

2021 Community Development Work Program

Approved:

Annual Programs

Project Name	Project Description	Project Manager
Planning Commission Administration	The Planning Commission is implemented by RCW 35.63 and Ridgefield Municipal Code 2.12. Administration includes scheduling work sessions and hearings, compilation of staff reports and public comment, and coordination for meeting rooms.	Lust
Updates to RMC Title 18	Occasionally during the course of our work we find inconsistencies within Title 18, and/or suggestions from outside parties that should be corrected within the code. It is our intention to bundle these housekeeping and minor policy issues and present strengthened language for review to the Planning Commission and City Council.	Lust

2021 Major Projects

Project Name	Project Description	Project Manager/Budgeted amount
Shoreline Master Program	Staff are completing a periodic update to the City's Shoreline Master Program by incorporating new language required by the Department of Ecology, clarifying the relationship between the SMP and the Critical Areas Ordinance, and making minor housekeeping updates. A final product is due in June 2021.	McNamara; \$13,355
Carty Road Subarea Plan	Staff have completed the existing conditions research, community outreach, and draft plan development for the Carty Road Subarea Plan. The next step is to bring the proposed plan to Planning Commission. This step is currently on hold because lack of consistent internet access in the subarea would make it difficult for key stakeholders to participate in a virtual public hearing.	Lust
Housing Code	Staff are using grant funding from the Department of Commerce to explore and develop code updates focused on increasing residential building capacity, particularly related to duplex and triplex development. A Planning Commission	Lust; \$15,000

	public hearing for the draft code updates will occur in early 2021, with a final product due by April 2021.	
Short Term Rental Code	Staff propose to study short-term rental code regulations in other jurisdictions and explore how they might be adapted and applied in Ridgefield, in response to an increase in vacation rentals in the City.	McNamara
Public Participation Plan	Staff propose to create a Community Development public participation plan. Study best practices to develop goals and policies for community engagement in planning projects, particularly in anticipation of the 2024 Comprehensive Plan Update, for which extensive public engagement will begin in 2022.	Lust
Ridgefield Urban Area Comprehensive Plan	Staff will present and discuss the early stages of the 2024 RUACP Update, including buildable land data received from Clark County.	Lust

Internal Improvements and Education

Project Name	Project Description	Project Manager
Electronic Migration	Staff will present the department's new online permitting portal and review process, which was developed in 2020 and will go live in early 2021.	Lust
Tour	Community Development and Admin staff intend to coordinate a tour of residential and commercial development with Planning Commission and City Council.	Lust
Quarterly Development Updates	Staff will give a quarterly informational presentation to Planning Commission on current planning projects.	Lust
Growth Management Act Training	Attending the Department of Commerce's Short Course on Local Planning will be required for Commissioners who have not previously attended, and encouraged for those who have. 2021 course dates TBD.	Lust