



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, November 1, 2017
Ridgefield Community Center
210 N. Main, 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 Council 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 City Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Planning Commission - Regular Meeting - Oct 4, 2017 6:30 PM**

IV. BUSINESS/PUBLIC HEARING

- 1. Growth Management Act - Jeff Niten, Community Development Director**
- 2. 1423 : Green Building Standards - Public Hearing - Jeff Niten, Community Development Director**
- 3. 1440 : RDC Updates - Public Hearing - Claire Lust,**

V. PUBLIC COMMENT

Anyone requesting to speak to the Council 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 City Clerk prior to the meeting.

VI. STAFF REPORTS

- 1. Community Development Report**
- 2. Volunteer for City Council**

VII. FROM THE COMMISSION

VIII. ADJOURN



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
October 4, 2017

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	Present	
Jason Carnell	Chair	Present	
Stan Okinaka	Commissioner	Excused	
Victoria Haugen	Commissioner	Excused	
Whitney Jones	Commissioner	Present	
Paul Young	Commissioner	Excused	
Jen Lindsay	Commissioner	Present	

First to excuse Bush
 Second Jones
 Unanimous

LATE CHANGES TO THE AGENDA

PUBLIC COMMENT

Cyrus Emmel
 Royal Road issue with speeding cars

Seah Fell
 2557 S 15th
 Ridgefield, WA 98642
 Concerns about why residences are just now hearing about the Sub area Plan for the Gee Creek Plateau.

Minutes Acceptance: Minutes of Oct 4, 2017 6:30 PM (CONSENT AGENDA)

CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jerry Bush, Commissioner
SECONDER:	Jen Lindsay, Commissioner
AYES:	Bush, Carnell, Jones, Lindsay
EXCUSED:	Okinaka, Haugen, Young

1. Planning Commission - Regular Meeting - Sep 6, 2017 6:30 PM**PUBLIC HEARINGS****1. Gee Creek Plateau Sub-Area Plan - [6:40 PM](#)**

Jeff Niten Provided a Staff Report

Commissioners asked for clarification and gave their opinions on how this should be implemented and the vision.

Open Hearing 7:16pm

Sean Fell
2557 S 15th
Ridgefield, WA 98642

Cyrus Emmel
2861 S Royal Road
Ridgefield, WA 98642

Cheryl Mitchell
S 15th
Ridgefield, WA 98642

Roy Garrison
1186 S 30th Pl
Ridgefield, WA 98642

Dave Kelly
1360 S 38th Ct
Ridgefield, WA 98642

Closed Hearing 4:40

Jeff Niten answered citizens questions and concerns.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jen Lindsay, Commissioner
SECONDER:	Whitney Jones, Commissioner
AYES:	Bush, Carnell, Jones, Lindsay
EXCUSED:	Okinaka, Haugen, Young

2. Green Building Standards - [7:53 PM](#)

Minutes Acceptance: Minutes of Oct 4, 2017 6:30 PM (CONSENT AGENDA)

Jeff Niten asked for this to be tabled

RESULT:	TABLED [UNANIMOUS] Next: 11/1/2017 6:00 PM
MOVER:	Whitney Jones, Commissioner
SECONDER:	Jerry Bush, Commissioner
AYES:	Bush, Carnell, Jones, Lindsay
EXCUSED:	Okinaka, Haugen, Young

3. Self-Storage Ordinance - [7:53 PM](#)

Jeff Niten provided a Staff Report

Commission asked for clarification on the landscaping, square feet of storage for the city, Conditional use permits, concerns about incoming submittal. Is there a way to stagger the square footage?

Open Hearing 8:04pm

Cyrus Emmel
2816 S Royle Rd
Ridgefield, WA 98642

Dave Kelly
1360 S 38th Ct
Ridgefield, WA 98642

Close Hearing 8:11pm

Jeff Niten addressed citizens questions and concerns

Commission asked if there is way to encourage a multi story approach to use less land? What can be done to make up for the loss of jobs due to this business.

Motion to pass to the draft with changes multi story approach.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Jen Lindsay, Commissioner
SECONDER:	Jason Carnell, Chair
AYES:	Bush, Carnell, Jones, Lindsay
EXCUSED:	Okinaka, Haugen, Young

PUBLIC COMMENT - [8:21 PM](#)

Diana Fell
2557 15th S
Ridgefield, WA 98642

Roy Garrison
1186 S 30th Pl
Ridgefield, WA 98642

Cheryl Mitchell
2557 S 15th
Ridgefield, WA 98642

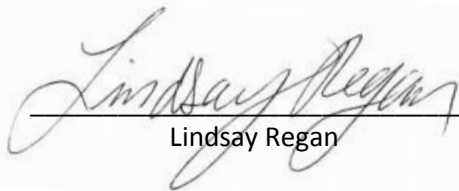
STAFF REPORTS - [8:29 PM](#)

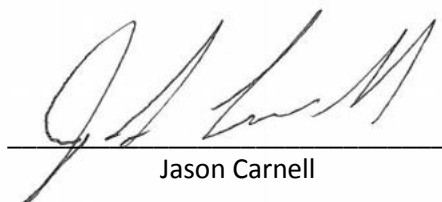
Jeff Niten provided an update on development to the Commission.

FROM THE COMMISSION

Commissioner Lindsay - provided an update
Commissioner Jones - provided an update
Commissioner Bush - provided an update
Commissioner Carnell - provided an update

ADJOURN - [8:32 PM](#)



Lindsay Regan

Jason Carnell

Minutes Acceptance: Minutes of Oct 4, 2017 6:30 PM (CONSENT AGENDA)

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: November 01, 2017

ITEM:

AGENDA ITEM TITLE: Growth Management Act

SUMMARY/BACKGROUND:

The Growth Management Act was adopted by the legislature, and signed by the Governor in 1990. The adoption of the Act was immediately followed by the first implementation work, including extensive public outreach, which culminated in the first Comprehensive Plans for Ridgefield, Clark County, and every other incorporated city in the County. The attached presentation discusses some of the history of the GMA, what its goals are, and how it works.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: PC GMA 11.1.17 (PPT)



Ridgefield and the Growth Management Act

Attachment: PC GMA 11.1.1.17 (Growth Management Act)





Why Do We Plan

Attachment: PC GMA 11.1.1.17 (Growth Management Act)

History of Planning in Ridgefield

Washington experiences rapid growth in the late 1980's that began to change the perceived quality of life.

The Clark County growth rate between 1980 and 1990 was 24%.

The State legislature adopted the Growth Management Act (GMA) in 1990. Clark County was one of the Washington Counties required to Fully plan under GMA.



History of Planning continued

- § First Ridgefield Comprehensive Growth Management plan adopted by Ordinance 666 on January 26, 1995. The Plan was adopted pursuant to the GMA, and in conjunction with Clark County.
- § The 2004 update began with the Ridgefield Planning Commission in 2001 in conjunction with the Clark County Growth Management Act (GMA) update process. The population of Ridgefield was anticipated to grow to 9,398 people through the planning horizon (2003-2023).
- § 2007 saw another update to the Comprehensive Plan to accommodate the rapid growth Ridgefield and the County as a whole were experiencing. The Plan, adopted in September of 2008, anticipated approximately 26,000 people calling Ridgefield home in 2024.
- § In 2016 the most recent version of the Ridgefield Comprehensive Growth Management Plan was adopted. This version anticipates 25,494 people as part of the Ridgefield Community by 2035.



Key Components of the GMA

- § The GMA provides the tools to counties and cities to manage and direct growth to urban areas where public facilities and services can be provided most efficiently, to protect rural character, to protect critical areas and to conserve natural resource lands.
- § The GMA includes 14 goals and a number of requirements for local comprehensive plans and development regulations.
- § Regional coordination between counties and cities is emphasized in the GMA. Counties fully planning under the GMA are required to adopt county-wide planning policies to guide comprehensive plan development. The policies must include guidance for designation of urban growth areas (UGAs) outside of which urban development will not occur. Counties work collaboratively with cities to allocate projected population for the next 20 years. UGAs are designated based upon the need to accommodate population projections.
- § County and city comprehensive plans are required to include specific elements, or chapters, to address land use, housing, capital facilities, utilities, transportation, rural lands (for counties), and shorelines. Development regulations must be consistent with and implement the comprehensive plan.



