



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, December 1, 2021
Teleconference
N/A, 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, 11/3/21 Meeting**

IV. BUSINESS

- 1. 2022 Work Plan - Claire Lust, Community Development Director**
- 2. 2021 Comprehensive Plan Amendment Deliberation and Recommendation - Claire Lust, Community Development Director**

V. STAFF REPORTS

VI. FROM THE COMMISSION

VII. 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 3, 2021

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:30 PM](#)

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

ROLL CALL

Attendee Name	Title	Status	Arrived
Jerry Bush	Commissioner	Present	
Stan Okinaka	Commissioner	Present	
Patrick Flynn	Chairman	Present	
Gary Rightenour	Commissioner	Present	
Amanda Swenson	Commissioner	Present	
Matt Cole	Commissioner	Present	
John Rose	Commissioner	Present	

Late changes to the agenda - [6:31 PM](#)

There were no late changes to the agenda.

PUBLIC COMMENT - [6:31 AM](#)

There were no public comments provided.

CONSENT AGENDA

1. Approval of Minutes from Wednesday, 10/6/21 Meeting

Commissioner Okinaka moved to accept the minutes as presented, seconded by Commissioner Rose. Ayes all, motion passed unanimously.

BUSINESS

No new business.

PUBLIC HEARING - [6:32 PM](#)

1. 2021 Comprehensive Plan Amendments

Claire Lust, Community Development Director introduced this evening's 2021 Comprehensive Plan Amendment proposal and explained that the City, in consultation with the property owner, proposes to change the comprehensive plan designation on 4801 S 3rd Way, PIN 986052545, from General Commercial (GC) to Urban Medium (UM) and concurrently change the zoning designation from Commercial Community Business (CCB) to Residential Medium Density 16 (RMD-16). The site is also

Minutes Acceptance: Minutes of Nov 3, 2021 6:30 PM (CONSENT AGENDA)

known as Discovery Ridge Phase 4. This action would facilitate implementation of the Discovery Ridge Master Plan.

Ms. Lust summarized the background, the critical areas and density implications if approved.

Discussion occurred regarding the city being the applicant for the proposal.

PUBLIC HEARING OPENED AT 6:48 PM

Darren Wertz, 726 N 32nd Ct. Ridgefield, WA, provided written testimony and public comment regarding the proposed change. Mr. Wertz read his written testimony to the Commission and staff and recommends keeping the GC zoning and emphasize office development as planned.

PUBLIC HEARING CLOSED AT 6:53 PM

Discussion/clarification occurred on the zoning as it currently exists which provides the potential for commercial as well as residential above it but, if the zoning changes it will only be used for residential with no potential for employment or goods and services. Ms. Lust explained that the commercial zone allows for a majority of commercial and office use with very limited residential allowed which must be located on the upper story of apartments/condos over a commercial use and only approved as a conditional use.

Discussion occurred regarding how much commercial space is available in the city. Ms. Lust explained that staff would need to research this.

Discussion occurred regarding the 2018 concept plan for the site.

Discussion occurred regarding whether or not the proposed change would only affect the one office building.

Commissioner Bush stated that in 2008/2009 this proposal came before the Commission and at that time they approved office, multiple dwellings/residential and part of it was supposed to be for sports. These were approved by the zoning at the time.

Discussion occurred regarding what the plan is for office space in the city of Ridgefield to attract that type of employment.

Commissioner Flynn called for a motion to approve the 2021 Comprehensive Plan Amendment and sent it to the City Council. Commissioner Flynn advised the options to vote and approve advancing it to the city council, vote and not approve advancing it or they can table it. Commissioner Swenson stated that she would not be able to vote for it at this time without more information. Commissioner Bush recommended tabling it and continue studying it to make sure they are making the right move on the zoning. Commissioners Rose and Cole are both in favor of tabling it. No motion was made and this topic will be brought back for discussion at the December meeting.

STAFF REPORTS - [7:04 PM](#)

Ms. Lust advised that the fall 2018 code updates went to council for a public hearing on October 28th. The Planning Commission's questions and concerns were shared with council. No action was taken. The second reading and potential adoption will be November 4th.

Community Development has hired a new Plans Examiner which has helped keep the permit review times reasonable. Discussion occurred about current review times.

FROM THE COMMISSION - [7:08 PM](#)

Commissioner Okinaka stated Ridgefield Main Street is looking for board members and advised that a generous donation has been made by a car dealership that is planning to open a location in Ridgefield.

Commissioner Cole informed the Commission that he has been on the cities budget advisory committee the last couple of months. He stated that the budget is going to public hearing November 4th and that it's a good budget with new and exciting things happening and encouraged community members to check it out online or attend the public hearing.

