



**RIDGEFIELD CITY COUNCIL
MEETING AGENDA**

**Thursday, December 3, 2020
Teleconference
N/A, Ridgefield, WA 98642**

- I. STUDY SESSION - 5:30PM**
 - 1. Federal Legislative Update - Joel Rubin, CFM Advocates
- II. GENERAL SESSION CALL TO ORDER - 6:30 PM**
 - 1. Roll Call
 - 2. Late changes to the agenda
- III. CONSENT AGENDA**
 - 1. Approval of Claims And/Or Payroll
 - 2. Approval of Minutes from the November 19, 2020 Meeting
 - 3. Grounds Equipment and Maintenance Services Agreement
- IV. PUBLIC HEARING/BUSINESS**
 - 1. Public Hearing and Second Reading of Ordinance No. 1331 – 2021 Proposed Budget - Kirk Johnson, Finance Director
- V. BUSINESS**
 - 1. Second Reading of Ordinance No. 1333 - Fandell Comprehensive Plan Amendment and Zone Change - Claire Lust, Community Development Director
 - 2. Second Reading of Ordinance No. 1334 – Temme & Bird Comprehensive Plan Amendment and Zone Change Request - Claire Lust, Community Development Director
 - 3. Motion - Approval of Kemper Loop Final Plat - Claire Lust, Community Development Director
- VI. COUNCIL/PRESIDING OFFICER/STAFF REPORTS**
 - 1. Council
 - 2. Mayor
 - 3. City Manager
- VII. 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: December 03, 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: December 3, 2020 - Claims Report (PDF)

City of Ridgefield
Claims Payment Report
 For Approval on: December 3, 2020

Sum of Amount					
Vendor Name	Vendor Number	Invoice Number	Resp. Department	Description	Total
AMAZON BUSINESS	3485	1D9T-WNJW-HNNL	Public Safety	PD Safety Vests for Volunteers	171.71
		1CPT-K99F-WDKJ	Genl Govt/Facilities	Abrams Park Social Dist Break Room Supplies	48.28
		1RKW-947J-WGJY	Public Safety	PD Supplies	1,195.34
		11NN-P11L-TWMJ	Genl Govt/Facilities	Disposable/N95 Face Masks	366.80
		1KMV-P4N9-1JY4	Public Safety	PD Office Supplies	66.91
		1HKD-HJ9X-1DN3	Human Resources	Wellness Prize	519.24
		1TRK-HYRK-T1GY	Genl Govt/Facilities	Canopy for RACC	184.27
AMAZON BUSINESS Total					2,552.55
BANNER BANK	3533	3533-20201203	Finance	PW Op Center - Interest Bond	3,722.76
BANNER BANK Total					3,722.76
BLAIRCO INC	1493	20C-0746A	Genl Govt/Facilities	IAQ/Air Ionizer Install at New PW Ops Location	1,496.58
BLAIRCO INC Total					1,496.58
BLUEFIN PAYMENT SYSTEMS	2827	2827-20201203A	Public Works	Customer Web Payments	21.90
		2827-20201203B	Public Works	Customer Web Payments	494.54
BLUEFIN PAYMENT SYSTEMS Total					516.44
CHMELIK SITKIN & DAVIS	3294	101328	Genl Govt/Facilities	Park Laundry Eval Remediation - Oct 2020	62.00
CHMELIK SITKIN & DAVIS Total					62.00
CINTAS CORPORATION NO 2	3497	8404902548	Genl Govt/Facilities	First Aid Supplies	2.04
			Public Works	First Aid Supplies	27.30
CINTAS CORPORATION NO 2 Total					29.34
CITY OF BATTLE GROUND	92	INV00312	Judicial	Court Costs/Public Defender - Oct 2020	12,985.42
CITY OF BATTLE GROUND Total					12,985.42
CLARK COUNTY	102	CI021005	Judicial	Pretrial Supervision - Oct 2020	514.80
CLARK COUNTY Total					514.80
CLARK PUBLIC UTILITIES	110	19455938	Public Works	Street Light Repair - 26905 NW Reiman Rd	2,967.92
		7503-626-9-20201203	Public Works	337 S Royal Rd.	157.34
		19455940	Public Works	Street Light Repair - 162 N 41st Pl	2,072.74
CLARK PUBLIC UTILITIES Total					5,198.00
CLEAN WORLD MAINTENANCE INC	3105	45617	Genl Govt/Facilities	Janitorial Services - PW	77.88
				Janitorial Services - City Hall	340.92
				Janitorial Services - Extra Cleanings	820.67
			Public Safety	Janitorial Services - PD	230.40
			Public Works	Janitorial Services - PW	168.34
CLEAN WORLD MAINTENANCE INC Total					1,638.21
COLUMBIAN PUBLISHING	116	25452	Public Works	Transportation Amend/Comp Plan Amends	102.60
			Community Development	Transportation Amend/Comp Plan Amends	219.60

Attachment: December 3, 2020 - Claims Report (Approval of Claims And/OR Payroll)

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COLUMBIAN PUBLISHING	116	25386	Community Development	Housing Code Updates	70.20
		25390	Finance	Budget Hearing	27.00
		25464	Finance	Ord 1328 - 2020 Budget	37.80
COLUMBIAN PUBLISHING Total					457.20
COMCAST	2271	2271-202011-116	Public Safety	PD Communications	349.26
		2271-202011-109	Genl Govt/Facilities	PW Shop Communications	28.58
			Public Works	PW Shop Communications	382.09
		2271-202012-510	Genl Govt/Facilities	Nov 20 - RACC Communications	72.15
			Public Works	Nov 20 - RACC Communications	62.12
			Community Development	Nov 20 - RACC Communications	260.63
COMCAST Total					1,154.83
COMCAST BUSINESS	1666	111700992	Genl Govt/Facilities	Internet Services - 230 Pioneer St	379.39
COMCAST BUSINESS Total					379.39
COMDATA NETWORK INC.	1101	20339129	Genl Govt/Facilities	Fuel PW - XN173 - 11/1/2020-11/15/2020	117.60
			Public Works	Fuel PW - XN173 - 11/1/2020-11/15/2020	1,571.96
			Community Development	Fuel CDD - XN173 - 11/1/2020-11/15/2020	214.11
		20339128	Public Safety	Fuel PD - XN795 - 11/1/2020-11/15/2020	620.94
COMDATA NETWORK INC. Total					2,524.61
DEPARTMENT OF LICENSING - CPL	154	RG0000531-2020	Genl Govt/Facilities	CPL Fees - Mauseth	18.00
		RG0000530-2020	Genl Govt/Facilities	CPL Fees - Lowrey	18.00
		RG0000521-2020	Genl Govt/Facilities	CPL Fees - Callaham	18.00
		RG0000519-2020	Genl Govt/Facilities	CPL Fees - Langer	18.00
		RG0000525-2020	Genl Govt/Facilities	CPL Fees - Staten	18.00
		RG0000528-2020	Genl Govt/Facilities	CPL Fees - Giles	18.00
		RG0000520-2020	Genl Govt/Facilities	CPL Fees - Kipp	18.00
		RG0000524-2020	Genl Govt/Facilities	CPL Fees - Tompkins	18.00
		RG0000522-2020	Genl Govt/Facilities	CPL Fees - Giles	18.00
		RG0000529-2020	Genl Govt/Facilities	CPL Fees - Tover	18.00
		RG0000518-2020	Genl Govt/Facilities	CPL Fees - Hajek	18.00
		RG0000526-2020	Genl Govt/Facilities	CPL Fees - Staten	18.00
		RG0000527-2020	Genl Govt/Facilities	CPL Fees - Strain	18.00
DEPARTMENT OF LICENSING - CPL Total					234.00
DKS ASSOCIATES	1565	75543	Community Development	On Call Review Services - Oct 2020	3,032.50
DKS ASSOCIATES Total					3,032.50
FERGUSON ENTERPRISES INC # 8423	181	936144	Genl Govt/Facilities	Water Meters	(384.38)
			Public Works	Water Meters	4,960.38
FERGUSON ENTERPRISES INC # 8423 Total					4,576.00
FERNANDO JIMENEZ	2559	2559-1	(blank)	RORC Fencing	61,764.56
				RORC Fencing - Retainage	(5,697.84)
FERNANDO JIMENEZ Total					56,066.72

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Fukuchi Heather	UB*00425	(blank)	Genl Govt/Facilities	Refund Check 011116-000 1310 S 6Th Way	380.96
Fukuchi Heather Total					380.96
GC SYSTEMS INC	3454	39912	Public Works	Control Valve	653.92
GC SYSTEMS INC Total					653.92
GRAY AND OSBORNE INC	207	18274.00-24	Public Works	Abrams Park Well 11 Prelim Design/Well Drill	71.19
		20267.00-4	Community Development	On-Call Engineering Services	863.64
		20249.00-8	Public Works	Junction Booster Pump Station VFD - Construction	8,085.48
		20299.00-1	Community Development	Viewridge Holliw - Final Plat	841.03
		20295.00-2	Community Development	Kemper Loop Final Plat	713.54
GRAY AND OSBORNE INC Total					10,574.88
GSI WATER SOLUTIONS INC.	2971	0727.001-25	Public Works	Hydrological Study	1,388.75
GSI WATER SOLUTIONS INC. Total					1,388.75
H.D. FOWLER COMPANY	2036	I5638951	Public Works	Water Meters	1,190.62
		I5643239	Public Works	S 45th Solar Speed Sign	63.52
H.D. FOWLER COMPANY Total					1,254.14
HARRY'S KEY SERVICE INC.	982	568086	Public Safety	PD Key Pad Replacement	704.60
HARRY'S KEY SERVICE INC. Total					704.60
HOME DEPOT CREDIT CARD SERVICES	1805	8600710	Public Works	Streets Supplies	28.69
HOME DEPOT CREDIT CARD SERVICES Total					28.69
HONEY BUCKETS	223	551817760	Genl Govt/Facilities	Handwashing Station	345.00
HONEY BUCKETS Total					345.00
J2 BLUE PRINT SUPPLY	243	AR93702	Genl Govt/Facilities	RORC Safe Sports Signage	281.84
J2 BLUE PRINT SUPPLY Total					281.84
MAKERS ARCHITECTURE AND URBAN DESIGN LLP	3503	2037-2	Community Development	HB1923 Code Update Consult Services - Oct 2020	5,571.25
MAKERS ARCHITECTURE AND URBAN DESIGN LLP Total					5,571.25
MASONS SUPPLY COMPANY	2051	6037804-00	Public Works	Solar Cross Walk	80.65
MASONS SUPPLY COMPANY Total					80.65
MEGAN DEMOSS	3480	3480-20201203	Administration	Mileage Reimb - DeMoss	34.96
MEGAN DEMOSS Total					34.96
MINUTEMAN PRESS (NORTH)	3278	3431	Finance	Notary Stamp - Freimuth	42.15
MINUTEMAN PRESS (NORTH) Total					42.15
MUNICIPAL EMERGENCY SERVICES INC	2235	IN1510102	Public Safety	Body Armor	1,108.92
MUNICIPAL EMERGENCY SERVICES INC Total					1,108.92
NAPA AUTO PARTS	498	214998	Genl Govt/Facilities	Vehicle Maint - Krebser	3.51
			Public Works	Vehicle Maint - Krebser	19.89
		215583	Public Works	Vehicle Maint - Street Sweeper	32.54
		213716	Genl Govt/Facilities	Vac Trailer Repair	5.16
			Public Works	Vac Trailer Repair	69.01
		211677	Public Works	Streets Vehicle Maint	139.43
NAPA AUTO PARTS Total					269.54

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NATHANIEL R WALLACE	3525	3056	Public Works	Park Caretaker's Roof Replacement	29,305.94
NATHANIEL R WALLACE Total					29,305.94
OTAK INC.	1787	11200195	Public Works	Refuge Park Improvements	1,050.09
OTAK INC. Total					1,050.09
PBS ENGINEERING AND ENVIRONMENTAL	342	0071532.000-7	Public Works	Hillhurst Rd Overlay Design	2,977.50
		0071069.002-4	Public Works	S 45th/Royal Rd Improvements	685.00
		0071272.000-22	Community Development	Developer Plan Review	790.00
PBS ENGINEERING AND ENVIRONMENTAL Total					4,452.50
PIONEER PEST MANAGEMENT	2040	422570	Genl Govt/Facilities	Pest Control - CH	129.00
PIONEER PEST MANAGEMENT Total					129.00
POSTMASTER	348	0348-20201203	Genl Govt/Facilities	First Class Presort Permit #40	240.00
POSTMASTER Total					240.00
RIDGEFIELD COMMUNITY GLEANERS ASSOCIATION	2996	2996-202012	Finance	2020 Non-Profit Food Bank Grant - Ridgefield Gleaners	3,000.00
RIDGEFIELD COMMUNITY GLEANERS ASSOCIATION Total					3,000.00
RIDGEFIELD LANDSCAPE PRODUCTS	3021	3021-20201203	Public Works	Parks/Street Debris Dump	346.88
RIDGEFIELD LANDSCAPE PRODUCTS Total					346.88
RIDGEFIELD SCHOOL DISTRICT	378	0378-202012	Finance	2020 Non-Profit Food Bank Grant - Ridgefield School District	9,000.00
RIDGEFIELD SCHOOL DISTRICT Total					9,000.00
ROTSCHY INC.	2401	51612-A	Genl Govt/Facilities	S 65th Ave - Retainage Release	5,294.50
ROTSCHY INC. Total					5,294.50
SOUND APPAREL INC	2871	TG3862	Public Safety	Custom Patches	529.20
SOUND APPAREL INC Total					529.20
SUMMERPLACE HOMES	1796	RES-20-0099	Genl Govt/Facilities	Refund RES-20-0099	250.70
SUMMERPLACE HOMES Total					250.70
THE MASTERS TOUCH LLC	1786	72211	Public Works	Utility Statements - Nov 2020	994.70
		P72211	Public Works	Utility Statements Postage - Nov 2020	1,239.88
THE MASTERS TOUCH LLC Total					2,234.58
THE PARR COMPANY	964	26537358	Public Works	Water Supplies	17.64
		26537195	Public Works	Sign Bases/Crosswalk Supplies	132.17
		26536577	Public Works	Solar Radar/Speed Signal	116.83
THE PARR COMPANY Total					266.64
TRAFFIC SAFETY SUPPLY	432	INV031946	Genl Govt/Facilities	Street Signs - S. 12th Cir	(5.04)
			Public Works	Street Signs - S. 12th Cir	65.04
		INV031977	Public Works	Solar RRFB W/ Remote Xolar XAV per Quote No. SQN00023027	53,073.92
TRAFFIC SAFETY SUPPLY Total					53,133.92
US BANK	2237	5820223	Finance	RORC RIDLTGO17 Bonds Administration Fee	300.00
		5820225	Finance	RORC RIDLTGO18 Bond Administration Fee	300.00
		1663614	Public Works	RIDLTGO18 - RORC Debt Service	128,425.00
		1662867	Public Works	RIDLTGO17 - RORC Debt Service	365,287.50
US BANK Total					494,312.50

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USA BLUEBOOK	444	406712	Genl Govt/Facilities	PW Safety Supplies	2.41
			Public Works	PW Safety Supplies	32.16
		414400	Genl Govt/Facilities	PW Saftey SUPplies	4.82
			Public Works	PW Saftey SUPplies	64.38
		383020	Public Works	Vehicle Maint - Webberley	92.86
		413135	Genl Govt/Facilities	Safety Harnesses	656.90
USA BLUEBOOK Total					853.53
VENIAMIN PORTANSKY	3510	3510-20201203	Judicial	Interpretor Services - Case 8Z0854690	100.00
VENIAMIN PORTANSKY Total					100.00
WALLIS ENGINEERING	464	15482	Public Works	N Simons St Stormwater Enhancements	20,000.58
		15481	Public Works	Downtown Stormwater Enhancement	18,617.17
WALLIS ENGINEERING Total					38,617.75
WELLWORKS FOR YOU	3414	11756	Human Resources	Wellness Program - Nov 2020	356.00
WELLWORKS FOR YOU Total					356.00
WOODLAND SAW AND CYCLE INC.	2223	80146	Genl Govt/Facilities	Equipment Oil	13.89
			Public Works	Equipment Oil	185.73
WOODLAND SAW AND CYCLE INC. Total					199.62
WSP USA INC.	3338	1011739	Public Works	Gee Creek Trail - Heron to Abrams Park	8,602.38
WSP USA INC. Total					8,602.38
Grand Total					772,137.33

Attachment: December 3, 2020 - Claims Report (Approval of Claims And/Or Payroll)

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 03, 2020

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from the November 19, 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: 11-19-2020 (PDF)



CITY OF RIDGEFIELD, WASHINGTON
City Council MEETING MINUTES
November 19, 2020

Regular Meeting - 6:30 PM

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	Absent	
Jen Lindsay	Councilor	Present	
Rob Aichele	Councilor	Present	
Dana Ziemer	Councilor	Present	

Council Member Ron Onslow moved to excuse Council Member Day from the meeting.
 Council Member Jennifer Lindsay.
 Motion passed.

LATE CHANGES TO THE AGENDA

Add: Ordinance No. 1335 Moratorium on new drive through facility.

CONSENT AGENDA - MOTION TO APPROVE AS PRESENTED.

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

- 1. Approval of Claims And/Or Payroll**
- 2. Approval of Minutes from the November 5, 2020 Meeting**

PUBLIC HEARING/BUSINESS

- 1. Public Hearing and First Reading of Ordinance No. 1331 – 2021 Proposed Budget - Kirk Johnson, Finance Director**

The 2021 budget proposes total revenues of \$29 million and \$27.4 million in expense. The 2021 budget proposes an operating budget of \$14,135,090, capital budget of \$6,201,400, special revenue budget of \$0, capital service budget of \$5,667,468 and a debt service budget of \$1,433,629 (General Government),

for a total budget of \$27,437,587. The net impact on overall fund balance is an increase of \$1,605,966. Transfers between funds included in the budget total \$7,095,245, with \$1,011,566 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$218,892, transfers for debt service in the amount of \$1,629,787 (\$1,433,629 General Govt. and \$196,158 for Water Utility), and \$4,235,000 for capital projects. Total revenues and the use of fund balance and/or designated reserves are projected to sufficiently support the proposed budget. The 2021 proposed budget includes funding for seven new full-time equivalent positions and an increase from one part-time position to a full-time position. The new positions are for two police officers, a police clerk, a permit tech, a storm water maintenance worker, a facilities maintenance worker and a one-year project related position for a support specialist. The total FTE count for the City of Ridgefield with these additions is 59.25, which includes 58 full-time positions and 2 part-time positions.

Mayor opened the hearing: 6:52PM.

No testimony received.

Mayor closed the hearing: 6:53PM.

First reading conducted.

2. Public Hearing and First Reading of Ordinance No. 1332 - Transportation CFP Amendment - Claire Lust, Community Development Director

The Ridgefield Transportation Capital Facilities Plan is an element of the Ridgefield Urban Areas Comprehensive Plan that may be amended on an annual basis. The Ridgefield Transportation CFP was last updated in 2018. The proposed 2020 revisions will be minor update to the 2018 CFP, and include extensions of two proposed roads and reclassification of two other roads to support development patterns that have emerged since the last plan was created.

Mayor opened the hearing: 6:59PM

Jim Browning - County Resident
Concerns regarding Dolan Rd access and widening

Mayor closed the hearing: 7:03PM

First reading conducted.

3. Public Hearing and First Reading of Ordinance No. 1333 - Fandell Comprehensive Plan Amendment and Zone Change Request - Claire Lust, Community Development Director

On July 1, 2020, the City received a comprehensive plan amendment and zone change application for the Fandell property on N 50th Place (PIN 213991000). The proposal is to change the comprehensive plan designation from Urban Medium to Urban Low and concurrently to change the zoning designation from Residential Medium Density 16 to Residential Low Density 8. Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

City Council conducted discussion.

Mayor opened the hearing: 7:14PM

Marty Snell - consultant
 Representative for Mr. Fandell.
 Mr. Fandell is asking for support for zone change amendment request.
 Available to answer any questions or concerns from Council.

Mayor closed the hearing: 7:15PM

First reading conducted.

4. Public Hearing and First Reading of Ordinance No. 1334 - Temme & Bird Comprehensive Plan Amendment and Zone Change Request - Claire Lust, Community Development Director

On June 30, 2020, the City received a comprehensive plan amendment and zone change application for the Bird and Temme properties at 1296 and 1446 S Dolan Road. The proposal is to change the comprehensive plan designation from Employment to Urban Low and concurrently to change the zoning designation from Employment to Residential Low Density 6. Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

City Council conducted discussion.

Mayor opened the hearing: 7:31PM

Jim Browning - County Resident
 Support the request
 Concerns - Dolan road access
 Entrance access road improvement and lighting
 Setbacks

Mark Childs - Bird Family Representative
 Site use concept created
 Traffic flow through 10th
 Goal is for unified development between both properties

Jim Browning - County Resident
 RLD-6 clarification question for staff

Mayor closed the hearing: 7:42PM

First reading conducted.

BUSINESS

1. Second Reading of Ordinance No. 1329 – 2021 Property Tax Levy - Kirk Johnson, Finance Director

The 2021 budget includes a statutory maximum 1% increase in the current property tax levy exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, and annexations that have occurred, and including any refunds made.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1329 AS PRESENTED.

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

2. Second Reading of Ordinance No. 1330 - 2021 Storm Water Utility Rate Code Amendment - Kirk Johnson, Finance Director

Ordinance No. 1330 proposes a 3% rate increase or \$0.60 per bi-monthly billing, per Equivalent Dwelling Unit (EDU). The 2021 rate would be increased to \$19.65 per EDU.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1330 AS PRESENTED.

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

3. Ordinance No. 1335 - Moratorium Within the Corporate Boundaries on the City on Filing, Acceptance, Processing, and/or Approval of Applications or Permits for any new Drive-Through Facility.

City staff have recently provided the aforementioned information regarding drive-through facilities and the commercial districts to interested parties who have provided conceptual plans but not formal land use submittals for projects in the commercial districts with multiple drive-through facilities and with drive-through facilities adjacent to pedestrian streets; and because of the generally higher impact of drive-through facilities in terms of traffic, appearance, and pedestrian safety, the City Council has determined that the development standards and limitations for such facilities should be analyzed to determine if these standards are consistent with the City's vision and whether additional limits or design standards are necessary to protect the surrounding uses. City desires to impose a moratorium on the filing, acceptance, processing, and/or approval of applications or permits for drive-through facilities within the City boundary; and a moratorium will allow time for the City to adopt code restrictions and/or development regulations for drive-through facilities so as to ensure consistency with the City's Comprehensive Plan, the development regulations, and to ensure consistency and conformity with the surrounding community while maintaining the status quo. The moratorium set forth in this Ordinance shall be in effect for a period of six (6) months from the date this Ordinance is adopted and will automatically expire at the conclusion of that six-month period unless the same is extended as provided in RCW 35A.63.220 and RCW 36.70A.390, or unless terminated sooner by City Council. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council will hold a public hearing at its regularly scheduled virtual meeting at 6:30pm on December 17, 2020, or as soon thereafter as the business of the City Council shall permit, in order to take public testimony and to consider adopting further findings.

City Council conducted discussion.

MOTION: MOVED TO ADOPT ORDINANCE NO. 1335 AS PRESENTED.

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

COUNCIL/PRESIDING OFFICER/STAFF REPORTS

Council

Council Member Aichele - Helped with tree planting, attended Port of Ridgefield meeting, housing code open house, helped Lions Club install signs.

Council Member Ziemer - Attended City Manager briefing.

Council Member Onslow - Attended C-Tran meeting, helping with tree planting.

Council Member Lindsay - Attended housing code open house.

Council Member Wells - Attended City Manager briefing.

Mayor

Attended City Manager briefing, Clark College Foundation meeting.

City Manager

City Manager Steve Stuart - COVID-19 guidelines update provided.

Public Works Director Bryan Kast - Public Works staff getting ready to help with Hometown Celebration.

Finance Director Kirk Johnson - CARES Act fund update provided.

Community Development Director Claire Lust - Staff is in testing and training phase for on-line submittal.

Deputy City Manager Lee Krottnerus - Hometown Celebration update provided.

Police Chief John Brooks - Provided update on new hire.

ADJOURN - [8:11 PM](#)

Julie Ferriss, City Clerk

Don Stose, Mayor

**CITY OF RIDGEFIELD
REQUEST FOR COUNCIL ACTION**

MEETING DATE: December 03, 2020

ITEM:

AGENDA ITEM TITLE: Grounds Equipment and Maintenance Services Agreement

Consent Agenda: Grounds Equipment and Maintenance Services Agreement approval.

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: GEM INTERLOCAL 2015 (PDF)
GEM INTERLOCAL Extension Sig Page 2021 (PDF)

To be posted on CITY of Vancouver website

Pacific Northwest Interagency Cooperative
Intergovernmental Agreement
For
Grounds Equipment and Maintenance (“GEM”) Services

1/1/2011 – 12/31/2015

This Agreement is made and entered into effective January 1, 2011, by and between the undersigned parties under virtue of Titles 39.34 and 47.28 RCW and ORS 190.007.

WHEREAS, the parties hereto are charged with the responsibility of constructing and maintaining their facilities, streets, roads, and highways and maintaining staff, equipment and materials to perform the necessary work; and

WHEREAS, a number of the parties to this Agreement have had in place since 2005 an Interlocal Agreement for the sharing of equipment and labor for services, roadway construction, roadway maintenance and facilities support, (filed under Clark County Auditor’s File No. 4391926IA); and

WHEREAS, the parties and public have benefited from the earlier Interlocal Agreement through greater efficiencies and economies of scale; and

WHEREAS, such interlocal cooperative effort has commonly been known as the “GEM” Agreement, which stands for grounds, equipment and maintenance; and

WHEREAS, this successor Interlocal Agreement is formed to be consistent with the provisions and term of the “Interlocal Cooperation Act” pursuant to Chapter 39.34 RCW, the provisions of the “Highways and Transportation Improvements Cooperative Agreements Act” pursuant to RCW 47.28.140, and with the provisions of ORS 190.007, Intergovernmental Cooperation; and

WHEREAS, it is believed that the need today for efficiencies and economies of scale for public agencies is greater than ever.

NOW THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, or attached and incorporated and made part hereof,

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THE PARTIES AGREE AS FOLLOWS:

1. PURPOSES

It is the purpose of this Agreement to permit the parties to make the most efficient use of their resources by enabling them to cooperate by furnishing each other labor, equipment and materials when available on a reimbursable basis for services, roadway construction, maintenance activities, and facilities support. This will be done with the understanding that the work of the owner of the requested resources takes first priority.

2. PARTICIPATION

The initial parties to this Agreement are:

- Washington State, by and through the Washington State Department of Transportation (hereinafter referred to as “WASHDOT”)
- City of Vancouver, Washington (hereinafter referred to as “Vancouver”)
- Clark County, by and through its Public Works Department (hereinafter referred to as “Clark County”)
- City of Camas, Washington (hereinafter referred to as “Camas”)
- City of Battle Ground, Washington (hereinafter referred to as “Battle Ground”)
- City of Washougal, Washington (hereinafter referred to as “Washougal”), a municipal corporation organized under the laws of the state of Washington
- City of Ridgefield, Washington (hereinafter referred to as “Ridgefield”)
- City of Woodland, Washington (hereinafter referred to as “Woodland”)
- Town of Yacolt, Washington (hereinafter referred to as “Yacolt”)
- City of La Center, Washington (hereinafter referred to as “La Center”)
- City of Gresham, Oregon
- City of Portland, Oregon
- Clark County Fire District No. 5
- Clark County Fire District No. 6
- Port of Camas/Washougal
- Port of Vancouver
- Clark Public Utilities
- Clark Regional Transportation Agency (hereinafter known as “C-Tran”)
- Clark Regional Wastewater District (formerly known as the Hazel Dell Sewer District)
- Vancouver Public Schools
- Camas School District #117
- Battle Ground School District #119
- Evergreen School District #114
- Educational School District #112 (hereinafter known as “ESD 112”)
- Clark Regional Emergency Services Agency (hereinafter referred to as “CRESA”)

General purpose governmental jurisdictions and public service providers may in the future join in this agreement by executing a signature page pursuant to Section 21 of this Agreement.

Other organizations who are neither general purpose governmental jurisdictions nor public service providers may also be allowed to participate in similar or identical, but separate, service agreements.

3. TERM OF AGREEMENT

The term of this Agreement is for the period from January 1, 2011, through December 31, 2015. Such term may be extended in accordance with Section 4 of this Agreement. This Agreement supersedes the Interlocal Agreement dated December 19, 2005, filed under Clark County Auditor's File No. 4391926IA.

4. EXTENSIONS

The term of this Agreement may be extended in five-year increments from the date that this Agreement was initially executed by mutual written agreement of one or more of the parties. The extension agreements shall be executed at least fifteen (15) days prior to the expiration of the Agreement. If such Agreement is extended, then there will be a review of the cost of services provided under this Agreement. If such review(s) result in a finding of increased costs, then such increased costs will be available upon request. The Administrator for each respective party is authorized to approve and execute such five-year extensions without further authorization from the legislative or governing body of the respective governmental parties.

5. REQUEST FOR SERVICES

Each request for service shall be in writing and shall specify the particular service required, the amounts and types of labor, equipment, and materials required, the location of the work, the estimated cost of the work and other information pertinent to the request. Upon receipt of the request, the party which has been requested to supply the service shall indicate its acceptance or rejection of the request, provide an estimated cost of the work by their forces, have it signed by their authorized official, and return one copy to the requesting party. In cases of emergency or unforeseen circumstance necessitating prompt action the request and approval may be done verbally but must be documented in writing within forty eight (48) hours of the verbal request.

The party supplying the services or the vehicles, machinery, and equipment shall be designated as the "Provider" herein. The party receiving the services or assuming the use of vehicles, machinery or equipment shall be designated the "User" herein.

6. PAYMENT

The parties to this Agreement agree that the User under this Agreement shall reimburse, upon request, the Provider for its actual direct and related indirect costs including any administrative overhead charges. Administrative charges between two separate parties may be waived by virtue of a written separate reciprocal agreement between the parties. Users will pay Provider's invoices in full within thirty (30) days of billing.

The maximum amount payable for work performed under this Agreement is fifty thousand dollars (\$50,000) per calendar year by each party to the Agreement.

7. RECORDS RETENTION AND AUDIT

The parties agree to maintain records of all costs incurred under this Agreement, in accordance with an accounting system as prescribed and approved by the Washington State Auditors Office or by the Oregon Secretary of State Audits Division, as applicable. These records shall be kept available for inspection and audit by the party requesting the service for six (6) years after payment of the requested service.

8. CARE AND MAINTENANCE OF EQUIPMENT

The parties agree that any time a request is made for the use of equipment, that the User shall be responsible for the proper care, maintenance and security of the equipment until the equipment is returned to the Provider. The User shall permit the equipment to be used only by properly trained and supervised operators. Any damage other than normal wear and tear will be the responsibility of the party in possession of the equipment at the time the equipment is damaged. The Provider may require, at its sole discretion, that only Provider's personnel operate certain equipment. In doing so, Provider shall be deemed an independent contractor and Provider's employees shall not be deemed employees of the User. The Provider's operator shall perform under the general direction and control of the User but shall retain full control of the manner and means of using the equipment.

9. RIGHT OF ENTRY

The parties to this Agreement hereby grant and convey to each other the right to enter upon all land in which the parties have an interest, within or adjacent to the right of way of a highway, road or street for the purpose of accomplishing all work or services requested as part of this Agreement.

10. ADMINISTRATORS

The respective parties to this Agreement shall select one Administrator per governmental entity. The Administrator will be specifically appointed by the legislative and/or governing body of the governmental entity/organization, and shall have full powers to act on behalf of his or her respective governmental entity/organization. The Administrator may appoint another person to act in his or her capacity as Administrator for purposes of this Agreement.

11. DISPUTE CLAUSE, CHOICE OF LAW AND VENUE

In the event that a dispute arises under this Agreement, it shall be resolved as follows:

The Administrator for the Provider and the User shall each appoint a member to a disputes board. These two members of the disputes board shall select a third member not affiliated with either Agency. The dispute resolution hearing shall be informal and unrecorded. An attempt at such dispute resolution in compliance with aforesaid process shall be a prerequisite to the filing of any litigation concerning the dispute.

In the event that any Party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the Parties hereto agree that any such action or proceedings shall be brought in a court of competent jurisdiction in Clark County, Washington. The laws of the State of Washington shall apply to this Agreement.

12. HOLD HARMLESS AND INDEMNIFICATION

A. Usage of Equipment. When using Provider equipment only, the User will protect, save and hold harmless and indemnify the Provider and its officers, agents, and employees from all claims, actions, damages, or expenses of any nature whatsoever by reasons of the acts or omissions of the Provider or its assigns, agents, contractors, licensees, invitees, employees, or any person whomsoever arising out of or in connection with any acts or activities authorized by this Agreement arising solely out of the User's use of the Provider's equipment. In such cases, the User further agrees to defend the Provider and its officers, agents, employees, assigns, agents, contractors, licensees, invitees, and employees in any litigation, including payment of any costs or attorney fees for any claims or action commenced thereon arising out of or in connection with the acts or activities authorized by this Agreement. This obligation shall not include such claims, costs, damages or expenses which are caused by the sole negligence of the Provider or its officers, agents, employees, assigns, contractors, licensees, invitees, or employees.

B. Usage of Both Equipment and Labor. When the Provider provides both equipment and labor, the Provider will protect save and hold harmless and indemnify the User and its officers, agents, and employees from all claims, actions, damages, or expenses of any nature whatsoever by reasons of the acts or omissions of the User or its officers, agents, employees, assigns, contractors, licensees, invitees, or employees arising out of or in connection with any acts or activities authorized by this Agreement arising out of the use of both the Provider's equipment and labor. In such cases, the Provider further agrees to defend the User and its officers, agents, employees, assigns, agents, contractors, licensees, invitees, and employees in any litigation, including payment of any costs or attorney fees for any claims or action commenced thereon arising out of or in connection with the acts or activities authorized by this Agreement. This obligation shall not include such claims, costs, damages or expenses which are caused by the sole negligence of the User or its officers, agents, employees, assigns, contractors, licensees, invitees, or employees.

C. Waiver of Worker's Compensation Immunity. This hold harmless and indemnification shall include any claim made against a party by an employee of another party or an employee of an agent or subcontractor of a party even if the party is thus otherwise immune from liability pursuant to the Washington workers' compensation statute, Title 51 RCW or the Oregon workers' compensation statute, Ch 656 ORS.

D. Concurrent Negligence. If the claims or damages are caused by or result from the concurrent negligence of the Provider and their agents or employees, and the User, its agents or employees, and involves those actions covered by RCW 4.24.115, both the Provider and the User shall be liable only to the proportional extent of their respective negligence.

13. CIVIL RIGHTS ACT

A. Nondiscrimination --Title VI of the Civil Rights Act. All participants agree to comply, and assure the compliance of each third party contractor and each sub-recipient at any tier of the Project, with all requirements prohibiting discrimination on the basis of race, color, or national origin of Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000(d) and (e), et seq., and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act," 49 C.F.R. Part 21, and any implementing requirements the Federal Transit Authority (hereinafter referred to as "FTA") may issue.

B. Equal Employment Opportunity – Title VII of the Civil Rights Act. All participants agree to comply, and assures the compliance of each third party contractor and each sub-recipient at any tier

of the Project, with all requirements of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, and 49 U.S.C. § 5332 and any implementing requirements the FTA may issue.

14. FRAUD OR FALSE STATEMENTS

By executing this Agreement, each party affirms the truthfulness and accuracy of any statement it has made, it makes, or may make or cause to be made, pertaining to use of any C-Tran / Federal Transit Agency (“FTA”) funded or assisted equipment used pursuant to this Agreement .

Each party also acknowledges that if it makes, or causes to be made, a false, fictitious or fraudulent claim, statement, submission or certification to the Federal Government under a contract that is financed in whole, or in part, by Federal assistance, the Government reserves the right to impose the penalties of 18 USC sec 1001 and 49 USC sec 5307 to the extent the Federal Government deems appropriate.

15. FTA APPROVAL AND FEDERAL CHANGES

Each party, when contracting with an FTA regulated agency, shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including those listed by reference in the Agreement between C-TRAN and the FTA, as they may be amended or promulgated from time to time during the term of this Agreement at any tier of the project. The party’s failure to do so shall constitute a material breach of this contract.

16. DRUG AND ALCOHOL TESTING

If involved with the maintenance, repair or operation of C-Tran revenue service vehicles, the contracting agency shall agree to participate in a drug and alcohol program established in compliance with the federal Department of Transportation 49 CFR 653 and 654. Employees who perform “safety-sensitive” functions must be included in the substance abuse management program. The FTA has determined that safety-sensitive functions are performed by the following personnel who:

- 1) operate revenue service vehicles including when not in revenue service,
- 2) operate non-revenue service vehicles that require drivers to hold commercial driver’s licenses (CDLs),
- 3) dispatch or control revenue service vehicles,
- 4) maintain revenue service vehicles or equipment used in revenue service except for contractors to Section 18 transit agencies,
- 5) provide security and carry a firearm.

The FTA has also determined that regulations apply to employees of a contractor hired by participants to provide transit and/or maintenance services. These categories included supervisors who perform these functions. Supervisors of employees in these categories who do not themselves perform these functions are excluded.

C-Tran may request copies of signatory agency’s Drug and Alcohol Policy from their respective Human Resources Departments.

17. ACCESS TO RECORDS

All participating agencies agree to maintain records and reports required under this Agreement for a period of not less than three (3) years after the date of termination or expiration, except in the event of litigation or settlement of claims arising from the performance of any part of this Agreement, in which case all records shall be retained until the participating agency, the FTA, or the Comptroller General have disposed of all litigations, appeals or claims related to this cooperative activity.

18. INCORPORATION OF FTA TERMS AND CONDITIONS

The preceding provisions include, in part, certain Terms and Conditions required by the United States Department of Transportation (hereinafter referred to as “DOT”) whether or not expressly set forth in the preceding contract provision. All contractual provisions required by DOT as set forth in the FTA Circular 4220.1F, dated November 1, 2008 are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA-mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The parties shall not perform any act, fail to perform any act, or refuse to comply with any participating agency’s requests, which would cause other participating agencies such as C-Tran to be in violation of the FTA terms and conditions.

19. TERMINATION OF AGREEMENT

The right is reserved by the parties to this Agreement to terminate the agreement at any time by giving thirty (30) days written notice to the other party or parties.

20. INTERLOCAL COOPERATION ACT COMPLIANCE

This is an Agreement entered into pursuant to Chapter 39.34 and Chapter 47.28 RCW and pursuant to ORS 190.007, Intergovernmental Cooperation. Its purpose is as set forth in Section 1. Its duration is as specified in Sections 3 (Term) and 4 (Extensions). Its method of termination is set forth in Section 18. Its manner of financing and of establishing and maintaining a budget therefore is described in Section 6 (Payment). No property shall be acquired pursuant to this Agreement which will need to be disposed of upon partial or complete termination of this Agreement.

21. DOCUMENT EXECUTION AND POSTING

The parties agree that this Agreement may be executed in any number of counterparts and by the parties on separate counterparts, any one of which shall constitute an agreement between and among the parties who have executed this Agreement; provided that each party shall transmit to the attention of the Vancouver City Clerk an original, executed signature page of this Agreement, the template for which is attached to this Agreement as Exhibit A.

The Vancouver City Clerk shall cause a copy of this Agreement and a copy of each executed signature page of each party to be posted on the Vancouver City website pursuant to Chapter 32, Laws of Washington 2006 (RCW 39.34.040). Upon execution of an original of this Agreement, and posting of a copy of a party’s executed signature page on the City of Vancouver’s website, each such counterpart shall constitute an agreement binding upon all who have so executed this Agreement.

The parties agree that subsequent parties may also sign original signature pages to this Agreement that incorporate by reference all the terms of this Agreement. Subsequent parties shall transmit signed signature pages to the attention of the Vancouver City Clerk, who shall cause a copy of such

signature pages to be posted on the City of Vancouver website. Upon receipt and posting of such signature pages, this Agreement shall likewise be binding up such subsequent parties.

22. RATIFICATION

Acts taken in conformity with this Agreement prior to its execution are hereby ratified and affirmed.

23. WAIVER

No waiver by either party of any term or condition of this Agreement incorporated in this Agreement shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach, whether of the same or different provision.

24. SEVERABILITY

If any section or part of this Agreement is held by a court to be invalid, such action shall not affect the validity of any other part of this Agreement.

EXHIBIT A – SIGNATURE PAGE**To be posted on City of Vancouver website****RETURN ADDRESS**

City of Vancouver
 City Clerk's Office
 PO Box 1995
 Vancouver, WA 98668-1995

Pacific Northwest Interagency Cooperative
Intergovernmental Agreement
For
Grounds Equipment and Maintenance ("GEM") Services
1/1/2011 – 12/31/2015
(SIGNED BY EACH PARTICIPATING ENTITY)

The undersigned agrees to abide by the Pacific Northwest Interagency Cooperative Agreement for Equipment and Services ("GEM" Interlocal) - 1/1/2011 – 12/31/2015, the terms and conditions of which are hereby incorporated by this reference as if fully set forth herein.

