISCUSSION

Sidewalks

Updates to the Sidewalk code include cleanup and revisions based on the WCIA's recent guidance regarding sidewalk maintenance and liability. Much of the information included in the old sidewalk code was duplicated in the City's Engineering standards, and was removed to simplify and streamline the code.

In general the Maintenance and repair of sidewalks falls upon the adjacent property owner. The code has been revised to have the City maintain sidewalks in the historic downtown area. The process for evaluating and responding to sidewalk hazard that is identified or reported has also been updated. Minor maintenance issues will be referred to the property owner, while more major work such as replacement or construction of new sidewalk will be brought to Council for consideration as required by state law. The code has been updated to remove the right-of-way encroachment permit fee to property owners completing repairs to the sidewalks along their property. The code revision also updates the language for differing construction of a sidewalk when there are no other sidewalks in the area of the property being developed.

PROCESS

<u>Date</u>	<u>Milestone</u>
August 19, 2020	Notice of public hearing published in the Columbian and posted at City Hall
September 10, 2020	City Council public hearing and 1 st reading
September 24, 2020	City Council public meeting and 2 nd reading/adoption

TITLE 13 – Public Utilities / ORD No. 1324

BACKGROUND/DISCUSSION

Illicit Discharge

This code amendment will add a new chapter to the Stormwater Utility section of the Ridgefield Municipal Code prohibiting dumping and other non-stormwater discharges to the City's Municipal Separate Storm Sewer System (MS4). Currently there is no code section that prevents dumping oil, paint or other items into catch basins, and staff have had some issues getting compliance when issues of this nature have been discovered in the past.

This code section will meet the requirement to have an Illicit Discharge code in place when the City is issued an NPDES Phase 2 stormwater permit from the Department of Ecology in the next few years, and is modeled on required language from the NPDES permit, as well as on similar codes enacted by Battle Ground and other local jurisdictions. The code applies to non-stormwater discharges to the MS4, and includes some specific exemptions for surface and ground waters, irrigation and firefighting, among others. The code also spells out what measures are necessary to discharge chlorinated potable water, swimming pool drain water, and wash water to the MS4.

In the event an illicit discharge is discovered the code allows staff to access facilities to investigate the source of the discharge. The code also identifies enforcement measures, and allows the city to recoup the costs of cleanup or remediation. An appeal process through the hearings examiner is also established by the code. As always an educational approach will be utilized, with enforcement only as a last resort.

PROCESS

<u>Date</u>	<u>Milestone</u>
August 19, 2020	Notice of public hearing published in the Columbian and posted at City Hall
September 10, 2020	City Council public hearing and 1 st reading
September 24, 2020	City Council public meeting and 2 nd reading/adoption

TITLE 18 – Development Code / ORD No. 1325

BACKGROUND

The Community Development Department is proposing a series of amendments to Title 18 of the Ridgefield Municipal Code (RMC), also known as the Ridgefield Development Code (RDC). The purpose of the proposed amendments is to keep the code up-to-date and to address current development issues in order to better serve the Ridgefield community.

DISCUSSION

Types of Amendments

The proposed amendments intend to update the code to address issues identified when applying the existing code and issues anticipated for future projects in Ridgefield. For this round of updates, staff identified two types of proposed code amendments: housekeeping updates and minor policy changes. No major policy changes have been proposed at this time (see Attachment A, 2020 RDC Amendments Matrix, for details):

1. Housekeeping items: address clerical errors and clarify existing code language without substantive changes to the content.

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.

Summary of Changes

Housekeeping items:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>
18.100.034, 18.100.050	Define Map of Dedication; clarify accessory use definition.
18.205.030	Remove outdated references to the Office (OFF) zone.
18.230.100	Clarify that permitted wood fences shall be treated for durability.
18.340.040	Fix a typo.
18.395.040, 18.395.070	Fix typos.
18.710.030	Eliminate conflicting language about flags to clarify that they are exempt from sign permitting.
18.725.030	Remove reference to street trees in a table about trees in private landscape buffers.

Minor Policy Changes:

<u>Code section(s)</u>	<u>Reason(s) for amendment</u>
18.100.036	Define NAICS codes as an additional way to define uses.
18.100.040	Acknowledge final binding site plan as a type of final plat.
18.100.046	Allow rental of moving vehicles as a secondary use associated with self-storage businesses.
18.205.015	Create uniformity in the interpretation of unlisted uses by establishing NAICS as a reference.
18.210.120, 18.210.060	Provide an alternative to the requirement for garages to be recessed by four feet, which has been found to limit variety in home designs. Update/modernize menus of structural and decorative architectural design elements, and format to be more legible. Eliminate conflict between two sets of single-family attached townhouse garage standards.
18.230.055	Provide alternative methods of creating a more welcoming and interesting streetscape when strict numerical adherence to the sixty percent transparency standard is not practical.

18.235.060	Allow wood fences so long as they are treated for durability. Allow residential uses in mixed-use developments to be fenced subject to fence design standards.
18.240.080	Avoid pushing large industrial buildings closer to the street in the employment zone, where pedestrian activity is unlikely between sites.
18.240.095	Make Employment zone fence standards more consistent with commercial fence standards, while allowing for chain link and barbed wire/razor wire fences when they are appropriate for the associated use.
18.280.040	Remove reference to final site plan.
18.280.070	Provide additional guidance for critical area density transfer procedures.
18.310.150	Impose clear limits on the term of development agreements, to avoid situations where multi-phased projects are bound to outdated standards many years after an agreement was initially recorded.
18.350.030	Make explicit the goal to get a clear benefit in exchange for granting and administrative adjustment.
18.395.030, 050, 060, 080, 090	Streamline code enforcement procedures to eliminate redundant steps and clarify the path from initial notice to penalty.
18.500.080	Remove the final site plan procedure, which is cumbersome to implement and enforce. Instead, check compliance with approved preliminary site plans at engineering submittal, building submittal, and final occupancy.
18.710.040	Prohibit cabinet signs made of cheap materials that do not age well.
18.710.235, 290	Establish standards for ranch-style archway signs, based on interest to use such signs at subdivision entries. Define ranch-style archway signs, based on interest to use such signs at subdivision entries.
18.725.080	Enhance landscape screening to minimize headlight glare into the right-of-way.

Many of the proposed minor policy changes intend to add provisions to ensure high quality development or to streamline processes.

To ensure high quality development as the city grows, the proposed changes include updated garage standards offering more options to achieve good single-family residential architectural design. Updated commercial design standards would require alternate welcoming façade features when achieving 60 percent transparency is not feasible. Increased landscaping standards would reduce headlight glare onto public streets. A new provision to prohibit cabinet signs with acrylic, plastic-faced material, and development standards for ranch-style archway signs are proposed in the sign code.

In terms of streamlining development review, staff proposes to amend the code enforcement, final site plan, and development agreement processes. The code enforcement proposal combines the Notice of Corrective Action and Notice of Civil Penalty in order to reduce the steps in the compliance process. The final site plan proposal eliminates the confusing, inconsistent final site plan process in favor of strengthened land use compliance checks at engineering review and final occupancy. The Development Agreement (DA) proposal imposes limits on the terms of DAs so staff and applicants can avoid navigating outdated standards during project review.

PROCESS

<u>Date</u>	<u>Milestone</u>
August 19, 2020	Notice of public hearing published in the Columbian and posted at City Hall
August 25, 2020	Draft amendments posted online
September 2, 2020	Planning Commission public hearing
September 10, 2020	City Council public hearing and 1 st reading
September 24, 2020	City Council public meeting and 2 nd reading/adoption

Staff have received no public comments as of the date of this report. Staff did coordinate with local builders and incorporated much of their feedback in drafting the proposed garage design updates to RDC 18.210.060 and 18.210.120.

PLANNING COMMISSION

Planning Commission held a public hearing on September 2, 2020. No members of the public commented on the proposed amendments. The Planning Commission asked clarifying questions, but did not have concerns with the proposed amendments and voted unanimously in favor of forwarding a recommendation of approval of the proposed Ridgefield Municipal Code Title 18 amendments to City Council.

Exhibit A – Title 9 Amendments

Title 9 – Public Peace, Morals and Safety

Code Section	Code Language	Rationale
9.04 – Offenses Against the Public Order		
9.04.030 – Fireworks.	<u>A. Purpose.</u> <u>The purpose of this chapter is to implement and supplement the state fireworks law, Chapter 70.77 RCW. The provisions of this chapter shall be construed and applied in accordance with the definitions, requirements and prohibitions of state law and all rules and regulations issued by the Chief of the Washington State Patrol.</u> <u>AB. Definitions.</u> <u>“City” means the city of Ridgefield, Washington.</u> <u>“Fire nuisance” means anything or any act which increases, or may cause an increase of, the hazard or menace of fire to a greater degree than customarily recognized as normal by persons in the public service or preventing, suppressing, or extinguishing fire; or which may obstruct, delay, hinder, or may become the cause of any obstruction, delay or hindrance to the prevention or extinguishment of fire.</u> <u>BC. Prohibited Acts.</u> <u>CD. Sale of Consumer Fireworks.</u> <u>E. License to Sell. It is unlawful for any firm, corporation, or person to sell, trade or offer to sell, trade or exchange fireworks, firecrackers or other combustible substances, explosives or Fourth of July fireworks unless the same are declared safe by the state of Washington department governing fireworks and unless a permit is first obtained from the city of Ridgefield. Except that, no license is required for the purchase of agricultural and wildlife fireworks as outlined in RCW 70.77.311.</u> <u>1. A permit to sell fireworks shall only be issued to service clubs or charitable organizations located in or benefiting the residents of the city of Ridgefield. Only one permit shall be issued to each organization and no permit shall entitle the holder to more than one location. All permits are nontransferable and shall expire at the end of the calendar year in which they are issued.</u> <u>2. The application period for fireworks sales is January 1 through 5PM on May 31 for that year’s sales. The application must be on the form provided by the City and signed by the applicant.</u>	Update fireworks code to align with state law and standard practice in Clark County, including: - Requirement that only charitable organizations are eligible to receive a permit. - Requirement that organizations renewing a permit have priority. - Limit on the number of stands to one per 5,000 people. - Timeline of January 1–May 31 for submitting a permit application.

