




---

# COMMUNITY DEVELOPMENT DEPARTMENT

230 Pioneer Street | PO Box 608 | Ridgefield, WA  
98642

---

## PRE-APPLICATION CONFERENCE NOTES

### Nye Planned Unit Development (PUD)

File No. PLZ-21-0064

## I. PROJECT INFORMATION

<b>Date</b>	Pre-application conference August 24, 2021
<b>Project Proposal</b>	The applicant proposes to develop a 66-lot planned unit development on a split RLD-4 and RMD-16 site.
<b>Location</b>	27805 NW 51st Ave / Ridgefield, WA 98642 #7 & #14 S20 T4N R1E WM, Assessor's #213710000 & 213717000, 19.97 acres
<b>Applicant</b>	Nikki Duke, Hinton Development, LLC 14010-A NE 3 <sup>rd</sup> Ct, Ste 106 / Vancouver, WA 98685  Contact: 360.852.2035, <a href="mailto:nikole@hintondevelopment.com">nikole@hintondevelopment.com</a>
<b>Applicant's Representative</b>	Travis Johnson, PLS Engineering 604 W Evergreen Blvd / Vancouver, WA 98660  Contact: 360.944.6519, <a href="mailto:pm@plsengineering.com">pm@plsengineering.com</a>
<b>Property Owner</b>	Richard Nye 27805 NW 51 <sup>st</sup> Ave / Ridgefield, WA 98642  Contact: 360.887.8162, <a href="mailto:silverich57@gmail.com">silverich57@gmail.com</a>
<b>Public Access</b>	NW 51st Ave
<b>Zoning</b>	Residential Medium Density 16 (RMD-16), Residential Low Density 4 (RLD-4)
<b>Review Required</b>	Pre-Application Conference for Type III Planned Unit Development Review including critical areas review and SEPA. A request for Zone Change would elevate the review to Type IV.
<b>Potential Issues</b>	Split zoning, housing code standards, critical areas, infrastructure
<b>Purpose</b>	Discuss the proposed project, identify potential site, utility, design, and environmental issues; discuss the appropriate application and permitting process, and help facilitate development review.
<b>Conference Invitees</b>	Property Owner, Applicant, City Public Works Director, City Building Official, City Engineer, City Planner, Clark County Fire & Rescue, CRWWD, City Council members, Ridgefield Business Association, Ridgefield Junction Neighborhood Association, Clark Regional Wastewater District, and interested persons.
<b>Staff Contact</b>	Claire Lust, Community Development Director Contact: 360.857.5024, <a href="mailto:Claire.lust@ci.ridgefield.wa.us">Claire.lust@ci.ridgefield.wa.us</a>
<b>Issued</b>	September 17, 2021

## II. GENERAL DESCRIPTION

### 1. Proposal

The project site contains two parcels totaling approximately 19.9 acres at 27805 NW 51st Avenue in Ridgefield, Washington. The parcel numbers are 213710000 (Parcel 1, 9.97 acres) and 213717000 (Parcel 2, 10 acres). Parcel 1 contains an older dwelling which the applicant proposes to remove. There are no known structures on Parcel 2.

The applicant proposes to develop a 66-lot townhouse planned unit development (PUD) with associated site improvements. A potential zone change and comprehensive plan update from RMD-16 to RLD-8 for the western portion of the site was also discussed during the conference.

The site is bounded to the east and south by large parcels containing open space and single-family residences, zoned RLD-4 and RLD-6. The 10-acre parcel north of Parcel 1 is inside the Ridgefield Urban Growth Boundary (UGB) and is zoned Clark County R-12 with an Urban Holding – 10 (UH-10) overlay and contains one single-family dwelling. The 11-acre lot north of Parcel 2 is outside the UGB and is zoned Agriculture-20 (AG-20) and contains one single-family dwelling. To the west the site is bounded by N Reiman Road and NW 51st Avenue, across from which is an existing subdivision/PUD (“Bellwood Heights”), zoned RMD-16. The site’s topography is relatively hilly due to a riparian area.

### 2. Governing plans, policies, regulations, decisions and standards

The following City of Ridgefield plans and regulations are adopted and apply to the proposal: 2016 City of Ridgefield Comprehensive Plan including the current Ridgefield Comprehensive Plan Map and the current Ridgefield Zoning Map; 2016 Ridgefield General Facilities Capital Facilities Plan (RCFP), as well as the 2017 Transportation, 2017 Parks, 2016 Sewer, and 2016 Water RCFP elements; Ridgefield Development Code (RDC) which is Title 18 of the Ridgefield Municipal Code; 2014 Ridgefield Comprehensive Park and Recreation Plan including Appendix B, Acquisition & Design Standards for Parks & Trails; Construction Administrative Code which is Title 14 of the Ridgefield Municipal Code; and 2017 City of Ridgefield Engineering Standards for Public Works Construction. This list of plans and regulations is not exhaustive.

