



COMMUNITY DEVELOPMENT DEPARTMENT

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PRE-APPLICATION CONFERENCE NOTES

Franz Ridgefield Short Plat & Site Plan

File No. PLZ-23-0008

I. PROJECT INFORMATION

Date	Application submitted: January 25, 2023 Pre-application conference: February 14, 2023
Proposal	Short Plat parcel into two lots and construct a new 37,000 square foot wholesale retail facility that sells baked goods to commercial restaurants, grocery stores, and to the general public.
Location	6015 North 20th Street / Ridgefield, WA 98642 #1 SEC 16 T4N R1EWM, PIN 212769000, 30.11 Acres
Applicant	JB Steel LLC /190 N Ross Lane/ Medford, OR 97501 Contact: Alex Batzer, 541.816.9914, alex@jbsteelconstruction.com
Applicant's Representative	JB Steel LLC /190 N Ross Lane/ Medford, OR 97501 Contact: Willard Williams, 541.326.6247, willardw@jbsteelconstruction.com
Property Owner	US Bakery / 361 NE 10th Avenue / Portland, OR 97232 Contact: Rob Teachout, 971.204.1295, rob.teachout@usbakery.com
Zoning	Employment (E)
Review Type	Pre-application conference: Short Plat, Basic Site Plan, Habitat, SEPA and Archaeological reviews.
Potential Issues	Employment (E) development standards, landscaping, critical areas, access and traffic impacts
Staff Contact	Shana Lazzarini, Planner II Contact: shana.lazzarini@ridgefieldwa.us , 360.887.6007
SEPA Determination	SEPA required
Issued	March 1, 2023

II. GENERAL DESCRIPTION

A. Background

To date, the City of Ridgefield has not received any land use proposals on this parcel.

B. Proposal

The current proposal is to short plat the parcel into two lots and construct a new 37,000 square foot wholesale retail facility that sells baked goods to commercial restaurants, grocery stores, and to the general public. The site provides vehicle circulation and 47 parking stalls and 20 truck parking stalls. The applicant is requesting one access from N 20th Street and two accesses from N 65th Avenue via two forty-foot driveways and one forty-five-foot driveway.

The site is in the Employment (E) zone, on the southwest corner of N 20th Street and N 65th Avenue. GIS shows riparian habitat on the northeast corner of the site. The site is relatively flat with approximately a 10-foot elevation change at the northeast corner of the site. The site is currently occupied by a manufactured home and shop, and, by aerial imagery, there is access to the residence off of N 20th Street.

Comprehensive Plan, Zoning and Current Land Use

Compass	Comp Plan	Zoning	Current Land Use
Site	EM	E	Single Family Residential
North	UL/Urban Holding	RLD-6/UH-10	Single Family Residential
	P/OS	P/OS	Tri Mountain Golf Course – Clark County jurisdiction
East	R-10	R-10	Single Family Residential – Clark County jurisdiction
	AG	AG-20	Single Family Residential – Clark County jurisdiction
South	EM	E	Single Family Residential
	EM	E	Vacant
West	EM	E	Seventh Day Adventists Church

C. 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 2017 Ridgefield Comprehensive Plan Map and the 2017 Ridgefield Zoning Map as amended; 2016 Ridgefield General Facilities Capital Facilities Plan (RCFP), as well as the 2017 Transportation, 2016 Sewer, and 2016 Water RCFP elements; Ridgefield Development Code (RDC) which is Title 18 of the Ridgefield Municipal Code; 2020 Parks, Recreation & Open Space Plan; 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

A. Purpose

The purpose of these notes is to summarize the pre-application conference discussion. The substantive and procedural requirements are specific to site plan and short plat reviews, based upon submitted application materials. The pre-application conference is 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 the time of application submittal.

B. Land Use Application and Process

The proposal will require the submittal of a technically complete application for a preliminary short plat review, site plan review, critical areas review, SEPA, archaeological predetermination and application fees. Land use application forms are available at: <https://ridgefieldwa.us/government/permit-and-development-applications/>

Submit for land use review using the permitting portal: <https://ci-ridgefield-wa.smartgovcommunity.com/Public/Home>. Under master land use choose Type II. Under land use applications choose each of the applicable applications as listed in this report (short plat, site plan, SEPA, etc.).

