

**Planning Commission
Agenda
November 18, 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
AMANDA HAHNEMANN
JONATHAN CORNELIUS
MARC KIRKPATRICK
COLIN BRISSEY - VICE-CHAIR
PAUL KANTWILL - CHAIR
IAN STEELE

COUNCIL LIASON - CASSIDY
BUECHLE-CURTIS

Join Virtually via 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 alerts: 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 and Roll Call**
2. **Public Comment - Limited To 5 Minutes Per Speaker**
3. **Adoption of Minutes**
 - a. November 4, 2025
4. **Business Requiring Public Hearings**
 - a. None scheduled.
5. **Planning Update**
 - a. Planning Consultant Colleda Monick, Staff Announcements
6. **New Business**
 - a. 17.14 - Review of "Sports or Recreation Facility" Use in the Downtown Commercial Zone
 - b. Climate Element Survey
7. **Next Meeting Agenda Development**
 - a. Comp Plan Update, December 16, 2025
8. **Commissioner Comments and Discussion**
9. **Adjournment**

Upcoming Meetings:

Public Safety & Health Committee Meeting — November 19, 2025, at 1:00 p.m.

Regular Council Meeting — November 25, 2025, at 6:00 p.m.

Planning Commission Agenda

November 18, 2025

119 W FIRST STREET
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General Government Committee Meeting — November 26, 2025, at 8:30 a.m.
Public Works & Community Development Committee Meeting — December 3, 2025, at 8:30 a.m.
Lodging Tax & Event Committee Meeting — December 10, 2025, at 8:30 a.m.
Historical Preservation Commission Meeting — December 16, 2025, at 3:00 p.m.
Planning Commission Meeting — December 16, 2025, at 6:00 p.m.
Coal Mines Trail Commission Meeting — January 5, 2026, at 4:00 p.m.

City of Cle Elum
Planning Commission (CEPC) Meeting Minutes
City Council Chambers
November 4, 2025 | 6:00 PM

Call to Order

Chair Kantwill called the meeting to order at 6:00 PM

Roll Call

CEPC Members Present: Paul Kantwill, Colin Brissey, Jon Cornelius, Amanda Hahnemann and Ian Steele

CEPC Members Absent: Gary Berndt and Marc Kirkpatrick

Council Liaison: Cassidy Buechele-Curtis

Staff Present: Colleda Monick

Commissioner Brissey made a motion to excuse Commissioner Berndt and Commissioner Kirkpatrick. Commissioner Cornelius seconded. Motion carried.

Public Comment

Alex Bogart, a resident of Tumble Creek (outside city limits), attended with David Sandona, owner of Pioneer Beverage Company. Mr. Bogart stated that he is interested in leasing Mr. Sandona's property at 111 East Railroad Avenue to establish two indoor pickleball courts. He noted that he had spoken with the Mayor, who explained that indoor recreational uses such as pickleball are currently not permitted within the Downtown Commercial (DC) zoning district, possibly due to parking concerns. Mr. Bogart explained that the proposed use would accommodate no more than eight players at a time, would be a low-impact addition to downtown, and would provide an indoor recreation option during colder months. He expressed that this would also activate a currently vacant space and asked for guidance on potential next steps to explore the opportunity further.

Chair Kantwill clarified that public comment is not intended for question and answer but noted that the Commission would be discussing this topic later in the meeting.

David Sandona added that his family has owned the building for 50 years. Following his retirement in March, the building has remained vacant. He expressed that the proposed use would be a fantastic and low-impact way to utilize the space and that adequate parking is available.

Jay Sluman, a resident of Roslyn, spoke in support of expanding sports facility as an allowed use in the DC. He stated that he has been exploring options to open a gym in Cle Elum but has encountered similar zoning restrictions. Mr. Sluman expressed his support for amending the code to allow more recreational opportunities in the downtown area, noting that many members of the community would welcome such uses.

Adoption of Minutes

Commissioner Brissey motioned to accept the October 7, 2025 minutes as presented. Commissioner Steele seconded. Motion carried.

Public Hearing- City Planning

None.

Commission and Staff Reports

Colleda Monick, Staff Announcements:

- **Planning & Historic Preservation Commission Openings:** There is still a vacancy on the Historic Preservation Commission. Planning Commission will have a vacancy starting in 2026.

New Business

The order of new business was switched to reflect public interest in discussing amendments to 17.14.