## III. PRE-APPLICATION CONFERENCE NOTES

### 1. Purpose

The purpose of these notes is to summarize the pre-application conference discussion. The substantive and procedural requirements are specific to preliminary short plat review, based upon application materials. The pre-application conference was not intended to provide an exhaustive review of all project issues, and will not prevent the City from applying all applicable laws, plans, and regulations at time of application.

### 2. Land Use Application and Process

**Applications:** The City has determined that the proposal discussed during the pre-application conference will require submittal of a technically complete application for a Zone Change (if requested), Comprehensive Plan Amendment (if a zone change from medium to low density is requested), Preliminary Subdivision and Planned Unit Development (PUD), SEPA with Archaeological Pre-Determination, Critical Areas, and application fees. Land use application forms are available at <https://ridgefieldwa.us/government/city-departments/community-development/land-use-applications/>. Any request for an Administrative Adjustment or Variance not otherwise provided for through the PUD process requires an additional land use application and fee.

Review Process:

- Within 28 days of submittal of a land use application, the planning director shall determine whether the application is technically complete using a Type I process. RDC 18.310.050.A and B.
- The city will review all of the land use applications concurrently using a Type III or IV process. RDC 18.310.080.
- The combined SEPA/Land Use public comment period shall be not less than fourteen nor more than thirty days following the date of notice of application. RDC 18.310.120.B.5.
- The hearing examiner will conduct a public hearing on the combined application within eighty-four days after the date the city issues the notice of technically complete status and will make a recommendation on the zone change to the City Council. RDC 18.310.080.A.
- A zone change and comprehensive plan update must be approved by ordinance by the City Council. The council may adopt or reject the hearing examiner's recommendations and findings at a public meeting based on the record established at the public hearing. RDC 18.310.080.A.2. D.
- Appeals of a Type III decision shall be filed with the Clark County Superior Court pursuant to state law. Appeals of SEPA decisions are governed by Chapters 18.810 and 18.820, and relevant WACs. RDC 18.310.100.C.

### 3. Application Fees

Application fees are established by City Council resolution and the Master Fee Schedule in effect at the time of application. See <https://ridgefieldwa.us/wp-content/uploads/1.1.2021-Master-Fee-Schedule.pdf>

Based on the issues discussed during the pre-application conference we anticipate the following land use applications and initial fees:

- Zone Change. \$3,750
- Comprehensive Plan Amendment. \$3,000
- Preliminary Subdivision/PUD, 51 lots or more. \$5,500 plus \$25 for each lot over 50 units
- Critical Areas Review. \$600 Priority Habitat and Species Areas, \$600 Wetlands, \$600 Geo-hazard
- SEPA Review. \$500
- Archaeological Pre-Determination Review. \$350
- Final Plat. \$2,000 (at a later date following engineering approval and site construction)

There is a \$500 land use application fee credit available if an application for this project is submitted within six months from the date the pre-application conference was conducted.

Additional fees are required for engineering and building permit review at the time of development review. Traffic, park and school impact fees will be assessed at the time of final occupancy and SDCs will be assessed at the time of building permit issuance.

### 4. Written Narrative

A clearly written narrative is required as part of a complete application. The narrative should explain in detail the nature and purpose of the application and should demonstrate how the project will meet applicable community plans, development regulations, and standards, including, but not limited to:

- Uses, RDC 18.205

- Residential Use Standards, RDC 18.206
- Residential Low Density Districts, RDC 18.210.
- Residential Medium Density Districts, RDC 18.220.
- Critical Areas Protection, RDC 18.280.
- Procedures, RDC 18.310
- Amendments, RDC 18.320 (if a zone change/comprehensive plan amendment is requested).
- Planned Unit Developments, RDC 18.401.
- Subdivisions, RDC 18.600, 18.620, 18.630
- Signs, RDC 18.170
- Exterior Lighting, RDC 18.715
- Off-Street Parking and Loading, RDC 18.720
- Landscaping, RDC 18.725
- Fences and Walls, RDC 18.740
- SEPA, RDC 18.810
- City of Ridgefield Native Plant List, RDC 18.830
- Heritage Trees, RDC 18.840

Copies of applicable plans and development regulations may be viewed at or obtained from the Community Development Department. Many of the plans and regulations are available on the city's website.

## 5. Maps, Plans and Drawings

A technically complete application for a PUD must include the following maps, plans and drawings. All maps plans and drawings must show scale, north arrow and date. The zoning lines should be included on the preliminary plat. RDC 18.401.040.