C. 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/2023-Master-Fee-Schedule.pdf>

Based on the issues discussed, we anticipate the following land use applications and initial fees:

- Preliminary Short Plat Review. \$1,500
- Preliminary Site Plan Review (Basic). \$2,500
- SEPA. \$500
- Archaeological pre-determination. \$350

- Critical Areas for Fish & Wildlife Habitat Conservation Areas. \$600

There is a \$500 land use application fee credit available if an application for this project is submitted within 6 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 Impact Fees (TIFs), School Impact Fees (SIFs), Park Impact Fees (PIFs) and utility System Development Charges (SDCs) will be assessed at the time of development.

D. Written Narrative

Part of the review requirements is a clearly written narrative as part of a complete application. The narrative, which must be provided in a Word document format, should explain the nature and purpose of the application and demonstrate, with facts and conclusions, how the proposal will meet applicable community plans, development regulations, and standards, including, but not limited to:

- RDC 18.205 Uses
- RDC 18.240 Employment Districts
- RDC 18.280 Critical Areas Protection – Fish & Wildlife Habitat Conservation Areas (18.280.110)
- RDC 18.310 Procedures
- RDC 18.500 Site Plan Review.
- RDC 18.610 Short Plats
 - Address the preliminary short plat approval criteria in RDC 18.610.030
- RDC 18.710 Signs (if proposed)
- RDC 18.715 Exterior Lighting
- RDC 18.720 Off-Street Parking and Loading
- RDC 18.725 Landscaping
- RDC 18.740 Fences and Walls (If proposed)
- RDC 18.755 Erosion Control
- RDC 18.810 Environmental Standards (SEPA)
- RDC 18.830 City of Ridgefield Native Plant List
- RDC 18.840 Trees

Copies of applicable plans and development regulations may be viewed at or obtained from the Community Development Department or online.

Development Code:

https://library.municode.com/wa/ridgefield/codes/code_of_ordinances?nodeId=CO_TIT18DECO

Comprehensive Plan: <https://ridgefieldwa.us/wp-content/uploads/ComprehensivePlan2016.pdf>

City Website: <https://ridgefieldwa.us/>

E. Maps, Plans and Other Documents

A technically complete application for a preliminary site plan review shall include a site plan drawn to scale and produced in such a way as to clearly indicate compliance with all applicable zoning and site design standards, and shall include the following (RDC 18.500.040):

- Dimensions and orientation of the parcel.
- Locations of existing and proposed buildings and structures.
- Location and layout of off-street parking and loading facilities.
- Curb cuts and internal traffic circulation.
- Location of walls and fences, indication of their height and construction materials.
- Existing and proposed exterior lighting, meeting the submittal requirements of RDC 18.715.070.
- Location and size of exterior signs and outdoor advertising.
- General location and configuration of proposed landscaping, meeting the submittal requirements of RDC 18.725.070.
- General location and configuration of proposed open space and recreation areas, if required.
- 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.
- Height and conceptual appearance of building facades for all buildings and structures.
- Indication of proposed use of all buildings.
- The location of any historically or archaeologically significant feature; or natural feature, including stream corridors, wetlands, wildlife habitat areas, well head protection areas, geologically unstable areas, constrained and unbuildable land, areas with native vegetation, areas with tree cover, rock outcroppings or similar natural or historic features.

A technically complete preliminary short plat application must include the following maps, plans and drawings. All maps, plans and drawings must show scale, north arrow and date.

- The entire lot or parcel constituting the applicants land;
- Proposed name of the short subdivision this name shall not duplicate any name used on a recorded plat or subdivision in Clark County, including the municipalities of Clark County;
- Accurate and complete legal description of the proposed short subdivision;

- Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
- Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed short subdivision and their point of connections with existing services;
- Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
- Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed short subdivision with a clear designation of their size, purpose and nature;
- Contour lines at two-foot elevation intervals for slopes less than 25 percent and five-foot elevation intervals for slopes equal to or more than twenty-five percent;
- Accurate mapping of critical areas, including wetlands, stream corridors, slopes of fifteen to twenty-four percent, slopes of twenty-five percent and greater, floodplains and slope hazard areas;
- Name, mailing address and telephone number of owner and/or developer and/or preparer of information;
- Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary the proposed short subdivision;
- Modifications or variations requested, if any; and
- Copy of the plat map reduced to fit on eight and one-half by eleven-inch paper.

