

CITY ADMINISTRATOR
ROBERT OMANS

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS DIRECTOR
MATHEW BAILEY

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNER
COLLEDA MONICK

City Council
Agenda
February 10, 2026
6:00 PM



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

DEPUTY MAYOR
CASSIDY BUECHLE - CURTIS

CITY COUNCIL
CASSIDY BUECHLE - CURTIS
BETH WILLIAMS
JON CORNELIUS
KEN RATLIFF
STEVEN COOK
AUDREY MALEK
STEVEN HARPER

CITY ATTORNEY
CURTIS CHAMBERS

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, Pledge of Allegiance, and Roll Call**
 - a. February 10, 2026, Sign In Sheet
2. **Public Comment – Limited to 5 Minutes per Speaker**
3. **Announcements, Appointments, Awards, and Recognition**
 - a. Cle Elum Downtown Association — Jordan Peterson
 - b. Appointment of Special Committee — Council Rules of Procedure
 - c. Celebrating the World Champion Seattle Seahawks — Proclamation — Mayor Lundh

4. **Approval of Meeting Agenda**

5. **Consent Agenda**

Items listed below have been distributed to Council Members in advance for review and will be enacted by one motion. If separate discussion is desired on an item, it may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Council Member or a member of the public with concurrence from a Council Member:

- a. Committee of the Whole Meeting Minutes — January 27, 2026
 - b. Council Meeting Minutes — January 27, 2026
 - c. Payables — February 10, 2026 — \$221,345.46
 - d. Payroll Vouchers — February 5, 2026 — \$368,316.96
6. **Department Head Reports**
- a. Rob Omans — City Administrator

City Council Agenda

February 10, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

- b. Colleda Monick — Planner
 - c. Mathew Bailey — Public Works Director
 - d. Rich Albo — Police Chief
 - e. Ed Mills — Fire Chief
 - f. William LaRue — Utilities Operations Manager
7. **Public Appearances – 15-Minute Limit**
- a. Coal Mines Trail Signage Project — Update — Roslyn Heritage Club — Maria Adams
8. **Business Requiring Public Hearings**
- a. Public Hearing — Text Amendments — Ordinance 1721 — Colleda Monick — Planner
9. **Unfinished Business**
10. **New Business**
- a. Señor Bones New 5-Year Lease — Rob Omans — City Administrator
 - b. Resolution 2026-005 — 2026 Water Rates — Customers Outside City Limits
 - c. Resolution 2026-006 — Renaming of Flag Pole Park — Mathew Bailey — Public Works Director
 - d. Resolution 2026-004 — Surplus City Hall and Public Works Items
 - e. Planning Director — Employment Agreement — Shannon Johnson
 - f. Request for Leak Adjustment — Terra Hicks
 - g. Request for Leak Adjustment — Tom Pepito
11. **Report of Committees**
- a. Public Works & Community Development
 - b. Public Safety & Health
 - c. Lodging Tax & Events
 - d. General Government
12. **Councilmember Comments - Limited to 5 Minutes**
13. **Mayor's Report**
14. **Adjournment**

Upcoming Meetings:

Lodging Tax & Events Committee Meeting — February 11, 2026, at 8:30 a.m.

Historical Preservation Commission Meeting — February 17, 2026, at 3:00 p.m.

Planning Commission Meeting — February 17, 2026, at 6:00 p.m.

Public Safety & Health Committee Meeting — February 18, 2026, at 1:00 p.m.

Civil Service Commission Meeting — February 18, 2026, at 5:15 p.m.

Regular Council Meeting — February 24, 2026, at 6:00 p.m.

General Government Committee Meeting — February 25, 2026, at 8:30 a.m.

City Council Agenda February 10, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

Coal Mines Trail Commission Meeting — March 2, 2026, at 4:00 p.m.

Public Works & Community Development Committee Meeting — March 4, 2026, at 8:30 a.m.

City of Cle Elum Council Meeting

February 10, 2026, 6:00 p.m.

If you wish to address the Mayor and Council, please sign in below

Please sign in:

Name	Address	PLEASE PROVIDE EMAIL ADDRESS IF YOU WANT COUNCIL'S RECOMMENDATION MAILED TO YOU
Brian Tate	311 Washington	bteate@yahoo.com
Russ W	308 E 2nd St	

Jordan Peterson
notes

After thoughtful reflection, I have formally submitted my resignation as Executive Director of the Cle Elum Downtown Association.

I feel that my work here has come full circle, and it is time to move on — to make space for new leadership, new energy, and new ideas that will help shape the future of this organization. This decision comes from a place of deep respect and love for the community and the work we've done together.

One of the greatest honors of this role has been building relationships — both within the organization and throughout Cle Elum. I especially cherished the moments spent sitting down with individuals like Charlie Glondo, Al Lewis, Ben Goldie, and Hartwig Vatheur — listening to their stories, learning what brought them here and why they chose to stay. Those conversations, and many others like them, offered a rich, authentic glimpse into the soul of this community. Our history extends far beyond coal and railroads — the real wealth of this place is in its people.

The initiatives we've begun, the partnerships we've nurtured, and the growth we've witnessed are what this work is truly about. I'm proud of the progress we've made, and I know there is so much more ahead. Over the coming months, I will dedicate myself to ensuring a smooth and thoughtful transition — including onboarding the next Executive Director and working with the Board and staff to develop strong succession plans.

My ask is simple: Please continue to foster the beautiful growth of this community. Support one another. Keep looking for the magic that lives in this place and in its people. It has been an honor to serve, and to have had the opportunity to share this journey with my family by my side.

