

## 2019 Ridgefield Municipal Code Amendment Housekeeping Updates

Code Section	Code Language	Rationale													
2.64 – Civil Service System															
2.64.080 – Civil service positions – Qualifications of applicants.	<p>A. An applicant for a position of any kind under civil service must be a citizen of the United States of America <u>or a lawful permanent resident</u> who can read and write in the English language.</p> <p>B. An applicant for a position of any kind under civil service must be of an age suitable for the position applied for, in ordinary good health, of good moral character, and of temperate and industrious habits; these facts to be ascertained in such manner as the commission may deem advisable.</p> <p><u>C. An application for a position may be rejected if the Police Department does not have the resources to conduct the background investigation required by state law. Resources means materials, funding, and staff time. Nothing in this section impairs an applicant’s rights under state antidiscrimination laws.</u></p>	Update code as required pursuant to a change in state law, RCW 41.12.070.													
9.04 – Offenses Against the Public Order															
9.04.030 – Fireworks.	<p><del>E. Enforcement Violations. The police department is hereby authorized to enforce the provisions of this chapter. If, in the reasonable exercise of its discretion, a police officer believes that a civil violation is warranted, in lieu of prosecution, he or she may issue a civil citation. The penalties are set out in the table below.</del></p> <table border="1"> <thead> <tr> <th rowspan="2">Violation</th> <th rowspan="2">Description</th> <th colspan="3">Non-Traffic Infraction</th> </tr> <tr> <th>First Violation</th> <th>Second Violation</th> <th>Subsequent Violations</th> </tr> </thead> <tbody> <tr> <td><del>Discharge of Legal Consumer Fireworks Outside of Permissible Time (RCW 70.77.136)</del></td> <td><u>Discharge of consumer fireworks outside of the legally permitted times established as from nine a.m.</u></td> <td>\$100</td> <td>\$250</td> <td>\$500</td> </tr> </tbody> </table>	Violation	Description	Non-Traffic Infraction			First Violation	Second Violation	Subsequent Violations	<del>Discharge of Legal Consumer Fireworks Outside of Permissible Time (RCW 70.77.136)</del>	<u>Discharge of consumer fireworks outside of the legally permitted times established as from nine a.m.</u>	\$100	\$250	\$500	Update code to reflect new fireworks legislation.
Violation	Description			Non-Traffic Infraction											
		First Violation	Second Violation	Subsequent Violations											
<del>Discharge of Legal Consumer Fireworks Outside of Permissible Time (RCW 70.77.136)</del>	<u>Discharge of consumer fireworks outside of the legally permitted times established as from nine a.m.</u>	\$100	\$250	\$500											

		<u>to twelve o'clock midnight on July 4<sup>th</sup>, or any other time designated by the fire marshal, in consultation with the City Manager.</u>				
	Discharge of Illegal Fireworks (RCW 70.77.401)	<u>Discharge of illegal fireworks at any time.</u>	\$250	\$500	\$1,000	

