



**RIDGEFIELD PLANNING COMMISSION
MEETING AGENDA**

**Wednesday, October 5, 2016
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 items not on the agenda 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. Minutes -**

IV. BUSINESS

The public is invited to comment on business items at the conclusion of Council discussion prior to the vote. In cases where public record has been closed, no additional comments may be received.

- 1. Employment Zone -**
- 2. RDC Updates - JEFF NITEN, COMMUNITY DEVELOPMENT DIRECTOR**
- 3. Sign Code Update -**

V. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding items not on the agenda 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. CDD Report -**

VII. FROM THE COMMISSION

VIII. ADJOURN

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: October 05, 2016
ITEM: CONSENT AGENDA
AGENDA ITEM TITLE: Minutes

SUMMARY/BACKGROUND:

STAFF CONTACT: Lindsay Regan, Permit Technician
ATTACHMENTS: 9-7-2016 (PDF)



CITY OF RIDGEFIELD, WASHINGTON
Planning Commission MEETING MINUTES
September 7, 2016

Regular Meeting - 6:30 PM

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

FLAG SALUTE

ROLL CALL - [6:28 PM](#)

Attendee Name	Title	Status	Arrived
Mark Burton	Commissioner	Present	
Jerry Bush	Chair	Present	
Jason Carnell	Commissioner	Present	
Stan Okinaka	Commissioner	Present	
Victoria Haugen	Commissioner	Present	
Whitney Jones	Commissioner	Present	
Paul Young	Commissioner	Present	

Paul Young was sworn into the Planning Commission.

LATE CHANGES TO THE AGENDA

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

None

CONSENT AGENDA - [6:32 PM](#)

1. Meeting Minutes - [6:32 PM](#)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Stan Okinaka, Commissioner
SECONDER:	Victoria Haugen, Commissioner
AYES:	Burton, Bush, Carnell, Okinaka, Haugen, Jones, Young

BUSINESS - [6:32 PM](#)

1. Public Hearing on Pioneer Mixed Use-Overlay (Discussion & Recommendation) - [6:52 PM](#)

Elizabeth Decker - Consulting Planner
 Provided a staff report to the Commission

Attachment: 9-7-2016 (1121 : Minutes)

The purpose of the Pioneer Mixed Use Overlay is to encourage development of mixed-use notes outside the central city in the Pioneer & 45th and Ridgefield Junction subareas. Mixed-use site are intended to combine commercial, residential and office uses on site distinguished by high-quality architectural and site design that integrate common open areas, connections between uses and to adjacent site, and a sensitive response to environmental features.

Open Hearing 7:08

Rod Hathaway

2496 S 31st Ct

Ridgefield, WA 98642

Question regarding higher density residential

What are the accommodations for the present and future for electrical vehicles?

Joe Melo

Hinton Development

14010-A NE 3rd Ct

Vancouver, WA 98685

Attended stakeholder meeting

Expressed appreciation to Jeff Niten and Elizabeth Decker

Show public support for the density proposed

Purpose to create walking communities and you need housing to do this

Cheryl Mitchel

3729 S 15th ST

Ridgefield, WA 98642

Looking at Pioneer Canyon the housing varies

Can anyone say how many houses per acre were there to begin with and how many houses per acre going towards the street?

Against high density, you can go out in nature to go on walks

There will be no beautiful scenery with all these houses

Promoting to get more space

Don't want to lose the beauty of what we have and that is what we are going to lose

Close Hearing 7:14

Commission discussed the Pioneer Mixed Use-Overlay and asked staff questions regarding outside storage, clarification and specifics on the outside spaces requirements, and requested a frequently asked questions pamphlet.

Staff responded to the Commissions comment as well as public comments regarding electrical vehicles within the city, the density in Pioneer Canyon, State requirement of units per acre in Ridgefield, and the specificities of outside space requirements and storage. The city will also be creating a webpage for frequently asked questions.

Attachment: 9-7-2016 (1121 : Minutes)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Burton, Commissioner
SECONDER:	Jason Carnell, Commissioner
AYES:	Burton, Bush, Carnell, Okinaka, Haugen, Jones, Young

2. Public Hearing on Commercial Design Standards (Discussion & Recommendation) - [6:35 PM](#)

Jeff Niten - Community Development Director
 Provided a staff report to the Commission

The design standards of this chapter are intended to encourage building design and site planning so that development relates visually and physically to the surrounding area, compliments the existing character of specific neighborhoods, and promotes pedestrian activity. The standards are also intended to provide options that allow for creativity and diversity in project design and increase public awareness of design options while ensuring the goals and intent of the Comprehensive Plan are met. The design elements are intended to foster a cohesive pattern of development that supports pedestrian activity. These standards shall apply to property zoned Commercial Neighborhood Business (CNB), Commercial Community Business (CCB), and Commercial Regional Business (CRB) within the City boundary.

Open Hearing 6:46

Joe Melo
 Hinton Development
 14010-A NE 3rd Ct
 Vancouver, WA 98685
 Tilt up verbiage does not preclude tilt up construction
 You can put nice effects into it and it helps bring down the cause
 Cap on the roofs-can we parapet walls to hid HVAC units
 It gets expensive when you have to cap every roof
 Don't make it so hard that is difficult to build in Ridgefield due to the cost

Close Hearing 6:50

Jeff Niten discussed that tilt up walls are not prohibited if they meet the standards of the code and discussed options.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jason Carnell, Commissioner
SECONDER:	Stan Okinaka, Commissioner
AYES:	Burton, Bush, Carnell, Okinaka, Haugen, Jones, Young

3. Parks and Trails Design Standards & Development Process (Discussion) - [7:33 PM](#)

Elizabeth Decker – Planning Consultant
 Provided a PowerPoint presentation to the Commission

In the coming 20 years, the City of Ridgefield is forecast to grow by over 19,000 people. Growth will spur development across the city, converting vacant or low-density property into neighborhoods and businesses. It is imperative that the City acquires parkland across the city during this period of physical and population growth, both to secure land rather than see it developed, and to provide parks for the growing population.

Trail standards are intended to provide greater detail and specificity to guide development of the trail network mapped in this plan and the general principles for recreational trails. The standards in this sector are intended to help guide trail development through the land use development process governed by Ridgefield Development Code (RDC) and trail development initiated by the City.

Commission asked staff questions regarding trail signage, trail connectivity, and safety concerns. Staff responded that signage will be addressed and the city is working on safety measures during trail design.

PUBLIC COMMENT - [7:56 PM](#)

Rod Hathaway
2496 S 31st Ct

Once this has been accepted who is responsible for maintaining the trails?

Cheryl Mitchel

Safety is a concern about the trails

Suggests that bike paths are created for parks on the outer edges of the city
Equestrian facilities and trails may be something the city should look into

Staff informed the public that equestrian trails have been discussed and put into the proposal. Staff also discussed that the city will be maintaining the trails.

STAFF REPORTS - [8:01 PM](#)

1. Community Development Department Update - [8:01 PM](#)

Jeff Niten provided an update.

FROM THE COMMISSION - [8:03 PM](#)

1. Commissioner Updates

Commissioner Burton – Port of Ridgefield - Building plans submitted for the 11th street WDFW building. Discussed dark fiber and what this is going to bring to Ridgefield.

Commissioner Carnell - Main Street - Meeting last week.

Commissioner Haugen – Junction Association - Discussion of traffic and expected growth of the Ridgefield area. School bond discussion.

Commissioner Okinaka - Main Street - Focus is on Oktoberfest this week, board approved to put together another video, going forward with becoming a full member of the statewide Main Street association.

Commissioner Jones - Stakeholder Group - Completed

ADJOURN - [8:09 PM](#)

Lindsay Regan, Permit Technician

Jerry Bush, Chair

Attachment: 9-7-2016 (1121 : Minutes)

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: October 05, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: Employment Zone

SUMMARY/BACKGROUND:

Part of the adopted Comprehensive Growth Management Plan included an Employment (E) zone. The concept behind the Employment zone concept was to combine both the light industrial zoning category, and the Office category and create additional flexibility while still maintaining the standards Ridgefield has adopted for employment uses in the city. The standards for the two zones for lot sizes, frontage requirements, building setbacks, etc. have not changed. The only change in this new proposed combined code is the setback provision for adjacent lots. In the current code adjacent lots with the same zone could reduce the side setback to zero feet. In the new proposed code there is a concern that outdoor storage areas could be located directly adjacent to an office development. The proposal seeks to mitigate that concern by requiring a 10 foot wide landscape buffer in any area that is proposed for outdoor storage.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Chapter_18.240___EMPLOYMENT_ZONE_Strikethrough (DOCX)

Chapter 18.240 - EMPLOYMENT DISTRICTS (~~IND, OFF~~ E)

18.240.010 - Purpose.

The city of Ridgefield recognizes lands within the industrial (~~IND~~) and office (~~OFF~~) districts employment (E) district as a regional employment resources. Because such resources are limited, these districts are designed to conserve land for job-creating opportunities. ~~Both The districts substantially limits retail, commercial, and residential developments, which incrementally decrease the limited supply of vacant, buildable employment land in the city.~~

~~A. Industrial District (IND). This district provides for a wide range of employment-generating uses, such as light manufacturing and processing, wholesale trade and warehousing, research and corporate offices and supporting enterprises. The IND district expressly prohibits retail commercial enterprises which cater to the general public, including membership retail operations and businesses which have potentially high parking demands.~~

~~B. Office District (OFF). The OFF district is intended to provide for a wide range of nonretail employment opportunities. The district provides for development of employment intensive, light manufacturing, wholesale trade, warehousing, business and professional services, research, business and corporate offices, and supporting enterprises. The OFF district expressly prohibits retail commercial enterprises which cater to the general public, including membership retail operations. This district does not allow businesses which have high nuisance factors.~~

A. Employment District (E). This district provides for a wide range of employment generating uses such as light manufacturing and processing, wholesale trade and warehousing, research and corporate offices, business and professional services, and supporting enterprises. The district expressly prohibits retail enterprises which cater to the general public including membership retail operations.

~~CB.~~ 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 zone. The EMUO allows retail and residential uses that would otherwise be prohibited in the underlying IND or OFF 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.

18.240.015 - Applicability.

~~A. The IND zoning district implements the light industrial (ML) comprehensive plan designation and shall be applied to all newly annexed ML lands.~~

~~B. The OFF zoning district implements the office park/business park (OP) comprehensive plan designation and shall be applied to all newly annexed OP lands.~~

A. The E zoning district implements the Employment (EP) comprehensive plan designation and shall be applied to all newly annexed EP lands.

~~CB.~~ Full site improvements are required for parking, lighting, landscaping, walkways, storage space, and service areas if a development proposal is:

1. New development;
2. Expanding the square footage of an existing structure by twenty percent; or
3. The construction valuation is fifty percent of the existing site and building valuation.

18.240.020 - Master planning standards.

- A. Master planning is required for EMUO projects. EMUO master plans shall comply with Section 18.240.110 RDC.
- B. Non-EMUO Master Plans. An ~~OFF~~ or IND E project comprising twenty or more acres as either one parcel or parcels under common ownership or control shall be subject to the following master plan requirements. The term 'project' applies to development review, such as site planning, and does not apply to subdivision of land.
 - 1. Criteria. The master plan, at a minimum, shall address the following approval criteria:
 - a. The master plan shall demonstrate site compliance with Chapter 18.280, Critical Areas.
 - b. Adequate access shall be provided for vehicular, transit, pedestrian and bicycle transportation to each property within the master planning area. The circulation plan shall show proposed lot patterns, storage areas and building footprints, and shall address vehicular, transit, pedestrian and bicycle transportation, access limitation and engineering issues.
 - c. The master plan shall show how capital facilities (sanitary sewer, water, storm drainage) and utilities can be provided efficiently to the site, consistent with city engineering standards and the RCFP.
 - 2. Review. Master plans shall be reviewed through a Type II site plan review consistent with RDC 18.500. Subdivision of land, not associated with development review, shall be reviewed through the subdivision review process.

18.240.030 - Uses.

- A. Uses within the ~~IND~~ and ~~OFF~~ E districts shall comply with RDC 18.205.

~~18.240.040 – Special use exceptions within the OFF district.~~

~~The planning director, through a Type II review process, may allow a use permitted within the IND district to be permitted within the OFF district, as provided in Table 18.205.020, if, as determined by the planning director:~~

- ~~1. The use requires at least fifty acres; and~~
- ~~2. The use will employ at least two hundred people within the next ten years;~~
- ~~3. The use will not have the effect, of detracting from the aesthetic or environmental value of the site for uses permitted in the OFF district by RDC 18.205.~~
- ~~4. There are no significant adverse on-site or off-site environmental impacts which cannot be effectively mitigated through the SEPA process.~~
- ~~5. All activities, except parking, open space or outdoor recreation, occur indoors.~~
- ~~6. Outdoor storage areas are effectively screened.~~
- ~~7. All dimensional and landscaping standards required by RDC 18.240.055 and 18.240.090 for the OFF district are met.~~

18.240.050 - Lot requirements.

- A. There are no minimum or maximum lot area, lot width or lot depth requirements in the ~~IND~~ and ~~OFF~~ E districts.

18.240.055 - Dimensional standards.

A. Dimensional standards shall comply with Table 18.240.055-1.

Table 18.240.055-1

STANDARDS	Office (OFF) Zone <u>E</u>	Industrial (IND) Zone
Min. Front Yard Setback (Street)	10 ft	10 ft
Min. Side and Rear Yard (Interior) Setback from E OFF and IND Zones	0 ft	0 ft
Min. Side and Rear Yard (Interior) Setback from residential zones	20 ft	20 ft
Min. Side and Rear Yard (Interior) Setback from all other zones	10 ft	15 ft
Min. Side and Rear Yard Setback from right-of-way	10 ft	10 ft
Max. Height	65 ft (1)	65 ft (1)
Max. Impervious Surface	85%	90%
Max. Residential Density. Residential units are allowed only above the ground floor	16 du/ net developable acre	Not allowed

Table Notes:

- (1) Where an ~~IND~~ E lot abuts a lot zoned for low density residential use buildings shall be stair-stepped back from the abutting residential zoning. To accomplish this, the maximum height allowed at the yard setback line shall be thirty-five feet, fifty feet at a line ten feet inward from the setback line and sixty-five feet at a distance of twenty feet from the setback line.

18.240.060 - Site and building design.

A. ~~OFF~~ E District Standards.

1. Building design shall reinforce the building's location adjacent to street edge and public space.

- ~~2. Where the lot abuts an arterial, minor arterial or collector street, all new buildings and additions increasing the square footage by fifty percent must have a minimum of fifty percent of the first floor facing the street treated with transparent windows or doors.~~
32. All blank walls facing an arterial, minor arterial or collector street shall be articulated in one or more of the following ways:
- Installing a vertical trellis in front of the wall with climbing vines or planting materials.
 - Providing a landscaped planting bed at and five feet wide in front of the wall with plant materials that can obscure at least twenty percent of the wall's surface within three years.
 - Providing texture or artwork (mosaic, mural, sculpture, relief, etc.) over the blank wall surface.
 - Other equivalent methods that provides for enhancement of the wall.
43. Where the lot abuts an arterial, minor arterial or collector street, at least one main entrance of a building shall face directly onto a sidewalk along a street. Entrances shall be made physically and visually inviting by incorporating a minimum of two of the following entry enhancement features:
- Additional landscaping equal to ten percent of required site landscaping within ten feet of either side of the entry;
 - At least two hundred square feet of paving materials different from the street sidewalk;
 - At least one hundred square feet of awning, marquee, or arcade over the entry;
 - At least two hundred square feet of pedestrian plaza with landscaping and benches that is attached to the entry;
 - Entry recessed from the facade surface by at least three feet; or
 - Accent lighting.
54. On lots fronting an intersection where at least one leg of the intersection is an arterial, minor arterial or collector street, the building shall accentuate the street-facing corner by including pedestrian access at the corner.
65. The following accessory structures shall be screened by a fence or landscaping to a value of eighty percent year-round opacity from public view along an arterial, minor arterial or collector street:
- All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities.
 - Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures.
 - Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.
76. Mechanical units, utility equipment, elevator equipment, and telecommunication equipment located on the roof shall be grouped together, incorporated into the roof design, and/or screened from adjacent walkways to a value of eighty percent year-round opacity.
- ~~B. IND District Standards.~~
- ~~1. Where the lot abuts an arterial, minor arterial or collector street:~~
- ~~At least one main entrance of a building shall face directly onto a sidewalk along a street. Entrances shall be made physically and visually inviting by incorporating at least one of the features listed in 18.240.060.A.4.~~

~~b. The following accessory structures shall be screened by a fence or landscaping to a value of eighty percent year round opacity from public view along an arterial, minor arterial or collector street:~~

~~i. All on-site service areas, loading zones, outdoor storage areas, garbage collection, recycling areas, and similar activities.~~

~~ii. Utility vaults, ground-mounted mechanical units, trash receptacles and other similar structures.~~

~~iii. Satellite dishes or pedestrian-oriented waste receptacles along walkways are not required to comply with this standard.~~

~~c. Mechanical units, utility equipment, elevator equipment, and telecommunication equipment located on the roof shall be grouped together, incorporated into the roof design, and/or screened from adjacent walkways to a value of eighty percent year round opacity.~~

~~GB.~~ Site configurations in the ~~IND and OFF E~~ zones shall avoid creating entrapment areas such as dead-end pathways where a pedestrian could be trapped by an aggressor.

~~DC.~~ In the ~~IND and OFF E~~ zones, the site and buildings shall provide sight lines to allow observation of outdoor spaces by building occupants. Buildings should be sited so that windows, balconies and entries overlook pedestrian routes and parking areas and allow for informal surveillance of these areas, where possible.

18.240.070 - Signs.

The city may permit signs subject to compliance with Chapter 18.710.

18.240.075 - Lighting.

- A. Lighting shall comply with the requirements of RDC 18.715.
- B. Parking area light post height shall not exceed twenty-five feet if the pole is located within twenty-five feet of a residential zone.
- C. All building entrances shall be illuminated.

18.240.080 - Off-street parking and loading.

- A. Off-street parking and loading shall be provided as required by RDC 18.720.
- B. No more than fifty percent of a lot abutting an arterial, minor arterial or collector street may dedicated to parking along the arterial or collector street frontage.
- C. On corner lots where one leg of the intersection is an arterial, minor arterial, or collector street, the parking area shall be no closer than the lesser of one hundred feet or twenty-five percent of the street frontage, measured horizontally along the frontage, from the intersecting rights-of-way of the arterial, minor arterial, or collector street with another street.
- D. Where the subject lot abuts a public street at the front and rear of the lot, the parking lot location shall take access from the street with the lowest street classification.
- E. Off-street loading is not permitted within twenty-five feet of a public right-of-way.

18.240.090 - Landscaping.

- A. Landscaping shall meet the requirements of RDC 18.725 and the requirements of this section.
- B. All new development projects within the ~~IND and OFF E~~ districts shall submit landscaping plans that meet the requirements of RDC 18.725.070.