- The proposed boundaries and legal description of the property to be developed, together with the names, addresses and telephone numbers of the recorded owners of the land and the applicant, and if applicable, the name and telephone number of any architect, planner, designer or engineer responsible for the preparation of the plan, and of any authorized representative of the applicant.
- A calculation of net density based on net developable acres (for each zone separately), including any density modifications proposed under RDC 18.280.070 or 18.401.100. Indicate whether the applicant elects to include or exclude open space in the calculation of net developable acres as allowed under RDC 18.401.080.B.11. Calculations shall be provided for the entire site as well as broken down for each project area or phase and by zone.
- The proposed functions, size, percentage of lot coverage, grades, landscaping and method of maintenance for common or dedicated open space upon completion of the project.
- A rendering and conceptual development plan showing all single-family and multifamily residential and nonresidential structures, if any, including proposed building footprints, floor plans and unit sizes of typical dwelling units, and showing typical architectural styles and proposed elevations when viewed from the street(s) or from adjacent properties.

- Concept plan showing all proposed improvements and natural features, including (but not limited to):
  - Recreational facilities, parks and trails. The applicant should illustrate or otherwise describe the connection to the larger CFP trail system.
  - Existing site features to be retained and removed (natural slopes, stands of trees, etc.), walls, fences, refuse areas, streets, sidewalks, paths, landscaping (including the means to provide permanent maintenance to all planted areas and open spaces)
  - Areas proposed to be conveyed, dedicated or reserved for parks, parkways, trails, playgrounds, common open space, public buildings and similar public and semipublic uses.
  - Proposed building areas and densities, setbacks and height
  - Topographical maps of existing and proposed terrain showing a maximum five-foot contour interval where slopes equal or exceed 25% and a maximum two-foot contour interval where slopes are less than 25%, including 100-year floodplains (identified under the National Flood Insurance program)
  - All existing and proposed utility systems, including sanitary sewers, water, electric, gas and telephone lines, public facilities and storm drainage collection, conveyance and treatment systems
  - Proposed public transit facilities and the location and dimension of all off-street parking facilities (public and private)
  - The proposed location, size and means of access of all public and semipublic sites if applicable (e.g., private schools, churches, etc.)
  - Proposed building envelopes, proposed streets, proposed site grading plan including cut and fill areas and site elevations after development, and existing native vegetation (including all trees of six inches in diameter at five feet above ground level, and vegetation communities map which describes characterizing species) where development or streets are proposed in areas designated as critical areas
  - Calculations of the absolute area and the percentage of the site which is included in the critical areas maps, including but not limited to wetlands and wetland buffers, fish and wildlife habitat areas, geologic hazard areas, stream corridors and riparian areas, 100-year floodplain areas, 0-14% slope, 15-24% slope, and 25% slope and greater
  - Calculations of buildable land to be dedicated as public right-of-way and land reserved for open space, parks and trails
  - A circulation diagram indicating the proposed movement of vehicles, goods and pedestrians within the development and to and from existing thoroughfares, including roads, electric vehicle travel ways and trails, and any special engineering features and traffic regulation devices needed to facilitate or insure the safety of this circulation pattern
  - Information on a map which shows the development in relation to the surrounding area and its uses, both existing and proposed, including land uses, zoning classifications, densities, circulation systems, public facilities and unique and sensitive natural features of the adjoining landscape
  - The proposed lot dimensions, yard setbacks and treatment of the perimeter of the PUD, including materials and techniques such as screens, fences and walls
- Geotechnical and environmental reports required by the City Engineer.

- A tabulation of the percentage of total building coverage and additional impervious surface area coverage on critical areas.
- A determination of buildable and unbuildable areas and a tabulation of densities within each project area, phase or sector.
- The preliminary land use submittal should also include:
  - Critical areas report and mitigation plan
  - SEPA checklist
  - Map of Dedication (see submittal guidelines attached to application form)
  - Preliminary cut & fill plan
  - Street and frontage improvements
  - Preliminary Stormwater Management Plan
  - Preliminary Erosion Control Plan
  - Conceptual signage, if proposed

## 6. Clark County Fire and Rescue

Clark Cowlitz Fire and Rescue (CCF&R) notes provided during the conference. Contact: Mike Jackson, District Chief, 360-887-4609, [mike.jackson@clarkfr.org](mailto:mike.jackson@clarkfr.org).

## 7. Clark Regional Wastewater District

The proposed project is located within the Clark Regional Wastewater District's service area. The point of connection for the subject parcel is the manhole located at the intersection of NW 51st Avenue and N Heron Drive in the Bellwood Heights Subdivision. Gravity service is required to each lot and will require an interim pump station request to be approved by our Board. An alternate gravity point of connection is located at N Reiman Road and Pioneer Street. As per District code, Clark Regional Wastewater District will require that sewers be extended to a point up to the adjacent parcels. The plans will be required to use a survey datum provided in NGVD 29(47).