AGENCY NAME

 (Signature)

 (Printed Name/ Title)

 (Date)

Attested to:

 (Signature)

 (Printed Name/ Title)

By: _____

Approved as to Form:

 (Signature)

 (Printed Name/ Title)

 Attorney for _____

EXHIBIT B – SIGNATURE PAGE – EXTENSION

To be posted on City of Vancouver website

RETURN
ADDRESS City of
Vancouver City
Clerk's Office PO
Box 1995
Vancouver, WA 98668-1995

Pacific Northwest Interagency Cooperative
Extension of
Intergovernmental Agreement For
Grounds Equipment and Maintenance ("GEM") Services
1/1/2021 – 12/31/2025
(SIGNED BY EACH PARTICIPATING ENTITY)

The undersigned agrees to extend and abide by the Pacific Northwest Interagency Cooperative Agreement for Equipment and Services ("GEM" Interlocal – 1/1/2011 to 12/31/2015) from 1/1/2021 – 12/31/2025, the terms and conditions of which are hereby incorporated by this reference as if fully set forth herein.

AGENCY NAME

(Signature)

(Printed Name/ Title)

(Date)

Attested to:

(Signature)

(Printed Name/ Title)

By: _____

Approved as to Form:

(Signature)

(Printed Name/ Title)

Attorney for

Attachment: GEM INTERLOCAL Extension Sig Page 2021 (Grounds Equipment and Maintenance Services Agreement)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 03, 2020

ITEM: PUBLIC HEARING/BUSINESS

AGENDA ITEM TITLE: An Ordinance for the City of Ridgefield, Washington Adopting the 2021 Budget; and Providing for the Effective Date Thereof

GOVERNING LEGISLATION:

Revised Code of Washington Chapter 35A.33, City of Ridgefield Financial Policy #07: Budget.

PREVIOUS COUNCIL ACTION TAKEN:

The City Council conducted a public hearing on the proposed 2021 revenue sources at the November 5, 2020 council meeting. Council has held 2 work sessions on the 2021 proposed budget. Council held a public hearing and first reading on the 2021 proposed budget on November 19, 2020.

SUMMARY/BACKGROUND:

The 2021 budget represents the proposed fiscal plans for the City of Ridgefield for calendar year 2021. It took the collaborative efforts of the Budget Advisory Committee, City Council, senior management, staff, and citizen input to develop and create the budget. Meetings were held throughout the budget development process to discuss the budget in more detail and to ensure understanding. These meetings included three Budget Advisory Committee meetings, which were held on August 13th, September 17th, and October 15th. The City also conducted two City Council work sessions, which were held on August 27th, and September 24th. Input and feedback gained throughout this process was reviewed and incorporated into the budget as appropriate. Copies of the budget have been made available to the Budget Advisory Committee, City Council, senior management and staff for review as updates were made throughout the process. A proposed draft of the budget was made available to the public at City Hall and on the City's website October 30, 2020.

BUDGET/FINANCIAL IMPACTS:

The 2021 budget proposes total revenues of \$29 million and \$27.4 million in expense. The 2021 budget proposes an operating budget of \$14,135,090, capital budget of \$6,201,400, special revenue budget of \$0, capital service budget of \$5,667,468 and a debt service budget of \$1,433,629 (General Government), for a total budget of \$27,437,587. The net impact on overall fund balance is an increase of \$1,605,966.

Transfers between funds included in the budget total \$7,095,245, with \$1,011,566 associated with the operating funds, transfers to the equipment replacement fund in the amount of \$218,892, transfers for debt service in the amount of \$1,629,787 (\$1,433,629 General Govt. and \$196,158 for Water Utility), and \$4,235,000 for capital projects.

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

The 2021 proposed budget includes funding for seven new full-time equivalent positions and an increase from one part-time position to a full-time position. The new positions are for two police officers, a police clerk, a permit tech, a storm water maintenance worker, a facilities maintenance worker and a one-year project related position for a support specialist. The total FTE count for the City of Ridgefield with these additions is 59.25, which includes 58 full-time positions and 2 part-time positions.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1331 by making the following motion:

“I move to adopt Ordinance No. 1331, as presented.”

STAFF CONTACT: Kirk Johnson, Finance Director

ATTACHMENTS: 2021 Proposed Budget - Public Hearing 12.3.2020 (PDF)
 Exhibit A - 2021 Proposed Budget Summary (PDF)
 Exhibit B - 2021 Operating Funds Summary (PDF)
 Exhibit C - 2021 Special Revenue and Debt Service Fund Summary (PDF)
 Exhibit D - Capital Service Fund Summary (PDF)
 Exhibit E - Capital Project Fund and ERF Summary (PDF)
 Exhibit F - 2021 FTE Schedule (PDF)

ORDINANCE NO. 1331

AN ORDINANCE FOR THE CITY OF RIDGEFIELD, WASHINGTON ADOPTING THE 2021 BUDGET; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the tax estimates and budget for the City of Ridgefield for the 2021 fiscal year have been prepared and filed as provided by the laws of the State of Washington; and

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

WHEREAS, the 2021 proposed budget was submitted to the City Council and City Clerk on October 30, 2020 and budget workshop sessions were held on August 27, 2020, and September 24, 2020; and

WHEREAS, public hearings on the 2021 annual budget were held on November 5, 2020, November 19, 2020 and December 3, 2020.

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

Section 1: Public Interest. The Ridgefield City Council finds it to be in the public interest to adopt the 2021 budget of anticipated revenues and expenditures.

Section 2: 2021 Budget Adoption. The annual budget for the City of Ridgefield, Washington for the year ending December 31, 2021 is hereby adopted in the amounts and for the purposes shown in Exhibits "A-F", attached hereto and incorporated herein by reference. The budget for each Department and Fund in Exhibits "A-F" is hereby adopted at the fund level and set as the appropriation limit for expenditures for the fiscal year 2021. The attached Exhibit "A" summarizes the totals of estimated revenue and expenditure appropriations for each separate fund and the aggregate total for all funds combined.

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

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

Section 5: Regulatory Conflicts. All other Ordinances and parts of other Ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of the inconsistency or conflict.

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

Section 7: Effective date. This ordinance shall take effect and be in full force five (5) days after the publication of the attached summary and Exhibits "A-F", which is hereby approved.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 3RD
DAY OF DECEMBER, 2020.

By: _____
Don Stose, Mayor

Attest:

Julie Ferriss
City Clerk

Approved as to Form:

Janean Parker, City Attorney

First Reading:	November 19, 2020
Second Reading/Passed:	December 3, 2020
Date of Publication:	December 9, 2020
Effective Date:	December 14, 2020



2021 Proposed Budget

December 3, 2020



2021 Proposed Budget Agenda

- 2021 Budget Summary
 - Operating Funds
 - Capital Service Funds
 - Capital Project/ERF Funds
 - Special Revenue Funds
 - Debt Service Funds
- 2021 FTE Report



2021 Proposed Budget Agenda

- 2021 Budget Summary
 - Total revenue \$29,043,553
 - Total expense \$27,437,587
 - Operating budget \$14,135,090
 - 49.8% Personnel expense
 - 32.6% Operations and maintenance
 - 12.8% Capital outlay and transfers
 - 2.9% Capital Leases
 - 1.9% Debt Service



2021 Proposed Budget

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 6,627,370	\$ 9,647,238	\$ 9,975,584	\$ 6,299,024	\$ (328,346)
101	Street Fund	12,237	767,564	749,868	29,933	\$ 17,696
406	Water Operating	2,037,696	2,454,793	2,253,886	2,238,603	\$ 200,907
408	Stormwater Operating	503,442	950,920	1,155,752	298,610	\$ (204,832)
Total Operating Funds		9,180,745	13,820,515	14,135,090	8,866,170	\$ (314,575)
Capital Service Funds						
105	Real Estate Excise Tax	1,734,086	1,520,000	1,413,405	1,840,681	106,595
114	Park Impact Fee	1,546,550	1,413,450	490,000	2,470,000	923,450
115	Traffic Impact Fee	2,380,483	2,559,112	1,930,000	3,009,595	629,112
416	Water Utility SDC	8,623,696	1,858,375	1,834,063	8,648,008	24,312
Total Capital Service Funds		14,284,815	7,350,937	5,667,468	15,968,284	1,683,469
Special Revenue Funds						
111	Drug Fund	5,297	1,010	-	6,307	1,010
140	Affordable Housing	5,500	23,035	-	28,535	23,035
150	Transportation Benefit District	192,451	153,435	-	345,886	153,435
Total Special Revenue Funds		203,248	177,480	-	380,728	177,480
Debt Service Fund						
200	Debt Service	-	1,433,629	1,433,629	-	-
Total Debt Service Fund		-	1,433,629	1,433,629	-	-
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	389,679	4,517,000	4,517,000	389,679	-
410	Water Utility Capital Projects	9,509	1,099,000	1,099,000	9,509	-
412	Storm Utility Capital Projects	-	426,000	426,000	-	-
501	Equipment Replacement (ERF)	219,735	218,992	159,400	279,327	59,592
Total Capital/ERF		618,923	6,260,992	6,201,400	678,515	59,592
Total Budget		\$ 24,287,731	\$ 29,043,553	\$ 27,437,587	\$ 25,893,697	\$ 1,605,966



2021 Proposed Budget

Operating Funds Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 9,740,553	\$ 9,647,238	-0.96%
101	Street Fund	675,625	767,564	13.61%
406	Water Operating	2,349,549	2,454,793	4.48%
408	Stormwater Operating	765,275	950,920	24.26%
<i>Total Operating Funds</i>		<i>13,531,002</i>	<i>13,820,515</i>	<i>2.14%</i>



2021 Proposed Budget

Operating Funds Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Operating Funds</i>				
001	General Fund	\$ 8,872,324	\$ 9,975,584	12.43%
101	Street Fund	725,387	749,868	3.37%
406	Water Operating	2,177,534	2,253,886	3.51%
408	Stormwater Operating	648,986	1,155,752	78.09%
<i>Total Operating Funds</i>		<i>12,424,231</i>	<i>14,135,090</i>	<i>13.77%</i>



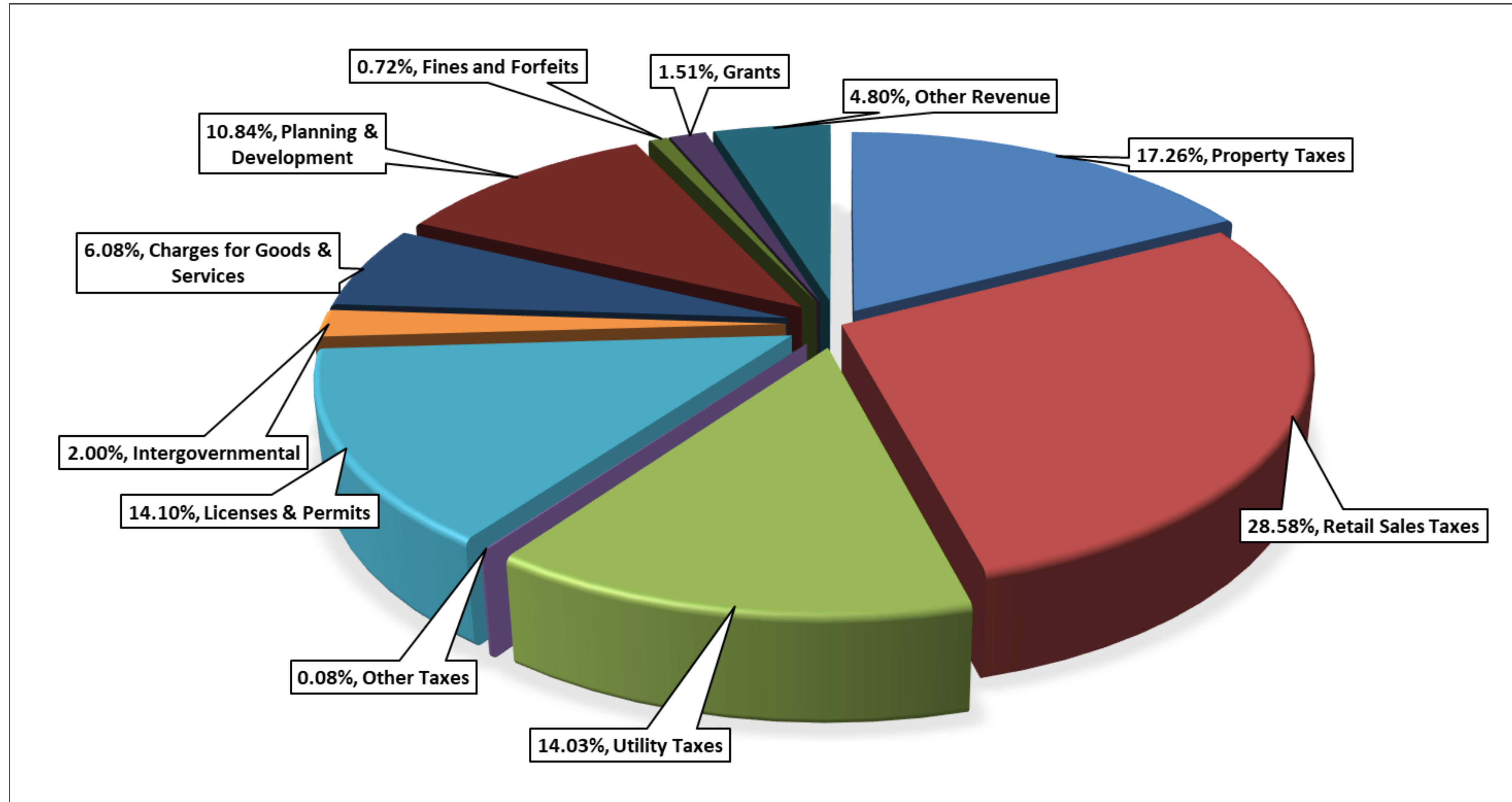
2021 Proposed Budget

Operating Funds – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 6,627,370	\$ 9,647,238	\$ 9,975,584	\$ 6,299,024	\$ (328,346)
101	Street Fund	12,237	767,564	749,868	29,933	\$ 17,696
406	Water Operating	2,037,696	2,454,793	2,253,886	2,238,603	\$ 200,907
408	Stormwater Operating	503,442	950,920	1,155,752	298,610	\$ (204,832)
Total Operating Funds		9,180,745	13,820,515	14,135,090	8,866,170	\$ (314,575)

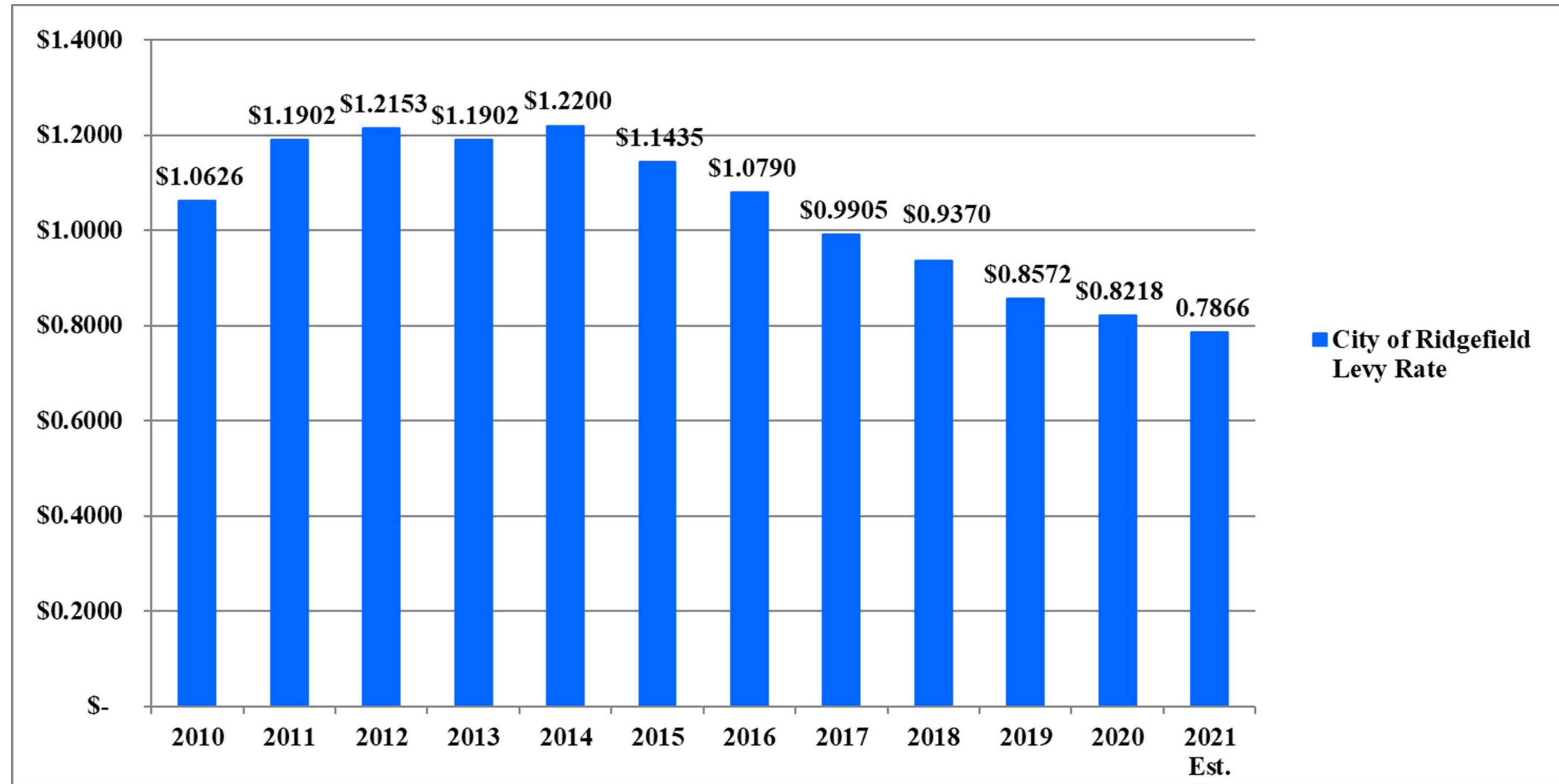


2021 Proposed Budget General Fund Revenue Budget

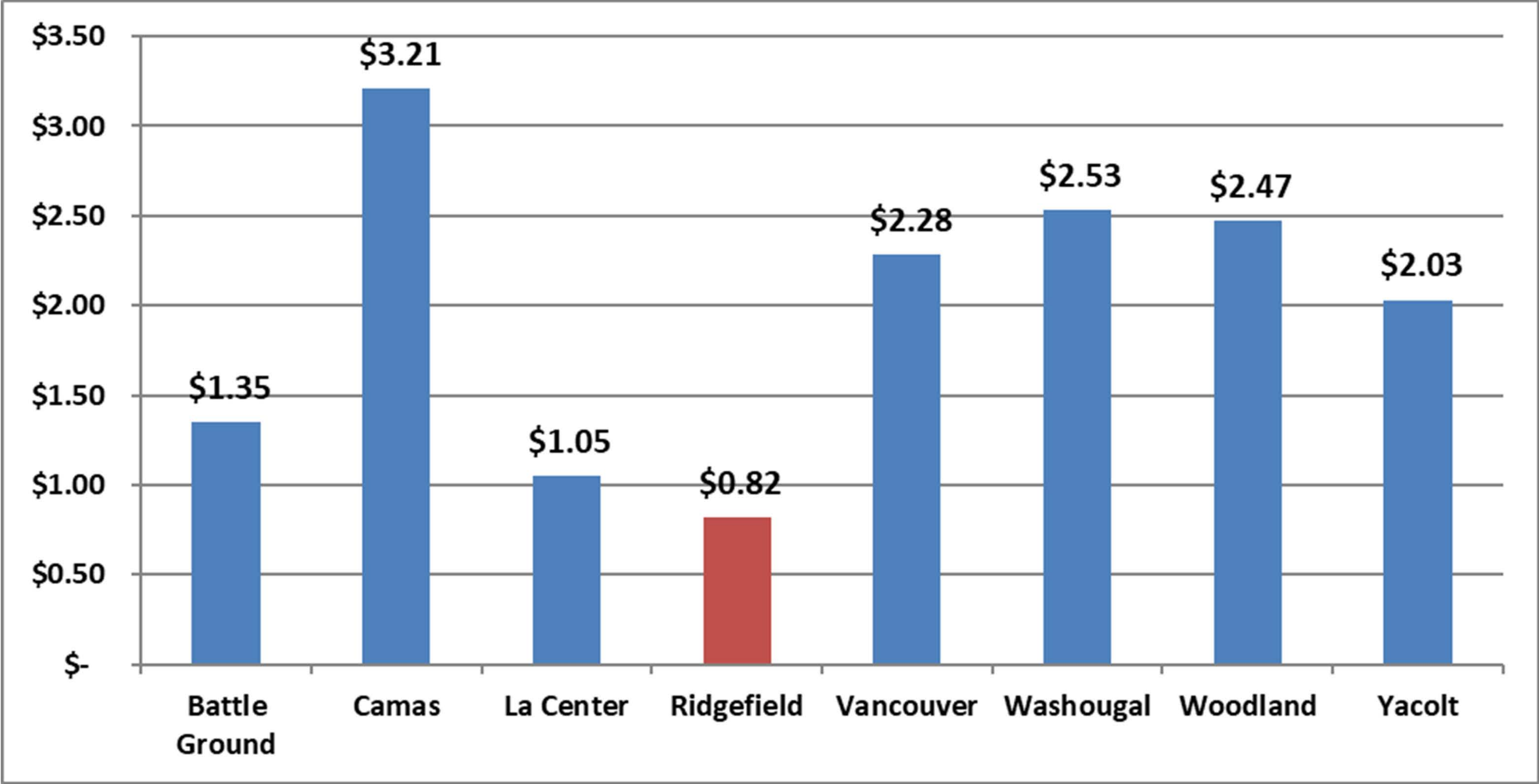


2021 Proposed Budget

General Fund Revenue Budget



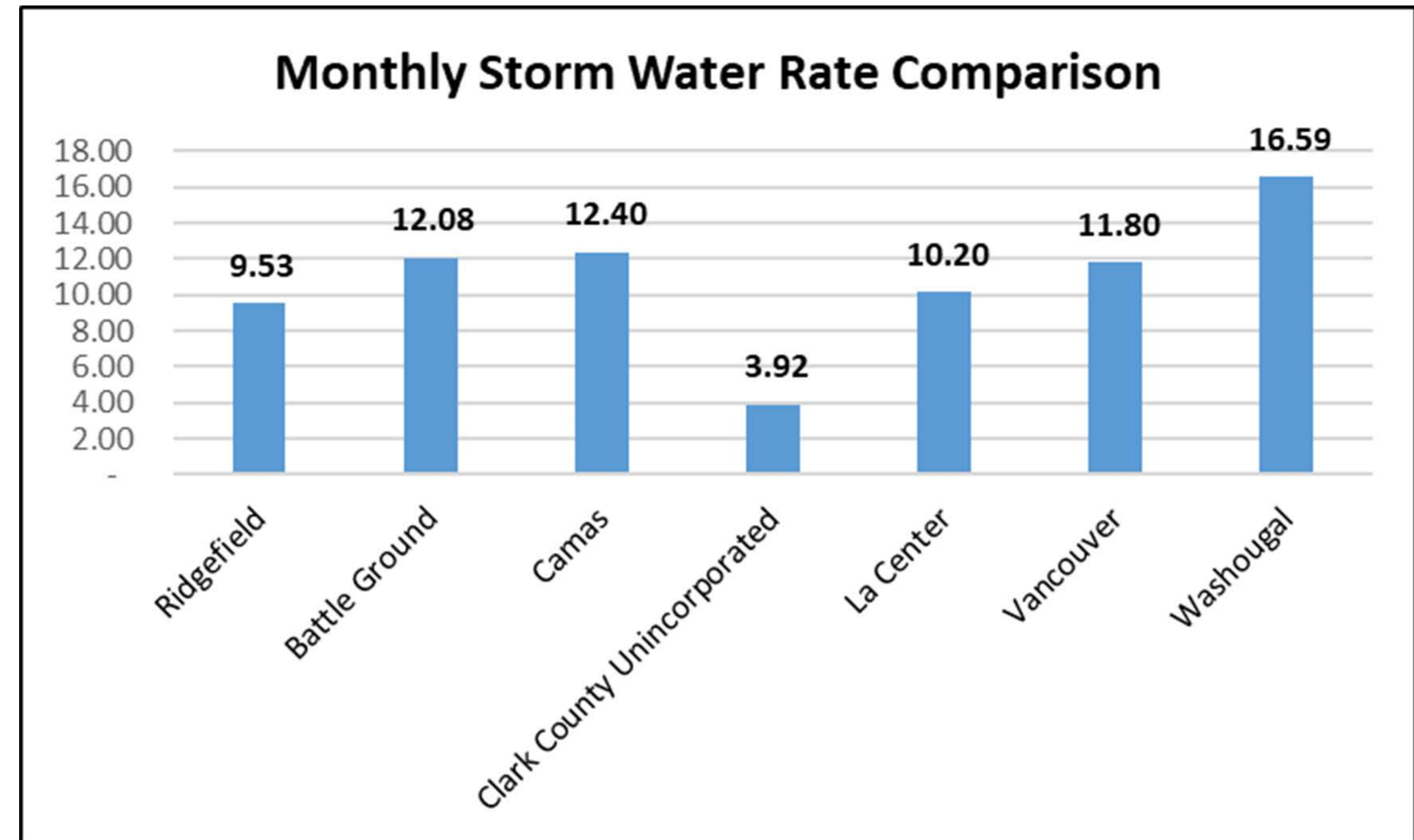
2021 Proposed Budget General Fund Revenue Budget



2021 Proposed Budget

General Fund Revenue Budget

Agency	Storm	Utility Tax	Monthly Avg
Ridgefield	9.53	0.00%	9.53
Battle Ground	12.08	12.00%	13.53
Camas	12.40	0.00%	12.40
Clark County Unincorporated	3.92	0.00%	3.92
La Center	10.20	6.00%	10.20
Vancouver	11.80	28.90%	11.80
Washougal	16.59	6.00%	17.59



2021 Proposed Budget

2020-2021 General Fund Revenue Budget Comparison

Description	2020 Amended Budget	2021 Proposed Budget	Percentage Change
<i>001 General Fund</i>			
<i>Revenue</i>			
Property Tax	1,460,000	1,665,000	14.04%
Retail Sales & Other Tax	2,656,025	2,765,025	4.10%
Utility Taxes	1,172,046	1,353,890	15.52%
License & Permits	1,831,398	1,359,860	-25.75%
Planning & Development	1,192,136	1,046,010	-12.26%
Fines & Forfeits	59,900	69,700	16.36%
Charge for Goods & Services	500,627	586,328	17.12%
Intergovernmental/Grant	607,271	338,625	-44.24%
Other Revenue/Donations	261,150	462,800	77.22%
Transfers In	-	-	0.00%
General Fund Revenue	9,740,553	9,647,238	-0.96%



2021 Proposed Budget

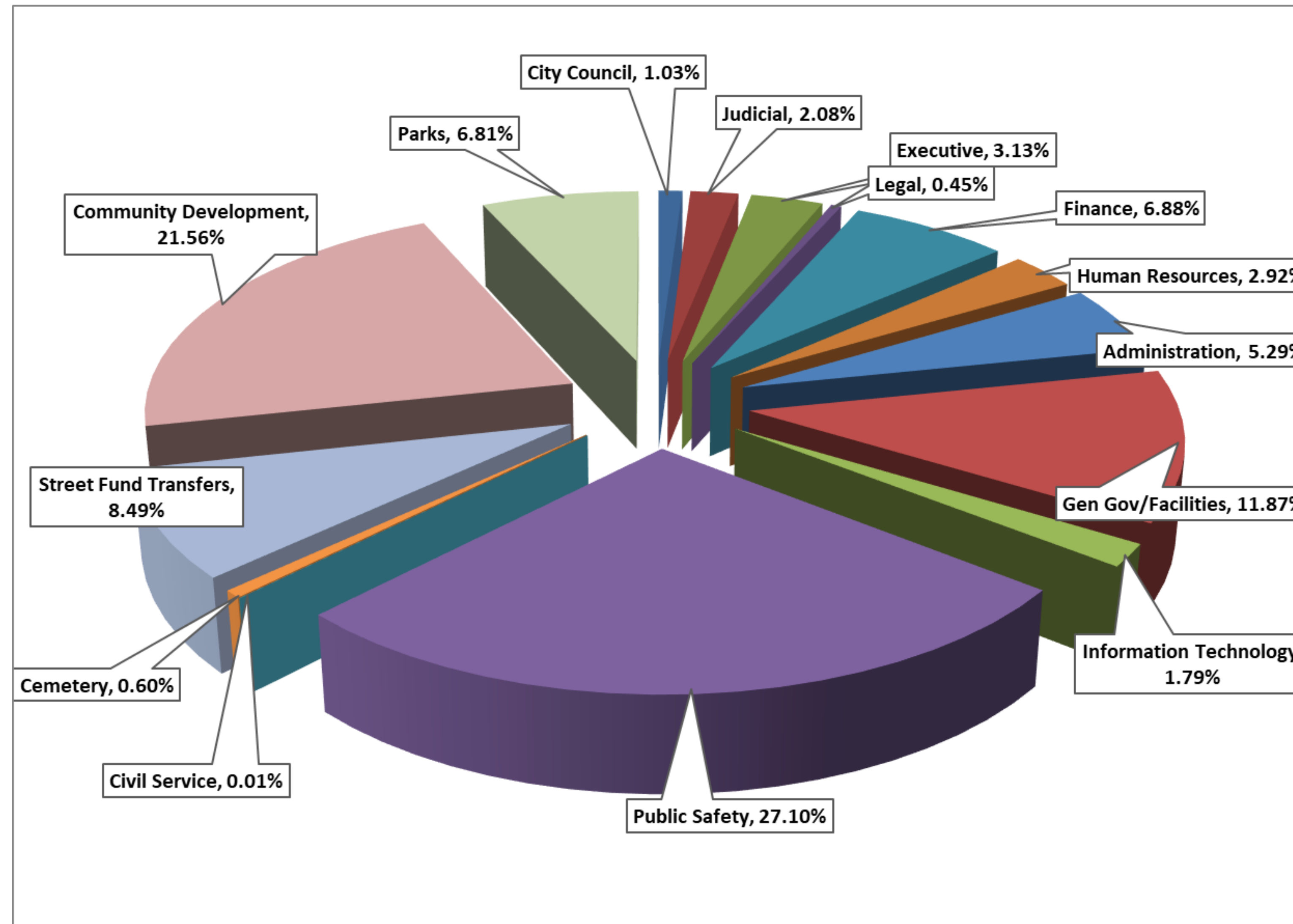
2020-2021 General Fund Expense Budget Comparison

Description	2020 Amended Budget	2021 Proposed Budget	Percentage Change
001 General Fund			
Expense			
City Council	96,483	102,825	6.57%
Judicial	187,000	207,000	10.70%
Executive	277,776	312,110	12.36%
Legal	45,000	45,000	0.00%
Finance	637,522	686,490	7.68%
Human Resources	238,029	291,015	22.26%
Administration	456,179	528,030	15.75%
Gen Govt/Facilities	1,258,600	1,183,672	-5.95%
Information Tech	178,909	178,800	-0.06%
Public Safety	1,993,998	2,702,949	35.55%
Civil Service	1,000	1,000	0.00%
Cemetery	34,985	59,449	69.93%
Transfers	665,850	846,438	27.12%
Community Development	2,185,599	2,151,005	-1.58%
Parks	615,394	679,801	10.47%
General Fund Expense	8,872,324	9,975,584	12.43%



2021 Proposed Budget

General Fund Expense Budget



2021 Proposed Budget

2020-2021 Capital Service Fund Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	1,464,166	1,520,000	3.81%
114	Park Impact Fee	1,626,916	1,413,450	-13.12%
115	Traffic Impact Fee	1,429,616	2,559,112	79.01%
416	Water Utility SDC	2,207,134	1,858,375	-15.80%
<i>Total Capital Service Funds</i>		<i>6,727,832</i>	<i>7,350,937</i>	<i>9.26%</i>



2021 Proposed Budget

2020-2021 Capital Service Fund Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Service Funds</i>				
105	Real Estate Excise Tax	837,925	1,413,405	68.68%
114	Park Impact Fee	521,500	490,000	-6.04%
115	Traffic Impact Fee	200,000	1,930,000	865.00%
416	Water Utility SDC	1,600,113	1,834,063	14.62%
<i>Total Capital Service Funds</i>		<i>3,159,538</i>	<i>5,667,468</i>	<i>79.38%</i>



2021 Proposed Budget

2021 Capital Service Funds – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Service Funds</i>						
105	Real Estate Excise Tax	1,734,086	1,520,000	1,413,405	1,840,681	106,595
114	Park Impact Fee	1,546,550	1,413,450	490,000	2,470,000	923,450
115	Traffic Impact Fee	2,380,483	2,559,112	1,930,000	3,009,595	629,112
416	Water Utility SDC	8,623,696	1,858,375	1,834,063	8,648,008	24,312
<i>Total Capital Service Funds</i>		<i>14,284,815</i>	<i>7,350,937</i>	<i>5,667,468</i>	<i>15,968,284</i>	<i>1,683,469</i>



2021 Proposed Budget

2020-2021 Capital Project and ERF Fund Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Projects & ERF</i>				
300	General Capital Projects	6,539,337	4,517,000	-30.93%
410	Water Utility Capital Projects	1,441,500	1,099,000	-23.76%
412	Storm Water Utility Capital Projects	359,000	426,000	18.66%
501	Equipment Replacement (ERF)	190,263	218,992	15.10%
<i>Total Capital Projects & ERF</i>		<i>8,530,100</i>	<i>6,260,992</i>	<i>-26.60%</i>



2021 Proposed Budget

2020-2021 Capital Project and ERF Fund Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Capital Projects & ERF</i>				
300	General Capital Projects	6,158,250	4,517,000	-26.65%
410	Water Utility Capital Projects	1,441,500	1,099,000	-23.76%
412	Storm Water Utility Capital Projects	359,000	426,000	18.66%
501	Equipment Replacement (ERF)	365,300	159,400	-56.36%
<i>Total Capital Projects & ERF</i>		<i>8,324,050</i>	<i>6,201,400</i>	<i>-25.50%</i>



2021 Proposed Budget

2021 Capital Project and ERF Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Capital Project/Equipment Replacement Construction Funds</i>						
300	General Capital Projects	389,679	4,517,000	4,517,000	389,679	-
410	Water Utility Capital Projects	9,509	1,099,000	1,099,000	9,509	-
412	Storm Utility Capital Projects	-	426,000	426,000	-	-
501	Equipment Replacement (ERF)	219,735	218,992	159,400	279,327	59,592
<i>Total Capital/ERF</i>		618,923	6,260,992	6,201,400	678,515	59,592



2021 Proposed Budget

2020-2021 Special Revenue and Debt Service Fund Revenue Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Special Revenue Funds</i>				
111	Drug Fund	1,100	1,010	-8.18%
140	Affordable Housing	-	23,035	100.00%
150	Transportation Benefit District	143,500	153,435	6.92%
<i>Total Special Revenue Funds</i>		<i>144,600</i>	<i>177,480</i>	<i>22.74%</i>
<i>Debt Service</i>				
200	Debt Service	4,665,313	1,433,629	-69.27%
<i>Total Debt Service</i>		<i>4,665,313</i>	<i>1,433,629</i>	<i>-69.27%</i>



2021 Proposed Budget

2020-2021 Special Revenue and Debt Service Fund Expense Budget Comparison

		<i>2020 Amended Budget</i>	<i>2021 Proposed Budget</i>	<i>Percentage Change</i>
<i>Special Revenue Funds</i>				
111	Drug Fund	-	-	0.00%
140	Affordable Housing	-	-	0.00%
150	Transportation Benefit District	-	-	0.00%
	<i>Special Revenue Funds</i>	-	-	0.00%
<i>Debt Service</i>				
200	Debt Service	4,665,313	1,433,629	-69.27%
	<i>Total Debt Service</i>	<i>4,665,313</i>	<i>1,433,629</i>	<i>-69.27%</i>



2021 Proposed Budget

2020-2021 Special Revenue and Debt Service Fund – Fund Balance Impact

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
<i>Special Revenue Funds</i>						
111	Drug Fund	5,297	1,010	-	6,307	1,010
140	Affordable Housing	5,500	23,035	-	28,535	23,035
150	Transportation Benefit District	192,451	153,435	-	345,886	153,435
<i>Total Special Revenue Funds</i>		<i>203,248</i>	<i>177,480</i>	<i>-</i>	<i>380,728</i>	<i>177,480</i>
<i>Debt Service Fund</i>						
200	Debt Service	-	1,433,629	1,433,629	-	-
<i>Total Debt Service Fund</i>		<i>-</i>	<i>1,433,629</i>	<i>1,433,629</i>	<i>-</i>	<i>-</i>



2021 Proposed Budget

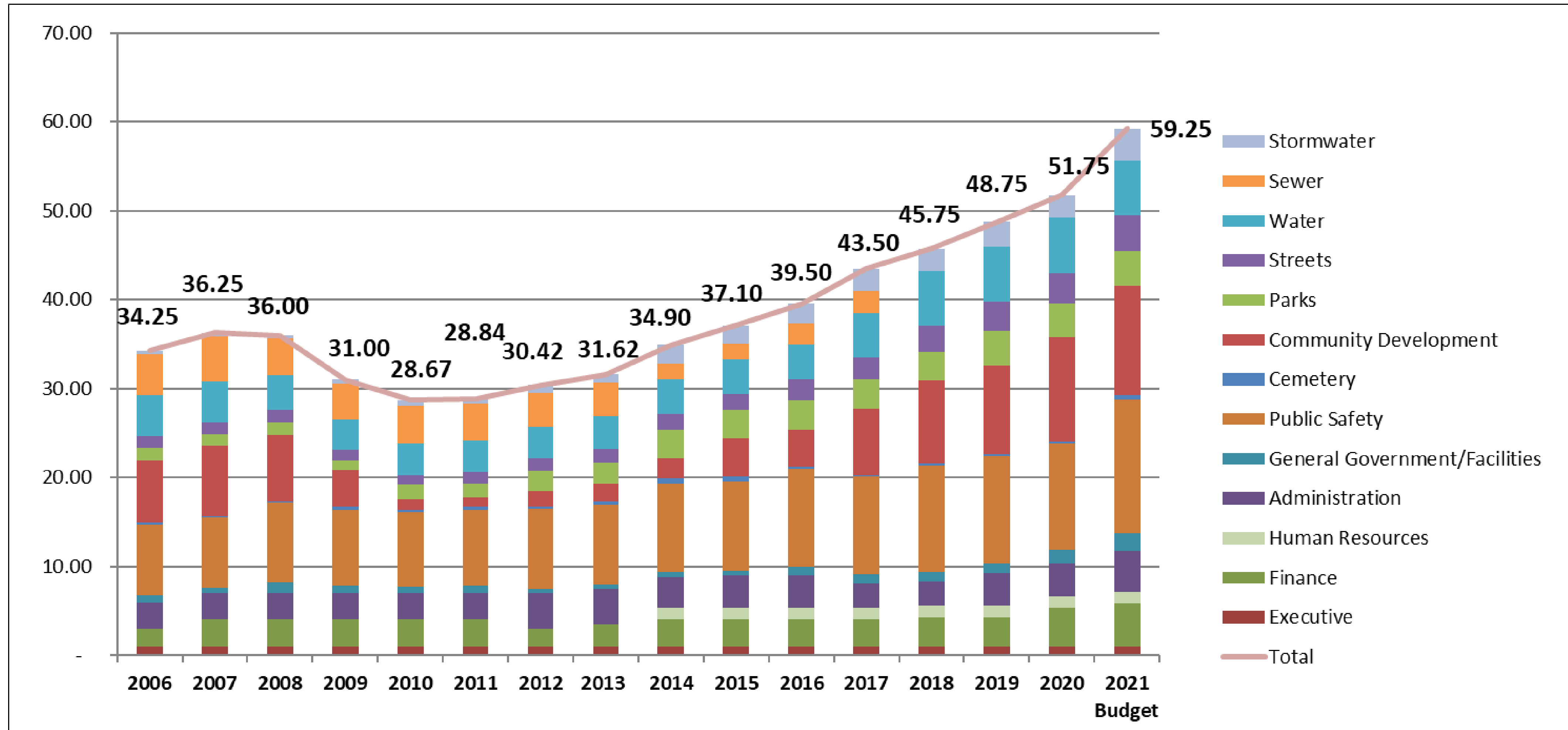
2020-2021 FTE Count Comparison

Personnel Schedule (Full-Time Equivalents)				
Job Title	2019 FTE Allocation	2020 FTE Allocation	2021 FTE Allocation	2021 FTE Percentage
Executive	1.00	1.00	1.00	1.69%
Total Finance	3.30	4.30	4.80	8.10%
Total Human Resources	1.30	1.30	1.30	2.19%
Total Administration	3.70	3.70	4.70	7.93%
Total General Government/Facilities	1.07	1.54	1.97	3.32%
Total Public Safety	12.00	12.00	15.00	25.32%
Total Cemetery	0.27	0.24	0.47	0.79%
Total Community Development	9.90	11.72	12.29	20.74%
Total Parks	3.89	3.80	3.97	6.70%
Total Streets	3.31	3.42	4.02	6.78%
Total Water Utility	6.24	6.22	6.18	10.43%
Total Stormwater Utility	2.77	2.51	3.55	5.99%
Total Full Time Equivalents	48.75	51.75	59.25	100.00%
Full-Time Staff				
Full-Time Employees	47.00	50.00	58.00	97.89%
Part-Time Staff				
Part-Time Employees	1.75	1.75	1.25	2.11%