With deep appreciation,
Jordan Peterson
Executive Director
Cle Elum Downtown Association



PROCLAMATION CELEBRATING THE WORLD CHAMPION SEATTLE SEAHAWKS

WHEREAS, the Seattle Seahawks of the National Football League became World Champions by winning Super Bowl LX on Sunday, February 8, 2026, defeating the New England Patriots by a score of 29-13 in a dominant performance at Levi's Stadium in Santa Clara, California; and

WHEREAS, the Seahawks Super Bowl LX victory is the second title in franchise history, the first being in Super Bowl XLVIII in 2014; and

WHEREAS, their victory stands as a testament to their commitment to excellence through preparation, determination, grit, teamwork, and resilience throughout the 2025 season; and

WHEREAS, the players, coaches, and the entire Seahawks organization demonstrated outstanding skill and sportsmanship, thrilling 12s around the region and world, while giving back to the community and serving as role models to young athletes; and

WHEREAS, the team, led by the "Dark Side" defense, achieved a resounding victory, which united the community together and brought great pride to 12s in Cle Elum and beyond; and

WHEREAS, it is fitting and proper to recognize and celebrate the World Champion Seattle Seahawks for their incredible achievement and to honor their contributions to the sport of football, community involvement, and unity;

NOW, THEREFORE, I, Matthew Lundh, Mayor of the City of Cle Elum, do hereby proclaim February 11, 2026 as

Seattle Seahawks Celebration Day

In and for the City of Cle Elum, I encourage all residents to join in celebrating their success, supporting the team's efforts, and acknowledging the positive impact they have brought to our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Cle Elum to be affixed this 10th day of February, 2026.

Matthew Lundh
Mayor, City of Cle Elum

CLE ELUM COMMITTEE OF THE WHOLE
MINUTES
JANUARY 27, 2026
5:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

1. Call to Order, Pledge of Allegiance, and Roll Call

Councilmember Present:

Cassidy Buechle-Curtis
Ken Ratliff
Beth Williams
Steven Harper
Jon Cornelius
Audrey Malek

Absent:

Steven Cook

MOTION: Councilmember Harper made a motion to approve the absence of Councilmember Cook; seconded by Councilmember Cornelius.

MOTION CARRIED: 6 yes 0 no

Staff Present:

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Robin Newcomb - Finance Director

2. New Business

- a. 4th Quarter Budget Report — Robin Newcomb — Finance Director

See attached report.

3. Other Committee Comments

4. Adjournment

The meeting was adjourned at 5:17 p.m.

Matthew Lundh, Mayor

Debbie Lee, Clerk

Committee of the Whole Agenda January 27, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

CLE ELUM CITY COUNCIL
MINUTES
JANUARY 27, 2026
6:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

1. Call to Order, Pledge of Allegiance, and Roll Call

Councilmembers Present:

Cassidy Buechle-Curtis
Ken Ratliff
Beth Williams
Steven Harper
Jon Cornelius
Audrey Malek
Steven Cook

Staff Present:

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Mathew Bailey - Public Works Director
Rich Albo - Police Chief

- a. [January 27, 2026, Sign In Sheet](#)

2. Public Comment – Limited to 5 Minutes per Speaker

- a. [Brian Tate — See attached handout](#)

3. Announcements, Appointments, Awards, and Recognition

4. Approval of Meeting Agenda

MOTION: Councilmember Harper made a motion to approve the agenda as presented;
seconded by Councilmember Cook.
MOTION CARRIED: 7 yes 0 no.

5. Consent Agenda

MOTION: Councilmember Harper made a motion to approve the consent agenda; seconded

City Council Agenda

January 27, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

Councilmember Buechle-Curtis disclosed that the newly hired Assistant City Administrator, Erica Krum, is her cousin.

- a. Council Meeting Minutes — January 13, 2026
- b. Payables — December 31, 2025 — \$265,473.83
- c. Payables — January 27, 2026 — \$213,952.23
- d. Resolution 2026-003 — Surplus Police Items
- e. City-County — 2026 Library Service Agreement
- f. Progress Estimate No. 1 — N. Montgomery Ave. Watermain Improvements — Flowline \$29,942.18
- g. Assistant City Administrator — Employment Agreement — Erica Krum

6. Department Head Reports

- a. Rob Omans — City Administrator
See attached report.
- b. Mathew Bailey — Public Works Director
See attached report.

The Washington State Department of Transportation (WSDOT) is finalizing the roundabout at Stafford, noting that all signage bases require WSDOT approved breakaways and are

City Council Agenda

January 27, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

expected to be installed soon.

Councilmember Williams expressed interest in touring Bullfrog Flats.

Councilmember Buechle-Curtis inquired about fire hydrant inspections within the city and whether the fire department would assist. Mathew Bailey, Public Works Director, stated there are no plans for fire department involvement. Staff intends to ensure all Public Works tasks are completed before involving volunteer firefighters.

c. [Rich Albo — Police Chief](#)

See attached report.

Police stats were submitted for the years 2023-2025.

7. **Public Appearances – 15-Minute Limit**

a. [Jordan Peterson — Downtown Association — 2025 Year End Recap](#)

See attached report.

Kaylee Thompson presented the slide show. (see attached)

8. **Business Requiring Public Hearings**

9. **Unfinished Business**

10. **New Business**

a. [Cle Elum Downtown Association — 2026 Christmas Parade & Fireworks — Lodging Tax Application — Councilmember Malek](#)

The total amount requested for the 2026 Christmas Parade & Fireworks Lodging Tax application is \$7,750.

MOTION: Councilmember Harper made a motion to approve the 2026 Christmas Parade & Fireworks Lodging Tax application in the amount of \$7,750.00; seconded by Councilmember Cornelius.

MOTION CARRIED: 7 yes 0 no.

City Council Agenda

January 27, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

- b. [Cle Elum Downtown Association — 2026 Holiday Lighting — Lodging Tax Application — Councilmember Malek](#)

The total amount requested for the 2026 Holiday Lighting Lodging Tax application is \$72,783.98.

Discussion was held regarding the year-to-year increase in costs, noting that the event does generate increased traffic. The council requested that the Cle Elum Downtown Association obtain additional bids from other vendors.

It was also suggested that the association explore securing supplemental funding through the County Lodging Tax process in 2027.

MOTION: Councilmember Cook made a motion to approve the 2026 Holiday Lighting Lodging Tax application in the amount of \$72,783.98; seconded by Councilmember Cornelius.