The following will also be required as part of a technically complete site plan and short plat application:

- Location and size of water and sewer lines utility easements, and drainage system proposed to serve the proposed development and their point of connections with existing services.
- Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land.
- Parcels of land intended or required to be dedicated for streets or other public purposes.
- Preliminary cut and fill plan.
- Street and frontage improvements.
- Preliminary stormwater management plan.
- Preliminary erosion control plan.
- Preliminary traffic impact analysis (if the proposed use could generate more than ten p.m. peak hour trips).
- Critical areas report and mitigation plan for Fish & Wildlife Habitat Conservation Areas.
- SEPA checklist.
- Archaeological report.
- Tree preservation and protection plan per RDC 18.840.

F. Fire Department

Clark-Cowlitz Fire Rescue (CCFR) comments were provided during the conference. Contact: mike.jackson@clarkfr.org or josh.taylor@clarkfr.org, 360.887.4609 with questions.

G. Sewer

The proposed project is located within the Clark Regional Wastewater District's service area and staff attended the conference. Please contact: Jason Oster, Senior Engineering Technician, joster@crwwd.com for comments.

H. Engineering

Water Service: The proposed project is located in the City of Ridgefield water service area and a 12-inch diameter ductile iron water main is located in 289th adjacent to the site. The applicant should be aware that Clark County Fire & Rescue may provide additional comments with regards to fire service protection.

All developments are required to comply with backflow requirements as stated in Section 4.11 of the City of Ridgefield's Engineering Standards for Public Works.

The City's water system Capital Facility Plan shows the future waterline West of N 65th Ave as project D-13, a 12-inch watermain eventually connecting 289th St. to 279th St Ave. The cost of over sizing an 8-inch line to a 12-inch is eligible for system development charge credits. A portion of the eligible cost has been allocated to the City and a portion has been allocated to developers. It was assumed that the cost allocation would be 75% developer/25% City as developers will construct most projects and the City will participate in oversizing of mains to serve larger geographic areas. The actual division of costs will change based on developer needs, parcel subdivisions and other factors that cannot be fully predicted at this time. The City share will be paid through system development charge credits.

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, 556.5 in 2021 and 16 so far in 2022, for a total of 5,287.5 ERUs.

Water System Development Charges will be applied at the time of building permit issuance. The water System Development Charge (SDC) is currently \$4,440.26 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: Right-of-way (ROW) dedication and half width frontage construction will be required along the project frontages on N 65th Avenue and 289th St. At the project location, both N 65th Avenue and 289th St are minor arterials, and must be constructed to the City's minor arterial standard (Standard Detail T-2.2) with

a 40 foot half-width ROW and a 23 foot paved half-width. All associated improvements, including sidewalks, planter strips, street trees, and street lighting are required on all frontages.

All utilities in the project and on any improved frontage must be underground.

Driveways approved by the City Engineer providing for access onto collectors shall be a minimum of 100 feet from any intersection, and a minimum of 150 feet for access onto arterials. All distances shall be measured from the centerline of the street or driveway. Driveways accessing arterials may be denied if alternate access is available.

A Traffic Impact Analysis (TIA) will be required if the project generates more than 10 p.m. peak hour trips. The TIA shall evaluate surrounding roadways and intersections and any improvements found to be necessary will be required to be completed. If a TIA is not required, a traffic memo estimating the number of average daily and p.m. peak hour project trips based on the Institute of Transportation Engineers (ITE) manual will be required.

Traffic Impact Fees (TIF) within the City of Ridgefield are calculated at \$471.49 per average daily trip. 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 utilized 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.