GMA Goals

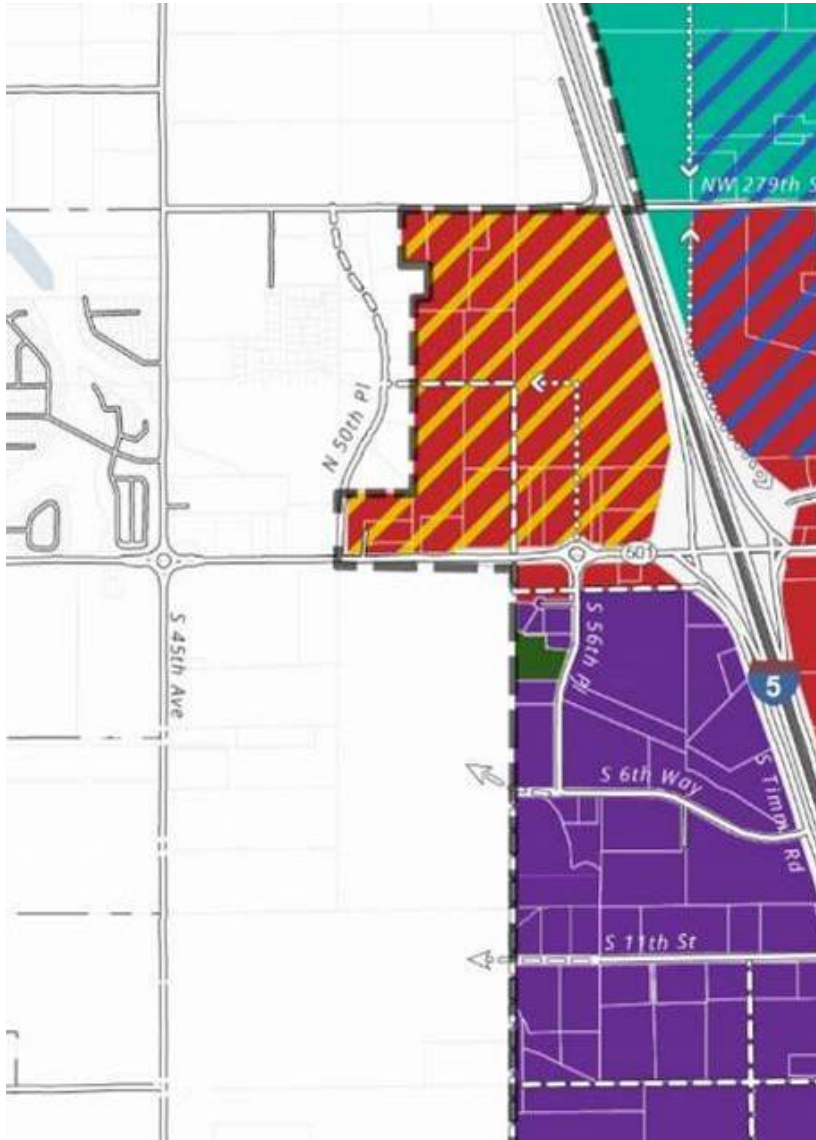
- § Urban Growth - Encourage urban growth where facilities are adequate to meet service needs.
- § Reduce Sprawl - Eliminate sprawling, low-density development that is expensive to deliver services to and is destructive to critical areas, rural areas, and resource values.
- § Transportation - Encourage efficient, multimodal transportation.
- § Housing - Encourage a variety of affordable housing for all economic segments of the population.
- § Economic Development - Encourage economic development consistent with resources and facilities throughout the state.
- § Property Rights - Protect property from arbitrary decisions or discriminatory actions.



GMA Goals

- § Permits – Issue permits in a timely manner and administer them fairly.
- § Natural Resources Industries - Maintain and enhance resource-based industries.
- § Open Space and Recreation - Encourage retention of open space and recreational areas.
- § Environment - Protect the environment and enhance the quality of life.
- § Citizen Participation - Encourage citizen involvement in the planning process.
- § Public Facilities and Services - Ensure that adequate public facilities and services are provided in a timely and affordable manner.
- § Historic Preservation - Identify and encourage preservation of historic sites.
- § Shoreline Management - The goals and policies of the SMA are added as one of the goals of GMA.





The Comprehensive Plan

Attachment: PC GMA 11.1.17 (Growth Management Act)

The Comprehensive Plan

§ Adopting a comprehensive plan is the starting point for any planning process. The comprehensive plan expresses a community's vision of itself, the community it would like to become, its hopes and dreams, and the philosophical underpinning for any planning activity. It is an expression of the "public interest," in the sense of exercising the public authority of a municipality. Since the GMA was enacted, it has become an enforceable blueprint or framework for all subsequent land use regulation activity.

§ Comprehensive plans typically are processed through a series of public hearings. These give the public an opportunity to express their views on community plans. Growth management legislation stresses early and continuous public involvement to validate these planning efforts.



Required Elements

- § Land Use - A land use element includes land uses and densities, resource protection, population projections, and public facilities. In addition, the land use element is required to consider protection of public water supplies, storm water (both in the community and in adjacent communities), and "provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state."
- § Housing - A housing element addresses the "vitality and character of established residential neighborhoods." It inventories existing and projected housing needs, creates a policy base for encouraging housing, and identifies "sufficient land" for all types of housing, including low income, manufactured, multifamily, group homes, and foster care facilities, while making adequate provisions for all of the economic segments of the community.



Required Elements

- § Capital Facilities Planning - A capital facilities plan including inventories of existing facilities showing both "location" and "capacity," a forecast of future needs, the proposed location and capacity of new facilities, and a six-year plan to finance such facilities from identified funding sources.
 - § Transportation
 - § Schools
 - § Parks and Trails
 - § Water
 - § Sewer
- § Utilities - A utilities element includes an inventory and "general" location, "proposed location," and capacity of existing and proposed utilities, including natural gas, electricity, and telecommunications.



Required Elements

§ Transportation - A transportation element includes:

- § Land use assumptions used in estimating travel, facilities and service needs, including inventory of existing facilities and capacity;
- § Level of service standards for all locally-owned arterials and transit routes;
- § Corrective actions for all local facilities below established standards;
- § A 10-year traffic forecast;
- § Identification of expansion needed to meet present and future demand;
- § Financial resources and needs assessments, including analysis of capacity to judge need against ability of a multi-year funding plan; if funding plans are inadequate, a discussion of new funding sources or a reassessment of the land use plans;
- § Impact analysis of new plans on adjacent communities to assure coordination demand;
- § Management strategies to reduce travel impact for existing and new development; and
- § A requirement for concurrency or adoption of codes that prohibit development that will cause facilities to fall below established levels of service, unless new facilities are provided or strategies are in place to avoid degradation below established service levels.



Required Elements

- § Urban Growth Area - The designation of urban growth areas based on required densities, population allocation, jobs ratios and other variables.
- § The Buildable Lands Program – Six counties including Clark county and all their cities are required to collect data and monitor development within their UGAs. They must use this information to determine whether the county and cities are achieving urban densities by comparing growth and development assumptions, targets, and objectives contained in the county-wide planning policies and the county and city comprehensive plans with actual growth and development that has occurred.



Required Elements

- § Public Participation - The adoption of all plans, amendments, and regulations requires a concerted effort to involve large segments of the affected populations.
- § Lands for Public Purpose and Open Space Corridors - The GMA requires all planning communities to designate lands for public purposes, such as schools, solid waste sites, sewage treatment facilities, and other public uses. Communities must also designate "open space" corridors within and between urban growth areas. Open space areas are to be used for "recreation, wildlife habitat, trails, and connection of critical areas.
- § Essential Public Facilities - The GMA requires cities and counties fully planning under the GMA to include in their comprehensive plan a process for identifying and siting essential public facilities.



Additional Information

The link below will take you to the Washington state Department of Commerce guidebook on planning in the state. The guidebook provides a wealth of information on many land use related issues from Shoreline Management to planning enabling statutes, from annexation to infill development.

<https://deptofcommerce.app.box.com/s/ajzxwfd6nuzt950w9c5h6afgiis9x3d>





**CITY OF RIDGEFIELD
PLANNING COMMISSION PUBLIC HEARING**

MEETING DATE: November 01, 2017

ITEM:

AGENDA ITEM TITLE: Green Building Standards

BACKGROUND:

As part of the work program for the Planning Commission and Community Development in 2017 the City Council directed staff to research, develop and implement a Green Building program for Ridgefield.

Staff has researched the opportunities and challenges associated with implementing a required green building program in the state, and national standards developed by the American National Standards Institute. At this time the only ANSI certified green building program is the National Green Building Standard, but other programs are close to certification, and under this draft the programs will be available to use once certified by ANSI.

Following discussion with stakeholders and with the Planning Commission staff has developed a draft program that involves voluntary incentivized green building utilizing any certified ANSI program as a basis for a 10% rebate on residential building permit fees, as well as site design features including recycled materials and requirements for reduced water use on each individual lot. The rebates may be applied to building plan check and permit fees only, and do not apply to impact fees system development charges, or the Washington state building permit surcharge. The rebates also cannot be applied to future permits. The draft code structure requires 3rd party review of the chosen green building program in which a certificate of compliance is issued. The developer then provides a copy of the certificate to the city and the 10% rebate is issued.

The second component of the city's draft program is a requirement to use environmental best practices on the site itself. These requirements are a pick list of items including mist irrigation, recycled materials, or other elements found acceptable by the Department Director.

Both components of the program apply to single family and multi-family residential

developments.

Another element added to the 2017 work program was the concept of “visit ability” or addressing the issues people with mobility challenges face when visiting friends and neighbors.

A visitable house includes these three features:

- One zero-step entrance.
- Doors with 32 inches of clear passage space.
- One bathroom on the main floor you can get into in a wheelchair

The city may include incentives to encourage a percentage of new homes in any subdivision to be constructed with visit ability in mind.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Chapter_14.32 Green Building v.2 (DOCX)
18.210.035_Green Design (DOCX)
18.220.035_Green Design (DOCX)

Chapter 14.32 - BUILDING CODE— American National Standards Institute (ANSI) Green Building certification

14.32.010 – Purpose

Ridgefield's Green Building Program encourages new homes to be built to high levels of energy efficiency, conserve and use less water, and use healthier materials in the construction. The program uses any Green Building program that has been certified by the American National Standards Institute (ANSI), as amended, and 3rd Party verification, to verify the homes achieve the required standards as contained in the certified Green Building Program.

14.32.020 – Adoption

The City adopts, by reference, the current edition of the National Green Building Standard (NGBS) as its Green Building reference standard. Any Green Building program that meets the ANSI requirements will, at the time of ANSI certification, also be adopted by reference. This standard is to be used by builders on a voluntary basis and compliance with this standard shall not be construed as creating any mandatory obligation.

14.32.030 – Rebate

Applicants that choose to develop under the NGBS requirements, or any other Green Building Program certified by ANSI, will receive a ten percent (10%) rebate of building permitting fees for residential building permit applications for the structure utilizing the standard.