MOTION CARRIED: 6 yes 1 no (Councilmember Harper)

- c. [Cle Elum Downtown Association — 2026 Visitor Center — Lodging Tax Application — Councilmember Malek](#)

MOTION: Councilmember Harper made a motion to approve the 2026 Visitor Center Lodging Tax application in the amount of \$33,976.35; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

- d. [Cle Elum Downtown Association — 2026 Placer Labs Intelligence Software — Lodging Tax Application — Councilmember Malek](#)

MOTION: Councilmember Harper made a motion to approve the 2026 Placer Labs Intelligence Software Lodging Tax application; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

- e. [Cle Elum Downtown Association — 2026 Pioneer Days — Lodging Tax Application — Councilmember Malek](#)

MOTION: Councilmember Harper made a motion to approve the 2026 Pioneer Days Lodging Tax application in the amount of \$35,873.00; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

- f. [Yakima Heart Safe Initiative — AED/CPR Program 2026 — Lodging Tax Application — Councilmember Malek](#)

Councilmember Malek provided an overview of the Yakima Heart Safe Initiative, which aims to provide mobile AEDs located in facilities that are open 24/7 as well as in select outdoor areas. Locations include City Hall, Skate Park, Horse Park, and Courthouse.

Hotel locations will be voluntary, with AEDs placed in lobbies, and staff will receive CPR

City Council Agenda

January 27, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

training. A total of 10 hotel sites are expected to participate.

Outdoor AEDs will have enhanced security, including GPS tracking and photo verification of the person accessing the unit and will notify Pulse Point. They would also include naran, an epi pen and stop the bleed kits.

MOTION: Councilmember Harper made a motion to approve the 2026 Yakima Heart Safe Initiative AED/CPR Lodging Tax application; seconded by Councilmember Buechle-Curtis.

MOTION CARRIED: 7 yes 0 no.

11. Report of Committees

a. Public Works & Community Development

The next Public Works & Community Development meeting is scheduled for February 4, 2026.

b. Public Safety & Health

Fireworks: Councilmember Buechle-Curtis brought up the discussion with the Council about whether to amend the code to allow fireworks on New Year's, even for a restricted period. Currently, fireworks are not permitted within city limits. The majority of the Council expressed opposition to changing the current code.

E-Bikes: Discussion focused on the potential impact of e-bikes on the community. The committee could explore multiple directions, but the Council emphasized that the most important considerations include sidewalk use and safety concerns. Councilmember Malek noted that increased use of Class B e-bikes, which do not have pedals or governors, could be dangerous. The Council also discussed whether parks and trails should allow e-bikes, noting that Evergreen Mountain Bike has expertise on this topic. Education regarding e-bike use was identified as important. Currently in legislation is a bill in the Senate defining e-bikes. The legislature is likely to take some action, and the council agreed to possibly wait until mid-March to continue the discussion.

c. Lodging Tax & Events

The committee is currently working on updates to the events code and revising the application.

d. General Government

The General Government Committee will hold its next meeting tomorrow morning at 8:30 a.m.

City Council Agenda

January 27, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

e. Coal Mines Trail

The Coal Mines Trail Commission will hold its next meeting on February 2, 2026.

12. **Councilmember Comments - Limited to 5 Minutes**

a. FYI — 2025 Hope Source Connector Service Update

b. Councilmember Cook's Comment (attached)

13. **Mayor's Report**

Councilmember Cornelius attended the AWC City Action Days and reported that the event was well organized. He was impressed by the lobbyists and how they split their responsibilities, noting that he received significant value from the experience.

During City Action Days, Councilmember Cook, Buechle-Curtis and Mayor Lundh met with State Representatives Dent & Ybarra and Senator Warnick, describing the meetings as productive. Several issues were forwarded, including advocacy for state regulation of kratom.

HLA submitted a capital budget request and a transportation request by the established deadline.

14. **Adjournment**

The meeting was adjourned at 7:40 p.m.

Matthew Lundh, Mayor

Debbie Lee, Clerk

CHECK REGISTER

City Of Cle Elum

Time: 14:44:16 Date: 02/04/2026

01/28/2026 To: 02/10/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
338	01/28/2026	Claims	1	EFT	Cintas Corporation	221.79	Public works mats, towels, uniforms 1/20
340	01/28/2026	Claims	1	EFT	WA State Dept of Revenue	2,868.84	4th qtr leasehold
377	01/28/2026	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun permit 1165
378	02/01/2026	Claims	1	EFT	Puget Sound Energy	64.74	Jan 2026 -- 500 Owens Rd #8264 prorated
390	01/28/2026	Claims	1	EFT	Chase Paymentech	259.85	January merchant fees non utility
391	01/28/2026	Claims	1	EFT	Chase Paymentech	976.58	January merchant fees utility
392	01/28/2026	Claims	1	EFT	USDA Forest Service c/o US Bank	435.00	Cle Elum Ranger District 2026 water trans pipeline for 2007 permit 12" D -- water and sewer lines to residential property
395	01/28/2026	Claims	1	EFT	WA State Dept of Licensing	54.00	Gun Permit 1166; 1167; 1168
426	02/02/2026	Claims	1	EFT	Gigabeam Internet		Stopped services
427	02/02/2026	Claims	1	EFT	Methodworks	754.08	January IT Support
430	01/31/2026	Claims	1	EFT	Cintas Corporation	380.90	Public works uniforms/mats/towels 1/27 and first aid kit refills city hall and public works
433	02/02/2026	Claims	1	EFT	Inland Networks	30.00	Library alarm monitoring
434	02/02/2026	Claims	1	EFT	T-Mobile	94.05	City hall backup internet
451	01/31/2026	Claims	1	EFT	Inland Networks	214.40	Parks bathroom internet and public works internet
505	02/03/2026	Claims	1	EFT	Inland Networks	30.00	Police Dept alarm monitoring
506	02/03/2026	Claims	1	EFT	Xpress Bill Pay	686.87	January merchant fees
526	02/10/2026	Claims	1	48266	ARRF Animal Rescue	3,000.00	2026 Shelter Services
527	02/10/2026	Claims	1	48267	Badger Creek Products	47.78	Police Dept Uniform allowance - Venera patches; Police Dept Uniform allowance - 6 agency patches
528	02/10/2026	Claims	1	48268	Brown and Jackson Septic	575.00	Port A Potty Jan 2026-- Coal Mine Trailhead; Port A Potty Jan 2026 -- 719 E Third Park; Port A Potty Jan 2026 -- 1002 Forest Service Rd Cemetery; Port A Potty Jan 2026 -- 221 E First Public Restro
529	02/10/2026	Claims	1	48269	Camah	25.00	2025 membership dues for Cascade Assoc. of Museums, Arts, and History
530	02/10/2026	Claims	1	48270	Central Cleaning	480.00	Cleaning -- City Hall 1/26; Shop 1/27 and 2/3; Police 1/29 and 2/5; Fire Dept 1/30
531	02/10/2026	Claims	1	48271	Cle Elum Downtown Association	25,000.00	2026 Mainstreet Tax Credit for 2027 city excise tax credit
532	02/10/2026	Claims	1	48272	Steven Cook	105.00	Councilmember Per Diem/Fuel for city car for AWC City Action Days
533	02/10/2026	Claims	1	48273	Copiers Northwest Inc.	323.09	City Hall copier overage charge for 1/1/26 to 1/31/26; Public works/Library copier overage charge 1/1 to 1/31 overage period
534	02/10/2026	Claims	1	48274	ESRI Inc.	1,210.86	5/1/26 to 4/30/27 ARC GIS Desktop
535	02/10/2026	Claims	1	48275	Ellensburg Brake and Bearing	25.42	Police Dept Flat repair
536	02/10/2026	Claims	1	48276	Flock Group Inc.	379.75	Police Dept Camera Maintenance
537	02/10/2026	Claims	1	48277	Brad Helgeson	172.00	Police Dept Empolyee reimbursement - Internal Affairs Investigations training
538	02/10/2026	Claims	1	48278	Heritage Law	2,325.00	January public defense fees