The District's sewer System Development Charge (SDC) is currently \$8,750.00 per Equivalent Residential Unit (ERU). SDCs are subject to change and the applicable value will be applied at the time of sewer connection permit issuance. Please note that there is no guarantee or set aside of service capacity with land use approval, as it is the District's policy that service commitment occurs when it is paid for at the time sewer permits are issued.

## 8. Engineering

### **Water service.**

The proposed project is located in the City of Ridgefield water service area. An existing 12-inch diameter waterline is located in Reiman Road adjacent to the subject site. On-site public water lines must be looped through the site and located within the proposed right-of-way. The applicant should be aware that Clark County Fire & Rescue may provide additional comments with regards to fire service protection. The City of Ridgefield is supplied with water from five water supply wells. According to the 2013 Water System Plan Update, the City has water rights to serve approximately 4,273 equivalent residential units (ERUs), and well capacity to serve approximately 2,806 ERUs. The addition of the Junction Well Project, constructed in 2017,

provided the City with the well capacity to serve an additional 1,145 ERUs, for a total of 3,951 ERUs. An agreement with Clark Public Utilities, finalized in 2021, provides the City with an additional 1,000 gallons per minute, or 7,164 ERUs, for a total capacity of 11,115 ERUs. Per the 2013 Water System Plan, the City served approximately 2151 ERUs at the end of 2010. Permits were issued for 65 ERUs in 2011, 122 ERUs in 2012, 180.5 ERUs in 2013, 114 in 2014, 228 in 2015, 320 in 2016, 158 in 2017, 342 in 2018, 380 in 2019, 647.5 in 2020 and 138.5 so far in 2021, for a total of 4,852.5 ERUs.

Water System Development Charges will be applied at the time of building permit issuance. The water System Development Charge (SDC) is currently \$4,420.46 per Meter Equivalent Size as defined in the Ridgefield Municipal Code. The applicant will also be required to provide documentation showing projected water demands for the facility that were used as a basis for sizing of the water meter. All Fire Flow testing must be completed by the applicant with City of Ridgefield and Clark County Fire & Rescue personnel present.

### **Street improvements**

ROW dedication and half width frontage construction will be required along the project frontage on N Reiman Road. Project frontage improvements south of N Heron Drive must be constructed to the City's Scenic Collector standard (Standard Detail T-2.6), with a 60-foot right-of-way and 24-foot paved width. Reiman Road to the north of N Heron

Drive is a standard collector and frontage improvements and ROW dedication must be completed to the City's Standard Collector standards with a 70-foot ROW and 46 foot paved width. All frontage improvements include road reconstruction to the centerline, with sidewalks, planter strips, street trees, street lighting, and all other components as required by the Engineering Standards in effect at the time of engineering submittal. All internal streets to the development must be constructed to the City's Local "A" section. The City's objective is to impose a maximum spacing for new streets of 500-feet within all new developments and to the limits of the entire parcel. To facilitate this spacing the proposed stub to the north should be located to the east as far as possible. Additionally a stub to the south should be provided to facilitate future development, or an agreement with the property owner that they do not require access should be provided prior to preliminary plat. A pedestrian access to Reiman Road should be provided off of the end of the cul-de-sac.

The City's Parks and Recreation Comprehensive plan identifies trail T-12 crossing the property. This is a type II trail and must be constructed to the City's type II standards with a 25-foot easement and an 8-10 foot wide paved path. The trail may need to be relocated outside of the riparian buffer.

A Traffic Impact Analysis (TIA) will be required if the project generates more than 10 PM peak hour trips. The TIA shall evaluate surrounding roadways and intersections and any improvements found to be necessary will be required to be completed. Traffic Impact Fees (TIF) within the City of Ridgefield are calculated at \$438.35 per average daily trip, \$4,194.94 per single-family dwelling unit or \$2,568.69 per multi-family unit. TIF fees are required to be paid prior to building permit issuance. The 9th Edition of the Trip Generation Manual developed by the Institute of Traffic Engineers (ITE) should be used to the extent possible to develop trip generation volumes. Please note that the TIF rates are subject to change. Please also note that since payment of TIFs occurs at time of Building Permit issuance, the applicant will be required to pay the TIF in effect at the time of permit issuance.

### **Storm drainage.**

The City's current engineering standards require that detention facilities be designed in accordance with the 2005 Western Washington Manual. Projects shall use the Santa Barbara Unit Hydrograph method for hydrologic and hydraulic analysis and facility sizing. The offsite downstream impacts of altered runoff characteristics and time of concentration will need to be evaluated to the furthest point of convergence of all

outfall flows altered by the development proposal. Adequate maintenance access will need to be provided to the stormwater facility in accordance with the Engineering Standards.