	3. <u>Requirements for approval of a permit include but are not limited to:</u> • <u>The applicant shall have a valid license issued by the state of Washington authorizing the holder to engage in the retail sale of fireworks.</u> • <u>Neither the applicant nor the responsible party for the permit shall have been convicted of a felony unless the conviction was discharged pursuant to RCW 9.94A.637 or 13.50.050; or a fire/fireworks-related misdemeanor within the last three (3) years.</u> • <u>The applicant shall procure an insurance policy or policies prior to the issuance of a permit and shall maintain the policy for the duration of the sales. The policy shall insure against claims for injuries to persons and damage to property which may arise from or in connection with operations or activities performed by or on the applicant's behalf with the issuance of the permit in the minimum amount of one million (\$1,000,000) single limit and the city of Ridgefield shall be named as an additional insured.</u> • <u>The applicant's location or place of business shall be only in those areas or zones within the city wherein commercial or industrial activities are authorized under the applicable zoning laws of the city; provided, that no fireworks shall be sold in any residential area where a commercial enterprise does not exist.</u> • <u>The applicant must meet any additional requirements outlined in RCW 70.77.</u> 4. <u>Applicants for renewal of permits shall be given preference over first time and other applicants.</u> 5. <u>The number of retail sale permits shall be limited to one permit to every five thousand (5,000) people living in Ridgefield city limits as determined by the most current OFM population estimate.</u> DF. Discharge of Consumer Fireworks. <u>G. Public Display of Fireworks. A special event permit or written agreement with the city is required for the public display of fireworks. The permittee shall be required to comply with all applicable state and local fireworks laws and shall obtain all permits and/or licenses required by the state of Washington.</u> EH. Violations. FI. Unlawful Possession of Fireworks-Penalties.	
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	GJ. Unlawful Discharge or Use of Fireworks-Penalty.	
	HK. Gross Misdemeanor <u>Unlawful Sale of Fireworks.</u> It is unlawful for any person to sell or transfer any common fireworks to a consumer or a user other than at a fixed place of business of a retailer for which a license and permit have been issued <u>or to sell fireworks to any person under the age of 16.</u> A violation of this section is a gross misdemeanor.	
	IL. Penalty. Except as otherwise provided in this section, any person violating any provision of this section or any rules issued thereunder is guilty of a misdemeanor <u>and upon conviction of</u> <u>permittee any permit issued under this Chapter shall be revoked.</u>	



REVISED CODE OF WASHINGTON 70.77 THE FIREWORKS LAW

APPLYING FOR AN INDIVIDUAL FIREWORKS RETAILER LICENSE

THIS LICENSE WILL ONLY BE VALID FOR THE OPERATION OF A CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY WITHIN THE STATE OF WASHINGTON. IT CANNOT BE USED FOR ANY OTHER PURPOSE AND EACH INDIVIDUAL RETAIL SALES LOCATION REQUIRES ITS OWN FIREWORKS RETAILER LICENSE.

PLEASE READ ALL ASSOCIATED INSTRUCTIONS

Attachment: Application for Retail License (Ridgefield Municipal Code Amendments)



**FIRE PROTECTION BUREAU
LICENSING AND CERTIFICATION PROGRAMS
PO Box 42642
Olympia WA 98504-2642
(360) 596-3914 FAX: (360) 596-3934**



4.1.c

This document is used ONLY to apply for a Fireworks Retailer License to operate a Consumer Fireworks Retail Sales (CFRS) Facility within the state of Washington. To obtain this license you will need to:

- 1) READ ALL OF THESE INSTRUCTIONS AND THE PROVIDED PROVISIONS COMPLETELY AND RETAIN BOTH FOR FUTURE REFERENCE.
- 2) Print legibly, complete electronically, or have it typed. Illegible or incomplete applications will not be accepted or processed.
- 3) Answer each line of this application leaving nothing blank. Where a null or negative response is appropriate, use "NO," "NOT AVAILABLE," "DOES NOT APPLY," or other clarifying statements.
- 4) Completely fill out one application for each license you wish to be issued. Please note, each single Fireworks Retailer License is only valid for a single CFRS Facility in a single location.
- 5) Clearly identify the Fireworks Retailer Licensee – this is the name that will appear on the license and the person/organization legally responsible for the license.
- 6) List everyone who will be supplying fireworks product to your CFRS Facility in the application.
- 7) The county, location address, and person operating the stand MUST be identified in this application. Any changes to this information must be reported before using the license. Updated licenses are issued at no cost so contact us about reissuance as soon as the change occurs.
- 8) ALL applications for a Fireworks Retailer License MUST be signed by the applicant. If applied for by a partnership, then it must be signed by each partner with one (1) member as the applicant. When applied for by a corporation, the application must include the signature of a corporate officer and bear the seal of the corporation. Include additional pages, if necessary, for signatures and seals.
- 9) The licensing fee for a Fireworks Retailer License is forty dollars (\$40.00). Include a single check or money order written to the Washington State Patrol Fire Protection Bureau (WSP FPB) covering the total number of license applications you submit. **DO NOT SEND CASH.**
- 10) The licensing application windows are January 1 to May 1 and August 1 to November 1. A valid post mark is acceptable, but anything received at any other time will be rejected. NO EXCEPTIONS.
- 11) Only return pages marked "MUST RETURN AS PART OF THE APPLICATION."
- 12) If the number of applications received does not match the fees paid, everything will be returned.
- 13) Submit the completed licensing application(s), in its (their) entirety, with the required licensing fees to:

Normal Mailing Address

Fire Protection Bureau
PO Box 42642
Olympia, WA 98504-2642

Physical Delivery Address

General Administration Building
Fire Protection Bureau
210 11th Avenue SW
Olympia, WA 98501

- 14) All valid applications are issued a license within fifteen (15) working days of receipt. This "clock" does not start until the application is completed, including any corrections required from the applicant. After ten (10) working days of inactivity, incomplete/invalid applications are returned and the fees refunded.

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4.1.c



Provisions for a Fireworks Retailer Licensee Running a CFRS Facility

- A. ANYONE issued a Fireworks Retailer License is obligated to comply with [Revised Code of Washington \(RCW\) 70.77](#), [Washington Administrative Code \(WAC\) 212-17](#), and any and all local ordinances for the jurisdiction where you will operate your CFRS Facility. Also note your CFRS Facility MUST meet the requirements found within WAC 212-17.
- B. Operating a CFRS Facility within the state of Washington requires a Fireworks Retailer License from the State Fire Marshal AND a permit from the local fire code authority. NO EXCEPTIONS.
- C. Securing a Fireworks Retailer License does not guarantee a local permit. Be sure the jurisdiction for your CFRS Facility allows fireworks sales and what their permitting deadlines are before applying for this license.
- D. This license is only valid for retail sales of state legal consumer fireworks at a single CFRS Facility at a single location during the legally designated sales seasons. It will not be issued for any other reason and does not allow for any other use.
- E. All records concerning the use of this license, including all sales and purchases, are subject to review. Keep all records associated with the operation of your CFRS Facility for at least three (3) years.
- F. Every Fireworks Retailer License is comprised of three sections. One is posted in your CFRS Facility, the second portion goes to your fireworks supplier (a licensed wholesaler), and the third and final piece goes to the local fire code authority in their permit application process. Each part is clearly labeled and you are responsible for separating these pieces cleanly and correctly.
- G. Only a licensed fireworks wholesaler can supply your stand and they require the individualized wholesaler license portion to do so. When using multiple wholesalers, we will provide the additional portions at no cost.
- H. Only State Legal Consumer Fireworks and holiday-related incidental items can be sold within a licensed CFRS Facility and the list of State Legal Consumer Fireworks must be posted conspicuously.
- I. Though non-transferrable, report any changes to the licensing information, such as location or supplier, to the office immediately. Depending on the change, the license may need to be returned and reissued.
- J. The Independence Day Sales Season legally opens between June 28 and July 5. However, the actual consumer fireworks sales window can be restricted by local ordinance, so always verify the exact dates and times sales are allowed where you wish to operate your CFRS Facility.
- K. The law opens the New Year's Sales Season between December 27 and December 31. However, the actual sales window may be restricted or even banned by local ordinance. Verify the exact dates and times sales are allowed where you wish to operate your CFRS Facility.
- L. The application window for an Annual Sales License is January 1 through May 1 and is valid for both the Independence Day Sales Season and the New Year's Day Sales Season.
- M. The application window for a New Year's Sales Season Only License is August 1 through November 1.
- N. When applying for a license, a valid post mark will be accepted in meeting these deadlines. However, **DO NOT** count on the post mark alone. There is no exception to these application deadlines allowed by law.
- O. Any deadline for a local permit is a local issue and independent of the statutorily mandated licensing application deadlines. Always be sure what you are applying for, with whom, and what their deadline is.

Attachment: Application for Retail License (Ridgefield Municipal Code Amendments)



FIRE PROTECTION BUREAU
LICENSING AND CERTIFICATION PROGRAMS
PO Box 42642
Olympia WA 98504-2642
(360) 596-3914 FAX: (360) 596-3934



Date Received

4.1.c

FIREWORKS RETAILER LICENSING APPLICATION

This form is used to apply for a single Fireworks Retailer License that will allow for the operation of a single CFRS Facility within the State of Washington.

A single (1) Fireworks Retailers License costs forty dollars (\$40.00). Include a single application for each license you desire (one per each CFRS facility/stand) with a single check or money order covering them all made out to the Washington State Patrol Fire Protection Bureau (WSP FPB). **DO NOT SEND CASH.**

All applications **MUST BE RECEIVED BY NO LATER THAN** May 1 for annual sales or November 1 for the New Year's sales season. Post mark will suffice, but **do not** count on the mark alone – there are no exceptions allowed by law.

Licensee Data

This is who the license will be issued to, normally a person. If the licensee is an entity, such as a non-profit organization, then the member who signs as the applicant must be listed as an organizational member.

Fireworks Retailer Licensee – The name of the person or organization being licensed.

Business/Trade Name for Licensee (if different)

Business UBI Number

()

Business Phone Number

Name and Title of Person Completing This Form

E-Mail Address

Mailing Address (Complete Including Street, City, State, ZIP Code, and do not use building names)

Street Address (Complete Including Street, City, State, ZIP Code, and do not use building names)

CFRS Facility Operational Data

In this section you will provide the specific information used to actually generate and track the license issued.

County for CFRS Facility

Physical Address (Complete Including Street, City, and ZIP Code)

Person Operating CFRS Facility

()

Phone Number

E-Mail Address

List Below the Complete Name for Each Wholesaler That Will Supply Your CFRS Facility Fireworks:

Licensing Agreement

I, the undersigned, hereby declare under penalties of perjury and/or revocation that I am the applicant or authorized representative of the applicant and attest that all information provided herein is complete, correct, and true to the best of my ability. I have thoroughly read the instructions and provisions of this application, understand them, and as a Fireworks Retailer Licensee will abide by and obey the laws and rules governing this license and the provisions of the local jurisdiction who issues my CFRS Facility's operational permit.