Commissioner Rose stated that he attended the American Legion meeting on November 2nd and provided an update on the events planned for Veteran's Day at Overlook Park at 10:00 am. He invited the public to come. He also mentioned events happening for First Saturday on November 6th.

Commissioner Bush announced that December 1st is his last day as a commissioner. He started on the Planning Commission in 2006. He feels the greatest accomplishment while on the Planning Commission was the rewrite of the Ridgefield Development Code.

Commissioner Flynn requested perfect attendance on December 1st. He thanked the members of the public and staff.

ADJOURN - [7:15 PM](#)

Meeting adjourned at 7:15 PM.

Dorothy Harrington

Patrick Flynn

Minutes Acceptance: Minutes of Nov 3, 2021 6:30 PM (CONSENT AGENDA)

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: December 01, 2021

ITEM:

AGENDA ITEM TITLE: 2022 Work Plan

SUMMARY/BACKGROUND:

Staff will review the 2021 Planning Commission Work Plan, present a preliminary draft of the 2022 Work Plan, and seek feedback and suggestions from Planning Commission prior to adopting the 2022 Work Plan in January.

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS:

CITY OF RIDGEFIELD PLANNING COMMISSION

MEETING DATE: December 01, 2021

ITEM:

AGENDA ITEM TITLE: 2021 Comprehensive Plan Amendment Deliberation and Recommendation

SUMMARY/BACKGROUND:

On November 3, 2021 Planning Commission held and closed a public hearing on the 2021 Comprehensive Plan Amendment proposing to change the land use designation on 4801 S 3rd Way (Discovery Ridge Phase 4) from General Commercial (GC) to Urban Medium (UM) with a concurrent zone change from Commercial Community Business (CCB) to Residential Medium Density 16 (RMD-16).

After deliberating, Planning Commission requested more information about the amount of developable commercial and employment land that would remain in the City if the subject property were to change from commercial to medium density residential. Planning Commission elected not to make a recommendation.

Staff performed a zoning analysis of the City and found approximately 322 gross acres of General Commercial land that has not yet been developed for commercial uses. Staff also found approximately 594 gross acres of Employment land that has not yet been developed and is not subject to an active land use application for employment (i.e., office and light manufacturing) uses. A total of approximately 916 gross acres of land zoned for employment-generating uses (commercial, office, and light manufacturing) have not yet been developed for these uses. This figure does not exclude critical areas or infrastructure dedications, which are calculated and subtracted on a site-by-site basis to find the net developable acreage. Typically infrastructure dedications comprise approximately 27 percent of a site, and in Ridgefield critical areas encumber an average of approximately 25 percent of a site. If we tentatively assume 50 percent of the 916 gross acres are undevelopable due to critical areas and required infrastructure dedications, then the net developable area zoned for commercial and employment uses would be approximately 458 acres.

The purpose of the December 1 meeting will be for Planning Commission to continue deliberations and make a recommendation to City Council. The recommendation may be for approval, approval with modifications, or denial.

The November 3 staff report is attached for reference, as is the comment received from Mr. Darren Wertz during the November 3 public hearing.

MOTION/RECOMMENDATION:

"I move to recommend _____ to City Council."

STAFF CONTACT: Claire Lust, Community Development Director

ATTACHMENTS: RUACP Updates 2021_PC Staff Report_11032021 (PDF)
Public Comment_Wertz (PDF)