1. 17.14 – Review: “Sports or Recreation Facility” Use in Downtown Commercial Zone.

Staff Overview: Staff provided an overview of the City’s recently adopted Table of Permitted Uses, which was intended to clarify and streamline zoning code interpretations. Since adoption, several inquiries have highlighted potential gaps regarding recreation-oriented uses in the Downtown Commercial (DC) zone.

The City has received requests from a karate/jiu-jitsu studio, a private pickleball facility, and a dance studio seeking to operate in the DC zone. Staff also noted existing businesses, including a gym and yoga studio, that predate the new table but fall under the “Sports or Recreation Facility” classification. This use is defined as a designated area, building, or complex for organized and informal physical activities, fitness, and recreation. The Mayor requested that the Commission review whether this use should be permitted in the Downtown Commercial zone to support small business growth while maintaining consistent code interpretation.

Commission Discussion:

- **Chair Kantwill** opened discussion, emphasizing careful consideration and the balance between responsive decision-making and deliberate planning to support business growth.
- **Commissioner Hahnemann** referenced other communities’ experiences, noting concerns about deactivating streets and the importance of balancing privacy with visibility. She suggested combined retail components (e.g., sales of water or towels) to maintain public engagement. She also highlighted parking considerations and potential noise impacts for nearby residents.
- **Commissioner Steele** expressed openness to evaluating expanding this use.
- **Commissioner Brissey** supported encouraging business development. He recalled prior subcommittee discussions on sports facilities, noting larger indoor/outdoor uses like soccer fields or aquatic centers could create significant parking and scale concerns. He suggested refining the definition to differentiate smaller studios from large-scale facilities and recommended a Type 2 review process for such uses.
- **Commissioner Hahnemann** agreed on incorporating scale parameters and reiterated potential noise impacts.
- **Chair Kantwill** suggested provisions addressing indoor vs. outdoor use, operating hours, and noise mitigation.
- **Councilmember Cassidy** noted that size considerations could provide long-term guidance for downtown uses, emphasized the relevance of a Type 2 review, and supported exploring provisions for indoor/outdoor distinctions and smaller-scale facilities.

Public Comments:

- **Alex Bogart** addressed the Commission regarding his proposal for a pickleball facility, noting the building is well-insulated and minimizing potential noise impacts. He expressed concern over timing, noting potential loss of the building if the process is delayed.
- **Jay Sluman** discussed challenges with outdoor training locations and emphasized community demand for timely indoor recreational opportunities.

Staff Summary: Staff clarified that timelines are estimates and would require detailed review before formalizing. The process for amending zoning code provisions was outlined. Staff will return with a proposed processing timeline and potential provisions addressing indoor/outdoor use, size, and scale for sports or recreation facilities in the Downtown Commercial zone to be presented at the next Planning Commission meeting.

2. Climate Element Survey – Staff provided an update on the survey going out with utility bills as part of the Climate Element portion of the Comprehensive Plan Update

Next Meeting Agenda Development

- a. Sports Facility – indoor/outdoor, noise, size, processing timeline.

Commissioner Comments and Discussion

Chair Kantwill noted that he will be attending the next several meetings virtually. He also highlighted upcoming Veterans Day events, including a program on Monday, November 10th, at the school beginning at 1:00 PM, and a Veterans Day celebration hosted by the Eagles on Tuesday, November 11th.

Adjournment

Chair Kantwill adjourned the meeting at 7:07 pm. The Commission will reconvene on November 18, 2025 at 6:00 p.m.

Chair Kantwill

Date

City of Cle Elum Planning Commission

November 18, 2025

Subject –Review of “Sports or Recreation Facility” Use in the Downtown Commercial Zone

Background:

As discussed, several inquiries and existing businesses in the Downtown Commercial (DC) zoning district have highlighted the need to revisit how “Sports or Recreation Facility” uses are addressed. The current Table of Permitted Uses does not expressly allow this use in DC, although similar uses (such as yoga and fitness studios) have historically operated in this area – despite not being allowed under the previous versions of the code.

Based on the Commission’s discussion, staff has prepared several options to support expanding this use in the use in the DC, including size limitations, outdoor vs. indoor, and the requirement of a retail component.