The City of Ridgefield has created a Stormwater Utility. Fees have been adopted and are currently a bi-monthly charge of \$20.30 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 1st 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:

Commercial or Industrial Acceptance

To obtain acceptance of public infrastructure for an industrial or commercial site the following is required:

- Inspection approval of all public water lines, meter boxes, and hydrants
- Inspection approval of all public roadways, sidewalks, curb ramps, and other associated improvements.
- Inspection approval of any offsite storm ponds or swales
- A two year maintenance bond for 20% of the cost of all public improvements
- As-built drawings in mylar, pdf, and AutoCad versions.

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

I. WSDOT

WSDOT attended the conference. Please contact Dylan Bass, Development Review Planner for WSDOT Southwest Region, BassD@wsdot.wa.gov or 360.831.5829 for comments.

J. Building

Building permits will be required for individual structures. Concurrent land use, engineering, and building review is possible at the applicant's risk. Land use and engineering permits must be approved before building permits can be approved. Contact: Michael Curtis, Building Official. 360-857-5009, michael.curtis@ridgefieldwa.us.

K. Planning

Zoning. The site is zoned Employment (E).

Comment: The applicant must comply with the following provisions for employment districts: Site and building design (18.240.060), Signs (18.240.070), Lighting (18.240.075), Off-street parking and loading (18.240.080), Landscaping (18.240.090), Fences (18.40.095), and Performance standards (18.240.100).

Uses. The applicant proposes to construct a wholesale retail facility with offices. In addition, there may be a general retail area which will be limited to 15% of the gross area.

Comment: Wholesale Retail and Office are permitted uses in the E zone. General Retail Trade/Services is allowed limited to no more than fifteen percent of the gross area of a property being dedicated to general retail uses RDC Table 18.230.020-1. The applicant will need to provide calculations for each use with the land use submittal for staff's technically complete review.

Lot area requirements. E zone (RDC 18.240.050): No minimum lot area, width, or depth requirements.

Dimensional Standards.

- E zone (RDC 18.240.055):

Min. front yard setback (street)	10 ft
Min. side and rear yard (interior) setback from E zones	5-10 ft (1)
Min. side and rear yard (interior) setback from residential zones	20 ft

Min. side and rear yard (interior) setback from all other zones	15 ft
Min. side and rear yard setback from ROW	10 ft
Max. height	65 ft
Max. impervious surface	85%

Table note (1): Where an E lot abuts a lot zoned for low density residential use, buildings shall be stair-stepped back from the abutting residential zoning.

Comment: The project parcel consists of 30.11 acres. Clark County approved the existing manufactured home under review of building file 00081718. The proposed plan appears to comply with the minimum setbacks of the E zone and the applicant is only proposing a building height of 30 feet.

Critical Areas. The northeast corner of the parcel shows a riparian habitat area.

Comment: Because the project will impact this critical area, the City requires preparation of a critical areas report and mitigation plan with a response to the critical area approval criteria (RDC 18.280.060) and riparian habitat regulations. (RDC 18.280.110).

Site Planning. Site development will be subject to site plan review, critical areas review, SEPA and Archaeological reviews.

Comment: At time of submittal, development applications shall demonstrate compliance with the development and performance standards in the E zone (RDC 18.240.050 through 18.240.100). The project narrative shall address the site plan approval criteria in RDC 18.500.060.

Site and building design.

E zone: the project shall comply with the site planning and building design standards in RDC 18.240.060.A.3-9 (building design, blank walls, main entrance, pedestrian access, screening accessory structures, mechanical units, and outdoor storage), as well as the site planning standards in RDC 18.240.060.B-C (preventing dead-end pathways and providing sight lines from buildings to outdoor areas).

Comment: The applicant will need to reconfigure the building to reinforce the building's location adjacent to the street edge and public space as well as explain how the additional Employment zone site and building design requirements are being met. In addition, the streets shall be relabeled to City of Ridgefield names. Architectural plans showing compliance with the site planning and building design standards in RDC 18.240.060 will need to be submitted with the preliminary application.

Signs. Signs are subject to the standards in RDC 18.710 and an application for sign permits is required.

Comment: The applicant can apply for sign permits concurrently with the site plan review or apply separately at a later date.

Exterior Lighting.

