

Planning Commission Agenda

May 6, 2025

6:00 PM

MAYOR
MATTHEW LUNDH

CITY ADMINISTRATOR
ROBERT OMANS

CITY PLANNER
COLLEDA MONICK

CITY CLERK
DEBBIE LEE



119 W FIRST STREET
CLE ELUM, WA 98922

PLANNING COMMISSION
GARY BERNDT
VACANT
JONATHAN CORNELIUS
MARC KIRKPATRICK
COLIN BRISSEY - VICE-CHAIR
PAUL KANTWILL - CHAIR
IAN STEELE

CITIZEN ALTERNATE
COUNCIL LIASON - BUECHLE-
CURTIS

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBjVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode:98922

TextMyGov

Receive city text alert notifications: text CLEELUM to 91896

DISCLAIMER: The City does not guarantee that virtual or telephonic access to the City Council meeting will be available and the City does not warrant audio quality. Attendees are encouraged to attend in-person.

1. **Call to Order & Roll Call**
2. **Public Comment - Limited To 5 Minutes**
3. **Adoption of Minutes**
 - a. April 15, 2025
4. **Business Requiring Public Hearings**
 - a. None scheduled
5. **Planning Update**
 - a. Commissioner Cornelius, Climate Task Force Update
 - b. Planning Consultant Colleda Monick, Staff Announcements
6. **New Business**
 - a. No. 7 Miner's Memorial Park
 - b. Comprehensive Plan Updates - Checklist Summary
7. **Next Meeting Agenda Development**
 - a. Public Hearing for Text Amendments: 17.14, 17.16, 17.20, 17.24, 17.28, 17.32, 17.34, 17.36, 17.50, 17.90, 14.20.030, 14.30.040, 14.30.220, 14.30.240, 16.30.040
8. **Commissioner Comments and Discussion**
9. **Adjourn**

Planning Commission Agenda May 6, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Upcoming Meetings:

Public Works & Community Development Committee Meeting: May 7, 2025 @ 12:00 p.m.

Regular Council Meeting: May 13, 2025 @ 6:00 p.m.

Lodging Tax & Event Committee Meeting: May 14, 2025 @ 8:30 a.m.

Historical Preservation Commission Meeting: May 20, 2025 @ 3:00 p.m.

Planning Commission Meeting: May 20, 2025 @ 6:00 p.m.

Public Safety & Health Committee Meeting: May 21, 2025 @ 2:00 p.m.

General Government Committee Meeting: May 28, 2025 @ 8:30 a.m.

Coal Mines Trail Commission Meeting: June 2, 2025 @ 6:00 p.m.

City of Cle Elum
Planning Commission (CEPC) Meeting Minutes
City Council Chambers
April 15, 2025 | 6:00 PM

Call to Order

Chair Kantwill called the meeting to order at 6:02 PM

Roll Call

CEPC Members Present: Chair Paul Kantwill, Gary Berndt, Marc Kirkpatrick, and Jon Cornelius

CEPC Members Absent: Colin Brissey and Ian Steele. Berndt made a motion to excuse Commissioner Brissey and Steele. Kirkpatrick seconded, motion carried.

Council Liaison Present: Cassidy Buechele-Curtis

Staff Present: Colleda Monick

Public Comment

None

Adoption of Minutes

Commissioner Corneilius motioned to accept the April 1, 2025 minutes as presented. Commissioner Berndt seconded. Motion passed.

Public Hearing- City Planning

None Scheduled

Commission and Staff Reports

Commissioner Cornelius: Climate Task Force Update, no update.

Colleda Monick, Staff Announcements:

- **Planning Commission & Historic Preservation Commission Openings:** There are still vacancies on both commissions. Interested community members are encouraged to apply via the City's website.
- Community Open House to discuss recreational amenities at the public park as part of the Bullfrog Flats development project: April 17, 2025 from 5:30 PM to 7:00 PM.
- Public Hearing on May 20, 2025 at 3:00 PM for the Historic Preservation Commission's consideration of No. 7 Miner's Memorial Park to be added to the local registry of historic places.

New Business

1. Review the full body of proposed Text Amendment Summary and Exhibits: 17.14; 17.16; 17.20; 17.24; 17.28; 17.32; 17.34; 17.36; 17.50; 17.90; 14.20.030; 14.30.040; 14.30.220; 14.30.240; 16.30.040, discuss public hearing date of May 20th, 2025 at 6:00 PM.
The Commission began work on these changes in June of 2024, over the culmination of 17 meetings, Commissioner's considered changes to 15 different sections of code (which doesn't include the sub-committee's additional meetings to work on the Table of Permitted Uses).

Staff noted that since the packet was published, there have been a few additional changes to the definitions chapter - including the addition of a definition, "Power Generating Facilities" the replacement of "Churches, Temples and Synagogues" with "Place of Worship" including an updated definition, amended "Nursing/Convalescent Home" to use correct terminology, and to simplify the definition for "Parks". The remaining corrections were mostly grammatical in nature as well as some additional clarifying corrections.

Commissioner Kirkpatrick expressed interest in reviewing new applications developed by the City.

Citizen Comments on Agenda Items

None

Next Meeting Agenda Development

1. Climate Task Force Update
2. No. 7 Miner's Memorial Park
3. Comprehensive Plan

Commissioner Comments and Discussion

None.

Adjournment

Chair Kantwill closed the meeting at 6:38 p.m. with the Commission to reconvene on May 6, 2025 at 6:00 p.m.

Chair Kantwill

Date



Cle Elum Register of Historic Places Nomination

Cle Elum Historic Preservation Commission
119 W. First St. Cle Elum, WA 98922



1. Name of Property

Historic Name

and/or Common Name

No. 7 Miners Memorial Park

2. Location

Street & Number

W. 6th St.

City

Cle Elum

State

Wa.

Zip Code

98922

Parcel Number

963287

3. Classification

Category
of Property

☐ building
☒ site
☐ structure
☐ object

Ownership
of Property

☒ public
☐ private
☐ both

Public Acquisition

☐ in process
☐ being considered

Status
of Property

☐ occupied
☒ work in progress

☐ Accessible
☐ yes, restricted
☒ yes, unrestricted
☐ no

Present Use
of Property

☐ agricultural
☐ commercial
☐ educational
☐ entertainment
☐ government
☐ industrial
☐ military

☒ museum
☒ park
☐ residential
☐ religious
☐ scientific
☐ transportation
☐ other

4. Owner of Property

Name

City of Cle Elum

Street & Number

119 W. 1st St.

City

Cle Elum

State

Wa.

Zip Code

98922

Telephone #

509 674-2262

E-mail

5. Location & Legal Description

Parcel # 963287

In the vicinity of West Sixth Street
and Steiner Av.

City Heights Phase I Tract CC;
SEC 27, TWP 20, RGE 15

7. Description

Architectural Classification
(enter categories from instructions)

Condition
☐ excellent
☐ good
☐ fair
☐ deteriorated
☒ ruins
☐ unexposed

Check One
☐ unaltered
☒ altered
Check One
☒ original site
☐ moved & date _____



Narrative description of present and original physical appearance is found on one or more continuation sheets.

8. Cle Elum Register Criteria and Statement of Significance

Applicable Cle Elum Register Criteria--mark "x" in one or more boxes for the criteria qualifying the property for Cle Elum Register listing:

- ☒ A Property is associated with events that have made a significant contribution to the broad patterns of Cle Elum history.
- ☐ B Property is associated with the lives of persons significant in our past.
- ☐ C Property embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ D Property has yielded, or is likely to yield, information important in prehistory history.

Narrative statement of significance is found on one or more continuation sheets.

9. Major Bibliographical References

Bibliography is found on one or more continuation sheets.

10. Geographical Data

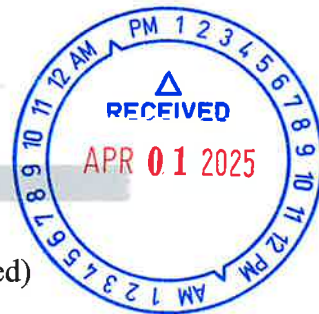
Acreage of Property: 0.4 acres in size Wash House Tract

Verbal Boundary Description: _____

Verbal Boundary Justification: _____

11. Form Prepared By

Name and Title Gordon D. Jones
Organization No 7 Hill Historic Preservation Committee
Telephone # 509 674-9260 E-mail gdckjones@gmail.com
Street and Number 511 W. 6th
City Cle Elum State Wa Zip Code 98922
Date 1/28/2025



12. Additional Documentation

MAP **check one**
☒ yes (attached)
☐ no

PHOTOGRAPHS
AND SLIDES

check one
☒ yes (attached)
☐ no

OTHER Description of Historical Significance and Current Description

13. Signature of Owner(s)

Matthew E. Lundy Matthew Lundy, Mayor

14. For Official Use Only:

Date Received: _____

Date Heard: _____

Commission Decision: _____ DEEMED
COMPLETE: _____
City Planner

Council/Board Action: _____

Date: _____

We hereby certify that this property has been listed in the Cle Elum Register of Historic Places.

