



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
December 4, 2019

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - [6:30 PM](#)

ROLL CALL - [6:32 PM](#)

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

Commissioner Bush made a motion to excuse Commissioner Carnell. The motion was seconded by Commissioner Young. All in favor, motion passed.

LATE CHANGES TO THE AGENDA

There were no late changes to the agenda.

PUBLIC COMMENT

No public comments were offered.

CONSENT AGENDA

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

A Motion by Commissioner Aichelle to approve the November 6, 2019, Planning Commission meeting minutes. The motion was seconded by Commissioner Young. All in favor, motion passed.

BUSINESS

1. Planning Commission Work Plan Ideas

Louisa Garbo, Community Development Director, presented the 2020 Planning Commission work plan. Commissioners asked questions and staff provided answers.

2. Port Engine Demonstration

Louisa Garbo, Community Development Director, gave a summary of the Port Engine Mapping System. Louisa informed the Commission that the new system will be added to the City website within the next few weeks and Commissioners will sent an announcement and link to access.

PUBLIC COMMENT

No public comment was offered.

STAFF REPORTS

Louisa Garbo, Community Development Director, discussed upcoming electronic plan review and staff training.

Louisa informed the Commission that staff is working on a new template to streamline staff reports to create uniformity.

Louisa updated the Commission on the Shoreline Master Plan and stated that there has been a lot of community engagement so far leading up to the eventual open house. The open house is projected to be held at alternate locations in order reach more residents.

Louisa asked the Commission to look over the meeting Bylaw Rules of Procedure annually as a refresher and will follow up in January to see if there are questions.

Louisa proposed a change to next months scheduled meeting date of January 1, 2020, due to the New Year's Holiday. Due to meeting room availability, Louisa advised that January 15, 2020, would be the next vacant room opening.

Presiding Officer Flynn moved that we make a motion to accept the alternate Planning Commission Meeting date of January 15, 2020.

Commissioner Young made a motion to move the January 1, 2020, meeting to January 15, 2020, due to a conflict with the holiday. The motion was seconded by Commissioner Young. All in favor, motion passed.

FROM THE COMMISSION

Commissioner Aichele reported that he attended the City Library Design Open House on November 19, 2019. Rob stated that the target date to begin construction is spring or early summer.

Chair Flynn reported that the Turkey Trot Event on Thanksgiving day was successful. He projected there were 700 participants in attendance.

Chair Flynn reminded the Commission that the Hometown Celebration Tree Lighting event was on schedule for Saturday, December 7, 2019.

Chair Flynn recognized and thanked Commissioner Aichele for his service on the Planning Commission and offered congratulations on his new appointment to City Council.

ADJOURN

The meeting adjourned at 7:19 p.m.

Angie Suzuki

Patrick Flynn