Signature of Applicant/Authorized Representative

Printed Name and Title of Signatory

Date of Signature

Signature of Partner or Corporate Officer

Printed Name and Title of Signatory

Date of Signature

Exhibit B – Title 10 Amendments

Title 10 – Vehicles and Traffic

Code Section	Code Language	Rationale
10.12 – Parking		
10.12.033 – Truck, trailer and recreational vehicle parking.	A. For the purposes of this section the words and phrases shall have the following designated meanings unless a different meaning is expressly provided: 5. <u>“Human habitation” shall mean the use of a vehicle for dwelling or residential purposes. Evidence of human habitation includes, but is not limited to, any combination of two or more of the following activities: sleeping; setting up any bedding, sleeping bags, bedroll, pillow or other sleeping materials in such a manner as to be used for sleeping; engaging in housekeeping or cooking activities; storing cookware, cooking equipment; or bodily fluids in a vehicle; storing personal possessions in such a manner that some or all of the vehicle’s windows are obscured; using sanitation, plumbing, and/or electrical systems or equipment; or any other activity where it reasonably appears, in light of all the circumstances, that a person or persons is using the vehicle as a living accommodation.” For purposes of this section, “human habitation” means the use of a vehicle as a dwelling place and does not include temporary use of a vehicle for alleviation of sickness or because of physical inability to operate the vehicle.</u> E. <u>It is unlawful for any vehicle to be used for human habitation purposes on a public street or public right-of-way within the City of Ridgefield, unless a permit has been issued in accordance with subsections F. and G herein. Recreational vehicle parks in compliance with Ridgefield Municipal Code and state law are exempt from the provisions of this section.</u> F. <u>Recreational vehicles (RVs) may be permitted to be used for human habitation for a period of up to seven (7) days, which may be renewable for a period up to seven (7) additional days, in any one calendar year at a specific location when the resident of the property adjacent to which the RV has parked has first obtained a permit from the City.</u>	Establish regulations pertaining to habitation of recreational vehicles.

1. Permits are valid only for the dates authorized on the permit and only for the location indicated on the permit. A permit must be displayed in a manner that it is clearly visible from the outside of the recreational vehicle.
 2. The owner, operator, and occupants of the RV must comply with all conditions of the permit. Conditions include: (a) the vehicle must be legally parked; (b) all waste and sewage generated within the RV must be disposed of in a safe and legal manner; (c) operation of a generator while the RV is parked is prohibited; (d) the use of extension cords and other hookups is prohibited; (e) the erection of awnings and setting up furniture or similar items outside the RV is prohibited; and (f) the RV must be fully self-contained.
 3. The violation of any condition of the permit is a violation, and the owner or operator of the RV may be cited and/or the permit may be summarily revoked by the Ridgefield Police Department, or the City Manager or his/her designee.
 4. The resident obtaining the permit must present proof of residency at the address at the time of application for the permit.
 5. The cost for the permit is \$10 payable to City of Ridgefield.
- G. A recreational vehicle may be used for human habitation if an appropriate permit, such as a special event permit, special use permit, or temporary use permit, has been obtained from the City of Ridgefield that authorizes recreational vehicles to be parked and used for human habitation.
- H. Any vehicle being used for human habitation which is resulting in the discharge of human waste or sewage in any location or manner, except as allowed by law at an approved public or private sewage disposal system, may be summarily removed and impounded notwithstanding any provision of this chapter.
- I. A violation of this section is a civil infraction, and the owner, operator, or person in charge of any vehicle found in violation of this section will be assessed a monetary penalty as follows:
1. For a first offense, a fine of not more than \$95.00, not including statutory assessments, and the vehicle is subject to immediate impoundment;

	<u>2. For a second offense, a fine of not more than \$190.00, not including statutory assessments, and the vehicle is subject to immediate impoundment;</u> <u>3. For a third and any subsequent offenses, a fine of not more than \$400.00, not including statutory assessments, and the vehicle is subject to immediate impoundment.</u> <u>J. Penalties for a violation of this section shall be in addition to any other remedy provided by local or state law and nothing in this chapter should be construed to limit the authority of the City of Ridgefield to enforce pursuant to any other provision of local or state law.</u> <u>K. It is unlawful for any person to repark a vehicle on the same curb face within the same block (street between two consecutive intersections) to avoid the maximum time limit for parking in that particular block, and such act shall be punishable by a penalty of not less than \$95.00, and the vehicle is subject to immediate impoundment.</u> <u>L. Any vehicle or recreational vehicle impounded pursuant to this section shall comply with requirements under Chapter 46.55 RCW.</u>	
10.12.050 – Violation and infraction.	Any violation of the parking prohibitions and restrictions provided in this chapter shall be designated as a traffic infraction and punishable in accordance with state law and/or local ordinance. The monetary amount shall be ninety-five dollars, <u>except as otherwise provided in RMC 10.12.030.</u>	Update to reflect proposed changes to 10.12.030.
10.08 – Speed Limits		
10.08.024 – Speed limits established – Thirty-five miles per hour.	The speed limits on the following street segments shall be thirty-five miles per hour: N. 45th Avenue <u>Royle Road</u>; N. 65th Avenue; N. 85th Avenue; S. 65th Avenue; S. Union Ridge Parkway; S. 74th Place; S. 10th Street; S. 5th Street; S. 85th Avenue; S. Hillhurst Road–S. Great Blue Road to southerly city limits;	Correct road names and speed limits.

	S. 11th Street; <u>S. Wells Drive</u>; S. 15th Street; S. 10th Way; <u>S. Royle Rd</u>	
10.08.025 – Speed limits established – Forty miles per hour.	The speed limits on the following street segments shall be forty miles per hour: State Highway 501–milepost 17.39 to 65th Avenue; <u>S. 45th Avenue</u>; <u>S. Royle Road</u>.	
10.18 – Golf Cart Zone		
10.18.020 – Golf cart zone created.	A. Under the authority granted to the city pursuant to Section 4 of Chapter 217 of the Laws of 2010, codified at RCW 46.08.175, the city hereby creates and designates a golf cart zone <u>over all streets, including SR 501, within the corporate limits of the City of Ridgefield, which have a speed limit of 25 (twenty-five) miles per hour (mph) or less. The City shall designate such streets on a Golf Cart Zone Map. described an area bounded by and inclusive of South Shobert Street, Lake River, the northern city limits, North Main Avenue, Maple Street, North 9th Avenue, Pioneer Street, and South 8th Avenue.</u> Said zone may be hereinafter referred to and known as the "golf cart zone." B. Golf carts may travel on all portions of the public streets and rights-of-way located within the golf cart zone having a speed limit of twenty-five miles per hour or less, excepting all city sidewalks and designated bicycle lanes.	Expand the golf cart zone.

City of Ridgefield Golf Cart Zone



4.1.e

Attachment:

Packet Pg. 48

Roadways Excluded
from Golf Cart Zone

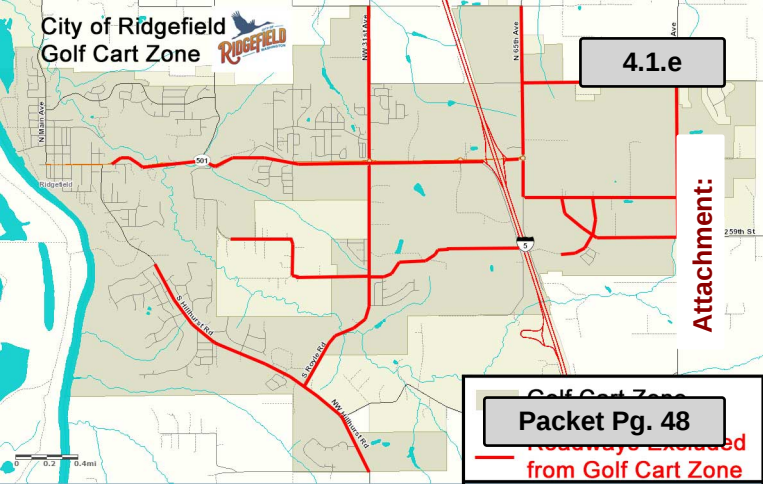


Exhibit C – Title 12 Amendments

Title 12 – Streets and Sidewalks

Code Section	Code Language	Rationale
12.04 – Sidewalk Construction, Maintenance, Repair and Reconstruction		
12.04.010 – State statutes adopted.	The state statutes, RCW Chapters 35.68, 35.69 , and 35.70, together with all future amendments thereto, are adopted by a reference providing for the construction, repair and maintenance and reconstruction of sidewalks, gutters and curbs along, and driveways across the sidewalks.	Add reference to RCW Chapter that outlines responsibility of adjacent property owners.
12.040.040 – Construction specifications.	All sidewalks, curbs, and approaches constructed or installed, or any replacements thereof, in the city shall conform with the following specifications unless specially authorized otherwise by the council of the city <u>City Engineer or Public Works Director</u>: A. All sidewalks and curbs shall be of such material and shall be constructed in such manner as is prescribed in standard plans and specifications prepared and amended as may be necessary by the city engineer, and shall be of such width, thickness and cross-section, and in such position as described below and in attachments A, B, and C adopted with Ordinance 604 and on file in the office of the city clerk. <u>in the City of Ridgefield Engineering Standards for Public Works Construction.</u> D. <u>All curbs and gutters shall be twelve inches high, five and one-half inches in width at the top, eighteen inches in width on the bottom, with slope to the street side, and with not more than six inches of the curb to protrude above the surface of the road. All sidewalks constructed before or in front of a place of business shall extend from the curb to the property line. All sidewalks constructed in a residential area shall either extend form the curb or shall be set back three feet from the curb.</u> E. <u>All approaches to driveways shall be at least one and five-eighths inches higher than the gutter and not less than twelve feet in width at the curb.</u> F. <u>All curbs and sidewalks at intersections shall be constructed in such manner as not to create a hazard to pedestrian or automobile traffic.</u>	Defer to City of Ridgefield Engineering Standards for Public Works Construction for construction specifications. Update curb, gutter, and sidewalk dimensional standards. Require toughened surfaces.

	<u>G. All surfaces shall be of a toughened texture so as to provide suitable footing for foot traffic.</u> E. All curbs shall be sixteen inches high, six inches in width at the top, eight inches in width at the bottom, with slope to the street side, and with not more than seven inches of the curb to protrude above the surface of the road. F. All approaches to driveways shall be at least on and five-eighths inches higher than the gutter and not less than twelve feet in width at the curb. G. All curbs and sidewalks at intersections shall be constructed in such manner as to not create a hazard to pedestrian or automobile traffic. H. All concrete and cement shall be of a mixture of at least on part cement, three parts sand, and five parts crushed rock or gravel. <u>JH. All sidewalks shall be maintained in a level, nonhazardous condition. Sidewalks shall be deemed to be "defective" and require repair when deficiencies as described above and in the City of Ridgefield Standards for Public Works Construction are found.</u> K. Sidewalks shall provide transition for handicapped at each intersection and construction specifications shall be adopted as found in Exhibit B, attached to the ordinance codified in this subsection and by reference made a part hereof.	
12.04.030 – Construction-licensing permitting requirements.	All persons, prior to the construction of any sidewalks or curbs or any placements thereof, shall apply to the clerk/treasurer for a sidewalk <u>for a City encroachment</u> permit <u>as required by RMC Chapter 12.15</u>. The application shall set out the location, size, type, and other pertinent data relative to such construction, and such other data as may be required by the public works supervisor <u>City Engineer</u>. The city clerk/treasurer, upon receipt of such application, shall present the same to the public works supervisor, and u Upon his approval, a license permit for the construction of the sidewalk, free of charge, shall be issued to the applicant. If the public works supervisor fails to approve the application for any reason, the applicant shall be entitled to present the same to the city council at any meeting thereof upon ten days' written request and the council shall either deny the application or shall grant the license subject to such terms and conditions as to comply with terms of this chapter.	Update language to reflect actual staff titles and responsibilities.