1. Rebates apply to residential building permitting fees, including plumbing and mechanical permits, only. Rebates do not include Impact Fees, System Development Charges or the Washington State surcharge.
2. To receive a rebate applicants must provide the city with a certificate verifying 3rd party review to the chosen Green Building program. The certificate must be submitted to the Community Development Department and must be accompanied by a cover sheet indicating the building permit file number the certificate applies to, the address of the applicable structure, lot number, primary contact person, mailing address and phone number.
 - a. Rebates shall only be processed by check, credits toward future building permits will not be available.

18.210.035 – Green Design

- A. The purpose of this section is to ensure best practices of environmental stewardship within the City of Ridgefield and to protect, to the extent practicable, our natural environment for future residents.
- B. Development of single family residential uses within Ridgefield shall choose at least two practices from the list below during construction:
 - 1. Landscape with drought-tolerant, native plants
 - 2. Install water-conserving drip, micro-mist, or sub-surface irrigation systems
 - 3. Recycle, salvage, or donate excess or unwanted materials
 - 4. Recycle materials for use in walls, fences, trails, or other amenities that are integral to the development.
 - 5. Rain Gardens to accommodate storm water on-site, particularly roof drains, rather than conveyance to a community system.
 - 6. Other green design practices that are acceptable to the Community Development Director.

18.220.035 – Green Design

- A. The purpose of this section is to ensure best practices of environmental stewardship within the City of Ridgefield and to protect, to the extent practicable, our natural environment for future residents.
- B. Development of single or multi family residential uses within Ridgefield shall choose at least two practices from the list below during construction:
 - 1. Landscape with drought-tolerant, native plants
 - 2. Install water-conserving drip, micro-mist, or sub-surface irrigation systems
 - 3. Recycle, salvage, or donate excess or unwanted materials
 - 4. Recycle materials for use in walls, fences, trails, or other amenities that are integral to the development.
 - 5. Rain Gardens to accommodate storm water on-site, particularly roof drains, rather than conveyance to a community system.
 - 6. Other green design practices that are acceptable to the Community Development Director.

**CITY OF RIDGEFIELD
PLANNING COMMISSION PUBLIC HEARING**

MEETING DATE: November 01, 2017

ITEM:

AGENDA ITEM TITLE: RDC Updates

GOVERNING LEGISLATION:

RCW 36.70A Growth Management Act

SUMMARY/BACKGROUND:

The City is proposing a series of housekeeping amendments to the Ridgefield Development Code (RDC), which establishes zoning regulations for residential and nonresidential development throughout the City. This third 2017 update to the code focuses on code refinements, with limited policy implications, to clarify the interpretation of certain sections, adjust the details of a policy, reflect desired design standards, simplify review procedures, or reduce the number of paper copies required. The majority of updates relate to issues identified by staff and code users during implementation over the past year, or looking ahead to future applications.

MOTION AND RECOMMENDATION TO CITY COUNCIL:

"I move to forward a recommendation of approval to the City Council"

STAFF CONTACT: Claire Lust,

ATTACHMENTS: 2017RDCAmendment_part 3_Matrix_Final (DOCX)
18.205.030___Limitations RMD_single story (DOCX)

2017 Annual Update to Ridgefield Development Code: Part 3

Notes to interpret the matrix:

- Revisions noted in legislative format, underline and ~~strikeout~~.
- For reference, there is a link to the existing code on the City's webpage at: <http://www.ci.ridgefield.wa.us/cd/page/planning-division>.

Code Section	Code Language												Rationale
RDC 18.100 – Definitions													
18.100.016	Cultural institution. Public or non-profit cultural facilities including libraries , museums, historic sites, and galleries.												Remove libraries from the definition of cultural institutions in order to define “library” as a separate term and land use.
18.100.032	<u>Library. A building or room containing books, periodicals, films, and other electronic media, organized systematically and kept for research or borrowing.</u>												Define “library” in order to use the term independently in RDC 18.205.020, Uses.
RDC 18.205 – Uses													
18.205.020-1	Education and Culture												Allow libraries only in the Central Mixed Use (CMU) zone to encourage centralized library services that enhance downtown livability.
	Specific land use	RLD	RMD	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF	
	<u>Library</u>	N	N	N	N	N	P	N	N	N	N	N	
18.205.020-1	Residential General												Prohibit single-family detached residences that are greater than one story (see limitations attachment) in the RMD-16 zone to emphasize the zone’s medium-density purpose and encourage multifamily residential options.
	Specific Land Use						RMD 16						
	Single-Family Detached Residential						P-L						
18.205.030	D. Animal Kennel and Shelter 1. In the CRB and IND E zones, animal kennels and shelters are allowed subject to a Type I limited use review provided the following standards are met:												Remove outdated reference to IND zone and replace with E zone.
RDC 18.210 – Residential Low Density Districts													

Code Section	Code Language	Rationale
18.210.060	C. All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim and/or shutters, or another feature approved by the community development director. C. Every home shall contain the following features: 1. All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim (minimum 3 inches wide), and where no wall openings exist on a façade, contrasting materials must be incorporated; 2. Roof overhang (minimum 6 inches); 3. Porch or covered entry for the primary entrance; and 4. Minimum 100-square-foot covered outdoor area located on any façade other than the front façade. 5. Another equivalent feature approved by the community development director may be authorized in lieu of one or more of the foregoing based on fact-specific analysis in the director's sole discretion. D. Architectural Design. To ensure variety in architecture and to reduce the dominance of garages on the streetscape, applicants for new residential developments shall demonstrate compliance with the following provisions at the time of building permit application: 1. In single family detached residential development, no dwelling may have the same front facade as any other dwelling within two hundred linear feet, on either side of the street, as measured from the nearest point of the subject property lines. If a rear facade is visible from a public right-of-way and there is not a buildable lot fully between the nearest point of the rear property line of the subject property and the nearest point of a public right of way or private street, the rear facade of the subject dwelling shall also comply with the requirements of RDC 18.210.060(D). Facades shall be substantially different beyond simple mirrored plans, garage or window relocation, and shall include combinations of architectural variety such as: front porches, dormers, gables, bay windows, hipped or pitched roofs, orientation of the primary roofline, or other such architectural features that substantially differentiate house facades, including those listed in RDC 18.210.060.D.5. 2. Housing within the same development that faces across a	Strengthen low density residential design standards by consolidating and prioritizing requirements to better reflect what good design looks like on the ground.

Code Section	Code Language	Rationale
	public or private street or right-of-way shall be the same type, i.e., single-family attached facing single-family attached or townhouses facing townhouses. 3. Where houses are served by alleys, all garages and on-site parking shall be accessible from the alley and the facade of the house facing the public street shall be designed as the front of the house including, but not limited to, a primary building entrance consisting of inward swinging door(s), porch(es), window(s) and pathway(s) to the public sidewalks. 4. Each single-family residence shall contain a porch or covered entry area for the primary entrance facing or accessible from the public or private street serving the residence. 5. Each residence shall contain at least three of the following features: a. Garage with decorative door(s); b. Bay window(s) facing the street; c. Cross gable roof (separate gable ends that intersect meeting in a valley); d. Roof dormer(s); e. Cupolas or towers; f. Pillars or posts; g. Eaves, with a minimum six-inch projection; h. Off-sets in building face by a minimum of sixteen inches; i. Balconies; j. Decorative patterns on exterior finish (e.g., scales/shingles, wainscoting, ornamentation, and similar features); k. Use of contrasting materials, such as brick or stone, on a minimum of twenty-five percent of the facade; l. Decorative cornices and rooflines (e.g., for flat roofs); m. Trim a minimum of two inches wide around the windows facing a public street; n. Varied roof line with at least one intersecting plane;	

Code Section	Code Language	Rationale
	and e. Other architectural elements, other than color, glass or lighting, including varying texture and materials within the same building, or massing, window voids, or other elements the director finds compatible with the residential character of the zone. <u>D. Architectural Design. To ensure variety in architecture and to reduce the dominance of garages on the streetscape, applicants for new residential developments shall demonstrate compliance with the following provisions at the time of building permit application:</u> <u>1. Front façade variety. Dwellings with the same front façade located on the same side of a street shall be separated by no less than two (2) lots, and dwellings with the same front façade located on opposite sides of a street shall be separated by no less than two (2) lots, with the lot directly across the street not included in the two-lot calculation. In this context, the lot “directly across the street” means the lot with which the greatest portion of frontage aligns with the frontage of the subject lot.</u> <u>2. Front façade features. Every front façade shall contain a minimum of three (3) elements from the lists below to include a minimum of one (1) element from the structural elements list and at least one (1) element from the decorative elements list:</u> <u>a. Structural elements. Porches, dormers, gables, hipped/pitched roof, bay window, cupolas/towers, 16-inch offset, balconies, unique roofline via orientations (structure, pitch, etc.), vertical breaks/horizontal walls</u> <u>b. Decorative elements. Decorative garage doors, pillars/posts, decorative finish, contrasting materials, brick/rock accents, variable siding materials, shutters, plan reversal, other architectural elements, other than color, glass or lighting, including varying texture and materials within the same building, or massing, or window voids.</u> <u>The community development director may authorize</u>	

Code Section	Code Language	Rationale
	<u>another feature in lieu of one or more of the foregoing based on fact-specific analysis in the director's sole discretion.</u> <u>3. Housing within the same development that faces across a public or private street or right-of-way shall be the same type, i.e., single-family attached facing single-family attached or townhouses facing townhouses.</u> <u>4. Where houses are served by alleys, all garages and on-site parking shall be accessible from the alley and the facade of the house facing the public street shall be designed as the front of the house including, but not limited to, a primary building entrance consisting of inward swinging door(s), porch(es), window(s) and pathway(s) to the public sidewalks.</u>	
18.210.065	B. Architectural Design. Elevations that face major corridors as listed in subsection (A) shall demonstrate compliance with the following architectural design standards: 1. French doors or similar decorative door type having a minimum width of six feet; 2. Minimum of one hundred twenty-square foot covered deck/patio with roof material matching the residential structure roof and wood or brick or stone decorative supports; 3. Minimum of three planes with vertical breaks on the rear facade with a minimum of fifteen percent of each plane having a brick or stone surface; 4. Minimum of three planes on the roof that are visible from major corridors as listed in subsection (A) with a minimum of one gable end peak; 5. All windows shall be trimmed; 6. All wall openings, regardless of visibility from a public right-of-way, shall have contrasting trim and/or shutters, or another feature approved by the community development director; 7. Other elements the director finds to be compatible with the	Remove additional architectural design provisions along major corridors in favor of the updated architectural design standards in RDC 18.210.060, Neighborhood design standards. Add figure to landscaping standards (figure is attached, to be inserted beneath 18.210.065.D.1.e).