- All: The project shall comply with the standards RDC 18.715. All light trespass is prohibited, and all lighting fixtures shall be shielded and aimed downward. No lighting fixture installed on a

nonresidential building exterior shall exceed 400 watts, no lighting fixture installed on a residential building shall exceed 250 watts, and spotlighting on landscaping and foliage shall be limited to 150 watts. Non-residential uses are strongly encouraged to reduce nighttime light levels to only the level necessary for security purposes.

- E zone: The project shall comply with the standards in RDC 18.240.075 and RDC 18.715. All building entrances shall be illuminated. Parking lot light poles are limited to 25 feet high near residential zones.

Comment: A preliminary lighting plan with lighting details, including a photometric analysis showing no light trespass will be required for the submittal to be technically complete.

Off-Street Parking and Loading.

- General requirements: Off-street parking and loading shall comply with the standards in RDC 18.720.
 - The project shall comply with the general standards in RDC 18.720.020.
 - The project shall comply with the standards in RDC 18.720.040 for stall dimensions, compact parking spaces, and lot design, to be demonstrated in the narrative and plans. ADA parking requirements can be found at: <https://adata.org/factsheet/parking>.
 - Parking lots and driveways generally shall be located to the rear or side of buildings, occupying no more than 50 percent of the street frontage. Direct access to arterials and collectors shall be minimized.
 - Interior parking lot landscaping equal to 10 percent of the net parking lot area is required, and shall comply with each of the provisions in RDC 18.720.040.C.2. Required landscape buffers do not count toward the 10 percent.
 - Pedestrian access corridors must link all parking areas to a primary entrance of the development via the most practicable route and separate pedestrians safely from motor vehicle traffic. Pathways must be designed and marked per RDC 18.720.040.C.5.
 - One bicycle parking space is required for every 12 required parking spaces.
 - Commercial and industrial uses shall provide loading berths as follows:

Building area	Use type	# berths
< 5,000 sf	Other commercial/industrial uses	0
5,000 – 30,000 sf	Other commercial/industrial uses	1
30,000 – 100,000 sf	Other commercial/industrial uses	2
100,000 sf and over	Other commercial/industrial uses	3

- E zone requirements: Off-street parking and loading shall be provided as required in RDC 18.240.080 and RDC 18.720. Key considerations include:

- No more than 50 percent of a lot abutting an arterial, minor arterial, or collector may be dedicated to parking area; see Employment zone exemptions in RDC 18.240.080.B.1.
- Off-street loading is not permitted within 25 feet of a public ROW.
- Per RDC 18.720.030, the required parking spaces are as follows:

Use	Minimum spaces	Maximum spaces
Office	1/300 sf gross floor area	1/200 sf gross floor area
Light manufacturing	1/500 sf gross floor area	No max.
Other E use	1/750 sf gross floor area	No max.

Comment: The building will need to be reconfigured to be in compliance with parking standards. In addition, parking will need to be calculated for each use and shown on the proposed site plan. Bicycle parking will be required and need to be shown on the preliminary plan. Pedestrian pathways shall be shown on the plan, including striping details, showing safe walking routes from the parking areas to the building entrances.

Landscaping.

- General requirements: Landscaping shall comply with the standards in RDC 18.240.090 and RDC 18.725.

Key considerations include:

- L1-L5 screening and buffering standards are described in RDC Table 18.725.030-1 and RDC 18.725.040.
- Unless superseded by the E zone or RMUO buffering standards in RDC 18.240.090 and RDC 18.235.060.O, buffering is as required in RDC Table 18.725.050-1.

- E zone requirements: Landscaping shall comply with the standards in RDC 18.240.090 and RDC 18.725.

Key considerations include:

- Where an E lot abuts an arterial, minor arterial or collector street, a twenty-five-foot buffer landscaped to a L2 standard shall be provided.
- Where an E lot is adjacent to another 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.
 - Areas proposed for outdoor storage of materials shall provide a ten-foot landscape buffer to an L3 standard.
- Landscaping shall total at least 15 percent of the total site area, unless modified by providing on-site recreation facilities for employees as described in RDC 18.240.090.E or through the critical areas offset described in RDC 18.240.090.F.