- C. Beyond the requirements in RDC Table 18.725.050-1, landscaping buffers shall be provided as follows:
1. Where an ~~IND or OFF~~ E lot abuts an arterial, minor arterial or collector street, a twenty-five-foot buffer landscaped to a L2 standard shall be provided.
 2. Where an ~~IND~~ E lot is adjacent to another ~~IND~~ E lot, landscaped buffers along shared property lines not facing the street may be reduced to zero feet, except those site areas proposed for outdoor storage of materials.
 - a. Areas proposed for outdoor storage of materials shall provide a 10 foot landscape buffer to an L3 standard.
- D. Development within the ~~OFF and IND~~ E district shall ~~provide landscape~~ provide a minimum of fifteen percent of the gross site acreage, landscaping as follows:
- ~~a. OFF: Minimum of fifteen percent of the gross site acreage.~~
 - ~~b. IND: Minimum of ten percent of the gross site acreage.~~
- E. An applicant may offset the landscaping requirement by providing on-site recreation facilities for tenants and employees.
1. For every square foot of on-site recreational facilities provided, the development may offset the required landscaping area by one square foot, up to a maximum of fifty percent of the total site landscaping requirement.
 2. The offset may not be used to reduce landscaping buffers and setbacks required by RDC 18.240.090.C and 18.725.050.
 3. On-site recreation facilities may include, but are not limited to: trails, exercise stations, game courts (such as for basketball, volleyball, racquet ball or badminton), picnic tables, community garden plots, other active recreation facilities as defined by RDC 18.100, or other features determined by the ~~planning~~ Community Development ~~Director~~ to be materially similar to the above-listed facilities.
 - a. Community garden areas shall be fenced, and include a shared tool shed and water source for irrigation. Community gardens created under this section are not subject to the requirements of the city's community garden program.
 4. Recreation facilities must be accessible to employees and tenants, but does not have to be made available to general public.
 5. The business occupying the site shall maintain the recreation facilities in a fully functional condition.
 6. In the event that the property owner or developer elects to convert all or a portion of the recreation facilities to non-recreational use, the applicant shall install sufficient landscaping to replace the recreation areas so that the site meets the landscaping requirements of 18.240.090.D and 18.725.050. The city shall review the conversion proposal through a Type I site plan review process.
- F. Critical Areas Offset.
1. Critical areas shall be designated on a site plan and permanently protected through dedication to the city, a conservation easement or other binding instrument consistent with RDC 18.280.
 2. For every two square feet of protected critical area, the city may offset the required landscaping by one foot up to a maximum of fifty percent of the required landscape area. The critical area offset may not be applied to reduce the landscape buffers and setbacks required by RDC 18.240.090.C and 18.725.050.
- G. Combined Landscaping Offset. The on-site recreation facility and critical areas offsets may be used in combination but may not exceed fifty percent of the total required landscaped area.

- H. Installation and Maintenance. All required landscaping shall be installed prior to occupancy and continuously maintained as a condition of use by the owner or developer.

18.240.095 - Fences.

- A. Fences shall comply with the provisions of RDC 18.740.
- B. Fences designed for privacy, security, and/or screening shall be made of material that is compatible with the building design. For example, the building material may be repeated on fence columns and/or stringers.
- C. Fences for screening and security adjacent to sidewalk on an arterial, minor arterial or collector street may be used only in combination with trellis, landscaping, or other design alternatives to separate such fence from pedestrian environment.

18.240.100 - Performance standards.

No land or structure shall be used or occupied within this district unless there is continuing compliance with the following minimum performance standards:

- A. Maximum permissible noise levels shall be as determined by WAC 173.60, as amended.
- B. Vibration. Vibration other than that caused by highway vehicles which is discernible without instruments at the property line of the use concerned, is prohibited.
- C. Smoke and Particulate Matter. Air emissions must be approved by the Southwest Washington Air Pollution Control Authority.
- D. Heat and Glare. Except for exterior lighting, operations producing heat and glare shall be conducted entirely within an enclosed building.
- E. Administrative Review. As a condition for the granting of a building permit, at the request of the city information sufficient to determine the degree of compliance with the standards in this subsection shall be furnished by the applicant. Such information may include continuous records of operation, periodic checks to assure maintenance of standards, or special surveys.

18.240.110 - Special provisions for the employment mixed use overlay district.

- A. Purpose. The EMUO implements the employment mixed use designation in the RUACP and is intended to provide for a mix of compatible light industrial, service, office, retail, and residential uses. As further detailed in this chapter, the mix of uses is to be mutually supporting and pedestrian- and transit-oriented. Through the development standards described in Section 18.240.110(F), the EMUO promotes physical and functional integration, coordination, cohesive site planning and design that maximizes land use. It also encourages the development of a compact, active environment that is expected to:
1. Achieve the goals and objectives of the RUACP.
 2. Provide additional family wage employment opportunities.
 3. Enhance livability, environmental quality, and economic vitality.
 4. Maximize efficient use of public facilities and services.
 5. Accommodate medium and higher density housing when integrated into a master plan.
 6. Reduce the number of automobile trips and encourage alternative modes of transportation.
 7. Create a safe, attractive and convenient environment for living, working, recreating and traveling.
- 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 master plan application, the applicant shall comply with all of the provisions of this section and unless otherwise provided, Sections 18.240.020 through 18.240.100 of this chapter shall not apply. An EMUO master plan, at a minimum, shall address the following approval criteria:

1. Critical Areas. When development impacts lands regulated by RDC 18.280, Critical Areas, the development project shall comply with all applicable standards in 18.280.
2. Adequate access shall be provided for vehicles, transit, bicycles, and pedestrians to each property within the master planning area. The circulation plan shall address vehicular, bus, pedestrian and bicycle transportation, access limitation and engineering issues.
3. The EMUO master plan shall show how capital facilities (sanitary sewer, water, storm drainage) and utilities can be provided efficiently to the site, consistent with city engineering standards and the CFP.
4. Flag lots are specifically discouraged unless there is no reasonable alternative, as determined by the city engineer.
5. Each of the parcels within an approved EMUO master plan need not be contiguous provided that noncontiguous parcels are designed to achieve physical and functional integration as defined by this code with contiguous parcels within the master plan, that noncontiguous areas are geographically separated by no more than one mile, that development on noncontiguous parcels complies with all adopted EMUO development standards and provided that any noncontiguous parcel have a minimum size of forty gross acres or greater. Properties cannot be in a master plan if there is a built or natural barrier that does not allow the achievement of physical and functional integration.

C. EMUO Master Planning Process.

1. The purpose of the master planning process is to:
 - a. Assure that the proposed master plan is considered as a whole and conforms to the RUACP. The master plan may serve to allow flexibility of uses and development standards. Any other reviews needed for the development review process, such as conditional uses, plan amendments, subdivisions, variances or zone changes may be considered at the same time as the master plan; provided, that the applications for these other permits comply with the city's submittal requirements;
 - b. Assure that phased development is properly coordinated;
 - c. Provide the applicant with reliable assurances of the city's expectation for the overall project as a basis for the applicant's detailed planning and investment.
2. Requirements. An EMUO master plan must include a concept plan that shows the location and distribution of land uses and related facilities. The following components are required:
 - a. Boundaries of the Site and Existing Conditions. The master plan must show the current and potential future boundaries of the site for the duration of the master plan and existing conditions such as environmental constraints, utility services, existing structures and uses and existing transportation improvements.
 - b. General Statement. The master plan must include a narrative that generally describes the uses and site as well as expansion plans for the duration of the EMUO master plan. An applicant shall calculate the approximate net developable acres of proposed uses and net densities by type, area of public rights-of-way, the percentage of impervious surfaces and the approximate amount, location and type of sensitive lands impacted.
 - c. A SEPA Checklist.
 - d. Master Plan. The master plan must generally show the proposed division of land and distribution of proposed uses and the items described in subsections (C)(2)(a) and (b) of this section. Additional information may include:

- i. Conceptual plans for potential future uses;
 - ii. Conceptual plans for improvements planned in conjunction with the proposed use(s); and
 - iii. General locations of usable open space, any land proposed to be dedicated for open space, pedestrian and transit connection between the site and public or private streets serving the EMUO master plan and connecting to off-site open space, and internal circulation (both auto and pedestrian).
- e. Development Standards. The applicant may propose standards that will control development of the future uses that are in addition to or substitute for the requirements of this section as set forth in a duly approved development agreement pursuant to Section 18.240.120 of this chapter, provided they are consistent with the RUACP and RCFP. These include height limits, building orientation and design standards, setbacks, frontage, floor area ratio limits, landscaping requirements, parking requirements, signage, view corridors or facade treatment. The city reserves the right to reject all or part of the standards proposed.
- f. Phasing of Development. The master plan shall include the proposed development phases, probable sequence of future phases, estimated dates and interim uses of the property awaiting development. In addition, the plan shall identify any proposed temporary uses or locations of uses during construction periods.
- g. Transportation and Parking. The master plan shall include information on the following items for each phase:
 - i. Projected Transportation Impacts. This includes the expected number of trips (peak and daily), an analysis of the impact of those trips on the street system, and the proposed mitigation measures. Mitigation measures may include improvements to the street system or specific programs to reduce traffic impacts, including transportation demand management techniques, such as encouraging the use of public transit, carpool, vanpools, adjustment of work hours and other alternatives to single occupancy vehicles. A transportation impact study may be substituted for these requirements and shall be required for any development within a master plan that is projected to generate more than ten peak hour trips.
 - ii. Proposed Parking Impacts. This information includes: projected peak-hour parking demand, an analysis of this demand compared to proposed on-site and off-site parking supply, potential impacts to the on-street parking system and adjacent land uses and mitigation measures.
- h. Procedures.
 - i. Master plan preapplication meetings are required prior to submitting a conceptual master plan.
 - ii. The master plan review shall be processed in accordance with the procedures of a Type III land use review per this title.
 - iii. Type II site plan review is required for each phase of development within the master plan, unless otherwise specified herein.
 - iv. In lieu of compliance with the general modification procedures of Chapter 18.350 RDC, any modifications, additions or changes to an approved EMUO master plan are subject to the following:
 - a. Minor changes as defined in this subsection shall be reviewed as a Type I post-decision review process and a determination made by the planning director. To be considered minor, the modification must meet the following criteria:
 - i. A minor modification shall not result in a deviation to a numeric performance standard of more than ten percent. Examples of minor modifications include

but are not limited to minor relocation of buildings or landscaped areas, moving an approved use from one part of a master plan site to another part, minor changes in phasing and timing, and minor changes in elevations of buildings and also include modification that will result in:

- (A) No 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 to be preserved by the master plan approval is proposed;
 - (F) No structures are relocated closer to the perimeter of the site, to water bodies or to sensitive areas;
 - (G) No more than a ten percent increase in traffic volumes; and
 - (H) No more than a ten percent change in trip generation is proposed.
- b. Moderate changes that do not affect the general concept for development of the site as set out in the EMUO master plan shall be reviewed as a Type II post-decision review process. To be considered moderate, the modification must meet the following criteria:
- i. A moderate modification shall not result in a deviation to a numeric performance standard of more than twenty percent. Examples of moderate modifications are ones that will result in:
 - (A) No more than a twenty percent reduction in the amount of landscaping, buffering and open space, or the relocation of open space is proposed;
 - (B) No more than a twenty percent reduction in the amount of parking is proposed;
 - (C) No more than a twenty 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 twenty percent increase in the total ground area covered by buildings or other impervious surfaces is proposed;
 - (E) No more than a twenty percent change in the preservation of trees or other unique natural features which were required to be preserved by the preliminary master plan approval is proposed;
 - (F) No more than a twenty percent increase in traffic volumes; and
 - (G) No more than a twenty percent change in trip generation is proposed.
- c. Major changes that do not meet the above criteria for minor or moderate modifications shall be subject to a Type III land use review per this title, subject to fees in effect at the time of the change request application.
- v. Projects approved as part of an EMUO master plan do not require an additional public hearing on a project specific basis so long as the original master plan is followed unless a conditional use permit, variance or other permit in and of itself requires a Type III post-

decision review. Unless otherwise required, further review of master plan projects shall be conducted by means of a Type II—Site plan review process.

- D. Required Mix of Uses. A mix of uses, either within a single building or within a master plan, must be provided. In the case of a mix of uses within a single building, the percentage of allowable uses shall be calculated with reference to the gross square feet devoted to each type of use, and in the case of mix of uses in a master plan, the percentage of uses shall be calculated with reference to the net developable acres devoted to each type of use.

There is no maximum percentage of net developable acres devoted to employment uses that must be provided. The required mix of uses either within a single building or in a master plan shall include:

1. If an applicant for an EMUO master plan site elects to provide residential units within an EMUO master plan pursuant to this section, the following standards will apply:
 - a. Except as otherwise modified by RDC 18.240.110, the medium density residential districts provisions of Chapter 18.220 RDC shall apply to residential development within an EMUO master plan site.
 - b. Except as provided in Section 18.240.110(D)(2)(c) RDC, a maximum of one residential unit for each net developable acre of an EMUO master plan site shall be permitted within an EMUO master plan site.
 - c. For residential units located above the ground floor of a structure containing commercial or employment uses, one additional residential unit, over and above the allocation set forth in Section 18.240.100(D)(2)(b) RDC, for each net developable acre of an EMUO master plan site shall be permitted within an EMUO master plan site.
 - d. If the applicant elects to include residential uses in the EMUO master plan, the minimum average residential density within an EMUO master plan site shall be ten dwelling units per net developable acre and the maximum density shall be sixteen residential units per net developable acre.
 - e. The permitted residential uses are listed in Table 18.240.1 RDC.
 - f. If an applicant for an EMUO master plan site elects to provide residential units within an EMUO master plan pursuant to this section, then at the master plan approval stage, the maximum residential allocation for the entire master plan site (except units located above commercial or employment uses) shall be calculated at a rate of one residential dwelling unit per net developable acre of the master plan site. The number of housing units constructed in any one year shall not exceed twenty percent of the total allocation for a master plan site; provided, however, if an applicant does not construct up to twenty percent of the residential allocation in any one year, then the applicant shall be entitled to add the unused number of housing units from that year to the annual sub-allocation of any following year up to the allowed percentage of that following year. ¹ After constructing sixty percent of the housing units allocated to a master plan site, before an applicant is entitled to construct the remaining forty percent of the residential unit allocation, the applicant must provide a certain number of family wage job opportunities in accordance with the following table:

Table 18.240.110-1

Housing Allocation Designation	Maximum Permitted Percentage of Total Housing Units that can be Constructed Annually

A	Up to twenty percent of the total residential unit allocation in year 1
B	Up to an additional twenty percent, for a total of forty percent of the allocation, in year 2
C	Up to an additional twenty percent, for a total of sixty percent of the total allocation, in year 3
D	Up to an additional twenty percent, for a total of eighty percent of the total allocation, in year 4 provided 9 family wage job opportunities × the number of units in Allocations A, B, and C have been provided within the Master Plan Site
E	Up to the final twenty percent in year 5, for a total of one hundred percent of the total allocation, provided 9 family wage job opportunities × the number of units in Allocation A, B, C and D have been provided within the Master Plan Site

¹ For illustrative purposes only, if an approved master plan includes one hundred housing units, up to twenty percent of those units can be built in any one year after master plan approval; another twenty percent of those units can be constructed in a following year; and so on with the potential of an applicant constructing twenty percent of the one hundred units, or twenty units, each year over a period of five years. If an applicant only constructs fifteen percent of the first year's allocation, then in the second year, the applicant can construct up to twenty-five percent of the total housing units.

- g. An applicant shall have the option of constructing commercial uses, up to the maximum percentage permitted, and employment uses within a master plan site in advance of constructing any allowable residential units and in such case, the maximum residential units that may be constructed concurrently or subsequent to construction of the commercial or employment uses, shall correspond to the number of family wage employment opportunities provided according to the formulas in the above table.
- h. For the purposes of Section 18.240.110(D)(2)(f) RDC, an applicant shall be deemed to have provided nine family wage employment opportunities per each residential unit constructed, if (1) the employers within the EMUO master plan site fall into any of the employment categories listed in a document entitled Family Wage Employment Categories adopted by city council in a resolution, as may be updated from time to time, where such list shall also include a percentage of family wage job opportunities typically found in each employment category, or, in the alternative if the category is not on the list, the employers demonstrate to the city through other records that it is providing family wage employment opportunities, and (2) the average number of employees within the EMUO master plan site equals nine family wage employment opportunities per residential unit constructed at the time of the calculation. The city shall keep on record, as part of its business licensing program, information about each employer within an EMUO master plan site, including each employer's employment categories and the number of employees in each category. Such employer information need only be updated upon business license renewal or issuance.

- i. The total maximum residential allocation for an EMUO master plan site shall encumber the entire site for the period of time established in a development agreement adopted pursuant to Section 18.310.150 RDC so that in the event the master plan site is subdivided and held in separate ownership, the total maximum residential allocation shall apply to the initial master plan site for the stated term.
2. Commercial. A maximum of twenty percent of the net developable acres may be devoted to the commercial uses defined in Section 18.100 RDC. There is no minimum percentage of net developable acres devoted to commercial uses that must be provided.
3. Existing Uses. Any existing use included in an EMUO master plan shall be allowed to continue, even if such use is not a permitted or conditional use listed in Table 18.240.1, until that use is abandoned; provided, however that should an existing use be included in an EMUO master plan the design standards contained in Section 18.240.110(F) RDC shall apply if a major modification, as defined in Section 18.240.110(C)(2)(h)(v)(c) RDC, is proposed for the existing use or structure. Any existing use included in a EMUO master plan shall be counted toward the required calculations for allowable uses under the EMUO.
- E. Permitted and Conditional Uses. The city permits the following uses in an EMUO master plan:

Table 18.240.110-2

X—prohibited use P—permitted use C—conditional use

DESIGNATED AREAS WITHIN MIXED USE MASTER PLAN					
Zone ¹ →	Destination Retail High Impact Commercial	Low Impact Commercial	Office	Industrial	Residential
Use ↓					
A. Residential					
1. Existing residential	P	P	P	P	P
2. Multi-family residential ²	X	C	C	X	P
3. Multi-family residential in mixed-use structure with residential units above ground floor ³	P	P	P	C	P
4. Multi-family residential in mixed-use structure with residential units on ground floor ⁴	C	P	P	C	P
B. Commercial ⁵					

1. Retail sales—Low Impact ⁶	P ⁷	P	P	C	C
2. Retail sales—High Impact ⁸	P	X	X	X	X
3. Retail sales—Destination Retail ⁹	P	X	X	X	X
4. Temporary fireworks stands	P	X	X	X	X
5. Restaurants—without drive through facility	P	P	P	C	X
6. Restaurants—with drive through facility	P	X	X	X	X
7. Bed & breakfast lodging ¹⁰	X	P	X	X	C
8. Hotels, resident hotels and motels	P	C	P	C	X
9. Auto-oriented businesses such as gas stations, coffee stands and similar uses ¹¹	P	X	P	C	X
10. Institutional uses—low impact ¹²	P	P	P	C	C
11. Elementary schools, public or private	X	X	X	X	C
12. Institutional uses—high impact ¹³	P	X	C	C	X
13. Daycare facilities	X	P	P	C	C
14. Adult Entertainment	X	X	X	X	X
C. Industrial					
1. Manufacture, assembly and wholesale distribution of electronic or specialized equipment and components, including but not limited to communications, medical and dental, pharmaceutical, computer, optical, photographic,	X	X	C	P	X

analytical, measurement, controlling and office products					
2. Research and development facilities	X	C	P	P	X
3. Regional distribution facilities, provided that loading and unloading activities are conducted on dock facilities primarily located indoors	X	X	C	P	X
4. Automotive repair and service	P	X	C	P	X
5. Heavy equipment repair and service	X	X	X	P	X
6. Machine, metal, sheet metal, fabric, finished wood manufacturing and assembly	X	X	X	P	X
7. Plastics and rubber products manufacturing	X	X	X	P	X
8. Nonmetallic mineral product manufacturing	X	X	X	P	X
9. Manufacture, compounding, processing, packaging or treatment of bakery goods, candy, drugs, perfume, toiletries, soft drinks and food products	X	X	X	P	X
10. General wholesaling, warehousing, distribution and storage	P	X	X	P	X
11. Transportation equipment and appliance manufacture and assembly	X	X	X	P	X
12. Creameries, ice and cold storage plants	C ¹⁴	X	X	P	X
13. Manufacture of wood and paper products, textiles, chemical and chemical	X	X	X	C	X

products, feed, metal and metal alloy products and the storage of raw materials for such industries					
14. Converted paper product manufacturing	X	X	X	C	X
15. Compounding, assembly or treatment of previously prepared materials	X	X	X	C	X
16. Ferrous metal foundry and stamping plants	X	X	X	C	X
17. Non-ferrous metal artisan foundry ¹⁵	X	C	X	P	X
18. Mechanical facilities related to utility distribution	C	X	C	P	X
19. Essential public services and facilities ¹⁶	X	X	X	C	X
20. Truck stop facilities	C	X	X	X	X
21. Cleaning and dyeing plants	X	X	X	C	X
D. Office ¹⁷					
1. Business parks, office buildings and multi-use ("flex") buildings, exclusive of retail trade	X	X	P	P	X
2. Business educational and training facilities	C	C	P	P	X
3. Media productions, including but not limited to TV and radio broadcasting, motion picture production and newspaper, magazine, book publishing, printing, commercial art and photography, and advertising	P	C	P	P	X

4. Financial institutions	P	P	P	P	C
5. Business, labor, scientific and professional organizations	P	C	P	P	C
6. Office and business support services and facilities	P	C	P	P	X
7. Administrative, professional and business offices; medical, dental and health related services, managerial, real estate, insurance and similar uses	P	P	P	P	C ¹⁸
8. Blue printing, photocopying or business offices	P	C	P	P	X
E. Other					
1. Wireless communication facilities	P	P	P	P	C
2. Public utilities directly serving permitted or conditional uses	P	P	P	P	P

¹ The term "zone" applies to areas with the EMUO master plan and not to city adopted zoning districts.