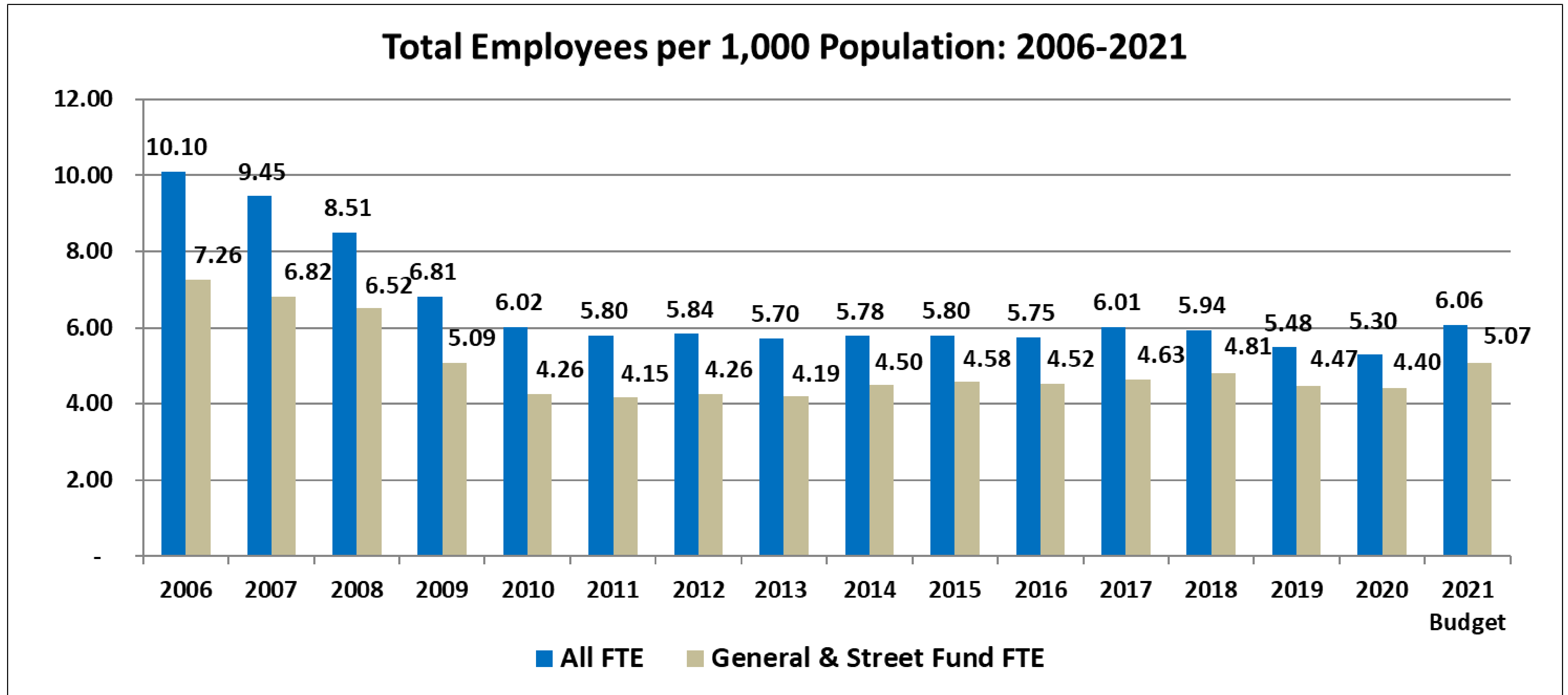
2021 Proposed Budget

2021 FTE Count



2021 Proposed Budget

2021 FTE Count



2021 Proposed Budget Next Steps

- December

- Conduct public hearing on budget 12/3 6:30 PM
- Adopt 2021 budget 12/3 6:30 PM
- Transmit 2021 budget to MRSC and State Auditor





THANK YOU

Exhibit "A"



2021 Budget

		<i>Beginning Fund Balance</i>	<i>2021 Budgeted Revenue</i>	<i>2021 Budgeted Expense</i>	<i>Ending Fund Balance</i>	<i>Change In Fund Balance</i>
Operating Funds						
001	General Fund	\$ 6,627,370	\$ 9,647,238	\$ 9,975,584	\$ 6,299,024	\$ (328,346)
101	Street Fund	12,237	767,564	749,868	29,933	\$ 17,696
406	Water Operating	2,037,696	2,454,793	2,253,886	2,238,603	\$ 200,907
408	Stormwater Operating	503,442	950,920	1,155,752	298,610	\$ (204,832)
Total Operating Funds		9,180,745	13,820,515	14,135,090	8,866,170	\$ (314,575)
Capital Service Funds						
105	Real Estate Excise Tax	1,734,086	1,520,000	1,413,405	1,840,681	106,595
114	Park Impact Fee	1,546,550	1,413,450	490,000	2,470,000	923,450
115	Traffic Impact Fee	2,380,483	2,559,112	1,930,000	3,009,595	629,112
416	Water Utility SDC	8,623,696	1,858,375	1,834,063	8,648,008	24,312
Total Capital Service Funds		14,284,815	7,350,937	5,667,468	15,968,284	1,683,469
Special Revenue Funds						
111	Drug Fund	5,297	1,010	-	6,307	1,010
140	Affordable Housing	5,500	23,035	-	28,535	23,035
150	Transportation Benefit District	192,451	153,435	-	345,886	153,435
Total Special Revenue Funds		203,248	177,480	-	380,728	177,480
Debt Service Fund						
200	Debt Service	-	1,433,629	1,433,629	-	-
Total Debt Service Fund		-	1,433,629	1,433,629	-	-
Capital Project/Equipment Replacement Construction Funds						
300	General Capital Projects	389,679	4,517,000	4,517,000	389,679	-
410	Water Utility Capital Projects	9,509	1,099,000	1,099,000	9,509	-
412	Storm Utility Capital Projects	-	426,000	426,000	-	-
501	Equipment Replacement (ERF)	219,735	218,992	159,400	279,327	59,592
Total Capital/ERF		618,923	6,260,992	6,201,400	678,515	59,592
Total Budget		\$ 24,287,731	\$ 29,043,553	\$ 27,437,587	\$ 25,893,697	\$ 1,605,966

Exhibit "B"



2021 Budget

Operating Funds Summary Report by Fund

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
001 General Fund							
Revenue							
Property Tax	1,149,449	1,288,393	1,460,000	1,387,000	1,665,000	-	1,665,000
Retail Sales & Other Tax	2,635,867	3,255,417	2,656,025	2,758,520	2,765,025	-	2,765,025
Utility Taxes	1,015,750	1,095,607	1,172,046	1,250,178	1,353,890	-	1,353,890
License & Permits	1,175,971	1,302,769	1,831,398	1,955,216	1,359,860	-	1,359,860
Planning & Development	1,089,769	1,243,980	1,192,136	1,217,519	1,046,010	-	1,046,010
Fines & Forfeits	76,029	74,827	59,900	57,313	69,700	-	69,700
Charge for Goods & Svc	595,719	564,533	500,627	501,950	572,528	13,800	586,328
Intergovernmental/Grant	176,782	314,624	607,271	631,599	338,625	-	338,625
Other Rev/Donations	98,492	238,898	261,150	271,046	462,800	-	462,800
Transfers In	8,798	-	-	-	-	-	-
Total Revenue	8,022,626	9,379,048	9,740,553	10,030,341	9,633,438	13,800	9,647,238
Expense							
City Council	80,622	95,548	96,483	83,571	102,825	-	102,825
Judicial	124,879	132,677	187,000	162,573	207,000	-	207,000
Executive	254,507	266,751	277,776	248,119	312,110	-	312,110
Legal	29,970	27,523	45,000	32,951	45,000	-	45,000
Finance	427,613	452,256	637,522	595,163	686,490	-	686,490
Human Resources	189,151	206,171	238,029	206,586	261,815	29,200	291,015
Administration	321,448	394,378	456,179	423,640	479,840	48,190	528,030
Gen Govt/Facilities	788,304	1,174,734	1,258,600	1,154,769	1,003,060	180,612	1,183,672
Information Tech	135,059	148,572	178,909	173,291	178,800	-	178,800
Public Safety	1,726,967	1,823,404	1,993,998	2,006,972	2,276,829	426,120	2,702,949
Civil Service	70	80	1,000	92	1,000	-	1,000
Cemetery	18,950	35,432	34,985	52,403	55,645	3,804	59,449
Transfers	341,124	522,706	665,850	620,850	595,000	251,438	846,438
Community Development	2,329,319	1,835,908	2,185,599	1,886,382	1,942,305	208,700	2,151,005
Parks	429,570	599,806	615,394	581,851	580,555	99,246	679,801
Total Expense	7,197,553	7,715,946	8,872,324	8,229,213	8,728,274	1,247,310	9,975,584
Net Total	825,073	1,663,102	868,229	1,801,128	905,164	(1,233,510)	(328,346)
Fund Balance							
Beginning Fund Balance	2,338,067	3,163,140	4,826,242	4,826,242	6,627,370	7,532,534	6,627,370
Ending Fund Balance	3,163,140	4,826,242	5,694,471	6,627,370	7,532,534	6,299,024	6,299,024
GF Policy Reserve Balance	1,480,890	2,014,914	2,331,040	2,331,040	2,421,264	2,421,264	2,421,264
Building Policy Reserve Bal	394,376	574,578	538,567	538,567	594,109	594,109	594,109
Restricted for Building	346,554	599,282	1,230,900	1,679,948	1,657,720	1,657,720	1,449,020
Fund Balance Available	941,320	1,637,468	1,593,964	2,077,815	2,859,441	1,625,931	1,834,631

Exhibit "B"



2021 Budget

Operating Funds Summary Report by Fund

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
101 Street Fund							
Revenue							
Utility Tax/Franchise Fee	69,750	72,002	85,634	89,044	95,491	-	95,491
Permits	21,806	18,528	20,000	23,946	20,000	-	20,000
Grants	-	-	17,000	17,000	-	-	-
Intergovernmental	168,375	177,662	151,116	160,635	220,610	-	220,610
Other Revenue	322	1,694	1,025	3	1,025	-	1,025
Transfers In	236,403	328,125	400,850	400,850	400,000	30,438	430,438
Total Revenue	496,656	598,011	675,625	691,478	737,126	30,438	767,564
Expense							
Streets	530,946	600,875	725,387	681,827	719,430	30,438	749,868
Total Expense	530,946	600,875	725,387	681,827	719,430	30,438	749,868
Net Total	(34,290)	(2,864)	(49,762)	9,651	17,696	-	17,696
Fund Balance							
Beg Fund Balance	39,740	5,450	2,586	2,586	12,237	29,933	12,237
Ending Fund Balance	5,450	2,586	(47,176)	12,237	29,933	29,933	29,933
Reserves Maintain in GF	-	-	-	-	-	-	-
Fund Balance Available	5,450	2,586	(47,176)	12,237	29,933	29,933	29,933

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
406 Water Utility Fund							
Revenue							
Charge for Goods & Srvs	1,712,142	1,939,937	2,118,404	2,258,295	2,248,635	-	2,248,635
Grants	-	-	22,000	22,000	-	-	-
Other Revenue	9,017	12,652	10,605	9,368	10,000	-	10,000
Transfers In	203,276	200,310	198,540	198,540	196,158	-	196,158
Total Revenue	1,924,435	2,152,899	2,349,549	2,488,203	2,454,793	-	2,454,793
Expense							
Water Utility	2,181,386	1,808,533	2,177,534	1,997,639	2,091,986	161,900	2,253,886
Total Expense	2,181,386	1,808,533	2,177,534	1,997,639	2,091,986	161,900	2,253,886
Net Total	(256,951)	344,366	172,015	490,564	362,807	(161,900)	200,907
Fund Balance							
Beginning Fund Balance	1,409,730	1,202,766	1,547,132	1,547,132	2,037,696	2,400,503	2,037,696
Ending Fund Balance	1,202,766	1,547,132	1,719,147	2,037,696	2,400,503	2,238,603	2,238,603
Policy Reserve Balance	531,686	688,217	881,874	881,874	1,005,949	1,005,949	1,005,949
Fund Balance Available	671,080	858,915	837,273	1,155,822	1,394,554	1,232,654	1,232,654

Exhibit "B"



2021 Budget

Operating Funds Summary Report by Fund

Description	2018 Actual	2019 Actual	2020 Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
408 Stormwater Utility Fund							
Revenue							
Charge for Goods & Svc	560,683	676,722	749,000	833,703	947,920	-	947,920
Grants	-	-	16,000	16,000	-	-	-
Other Revenue	1,414	(225)	275	1,830	3,000	-	3,000
Total Revenue	562,097	676,497	765,275	851,533	950,920	-	950,920
Expense							
Stormwater Utility	741,675	658,378	648,986	645,705	753,752	402,000	1,155,752
Total Expense	741,675	658,378	648,986	645,705	753,752	402,000	1,155,752
Net Total	(179,578)	18,119	116,289	205,828	197,168	(402,000)	(204,832)
Fund Balance							
Beginning Fund Balance	437,626	279,495	297,614	297,614	503,442	700,610	503,442
Ending Fund Balance	279,495	297,614	413,903	503,442	700,610	298,610	298,610
Policy Reserve Balance	183,098	275,728	398,183	398,183	456,435	456,435	456,435
Fund Balance Available	96,397	21,886	15,720	105,259	244,175	(157,825)	(157,825)

Exhibit "C"



2021 Budget

Special Revenue and Debt Service Fund Summary Report by Fund

		2020						
Description	2018	Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
111 Drug Fund								
Revenue								
Fines and Forfeits		1,837	947	1,000	506	1,000	-	1,000
Other Revenue		167	264	100	5	10	-	10
Total Revenue		2,004	1,211	1,100	511	1,010	-	1,010
Expense								
Small Tools & Equipment		-	5,617	-	-	-	-	-
Intergovernmental		1	21	-	-	-	-	-
Total Expense		1	5,638	-	-	-	-	-
Net Total		2,003	(4,427)	1,100	511	1,010	-	1,010
Fund Balance								
Beginning Fund Balance		7,210	9,213	4,786	4,786	5,297	6,307	5,297
Ending Fund Balance		9,213	4,786	5,886	5,297	6,307	6,307	6,307
Fund Balance Available		9,213	4,786	5,886	5,297	6,307	6,307	6,307

140 Affordable Housing								
Revenue								
Retail Sales Tax		-	-	-	5,500	23,000	-	23,000
Other Revenue		-	-	-	-	35	-	35
Total Revenue		-	-	-	5,500	23,035	-	23,035
Expense								
Transfers-Out		-	-	-	-	-	-	-
Total Expense		-	-	-	-	-	-	-
Net Total		-	-	-	5,500	23,035	-	23,035
Fund Balance								
Beg Fund Balance		-	-	-	-	5,500	28,535	5,500
Ending Fund Balance		-	-	-	5,500	28,535	28,535	28,535
Fund Balance Available		-	-	-	5,500	28,535	28,535	28,535

150 Transportation Benefit District								
Revenue								
Vehicle Licensing Fees		-	75,973	143,450	146,463	153,410	-	153,410
Other Revenue		-	4	50	11	25	-	25
Total Revenue		-	75,977	143,500	146,474	153,435	-	153,435
Expense								
Transfers-Out		-	30,000	-	-	-	-	-
Total Expense		-	30,000	-	-	-	-	-
Net Total		-	45,977	143,500	146,474	153,435	-	153,435
Fund Balance								
Beg Fund Balance		-	-	45,977	45,977	192,451	345,886	192,451
Ending Fund Balance		-	45,977	189,477	192,451	345,886	345,886	345,886
Fund Balance Available		-	45,977	189,477	192,451	345,886	345,886	345,886

Exhibit "C"



2021 Budget

Special Revenue and Debt Service Fund Summary Report by Fund

Description	2018	Actual	2020		2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
			2019 Actual	Amended Budget				
200 Debt Service Fund								
Revenue								
Transfers-In		456,555	808,499	807,650	807,649	1,433,629	-	1,433,629
Other Revenue		1,384	-	-	-	-	-	-
Other Financing Sources		7,099,533	-	3,857,663	3,857,663	-	-	-
Total Revenue		7,557,472	808,499	4,665,313	4,665,312	1,433,629	-	1,433,629
Expense								
Debt Service		633,781	808,499	4,665,313	4,665,312	1,433,629	-	1,433,629
Transfers-Out		8,671,000	-	-	-	-	-	-
Total Expense		9,304,781	808,499	4,665,313	4,665,312	1,433,629	-	1,433,629
Net Total		(1,747,309)	-	-	-	-	-	-
Fund Balance								
Beg Fund Balance		1,747,309	-	-	-	-	-	-
Ending Fund Balance		-	-	-	-	-	-	-
Fund Balance Available		-	-	-	-	-	-	-

Exhibit "D"



2021 Budget

Capital Service Fund Summary Report by Fund

	2020							
Description	2018	Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
105 Real Estate Excise Tax (REET) Fund								
Revenue								
Real Estate Excise Taxes	1,091,870		1,569,351	1,449,166	1,390,841	1,500,000	-	1,500,000
Other Revenue	51,645		77,212	15,000	21,782	20,000	-	20,000
Total Revenue	1,143,515		1,646,563	1,464,166	1,412,623	1,520,000	-	1,520,000
Expense								
Utility		-	236,440	-	-	-	-	-
General		-	-	-	-	-	-	-
Streets	1,425,806		-	50,500	50,500	-	-	-
Parks	2,812,875		657,000	-	-	-	-	-
Debt Service (RORC)	436,331		788,275	787,425	787,425	1,413,405	-	1,413,405
Total Expense	4,675,012		1,681,715	837,925	837,925	1,413,405	-	1,413,405
Net Total	(3,531,497)		(35,152)	626,241	574,698	106,595	-	106,595
Fund Balance								
Beg Fund Balance	4,726,037		1,194,540	1,159,388	1,159,388	1,734,086	1,840,681	1,734,086
Ending Fund Balance	1,194,540		1,159,388	1,785,629	1,734,086	1,840,681	1,840,681	1,840,681
Debt Service Reserves	787,275		787,425	1,413,405	1,413,405	1,414,003	1,414,003	1,414,003
Fund Balance Available	407,265		371,963	372,224	320,681	426,678	426,678	426,678

Description			2020	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget	
	2018	Actual	2019 Actual					Amended Budget
114 Park Impact Fee (PIF) Fund								
Revenue								
Planning & Development	927,194		1,094,204	1,626,891	1,731,264	1,413,200	-	1,413,200
Grants	-		-	-	-	-	-	-
Other Revenue	16,433		39	25	105	250	-	250
Total Revenue	943,627		1,094,243	1,626,916	1,731,369	1,413,450	-	1,413,450
Expense								
Park Impact Fee	4,264,655		762,719	521,500	516,343	-	490,000	490,000
Total Expense	4,264,655		762,719	521,500	516,343	-	490,000	490,000
Net Total	(3,321,028)		331,524	1,105,416	1,215,026	1,413,450	(490,000)	923,450
Fund Balance								
Beg Fund Balance	3,321,028		-	331,524	331,524	1,546,550	2,960,000	1,546,550
Ending Fund Balance	-		331,524	1,436,940	1,546,550	2,960,000	2,470,000	2,470,000
Fund Balance Available	-		331,524	1,436,940	1,546,550	2,960,000	2,470,000	2,470,000

Exhibit "D"



2021 Budget

Capital Service Fund Summary Report by Fund

	2020							
Description	2018	Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
115 Traffic Impact Fee (TIF) Fund								
Revenue								
Planning & Development	623,373		1,443,129	1,429,591	1,159,480	2,557,612	-	2,557,612
Other Revenue	(1,191)		42,330	25	9,059	1,500	-	1,500
Total Revenue	622,182		1,485,459	1,429,616	1,168,539	2,559,112	-	2,559,112
Expense								
Transp Impact Fee	1,439,255		73,515	200,000	200,000	-	1,930,000	1,930,000
Total Expense	1,439,255		73,515	200,000	200,000	-	1,930,000	1,930,000
Net Total	(817,073)		1,411,944	1,229,616	968,539	2,559,112	(1,930,000)	629,112
Fund Balance								
Beginning Fund Balance	817,073		-	1,411,944	1,411,944	2,380,483	4,939,595	2,380,483
Ending Fund Balance	-		1,411,944	2,641,560	2,380,483	4,939,595	3,009,595	3,009,595
Fund Balance Available	-		1,411,944	2,641,560	2,380,483	4,939,595	3,009,595	3,009,595

Description			2020	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget	
	2018	Actual	2019 Actual					Amended Budget
416 Water Utility SDC Fund								
Revenue								
Contributed Capital	2,012,391		1,647,176	2,138,221	2,683,927	1,818,375	-	1,818,375
Other Revenue	39,235		161,189	68,913	49,539	40,000	-	40,000
Total Revenue	2,051,626		1,808,365	2,207,134	2,733,466	1,858,375	-	1,858,375
Expense								
Intergovernmental	30,248		23,994	20,073	41,450	23,905	600,000	623,905
Capital Outlay	-		-	-	-	-	-	-
Transfers Out	564,053		939,598	1,580,040	1,265,028	196,158	1,014,000	1,210,158
Total Expense	594,301		963,592	1,600,113	1,306,478	220,063	1,614,000	1,834,063
Net Total	1,457,325		844,773	607,021	1,426,988	1,638,312	(1,614,000)	24,312
Fund Balance								
Beg Fund Balance	4,894,610		6,351,935	7,196,708	7,196,708	8,623,696	10,262,008	8,623,696
Ending Fund Balance	6,351,935		7,196,708	7,803,729	8,623,696	10,262,008	8,648,008	8,648,008
Fund Balance Available	6,351,935		7,196,708	7,803,729	8,623,696	10,262,008	8,648,008	8,648,008

Exhibit "E"



2021 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

	2020						
Description	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
300 General Capital Project Fund							
Revenue							
Grants	2,275,010	362,700	1,160,000	578,997	-	1,235,000	1,235,000
Other Revenue	336,349	412,351	-	41,844	-	-	-
Transfers In	18,730,578	1,735,198	1,037,000	986,843	195,000	2,681,000	2,876,000
Other Financing Sources	-	-	4,342,337	3,877,337	-	406,000	406,000
Total Revenue	21,341,937	2,510,249	6,539,337	5,485,021	195,000	4,322,000	4,517,000
Expense							
Facilities	-	-	3,961,250	3,833,056	-	406,000	406,000
Cemetery	-	28,997	-	-	-	-	-
Streets	4,913,088	548,096	1,575,500	1,019,839	195,000	3,286,000	3,481,000
Parks	16,498,295	1,537,102	621,500	518,026	-	630,000	630,000
Transfers Out	-	98,950	-	-	-	-	-
Total Expense	21,411,383	2,213,145	6,158,250	5,370,921	195,000	4,322,000	4,517,000
Net Total	(69,446)	297,104	381,087	114,100	-	-	-
Fund Balance							
Beginning Fund Balance	47,921	(21,525)	275,579	275,579	389,679	389,679	389,679
Ending Fund Balance	(21,525)	275,579	656,666	389,679	389,679	389,679	389,679
Fund Balance Available	(21,525)	275,579	656,666	389,679	389,679	389,679	389,679

Description	2020						
	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
410 Water Utility Capital Project Fund							
Revenue							
Other Revenue	4	4	-	5	-	-	-
Transfers In	625,343	739,288	1,441,500	1,066,488	-	1,099,000	1,099,000
Other Financing Sources	-	-	-	-	-	-	-
Total Revenue	625,347	739,292	1,441,500	1,066,493	-	1,099,000	1,099,000
Expense							
Water Capital	625,344	739,288	1,441,500	1,073,516	-	1,099,000	1,099,000
Total Expense	625,344	739,288	1,441,500	1,073,516	-	1,099,000	1,099,000
Net Total	3	4	-	(7,023)	-	-	-
Fund Balance							
Beginning Fund Balance	16,525	16,528	16,532	16,532	9,509	9,509	9,509
Ending Fund Balance	16,528	16,532	16,532	9,509	9,509	9,509	9,509
Fund Balance Available	16,528	16,532	16,532	9,509	9,509	9,509	9,509

Exhibit "E"



2021 Budget

Capital Project/Equipment Replacement Funds Summary Report by Fund

			2020				
Description	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
412 Storm Utility Capital Project Fund							
Revenue							
Other Revenue	-	-	-	-	-	-	-
Grants	-	150,000	-	-	-	-	-
Transfers In	240,440	236,440	-	-	-	260,000	260,000
Other Financing Sources	-	-	359,000	193,000	-	166,000	166,000
Total Revenue	240,440	386,440	359,000	193,000	-	426,000	426,000
Expense							
Storm Capital	240,440	386,440	359,000	193,000	-	426,000	426,000
Total Expense	240,440	386,440	359,000	193,000	-	426,000	426,000
Net Total	-	-	-	-	-	-	-
Fund Balance							
Beginning Fund Balance	-	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-	-
Fund Balance Available	-	-	-	-	-	-	-

	2020						
Description	2018 Actual	2019 Actual	Amended Budget	2020 Est. Year End	2021 Baseline	2021 Additions	2021 Budget
501 Equipment Replacement Fund							
Revenue							
Other Revenue	59	20,982	175	49	100	-	100
Transfers In	118,310	135,675	190,088	190,088	218,892	-	218,892
Total Revenue	118,369	156,657	190,263	190,137	218,992	-	218,992
Expense							
General Government	-	8,166	3,790	3,766	-	10,000	10,000
Public Safety	48,702	-	57,400	62,366	-	-	-
Water	-	3,687	81,000	36,260	-	44,800	44,800
Cemetery	166	3,951	1,895	1,883	-	-	-
Stormwater	37,018	9,217	81,000	36,260	-	44,800	44,800
Streets	11,976	30,291	96,539	51,703	-	44,800	44,800
Community	-	1,843	-	-	-	-	-
Parks	14,473	29,253	43,676	28,659	-	15,000	15,000
Total Expense	112,335	86,408	365,300	220,897	-	159,400	159,400
Net Total	6,034	70,249	(175,037)	(30,760)	218,992	(159,400)	59,592
Fund Balance							
Beginning Fund Balance	174,212	180,246	250,495	250,495	219,735	438,727	219,735
Ending Fund Balance	180,246	250,495	75,458	219,735	438,727	279,327	279,327
Fund Balance Available	180,246	250,495	75,458	219,735	438,727	279,327	279,327

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Executive		
City Manager		1.00
Total Executive		1.00
Finance		
Accounting Assistant/Payroll Clerk		1.00
Finance Director		1.00
Accounting Assistant/Office Clerk		0.75
Senior Accountant		1.00
Utility Clerk		0.05
Procurement Specialist		1.00
Total Finance		4.80
Human Resources		
HR Analyst		0.90
Deputy City Manager		0.40
Total Human Resources		1.30
Administration		
City Clerk		1.00
HR Analyst		0.10
Community Relations Specialist		1.00
Deputy City Manager		0.60
Administrative Specialist		1.00
Temporary Position (1-Year)		1.00
Total Administration		4.70
General Government/Facilities		
Public Works Supervisor, Facilities		0.25
Facility Maintenance Worker		0.05
City Engineer		0.02
Facility Maintenance Worker		0.05
Public Works Director		0.15
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.10
Facility Maintenance Worker		0.15
Facility Maintenance Worker		0.05
Development Inspector		0.05
Community Development Director		0.10
Associate Planner		0.30
Administrative Specialist		0.15
Building Inspector/Code Enforcement		0.25
Planner		0.10
Facility Maintenance Worker		0.10
Total General Government/Facilities		1.97

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and Second Reading of Ordinance No. 1331 - 2021 Proposed Budget)

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

<i>Job Title</i>	<i>FTE Allocation</i>
Public Safety	
Police Chief	1.00
Police Lieutenant	1.00
Police Sergeant	1.00
Police Sergeant	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Officer	1.00
Police Clerk	1.00
Police Officer	1.00
Police Officer	1.00
Police Clerk	1.00
Total Public Safety	15.00
Cemetery	
Public Works Supervisor, Facilities	0.15
PW Administrative Assistant	0.05
Public Works Director	0.02
Facility Maintenance Worker	0.05
Facility Maintenance Worker	0.05
Facility Maintenance Worker	0.05
Facility Maintenance Worker	0.05
Facility Maintenance Worker	0.05
Total Cemetery	0.47
Community Development	
Building Inspector/Code Enforcement	1.00
Permit Technician	1.00
City Engineer	0.82
Public Works Director	0.27
Community Development Director	0.90
CDD Administrative Assistant	0.50
Plans Examiner	1.00
Associate Planner	0.70
Building Inspector	1.00
Development Inspector	0.70
Engineering Tech	0.75
Building Official	1.00
Building Inspector/Code Enforcement	0.75
Planner	0.90
Permit Tech I	1.00
Total Community Development	12.29

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and Second Reading of Ordinance No. 1331 - 2021 Proposed Budget)

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Parks		
Public Works Supervisor, Facilities		0.30
Park Caretaker		0.50
PW Administrative Assistant		0.10
Facility Maintenance Worker		0.35
City Engineer		0.02
Facility Maintenance Worker		0.75
Public Works Director		0.10
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.25
Facility Maintenance Worker		0.30
Facility Maintenance Worker		0.45
Development Inspector		0.05
Engineering Tech		0.05
Facility Maintenance Worker		0.45
Total Parks		3.97
Streets		
Public Works Supervisor, Facilities		0.30
PW Administrative Assistant		0.02
Facility Maintenance Worker		0.60
City Engineer		0.10
Facility Maintenance Worker		0.20
Public Works Director		0.15
Facility Maintenance Worker		0.55
Facility Maintenance Worker		0.60
Facility Maintenance Worker		0.50
Facility Maintenance Worker		0.45
Development Inspector		0.10
Engineering Tech		0.05
Facility Maintenance Worker		0.40
Total Streets		4.02
Water Utility		
PW Administrative Assistant		0.81
Utility Maintenance Worker		1.00
Public Works Supervisor, Utilities		1.00
Utility Maintenance Worker		1.00
City Engineer		0.02
Public Works Director		0.15
Administrative Specialist		0.35
Utility Clerk		0.75
Utility Maintenance Worker		1.00
Development Inspector		0.05
Engineering Tech		0.05
Total Water Utility		6.18

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and Second Reading of Ordinance No. 1331 - 2021 Proposed Budget)

Exhibit "F"



2021 Budget

2021 Personnel Schedule (Full-Time Equivalents)

Job Title	FTE Allocation	
Stormwater Utility		
PW Administrative Assistant		0.02
City Engineer		0.02
Public Works Director		0.16
Utility Clerk		0.20
Public Works Supervisor, Stormwater		1.00
Stormwater Maintenance Worker		1.00
Development Inspector		0.05
Engineering Tech		0.10
Stormwater Maintenance Worker		1.00
Total Stormwater Utility		3.55
Total Full Time Equivalents		59.25
Full-Time Staff		
Full-Time Employees		58.00
Part-Time Staff		
Part-Time Employees		1.25

Attachment: Exhibit F - 2021 FTE Schedule (Public Hearing and Second Reading of Ordinance No. 1331 - 2021 Proposed Budget)

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 03, 2020

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ordinance No. 1203 Amending the Ridgefield Urban Area Comprehensive Plan Including the Comprehensive Plan and Zoning Maps by Amending the Fandell Property Comprehensive Plan and Zoning Designations

PREVIOUS COUNCIL ACTION TAKEN:

Public hearing and first reading of Ordinance No. 1333: November 19, 2020.

SUMMARY/BACKGROUND:

On July 1, 2020, the City received a comprehensive plan amendment and zone change application for the Fandell property on N 50th Place (PIN 213991000). The proposal is to change the comprehensive plan designation from Urban Medium (UM) to Urban Low (UL) and concurrently to change the zoning designation from Residential Medium Density 16 (RMD-16) to Residential Low Density 8 (RLD-8). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No. 1333 by making the following motion:

“I move to adopt Ordinance No. 1333, as presented.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: PLZ-20-0048 Fandell Comp Plan Amendment_CC2 Staff
Report_12032020 (PDF)
Fandell comp plan amendment map (PDF)
Fandell zone change map (PDF)
Fandell application docs(PDF)

ORDINANCE NO. 1333**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN AND ZONING MAPS BY AMENDING THE FANDELL PROPERTY COMPREHENSIVE PLAN AND ZONING DESIGNATIONS**

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

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

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan, most recently via adoption of Ordinance No. 1305 during a regularly scheduled meeting held on December 19, 2019; and

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

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

WHEREAS, staff received and processed an application to amend the Fandell property (PIN 213991000) Comprehensive Plan designation from Urban Medium to Urban Low, with a concurrent zone change from Residential Medium Density 16 to Residential Low Density 8; and

WHEREAS, the proposal meets the approval requirements set forth in the Ridgefield Development Code, RDC 18.310.090 and RDC 18.320; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed Fandell Comprehensive Plan Amendment and Concurrent Zone Change on November 4, 2020 during which specific time was given for the public to provide oral and written testimony on the amendments

and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendment; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 2, 2020 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 10, 2020 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map; and,

WHEREAS, the public comment period expired on November 24, 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 during a regularly scheduled City Council meeting held on November 19, 2020; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendment during a regularly scheduled meeting held on December 3, 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 the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps attached hereto as Exhibit A superseding all previously adopted Comprehensive Plan and Zoning Maps.

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, 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 Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect as of January 1, 2020.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 3rd DAY OF DECEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 19, 2020

Second Reading/Passage: December 3, 2020

Date of Publication:

Effective Date:

ATTACHMENT A: COMPREHENSIVE PLAN AND ZONING MAP UPDATES



THE CITY OF RIDGEFIELD

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

Fandell Comprehensive Plan Amendment and Zone Change City Council Staff Report

BACKGROUND

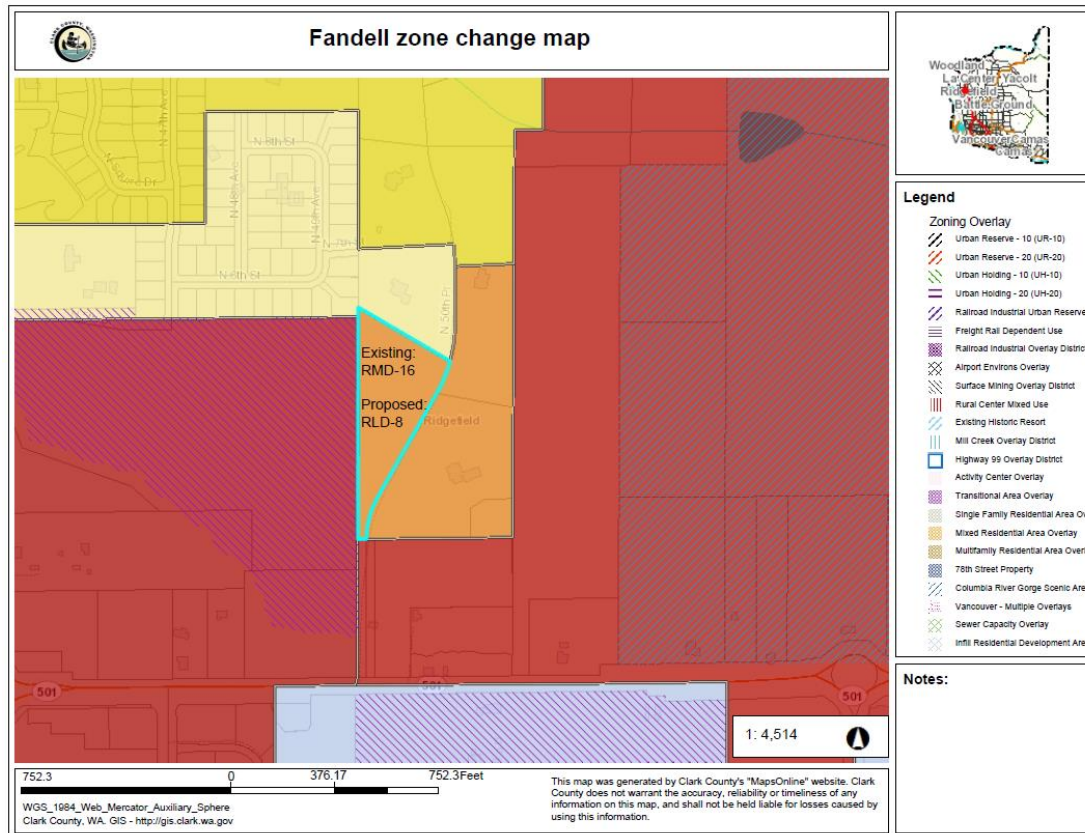
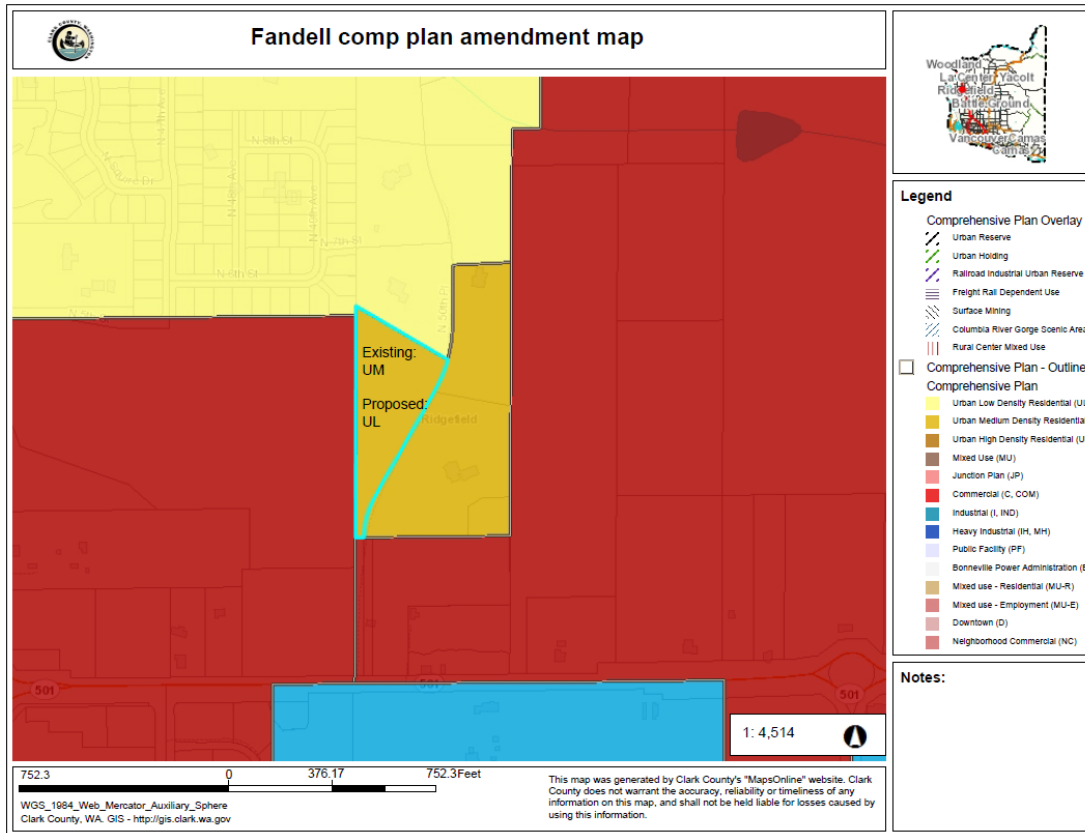
On July 1, 2020, the City received a comprehensive plan amendment and zone change application for the Fandell property on N 50th Place (PIN 213991000). The proposal is to change the comprehensive plan designation from Urban Medium (UM) to Urban Low (UL) and concurrently to change the zoning designation from Residential Medium Density 16 (RMD-16) to Residential Low Density 8 (RLD-8). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

DISCUSSION

Comprehensive Plan Amendment and Zone Change

The owner proposes to change to the zoning designation of the parcel from RMD-16 to RLD-8 in order to facilitate potential future residential development under the applicable standards of the Ridgefield Development Code (RDC). In order to achieve this zone change, a comprehensive plan amendment is also required to change the underlying comprehensive plan designation from UM to UL (RDC 18.320.050.A):

Parcel	Owner	Existing comp plan designation	Proposed comp plan designation	Existing zoning	Proposed zoning
No address / PIN 213991000	Jeffrey Fandell and Frances Fandell	Urban Medium (UM)	Urban Low (UL)	Residential Medium Density 16 (RMD-16)	Residential Low Density 8 (RLD-8)



The Fandell property is a vacant, 3.11-acre roughly triangular site. It slopes from south to north, with a slightly steeper slope coming from the south side, then leveling off midway through the site and gently rolling downward toward the north boundary. The center of the property is a fairly flat field, with tree cover to the west and north. There are no mapped critical areas, however, the applicant notes that the northeast portion of the site appears to contain depressional ground with moisture constituting a potential environmental constraint. The property is served by a single-lane, gravel private road connecting to Pioneer Street to the south.