CHECK REGISTER

City Of Cle Elum

01/28/2026 To: 02/10/2026

Time: 14:44:16 Date: 02/04/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
539	02/10/2026	Claims	1	48279	J.P. Cooke Company	93.95	Police Dept dog tags/ licenses 2026
540	02/10/2026	Claims	1	48280	James Oil Company	703.16	Police Dept fuel 1/15 to 1/31; Public works fuel 1/16 to 1/28
541	02/10/2026	Claims	1	48281	Jerrol's	536.90	City Hall - Janitorial toilet paper; City Hall -- Robin's toner CE505X; City Hall -- copy paper; City Hall -- perforated paper
542	02/10/2026	Claims	1	48282	Kittitas County Auditor	5,899.22	11/4/25 general election costs; 2025 voter registration maintenance
543	02/10/2026	Claims	1	48283	Kittitas County Sheriff Department	32,138.66	4th Qtr County Inmate Contract Jail costs
544	02/10/2026	Claims	1	48284	Law Office of Mark W. Garka, PLLC	4,000.00	January prosecution services
545	02/10/2026	Claims	1	48285	Mario M Magnotti	376.77	Original check from 9/23/25 #47882 was lost -- this is a reissue for a purchase by the employee for a magazine for a gun; Police Dept Employee - Uniform Allowance
546	02/10/2026	Claims	1	48286	Mike Miller	17,500.00	Water Rights purchased from Kittitas County Transfer Station/Solid Waste, 50 #5 Mine Rd., Cle Elum, WA -- 5 Water Rights @ \$3,500 each
547	02/10/2026	Claims	1	48287	Mountain Auto Parts	3,931.52	City/Public Works Acct 2385- Sanders, F150 belt and thermostat, shop oil changes, hose fittings downtown sidewalks; Fire Dept Acct 2388 -- ambulance battery, core deposit credit, S521 oil change; Poli
548	02/10/2026	Claims	1	48288	Northern Kittitas County Tribune	379.50	Public Hearing Text Amendments 17.04.040 17.04.050 17.14 030; Ord. 1719 & 1720; Public hearing Teanaway Court; Deputy Mayor nameplate; Public Hearing Hope Sources Teanaway Court zoom link correction;
549	02/10/2026	Claims	1	48289	One Call Concepts, Inc	31.97	Call Before Dig Tickets x 23/January
550	02/10/2026	Claims	1	48290	Ros-Elum Services, LLC	1,821.60	City Hall carpet cleaning
551	02/10/2026	Claims	1	48291	Stoel Rives	15,487.42	Bankruptcy attorney fees for December
552	02/10/2026	Claims	1	48292	Suncadia	7,590.25	Water capital reimbursement -- Kittitas County Transfer Station, 50 #5 Mine Rd., Cle Elum, WA -- 4.85 ERU's
553	02/10/2026	Claims	1	48293	Upper Kittitas Co. Senior Center	12,000.00	2026 UKC Senior Center services per contract
554	02/10/2026	Claims	1	48294	Van Ness Feldman LLP	4,662.00	Attorney Services/December -- Trust water donation from Blue Fern; Attorney Services/December -- Blue Fern; Attorney Services/December -- Teanaway Court; Attorney Services/December -- Hanson Easement
555	02/10/2026	Claims	1	48295	Veolia Water North America	62,230.70	Passthrough Waste Water December 2025; Passthrough Water plant December 2025