THE CITY OF RIDGEFIELD

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

2021 Proposed Comprehensive Plan Amendment and Concurrent Zone Change Planning Commission Staff Report

SUMMARY

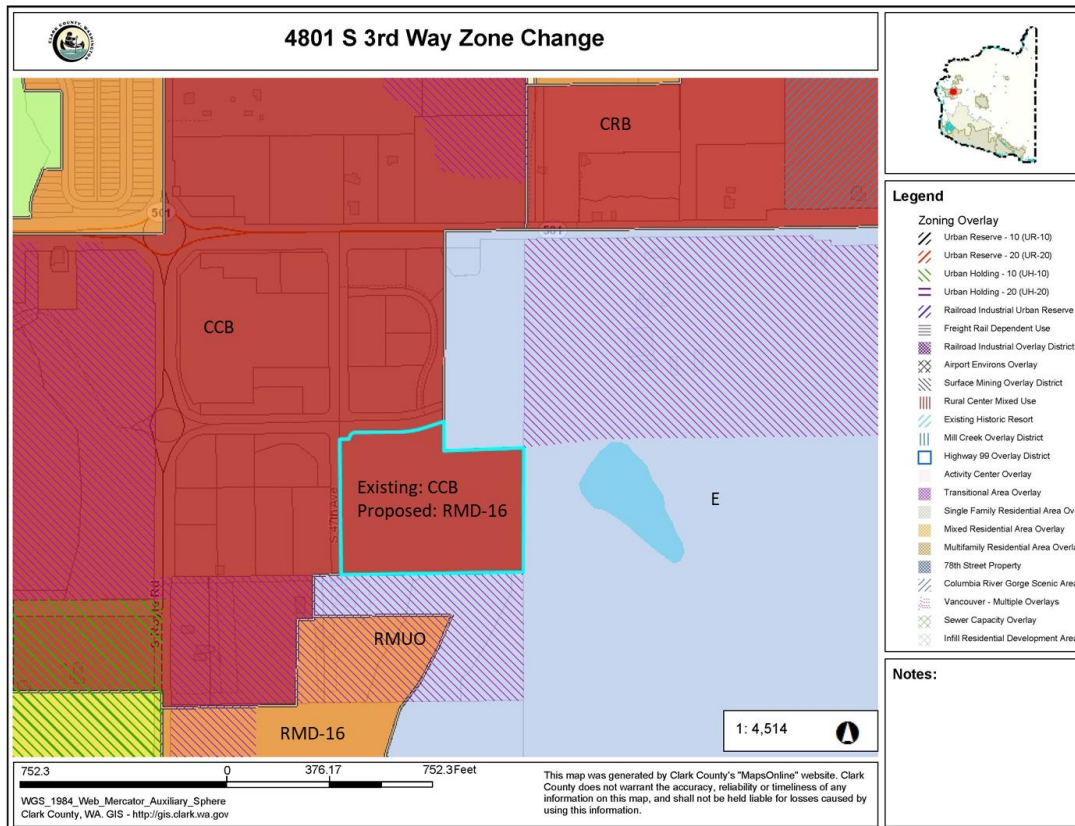
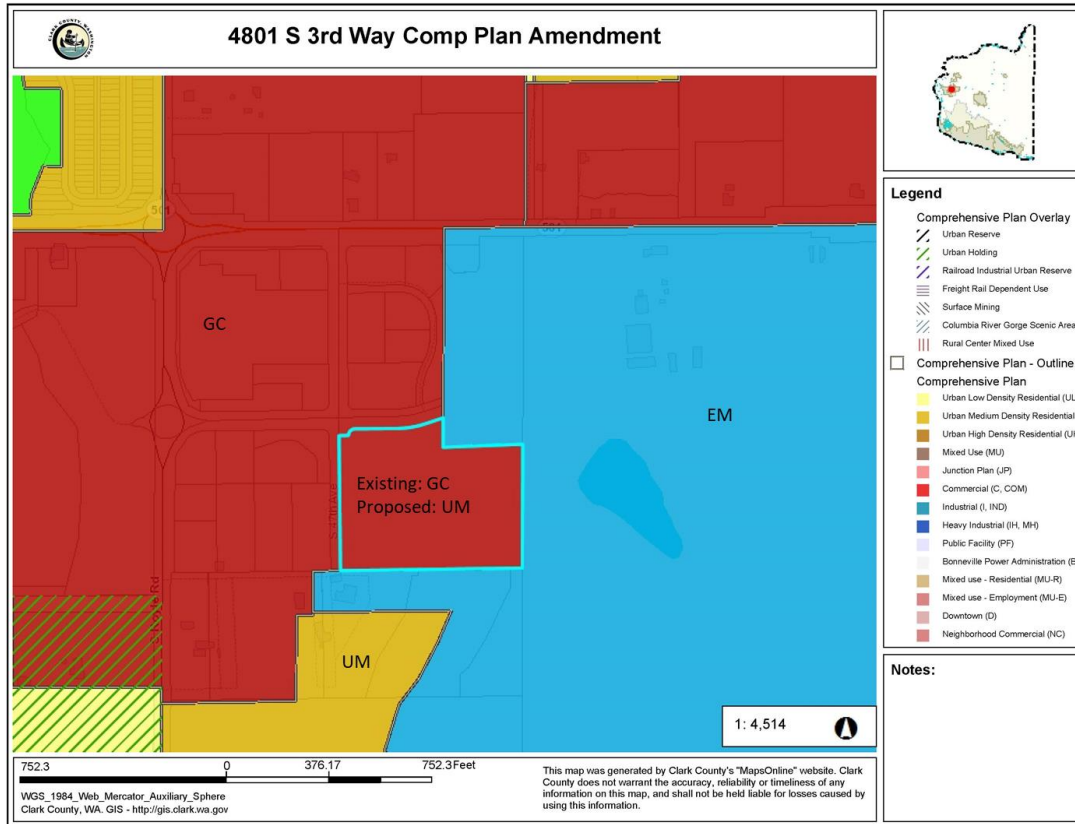
The City, in consultation with the property owner, proposes to change the comprehensive plan designation on 4801 S 3rd Way, PIN 986052545, from General Commercial (GC) to Urban Medium (UM) and concurrently to change the zoning designation from Commercial Community Business (CCB) to Residential Medium Density 16 (RMD-16). The site is also known as Discovery Ridge Phase 4. This action would facilitate implementation of the Discovery Ridge Master Plan.

