CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
November 2, 2022

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

Flag Salute - **6:30 PM**

ROLL CALL

Attendee Name	Title	Status	Arrived
Stan Okinaka	Commissioner	Present	
Patrick Flynn	Chairman	Present	
Gary Rightenour	Commissioner	Present	
Amanda Swenson	Commissioner	Present	
Richard Amerman	Commissioner	Present	
Katie Favela	Commissioner	Present	
John Rose	Commissioner	Present	

Late changes to the agenda - **6:31 PM**

No late changes to the agenda.

PUBLIC COMMENT - 6:31 PM

No public comments provided.

CONSENT AGENDA

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Stan Okinaka, Commissioner
SECONDER:	John Rose, Commissioner
AYES:	Okinaka, Flynn, Rightenour, Swenson, Amerman, Favela, Rose

1. **Approval of Minutes from Wednesday, 10/5/22 Meeting**

Commissioner Okinaka moved to accept the Consent Agenda as presented, seconded by Commissioner Rose. Ayes all. Motion passed unanimously.

BUSINESS - 6:32 PM

Claire Lust, Community Development Director gave a presentation on Comprehensive Plan amendments. Comprehensive Plan amendments are proposed on an annual basis as required by code and state statute. They are typically presented to the Planning Commission and City Council in the November/December. Any Comprehensive Plan amendments that are adopted by City Council are adopted in January of the following year.

This year there are three Comprehensive Plan Amendments on the docket.
1. Ridgefield School District 2022-2028 CFP
2. 6110 N 20th St. Comprehensive Plan amendment and rezone
3. Ridgfield CFP amendments

A Capital Facilities Plan is a required element of the Comprehensive Plan. The CFP consists of inventory of existing capital facilities owned by public entities, forecasted future needs for public facilities, proposed locations of expanded or new capital facilities and a six year financing plan. An important function of the CFP is to identify the location and functional classification of existing and future public streets in the city.

This year there are two proposals:
1. Add Union Ridge Parkway as a collector between Pioneer St and N 10th St
2. To remove S 6th Way, currently identified as a future commercial/industrial collector between S Royle Rd and future S 51st Ave.

Discussion occurred regarding whether or not the City has discussed the road on Union Ridge Parkway with Clark College.

Discussion occurred regarding the difference between a minor and principal arterial.

Discussion occurred regarding Hillhurst Rd. becoming a principal arterial all the way to Pioneer St.

PUBLIC HEARING

1. 6110 N 20Th Street Comprehensive Plan Amendment and Zone Change

PUBLIC HEARING OPENED AT 6:38 PM

No public comments provided.

PUBLIC HEARING CLOSED AT 6:39 PM

Commissioner Rose moved to recommend approval of the 6110 N 20th St Comprehensive Plan Amendment and rezone as presented. Seconded by Commissioner Okinaka. Ayes all. Motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	John Rose, Commissioner
SECONDER:	Stan Okinaka, Commissioner
AYES:	Okinaka, Flynn, Rightenour, Swenson, Amerman, Favela, Rose

2. Ridgefield CFP Amendments

PUBLIC HEARING OPENED AT 6:50 PM

Sabra Sand, CFO for Clark College and interim Vice President of Operations for the College. Ms. Sand stated that the College's planning, fiscal investment and safety considerations have been radically adjusted due to the potential requirement of a standard collector road north of the Pioneer roundabout. This requirement would dissect the campus community and the Clark College property.

She questioned whether the design, construction and costs for the road would be the responsibility of the College.

PUBLIC HEARING CLOSED AT 6:53 PM

Discussion occurred regarding waiting to vote on this matter until the City and Clark College have an opportunity to discuss this matter in more detail. Ms. Lust explained that because Comp Plan amendments must be done before the end of the year there wouldn't be enough time to bring this topic back to Planning Commission.

Discussion occurred regarding the cost of the road and who is responsible for those costs.

Discussion occurred regarding the Planning Commission's comments/recommendations being presented to the City Council.

Discussion occurred regarding how the placement of the road will affect the building the College is planning to construct.

Discussion occurred regarding the City's rationale for the road being a collector.

Discussion occurred regarding whether a round-a-bout is required to have four legs coming off of it.

Commissioner Rose moved to accept the removal of S 6th Way between S 51st Ave and Royle Rd. and to remove the addition of Union Ridge Parkway as a collector. Seconded by Commissioner Okinaka. 6 ayes, 1 nay. Motion passed.

RESULT:	**ADOPTED AS AMENDED [6 TO 1]**
MOVER:	John Rose, Commissioner
SECONDER:	Stan Okinaka, Commissioner
AYES:	Okinaka, Rightenour, Swenson, Amerman, Favela, Rose
NAYS:	Flynn

STAFF REPORTS - 7:05 PM

Ms. Lust stated that the school CFP will be going to City Council for a Public Hearing and first reading on November 17th. The planned second reading and vote of adoption will be December 15th.

December will be Commissioner Okinaka and Commissioner Rightenour's last meeting and requested that everyone be in attendance.

FROM THE COMMISSION - 7:07 PM

Commissioner Rose discussed the Chamber of Commerce meeting that was held in October.

Commissioner Favela participated in a joint school and City event working in the concession stand at the Homecoming game.

Commissioner Okinaka stated that Octoberfest netted $24,000 + and was the biggest year so far.

Commissioner Flynn stated that the Trunk or Treats that were held were great. He also thanked the members of the community in attendance and the City staff.

ADJOURN - 7:09 PM

Trina Siebert

Patrick Flynn