10.12 – Parking

10.12.021 – Parking restricted.	<p>A. Prohibited Parking. It is a civil infraction to park or stand a motor vehicle in violation of the following parking prohibitions:</p> <ol style="list-style-type: none"> <li>1. Curb is red, which shall mean no parking at any time <u>due to fire lane</u>;</li> <li>2. Curb is yellow, which shall mean no parking due to <del>use such as fire lane or</del> <u>delivery lane or other parking restriction</u>;</li> <li>3. The area is marked with a city of Ridgefield placed sign that modifies parking permissions;</li> <li>4. There shall be no parking on either side of the street where the roadway is less than twenty-six feet wide unless otherwise regulated;</li> <li>5. Parking on one side of the street is permissible on roadways which are twenty-six feet to thirty-two feet wide unless otherwise regulated; the side of the street will be determined by the city engineer based on which side will have the least negative impact on driveways, mailboxes, fire hydrants, and limited sight distances;</li> <li>6. Parking on both sides of the street is permissible on roadways in excess of thirty-two feet wide unless otherwise regulated.</li> </ol> <p>B. The traffic engineer shall maintain a <del>list</del> <u>map</u> of streets where parking is regulated based on street widths. Such list shall be on file with the city clerk and posted on the city's website.</p>	Clarify parking prohibitions.
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18.205 - Uses					
18.205.020 – Master use table.	RETAIL/SERVICE				Show that animal kennels are a conditional use and a limited use in the CRB, CCB, and E zones, to reflect the limitations described in RDC 18.205.030.D.
	SPECIFIC LAND USE	CCB	CRB	E	
	Animal Kennel and Shelter	<del>N C-L</del>	<del>E C-L</del>	<del>E C-L</del>	
18.230 – Commercial Districts					
18.230.050 – Site Planning.	<p>B. Types of street frontage. Development standards are differentiated based on two types of street frontages:</p> <p>1. Pedestrian streets. Pedestrian streets include all collectors <del>and local streets</del>, as classified in the city’s transportation capital facilities plan, <del>and all local streets</del>. Pedestrian streets are intended to be developed with a “main street” feel that generally includes on-street parking, wide sidewalks with pedestrian amenities, buildings close to the sidewalk, and pedestrian-scale building design with minimal inactivated space such as parking lots.</p>			Clarify that local streets are not part of the city’s transportation capital facilities plan.	
18.310 - Procedures					
18.310.160 – Post-decision review.	<p>A. Applicability.</p> <p>1. Except for recorded short subdivision, <del>and subdivision, plats</del> and planned unit developments <del>plats</del>, post-decision procedures may modify the development without necessarily subjecting the change to the same procedure as the original application. Such changes may be warranted by ambiguities or conflicts in a decision and by new or more detailed information, permits, or law.</p>			Clarify that post-decision review applies to short subdivisions, subdivisions, and planned unit developments. Existing language could be interpreted as excluding planned unit developments from post-decision review.	
18.500 – Site Plan Review					
18.500.200 – Procedure.	<p>D. Pre-application conference. All applicants for basic <del>or binding</del> site plan review shall participate in a pre-application conference as provided for by Section 18.310.030, prior to submitted the site plan review application. The planning director may waive the pre-application requirement.</p>			Remove outdated references to binding site plan review in Chapter 18.500. RDC 18.550 – Binding Site Plan now governs all binding site plan processes.	
18.500.030 – Site plan review categories.	<p><del>C. Approved Binding Site Plans. The city shall review modifications to a site under Type II procedures for uses which have received land use approval in the following situations:</del></p> <p><del>a. A contract re-zone;</del></p> <p><del>b. Conditional use permit;</del></p> <p><del>c. Planned unit development; or</del></p> <p><del>d. Other plans, not including building plans, which were bound by specific conditions or were approved under the provisions of the final action adopting the plan.</del></p> <p><del>DC. Relationship to Zoning.</del></p>				

18.500.040 – Submittal requirements.	A. Basic site plan and <del>binding site plan</del> review applications shall be accompanied by one original cope of all required submittal materials, and one electronic copy of all materials.	
18.500.040. – Submittal requirements.	A. 10. <del>Where slopes are equal to or greater than fifteen percent, grading and slope conditions which may affect drainage or construction, with slope contours mapped at two-foot intervals</del> Contour lines at two-foot elevation intervals for slopes less than <u>twenty-five percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;</u>	Match contour line requirements with those required for binding site plan, short plat, subdivision, and planned unit development submittal.

### Minor Policy Changes

Code Section	Code Language	Rationale
18.010 – General Interpretation		
18.010.090 – Conditions of approval.	<p><u>A. The planning director, planning commission or city council may, within the limit of state or federal law, impose conditions of development approval necessary to either ensure compliance with the purposes of this title, or to preserve and promote the general health, safety and welfare of Ridgefield.</u></p> <p><u>B. The City of Ridgefield may require a covenant recorded against the property to assure that all amenities and facilities serving a common purpose will be maintained by the owner according to an approved maintenance plan including the timing for payment or construction of the proportional share of said amenities and facilities. The owner shall record the covenant and name the City as grantee. The covenant shall assure that in the event the owner fails to maintain the common amenity or facility amenity consistent with city standards, the City shall have the right to remedy the deficiency and to assess the owner for the materials and services, including legal fees, required to remedy the deficiency.</u></p>	Address issues with lack of maintenance on amenities and facilities within a subdivision.
18.100 - Definitions		
18.100.010 – “A” definitions.	<p><b>Accessory structure.</b> <u>A structure that is incidental and subordinate to the principal building located on the same lot. <del>Relates to but does not dominate the site.</del> Accessory structures are not designed for human habitation and are not synonymous with Accessory Dwelling Units (ADU) which are governed by RDC 18.205.030.A. Accessory structures include, but are not limited to, garages, fences, mechanical structures, garden structures, decks, stairways, tennis courts, swimming pools, greenhouses, storage buildings. In addition to the development standards set forth in RDC 18.210.120 and RDC 18.220.130.</u></p>	Define accessory buildings in single-family residential districts such that they are limited in size and required to complement the primary building design.