Code Section	Code Language	Rationale
	intent of providing visible architectural variety and interest as seen from major corridors as listed in subsection (A). <u>B. Architectural Design. The architectural design standards in RDC 18.210.060.C and RDC 18.210.060.D apply.</u> <u>D. Landscaping. The following standards are in addition to the requirements in RDC 18.725. Figure 18.210.065-1 is an example of design adhering to these standards.</u>	
RDC 18.230– Commercial Districts		
18.230.045	A. Dimensional standards shall comply with Table 18.230.035-1. Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.055-1 <u>18.725.050-1</u> .	Correct code reference.
18.230.080	D. Off-street parking lots containing fifty parking spaces or more in all commercial zones shall provide pedestal or wall-mounted Level 2, two hundred forty-volt electric vehicle chargers, or similar alternative fueling stations as approved by the planning director. Stations shall be provided at a ratio <u>minimum</u> of one station per fifty parking spaces up to a maximum of five such stations.	Clarify method to calculate required alternative fueling stations.
RDC 18.235 – Mixed-Use Districts (CMU, WMU, WLS, LRPV)		
18.235.020	E. Dimensional Standards. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
18.235.030	D. Site Requirements. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
18.235.040	F. Dimensional Standards. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.
18.235.060	F. Dimensional Standards. The following dimensional standards supersede those of the base zones. <u>Additional landscaping buffers may apply that exceed the minimum setbacks listed below; see RDC 18.725.050-1.</u>	Clarify which standards control when required landscaping and setbacks differ; match language in 18.230 Commercial Districts.

Code Section	Code Language	Rationale
RDC 18.240 – Employment Districts		
18.240.010	B. Employment Mixed Use Overlay (EMUO). The city recognizes that the optional development of master planned mixed use sites consistent with this chapter has the potential to increase employment opportunities within these zones. The city has created the employment mixed use overlay (EMUO) to provide for a mix of compatible light industrial, service, office, retail, and limited residential uses in certain areas designated within the IND or OFF <u>E</u> zone. The EMUO allows retail and residential uses that would otherwise be prohibited in the underlying IND or OFF <u>E</u> zoning district. Uses can achieve improved efficiency and flexibility beyond the base zones through the application of master planning opportunities. Master planning requires compliance with additional siting and performance standards.	Remove outdated references to IND and OFF zones, and replace with E zone.
18.240.110	B. General Applicability. The provisions of this section may be applied to any parcel or an aggregation of parcels under an applicant's common ownership or control of forty gross acres or greater that are designated EMUO on the RUACP map at the election of an applicant. In the event an applicant elects to file an EMUO master plan application instead of an IND or OFF <u>E</u> master plan application, the applicant shall comply with all of the provisions of this section and unless otherwise provided, Sections 18.240.020 through 18.240.095 of this chapter shall not apply. An EMUO master plan, at a minimum, shall address the following approval criteria:	Remove outdated references to IND and OFF zones, and replace with E zone.
	F. 11. Signs a. The requirements of Chapter 18.710 RDC applicable to the IND and OFF districts <u>E district</u> shall be met; provided however that entry or gateway signs along the perimeter of the mixed-use development identifying the development shall be allowed at the following locations, with a maximum sign area of three hundred fifty square feet at each location,	Remove outdated references to IND and OFF zones, and replace with E zone.

Code Section	Code Language	Rationale
	provided further that the maximum area of all entry or gateway signs for a mixed-use development shall be no greater than an amount equal to five square feet times the total net acreage for the mixed-use development:	
RDC 18.280 – Critical Areas Protection		
18.280.050	F. One original and three paper copies <u>copy</u> of all application materials, as well as electronic copies of all materials that include graphic and text files, are is required. <u>Electronic copies of all materials that include graphic and text files are required.</u>	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
18.280.070	D. Site Development. Development within the property utilizing density transfer may reduce the minimum lot size and minimum lot width and depth dimensions for the zone by up to twenty percent in order to accommodate the additional lots transferred. Within PUDs, any further reduction to lot size, or width or depth greater than twenty percent shall comply with RDC 18.401.100.A. Outside of PUDs, any further reduction to lot size, or width or depth greater than twenty percent shall be processed as a variance consistent with RDC 18.350.	Remove references to lot depth, which is not included in dimensional standard requirements.
RDC 18.310 – Procedures		
18.310.030	C. To initiate pre-application review, an applicant shall submit a completed form provided by the review authority for that purpose, the required fee, and all information required by the relevant section(s) of the city code or recommended in writing by the review authority for the pre-application in question and other relevant information. The applicant shall provide one original and three paper copies <u>copy</u> of all application materials, as well as and electronic copies of all materials that include graphic and text files.	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
18.310.160	B. Exceptions. The provisions in this section do not apply to the following: 1. Recorded subdivision plats and short plats. See RDC 18.160.050 and 18.620.150. 2. Planned unit developments. See RDC 18.401.060.	Remove exemption to allow post-decision review provisions to apply to PUDs, rather than following a separate set of PUD modification standards.
RDC 18.350 – Modifications to Standards		
18.350.030	Any decision approving an adjustment request shall be in writing	Change format of approval criteria to clarify that

Code Section	Code Language	Rationale
	and supported by findings of fact and conclusions demonstrating that all of the criteria below have been satisfied: A. There are topographic or built conditions, such as steep slopes, wetlands, water areas, structures, streets, utilities, lot patterns, street patterns or similar conditions which justify departure from strict adherence to the standard to be modified; B. No significant adverse impacts to neighboring properties or to the environment will result from the modification; the cumulative effects of more than one adjustment shall be considered in this regard; C. The adjustment is consistent with sound engineering principles, and will be safe, practical and efficient; D. The modification is not contrary to the purpose section of this chapter, or to any applicable policy or provision of the RUACP or CFP; E. There are no other remedies prescribed in this title or the City Engineering Standards to alleviate the practical problem identified in subsection (A) of this section; F. The proposed adjustment is the minimum necessary to resolve the identified problem; <u>and</u> G. The proposed adjustment is no greater than twenty percent of the relevant numeric standard; <u>OR</u> H. The adjustment is required to comply with other regulatory schemes, for example, state licensing, and subsections (B), (C), (D), and (G) of this section are satisfied.	compliance is required with either A-G or H.
RDC 18.401 – Planned Unit Developments		
18.401.040	A. Preliminary PUD application requirements. An application for a preliminary PUD shall include one original and three paper copies <u>copy</u> of all application materials, as well as electronic copies of all materials that include graphic and text files. <u>and electronic copies of all materials.</u>	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.

Code Section	Code Language	Rationale
18.401.060	18.401.060 — Modification of preliminary PUD: A. After final approval of a preliminary PUD, an applicant may submit an application for a modified final approval with the planning director: 1. The planning director may approve minor adjustments to the approved preliminary PUD through a Type II decision-making process. (See Chapter 18.310.070) 2. The hearing examiner shall approve or disapprove a final PUD with major modifications through a Type III review process consistent with RDC 18.310.080. The approval criteria for a major modification shall be those criteria covering the original approval of the permit which is subject to the proposed modification request. 3. An applicant shall not commence construction until the appropriate review authority approves a modified final PUD. B. The planning director shall determine whether a minor modification or major modification is required, based on criteria below. A minor modification shall not result in a deviation to a numeric performance standard of more than ten percent: 1. Minor Modification. The planning director may approve minor modifications to an approved preliminary or final PUD. Modifications are deemed minor if all the following criteria are satisfied: a. The modification will not result in more than a ten percent reduction in the amount of landscaping, buffering and open space, or the relocation of open space; b. No more than a ten percent reduction in the amount of parking is proposed; c. No more than a ten percent reduction of any landscape buffer, in width or density of planting, between the development and adjoining properties is proposed; d. No more than a ten percent increase in the total ground area covered by buildings or other impervious surfaces is proposed; e. No more than a ten percent change in the preservation of trees or other unique natural features which were required	Remove RDC 18.401.060, Modification of preliminary PUD, in favor of allowing PUDs to be modified using the post-decision review process to standardize the criteria used to modify decisions and eliminate conflict between sections.