Setback by Type of Adjacent Use		
Zone or Use	Street	E
E Site	15'/L2-10'/L4	10'/L2
Parking Area	10'/L2	5'/L2
Outside Storage	10'/L5	10'/L5

Table Notes:

- (1) In order to reduce to a seven-foot wide landscape buffer, one or more direct pedestrian connections between on-site uses and the public street shall be required. Pedestrian connections may be constructed through the required landscaped buffer.
- (2) Along a pedestrian street, the landscaping buffer for front and street side yards may be reduced to zero feet if the building is located within ten feet of the property line.
- (3) When buffer standards and relevant setback standards do not match, the greater of the two shall apply.
- (4) Parcels adjacent to Interstate 5 right-of-way shall install a fifteen-foot wide landscape buffer adjacent to Interstate 5. The buffer shall include landscaping consistent with the L5 standard, except that fifty percent of the required understory trees shall be Dwarf Globe Blue Spruce (*Picea pungens* 'globosa') and any wall, other than a required retaining wall, shall be prohibited.

Screening and Buffering Type	Required Plant Units in Separation in Feet on Center (o/c)	Structure Description (See Table 18.725.040-1)
L1	trees @ 25' & lawn or groundcover	None
L2	trees @ 25' & shrubs @ 5' & lawn or groundcover	None
L3	trees @ 25' & dense shrubbery & lawn or groundcover	S1 or S2
L4	trees @ 25' & shrubs @ 5' & lawn or groundcover	B-1
L5	trees @ 25' understory trees @ 8' & lawn or groundcover	S2

Comment: At preliminary site plan submittal, the applicant shall provide a preliminary landscape plan, showing compliance with the regulations of the RDC, in order to be technically complete.

Fencing and Screening. E zone (RDC 18.240.095, RDC 18.740): Maximum fence height is eight feet from grade. Fences shall be made of material that is compatible with building design. Chain link fences are discouraged unless designed per RDC 18.240.095.B.1. Barbed wire, razor wire, and electric fences are prohibited except for limited cases per RDC 18.240.095.B.2. Adjacent to sidewalks along arterials and collectors, fences may only be used in combination with landscaping.

Comment: If fencing or screening is being proposed, plans showing compliance with the standards above shall be provided with the land use submittal.

SEPA. SEPA review is required due to the size of the project and the presence of critical areas. There is a moderate-high probability of archaeological remains, so an archaeological predetermination is required as part of the SEPA package. The SEPA checklist can be found at: <https://ecology.wa.gov/DOE/files/d7/d7373ce2-12cb-4fd2-a0e1-1d25557ac187.pdf>. The City will process the land use review and SEPA review concurrently.

Comment: SEPA and archaeological report will be required for technically complete.

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.

Comment: The applicant shall address these standards in their application's project narrative and the submitted plans.

Trees. The purpose of RDC 18.840 is to establish regulations and procedures for preservation and protection of trees, to retain and protect trees with development, and to ensure that the city and any areas that may become part of the city will continue to realize the benefits provided by its tree canopy. Unless otherwise exempted, any site subject to development within the City of Ridgefield shall be required to develop a tree preservation and protection plan and shall be required to meet the minimum tree density specific in RDC 18.840.

Comment: In order for a land use application to be found technically complete, the applicant shall submit a tree preservation and protection plan to the city, prepared by an arborist or accredited landscape architect, that is drawn to scale and includes the information required per RDC 18.840.040.

L. 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 land use application package, the City will process the applications concurrently using a Type II review including a 21-day comment period.

This report pertains to City of Ridgefield codes and regulations only and does not convey outside agency approval. Separate review and approval may be required by other agencies including, but not limited to Clark-Cowlitz Fire Rescue and Clark Regional Wastewater District.

Applicant Questions

The applicant included questions on the pre-application form and at the pre-application conference and staff has provided answers to those questions below.