CHECK REGISTER

City Of Cle Elum

01/28/2026 To: 02/10/2026

Time: 14:44:16 Date: 02/04/2026

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
556	02/10/2026	Claims	1	48296	WA State Dept of Trans.	356.84	Project Review and Inspect -- 2nd St Pathway Phase 1; Project Review and Inspect -- SR903 Stafford Ave
557	02/10/2026	Claims	1	48297	WA State Dept of Transportation	72.72	First and Oakes resurface DOT Grant January project management
558	02/10/2026	Claims	1	48298	WA State Patrol	24.00	Police Dept background checks
559	02/10/2026	Claims	1	48299	Washington Assoc of Bldg Officials	962.22	Training -- Fire Chief and Planning Tech -- WABO
560	02/10/2026	Claims	1	48300	Washington Assoc of Sheriff Police Chief	120.00	Police WASPC Dues 2026
561	02/10/2026	Claims	1	48301	Wholesail Network LLC	1,262.25	City internet
562	02/10/2026	Claims	1	48302	Wilderness Ridge, LLC	7,486.50	Remove pine tree an haul off 020226
563	02/10/2026	Claims	1	48303	Willette's Heating	878.81	Rental House Fuel
388	01/28/2026	Claims	9	EFT	U.S. Bank	40.50	January safekeeping fees
					511 Legislative	199.10	
					513 Executive	105.00	
					514 Financial, Recording & Elections	5,899.22	
					515 Legal Services	9,163.00	
					518 Centralized Services	18,078.97	
					521 Police Department	34,683.01	
					522 Fire Department	1,504.85	
					536 Cemetery	115.00	
					558 Planning & Community Devel	1,691.97	
					572 Libraries	49.75	
					576 Park Facilities	262.40	
					001 Current Expense/General Fund	71,752.27	
					515 Legal Services	15,487.42	
					004 City Heights WCIA Settlement Agreement 2023	15,487.42	
					542 Streets - Maintenance	7,970.38	
					543 Streets Admin & Overhead	924.25	
					595 Capital Expenditures- Streets	104.88	
					101 Street Fund	8,999.51	
					595 Capital Expenditures- Streets	324.68	
					102 TIB Complete Streets Grant	324.68	
					521 Police Department	288.80	
					554 Environmental Services	3,000.00	
					104 Police 3/10's Sales Tax Fund	3,288.80	
					542 Streets - Maintenance	115.00	
					110 Coal Mine Trail Fund	115.00	
					515 Legal Services	1,539.00	
					131 Blue Fern DA # 2002-01 CRA 2024-01,03	1,539.00	
					515 Legal Services	285.00	
					558 Planning & Community Devel	180.40	
					140 Teenaway Court/Hopesource Devel. Fund	465.40	
					534 Water Utilities	39,834.94	

CHECK REGISTER

City Of Cle Elum

01/28/2026 To: 02/10/2026

Time: 14:44:16 Date: 02/04/2026

Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		401 Water Fund				39,834.94	
		537 Garbage & Solid Waste				13.74	
		402 Garbage Fund				13.74	
		534 Water Utilities				41,107.78	
		404 Water Regional Fund				41,107.78	
		535 Sewer				14,102.42	
		409 Sewer Fund				14,102.42	
		535 Sewer				21,349.66	
		410 Sewer Regional Fund				21,349.66	
		580 Non Expenditures				2,964.84	
		699 State Agency Fund 380/580				2,964.84	
						221,345.46	Claims: 221,345.46

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the city, and that I am authorized to authenticate and certify to said claim(s). Approved by the Auditing Committee:

Cassidy Buechle-Curtis Date _____

Steven Harper Date _____

Audrey Malek Date _____

Payroll

CHECK REGISTER

City Of Cle Elum

Time: 16:21:59 Date: 02/03/2026

01/20/2026 To: 02/05/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
169	01/20/2026	Payroll	1	EFT	Jane Agar	1,200.00	
170	01/20/2026	Payroll	1	EFT	Virgil D Amick	1,500.00	
171	01/20/2026	Payroll	1	EFT	Matthew R Anderson	2,000.00	
172	01/20/2026	Payroll	1	EFT	Aaron G Barr	1,600.00	
173	01/20/2026	Payroll	1	EFT	Audrey M Casassa	1,300.00	
174	01/20/2026	Payroll	1	EFT	Brian DeFrang	500.00	
175	01/20/2026	Payroll	1	EFT	Bradley D Helgeson	2,000.00	
176	01/20/2026	Payroll	1	EFT	Kathryn A Heller	750.00	
177	01/20/2026	Payroll	1	EFT	William LaRue	1,500.00	
178	01/20/2026	Payroll	1	EFT	Debbie Lee	1,100.00	
179	01/20/2026	Payroll	1	EFT	David Lindseth	800.00	
180	01/20/2026	Payroll	1	EFT	Edwin L Mills	2,500.00	
181	01/20/2026	Payroll	1	EFT	Cheryl J Montgomery	2,000.00	
182	01/20/2026	Payroll	1	EFT	William Neuman	1,000.00	
183	01/20/2026	Payroll	1	EFT	Robin L Newcomb	3,500.00	
184	01/20/2026	Payroll	1	EFT	Robert F Omans	2,000.00	
185	01/20/2026	Payroll	1	EFT	Whitney Prosek	800.00	
186	01/20/2026	Payroll	1	EFT	Jennifer E Rogers	2,000.00	
187	01/20/2026	Payroll	1	EFT	Cornelia J Van Dongen	1,000.00	
188	01/20/2026	Payroll	1	EFT	Anthony A Venera	2,000.00	
189	01/20/2026	Payroll	1	EFT	Levi A Waddell	2,000.00	
190	01/20/2026	Payroll	1	EFT	Columbia Bank	20,000.00	941 taxes for Draws
455	02/05/2026	Payroll	1	EFT	Jane Agar	3,036.33	
456	02/05/2026	Payroll	1	EFT	Richard D Albo	8,637.15	
457	02/05/2026	Payroll	1	EFT	Daniel J Alcaraz	4,318.28	
458	02/05/2026	Payroll	1	EFT	Virgil D Amick	3,419.97	
459	02/05/2026	Payroll	1	EFT	Matthew R Anderson	5,719.83	
460	02/05/2026	Payroll	1	EFT	Mathew D Bailey	5,663.79	
461	02/05/2026	Payroll	1	EFT	Aaron G Barr	4,345.40	
462	02/05/2026	Payroll	1	EFT	Cassidy J Buechle-Curtis	226.86	
463	02/05/2026	Payroll	1	EFT	Audrey M Casassa	2,565.48	
464	02/05/2026	Payroll	1	EFT	Steven Cook	226.86	
465	02/05/2026	Payroll	1	EFT	Jonathan E Cornelius	226.86	
466	02/05/2026	Payroll	1	EFT	Brian DeFrang	7,124.49	
468	02/05/2026	Payroll	1	EFT	Carl J Heimbigner	125.52	
469	02/05/2026	Payroll	1	EFT	Bradley D Helgeson	6,526.88	
470	02/05/2026	Payroll	1	EFT	Kathryn A Heller	3,297.45	
471	02/05/2026	Payroll	1	EFT	Alec Johnson	5,684.30	
472	02/05/2026	Payroll	1	EFT	Craig D Juris	4,167.72	
473	02/05/2026	Payroll	1	EFT	Jessica T Korich	3,714.37	
474	02/05/2026	Payroll	1	EFT	William LaRue	6,576.10	
475	02/05/2026	Payroll	1	EFT	Debbie Lee	5,339.18	
476	02/05/2026	Payroll	1	EFT	David Lindseth	4,310.92	
477	02/05/2026	Payroll	1	EFT	Trent S Lombardi	3,407.77	
478	02/05/2026	Payroll	1	EFT	Matthew Lundh	2,637.26	
479	02/05/2026	Payroll	1	EFT	Mario M Magnotti	6,331.61	
480	02/05/2026	Payroll	1	EFT	Audrey Malek	226.86	
481	02/05/2026	Payroll	1	EFT	Edwin L Mills	4,526.00	
482	02/05/2026	Payroll	1	EFT	Cheryl J Montgomery	3,915.40	
483	02/05/2026	Payroll	1	EFT	William Neuman	3,976.27	
484	02/05/2026	Payroll	1	EFT	Robin L Newcomb	3,528.60	
485	02/05/2026	Payroll	1	EFT	Robert F Omans	7,069.19	
486	02/05/2026	Payroll	1	EFT	Amy E Pridemore	1,514.15	
487	02/05/2026	Payroll	1	EFT	Whitney Prosek	2,793.44	