	<u>accessory structure may not exceed twenty-four (24) feet. In addition to the building permit requirements, any accessory structures greater than 120 square feet in low-density residential districts shall be visually compatible with the principal building.</u>	
18.100.014 – “C” definitions.	<b>Computer and Electronics Manufacturing.</b> <u>Uses primarily engaged in manufacturing and/or assembling electronic computers, such as mainframes, personal computers, workstations, laptops, and computer servers, and other similar uses according to the North American Industry Classification.</u>	Define computer and electronics manufacturing to support a proposed addition to the use table.
18.100.020 – “F” definitions.	<b>Food truck.</b> <u>Mobile food services provided in a motorized vehicle, trailer or pushcart on public streets, or on public or private property with permission of the property owners. The services must be provided on wheels, otherwise, will be subject to code requirements for a structure. No food trucks shall take up any required parking spaces and must comply with street parking requirements. Food trucks are prohibited in all residential zones except for when permitted through the City’s special events permitting process.</u>	Identify standards for food trucks.
18.230 – Commercial Districts		
18.230.055 – Building design and features.	A. Applicability. The requirements of section 18.230.055 apply to buildings within the CCB and CRB zoning districts. The requirements of this chapter apply to: <ol style="list-style-type: none"> <li>1. <u>New building buildings of any size, and</u></li> <li>2. <u>The addition to or remodel of an existing building that increases the gross floor area of the building by five thousand square feet or more square footage of the building by twenty percent, and</u></li> <li>3. <u>The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u></li> </ol>	Clarify and establish thresholds for bringing building design features up to the established code standards.
18.235 – Mixed-Use Districts		
18.235.020 – Special provisions for the central mixed use district.	H. Building Design and Features. <ol style="list-style-type: none"> <li>1. <u>Applicability. The requirements of section 18.235.020.H apply to:</u> <ol style="list-style-type: none"> <li>a. <u>New buildings of any size,</u></li> <li>b. <u>The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u></li> <li>c. <u>The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u></li> </ol> </li> </ol>	Establish thresholds for bringing building design features up to the established code standards. Re-number following sections.
18.235.040 – Special provisions for the	G. Design Standards. <ol style="list-style-type: none"> <li>1. <u>Applicability. The requirements of section 18.235.040.G apply to:</u></li> </ol>	Establish thresholds for bringing building design features up to the established code standards.

waterfront low scale (WLS) district.	<p><u>a. New buildings of any size.</u></p> <p><u>b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u></p> <p><u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u></p>	Re-number following sections.
18.235.060 – Special provisions for the Ridgefield Mixed-Use Overlay.	<p>I. Architectural Design Standards.</p> <p><u>1. Applicability. The requirements of section 18.235.060.I apply to:</u></p> <p><u>a. New buildings of any size,</u></p> <p><u>b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u></p> <p><u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u></p>	<p>Establish thresholds for bringing building design features up to the established code standards.</p> <p>Re-number following sections.</p>
18.240 – Employment Districts		
18.240.060 – Site and building design.	<p>A. E District Standards.</p> <p><u>1. Applicability. The requirements of section 18.235.060.I apply to:</u></p> <p><u>a. New buildings of any size,</u></p> <p><u>b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent, and</u></p> <p><u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation.</u></p>	<p>Establish thresholds for bringing building design features up to the established code standards.</p> <p>Re-number following sections.</p>
18.500 – Site Plan Review		
18.500.030 – Site Plan Review Categories	<p>B. Minor Site Plan Review. The planning director, using Type I procedures, <del>may</del> shall review new uses or modifications to an existing use or structure which involve between one thousand square feet to four thousand nine hundred ninety-nine square feet of new impervious surface area, changes to existing impervious surface areas affecting one thousand to four thousand nine hundred ninety-nine square feet, or removal or fill of one hundred to four hundred ninety nine cubic yards of material.</p> <p><u>1. If the thresholds in section B are not met but the proposed development is:</u></p> <p><u>a. A new building; or</u></p> <p><u>b. The addition to or remodel of an existing building that increases the square footage of the building by twenty percent; or</u></p>	<p>Establish Type I architectural design review threshold and process for development proposals that do not require full site plan review.</p>