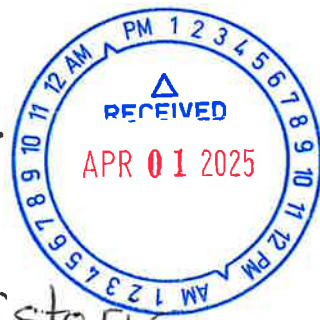
CITY Planning/Building Official

MAYOR, Cle Elum City Council

CHAIR, Cle Elum Historic Preservation Commission

OFFICER, Historic Preservation Commission

Historical Significance of the No° 7 Mine Wash House

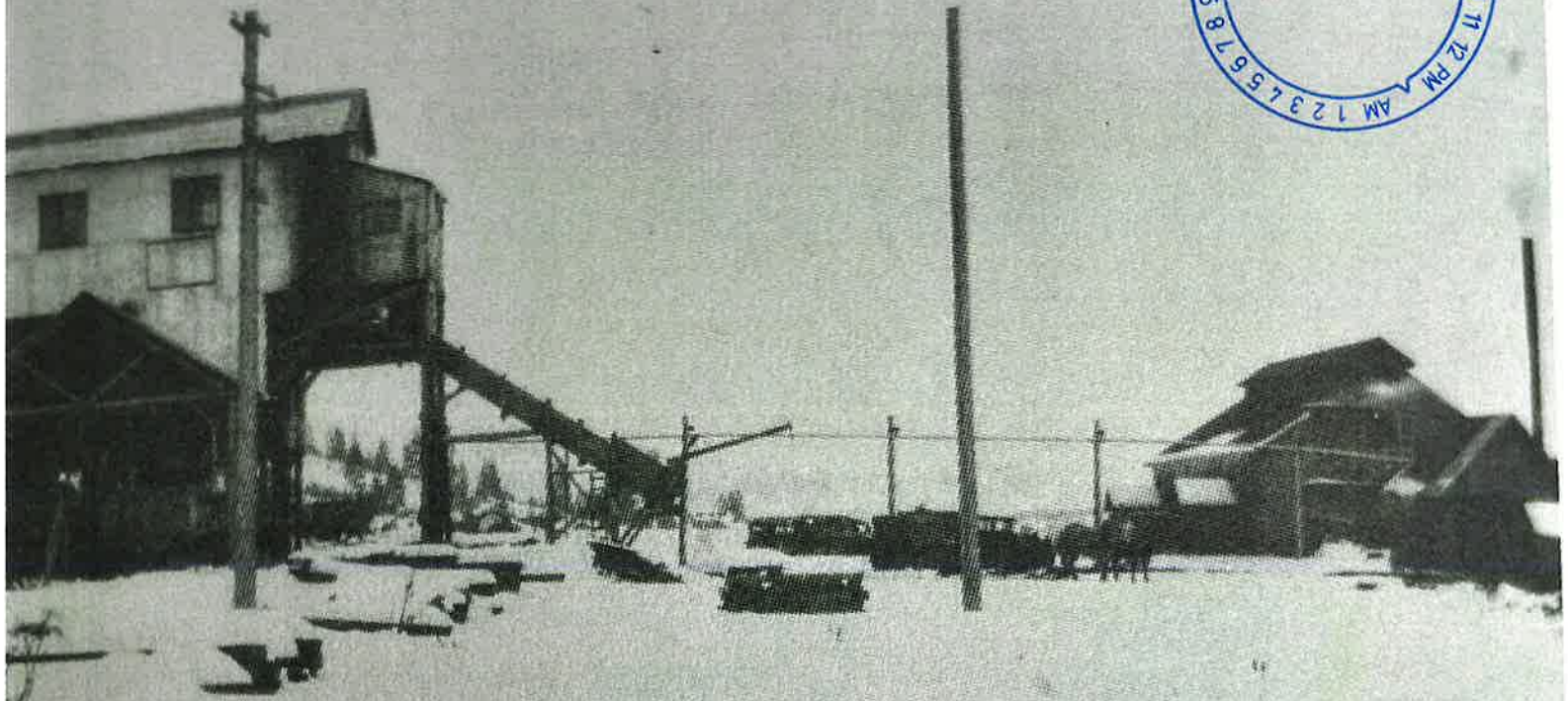


1/20/2025
Attachment:
for

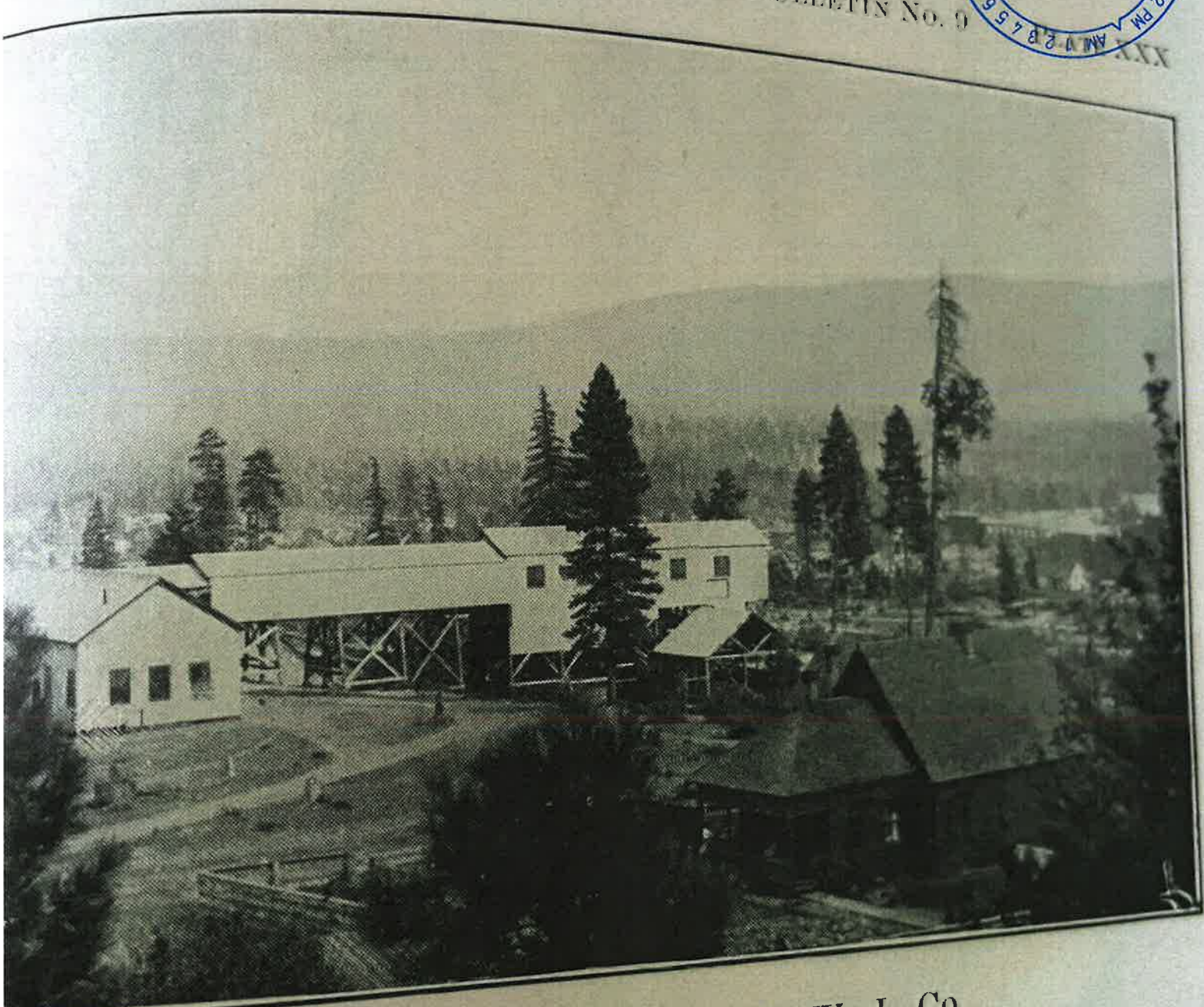
Cle Elum Register of Historic
Places Nomination (reference No° 7
Miners Memorial Park)

In 1907 the No° 7 Mine opened on West Sixth Street in Cle Elum Wa. by the Northwest Improvement Company. It operated until 1937 and produced more coal than any other mine in the area. On the No° 7 Miners Memorial Park Site is the No° 7 Wash House Foundation.

Using a coal fed boiler the water that came from Roslyn was heated and between 50 to 75 workers would use the Wash House per day for their showers. The workers depended on it as showering at home was limited, in those days. The Wash House was divided into two sections, "Clean Side" and "Dirty Side". Miners would change from their street clothes and after their shift, shower and then return home.



Facing East
With Tippe on Left and Wash House on the right
No. 7 Miners Memorial Park
Attachment: Cle Elum Register of Historic Places
Nomination 1/2025

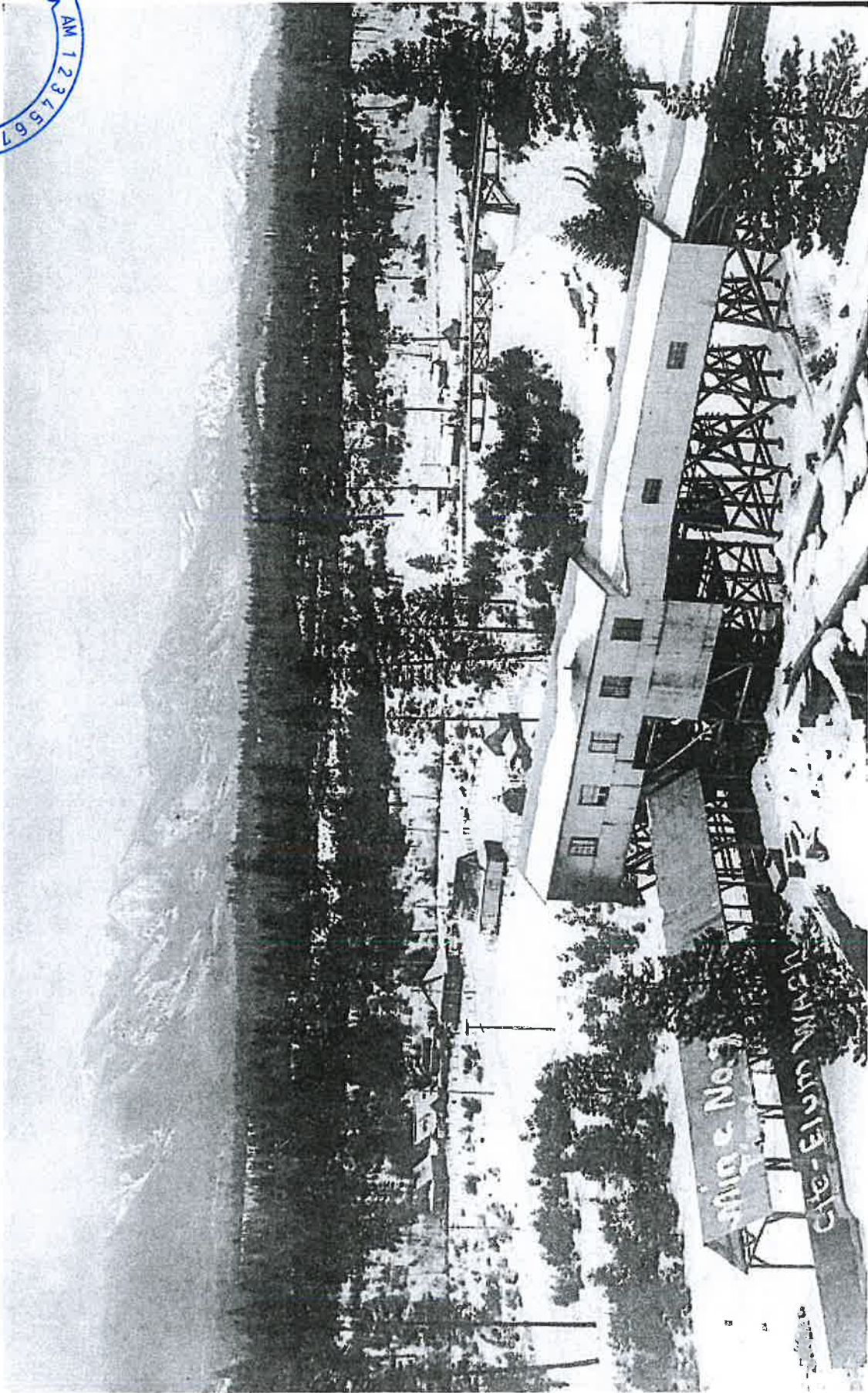


A. Tipple at No. 7 Mine, N. W. I. Co.

Facing East

No. 7 Miners Memorial Park

Attachment: Cle Elum Registrar of Historic Places
Nomination 1/25



1/28/2025

Current Description of Site

Attachment for: Cle Elum Register of Historic Places
Nomination (reference No. 7 Miners
Memorial Park)



Please Note * This description is reproduced from Cultural Resources Assessment for the Cle Elum City Heights Phase I Preliminary Plat Project 9/2022. Authors: Emily Scott, RA, Kate Hannah, M.A., and Chris Lockwood, Ph.D. DAHP Project Number: 20210402308

45KT4522 is a historic-era site associated with the Northwest Improvement Company No. 7 Mine located within the southern portion of the Project Area. The site consists of seven individual features relating to the operation of the No. 7 Mine, located at the intersection of the bottom of the railway leading to the No. 7 Mine shaft and the Northern Pacific Railroad Roslyn spur line (Allen 2021 a 2021 b). The features include two poured concrete foundations of former structures, an earthen ditch, a poured concrete structure, an earthen cut, an earthen flat, and an associated scatter of structural and artifact debris. Artifacts include a ceramic insulator, milled lumber, metal cans and containers, glass fragments, and metal fragments. Diagnostic artifacts date the deposit to the 1920s (Allen 2021 b). The site was recommended eligible for listing in the NRHP in 2021 and received concurrence from DAHP on January 24, 2022 (Allen 2021 a, 2021 b; Hanson 2022).



Attachment: Cle Elum Register
1/28/2025 of Historic Places
Nomination

No°7 Miners Memorial Park
2024

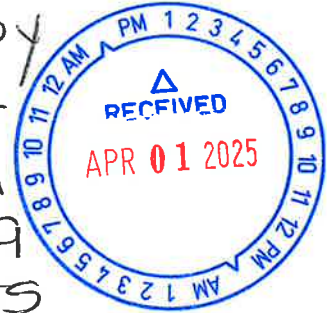
TimeLine

Gordon

* Presented to Historic Commission at the 1/21/2025 meeting.

* Phase I Application sent out by the City 2020 For city heights.

Comments / Public Input submitted based on concerns of the 2009 SEPA, EIS as the City Heights Geological Review indicated inaccurate information.



* May 4, 2021 No. 7 Historic Preservation Committee formed and a letter submitted to the City.

* DAHP was contacted due to concerns of unrecorded No. 7 mine site.

* In ^{late Spring?} 2021 Another survey was conducted by RLR Cultural Resources

This survey identified seven individual features associated with the operation of the No. 7 mine. The features consisted of poured concrete foundations and structural debris earthen cut, (wash house park) an abandoned road and light surficial historic debris at the ground surface. Site 45KT4522 was recommended eligible for listing in the National Register of Historic Places under Criterion A*

* Criterion A - That are associated with events that have made a significant contribution to the broad patterns of our history.

DAHP concurred with the recommendation on Jan. 24, 2022

* As a result of these findings DAHP in 4/22 required a permit for further disturbance in this area and that an archaeological monitor is present during ground disturbing activities.

* In the summer of 2022 ESA Cultural Resources was required to be on site. Report completed in Sept. 2022



Site 45KT4522 Foundation (Park) Verified as eligible

Site 45KT4557 Building Mound Which is outside of the park area also determined eligible under Criterion A.