Surrounding properties include:

- South: Undeveloped City-owned parcels zoned Commercial Regional Business (CRB) totaling approximately 4.75 acres.
- East: Single-family residences on 2.5 and 5-acre lots zoned RMD-16.
- North: Single-family residence on a 2.5-acre lot zoned RLD-8.
- Northwest: Single-family development (Discovery Ridge subdivision) on 7,000 to 8,000-square foot lots zoned RLD-8.
- West: Undeveloped 20-acre CCB parcel with the Ridgefield Mixed Use Overlay (RMUO).

Development further to the southwest at the Pioneer Street/Royle Road intersection includes the Discovery Ridge and Pioneer Village commercial developments, the Acero apartments, the Legacy Trails apartments and the Pioneer Canyon townhomes. The applicant notes that medium and higher density residential development in the surrounding area is located on main roads at or near major intersections, whereas the Fandell property is located off of major roads and does not appear to satisfy market demand for medium density residential development.

This application considers the comprehensive plan amendment and zone change requests only, and does not consider any site development. However, it is instructive to note that residential development under RLD-8 zoning has a base minimum lot area of 5,000 square feet, with a density range of 6-8 units per net developable acre. The lot area may be reduced to 4,000 square feet under the Planned Unit Development (PUD) process in exchange for a 25 percent open space dedication and subject to perimeter compatibility standards. The minimum lot area for the existing RMD-16 zone is 2,500 square feet, with a density range of 8-16 units per net developable acre. It is also important to note that one single-family detached home may be placed on a residential low density parcel of any size, however, this allowance does not apply on medium density residential parcels.

RUACP Compliance

RDC 18.320.050.A requires amendments to be consistent with the goals and policies of the Ridgefield Urban Area Comprehensive Plan (RUACP). Planning Commission should consider the proposal in relation to the following RUACP policies.

Land Use Policies:

- LU-1 Citywide land supplies. Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities, and employment forecast allocations.
- LU-2 Efficient development patterns. Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.

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

Staff comments: The Fandell property is adjacent to Urban Medium/RMD-16 parcels, Urban Low/RLD-8 parcels, and General Commercial/CRB/CCB parcels.

Housing Policies:

- HO-1 Accommodate growth. Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:
 - o New overall density target of six units per acre.
 - o No more than 75% of new houses shall be of a single housing type.
 - o A minimum density of four units per net acre (10,890 sf average lot size) for single-family dwellings in any single development.
- HO-2 Residential development density. Encourage a mix of single-family and multifamily housing that achieves an overall goal of six units per net acre. Six units per acre is approximately 7,000-square-foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.

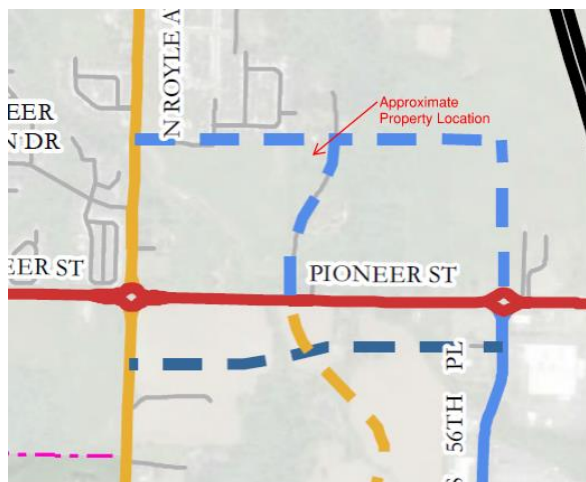
Staff comments: The current density average in Ridgefield is around 7 units per acre. The RMD-16 zone allows for 8-16 units per acre, and the RLD-8 zone allows for 6-8 units per acre.

Engineering

Per RDC 18.320.050.B-C, comprehensive plan amendments and zone changes must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

The proposed zone change is a reduction in density, and therefore is a reduction of demand on capital facilities and services. The petition does not necessitate a change in RUACP text or a CFP project amendment.

The current Transportation CFP shows two proposed collectors bordering the subject property as shown below.



PROPOSED TIMELINE

Adoption of the proposed Fandell property comprehensive plan designation and concurrent rezone is proposed to occur as follows:

November 4, 2020	Planning Commission public hearing
November 19, 2020	City Council 1 st reading and public hearing
December 3, 2020	City Council 2nd reading and adoption
December 17, 2020	City Council 2 nd reading and adoption (continued if necessary)
January 1, 2021	Effective date, Comprehensive Plan amendment
January 4, 2020	Effective date, zone change (approximate, if adopted 12/3)

PLANNING COMMISSION

On November 4, 2020, Planning Commission voted unanimously in favor of recommending approval of the Fandell Comprehensive Plan Amendment and Concurrent Zone Change to Council.

CITY COUNCIL 1st READING AND PUBLIC HEARING

On November 19, 2020, Council held a 1st reading and public hearing for the proposed amendment. One member of the public testified:

Marty Snell (MacKay Sposito, applicant's representative) testified in support of the proposed amendment and zone change.

ATTACHMENTS

Proposed Fandell amendments.



Fandell comp plan amendment map

5.1.b



Legend

Comprehensive Plan Overlay

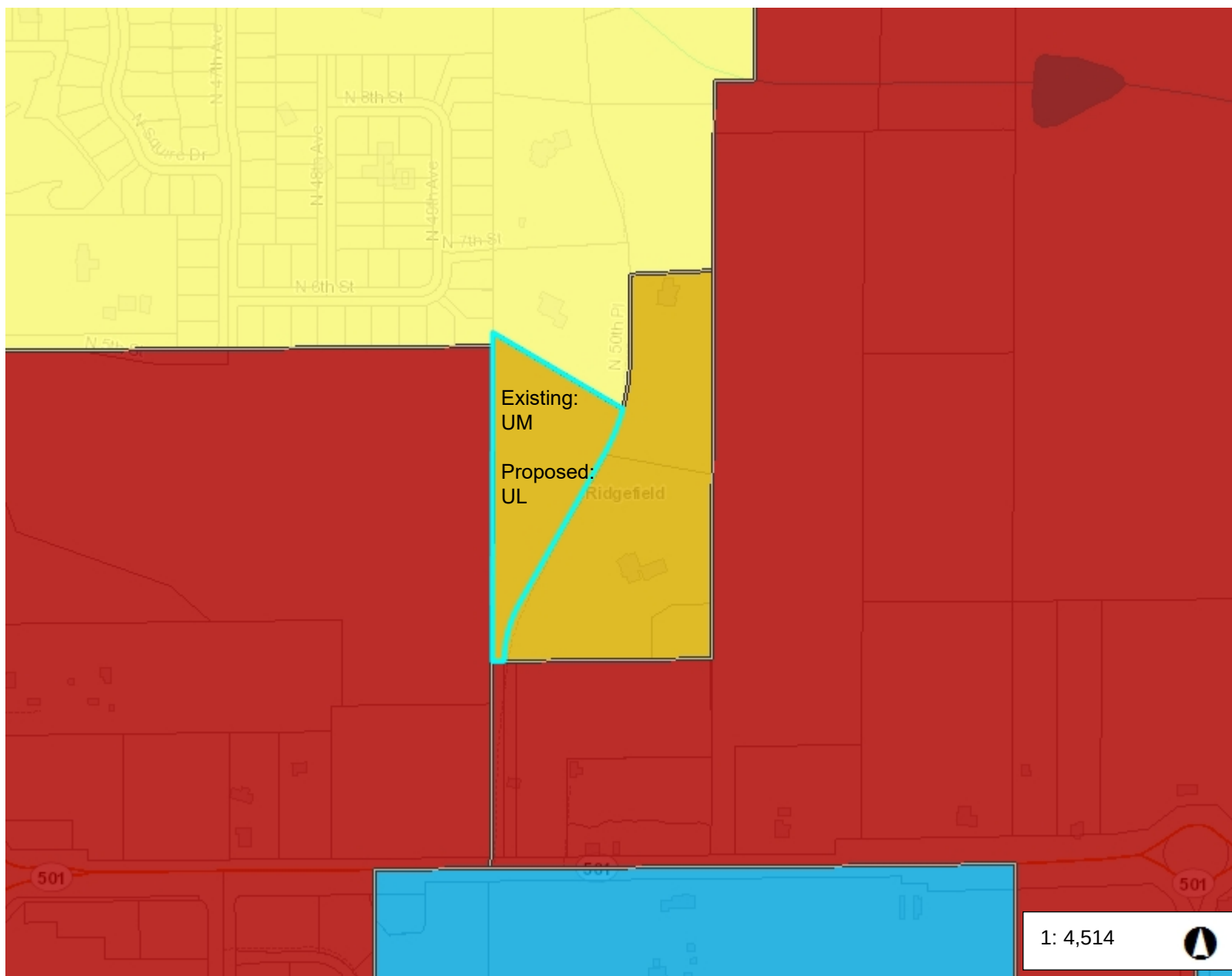
- Urban Reserve
- Urban Holding
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Surface Mining
- Columbia River Gorge Scenic Area
- Rural Center Mixed Use

Comprehensive Plan - Outline

Comprehensive Plan

- Urban Low Density Residential (L)
- Urban Medium Density Residential (M)
- Urban High Density Residential (H)
- Mixed Use (MU)
- Junction Plan (JP)
- Commercial (C, COM)
- Industrial (I, IND)
- Heavy Industrial (IH, MH)
- Public Facility (PF)
- Bonneville Power Administration
- Mixed use - Residential (MU-R)
- Mixed use - Employment (MU-E)
- Downtown (D)
- Neighborhood Commercial (NC)

Notes:



752.3 0 376.17 752.3 Feet

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

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

Attachment: Fandell comp plan amendment map (Fandell Comprehensive Plan Amendment and Zone



Fandell zone change map

5.1.c

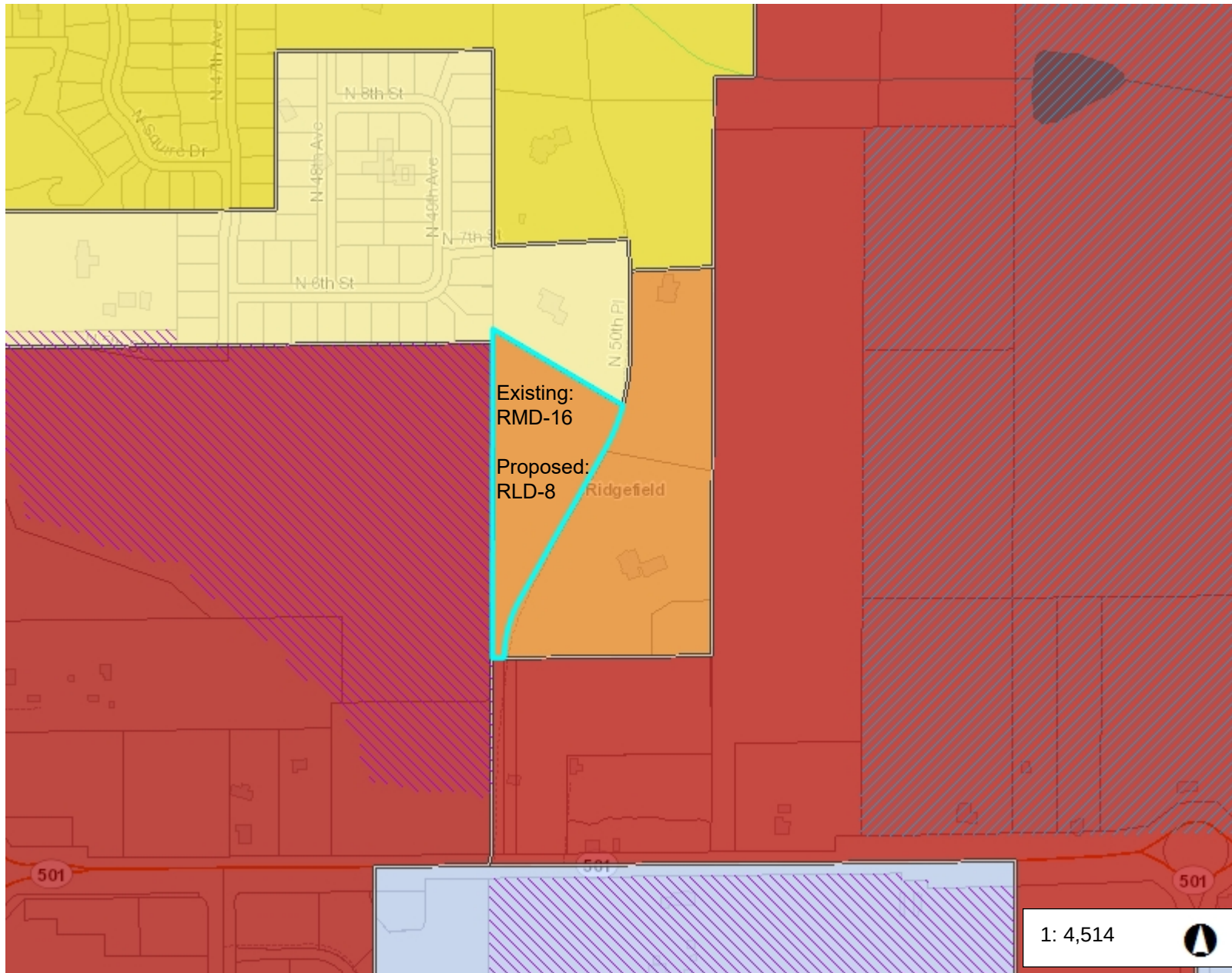


Legend

Zoning Overlay

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

Notes:



752.3 0 376.17 752.3 Feet

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

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

Attachment: Fandell zone change map (Fandell Comprehensive Plan Amendment and Zone Change)

**MASTER LAND USE APPLICATION**

510-B Pioneer Street/PO Box 608

Ridgefield, WA 98642

Tel: (360)887-3908

Fax: (360)887-2507

www.ridgefieldwa.us

OFFICE USE ONLY

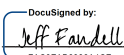
PERMIT NUMBER

CONTACT INFORMATION

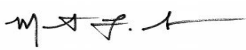
APPLICANT:

☐ Check box if primary contactContact Name: Jeff Fandell

Company: _____

Address: 610 E Raison CtCity, State, ZIP: Kuna, ID 83634Phone: _____ Email: jjfandell@gmail.comSignature: 

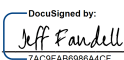
(Signature required)

APPLICANT'S REPRESENTATIVE: ☒ This will be the contact for any public inquiriesContact Name: MacKay SpositoCompany: Marty SnellAddress: 1325 SE Tech Center Drive, Suite 140City, State, ZIP: Vancouver, WA 98683Phone: 360-823-1358 Email: msnell@mackaysposito.comSignature: 

PROPERTY OWNER:

☐ Check box if primary contactContact Name: Jeff and Frances Fandell

Company: _____

Address: 610 E Raison CtCity, State, ZIP: Kuna, ID 83634Phone: _____ Email: jjfandell@gmail.comSignature: 

(Signature or a letter of authorization from the owner required)

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)

PROPERTY INFORMATION

Site Address: No Situ's AddressLegal Description: #42 Sec 21 T4N R1EWM 3.11AExisting Use of Site: VacantProject type: Comprehensive Zone Change RequestTotal cost of the project: UnknownZoning description: Residential Medium Density (RMD-16)Fiscal quarter the project will start: JulySite area (acres): +/- 3.11Year the project will start: 2020Square footage (Commercial Buildings): N/AFiscal quarter the project will end: UnknownNumber of units (Residential): N/AYear the project will end: 2020Assessor's Serial Number: 213991000

DEVELOPMENT PROPOSAL

Proposed Development Action:

The applicant is requesting to rezone parcel #213991000 from Residential Medium Density to Residential Low Density

List the Master File Number associated with this request: **PROJECTS-**____-____-____-____

Pre-Application Conference Date and File Number, if applicable: _____

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)



COMPREHENSIVE ZONE CHANGE REQUEST

510-B Pioneer Street/PO Box 608
Ridgefield, WA 98642

Tel: (360)887-3908

Fax: (360)887-2507

www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

APPLICATION TYPE

☐ Comprehensive Plan

☒ Zone Change

SUBMITTAL CHECKLIST

A. APPLICATION REQUIREMENTS FOR ALL REVIEWS

Please include a CD containing all application materials as PDF or text files.

■ 1. MASTER APPLICATION FORM: Provide **one (1) copy** of the completed Master Land Use Application form with signature(s).

■ 2. CHECKLIST: Provide **one (1) copy** of this completed submittal checklist.

■ 3. WRITTEN NARRATIVE: Submit **one (1) copy in WORD format** of a detailed description of the proposed project, which addresses each of the following review criteria from RDC 18.320.050:

a. Zoning district map amendments shall be consistent with the Comprehensive Plan map. Where the proposed amendment is not consistent with the Comprehensive Plan map, the petitioner shall also file a petition to amend the Comprehensive Plan map. Amendments to zoning district maps or text must be consistent with the goals and policies of the Comprehensive Plan. Please consult with City Staff to identify relevant Comprehensive Plan goals and policies.

b. Amendments to this title or to the Comprehensive Plan must be consistent with the concurrency requirements of the Capital Facility Plan (CFP) and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. Include analysis of impacts to all relevant facilities, including transportation, sewer, water, schools and parks as appropriate.

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

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

■ 4. MAILING LABELS: Current Clark County assessor map showing the properties within a radius of 300 feet of the property that is the subject of the application and a typed list and **one (1) set** of self-adhesive labels of the names and addresses of owners of all properties within that radius, certified as accurate and complete by the Clark County assessor, a title company, licensed surveyor, or other party approved by the City Clerk. Mailing labels can be obtained from the Clark County GIS Department; call (564) 729-4652 or online at <https://gis.clark.wa.gov/gishome/mapstore/#/services>.

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)

☒ 5. SEPA CHECKLIST: Submit **one (1) copy** of a separate SEPA threshold determination form and SEPA checklist. SEPA checklist must be in **WORD format**. N/A; Per Claire's email, dated 06/17, the City will complete the SEPA

☒ 6. PLANS AND GRAPHIC REQUIREMENTS: Submit **one (1) copy** of plans in addition to electronic files (pdf files) of all plans. All plans shall be folded to fit a legal size file. Include one (1) reduced copy (11 inches by 17 inches or 8.5 inches by 11 inches) of each plan sheet. All plans, except architectural elevations, shall be at no smaller than 1 inch = 20 feet engineering scale and on a maximum sheet size of 24 inches by 36 inches.

Each of the following plans and drawings shall be submitted on separate sheets. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24 inch x 36 inch sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information:

Site Plan: Submit **one (1) copy** of a to-scale lot line adjustment plan for the properties involved. The plan shall contain the following minimum information:

- ☐ North arrow, scale and date of plan
- ☐ Vicinity map
- ☐ Existing streets and public rights-of-way, including measurement from centerline to edge of existing streets or public rights-of-ways
- ☐ Existing property lines, sizes, and dimensions
- ☐ Existing buildings and structures
- ☐ Proximity to public water, sewer, and power
- ☐ Location of 100-year floodplain, if applicable

B. APPLICATION FEES:

Fees must be paid at the time of application. Please make checks payable to City of Ridgefield. There may be fees related to fire reviews and/or fire inspections. These fees would be applied to the permit with payment due at the time of permit issuance.

☒ Comprehensive Plan \$3,000 N/A; Per Claire's email, dated 06/17, the City will waiver the fee

☒ Zone Change Request \$3,750 N/A; Per Claire's email, dated 06/17, the City will waiver the fee

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge. I have owner(s) permission to submit this application. I agree to hold harmless the City of Ridgefield as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including myself, and filed against the City of Ridgefield, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application. I understand and acknowledge that the City of Ridgefield may charge me additional costs such as consulting fees, administrative costs and actual costs directly associated with processing this land use application.

DocuSigned by:

7AC9FAB88864ACF
 Applicant's Signature

6/29/2020

Date

Jeff Fandell

Print Applicant's Name

Comprehensive Plan/Zone Change Request 2

**Comprehensive Plan Amendment and Rezone Request
Residential Medium Density to Residential Low Density
Fandell Property
Tax ID #213991000**

Overview of Request

Property owners Jeff and Frances Fandell are requesting approval of a Comprehensive Plan Amendment and Rezone of their 3.11 acre parcel of land located at approximately the 500 block of North 50th Place.

Mr. Fandell would like to have the Comprehensive Plan designation changed from Urban Medium Density Residential (UM) to Urban Low Density Residential (UL) and the zoning district changed from Residential Medium Density (RMD-16) to Residential Low Density (RLD-8).

Property Characteristics

The property is an irregular shaped 3.11 acres. The property is sloped from south to north, with a slightly steeper slope coming from the south side, then leveling off about midway through and then gently rolling downward on the far north end. The property has a large, fairly flat field in the middle and it is ringed with trees on the west side and north side. In the northeast corner along the private road, there appears to be some depressional ground that is a bit 'spongy'. There is a small culvert crossing under the road that daylight on the east side to an area that has the hallmarks of the presence of wetlands.

As shown in the photos below, the property is adjacent to two large lot, historically rural residential uses. The property is served by a single-lane, gravel private drive/road that would be wholly inadequate for a dense development. The shape of the property, which can be described as pie-shaped, does not lend itself to a dense development, meaning that the property would not yield the maximum density of any zone. At the northeast corner of property, there is likely an environmental constraint that could potentially limit development on a portion of the property. For all these characteristics and the type of residential uses adjacent to the property, it is more suited for a lower density residential use.

Adjacent Properties - Northeast/North-Northwest/East (Across adjacent field) Views



Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)

South/West/North/East Views



Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)

South/Southwest/North/Northeast Views



Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)

Surrounding Area

It is beneficial to understand the surrounding area and not just the adjacent and immediate properties. When looking at the development pattern, especially for medium and higher density residential, the more attractive and likely areas are near major intersections. At the Pioneer/45th Street roundabout, there are approximately 600 units completed or under construction in the following developments: Pioneer 45 Apartments - 300 units; Pioneer Village Mixed Use - 82 units; and Holsinger Mixed Use - 195 units. These developments are on the south side of the roundabout alone. On the north side of the roundabout, Pioneer Canyon, Green Gables, and Village Canyon are planned unit developments that contain at least 230 units of attached housing, typically in a duplex format. As has been planned by the city and where the market has responded, the city is experiencing the type of development desirable for the surrounding area. To maintain Medium Density Residential plans on this property is to maintain it in an undeveloped state, as the market demand for this kind of development is clearly elsewhere.



[Map above sourced from City of Ridgefield *Development Activity Map*.]

Attachment: Fandell application docs (Fandell Comprehensive Plan Amendment and Zone Change)

Responses to Comprehensive Plan Amendment Review Criteria

The following responses address each of the following review criteria from Ridgefield Municipal Code 18.320.050:

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

Response:

In reviewing the goals and policies of the Comprehensive Plan, there are certain Land Use and Housing policies that are most relevant to this request. Three Land Use policies and two Housing policies are copied below. For each one, there are comments responding to the policy.

2.3 Land Use Policies

LU-1 Citywide land supplies

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

Response:

The request would change the residential density from 16 units per acre to 8 units per acre. With the city's goal to achieve 6 units per acre for Urban Low Density and 12 units per acre for Urban Medium Density, the request fits within the range of these densities. According to the Ridgefield UGA Development Capacity data (Table 2-1 from the Comprehensive Plan), current planning designations for residential land use yields a surplus of 214 housing units. With a best case scenario of development potential, this 3.11 acre parcel would yield either 35 units if it remains RMD-16 or would yield 17 units if it is changed to RLD-8. The difference in unit yield is 18 units. The request does not excessively impact the city's ability to accommodate the long-term forecasts for population growth and the Development Capacity of residential land.

LU-2 Efficient development patterns

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

Response:

The parcel currently lacks access to public sewer and water. There are three adjacent parcels, which are characterized by large, lot residential, that are on septic systems. An adjacent parcel that is 20 acres in size has public sewer service, however the location of the sewer is on the far west edge of the property. There is a newer subdivision adjacent to the NW corner of the

Comprehensive Plan Amendment and Rezone

Fandell Property

Tax ID #213991000

Fandell property which includes service lines for water and sewer. In terms of transportation and transit, the property is served by a private drive in N. 50th place. This is an unimproved private drive serving four (4) historically rural residential home sites and the Fandell property. There is no transit service to or near the property. With these limitations to public services and utilities, it is more fitting to have a lesser density land use designation and zoning in place than the current RMD-16.

LU-4 Compatible uses

Facilitate development that minimizes adverse impacts to adjacent areas.

Response:

The Fandell property is surrounded by large lots, four with historic rural residential use, and one recent subdivision located to the northwest of the property. In viewing the Comprehensive Plan and Zoning maps, it appears that there is an island of Medium Density Residential surrounded by Low Density Residential, with Commercial to the south and adjacent to the Pioneer Street/Royle Road roundabout intersection. Developing the property as-is would create an abrupt development pattern of multi-family housing between the 7,000-8,000 square foot lot residential development in the adjacent subdivision and large lot, rural residential uses adjacent to the north, south and east of the property (2.53 acre, 2.5 acre, and 4.7 acre, respectively). Changing the plan and zoning to have the property develop similarly to the recent subdivision to the NW is in keeping with compatibility and would minimize adverse impacts to adjacent areas and properties.

5.3 Housing Policies

HO-1 Accommodate growth

Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:

- New overall density target of six units per net acre.
- No more than 75% of new houses shall be of a single housing type.
- A minimum density of four units per net acre (10,890 sq. ft. average lot size) for single-family dwellings in any single development.

Response:

The request to change the zoning from RMD-16 to RLD-8 maintains an adequate supply of residential land to meet the housing needs of the city for the anticipated population growth. This request also meets two of the three objectives listed above. If the request is approved, RLD-8 zoning allows for a variety of housing types, such as single-family detached, townhouses, accessory dwelling units, and carriage houses. It is possible for more than a single housing type to be built on the subject property, if rezoned, thereby meeting the third objective.

HO-2 Residential development density

Comprehensive Plan Amendment and Rezone

Fandell Property

Tax ID #213991000

Encourage a mix of single family and multifamily housing that achieves an overall goal of 6 units per net acre. 6 units per acre is approximately 7000-square foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.

Response:

The request would change the residential density from 16 units per acre to 8 units per acre. With the city's goal to achieve 6 units per acre overall for the city and UGA, the request and potential development density would meet this overall goal. If the request is approved, RLD-8 zoning allows for a variety of housing types, such as single-family detached, townhouses, accessory dwelling units, and carriage houses. The opportunity to build a variety of housing types within this zone does provide housing options that are desirable to the community.

b. Amendments to this title or to the Comprehensive Plan must be consistent with the concurrency requirements of the Capital Facility Plan (CFP) and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. Include analysis of impacts to all relevant facilities, including transportation, sewer, water, schools and parks as appropriate.

Response:

Capital facilities planning is typically conducted on a macroscale and plans are developed using a set of assumptions based on a variety of factors, including the number of dwelling units and the use of public services and utilities per dwelling unit. Sewer and water usage, transportation and trip generation, and student enrollment numbers use per equivalent residential unit (ERU), per dwelling unit, or per household to determine need and capacity. It is reasonable to conclude that if the current zoning of RMD-16 did not result in any level-of-service deficiency for any of the capital facilities or services identified in the city's CFP, that changing the zoning to RLD-8, which would have the impact of halving the development density on this 3.11 acre parcel, would also not result in any level-of-service deficiency.

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

Response:

The request does not necessitate a change to the text of the Comprehensive Plan or an amendment to any project on the CFP.

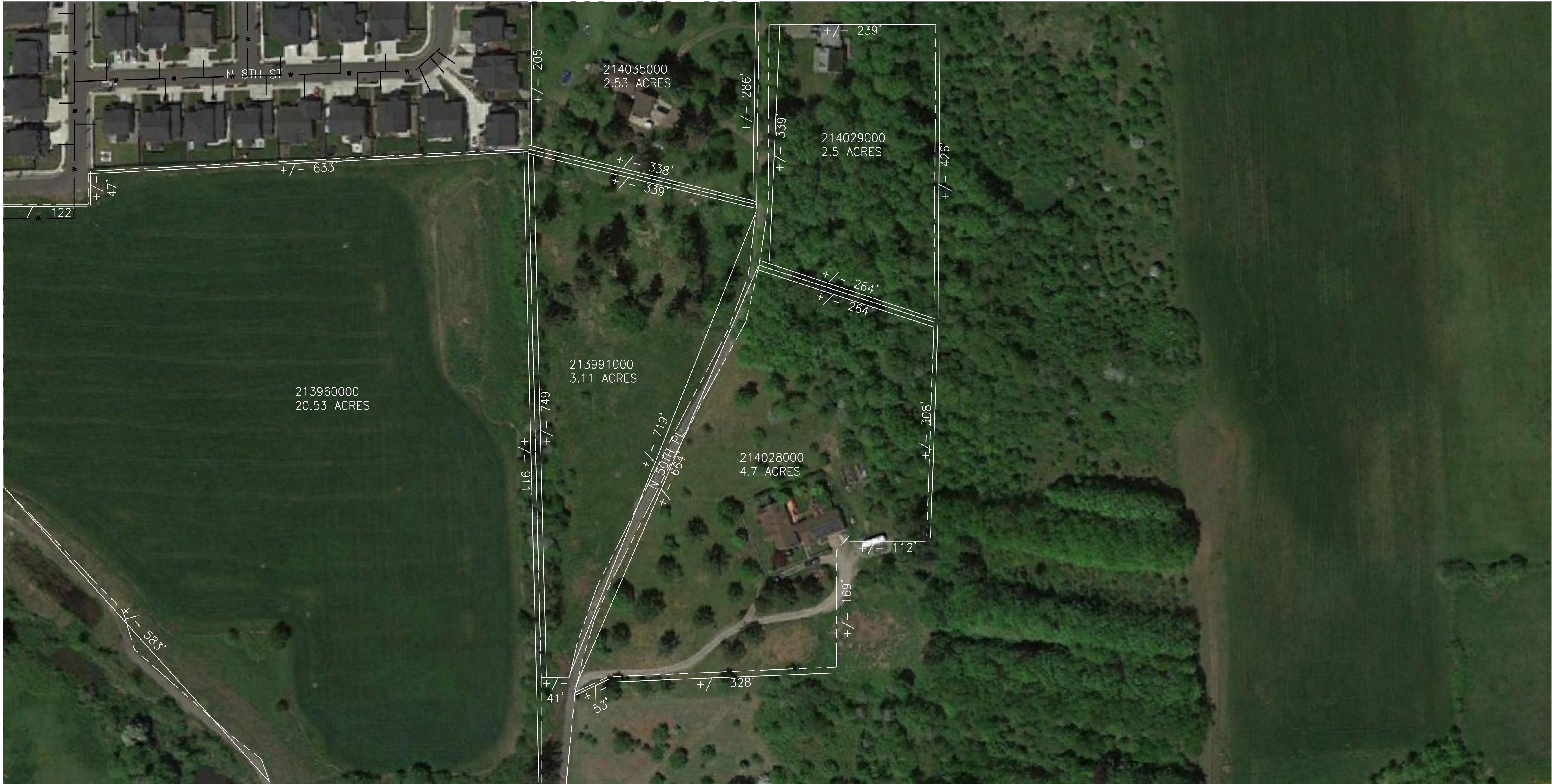
d. The city shall not approve any amendment petition which is contrary to state or federal law.

Response:

By approving the request to change the Comprehensive Plan designation and zoning, especially with following the city's process with due consideration by city staff, Planning Commission, the public, and City Council, the city is acting consistent with state law.

Conclusion

As demonstrated by the property characteristics, the surrounding area and development pattern, and responses to pertinent Ridgefield Municipal Code sections and Comprehensive Plan policies, we respectfully request that the City approve the Comprehensive Plan Amendment and Rezone of the Fandell property as put forth in the submitted application.



OWNER / APPLICANT

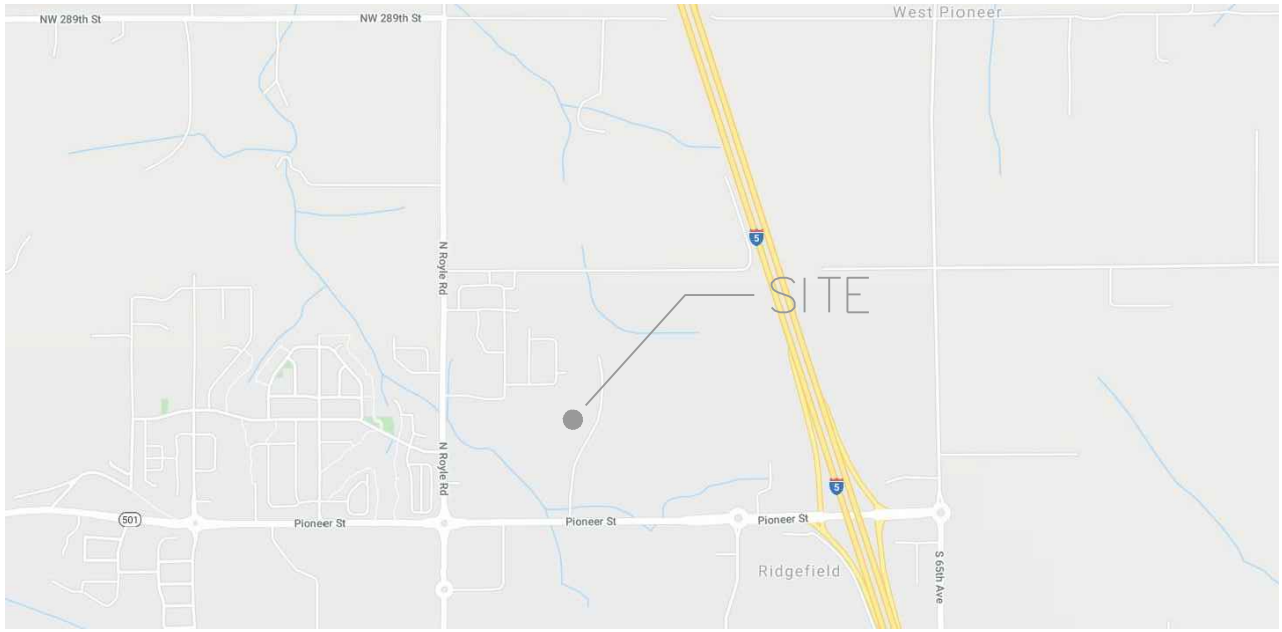
JEFFREY FANDELL
610 E RAISON CT
KUNA, ID 83634
JFANDELL@GMAIL.COM

CONTACT/PLANNER

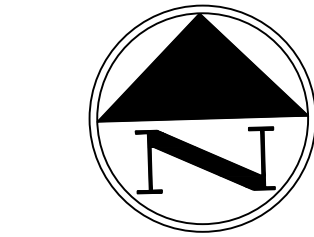
MACKAY SPOSITO, INC.
ATTN: MARTY SNELL
1325 SE TECH CENTER DRIVE, SUITE 140
VANCOUVER, WA 98683
(360) 823-1358
MSNELL@MACKAYSPOSITO.COM

PROPERTY INFORMATION

SITE ADDRESS: NO IN-SITU ADDRESS
TAX LOT: 213991000
PRESENT USE: VACANT
CURRENT ZONE: RMD-16
SANITARY SEWER SERVICE: CLARK REGIONAL
WATER SERVICE: CITY OF RIDGEFIELD
TOTAL SITE AREA: 3.11 ACRES



VICINITY MAP



0 80 160
SCALE: 1" = 80'

LEGEND

— w — SITE ADDRESS:

FANDELL REZONE & COMP PLAN
RIDGEFIELD, WASHINGTON

SITE PLAN

REVISIONS:

JOB NO.: 17439
DATE: 06/22/2020
SCALE: 1" = 80'
DESIGNED BY: NH
DRAWN BY: NH
CHECKED BY: MS

SITE PLAN

C100

CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 03, 2020

ITEM:

AGENDA ITEM TITLE: An Ordinance of the City of Ridgefield, Washington Amending Ordinance No. 1203 Amending the Ridgefield Urban Area Comprehensive Plan Including the Comprehensive Plan and Zoning Maps by Amending the Bird and Temme Property Comprehensive Plan and Zoning Designations

PREVIOUS COUNCIL ACTION TAKEN:

Public hearing and 1st reading of Ordinance No. 1334: November 19, 2020

SUMMARY/BACKGROUND:

On June 30, 2020, the City received a comprehensive plan amendment and zone change application for the Bird and Temme properties at 1296 and 1446 S Dolan Road. The proposal is to change the comprehensive plan designation from Employment (EM) to Urban Low (UL) and concurrently to change the zoning designation from Employment (E) to Residential Low Density 6 (RLD-6). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

BUDGET/FINANCIAL IMPACTS:

None.

RECOMMENDED ACTION OR MOTION:

Staff recommends Council adopt Ordinance No.1334 by making the following motion:

“I move to adopt Ordinance No. 1334, as presented.”

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: PLZ-20-0047 Bird_Temme Comp Plan Amendment_CC2 Staff
Report_12032020 (PDF)
Bird_Temme comp plan amendment map (PDF)
Bird_Temme zone change map (PDF)
Bird & Temme application docs (PDF)

ORDINANCE NO. 1334**AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING ORDINANCE NO. 1203 AMENDING THE RIDGEFIELD URBAN AREA COMPREHENSIVE PLAN INCLUDING THE COMPREHENSIVE PLAN AND ZONING MAPS BY AMENDING THE BIRD AND TEMME PROPERTY COMPREHENSIVE PLAN AND ZONING DESIGNATIONS**

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

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

WHEREAS, the Ridgefield City Council has since approved annual minor revisions to the Ridgefield Urban Area Comprehensive Plan, most recently via adoption of Ordinance No. 1305 during a regularly scheduled meeting held on December 19, 2019; and

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

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

WHEREAS, staff received and processed an application to amend the Bird and Temme property (PINs 215367000 and 215369000) Comprehensive Plan designation from Employment to Urban Low, with a concurrent zone change from Employment to Residential Low Density 6; and

WHEREAS, the proposal meets the approval requirements set forth in the Ridgefield Development Code, RDC 18.310.090 and RDC 18.320; and

WHEREAS, the Ridgefield Planning Commission conducted a public hearing on the proposed Bird and Temme Comprehensive Plan Amendment and Concurrent Zone Change on November 4, 2020 during which specific time was given for the public to provide oral and written testimony on the

amendments and at the conclusion of the public hearing the Planning Commission voted unanimously to forward a recommendation approving the proposed amendment; and,

WHEREAS, the City of Ridgefield submitted notice to the Washington State Department of Commerce on October 2, 2020 meeting the sixty (60) day State agency/public review process as prescribed by RCW 36.70A; and,

WHEREAS, consistent with WAC 197-11-340(2), on November 10, 2020 the City of Ridgefield issued a Determination of Non-significance regarding the proposed amendments to the Ridgefield Urban Area Comprehensive Plan, including the Comprehensive Plan Map; and,

WHEREAS, the public comment period expired on November 24, 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 during a regularly scheduled City Council meeting held on November 19, 2020; and

WHEREAS, the Ridgefield City Council conducted the second ordinance reading on the proposed amendment during a regularly scheduled meeting held on December 3, 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 the Ridgefield Urban Area Comprehensive Plan for the City of Ridgefield to comply with RCW 36.70A (Growth Management – Planning by Selected Counties and Cities) to ensure that the City has planned realistically for future growth and has identified adequate lands for future residential and non-residential urban growth and development.

Section 2. Adoption of the Updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps. The City Council for the City of Ridgefield hereby adopts the updated Ridgefield Urban Area Comprehensive Plan and Zoning Maps attached hereto as Exhibit A superseding all previously adopted Comprehensive Plan and Zoning Maps.

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, 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 Ridgefield City Council.

Section 7. Effective Date. This ordinance shall be in full force and effect as of January 1, 2020.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS 3rd DAY OF DECEMBER, 2020.