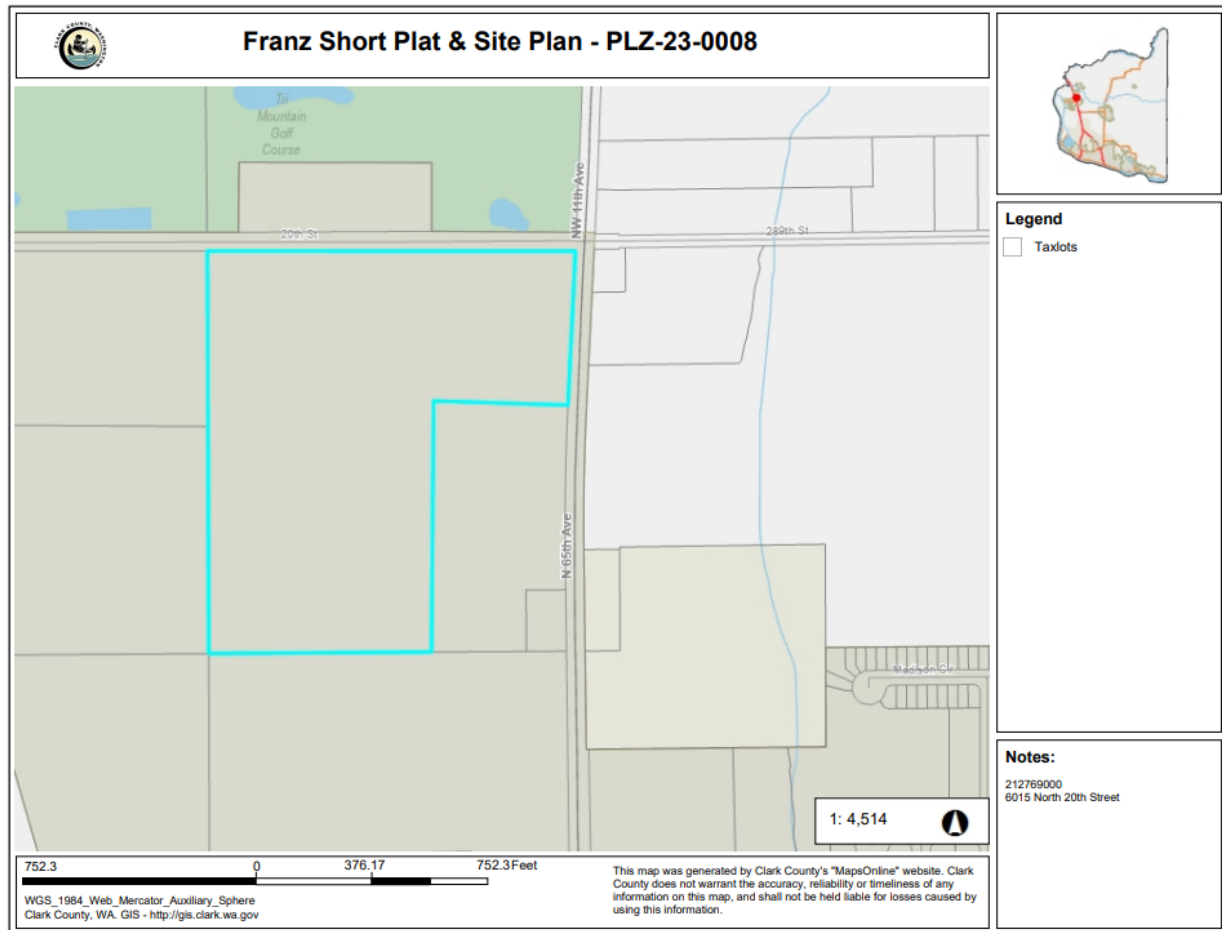
All Engineering questions have been responded to in the staff report. Please reach out to Jesse.Hague@ridgefieldwa.us if you have additional questions.

- 1) *Will we be required to obtain a traffic study?*
Response: Yes
- 2) *Will the project be required to make street improvements to the surrounding area, if so to what extent? Will there be any other infrastructure improvements that will be required?*
Response: Addressed in report.
- 3) *Are there any special fire protection considerations that need to be made; for instance, will the fire marshal require any unique items that we should be considering as we design this building? For instance, a fire hydrant, or designated area for a fire truck turnaround, or anything else that should be considered at this point?*
Response: Contact Clark-Cowlitz Fire Rescue (CCFR)
- 4) *In terms of the process, how long does the planning application review process take?*
Response: Application timelines are listed in RDC 18.310. Type II land use applications typically require 6-8 weeks from submittal to approval, including technically complete review and a 3-week public comment period.