- F. Development Standards. The development standards set forth in this section, and any development standards contained in a development agreement adopted pursuant to Section 18.310.150 RDC apply in lieu of any other development standards contained in RDC, unless otherwise provided. The standards in this section shall apply to any mix of development that is proposed for an EMUO master plan site; provided, however, that an applicant may propose new development standards that are consistent with the RUACP and the purpose of the EMUO. Development standards that differ from the standards in this section will be reviewed as part of the city's review of the EMUO master plan and shall be included in a development agreement adopted pursuant to Section 18.310.150 RDC.

Table 18.240.110-3

1. Densities	
Use	Density

Residential		10 units per Net Developable Acre (average minimum) ²⁰ 16 units per Net Developable Acre (maximum)			
2. Lot Dimension Requirements					
Development Standard	Destination Retail/High Impact Commercial use	Low Impact Commercial use	Office use	Industrial use	Residential use
a. Lot Width (minimum)	30 feet	30 feet	30 feet	30 feet	20 feet
b. Lot Depth (minimum)	60 feet	60 feet	60 feet	60 feet	60 feet
3. Front Yard Building Setback Requirements					
Development Standard ²¹	Destination Retail/High Impact Commercial use	Low Impact Commercial use	Office use	Industrial use	Residential use
a. Minimum setback ²² from arterial or collector, includes 20 foot landscape buffer except if minimum setback is 0 feet ²³	20 feet	0 feet ²⁴	20 feet	20 feet	20 feet
b. Minimum setback from local or industrial street, includes 20 foot	20 feet	0 feet ²⁴	0 feet ²⁴	20 feet	20 feet if parking located in front of dwelling unit

landscape buffer except if minimum setback is 0 feet					or 0 feet if it is not
c. Maximum setback from any street, includes 20 foot landscape buffer except as otherwise noted	None	10 feet ²⁴	100 feet	100 feet ^{24a}	100 feet
4. Side and Rear Yard Building Setback Requirements					
Development Standard	Destination Retail/High Impact Commercial use	Low Impact Commercial use	Office use	Industrial use	Residential use
a. Minimum setback abutting residentially zoned or used land ²⁵	20 feet	20 feet	20 feet	20 feet	None
b. Minimum setback abutting nonresidential zoned or used land	None, except for landscaping requirement. See Section 5	None, except for landscaping requirement. See Section 5	None, except for landscaping requirement. See Section 5	None, except for landscaping requirement. See Section 5	20 feet, includes landscaping requirement. See Section 5
c. Maximum setbacks	None	None	None	None	None
5. Landscape Standard					

Development Standard	Destination Retail/High Impact Commercial use	Low Impact Commercial use	Office use	Industrial use	Residential use
Landscape standard pursuant to Table 18.500.050(B) RDC along a site's boundaries which abut a parcel with a zone different than the zone of the parcel being developed and along a site's boundaries which abut an arterials or collector ²⁶	Minimum 20 feet wide at a L4 standard	Minimum 10 feet wide at a L2 standard ²⁷	Minimum 10 feet wide at a L2 standard ²⁷	Minimum 20 feet wide at a L4 standard	Minimum 10 feet wide at a L2 standard
Landscape standard pursuant to Table 18.500.050(B) RDC along a site's boundaries which abut a parcel with the same zone as the parcel being developed and along a site's boundaries which abut local streets	Minimum 10 feet wide at a L2 standard	Minimum 10 feet wide at a L2 standard	Minimum 10 feet wide at a L2 standard	Minimum 10 feet wide at a L2 standard	Minimum 10 feet wide at a L2 standard
6. Building Coverage and Open Space					

Development Standard	Destination Retail/High Impact Commercial use	Low Impact Commercial use	Office use	Industrial use	Residential use
a. Building, Parking coverage and other impervious surfaces (maximum) ²⁸	85%	85%	100% provided that stormwater quality control and quantity control standards can be met	85%	100% subject to any landscaping requirements, and subject to the recreation area requirement of RDC 18.220.120 (4) if applicable ²⁹
7. Building Height Requirements					
Development Standard	Destination Retail/High Impact Commercial use	Low Impact Commercial use	Office use	Industrial use	Residential use
a. Building Height (maximum) ³⁰	60 feet	60 feet	60 feet	60 feet	60 feet
b. Structural Ceiling Height of Ground Floor (minimum)	10 feet	10 feet	10 feet	10 feet	9 feet
8. Parking Requirements					
Use		Number of spaces required			
a. Destination Retail		A minimum of one space per 300 square feet of gross floor area; no maximum			

b. High Impact Commercial	As required in RDC 18.720.030
c. Low Impact Commercial	As required in RDC 18.720.030 ³¹
d. Office	As required in RDC 18.720.030
e. Industrial	As required in RDC 18.720.030 except for industrial warehouse which shall have a minimum of one space per 3,000 square feet of gross floor area
f. Residential	As required in RDC 18.720.030

² Multi-family housing includes apartments, townhouses, duplex housing, condominiums and other attached dwelling units.

³ No residential units allowed on ground floor of structure.

⁴ Non-residential uses on ground floor of structure limited to twenty percent of the gross floor area of a single building.

⁵ All commercial uses are limited to a combined maximum area of twenty percent of net acres of the mixed-use master plan site.

⁶ See Table 18.230.020(B)(1).

⁷ These uses must comply with the low impact—retail site and design standards.

⁸ See Table 18.230.020(4).

⁹ See Section 18.100.083 RDC.

¹⁰ Less than ten beds in a single structure.

¹¹ Auto-oriented uses are limited to frontage and access onto designated arterial and collector streets.

¹² Transit facilities, police and fire stations and other government administrative buildings.

¹³ Public middle, junior high and high schools; colleges and universities; hospitals, health clinics and urgent care facilities; churches; non-elementary religious and private schools; and amusement uses.

¹⁴ If use includes retail component.

¹⁵ A facility less than five thousand square feet for the creation of craftsman products sold at retail.

¹⁶ Essential public services and facilities as defined under 36.70A.200 RCW.

¹⁷ Retail components of office uses will be considered as part of the twenty percent maximum commercial area allowed in a mixed-use project.

¹⁸ This use may be allowed on the ground floor of a multi-story residential building.

¹⁹ Floor area ratio means the amount of gross square feet of a building compared to one square foot of net developable land. A 0.25:1 ratio would mean that for every square foot of net developable land, there must be 0.25 gross square feet of building. Each floor of a multi-storied building is counted in the calculation. In calculating floor area ratio for a phased development, the applicant shall meet the applicable FAR for only that portion of the master plan site which is subject to site plan review.

²⁰ "Average minimum" shall mean that an applicant may provide less than the minimum number of residential units on portions of a master plan site as long as the average minimum number of dwelling units for the entire master plan site is not less than ten dwelling units per acre.

²¹ Buffer and setback widths are imposed on the site being developed.

²² The setback shall be measured from edge of street right-of-way at the property line. The following uses shall be allowed within a setback: open space, sidewalks, other pedestrian ways and pedestrian amenities such as benches, outdoor restaurant seating and bike racks, stormwater facilities, parking facilities and drive lanes.

²³ Landscape buffers shall be developed consistent with Table 18.500.050(B) RDC.

²⁴ No landscape buffer required.

^{24a} Except for industrial distribution facilities which will have no maximum setback but will provide a minimum fifty foot landscape buffer with standards found in L4.

²⁵ Setback includes any required landscaping pursuant to Section 18.240.110(F)(5) RDC.

²⁶ Provided, however, that if a site requires a L4 landscape buffer, an abutting site which would otherwise be required to have a L4 landscape buffer shall only be required to have an L2 landscape buffer. If two or more abutting properties are subject to the L4 landscape buffer requirement, the applicant which files the first site plan review application shall be subject to the L4 landscape buffer requirement unless the two applicants and the city mutually agree on a different location for L4 landscape buffer, as long as the landscaping standards are met for both projects.

²⁷ Except that no landscaping is required in the front yard setback if the minimum front yard setback is zero feet.

²⁸ In the case where there is a mix of employment or commercial uses and residential uses within a single structure, the building coverage requirements applicable to employment and commercial developments shall apply.

²⁹ The recreation area requirement of RDC 18.220.120(4) shall be satisfied if outdoor recreation areas, including parks, trails, and school grounds, that meet the one-quarter acre per thirty-five dwelling unit ratio, are located within one-quarter mile of an MDR building if sidewalks or other direct pedestrian access is provided from the MDR building to the recreation area.

³⁰ Maximum building height does not include buildings or structures such as steeples, chimneys, flagpoles, electronic aerial, cupolas, or other features such as roof gardens, mechanical equipment, or solar panels.

³¹ Parking spaces required may include on-site parking along adjacent street frontage.

The following standards apply to all EMUO mixed-use developments regardless of the use or subzones.

9. Landscaping and Natural Areas.

- a. Landscaping.
 - i. Except where in conflict with this chapter or the provisions of a development agreement, all mixed-use developments shall meet the landscaping requirements set forth in Chapter 18.240.090 RDC, site plan review.
 - ii. Street trees shall be planted at twenty-five-foot to forty-foot spacing along all street frontages within the mixed use zoning district. The actual tree spacing allowed shall be determined by a landscape architect as appropriate to the leaf canopy of the approved street tree species at maturity and approved by the city. In addition, street trees shall be species-approved by the city and shall have a two-inch minimum trunk caliper at the time of planting.
 - iii. Only under the following conditions may freestanding walls, fences and hedges be permitted along public streets or sidewalks:
 - a. The maximum height of any solid wall, fence, or hedge on any portion of a site devoted to residential uses shall be six feet. For all other uses or a mix of uses, the maximum height of any solid wall, fence, or hedge shall be eight feet, unless a solid masonry or concrete wall higher than eight feet is required to mitigate significant noise impacts. For any use, the maximum combined height of a solid, wall, fence or hedge along a front yard that abuts a street shall not be higher than three and one-half feet to meet site distance requirements.
 - b. The maximum height of any decorative wall, fence, or hedge which allows visibility, such as wrought iron and split rail fences, shall be eight feet.
 - c. Barbed wire, razor wire, electric and other dangerous fences are prohibited unless such fences are required by law.
 - iv. All landscaped areas within the mixed-use development shall be irrigated; except for landscape areas planted with drought-tolerant or native vegetation species that will not require irrigation watering after the initial plant maintenance/establishment period.
 - v. All required landscaping shall be installed prior to occupancy and maintained as a condition of use except if the superintendent/director of public works determines that inclement weather prevents the successful installation of landscaping, and in such case a conditional occupancy permit shall be issued.
 - vi. Except in emergency drought conditions as determined by city council in an adopted resolution, required landscape buffer areas shall be continuously maintained in lawn or live groundcover, with such live groundcover and trees or shrubs established and maintained in a manner providing a park-like character of the property.
 - b. Natural Areas.
 - i. Areas that are to be maintained in their natural setting shall be so designated on a landscape plan and protected through a conservation easement, dedication, conveyance to a property owners' and/or homeowners' association, or other effective means approved by the planning director.
 - ii. Natural areas shall be maintained with their existing native vegetation and/or enhanced with supplemental plantings of native tree, shrub and ground cover species common to the area to provide scenic, environmental, and wildlife habitat value.
10. Conversion of Existing Structures.
- a. An existing residential structure may be converted to a commercial or employment use if the structure is brought into conformance with the building code for such uses and all site plan review standards and standards in the applicable development agreement can be met.
11. Signs.

- a. The requirements of Chapter 18.710 RDC applicable to the IND and OFF districts 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, 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:
 - i. One sign at each of the entrances into a mixed-use development (or two signs at both sides of an entrance shall be permitted with a total sign area for both signs not to exceed three hundred fifty square feet).
 - ii. One sign at each public street intersection on which the mixed-use development has street frontage.
 - iii. One sign oriented to the I-5 freeway (if applicable).
 - iv. Any sign in the EMUO shall be no greater than twenty-five feet in height from average finished grade.
12. Parking and Loading.
- a. Off-street parking and loading shall be provided in accordance with this chapter and Chapter 18.720 RDC with the following stipulations;
 - b. On-street parking spaces directly and fully adjacent to a site and available to the master planned area shall be counted toward the maximum and minimum number of spaces allowed for a use, if any; provided, however that if on-street parking is provided, no reduction in street widths shall be permitted. Parking spaces provided through the shared parking provisions below shall be counted toward the maximum as well.
 - c. Shared parking between and among uses is encouraged, and shall be permitted in accordance with Section 18.720.020 RDC.
 - d. Parking lot landscaping shall be provided in accordance with Chapters 18.500 and 18.720 RDC.
 - e. Where there is a conflict between this chapter and Chapter 18.720 RDC, the provisions of this chapter shall control.
13. Building Entrances. The primary building entrance shall be oriented to the street on which the building has frontage. The building may have other entrances as long as direct pedestrian access is provided to all entrances.
14. Pedestrian Access.
- a. An on-site pedestrian circulation system which links street, sidewalks or other pedestrian ways and the primary entrance(s) of the structure(s) on the site shall be provided. Sidewalks or pedestrian ways must connect the required pedestrian system within the EMUO master plan site to existing pedestrian systems within a master plan site and to pedestrian systems on adjacent properties if adequate safety and security can be maintained. Convenient pedestrian access to transit stops shall be provided if transit service is available or planned.
 - b. Sidewalks shall be required and constructed according to the city's road and engineering standards. The city shall permit, at an applicant's option, meandering sidewalks as long as all other applicable engineering standards are met.
 - c. The circulation system must meet the standards of the Americans with Disabilities Act.
 - d. Where the system crosses driveways, parking areas and loading areas, it must be clearly identifiable by signage and through the use of elevation changes, speed bumps, a different paving material, or other similar method approved by the reviewing authority. Striping may be permitted only in conjunction with at least one of the preceding methods.

- e. Lighting for parking lots and pedestrian ways shall be provided to ensure personal safety. Lighting shall be integrated into the architectural character both in terms of illumination and fixtures. Lighting shall not produce glare or negatively impact off-site uses or traffic on adjacent streets.
15. Streetscape Frontage.
- a. To screen the visual impact of on-site parking surfaces and vehicles from nearby public roadways and other properties, landscape buffers shall be established along the frontage of all parcels unless otherwise exempt under RDC 18.240.110.
 - b. Tree masses shall be emphasized within these buffers to accent and/or filter views of buildings.
16. Building Facades.
- a. At least seventy-five percent of the width and fifty percent of the ground level wall area (as calculated by multiplying the total width by ten feet above grade) of any new or reconstructed building facing a public street or road, including interstate highways, shall be devoted to interest-creating features such as doors, pedestrian entrances, landscaping, transparent show or display windows, or other windows; or when approved by the review authority, reliefs and murals. Such interest-creating features shall achieve the objective of interrupting large expanses of blank walls as viewed from the public streets by devoting a majority of the wall area to such features.
 - b. For residential uses, an unbroken series of garage doors greater than two is not permitted on any street frontage, including walls facing controlled access highways and freeways. For the purposes of this section, an unbroken series includes garage doors that are physically attached, side by side and are not separated by side yards, setbacks, landscaping, or nongarage structures or are not offset from other garage portions of the structure.
 - c. Visual separation of commercial ground floors and residential upper floors shall provide for the visual interest of those utilizing the ground floors. This may be accomplished by the use of varied textural materials, awnings, overhangs, fascia treatment or other such methods.
 - d. If garages, carports, or other accessory structures designed for the parking of automobiles in multifamily residential areas are front-loaded (i.e., having their large and primary entry door facing the street), they shall not be located closer to the front lot line than the foremost facade of the principal building facing the front property line. For the purposes of this subsection, foremost facade of the principal building shall mean the front elevation of the building, not including garages, carports or other accessory parking structures, but including porches.
 - e. The building facade requirements above will not apply where they are in conflict with the design or character of architecture of existing buildings on the National Register of Historic Places Buildings or Structures, or listed in the Washington State Inventory of Historical Sites and Buildings, or designated by the Clark County Historic Preservation Commission as a building site or structure of historical, architectural or cultural significance or merit, or as a historical or architectural landmark.
17. Additional Development Standards for Noncontiguous Parcels Within an Approved EMUO Master Plan.
- a. There shall be similar design between buildings in noncontiguous areas.
 - b. There shall be similar on-site and perimeter landscaping design and plant material usage for individual developments in noncontiguous areas.
 - c. There shall be similar on-site pedestrian pathways and walkway designs and similar design of convenient and safe connections to the off-site pedestrian network system for individual developments in noncontiguous areas.

- d. There shall be similar bicycle storage and parking opportunities for individual developments in noncontiguous areas.
- e. There shall be similar internal exterior wall-mounted and pole-mounted lighting fixtures for individual developments in noncontiguous areas.
- f. There shall be similar private wall-mounted and freestanding signage for individual developments in noncontiguous areas.
- g. There shall be similar public sidewalk and landscaping design and construction to insure consistency between the frontages of individual developments in noncontiguous areas.
- h. There shall be similar public street light installation along the frontages of individual developments in noncontiguous areas.

G. Incentives.

- a. Traffic Impact Fee (TIF) Reduction. A reduction of the TIF may be granted pursuant to this section with the implementation and maintenance of the corresponding action in the below table upon approval of the planning director. The city shall have the authority to enforce the continuing provision and implementation of the incentives pursuant to its authority under Chapter 18.395 of this title.