	<p><u>c. The addition to or remodel of an existing building where the construction valuation is fifty percent or greater of the existing site and building valuation;</u></p> <p><u>Then a standalone Type I architectural design review shall be required based on the building design requirements for the base zone.</u></p>	
18.620 – Procedure for Subdivision		
18.620.120 – Final plat requirements	<p>N .The signature of the planning director, city engineer, or appointed representative acting on behalf of the city. Signature by the city representative shall certify that the subdivider has either:</p> <ol style="list-style-type: none"> <li>1. Completed all <u>public and private</u> improvements in accordance with these regulations and with the action of the city council, or</li> <li>2. Submitted a bond or other method of security, <u>approved by the City Engineer, that is sufficient to assure completion of required improvements,</u> in accordance with the provisions of Section 18.620.09070 and all approved plans. <del>sufficient to assure completion of all required improvements;</del> <u>The City Engineer may condition or deny the use of a bond or other security based on the following factors:</u> <ol style="list-style-type: none"> <li><u>a. The timeline for construction in light of the deadlines for the final plat and the applicant’s progress toward the completion of the facilities to be bonded;</u></li> <li><u>b. Whether the improvements necessary for vehicular access, emergency access, stormwater management, and general safety are available to meet the impacts of any permitted construction;</u></li> <li><u>c. The potential consequences of any construction of homes or other development before the necessary public facilities are installed and approved;</u></li> <li><u>d. The ability of the City to enter the property to construct the improvements;</u></li> </ol> </li> </ol> <p>and</p> <ol style="list-style-type: none"> <li><u>e. Any other factors that may affect public health and safety</u></li> </ol>	Give the City Engineer greater discretion to provide applicable conditions to ensure construction of improvements.
18.620.145 – Homeowners’ association	<p><del>B. The land owner or developer may petition for an exemption from the requirement to form a homeowners’ association during the preliminary plat approval process if it can be demonstrated that:</del></p> <ol style="list-style-type: none"> <li><del>1. There are no facilities that will be held in common ownership.</del></li> <li><del>2. There are alternate provisions to ensure maintenance of lots, buildings, and facilities within the subdivision.</del></li> <li><del>3. Waiver of the homeowners’ association requirement would not create a burden on the public health, safety, and welfare.</del></li> </ol>	Remove exemption from the requirement that all subdivisions establish a homeowners’ association.

## Major Policy Changes

Code Section	Code Language	Rationale																																			
18.100 – Definitions																																					
18.100.034 – “M” definitions.	<p><b>Map of Dedication.</b> A map of dedication (MOD) combines the metes and bounds legal descriptions and exhibits of public dedications and private easements into a single document. MOD is processed in conjunction with subdivision, and/or a PUD review, site plan review, or for other land use actions the Community Development Director determines a MOD is appropriate and in the following categories:</p> <ul style="list-style-type: none"> <li>A. <u>Type III process for actions requiring Ridgefield City Council approval, such as a PUD/subdivision review;</u></li> <li>B. <u>Type II process if the MOD does not require City Council and is in conjunction with a pending Type II review, such as a site plan review; and</u></li> <li>C. <u>Type I process if the MOD relates to dedication, easement, covenant or similar restriction that is not associated with a pending Type III or Type II review.</u></li> </ul>	Define map of dedication (MOD) and assign different levels of review based on the type of MOD.																																			
18.205 - Uses																																					
18.205.020 – Master use table	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">RETAIL/SERVICE</th> </tr> <tr> <th style="text-align: left;">SPECIFIC LAND USE</th> <th style="text-align: center;">CNB</th> </tr> </thead> <tbody> <tr> <td>Gasoline Service Station</td> <td style="text-align: center;"><u>P</u> <u>N</u></td> </tr> </tbody> </table>	RETAIL/SERVICE		SPECIFIC LAND USE	CNB	Gasoline Service Station	<u>P</u> <u>N</u>	Remove gas stations as a permitted use in the CNB zone, in response to a moratorium.																													
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Gasoline Service Station	<u>P</u> <u>N</u>																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="12" style="text-align: center;">EMPLOYMENT</th> </tr> <tr> <th style="text-align: left;">SPECIFIC LAND USE</th> <th style="text-align: center;">RLD4 RLD6 RLD8</th> <th style="text-align: center;">RMD 16</th> <th style="text-align: center;">CNB</th> <th style="text-align: center;">CCB</th> <th style="text-align: center;">CRB</th> <th style="text-align: center;">CMU</th> <th style="text-align: center;">WMU</th> <th style="text-align: center;">WLS</th> <th style="text-align: center;">E</th> <th style="text-align: center;">P/OS</th> <th style="text-align: center;">PF</th> </tr> </thead> <tbody> <tr> <td><u>Computer and Electronics Manufacturing</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>C</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>P</u></td> <td style="text-align: center;"><u>N</u></td> <td style="text-align: center;"><u>N</u></td> </tr> </tbody> </table>	EMPLOYMENT												SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF	<u>Computer and Electronics Manufacturing</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>C</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>P</u>	<u>N</u>	<u>N</u>	Permit specific high-employment uses in the Employment zone in order to achieve increased jobs per acres in the city. Establish zoning groundwork for an economic incentive program.
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SPECIFIC LAND USE	RLD4 RLD6 RLD8	RMD 16	CNB	CCB	CRB	CMU	WMU	WLS	E	P/OS	PF																										
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18.401 – Planned Unit Developments																																					
18.401.040 – Information requirements.	<p>A. Preliminary PUD application requirements. An application for a preliminary PUD shall include one original copy of all application materials and electronic copies of all materials. The applicant shall provide a proposed site plan which shall include (but is not limited to) the following:</p> <p style="margin-left: 40px;"><u>9. Map of Dedication showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds.</u></p>	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.																																			
18.401.050 – Approval procedures.	<p>E. Final Development Plan. Where the PUD request involves a subdivision of land, the applicant shall submit a final development plan in accordance with the requirements of Section 18.401.040(B), together with the final subdivision plat, <u>Map of Dedication</u>, and any required and SEPA documentation, to the planning director. The</p>	Establish Map of Dedication procedures to ensure timely, organized, and binding																																			