The City of Ridgefield has created a Stormwater Utility. Fees have been adopted and are currently \$9.27/month charge per Equivalent Residential Unit (ERU). For commercial property, one ERU is defined as 3,500 square feet of impervious surface area. No system development charges have been adopted for the stormwater utility.

### **Grading & erosion control.**

An NPDES Construction Stormwater General Permit issued by the Department of Ecology will be required for this project. A grading and erosion control plan meeting the requirements of the City's Engineering Standards and per any other permitting authorities will be required. Erosion control measures shall be maintained throughout construction. Construction within sensitive lands and buffers (including slopes greater than 15%) between October 30th and May 1st is strongly discouraged and at times not allowed as conditioned through the SEPA process.

### **Final acceptance**

Please note that final engineering acceptance is required on all projects to gain final occupancies of any building. See below for detailed requirements for obtaining building permits and other approvals:

#### **Subdivision Acceptance**

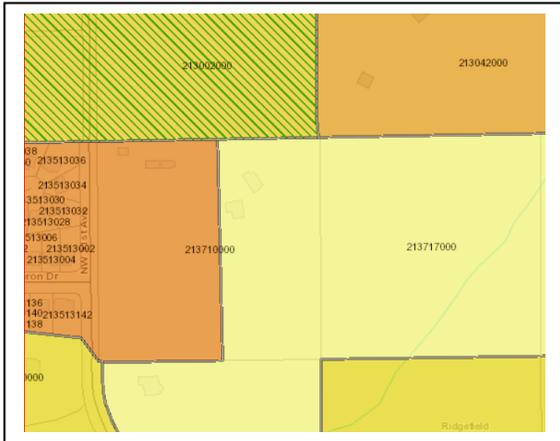
- To be eligible for model home building permits:
  - Property corner pins or building pad survey
  - Gravel roads (at minimum)
  - Street signs installed
  - Temporary signage prominently displaying the original parcel address at the project entrance
  - Active fire hydrant within 500 feet
  - A bond for 150% of the cost of the installation of all approved landscaping.
  - A bond shall be provided for three years of landscape maintenance unless an acceptable maintenance agreement is provided.
- To be eligible for other building permits:
  - Requirements above (property corner pins required)
  - Final plat
  - A performance bond for all **incomplete** public improvements is required prior to final plat.
  - All **private** improvements must be complete prior to final plat.
  - Private improvements are any improvements to be owned and maintained by the future HOA.
- To be eligible for water meters:
  - Requirements above
  - Inspection approval of water lines and meter boxes for full phase that has received final plat
- To be eligible for final occupancy
  - Engineering acceptance, which requires all of the above plus:
  - Inspection approval of all public improvements and storm facilities (fully signed inspection card)
  - A maintenance bond for 20% of all public and private improvements
  - Submittal of approved as-builts in mylar, pdf, and AutoCAD versions.

**Please note that no final occupancies will be issued prior to final acceptance of associated public improvements.**

## 9. Planning

**Vesting.** Applications in Ridgefield vest at the time of technical completeness. RDC 18.310.050.H.

**Zoning.**



Parcel 1 is a split zoned lot. The eastern half of Parcel 1 is zoned Residential Low Density (RLD-4, yellow) and is designated Urban Low Density Residential (UL) in the comprehensive plan. The western half of Parcel 1 is zoned Residential Medium Density (RMD-16, orange) and designated Urban Medium Density Residential (UM). All of Parcel 2 is zoned RLD-4 and designated UL.

**Zone change.** During the conference, the applicant and staff discussed a potential zone change from RMD-16 to RLD-8 on the western portion of the site.

Zoning district map amendments must be consistent with RUACP designations, except where the existing zoning is inconsistent with the RUACP plan designation. Zoning district map amendments must be accompanied by a corresponding comprehensive plan designation amendment if necessary to comply with the RUACP. RDC 18.320.030.A. The city shall consider amendments to the RUACP no more frequently than once every year. RDC 18.320.020.A. To be considered during the annual amendment review process, an applicant must file a petition **no later than July 1** for the petition to be considered during that calendar year. RDC 18.320.020.C. When considered in conjunction with a Type III land use application the hearing examiner will conduct a public hearing on the combined application within eighty-four days after the date the city issues the notice of technically complete status and will make a recommendation on the zone change to the City Council. RDC 18.310.080.A. The City Council must approve the recommended zone change by ordinance reviewed and approved in a public meeting. The council may adopt or reject the hearing examiner's recommendations and findings at a public meeting based on the record established at the public hearing. RDC 18.310.080.A.2.D.