Table 18.240.110-4: Incentives

Action	TIF Reduction
Construction of direct walkway connection from a building site within a Master Plan site to the nearest arterial	1%
Installation of an on-site sheltered bus-stop (with current or planned service) or bus stop within 1/4 mile of site with adequate walkways if approved by C-TRAN or other provider of public transportation (not including school buses transporting K—12 students)	10%
Installation of 1 bike locker per 25,000 square feet of office, industrial, multi-family residential or commercial building	1%
Connection from a building site to an existing or future bike trail	1%
Direct walk/bikeway connection from one type of use to another	3%
Total if all strategies were implemented	16%

CITY OF RIDGEFIELD PLANNING COMMISSION

MEETING DATE: October 05, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: RDC Updates

SUMMARY/BACKGROUND:

From time to time items within our development code come to light that are unnecessary, contradictory, or could be done more efficiently. These updates are part of the continuous improvement the city has undertaken to make our regulations consistent, efficient, and more predictable. This is the second round of updates to the R.D.C. for this year, some of the revisions in this version are items the Planning Commission saw in May of this year, and that the City Council asked staff to continue to revise. The updates proposed include:

- RDC 18.210.065: This item concerns specific design provisions along major corridors. These corridors include Pioneer, Hillhurst, and 45th/Royle Rd. An item of concern has long been the inconsistency among the fence types put in place by different subdivisions along the corridors. You can see the differences as you drive or walk along these areas. The premise behind this fix is that a consistent fence provides a cohesive feel to the entire corridor rather than a mix and match as you move down the roadways. Our current code requires materials to be "...stone or brick or metal continuously along the entire lot lines facing major corridors...". Staff proposes one fence material be used. There are pictures provided to help facilitate the discussion.
- RDC 18.220.040: This item is intended to identify areas of concern particularly for medium density and/or town house development. Rear setbacks along our major corridors are set at 25 feet regardless of base zone requirements.
- RDC 18.310.080: A Quasi-judicial, or Type III procedure, is generally an application that is heard by a Hearing Examiner. These types of applications are generally those with clear standards that can be applied to various circumstances. Examples include Conditional Use Permits, Variances, and Rezone requests. There is a section of current code that would permit the City Council to hear appeals of Type III decisions. This section is contradictory to the Appeals procedure that requires all appeals of Type III decisions to go directly to Superior Court (18.310.100 (D)). This proposal is intended to make

our code sections clear and consistent.

- 18.401.080: This item is one that the Planning Commission reviewed in May 2016. The purpose of the revisions is to clarify what land is considered developable for parks and trails to meet the open space requirements and use consistent language. This has been one of the biggest questions asked by developers. We had tried to be flexible by referring to “land developable for parks and trails” but the category was too broad and we ran into arguments that a stormwater facility was recreational because you can sail boats on it, and critical areas provide passive birdwatching opportunities. Proposed language emphasizes development potential of land, and is consistent with neighborhood park acquisition standards being developed by the Parks Board. The Council asked us to further review this item and add a hard surface trail requirement to 18.401.080 (B) (2).
- Title 14 Construction Code: The remaining items are minor changes to ensure consistency with the State Building Code. For example, changing the required wind speed calculation for construction from 105 mph to 135 mph. Also, removing remnant references to the 2009 Building Code and replacing them with the recently adopted 2015 code. Finally, foundations are now found in the International Building Code, and have a duplicate foundation section in the municipal code is unnecessary.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: Second Updates_2016 (DOCX)

**RDC Chapter 18.210:
RESIDENTIAL LOW DENSITY DISTRICTS
(RLD-4, RLD-6, RLD-8)**

18.210.065 - Additional design provisions along major corridors.

C. Fencing and Walls. All residential lots shall comply with the following fencing and wall standards in addition to RDC 18.210.110 and 18.740.

1. Install a fence or wall, ~~a minimum of four feet high, constructed of stone or brick or metal,~~ continuously along the entire lot lines facing major corridors as listed in subsection (A). The fence or wall must comply with the site clearance provisions of Section 2.15 of the City Engineering Standards. ~~Screening fences constructed of wood or chain link or vinyl materials are prohibited.~~
2. The fence or wall must be a minimum of six feet high and be constructed of (desired material: stone, metal, or brick. See pictures), with Construct columns or physical indentations in the fence or wall at least every fifty lineal feet to reduce the massing effect of the fence material. The fence or wall design shall be compatible with nearby fences and walls along the major corridors, and shall be approved by the Planning Director.
3. The property owner, developer or homeowners association is responsible for the maintenance of the fence or wall.
4. The fence or wall shall not be built until the city issues a fence permit consistent with RDC 18.740.050, the city issues a building permit for a wall, or grants approval through the development review process.

**RDC Chapter 18.220:
RESIDENTIAL MEDIUM DENSITY DISTRICT
(RMD-16)**

18.220.040 - Dimensional standards.

A. Dimensions shall be consistent with Table 18.220.040-1.

Table 18.220.040-1

	RMD-16
Min. Lot Width	30 feet
Min. Lot Area	2,500 square feet
Min. Front Yard Setback (1) (2) (3)	10 feet
Min. Rear Yard Setback (1) (2) (3)	5 feet
Min. Side Yard Setback (1) (2) (3)	5 feet
Max. Height	35 feet (40 feet with pitched roof)
Max. Building Coverage	60% (net developable acres)
Max. Impervious Surface	75% (net developable acres)

Table notes:

1. Underground parking may extend into required minimum yard setbacks, provided it is landscaped at the ground level.
2. For developments consisting of three or more dwelling units located on a single parcel, the setback shall be fifteen feet along any property line abutting RLD-4 or RLD-6 zones.
3. All setbacks for lots abutting or adjacent to the public rights-of-way of Pioneer Street east of the Gee Creek crossing, South Hillhurst Road, 45th Avenue or South Royle Road are twenty-five feet and may not be modified through the PUD process. Adjacent, when used in this note, means, separated by a street, tract, open space, or similar intervening element.

18.220.140 - Special provisions for townhouse developments.

Except where indicated, these standards are in addition to rather in place of the base zone standards.

A. Setbacks. The following exceptions supersede the dimensional requirements in RDC 18.210.040 and 18.220.040 to allow for zero lot line townhouse developments.

Table 18.220.140-1

	Townhouse Development
Min. Lot Width	Underlying zone
Min. Lot Area	Underlying zone
Min. Front Yard Setback (1)	10 feet
Min. Rear Yard Setback (1)	10 feet
Min. Side Yard Setback (1) (2)	0 to 5 feet
Min. Street Side Yard Setback	15 feet
Max. Height	Underlying zone
Max. Building Coverage	Underlying zone
Max. Impervious Surface	Underlying zone

Table Notes:

1. All setbacks for lots abutting or adjacent to the public rights-of-way of Pioneer Street east of the Gee Creek crossing, South Hillhurst Road, 45th Avenue or South Royle Road are twenty-five feet and may not be modified through the PUD process. Adjacent, when used in this note, means, separated by a street, tract, open space, or similar intervening element. ~~Setbacks from Hillhurst Road or Pioneer Street (east of the Gee Creek crossing) shall be twenty-five feet.~~
2. The minimum side yard for a townhouse shall be zero feet for the side yard where the townhouse attaches to another townhouse and five feet where the townhouse is not attached to another townhouse. For zero-lot line development, eaves may project across the property line if the developer or property owners record an easement expressly describing the purpose, dimensions, and duration of the easement.

RDC Chapter 18.310:

PROCEDURES

18.310.080 - Type III procedure—Quasi-judicial decision.

- G. Within seven days from the date of the final order, the city clerk shall mail the full decision to the applicant and those who requested a copy of the final decision in writing. Copying fees may be charged. Parties of record shall be mailed notice and instructed that a copy of the final order may be reviewed at city hall during regular hours. The mailing shall include a notice which includes the following information:
1. A statement that the decision is final, but may be appealed as provided in Section 18.310.100 ~~to the city council~~ within fourteen days after the date the notice is mailed. The appeal closing date shall be listed in boldface type. The statement shall describe how a party must appeal the decision, including applicable fees and the elements of a petition for review. The statement shall also describe SEPA appeal procedures;
 2. A statement of any threshold determinations made under Chapter 43.21C RCW.

RDC Chapter 18.401: PLANNED UNIT DEVELOPMENTS (PUD)

18.401.080 - General conditions

B. Open Space. Every PUD shall provide a minimum of twenty-five percent of the total site area for common open space which shall be used for the collective enjoyment of occupants of the development. Open space shall not include public or private streets or rights-of-way, driveways, above-ground utility facilities including stormwater facilities, parking areas unless developed as part of park or trail facility consistent with standards in the Ridgefield Parks and Recreation Comprehensive Plan, or the required yards for buildings or structures. Open space areas may include critical areas and buffers and stormwater facilities, but shall not be computed to include any submerged lands.

1. Main Facility. At least fifty percent of the required common open space, or twelve and one-half percent of the total site area, shall be located on a single parcel to provide a larger, central facility for the PUD. ~~At least fifty percent of the parcel shall be land suitable for development with a mix of active and passive recreation areas.~~ A minimum of fifty percent of the main facility shall be a combination of buildable land suitable for development of active recreation uses and critical areas buffers proposed for passive recreation facilities consistent with RDC 18.280, limited to the portion of the buffer area proposed for improvements such as a trail or wildlife viewing structure. The remaining fifty percent or less of the main facility may include critical areas and buffers not proposed for passive recreation improvements.

b. If the main facility is less than 2 acres in size and is eligible for future development as a neighborhood or community park consistent with the Parks and Recreation Comprehensive Plan, the parcels should be located adjacent to the perimeter of the PUD such that it would be feasible to expand the open space area onto the adjacent property. If there are existing open space parcels adjacent to a proposed PUD, the open space in the proposed PUD should be located adjacent to existing open space parcels in order to facilitate creation of larger facilities that meet sizing requirements for park facilities in the Parks and Recreation Comprehensive Plan. The value of the land may be credited against the amount charged for city park impact

fees, pursuant to Chapter 18.070, if the planning director determines that the parcel can be used as part of a future park facility that meets the standards for a neighborhood or community park in the Ridgefield Parks and Recreation Comprehensive Plan and the park is listed as a system-wide project on the Ridgefield Parks Capital Facilities Plan, and the parcel is dedicated to the city.

d. If the main facility is less than 2 acres in size ~~and~~ or does not meet the requirements of subsections (a) or (b), it shall be developed consistent with the requirements for dispersed facilities in RDC 18.401.080.B.2.

2. Dispersed facilities.

a. A minimum of fifty percent of the total dispersed facilities shall be a combination of buildable land suitable for development of active recreation uses and critical areas buffers proposed for passive recreation facilities consistent with RDC 18.280, limited to the portion of the buffer area proposed for improvements such as a hard surface trail. The remaining fifty percent or less of the dispersed facilities may include critical areas and buffers not proposed for passive recreation improvements. At least fifty percent of the dispersed facilities must be used for active or passive recreation facilities, as defined in RDC 18.100. A minimum of fifty percent of the area reserved for active and passive recreation facilities, or twenty-five percent of total required dispersed facilities, shall be improved with irrigated lawn area and landscaping, playfields, pedestrian paths, picnic tables and seating areas, play equipment and swings, pedestrian-scale lighting along paths, sport courts, other active recreation facilities, trails, wildlife viewing structures, or similar amenities approved by the planning director.

~~b. In the RMD-16 zone, common recreation areas provided in satisfaction of RDC 18.220.115 shall be counted towards the recreation facilities required by subsection (a).~~

~~c. b.~~ Parcels shall meet a minimum size of ten thousand square feet with the exception of trail facilities required by RDC 18.401.090.R or the Ridgefield Parks and Recreation Comprehensive Plan.

11. At the applicant's discretion, the applicant may elect to include or exclude the buildable portion of parcels designated as main or dispersed facilities under this section in the calculation of net developable acres for the purposes of calculating minimum and maximum density for the project. If the applicant elects to include the buildable acres in the density calculation, the applicant may reduce the minimum lot size and minimum lot width and depth dimensions for the zone by up to 20 percent in order to accommodate the additional lots allowed. Any further reduction to lot size, width or depth greater than 20 percent shall comply with RDC 18.401.100.A

RDC Chapter 14.03

Construction Administrative Code

SECTION J103 PERMITS REQUIRED

Subsection J103.2 Exemptions is hereby proposed to be amended by adding two additional exemptions as enumerated by the number's 8 & 9, as follows:

J103.2 Exemptions. In addition to the exemptions enumerated in Appendix J of the 2015 International Building Code, a grading permit shall not be required for the following:

8. ~~An excavation that (1) is less than 2 feet (610 mm) in depth, or (2) does not create a cut slope grater than 56 feet (1,524 mm) in height and steeper than 1 unit vertical in 1½ units horizontal (66.7% slope).~~
9. A fill that (1) is less than 1 foot (305 mm) in depth and placed on natural terrain with a slope flatter than 1 unit vertical in 5 units horizontal (20% slope), or (2) is less than 3 feet (914 mm) in depth; not intended to support structures; does not exceed 50 cubic yards (38.3 m³) on any one lot, and; does not obstruct a drainage course.

14.03.040 - Amendments—~~2009~~ 2015 International Residential Code.

The following amendments to the ~~2009~~ 2015 International Residential Code are hereby proposed for adoption and incorporation into the city of Ridgefield's Construction Administrative Code.

TABLE R301.2(1)
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

Ground Snow Load:	30 psf
Roof Snow Load:	25 psf
Wind Exposure Category:	B
Wind Speed - 3 Second Gust:	105 135 mph
Seismic Design Category:	D1
Subject to Damage from	
Weathering:	Moderate
Frost Line Depth:	12 inches
Termite:	Slight to Moderate
Winter Design Temperature:	See WSEC
Ice Barrier Underlayment Required:	No
Flood Hazards:	Feb. 19, 1981/Aug. 19, 1986
Air Freezing Index:	N/A
Mean Annual Temperature:	50 Degrees F

CHAPTER 4 FOUNDATIONS

~~Subsection R404.1.4 Seismic Design Categories D0, D1 and D2 is hereby proposed to be amended by revising the text as contained in number's 3 and 6, as follows:~~

~~R404.1.4 Seismic Design Categories D0, D1 and D2. In addition to the requirements of Tables R404.1.1(1) and R404.1.1(5), plain concrete and plain masonry foundation walls located in Seismic Design Categories D0, D1 and D2, as established in Table R301.2(1), shall comply with the requirements enumerated in R404.1.4 inclusive of the following amended requirements:~~

- ~~3. Minimum reinforcement for plain concrete and plain masonry foundation walls shall consist of one No. 4 (No. 13) horizontal bar located in the upper 12 inches (305 mm) of the wall. Where no vertical reinforcement is required by Table R404.1.1(1) and R404.1.1(5) there shall be a minimum of No. 4 (No. 13) vertical bars at a spacing not exceeding 48 inches (1,220 mm) on center. Masonry stem walls shall have a minimum vertical reinforcement of one No. 4 (No. 13) bar located a maximum of 48 inches (1,220 mm) on center in grouted cells.~~
- ~~6. Vertical reinforcement for plain concrete and plain masonry foundation walls shall be tied to the horizontal reinforcement in the footings. Where horizontal bars or vertical bars overlap, the minimum overlap shall be 24 inches (610 mm).~~

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: October 05, 2016

ITEM: BUSINESS

AGENDA ITEM TITLE: Sign Code Update

SUMMARY/BACKGROUND:

Cities around the country are amending their sign ordinances to comply with a recent U.S. Supreme Court decision, Reed v. Town of Gilbert. The basic premise municipalities must follow is that regulations must be content neutral. In other words, a municipal government must regulate signs in a way which doesn't require reading the content. The Association of Washington Cities has developed a model sign ordinance which will regulate signs in our community in a manner which we believe is compliant with the decision issued by the Supreme Court. Staff has tailored the model ordinance to match our communities needs and also match previous work the Planning Commission has done on ordinances including the Commercial Design Standards and the optional Mixed Use overlay.

STAFF CONTACT: Jeff Niten, Community Development Director

ATTACHMENTS: 18.710 Signs DRAFT (DOCX)

18.710 Signs

Section 18.710.010 Intent and Purpose.

A. Intent. Signs have a strong visual impact on the character and quality of the community. As a prominent part of the scenery, they attract or repel the viewing public, affect the safety of vehicular traffic, and their suitability or appropriateness helps to set the tone for the neighborhood. The City relies upon its scenery and physical beauty to attract commerce, aesthetic considerations assume economic value. It is the intent of the City, through this Chapter, to protect and enhance the City's historic and residential character and its economic base through the provision of appropriate and aesthetic signage. In addition, it is the intent of the City to limit the size, type and location of signs in order to minimize their distracting effect on drivers and thereby improve traffic safety.

B. Purpose. The purpose of this Chapter is to promote the public health, safety and welfare through a comprehensive system of reasonable, effective, consistent, content-neutral and nondiscriminatory sign standards and requirements. This Chapter has also been adopted to:

1. Promote and accomplish the goals, policies and objectives of the City's Comprehensive Plan and Zoning Code;
2. To provide minimum standards in order to safeguard life, health, property and public welfare, and promote traffic safety by controlling the design, quality of materials, construction, illumination, size, location and maintenance of sign and sign structures;
3. Recognize free speech rights by regulating signs in a content-neutral manner;
4. Promote the free flow of traffic and protect pedestrians and motorists from injury and property damage caused by, or which may be fully or partially attributable to, cluttered, distracting and/or illegible signage;
5. Protect the beauty of the City's built environment by encouraging signs that are compatible with the architectural style, characteristics and scale of the building to which it may be attached, and to encourage signs that are compatible with adjacent buildings and businesses;
6. Protect property values, the local economy, and the quality of life by preserving and enhancing the appearance of the streetscape;
7. Provide consistent sign design standards;
8. Protect encourage creative and innovative approaches to signage, and signs that are of a quality design, pleasing in appearance and are appropriate in size, materials and illumination to the surrounding neighborhood;
9. Provide an improved visual environment for the citizens of and visitors to the City;

10. Adopt clear, understandable regulations which enable the fair and consistent enforcement of this Chapter; and

11. Address emerging trends in digital and electronic sign technologies and provide regulations that facilitate use of such technologies while ensuring protection of motorists and pedestrians from the hazards of glare, startling bursts of light, and use of virtual movement and animation intended to attract driver attention, to hold driver gaze, and/or to otherwise distract drivers from the safe operation of their vehicles. Protect neighborhoods, surrounding development and the night sky from the nuisance factors associated with such glare, movement and animation of digital and electronic signs.

Section 18.710.020 Applicability and Interpretations.

A. This Chapter applies to all signs as defined in Section 18.710.290 (Definitions), within the City which are visible or audible from any street, sidewalk or public place, regardless of the type or nature.

B. This Chapter is not intended to, and shall not be interpreted to, restrict speech on the basis of its content, viewpoint, or message. Any classification of signs in this Chapter which purports to permit speech by reason of the type of sign, identity of the sign user or otherwise, shall be interpreted to allow commercial or non-commercial speech on the sign. No part of this Chapter shall be construed to favor commercial speech over non-commercial speech. To the extent that any provision of this Chapter is ambiguous, the term shall be interpreted not to regulate speech on the basis of the content of the message.

Section 18.710.030 Exemptions. The following signs or activities relating to signs are exempt from the permitting requirements of this Chapter.

A. Changes to the face or copy of changeable copy signs, digital signs, electronic messaging signs, provided such changes do not change the material or appearance of the sign as originally permitted by the City.

B. The normal repair and maintenance of conforming or legal nonconforming signs.

C. Temporary signs on private property or public property, meeting the requirements in Section 18.710.270 (Temporary Signs).

