



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, December 4, 2019
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

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

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

II. PUBLIC COMMENT

Anyone requesting to speak to the Commission regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and address. Comments are limited to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Approval of Minutes from Wednesday, 11/6/19 Meeting**

IV. BUSINESS

- 1. Planning Commission Work Plan Ideas**
- 2. Port Engine Demonstration - Angie Suzuki,, Louisa Garbo, Community Development Director**

V. PUBLIC COMMENT

Anyone requesting to speak to the Commission regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and address. Comments are limited to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

VI. STAFF REPORTS

VII. FROM THE COMMISSION

VIII. ADJOURN

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



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
November 6, 2019

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Excused	
Jason Carnell	Commissioner	Present	
Stan Okinaka	Commissioner	Present	
Paul Young	Commissioner	Present	
Patrick Flynn	Chairman	Present	
Rob Aichele	Commissioner	Present	
Judy Chipman	Commissioner	Excused	

Commissioner Carnell made a motion to excuse Commissioner Bush and Commissioner Chipman due to previously scheduled engagements. Commissioner Young seconded the motion. All in favor, motion passed.

LATE CHANGES TO THE AGENDA

None

PUBLIC COMMENT

None

CONSENT AGENDA

1. Approval of Minutes from Wednesday, 10/2/19 Meeting

Commissioner Carnell motioned to approve the October 2, 2019, meeting minutes. The motion was seconded by Commissioner Okinaka. All in favor, motion passed.

BUSINESS

1. SMP Briefing, Anne Mcnamara

Anne Mcnamara, Associate Planner, gave a briefing and future timeline to the Commission on the Shoreline Master Plan and where they are in the process.

Louisa Garbo, Community Development Director, offered additional information on the SMP and announced a future Public Open House scheduled for November 19, 2019, at 5:30 pm.

The Commission asked questions and staff provided answers.

PUBLIC HEARING

1. 2019 Comprehensive Plan Amendment

Louisa Garbo, Community Development Director, gave a summary of the 2019 Comprehensive Plan Amendment. Louisa informed the Commission that State Statute only allows for a Comprehensive Plan to be amended once each year. The City is currently on an aggressive path to complete this year's update. The Commission asked questions and staff provided answers.

Chairman Flynn opened the Public Hearing at 6:40 p.m. No speakers came forward.
The Public Hearing was closed at 6:41 p.m.

Commissioner Aichele motioned to approve staff's recommendation as presented and move forward with a recommendation to City Council. The motion was seconded by Commissioner Young. Motioned passed.

2. Gress Property Zone Change and Urban Holding Removal

Louisa Garbo, Community Development Director gave a presentation and overview of the proposed Gress Property Zone Change and Urban Holding removal. The Commission asked questions and staff provided answers.

Chairman Flynn opened the Public Hearing at 6:57 p.m. No speakers came forward.
The Public Hearing was closed at 6:58 p.m.

Commissioner Young motioned to approve staff's recommendation as presented and move forward with a recommendation to City Council. The motion was seconded by Commissioner Okinaka. Commissioner Carnell was opposed and voiced his concern over too high of a density and that there should be a plan for schools to catch up with growth. Motioned passed.

3. Employment Zone Initiatives

Louisa Garbo, Community Development Director, gave a presentation on proposed Employment Zone Initiative. The purpose of the proposed initiative is to attract a business use that will generate jobs with higher wages by offering possible incentives. The Employment Zone Initiative is a combined effort shared between Columbia River Economic Development and the City. The Commission asked questions and staff provided answers.

Chairman Flynn opened the Public Hearing at 7:12 p.m. No speakers came forward.
The Public Hearing was closed at 7:13 p.m.

Commissioner Okinaka motioned to approve staff's recommendation as presented and move forward with a recommendation to City Council. The motion was seconded by Commissioner Carnell. Commissioner Young was opposed and stated he would like to see how existing businesses are grand-fathered in and defined. Additionally, Commissioner Young voiced his concern over the possibility of existing warehousing sitting empty in the future due to a non-conforming use. Motion passed.

PUBLIC COMMENT

None

STAFF REPORTS

Louisa Garbo, Community Development Director, reported staff is working on the new Master fee schedule. The City's policy requires that all fees are consistent with the market and have a 100% cost recovery. The City is currently working with a consultant and has a targeted end of the year timeline for possible adoption. The Commission asked questions and staff provided answers.

FROM THE COMMISSION

Commissioner Okinaka reported he will be attending the Ridgefield Main Street Annual Retreat on November 7, 2019.

Commissioner Aichele reported his attendance at the Fire Chief Forum on October 3, 2019. Additionally he attended a School Bond training put on by the District on October 28, 2019.

Chairman Flynn announced and congratulated Commissioner Aichele on his recent appointment by the people to the City Council.

No other reports were offered.

ADJOURN

Chairman Flynn adjourned the meeting at 7:31 p.m.

MINUTES APPROVAL

Angie Suzuki

Patrick Flynn

Minutes Acceptance: Minutes of Nov 6, 2019 6:30 PM (CONSENT AGENDA)

2019 Planning Commission Work Program**Motion Accepted by Planning Commission: August 7, 2019***Ongoing and Annual Programs*

Project Name	Project Description	Timeline
Process Improvements	- Identify process improvement needs and address using LEAN principles. - Website update - Online submission and inspection	On-going
Code Updates	- Housekeeping updates to Title 18 - PUD lot frontage - Design standards for accessory buildings - Jobs/ac in employment area	Late 2019
Shoreline Master Program	Write required updates to the Ridgefield Shoreline Master Program (SMP), including better integration with the RDC.	2019-2020
Carty Road Subarea Plan	Develop a subarea plan for the Carty Road annexation area.	Late 2019
Public Engagement program	Establish formal program to provide effective and meaningful public outreach on long-range planning projects	Late 2019
Design quality program	Development Review and Inspection Process to address design quality	Late summer
Annual training	Conflict of interest, perception of bias and parliamentary procedure (Robert's Rules)	Late summer