12.04.040 – Construction-For developed parcels-Bond.	Sidewalks shall be constructed adjacent to and/or within a parcel being developed as follows: A. Location. Within the city limits, sidewalks shall be constructed along both sides of any <u>public</u> streets or roads serving residential, commercial or industrial developments,unless the street or road serves a cul-de-sac serving single-family residential developments, which the city council may the exempt from the above requirement. B. Construction. Unless earlier installation is required by the city engineer, required sidewalks shall be installed in conjunction with either the construction of an adjacent public street or the construction of a new building structure. That portion of any required sidewalk adjacent to any lot shall be constructed prior to issuance of a certificate of occupancy for a building constructed on such lot unless a mitigation agreement and/or a bond is requested by the developer and <u>approved and</u> implemented by the city. C. Construction Bond-Covenant. If the city determines that construction is not feasible when a building is ready for occupancy, <u>the property owner may execute a covenant running with the land in a form approved by the City wherein the property owner agrees to pay the full cost of the sidewalk improvement when, as, and if the city directs the sidewalk to be constructed or agrees to a no protest LID covenant a cash bond or other security acceptable to the city shall be posted, guaranteeing construction of required sidewalks. The amount of such construction bond or other security shall be set by the city public works supervisor based on the estimated cost of installation at the time when the improvements is expected to be constructed, which will be not longer than six years. In the event the sidewalk is not constructed within six years, the property owner shall be refunded any cash bond it may have deposited with the city. In the alternative, if approved by the Public Works Director, a cash bond or other security acceptable to the City shall be posted, guaranteeing construction of required sidewalks. The amount of such construction bond or other security shall be set by the city engineer based on the estimated cost of installation at the time when the improvement is expected to be constructed, which will be no longer than six years. In the event the sidewalk is not constructed within six years, the property owner shall be refunded any cash bond it may have deposited with the</u>	Remove exemption to sidewalk construction. Remove ability to mitigate for lack of sidewalk construction when construction is feasible, leaving bonding as an option. Clarify language for requirements when sidewalk construction is not feasible.
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	city the property owner may execute a covenant running with the land wherein the property owner agrees to pay the full cost of the sidewalk improvement when, as, and if the city directs the sidewalk to be constructed.	
12.04.050 – Repairs- Maintenance responsibility.	A. If a property owner develops property that has currently existing sidewalks and, in the opinion of the public works supervisor, the sidewalks are in such disrepair so as to render them a public safety hazard, the public works supervisor is authorized and directed to require the construction of new sidewalks or the reconstruction or repair of existing sidewalks. B. If any property owner feels aggrieved by the requirement rendered by the public works supervisor, the property owner may appeal the public works supervisor's decision to the city council by submitting a written petition stating the basis for the appeal, which matter shall be set for a hearing by city council within sixty days of its receipt.	Remove.
12.040.060 – Repairs- Application requirements.	Any person desiring to repair, change or relocate any sidewalk abutting their property shall make application in writing to the city clerk <u>apply for an encroachment permit in accordance with RMC Chapter 12.15.</u> Such application shall contain, among others, the exact location of any new sidewalk to be laid and the connections and location of other sidewalks upon such street; no change or relocation of any sidewalk shall be made until the issuance of an appropriate sidewalk <u>encroachment</u> permit therefore. <u>Encroachment permits for the repair of existing sidewalks shall be free of charge.</u>	Update language to reflect current permits and application processes. Establish that right-of-way encroachment permits for sidewalk repair are free.
12.04.080 – Responsibility of abutting property owner-Liability for damages.	A. All construction, repair, upkeep, reconstruction and maintenance of sidewalks and curbs within the city limits, unless specifically excepted in this chapter, is the responsibility of the abutting property owner. In the event of any injury or damage to any person and/or property caused by the defective, dangerous or hazardous condition of any sidewalk as hereinbefore specified, or by the presence of accumulation of ice or snow thereon, or by the lack of proper guards on or along the property abutting any public way, then abutting property owner where such injury or damage occurs shall be liable therefor, including liability to the city for all damage, injury costs and disbursements, including court costs and attorney's fees, which the city may be required to pay or incur to any person injured or property damaged as aforesaid.	Remove language that is no longer legal (court case: <i>Revet v. Tacoma</i>). Create mechanism for City Council to require sidewalk repair. Establish City responsibility for sidewalk maintenance in the historic downtown.

	B. Whenever the city is notified that a hazardous condition exists, either by the public or through its sidewalk inspection program, the city engineer public works director shall cause a notice to be sent to the legal owner of the abutting property. The notice shall describe the location of the hazardous condition and state that the property owner has sixty days to obtain a sidewalk permit and complete the repairs. The notice shall be in writing and shall specify the precise location, and state the legal description of the abutting property so concerned and the owner's name, and shall state the nature of the deficiency to be repaired or removed, and the time granted for such a removal or repair <u>evaluate the reported condition.</u> <u>If the Public Works Director determines that construction or reconstruction of the sidewalk is necessary to abate the hazard, the issue shall be brought to the City Council. If the City Council deems the construction or reconstruction of the sidewalk is necessary or convenient for the public it shall by an appropriate resolution order the sidewalk constructed or reconstructed and shall cause a written notice to be served upon the owner of each parcel of land abutting upon that portion and side of the street where the sidewalk is located requiring him or her to construct or reconstruct the sidewalk in accordance with the resolution, and subject to the requirements of RCW 35.69.020.</u> <u>If the Public Works Director determines that maintenance of the sidewalk is necessary to abate the hazard, a notice is to be sent to the legal owner of the abutting property. The notice shall be in writing, and shall describe the location and nature of the hazardous condition, the required maintenance, and state that the property owner has sixty days to complete the identified maintenance.</u> C. <u>Maintenance responsibility exception. The sidewalks located within the City's historic downtown shall be maintained by the City at the City's expense. For the purposes of this chapter the historic downtown is defined as Pioneer Street from 5th Avenue west to Main Avenue; Main Avenue from Pioneer Street north to Mill Street.</u>	
12.04.090 – Failure to repair–Report to council.	Whenever in the judgement of the public works supervisor the public convenience of safety requires that a sidewalk or driveway be constructed, renewed or repaired (hereinafter called the “improvement”), along either side of any street or other public place therein, and	Remove redundant section with information already included in 12.04.080.B.

	the abutting property owner has not complied with the notice, the public works supervisor shall report the fact to the city council, and if the council shall deem the improvement necessary or convenient for the public convenience or safety, it shall by resolution order such improvement and shall cause a notice in writing to be served on the owner of each lot, block or parcel of land immediately abutting upon that portion and side of such street or public place where the improvement is to be constructed, requiring that the improvement be constructed in accordance with such resolution.	
12.04.120 – Sidewalks deemed nuisance when-Abatement	All sidewalks that are constructed and which fail to conform with the standards set forth in Section 12.04.020 or any sidewalk which exists and becomes in disrepair or is defective as described in the City of Ridgefield Standards for Public Works Construction as depicted in Exhibit A attached to the ordinance codified in this subsection and by reference made a part hereof are a nuisance and subject to any ordinance or law of the state of Washington and the city providing abatement of nuisances.	Update reference.

Exhibit D – Title 13 Amendments

Title 13 – Public Utilities

Code Section	Code Language	Rationale
<u>13.80 – Illicit Discharge</u>		
<u>13.80.010 – Purpose.</u>	<u>The purpose of this chapter is to provide for the health, safety, and general welfare of the community through the regulation of non-stormwater discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This chapter establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4). The objectives of this chapter are:</u> <u>A. To regulate the contribution of pollutants to the MS4 by any user;</u> <u>B. To prohibit illicit connections to the MS4; and</u> <u>C. To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this chapter.</u>	Establish a chapter in Title 13 – Public Utilities guiding the identification, management, and abatement of illicit discharges to the storm drainage system.
<u>13.80.020 – Applicability.</u>	<u>This chapter shall apply to all water and wastewater entering the MS4 unless explicitly exempted by this chapter or the department.</u>	
<u>13.80.030 – Definitions.</u>	<u>A. For the purposes of this chapter, the following definitions shall apply:</u> <u>1. “Best management practices (BMPs)” means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.</u>	

	<u>2. “Department” means the city of Ridgefield public works department.</u> <u>3. “Director” means the director of the city of Ridgefield public works department.</u> <u>4. “Enforcement agent” means employees or designees of the director charged with the enforcement of this chapter.</u> <u>5. “Hazardous materials” means any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.</u> <u>6. “Illicit discharge” means any direct or indirect non-stormwater discharge to the storm drain system, except as exempted in RMC 13.80.070(B).</u> <u>7. “Illicit connection” is defined as either of the following: any drain or conveyance, whether on the surface or subsurface, which allows an illicit discharge to enter the storm drain system including but not limited to any conveyances which allow any non-stormwater discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved; or any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by the department.</u> <u>8. “Municipal separate storm sewer system (MS4)” means publicly owned facilities by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains,</u>	
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	<u>pumping facilities, retention and detention basins, natural and human made or altered drainage channels, reservoirs, and other drainage structures.</u> 9. <u>“Non-stormwater discharge” means any discharge to the storm drain system that is not composed entirely of stormwater.</u> 10. <u>“Person” means any individual, association, organization, partnership, firm, corporation or other entity recognized by law who is (1) the owner of the Premises or the owner’s agent, or (2) in control of the Premises, or (3) the owner of any facility causing the illicit discharge, or the owner’s agent, or (4) in control of any facility causing the illicit discharge.</u> 11. <u>“Pollutant” means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; nonhazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, and accumulations; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.</u> 12. <u>“Premises” means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.</u> 13. <u>“Stormwater” means any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.</u> 14. <u>“Stormwater pollution prevention plan (SWPPP)” means a document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to</u>	
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	<u>eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.</u> 15. <u>“Wastewater” means any water or other liquid, other than uncontaminated stormwater, discharged from a facility.</u> 16. <u>“Watercourse” means a river, stream, intermittent stream, ditch, brook, channel, lakes, pond, manmade pond, estuarine water, swamp, bog, vernal pool, playa, and all other bodies of water, natural or artificial, intermittent or permanent, public or private which allows for the flow, drainage, or passage of surface water through multiple lots, properties, or parcels at least a portion of each year.</u>	
<u>13.80.040 – Responsibility for administration.</u>	<u>The director shall administer, implement, and enforce the provisions of this chapter. Any powers granted or duties imposed upon the director may be delegated in writing by the director to persons or entities acting in the beneficial interest of or in the employ of the city.</u>	
<u>13.80.050 – Minimum standards.</u>	<u>The standards set forth herein and promulgated pursuant to this chapter are minimum standards; therefore, this chapter does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.</u>	
<u>13.80.060 – Prohibition of illicit discharges.</u>	A. <u>No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards.</u> B. <u>Examples of prohibited pollutants include but are not limited to the following:</u> 1. <u>Trash or debris;</u> 2. <u>Construction material;</u>	