* 4/10th of acre turned over to the City and dedicated by the City as a Memorial Park (specific date unknown by) committee

* 8/1/24 Park named by committee, approved and adopted at Public Works and Community Development Committee meeting.
Name of Park: No. 7 Miners Memorial Park

Future Goals - Local Historic Registrar
National Historic Registrar

Coordinate with the Coal Mines Trail
Commission and developing the
new Signage. - Trail system -

Current members of our local
Roslyn, Ronald, Cle Elum Heritage
Club





**CITY OF CLE ELUM HISTORIC PRESERVATION COMMISSION
STAFF REPORT FOR LOCAL HISTORIC REGISTER SITE NOMINATION FOR
"NO. 7 MINER'S MEMORIAL PARK"**

ACTION: Nomination of a site currently known as No. 7 Miner's Memorial Park, to the Cle Elum Local Register of Historic Places.

APPLICANT: Gordon Jones
511 W 6th Street
Cle Elum, WA 98922

PROPERTY OWNER(S): City of Cle Elum
119 West First Street
Cle Elum, WA 98922

DESCRIPTION: Gordon Jones is requesting that the site, located in the vicinity of W 6th Street and N Steiner Street, is nominated to the Cle Elum Local Register of Historic Places.

LOCATION: Parcel Number: 963287

PREPARED BY: Colleda Monick, Planning Consultant, City of Cle Elum

DATE: May 20, 2025

I. BACKGROUND INFORMATION

The subject site is known presently as "No. 7 Miner's Memorial Park" and is located in the vicinity of W 6th Street and N Steiner Street, Tax Parcel No. 963287. The site is bordered to the north, east and west, by undeveloped land, part of the City Heights Subdivision, and to the south by a single-family residential structure.

The subject site is zoned Planned Mixed Use, as are the properties to the north, east and west. The property to the south is zoned Residential.

II. ANALYSIS OF NOMINATION

Any building, structure, site or object may be placed on the Register if:

1. The Cle Elum Historic Preservation Commission (CEHPC) determines that it meets the Cle Elum Registry of Historic Places (CERHP) criteria.
2. The Cle Elum City Council [ultimately] approves it.

Any individual, group of property owners or other interested group or association, City or County Council Member, Cle Elum Historic Preservation Commission Member or CEHPC as a whole may nominate a building, structure, site, object or district for inclusion on the Register. Owner consent is required for placement of the CERHP.

Staff Analysis: The nomination was submitted by Gordon Jones, a member of both the No. 7 Historic Preservation Committee and the Cle Elum Heritage Club. As the City of Cle Elum owns the property, Mayor Matthew Lundh reviewed and signed the application in his capacity as the authorized representative of the property owner. Therefore, the nomination is valid and complies with the CEHPC bylaws.

III. PROCEDURES FOR DESIGNATION REVIEW MEETINGS

1. Pre-meeting
 - i. Applicant or Designated Agent:
 - a. Meets with CEHPC Staff concerning the application form and the necessary documentation.
 - b. Submits the completed application to Staff at least one month before the regularly scheduled meeting at which the application is to be considered.

Staff Analysis: This requirement has been met. Mr. Jones appeared before the CEHPC on January 21, 2025, to express his intent to submit an application and submitted the application to the City for consideration of signing at the end of January.

- ii. Staff:
 - a. Meets with the applicant concerning the application form and necessary documentation.
 - b. Reviews the application for completeness and includes the case on the agenda based on determination that the application is complete. Staff review may include meetings with owners and adjacent property owners, interviews, historic research and examination of the property.
 - c. Prepares a report for the Commission based on the review.
 - d. Arranges with the property owner(s) for an on-site inspection by the CEHPC or designated committee.

- e. Notifies in writing the applicant, the owner (if different), and persons, organizations, legal entities resident, leasing or owning properties contiguous to the property in question at least one-week prior to the meeting at which the application is to be considered. The date and time of the meeting will be specified in the announcement.

Staff Analysis: The applicant met with the designated City Planner, Colleda Monick, to review the application form and required documentation. As the property is owned by the City, staff shared the application with the Mayor for consideration. Once signed by the City, staff coordinated with the applicant and scheduled a public hearing for May 20, 2025. Notice of the hearing regarding this nomination was published in the North Kittitas County Tribune and mailed to surrounding property owners more than two weeks in advance of the scheduled meeting.

IV. CEHPC ACTION REQUIRED AT PUBLIC HEARING

CEHPC Commission members apply the designation criteria as outlined in City of Cle Elum Municipal Code Chapter 15.22.050 to the property or district to evaluate the nomination. The members should consider information related to the designation criteria as presented above during the designation meeting and from the site visit. The Commission:

1. Determines the category of the historic property
 - a. Commercial/OR/Residential
2. Established the context for evaluating the property
 - a. This Property is within the Cle Elum “Historical Period” (defined as fire era & structures of more than 50-years of age).
3. Identifies the level of significance (national, state, local)
4. Evaluates the integrity of the property (for each determine if building is)
 - a. Changes to plan --- Intact Slight Moderate Extensive
 - b. Changes to windows --- Intact Slight Moderate Extensive
 - c. Changes to cladding --- Intact Slight Moderate Extensive
 - d. Changes to interior --- Intact Slight Moderate Extensive
 - e. Other --- Intact Slight Moderate Extensive

5. Determines if there are special conditions that might make the property eligible
6. Determines if the property meets the criteria:

Any building, structure, site, object or district may be placed on the CERHP if it is significantly associated with the history, architecture, archaeology, engineering, or cultural heritage of Cle Elum; has historical integrity; is at least 50 years old, or, if younger, possesses exceptional importance; and if it meets at least one of the following criteria:

- a. It is associated with events that have made significant contribution to the broad patterns of national, state or local history;
- b. It embodies the distinctive architectural characteristics of a type, period, style, or method of construction, or represents a significant and distinguishable entity whose components may lack individual distinction;

- c. It is an outstanding work of a designer, builder or architect who has made a substantial contribution to the art;
 - d. Exemplifies or reflects special elements of the city's cultural, special, economic, political, aesthetic, engineering, or architectural history;
 - e. Is associated with the lives of persons significant in national, state, or local history;
 - f. Has yielded or may be likely to yield important archaeological information related to history or prehistory;
 - g. Is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with an historic person or event;
 - h. Is a birthplace or grave of an historical figure of outstanding importance and is the only surviving structure or site associated with that person;
 - i. Is a cemetery that derives its primary significance from age, from distinctive design features, or from association with historic events, or cultural patterns;
 - j. Is a reconstructed building that has been executed in a historically accurate manner on the original site;
 - k. Is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories.
7. Votes on the recommendation

VOTE RECORDED OR ACTION TAKEN:

Potential Motions:

MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL

"I move that the Historic Preservation Commission recommend to City Council that No. & Miner's Memorial Park be added to the City of Cle Elum Local Historic Register, based on the finding that the property meets the criteria for designation and retains sufficient historic integrity to convey its cultural and historical significance."

MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL WITH CONDITIONS

"I move that the Historic Preservation Commission recommend to City Council that No. & Miner's Memorial Park be added to the Local Historic Register, contingent upon the applicant submitting [insert specific documentation or clarification], with final review and verification by City staff prior to Council action."

MOTION TO CONTINUE ITEM TO A FUTURE MEETING

"I move to continue the Commission's review of the nomination of No. & Miner's Memorial Park to a future meeting in order to allow time for additional research, documentation, or public input prior to making a recommendation to City Council."

MOTION TO NOT RECOMMEND APPROVAL TO CITY COUNCIL

"I move that the Historic Preservation Commission not recommend the addition of No. & Miner's Memorial Park to the Local Historic Register, based on the finding that the nomination does not meet the necessary criteria for designation as outlined in Cle Elum Municipal Code Section 15.22.070."

City of Cle Elum

Periodic Update

Comprehensive Plan and Development Regulations – Checklist Implementation Summary



Background

The Department of Commerce developed a checklist for the Comprehensive Plan and Development Regulations. The purpose of the checklist is to review a variety of recent changes in state law and assess how the City of Cle Elum meets applicable standards or needs to modify/update to demonstrate compliance.

Comprehensive Plan

The City of Cle Elum last updated its Comprehensive Plan in 2021. Since that time, several state-wide laws, rules, and standards have been updated that Cle Elum will need to implement. During this periodic update, Cle Elum will be making the following changes to the Comprehensive Plan:

Updated Projections

Using new population and housing numbers from Kittitas County, Cle Elum will update several sections of the Comprehensive Plan. These projections will be updated consistently throughout the various elements.

- New for this update cycle are housing projections based on both the number of houses needed and estimates based on income level.

Inventory and Identification

The checklist includes several inventory components that need to be identified in the Land Use Element:

- Lands used for public purposes
- Open space corridors and green spaces
- Drainage, flooding and stormwater areas
- Siting Essential Public Facilities (EPFs)

New Land Uses and Concepts

Where applicable, several new land uses are required to be added (these will be similarly included in the Development Regulations)

- Organic materials management facilities

- 
- Environmental justice considerations
 - Wildfire preparedness and fire adaptation measures

Housing

As mentioned previously, there are several changes related to housing that Toppenish will need to implement.

- Goals, policies and objectives for:
 - Housing preservation
 - Moderate density housing
 - Accessory Dwelling Units (ADUs)
- Updated housing inventory and projections by income band, based on Yakima County projections
- Land capacity by income band
- Policies and regulations that prohibit disparate impacts or displacement.

Capital Facilities

The Capital Facilities Element will be updated to include new projects and capital programs intended to meet the needs of the city for the next 20 years. Existing inventories will be included, along with required language to reassess the Land Use Element if probable funding falls short.

Utilities

The Utilities Element will be updated to include inventory and contact information for utility systems, including telecommunications and public entities.

Transportation

Similar to capital facilities, the Transportation Element will be updated with new projects consistent with the 6-year TIP and anticipated long-range projects for the next 20 years. New for this update cycle will be the establishment of multimodal Levels of Service (LOS) in addition to vehicle LOS. The multimodal LOS forecast is required to be a minimum of 10 years. Other additions to the Transportation Element will include:

- ADA transition plan
- Active transportation
- Funding analysis to ensure LOS standards are met

Other Topics

Broader considerations of the Comprehensive Plan as a whole will include:

- Consistency across all elements
- Consistency with Countywide Planning Policies (CWPPs)
- Public Participation
- Monitoring how well policies, regulations, and other implementation techniques achieve goals and policies



Development Regulations

The City of Toppenish Development Regulations are contained primarily in Title 17 (Zoning), Title 16 (Subdivisions) and Title 14 (Unified Development Code).

Zoning – CEMC Title 17

Several code changes are required to maintain compliance with state standards. In many cases this will require the addition of new uses, and the modification of existing code in others.

- New Uses
 - Permanent supportive/transitional housing
 - Indoor emergency shelters
 - ADUs
 - Co-living arrangements
 - Affordable housing
 - Organic materials management facilities
- Modification of code sections
 - Zoning to accommodate housing needs by income bracket
 - Definition of “Family”
 - Parking limitations
 - Religious organizations – increasing allowances based on RCW standards

Subdivision – CEMC Title 16

The Subdivision Code primarily needs revision to existing sections, although there a few areas where new development concepts need to be added.

- New Sections
 - Allowance of Unit Lot Subdivisions
- Modification of code sections
 - Update written findings for Subdivision approval to be consistent with state requirements

Development Code Administration – CEMC Title 14

Title 14 includes the various processing requirements for land use applications. It is mostly compliant but needs some minor update to include more specificity to required procedures.

Other Code Sections

The following additions/amendments will need to be made throughout various code sections in the CEMC:

- Stormwater regulations (Title 13) to reference the Eastern WA Stormwater Manual
- Traffic Concurrency and Transportation Demand Management (Title 10)

Periodic Update Checklist for Fully-Planning Cities

Notice: This checklist has been updated with the new 2024 GMA legislation. *Rows* that include new 2023 and 2024 legislative changes or updated Commerce guidance are shown in light orange , and all statutory changes adopted since 2015 are emphasized in **highlighted text** to help identify new GMA requirements that may not have been addressed during the last periodic update or through other amendments outside of the required periodic update process. Additionally, amendments to the GMA are summarized in [this document](#) on Commerce's [GMA Laws and Rules webpage](#).

Cle Elum
City
Rob Omans
romans@cleelum.gov
509-674-2262
Staff contact, phone + email

Overview: This checklist is intended to help cities that are fully planning under the Growth Management Act (GMA) conduct the “periodic review and update” of *comprehensive plans* and *development regulations* required under [RCW 36.70A.130 \(5\)](#). This checklist identifies components of comprehensive plans and development regulations that may need updating to reflect the latest local conditions or to comply with GMA changes since the last periodic update cycle (2015-2018).