CHECK REGISTER

City Of Cle Elum

01/20/2026 To: 02/05/2026

Time: 16:21:59 Date: 02/03/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
488	02/05/2026	Payroll	1	EFT	Kenneth C Ratliff	226.86	
489	02/05/2026	Payroll	1	EFT	Jennifer E Rogers	4,389.27	
490	02/05/2026	Payroll	1	EFT	Kelsey Seiser	3,641.62	
491	02/05/2026	Payroll	1	EFT	Austin M Simmons	4,231.63	
492	02/05/2026	Payroll	1	EFT	Chase M Stanley	1,035.80	
493	02/05/2026	Payroll	1	EFT	Kaylee M Thompson	125.52	
494	02/05/2026	Payroll	1	EFT	Cornelia J Van Dongen	696.03	
495	02/05/2026	Payroll	1	EFT	Anthony A Venera	7,450.29	
496	02/05/2026	Payroll	1	EFT	Levi A Waddell	2,494.32	
497	02/05/2026	Payroll	1	EFT	Brian Welch	5,905.09	
498	02/05/2026	Payroll	1	EFT	Elizabeth M Williams	226.86	
508	02/05/2026	Payroll	1	EFT	AWC Health Insurance	19,204.36	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Asuris 250 Med/Den/Vis
509	02/05/2026	Payroll	1	EFT	Colonial Life	541.85	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Colonial Insurance Pre; Pay Cycle(s) 02/05/2026 To 02/05/2026 - Colonial Insurance
510	02/05/2026	Payroll	1	EFT	Columbia Bank	50,265.90	941 Deposit for Pay Cycle(s) 02/05/2026 - 02/05/2026
511	02/05/2026	Payroll	1	EFT	HRA VEBA Trust Contributions	10,265.34	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Veba
512	02/05/2026	Payroll	1	EFT	Northwest Admin Transfer Acct	6,971.50	Pay Cycle(s) 02/05/2026 To 02/05/2026 - NW Admin RWT/Dental
513	02/05/2026	Payroll	1	EFT	Teamsters Local #760	1,673.00	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Teamsters Dues
514	02/05/2026	Payroll	1	EFT	UEBT	27,750.00	Pay Cycle(s) 02/05/2026 To 02/05/2026 - UEBT Medical Vision
515	02/05/2026	Payroll	1	EFT	WA State Dept of Retirement Sys.	2,550.25	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Deferred Comp
516	02/05/2026	Payroll	1	EFT	WA State Dept of Retirement Sys.	31,080.94	Pay Cycle(s) 02/05/2026 To 02/05/2026 - PERS2; Pay Cycle(s) 02/05/2026 To 02/05/2026 - LEOFF2; Pay Cycle(s) 02/05/2026 To 02/05/2026 - PERS 3
517	02/05/2026	Payroll	1	EFT	Washington State Support Registry	1,529.42	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Child Support
467	02/05/2026	Payroll	1	48263	Steven M Harper	216.86	
499	02/05/2026	Payroll	1	48264	Bill Rolcik Memorial Fund	130.00	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Bill Rock Mem Fund
500	02/05/2026	Payroll	1	48265	WCTPTF	7,483.96	Pay Cycle(s) 02/05/2026 To 02/05/2026 - Teamsters Pension Trust
511 Legislative						1,883.91	
512 Judicial						5,849.07	
513 Executive						16,919.58	
514 Financial, Recording & Elections						19,100.69	
521 Police Department						137,212.47	
522 Fire Department						17,990.28	
524 Protective Inspections						4,353.97	
536 Cemetery						2,949.15	
558 Planning & Community Devel						5,053.14	
572 Libraries						12,861.58	
576 Park Facilities						4,157.62	
580 Non Expeditures						-5,167.01	
001 Current Expense/General Fund						223,164.45	

CHECK REGISTER

City Of Cle Elum

01/20/2026 To: 02/05/2026

Time: 16:21:59 Date: 02/03/2026

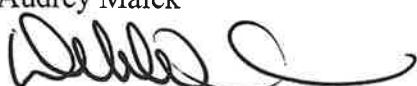
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			542 Streets - Maintenance			21,496.45	
			101 Street Fund			21,496.45	
			521 Police Department			22,333.82	
			104 Police 3/10's Sales Tax Fund			22,333.82	
			534 Water Utilities			30,215.13	
			401 Water Fund			30,215.13	
			537 Garbage & Solid Waste			4,822.99	
			402 Garbage Fund			4,822.99	
			534 Water Utilities			15,716.11	
			404 Water Regional Fund			15,716.11	
			535 Sewer			24,839.16	
			409 Sewer Fund			24,839.16	
			535 Sewer			25,728.85	
			410 Sewer Regional Fund			25,728.85	
						368,316.96 Payroll:	368,316.96

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the city, and that I am authorized to authenticate and certify to said claim(s). Approved by the Auditing Committee:

Cassidy Buechle-Curtis Date _____

Steven Harper Date _____

Audrey Malek Date _____
 2-4-26

City Administrator

Staff Report
(February 10, 2026)

Public Records Requests:

As an update on public records requests, the city received 28 new requests in January 2026 (see attached).