PROPOSAL

Comprehensive Plan Amendment and Zone Change

The City, in consultation with the property owner, proposes to change the zoning designation of the property from CCB to RMD-16 in order to facilitate potential future medium density residential development as set forth in the Discovery Ridge Master Plan, subject to 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 GC to UM (RDC 18.320.050.A):

Parcel	Owner	Existing comp plan designation	Proposed comp plan designation	Existing zoning	Proposed zoning
4801 S 3 rd Way / PIN 986052545	Discovery Ridge LLC	General Commercial (GC)	Urban Medium (UM)	Commercial Community Business (CCB)	Residential Medium Density 16 (RMD-16)



The subject site is 7.64 acres. The eastern portion of the site contains wetlands, riparian habitat areas, and moderate slopes of five to fifteen percent. The site was subject to a 2019 State Environmental Policy Act (SEPA) review for Discovery Ridge Phases 3 and 4 (PLZ-19-0005); the City issued a Determination of Non-Significance based on the extent of the conceptual development submitted by the applicant. Any future development on the site would be subject to critical areas review, and additional SEPA review if the maximum impacts of the conceptual development considered under PLZ-19-0005 are to be exceeded.

The developable (western) portion of the site is currently being used to store dirt removed from Discovery Ridge Phases 1-3 during the grading process. The western portion of the site is adjacent to S 47th Avenue on the west and S 3rd Way on the north.

Surrounding uses include:

- North and west: Discovery Ridge Phases 1-3. Existing and planned commercial development on CCB parcels.
- East: Lahti property. Single-family residence, agriculture, and natural areas on a large (~80-acre) Employment (E) parcel with the Ridgefield Mixed Use Overlay (RMUO) on its northern ~20 acres.
- South: Legacy Trails apartments. Multifamily apartment buildings and critical areas on split CCB/RMD-16/E parcels with the RMUO.

This proposal 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 RMD-16 zoning has a density range of eight to sixteen units per net developable acre. (This differs from RMUO developments, such as the Legacy Trails apartments immediately to the south, which have a density range of eight to twenty-eight units per net developable acre and no density requirements for upper-story residential units over non-residential uses.) Single-family attached townhouses, cottage housing, duplexes, triplexes, and multifamily residential (four or more units of any type on a single lot) are all permitted outright in the RMD-16 zone. Under the existing CCB 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.