D. Building identification numbers as required pursuant to R.M.C. 14.60.020 or any other City or State regulation.

E. Governmental signs. Signs installed by the City, County, or a federal or State governmental agency for the protection of the public health, safety and general welfare, including, but not limited to, the following:

1. Emergency and warning signs necessary for public safety or civil defense;
2. Traffic and/or wayfinding signs erected and maintained by an authorized public agency;

3. Signs required to be displayed by law;
 4. Signs showing the location of public facilities; and
 5. Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety and general welfare.
- F. Flags. Any flags, provided that they conform to all provisions of this chapter for signs.
- G. Certain stone or cement plaques and cornerstones with engraved or cast text or symbols and permanently embedded in the building's foundation or masonry siding materials, provided that none of these exceed four (4) square feet in area.
- H. Interior signs. Signs or displays located entirely inside of a building and located at least three (3) feet away from transparent doors and windows.
- I. Non-visible signs. Signs and associated sign support structures not visible or audible beyond the boundaries of the lot or parcel upon which they are located, or from any public right-of-way.
- J. Vehicle with signs. Any sign on a vehicle, unless such vehicle is parked or stationed near an activity for the primary purpose of attracting public attention to such activity, unless such vehicle or mobile unit is regularly parked in any prominently visible location for the primary purpose of attracting public attention to the sign.
- K. Temporary signs in windows. Any temporary sign taped or otherwise affixed to the inside of a window, in such a manner as to be easily removed, provided that the total area of such sign in any one window does not exceed the size limitations in Section 18.710.280 (Window Signs) and Section 18.710.270 (Temporary Signs).
- L. Bench signs. Any outdoor bench or furniture with any signs other than plaques one square foot or less in area.
- M. Privately-maintained traffic control signs in a subdivision with private roads, or signs in a parking lot.

Section 18.710.040 Prohibited Signs. No person shall erect, alter, maintain or relocate any of the following signs in the City.

- A. Animated signs. Rotating or revolving signs, or signs where all or a portion of the sign moves in some manner. This includes any sign animated by any means, including fixed aerial displays, balloons, pennants, spinners, propellers, whirling, or similar devices designed to flutter, rotate or display other movement under the influence of the wind, including flag canopies not otherwise allowed in Section 18.710.160 (Awning or Canopy Signs), streamers, tubes, or other devices affected by the movement of air or other atmospheric or mechanical means. This does not include historic signs and historic replica signs where the applicant is able to prove, through documentation or other evidence, that the original historic sign produced the same motion/movement and is proposed in the same location.

- B. Rotating signs. Any sign in which the sign body or any portion rotates, moves up and down, or any other type of action involving a change in position of the sign body or any portion of the sign, whether by mechanical or any other means.
- C. Nuisance signs. Any signs which emit smoke, visible particles, odors and sound, except that speakers in drive-through facilities shall be permitted.
- D. Bench or furniture signs greater than one (1) square foot in area.
- E. Flashing signs or lights. A sign that contains an intermittent or flashing light source, or a sign that includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Flashing light sources are prohibited. Signs with an exposed light source, exceeding the equivalent of 25-watts per lamp, including clear light bulbs which do not flash on a theater marquee except for neon incorporated into the design of the sign, are also prohibited. Electronic message center signs and digital signs are allowed under the provisions of Sections 18.710.190 (Digital Signs) and 18.710.200 (Electronic Message Center Signs).
- F. Hazardous signs. Any sign that constitutes a traffic hazard or detriment to traffic safety by reason of its size, location, movement or method of illumination, or by obstructing the vision of drivers, or by distracting from the visibility of an official traffic control device by diverting or tending to divert the attention of drivers or moving vehicles from traffic movements on streets, roads, intersections or access facilities. No sign shall be erected so that it obstructs the vision of pedestrians or by glare or method of illumination constitutes a hazard to pedestrians or traffic. No sign may interfere with, mislead or confuse traffic.
- G. No sign may impede free ingress and egress from any door, window or exit way required by building and fire regulations.
- H. Permanent signs on vacant lots, parcels or easements. No permanent sign shall be located on a vacant lot, parcel or easement. No permanent sign shall be located on a lot, parcel or easement as the principal use of that lot, parcel or easement. Signs may only be established as an accessory use to a principally permitted use.
- I. Portable signs on wheels (trailer signs), changeable copy portable signs and illuminated portable signs.
- J. Abandoned signs.
- K. Signs on utility poles, fences, on poles or trees.
- L. Off-site controlled signs. Any sign that is programmed and/or controlled off-site.

Section 18.710.050 Sign permits.

A. Permit Required. No person shall erect, alter or relocate any sign requiring a permit under this Chapter without first submitting a sign permit application and receiving approval of the sign permit from the City, unless the sign is identified as exempt under Section 18.710.030 (Exemptions). Some sign types may be regulated under other codes adopted by the City, which may require additional permits that are subject to additional regulations, including, but not limited to, the Building Code (Title 14) and Right-of-Way Use Permits (chapter 12.15). Signs for which permits are not required shall nonetheless comply with all applicable provisions of this Chapter.

B. Review Procedures. The following steps shall be followed in the processing of sign permit applications:

1. Determination of Complete application (Section 18.310.040)
2. Determination of Consistency (Section 18.310.050)
3. Notice of Decision by Director (Section 18.310.060)
4. Administrative Appeal – if any (open record hearing, Section 18.310.100)

C. Application Requirements. A complete sign permit application shall consist of the following:

1. Application form. A completed sign permit application, including the applicant's name, address, phone number, and e-mail address. If the applicant is not the property owner, then the property owner must be identified, and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign permit application and for the installation/posting of the sign on the property owner's property.

2. Other permit applications. A completed building permit application, if required under the City's Building Code; a completed Right of Way Use permit application, if required under chapter 12.15; a completed Special Event permit application, if required under chapter 5.40.

3. Building elevation/site plan. Signs proposed to be mounted on a building require a building elevation drawn to scale that specifies the locations and size of existing signs on the building, the location and size of new signs proposed on the building, the dimensions of the wall plane upon which the signs will be placed, and drawings or photographs which show the scale of the sign in relation to surrounding doors, windows and other architectural features. Free-standing signs require a site plan indicating the proposed sign location as it relates to property lines, surrounding landscaping, adjacent streets, driveways and adjacent buildings.

4. Detailed description of sign. A scaled colored rendering or drawing of the sign and its associated support structure, including dimensions of all sign faces, and descriptions of materials to be used on the sign and associated trim caps, fixtures, and support structure; description of the sign face illumination and methods used to ensure that only text, graphics and logo shields are internally illuminated.

5. Scaled installation drawing. A scaled drawing that includes the sign description, proposed materials, size, weight, manner of construction and method of attachment, including all hardware necessary for proper sign installation, and, if applicable, foundation design.

6. Lighting. A drawing indicating the location and fixture type of all exterior lighting for the proposed signs. The drawing shall specify wattage and lamp type to ensure compatibility with the lighting standards in Section 18.710.100.

7. Fees. Payment of the appropriate sign permit fee (and all other fees, such as building permit and/or electrical permit fees).

D. Criteria for Approval.

1. Sign permit applications shall be reviewed by the Community Development Director for consistency with the standards in this Chapter, according to sign type and other applicable regulations. A sign permit shall not issue unless the Director makes written findings and conclusions that the criteria applicable to each sign type, as well as the general standards in this Chapter, are satisfied. Building permit applications associated with signs shall be reviewed by the Building Official for consistency with the Building Code. If the sign uses electrical wiring and connections, a licensed electrician must submit a copy of the electrical permit application to the Community Development Department, with the original submitted for approval to the State of Washington. If the sign requires a Right-of-Way Use or Special Event permit, the application shall be submitted with the sign permit application for review by the Public Works Director.

2. A sign permit shall not issue unless the Director makes findings that the criteria applicable to each sign type in this Chapter are satisfied, and further, that the sign does not exceed the limits in this subsection for the business or use set forth below:

(a) Calculation of Maximum Size Allowance. The maximum total aggregate sign area of all signs permitted for a business or use shall not exceed one (1) square foot of sign area for each one (1) foot of principal building frontage occupied by such business or use. In addition, one square foot of sign area for each two hundred (200) square feet of gross floor area occupied by such business may be included in the calculation of the total area permitted. The total aggregate sign area is the combined total display area of all types of signs located on the premises measured in square feet, but not including exempt or temporary signs.

(b) Building Setback from Street. The tenants of a building which is set back one hundred (100) feet or more from the street may increase the wall sign area otherwise permitted to face such street by twenty-five (25) percent, provided that the total sign area on any one building frontage still does not exceed two hundred (200) square feet.

(c) **Buildings with More than One Frontage.** Any business which has more than one building frontage may have one hundred sixty (160) percent of the sign surface area permitted on the principal frontage by the provisions of subsection 18.710.050(D)(2)(a). The permitted sign surface area may be distributed in any manner on the front and adjacent sides of the building which have frontage subject to the placement limitations of subsection 18.710.050(D)(3), but in no event shall the sign surface area on any building façade exceed one hundred (100) percent of the sign surface area permitted by subsection 18.710.050(D)(2)(a). Building frontage opposite the principal frontage may have additional sign area calculated in the same manner and subject to the same size and placement regulations as for the principal frontage, as long as two adjacent frontages do not exceed one hundred sixty (160) percent of the permitted sign surface area.

3. **Other criteria for approval.** In addition to the above, the Director shall make written findings that the sign meets all of the criteria in this Chapter for sign placement, maximum height, location on the property, zone, etc.

E. **Notice of Final Decision.** A Notice of Decision incorporating the decision on the sign permit application shall issue not more than 120 days after issuance of the Determination of Completeness. This deadline shall not apply if a Right-of-Way Use permit or Special Event permit is required.

F. **Expiration of Sign Permit.** Once the sign permit for the sign issues, the sign must be installed within 180 days or the sign permit will expire. Building permits and street Right-of-Way Use permits shall expire in accordance with other applicable code provisions. No sign may be erected if the sign permit has expired, even if the associated building permit and/or street Right-of-Way Use permit has not expired.

Section 18.710.060 Sign Variances.

A. **Approval Required.** A variance may be granted from the strict application of the regulations in this Chapter which apply to: (a) sign placement on a parcel or building frontage; (b) sign area; or (3) sign height, as regulated in this Chapter. A variance may not be granted to allow any prohibited signs or prohibited sign features, as described in Section 18.710.040, or for any other purpose not listed in this subsection A. Modifications of (a) (b) or (c) above up to 20% of the numerical standard shall be reviewed as an Administrative Adjustment (18.350.020). Requests for modification to (a) (b) or (c) of more than 20% of a numerical standard shall be reviewed as a Variance (18.350.040)

B. **Need for Sign Permit, Consolidation of Processing.** A sign variance application may be submitted before or concurrent with the associated sign permit application. No sign permit application requiring a variance for issuance will be processed without a sign variance application unless the applicant specifically requests that the application be processed without a variance.

C. **Review Procedures.** The following steps shall be followed in the processing of sign variance applications:

1. **Determination of Complete Application (Section 18.310.040)**

2. Determination of Consistency (Section 18.310.050)
3. Notice of Decision by Director (Section 18.310.060)
4. Administrative Appeal, if any (open record hearing, Section 18.310.100)

D. First Amendment Exception/Variance. Where an applicant can demonstrate that the strict application of the regulations in this Chapter would violate his/her First Amendment rights, the City may grant a variance that does not conform to all of the variance criteria. However, the applicant shall submit an application which provides his/her response to each of the variance criteria. The City need not make findings that all of the variance criteria have been satisfied, but if not all criteria have not been satisfied, the variance may only be granted to the extent reasonably necessary to protect the applicant's First Amendment rights. If a First Amendment Exception is granted, it shall be treated as an approval of a variance for purposes of this Chapter.

E. Notice of Final Decision. A Notice of Decision incorporating the decision on the variance application shall issue not more than 120 days after issuance of the Determination of Complete Application.

Section 18.710.070 Nonconforming signs, Maintenance, Removal and Enforcement.

A. Nonconforming signs. Any lawful nonconforming sign may be continued, as long as it is maintained only in the manner and to the extent that it existed at the time it became nonconforming. Illegal signs shall not be considered nonconforming signs. Nonconforming signs are subject to the provisions of chapter 18.340 (Nonconforming Uses).

B. Maintenance. It is unlawful for any owner of record, lessor, lessee, manager or other person having lawful possession or control over a building, structure or parcel of land to fail to maintain any signs on the building, structure or parcel in compliance with this Chapter and the Zoning Code. Failure to maintain a sign constitutes a violation of this Chapter, and shall be subject to enforcement under the provisions of Title 9 and/or Title 15.

1. Sign maintenance. All signs, whether or not in existence prior to adoption of this Chapter, shall be maintained. Maintenance of a sign shall include periodic cleaning, replacement of flickering, burned out or broken light bulbs or fixtures, repair or replacement of any faded, peeled, cracked or otherwise damaged or broken parts of a sign, and any other activity necessary to restore the sign so that it continues to comply with the requirements and contents of the sign permit issued for its installation and provisions of this Chapter.

2. Landscape maintenance. Required landscaped areas associated with an approved sign shall receive regular repair and maintenance. Plant materials that do not survive after installation in required landscape areas are required to be replaced within six (6) months of the plant's demise or within the next planting season, whichever event first occurs.

C. Removal. Any vacant and/or unused sign support structures, angle irons, sign poles or other remnants of old signs which are currently not in use, or are not proposed for immediate reuse by a sign permit application for a permitted sign, shall be removed. In addition to the remedies in (Zoning Code) chapter ____ (Code Enforcement), the Director shall have the authority to require the repair, maintenance or removal of any sign or sign structure which has become dilapidated or represents a hazard to the safety, health or welfare of the public, at the cost of the sign and/or property owner.

D. Enforcement. Violations of the provisions of this Chapter shall be enforced according to (Zoning Code) chapter ____ (Code Enforcement).

Section 18.710.090 Sign illumination.

A. General. No temporary sign may be illuminated. No sign located in a residential zone may be illuminated, except that on parcels two (2) acres in size or greater, signs may be halo illuminated or illuminated as necessary for allowable digital signs. Permanent signs allowed by this Chapter may be non-illuminated, or illuminated by internal light fixtures, halo illuminated, or have external indirect illumination, unless otherwise specified. All illuminated signs shall comply with the time limitations of subsection 18.710.090(D) below.

B. Externally illuminated signs.

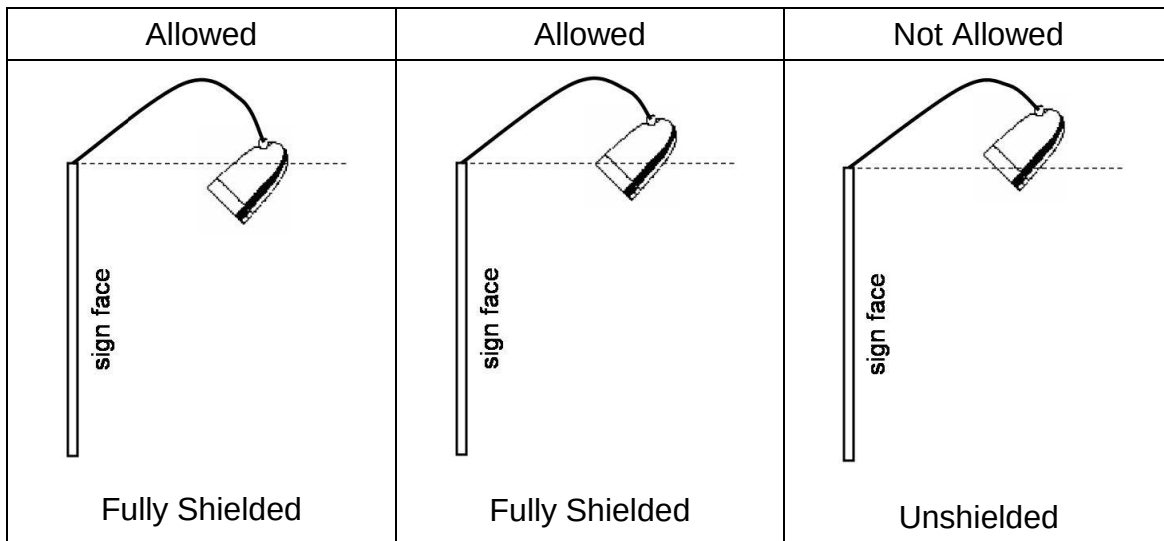
1. Except as provided in this Subsection, externally illuminated signs shall be illuminated only with steady, stationary, fully shielded light sources directed solely onto the sign without causing glare. Light shielding shall ensure that the lamp or light source is not visible beyond the premises and shall further ensure that the light is contained within the sign face.

2. A light fixture mounted above the sign face may be installed with its bottom opening tilted toward the sign face, provided:

(a) The bottom opening of the light fixture is flat (*i.e.*, it could be covered by a flat board allowing no light to escape); and

(b) The uppermost portion of the fixture's opening is located no higher than the top of the sign face, as shown in Figure 1 below. Light fixtures aimed and installed in this fashion shall be considered fully shielded.

Figure 1



C. Internally illuminated signs.

1. Internally illuminated signs shall be constructed with an opaque sign face background with translucent text, symbols and/or logo shields. If the sign owner desires to have the entire sign face visible at night, an external light source may be used to illuminate the sign, subject to the illumination standards in this Chapter.

2. In no case may an internally illuminated sign, a digital sign or an electronic message center sign exceed a light output of 50 nits in a residential zone or 100 nits in a non-residential zone during nighttime hours.

3. Neon sign lighting is allowed in non-residential zones only and shall not exceed 100 nits per sign face. Neon signs with solid backgrounds are not allowed in windows in order to ensure maximum light and visibility through windows. An example of a neon sign is shown in Figure 2 below.

Figure 2



D. Time limitations. All illuminated signs over three (3) square feet in area shall be turned off by 11:00 p.m., or when the business closes, whichever is later. Signs subject to time limitations are required to have functioning and properly adjusted automatic shut-off timers.

Section 18.710.100. Sign Materials.

A. Temporary signs. The construction of temporary signs is limited to the materials described in the definition of “temporary sign,” (Section 18.710.290, Definitions). In addition, the temporary sign must also conform to the requirements of this Chapter, including, but not limited to Section 18.710.270 (Temporary signs).

B. Permanent signs. Permanent signs must be manufactured of durable materials that withstand the effects of water and wind. The following additional requirements apply to any permanent signs larger than thirty (30) square feet, except for window signs located inside glass:

1. Paper-faced sign, including vinyl-coated paper and those applied with adhesives, are not allowed. Canvas or vinyl signs must be made of minimum twenty (20) oz. materials with polymeric plasticizers for durability.

2. Sign faces made of canvas, fabric, vinyl or similar pliable materials that are attached to permanent sign structures must be mounted behind a perimeter frame or trim cap so that the edges of the sign face are not exposed, except that flags made of 100% spun polyester are exempt from this requirement.

Figure 3

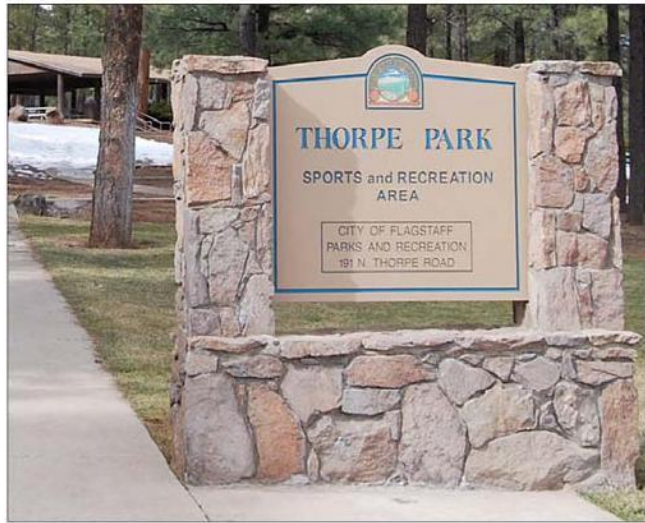


Figure 4

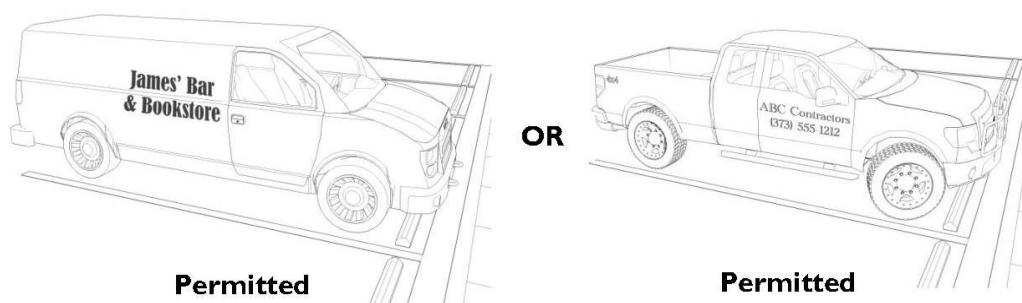


Section 18.710.110. Sign Placement and Location Restrictions.