Code Section	Code Language	Rationale
	to be preserved by the preliminary PUD approval is proposed; f. No structures are relocated closer to the perimeter of the site, to water bodies or to sensitive areas; and, g. No increase in traffic volumes or change in traffic patterns is proposed. Examples of minor modifications include but are not limited to lot line adjustments, minor relocation of buildings or landscaped areas, minor changes in phasing and timing, and minor changes in elevations of buildings. 2. Major Modifications. Major modifications are those adjustments which change the basic design, density, use, open space, appearance from streets or adjoining properties or other similar requirements or provisions. Major modification review is triggered if the applicant proposes to add additional land, increase density, increase the number of dwelling units or lots, change the location or number of access points, or substantially increases traffic volumes or a change in traffic pattern. Major modifications shall be processed as a Type III review pursuant to Chapter 18.310. (Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1178, § 2(Exh. A), 2-12-2015)	
18.401.080.A.	A. Density 1. The minimum density of residential development for any PUD shall be based on the allowable <u>minimum</u> density for the underlying zoning district. <u>Minimum density may only be reduced through the modification process in RDC 18.350, and may not be varied through the PUD process.</u> 2. The maximum density of residential development for any PUD shall be <u>the maximum density for the underlying zoning district, unless modified through the PUD process under RDC 18.401.100.A.6 or the critical areas density transfer provisions in RDC 18.280.070.</u>	Clarify density requirements in one location.

Code Section	Code Language	Rationale
18.401.080.C	1. Purpose. The development of the perimeter of the PUD shall achieve substantial compatibility with abutting residentially zoned properties so that there will be a graduated transition between existing and new residential development. 2. Applicability. This section shall apply to lots abutting the perimeter of the PUD and lots not separated from the perimeter by an open space tract with a minimum width of twenty feet, critical areas tract, public or private street, or similar intervening element, where the property abutting the PUD perimeter is zoned RLD or RMD, <u>and is less than five acres and greater than twenty thousand square feet at the time the PUD application is vested.</u> Exceptions: a. This section shall not apply where the proposed PUD lots abut mapped or platted critical areas on the abutting property. 3. Compatibility measures a. Building Lot size for lots subject to this section shall <u>comply with the minimum size established in RDC 18.401.100.A.4</u> not be less than 65 percent of that permitted in the underlying zone, and may not be modified or further reduced through the PUD or variance process; or b. Setbacks and coverage standards for perimeter lots shall meet the minimum requirements for the underlying zone and shall not be modified or reduced through the PUD or variance process. If the applicant proposes to reduce the perimeter lot sizes below 80 percent of that permitted in the underlying zone, the applicant will provide landscaping on the external public streets at a minimum of 15 feet wide to an L3 standard, with the exception of Pioneer Street, Hillhurst Road, and 45th Street/Royle Road, which are subject to RDC 18.210.065. c. <u>Allowed uses for perimeter lots in the RLD zone shall be limited to single-family detached residential.</u> Within a PUD in the RLD zones, only detached single-family dwellings, an open space tract with a minimum width of twenty feet, critical areas tract, public or private street, or similar intervening element as determined by the Community Development Director shall abut any property line external to the proposed PUD where the abutting property is less than five acres or greater than twenty thousand square feet and the	Revise and clarify perimeter compatibility standards for PUDs.

Code Section	Code Language	Rationale
	platting of the abutting property into less than five acres predates the proposed PUD.	
18.401.100.A	4. Lot size, <u>provided that no lot is less than 65 percent of the minimum lot area in the underlying zone, or 4,000 square feet, whichever is greater, except in the RMD-16 zone;</u>	Create a minimum lot size for all PUD lots except in the RMD-16 zone.
RDC 18.500 – Site Plan Review		
18.500.040	A. Basic site plan and binding site plan review applications shall be accompanied by one original and three paper copies <u>copy</u> of all required submittal materials, as well as and <u>and</u> one electronic copy of all materials including graphic and text files. B. Applications for minor site plan review shall be accompanied by one original and one paper copy of the submittal requirements of RDC 18.500.040.A as well as one electronic copy of all materials including graphic and text files. <u>and one electronic copy of all materials.</u>	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
RDC 18.610 – Short Plats		
18.610.020	B. The prospective subdivider shall submit one original and three paper copies <u>copy</u> of all application materials, as well as electronic copies of all materials that include graphic and text files to the city clerk and <u>and electronic copies of all materials.</u> The application shall contain the following:	Reduce number of hard copies and CDs required to save materials and facilitate the transition to online submittal.
RDC 18.620 – Procedure for Subdivision		
18.620.090	B. A Mylar, a sepi, and four paper copies of the map shall be provided, and shall include the following:	Reduce number of hard copies required to save materials and facilitate the transition to online submittal.
18.620.100	A. Each final plat submitted for approval shall be accompanied by an original reproducible drawing of the subdivision, three copies thereof, and a current title report, and required fees.	Reduce number of hard copies required to save materials and facilitate the transition to online submittal.
RDC 18.710 – Signs		

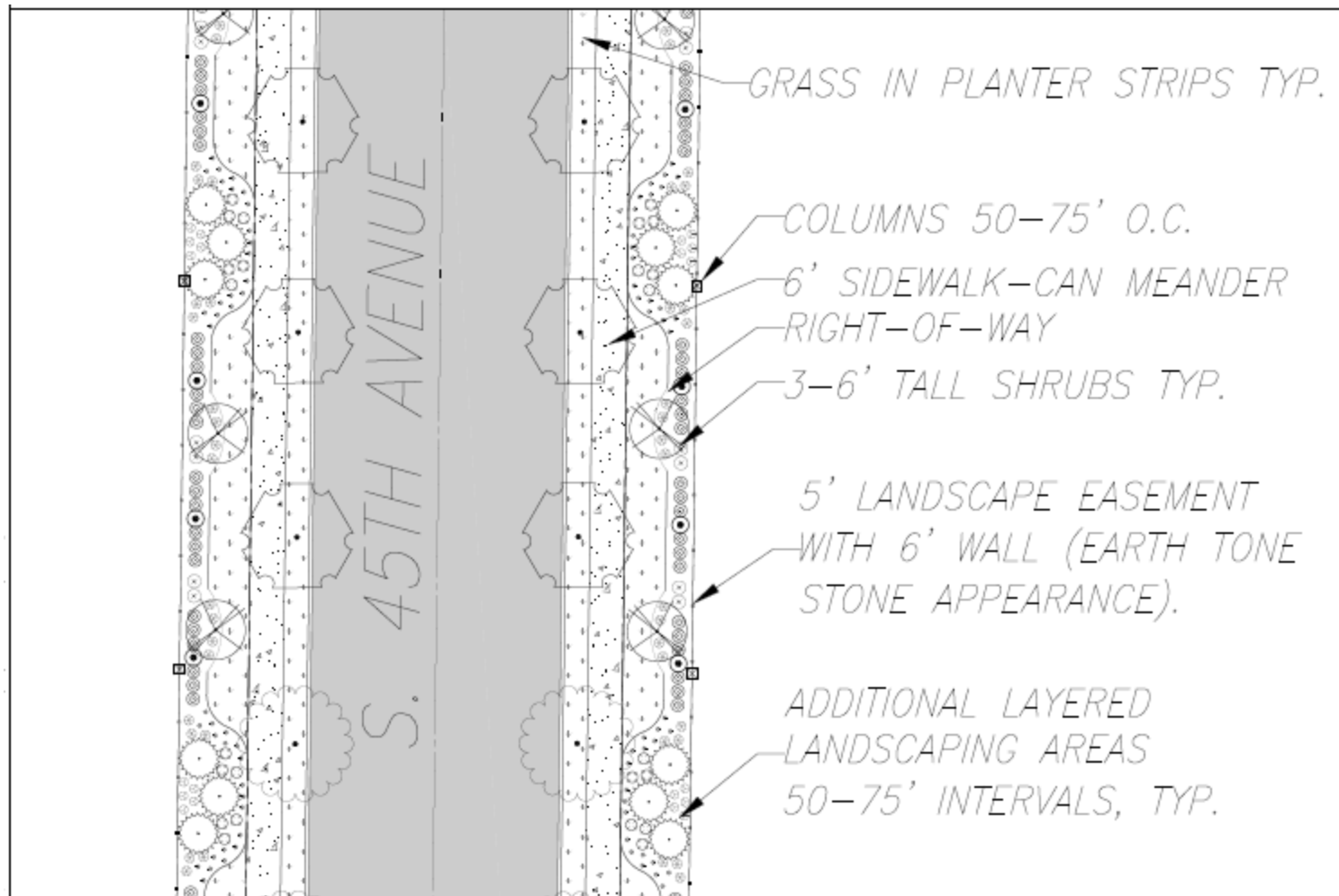
Code Section	Code Language	Rationale
18.710.210	C. Height by Zoning District 1. Sign height and maximum area is regulated by zoning district: a. Signs in the Commercial Regional Business (CRB) zone shall be a maximum of two hundred square feet in area and shall be no taller than fifty feet above grade. b. Signs in the Community Commercial Business (CCB) zone and Public Facilities (PF) zone shall be a maximum of one hundred square feet in area and shall be no taller than twenty feet above grade. c. Signs in the Commercial Neighborhood Business (CNB) zone, the Employment (E) zone, and properties with the Ridgefield Mixed Use Overlay (RMUO) when proposed for Mixed Use development shall be a maximum of seventy-five square feet and shall be no taller than twelve feet above grade. i. <u>Properties zoned Employment (E) that use up to fifteen percent of the gross property area for General Retail uses as defined by RDC 18.205.030.Q and are within 150 feet of Interstate 5 are eligible for a bonus in sign height up to a maximum of 25 feet from the natural grade, and a bonus in sign area up to a maximum of 200 square feet in area subject to the requirements below:</u> (a). <u>The retail component of any employment space using this bonus must be dedicated to the sale of products made on-site. The sign may only be used to advertise one business located on the same parcel as the sign.</u> (b). <u>The sign is placed on a monument-style base made of or covered with brick or stone, which extends at least the full width of the sign face and is a least one-fourth (1/4) of the total sign height. An alternate material may be approved by the Director if he or she finds that the material better</u>	Amend freestanding sign height requirements to allow height and size bonuses for freestanding signs associated with the sale of on-site-produced goods in the E zone. Correct typographical errors.