Airport:

Kittitas County EMS has partnered with AirLift NW and will be holding landing zone training at the airport on March 26. I don't have many details but wanted to give you a heads-up in case you notice increased activity or aircraft operations at the airport that day.

Planning Director:

As noted in the agenda and in an email, I shared with you last week, we have finally found a Planning Director. Her name is Shannon Johnson. I previously provided details on her background in the earlier email, but she brings extensive planning experience to the city.

While HLA has been doing a great job as our planning consultant, having an in-house planner has always been our preference and will save the city money over time. We're still working through the transition plan, but we're not planning to part ways with Colleda anytime soon. There is still plenty of consultant work to do and institutional knowledge that will benefit the city.

Shannon will be starting March 1st.

Building Department Update:

The Building Department is continuing to prepare for what's expected to be a busy year. We are continuing training on the new permitting software and have recently started a pre-review process. This allows me to take an initial look at building plans and do a cursory review, then have the architect and engineer make adjustments. When the final plans are submitted for permits, the review process should be smoother and more efficient.

PUBLIC RECORDS REQUESTS FOR JANUARY 2026

Request Date	Requester Name	Requester City	Requester State
01/31/2026 09:41:06 AM	Taylor Evans	Puyallup	WA
01/27/2026 12:38:56 PM	Nicole Wachsmith	Ellensburg	WA
01/26/2026 08:37:47 AM	Kevin Wetzel	Ellensburg	WA
01/22/2026 01:33:58 PM	Shenna Redding, Mgr	Cle Elum	WA
01/22/2026 01:04:12 PM	Shenna Redding, Mgr	Cle Elum	WA
01/22/2026 08:36:59 AM	Brian Kelly	Ellensburg	WA
01/21/2026 12:00:10 PM	Priscilla Oakley	Johnson City	TN
01/21/2026 06:31:13 AM	Parth B	Green Cove Springs	FL
01/20/2026 03:37:46 PM	AMY SHOOK	BUCKLEY	WA
01/20/2026 07:43:29 AM	Priscilla Oakley	Johnson City	TN
01/17/2026 07:36:42 PM	Alex Hernandez	Roslyn	WA
01/17/2026 04:22:51 PM	Maria Gentry	Yakima	WA
01/14/2026 03:07:54 PM	chris nixon	Cle Elum	WA
01/14/2026 11:55:23 AM	Jena Avey	Kittitas	WA
01/14/2026 11:35:20 AM	Brian Tate	South Cle Elum	WA
01/13/2026 02:02:08 PM	lyle rushton	Cle Elum	WA
01/13/2026 12:00:00 AM	Rhea Mae Lumanog	Herndon	VA
01/13/2026 09:23:00 AM	Priscilla Oakley	Johnson City	TN
01/12/2026 02:18:19 PM	Chandler Tuscany	Cle elum	WA
01/12/2026 01:38:06 PM	Chandler Tuscany	Cle elum	WA
01/12/2026 12:45:42 PM	LAURA NICOLE ARMSTRONG	ROSLYN	WA
01/11/2026 04:41:11 PM	Jil Zilligen	Ellensburg	WA
01/08/2026 12:30:31 PM	Steve Rogers	Cle Elum	WA
01/02/2026 12:00:00 AM	Karen Kremer	Roslyn	WA
01/07/2026 01:34:51 PM	Robert J. Ault	Bellevue	WA
01/07/2026 07:51:38 AM	Priscilla Oakley	Johnson City	TN
01/06/2026 05:55:53 PM	Laura Osiadacz	Roslyn	WA
01/06/2026 11:42:31 AM	Traci JoAnn Snook	Ellensburg	WA

CITY OF CLE ELUM
Planning Department

AGENDA
STAFF REPORT

AGENDA DATE:	February 10, 2026
ACTION REQUESTED:	None, Current Planning Update: January 13, 2026 - February 5, 2026
LEAD STAFF:	Colleda Monick, HLA

BACKGROUND:

Current Planning Permits:

1. Site and Design Review:

- a. SDR-2025-004: Teanaway Court, comment period closed. Public hearing date of February 4, 2026. Awaiting Hearing Examiner Decision

2. SEPA:

- a. SEP-2025-002: Teanaway Court. Determination of Non-Significance issued January 15, 2026.
- b. SEP-2026-001: Horse Park is proposing a berm. City requested additional information.

3. Pre-Application Meeting:

- a. PRE-AP-2026-001: Horse Park requested support regarding upcoming projects. Meeting scheduled for February 19, 2026.

4. Preliminary Long Plat:

- a. SUB-2023-003, DA-2024-001, SEPA-2024-004: Wildwood Ranch, Preliminary Plat and Development Agreement, MDNS issued, public hearing date TBD. Applicant submitted revisions 1/05/26. Staff made some preliminary comments, applicant reviewing.

5. Building Permits:

- a. Upper Kittitas County Community Recreation Center: on hold, extended to March 10, 2026.
- b. BDG-2026-001: Horse Park Fence. Reviewed plans, requested more info.
- c. S-2026-001: Oakes Building, Sign permit, issued.
- d. S-2026-002: Oakes Building Sign permit, issued.

6. Franchise Agreement:

- a. FA-2025-001: applicant has additional revisions, requested more time.
- b. FA-2026-001: applicant is reviewing draft Ordinance.

7. Final Plats:

- a. FP-2025-001: Bullfrog Flats, Phase 1, S-1 - notice of incomplete issued 10/27/2025. Revisions received 12/31/2025 and 1/30/2026. County signed off on 1/29/2026.
- b. FP-2025-002: Bullfrog Flats, Phase 1, J - notice of incomplete issued 10/31/2025. Revisions received 12/19/2025 and 1/30/2026, under review.
- c. FP-2025-003: Bullfrog Flats, Phase 1, S-2 - notice of incomplete issued 10/31/2025. Revisions received 12/19/2025 and 1/20, 2026, under review.

General Planning Support:

1. Business License Review

- 2. On-site Planning Support:** HLA provided on-site planning staff support, ensuring a seamless integration of planning efforts with the City's objectives. This included assisting staff with various project-related tasks such as reviewing building permits, code interpretation, participation in staff meetings, and providing project updates.