A. City right-of-way. No sign may be placed within the Roadway portion of the City Right-of-Way (see, Section 18.710.270(F) for restrictions on temporary signs outside of the Roadway) except as otherwise permitted with a City Right-of-Way use or Special Event permit. No permanent sign may be placed within the Right-of-Way except as otherwise permitted with a City Right-of-Way Use Permit.

B. Attached to vehicles on private premises. No sign may be mounted, attached or painted on a trailer, boat or motor vehicle, which is parked, stored or displayed conspicuously on private premises in a manner intended to attract the attention of the public. (This excludes signs that are permanently painted or wrapped on the surface of the vehicle, or adhesive vinyl film affixed to the interior or exterior surface of a vehicle window, or signs magnetically attached to motor vehicles or rolling stock that are actively used in the daily conduct of business. However, such vehicles shall be operable and parked in a lawful or authorized manner.)

Figure 5



C. Attached to other fixtures. No sign may be painted, attached or mounted on fuel tanks, storage containers and/or solid waste receptacles or their enclosures, except for information required by law.

D. Freeway-oriented signs. Freeway-oriented signs are prohibited, except in the following instances:

1. Building mounted wall signs (Section 18.710.170), window signs (Section 18.710.280) and temporary signs (Section 18.710.280) as otherwise allowed by this Chapter may face the freeway if:

- (a) they are installed by a business that has its primary customer entrance facing the freeway; and

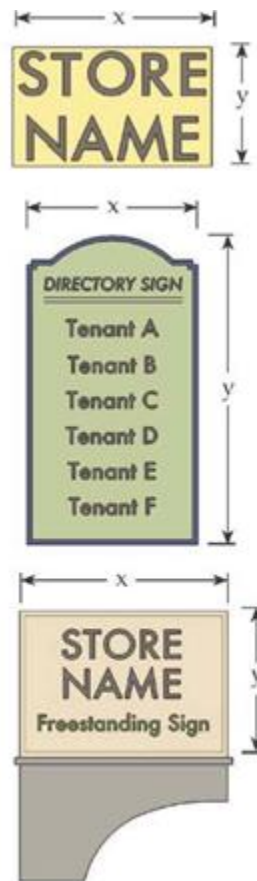
- (b) the wall, window or temporary sign also faces an intervening parking lot or frontage road that serves the business.

2. Free-standing signs as otherwise allowed by this Chapter are allowed for businesses located on and facing frontage roads along freeways, even if such signs are incidentally visible from the freeway.

Section 18.710.120 Sign Area Measurements. Sign area for all sign types is measured as follows:

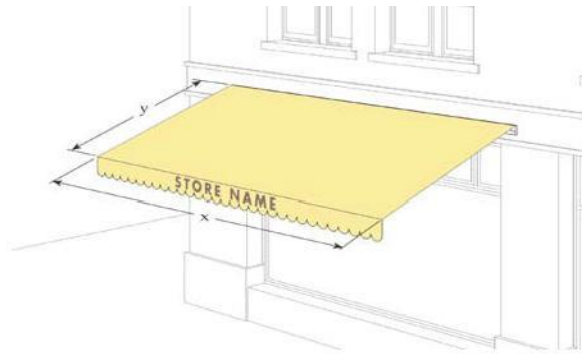
A. Background panel or surface. Sign copy mounted, affixed or painted on a background panel or surface distinctively painted, textured or constructed as a background for the sign copy, is measured as that area contained within the smallest rectangle, parallelogram, triangle, or circle that will enclose the sign copy and the background, as shown in Figure 6.

Figure 6



B. Individual letters or graphics. Sign copy mounted as individual letters or graphics against a wall, fascia, mansard or parapet of a building or surface of another structure, that has not been painted, textured or otherwise altered to provide a distinctive background for the sign copy, is measured as the sum of the smallest square, rectangle, parallelogram, triangle or circle that will enclose each word, sentence and complete message, and each graphic in the sign.

C. Illuminated surface. Sign copy mounted, affixed or painted on an illuminated surface or illuminated element of a building or structure, is measured as the entire illuminated surface or illuminated element, which contains sign copy, as shown in Figure 7. Such elements may include, but are not limited to, illuminated canopy fascia signs and/or interior illuminated awnings.

Figure 7

D. Backlit translucent panels. Backlit translucent panels and spandrels, with or without text or graphics, are measured as the area of the height and width of any internally illuminated translucent panel or spandrel, including the side panels if the structure or spandrel is greater than six (6) inches in width.

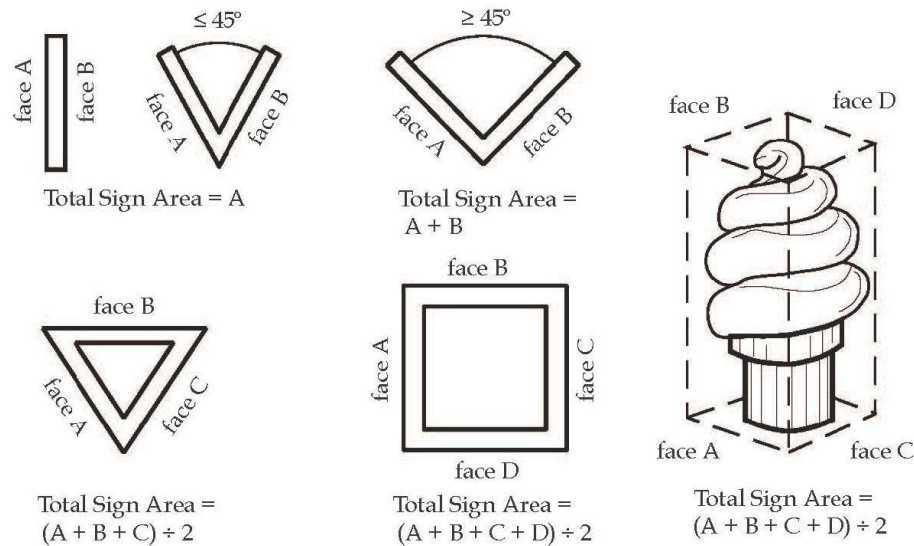
E. Multi-face signs. Multi-face signs, as shown in Figure 8, are measured as follows:

1. Two face signs: If the interior angle between the two sign faces is forty-five (45) degrees or less, the sign area is of one sign face only. If the angle between the two sign faces is greater than forty-five (45) degrees, the sign area is the sum of the areas of the two sign faces.

2. Three or four face signs: The sign area is fifty (50) percent of the sum of the areas of all sign faces.

3. Spherical, free-form, sculptural or other non-planar sign area is measured as fifty (50) percent of the sum of the areas using only the four (4) vertical sides of the smallest four (4) – sided polyhedron that will encompass the sign structure, as show in Figure 8 below. Signs with greater than four polyhedron faces are prohibited.

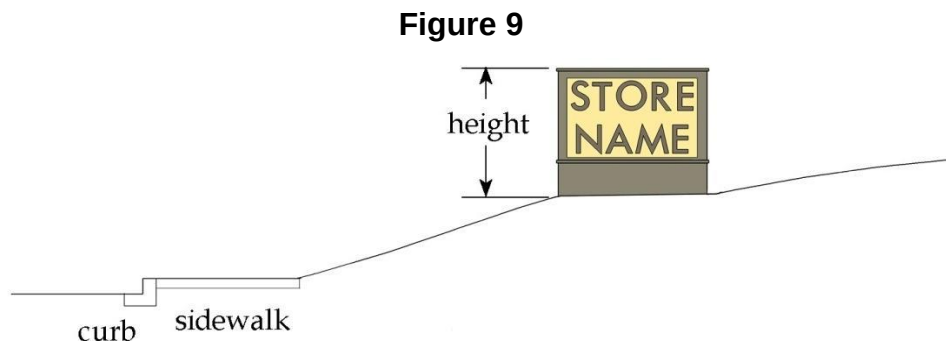
Figure 8



Section 18.710.130 Sign height measurement. Sign height is measured as follows:

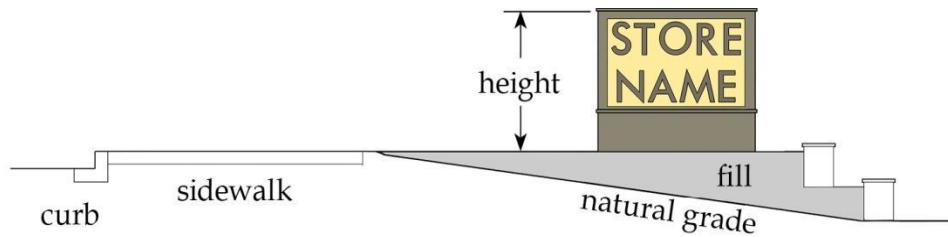
A. Freestanding signs. Sign height is measured as the vertical distance from natural grade at the base of a sign to the top of the sign, including the sign support structure; except that signs within twenty-five (25) feet of an adjacent road may be measured as follows:

1. If natural grade at the base of a sign is higher than the grade of the adjacent road, sign height shall be measured from the base of the sign as shown in Figure 9.



2. If natural grade at the base of the sign is lower than the grade of an adjacent road, the height of the sign shall be measured from the top of curb or road-grade elevation, provided that fill is placed between the curb and the sign and extends at least five (5) feet beyond the base of the sign in all directions, as shown in Figure 10.

Figure 10



Section 18.710.140 Sign Structure and Installation.

- A. Support elements. Any angle iron, bracing, guy wires or similar features used to support a sign shall not be visible.
- B. Electrical service. When electrical service is provided to freestanding signs or landscape wall signs, all such electrical service is required to be underground and concealed. Electrical service to building mounted wall signs, including conduit, housings and wire, shall be concealed or, when necessary, painted to match the surface of the structure upon which they are mounted. A building permit (electrical) must be issued prior to the installation of any new signs requiring electrical service.
- C. Raceway cabinets. Raceway cabinets, where used as an element of building mounted wall signs, shall match the building color at the location of the building where the sign is located. Where a raceway cabinet provides a contrast background to sign copy, the colored area is considered part of the sign face and is counted in the aggregate sign area permitted for the site or business. Examples of raceway cabinets are shown in Figure 11.

Figure 11



- D. Limitation on attachments and secondary uses. All permitted sign structures and their associated landscape areas shall be kept free of supplemental attachments or secondary uses including, but not limited to, supplemental signs not part of a permitted sign, light fixture, newspaper distribution racks or trash container. The use of sign structures and associated landscape areas as bicycle racks or support structures for outdoor signs is prohibited.

Section 18.710.150 Accessory Signs. No permit shall issue for an accessory sign which does not comply with the following standards:

- A. Number. A maximum of one (1) sign at each vehicle point of entry or egress, not to exceed four (4) accessory signs per parcel.
- B. Location. Flexible, provided that the number of signs in Subsection A is not exceeded, and provided that the signs comply with setback standards for freestanding signs in 18.710.210.
- C. Zones. Not allowed in residential zones.
- D. Design. Non-illuminated or internal illumination only. Any accessory sign with electronic display must conform to all EMC and/or digital sign standards in Section 18.710.190 (Digital signs) or 18.710.200 (EMC signs).
- E. Size. Maximum sign area: three (3) square feet per face; may be double-sided.
- F. Height: Mounting height:
 - 1. Building Mounted Wall sign (Section 18.710.170): Maximum of eight (8) feet; must be flat against a wall of the building.
 - 2. Freestanding sign (Section 18.710.210): Maximum of three (3) feet from grade.

Figure 12



G. Drive-Through Large Accessory Signs. In addition to the accessory signs allowed for vehicle points of entry and in addition to free-standing signs otherwise allowed under Section 18.710.210, large accessory signs are allowed for each point of entry to a drive-up window, subject to the following standards:

1. Maximum sign area per drive-up point of entry: forty-five (45) square feet.
2. Maximum sign size: thirty (30) square feet.
3. Maximum sign height: Five (5) feet, six (6) inches, including the associated sign structure.
4. Orientation: Large accessory signs must be oriented so that the sign face is not visible from the view of the street or public-right-of way.
5. Screening: All sides of large accessory signs must be screened from the view of the street or public right-of-way with landscaping or walls of brick, stone or siding materials that match the principal walls of the building to which the sign applies. If landscaping is used for screening, it must provide full screening at maturity and must be large enough at planting to provide at least seventy (70) percent screening of the sign.
6. Audio. No sound or amplification may be emitted that is audible beyond the site.

Section 18.710.160 Awning or Canopy Signs. No permit shall issue for an awning or canopy sign which does not comply with the following standards:

- A. Number. One (1) awning or canopy sign is allowed for each primary entrance to a building or tenant space. In addition, one (1) awning or canopy sign may be allowed on a secondary entrance which faces a public street or on-site parking area. (As used in this subsection, “street” shall include freeways, but exclude alleys and service ways.) The awning/canopy sign may only be placed on the ground floor level facade of the building.
- B. Area. The sign area on the primary elevation shall not exceed one (1) square foot of sign area per lineal foot of awning or canopy width. A maximum of forty (40) percent of an awning or canopy on which signage is proposed may be of an angle greater than sixty (60) degrees from horizontal.

Figure 13



C. Location.

1. An awning/canopy sign may not be mounted higher than a maximum of twenty-five (25) feet above the ground floor.
2. An awning/canopy sign shall not project above, below or beyond the edges of the face of the building wall or architectural element on which it is located.
3. No part of the sign, as a part of, or displayed on the vertical surface of an awning/canopy, shall project beyond the edges of the awning/canopy surface on which it is displayed. If an awning/canopy is placed on multiple store fronts, each business or tenant space is permitted signage no greater than sixty (60) percent of the store width or tenant space.
4. The awning/canopy shall not extend horizontally a distance greater than sixty (60) percent of the width of the awning/canopy or valance on which it is displayed.

D. Zone. Not allowed in residential zones.

E. Illumination. If sign letters or logos are to be back-lit or internally illuminated, only the face area containing the letters or logos may be illuminated. The sign may also be externally illuminated as allowed by Section 18.710.090.

Section 18.710.170 Building Mounted Wall signs.¹ No permit shall issue for a building mounted wall sign which does not comply with the following standards:

A. Residential Zones. The maximum building mounted wall signage allowed in residential zones is as follows:

1. Size of Parcel or Site. Wall signs are not allowed on sites smaller than two (2) acres, except for address numbers as required by law.
2. Area. One hundred (100) square feet total, not to exceed three (3) percent of the area of the façade upon which the sign is placed. Width: Not to exceed sixty (60) percent of the width of the wall plane upon which the sign is placed. (NOTE: No. 3 in this section was deleted.)

Figure 14



B. Non-residential Zones.

1. Size of Parcel or Site. No restrictions.

¹ *Catsiff v. McCarty*, 167 Wash. App. 698, 274 P.3d 1063 (2012) (wall signs could not be higher than 30 feet above grade, 25% of wall area and wall signs were limited to 150 square feet per street frontage – upheld).

2. Area. The total signage may be up to five (5) percent of the area of the façade upon which the sign is placed. Width: Not to exceed sixty (60) percent of the width of the wall plane upon which the sign is placed or the width of the tenant space. Height: Not to exceed seventy (70) percent of the height of the blank wall space or fascia on which the sign is mounted.

3. Location on Building. Signs may not cover or obscure important architectural details of a building, such as stair railings, windows, doors, decorative louvers or similar elements intended to be decorative features of a building design. Signs must appear to be a secondary feature of the building façade.

4. Illumination, flush or tight mounted. All individual letter signs shall be installed to appear flush-mounted. If the letters are illuminated and require a raceway, the letters shall be installed tight against the raceway, which shall be painted to match the color of the surface to which the raceway is mounted. Where possible – especially on new construction – the raceway should be recessed to allow letters to be flush with the wall surface.

5. Design. Where more than one (1) sign is allowed for a business, all signs shall be consistent in design, style, color and method of illumination.

Section 18.710.180 Changeable Copy Sign. No permit shall issue for a changeable copy sign which does not comply with the following standards:

A. Number. No more than one (1) changeable copy sign shall be allowed for each parcel, except that additional changeable copy signs are permitted as follows:

1. the additional changeable copy sign(s) must be placed at least one hundred (100) feet from abutting streets or rights-of-way; and

2. the additional changeable copy sign(s) must not exceed the maximum area, height, and quantity standards otherwise applicable to any free-standing or building mounted wall signs on the parcel.

Figure 15



- B. Area. No more than twenty (20) percent of the allowed wall sign area or fifty (50) percent of a free standing sign face may be changeable copy (this does not apply to signs required by law). Wall mounted changeable copy signs placed at least one hundred (100) feet from abutting streets may be a maximum of fifty (50) percent of permitted wall sign area.
- C. Height above grade. Fifteen (15) feet maximum. For wall signs, limited to the maximum height for freestanding signs.
- D. Placement/Location. Allowed only as an integral part of a building mounted sign or a freestanding sign. Portable changeable copy signs are not permitted.
- E. Zones. Changeable copy signs are allowed in all zones.
- F. Design. Non-illuminated in all zones. Internally or indirectly illuminated in non-residential zones subject to the illumination standards in Section 18.710.090.

Section 18.710.190 Digital Signs. A Digital Sign is not a separately allowed sign type. The purpose of this section is to regulate the manner in which digital sign technology can be applied to sign types that are otherwise allowed in this Chapter. It is not intended to allow more signs or larger signs than otherwise permitted in this Chapter. No permit shall issue for a Digital Sign which does not comply with the following standards:

- A. Maximum size: thirty (30) square feet, or as otherwise limited by the size limits of this chapter.

- B. Density: One Digital Sign per one hundred (100) feet of street frontage in non-residential zones. One Digital Sign per two hundred (200) feet of street frontage in residential zones, not to exceed one (1) sign per parcel.
- C. Zoning: Allowed in residential and non-residential zones only.
- D. Maximum luminance: Fifty (50) nits during nighttime hours.
- E. Motion limits: No motion allowed except for instantaneous change of message.
- F. Minimum hold between messages: eight (8) seconds.
- G. Programming: to ensure that digital signs are programmed and continue to operate according to local standards, digital signs shall be designed for local on-site control and programming.

Section 18.710.200 Electronic Message Center (EMC) Signs. An EMC Sign is not a separately allowed sign type. The purpose of this section is to regulate the manner in which EMC sign technology can be applied to sign types that are otherwise allowed in this Chapter. It is not intended to allow more signs or larger signs than otherwise permitted in this Chapter. No permit shall issue for an EMC which does not comply with the following standards:

- A. Maximum size: thirty (30) square feet.
- B. Density: One EMC per one hundred (100) feet of street frontage, not to exceed one (1) per business and tenant space.
- C. Zoning: Prohibited in residential zones.
- D. Minimum parcel per sign. One acre.
- E. Maximum Luminance.
 - 1. Daytime: 5000 nits.
 - 2. Nighttime (one-half hour before sunset and one-half hour after sunrise): 100 nits.
 - 3. Signs shall include auto-dimming features with light-sensory capabilities to dim the sign to allowable luminance levels during nighttime hours.
- F. Motion limits: No motion except for a fade in of the next message with the fade transition being no more nor less than 1.5 seconds. Fade transition is required rather than instantaneous message changes to avoid sudden or startling flashes of light.
- G. Minimum hold between messages: ten (10) seconds, plus 1.5 second transition fade.