Don Stose, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss
City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

First Reading: November 19, 2020

Second Reading/Passage: December 3, 2020

Date of Publication:

Effective Date:

ATTACHMENT A: COMPREHENSIVE PLAN AND ZONING MAP UPDATES



THE CITY OF RIDGEFIELD

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

Bird/Temme Comprehensive Plan Amendment and Zone Change City Council Staff Report

BACKGROUND

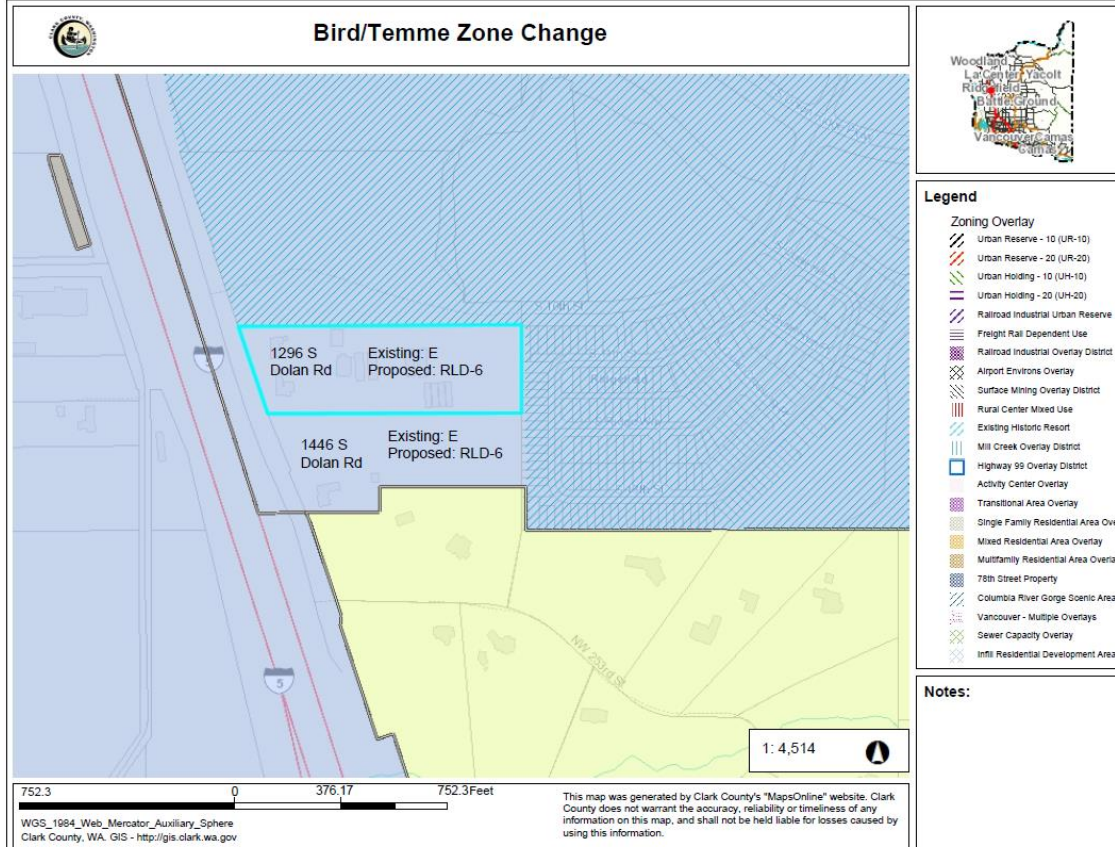
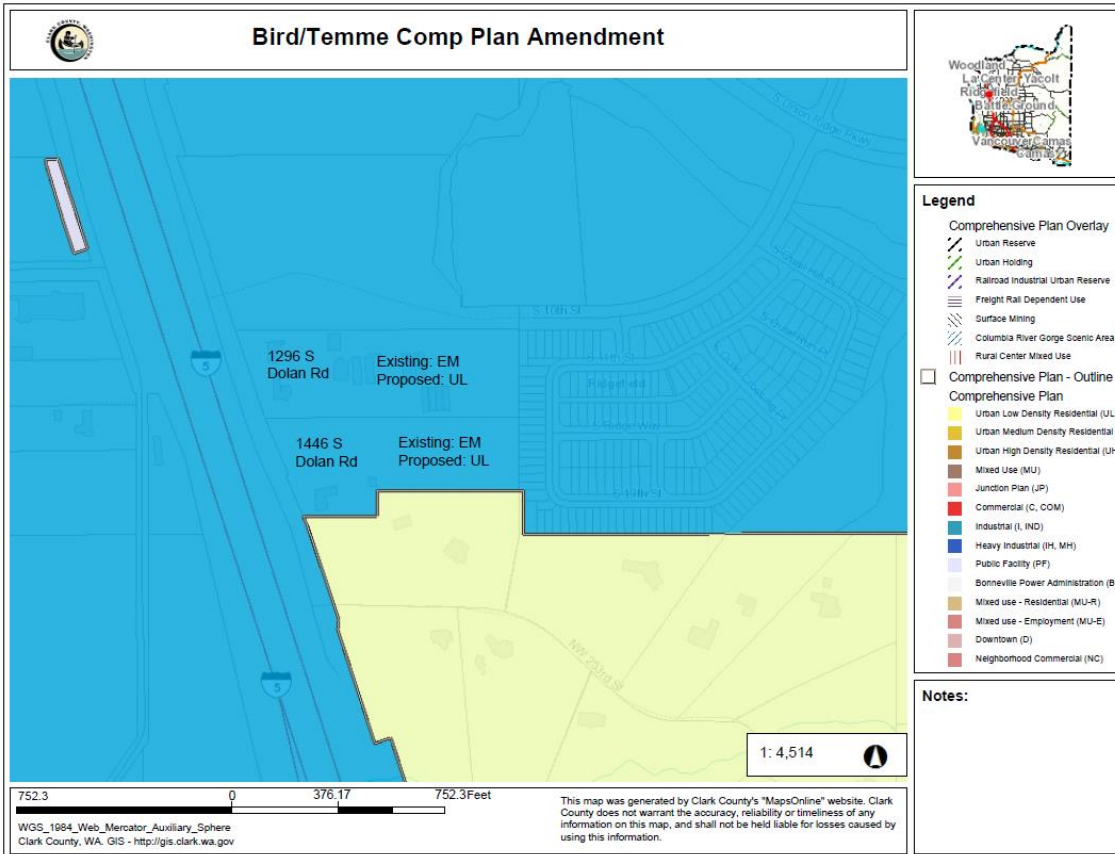
On June 30, 2020, the City received a comprehensive plan amendment and zone change application for the Bird and Temme properties at 1296 and 1446 S Dolan Road. The proposal is to change the comprehensive plan designation from Employment (EM) to Urban Low (UL) and concurrently to change the zoning designation from Employment (E) to Residential Low Density 6 (RLD-6). Comprehensive plan amendments submitted between January 1 and July 1 are brought before Planning Commission and City Council at the end of the same year, and if approved go into effect January 1 of the following year.

DISCUSSION

Comprehensive Plan Amendment and Zone Change

The owners of 1296 and 1446 S Dolan Road propose to change to the zoning designation of the two properties from E to RLD-6 in order to facilitate potential future residential development under the applicable standards of the Ridgefield Development Code (RDC). In order to achieve this zone change, a comprehensive plan amendment is also required to change the underlying comprehensive plan designation from EM to UL (RDC 18.320.050.A):

Parcel	Owner	Existing comp plan designation	Proposed comp plan designation	Existing zoning	Proposed zoning
1296 S Dolan Road / PIN 215367000	Bird's English Garden and Nursery (Kevin T Bird)	Employment (EM)	Urban Low (UL)	Employment (E)	Residential Low Density (RLD-6)
1446 S Dolan Road / PIN 215369000	George A and Julia N Temme, Trustees	Employment (EM)	Urban Low (UL)	Employment (E)	Residential Low Density (RLD-6)



The Bird and Temme site consists of two Employment parcels with a total area of approximately 12.6 acres. The northern portion of the site (Bird property) was previously developed as a nursery. The southern portion of the site (Temme property) contains a single-family residence. The site slopes downward from west to east, with a high point of approximately 284 feet near the eastern boundary and a low point of approximately 262 feet in the northwest portion of the site along S Dolan Road. A small portion of an off-site wetland appears to encroach on the southeast corner of the site. There are no other mapped critical areas. The site takes access from S Dolan Road.

Surrounding properties include:

- South: Single-family residential development on approximately 5-acre lots under Clark County Rural-5 (R-5) zoning.
- East: Single-family residential development on approximately 2,500 to 4,000-sf lots, equivalent to Residential Medium Density – 16 density, under Employment (E) zoning with the Employment Mixed Use Overlay (EMUO) as part of the Union Ridge master planned area.
- Northeast: Two industrial warehouse/distribution buildings under E zoning with the EMUO as part of the Union Ridge master planned area.
- North: A large, undeveloped E/EMUO parcel, designated for Office/Industrial uses under the Union Ridge master plan.
- West: Interstate 5.

This application considers the comprehensive plan amendment and zone change requests only, and does not consider any site development. However, it is instructive to note that residential development under RLD-6 zoning has a base minimum lot area of 7,200 square feet, with a density range of four to six units per net developable acre. The minimum lot area may be reduced to 4,680 square feet under the Planned Unit Development (PUD) process in exchange for a 25 percent open space dedication and subject to perimeter compatibility standards. Under the existing E zone, only multifamily residential is permitted as an upper-story conditional use, with a density range of eight to sixteen units per net developable acre.

RUACP Compliance

RDC 18.320.050.A requires amendments to be consistent with the goals and policies of the Ridgefield Urban Area Comprehensive Plan (RUACP). Planning Commission should consider the proposal in relation to the following RUACP policies.

Land Use Policies:

- LU-1 Citywide land supplies. Establish land supplies and density allowances that are sufficient but not excessive to accommodate adopted long-term City of Ridgefield population, public facilities, and employment forecast allocations.
- LU-2 Efficient development patterns. Encourage efficient development throughout Ridgefield. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly by public schools, transportation and transit services.
- LU-4 Compatible uses. Facilitate development that minimizes adverse impacts to adjacent areas.

Staff comments: The Bird & Temme site is adjacent to Rural-5 parcels, EMUO parcels designated for office/industrial development, and EMUO parcels developed with medium density single-family residences.

Housing Policies:

- HO-1 Accommodate growth. Provide a continuous and adequate supply of residential land to meet long-range multifamily and single-family housing needs for the City's anticipated population growth. The City shall adopt policies and regulations to meet the following objectives:
 - o New overall density target of six units per acre.
 - o No more than 75% of new houses shall be of a single housing type.
 - o A minimum density of four units per net acre (10,890 sf average lot size) for single-family dwellings in any single development.
- HO-2 Residential development density. Encourage a mix of single-family and multifamily housing that achieves an overall goal of six units per net acre. Six units per acre is approximately 7,000-square-foot lots. However, the goal is to have a variety of housing options so that more dense development of townhomes and apartments balances with some large-lot, single-family residences.

Staff comments: The current density average in Ridgefield is around 7 units per acre. The E zone allows upper-story, multifamily residential only at 8-16 units per acre. The RLD-6 zone allows 4-6 units per acre.

Economic Development Policies:

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

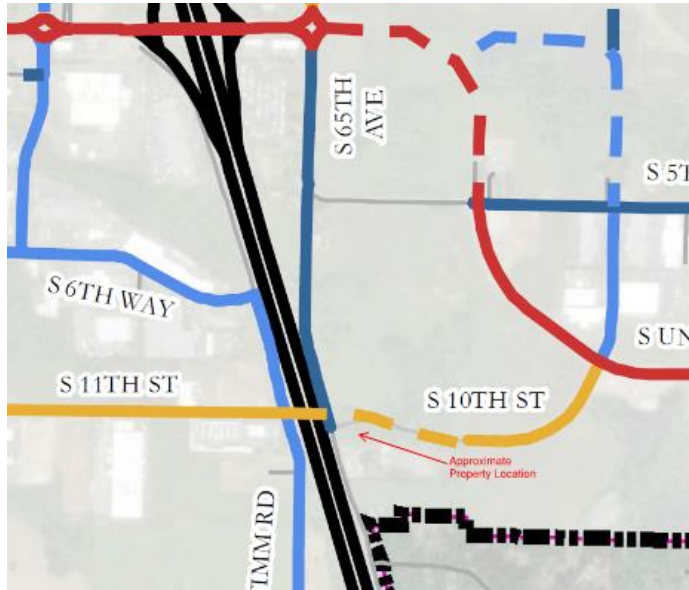
Staff comments: Zone changes from employment to residential may be approved if the proposed change would promote the long-term economic health of the city. Development results in increased tax revenue and economic health for the city. The Bird & Temme site is bordered on one of three developed/developable sides (north) by a parcel designated for employment uses. It is bordered on two of three developed/developable sides by residential uses, with urban density higher than RLD-6 to the east and rural density lower than RLD-6 to the south. The future S 10th Street extension will be located between the Bird & Temme site and the parcel to the north. While this arterial will be adequate to handle traffic from the Bird & Temme site whether it is designated for employment or residential uses, the orientation of S 10th Street as it ramps up to an overpass crossing I-5 will limit the access from S 10th Street to the northeast corner of the site only. Secondary access would likely be on S Dolan Road traveling beneath the overpass, which as a local street would better manage residential traffic than employment traffic, which is likely to include trucks.

Engineering

Per RDC 18.320.050.B-C, comprehensive plan amendments and zone changes must be consistent with the concurrency requirements of the CFP and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. If the petition necessitates a RUACP text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.

The proposed zone change does not necessitate changes to the RUACP text or a CFP project amendment, and shall not result in a level-of-service deficiency for any capital facility or service identified in the CFP.

The subject parcels currently take access from Dolan Road, which is classified as a collector, although it has not been developed to the collector standard and is proposed to be reclassified as a local street. Future development on the parcels may instead take access from the future extension of S 10th Street. The S 10th Street extension is proposed as an arterial, and sufficient to handle traffic volumes from the parcels whether zoned employment or residential.



PROPOSED TIMELINE

Adoption of the proposed Bird/Temme property comprehensive plan designation and concurrent rezone is proposed to occur as follows:

November 4, 2020	Planning Commission public hearing
November 19, 2020	City Council 1 st reading and public hearing
December 3, 2020	City Council 2nd reading and adoption
December 17, 2020	City Council 2 nd reading and adoption (continued if necessary)
January 1, 2021	Effective date, Comprehensive Plan amendment
January 4, 2020	Effective date, zone change (approximate, if adopted 12/3)

PLANNING COMMISSION

On November 4, 2020, Planning Commission voted unanimously in favor of recommending approval of the Bird & Temme Comprehensive Plan Amendment and Concurrent Zone Change to Council.

CITY COUNCIL 1st READING AND PUBLIC HEARING

On November 19, 2020, Council held a 1st reading and public hearing for the proposed amendment. Two members of the public testified:

Jim Browning, owner and resident of 710 NW 253rd Street, expressed support for the change from Employment to Residential. Mr. Browning stated concerns about the condition of S Dolan Road. He asked questions about the required setbacks between future development and adjacent properties, and about whether a developer could later increase the density above the RLD-6 designation requested.

Mark Childs, the applicant's broker, described the challenges associated with industrial development on the site and expressed a goal of creating a unified future residential development across the Bird and Temme properties.

ATTACHMENTS

Proposed Bird & Temme amendments.



Bird/Temme Comp Plan Amendment

5.2.b



Legend

Comprehensive Plan Overlay

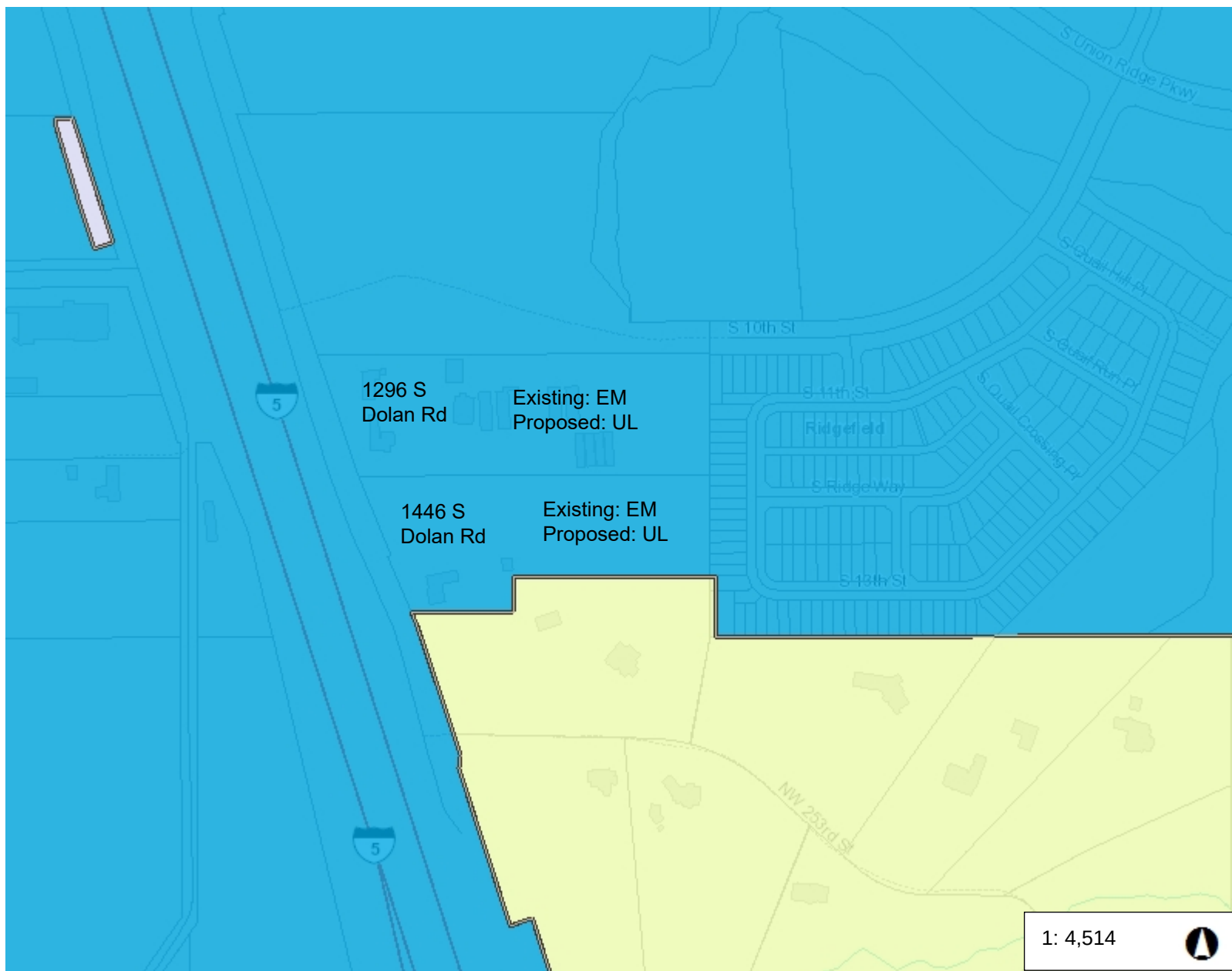
- Urban Reserve
- Urban Holding
- Railroad Industrial Urban Reserve
- Freight Rail Dependent Use
- Surface Mining
- Columbia River Gorge Scenic Area
- Rural Center Mixed Use

Comprehensive Plan - Outline

Comprehensive Plan

- Urban Low Density Residential (L)
- Urban Medium Density Residential (M)
- Urban High Density Residential (H)
- Mixed Use (MU)
- Junction Plan (JP)
- Commercial (C, COM)
- Industrial (I, IND)
- Heavy Industrial (IH, MH)
- Public Facility (PF)
- Bonneville Power Administration
- Mixed use - Residential (MU-R)
- Mixed use - Employment (MU-E)
- Downtown (D)
- Neighborhood Commercial (NC)

Notes:



1: 4,514

752.3 0 376.17 752.3 Feet

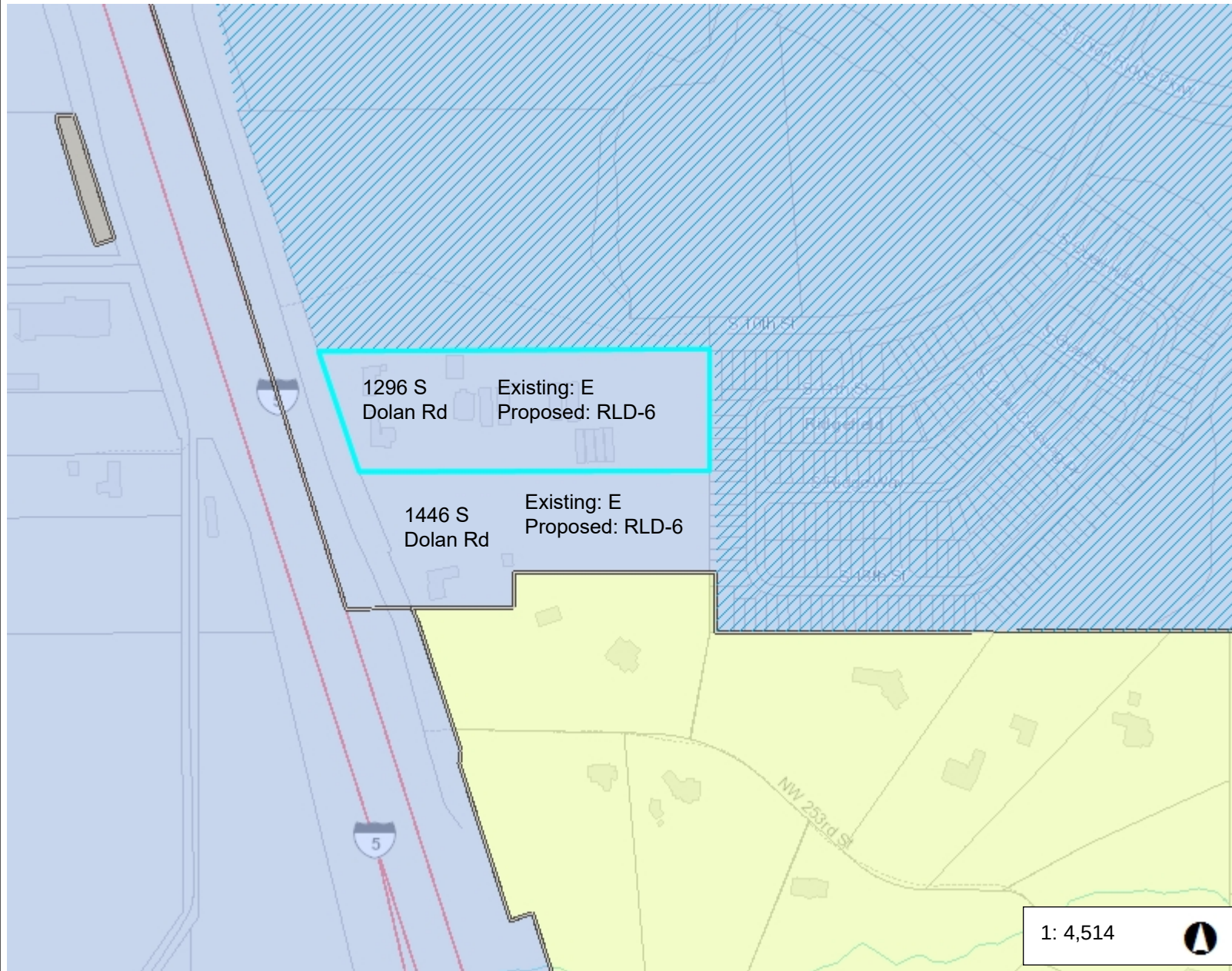
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Clark County, WA. GIS - <http://gis.clark.wa.gov>

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

Attachment: Bird_Temme comp plan amendment map (Bird and Temme Comprehensive Plan



5.2.c



Zoning Overlay

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

Notes:

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

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

Packet Pg. 110

Attachment: Bird_Temme zone change map (Bird and Temme Comprehensive Plan Amendment and Zone



MASTER LAND USE APPLICATION
 510-B Pioneer Street/PO Box 608
 Ridgefield, WA 98642
 Tel: (360)887-3908
 Fax: (360)887-2507
www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

CONTACT INFORMATION**APPLICANT:**☒ Check box if primary contactContact Name: Richard BirdCompany: Bird's English Garden & NurseryAddress: 3015 NW 99th St.City, State, ZIP: Vancouver, WA. 98665Phone: (360) 573-6342Email: rcbird34@gmail.comSignature: Richard Bird

(Signature required)

APPLICANT'S REPRESENTATIVE:This will be the contact for any public inquiries

Contact Name: _____

Company: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Email: _____

Signature: _____

PROPERTY OWNER:☒ Check box if primary contactContact Name: Richard BirdCompany: Bird's English Garden & NurseryAddress: ~~1296 S Dolan Road~~Same as aboveCity, State, ZIP: ~~Ridgefield, WA 98642~~Phone: (360) 573-6342Email: rcbird34@gmail.comSignature: Richard Bird

(Signature or a letter of authorization from the owner required)

Attachment: Bird & Temme application docs (Bird and Temme Comprehensive Plan Amendment and Zone Change)

PROPERTY INFORMATIONSite Address: 1296 S Dolan RoadLegal Description: # 37 Of Sec 27 T4n1Ewm 6.79A For Assessor Use Only N 300 Ft Of S 43 Rds Of Nw 1/4 Sec 27-4-1Ewm & Lying E Of New Pac Hy Exc Access Rights To St Hy Per Dd Sc 41 686Existing Use of Site: Sfr Nursery - Closed

Project type: _____

Total cost of the project: _____

Zoning description: (E): RGF

Fiscal quarter the project will start: _____

Site area (acres): 6.79

Year the project will start: _____

Square footage (Commercial Buildings): ~~78470~~ 5,000

Fiscal quarter the project will end: _____

Number of units (Residential): 8

Year the project will end: _____

Assessor's Serial Number: 25367000**DEVELOPMENT PROPOSAL**

Proposed Development Action:

change zoning from E to ~~RLD-6~~ RLD-6

The intent is no longer to develop the site with warehouse uses, but to make it available for low-density residential development. Currently the property (including the Temme property to the south) is bordered on two sides by what is or will be public road, and on two other sides by residential. The revised low-density residential will be more compatible with the adjacent Quail Hill and Pioneer East residentially zoned properties.

(Pet)
Initial

List the Master File Number associated with this request: **PROJECTS-**_____-_____

Pre-Application Conference Date and File Number, if applicable: _____

Attachment: Bird & Temme application docs (Bird and Temme Comprehensive Plan Amendment and Zone Change)



MASTER LAND USE APPLICATION
 510-B Pioneer Street/PO Box 608
 Ridgefield, WA 98642
 Tel: (360)887-3908
 Fax: (360)887-2507
www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

CONTACT INFORMATION**APPLICANT:**☒ Check box if primary contactContact Name: Anita Temme, Co-TrusteeCompany: Temme Family Trust/Temme George A & Temme Julia N TrusteesAddress: PO Box 61554City, State, ZIP: Vancouver, WA, 98666Phone: 360-607-7987Email: Anita.Temme@hotmail.comSignature: *Anita Temme*

(Signature required)

APPLICANT'S REPRESENTATIVE:☒ This will be the contact for any public inquiries

Contact Name: _____

Company: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Email: _____

Signature: _____

PROPERTY OWNER:☒ Check box if primary contactContact Name: Anita Temme, Co-TrusteeCompany: Temme Family Trust/Temme George A & Temme Julia N TrusteesAddress: PO Box 61554City, State, ZIP: Vancouver, WA, 98666Phone: 360-607-7987Email: Anita.Temme@hotmail.comSignature: *Anita Temme*

(Signature or a letter of authorization from the owner required)

Master Land Use Application 1

Attachment: Bird & Temme application docs (Bird and Temme Comprehensive Plan Amendment and Zone Change)

PROPERTY INFORMATION

Site Address: 1446 S Dolan Rd, Ridgefield, WA 98642

Legal Description: #39 SEC 27 T4N R1EWM 5.83A M/L

Existing Use of Site: Residence

Project type: Rezone Total cost of the project: _____

Zoning description: (E): RGF Fiscal quarter the project will start: _____

Site area (acres): 5.83 Year the project will start: _____

Square footage (Commercial Buildings): _____ Fiscal quarter the project will end: _____

Number of units (Residential): 1 Year the project will end: _____

Assessor's Serial Number: 215369000

DEVELOPMENT PROPOSAL

Proposed Development Action:

Change Zoning from E to RLD-6

Simultaneously rezone 1446 S Dolan Rd and 1296 S Dolan Rd, to single family residential.

The intent is no longer to develop the site with warehouse uses, but to make it available for low-density residential development. Currently the property (including the Bird Property to the North) is bordered on two sides by what is or will be public road, and on two other sides by residential. The revised low density residential will be more compatible with th adjacent Quail Hill and Pioneer East residentially zoned properties.

List the Master File Number associated with this request: **PROJECTS-**_____-_____

Pre-Application Conference Date and File Number, if applicable: _____

Initial

ayt

Attachment: Bird & Temme application docs (Bird and Temme Comprehensive Plan Amendment and Zone Change)

Master Land Use Application 2

#3 WRITTEN NARRATIVE

The City of Ridgefield changed the zoning for the subject property to Employment, which does not allow warehouse uses. The Owner met with the City to discuss this issue. The City recommended the property be rezoned to PUD 6 as a way to solve the Employment zone problem. This submittal supports that rezone process, including the following Site Concept Plan with Development Information and supporting Utility Concept with Infrastructure Information.



COMPREHENSIVE ZONE CHANGE REQUEST

510-B Pioneer Street/PO Box 608
Ridgefield, WA 98642
Tel: (360)887-3908
Fax: (360)887-2507
www.ridgefieldwa.us

OFFICE USE ONLY

PERMIT NUMBER

APPLICATION TYPE

☐ Comprehensive Plan

☐ Zone Change

SUBMITTAL CHECKLIST

A. APPLICATION REQUIREMENTS FOR ALL REVIEWS

Please include a CD containing all application materials as PDF or text files.

- ☒ **1. MASTER APPLICATION FORM:** Provide **one (1) copy** of the completed Master Land Use Application form with signature(s).
- ☒ **2. CHECKLIST:** Provide **one (1) copy** of this completed submittal checklist.
- ☒ **3. WRITTEN NARRATIVE:** Submit **one (1) copy in WORD format** of a detailed description of the proposed project, which addresses each of the following review criteria from RDC 18.320.050:
 - a. Zoning district map amendments shall be consistent with the Comprehensive Plan map. Where the proposed amendment is not consistent with the Comprehensive Plan map, the petitioner shall also file a petition to amend the Comprehensive Plan map. Amendments to zoning district maps or text must be consistent with the goals and policies of the Comprehensive Plan. Please consult with City Staff to identify relevant Comprehensive Plan goals and policies.
 - b. Amendments to this title or to the Comprehensive Plan must be consistent with the concurrency requirements of the Capital Facility Plan (CFP) and shall not result in level-of-service deficiency for any capital facility or service identified in the CFP. Include analysis of impacts to all relevant facilities, including transportation, sewer, water, schools and parks as appropriate.
 - c. If the petition necessitates a Comprehensive Plan text or a CFP project amendment, the applicant shall demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.
 - d. The city shall not approve any amendment petition which is contrary to state or federal law.
- ☒ **4. MAILING LABELS:** Current Clark County assessor map showing the properties within a radius of 300 feet of the property that is the subject of the application and a typed list and **one (1) set** of self-adhesive labels of the names and addresses of owners of all properties within that radius, certified as accurate and complete by the Clark County assessor, a title company, licensed surveyor, or other party approved by the City Clerk. Mailing labels can be obtained from the Clark County GIS Department; call (564) 729-4652 or online at <https://gis.clark.wa.gov/gishome/mapstore/#/services>.

Comprehensive Plan/Zone Change Request 1

☐ **5. SEPA CHECKLIST:** Submit **one (1) copy** of a separate SEPA threshold determination form and SEPA checklist. SEPA checklist must be in **WORD format**.

☒ **6. PLANS AND GRAPHIC REQUIREMENTS:** Submit **one (1) copy** of plans in addition to electronic files (pdf files) of all plans. All plans shall be folded to fit a legal size file. Include one (1) reduced copy (11 inches by 17 inches or 8.5 inches by 11 inches) of each plan sheet. All plans, except architectural elevations, shall be at no smaller than 1 inch = 20 feet engineering scale and on a maximum sheet size of 24 inches by 36 inches.

Each of the following plans and drawings shall be submitted on separate sheets. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24 inch x 36 inch sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information:

Site Plan: Submit **one (1) copy** of a to-scale lot line adjustment plan for the properties involved. The plan shall contain the following minimum information:

☒ North arrow, scale and date of plan

☒ Vicinity map

☒ Existing streets and public rights-of-way, including measurement from centerline to edge of existing streets or public rights-of-ways

☒ Existing property lines, sizes, and dimensions

☒ Existing buildings and structures

☒ Proximity to public water, sewer, and power

on concept plan

☐ Location of 100-year floodplain, if applicable

B. APPLICATION FEES:

Fees must be paid at the time of application. Please make checks payable to City of Ridgefield. There may be fees related to fire reviews and/or fire inspections. These fees would be applied to the permit with payment due at the time of permit issuance.

☐ **Comprehensive Plan** \$3,000

☐ **Zone Change Request** \$3,750

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge. I have owner(s) permission to submit this application. I agree to hold harmless the City of Ridgefield as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including myself, and filed against the City of Ridgefield, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application. I understand and acknowledge that the City of Ridgefield may charge me additional costs such as consulting fees, administrative costs and actual costs directly associated with processing this land use application.

Richard Bird
Applicant's Signature

6-24-2020
Date

RICHARD BIRD
Print Applicant's Name

Comprehensive Plan/Zone Change Request 2

Attachment: Bird & Temme application docs (Bird and Temme Comprehensive Plan Amendment and Zone Change)

Development Information

Gross Area
 Property ID 21537000
 Total Gross Area = 6.79 ac
 Total Gross Area = 12.62 ac (assessor)

Development Standards: City of Ridgefield
 Zoning: Employment (E) - Chapter 18.240

Future Zoning: Residential Low Density (RLD-L) - Chapter 18.270

Min Lot Width = 50'
 Min Lot Area = 5,000 sf
 Min Front Yard Setback = 10'
 Min Side Yard Setback = 10'
 Min Street Side Yard Setback = 35'
 Max Height = 50'
 Max Building Coverage = 60%
 Min Density = 6 du/net ac
 Max Density = 8 du/net ac

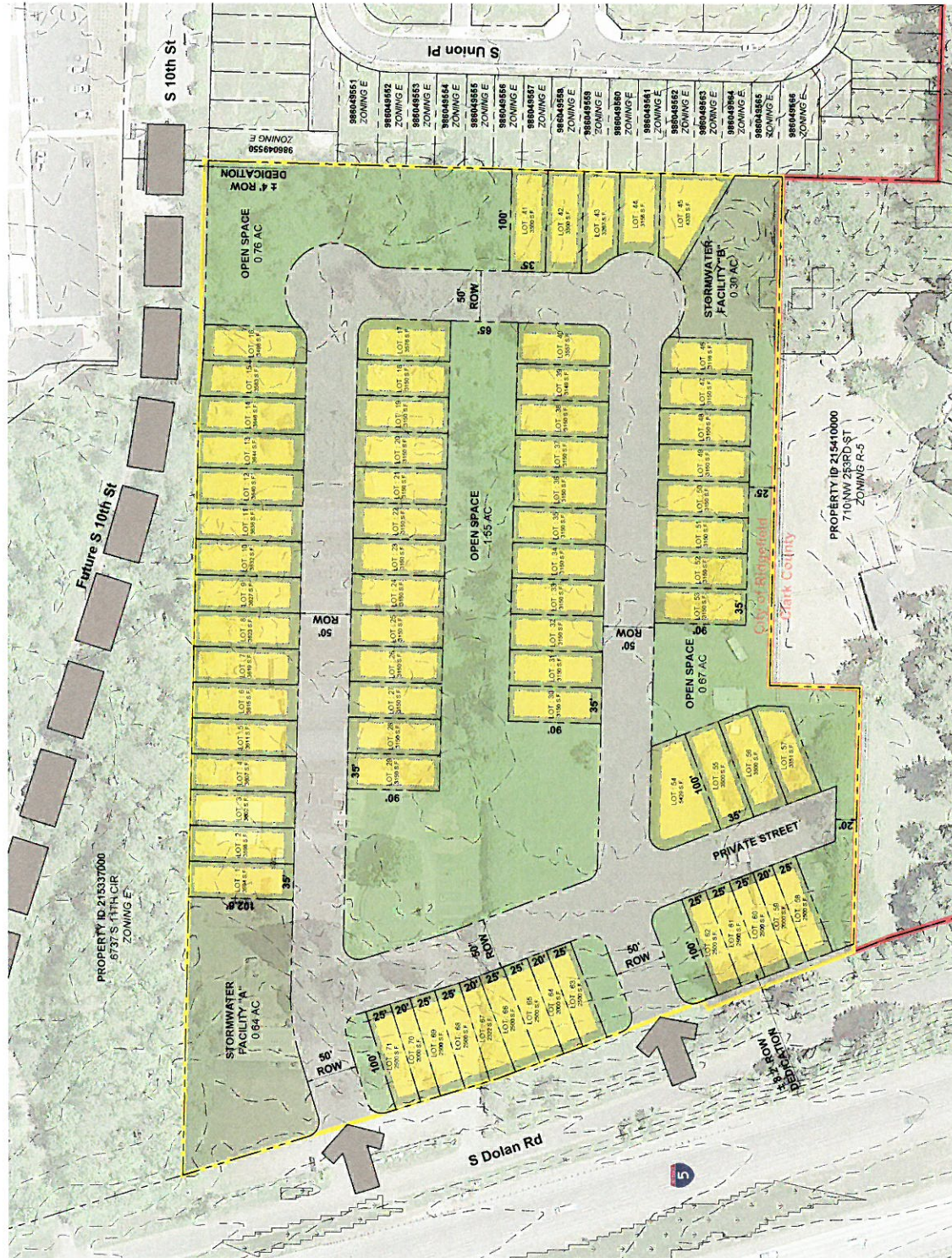
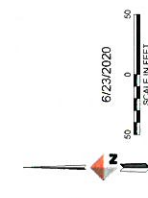
Total Gross Area = 12.62 ac
 Proposed ROW Dedication = 2.79 ac
 Proposed Stormwater Facilities = 0.95 ac
 Net Developable Area = 8.88 ac
 Min Density (6 du/net ac x 8.88 ac) = 53 du
 Max Density (8 du/net ac x 8.88 ac) = 71 du

Planned Unit Developments (PUD): Chapter 18.401
 Min Density = 5 du
 Max Density = 10 du
 Open Space = 25% gross area
 Stormwater Facilities = 10% gross area
 Min Front Yard Setback = 35' (25' with detached garage)
 Min Side Yard Setback = 10'
 Min Street Side Yard Setback = 35'
 Limits on Modifying Standards = 65% underlying zone or 4,000 sf
 Lot Size = 25% underlying zone or 6 du/ac
 Max Density = 3.16 ac

Proposed Development:
 Single Family Attached = 3,150 sq ft
 Single Family Attached = 14 units (20' x 100' typical)
 Total Proposed Units = 71 units
 Proposed Open Space = 3.18 ac (3.16 ac required)

Notes:
 1. Map information based on GIS data obtained from Clark County and Microsoft Bing. Survey data not used for this plan and area calculations are approximate. DOWL has not verified accuracy of this information.
 2. Net Density: The density of development on net developable acres including buildable areas, after removing public rights-of-way, public and private infrastructure, stormwater facilities, and other non-developable areas.
 3. Lot Size: Variance required for lot size or a code amendment to the PUD language to allow detached lots to be 3,150 sf and attached homes to be 2,000 sf.
 4. Storm: Storm area might be able to be reduced if actual infiltration rates are higher than assumed which would increase the developable area and allow for more lots.