	<u>3. Petroleum products including but not limited to oil, gasoline, grease, fuel oil, and heating oil;</u> <u>4. Antifreeze and other automotive products;</u> <u>5. Metals in either particulate or dissolved form;</u> <u>6. Flammable or explosive materials;</u> <u>7. Radioactive material;</u> <u>8. Batteries;</u> <u>9. Acids, alkalis, or bases;</u> <u>10. Paints, stains, resins, lacquers, or varnishes;</u> <u>11. Degreasers and/or solvents;</u> <u>12. Drain cleaners;</u> <u>13. Pesticides, herbicides, or fertilizers;</u> <u>14. Steam cleaning wastes;</u> <u>15. Soaps, detergents, or ammonia;</u> <u>16. Swimming pool cleaning wastewater or filter backwash;</u> <u>17. Chlorine, bromine, or other disinfectants;</u> <u>18. Heated water;</u> <u>19. Domestic animal wastes;</u> <u>20. Sewage;</u> <u>21. Recreational vehicle waste;</u> <u>22. Animal carcasses;</u> <u>23. Food wastes;</u> <u>24. Bark and other fibrous materials;</u> <u>25. Lawn clippings, leaves, or branches;</u> <u>26. Silt, sediment, concrete, cement, or gravel;</u> <u>27. Dyes. Unless approved by the city;</u> <u>28. Wash water;</u> <u>29. Chemicals not normally found in uncontaminated water;</u> <u>30. Any other process-associated discharge except as otherwise allowed in this section.</u>	
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C. The commencement, conduct or continuance of any discharge other than stormwater to the storm drain system is prohibited except as described as follows:

1. The following discharges are exempt from discharge prohibitions established by this chapter: diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR CFR(20)), uncontaminated pumped ground water, foundation drains, air conditioning condensation, irrigation water from agricultural sources commingled with urban stormwater, springs, water from crawl space pumps, footing drains, flows from riparian habitats and wetlands, discharges from emergency fire-fighting activities and any other water source not containing pollutants as approved by the director.

2. The following discharges are prohibited unless the stated conditions are met:

a. Discharges from potable water sources, including water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the MS4.

b. Discharges from swimming pools shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted and reoxygenated if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the MS4. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the MS4.

c. Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents. The amount of wash and dust control water shall be minimized to the maximum extent practical. At active construction sites, street washing is prohibited per RMC 18.755.060 (B).

	<u>d. Individual residential car wash water. Car washing activities shall be performed over grass or other pervious surface if possible. If performed over impervious surface, wash water shall be directed away from storm inlets. The city will provide public education and technical assistance to encourage BMPs for residential car washing to prevent these discharges from entering the municipal storm sewer system.</u> <u>e. Other non-stormwater discharges. The discharges shall be in compliance with the requirements of a SWPPP reviewed by the director, which addresses control of such discharges.</u> <u>3. Dye testing is an allowable discharge, but requires notification to be given to the department prior to the time of the test.</u> <u>4. The prohibition shall not apply to any non-stormwater discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the Federal Environmental Protection Agency; provided, that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations; and provided, that written approval has been granted for any discharge to the storm drain system.</u>	
<u>13.80.070 Prohibition of illicit connections.</u>	<u>A. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.</u> <u>B. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.</u> <u>C. A person is considered to be in violation of this chapter if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.</u>	

<u>13.80.080 – Suspension due to illicit discharges in emergency situations.</u>	<u>A. The department may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. Such a suspension order shall be in full force and effect until the enforcement agent determines that sufficient compliance has been achieved to warrant removal of the order. If the violator fails to comply with a suspension order issued in an emergency, the department may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.</u> <u>B. Suspension orders may be appealed to the hearing examiner pursuant to RMC 18.310.100, but shall remain in effect until lifted or successfully appealed.</u>	
<u>13.80.090 – Suspension due to the detection of illicit discharge.</u>	<u>A. Any person discharging to the MS4 in violation of this chapter may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The department will notify a violator of the proposed termination of its MS4 access.</u> <u>B. Suspension orders may be appealed to the hearing examiner pursuant to RMC 18.310.100, but shall remain in effect until lifted or successfully appealed.</u> <u>C. A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this chapter, without the prior approval of the department.</u>	
<u>13.80.100 – Industrial or construction activity discharges.</u>	<u>Any person subject to an industrial or construction activity, NPDES stormwater discharge permit, or a city-approved erosion control plan shall comply with all provisions of said document. Proof of compliance with said document may be required in a form acceptable to the department prior to the allowing of discharges to the MS4.</u>	
<u>13.80.110 Access to facilities.</u>	<u>A. Upon discovery of a probable illicit discharge or connection from a premise or facility that is a user of the City's Municipal Separate Storm Sewer System, a representative of the City shall be permitted to enter and inspect said premises</u>	

subject to regulation under this chapter as often as may be necessary to determine compliance with this chapter. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access.

1. In emergency sections as defined in RMC 13.80.080 the enforcement agent shall be given immediate access to the premises in question.

2. In nonemergency situations the enforcement agent shall give 24 hours' notice to the owner or operator of the premises before entering and inspecting the premises. The owner or operator of the premises shall have the option to waive this 24-hour notice.

B. During the premises inspection, the enforcement agent shall be given ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that determine compliance with this chapter, and the performance of any additional duties as defined by state and federal law.

C. The department shall have the right to set up on any premises such devices as are necessary in the opinion of the department to conduct monitoring and/or sampling of the discharge to the MS4 from the premises.

D. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the owner at the written or oral request of the enforcement agent and shall not be replaced. The costs of clearing such access shall be borne by the owner.

E. Refusal or unreasonable delays in allowing the enforcement agent access to any area to perform functions authorized under this chapter shall be grounds for termination of service, and enforcement as authorized by this chapter.

	<u>F. If the enforcement agent has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this chapter, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this chapter or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the department may seek issuance of a search warrant from any court of competent jurisdiction.</u>	
<u>13.80.113 – Requirements to prevent, control, and reduce stormwater pollutants by the use of best management practices.</u>	<u>The Stormwater Management Manual for Western Washington sets forth approved best management practices (BMPs). The owner or operator of an institutional, commercial, or industrial establishment shall provide, at its own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses with these structural and nonstructural BMPs. Further, any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and nonstructural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system.</u>	
<u>13.80.117 Watercourse protection.</u>	<u>Every person owning or leasing property through which a watercourse passes shall keep and maintain that part of the watercourse within the property free of trash, debris, and other obstacles that would pollute, contaminate, or significantly slow the flow of water through the watercourse. In addition, the owner or lessee shall maintain any privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.</u>	
<u>13.80.120 Notification of spills.</u>	<u>A. Notwithstanding other requirements of law, as soon as any person responsible for a premises or operation, or responsible for emergency response for a premises or operation has information of any known or suspected release of materials which are resulting or may result in illicit discharges or pollutants discharging into stormwater,</u>	

	<u>the storm drain system, or waters of the U.S., said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release.</u> <u>B. In the event of such a release of hazardous materials said person shall immediately notify the department and emergency response agencies of the occurrence via emergency dispatch services (911).</u> <u>C. In the event of a release of nonhazardous materials, said person shall notify the department in person or by phone or facsimile no later than the next business day.</u> <u>D. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the department within three business days of the phone notice.</u> <u>E. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.</u>	
<u>13.80.130 – Enforcement – Written warning.</u>	<u>A. In addition or as an alternative to any other judicial or administrative remedy provided herein, in RMC Chapter 18.395, or by law, the enforcement agent may, after investigation of the violation, issue a written warning to any person who creates or maintains a nuisance, violates any portion of this chapter, or rules and regulations adopted thereunder, or by each act of commission or omission procures, aids, or abets such a violation. All persons issuing written warnings shall be authorized by the planning director, city engineer, or building official and a list of those authorized maintained by the planning director, city engineer, or building official.</u> <u>B. Requirements of Written Warning.</u>	

	<u>1. A written warning conforming to the requirements of this section may be used for all ordinance violations of this chapter which occur in the city of Ridgefield.</u> <u>2. The written warning shall contain the following information or blanks in which such information is entered:</u> a. <u>Incident number;</u> b. <u>Name of the person receiving warning;</u> c. <u>Name of the property owner;</u> d. <u>Section of the ordinance or code violated;</u> e. <u>A brief description of the violation in such manner as can be readily understood by a person making a reasonable effort to do so;</u> f. <u>The date and place at which the violation occurred and the date on which the warning was issued;</u> g. <u>The time period the person cited has to comply with the written warning;</u> h. <u>The estimated cost of remediation that will be charged if written warning is not complied with;</u> i. <u>The written warning shall contain a signature line, where the person receiving the citation can sign stating they have received the warning, but not admitting guilt.</u>	
<u>13.80.140 – Enforcement – Notice and Order of</u>	<u>A. In addition or as an alternative to any other judicial or administrative remedy provided herein, in RMC Chapter 18.395, or by law, the enforcement agent appointed by the City Public Works Director may, upon finding a person has violated a</u>	

<u>Compliance and Cost of Remediation.</u>	<u>prohibition or failed to meet a requirement of this Chapter, issue a Notice and Order of Compliance to correct the violation and take such action as may be necessary to assure compliance with this Chapter upon any person who violates any portion of this chapter, or rules and regulations adopted thereunder, or by each act of commission or omission procures, aids, or abets such a violation to correct the violation and take such action as may be necessary to assure compliance with this Chapter.</u> <u>B. Cost of Remediation.</u> <u>1. The cost of remediation assessed by the citation shall be the actual costs incurred by the city of Ridgefield to correct the violation and repair or correct any damages to public or private property or the environment. The cost of remediation will also include the costs of the administration of said remediation and any fines or penalties incurred by the city as a direct result of the violation.</u> <u>C. Requirements of Notice and Order of Compliance.</u> <u>1. The Notice and Order of Compliance shall contain the following information or blanks in which such information is entered:</u> <u>a. Case number;</u> <u>b. Name of the person;</u> <u>c. Name of the property owner;</u> <u>d. Section of the ordinance or code violated;</u> <u>e. A brief description of the violation of which the person is charged in such manner as can be readily understood by a person making a reasonable effort to do so;</u>	
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	<u>f. The date and place at which the violation occurred and the date on which the Notice and Order was issued;</u> <u>g. A statement that should the person fail to remediate or restore within the established deadline, the work may be done by the City and the expense thereof shall be charged to the person and become a lien on the property.</u> <u>h. A statement advising the person issued the order that they may appeal the order within 14 days to the City's hearings examiner and that such appeal, upon payment of the appropriate appeal fee, shall be served upon the Public Works Department;</u> <u>i. The notice may also require, without limitation:</u> <u>(1) A demand that the violation be corrected or abated and any affected property restored in accordance with local, state, and federal laws and a deadline within in which such remediation or restoration must be complete;</u> <u>(2) A requirement to perform monitoring, analysis, and reporting of stormwater facilities or non-stormwater discharges;</u> <u>(3) Payment of a fine to cover the cost of administrative and remediation costs;</u> <u>(4) Payment penalties in an amount not to exceed \$500 per day per violation.</u> <u>D. Appeals. Citations may be appealed to the hearing examiner pursuant to RMC 18.310.100.</u>	
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	<u>E. The director is authorized to enter into negotiations with the parties, or their legal representatives, named in an enforcement action involving any provision of this chapter for the collection of the cost of remediation, to negotiate a voluntary correction agreement, settlement, payment plan, compromise, or suspension, when to do so will be in the best interests of the city; provided, that a report shall be submitted to the city council in any instance where a compromise settlement is negotiated.</u>	
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Exhibit E – Title 18 Amendments