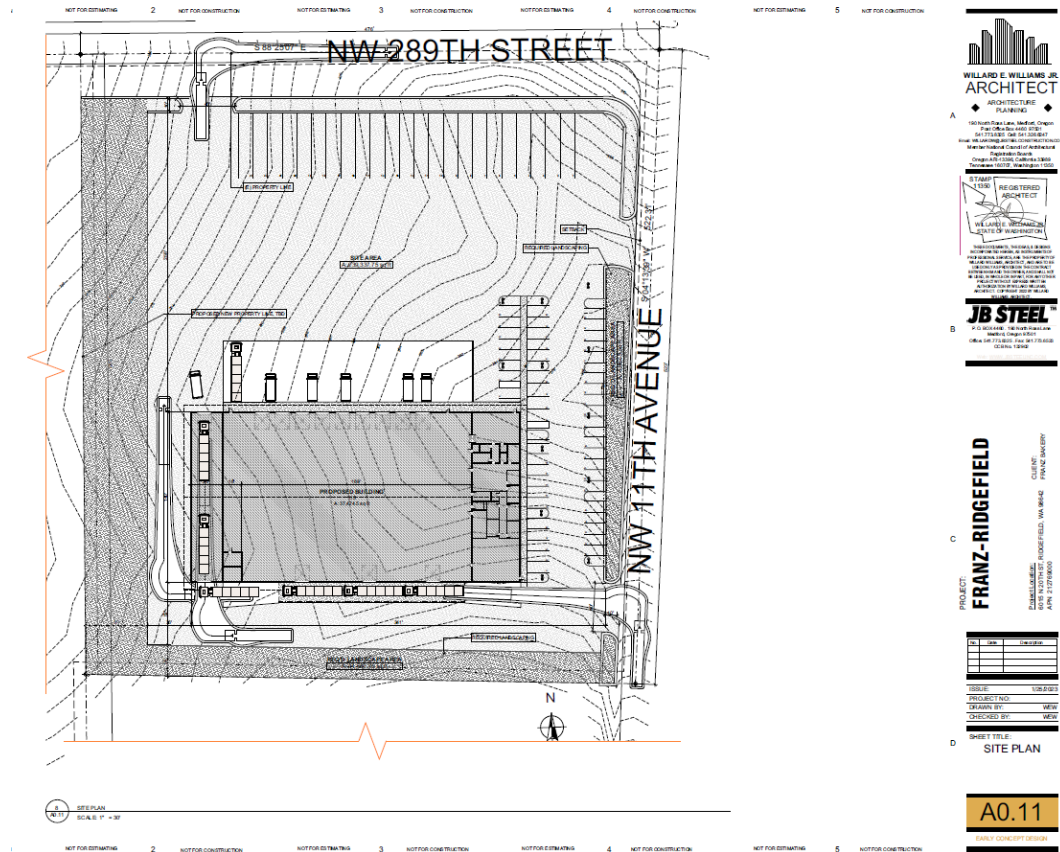
- 5) *Do you know how long the building application review takes?*
 Response: First review takes approximately 8 weeks, but they try to get them done faster.
- 6) *Can the subdivision of the parcel take place concurrently with the planning and building applications?*
 Response: Yes, the short plat, site plan and other land use applications should run concurrently. You can apply for engineering and building applications concurrently at the applicant's own risk. The permit applications are required to be approved in the following order: Land Use, Engineering then Building Permits.

Compiled by Shana Lazzarini, Planner II, and Jesse Hague, Engineer Technician

PROJECT LOCATION



PRE-APP SITE PLAN



WILLARD E. WILLIAMS JR. ARCHITECT
ARCHITECTURE
PLANNING

JB STEEL

FRANZ-RIDGEFIELD

PROJECT: **FRANZ-RIDGEFIELD**
SUBMITTER: **FRANZ-RIDGEFIELD, WA INC.**
CLIENT: **FRANZ BAKERY**

NO.	DATE	DESCRIPTION

ISSUE: **100-2102**
PROJECT NO.: **100-2102**
DRAWN BY: **VIEW**
CHECKED BY: **VIEW**

SHEET TITLE:
SITE PLAN

A0.11
SHORT PLAT DESIGN

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