- Legend**
- City of Ridgefield / Clark County
 - Existing Project Boundary
 - Existing Property Line
 - Existing Contour - 2' Interval
 - Existing Clark County Wetland Inventory
 - Proposed Property Line
 - Proposed Drive Access
 - Future Roadway



Bird's English Garden & Nursery

Concept "A"

Proposed Utility Infrastructure Information

- Storm System Notes:**
- SIZED IN WMM AS RETENTION SYSTEMS WITH 0.5% INFLTRATION RATE
 - DESIGNED WITH 18" MEDIA, 12" PONDING DEPTH, 6" FREEBOARD PER DOE SWMMWW FIGURE 6.5.12
 - RIDEFIELD 2018 COMPREHENSIVE STORMWATER MANAGEMENT PLAN SHOWS OUR ONE-SILT LOAM SOILS AT THE SITE (S-10) PER 7-THS PER TABLE 2.1.1
 - SYSTEMS DESIGNED IN WMM TO MEET STREAM PROTECTION DURATION, LID DURATION, AND FLOW FREQUENCY
 - FACILITY A: 19,000 SF REQUIRED, CONTRIBUTING AREA 7.8 AC (68% OF SITE) FACILITY DISCHARGES TO DITCH THAT RUNS NORTH ALONG S DOLAN RD
 - FACILITY B: 11,000 SF REQUIRED, CONTRIBUTING AREA 4.4 AC (38% OF SITE) FACILITY DISCHARGES TO WETLAND SOUTHEAST OF THE SITE

Sanitary Sewer System Notes:

- PROPOSED CONNECTION TO EXISTING MH IN S DOLAN RD APPROXIMATELY 1,500 LF FROM THE SITE
- SANITARY SEWER: 0.25% SLOPE SOUTH FROM EXISTING 18" DIA. TO A NEW 18" DIA. 200' AT THE PROPOSED SOUTH SITE ACCESS WHICH IS A LOW DRAINAGE DOLAN RD DUE TO TOPOGRAPHY AND LIMITED COVER, 12" PIPE AT 0.25% WAS USED
- CONNECTION TO EXISTING 18" SANITARY SEWER IN S 10TH ST IS INFEASIBLE DUE TO TOPOGRAPHY AND ELEVATION OF EXISTING SYSTEM

Water System Notes:

- PROPOSED CONNECTION TO EXISTING 10" WATER LINE IN S 10TH ST (INV. - 275) AN EASEMENT WILL BE REQUIRED TO MAKE CONNECTION THROUGH PROPERTY 215410000, APPROXIMATELY 150 LF
- EXTEND 10" WATER LINE TO S DOLAN RD FOR FUTURE CONNECTION TO S 10TH ST PER RIDGEFIELD CAPITAL FACILITIES PLAN FIGURE 1.3 - WATER SYSTEM IMPROVEMENTS

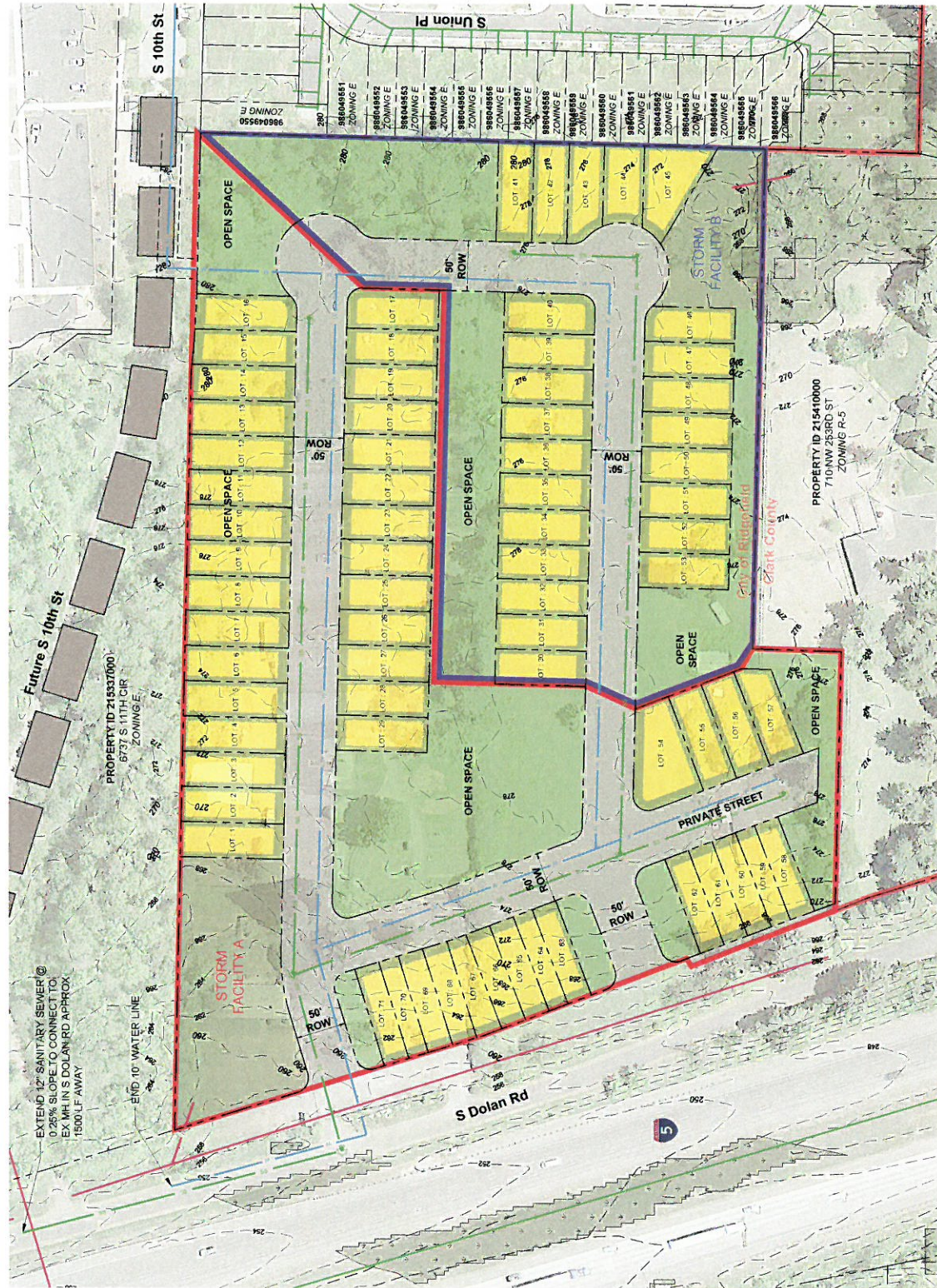
General Note:

- The below design is based on information from as-builts and future improvement plans provided by the City of Ridgefield, Clark County GIS (maponline) was also used to confirm locations of existing infrastructure. DOWL has not verified accuracy of this information.

- Legend**
- City of Ridgefield / Clark County
 - Existing Property Line
 - Existing Contour - 2' Interval
 - Existing Clark County Wetland Inventory
 - Existing Sanitary Sewer Line
 - Existing Storm Line
 - Existing Water Line
 - Proposed Property Line
 - Proposed Sanitary Sewer Line
 - Proposed Storm Line
 - Proposed Water Line
 - Proposed Easement

DOWL
720 SW Washington Street, #750
Portland, Oregon 97205
Project No. 2332.14727.01
Contact: Ben Williams, PE

6/23/2020
SCALE: IN FEET
0 50



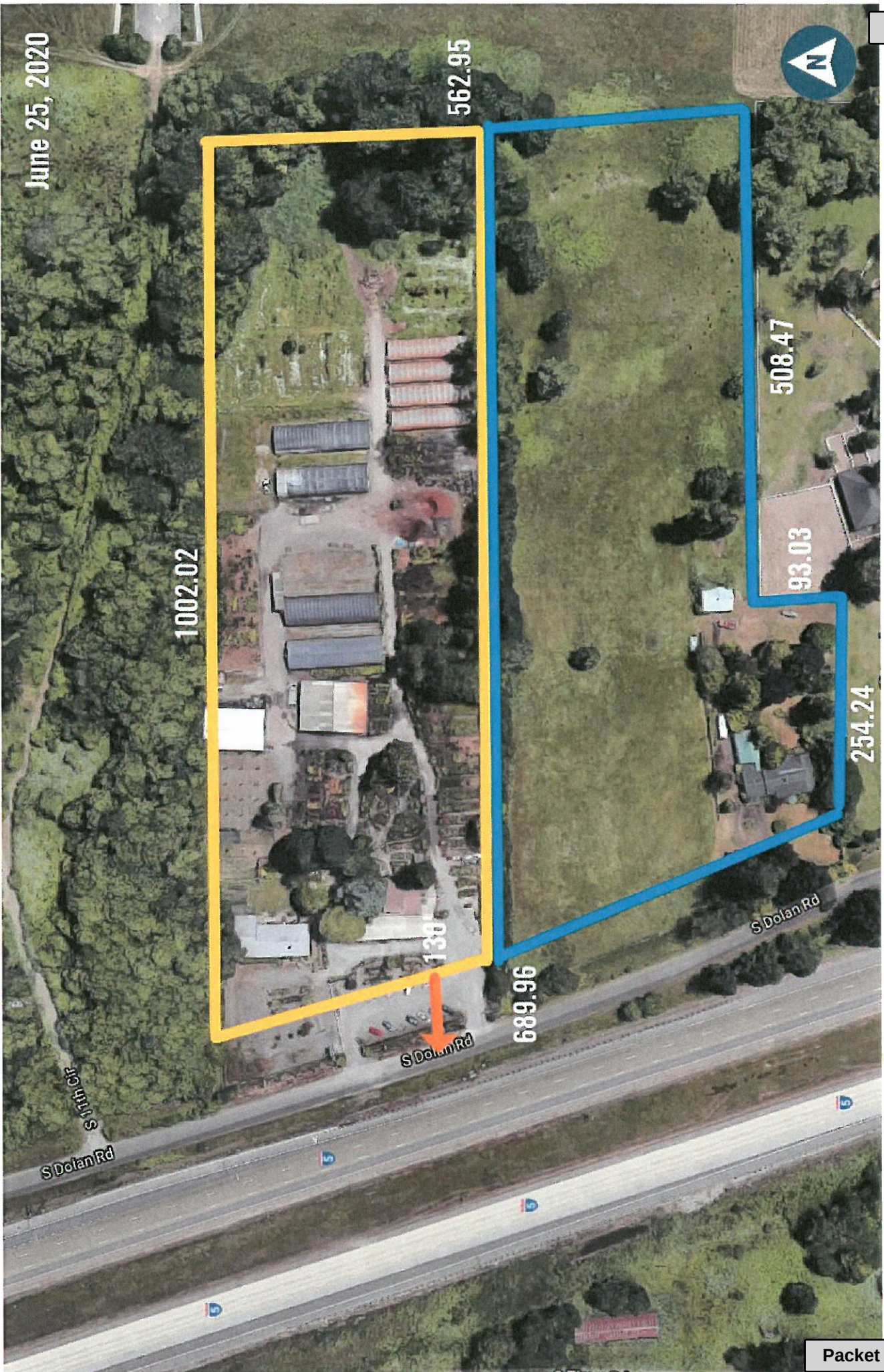
Bird's English Garden & Nursery

Utility Concept

Ridgefield, Wa

June 25, 2020

5.2.d





CITY OF RIDGEFIELD REQUEST FOR COUNCIL ACTION

MEETING DATE: December 03, 2020

ITEM:

AGENDA ITEM TITLE: Motion - Approval of Kemper Loop Final Plat

GOVERNING LEGISLATION:

RCW 36.70A

PREVIOUS COUNCIL ACTION TAKEN:

None.

SUMMARY/BACKGROUND:

The Ridgefield Hearing Examiner approved the Kemper Loop preliminary planned unit development on December 14, 2018, as PLZ-18-0107. The approved preliminary plat has 53 single-family attached lots.

The applicant proposes to subdivide the 18.64-acre site with Assessor's #213755000 into 53 single-family detached residential lots. The lots range from 5,000 square feet (multiple lots) to 11,409 square feet (Lot 16), consistent with the lot sizes approved through the Ridgefield Crossing mixed use master plan and preliminary subdivision plat. The average lot size is 6,505 square feet.

N Kemper Loop, N Avery Drive, N McCanta Way, and N 30th Drive are public streets that access each of the residential lots. These public streets also provide external connections to N 32nd Court to the east and Kemper Grove Phase 1 to the south. N Avery Drive stubs to the north for future access to the adjacent developable RLD-4 property.

Tract C (1.7 acres) is a stormwater facility to be owned and maintained by the HOA. Tracts A and B are open space tracts to be owned and maintained by the HOA. Tract A (0.32 acres) is an open space tract west of Lot 25 to be furnished with picnic tables. Tract B (6.4 acres) is an open space tract in the western portion of the site. Tract B contains a large Category II wetland with a 200-foot buffer. The buffer contains a recreational trail accessible from N McCanta Way via the storm facility access driveway, with a future connection to the undeveloped RLD-4 parcel to the north. The trail is 12 feet wide as it accesses the storm facility, and 8.5 feet wide beyond the storm facility. It is surfaced with wood chips. A note on the plat states that the public is granted access to Tracts A, B, and C.

BUDGET/FINANCIAL IMPACTS:

Tax revenue from 53 new single-family homes.

RECOMMENDED ACTION OR MOTION:

"I move to [approve/deny] the Kemper Loop Final Plat."

STAFF CONTACT:

Claire Lust, Community Development Director

ATTACHMENTS:

PLZ-20-0071 Kemper Loop Final Plat_Staff Report_v2_12032020 (PDF)

Kemper Loop Final Plat (PDF)

Kemper Loop - Open Space plan (PDF)

Revised Kemper Onsite Mit 11.2020 Final (PDF)



COMMUNITY DEVELOPMENT DEPARTMENT

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

Kemper Loop Final Plat

Staff Report

File No. PLZ-20-0071

December 3, 2020

I. Basic Facts

Application date: On September 29, 2020, the City received an application for final plat approval for Kemper Loop (53 single-family detached residential lots).

Applicant/Property Owner: Harlan Borow, Richmond American Homes. 402 W 8th St / Vancouver, WA 98660.
Contact: 503-713-8627, Harlan.borow@mdch.com

Applicant's Representative: Chicago Title Company. 655 W Columbia Way #200 / Vancouver, WA 98660.
Contact: Jaima Johnson, Deanna Haake, Krista Harrington, 360.980.0124, builderdev@fnf.com

Property Information: No address. #54, #73 S 20 T4N R1E WM, Assessor's #213755000, 18.64 acres.

Zoning: Residential Low Density 6 (RLD-6)

Comprehensive Plan: Urban Low (UL)

Compliance: The proposed plat complies with the applicable provisions in the Ridgefield Municipal Code Title 18 and the Ridgefield Urban Area Comprehensive Plan.

Council date: December 3, 2020

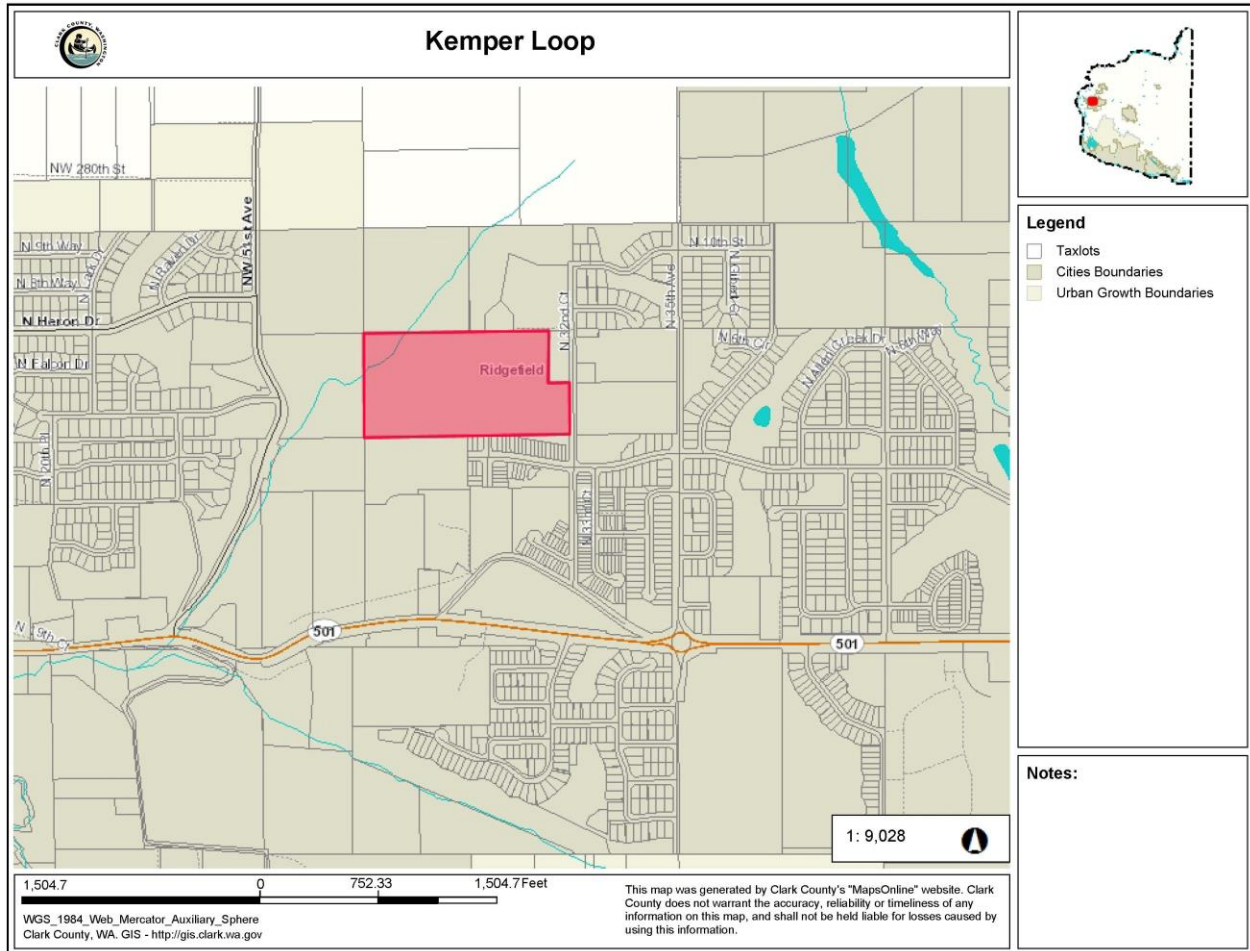
II. Documents Received

- A. Master land use application
- B. Final plat checklist
- C. Final plat sheets
- D. Guarantee
- E. Lot calculations
- F. Narrative
- G. HOA CC&Rs and Bylaws
- H. Green Design Memo
- I. Oak Preservation and Buffer Mitigation Plan
- J. Oak Conservation Covenant
- K. Survey review memos and redlines
- L. Revised materials as required by staff

III. Background and Proposal

The Ridgefield Hearing Examiner approved the Kemper Loop preliminary planned unit development on December 14, 2018, as PLZ-18-0107. The approved preliminary plat has 53 single-family attached lots.

Kemper Loop Location



[illegible]

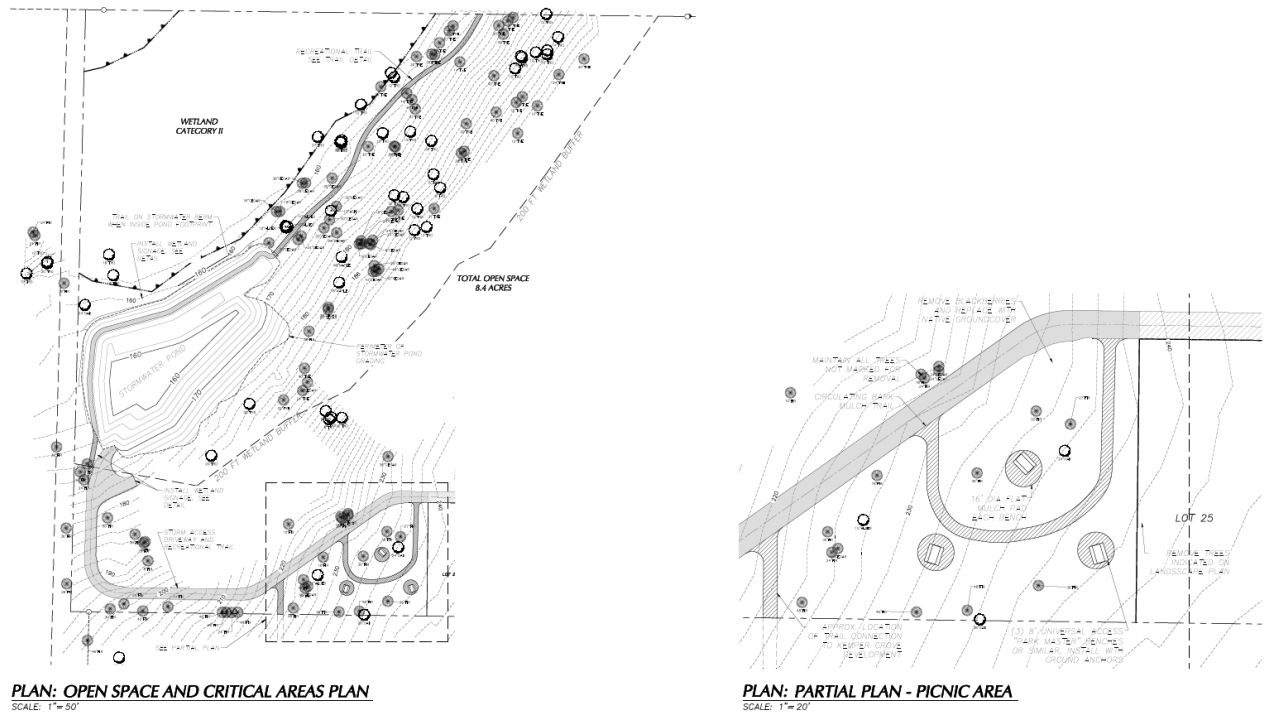
N Kemper Loop, N Avery Drive, N McCanta Way, and N 30th Drive are public streets that access each of the residential lots. These public streets also provide external connections to N 32nd Court to the east and Kemper Grove Phase 1 to the south. N Avery Drive stubs to the north for future access to the adjacent developable RLD-4 property.

Packet Pg. 126

Kemper Loop Open Space and Trails



Kemper Loop Open Space Detail



The purpose of this review is to consider whether the applicant has met the conditions of approval from the preliminary plat approval, the Development Agreement, the Ridgefield Development Code, the Ridgefield Urban Area Comprehensive Plan, and the City Engineering Standards for Public Works. Staff evaluated the final plat materials provided and offer the following combined comments.

IV. Survey Review

Gray & Osborne, Inc. confirmed that the applicant has addressed all survey comments.

V. Engineering Review

All private improvements are complete except for the placement of tables in Tract A and the completion of a retaining wall on Lots 14-16. As a **condition of approval**, all remaining private improvements shall be completed prior to obtaining city signatures on the final plat mylar.

A bond for 120% of the cost of all incomplete public improvements is required. The applicant submitted a cost estimate for remaining public improvements totaling \$257,568.96. The City Engineer issued a performance bond letter on November 13, 2020 identifying a bond amount of \$309,082.75. As a **condition of approval**, the applicant shall submit the required \$309,082.75 bond to the city or the applicant shall complete all public improvements prior to obtaining city signatures on the final plat mylar.

As a **condition of approval**, the applicant is required to pay \$1,660 proportionate share toward intersection improvements at Hillhurst Road (previously 9th Avenue) and Pioneer Street prior to obtaining city signatures on the final plat mylar.

Staff finds that the applicant has addressed all other applicable conditions of approval from the preliminary plat and all other engineering comments.

VI. Land Use Review

Land use condition of approval A.4 from the Kemper Loop final order, PLZ-18-0107, required the applicant to submit a final oak habitat preservation and mitigation plan. The plan prepared by Ecological Land Services (ELS) on the applicant's behalf is attached. This document includes minor revisions required by the Washington Department of Fish and Wildlife, which governs the preservation and mitigation of oak habitats. The applicant also submitted a draft oak conservation covenant. As a **condition of approval**, the applicant shall record the oak conservation covenant concurrent with the final plat.

Land use conditions of approval A.15 and A.16 from the Kemper Loop final order, PLZ-18-0107, require installation of signs marking the location of critical areas. As a **condition of approval**, all required critical areas signs shall be installed prior to obtaining city signatures on the final plat mylar.

Land use condition of approval A.19 from the Kemper Loop final order, PLZ-18-0107, requires submittal of CC&Rs prior to final plat approval. The applicant submitted draft CC&Rs for review by the City Attorney on November 12, 2020. As a **condition of approval**, the applicant shall make any changes to the CC&Rs required by the City Attorney prior to obtaining city signatures on the final plat mylar.

Staff finds that the applicant has addressed all other applicable conditions of approval from the preliminary plat and all other land use comments.

VII. Recommendation

Staff recommends City Council **APPROVE** the Kemper Loop Final Plat subject to the following **conditions of approval**:

1. Prior to obtaining city signatures on the final plat mylar, all remaining private improvements shall be completed.
2. Prior to obtaining city signatures on the final plat mylar, the applicant shall submit the required \$309,082.75 performance bond for incomplete public improvements to the city or the applicant shall complete all public improvements.
3. Prior to obtaining city signatures on the final plat mylar, the applicant is required to pay \$1,660 proportionate share toward intersection improvements at Hillhurst Road (previously 9th Avenue) and Pioneer Street.
4. Prior to obtaining city signatures on the final plat mylar, the applicant shall install all required critical areas signs.
5. Prior to obtaining city signatures on the final plat mylar, the applicant shall make any changes to the CC&Rs required by the City Attorney.
6. The applicant shall submit mylars for signature containing the signature and seal of the surveyor of record (Certification of Subdivision Platting, see RDC 18.620.120.L) and the signatures of all parties having an ownership interest in the land for purposes of dedication (Dedication of Subdivision, see RDC 18.620.120.M).
7. The applicant shall record the final plat with the Clark County Auditor's Office within thirty (30) calendar days of City signatures on the face of the Mylar.
8. The applicant shall submit three (3) full-sized copies and one (1) 11-inch by 17-inch copy of the recorded plat and all associated written documents within thirty (30) calendar days of City signatures on the face of the Mylar.
9. The applicant shall record the oak conservation covenant concurrent with the final plat.
10. Prior to obtaining building permits, the applicant shall install correct street signs based on the street and addressing information included at the end of this report.

Reviewed by:

Claire Lust, Community Development Director. Claire.lust@ci.ridgefield.wa.us, 360.857.5024

Brenda Howell, City Engineer. Brenda.howell@ci.ridgefield.wa.us, 360.857.5022

Signed:



Claire Lust, Community Development Director

December 1, 2020

Kemper Loop Addressing

Address numbers ascend from south to north and west to east. Address notices will be sent to service providers following final plat approval. Correct street signs must be installed prior to engineering acceptance. Please ensure that street signs are ordered based on the following:

Lot #	Address	Lot #	Address	Lot #	Address	Lot #	Address
N McCanta Way		N Kemper Loop		N Avery Drive		N 32nd Court	
South (odd) side of street		West (odd) side of street		West (odd) side of street		West (odd) side of street	
Tract A	2847	22	605	40	531	3	537
25	2855	21	613	41	539	2	545
26	2901	20	621	42	601	1	615
27	2909	19	629	43	609		
28	2917	18	637	44	617		
29	2925	17	701	45	625		
30	2933	16	709	46	633		
31	3005	15	717	East (even) side of street			
32	3013	14	725	4	532		
33	3021	East (even) side of street		5	540		
34	3029	49	620	6	602		
35	3103	48	630	7	610		
36	3111	47	640	8	618		
37	3119			9	626		
38	3127			10	634		
39	3135			11	704		
North (even) side of street				12	712		
Tract C	2840			13	720		
Tract B	2850						
24	2906						
23	2914						
50	2932						

51	2940						
52	3002						
53	3008						

PREPARED BY:
MINISTER AND GLAESER
SURVEYING, INC.
2200 E. EVERGREEN BLVD.
VANCOUVER, WA., 98661
(360) 694-3313

PERIMETER DESCRIPTION:

A PARCEL OF LAND LOCATED IN A PORTION OF THE NORTHWEST AND NORTHEAST QUARTERS OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 4 NORTH, RANGE 1 EAST OF THE WILLAMETTE MERIDIAN, CITY OF RIDGEFIELD, CLARK COUNTY, WASHINGTON, MORE PARTICULARLY DESCRIBED AS FOLLOWS;

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 20, MARKED BY A 3/4" IRON PIPE, AS DESCRIBED IN L.C.R. 03-116 CLARK COUNTY SURVEY RECORDS;

THENCE SOUTH 89°25'18" EAST, ALONG THE NORTH LINE OF SAID SECTION 20, FOR A DISTANCE OF 657.84 FEET TO THE NORTHWEST CORNER OF LOT 3 OF UNRECORDED PLAT OF "TYSZKIEWCZ ACRES" DD-73, CLARK COUNTY SURVEY RECORDS;

THENCE SOUTH 01°25'36" WEST, ALONG THE WEST LINE OF SAID LOT 3 AND LOT 6 OF SAID UNRECORDED PLAT, FOR A DISTANCE OF 658.05 FEET TO THE NORTHWEST CORNER OF THAT CERTAIN TRACT OF LAND CONVEYED TO RICHMOND AMERICAN HOMES OF OREGON INC. BY STATUTORY WARRANTY DEED RECORDED UNDER AUDITOR'S FILE NUMBER 5764241, RECORDS OF CLARK COUNTY, WASHINGTON, SAID CORNER BEING THE TRUE POINT OF BEGINNING;

THENCE SOUTH 89°21'11" EAST, ALONG SAID NORTH LINE OF SAID RICHMOND AMERICAN HOMES OF OREGON INC. TRACT AND THE NORTH LINE OF THAT CERTAIN TRACT OF LAND CONVEYED TO RICHMOND AMERICAN HOMES OF OREGON INC. BY STATUTORY WARRANTY DEED RECORDED UNDER AUDITOR'S FILE NUMBER 5764239, RECORDS OF CLARK COUNTY, WASHINGTON, FOR A DISTANCE OF 1166.52 FEET, TO THE NORTHEAST CORNER OF A 10-FOOT STRIP CONVEYED TO RICHMOND AMERICAN HOMES OF OREGON INC. BY DEED RECORDED UNDER AUDITOR'S FILE NUMBER TN377989, RECORDS OF CLARK COUNTY, WASHINGTON;

THENCE SOUTH 01°26'24" WEST, ALONG THE EAST LINE OF SAID 10-FOOT STRIP, FOR A DISTANCE OF 329.73 FEET, TO A POINT ON THE SOUTH LINE OF THAT CERTAIN TRACT OF LAND CONVEYED TO KIT ALLYN ABERNATHY AND SARAH JO ABERNATHY BY STATUTORY WARRANTY DEED RECORDED UNDER AUDITOR'S FILE NUMBER 5764239, RECORDS OF CLARK COUNTY, WASHINGTON,

THENCE SOUTH 89°19'07" EAST, ALONG SAID SOUTH LINE, FOR A DISTANCE OF 130.00 FEET, TO THE WEST RIGHT-OF-WAY OF SAID N. 32ND COURT;

THENCE SOUTH 01°26'24" WEST, ALONG THE WEST RIGHT-OF-WAY OF SAID N. 32ND CT, FOR A DISTANCE OF 329.80 FEET, TO THE EASTERLY EXTENSION OF THE NORTH LINE OF THE PLAT OF "AMENDED PLAT KEMPER GROVE PUD SUBDIVISION PHASE 1", ACCORDING TO THE PLAT THEREOF, RECORDED IN BOOK 312 OF PLATS AT PAGE 100, RECORDS OF CLARK COUNTY, WASHINGTON;

THENCE NORTH 89°17'04" WEST, ALONG THE NORTH LINE OF SAID PLAT AND ITS EASTERLY EXTENSION, FOR A DISTANCE OF 643.26 FEET TO THE NORTHWEST CORNER OF LOT 21 OF SAID PLAT OF "AMENDED PLAT KEMPER GROVE PUD SUBDIVISION PHASE 1";

THENCE CONTINUING NORTH 89°17'04" WEST, ALONG THE SOUTH LINE OF SAID FIRST-MENTIONED RICHMOND AMERICAN HOMES OF OREGON INC. TRACT, FOR A DISTANCE OF 653.09 FEET TO THE SOUTHWEST CORNER THEREOF;

THENCE NORTH 01°25'36" EAST, ALONG THE WEST LINE OF SAID FIRST-MENTIONED RICHMOND AMERICAN HOMES OF OREGON INC. TRACT AND THE WEST LINE OF LOTS 11 AND LOT 14 OF SAID "TYSZKIEWCZ ACRES", FOR A DISTANCE OF 658.05 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 18.62 ACRES, MORE OR LESS.

TOGETHER WITH AND SUBJECT TO EASEMENTS, RESERVATIONS, COVENANTS, DEDICATIONS AND RESTRICTIONS APPARENT OR OF RECORD.

BASIS OF BEARINGS – SOUTH 88°46'12" EAST FOR THE SOUTH LINE OF THE NORTHWEST QUARTER OF SECTION 20, T4N, R1E, W.M. BETWEEN FOUND MONUMENTS AS SHOWN ON THE PLAT OF "GREEN GABLES PUD PHASE 1", RECORDED IN BOOK 311 OF PLATS AT PAGE 655, RECORDS OF CLARK COUNTY, WASHINGTON.

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS THAT WE THE UNDERSIGNED OWNERS OF THE TRACT OF LAND ABOVE DESCRIBED HAVE CAUSED THE SAME TO BE PLATTED ACCORDING TO THE PLAT HERETO ANNEXED, SAME TO BE KNOWN AS "KEMPER LOOP PUD SUBDIVISION", AND HEREBY DEDICATE THE STREETS AND EASEMENTS AS SHOWN THEREON TO THE PUBLIC USE FOREVER, AND DO HEREBY WAIVE ALL CLAIMS FOR DAMAGES AGAINST ANY GOVERNMENTAL AUTHORITY WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHED CONSTRUCTION, DRAINAGE AND MAINTENANCE OF SAID STREETS AND EASEMENTS.

BY: PRINTED _____ SIGNED _____ TITLE _____ DATE _____

ACKNOWLEDGMENT:

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF _____, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE _____ OF _____ THE ENTITY THAT EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAID INSTRUMENT TO BE THE FREE AND VOLUNTARY ACT AND DEED OF THE SAID ENTITY, FOR THE USES AND PURPOSES THEREIN MENTIONED, AND ON OATH STATED THAT _____ IS/ARE AUTHORIZED TO EXECUTE THE SAID INSTRUMENT ON BEHALF OF THE SAID ENTITY.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS _____ DAY OF _____, 2020.

SIGNED _____
NOTARY PUBLIC IN AND FOR THE STATE OF _____
RESIDING IN _____
MY COMMISSION EXPIRES _____
PRINT NOTARY NAME _____

MINISTER AND GLAESER SURVEYING, INC. MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH AS ADVERSE POSSESSION, ACQIESCENCE, ESTOPPLE, ETC.

A FIELD TRAVERSE WAS PERFORMED USING A THREE SECOND TOTAL STATION. THE FIELD TRAVERSE MET THE MINIMUM STANDARDS FOR SURVEYS AS DESIGNATED IN WAC 332-130-090. ALL CORNERS NOTED AS FOUND WERE VISITED ON 02-10-20.

NOTES:

- IF ANY CULTURAL RESOURCES AND/OR HUMAN REMAINS ARE DISCOVERED IN THE COURSE OF UNDERTAKING THE DEVELOPMENT ACTIVITY, THE DEPARTMENT OF ARCHAEOLOGY AND HISTORIC PRESERVATION IN OLYMPIA AND CLARK COUNTY COMMUNITY DEVELOPMENT SHALL BE NOTIFIED. FAILURE TO COMPLY WITH THESE STATE REQUIREMENTS MAY CONSTITUTE A CLASS C FELONY, SUBJECT TO IMPRISONMENT AND/OR FINES.
- TRACTS A AND B ARE OPEN SPACE TRACTS TO BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION. TRACT C IS A STORM FACILITY TRACT AND IS TO BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
- A MINIMUM OF ONE AND A MAXIMUM OF FOUR OFF-STREET PARKING SPACES WILL BE PROVIDED FOR EACH DWELLING UNIT.
- THE STORM FACILITY (TRACT "C") IS TO BE OWNED BY THE HOMEOWNERS ASSOCIATION AND THE LONG-TERM MAINTENANCE THIS STORM FACILITY IS THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION.
- ALL PUBLIC ROADS WITHIN THIS PLAT ARE DEDICATED TO THE CITY OF RIDGEFIELD.
- THIS PLAT CONTAINS CRITICAL AREA(S) AND BUFFER(S) REGULATED BY THE CITY OF RIDGEFIELD, RDC 18.280. LIMITATIONS ON ACTIONS IN OR AFFECTING THE CRITICAL AREA OF BUFFER MAY EXIST.
- ARCHITECTUAL DESIGN APPROVAL FROM THE CITY OF RIDGEFIELD IS REQUIRED FOR ALL SINGLE-FAMILY HOMES, AND IT IS THE RESPONSIBILITY OF THE DEVELOPER/BUILDER TO OBTAIN DESIGN APPROVAL FOR EACH HOME, INCLUDING MODEL HOMES, PRIOR TO THE SALE OR ADVERTISEMENT FOR SALE OF THE HOME.
- THIS DEVELOPMENT IS SUBJECT TO AN OAK TREE CONSERVATION COVENANT.
- ALL LOTS WITH THIS DEVELOPMENT MEET CITY OF RIDGEFILED STANDARDS AS AMENDED BY PUD APPROVAL PROCESS.
- AN ACCESS EASEMENT UPON TRACTS A, B AND C IS HEREBY GRANTED TO THE CITY OF RIDGEFIELD FOR PURPOSES OF INSPECTION OF FACILITIES LOCATED WITHIN THE TRACTS.
- PUBLIC ACCESS IS HEREBY GRANTED ACROSS ALL OF TRACTS A, B AND C.

FROM RDC 18.210.040-1	RLD-6	PUD MODIFICATION
MIN. LOT WIDTH	50 FT	NONE
MIN. LOT AREA	7,200 SQ FT	4,680 SQ FT
MIN. FRONT YARD SETBACK	15 FT	10'
MIN. REAR YARD SETBACK	10 FT	5'
MIN. SIDE YARD SETBACK	5 FT	5'
MIN. STREET SIDE YARD SETBACK	15 FT	10'
MAX. HIGHT	30 FT (35 FT WITH PITCHED ROOF)	NONE
MAX. BUILDING COVERAGE	50%	NONE
MAX. IMPERVIOUS SURFACE	60%	NONE

DEED REFERENCES:

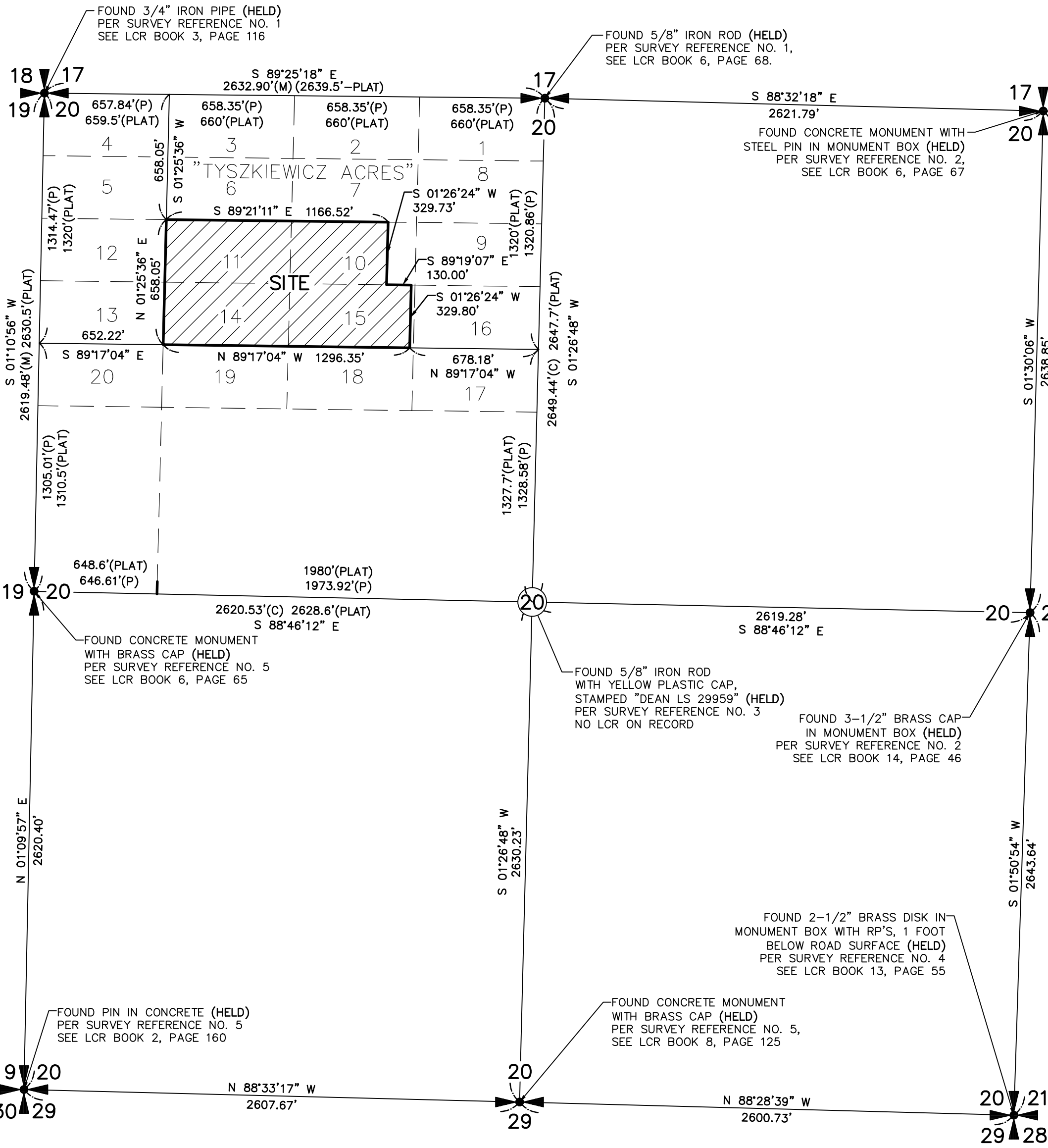
- GRANTOR: RICHARD WAYNE AVERY & DEBORAH JEAN AVERY
GRANTEE: RICHMOND AMERICAN HOMES OF OREGON INC.
AFN: 5764239 D
DATE: 7/24/2020
- GRANTOR: RICHARD WAYNE AVERY & DEBORAH JEAN AVERY
GRANTEE: RICHMOND AMERICAN HOMES OF OREGON INC.
AFN: TN377989
DATE: 7/23/2020
- GRANTOR: LINDA K. McCANTA & MICHAEL J. McCANTA
GRANTEE: RICHMOND AMERICAN HOMES OF OREGON INC.
AFN: 5764241 D
DATE: 7/24/2020

SURVEY REFERENCES:

- HAGEDORN SURVEY BOOK 14, PAGE 160
- HAGEDORN SURVEY BOOK 29, PAGE 54
- DEAN SURVEY BOOK 53, PAGE 98
- RENTON SURVEY BOOK 51, PAGE 185
- PLAT OF "GREEN GABLES PUD PHASE 1" BOOK 311, PAGE 655
- PLAT OF "GREEN GABLES PUD PHASE 3" BOOK 311, PAGE 644
- PLAT OF "VILLAGE AT CANYON RIDGE PUD" BOOK 311, PAGE 952
- UNRECORDED PLAT OF "TYSZKIEWCZ ACRES" BOOK "DD", PAGE 73
- PLAT OF "AMENDED PLAT KEMPER GROVE PUD SUBDIVISION PHASE 1" BOOK 312, PAGE 100

EASEMENT:

AN EASEMENT IS HEREBY RESERVED UNDER AND UPON ALL TRACTS AND THE EXTERIOR SIX (6) FEET ON ALL BOUNDARY LINES OF THE LOTS ADJACENT TO PUBLIC/PRIVATE ROADS AND TRACTS FOR THE INSTALLATION, CONSTRUCTION, RENEWING, OPERATING AND MAINTAINING ELECTRIC, TELEPHONE, TV, CABLE, WATER SERVICES. ALL LOTS CONTAINING PADMOUNT TRANSFORMERS ARE SUBJECT TO THE MINIMUM CLEARANCES AS DEFINED BY CLARK PUBLIC UTILITIES CONSTRUCTION STANDARDS. ALSO, A SIDEWALK EASEMENT, AS NECESSARY TO COMPLY WITH ADA SLOPE REQUIREMENTS, SHALL BE RESERVED UPON THE EXTERIOR SIX (6) FEET ALONG THE FRONT BOUNDARY LINES OF ALL LOTS AND TRACTS ADJACENT TO PUBLIC STREETS.