Title 18 – Development Code

Housekeeping Updates

Code Section	Code Language	Rationale
18.100 - Definitions		
18.100.034 – “M” definitions.	Map of Dedication. A map that delineates all public and private dedications in a single document, to be reviewed in conjunction with a subdivision, Planned Unit Development, binding site plan, site plan, or with other land use actions for which the Community Development Director determines a Map of Dedication is appropriate.	Previous code amendment adopted map of dedication procedures but did not include a definition.
18.100.050 – “U” definitions.	Use definitions. Accessory use. A use or activity which is subordinate <u>in area, extent, and/or purpose</u> to a primary use, and which is clearly incidental to a primary use on a site.	Clarify meaning of “subordinate” in reference to accessory uses.
18.205 - Uses		
18.205.030 – Limitations.	U. Interim Recycling Facility. 2. In the CCB, CRB, OFF , E and PF zones: (...)	Replace references to the Office (OFF) zone, which no longer exists, with the Employment (E) zone, which replaced the OFF zone in 2017.
	W. Multifamily Residential. 1. In the CNB, CCB, and OFF E zones, residential uses are allowed conditionally.	
18.230 – Commercial Districts		
18.230.100 – Street Fences and Walls.	B. Fence and wall materials. 1. Fences shall be consistent with the overall building design and constructed of <u>treated</u> wood, wrought iron, brick, stone or concrete block (CMU).	Clarify that permitted wood fences shall be treated for durability.
18.340 – Nonconforming and Conditional Uses		
18.340.040 – Determination of nonconforming uses and development.	A. The planning director, though <u>through</u> a Type II review process, shall determine whether the use of development is lawfully nonconforming consistent with 18.340.020.	Fix typographical error.
18.395 – Enforcement Procedures and Penalties		
18.395.040 – Violation types.	A. Violations under this chapter may be either civil or criminal offenses as set forth in this section.	Fix typographical errors.

	1. Civil Offense. These code violations are those that do not present and immediate or impending threat to the health, safety or general welfare of those living or working in the immediate vicinity of the violation or the general public. In addition, these offenses are typically easily remedied through a permitting procedure or alteration of a structure. These violations are typically not wilfulwillful. B. The above criminal penalty may also be impose for any other violation of Titles 12, 13 or 18 for which corrective action is not possible and for any wilfulwillful, intentional or bad faith failure or refusal to comply with the standards or requirements of Titles 12, 13 or 18.										
18.395.070 – Criminal prosecution.	A. Any person, firm or corporation which repeatedly violates any section of the development code or Titles 12 or 13 or violates the prohibitions found in Section 18.395.040(A)(2) shall be guilty of a gross misdemeanor unless otherwise stated. Said violators shall be prosecuted under the laws of the state State of Washington and/or the Ridgefield Municipal Code Chapter 9.01 and shall be fined or imprisoned as provided by the law of the state State of Washington.										
18.710 – Signs											
18.710.030 – Exemptions	The following signs or activities relating to signs are exempt from the permitting requirements of this chapter. F. Flags. Any flags, provided that they conform to all provisions of this chapter for signs the vertical staff to which they are attached conforms to all applicable building code standards and base zone standards for structures.	Eliminate conflicting language.									
18.725 – Landscaping											
18.725.030 – Types of landscaping	A. The types of landscaping required by this chapter are articulated in Table 18.725.030-1 and further illustrated in Figure 18.725.030-1. Table 18.725.030-1 Screening and Buffering Standards <table border="1"> <thead> <tr> <th>Screening and Buffering Type</th><th>Required Plant Units in Separation in Feet on Center (o/c)</th><th>Structure Description (See Table 18.725.040-1)</th></tr> </thead> <tbody> <tr> <td>L1</td><td>Street trees @ 25' & lawn or groundcover</td><td>None</td></tr> <tr> <td>L2</td><td>Street trees @ 25' & shrubs @ 5' & lawn or groundcover</td><td>None</td></tr> </tbody> </table>	Screening and Buffering Type	Required Plant Units in Separation in Feet on Center (o/c)	Structure Description (See Table 18.725.040-1)	L1	Street trees @ 25' & lawn or groundcover	None	L2	Street trees @ 25' & shrubs @ 5' & lawn or groundcover	None	Eliminate confusion between trees required in landscape buffers on private property which are regulated under 18.725, and street trees in the public right-of-way which are subject to engineering standards.
Screening and Buffering Type	Required Plant Units in Separation in Feet on Center (o/c)	Structure Description (See Table 18.725.040-1)									
L1	Street trees @ 25' & lawn or groundcover	None									
L2	Street trees @ 25' & shrubs @ 5' & lawn or groundcover	None									

	L3	Street trees @ 25' & dense shrubbery & lawn or groundcover	S1 or S2		
	L4	Street trees @ 25' & shrubs @ 5' & lawn or groundcover	B-1		
	L5	Street trees @ 25' & understory trees & 8' & lawn or groundcover	S2		

Minor Policy Changes

Code Section	Code Language	Rationale
18.100 – Definitions		
18.100.036 – “N” definitions.	NAICS. <u>The North American Industry Classification System (NAICS) is the standard for use by federal statistical agencies in classifying business establishments (uses). NAICS groups businesses into industries according to similarity in the means used to produce goods and services. The City of Ridgefield will refer to NAICS to determine whether unlisted uses that are similar to listed uses shall be allowed.</u>	Use NAICS codes as an additional way to define uses.
18.100.040 – “P” definitions.	Plat, final. A map of all or a portion of a subdivision <u>or binding site plan</u> that is presented to the city council <u>or review authority</u> for final approval.	Acknowledge final binding site plan as a type of final plat. Align code language for final plat approval with state statutes.
18.100.046 – “S” definitions.	Self-storage. Of, relating to, or being a commercial facility in which customers can rent space to store possessions. <u>Rental of moving vehicles may be included as an accessory use at a self-storage facility.</u>	Allow rental of moving vehicles as a secondary use associated with self-storage businesses.
18.205 – Uses		
18.205.015 – Use types.	E. Unlisted Uses. 1. Recognizing that there may be uses not specifically listed in this title, either because of advancing technology or any other reason, the director may permit of condition	Create uniformity in the interpretation of unlisted

	such use upon review of an application for Code interpretation for an unlisted use (RDC 18.310.060, Type I Action) and by considering <u>the NAICS classification of the use as well as</u> the following factors: i. The physical characteristics of the unlisted use and its supporting structures, including but not limited to scale, traffic, hours of operation, and other impacts, and ii. Whether the unlisted use complements or is compatible in intensity and appearance with the other uses permitted in the zone in which it is to be located.	uses by establishing NAICS as a reference.
18.210 – Residential Low Density Districts		
18.210.120 – Accessory structures and dwellings.	A. Accessory structures and dwellings must meet the lot requirements and dimensional standards in Sections 18.210.030 and 18.210.040 with the following exceptions: 1. Garages. b. For single-family detached dwellings, garages or carports either detached from or attached to the main structure, <u>the applicant shall select one of the following</u>: i. <u>The garage or carport shall be set back from the front building facade, including covered porches, by a minimum of four feet; or</u> ii. <u>The home shall meet the enhanced architectural design standards in Section 18.210.060 D.2; or</u> iii. <u>The applicant shall develop under the National Green Building Standards (NGBS) as specified in RMC 14.32.</u> c. To qualify as a porch under this subsection, the porch must extend along a minimum of fifty percent of the street-facing building facade that is not devoted to the garage, and must be at least four feet wide. Garage doors may be located forward of the front face of the residential structure and be located in up to fifty percent of the front yard setback if placed so their entrance doors are perpendicular to the right-of-way; and provided that they have windows, man-doors or other architectural treatments covering at least thirty percent of the wall facing the street.	Provide an alternative to the requirement for garages to be recessed by four feet, which has been found to limit variety in home designs.
18.210.060 – Neighborhood design standards.	D. Architectural design. 2. Front façade features. Every front façade shall contain a minimum of three elements from the lists below to include a minimum of one element from the structural elements list and at least one element from the decorative elements list. <u>In order for a dwelling to meet the</u>	Provide an alternative to the requirement for garages to be recessed by four feet, which has been

	<u>enhanced architectural design requirement in RDC 18.210.120.A.1.b, the front façade shall contain a minimum of six elements from the lists below to include a minimum of two elements from the structural elements list and at least two elements from the decorative elements list.</u> a. Structural elements. Porches, dormers, gables, hipped/pitched roof, bay window, eupolas/towers, sixteen-inch offset, balconies, unique roofline via orientations (structure, pitch, etc.), vertical breaks/horizontal walls • <u>Covered porch area with a minimum of 15 square feet</u> • <u>Dormers</u> • <u>Gables</u> • <u>Hipped, gable, gambrel, mansard or similar pitched roof</u> • <u>Bay windows</u> • <u>Twelve-inch offset from one exterior wall to another</u> • <u>Balconies</u> • <u>Roofline offset of at least 2 ft from the top surface of one roof to the other</u> • <u>Vertical breaks/horizontal walls</u> • <u>Recessed building entry at least 2 ft deep by 4 ft wide</u> b. Decorative elements. Decorative garage doors, pillars/posts, decorative finish, contrasting materials, brick/rock accents, variable siding materials, shutters, plan reversal, other architectural elements, other than color, glass or lighting, including varying texture and materials within the same building, or massing, or window voids. The community development director may authorize another feature in lieu of one or more of the foregoing based on fact-specific analysis in the director's sole discretion. • <u>Decorative garage doors</u> • <u>Pillars/posts</u> • <u>Decorative eave or barge boards with two material variations</u> • <u>Decorative shingles or varied siding in gables</u> • <u>Decorative siding (shingles, shake, batten board, wainscoting, or similar)</u> • <u>Brick, stone or cedar accents covering at least 10% of the front facade wall surface area</u>	found to limit variety in home designs. Update/modernize menus of structural and decorative architectural design elements, and format to be more legible.
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	• <u>Variable siding; the use of 2 or more types of siding</u> • <u>Fiber-cement horizontal lap siding between 3 and 7 inches wide</u> • <u>Shed roof above window(s)</u> • <u>Belly Band cladding</u> • <u>Functional shutters or louvers</u> • <u>Corner boards/ posts</u> • <u>Knee or eave braces</u> • <u>Enlarged trim on garage door headers at least 6" wide</u> • <u>Other architectural elements, other than color, glass or lighting, approved by the community development director</u>	
18.210.120 – Accessory structures and dwellings.	ed. For single-family attached dwellings, detached garages or and all carports either detached from or attached to the main structure shall not protrude beyond the front building façade. <u>Attached garages shall be subject to the townhouse garage standards in RDC 18.220.140.C.3.</u>	Eliminate conflict with the single-family attached townhouse garage standards in RDC 18.220.140, which all townhouses in low density and medium density residential zones also must meet.
18.230 – Commercial Districts		
18.230.055 – Building design and features.	E. Windows and doors. 4. Transparency Zone. The transparency zone regulations apply to building facades which front pedestrian streets. The purpose of transparency requirements is to maintain “eyes on the street” for safety of pedestrians and to create a more welcoming and interesting streetscape and give an indication of the types of uses and activities occurring in buildings. Transparent windows and doors may be used to meet transparency requirements. Glazed windows, where visibility is obscured, shall not be used to meet transparency standards. b. A minimum of sixty percent window and door transparency is required within the transparency zone. <u>The transparency requirement may be reduced to a minimum of forty-eight percent (a twenty percent reduction) without application for an administrative adjustment if the applicant demonstrates that:</u>	Provide alternative methods of creating a more welcoming and interesting streetscape when strict numerical adherence to the sixty percent transparency standard is not practical.