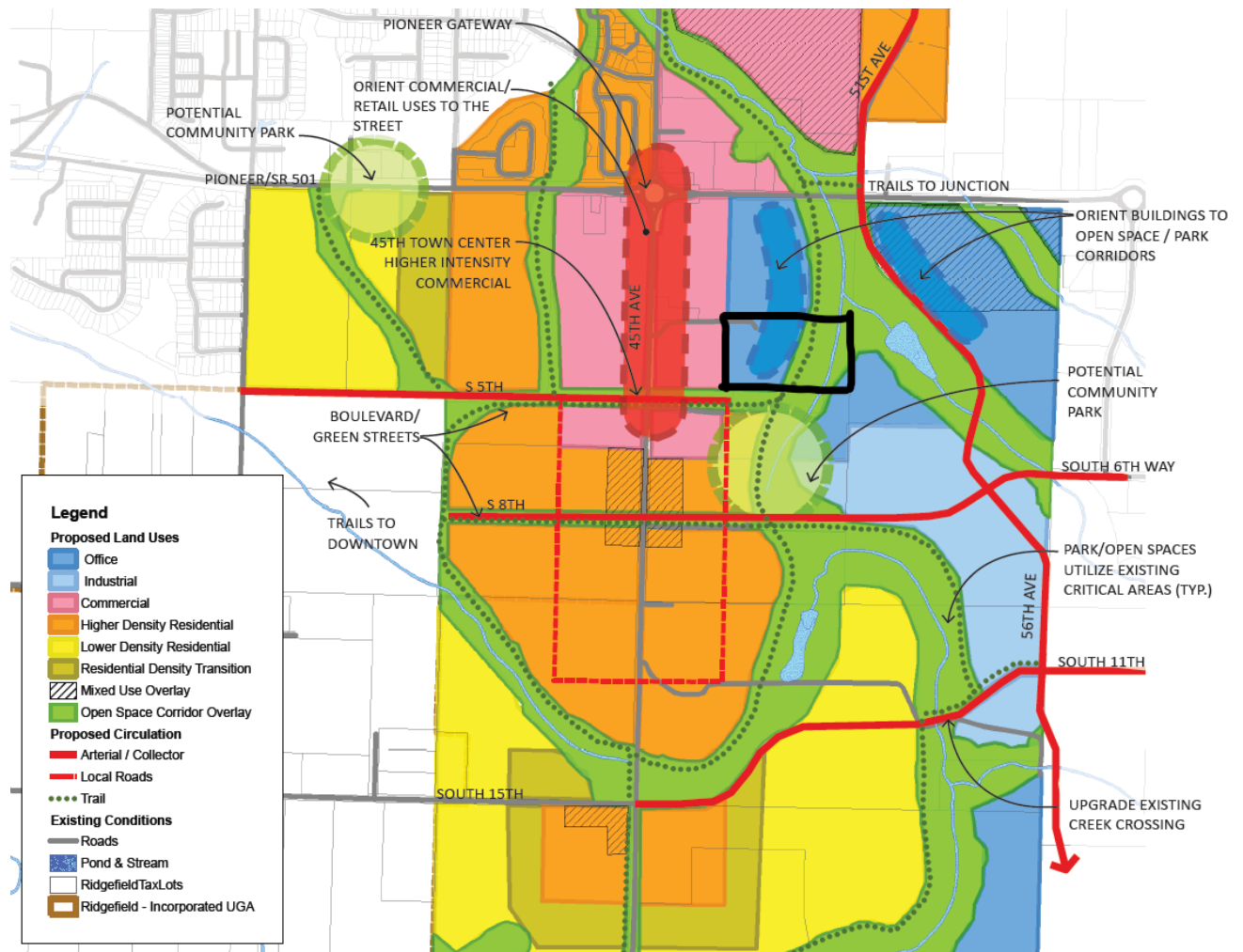
PLANNING CONTEXT

Pioneer and 45th Subarea Plan

In 2015, the City developed the 45th and Pioneer Subarea Plan, which was subsequently adopted into the 2016 Ridgefield Urban Area Comprehensive Plan. Note that 45th Avenue has since been renamed Royle Road. The guiding principles developed with stakeholders included creating appropriately scaled and attractive development, creating a walkable community, equitably distributing development opportunities, and offering flexibility to adapt to changing community and market expectations over time.

The subarea zoning plan shows an Office land use on the subject parcel, with a note that buildings should be oriented to open space and park corridors. The Office designation was implemented as the Employment zone in the 2016 Comprehensive Plan. The Pioneer and 45th Subarea Plan did not include commercial or residential zoning on the subject parcel.

Excerpt from Pioneer and 45th Subarea Plan zoning concept (subject site in black)



Concomitant Rezone

In 2018, the City entered into a Development Agreement (DA) with Discovery Ridge LLC and Port of Ridgefield, which at the time owned portions of Discovery Ridge. The DA included a concomitant rezone with the stated purposes to eliminate split zoning and to permit siting of a new comprehensive commercial development (Discovery Ridge) on the property. The portions of Discovery Ridge zoned E in the 45th and Pioneer Subarea Plan, including the subject site, were rezoned to CCB with a concurrent comprehensive plan designation change from EM to GC. The comprehensive plan amendment and zone change were subject to a Planning Commission public hearing on October 3, 2018 and a City Council public hearing on October 11, 2018. City Council adopted the comprehensive plan amendment and zone change from employment to commercial on November 15, 2018. The current zoning of the site is CCB.