ACKNOWLEDGMENT:

STATE OF _____
COUNTY OF _____
SIGNED OR ATTESTED BEFORE ME _____
BY CRAIG A. GALVIN
NOTARY SIGNATURE _____
DATED: _____
PRINTED NAME: _____
NOTARY PUBLIC IN AND FOR THE STATE OF _____
MY COMMISSION EXPIRES _____

LEGEND:

- (C) INDICATES CALCULATED
- (M) INDICATES MEASURED
- (P) INDICATES PROPORTIONED
- (PLAT) INDICATES DISTANCE FROM THE UNRECORDED PLAT OF "TYSZKIEWCZ ACRES"
- LCR INDICATES LAND CORNER RECORD

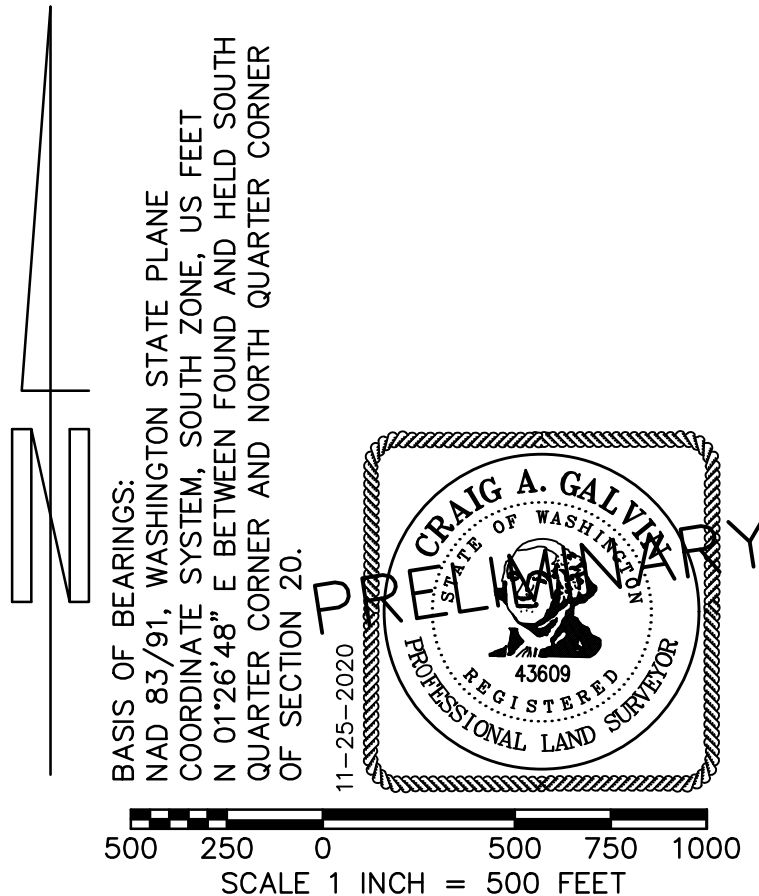
ACKNOWLEDGMENT:

STATE OF _____
COUNTY OF _____
ON THIS _____ DAY OF _____, 2020, BEFORE ME PERSONALLY

APPEARED _____ TO ME KNOWN TO BE THE PRESIDENT OF THE CORPORATION THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED THAT (HE/SHE) SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE (HIS/HER) FREE AND VOLUNTARY ACT OF SAID CORPORATION, FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT, AND ON OATH STATED THAT HE WAS AUTHORIZED TO EXECUTE SAID INSTRUMENT.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS ____ DAY OF _____, 20__.

SIGNED _____
NOTARY PUBLIC IN AND FOR THE STATE OF _____
RESIDING IN _____
MY COMMISSION EXPIRES _____
PRINT NOTARY NAME _____



KEMPER LOOP
PUD SUBDIVISION

A SUBDIVISION
IN A PORTION OF THE
NW 1/4 AND NE 1/4
OF THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD
CLARK COUNTY, WASHINGTON
JOB NO.: 20-303
DRAWING DATE: 11-25-20
SHEET 1 OF 3

CITY PUBLIC WORKS DIRECTOR

CITY PUBLIC WORKS DIRECTOR _____ DATE _____

CITY COMMUNITY DEVELOPMENT DIRECTOR

CITY COMMUNITY DEVELOPMENT DIRECTOR _____ DATE _____

CITY ENGINEER:

CITY OF RIDGEFIELD ENGINEER _____ DATE _____

CITY MAYOR:

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

MAYOR, CITY OF RIDGEFIELD _____

ATTESTED BY: _____
CITY CLERK

ASSESSOR:

THIS PLAT MEETS THE REQUIREMENTS OF RCW 58.17.170, LAWS OF WASHINGTON, 1981, TO BE KNOWN AS _____ KEMPER LOOP PUD SUBDIVISION

COUNTY ASSESSOR _____ DATE _____

AUDITOR'S CERTIFICATE:

FILED FOR RECORD THIS _____ DAY OF _____, 20__
IN BOOK _____ OF PLATS, AT PAGE _____

CLARK COUNTY AUDITOR _____

AUDITOR'S FILE NUMBER _____

SURVEYOR'S CERTIFICATE:

I, CRAIG A. GALVIN, A PROFESSIONAL SURVEYOR, DO HEREBY CERTIFY THAT THIS PLAT OF "KEMPER LOOP PUD SUBDIVISION" CORRECTLY REPRESENTS A SURVEY AND SUBDIVISION OF SECTION 20, TOWNSHIP 4 NORTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT, AND THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT; THAT THE DISTANCES, COURSES, AND ANGLES ARE SHOWN HEREON CORRECTLY AND THAT MONUMENTS AND LOT CORNERS HAVE BEEN SET ON THE GROUND AS SHOWN ON THE PLAT.

CRAIG A. GALVIN, PROFESSIONAL LAND SURVEYOR,
PLS NO. 43609
10-30-2020
DATE

DECLARANT DECLARATION:

THE UNDERSIGNED OWNER OR OWNERS OF THE INTEREST IN THE REAL ESTATE DESCRIBED HEREIN HEREBY DECLARE THIS MAP AND DEDICATE THE SAME FOR A COMMON INTEREST COMMUNITY NAMED "KEMPER LOOP PUD SUBDIVISION HOMEOWNERS ASSOCIATION", A HOMEOWNERS ASSOCIATION, AS THAT TERM IS DEFINED IN THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT (RCW CHAPTER 64.90). SOLELY TO MEET THE REQUIREMENTS OF THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT AND NOT FOR ANY PUBLIC PURPOSE. THIS MAP AND ANY PORTION THEREOF IS RESTRICTED BY LAW AND THE DECLARATION FOR THE "KEMPER LOOP PUD SUBDIVISION HOMEOWNERS ASSOCIATION", RECORDED UNDER CLARK COUNTY RECORDING NO. _____.

BY: PRINTED _____ SIGNED _____ TITLE _____ DATE _____

**MINISTER-GLAESER
SURVEYING INC.**
2200 E. EVERGREEN BLVD.
VANCOUVER, WA 98661
(360) 694-3313

JOB NO. 20-303
DATE: 11-25-20
CALC BY: CAG
DRAWN BY: CAG
CHECKED BY: DAD
FILE: 20303.DWG

PREPARED BY:
MINISTER AND GLAESER
SURVEYING, INC.
2200 E. EVERGREEN BLVD.
VANCOUVER, WA., 98661
(360) 694-3313

KEMPER LOOP PUD SUBDIVISION

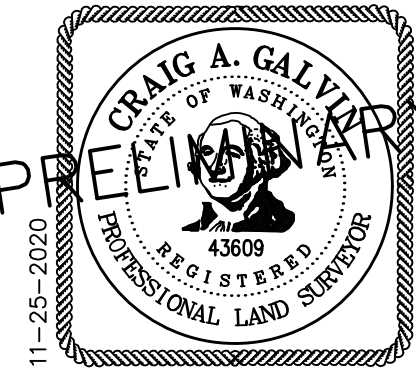
A SUBDIVISION
IN A PORTION OF THE
NW 1/4 AND NE 1/4
OF THE NW 1/4 OF SECTION 20
T. 4 N., R. 1 E., W.M.
CITY OF RIDGEFIELD
CLARK COUNTY, WASHINGTON

JOB NO.: 20-303
DRAWING DATE: 11-25-20
SHEET 2 OF 3

- LEGEND:
- INDICATES FOUND 1/2" STEEL ROD WITH YELLOW PLASTIC CAP STAMPED "GALVIN 43609" (HELD), UNLESS NOTED OTHERWISE.
 - INDICATES 1/2" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "GALVIN 43609", SET
 - INDICATES ROCK NAIL WITH BRASS WASHER INSCRIBED PLS 43609 SET AT THE EXTENSION OF LOT LINE IN THE CURB, FOR THE PURPOSE OF LINE, NOT DISTANCE
 - PIN: INDICATES PARCEL IDENTIFICATION NUMBER
 - X-X- INDICATES FENCE LINE

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 89°17'04" W	33.73'
L2	S 00°42'56" W	24.00'
L3	S 89°17'04" E	8.27'
L4	S 00°42'56" W	24.00'
L5	N 49°40'10" W	31.10'
L6	N 49°40'10" E	33.15'

CURVE TABLE					
CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING	CHORD DIST.
C1	20.00'	90°43'28"	31.67'	N 43°55'20" W	28.46'
C2	20.00'	89°16'32"	31.16'	N 46°04'40" E	28.10'
C3	20.00'	90°43'28"	31.67'	S 43°55'20" E	28.46'
C4	79.00'	16°16'42"	22.44'	S 83°18'03" W	22.37'
C5	79.00'	36°55'34"	50.91'	S 56°41'55" W	50.04'
C6	79.00'	16°44'32"	23.08'	S 29°51'52" W	23.00'
C7	79.00'	20°46'40"	28.65'	S 11°06'16" W	28.49'
C8	20.00'	89°16'32"	31.16'	N 46°04'40" E	28.10'
C9	20.00'	90°00'00"	31.42'	N 43°33'36" W	28.28'
C10	31.00'	37°31'12"	20.30'	S 19°28'32" W	19.94'
C11	31.00'	53°12'16"	28.79'	S 64°50'16" W	27.76'
C12	20.00'	90°00'00"	31.42'	N 46°26'24" E	28.28'
C13	20.00'	89°23'05"	31.20'	S 46°01'24" W	28.13'
C14	20.00'	90°36'55"	31.63'	N 43°58'36" W	28.44'
C15	20.00'	90°00'00"	31.42'	S 44°17'04" E	28.28'
C16	20.00'	90°00'00"	31.42'	N 45°42'56" E	28.28'
C17	55.00'	53°12'16"	51.07'	S 64°50'16" W	49.26'
C18	55.00'	37°31'12"	36.02'	S 19°28'32" W	35.38'

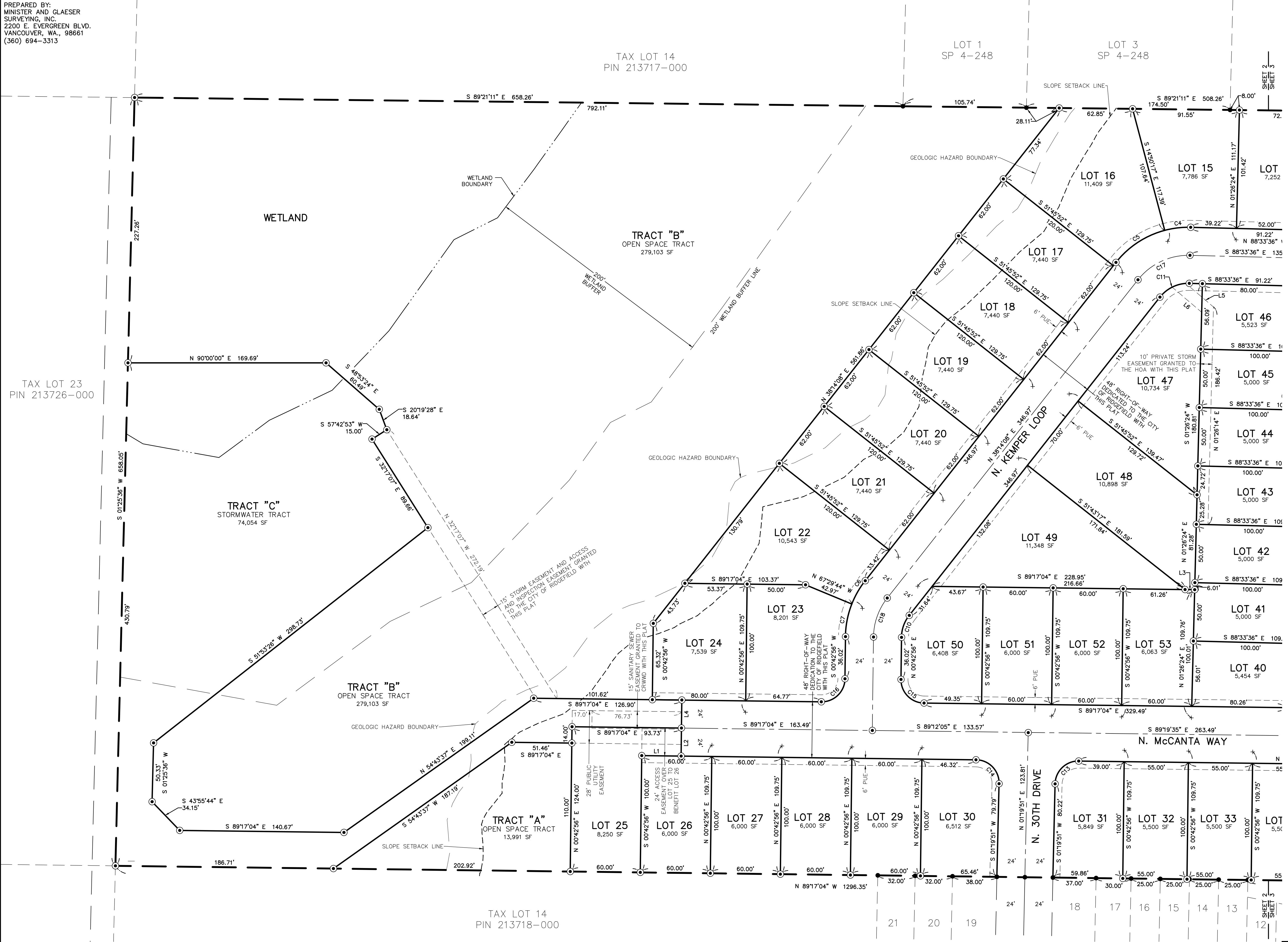


11-25-2020
SCALE 1 INCH = 40 FEET

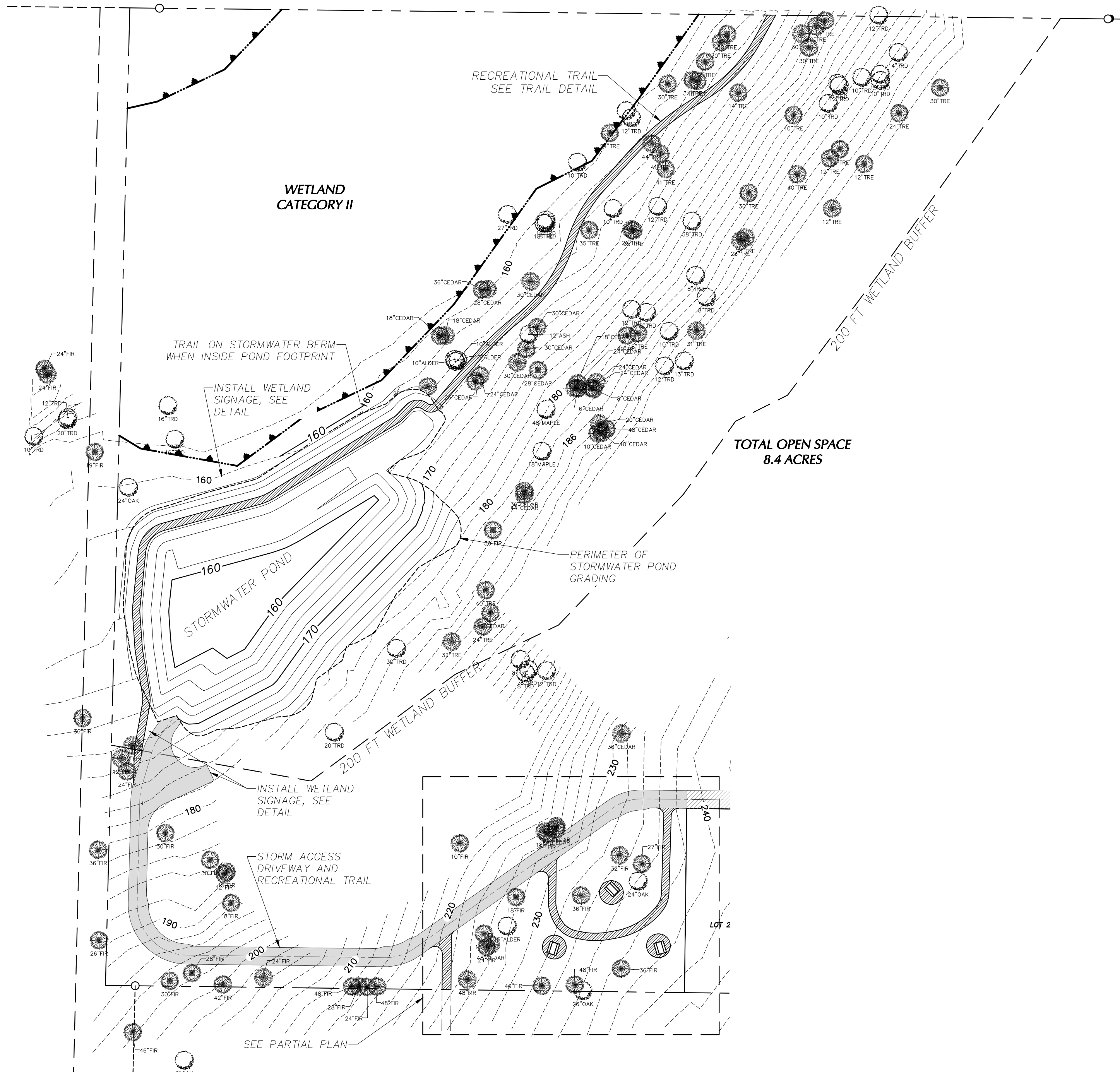
BASIS OF BEARINGS:
NAD 83/91, WASHINGTON STATE PLANE
COORDINATE SYSTEM, SOUTH ZONE, US FEET
N 01°26'48" E BETWEEN FOUND AND HELD SOUTH
QUARTER CORNER AND NORTH QUARTER CORNER
OF SECTION 20.

MINISTER-GLAESER
SURVEYING INC.
2200 E. EVERGREEN BLVD.
VANCOUVER, WA 98661
(360) 694-3313

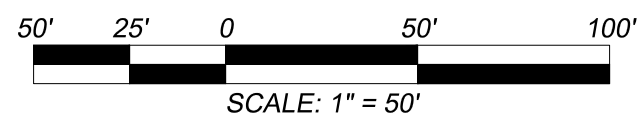
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FILE: 20303.DWG



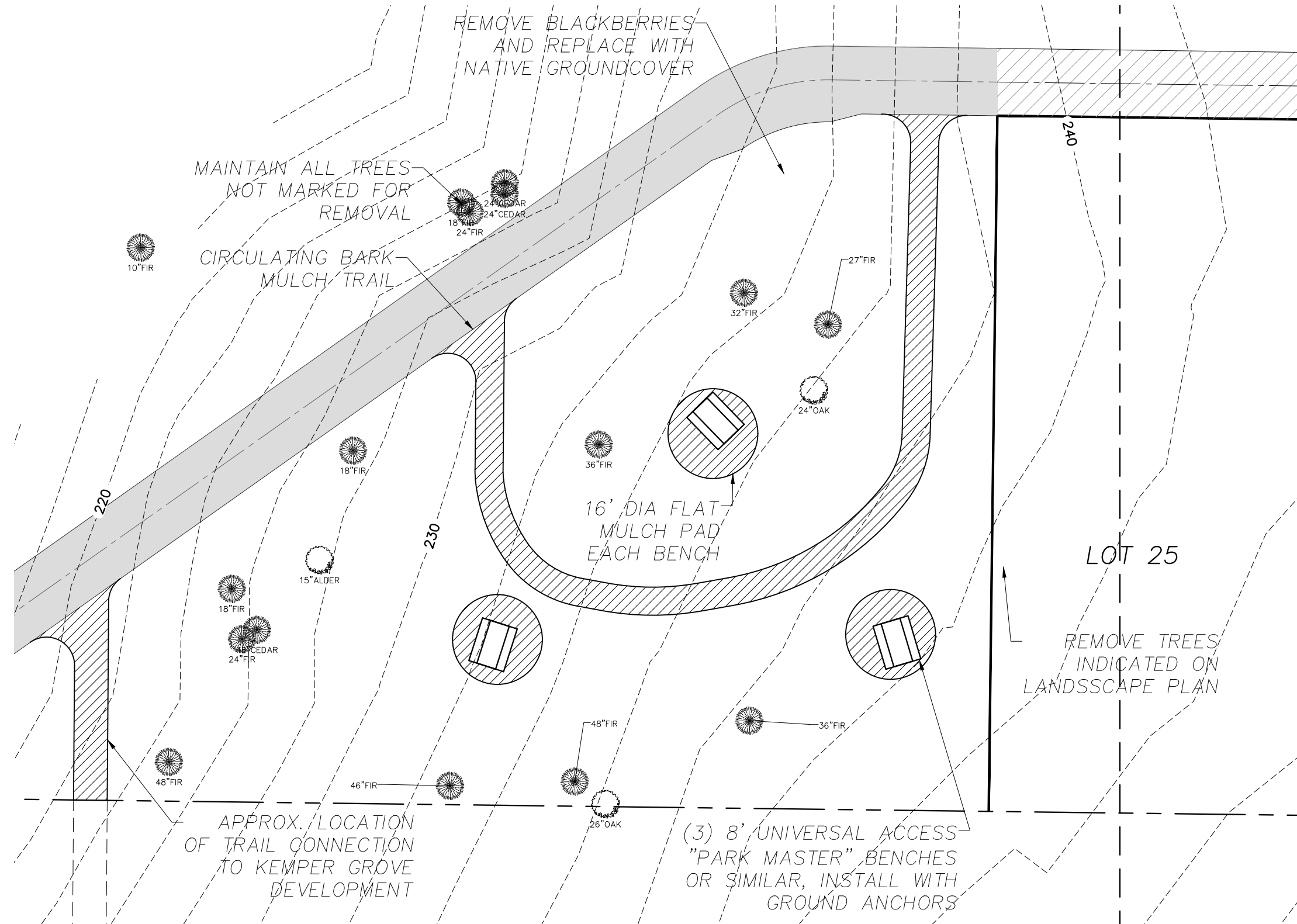
D:\Unito\Workplace\VAU\Projects\1003.03 Kemper Loop\Working\DWG\FINAL ENGINEERING\PRODUCTION\KEMPER LANDSCAPING - PARK.DWG (1003.03) - 8/26/2020 - 8:56am



PLAN: OPEN SPACE AND CRITICAL AREAS PLAN
SCALE: 1" = 50'



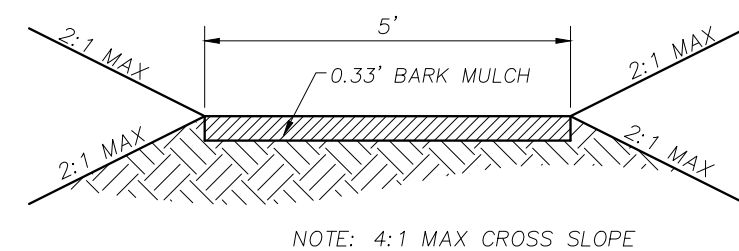
- OPEN SPACE NOTES:**
1. RECREATION AREA PROPOSED ON SITE INCLUDES RECREATION TRAIL (0.525 AC) AND PICNIC AREA (0.30 AC). TOTAL ACTIVE AND PASSIVE RECREATION: 0.825 AC CONFORMS TO THE REQUIREMENTS OF RDC 18.401.080.B.2.a
 2. ENVIRONMENTAL MITIGATION PLANTING FOR BUFFER IMPACT/OAK REMOVAL WITHIN DISTURBED AREA AROUND STORMWATER POND BY OTHERS. REFERENCE ELS MITIGATION PLANTING PLAN.
 3. TRAIL TO BE FIELD FIT TO AVOID TREES WHERE FEASIBLE. TREES OUTSIDE OF STORMWATER POND DISTURBANCE AREA NOT TO BE REMOVED. NOTIFY CLIENT/ENGINEER PRIOR TO DISTURBANCE..



PLAN: PARTIAL PLAN - PICNIC AREA
SCALE: 1" = 20'

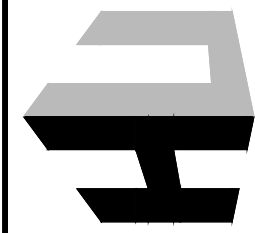
THE AREA BEYOND THIS SIGN IS A WETLAND OR WETLAND BUFFER. ALTERATION OR DISTURBANCE IS PROHIBITED BY LAW. PLEASE CALL THE CITY OF RIDGEFIELD FOR MORE INFORMATION

- WETLAND BUFFER SIGN PER RDC 18.280.150(c)(3):
- SIGNS MEASURING NO MORE THAN 6 SQUARE FEET IN AREA.
 - SIGNS TO BE NO SHORTER THAN 4 FEET IN HEIGHT NOR HIGHER THAN 6 FEET.
 - SIGNS TO BE POSTED AT AN INTERVAL OF ONE PER EVERY TWO HUNDRED FEET.
 - SIGNS TO BE PERPETUALLY MAINTAINED ALONG BUFFER PERIMETER AS APPROVED BY THE DIRECTOR.
 - SIGNAGE AND PERMANENT BUFFER DEMARCATION SHALL BE INSTALLED PRIOR TO ANY CONSTRUCTION OR LAND DISTURBING ACTIVITIES.



DETAIL: WETLAND SIGNAGE
SCALE: N.T.S.

DETAIL: TRAIL CONSTRUCTION
SCALE: N.T.S.



HAYWARD USKOSKI & ASSOCIATES
1101 Broadway St. Suite 130 - Vancouver, WA 98660
TEL: (360) 635-5523



06/26/20

KEMPER LOOP P.U.D.
CITY OF RIDGEFIELD, WASHINGTON
OPEN SPACE AND CRITICAL AREAS PLAN

REV	DATE	BY	DESCRIPTION
1	08/07/2020	BGA	WATER LINE REVISION
PROJECT NUMBER: 1003.03			
DESIGNED/DRAWN BY: VAU/BGA			
CHECKED BY: VAU			
ISSUE DATE: 06/26/2020			
1 OF: 27			



OAK PRESERVATION AND BUFFER MITIGATION PLAN

November 2020



Kemper Loop Ridgefield, Washington

Prepared for
Lamar-Crab LLC
Attention: Trevor Hayward
400 E Evergreen Blvd, Ste 202
Vancouver, WA 98660
(360) 771-6314

Prepared by
Ecological Land Services, Inc.

1157 3rd Avenue, Suite 220A • Longview, WA 98632
(360) 578-1371 • Project Number 2644.01

SIGNATURE PAGE

The information in this report was compiled and prepared under the supervision and direction of the undersigned.

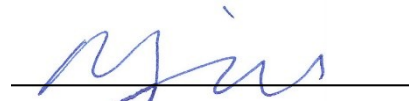
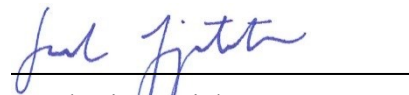

Megan Mill
Biologist
Sarah Fitzpatrick
Biologist

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- Figure 1 Vicinity Map
- Figure 2 Existing Conditions Site Map
- Figure 3 Proposed Conditions Site Plan
- Figure 4 Planting Detail

INTRODUCTION

Ecological Land Services, Inc. (ELS) has completed this Oak Preservation and Buffer Mitigation Plan for the client, Lamar-Crab LLC, to address the impacts to Oregon white oak trees (*Quercus garryana*) and the Wetland A buffer from the proposed development of the Kemper Loop Subdivision in Ridgefield, Washington. The project site consists of Clark County Tax Parcels 213794000 and 213755000, located off of North 32nd Court in Ridgefield, Washington (Figure 1). The site is approximately 18 acres and is located within Section 20, Township 4 North, Range 1 East of the Willamette Meridian. ELS biologists visited the site on May 21, 2018 and February 12, 2020 to assess critical areas onsite. A more detailed description of site conditions and methodology can be found in the associated document *Kemper Grove Critical Areas Report* (ELS, August 2018). This plan addresses 34,172 (0.78 acres) square feet of Wetland A's buffer that will be impacted for the proposed stormwater detention facility. Impacts will be mitigated through native plantings throughout the entirety of the facility.

The original mitigation plan for this project, *Oak Preservation and Buffer Mitigation Plan* (ELS April 2020), addressed the removal of one Oregon white oak tree with a canopy impact of approximately 1,027 square feet (0.02 acres). This revised mitigation plan serves to incorporate inadvertent impacts to Oak A, as well as enhancement into the Oak Preservation Plan. Impacts to Oak A have resulted in 418 square feet of additional oak impacts, bringing the total canopy impact from the removal of Oaks A and E to 1,445 square feet (0.03 acres). Impacts from removal of the two oaks will be offset entirely by preserving and enhancing approximately 8,947 square feet (0.21 acres) of existing oak habitat onsite.

This Oak Preservation Plan and Buffer Mitigation Plan was prepared to compensate for oak canopy loss and ensure no net loss of habitat functions in accordance with the Washington Department of Fish and Wildlife's (WDFW), *Management Recommendations for Washington's Priority Habitats, Oregon White Oak Woodlands* (1998) and *Ridgefield Municipal Code (RMC) Chapter 20.740 Critical Areas Protection* (RMC 2019).

RESPONSIBLE PARTIES

APPLICANT

Lamar-Crab LLC
 Attention: Trevor Hayward
 400 East Evergreen Boulevard, Suite 202
 Vancouver, WA 98660
 (360) 771-6314

PROPERTY OWNERS

Richard and Deborah Avery
 2202 NW 124th Avenue
 Vancouver, WA 98684

Michael and Linda McCanta
 PO Box 215

Ridgefield, WA 98642

ENVIRONMENTAL CONSULTANT

Ecological Land Services, Inc.

Sarah Fitzpatrick, Biologist

1157 3rd Avenue, Suite 220A

Longview, Washington 98632

(360) 578-1371

PROJECT DESCRIPTION

PROPOSED PROJECT DESCRIPTION

The proposed project consists of the construction of a 53-lot subdivision with associated roads, utilities, and park areas within the eastern portion of an approximately 18-acre site. Two agricultural outbuildings will be demolished for the project; one is located in the southwestern portion of the site, adjacent to the onsite wetland, and one is located in the northeastern portion of the site. A stormwater detention facility associated with the residential development will be constructed within the western portion of the site, at the toe of the slope and adjacent to the onsite wetland. The proposed stormwater facility will consist of a bioretention pond to treat and retain stormwater runoff created from the proposed development. A proposed berm is located along the southwestern, northwestern, and northeastern borders of the stormwater detention facility to create the majority of the detention facility's volume potential.

A total of nineteen (19) oaks were identified onsite. The initial proposal involved the removal of only one Oregon white oak tree (Oak E); however, Oak A, previously proposed for preservation, has been inadvertently removed for the installation of a road in the southern portion of the site. To compensate for the impacts to the oaks onsite, all unimpacted oaks onsite will be preserved, enhanced, and protected in perpetuity by a conversation covenant onsite.

EXISTING CONDITIONS

EXISTING AND SURROUNDING LAND USES

The project area is currently undeveloped. The eastern portion of the site has historically been used as an agricultural field, while the western portion of the site is currently an undeveloped forest containing the onsite wetland as well as multiple Oregon white oak trees. There is an existing agricultural outbuilding in the southwestern corner of the site and an existing agricultural outbuilding in the northeastern portion of the site. Topography is relatively flat on the eastern portion of the site and slopes steeply down in a western direction towards the forested portion of the site, Wetland A, and the offsite Stream A.

HABITAT CONDITIONS

All onsite oaks were identified according to the descriptions included in the *Management Recommendations for Washington's Priority Habitats, Oregon White Oak Woodlands* (1998). A total of nineteen (19) oaks were identified throughout the site. Of the oaks onsite, seven were large, with a diameter at breast height (DBH) greater than 20 inches, and twelve were small and had an

average DBH of less than 12 inches. Although no acorns were observed during the site visit, they could be foraged by wildlife during years when they are produced. It is assumed the oaks are utilized as a source of food, refuge, and nesting habitat. The western portion of the site is forested with coniferous and deciduous species, and contains a forested canopy layer, scrub-shrub layer, and herbaceous layer that connects to an offsite riparian habitat. The onsite trees provide contiguous aerial pathways and food sources for squirrels and other small animals. Wetland A is located in the northwestern portion of the site, within a topographic depression. It is composed of an aquatic bed vegetative community, and outlets just offsite into the offsite stream. The wetland appears to capture runoff as it flows from slopes on either side, receives hydrology from offsite portions of Stream A to the northeast, and also receives hydrology from precipitation.

AVOIDANCE AND MINIMIZATION OF IMPACTS

Avoidance and minimization of impacts to wetlands and Oregon white oaks onsite was taken into consideration for the project. The following avoidance and minimization measures were considered for the project:

- Impacts to oaks were minimized by locating the proposed development in the eastern portion of the site, resulting in removal of only two of the onsite oaks and no impacts to the wetland buffer; all other oaks were avoided by purposeful configuration of the proposed stormwater detention facility and trails.
- Measures to avoid and minimize impacts to onsite oak trees and canopy dripline were specifically incorporated into the design of the proposed residential development, stormwater facility, and trails, which originally encompassed a larger portion of the site and impacted a greater number of oaks; for example, in the original design, three oaks were proposed for removal and currently, only two oaks will be removed.
- Measures to avoid and minimize impacts to the Wetland A buffer were specifically incorporated into the design of the proposed stormwater facility and include the following:
 - The stormwater detention facility it is located within a natural dip in the landscape; utilizing this dip allows stormwater to be captured against the slope and reduces the amount of excavation required.
 - Impacts from construction of the stormwater detention facility will be minimized by using as little excavation as possible to achieve the required pond depth and storage capacity; this will be accomplished by constructing a berm to create the majority of the detention facility's volume potential.
 - Impacts due to the stormwater detention facility have been minimized by placing the stormwater detention facility in the footprint of the existing agricultural outbuilding (to be demolished), decreasing overall impact.
 - The location of the facility minimizes the amount of tree and shrub removal, as the stormwater facility will be partially constructed within the only non-forested portion of the buffer; all other areas of the buffer are completely forested.

UNAVOIDABLE IMPACT

The proposed 53 single-family residential lots and stormwater facility will cause the loss of two oaks (Oaks A & E), encompassing 1,445 square feet (0.03 acres) of oak canopy dripline (Figure 3). While stormwater facility construction, including the stormwater outlet location, will occur near Oak C, it is anticipated that the grading necessary to construct the stormwater facility will avoid impacts to the oak. In the event that Oak C, doesn't survive, it will be retained and continue to be protected as a snag in the conservation covenant. There are no anticipated direct impacts to Wetland A; however, 34,172 square feet (0.78 acres) of Wetland A's buffer will be impacted for construction of the stormwater detention facility and berm. Mitigation to compensate for impacts to Wetland A's buffer is detailed in the section titled "Buffer Mitigation & Oak Preservation Plan." The following table summarizes all unavoidable impacts.

Table 1. Impact Summary

Identifier	Total Oak Canopy Coverage (square feet)	Total Impact (square feet)
Oregon White Oaks	10,392	1,445
Wetland A Buffer	N/A	34,172

IMPACTED FUNCTIONS

Functions provided by the wetland buffer and oaks to be removed were assessed by a site visit on February 12, 2020. Assessment of oak functions are based on WDFW's *Management Recommendations for Washington's Priority Habitats, Oregon White Oak Woodlands* (Guidance) (Larsen *et al.*, 1998).

WETLAND BUFFER FUNCTIONS

The following statements summarize the functions that the Wetland A buffer currently provides:

- Buffers provide functions of pollutant and sediment trapping; as runoff flows downslope, the stem and root systems of rigid and mature vegetation filter out pollutants and sediment particles, preventing their deposition into critical areas downslope.
- Buffers provide flood reduction functions; as heavy precipitation events occur, rigid and mature vegetation within the buffers slow water velocities, preventing critical areas downstream from becoming overwhelmed with flood waters and allowing downstream critical areas to contain flood waters for a prolonged period of time.
- Buffers provide habitat functions due to the presence of multi-strata vegetative communities, which provide opportunities for nesting, foraging, and protection from predators.

Approximately 34,172 square feet of these functions will be impacted due to the excavation for the stormwater pond and removal of vegetation within the footprint of the stormwater detention facility.

HABITAT FUNCTIONS

According to WDFW's Guidance, in urban or urbanizing areas, single oaks may be considered priority habitat when they contain cavities, have a large DBH have a large canopy, or are used by priority species. Oregon white oaks are used by a variety of wildlife species, including multiple insects found exclusively associated with this species and many birds which have high breeding densities in Oregon white oaks. Oak and oak woodlands can provide contiguous aerial pathways for small animals. Snags and dead portions of live trees can harbor insect populations and provide nesting, resting, and refuge from inclement weather or predators for birds and small mammals. Oak acorns, leaves, and fungi and insects inhabiting the oaks provide an important food source for birds and mammals. Open-canopy stands of oak generally have more complex plant understories than closed-canopy stands and can support more wildlife species.

The existing oak canopy is contiguous with coniferous and deciduous species throughout the site that connect to a large habitat corridor onsite and extending offsite. The understory at the time of the site visit consisted of various herbaceous and scrub-shrub species, providing additional functions to support wildlife and plant species diversity. The majority of the oaks are located along the southeastern facing side of the habitat corridor, at the top of the slope. Oak C is adjacent to the southwestern boundary of Wetland A, and Oak R is located within the central portion of the forested area. Large oaks line the southeastern portion of the ridge and provide more habitat due to their size; however, large conifer species are actively encroaching and shading out oaks in this area. Small oaks are located in the northeastern portion of the ridge and experience less encroachment and shading by coniferous trees. The oaks along the eastern edge of the forested area and within the project site are adjacent to areas that have historically been used for agriculture purposes with high land use intensity; due to this, oaks located along the eastern edge of the forested area are more vulnerable to invasive species colonization and degradation. As only two oaks will be removed in this area, the removal would likely result in minor loss of habitat and food sources only for birds and small mammals. The remaining oaks onsite are to be completely avoided and will be legally preserved, enhanced, and protected through a conservation covenant.