	<u>i. It is not practical to meet the minimum sixty percent transparency requirement due to existing conditions or proposed interior uses.</u> <u>ii. A more welcoming and interesting streetscape is achieved by implementing all four façade articulation methods in RDC 18.230.055.C.1.c or at least three of the entry enhancement features in RDC 18.230.050.E.1.</u>	
18.235 – Mixed Use Districts		
18.235.060 – Special provisions for the Ridgefield Mixed Use Overlay (RMUO).	P. Fences. Fences shall comply with the standards of RDC 18.740 with the following additional standards. 1. Fences shall be compatible with the overall building design, such as repetition of the building material on fence columns and/or stringers, and constructed of wrought iron, brick, stone or concrete block (CMU). Smooth-faced concrete block must have a veneer finish on the side(s) visible to public view. Other materials which have the general appearance and visual quality of approved fence materials may be approved by the planning director. However, the use of <u>untreated</u> wood, vinyl, plywood or composite sheeting as a fence material is not permitted. <u>Where applicable, the fence standards in RDC 18.210.065.C supersede.</u> 4. Fences and walls facing pedestrian streets, as defined in RDC 18.230.050.B.1, shall not be allowed <u>for non-residential uses.</u> and fences Fences and walls <u>for non-residential</u> uses facing major corridors, as defined in RDC 18.230.050.B.2, shall be discouraged unless the applicant demonstrates the fences or walls are necessary for business safety, screening the development from adjacent residential uses, or screening the parking area, or service areas. If fences or walls facing public streets are used, they shall be set back 10 feet from sidewalk or right-of-way and shall provide landscaping within the setback area at an L2 standard.	Allow wood fences so long as they are treated for durability. Allow residential uses in mixed-use developments to be fenced subject to fence design standards.
18.240 – Employment District		
18.240.080 – Off-street parking and loading.	B. No more than fifty percent of a lot abutting an arterial, minor arterial or collector street may be dedicated to parking area along the arterial or collector street frontage. <u>1. Sites with the following primary uses are exempt from the requirement in (B) when such a primary use occupies at least 100,000 square feet: Light manufacturing, research and development, freight/cargo movement and storage, fleet service, warehousing, wholesale retail, and computer and electronics manufacturing.</u>	Avoid pushing large industrial buildings closer to the street in the employment zone, where pedestrian activity is unlikely between sites.

18.240.095 – Fences.	B. Fences designed for privacy, security, and/or screening shall be made of material that is compatible with the building design. For example, the building material may be repeated on fence columns and/or stringers. <u>1. Chain link fences are discouraged and may only be used in areas not visible from any public right-of-way, adjacent property, or onsite common open area. If used, black, dark brown or dark-toned coated chain link fencing with matching posts and rails shall be required.</u> <u>2. Barbed wire, razor wire, electric and similar dangerous fences shall not be used except for specific conditions where the applicant demonstrates they are required for security reasons. Landscaping may be required, as determined by the planning director, to reduce the visual impact of barbed wire, razor wire, electric and similar dangerous fences to the public.</u>	Make Employment zone fence standards more consistent with commercial fence standards, while allowing for chain link and barbed wire/razor wire fences when they are appropriate for the associated use.
18.280 – Critical Areas Protection		
18.280.040 – Approval process.	J. Financial Assurances. 1. When mitigation required pursuant to a development proposal is not completed prior to the city final permit approval, such as final plat approval, final site plan approval, final building inspection or final occupancy issuance, the city shall require the applicant to provide security in a form and amount deemed acceptable by the city. If the development proposal is subject to mitigation, the applicant shall provide security in a form and amount deemed acceptable by the city to ensure mitigation is fully functional subject to the following:	Remove reference to final site plan.
18.280.070 – Density transfer allowance.	E. Requirements. 2. Critical areas and buffers from which density is transferred shall be enhanced to improve their functions and restore native species. Such enhancement activities may include, but are not limited to, landscaping using native plants, removal of invasive species, additional treatment of stormwater, and implementation of best management practices. Proposed critical areas enhancement shall be detailed in the applicant's critical areas report required by RDC 18.280.050. <u>The burden is on the applicant to demonstrate the enhancements are proportionate to the increase in density.</u>	Provide additional guidance for critical area density transfer procedures.
18.310 – Procedures		
18.310.150 – Development agreements.	J. Recording. Within thirty days after approval by city council, the city shall ensure that a development agreement is recorded within the real property records of Clark County. During the term of the development agreement, the agreement is binding on the parties and their successors, including successor jurisdictions. The term of the agreement shall be <u>no longer than five (5) years from the date of recording. The city council may extend the term of the</u>	Impose clear limits on the term of development agreements, to avoid situations where multi-phased projects are bound

	<u>agreement up to a maximum of fifteen (15) years if the council finds that extension of the term of the agreement will provide substantial benefit to the whole community as defined by the Council, such length as to be reasonable and shall be agreed to by both the applicant and the city.</u>	to outdated standards many years after an agreement was initially recorded.
18.350 – Modifications to Standards		
18.350.030 – Decision standards for adjustments.	F. The proposed adjustment is the minimum necessary to resolve the identified problem; and G. The proposed adjustment is no greater than twenty percent of the relevant numeric standard; or; and <u>H. The proposed adjustment shall demonstrate how the development provides, through the design of the building or development site, greater benefit to the community as a result of granting an adjustment to a code standard, or</u> HI. The adjustment is required to comply with other regulatory schemes, for example, state licensing, and subsections (B), (C), (D), and (G), and (H) of this section are satisfied.	Make explicit the goal to get a clear benefit in exchange for granting and administrative adjustment.
18.395 – Enforcement Procedures and Penalties		
18.395.030 – Determination of violation.	There shall be designated <u>appointed</u> by the city council, or designee, of one or more a “code enforcement officers.” The code enforcement officers shall determine if a violation of the development code has occurred. Such determination shall be based upon factual information that a clear violation of rule, regulation, procedure, or standard, terms of any permit or approval granted per the Ridgefield Development Code, or any condition imposed on such a permit or approval has been violated in the course of permitting, construction or occupancy of a land use or development. It shall be the duty of the code enforcement officer to enforce this chapter. The code enforcement officer may call upon the police, fire, building, planning, public works or other appropriate city department and employees of the city to assist in enforcement of the development code.	Broaden ability to designate code enforcement officers. Specify additional violation scenarios.
18.395.050 – Procedures.	A. Procedures. Unless otherwise specifically provided for within each chapter, the enforcement of the development code of the city shall govern code enforcement actions. Code enforcement actions within the city shall follow the procedures set forth in this section. Code enforcement actions fall into five primary steps: initial notice, corrective order, notice of civil penalty, notice to abate and citation <u>follow the steps in subsections (1) – (3).</u> 1. Initial Notice. Upon receipt of a valid written complaint or observation of a violation by the code enforcement officer, the director shall give an initial notice <u>Initial Notice</u> in writing	Streamline code enforcement procedures to eliminate redundant steps and clarify the path from initial notice to penalty.

	to the property owner or violator. The initial notice <u>Initial Notice</u> shall comply with Section 18.395.080 – Contents of notices. <u>The Initial Notice is not appealable.</u> a. Service. Such initial notice <u>Initial Notice</u> shall be sent via U.S. mail or delivered by personal service. b. Time Frames for Compliance. i. Any violator shall have a maximum of seven days to initiate steps toward compliance (i.e., application for permit, physical correction of violation), and shall have fourteen days from <u>the date of the initial notice</u> <u>Initial Notice</u> to complete correction of <u>the</u> violation. <u>Depending on the nature of the violation, the time frames indicated for an Initial Notice may be adjusted by the officer to provide a reasonable time for compliance not to exceed thirty (30) days following from the date of the Initial Notice. If remedy of the violation is pursued within established time frames, then there are not punitive consequences associated with an initial notice.</u> <u>(a) If remedy of the violation is pursued within established time frames, then there are not punitive consequences associated with an Initial Notice.</u> <u>(b) If the violation is not corrected, then a Corrective Order and Notice of Potential Civil Penalty will be issued.</u> ii. Depending on the nature of the violation, the time frames indicated for an initial notice may be extended by the officer for a reasonable time for compliance.	
	2. Stop Work Order in Addition to Initial Notice. <u>The initial notice may be supplemented by a stop work order if the public works supervisor, or planning director, or building official, or code enforcement officer.</u> <u>The City may issue an emergency Stop Work Order, either concurrent with the Initial Notice or at any time during the code enforcement process, if the City finds that the violation poses an immediate threat to the general health, safety or general welfare or the public or, if continued, would result in damage to public or private property or the environment. Such stop work order</u> <u>The Stop Work Order shall contain the information set forth above in RDC 18.395.080, and shall be in full force and effect until the code enforcement officer or its designee determines that sufficient compliance has been achieved to warrant removal of the stop work order</u> <u>Stop Work Order.</u> <u>Any continued work</u>	