Discovery Ridge Master Plan

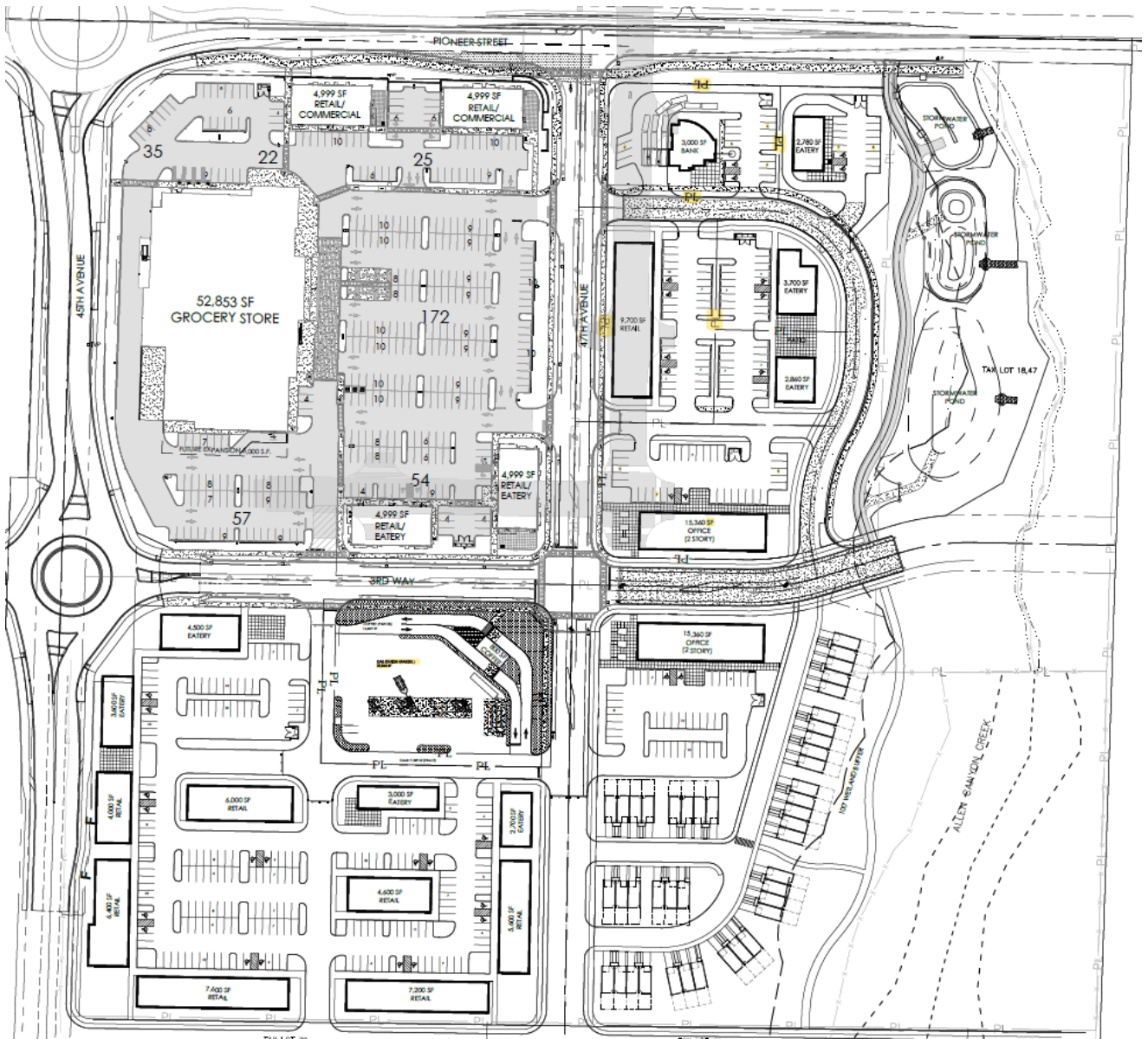
A draft of the Discovery Ridge Master Plan prepared in 2018 identifies the following in Phase 4: a two-story office building, parking area, 41 attached dwelling units in groups of three to five, and a trail between the residential units and the critical areas. The same version of the master plan was submitted to identify the conceptual development analyzed in PLZ-21-0005, Discovery Ridge Phase 3 and 4 SEPA. An updated draft

of Phase 4 prepared in March 2021 identifies 30 attached dwelling units in groups of three to five and a trail between the units and the critical areas. The revisions reflect changing demand for residential versus non-residential tenants.

An approved master plan was not required for Discovery Ridge, and neither the 2018 Discovery Ridge Master Plan nor the 2021 Phase 4 amendment were formally approved under land use permits. However, the developer and City staff have used the Discovery Ridge Master Plan as a guiding document throughout the site development process, with minor changes to respond to changing market conditions. Phase 1 (Rosauers supermarket and four smaller multi-tenant commercial buildings) and portions of Phases 2 and 3 (Columbia Credit Union, Taco Bell, Rosauers Fueling Station, and Brewed Awakenings) have been built as shown on the master plan. Site plans for three additional buildings in Phase 2 have been approved as shown on the master plan. It is the shared intent of the developer and City staff to continue being largely consistent with the master plan for the remaining development in Phases 2, 3, and 4.