	final PUD shall be submitted within the subdivision vesting timeframe established by RCW 58.17.140, generally within five years following the approval of the preliminary plan unless qualifying for an exemption under RCW 58.17.140. Where the PUD request does not involve a subdivision of land, within three years following issuance of a final decision on the preliminary plan, the applicant shall submit a final development plan in accordance with the requirements of Section 18.401.040(B), together with any required <u>Map of Dedication and SEPA</u> documentation, to the planning director.	dedication of public and private improvements.
18.500 – Site Plan Review		
18.500.040 – Submittal requirements.	A. <u>16. Map of Dedication, if applicable, showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds.</u>	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.
18.620.140 – Final plat – Recording.	All final plats <u>and Maps of Dedication</u> approved by the city council shall be filed for record immediately, or as soon as possible, by the subdivider at the Clark County auditor's office. The subdivider is responsible for all filing fees. Any final plat filed record containing a dedication shall be accompanied by current title report.	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.
18.620 – Procedure for Subdivision		
18.620.030 – Application for a subdivision – Requirements.	A. An application for a subdivision may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the subdivision is sought for a governmental purpose and such application shall be filed with the city. 1. The prospective subdivider shall submit one original <del>copy and three paper copies</del> of application materials, as well as <u>one electronic copies copy</u> of all materials, <del>that include graphic and text files to the city clerk and</del> the The application shall contain the following: i. <del>Parcels of land intended or required to be dedicated for streets or other public purposes;</del> l. <u>Map of Dedication showing all land dedicated to the public for the purpose of roadway, drainage, flood control, utility line, emergency or service vehicle access, or other public use, and all easement rights dedicated for private purposes, including, but not limited to, trails, open space, parks, and storm ponds. If a covenant is required by the City, the verbiage including the timing for payment or construction of the proportional share of said amenities and facilities must be shown on said map. If the city requires a covenant that runs with the land to ensure the construction and maintenance of private improvements identified on the map of dedication, the map of dedication shall include a note describing the timing of payment or construction of the required public or private facilities or improvements and shall also include a note indicating the Grantors proportionate share of the required public or private facilities or improvements.</u>	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.  Reduce number of paper copies required to match other code sections.  Re-letter following items accordingly.

18.620.110 – Conformance with preliminary plat approval.	Each final plat submitted for approval shall be in conformance with the conditions of preliminary plat <u>and Map of Dedication</u> approval. Minor deviations may be permitted by the city council because of unforeseen technical or engineering problems.	Establish Map of Dedication procedures to ensure timely, organized, and binding dedication of public and private improvements.
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