PRESERVATION AND ENHANCEMENT OF EXISTING OAK HABITAT

The entirety of the proposed oak impacts will be mitigated through preservation and enhancement of existing oak habitat onsite. The preservation and enhancement areas include approximately 8,947 square feet (0.21 acres) of existing, unimpacted oak canopy (Figure 3). These preservation areas will provide established oak habitat and will be legally protected through a conservation covenant or similar legal protection mechanism (see sub-section titled "Conservation Covenant"). To incorporate this area into the required mitigation, the preservation area will be divided by a preservation ratio of 6:1; the resulting area will then be removed from the total canopy impact total (Table 4). In the event that the impacted oak, Oak C, does not survive, it will continue to be protected as a habitat feature or snag in the conservation covenant.

Table 2. Required Mitigation Summary

Impact		Mitigation			
Identifier	Total Impact (square feet)	Preservation Area Available (square feet)	Conversion Ratio (Preservation Area: Mitigation Area)	Total Mitigation Credit through Preservation (square feet)	Final Required Mitigation (before ratios applied)
Oregon White Oaks	1,445	8,947	6:1	1,491	0

CONSERVATION COVENANT

A conservation covenant or similar legal mechanism will be executed and recorded for the oak preservation and enhancement areas prior to any oak removal. The covenant, absent amendment by mutual agreement between the Grantor and the City, will prohibit development of the area identified in the covenant, but will allow for maintenance. This shall be considered satisfied upon administrative approval of the covenant by the City, execution of the covenant by the Grantor, and the covenant's recording in the City of Ridgefield.

PROPOSED TRAILS

According to *RMC 18.280.150(C)(2)(b)(vi)(C)*, passive recreation facilities such as trails are permitted in wetland buffers as long as they do not disturb hydrology, are situated, where feasible, in the outer twenty-five percent of the buffer, and avoid the loss of significant trees. The proposed trail will be constructed of pervious material, either gravel or bark, so that hydrology will be able to infiltrate beneath the trail, and no trees will be cut down for construction of the trail. The trail has not been situated in the outer portion of the buffer; however, the trail has been situated to avoid construction on the steeper portions of the site. Additionally, the trail has been situated in portions of the site and the onsite buffer that have been or will be disturbed; namely, in the southern portion of the site, where the trail will roughly follow an existing cleared access path and in the southwestern portion of the site, where the trail will be partially located along the berm of the proposed stormwater facility. The central/northern portion of the trail path will occur in an undisturbed area; however, this location was chosen to avoid the steeper slopes to the east. As this portion of the trail is located far enough away from the wetland and the buffer is densely vegetated with high-quality forest and understory groundcover, the buffer is not anticipated to be impacted by the placement of the trail in this location.

BUFFER MITIGATION & OAK PRESERVATION PLAN

Understory Enhancement Plan

Understory enhancement will be provided in the form of onsite invasive vegetation removal and planting of native shrubs throughout the entirety of the 8,947square feet (0.21 acres) preservation and enhancement area. Planting within the enhancement area will increase the habitat functions of the existing understory by improving habitat structure and complexity, increasing soil nutrition

from the decomposition of organic material from deciduous species, and providing additional food and refuges sources for wildlife. Enhancement will consist of removing invasive Himalayan blackberry and English ivy throughout the preserved understory and installing approximately 249 native shrubs (Table 6.)

Buffer Enhancement Plan

A total of 34,172 square feet (0.78 acres) of Wetland A's buffer will be impacted for the proposed stormwater detention facility and will be mitigated through native plantings throughout the entirety of the facility. Additional area to the northeast of the stormwater facility will be planted, as the nature trail will occur along the stormwater facility's berm. All impacted areas will be replanted with native species, and the footprint of the existing agricultural outbuilding, which will not be included in the impact area, will be planted as well. Mitigation will be tiered into three different planting zones, with 8,985 square feet of native herbaceous wetland seed mix within the base of the facility, 14,549 square feet of native, transition-zone shrubs occupying the slope of the facility, and 8,185 square feet of native, upland trees occupying the southeastern portion of the stormwater detention facility on an existing slope. A 2,453 square foot bio-filtration swale will also be planted in the stormwater facility (Figure 4). These mitigation areas total 34,172 square feet, a 1:1 ratio for impacts. All area cleared of vegetation to construct the stormwater detention facility and berm will be replanted with native vegetation to restore the buffer functions. Removing Himalayan blackberry within the mitigation area and planting native shrubs will improve soil stabilization, improve filtration, and increase soil nutrition from the decomposition of organic material from deciduous species, thereby increasing the soil and hydrology functions of the buffer. By planting shrub species which will overlay the herbaceous stratum, the habitat functions of the buffer will be increased through diversified strata and shading. Additionally, the installation of the stormwater detention facility will help ameliorate impacted buffer functions, as its purpose is to capture and treat stormwater from the development, precipitation, and runoff that flows downslope. Combined with native plantings following stormwater detention facility and berm construction, these measures will more than compensate for proposed impacts to Wetland A's buffer and will increase the water quality, hydrologic, and habitat functions of the buffer. Planting within the buffers will occur in late winter when the plants are dormant, and the soil moisture conditions are favorable for planting.

GOALS, OBJECTIVES, AND PERFORMANCE STANDARDS

The goal of the understory enhancement plan is to increase the functions of the onsite oak understory, and the goal of this buffer mitigation plan is to replace the functions of the wetland buffer that will be impacted by the construction of a stormwater detention facility. To accomplish this, the following objectives and performance standards are appropriate to ensure no net loss of functions as well as the overall success of onsite mitigation.

Vegetative Structure

Objective 1. Enhance 8,985 square feet (and 2,453 square feet of the bio-filtration swale) of the onsite emergent vegetation planting zone through the removal of invasive species, and the seeding of native emergent species to compensate for impacts to the wetland buffer.

- *Performance Standard 1a.* Planted native species in the emergent vegetation planting zone will achieve at least 80 percent native cover in Year 1. If this performance standard

is not met, the emergent vegetation zone will be reseeded to ensure a minimum of 80 percent cover by the next monitoring year.

- *Performance Standard 1b.* Planted native species in the emergent vegetation planting zone will achieve at least 100 percent native cover in Years 2, 3, and 5. If this performance standard is not met, the emergent vegetation zone will be reseeded until the performance standard is met in the subsequent year.
- *Performance Standard 1c:* During all monitoring years, non-native, invasive plant species, excluding reed canarygrass¹, will not exceed 15 percent aerial cover in the emergent vegetation planting zone.

Objective 2. Enhance 8,947square feet of onsite oak understory habitat, 14,549 square feet of the onsite Scrub-shrub Planting Zone, and 8,185 square feet of the Forested Vegetation Planting Zone through the removal of invasive species, and the use of native species plantings to compensate for impacts to Oregon white oaks and the wetland buffer.

- *Performance Standard 2a.* Planted native species in the enhancement areas will achieve at least 100 percent survival in Year 1. Dead plants will be replaced if this performance standard is not met to ensure a minimum of 100 percent survival.
- *Performance Standard 2b.* Planted native species in the enhancement areas will achieve at least 90 percent survival in Year 2. Dead plants will be replaced if this performance standard is not met.
- *Performance Standard 2c.* Planted native species in the enhancement areas will achieve at least 15 percent native cover in Year 3. Dead plants will be replaced if this performance standard is not met.
- *Performance Standard 2d.* Planted native species in the enhancement areas will achieve at least 25 percent native cover in Year 5. Dead plants will be replaced if this performance standard is not met.
- *Performance Standard 2e:* During all monitoring years, non-native, invasive plant species, excluding reed canarygrass², will not exceed 15 percent aerial cover in the enhancement areas.

Table 3. Performance Standards for Vegetation by Monitored Year

Percent Survival and Cover				
	Year 1	Year 2	Year 3	Year 5
Emergent Vegetation				
Native Cover ¹	≥80%	≥100%	≥100%	≥100%
Trees & Scrub-Shrub Vegetation³				
Survival	≥100%	≥75%		
Native Cover			≥15%	≥25%
Invasive Plants				
Non-native, invasive cover	<15%	<15%	<15%	<15%

¹If standing water is present within plot it will be subtracted from the overall area

²Reed canarygrass cover will not exceed 25 percent cover.

³Includes Oregon white oak understory enhancement area.

Long-term Protection

Objective 3. Provide legally binding protection for the oak preservation and buffer mitigation area.

- *Performance Standard 3a.* A conservation covenant or similar legal mechanism will be executed and recorded for the oak preservation and enhancement, and the buffer enhancement areas. The covenant, absent amendment by mutual agreement between the grantor and the County, will prohibit development of the area identified in the covenant, but will allow for maintenance and further mitigation opportunities. This performance standard shall be considered satisfied upon administrative approval of the covenant by the City, execution of the covenant by the grantor, and the covenant's recording in Clark County.

RESPONSIBLE PARTIES

The Applicant or its successors or assigns will be responsible for implementing this enhancement plan, which includes controlling invasive plant species, planting native shrubs, and physically and legally protecting the buffer enhancement area and oak preservation area. Neither the Applicant nor any successor or assign shall be responsible for, or be required to mitigate, the effects of acts of nature that damage or kill trees, including fungal disease, windthrow, or ice storms. The Applicant (or its successors and assigns) also will conduct the prescribed maintenance and monitoring during the 5-year monitoring period, or longer if warranted by contingency actions.

IMPLEMENTATION PLAN

PLANTING SCHEDULE AND EQUIPMENT

The native trees and shrubs will be installed in the enhancement areas during the late winter when the plants are dormant and the soil moisture conditions are favorable for planting. The following equipment may be used to prepare and install plants within the enhancement area; weed eater,

garden shovel, and power auger. Tables 4-6 below contain plant specifications for the enhancement areas.

Table 4. Seed Mix Specifications for Emergent Planting Zone

Plant Species	Percentage of Mixture	Amount
Slough sedge (<i>Carex obnupta</i>)	35	
Small-fruited bulrush (<i>Scirpus microcarpus</i>)	25	½ pound/
Saw beaked sedge (<i>Carex stipata</i>)	20	1,000 square
Slender rush (<i>Juncus tenuis</i>)	10	feet
Creeping spike rush (<i>Eleocharis palustris</i>)	10	

Table 5. Planting Specifications for Scrub-Shrub and Forested Planting Zones

Plant Species	Size	Spacing (feet on center)	Amount
Planting Specifications for Scrub-shrub Vegetation Planting Zone			
Black twinberry (<i>Lonicera involucrata</i> , FAC)	1-gallon	6	59
Nootka rose (<i>Rosa nutkana</i> , FAC)	1-gallon	6	59
Vine maple (<i>Acer circinatum</i> , FAC)	1-gallon	6	59
Spiraea (<i>Spiraea douglasii</i> , FACW)	1-gallon	6	58
Salmonberry (<i>Rubus spectabilis</i> , FAC)	1-gallon	6	58
Planting Specifications for Forested Vegetation Planting Zone			
Red alder (<i>Alnus rubra</i> , FAC)	1-gallon	10	25
Bigleaf maple (<i>Acer macorphyllum</i> , FACU)	1-gallon	10	25
Scouler willow (<i>Salix scouleriana</i> , FAC)	3-4' cuttings	10	25
Total			368

Table 6. Plant Specifications for Oak Preservation and Enhancement Area

Plant Species	Size	Spacing (ft. on center)	Amount
Shrub Stratum			
Snowberry (<i>Symphoricarpos albus</i>)	1-Gallon	6	83

Oregon grape (<i>Mahonia aquifolium</i>)	1-Gallon	6	83
Salal (<i>Gaultheria shallon</i>)	1-Gallon	6	83
Total			249

SPECIFICATIONS FOR SITE PREPARATION, PLANTING, AND MAINTENANCE

Site Preparation

1. Mechanically remove (mow or use hand tools) existing non-native species within the enhancement areas.
2. Ensure that root masses are removed to the extent possible to minimize regrowth.
3. Rip soils in planting areas as needed to loosen compact soils and clear existing vegetation in planting areas.

Invasive Plant Removal and Control

- Mechanically remove (mow or use hand tools) existing non-native species, namely Himalayan blackberry throughout the buffer enhancement area as necessary.
- Selectively apply herbicide as necessary to control regrowth of invasive plants.

Planting Specifications

1. Plant the native shrub species during the late winter to early spring in bare areas within the buffer enhancement area.
2. All plant materials will be kept cool and moist prior to installation.
3. All plant materials will have well developed roots and sturdy stems, with an appropriate root to shoot ratio.
4. No damaged or desiccated roots or diseased plants will be accepted.
5. Dig the receiving hole several inches wider than the size of the root system.
6. Position the planted species' root collar so that they are at or slightly above the level of the surrounding soil to allow for settling.
7. Back fill the hole with soil.
8. Gently compact the soil around the planted species to eliminate air spaces.
9. If mulch is used, install a minimum of 3-inch depth by 4-foot diameter mulch layer around the base of planted species. The mulch will be comprised of chipped, clean wood. Avoid placing mulch directly against the plant stems.
10. If tree cones are used, install solid tree cones.
11. Irrigate all newly installed plants as site and weather conditions warrant.

Maintenance

The planted trees and shrubs will be maintained as often as necessary to ensure that the specific performance standards are met. The maintenance includes the following:

- Inspect the plantings at least once annually and maintain to achieve the performance standards specified in the subsection titled "Goals, Objectives, and Performance Standards".
- Irrigate planted trees and shrubs during the dry season for the first 2 to 3 years after planting, as needed.

- Remove competing vegetation from around the base of plant species during the first 2 to 3 years after planting.
- Replace mulch as needed to suppress competing vegetation.
- Inspect tree cones to ensure they are upright, stable, and likely to remain so for another year. Remove tree cones when species is robust enough to withstand browse or shelter is impeding growth.
- Replace dead or failed plants to meet the minimum annual performance standards (Table 3).
- Replaced plants will be installed as described for the original installation.

Minor corrective actions will be undertaken as necessary as a part of routine maintenance and will be documented in the subsequent monitoring report.

Corrective actions include, but are not limited to, the following:

- Replant trees and/or shrubs.
- Implement a fertilizing schedule.
- Repair damaged limbs or prune dead branches.
- Substitute the anti-herbivore device, such as installing a different type of tree cone or spraying herbivore deterrent.

MONITORING PLAN

This oak perseveration and buffer mitigation plan establishes a 5-year monitoring plan with quantitative performance standards. Monitoring will commence the first growing season after the enhancement area is completed, will continue for a 5-year period, and will include Years 1, 2, 3, and 5. Year 1 monitoring will include the as-built report, or as specified in permit conditions. The goal of the monitoring will be to determine if the previously stated performance standards are being met (Table 4). Reports in Years 1, 2, 3, and 5 will be submitted to the City of Ridgefield by December 31 of each monitored year. The Year 1 monitoring report will include as-built figures depicting the plant installations.

ANNUAL PLANT COUNTS

Monitoring will be conducted in Years 1, 2, 3, and 5 within the onsite mitigation areas. Permanent photo points and monitoring plots will be established in the as-built or Year 1 monitoring report within the mitigation area and directions will be documented on the as-built map.

Vegetation and Habitat Monitoring

To assess the status of the vegetation and wildlife habitat within the enhancement areas, the vegetation and habitat monitoring will measure the following within the restoration and enhancement area:

- Determine survival of trees and shrubs using established monitoring plots in Years 1 and 2.
- Determine density of trees and shrubs using established monitoring plots in Years 3 and 5.
- General health of plants in the enhancement area, noting specific problems and potential causes.
- General notes and suggested maintenance efforts from the monitoring biologist.

- Photographic documentation of vegetative changes over time from photopoints that will be established during site installation or Year 1 monitoring.

MONITORING REPORT

The annual monitoring reports will contain at least the following:

- Location map and as-built figure and revised plant quantity table as needed,
- Historic description of project, including dates of plant installation, current year of monitoring, and restatement of performance standards,
- Description of monitoring methods,
- Documentation of plant survival, coverage and overall development within the enhancement areas,
- Assessment of non-native, invasive plant species and recommendations for continued management,
- Assessment of site hydrology and soils if they appear to be limiting plant survival,
- Assessment of surrounding land use, use by humans, and use by wild and domestic animals,
- Observations of birds and any other observed animal activity onsite,
- Photographs from permanent photo points, and
- Summary of maintenance and contingency measures proposed for the next season and completed for the past season.

ADAPTIVE MANAGEMENT PLAN

If the performance standards are not met by Year 3 of monitoring, or at an earlier time if necessary, an adaptive management plan will be developed and implemented. All adaptive management actions will be undertaken only after consulting and gaining approval from the City of Ridgefield. The Applicant (or Successor as assigned) will complete an adaptive management plan that describes 1) the need for adaptive management, 2) proposed actions, 3) time-frame for completing actions, and 4) any additional maintenance and monitoring, if necessary.

LIMITATIONS

ELS bases this report's determinations on standard scientific methodology and best professional judgment. In our opinion, local, state, and federal regulatory agencies should agree with our determinations. However, the information contained in this report should be considered preliminary and used at your own risk until it has been approved in writing by the appropriate regulatory agencies. ELS is not responsible for the impacts of any changes in environmental standards, practices, or regulations after the date of this report.

REFERENCES

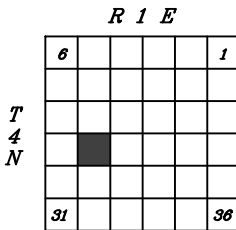
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- Ecological Land Services, Inc. (ELS). 2015. *Basis of Design Report for the Terrace Oak Mitigation Bank, Clark County, Washington*. Original Report August 2015, Revised Report January 2016.
- Ecological Land Services, Inc. (ELS). 2018. *Mitigation Banking Instrument for the Terrace Oak Mitigation Bank, Clark County, Washington*.
- Ecological Land Services, Inc. (ELS). 2018. *Kemper Grove Critical Areas Report*. February 4, 2020
- Larsen, E.M. and J.T. Morgan. 1998. *Management recommendations for Washington's priority habitats: Oregon white oak woodlands*. Washington Department of Fish and Wildlife, Olympia, Washington.

WASHINGTON



Latitude: 45.8200°
Longitude: -122.7196°

LOCATION MAP



NOTE:
USGS topographic quadrangle map reproduced using
MAPTECH Inc., Terrain Navigator Pro software.

PROJECT VICINITY MAP



SITE

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SCALE IN MILES

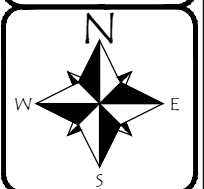
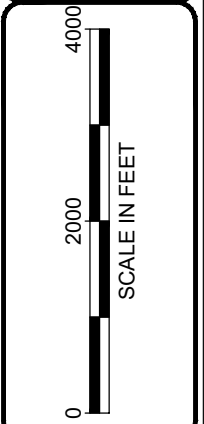
Figure 1

VICINITY MAP
Kemper Grove

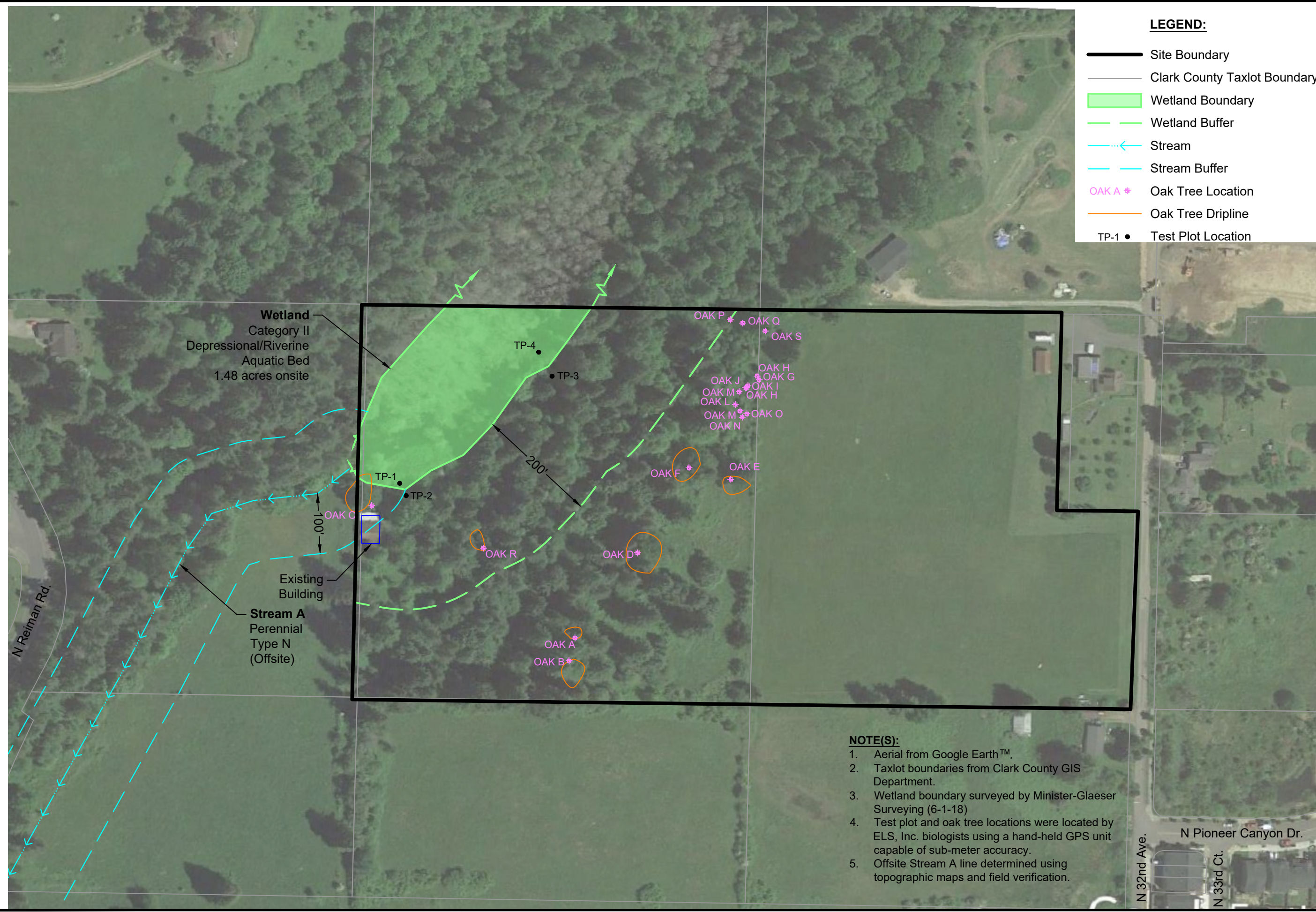
Hayward Uskoski & Associates
City of Ridgefield, Clark County, Washington
Section 20, Township 4N, Range 1E, W.M.

DATE: 11/11/20
DWN: JJK
REQ. BY: SF
PRJ. MGR: SF
CHK:
PROJECT NO:
2644.01

1157 3rd Ave., Suite 220A
Longview, WA 98632
Phone: (360) 578-1371
Fax: (360) 414-9305
www.eco-land.com



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LEGEND:

- Site Boundary
- Clark County Taxlot Boundary
- Wetland Boundary
- Wetland Buffer
- Stream
- Stream Buffer
- OAK A * Oak Tree Location
- Oak Tree Dripline
- TP-1 • Test Plot Location

- NOTE(S):**
1. Aerial from Google Earth™.
 2. Taxlot boundaries from Clark County GIS Department.
 3. Wetland boundary surveyed by Minister-Glaeser Surveying (6-1-18)
 4. Test plot and oak tree locations were located by ELS, Inc. biologists using a hand-held GPS unit capable of sub-meter accuracy.
 5. Offsite Stream A line determined using topographic maps and field verification.

Figure 2
EXISTING CONDITIONS SITE MAP
Kemper Grove
Hayward Uskoski & Associates
City of Ridgefield, Clark County, Washington
Section 20, Township 4N, Range 1E, W.M.

DATE: 11/1/20
DWN: JKJ
REQ. BY: SF
PRJ. MGR: SF
CHK: 2644.01
PROJECT NO: 2644.01

1157 3rd Ave., Suite 220A
Longview, WA 98632
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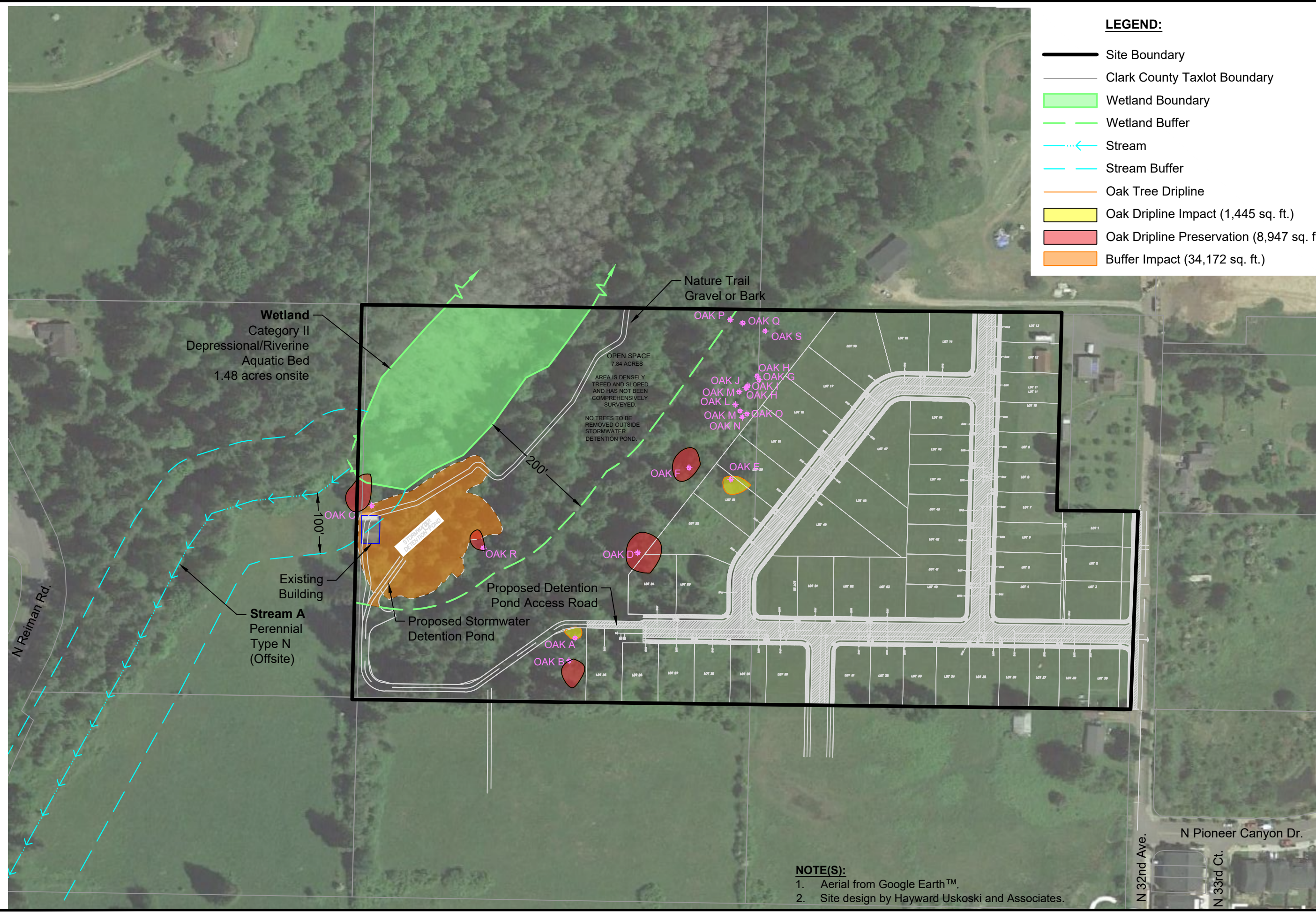
Ecological Land Services

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LEGEND:

- Site Boundary
- Clark County Taxlot Boundary
- Wetland Boundary
- Wetland Buffer
- Stream
- Stream Buffer
- Oak Tree Dripline
- Oak Dripline Impact (1,445 sq. ft.)
- Oak Dripline Preservation (8,947 sq. ft.)
- Buffer Impact (34,172 sq. ft.)

NOTE(S):
1. Aerial from Google Earth™.
2. Site design by Hayward Uskoski and Associates.

Figure 3

PROPOSED CONDITIONS

Kemper Grove

Hayward Uskoski & Associates

City of Ridgefield, Clark County, Washington

Section 20, Township 4N, Range 1E, W.M.

DATE: 11/1/20

DWN: JKJ

REQ. BY: SF

PRJ. MGR: SF

CHK:

PROJECT NO: 2644.01

1157 3rd Ave., Suite 220A

Longview, WA 98632

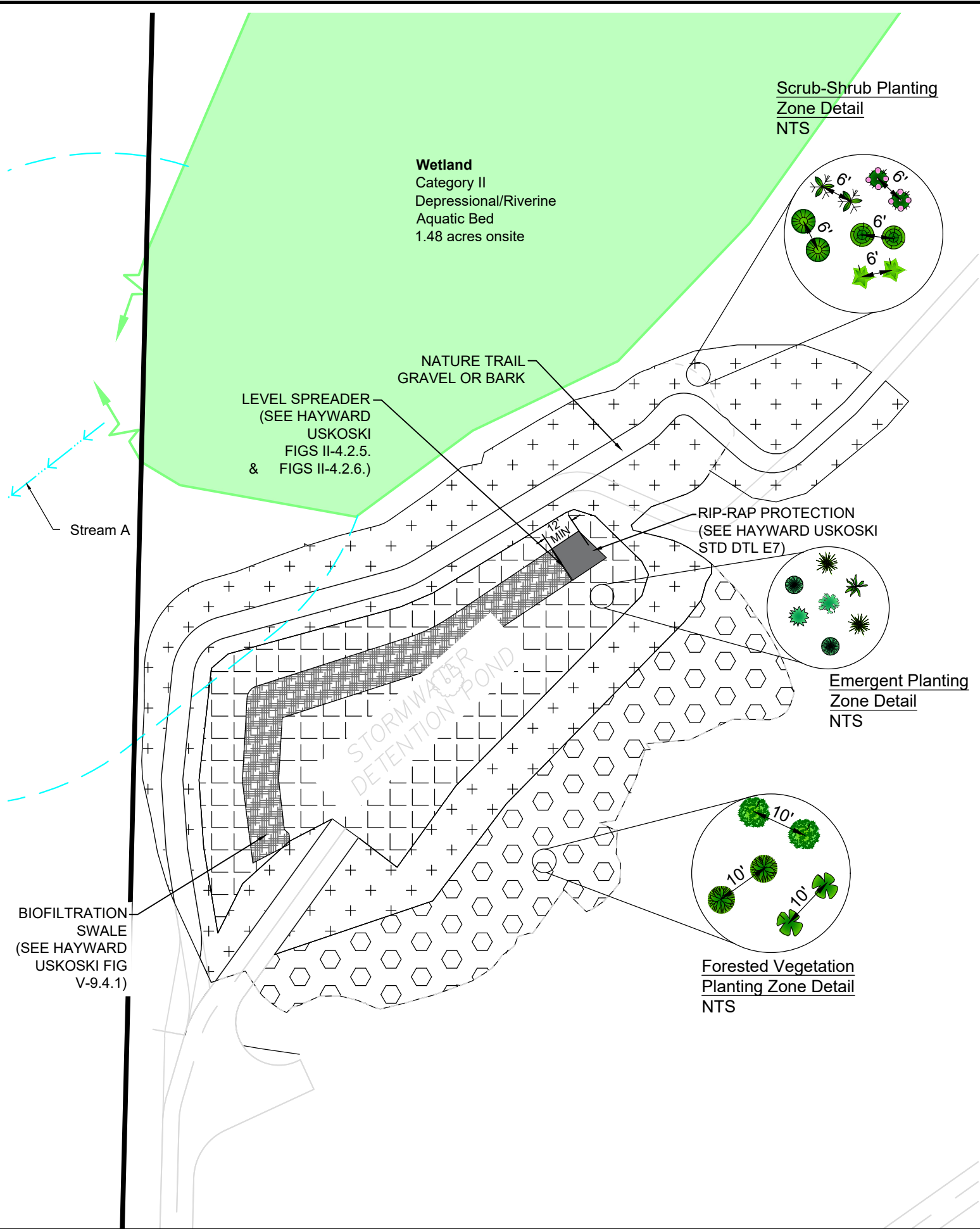
Phone: (360) 578-1371

Fax: (360) 414-9305

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LEGEND:

- Wetland
- Wetland Buffer
- Stream
- Stream Buffer
- Tree to be Removed (17 total)
- Emergent Vegetation Planting Zone (8,985 sq. ft.)
- Scrub-shrub Vegetation Planting Zone (14,549 sq. ft.)
- Forested Vegetation Planting Zone (8,185 sq. ft.)
- Biofiltration Swale (2,453 sq. ft.)

NOTE(S):

- Site design by Hayward Uskoski and Associates.
- Area is densely treed and sloped and has not been comprehensively surveyed.
- No trees to be removed outside stormwater detention pond.
- Plants are not to scale and locations are approximate as shown. Actual planting locations will be determined in the field, with consideration to the listed spacing and density to produce the most natural appearance possible.

Seed Mix Specifications for Emergent Planting Zone

Plant Species	Percentage of Mixture	Amount
Slough sedge (<i>Carex obnupta</i>)	35	½ pound/ 1,000 square feet
Small fruited bulrush (<i>Scirpus microcarpus</i>)	25	
Saw beaked sedge (<i>Carex stipata</i>)	20	
Slender rush (<i>Juncus tenuis</i>)	10	
Creeping spike rush (<i>Eleocharis palustris</i>)	10	

Planting Specifications for Scrub-Shrub Planting Zone

	Plant Species	Size	Spacing (feet on center)	Amount
Planting Specifications for Scrub-shrub Vegetation Planting Zone				
	Black twinberry (<i>Lonicera involucrata</i> , FAC)	1-gallon	6	59
	Nootka rose (<i>Rosa nutkana</i> , FAC)		6	59
	Vine maple (<i>Acer circinatum</i> , FAC)		6	59
	Spiraea (<i>Spiraea douglasii</i> , FACW)		6	58
	Salmonberry (<i>Rubus spectabilis</i> , FAC)		6	58
			Total	293

Planting Specifications for Forested Vegetation Planting Zone

Plant Species	Size	Spacing (feet on center)	Amount
Planting Specifications for Forested Vegetation Planting Zone			
Red alder (<i>Alnus rubra</i> , FAC)	1-gallon	10	25
Bigleaf maple (<i>Acer macorphyllum</i> , FACU)		10	25
Scouler willow (<i>Salix scouleriana</i> , FAC)	3-4' cuttings	10	25
Total			75

Figure 4
PLANTING DETAIL
Kemper Grove
Hayward Uskoski & Associates
City of Ridgefield, Clark County, Washington
Section 20, Township 4N, Range 1E, W.M.

DATE: 11/11/20
DWN: JKL
REQ. BY: SF
PRJ. MGR: SF
CHK:
PROJECT NO: 2644.01

1157 3rd Ave., Suite 220A
Longview, WA 98632
Phone: (360) 578-1371
Fax: (360) 414-9305
www.eco-land.com

Ecological Land Services

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- NOTE(S):**
- 1. Aerial from Google Earth™.
 - 2. Site design by Hayward Uskoski and Associates.
 - 3. Plants are not to scale and locations are approximate as shown. Actual planting locations will be determined in the field, with consideration to the listed spacing and density to produce the most natural appearance possible.

Table 6. Plant Specifications for Oak Preservation and Enhancement Area

Species	Spacing (ft. on center)	Stock	Quantity
Shrub Stratum			
Snowberry (<i>Symphoricarpos albus</i>)	6	1-Gallon	83
Oregon grape (<i>Mahonia aquifolium</i>)	6	1-Gallon	83
Salal (<i>Gaultheria shallon</i>)	6	1-Gallon	83
Total			249

LEGEND:

- Site Boundary
- Clark County Taxlot Boundary
- Wetland Boundary
- Wetland Buffer
- Stream
- Stream Buffer
- Oak Tree Dripline
- Oak Dripline Impact (1,445 sq. ft.)
- Oak Dripline Preservation/Enhancement (8,947 sq. ft.)
- Buffer Impact (34,172 sq. ft.)

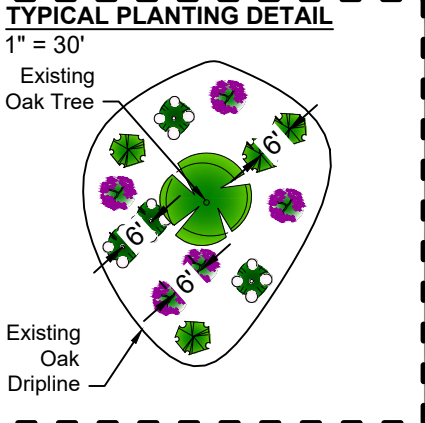
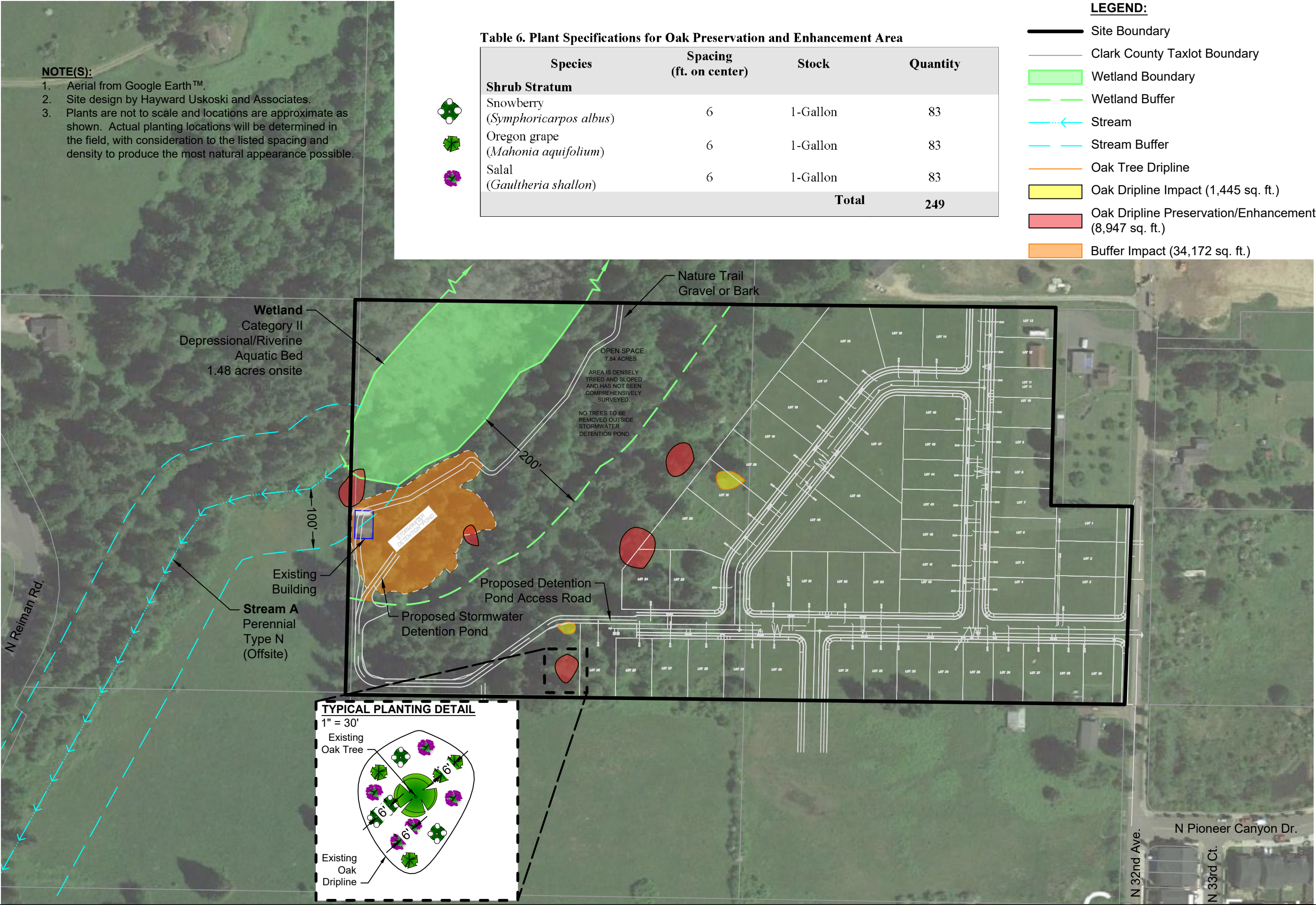


Figure 5
OAK ENHANCEMENT PLANTING DETAIL
Kemper Grove
Hayward Uskoski & Associates
City of Ridgefield, Clark County, Washington
Section 20, Township 4N, Range 1E, W.M.

DATE: 11/1/20
DWN: JKJ
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