**Easement.** Clark County GIS identifies an easement running north/south between the two parcels. The applicant should identify the purpose of this easement and its future disposition.

**Uses.** The applicant proposes to develop 66 lots for townhouse use, with the townhouses attached in pairs. Townhouses are a permitted use in both the RLD and RMD zones, with the limitation that there may be no more than four townhouses attached in RLD, and no more than six townhouses attached in RMD.

**Townhouse development standards.**

**Dimensional standards.** The townhouse standards in RDC 18.206.060-A supersede the dimensional standards in RDC 18.210.030 and RDC 18.220.130, provided the base zone density standards are met.

<b>Table 18.206.060-A Townhouse dimensional standards.</b>		
	<b>RLD-4, -6, and -8</b>	<b>RMD-16</b>
Min. Lot Width	30 feet in the RLD-4 zone; No minimum in other zones	No minimum
Min. Lot Area	2,500 square feet in the RLD-4 zone; No minimum in other zones	No minimum
Min. Front Yard Setback	15 feet in the RLD 4 and 6 zones; 10 feet in the RLD-8 zone	10 feet

Min. Rear Yard Setback	10 feet	10 feet
Min. Side Yard Setback	0 to 5 feet	0 to 5 feet
Min. Street Side Yard Setback	10 feet	10 feet

Design features. The design features in RDC 18.206.060.D-E apply fully to model homes and to all homes advertised or offered for sale.

Garages and driveways. For townhouses with two attached units, the duplex garage standards in RDC 18.206.050.E-F apply rather than the townhouse garage standards in RDC 18.206.060.F.

Open space and trees. The open space and tree standards for individual lots in RDC 18.206.060.G-H apply. Minimum contiguous open space is required on individual lots in lieu of maximum lot coverage.

**Density.**

The minimum and maximum density of residential development in an RLD-4 zone is 4 units per net developable acre. Since the minimum and maximum density are the same, rounding is permitted. In an RLD-8 zone the minimum density is 6 units per net developable acre and the maximum density is 8 units per net developable acre. In the RMD-16 zone the minimum density is 8 units per net developable acre and the maximum density is 16 units per net developable acre. Net developable acreage is defined in RDC 18.100.036 as:

“Land that is permitted for improvements including buildings, other structures, parking and loading areas, landscaping, paved or graveled areas, and other allowed site improvements. Net developable acres is calculated by adjusting the gross acreage of a parcel or lot by deducting the amount of “non-developable” land. Non-developable land includes public right-of-way and other land used for public infrastructure, private infrastructure, unbuildable land, undisturbed areas, critical areas, and geologically hazardous areas as defined elsewhere in this chapter; and land required in the RDC as buffer areas adjacent to these non-developable areas.”

On sites with more than one residential zoning designation, the applicant may distribute the density across the developable area of the site, provided that:

“The permitted uses, development standards, and other provisions of the unique base zones shall be applied to individual lots in the PUD based on the proportion of developable area in each base zone. Lots developed to the standards of one base zone are not required to be adjacent to other lots developed to the standards of the same base zone, nor are they required to be located in the area of the PUD mapped as that base zone.” RDC 18.401.080.A.3.

In RLD-6 and RLD-8 developments, each townhouse unit less than 1,400 square feet in gross floor area may be counted as one-half a dwelling unit for the purpose of calculating density. This bonus is limited to up to 15 percent of total dwelling units in the RLD-6 zone and up to 25 percent of total dwelling units in the RLD-8 zone. See RDC 18.206.060.B.

A mix of housing types is strongly encouraged, as discussed during the pre-application conference. Where townhouses are integrated with other housing types qualifying for density bonuses (e.g., duplexes, triplexes, small detached single-family residences, cottage clusters, and accessory dwelling units), the cumulative density bonus limitations in RDC 18.210.030.F.2 apply.

A technically complete application shall include detailed density calculations.

**Critical Areas.**

Mapped critical areas may include wetlands, hydric soils, and riparian areas, primarily on Parcel 2. The critical areas mapped on the project site are associated with an unnamed stream that flows northeast to southwest through the site (across current Parcel 2). According to the Washington DNR's Forest Practices Application Mapping Tool, the stream is Type N (non-fish). DNR also identifies two Type U features draining from north of the property to the Type N stream (see image below). Type U is a symbol on DNR maps that identifies unknown water features that have yet to be verified and identified. The stream may be a Type Np (perennial, non-fish). (Washington DNR's Forest Practices Application Mapping Tool, <https://fpamt.dnr.wa.gov/default.aspx> )



Clark County MapsOnline identifies potential landslide hazards associated with current Parcel 2. Clark County MapsOnline also identifies potential a riparian habitat conservation area associated with the stream, and several sources identify wetlands on site. DNR identifies these as forested and nonforested wetlands. The Washington Department of Fish and Wildlife's PHS on the Web mapping tool identifies these as riverine and freshwater forested/shrub wetlands. Hydric soils associated with the wetlands are also mapped. The applicant for PLZ-18-0101 previously indicated these are delineated and characterized as Category III wetlands. A copy of the delineation verifying the category of wetland is required with the PUD application submittal. There are no wellhead protection areas within either parcel.