Code Section	Code Language	Rationale
	<u>reflects the materials and architecture of the closest or principal building on the site; and</u> <u>(c). The sign face is either non-illuminated, externally illuminated, or complies with both of the following standards for an internally illuminated sign:</u> <u>(i). The background of the sign is totally opaque, and only the graphics and/or text are illuminated; and</u> <u>(ii). The sign cabinet and the associated trim caps that secure and frame the sign face are dark bronze, black, or an earth tone color which reflects the color of the sign base and/or the color of the siding or trim of the building to which the sign applies.</u> <u>iii. Properties with the Ridgefield Mixed Use Overlay that are built to the standards of the underlying zone are subject to the requirements of the underlying zone.</u> 2. In zones other than Commercial Regional Business (CRB) a sign may be awarded a bonus of up to fifteen percent in allowable area, provided that all of the following conditions are satisfied: a. The sign is placed on a monument-style base made or covered with a brick or stone, which extends at least the full width of the sign face and is at least one-fourth of the total sign height. An alternate material may be approved by the director if he or she finds that the material better reflects the materials and architecture of the closest or principle <u>principal</u> building on the site; and b. The sign face is either non-illuminated, externally illuminated, or complies with both of the following standards for an internally illuminated sign: i. The background of the sign is totally opaque, only	

Code Section	Code Language	Rationale
	the graphics and/or text are illuminated; and ii. The sign cabinet and the associated trim caps that secure and frame the sign face are dark bronze, black, or an earth tone color which reflects the color of the sign base and/or the color of the siding or trim of the building to which the sign applies; and,	
RDC 18.715 – Exterior Lighting		
18.715.050	A. All light trespass is prohibited. <u>All exterior lighting fixtures and accent lighting shall be designed, installed, located and maintained such that there is no light trespass (see Figure 3 in 18.715.100).</u> C. All exterior lighting fixtures and accent lighting shall be designed, installed, located and maintained such that there is no light trespass (see Figure 3 in 18.715.100).	Consolidate light trespass requirements into one standard. Re-letter following sections.
RDC 18.725 – Landscaping		
18.725.050-1	Zone or Use	Correct table formatting. Site and parking area should be on separate lines.
	CRB Site <u>Parking Area</u>	
	CCB Site <u>Parking Area</u>	
	CNB Site <u>Parking Area</u>	
18.725.050	Table 18.725.050-1 Landscaping, Screening and Buffering Matrix ¹ Table Notes: <u>(1) When buffer standards and relevant setback standards do not match, the greater of the two shall apply.</u>	Clarify which standards control when required landscaping and setbacks differ. Renumber following table notes.
RDC 18.755 – Erosion Control		

Code Section	Code Language	Rationale
18.755.030	A. Provisions of this chapter apply to land-disturbing activities, as outlined in the Puget Sound Water Quality Manual, Chapter I-2, Sections I-2.1 through I-2.6 and Chapters II-2 through II-5 <u>2005 Stormwater Management Manual for Western Washington (Western Washington Manual), Volume I, Chapter 2, Section 2.5 and Volume II. Where provisions of this chapter or other city codes and ordinances conflict with the Puget Sound Manual Western Washington Manual, this chapter and city codes and ordinances will govern.</u>	Update reference to current stormwater manual.
18.755.040	“BMP Manual” means the most current issue of the Stormwater Management Manual for the Puget Sound Basin (The Technical Manual), Volume II, Erosion and Sediment Control, Chapter 1-2, Sections I-2.1 through I-2.6, Chapter II-2 through II-5 <u>2005 Stormwater Management Manual for Western Washington (Western Washington Manual), Volume II, Construction Stormwater Pollution Prevention.</u>	Update reference to current stormwater manual.
18.755.070.A	10. Any application that the director determines poses a high risk of erosion impacting adjacent properties, water bodies, or public rights-of-way, and those described in Chapter I-2 of the Puget Sound Manual <u>Volume I, Chapter 2, Section 2.4 of the Western Washington Manual.</u>	Update reference to current stormwater manual.

Exhibit 18.210.065-1.



18.205.030 - Limitations.

The limitations in this section serve to clarify any additional standards or conditions that apply to a given use as listed in Table 18.205.020-1 and defined in 18.100.

A. Accessory Dwelling Unit.

1. No lot may have more than one accessory dwelling.
2. The accessory dwelling unit may be located in the principal residence or in a detached structure on a lot that is at least five thousand square feet in area.
3. Accessory dwellings, whether attached or detached, shall be designed in the same style as the primary dwelling and shall use like kind materials on exterior elements.
4. The accessory dwelling unit shall not be larger than fifty percent of the living area of the primary residence.
5. An accessory dwelling unit in a detached structure shall be located behind the primary street facade of the primary dwelling.
6. The accessory dwelling unit shall not be subdivided or otherwise segregated in ownership from the primary residence.
7. The planning director shall process a request for accessory dwelling approval as Type II review consistent with Section 18.310.070.
 - i. An application for an accessory dwelling shall include a dimensioned site plan showing the location of the proposed dwelling on the subject property and its relationship to all property lines and easements on-site.
 - ii. In addition to the notice requirements of RDC 18.310.070, the city shall provide the applicable homeowner's association and/or the neighborhood association with notice of the application for accessory dwelling.
 - iii. Prior to approval of an accessory dwelling the planning director shall make the following findings:
 - a. The location of the accessory dwelling complies with the underlying zoning district setbacks, height restrictions, lot area coverage requirements, and other applicable zoning district standards.
 - b. Location of the accessory dwelling shall not interfere with any proposed public facilities or services or with private easements.
 - c. The proposed accessory dwelling does not adversely affect public health, safety, or welfare.
8. In the RMD-16 zone, only ADUs established prior to the adoption of this ordinance are permitted. When an ADU exists, it shall be counted as one unit for the purposes of density calculations.

B. Adult Use Facility.

1. Adult use facilities are subject to a Type I limited use review.
2. Adult use facilities are prohibited within four hundred feet of any residential zone, other adult use facility, school, licensed daycare, public park, community center, public library or church which conducts religious or educational classes for minors.

C. Artisan and Specialty Goods Production.

1. All uses require a Type I limited use review and shall provide a public viewing or a customer service space as defined below.

- a. Public viewing shall be accomplished with windows or glass doors covering at least twenty-five percent of the front of the building face abutting the street or indoor wall, allowing direct views of manufacturing; openings between the display or lobby area and manufacturing/work space may be reduced below twenty-five percent where fire rated separation requirements restrict opening size as determined by the planning official, or;
 - b. A customer service space includes, a showroom, tasting room, restaurant, or retail space.
 - c. Drive-through facilities are prohibited.
- D. Animal Kennel and Shelter.
 - 1. In the CRB and IND zones, animal kennels and shelters are allowed subject to a Type I limited use review provided the following standards are met:
 - a. Run areas shall be completely surrounded by an eight-foot solid wall or fence;
 - b. Kennels and shelters shall be on sites of thirty-five thousand square feet or more, and buildings used to house animals shall be a minimum distance of fifty feet from property lines abutting residential zones.
 - 2. In the CCB and CMU zones, animal kennels and shelters are allowed conditionally. The standards in RDC 18.205.030.D.1.a and b must be met.
- E. Bed and Breakfast.
 - 1. In the RLD and RMD zones, bed and breakfasts are allowed conditionally provided that the proposed use meets the following requirements:
 - a. The use is an accessory to the permanent residence of the operator.
 - b. Serves only breakfast and only to paying lodgers.
 - c. On-site sign size is limited to one non-illuminated identification sign, not exceeding four square feet.
 - 2. In the CNB, CCB, CRB, CMU, WMU and WLS zones, bed and breakfasts are permitted only as an accessory to residences lawfully established prior to the effective date of this code. Overnight lodging that does not include a permanent residence for the operator may be allowed as a hotel or motel.
- F. Boarding Houses. In an RLD-4, RLD-6, or RLD-8 zone, a maximum of two rooms may be rented to a maximum of two persons other than those occupying a single-family dwelling.
- G. Community Recreation and Social Facility.
 - 1. In the residential zones, any lighted facilities shall be set back a minimum of fifty feet from abutting residentially zoned property.
- H. Community Residential Facility (CRF).
 - 1. In the RLD-4, RLD-6, and RLD-8 zones, CRF-I are a conditionally permitted use. CRF-I are required to be a single-family structure compatible with the surrounding area. CRF-II are a prohibited use.
 - 2. In the CNB, CCB, and CMU zones, CRF-I and CRF-II are permitted uses, provided that uses are located in upper stories. No ground floor residential uses are allowed.
 - 3. Household arrangements that consist of six or fewer people, including small group homes, are included in the definition of 'family' in RDC 18.100. In a group home the number of people includes residents and each twenty-four staff hours.
- I. Conference Center.