H. Programming. To ensure that EMC's are programmed and continue to operate according to local standards, EMC's shall be designed for local on-site control and programming. The applicant shall provide a written certificate from the sign manufacturer that the nighttime light intensity has been factory pre-set not to exceed allowable levels under this Section, and that this setting is protected from end-user modification by password-protected software or other method that ensures compliance.

Section 18.710.210 Freestanding Signs. No sign permit shall issue for a freestanding sign which does not comply with the following standards:

A. Number.

1. The number and type of freestanding signs for single and multiple tenant uses are derived from the use, zone, location and length of development site frontage as described in this Section.

2. One freestanding sign is allowed for each site frontage. Flag lot sites with frontage on a public street are permitted one (1) sign on the frontage providing primary access to the site.

3. Where more than one (1) freestanding sign is proposed on a site with multiple frontages, a minimum of sixty (60) linear feet shall separate each sign.

4. The permanent sign base shall have a minimum aggregate width of forty (40) percent of the width of the sign cabinet or face.

Figure 16



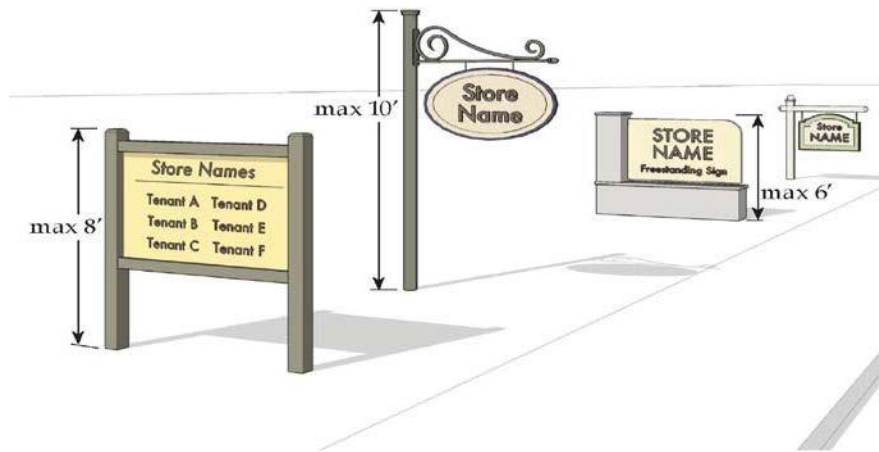
B. Location.

1. No freestanding sign shall be permitted on any site that does not have street frontage.

2. Freestanding signs shall be set back a minimum of five (5) feet from the street side property line, a minimum of twenty-five (25) feet from any interior side lot line and a minimum of thirty (30) feet from any residential district.

3. No freestanding sign shall be located in the triangular area(s) measured fifteen (15) feet by fifteen (15) feet where a driveway enters onto a street, or in any other area which may obstruct the vision of motorists so as to create a safety hazard. Additionally, all signs are subject to the Public Works Standards regarding sight distances.

Figure 17



C. Height and Area.

1. Properties with less than one hundred-twenty (120) feet of street frontage shall be subject to the following area requirements:

<u>Total Street Frontage</u>	<u>Maximum Size & Height Above Grade</u>
0-60	20 square feet maximum, not to exceed 6 feet in height
61-119	30 square feet maximum, not to exceed 8 feet in height
120 or more	45 square feet maximum, not to exceed 10 feet in height

2. A sign may be permitted to a height not exceeding fifteen (15) feet and a sign face area not exceeding one hundred (100) square feet in size, 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 (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 reflects the materials and architecture of the closest or principle 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 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

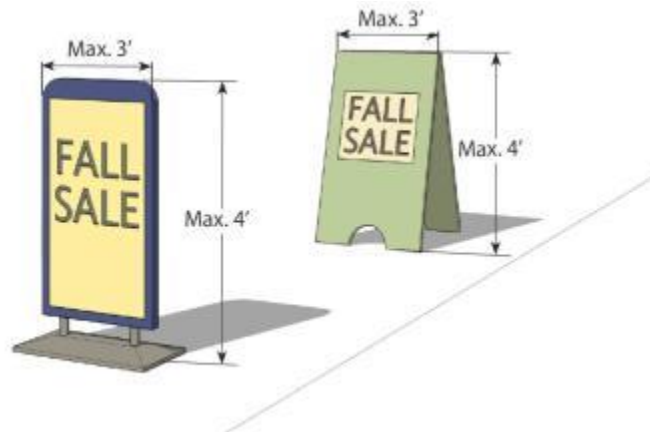
(c) The sign is no taller than seventy-five (75) percent of the height of the tallest building on the site (not to exceed fifteen (15) feet), as measured to the midpoint between the fascia line and the ridge on a pitched roof building, or the top of the highest cornice or parapet on a flat roof building.

Section 18.710.220. Portable Signs. No permit shall be issued for a portable sign (includes sandwich board and pole mounted signs) which does not comply with the following standards:

A. Zone: Allowed only in non-residential zones, except that temporary portable signs are allowed in residential zones, subject to the provisions of Section 18.710.270 (temporary signs).

B. Design and Materials: Must be designed with durable materials, otherwise they will be regulated as temporary signs under Section 18.710.270. Portable signs must be designed to withstand wind and include a heavy weighted base for pole-mounted signs, and a heavy weight suspended between the opposing faces of a sandwich board sign.

Figure 18



C. Size and Height. Sandwich board signs: Maximum of four (4) feet in height, maximum of three (3) feet in width. (Note: sandwich board sign height is measured in the flat standing position, rather than in open standing position.) Pole-mounted signs: Maximum of five (5) feet in height, two (2) feet in width.

D. Number: Not more than one (1) portable sign may be displayed per business, per tenant space.

E. Location: Must be located no further than ten (10) feet from the primary building of the business, or, if there is only one business or tenant space on the site, it may be located not farther than then (10) feet from the site's driveway entrance. No portable sign may be located on the City right-of-way (which includes the sidewalk), without a Street right-of-way use permit.

F. Display Hours: Portable signs, including temporary portable signs may be displayed during business or operating hours only.

G. Type: Portable signs may not be changeable copy signs or illuminated in any manner.

Section 18.710.230 Projecting signs. No permit shall issue for any projecting sign which does not comply with the following standards.

A. Number. One (1) projecting sign may be allowed per tenant space or building frontage. Projecting signs are permitted in addition to allowable wall signage.

B. Sign size.

1. Non-residential zones: The face of a projecting sign shall not exceed twelve (12) square feet in area.

2. Residential zones: The face of a projecting sign shall not exceed one and one-half (1.5) square feet in area.

Figure 19



C. Location.

1. No part of any projecting sign shall be located lower than eight (8) feet above the grade of sidewalk, walkway or driveway which is directly below the sign, or within three (3) feet of the sign.

2. Projecting signs may extend a maximum of four (4) feet from the building and shall be hung a minimum of six (6) inches away from the building.

3. No projecting sign shall be located within twenty-five (25) feet of another projecting sign on the same site or on the same building.

4. No projecting sign shall be located higher than the first story level of the building.

5. No projecting sign shall extend into the right-of-way, including the sidewalk, without an approved Right-of-Way use permit under chapter ____.

D. Design.

1. Non-residential zones: May be illuminated, internally or indirectly. In residential zones, projecting signs may not be illuminated.

2. Projecting signs shall be perpendicular to the building wall to which it is affixed.

3. Projecting signs shall not exceed four (4) inches in thickness.

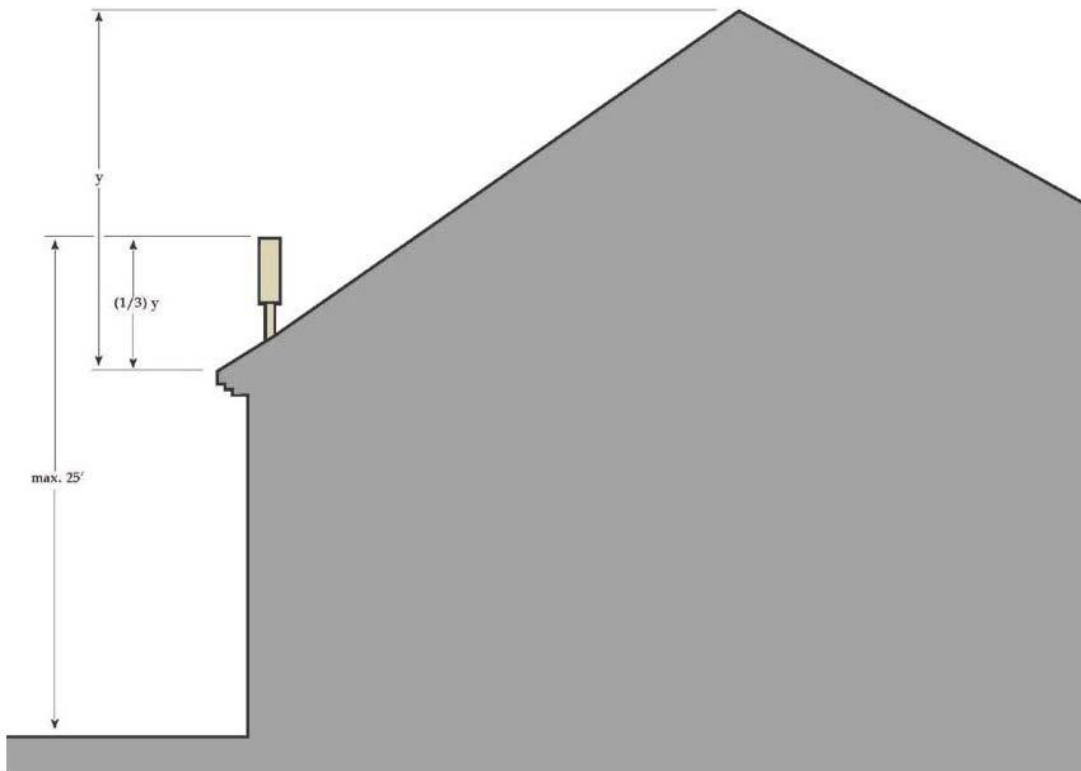
4. Projecting signs shall be supported by or suspended from solid rods or otherwise tethered or reinforced to avoid movement in wind.

E. Zone. Residential and nonresidential zones: as limited above.

Section 18.710.240 Roof-Mounted Signs. No permit shall issue for a roof-mounted sign which does not comply with the following standards:

A. Number. No more than one (1) roof-mounted sign shall be allowed for each building.

Figure 20



- B. Area. The area of the roof-mounted sign shall not exceed the total amount of wall sign area that would be allowed for the building elevation on which the roof mounted sign is located.
- C. Location. Allowed on the slope of peaked/sloped roof buildings only, and only on the lowest one-third (1/3) of the slope of the peaked roof. Roof-mounted signs shall be installed so that the structural supports of the sign are minimized. Angle irons, guy wires, braces or other secondary supports shall appear to be an integral part of the roof or roof-mounted sign.
- D. Zone. Roof-mounted signs are permitted in nonresidential zones only.
- E. Design. Roof-mounted signs may be non-illuminated, internally illuminated or indirectly illuminated, provided that the light is limited to the sign face only.

Section 18.710.250 Service Island Signs. No permit shall issue for a service island sign which does not comply with the following standards:

- A. Number and Size.
 - 1. Island canopies. One (1) sign on the canopy fascia per street frontage, not to exceed 20 percent of the area of canopy fascia to which the sign is mounted.

2. Spandrel signs and canopy support signs. Spandrel signs shall not exceed twenty (20) percent of the spandrel area, and both spandrel signs and signs attached to canopy support columns shall be deducted from allowable wall signage on the associated principle building on the site.

B. Zone. Not allowed in residential zones.

C. Design. Spandrel signs may be internally illuminated, subject to the illumination standards of _____.090. Signs attached to canopy support columns shall not be illuminated.

Section 18.710.260 Sign walkers. Sign walkers are allowed, subject to the following standards:

A. Permit. A permit is not required for a sign walker, but the sign walker shall comply with all the applicable requirements of this Chapter.

B. Number. No limit.

C. Area. The sign walker's sign shall not exceed eight (8) square feet in area, and shall not exceed eight (8) feet in height when held in place.

D. Zone. Allowed in nonresidential zones only.

E. Design. The sign walker's sign cannot be illuminated. Sign walkers shall be limited to daylight hours only. A sign walker's sign may not include any element of a prohibited sign as described in Section 18.710.040.

F. Location. Sign walkers are restricted to a minimum of thirty (30) feet from a street or driveway intersection, measured from the back of the curb or edge of pavement if no curb exists, and shall not be located in any of the following places:

1. On any public property or within public right-of-way, although sign walkers are allowed on public sidewalks;

2. In parking aisles or stalls;

3. In driving lanes;

4. On fences, walls, boulders, planters, other signs, vehicles, utility facilities or other structures; or

5. In a manner which results in a sign walker physically interfering with motorists; pedestrians or bicyclists.

Section 18.710.270 Temporary Signs.

A. No Permit required. No sign permit is required for temporary signs.

B. Removal. Temporary signs shall be removed if the sign is in need of repair, is worn, dilapidated or creates a public nuisance.

C. Materials. See Section 18.710.100 (sign materials) and the definition of “temporary sign” in Section 18.710.290.

D. City property (excluding City right-of-way). Temporary signs on City-owned property (excluding City right-of-way) are allowed only in conjunction with an approved Special Event permit.

E. City Right-of-Way outside of the Roadway. Temporary signs are prohibited in the Roadway. Temporary signs on City Right-of-Way placed outside of the Roadway, must comply with the following requirements:

1. Location. Allowed only between the property line and the back of the nearest curb, or where no curb exists, between the property line and the nearest edge of the roadway pavement. Signs may not be placed on sidewalks, driveways or other paved areas designed for pedestrian or vehicular use, or as conditioned in a right-of-way use permit. Approval of the abutting owner is recommended.

2. Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a right-of-way use permit.

3. Size and height. Limited to four (4) square feet, and three (3) feet in height.

4. Dilapidated or Nuisance signs. Any temporary sign in the right-of-way that is dilapidated or a nuisance, shall be removed by the person responsible for placement of the sign.

5. Other signs. The City may allow other signs in City right-of-way with a Right-of-Way use permit.

F. Residential zones. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this Section and the following:

1. Window signs. Limited to no more than one temporary window sign per residential unit, not to exceed four (4) square feet.

2. Freestanding signs (includes post-mounted, stake and portable signs).

- (a) Single-family zones: Temporary free-standing signs shall not exceed four (4) square feet in size and five (5) feet in height, if the sign is mounted on the ground, and not to exceed three (3) feet in height if the sign is stake-mounted or portable.

- (b) Multi-family zones: Temporary free-standing signs shall not exceed six (6) square feet in size and five (5) feet in height if the sign is post mounted on the ground, and not to exceed three (3) feet in height if the sign is stake-mounted or portable.

3. Surface-mounted signs. Limited to sites two (2) acres or larger:

(a) Size. No larger than thirty-two (32) square feet.

(b) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing or abutting the street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

G. Non-residential zones. Temporary signs are allowed on non-residentially zoned property in accordance with the requirements of this Section and the following:

1. Window signs. Limited to twenty-five (25) percent of the window area, subject to the window sign requirements of Section 18.710.240.

2. Freestanding signs (including post-mounted, stake and portable signs):
Size/height. Limited to four (4) square feet and five (5) feet in height if the temporary sign is mounted in the ground, and not to exceed three (3) feet in height if the temporary sign is portable.

3. Surface-mounted signs:

(a) Size. Limited to thirty (30) square feet.

(b) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing the abutting street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

H. Temporary signs on large properties, residential or non-residentially zoned properties. The following temporary signs may be placed on any site at least two (2) acres in size, in accordance with the requirements of this Section and the following:

1. Type. Any type.

2. Size/height. Not to exceed sixty-four (64) square feet and up to eight (8) feet above ground level.

3. Exclusivity. The sign allowed under this subsection is in lieu of and shall not be displayed with or be in addition to other temporary signs allowed by this Section.

Section 18.710.280 Window Signs. No permit shall issue for a permanent window sign which does not comply with the following standards:

A. Number: No more than one permanent window sign may be placed in a single window.

Figure 21



- B. Window Coverage. Window signs (temporary and permanent) shall not exceed twenty-five (25) percent of the area of the window on which they are displayed.
- C. Location. No higher than second (2nd) story windows for permanent window signs. (For the requirements applicable to temporary window signs, see Section 18.710.270.
- D. Zone. Allowed in all zones.
- E. Design. Permanent window signs are limited to individual painted or vinyl cut-out letters and graphics, or neon signs constructed with or without a solid or opaque background. Permanent signs with solid backgrounds are not permitted in windows in order to ensure maximum light and visibility through windows. Temporary window signs are exempt from the restrictions in this Subsection E.

Section 18.710.290 Definitions. The words and phrases used in this Section shall be construed as defined in this Chapter, unless the context clearly appears otherwise. Unless specifically defined in this Section, the definitions set forth in other provisions of this Code shall likewise apply to this Chapter.

“A”

“Abandoned sign” means a sign, the face of which has been removed or is broken and is not refaced within 180 days thereafter. Abandoned signs shall also include signs with rusted, faded, peeled, cracked or otherwise deteriorated materials or finishes that have not been repaired

within 90 days after the City provides notice of the sign's deteriorated condition under the City's enforcement chapter (18.24).

"Accessory sign" means a permanent, free standing or building mounted sign of limited height and size that provides supplemental opportunity for free standing or building mounted signage on a site.

"Aerial sign" means a free floating balloon, kite or similar object not directly secured to property within the City.

"A-frame sign" *see also*, portable sign or sandwich board sign, means signs capable of standing without support or attachment.

"Alter" means to change the copy, color, size, shape, illumination, position, location, construction or supporting structure of a sign, not including ordinary maintenance.

"Area of a sign" means the smallest square, rectangle, parallelogram or circle that will enclose the extreme limits of writing, representation, logo, or any figure of similar character, together with any frame, background area, structural trim, or other materials or color forming an integral part of the display or used to differentiate such sign from the background against which it is placed. The supports or uprights on which any such sign is supported shall not be included in determining the sign area. The area of signs with two (2) faces shall be considered to be the area of the largest face. The area of signs with three (3) or more faces shall be considered to be the area of the largest face or one-half (1/2) the area of all of the faces, whichever is less.

"Awning or Canopy sign" means a sign affixed to or imprinted on an attached shelter composed on non-rigid materials such as an awning, or a permanent architectural projection, such as an awning or canopy, composed of non-rigid materials on a supporting framework, affixed to the exterior wall of a building, extending over a door, entrance, window or outdoor service area.

"B"

"Business activity" means an enterprise offering goods, services, or other consideration to the public, in legal occupancy of a site or of a specific portion of a site and under separate and distinct management from any other enterprise located on the same site.

"Business frontage" means the horizontal dimensions of a building or individual business elevation measured at ground level.

"C"

"Canopy or Awning sign" – see definition under "Awning or Canopy sign" above.

"Changeable copy sign: means a sign or portion thereof which is designed to have its message or copy readily changed manually or by remote or automatic means without altering or replacing the face or surface. Changeable copy signs support hard-copy text or graphics and do not use digital or electronic text or images.

“D”

“Digital sign” means a changeable copy sign with monochrome LED (light emitting diodes) text, graphics or symbols over a black, non-illuminated background.

“Directional sign” means a sign erected for the purpose of facilitating or controlling the efficient and safe movement of pedestrians or vehicles within a multi-tenant development.