The applicant shall provide a critical areas report and SEPA checklist along with a mitigation plan to address the critical areas and buffers found on the site. Impacts to critical areas must be avoided or minimized and mitigated as required in RDC 18.280. The development proposal should address the proposed use and management of critical areas and their buffers, per RDC 18.280 (18.280.110 – Fish and wildlife habitat conservation areas, 18.280.130 Geologic hazard areas, and 18.280.150 – Wetlands). Undevelopable critical areas shall be protected by conservation easements or critical areas tracts. See RDC 18.280.040.H.

Stormwater facilities are allowed in the outer twenty-five percent of Category I and II wetland buffers and in the outer fifty percent of Category III and IV wetland buffers. Trails constructed of permeable surfaces are allowed in wetland buffers, but should be located in the out twenty-five percent of the buffer and should be designed to avoid tree removal. Unless otherwise authorized through the project approval process, buildings and other structures shall be set back a minimum of five feet from the edges of all buffers. Buffer averaging is permitted to reduce the width of a buffer by up to fifty percent, provided that such averaging will not reduce functional performance and the total area contained in the buffer area after averaging is no less than that which would be contained within the standard buffer. If applicable, the applicant shall address these standards in their project narrative and the submitted plans

#### **PUD Requirements (RDC 18.401)**

**Open space and trails.** PUDs require a minimum of twenty-five percent of the gross site area for common open space. At least fifty percent of the required common open space, or twelve and one-half percent of the gross site area, shall be located on a single parcel to provide a larger, central facility for the PUD (the “main facility”). 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.

Open space within the PUD is to be designed as an integrated part of the project rather than an isolated element of the project. It should be located within the development such that it is available for the enjoyment of the residents in an equitable manner. Specifically:

- a. Main facility. At least 60-percent of the useable open space perimeter shall be bound by streets or dwelling units that face the main facility.
- b. Dispersed facilities. At least 30-percent of the useable open space perimeter shall be bound by streets or dwelling units that face the park, unless the facility is a trail meeting the standards of RDC 18.401.070.

The community development director may relax these standards in unique contexts and/or where measures have been successfully integrated to ensure that the park is accessible, welcoming, and integrated into as a major-character defining feature of the subdivision.

One foot of trail shall be provided for each three feet of the PUD's total outside perimeter. Trails should be located throughout the subdivision, and integration with critical areas is encouraged. The Nye PUD trails will be required to connect to Boyse Park and to Kemper Loop PUD as indicated on the pre-app plans. A safe pedestrian crossing will be required between the trailhead and the play area across N Heron Drive. Fences and wall abutting trails should be designed to balance safety and visibility of trail users with privacy for residents in their yards, and must be softened in appearance using landscaping.

Alternative parking configurations. Use of alternative parking configurations is required for PUD subdivisions when twenty-five percent or more lots with single-family dwellings are less than forty feet wide. Applicable subdivisions shall provide two and one-half parking spaces per single-family dwelling unit on a lot less than forty feet wide. The required spaces may be provided with standard off-street parking (garage and driveway). Any remaining required spaces shall be provided in off-street parking lots meeting the standards in RDC 18.401.075.C. No required off-street spaces may be met through on-street parking.

Community meeting. Community Information Meeting. Prior to submitting an application for preliminary PUD, the developer shall host a community information meeting, in a workshop format. The meeting shall be held at a publicly accessible location within city limits and/or virtually, on a weekday between the hours of five and nine p.m. At this meeting the applicant shall present the development proposed to interested residents. Information shall reflect updated studies and concepts based on input of the pre-application conference. Notice shall be posted on the city website and given in the local newspaper of record at least fourteen days prior to the meeting date. Written notice, including a fact sheet describing the proposed plan of development, shall be mailed first-class to all property owners within a radius of not less than three hundred feet of the exterior boundary of the property subject to the application and a copy shall be posted in city hall in the customary place. A copy of all the information intended for use at the meeting shall be available at the city hall for public review at least fourteen days prior to the meeting date. RDC 18.401.050.B. A technically complete application will require copies of all meeting materials, complete sign-in sheet, and a detailed accounting of the questions raised, and answers provided.

Site plan. Address all site plan requirements in RDC 18.401.090.