That said, the simplest approach would be to restrict outdoor use in the DC. Using size as a limiting factor may be difficult to manage, especially if someone wanted to utilize an existing building. While adding a retail component compliments the purpose of the district, it could also be limiting for businesses who do not want to be burdened by overhead costs associated with inventory.

Proposed Amendment to Table of Permitted Uses (CEMC 17.14.030)

Use Category: Sports or Recreation Facility

Definition: A designated area, building, or complex developed and used for organized and informal physical activities, fitness, and recreational purposes. This includes, but is not limited to, indoor and outdoor spaces for individual and team sports, fitness centers, gyms, dance studios, martial arts, aquatic centers, and similar facilities promoting health and community engagement.

Use Type	Description/Criteria	Review Level
Sports or Recreation Facility	(Restrict outdoor use)	
Sports or Recreation Facility, Small-Scale Indoor	Enclosed indoor facility ≤ 5,000 sq. ft. GFA; no outdoor component.	
Sports or Recreation Facility, Large-Scale Indoor	Enclosed indoor facility > 5,000 sq. ft. GFA; may include multiple activity areas or specialized equipment.	
Sports or Recreation Facility w/ Outdoor	Includes outdoor activity areas, courts, or spectator areas, regardless of size; subject to performance standards for lighting, noise, and screening.	
Sports or Recreation Facility w/ Retail (frontage First Street)	Facility located on First Street must include ≥20% of ground-floor street frontage dedicated to a retail or public-facing component (e.g., shop, café, or publicly visible studio).	

What other communities are doing:

1. **Bellingham:** Recreation facilities are a permitted use in their downtown.
2. **Wenatchee:** Recreation facilities are a permitted use in their downtown.
3. **Yakima:** Recreation facilities are a permitted use in their downtown.
4. **Chelan:** Private Sports Clubs are a permitted use. Community Recreation Facility is considered a conditional use.
5. **Leavenworth:** Recreation (outdoor) is a conditional use. Recreation (passive) is a permitted use.
 - a. "Recreation, outdoor use" means an area designed for active recreation, whether publicly or privately owned, including, but not limited to, baseball diamonds, soccer and football fields, tennis courts and swimming pools.
 - b. "Recreation, passive" means recreational development generally associated with a low level of human activity and limited construction-related impacts, which may include nature trails, playground equipment and similar uses.
 - c. "Recreational facilities" means facilities for recreational uses, including but not limited to swimming pools, athletic clubs, tennis courts, ball fields, play fields, and skate parks.

17.14.030 Table of permitted land uses.

Table 16.1. Permitted Land Uses

R = Residential

DC = Downtown Commercial GC = General Commercial

MFR = Multi-Family Residential

EC = Entry Commercial

I = Industrial

PU = Public Use

	R	MFR	DC	EC	GC	I	PU
AMUSEMENT AND RECREATION							
Entertainment Venue(*)				2	1		
Game Room(*)			3	2	1		
Open Air/Outdoor Market(*)			1	1	1		
Parks(*)	3	1	3	3	3	3	1
RV Park(*)					3		
Social Card Rooms(*)			3	3	3		
Sports/Recreation Facility(*)			#4	2	1		1
Theaters			1	2	1		

4 Indoor facilities only

Planning Commission Packet and suggested edits > November 18th, 2025.

If Commission comes to consensus on text amendments, the following timeline could be used.

DRAFT Schedule for Text Amendments

Notify Commerce (60 day review) – December 11th, 2025 through February 9, 2026

Notice of Application, Environmental Review, and Public Hearing:

Publish in paper - December 11th, 2025

Comment period (14 days) – December 11th through December 26th, 2025 (*public perception of comment period during the holidays is usually not favorable*)

Planning Commission Public Hearing:

January 6th, 2026 (confirm quorum/potential weather concerns)

Notice of Closed Record Public Hearing for Council:

Publish in paper (minimum of 14 days before hearing) – January 15th, 2026

Hearing for Council:

February 10th, 2026

If approved, Ordinance would go into effect on February 16th, 2026

Documents to prepare

Before December 11th:

- SEPA Checklist
- Commerce Notification
- Notice of Application, Environmental Review, and Public Hearing
- Newspaper Notice
- Determination of Nonsignificance

Before January 6th:

- Staff Report of Text Amendments
- Planning Commission Recommendation

Before January 15th:

- Newspaper Notice

Before February 10th:

- Staff Report for Council
- Ordinance for Council