1. A conference center is permitted conditionally in the residential zones and permitted outright in the CNB zone within a building listed on the National Register of Historic Places, the Washington Heritage Register, or the Clark County Heritage Register.
- J. Daycare facility.
1. Daycare I facilities are permitted in residential zones only as an accessory to residential use, subject to the following:
 - i. No outdoor play areas may be located within the front setback. All play areas shall be completely enclosed, with no openings except for gates, by a fence with a minimum height of forty-two inches.
 - ii. Hours of operation shall be restricted to ensure compatibility with surrounding development.
 - iii. Exterior alterations shall be in keeping with the residential character of the neighborhood.
 - iv. The site must provide a passenger loading area that is determined adequate by the Department of Early Learning (DEL) or other applicable state licensor.
 - v. Applicant shall obtain a city business license and concurrently obtain any required state license with the Washington State Department of Licensing with approval from the Washington State Department of Early Learning
 - vi. The permitted facility may display one sign, with a sign area of no greater than two square feet. The owner must obtain a sign permit per RDC 18.710.
 2. Daycare II facilities are permitted conditionally in residential zones, provided the applicant:
 - i. Completely encloses all outdoor play areas, with no openings except for gates, and a minimum height of six feet; and
 - ii. Sets back outdoor play equipment a minimum of twenty feet from property lines adjoining residential zones.
 - iii. Restrict the hours of operation to ensure compatibility with surrounding development.
 3. In the WLS zone, daycare I facilities are permitted only as an accessory to multifamily residential use, provided provisions of subsection (1) are met.
- K. Detention and Post-Detention Facility.
1. No work release facility shall be located closer than one mile from any public or private school servicing kindergarten through grade twelve students.
 2. SCTFs are permitted as an SCTF Special Use-Type III action granted by the city council, in the CRB and E zones provided:
 - a. The maximum number of residents in an SCTF shall be three persons, excluding resident staff.
 - b. SCTFs should be located in relationship to transportation facilities in a manner appropriate to their transportation needs.
 - c. In addition to meeting the noticing requirements specified in RDC 18.310.120, noticing for SCTF special use permit applications also includes mailing the notice of application to both residents and owners of real property located within one-half mile of the site.
 - d. In no case shall an SCTF be sited adjacent to, immediately across a street or parking lot from, or within six hundred feet of unobstructed sight distance or two hundred feet of risk potential activities or facilities as defined in this title in existence at the time a site is listed for consideration; provided, the two hundred-foot criteria shall not apply if the

state department of social and health services determines it is not needed to protect public safety.

The distances specified in this subsection shall be measured by following a straight line from the nearest point of the building in which the SCTF is to be located, to the nearest point of the property line of the lot occupied by the risk potential activity or facility.

- e. Each SCTF shall provide on-site dining, on-site laundry or laundry service, and on-site recreation to serve the residents.
- f. Applicants shall submit the following items in addition to the standard permit application:
 - i. The siting process used for the SCTF, including alternative locations considered.
 - ii. An analysis showing that utmost consideration was given to potential sites such that siting of the facility will have no undue impact on any one racial, cultural, or socioeconomic group, and that there will not be an over concentration of similar facilities in the city or a particular neighborhood.
 - iii. Proposed mitigation measures including the uses of extensive buffering from adjoining uses.
 - iv. Demonstration of an approved interlocal agreement between DSHS and the city of Ridgefield regarding security and operational procedures.
 - v. A schedule and analysis of all public input solicited during the siting process.
- g. Decision Criteria. A secure community transitional facility special use permit shall be granted by the city, only if the applicant demonstrates that:
 - i. The secure community transitional facility will not materially endanger the health, safety and welfare of the community;
 - ii. The siting of an SCTF shall not create an over-concentration within the city of Ridgefield, a particular neighborhood, or community of such uses as defined by Chapter 71.09 RCW, work release facilities, pre-release facilities or similar facilities including Level 1, 2, and 3 registered sex offender housing;
 - iii. The location, size and height of buildings, structures, walls and fences, and screening vegetation for the essential public facility shall not hinder or discourage the appropriate development or use of neighboring properties; and
 - iv. The essential public facility will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding areas or conditions can be established to mitigate adverse impacts.
- L. Duplex.
 - 1. In the RMD-16 zone, two or more duplexes must comply with either the multifamily standards in RDC 18.220 or the townhouse development standards in RDC 18.220.140.
- M. Eating and Drinking Establishment.
 - 1. In the RMD-16 district the use must abut a public collector or arterial street. Access is not permitted through a residential local street.
 - 2. In the E zone up to fifteen percent of the gross area of a property may be dedicated to eating and drinking establishments. The eating and drinking establishment shall be an accessory use to a primary use allowed outright or conditionally in the zone.
 - 3. In the WMU zone, drive-through restaurants are prohibited.
- N. Electric Vehicle Infrastructure. In the residential, CMU, WMU, WLS and P/OS zones, Level 1 and Level 2 charging is permitted as an accessory use to a lawfully established primary use. Rapid charging stations and battery exchange stations are prohibited.

- O. Emergency Services. In the residential and CNB zones:
1. Any buildings from which firefighting equipment emerges onto a street shall maintain a distance of thirty-five feet from the street;
 2. Outdoor storage is not permitted; and
 3. If a fire facility abuts both an arterial and a non-arterial street, all access and egress shall be via the arterial.
- P.

	Funeral	Home/Crematorium/ Columbarium/Cemetery.
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1. In the residential zones:
 - a. Funeral homes, crematoria, columbaria, and cemeteries are allowed conditionally as an accessory to a church or other religious use, provided that the area dedicated to the use may not be counted toward the required landscaping.
 - b. Permanent structures must be set back a minimum of one hundred feet from adjoining residential zones and uses.
 2. In the P/OS and PF zones, funeral homes, crematoria, columbaria and cemeteries are permitted outright, provided permanent structures are setback a minimum of one hundred feet from adjoining residential zones and uses.
- Q. General Retail Trade/Services.
1. In the E zone no more than fifteen percent of the gross area of a property may be dedicated to general retail uses. The retail use is permitted outright as an accessory use to a primary use allowed outright or conditionally in the zone. All other retail uses are permitted conditionally.
 2. In the WMU zone, high-impact commercial uses such as outdoor nurseries, lumber and building materials, farm equipment and similar uses that have large outdoor storage areas, significant truck traffic, and often rely on heavy equipment are prohibited. Other retail uses are allowed outright.
- R. Home occupation. Residents of a dwelling unit may conduct one or more home occupations as an accessory use(s), provided:
1. Exempted home occupations. Home occupations that occupy less than 25 percent of a residence (up to one thousand square feet of combined space) and generate no more than an average of one additional vehicle trip per day associated with the home occupation use, including trips by customers, delivery vehicles, employee vehicles for employees not residing at the residence, and vehicles used in association with the home occupation use excluding the residents' personal vehicles, are exempt from the home occupation permitting requirements of this section. The home occupation development standards of this section and the Ridgefield business license requirement still apply.
 2. Type I review. The planning director shall review the following home occupation requests through a Type I process, unless otherwise exempt, provided there are no on-site sales associated with the use and the home occupation is located outside of the WMU zone.
 - a. Offices, including but not limited to architects, engineers, lawyers, real estate agents, religious persons, salesmen, or authors.
 - b. Studios, including but not limited to artists, tailors, composers, crafts such as wood work or weaving.
 - c. Specialized instruction schools academic tutoring, foreign languages, art, dance, music, cooking, yoga, martial arts and related disciplines that do not exceed four students at any one time.

- d. Uses the planning director finds to be materially similar to the above-listed uses.
3. Type II Review.
- a. The planning director shall review all home occupation requests not described in subsections (1) or (2) as a Type II process for compliance with subsection (4) and other requirements of this section.
 - b. The planning director may elevate a home occupation request described in subsection (2) to a Type II review process if the proposed use involves an issue of broad public interest warranting public notice.
 - c. In addition to the notice requirements of RDC 18.310.070, the planning director shall provide notice of the pending application to:
 - i. Any developer or active homeowners association for the subdivision in which the dwelling is located; and
 - ii. Any neighborhood association registered with the city clerk's office, whose geographic boundaries include the subject dwelling.
 - d. The planning director shall review all home occupation requests located in a dwelling within the WMU zone as a Type II process. For consideration of a home occupation in the WMU zone, a resolution in support of the proposed use adopted by the port commission stating the use is consistent with the master plan shall be required.
4. Site and Use Limitations. In addition to the applicable base zone standards, all home occupations are subject to the following limitations:
- a. The principal operator of the home occupation must be a full-time resident of the dwelling.
 - b. A home occupation use may not employ more than one full-time equivalent employee who is not a resident of the dwelling unit.
 - c. Except for articles produced on the premises, no stock in trade shall be displayed or sold on the premises.
 - d. All home occupation business activity, including storage, shall be conducted indoors within the dwelling or accessory structures, except for plants and materials directly needed for the cultivation of plants essential to the home occupation use. No outdoor display of goods or outside storage of equipment or materials used in the home occupation shall be permitted.
 - e. The total area devoted to all home occupation activity shall not exceed twenty-five percent of the combined floor area of the dwelling, garage and accessory structures, or one thousand square feet, whichever is less.
 - f. No alteration to the exterior of the principal residential building shall be made which changes the residential character of a dwelling.
 - g. The home occupation use may not increase vehicular traffic flow or on-street parking by more than two nonresident vehicles per hour, or an average of six total vehicles per day. Nonresident vehicles include customers, delivery vehicles, employee vehicles for employees not residing at the residence, and vehicles used in association with the home occupation use excluding the residents' personal vehicles.
 - h. Vehicles used in association with the home occupation use and stored at the residence shall be restricted to standard non-commercial cars, trucks, and vans. Only one such vehicle is allowed per home occupation. Such vehicles shall park in a legal on-site parking space and may not park within any required setback areas of the lot or on adjacent streets.