Local governments should review local comprehensive plan policies, countywide planning policies and multicounty planning policies (where applicable) to be consistent with the new requirements.

Checklist Instructions

Please use the most recent versions of your comprehensive plan and development regulations to fill out each item in the checklist and answer the following questions:

Is this item addressed in your current plan or development regulations? If YES, fill in the form with citation(s) to where in the plan or regulation the item is addressed. Where possible, we recommend citing policy or goal numbers by element rather than page numbers, since these can change. If you have questions about the requirement, follow the hyperlinks to the relevant statutory provision or rules. If you still have questions, visit the Commerce [Periodic Update webpage](#) or contact the [Commerce planner assigned to your region](#).

Is amendment needed to meet current statute? Check YES to indicate a change to your plan will be needed. Check NO to indicate that the GMA requirement has already been met. Local updates may not be needed if the statute hasn't changed since your previous update, if your jurisdiction has kept current with required inventories, or if there haven't been many changes in local circumstances.

Use the "Notes" column to add additional information to note where your city may elect to work on or amend sections of your plan or development regulations, to call out sections that are not strictly required the GMA, or to indicate if the item is not applicable to your jurisdiction.

Submit your checklist! This will be the first deliverable under your [periodic update grant](#).

PlanView system and instructions: Completed checklists can be submitted through Commerce's PlanView portal. The PlanView system allows cities and counties to submit and track amendments to comprehensive plans or development regulations online, with or without a user account. You can also submit via email: reviewteam@commerce.wa.gov Fill out and attach a [cover sheet](#), a copy of your submittal and this checklist. *Please be advised that Commerce is no longer accepting paper submittals.*

For further information about the submittal process, please visit Commerce's [Growth Management Act Laws and Rules webpage](#).

Need help?

Please visit Commerce's [periodic update webpage](#) for additional resources.

Or contact:

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WA Department of Commerce
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Suzanne.Austin@commerce.wa.gov

Or, [your assigned regional planner](#)

by

Checklist Navigation

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Section I: Comprehensive Plan

Land Use Element

Consistent with countywide planning policies (CWPPs) and [RCW 36.70A.070\(1\)](#), amended in 2023

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Notice: 2021-2022 legislation ESSB 5593 includes changes to RCW 36.70A.130 regarding UGA size, patterns of development, suitability and infrastructure. Coordinate these efforts with your county.	Yes. Land Use Element, various sections	Yes	Update for consistency with new County projections.	Completed: ☐ Date:
a. The element integrates relevant county-wide planning policies into the local planning process, and ensures local goals and policies are consistent. For jurisdictions in the central Puget Sound region, the plan is consistent with applicable multicounty planning policies. RCW 36.70A.210 WAC 365-196-305 Coordinate these efforts with your county.	Yes. Several sections throughout Comp Plan.	No	Kittitas County CWPP's are referenced in several elements in the Comprehensive Plan.	Completed: ☒ Date: 12/17/24
b. A future land use map showing city limits and UGA boundaries. RCW 36.70A.070(1) amended in 2023 and RCW 36.70A.110(6) , WAC 365-196-400(2)(d) , WAC 365-196-405(2)(i)(ii)	Yes. Land Use Element Figure 1.A.	Yes	Update to include changes made since the Comprehensive Plan was adopted in 2019.	Completed: ☐ Date:
c. Consideration of urban planning approaches that increase physical activity and reduce per capita vehicle miles traveled within the jurisdiction, but without increasing greenhouse gas emissions elsewhere in the state. RCW 36.70A.070(1) (amended in 2023) and WAC 365-196-405(2)(j) . Additional resources: Commerce's Climate guidance , Transportation Efficient Communities' guidance , and the WA Department of Health Washington State Plan for Healthy Communities and Active Community Environment Toolkit	Partially. Policy LU-17.2	Yes	Include additional language to meet state requirements.	Completed: ☐ Date:

Section I: Comprehensive Plan

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
d. A consistent population projection throughout the plan which should be consistent with the jurisdiction's allocation of countywide population and housing needs. RCW 36.70A.115 , RCW 43.62.035 and WAC 365-196-405(f)	Yes. Various sections.	Yes	Update for consistency with new County projections.	Completed: ☐ Date:
e. Estimates of population densities and building intensities based on future land uses and housing needs. RCW 36.70A.070(1) (amended in 2023), WAC 365-196-405(2)(i) For cities required to plan under the Buildable Lands Program, RCW 36.70A.215 amended in 2017, some jurisdictions may need to identify reasonable measures to reconcile inconsistencies. See Commerce's Buildable Lands Program page.	Yes. Land Use Element Table 8 and Analysis of Future Land Use Needs.	Yes	Update for consistency with new County projections.	Completed: ☐ Date:
f. Provisions for protection of the quality and quantity of groundwater used for public water supplies. RCW 36.70A.070(1) (amended in 2023), WAC 365-196-405(1)(c) ; WAC 365-196-485(1)(d)	No	Yes	Include in the Land Use Element.	Completed: ☐ Date:
g. Identification of lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, storm water management facilities, recreation, schools and other public uses. RCW 36.70A.150 and WAC 365-196-340	Yes. Various sections in Land Use Element.	Yes	Update to incorporate changes since the 2019 Comprehensive Plan.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
h. Identification of open space corridors and green spaces within and between urban growth areas, including lands useful for recreation, wildlife habitat, trails and connection of critical areas, and urban and community forests within the UGA. RCW 36.70A.070(1) amended in 2023, RCW 36.70A.160 and WAC 365-196-335	No	Yes	Include an updated GIS map showing these areas.	Completed: ☐ Date:
i. If there is an airport within or adjacent to the city: policies, land use designations (and zoning) to discourage the siting of incompatible uses adjacent to general aviation airports. RCW 36.70A.510 , RCW 36.70.547 Note: The plan (and associated regulations) must be filed with the Aviation Division of WSDOT . WAC 365-196-455	Yes	Yes	Update to include relevant changes in the draft ALP.	Completed: ☐ Date:
j. Where applicable, a review of drainage, flooding and stormwater run-off in the area and nearby jurisdictions and provide guidance for corrective actions to mitigate or cleanse those discharges that pollute waters of the state. RCW 36.70A.070(1) (amended in 2023) and WAC 365-196-405(2)(e) Note: RCW 90.56.010(27) defines waters of the state. Additional resources: Commerce's climate guidance , Protect Puget Sound Watersheds , Building Cities in the Rain , Ecology Stormwater Manuals , Puget Sound Partnership Action Agenda	Yes. Various sections.	Yes	Update existing language for consistency with new requirements.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
k. Policies to designate and protect critical areas including wetlands, fish and wildlife habitat protection areas, frequently flooded areas, critical aquifer recharge areas and geologically hazardous areas. In developing these policies, the city must have included the best available science (BAS) to protect the functions and values of critical areas, and give "special consideration" to conservation or protection measures necessary to preserve or enhance anadromous fisheries. RCW 36.70A.030(6) , RCW 36.70A.172 , WAC 365-190-080 . Best Available Science: see WAC 365-195-900 through -925	Yes. Policies LU-3.4, LU-3.7, LU-3.12, LU-7.3, LU-12.5	Yes	Update to include required language, including BAS references identified during the CAO review.	Completed: ☐ Date:
l. If forest or agricultural lands of long-term commercial significance are designated inside a city: a program authorizing Transfer (or Purchase) of Development Rights. RCW 36.70A.060(4) , RCW 36.70A.170	No	Yes	Update to include required language.	Completed: ☐ Date:
m. If there is a Military Base within or adjacent to the jurisdiction employing 100 or more personnel: policies, land use designations, (and consistent zoning) to discourage the siting of incompatible uses adjacent to military bases. RCW 36.70A.530(3) , WAC 365-196-475	N/A	N/A	N/A	Completed: ☒ Date: 12/17/24
n. New section RCW 36.70A.142 (2022), HB 1799: Development regulations newly developed, updated, or amended <i>after January 1, 2025</i> allow for the siting of organic materials (OM) management facilities as identified in local solid waste management plans (SWMP) to meet OM reduction and diversion goals. Siting must meet criteria described in RCW 70A.205.040(3) . See also RCW 36.70.330 . For applicability, see RCW 70A.205.540 .	No	Yes	Add to Development Regulations.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
o. Give special consideration to achieving environmental justice in goals and policies, including efforts to avoid creating or worsening environmental health disparities. RCW 36.70A.070(1) amended in 2023.	No	Yes	Add goal/policy language consistent with state requirements.	Completed: ☐ Date:
p. The land use element must reduce and mitigate the risk to lives and property posed by wildfires by using land use planning tools and through wildfire preparedness and fire adaptation measures. RCW 36.70A.070(1) amended in 2023. See also: International Wildland-Urban Interface Code	No	Yes	Add language consistent with state requirements.	Completed: ☐ Date:

Housing Element

New legislation substantially amended the housing-related provisions of the Growth Management Act (GMA), [RCW 36.70A.070 \(2\)](#). Local governments should review local comprehensive plan policies and countywide planning policies to be consistent with the updated requirements. Please refer to [Commerce's housing webpage](#) for further information. See also [Appendix A](#) of this checklist for the new 2023 minimum housing unit requirements per city population.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Notice: For more information about what these housing element requirements involve and what Commerce staff will be reviewing for, please see the Expanded Housing Checklist located on the Updating GMA Housing Elements webpage .				
a. Goals, policies and objectives for: - the preservation, improvement and development of housing RCW 36.70A.070(2)(b); - moderate density housing options including, but not limited to, duplexes, triplexes, and townhomes, within an urban growth area boundary, RCW 36.70A.070(2)(b) and WAC 365-196-410(2)(a); and - Consideration of housing locations in relation to employment locations and the role of ADUs. RCW 36.70A.070(2)(d) new in 2021 Notice: <i>These items were separately listed in the previous version of the checklist. No content was changed.</i>	Partially. Several goals and policies are related to these topics.	Yes	Update to include more specificity as required by state law.	Completed: ☐ Date:
b. An inventory and analysis of existing and projected housing needs over the planning period, by income band, consistent with the jurisdiction's share of countywide housing need, as provided by Commerce. RCW 36.70A.070(2)(a) amended in 2021, WAC 365-196-410(2)(b) and (c)	No	Yes	Update for consistency with new County projections.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
c. Identification of capacity of land for housing including, but not limited to, government-assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters and permanent supportive housing. RCW 36.70A.070(2)(c) amended in 2021, WAC 365-196-410(e) and (f)	No	Yes	Update for consistency with new County projections.	Completed: ☐ Date:
d. Adequate provisions for existing and projected housing needs for all economic segments of the community, including documenting barriers and actions needed to achieve housing availability. RCW 36.70A.070(2)(d) amended in 2021, WAC 365-196-010(g)(ii) , WAC 365-196-300(f) , WAC 365-196-410 and see Commerce's Housing Action Plan (HAP) guidance: Guidance for Developing a Housing Action Plan .	No	Yes	Update for consistency with new County projections.	Completed: ☐ Date:
e. Identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including: • Zoning that may have a discriminatory effect; • Disinvestment; and • Infrastructure availability RCW 36.70A.070 (2)(e) new in 2021	No	Yes	Update for consistency with new County projections.	Completed: ☐ Date:
f. Establish policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions. RCW 36.70A.070(2)(f) new in 2021	No	Yes	Update for consistency with new County projections.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
g. Identification of areas that may be at higher risk of displacement from market forces that occur with changes to zoning development regulations and capital investments. RCW 36.70A.070(2)(g) new in 2021 Establish anti-displacement policies, with consideration given to the preservation of historical and cultural communities as well as investments in low, very low, extremely low, and moderate-income housing; equitable development initiatives; inclusionary zoning; community planning requirements; tenant protections; land disposition policies; and consideration of land that may be used for affordable housing. RCW 36.70A.070(2)(h) new in 2021 See also: Support Materials for Racially Disparate Impacts, Exclusion and Displacement Work	No	Yes	Update for consistency with new County projections.	Completed: ☐ Date:

Capital Facilities Plan (CFP) Element

To serve as a check on the practicality of achieving other elements of the plan, covering all capital facilities planned, provided and paid for by public entities including local government and special districts, etc. including water systems, sanitary sewer systems, storm water facilities, schools, parks and recreational facilities, police and fire protection facilities. Capital expenditures from park and recreation elements, if separate, should be included in the CFP Element. The CFP Element must be consistent with CWPPs, and [RCW 36.70A.070\(3\)](#) amended in 2023. Changes made to this element through [HB 1181](#) (climate change and resiliency) are not required, although jurisdictions should make a good faith effort to incorporate these items to be consistent with the new legislation.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Policies or procedures to ensure capital budget decisions are in conformity with the comprehensive plan. RCW 36.70A.120	Yes. Various sections in the Capital Facilities Element.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:
b. An inventory of existing capital facilities owned by public entities, including green infrastructure. RCW 36.70A.070(3)(a) amended in 2023 and WAC 365-196-415(1)(a)	Yes. Various sections in the Capital Facilities Element.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:
c. A forecast of needed capital facilities. RCW 36.70A.070(3)(b) and WAC 365-196-415(1)(b) Note: The forecast of future need should be based on projected population and adopted levels of service (LOS) over the planning period.	Yes. Various sections in the Capital Facilities Element.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:
d. Proposed locations and capacities of expanded or new capital facilities. RCW 36.70A.070(3)(c) and WAC 365-196-415 (1)(c) and (3)(c) Infrastructure investments should consider equity and plan for any potential displacement impacts.	Yes. Various sections in the Capital Facilities Element.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:
e. A six-year plan (at minimum) that will finance such capital facilities within projected funding capacities and identify sources of public money to finance planned capital facilities. RCW 36.70A.070(3)(d) , RCW 36.70A.120 , WAC 365-196-415(1)(d)	Yes. Capital Facilities Element, Tables 8 and 9.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
f. A policy or procedure to reassess the land use element if probable funding falls short of meeting existing needs. RCW 36.70A.070(3)(e) , WAC 365-196-415(2)(d) Note: park and recreation facilities shall be included in the capital facilities plan element.	Partially.	Yes	Update language for specificity.	Completed: ☐ Date:
g. If impact fees are collected: identification of public facilities on which money is to be spent. RCW 82.02.050(5) and WAC 365-196-850(3)	N/A	N/A	The City of Cle Elum does not collect Impact Fees.	Completed: ☒ Date: 12/17/24
h. Identify and include information about all public entities, including special purpose districts that own capital facilities. RCW 36.70A.070 (3) amended in 2023	No	Yes	Update to include required language.	Completed: ☐ Date:

Utilities Element

Consistent with relevant CWPPs and [RCW 36.70A.070 \(4\)](#) amended in 2023. Utilities include, but are not limited to: sanitary sewer systems, water lines, fire suppression, electrical lines, telecommunication lines, and natural gas lines. Changes made to this element through [HB 1181](#) (climate change and resiliency) are not required, although jurisdictions should make a good faith effort to incorporate these items to be consistent with the new legislation.

a. The general location, proposed location and capacity of all existing and proposed utilities, to include telecommunications. RCW 36.70A.070(4)(a) amended in 2023 and WAC 365-196-420	Yes. Various sections in the Utilities Element.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:
b. Identify and include information and contact information about all public entities, including special purpose districts that own utility systems. RCW 36.70A.070 (4)(b) new in 2023	Yes. Table 6-1.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: ☐ Date:

Transportation Element

Consistent with relevant CWPPs and [RCW 36.70A.070 \(6\)](#) amended in 2023 by HB 1181. See also the new [climate element](#) below for jurisdictional requirements.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. An inventory of air, water and ground transportation facilities and services, including transit alignments, active transportation facilities, state-owned transportation facilities and general aviation airports. RCW 36.70A.070(6)(a)(iii)(A) amended in 2023 and WAC 365-196-430(2)(c)	Yes. Transportation Element – Existing Conditions	Yes	Update to incorporate any changes made since 2019.	Completed: ☐ Date:
b. Adopted multimodal levels of service standards for all locally owned arterials, locally and regionally operated transit routes that serve UGAs, state-owned or operated transit routes that serve urban areas if the department of transportation has prepared such standards, and active transportation facilities to serve as a gauge to judge performance of the system and success in helping to achieve environmental justice. RCW 36.70A.070(6)(a)(iii)(B) and (C) amended in 2023, WAC 365-196-430	Partially. Transportation Element Section Existing Deficiencies, Future Needs and Alternatives	Yes	Update to include Multimodal.	Completed: ☐ Date:
c. Identification of specific actions to bring transportation facilities and services to established multimodal LOS. RCW 36.70A.070(6)(a)(iii)(D) amended in 2023, WAC 365-196-430	No	Yes	Update to include required language.	Completed: ☐ Date:
d. A forecast of multimodal transportation for a minimum of 10 years including land use assumptions used in estimating travel. RCW 36.70A.070(6)(a)(i) , RCW 36.70A.070 (6)(a)(iii)(E) amended in 2023, WAC 365-196-430(2)(f)	Yes. Transportation Element Table 4-7.	Yes	Update to include changes made since 2019.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
e. A projection of state and local system needs to equitably meet current and future demand and equitably implement the multimodal network. RCW 36.70A.070(6)(a)(iii)(F) amended in 2023, WAC 365-196-430(1)(c)(vi) and RCW 47.06	No	Yes	Update to include required language.	Completed: ☐ Date:
f. A transition plan for transportation as required in Title II of ADA . Perform self-evaluations of current facilities and develop a program access plan to address deficiencies and achieve the identification of physical obstacles, establish methods, perform modifications and identify leadership roles. RCW 36.70A.070(6)(a)(iii)(G) new in 2023.	No	Yes	Update to include required language.	Completed: ☐ Date:
g. An active transportation component to include collaborative efforts to identify and designate planned improvements for active transportation facilities and corridors that address and encourage enhanced community access and promote healthy lifestyles. RCW 36.70A.070(6)(a)(vii) amended in 2023, WAC 365-196-430(2)(j)	No	Yes	Update to include required language.	Completed: ☐ Date:
h. A description of any existing and planned transportation demand management (TDM) strategies, such as HOV lanes or subsidy programs, parking policies, etc. RCW 36.70A.070(6)(a)(vi) and WAC 365-196-430(2)(i)(i)	Yes. Transportation Element Obj. 5, Policies T-43 and T-44	Yes	Update to include a better description of TDM.	Completed: ☐ Date:
i. An analysis of future funding capability to judge needs against probable funding resources. RCW 36.70A.070(6)(a)(iv)(A) , WAC 365.196-430(2)(k)(iv)	Yes. Transportation Element Financing Section.	Yes	Update to include new funding sources.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
j. A multi-year financing plan based on needs identified in the comprehensive plan, the appropriate parts of which serve as the basis for the 6-year street, road or transit program. RCW 36.70A.070(6)(a)(iv)(B) and RCW 35.77.010 , WAC 365-196-430(2)(k)(ii)	Yes. Transportation Element Table 4-8.	Yes	Update to include new projects.	Completed: ☐ Date:
k. If probable funding falls short of meeting identified needs of the transportation system, including state transportation facilities, a discussion of how additional funds will be raised, or how land use assumptions will be reassessed to ensure that LOS standards will be met. RCW 36.70A.070(6)(a)(iv)(C) amended in 2023 , WAC 365-196-430(2)(l)(iii)	No	Yes	Update to include required language.	Completed: ☐ Date:
l. A description of intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions and how it is consistent with the regional transportation plan. RCW 36.70A.070(6)(a)(v) ; WAC 365-196-430(1)(e) and 430(2)(a)(iii)	Yes. Transportation Element Background Section D.	Yes	Update to include certification of Transportation Element during this periodic update cycle.	Completed: ☐ Date:

Shoreline

For shorelines of the state, the goals and policies of the shoreline management act as set forth in [RCW 90.58.020](#) are added as one of the goals of the Growth Management Act (GMA) as set forth in [RCW 36.70A.480](#). The goals and policies of a shoreline master program for a county or city approved under [RCW 90.58](#) shall be considered an element of the county or city's comprehensive plan.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. The policies, goals, and provisions of RCW 90.58 and applicable guidelines shall be the sole basis for determining compliance of a shoreline master program with this chapter except as the shoreline master program is required to comply with the internal consistency provisions of RCW 36.70A.070 , 36.70A.040(4) , 35.63.125 , 35A.63.105 , 36.70A.480	Yes. SMP Section 1.	No	The SMP appropriately references RCW 9.58 as the basis for determining compliance.	Completed: ☐ Date:
b. Shoreline master programs shall provide a level of protection to critical areas located within shorelines of the state that assures no net loss of shoreline ecological functions necessary to sustain shoreline natural resources as defined by department of ecology guidelines adopted pursuant to RCW 90.58.060 . See Ecology's Shoreline planners' toolbox for the SMP Checklist and other resources.	Yes. SMP Section 4.	No	The SMP provides policies and regulations for critical areas found in Shoreline jurisdiction.	Completed: ☐ Date:
c. Shorelines of the state shall not be considered critical areas under this chapter except to the extent that specific areas located within shorelines of the state qualify for critical area designation based on the definition of critical areas provided by RCW 36.70A.030(5) and have been designated as such by a local government pursuant to RCW 36.70A.060(2)	Yes. SMP Section 4.	No	The SMP provides policies and regulations for critical areas found in Shoreline jurisdiction.	Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
d. If a local jurisdiction's master program does not include land necessary for buffers for critical areas that occur within shorelines of the state, as authorized by RCW 90.58.030(2)(f) , then the local jurisdiction shall continue to regulate those critical areas and their required buffers pursuant to RCW 36.70A.060(2) .	Yes. SMP Section 7.	No	The SMP includes associated critical areas in the definition of Shorelands.	Completed: ☐ Date:

Provisions for siting essential public facilities (EPFs)

Consistent with CWPPs and [RCW 36.70A.200](#), amended in 2021. This section can be included in the Capital Facilities Element, Land Use Element or in its own element. Sometimes the identification and siting process for EPFs is part of the CWPPs.

a. A process or criteria for identifying and siting essential public facilities (EPFs). RCW 36.70A.200 and WAC 365-196-550(1) Notes: RCW 36.70A.200, amended 2021 regarding reentry and rehabilitation facilities. EPFs are defined in RCW 36.70A.200 . Regional transit authority facilities are included in the list of essential public facilities.	Yes. Capital Facilities Element.	Yes	Update to incorporate required language.	Completed: ☐ Date:
b. Policies or procedures that ensure the comprehensive plan does not preclude the siting of EPFs. RCW 36.70A.200(5) Note: If the EPF siting process is in the CWPPs, this policy may be contained in the comprehensive plan as well. WAC 365-196-550(3)	Yes. Capital Facilities Element.	Yes	Update to incorporate required language.	Completed: ☐ Date:

Tribal Participation in Planning new in 2022 (see [HB 1717](#))

A federally recognized Indian tribe may voluntarily choose (opt-in) to participate in the local and regional planning processes. See Commerce's new [Tribal Planning Coordination for GMA](#) webpage for guidance and staff contacts.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period. RCW 36.70A.040(8)(a) new in 2022, RCW 36.70A.190 new in 2022	No	Yes	Update to include new RCW requirements.	Completed: ☐ Date:
b. <i>Port elements</i> , if adopted, are developed collaboratively between the city, the applicable port and the applicable tribe(s), which shall comply with RCW 36.70A.040(8) . RCW 36.70A.085 amended in 2022	N/A	N/A	N/A	Completed: ☒ Date: 12/31/24
c. <i>Urban Growth Areas</i> : counties and cities coordinate planning efforts for any areas planned for urban growth with applicable tribe(s). RCW 36.70A.110(1) amended 2022, RCW 36.70A.040(8)	Yes. Various sections.	Yes	Update to include new RCW requirements.	Completed: ☐ Date:

Climate Change and Resiliency

New in 2023, see HB 1181. WAC updates are forthcoming.

A new required element for comprehensive plans and new goal of the GMA. Designed to reduce greenhouse gas (GHG) emissions, plan for resilience and support environmental justice. Climate elements must maximize economic, environmental and social co-benefits and prioritize environmental justice in order to avoid worsening environmental health disparities. A climate element can take the form of a single comprehensive plan chapter or be integrated into several chapters/elements such as housing, transportation and land use. Visit [Commerce's Climate Program](#) webpage for further guidance, grants, tools and staff contacts. Per HB 1181, GHG reduction goals, policies, and programs not specifically identified in the [guidelines](#) must be based on scientifically credible projections and scenarios likely to result in equivalent harm avoidance, GHG emission reductions and/or per capita vehicle miles traveled (VMT) reductions.

All fully planning jurisdictions must have a resilience sub-element as part of their broader climate element. The following counties and their cities with a population greater than 6,000 as of April 1, 2021 must also have a greenhouse gas emissions reduction sub-element. Please also review the [Appendix](#) for requirements due in the upcoming periodic update.