Landscaping. Landscaping shall comply with the standards in RDC 18.210.100, RDC 18.220.110 and RDC 18.725.030-090. In an RLD zone 50% of the gross zone site area shall be landscaped. In an RMD zone 25% of the gross site area shall be landscaped.

Fences. Fences shall comply with the standards in RDC 18.210.110, RDC 18.220.120 and RDC 18.740. Fences and walls shall be a maximum of three feet, six inches high between the front yard setback line and the front property line. The maximum height elsewhere is six feet subject to sight clearance provisions in the Engineering Standards.

**Signs.** All signs shall comply with the standards in RDC 18.710. If proposed, sign permit application may be submitted with the preliminary short plat land use application package or separately at a later date.

**Lighting.** All lighting shall comply with the standards in RDC 18.210.075 and RDC 18.715. All light trespass is prohibited, and all exterior lighting fixtures shall be designed, installed, located, and maintained such that there is no light trespass. See RDC 18.715.050-060. Provide preliminary lighting plans including a photometric analysis showing no light trespass onto neighboring properties and fixture detail sheets with the preliminary land use submittal.

**Native Plants.** Plants on the prohibited plant list may not be used in the development. Selection of native species is encouraged. See RDC 18.830. The applicant shall address these standards in their application's project narrative and the submitted plans.

**Heritage Trees.** There are no known existing or proposed heritage trees present on the site. If applicable, heritage trees are subject to the standards in RDC 18.840.

On the existing conditions plan please identify the species and location of any tree within an area subject to development that has a diameter (at breast height) of thirty-six inches or greater including but not limited to any Oregon white oak (*Quercus garryana*).

**SEPA.** This project is subject to State Environmental Policy Act requirements because the site contains critical areas. The applicant's proposal involves residential development on one or more parcels that contains critical areas. A SEPA checklist may be accessed at <http://www.ecy.wa.gov/programs/sea/sepa/forms.html>.

There is a moderate-high to high predicted likelihood of archaeological remains on site, an archaeological predetermination is required as part of the SEPA application. The applicant shall address these standards in their application's project narrative and the submitted plans. The City will process the land use review and SEPA review concurrently.

## 10. Building

Building permits will be required for individual structures. Concurrent land use and building review is possible. The city aims to uphold the tenets of the City of Ridgefield Comprehensive plan pertaining to high quality and well-designed developments by conducting a thorough review of the building elevations for compliance with architectural design standards.

## 11. Procedure/Timeline/Appeal Rights.

The City conducted the pre-application conference consistent with the Ridgefield Development Code and Engineering Standards. Upon receipt of a complete application, the City will process the applications for this project concurrently as a Type III or Type IV review including public hearings.

---

Compiled by Claire Lust, Community Development Director, and Bryan Kast, Public Works Director

## **CONFERENCE ATTENDEES / INTERESTED PARTIES**

### **City staff**

Claire Lust, Community Development Director, [Claire.lust@ridgefieldwa.us](mailto:Claire.lust@ridgefieldwa.us)

Bryan Kast, Public Works Director, [byran.kast@ridgefieldwa.us](mailto:byran.kast@ridgefieldwa.us)

### **Agency staff**

Mike Jackson, Division Chief, Clark Cowlitz Fire Rescue, [mike.jackson@clarkfr.org](mailto:mike.jackson@clarkfr.org)

Jason Oster, Senior Engineering Technician, Clark Regional Wastewater District, [joster@crwwd.com](mailto:joster@crwwd.com)

### **Project team**

Nikki Duke, Hinton Development, [nikole@hintondevelopment.com](mailto:nikole@hintondevelopment.com)

Travis Johnson, PLS Engineering, [pm@plsengineering.com](mailto:pm@plsengineering.com), [travis@plsengineering.com](mailto:travis@plsengineering.com)

Jayson Taylor, PLS Engineering, [jayson@plsengineering.com](mailto:jayson@plsengineering.com)

### **Elected officials**

Rachel Coker, City Council, [Rachel.coker@ridgefieldwa.us](mailto:Rachel.coker@ridgefieldwa.us)

Jennifer Lindsay, City Council, [Jennifer.lindsay@ridgefieldwa.us](mailto:Jennifer.lindsay@ridgefieldwa.us)

Rob Aichele, City Council, [rob.aichele@ridgefieldwa.us](mailto:rob.aichele@ridgefieldwa.us)

### **Members of the public**

Linda McCanta, neighboring property owner, PO Box 215 / Ridgefield, WA 98642

Trevor Hayward, Hayward Uskoski & Associates (Kemper Loop PUD), [trevor@huaconsulting.com](mailto:trevor@huaconsulting.com)

**PROJECT LOCATION**