- i. The permitted home occupation use may display one sign, with a sign area of no greater than two square feet. The owner must obtain a sign permit per RDC 18.710.
- 5. The following activities are prohibited as home occupations:
 - a. Activities which use fireworks, ammunition or explosives on site;
 - b. Repair, sales, parking, or storage of automobiles, trucks larger than two tons, heavy equipment or boats, including auto body work or painting;
 - c. Overnight lodging;
 - d. Kennels and catteries;
 - e. Marijuana production, processing, or retail;
 - f. Medical cannabis collective gardens.
- 6. A home occupation shall not use electrical or mechanical equipment that results in:
 - a. A change to the fire rating of the structure used for the home occupation, unless approved by the building department;
 - b. Visual or audible interference in radio or television receivers, or electronic equipment located off-premises;
 - c. Fluctuations in line voltage off-premises; or
 - d. Emissions such as dust, odor, bright lighting or noises greater than what is typically found in a neighborhood setting.
- 7. Business License Required. The operator of a home occupation use shall apply annually for a Ridgefield business license. A home occupation use permit shall expire if the business license is not renewed within two months of its expiration.
- 8. A home occupation permit shall expire if the home occupation for which it is granted does not operate as a business for a period of twelve consecutive months.
- S. Hospital.
 - 1. In the CCB, CRB, and E zones, hospitals are allowed only following city council approval of a development agreement between the applicant and the city. A development agreement is required to describe mitigation for potential impacts on neighboring uses and public services consistent with any land use and environmental approvals and permits. The development agreement shall meet the requirements of RDC 18.310.150, address the full range of impacts of the proposed use and may address other matters associated with the hospital use, including but not limited to:
 - i. Description of proposed uses and facilities, including building sites, size and bulk.
 - ii. Circulation, transportation and parking plans.
 - iii. Any requested variances to the RDC.
 - iv. Plans for minimizing impacts on neighboring users.
 - v. Plans for storage and disposal of hazardous materials meeting the applicable requirements of RCW 70.105.
 - vi. Trip reservation.
 - vii. Vesting.
 - viii. System development charge and impact fee credits.
 - ix. The development agreement shall also include a site plan satisfying all requirements of RDC 18.500.040 if the proposed project requires site plan approval.

2. When located in the CMU and CNB zones, hospitals are allowed only as a re-use of a nonresidential facility; and burning of refuse or hazardous waste is prohibited.
- T. Interim Recycling Facility.
1. In the RLD-4, RLD-6, RLD-8, RMD-16, CNB and CMU zones, only drop box facilities accessory to a public or community use such as a school, fire station or community center shall be allowed as a permitted use.
 2. In the CCB, CRB, OFF, E and PF zones:
 - a. Drop box facilities for the collection and temporary storage of recyclable materials are allowed outright as an accessory use.
 - b. For all other facilities, all processing and storage of material shall be within enclosed buildings. Yard waste processing is not permitted. Proposed facilities shall be processed as a Type II limited use review.
 3. In the E and PF zones, any other facilities not meeting the standards of subsection (2) may be permitted conditionally.
- U. Motor Vehicle Related Uses. In the WMU and WLS zones, only sales, rental, leasing, repair and service of watercraft are permitted outright. Sales, rental, leasing, repair and service of automobiles, light trucks, mobile homes, and recreational vehicles are prohibited.
- V. Multifamily Residential.
1. In the CNB, CCB, and OFF zones, residential uses are allowed conditionally. Residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre.
 2. In the CMU and WLS zones, residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre.
 3. In the WMU zone, no ground floor residences or residential uses are permitted. Multifamily residential uses are permitted only as upper story living units, not less than four units per net acre nor more than eighteen units per net acre.
- W. Office.
1. In the WMU zone, drive-through banks are prohibited.
- X. Park and Ride Lots.
1. In the RLD-4, RLD-6, RLD-8, RMD-16, CNB and CMU zones, park and ride lots are subject to a Type I limited use review and must meet the following standards:
 - a. Park and ride lots may be sited on an existing parking lot or in conjunction with a publicly owned or nonprofit facility (i.e., church, social service agency, etc.) as a permitted use.
 - b. New park and ride lots (not including new park and ride facilities located on existing parking lots) are subject to site plan review pursuant to RDC 18.500 and shall:
 - i. Be limited to fifty stalls in the RLD or RMD zones;
 - ii. Provide screening and/or landscaping on interior setbacks that abut residentially zoned properties; and
 - iii. Provide additional landscaping along street frontages; and
 - iv. Direct lighting to the interior of the site and away from adjacent residentially zoned properties, as required by RDC 18.715.
- Y. Public Agency or Utility Yard.

1. In the CRB, WLS and E zones, utility yards are permitted only when co-located with utility offices.
 2. In the WMU zone, public agency and utility yards may include storage of port-related machinery and equipment, and production and assembly of materials and equipment for port business. Port-related use may include fabrication of parts and storage of materials for use in fabrication of parts as a permitted use.
- Z. Recreational Vehicle (Single). Persons may occupy a recreational vehicle (RV), parked on a lot, for up to two weeks per year with the permission of the property owner. The following standards apply:
1. Only one RV may be occupied on a lot at any time.
 2. Occupancy is subject to the city's animal, public health, and nuisance standards.
 3. An occupied RV shall be parked on-street or in allowed off-street parking areas outside of required setbacks.
 4. Commercial activity is not permitted in the RV.
 5. RVs shall not use generators while parked in a residential zone.
 6. Unoccupied RVs may be parked off-street in any zone in any parking areas meeting the requirements of RDC 18.720. In the RLD zones, RV parking is subject to the provisions of RDC 18.210.030.C.3.
- AA. Recreational Vehicle Parks. In the WMU zone, recreational vehicle parks are limited to no more than twenty-five percent of the total area zoned WMU, whether in a single location or multiple locations within the zone.
- BB. School: Elementary/Middle/High. In the PF zone, schools are a permitted use. Modular classroom units shall be reviewed through a Type I limited use review and site plan review, consistent with RDC 18.500.
- CC. Single-Family Attached Residential.
1. Single-family attached dwellings in the RLD-4, RLD-6, RLD-8 and RMD-16 zones must meet the standards of RDC 18.220.140.
 2. In the RLD-4, RLD-6, RLD-8, and RMD-16 zones, single-family attached residential development must meet the density standards of the zone.
 3. In the CMU and WMU zone, only live/work units where the associated business is allowed as a permitted or limited use are allowed, provided the residence is not located on the ground floor. No ground floor residences or residential uses are permitted.
- DD. Single-Family Detached Residential.
1. In the RMD zone, single-family detached residential development shall only be approved if the minimum density standard of the RMD-16 zone are met.
 2. Only single story structures are permitted.
- EE. Specialized Instruction and Vocational School.
1. In the RLD-4, RLD-6, RLD-8 and RMD-16 zones, specialized instruction schools are permitted conditionally provided:
 - a. The number of students is limited to twelve at one time; (Schools serving four or fewer students are permitted as a home occupation.)
 - b. Fifty percent or more of the instruction area shall be within an enclosed structure; and
 - c. Structures and areas used for instruction must be set back a minimum of twenty-five feet from property lines.

FF. Tent Cities.

1. The use shall be authorized by a temporary and revocable use permit reviewed through a Type II decision, not to exceed ninety days during one calendar year.
2. A minimum of two weeks prior to application submittal, the applicant shall hold a neighborhood information meeting on, or as close to as possible, the site on which the tent city will be located. The city manager shall approve the time and location of the meeting and the applicant shall notify all property owners within one thousand feet of the proposed site by U.S. Mail at least fourteen days prior to the information meeting. This meeting shall supersede the notification required for a Type II review by RDC 18.310.070.
3. The applicant shall provide sanitary portable toilets, potable water, trash receptacles, hand-washing facilities, and food and security facilities sufficient to satisfy applicable local and county health regulations.
4. Tent cities are not permitted in critical areas or buffers.
5. Permanent structures are prohibited.
6. The maximum size of a tent city is one hundred occupants. The city may limit the size of the tent city based upon site conditions and public health and safety regulations.
7. Parking for vehicles shall be adequate to serve the numbers of vehicles generated by the use and shall be fully contained on-site.
8. The tent city shall be adequately buffered and screened from adjacent right-of-way and residential properties. Screening shall be a minimum height of six feet and may include, but is not limited to, a combination of fencing, landscaping, or existing buildings.

GG. Utility Facility.

1. In the RLD-4, RLD-6, RLD-8, RMD-16, CNB, CMU, WMU, WLS, OFF and P/OS zones:
 - a. Minor utilities are permitted outright subject to the site plan review requirements of RDC 18.500.
 - b. Major utility facilities are permitted conditionally.
2. In the WMU zone, municipal wastewater treatment facilities are prohibited.

HH. Veterinary Clinic and Hospital. Veterinary clinics and hospitals are permitted under the following provisions:

1. No burning of refuse or dead animals is allowed.
2. The portion of the building or structure in which animals are kept or treated shall be constructed so as to prevent incursion of noise from animals into any residential zone.
3. All run areas shall be surrounded by an eight-foot solid wall and surfaced with concrete or other impervious material.
4. The provisions of RMC Chapter 7 relative to animal keeping are met.
5. Clinics and hospitals whose activities are conducted wholly indoors shall be reviewed through a Type I limited use process, while those with any outdoor uses, excluding parking or landscaping, shall be reviewed through a Type II limited use process.

II. Wireless Communication Facilities. See RDC 18.760 Wireless Communication Facilities for applicable regulations.

(Ord. No. 1132, § 2(Exh. A), 7-11-2013; Ord. No. 1163, § 2(Att.), 10-23-2014; Ord. No. 1164, § 2(Att.), 10-23-2014; Ord. No. 1178, § 2(Exh. A), 2-12-2015; Ord. No. 1226, § 2(Exh. A), 12-15-2016; Ord. No. 1232, § 2(Exh. A), 4-27-2017)

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: November 01, 2017
ITEM: STAFF REPORTS
AGENDA ITEM TITLE: Community Development Report

SUMMARY/BACKGROUND:

STAFF CONTACT: Lindsay Judd, Permit Technician
ATTACHMENTS:

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

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