- December 31, 2025 Deadline: Clark, Skagit, Thurston, Whatcom
- June 30, 2026 Deadline: Benton, Franklin, Spokane
- June 30, 2029 Deadline: These jurisdictions are only required to update two elements this cycle – the transportation and climate elements.

Jurisdictions may submit their greenhouse gas emissions reduction sub-element to Commerce for approval per [RCW 36.70A.096](#). Please contact Commerce for submittal requirements if you think your jurisdiction will request approval.

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Resiliency sub-element: items a through d are required for all fully planning jurisdictions				
a. Specific goals, policies and programs that identify, protect and enhance natural areas to foster resiliency to climate impacts, as well as areas of vital habitat for safe passage and species migration. RCW 36.70A.070(9) new in 2023				Completed: ☐ Date:
b. Specific goals, policies and programs that identify, protect and enhance community resiliency to climate change impacts, including social, economic and built environment factors that support adaptation to climate impacts consistent with environmental justice. RCW 36.70A.070(9) new in 2023				Completed: ☐ Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
c. Specific goals, policies and programs that address natural hazards created or aggravated by climate change, including sea level rise, landslides, flooding, drought, heat, smoke, wildfire and other effects of changes to temperature and precipitation patterns. RCW 36.70A.070(9) new in 2023 Note: include a goal and supportive policy for each climate-exacerbated hazard that is relevant to your jurisdiction.				Completed: ☐ Date:
d. Prioritize actions (pursuant to a-c) that benefit overburdened communities that will disproportionately suffer from compounding environmental impacts and will be most impacted by natural hazards due to climate change. RCW 36.70A.070(9) new in 2023				Completed: ☐ Date:
Greenhouse Gas (GHG) Emissions Reduction sub-element: items e through i are only required for jurisdictions identified above				
e. Greenhouse gas emissions reduction sub-elements must include goals and policies to reduce emissions and per capita vehicle miles traveled. RCW 36.70A.070(9) new in 2023 Note: Commerce recommends that jurisdictions use 2022 as a baseline year for their GHG inventories and set incremental targets that lead to achieving Washington's economy-wide target of net zero emissions in 2050 set forth in RCW 70A.45.020(1). Commerce also recommends that jurisdictions should, at a minimum, include goals and policies within the following sectors: Transportation; Buildings & Energy; and, Zoning & Development. The rulemaking process is underway.	N/A	N/A	N/A	Completed: ☒ Date: 12/31/24

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
f. Identified actions that the jurisdiction will take during the planning cycle that will result in reductions in overall GHG emissions generated by transportation within the jurisdiction. <u>RCW 36.70A.070(9)</u> new in 2023	N/A	N/A	N/A	Completed: ☒ Date: 12/31/24
g. Identified actions that the jurisdiction will take during the planning cycle that will result in reductions in overall GHG emissions generated by land use within the jurisdiction. <u>RCW 36.70A.070(9)</u> new in 2023	N/A	N/A	N/A	Completed: ☒ Date: 12/31/24
h. Identified actions that the jurisdiction will take during the planning cycle that will result in reductions in per capita vehicle miles traveled (VMT) within the jurisdiction. <u>RCW 36.70A.070(9)</u> new in 2023	N/A	N/A	N/A	Completed: ☒ Date: 12/31/24
i. Prioritize GHG and VMT reductions that benefit overburdened communities in order to maximize the co-benefits of reduced air pollution and environmental justice. <u>RCW 36.70A.070(9)</u> new in 2023	N/A	N/A	N/A	Completed: ☒ Date: 12/31/24

Future required elements: pending state funding

As of 2022, these elements have not received state funding to aid local jurisdictions in implementation. Therefore, these elements are not required to be added to comprehensive plans at this time. Commerce encourages jurisdictions to begin planning for these elements, pending the future mandate.

	In Current Plan? Yes/No If yes, cite section	Notes	
Economic Development Although included in RCW 36.70A.070 “mandatory elements” an economic development element is not currently required because funding was not provided to assist in developing local elements when this element was added to the GMA. However, provisions for economic growth, vitality, and a high quality of life are important, and supporting strategies should be integrated with the land use, housing, utilities, and transportation elements. RCW 36.70A.070(7) amended in 2017	No	Incorporate with future funding.	Completed: ☒ Date: 12/31/24
Parks and Recreation Implements and is consistent with the capital facilities plan. Include a ten-year demand estimate, evaluation of service and facilities needs and evaluation of tree canopy coverage within UGAs. RCW 36.70A.070(8) amended in 2023 Although included in RCW 36.70A.070 “mandatory elements” a parks and recreation element is not currently required because the state did not provide funding to assist in developing local elements when this provision was added to the GMA. However, parks, recreation and open space planning are GMA goals, and it is important to plan for and fund these facilities.	Yes. Parks and Recreation Plan.	Cle Elum’s Comprehensive Plan includes a Parks and Recreation Element. However, it does not include an evaluation of tree canopy coverage.	Completed: ☒ Date: 12/31/24

Optional Elements

Pursuant to [RCW 36.70A.080](#), a comprehensive plan may include additional elements, items, or studies dealing with other subjects relating to the physical development within its jurisdiction, including, but not limited to:

	In Current Plan? Yes/No If yes, cite section	Notes	
Sub-Area Plans	No	Cle Elum does not have any sub-area plans.	Completed: ☒ Date: 12/31/24
Conservation	No	Cle Elum does not have a Conservation Element.	Completed: ☒ Date: 12/31/24
Recreation	Yes	Cle Elum has a Parks and Recreation Element.	Completed: ☒ Date: 12/31/24
Solar Energy	No	Cle Elum does not have a Solar Energy Element.	Completed: ☒ Date: 12/31/24

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. All plan elements must be consistent with relevant county-wide planning policies (CWPPs) and, where applicable, multi-county planning policies (MPPs), and the GMA. RCW 36.70A.100 and 210 , WAC 365-196-305 ; 400(2)© ; 510 and 520	Yes. Various Sections.	Yes	Update to incorporate any changes in the CWPPs that have occurred since 2019.	Completed: ☐ Date:
b. All plan elements must be consistent with each other. RCW 36.70A.070 (preamble) and WAC 365-197-040	Yes. Various Sections.	Yes	Update sections for consistency.	Completed: ☐ Date:
c. The plan must be coordinated with the plans of adjacent jurisdictions. RCW 36.70A.100 and WAC 365-196-520	Yes. Various Sections.	Yes	Update for consistency.	Completed: ☐ Date:

Public Participation

a. Plan ensures public participation in the comprehensive planning process. RCW 36.70A.020(11) , .035 , and .140 , WAC 365-196-600(3) provide possible public participation choices.	Yes	Yes	A new public participation plan was developed and adopted on XX/XX/XXXX	Completed: ☐ Date:
b. If the process for making amendments is included in the comprehensive plan: - The plan provides that amendments are to be considered no more often than once a year, not including the exceptions described in RCW 36.70A.130(2), WAC365-196-640 - The plan sets out a procedure for adopting emergency amendments and defines emergency. RCW 36.70A.130(2)(b) and RCW 36.70A.390 new in 2021, (HB 1220 sections 3-5), WAC 365-196-650(4)	No	No	The Comprehensive Plan Amendment process is codified in CEMC 14.30.090	Completed: ☒ Date: 12/31/24

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
c. Plan or program for monitoring how well comprehensive plan policies, development regulations, and other implementation techniques are achieving the comp plan's goals and the goals of the GMA. WAC 365-196-660 discusses a potential review of growth management implementation on a systematic basis. New 2021-2022 legislation HB 1241 provides that those jurisdictions with a periodic update due in 2024 have until December 31, 2024 to submit. This legislation also changed the update cycle to every ten years after the 2024-2027 cycle. Jurisdictions that meet the new criteria described in RCW 36.70A.130(9) will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.	No	No	Cle Elum does not meet the criteria in RCW 36.70A.130(9).	Completed: ☒ Date: 12/31/24
d. Considerations for preserving property rights. Local governments must evaluate proposed regulatory or administrative actions to assure that such actions do not result in an unconstitutional taking of private property. RCW 36.70A.370 . For further guidance see the 2018 Advisory Memo on the Unconstitutional Taking of Private Property	Yes	No	Cle Elum has regulatory policies and procedures in place to appropriately review and evaluate projects.	Completed: ☒ Date: 12/31/24
e. Encourage the involvement of citizens in the planning process, <i>including the participation of vulnerable populations and overburdened communities</i> , and ensure coordination between communities and jurisdictions to reconcile conflicts. HB 1181 (2023) revised RCW 36.70A.020 Planning Goals for inclusion of	Yes	Yes	A new public participation plan was developed and adopted on XX/XX/XXXX	Completed: ☐ Date:

Consistency is required by the GMA

vulnerable populations and overburdened communities. RCW 36.70A.035 <i>Public Participation</i> was not amended under HB 1181.				
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Section II: Development Regulations

Must be consistent with and implement the comprehensive plan. [RCW 36.70A.040](#), [WAC 365-196-800](#) and [810](#)

Critical Areas

Regulations protecting critical areas are required by [RCW 36.70A.060\(2\)](#), [RCW 36.70A.172\(1\)](#), [WAC 365-190-080](#) and [WAC 365-195-900](#) through 925.

Please visit Commerce's [Critical Areas webpage](#) for resources and to complete the [Critical Areas Checklist](#). Critical areas regulations must be reviewed and updated, as necessary, to incorporate legislative changes and best available science. Jurisdictions using periodic update grant funds to update critical areas regulations must submit the critical areas checklist as a first deliverable, in addition to this periodic update checklist.

Zoning Code

Note: Please review the new 2023 housing laws in the [Washington State Housing Laws of 2019 through 2023](#) guidance, on Commerce's [Planning for Housing webpage](#) and [Appendix A](#) of this checklist.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Notice: For more information about housing regulatory changes regarding supportive housing types, see Supportive Housing Types Review Checklist on the Updating GMA Housing Elements webpage . And for additional information on middle housing and ADU regulations, see the Middle Housing webpage .				
a. Zoning designations are consistent and implement land use designations that accommodate future housing needs by income bracket as allocated through the countywide planning process. (RCW 36.70A.070(2)(c) - amended in 2021 (HB 1220)) Note: Zoning must reflect sufficient land capacity for all income housing needs, including emergency housing and permanent supportive housing.	No	Yes	Update to include future housing needs by income as identified during the land capacity analysis and housing analysis.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
b. Permanent supportive housing or transitional housing must be allowed where residences and hotels are allowed. RCW 35A.21.430 amended in 2021, RCW 35.21.683, amended in 2021, (HB 1220 sections 3-5) “permanent supportive housing” is defined in RCW 36.70A.030; “transitional housing” is defined in RCW 84.36.043(2)(c)	No	Yes	Add to Zoning Ordinance.	Completed: ☐ Date:
c. Indoor emergency shelters and indoor emergency housing must be allowed in any zones in which hotels are allowed, except in cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within one-mile of transit. Indoor emergency housing must be allowed in areas with hotels. RCW 35A.21.430 amended in 2021, RCW 35.21.683, amended in 2021, (HB 1220 sections 3-5) Any limitations on emergency housing and emergency shelter must be connected to public health and safety and allow the siting of a sufficient number of units and beds necessary to meet projected needs (see Housing Element Book 2, pages 41-48), new in 2023 “emergency housing” is defined in RCW 36.70A.030	No	Yes	Add to Zoning Ordinance.	Completed: ☐ Date:
d. The number of unrelated persons that occupy a household or dwelling unit except as provided in state law, for short-term rentals, or occupant load per square foot shall not be regulated or limited by cities. (HB 5235), RCW 35.21.682 new in 2021, RCW 35A.21.314 new in 2022, RCW 36.01.227 new in 2021	Yes. CEMC 14.20.030	No	The definition of Family does not include an occupancy limit.	Completed: ☒ Date: 12/31/24