	<u>in violation of the Stop Work Order shall be subject to criminal prosecution in accordance with this chapter. A Stop Work Order may be appealed per Section 18.395.090 provided that such an appeal shall not stay the effect of the Stop Work Order.</u> 3. Notice of Corrective Order <u>and Notice of Potential Civil Penalty.</u> a. Following the end time frame for compliances identified in the initial notice and if If the violation is not corrected within said the <u>the time frame established in the Initial Notice</u>, the code enforcement officer shall issue a corrective order <u>Corrective Order and Notice of Potential Civil Penalty</u>. Contents of the corrective order <u>Corrective Order and Notice of Potential Civil Penalty</u> shall contain the information in the foregoing section RDC 18.395.080, as well as the following: i. Copies of all prior formal written correspondence advising the property owner of the violation and corrective measures; ii. Date by which correction must be initiated and the date by which violation must be corrected. iii. A statement that the city may pursue additional civil or criminal remedies or abatement authority if the violation is not corrected within the time frames specified in the corrective order, and a citation of the regulatory authority in the Ridgefield Municipal Code authorizing such actions. b. Service. Such corrective order <u>Corrective Order and Notice of Potential Civil Penalty</u> shall be sent via certified U.S. mail or delivered via personal service. c. Time Frames for Compliance. Any violator shall have a maximum of seven days to initiate steps toward compliance (i.e., application for permit, physical correction of violation), and shall have a maximum of fourteen days following the corrective order <u>Corrective Order and Notice of Potential Civil Penalty to complete correction of the violation. Depending on the nature of the violation, the code enforcement officer may file an extension of a reasonable time for compliance not to exceed thirty (30) days following the Corrective Order and Notice of Potential Civil Penalty.</u> i. If remedy of the violation is pursued within established time frames, then there are not further punitive consequences associated with a Corrective Order and Notice of Potential Civil Penalty.	
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	<u>ii. If the violation is not corrected within the time frames established in the Corrective Order and Notice of Potential Civil Penalty, the City may impose a civil penalty per RDC 18.395.060.</u> d. Depending upon the nature of the violation the code enforcement officer may file an extension of a reasonable time for compliance not to exceed thirty days. e. If the violation is not corrected within the time frames established with the corrective order, the code enforcement officer shall issue a notice of civil penalty pursuant to the following section and Section 18.395.060. fd. A corrective order <u>Corrective Order and Notice of Potential Civil Penalty</u> may be appealed as provided for in Section 18.395.090. 4. Notice of Civil Penalty. a. Following the end time frame for compliance identified in the corrective order, the code enforcement officer shall issue a notice of civil penalty. The notice of civil penalty shall contain the information required by Section 18.395.080, as well as the following: i. Copies of all prior formal written correspondence advising the property owner of the violation and corrective measures; ii. Date by which correction must be initiated and the date by which violation must be corrected; iii. A statement that the city may pursue abatement authority to address the violation if not corrected within the time frames specified in the notice of civil penalty, and a citation of the regulatory authority in the Ridgefield Municipal Code authorizing such abatement; iv. A statement that the city may issue a civil citation if the violation is not corrected within the time frames identified in the notice of civil penalty and a statement of the potential amount of the civil penalty under this chapter; v. Contact person and phone number for additional information. b. Service. Such notice of civil penalty shall be sent via certified U.S. mail or personal service.	
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	e. Time Frames for Compliance. To avoid imposition of the civil penalty, the violator shall take immediate steps toward initiating compliance (i.e., application for permit, physical correction of violation) and shall have a maximum of fourteen days following the service of notice of civil penalty to complete correction of the violation. d. Depending upon the nature of the violation, the time to complete the correction of the violation may be extended by the code enforcement officer not to exceed fifteen days. e. Civil penalties may be imposed by the code enforcement officer in accordance with Section 18.395.060 retroactive to the date of the initial notice. f. A notice of civil penalty may be appealed pursuant to Section 18.395.090.	
18.395.060 – Civil penalty, injunctive relief, <u>abatement</u> , revocation and suspension of applicable permits, <u>liens</u> , and other remedies.	D. Stop Work Order. Whenever the public works supervisor, planning director, building official, or code enforcement officer finds that a violation poses an immediate threat to the general health, safety or general welfare of the public or, if continued, would result in damage to public or private property or the environment, they shall issue a “stop work order.” The stop work order shall be in full force and effect until the code enforcement officer or his or her designee determines that sufficient compliance has been achieved to warrant removal of the stop work order. Any continued work in violation of the stop work order shall be subject to criminal prosecution in accordance with this chapter.	Remove language that appears earlier in the chapter. Re-letter following sections.
18.395.080 – Contents of notices.	A. Whenever the code enforcement officer issues an initial notice, a notice of corrective order, a stop work order, a notice of civil penalty or notice of abatement notice or order pursuant to this chapter, such notice it shall contain the following: 1. The name and address of the person or persons to whom the notice of violation is directed; 2. The street address when available or a legal description sufficient for the identification of the building, structure, premises or land upon which or within which the violation is occurring; 3. A brief and concise description of the history of the violation, including dates of initial notice, written warning and corrective notice, prior notices and/or orders and the name of the officer involved in each of these prior steps;	Put all information regarding the language required in notices and orders in one subsection for ease of reference.

	<u>4. Copies of all prior formal written correspondence advising the property owner of the violation and corrective measures;</u> <u>5. A concise description of the nature of the violation;</u> <u>6. A statement of the action(s) required to be taken as determined by the official officer and a the date(s) for correction as set forth in the applicable sections of this chapter;</u> <u>7. For an Initial Notice: A statement that the City will issue a Corrective Order and Notice of Potential Civil Penalty pursuant to RDC 18.395.050.A.3 if the violation is not corrected in the established time frame.</u> <u>8. For a Corrective Order and Notice of Potential Civil Penalty: A statement that the City may impose a civil penalty pursuant to RDC 18.395.060 if the violation is not corrected in the established time frame.</u> <u>9. For a Corrective Order and Notice of Potential Civil Penalty: A statement that a maximum cumulative civil penalty in the amount of one thousand dollars (\$1,000) per violation per day shall be assessed against the person to whom the notice of violation is directed for each and every day following the date set for correction on which the violation continues, and a statement of the section of the Ridgefield Municipal Code authorizing such penalty;</u> <u>10. For a Stop Work Order or a Corrective Order and Notice of Potential Civil Penalty: A statement that the code enforcement officer's determination of violation may be appealed by to the City's hearing examiner pursuant to Section 18.310.100 and that the penalty shall not accrue while an administrative appeal is pending, but that mitigation or abatement may be sought required to relieve eminent an immediate threat to the health, safety and general welfare of the community or environment.</u> <u>11. Staff contact information for additional information.</u>	
18.395.090 – Appeals.	Appeals of stop work orders, corrective orders or notice of civil penalty <u>A Stop Work Order or a Correction Order and Notice of Potential Civil Penalty may be appealed to the Ridgefield hearing examiner pursuant to Section 18.310.100. Appeals of criminal citations under this title shall be processed in accordance with applicable state and municipal laws. Written notice of appeal must be filed with the city clerk and the code enforcement officer within the time</u>	Update language and identify appeal period.

	stated in the respective notice of compliance action <u>fourteen days of the date on the order or notice to be appealed.</u>	
18.500 – Site Plan Review		
18.500.080 – Final site plan review:	A. — An applicant shall file for a final site plan prior to expiration of the preliminary site plan established in RDC 18.500.070.C and after submittal of plans for final engineering review. B. — Final site plan for all preliminary site plan approvals shall be reviewed through a Type I procedure. C. — All final site plan applications shall contain complete site plans drawn to scale and produced in such a way as to clearly indicate compliance with all applicable zoning and site design standards, and shall include the following: 1. — Dimensions and orientation of the parcel; 2. — Locations of existing and proposed buildings and structures; 3. — Location and layout of off-street parking and loading facilities; 4. — Curb cuts and internal traffic circulation; 5. — Location of walls and fences, indication of their height and construction materials; 6. — Existing and proposed exterior lighting, meeting the submittal requirements of RDC 18.715.070; 7. — Location and size of exterior signs and outdoor advertising, if proposed; 8. — General location and configuration of proposed landscaping, meeting the submittal requirements of RDC 18.725.070; 9. — General location and configuration of proposed open space and recreation areas, if required; 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; 11. — Height and conceptual appearance of building facades for all buildings and structures; 12. — Indication of proposed use of all buildings;	Remove the final site plan procedure, which is cumbersome to implement and enforce. Instead, check compliance with approved preliminary site plans at engineering submittal, building submittal, and final occupancy.

	13. The location of any historically or archaeologically significant feature; or natural feature, including stream corridors, wetlands, wildlife habitat areas, well head protection areas, geologically unstable areas, constrained and unbuildable land, areas with native vegetation, areas with tree cover, rock outcroppings or similar natural or historic features; and 14. Other architectural or engineering data which may be necessary to determine compliance with applicable regulations. D. The review authority shall approve a final site plan if he or she finds: 1. It complies with the decision approving the preliminary site plan; 2. The applicant has fulfilled all conditions of approval of the preliminary site plan and the requirements of this title; and 3. The final site plan application complies with the submittal requirements of this section. (Ord. No. 1207, § 2(Exh. A), 5-26-2016; Ord. No. 1290, § 2(Exh. A), 4-25-2019)	
18.710 - Signs		
18.710.040 – Prohibited Signs.	<u>M. Backlit cabinet signs fabricated from acrylic, plexiglass®, plastic-faced, or injection molded panels with translucent vinyl, film, painted graphics, and/or integrally colored polycarbonate materials.</u>	Prohibit cabinet signs made of cheap materials that do not age well.
<u>18.710.235 – Ranch-style archway signs.</u>	<u>Ranch-style archway signs are subject to applicable building permits, and no sign permit shall be issued which does not comply with the following standards:</u> <u>A. In any residential zone, one nonilluminated or externally illuminated ranch-style archway sign is allowed per approved access point to a residential property or master-planned residential subdivision.</u> <u>B. The ranch-style archway shall not exceed a height of eighteen feet to the peak of the arch measured from the ground below the peak of the arch.</u> <u>C. Any ranch-style archway shall not exceed a maximum sign area of forty-eight square feet over an approved access point.</u> <u>D. Ranch-style archways and their supports shall be constructed of natural materials such as brick, sandstone, treated-wood, stucco, textured concrete masonry, wrought iron, or other similar materials.</u>	Establish standards for ranch-style archway signs, based on interest to use such signs at subdivision entries.

	<u>E. No plastic material may be used for an archway sign.</u>	
18.710.290 - Definitions	<u>“Ranch-style archway signs” means a sign that spans between two independent support structures and has individual lettering located in front of an open horizontal cross-support.</u>	Define ranch-style archway signs, based on interest to use such signs at subdivision entries.
18.725 - Landscaping		
18.725.080 - Installation	E. Shrubs shall be supplied in a minimum one-gallon containers or eight-inch burlap balls with a minimum spread of twelve inches, <u>except for shrubs used for screening vehicle areas, which shall be supplied in a minimum five-gallon container.</u> Reduction in the minimum size may be permitted if certified by a landscape architect that the reduction shall not diminish the plant materials' chance of survival or intended effect.	Enhance landscape screening to minimize headlight glare into the right-of-way.
	<u>G. When landscape materials are used to screen vehicle areas, the landscaped area shall provide opacity sufficiently to screen vehicle headlights from public rights-of-way at the time of planting. If such landscaping is not practicable, other mitigation measures may be permitted subject to review and approval by the Community Development Director.</u>	