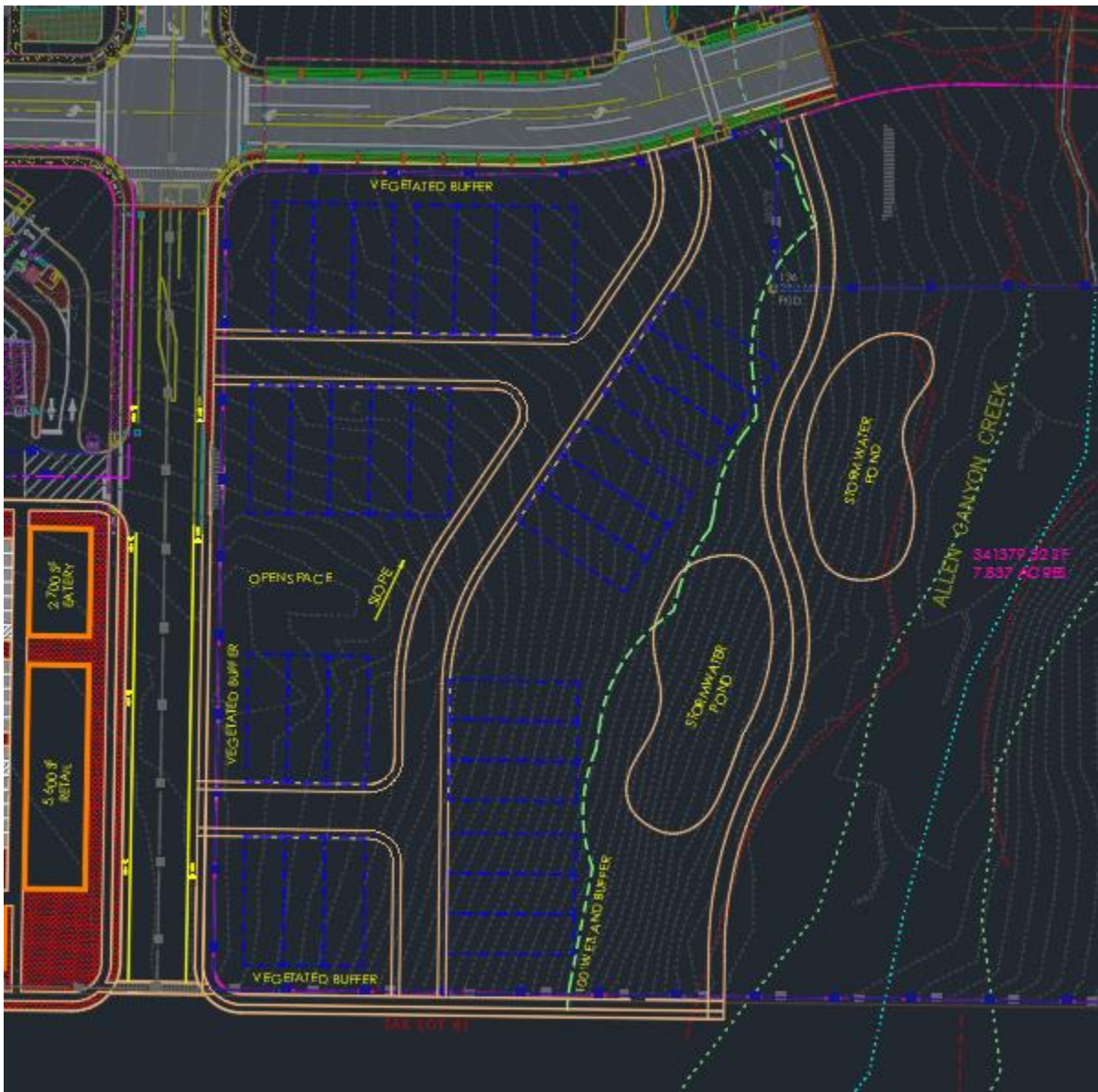
Approximately 3 to 3.5 acres of the site are developable. At RMD-16 density, a minimum of approximately 24-28 and a maximum of approximately 48-56 units could be developed. The 30 residential units shown on the most recent update to the master plan would therefore be permittable. The office shown on the 2018 version of the master plan would no longer be permittable under RMD-16 zoning.