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
e. Limitations on the amount of parking local governments can require for low-income, senior, disabled and market-rate housing units located near high-quality transit service. RCW 36.70A.620 amended in 2020 and RCW 36.70A.600 amended in 2019	No	No	Cle Elum does not include any of the applicable transit types in city limits.	Completed: ☒ Date: 12/31/24
f. Parking requirements must allow tandem, gravel or grass pavers, and new spaces must be at least 8 by 20 feet in size. Existing and non-conforming parking must be allowed to meet parking requirements for up to six spaces. SB 6015, new in 2024 , must be addressed with the periodic update. Note: guidance coming fall 2024	No	Yes	Update CEMC 17.56 to include required standards.	Completed: ☐ Date:
g. Family day care providers are allowed in all residential dwellings located in areas zoned for residential or commercial RCW 36.70A.450 . Review RCW 43.216.010 for definition of family day care provider and WAC 365-196-865 for more information.	No	Yes	Update various sections in CEMC Title 17 to allow family day cares in all required zones.	Completed: ☐ Date:
h. Manufactured housing is regulated the same as site built housing. RCW 35.21.684 amended in 2019 , RCW 35.63.160 , RCW 35A.21.312 amended in 2019 and RCW 36.01.225 amended in 2019 . A local government may require that manufactured homes: (1) are new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood, but may not discriminate against consumer choice in housing. See: National Manufactured Housing Construction and Safety Standards Act of 1974	Yes. CEMC 17.16.110.	Yes	Currently, Manufactured homes are only permitted in the R-Residential zone. Update to include other zoning districts where single-family homes are permitted.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
i. Accessory dwelling units (ADUs): cities (and counties) must adopt or amend by ordinance, and incorporate into their development regulations, zoning regulations and other official controls. RCW 36.70A.680 amended in 2023, RCW 36.70A.681 amended in 2023, RCW 36.70A.696 amended in 2023, RCW 36.70A.697 amended in 2020, RCW 36.70A.698 amended in 2020, RCW 36.70A.699 amended in 2020 Must be adopted by 6 months after the periodic update deadline, or be superseded by state law. Note: see new Commerce ADU guidance and ADU checklist.	No	Yes	Update to include ADU requirements.	Completed: ☐ Date:
j. Middle housing: if your jurisdiction is one of the 77 cities subject to middle housing, regulations must allow the appropriate amount of middle housing units on a lot by 6 months after the periodic update deadline, or be superseded by state law. RCW 36.70A.635 See Commerce’s model ordinances and user guide on the middle housing web page.	N/A	N/A	Cle Elum is not subject to Middle Housing regulations.	Completed: ☐ Date:
k. Co-living must be allowed as a permitted use on any lot located within an urban growth area that allows at least six multifamily residential units, including on a lot zoned for mixed use development. HB 1998, new in 2024, contains specific standards for size, density calculations, connection fees and parking. Must be adopted by December 31, 2025 Note: guidance will be available fall of 2024	No	Yes	Update to include co-living requirements.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
I. Residential structures occupied by persons with handicaps, and group care for children that meets the definition of "familial status" are regulated the same as a similar residential structure occupied by a family or other unrelated individuals. No city or county planning under the GMA may enact or maintain ordinances, development regulations, or administrative practices which treat a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals. RCW 36.70A.410 , RCW 70.128.140 and 150 , RCW 49.60.222-225 and WAC 365-196-860	No	No	No such regulations exist in the CEMC.	Completed: ☒ Date:
m. Affordable housing programs enacted or expanded under RCW 36.70A.540 amended in 2022 comply with the requirements of this section. Examples of such programs may include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed-use projects. WAC 365-196-300 See also RCW 36.70A.545 and WAC 365-196-410(2)(e)(i) "affordable housing" is defined in RCW 84.14.010 new in 2024 (ESSB 6175) Review RCW 36.70A.620 amended in 2020, for minimum residential parking requirements.	Partially. Affordable Housing is mentioned in several areas of the CEMC.	Yes	The CEMC encourages affordable housing in the PMU zone, R zone, RM, zone, etc. Update for consistency throughout and identify potential programs for consideration.	Completed: ☐ Date:
n. Limitations on regulating: outdoor encampments, safe parking efforts, indoor overnight shelters and temporary small houses on property owned or controlled by a religious organization. RCW 35.21.915 , amended in 2020	No	Yes	Amend CEMC to reference RCW 35.21.915 – add chapter to Title 17.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
o. Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multi-family residence located on real property owned or controlled by a religious organization. RCW 36.70A.545 , amended in 2019 (HB 1377).	No	Yes	Amend CEMC to reference RCW 36.70A.545 – add chapter to Title 17.	Completed: ☐ Date:
p. Reduce restrictions for additional housing units within existing commercial, mixed-use and multi-family buildings by exempting the added units from density limits, parking and other regulatory requirements. RCW 35A.21.440 , new in 2023 and RCW 35.21.990 , new in 2023, (HB 1042) Note: These requirements must be in effect within six months after the periodic update due date.	No	Yes	Add new section for “Existing Uses” to CEMC that includes requirements.	Completed: ☐ Date:
q. Must not adopt, impose, or enforce requirements on an affordable housing development that are different than the requirements imposed on housing developments generally. RCW 36.130.020 (2008) Note: This applies to cities, counties, other local government entities and agencies.	Yes	No	There are no requirements that treat affordable housing different than general housing, except for the changes required by this periodic update.	Completed: ☐ Date:
r. Regulations discourage incompatible uses around general aviation airports. RCW 36.70.547 and WAC 365-196-455 . Incompatible uses include: high population intensity uses such as schools, community centers, tall structures, and hazardous wildlife attractants such as solid waste disposal sites, wastewater or stormwater treatment facilities, or stockyards. For more guidance, see WSDOT’s Aviation Land Use Compatibility Program .	No	Yes	Incorporate reference to WSDOT land use compatibility, possibly reference to ALP.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
s. If a U.S. Department of Defense (DoD) military base employing 100 or more personnel is within or adjacent to the jurisdiction, zoning should discourage the siting of incompatible uses adjacent to military base. RCW 36.70A.530(3) and WAC 365-196-475 . Visit Military One Source to locate any bases in your area and help make determination of applicability. If applicable, inform the commander of the base regarding amendments to the comprehensive plan and development regulations on lands adjacent to the base.	N/A	N/A	N/A	Completed: ☐ Date:
t. Electric vehicle infrastructure (jurisdiction specified: adjacent to Interstates 5, 90, 405 or state route 520 and other criteria) must be allowed as a use in all areas except those zoned for residential, resource use or critical areas. RCW 36.70A.695	No	Yes	Add to CEMC 17.56 – Off-Street Parking and Loading Requirements.	Completed: ☐ Date:
Shoreline Master Program Consistent with RCW 90.58 Shoreline Management Act of 1971				
a. Zoning designations are consistent with Shoreline Master Program (SMP) environmental designations. RCW 36.70A.480	Yes. SMP and Title 17 – various sections	No		Completed: ☐ Date:
b. If updated to meet RCW 36.70A.480 (2010), SMP regulations provide protection to critical areas in shorelines that is at least equal to the protection provided to critical areas by the critical areas ordinance. RCW 36.70A.480(4) and RCW 90.58.090(4) See Ecology's shoreline planners' toolbox for the SMP Checklist and other resources and Ecology's Shoreline Master Programs Handbook webpage	Yes. SMP and Title 17 – various sections	Yes	May require update for consistency with CAO Checklist.	Completed: ☐ Date:

Resource Lands

Defined in [RCW 36.70A.030\(3\)](#), (12) and (17) and consistent with [RCW 36.70A.060](#) and [RCW 36.70A.170](#)

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Zoning is consistent with natural resource lands designations in the comprehensive plan and conserves natural resource lands. RCW 36.70A.060(3) , WAC 365-196-815 and WAC 365-190-020(6) . Consider innovative zoning techniques to conserve agricultural lands of long-term significance RCW 36.70A.177(2) . See also WAC 365-196-815(3) for examples of innovative zoning techniques.	N/A	N/A	N/A	Completed: ☐ Date:
b. Regulations to assure that use of lands adjacent to natural resource lands does not interfere with natural resource production. RCW 36.70A.060(1)(a) and WAC 365-190-040 Regulations require notice on all development permits and plats within 500 feet of designated natural resource lands that the property is within or near a designated natural resource land on which a variety of commercial activities may occur that are regulations to implement comprehensive plan	N/A	N/A	N/A	Completed: ☐ Date:
c. For designated agricultural land, regulations encourage nonagricultural uses to be limited to lands with poor soils or otherwise not suitable for agricultural purposes. Accessory uses should be located, designed and operated to support the continuation of agricultural uses. RCW 36.70A.177(3)(b)	N/A	N/A	N/A	Completed: ☐ Date:
d. Designate mineral lands and associated regulations as required by RCW 36.70A.131 and WAC 365-190-040(5) . For more information review the WA State Dept. of Natural Resources (DNR)'s Geology Division site	N/A	N/A	N/A	Completed: ☐ Date:

Siting Essential Public Facilities

Regulations for siting essential public facilities should be consistent with [RCW 36.70A.200](#) and consider [WAC 365-196-550](#). Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities, state or regional transportation facilities, state and local correctional facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities. Regulations may be specific to a local jurisdiction, but may be part of county-wide planning policies (CWPPs).

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Regulations for CWPPs include a process for siting EPFs and ensure EPFs are not precluded. RCW 36.70A.200 amended in 2023, WAC 365-196-550(6) lists process for siting EPFs. WAC 365-196-550(3) details preclusions. EPFs should be located outside of known hazardous areas. Visit Commerce's Behavioral Health Facilities Program page for information on establishing or expanding new capacity for behavioral health EPFs. Note: RCW 36.70A.200 amended by SB 5536 to include EPFs for opioid treatment programs	Yes	No	Siting essential public facilities is addressed in the Kittitas County CWPP's	Completed: ☐ Date:

Subdivision Code

a. Subdivision regulations are consistent with and implement comprehensive plan policies. RCW 36.70A.030(8) , RCW 36.70A.040(4)	Yes	Yes	Update for consistency with required changes.	Completed: ☐ Date:
b. Written findings to approve subdivisions establish adequacy of public facilities. RCW 58.17.110 amended in 2018 - Streets or roads, sidewalks, alleys, other public ways, transit stops, and other features that assure safe walking conditions for students. - Potable water supplies, sanitary wastes, and drainage ways. RCW 36.70A.590 amended 2018 - Open spaces, parks and recreation, and playgrounds - Schools and school grounds Other items related to the public health, safety and general welfare, WAC 365-196-820(1).	Yes. CEMC 12.A.050	No	Required findings are appropriately codified.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
c. Preliminary subdivision approvals under RCW 58.17.140 and RCW 58.17.170 are valid for a period of five or seven years (previously five years). Note: preliminary plat approval is valid for: seven years if the date of preliminary plat approval is on or before December 31, 2014; five years if the preliminary plat approval is issued on or after January 1, 2015; and ten years if the project is located within city limits, not subject to the shoreline management act, and the preliminary plat is approved on or before December 31, 2007.	Yes. CEMC 16.30.040(A)	No	Final Plats are required to be applied for within 5-years of Preliminary Plat Approval.	Completed: ☐ Date:
d. Include in short plat regulations procedures for unit lot subdivisions allowing division of a parent lot into separately owned unit lots. RCW 58.17.060 (3) new in 2023 by SB 5258 - section 11	No	Yes	Add required language to CEMC 16.14.	Completed: ☐ Date:

Stormwater

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Regulations protect water quality and implement actions to mitigate or cleanse drainage, flooding, and storm water run-off that pollute waters of the state, including Puget Sound or waters entering Puget Sound. RCW 36.70A.070(1) Regulations may include: adoption of a stormwater manual consistent with Ecology's latest manual for Eastern or Western Washington, adoption of a clearing and grading ordinance –See Commerce's 2005 Technical Guidance Document for Clearing and Grading in Western Washington. Adoption of a low impact development ordinance. See Puget Sound Partnership's 2012 Low Impact Development guidance and Ecology's 2013 Eastern Washington Low Impact Development guidance. Additional Resources: Federal Grants to Protect Puget Sound Watersheds, Building Cities in the Rain, Ecology Stormwater Manuals, Puget Sound Partnership Action Agenda	Yes. CEMC 16.12A.060(B).	No	Cle Elum requires engineered stormwater plans based on the Eastern WA Stormwater Manual.	Completed: ☐ Date:
b. Provisions for corrective action for failing septic systems that pollute waters of the state. RCW 36.70A.070(1). See also: DOH Wastewater Management, Ecology On-Site Sewage System Projects & Funding	No	Yes	Include provisions in CEMC 13.08.090.	Completed: ☐ Date:

Organic Materials Management Facilities

New in 2022, [HB 1799](#) added a section to the GMA aimed at reducing the volumes of organic materials collected in conjunction with other solid waste and delivered to landfills, supporting productive uses of organic material waste and reduction of methane gas (a greenhouse gas).