“E”

“Electronic message center sign” means an electrically activated changeable copy sign having variable message and/or graphic presentation capability that can be electronically programmed by computer or handheld device from a remote location. EMC’s typically use light emitting diodes (LED’s) or liquid crystal display (LCD) as a lighting source.

“Elevation” means the visible vertical plane of the side of a building from ground level to the roof line.

“Elevation, primary” means the side of a building directly abutting either a street or a parking area. A business owner may choose which elevation is considered the primary elevation, except that in a multi-tenant building, the elevation which is contiguous to other businesses shall be the primary elevation.

“Elevation, secondary” means any elevation of a building not determined to be a primary elevation.

“F”

“Façade” means the elevation of a building extending from the ground level up to the bottom of the fascia on a pitched roof building, and up to the top of the wall or parapet on a flat roof building. The area of a façade for purposes of calculating allowable wall signage includes the area of the windows and doors but excludes openings that do not have solid coverings, such as breezeways, colonnades and gateways that extend to the backside of the building.

“Fascia” means an architectural term for a vertical frieze or board under a roof edge or which forms the outer surface of a cornice, visible to an observer.

“Flag” means a flat piece of cloth, with distinctive colors, patterns or symbols, having one end of the cloth attached to a vertical staff (directly or by rope and pulley mechanism) and all other ends free-flowing under natural movement of wind.

“Flag canopy” means a line of flags, or a series of lines of flags, suspended above a site.

“Flashing sign” means an electric sign or portion thereof except electronic message center signs, which changes light intensity in a sudden transitory burst, or which switches on and off in a constant pattern in which more than one-third of the non-constant light source is off at any one time.

“Freestanding sign” means a sign and its support pole or base standing directly on the ground that is independent from any building or other structure.

“Freeway” means a limited access highway, state route or interstate.

“Freeway oriented sign” means a sign within 150 feet of a freeway right-of-way that has its sign face parallel to, perpendicular to, angled toward, or otherwise readable from the freeway right-of-way.

“Frontage” means the property line of an individual lot, tract or parcel that abuts a public or private street right-of-way, excluding alleys and private driveways. The number of frontages on a lot is the same as the number of public or private street rights-of-way that the lot abuts.

“G”

“Gross leasable space” means area of a single leasable space, regardless of the number of tenants or leases within the space.

“H”

“Halo illuminate” means a light source placed behind totally opaque letter or symbol so that the light reflects off the wall or background to which the letters or symbols are mounted rather than emanating through the letters or symbols, creating a halo effect that leaves the letters or symbols viewable in silhouette form only.

“Height of sign” means the overall height of the sign above grade directly below or at the base of the sign.

“I”

“Illegal sign” means a sign which does not conform to the requirements and standards of this Chapter and which does not meet the criteria of a nonconforming sign as defined in this Definitions Section.

“Integrated development site” means any commercial or noncommercial development site, regardless of the number of lots or individual tenants, that is developed with common parking, layout, architecture or design features.

“Item of information” means a word, figure, logo, abbreviation or other symbolic representation.

“L”

“Logo” means a design of letters, colors or symbols used as a trademark or for identification in lieu of, or in conjunction with, other signs.

“Logo shield” means a logo contained within an area no greater than four (4) square feet, incorporated into a larger sign face or designed as an individual sign or component of a sign containing individually mounted sign graphics.

“Lot line” means a line that separates two lots.

“Luminance” means the photometric quality most closely associated with the perception of brightness. Luminance is measured in candelas per square meters or “nits.”

“M”

“Mansard” means a roof with two slopes on each side of the four sides, the lower steeper than the upper.

“Master Sign Plan” means a coordinated sign plan which includes the details of all signs (not including exempt or temporary signs) which are or will be placed on a site.

“Monument sign” means a freestanding low profile sign with the sign width greater than the sign height and designed with a solid base and background.

“Motion” means the depiction of movement or change of position of text, images or graphics. Motion shall include, but not be limited to, visual effects such as dissolving and fading text and images, running sequential text, graphic bursts, lighting that resembles zooming, twinkling or sparkling, changes in light or color, transitory bursts of light intensity, moving patterns or bands of light, expanding or contracting shapes and similar actions.

“Multitenant development” means a development consisting of three (3) or more leasable spaces.

“N”

“Natural grade” means the topographic condition or elevation of a site or portion of a site over the past five years, or the finished grade of an approved site development plan. Changes to grade or elevation resulting from fill, mounding or berming within five years preceding any requested permit other than a site development plan shall not be considered natural grade for permitting purposes.

“Neon sign” means a sign with illumination affected by a light source consisting of a neon or other gas tube which is bent to form letters, symbols or other shapes.

“Night-time hours” means from one-half hour before sunset to one-half hour after sunrise.

“Nits” means a unit of measure of brightness or luminance. One (1) nit is equal to one (1) candela/square meter.

“Nonconforming sign” means any sign, which at one time conformed to all applicable requirements and standards of this Chapter, including all permit requirements, but which subsequently ceased to so conform due to changes in such requirements and standards.

“Nonresidential zone” means, in the context of this Chapter, any zone that does not include residential dwelling units except for mixed use zoning districts where residential units are located above or behind nonresidential uses and the ground floor streetscape is characterized by commercial and other nonresidential uses.

“O”

“Opaque” means a material that does not transmit light from an internal illumination source.

“P”

“Painted sign” means a sign painted directly on a building or on material which is then attached to a building. *See also*, “wall sign.”

“Pan-channel” means a sign graphic that is constructed of a three-sided metal channel, usually having a light source contained within the channel. The open side may face inward, resulting in silhouette lighting, or it may face outward to allow full illumination. The open side of the channel may be enclosed with a translucent material.

“Parapet” means a protective wall or barrier projecting above any canopy, balcony or roof.

“Permanent sign” means a sign constructed of weather resistant material and intended for permanent use and that does not otherwise meet the definition of “temporary sign.” Wall mounted sign holders designed for insertion of signs and posters shall be considered permanent signage and subject to all standards of this chapter.

“Pole sign” means a sign mounted on a weighted base, intended to be movable.

“Portable sign” means a free-standing sign that is readily moveable and not permanently affixed to the ground, including A-frame or sandwich board signs, pole signs mounted on weighted bases, and similar signs that are used on more than a temporary basis.

“Projecting sign or Projection sign” means a sign attached to a building with the face not parallel to the vertical surface of the building. Projecting signs include signs projecting directly from walls, or signs hanging from porch ceilings or other support structures.

“R”

“Raceway” means a box-type conduit to house electrical wires for signs and used to support and/or affix signage on a wall.

“Right of Way” is the strip of land platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles or utilities.

“Roadway” means that portion of the street improved, designed, or ordinarily used for vehicular travel and parking, exclusive of the sidewalks and shoulder. Where there are curbs, the roadway is the curb to curb width of the street.

“Roof line” means the uppermost edge of the roof or the top of the parapet, excluding mechanical equipment screens, whichever is highest. Where a building has several roof levels, the roof line shall be the one belonging to that portion of the building on which the sign is located.

“Roof mounted sign” means a sign which has a point of attachment to the roof or mansard of a building. Architectural projections, including mechanical equipment screens, above any parapet or roof line whose sole function is a background for signs shall be considered a sign structure. A sign on such an architectural projection shall be considered a roof sign.

“S”

“Sandwich board sign” – see “A-frame sign” definition.

“Service Island sign” means a permanent sign displayed on the service island canopy of a gas station, bank, carwash or other use that provides a canopy cover for vehicles. Service island signs are not the same as awning or canopy signs as otherwise defined by this chapter.

“Sign” means letters, figures, symbols, trademarks, or logos, with or without illumination, intended to identify any place, subject, person, firm, business, product, article, merchandise or point of sale. A sign also includes balloons attached to sign structures, products, streamers, spinners, pennants, flags, inflatables or similar devices intended to attract attention to a site or business, as well as architectural or structural forms, illuminated panels, spandrels, awnings and other structural or architectural features not common to classic vernacular or non-corporate regional architecture and that are intended to convey a brand, message or otherwise advertise a location or product, whether or not such features include text or graphics and whether or not they serve other practical purposes such as lighting, covering or enclosure of persons or products. A sign includes any device which streams, televises or otherwise conveys electronic visual messages, pictures, videos or images, with or without sound or odors. Refer to Section __.040 for a list of prohibited signs.

“Signable area” means the area of the largest rectangular portion of a face of a building to which a sign is affixed or proposed to be affixed, which can be included within parallel, vertical and horizontal lines uninterrupted by significant architectural features of the building.

“Sign walker” means a sign carried by a person.

“Site” means a unit of land, together with all improvements thereon, determined as follows:

1) a unit of land which may be conveyed separately from any and all adjacent land without the requirement of approval of a boundary line adjustment, short plat or a preliminary plat.

2) Two (2) or more buildings or business activities that are or will be related to each other physically or architecturally, such as by sharing off-street parking facilities, so as to form an integrated development, such as a shopping center, industrial park, or office complex.

“Spandrel” means a panel or box-type structure that spans between and/or is connected to the support columns of a porch, colonnade or canopy, usually for architectural embellishment and/or signage purposes.

“Special event sign or temporary sign” means signs or advertising displays or a combination thereof which advertises or attracts public attention to a special one-time event, including but not limited to, the opening of a building or business activity, the sale of goods and services at discounted or otherwise especially advantageous prices or similar event.

“Static” means without motion.

“Story” means that portion of a building included between the upper surface of a floor and the upper surface of the floor or ceiling next above.

“Suspended Sign” means a sign mounted above a sidewalk adjacent to a business, affixed to a beam, overhang, roof or other fixture that is an integral part of a building.

“T”

“Temporary sign (which may include special event sign)” means any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, excluding portable signs as defined by this Chapter, including any poster, banner, placard, stake sign or sign not placed in the ground with concrete or other means to provide permanent support, stability and rot prevention. Temporary signs may only be made of non-durable materials including, but not limited to, paper, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than 20 oz. fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this Chapter.

“Tenant space” means the entire building which encompasses a building or use on a site; or in buildings designed for multi-tenant occupancy, it is the space between demising walls and which has an independent entrance to common corridors or to the outside. Portions of tenant spaces that are sublet to or otherwise allowed to be used by persons or businesses other than the principle person or business of a tenant space are not considered tenant spaces in the context of this chapter.

“U”

“Unshielded lighting” means an external illumination source which is exposed to view.

“V”

“W”

“Wall sign” means a sign which is attached parallel to or painted on a wall, including parapet or canopy fascia, or a building.

“Width of sign” means the total horizontal dimension of a sign, including all frames or structures.

“Window” means the entire window unit including individual sashes or panes that might otherwise divide the area between the head, jamb and sill; except that in commercial storefront window assemblies, a single “window” is the glass area between each mullion that divides the window assembly, whether installed as a single piece of glass or as multiple pieces of glass divided by muntins.

“Window sign” means a sign that is attached to or is intended to be seen in, on or through a window of a building and is visible from the exterior of the window.

**CITY OF RIDGEFIELD
PLANNING COMMISSION**

MEETING DATE: October 05, 2016

ITEM: STAFF REPORTS

AGENDA ITEM TITLE: CDD Report

SUMMARY/BACKGROUND:

STAFF CONTACT: Lindsay Regan, Permit Technician

ATTACHMENTS: September 2016 (PDF)



RIDGEFIELD COMMUNITY DEVELOPMENT DEPARTMENT

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6.1.a

DEVELOPMENT SUMMARY: September 2016

Building Division

Summary of Building Permits by Year

Building Permits	2012	2013	2014	2015	2016 (YTD)	September
Total Permits	359	435	378	594	585	35
Commercial/ Industrial Permits	0	4	2	1	2	0
New Home Permits	122	165	104	216	290	15
Miscellaneous Permits	235	266	272	366	293	20
Building Permit Application and Review Fees	\$575,461	\$1,102,631	\$636,561	\$1,001,785	\$1,108,473	\$45,612

COMMERCIAL/INDUSTRIAL BUILDING PERMITS

Month (2016)	Project	Square Footage	Building Valuation	Status
January	Well Reservoir	4,778	\$997,901	Issued
February	Abrams Park Bathroom	600	\$24,372	Closed
July	Port of Ridgefield – Washington Fish and Wildlife Building	39450	\$3706763.95	Under Review

Totals for Approved Commercial/Industrial Buildings YTD: 3 projects

Month (2015)	Project	Square Footage	Building Valuation	Status
October	ICD Coatings Phase 2	12,240	\$725,850	Closed
May	South 11 th Project	112,569	\$4,799,942.16	Approved
Totals for Approved Commercial/Industrial Buildings 2015: 2 projects		124,809	\$5,525,792.16	

PENDING PERMITS

Type of Permit	Total
Home permits approved & ready for issuance:	24
Home permits undergoing plan check:	1

Attachment: September 2016 (1122 : CDD Report)

Type of Permit	Total
Commercial/Industrial:	2
Misc.:	0
Grand Total for all Pending Permits:	27

SUBDIVISIONS WITH ISSUED BUILDING PERMITS

Subdivision	Issued Permits	Total Lots
Canterbury Trails	54	69
Canyon View	57	59
Cassini View	34	51
Hawks Landing	53	57
Pioneer Canyon Ph. 4	63	93
Taverner Ridge Ph. 4	37	63
Taverner Ridge Ph. 7	16	29

Planning Division

PRE-APPLICATION CONFERENCES

Name	Description	Size	Location	Date of Conference	Status
Urban Downs Subdivision (PLZ-16-0061)	Subdivide into 27 single-family lots	7.74 ac	1120 NE 259 th St	Held Aug 23	Conference complete, final notes issued Sept 6
Rose Estates PUD (PLZ-16-0067)	Create nine lots in RLD-6 zone through PUD process	2.84 ac	3600 Pioneer St	Held Sept 13	Conference complete, final notes issued Sept 27

PROJECTS UNDER REVIEW

Name	Description	Size	Location	Key Dates	Status
Cedar Creek Estates (PLZ-15-0050) Type II Post-Decision Review	Amend 2007 subdivision approval to increase number of lots from 29 to 31, adjust road circulation, sewer	10.1 ac site	764 N 32 nd Ct	Revised materials submitted June 29	Staff review
Hillhurst Commercial Center (PLZ-16-0018) Site Plan Review, SEPA Review	Phased development of three neighborhood commercial buildings for retail, restaurant and office use	2.08 ac site, 18,174 SF buildings	SE corner of S Hillhurst Rd and S Sevier Rd	Decision issued Sept 9	Final decision issued, approved with conditions

Name	Description	Size	Location	Key Dates	Status
Ridgecrest PUD (PLZ-16-0035, 36 & 37) Preliminary Subdivision Plat, Preliminary PUD, SEPA Review, Critical Areas Review	Divide 143 acres into 339 lots with infrastructure, parks and trail improvements	143 acres	1288 S 45 th Ave	Found TC Aug 3	SEPA (DNS) final, waiting for revised materials from applicant due Sept 30 to develop staff report, hearing tentatively scheduled for Oct 26
Port WDFW Site Plan (PLZ-16-0047, 48) Basic Site Plan, SEPA Review	Construct office/warehouse building with outdoor storage and parking	3.78 ac site, 39,440 SF building	SE corner of S 11 th St and S 51 st Ave	Decision issued Sept 6	Final decision issued, approved with conditions
Kemper Subdivision (PLZ-16-0049) Type III Post-Decision Review	Modify access requirements for residential subdivision Applicant pursuing PDR as alternative to DA and plat changes	67.4 ac site	NE corner of S 25 th Pl and S 10 th Way	Found TC Sept 2	Staff review
North Junction Pump Station & Trunk Sewer (PLZ-16-0051, 57 & 58) Basic Site Plan, SEPA Review, Critical Areas Review	Install 4,100 LF sewer main, 800 LF sewer force main, and 4,000 SF pump station	Varies	Vicinity of N 10 th St between N 45 th and 65 th Aves	Public comment period ended Sept 26	Staff review
Union Ridge Self Storage (PLZ-16-0052, 53 & 54) Basic Site Plan, SEPA Review, Critical Areas Review	Construct self-storage facility with related site improvements	3.3 ac site, 40,852 SF building	SE corner of S Union Ridge Pkwy and S 10 th St	Public comment period ended Sept 21	Staff review
Taverner Ridge PH 10 & 11 (PLZ 16-0059, 60) Preliminary PUD, Preliminary Subdivision Plat, SEPA Review	Develop 115 medium density residential lots	16.72 ac	S Sevier Rd and S Hillhurst Rd	Found TC Sept 21	Staff review
Stephenson Manor (PLZ-16-0063) Type II or III Post-Decision Review	Revise preliminary plat to address critical areas and sewer design	13.63 ac	S Hillhurst Rd and S 16 th Pl	Received Aug 12	Inactive
19th St Cottages CAR & SEPA (PLZ-016-0065 & 66)	Geo tech report for triplex	39,204 SF	Pioneer St and 19 th Ct	Received Aug 30	TC review
Bella Noche Temporary Parking Lot (PLZ-16-0068) Type II Temporary Use	Temporary parking lot to serve sales office	5,603 SF	N 34 th Ct and N 4 th St	Received Sept 2	Pending

Name	Description	Size	Location	Key Dates	Status
Pioneer Place Temporary Parking Lot (PLZ-16-0069) Type II Temporary Use	Temporary parking lot to serve sales office	6,200 SF	N 35 th Ave	Received Sept 2	Pending
Gee Creek Trail (PLZ-16-0070, 71) Shoreline Substantial Development Permit Shorelines Variance, Critical Areas Review, SEPA Review	Construct trail extension along Gee Creek	2,100 LF	Abrams Park to Heron Dr	Received Sept 2	TC review
Timm Road Industrial (PLZ-16-0072, 73 & 74) Preliminary Short Plat, Critical Areas Review, SEPA Review	Divide industrial parcel into nine lots with frontage and utility improvements	11.45 acres	S Timm Rd and S 13 th St	Received Sept 8	TC review
WSDOT Pioneer Street Emergency Repairs (PLZ-16-0075) Type II Critical Areas Permit	Mitigation for emergency repairs	NA	SR 501, MP 18.08	NOD issued Sept 26	Staff review

Engineering Division

PROJECTS UNDER REVIEW

Name	Description	Size	Location	Status
S 11th St Industrial Building	warehouse building and site improvements	7.5 acres	5504, 5602, 5664 S 11th St	3rd Engineering Review Complete. Waiting on final plans and storm agreement
Pioneer Place	Residential development	46 Lots	N. 35 th Ave	Engineering Review Complete
Cedar Creek	Residential development	31 Lots	N. 35 th Ave	Engineering Review Complete
Bella Noche	Residential development	34 Lots	N. 35 th Ave	Engineering Review Complete
Taverner Ridge Ph. 8 and 9	Residential development	Ph. 8: 54 lots Ph. 9: 11 lots	South of existing phases	Engineering Review Complete
Fish and Wildlife (WDFW)	Commercial Building, and Site Improvements	10.6 Acres	5525 S 11 th St	Engineering Review Complete

PROJECTS UNDER CONSTRUCTION

Name	Description	Size	Location	Status
Hawk's Landing	Residential development	57 Lots	Hillhurst Rd, across from High School	Construction substantially complete
Bella Noche	Residential development	34 Lots	N. 35 th Ave	Utility Installation is Complete
Pioneer Place	Residential development	46 Lots	N. 35 th Ave	Utility Installation Underway
Taverner Ridge Ph. 8 and 9	Residential development	Ph. 8: 54 lots Ph. 9: 11 lots	South of existing phases	Grading Underway
Ridgefield S.D. Modular Classrooms	Placement of modular classrooms at schools	7 Buildings	Union Ridge, View Ridge and High School	Completed
Cedar Creek	Residential development	31 Lots	N. 35 th Ave	Grading Underway