2018 Discovery Ridge Master Plan (subject site in lower right quadrant)



Attachment: RUACP Updates 2021_PC Staff Report_11032021 (2021 Comprehensive Plan Amendment Deliberation and Recommendation)

2021 Discovery Ridge Master Plan Phase 4 revision



APPROVAL CRITERIA

RUACP Compliance

RDC 18.320.050.A requires amendments to be consistent with the goals and policies of the 2016 Ridgefield Urban Area Comprehensive Plan (RUACP). The RUACP policies Planning Commission should consider in relation to the proposal include, but are not limited to:

- 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.
- LU-5 Complementary uses. Locate complementary land uses near to one another to maximize opportunities for people to work or shop or play nearer to where they live.
- LU-6 Mixed-use development. Facilitate development that combines multiple uses in single buildings or on integrated sites. Target areas for mixed-use development include the Lake River waterfront and the central city core, with additional opportunities at 45th and Pioneer.
- LU-7 Neighborhood livability. Maintain and facilitate development of stable, multi-use neighborhoods that contain a compatible mix of housing, jobs, stores, public schools and open and public spaces in a well-planned, safe pedestrian environment.
- EC-4 Community retail. Promote development of service-oriented businesses to serve residents and reduce the needs to travel out of the community.
- EC-9 45th & Pioneer. Implement the 45th & Pioneer Subarea Plan to create commercial, office and industrial employment opportunities.
- 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.
- 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.
- HO-3 Multifamily development. Provide a variety of multifamily residential development opportunities using multiple strategies:
 - o Designate medium density areas sufficient to provides a minimum of 25% of new housing units.
 - o Locate primary medium density areas within one-half mile of commercial or employment centers, and along existing or planned transit corridors.
 - o Restrict zone changes or legislative approvals which lessen long-term capacity for multifamily residential development.

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 subject parcel currently takes access from S 47th Place, which is a local street, and S 3rd Way, which is a collector. 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.

PROPOSED TIMELINE

Adoption of the proposed comprehensive plan designation and concurrent rezone is proposed to occur as follows in compliance with RDC 18.310.090, Type IV procedure:

November 3, 2021	Planning Commission public hearing
December 2, 2021	City Council 1 st reading and public hearing
December 16, 2021	City Council 2 nd reading and adoption
January 1, 2022	Effective date

Comments by Darren Wertz November 3, 2021 Planning Commission Public Hearing.

Regarding Proposed change in zoning from GC to UM for parcel PIN9860525215, 4801 S 3rd way as part of a proposed Comprehensive Plan Amendment and Concurrent Zone Change.

This property was originally planned for Office space to compliment commercial and high density residential in a planned development around a primary traffic hub in the City of Ridgefield.

Comment:

Keep the GC zoning and emphasize office development as planned for the following reason.

- 1) The majority of development in Ridgefield is residential. This land use is most land intensive and there are several large developers and crews on site because of the current development environment in town. Residential construction / development for this property would be the easiest and least risky development for the property owner- BUT The people who are occupying all the new residences need jobs.
- 2) The City Planned for land to create/provide for jobs for residences - Land was set aside for jobs but that land has been converted to residential development and the commercial/industrial areas that remained zoned where jobs occur has been gobbled up disproportionately by low job applications like warehouses.
- 3) The highest # and best paid jobs are created when land is developed into office space. A balanced mix of land uses is important and was planned for but what has been and is being developed is not balanced and is not providing a sound economic jobs base for Ridgefield residents. It is not meeting even minimum planned employment here.
- 4) Planning Commission. Look around – What is missing? Do you see any Class A office space going up? Are there adequate places for the professionals who are buying our high priced homes to work or to bring their businesses here?
- 5) When you consider zone changes and planning proposals – Don't forget that you are responsible for enabling this city to have a strong enduring economy by providing for local employment and building in a tax base that will support the

quality of life you can be proud of. - Residential property generally does not pay the total costs of the City provided services required.

- 6) I urge you to consider keeping the current zoning on this property and working with the developer to create job intense, Class A office space which incorporates the beautiful natural surroundings and available services already in place.

Figure 1. Proposed Commercial Uses

	Sq.Ft. or Units	Units (if applicable)	Jobs
Auto Sales and Service	10,000		20
Bed and Breakfast	1,200	6	1
Hotel	22,000	110	68
Office Park	60,000		242
Restaurant	10,000		74
Service Commercial	80,000		160
Shopping Center	60,000		190
	243,200	116	755

² The Merged Survey Database from 17 Colorado Communities as presented by RRC Associates, Boulder, CO, in Town of Snowmass Village 1999 Employer Survey presents statistically significant jobs/sq. ft. figures for several industrial categories (lodging, restaurants, retail, etc.).

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