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
New section RCW 36.70A.142; new in 2022 legislation HB 1799: Development regulations newly developed, updated, or amended <i>after January 1, 2025</i> allow for the siting of organic materials (OM) management facilities as identified in local solid waste management plans (SWMP) to meet OM reduction and diversion goals. Siting to meet criteria described in RCW 70A.205.040(3). See also RCW 36.70.330. For applicability, see RCW 70A.205.540	No	Yes	Update to allow the siting of organic materials management facilities.	Completed: ☐ Date:

Impact Fees

May impose impact fees on development activity as part of the financing for public facilities, provided that the financing for system improvements to serve new development must provide for a balance between impact fees and other sources of public funds; cannot rely solely on impact fees.

a. If adopted, impact fees are applied consistent with RCW 82.02.050 amended in 2015, RCW 82.02.060 amended in 2023 by SB 5258, .070, .080, .090 amended in 2018 and .100. WAC 365-196-850 provides guidance on how impact fees should be implemented and spent.	N/A	N/A	Cle Elum does not have impact fees.	Completed: ☐ Date:
b. Jurisdictions collecting impact fees must adopt and maintain a system for the deferred collection of impact fees for single-family detached and attached residential construction, consistent with RCW 82.02.050(3) amended in 2016	N/A	N/A	Cle Elum does not have impact fees.	Completed: ☐ Date:
c. If adopted, limitations on impact fees for early learning facilities. RCW 82.02.060 amended in 2021	N/A	N/A	Cle Elum does not have impact fees.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
d. If adopted, exemption of impact fees for low-income and emergency housing development. RCW 82.02.060 amended in 2023. See also definition change in RCW 82.02.090(1)(b) amended in 2018	N/A	N/A	Cle Elum does not have impact fees.	Completed: ☐ Date:
e. Ensure impact fees are not assessed on the construction of accessory dwelling units that are greater than 50 percent (50%) of the impact fees that would be imposed on the principal unit. RCW 36.70A.681 new in 2023 by HB 1337	N/A	N/A	Cle Elum does not have impact fees.	Completed: ☐ Date:
f. The schedule of impact fees reflects the proportionate impact of new housing units, including multifamily and condominium units, based on the square footage, number of bedrooms, or trips generated, in the housing unit in order to produce a proportionally lower impact fee for smaller housing units. RCW 82.02.060 amended in 2023 by SB 5258	N/A	N/A	Cle Elum does not have impact fees.	Completed: ☐ Date:

Concurrency and Transportation Demand Management (TDM)

Ensures consistency in land use approval and the development of adequate public facilities as plans are implemented, maximizes the efficiency of existing transportation systems, limits the impacts of traffic and reduces pollution.

a. The transportation concurrency requirement includes specific language that prohibits development when level of service standards for transportation facilities cannot be met. RCW 36.70A.070(6)(b) amended in 2023, WAC 365-196-840 . Note: Concurrency is required for transportation, but may also be applied to park facilities, etc.	Yes. CEMC 14.30.130(2).	Yes	The city may consider updating this section for clarity and to include more information on the application/process.	Completed: ☐ Date:
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	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
b. Measures exist to bring into compliance locally owned, or locally or regionally operated, transportation facilities or services that are below the levels of service established in the comprehensive plan. RCW 36.70A.070(6)(a)(iii)(B) and (D), RCW 36.70A.070(6)(b) amended in 2023 Levels of service can be established for automobiles, pedestrians and bicycles. See WAC 365-196-840(3) on establishing an appropriate level of service.	No	Yes	Include required measures	Completed: ☐ Date:
c. Highways of statewide significance (HSS) are exempt from the concurrency ordinance. RCW 36.70A.070(6)(a)(iii)(C)	No	Yes	Include required measures	Completed: ☐ Date:
d. Traffic demand management (TDM) requirements are consistent with the comprehensive plan. RCW 36.70A.070(6)(a)(vi) Examples may include requiring new development to be oriented towards transit streets, pedestrian-oriented site and building design, and requiring bicycle and pedestrian connections to street and trail networks. WAC 365-196-840(4) recommends adopting methodologies that analyze the transportation system from a comprehensive, multimodal perspective.	No	Yes	Include required measures	Completed: ☐ Date:
e. If required by RCW 82.70, a commute trip reduction (CTR) ordinance to achieve reductions in the proportion of single-occupant vehicle commute trips has been adopted. The ordinance should be consistent with comprehensive plan policies for CTR and Department of Transportation rules.	N/A	N/A	Cle Elum is not required to participate in CTR.	Completed: ☐ Date:

Tribal Participation in Planning new in 2022 (see HB 1717)

A federally recognized Indian tribe may voluntarily choose to participate in the county or regional planning process. See Commerce's new [Tribal Planning Coordination for GMA](#) webpage for guidance and staff contacts.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period. RCW 36.70A.040(8)(a) new in 2022.				Completed: ☐ Date:
b. Policies consistent with countywide planning policies that address the protection of tribal cultural resources in collaboration with federally recognized Indian tribes that are invited, provided that a tribe, or more than one tribe, chooses to participate in the process. RCW 36.70A.210(3)(i) new in 2022.				Completed: ☐ Date:

Regulations to Implement Optional Elements

a. New fully contained communities are consistent with comprehensive plan policies, RCW 36.70A.350 and WAC 365-196-345	N/A	N/A	Kittitas County jurisdiction.	Completed: ☐ Date:
b. If applicable, master planned resorts are consistent with comprehensive plan policies, RCW 36.70A.360 , RCW 36.70A.362 and WAC 365-196-460	N/A	N/A	Kittitas County jurisdiction.	Completed: ☐ Date:
c. If applicable, major industrial developments and master planned locations outside of UGAs are consistent with comprehensive plan policies, RCW 36.70A.365 , RCW 36.70A.367 and WAC 365-196-465	Yes	No	Cle Elum has agreements for some development in Kittitas County Jurisdiction to use and contribute to its Water and Wastewater systems.	Completed: ☐ Date:
d. Regulations include procedures to identify, preserve, and/or monitor historical or archaeological resources. RCW 36.70A.020(13) , WAC 365-196-450	Yes. CEMC 14.10.040(H)	No	Applicable provisions are in place.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
e. Other development regulations needed to implement comprehensive plan policies such as energy, sustainability or design are adopted. WAC 365-196-445	Yes. Various Sections.	No	Development regulations implement the Comprehensive Plan.	Completed: ☐ Date:
f. Design guidelines for new development are clear and easy to understand; administration procedures are clear and defensible	Yes. CEMC 14.30.	Yes	Development regulations will be amended, as required by the periodic update.	Completed: ☐ Date:
g. Local design review includes one or more ascertainable guideline, standard or criterion by which an applicant can determine whether a given building design is permissible under that development regulation. May not result in a reduction in density, height, bulk or scale below the generally applicable development regulations for a development proposal in the applicable zone. RCW 36.70A.630 new in 2023 by HB 1293	Yes. CEMC 14.30.140 – Site and design review.	Yes	Can update for clarity and consistent language with requirements.	Completed: ☐ Date:

Project Review Procedures

In 2023, [SB 5290](#) substantially amended local permit review processes. Codification and additional resources from Commerce are forthcoming.

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Project review processes integrate permit and environmental review. RCW 36.70A.470, RCW 36.70B and RCW 43.21C. Also: WAC 365-196-845, WAC 197-11(SEPA Rules), WAC 365-197 (Project Consistency Rule, Commerce, 2001) and Ecology SEPA Handbook. Integrated permit and environmental review procedures for: • Notice of application • Notice of complete application • One open-record public hearing • Combining public hearings & decisions for multiple permits • Notice of decision • One closed-record appeal Note: new in 2023, see Commerce's new guidance for Local Project Review and SB 5290	Yes. CEMC 14.30 – Land Use Application Processing Procedures	No	CEMC 14.30 includes all required procedures.	Completed: ☐ Date:

Plan & Regulation Amendments

If procedures governing comprehensive plan amendments are part of the code, then assure the following are true:

a. Regulations limit amendments to the comprehensive plan to once a year (with statutory exceptions). RCW 36.70A.130(2) and WAC 365-196-640(3)	Yes. CEMC 14.30.090(A)	No	CEMC 14.30.090(A) limits amendments to once per year	Completed: ☐ Date:
b. Regulations define <i>emergency</i> for an emergency plan amendment. RCW 36.70A.130(2)(b) and WAC 365-196-640(4)	No	Yes	CEMC 14.30.090(A)(1)(d) needs to be updated to define what an emergency plan amendment would consist of.	Completed: ☐ Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
c. Regulations include a docketing process for requesting and considering plan amendments. RCW 36.70A.130(2) , RCW 36.70A.470 , and WAC 365-196-640(6)	No	Yes	Add docketing procedure to CEMC 14.30.090	Completed: ☐ Date:
d. A process has been established for early and continuous public notification and participation in the planning process. RCW 36.70A.020(11) , RCW 36.70A.035 and RCW 36.70A.140 . See WAC 365-196-600 regarding public participation and WAC 365-196-610(2) listing recommendations for meeting requirements.	Yes. CEMC 14.30.240 – Public notice requirements	No	CEMC 14.30.240 includes public notice requirements.	Completed: ☐ Date:
e. A process exists to assure that proposed regulatory or administrative actions do not result in an unconstitutional taking of private property RCW 36.70A.370 . See the 2018 Advisory Memo on the Unconstitutional Taking of Private Property	Yes. CEMC 14.30.010 – Introduction	No	The introduction section for CEMC 14.30 states that the chapter provides for effective and efficient review of land use and development applications with consistent procedures.	Completed: ☐ Date:
f. Provisions ensure adequate enforcement of regulations, such as zoning and critical area ordinances (civil or criminal penalties). See implementation strategy in WAC 365-196-650(1) .	Yes. CEMC 17.125 – Enforcement and 17.130 – Violation-Penalty	No	Referenced sections include enforcement action and the violation procedure.	Completed: ☐ Date:

Appendix A: Housing unit minimums per population

See Commerce's [Middle Housing webpage](#) for more information and the [Middle Housing Fact Sheet](#) for the list of cities that must comply with the following requirements.

Cities with a population less than 25,000 but within the Contiguous UGA with the largest city in a county with a population greater than 275,000				
	In Current zoning? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Zoning and development regulations allow at least two residential units per lot on all lots zoned predominantly for residential use, unless the lot is smaller than 1,000 square feet. RCW 36.70A.635 (1) and (6) HB 1110	N/A	N/A	N/A	Completed: ☐ Date:

Cities with a population between 25,000 and 75,000				
	In Current zoning? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Zoning and development regulations allow at least: - two residential units on each lot, - four residential units on each lot if at least one unit is affordable, unless the lot is smaller than 1,000 square feet.	N/A	N/A	N/A	Completed: ☐ Date:
b. Zoning and development regulations allow at least four residential units on each lot, within ¼ mile walking distance of a major transit stop.	N/A	N/A	N/A	Completed: ☐ Date:

Cities with a population greater than 75,000

	In Current zoning? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Zoning and development regulations allow at least: • four residential units on each lot, • six residential units on each lot if at least two units are affordable, unless the lot is smaller than 1,000 square feet.	N/A	N/A	N/A	Completed: ☐ Date:
b. Zoning and development regulations allow at least six residential units on each lot, within ¼ mile walking distance of a major transit stop.	N/A	N/A	N/A	Completed: ☐ Date:

Appendix B: Element updates per HB 1181 – Climate Change and Resiliency

GMA Periodic Update Due Dates	Required Updates to GMA Elements per HB 1181						
	Greenhouse Gas Reduction Sub-element	Climate Resilience Sub-element	Transportation Element	Land Use Element	Capital Facilities Element*	Utilities Element*	Parks & Recreation Element*
For jurisdictions with a 2024 deadline and subject to GHG Emissions Reduction [Sec. 15 (10)]	Due 2029	Due 2029	Due 2029	Due in 2034			
For jurisdictions with a 2025 & 2026 deadline and subject to GHG Emissions Reduction [Sec. 4 (1) and (2)]	X	X	X	X	X*	X*	X*
Jurisdictions <u>not</u> subject to GHG Emissions Reduction (all years) [Sec. 4 (3) and 9(e)(i)]	Optional	X See RCW 36.70A.070(9)(e)	**	Only counties over 20k pop.	X*	X*	X*

Table notes: "X" indicates a GMA update requirement. One asterisk (*) indicates jurisdictions should make a good faith effort to update their elements to be consistent; refer to HB 1181 (Chapter 228, Laws of 2023) for specifics. Two asterisks (**) indicates 22 cities that need to update their transportation element based on population, not whether or not their county is among those that must develop a GHG emissions element.