Public Support: HLA responded to development-related inquiries.

3. **Planning Commission.** HLA provides ongoing support to the City's Planning Commission and City staff in facilitating key initiatives and ensuring effective coordination between stakeholders for regulatory compliance and assisting with transparent communication with City staff, the public, and various agencies. Below is an overview of HLA contributions during the last month:

At its first meeting of the year, the Commission conducted a public hearing on proposed text amendments, reviewed a summary of 2025 accomplishments, and discussed a draft 2026 work plan. HLA prepared and provided staff support for public notices and Ecology notifications associated with the closed record public hearing on the approved text amendments including all supporting documents. At its second meeting, the Commission reviewed the draft Land Use Element as part of the Comprehensive Plan update. HLA also provided staff support making sure Commissioners had completed their Open Public Meeting Act training requirements.

4. **Historic Preservation.** HLA facilitates all Historic Preservation Commission meetings and, over the past month, provided updates to Commissioners from the Department of Archaeology and Historic Preservation (DAHP). One Commission meeting was held during this reporting period.

HLA reviewed a request for a Certificate of Appropriateness (CoA) that required guidance from legal regarding an appearance of fairness concerns as well as code interpretation. In the end, HLA determined that the permit was not required and therefore a CoA was not necessary. HLA completed DAHP's annual reporting requirements for Certified Local Governments for the city, compiled 2025 highlights and drafted a 2026 work plan for the Commission that was presented at their first meeting (see attached). HLA also provided staff support making sure Commissioners had completed their Open Public Meeting Act training requirements.

5. **Council Presentations**

Prepared reports and presentations on:

- Planning Department Reports
- Text Amendments



CITY OF CLE ELUM HISTORIC PRESERVATION COMMISSION 2025 HIGHLIGHTS – 2026 WORK PLAN

2025 HISTORIC PRESERVATION COMMISSION BY THE NUMBERS

- a. **Number of Meetings:** 10
- b. **Nomination:** 1 – *No. 7 Miners Memorial Park*
- c. **Updates to Historic Registry:** 1 – *No. 7 Miners Memorial Park*
- d. **Certificate of Appropriateness:** 1 – *JC Penny Building*, change of use
- e. **Special Valuation:** 1 – *Rex Hotel/Bull Durham Building*
- f. **Training:** 1: *WISSARD*, commissioners also attended and participated in several trainings including attending the PLACES Conference.

In 2025, the Historic Preservation Commission focused on strengthening its long-range preservation efforts while exploring new ways to engage the public with Cle Elum's history. In order to maintain Certified Local Government (CLG) requirements and ensure meaningful programming during a year with limited special valuation and review requests, the Commission discussed strategic priorities and potential projects aligned with its preservation mission.

Key areas of focus included:

- Exploring opportunities for CLG grant funding, including projects such as a downtown historic survey or preparation of National Register nominations.
- Increasing familiarity with DAHP's WISAARD database to support historic property research and identification.
- Advancing historical research to better understand and document local resources.
- Identifying buildings that may be eligible for local or national historic designation.

A major highlight of 2025 was the Commission's enthusiasm following a guided walking tour with local historian Roy Susich. This experience sparked strong interest in expanding public access to Cle Elum's stories and historic places, leading to the development of a concept for a community-wide walking tour program.

2026 Work Plan

Building on the momentum of 2025, the Commission's 2026 work plan centers on public engagement, documentation, and preservation planning, with particular emphasis on the Walking Tour initiative.

Planned priorities for 2026 include:

- "Cle Elum Stories: Walking Through History" Project
 - Advance the concept of a self-guided historic walking tour featuring professionally recorded audio stories by local historians.
 - Develop mapped tour routes highlighting historic buildings, people, and events.
 - Explore delivery platforms such as a mobile app, website, or downloadable audio files.
 - Position the project as both a preservation tool and a heritage tourism asset.

- Grant Pursuit and Project Development
 - Pursue funding opportunities such as the T-Mobile Hometown Grant (up to \$50,000) and the 2026 CLG Grant cycle.
 - Refine project scope, cost estimates, and partnerships needed to support grant applications.
- Historic Resource Identification and Research
 - Continue identifying properties potentially eligible for local listing or the National Register of Historic Places.
 - Use WISAARD and archival research to support documentation efforts.
- Ongoing Preservation Responsibilities
 - Conduct required meetings to maintain CLG status. (minimum of 8 meetings annually)
 - Review special valuation applications and provide guidance consistent with adopted preservation standards as needed.
 - Coordinate with staff and community partners to support preservation education and awareness.

Through these efforts, the Commission aims to both safeguard Cle Elum's historic resources and bring its history to life for residents, visitors, and future generations.

Public Works Council Update

- **PSE Electric Vehicle Charging Stations:** Pending EV charging hookups.
- **1st Street Revitalization:** On hold till Spring 2026
- **Montgomery Water main replacement:** Watermain replacement completed. Project on hold till spring for asphalt restoration.
- **Sewer main Lining project:** Contractor sending material submittals HLA reviewing. Pending construction start date.
- **Zone 3 Booster Pump Installation.** Project to start February 17th
- **Public Works Winter Maintenance:** Crews are focused on seasonal maintenance activities. Primary focus is snow removal operations. Secondary focus pothole repairs, fire hydrant inspections, and sewer inspections.
- **Stormwater Plan:** First draft of Stormwater Plan sent to Dept. of Ecology. Working toward establishing Stormwater Utility Fund. Developing Stormwater code language.
- **Bullfrog Flats**

Final Plat: Final plat submission for S-1,S-2, and J. Pending planning review

Rich's notes
from Council
2/10/26

Council Meetings

Honorable Mayor and council,

- Chuck Walick Resigned from civil service council
 - Chuck is a private man and did not want recognition
 - Over 40 years of service
 - Brought experience, integrity, fairness, an open mind consistency, and most of all care for the community
 - There is an opening on the civil service council, more to come on that
- Sergeants and I going to command post training free set up by KCSO
 - Help us during major events
 - Working together with partner agencies is always good
- Received response from CJTC on HB 2015 for public safety tax
 - The response was very manageable
 - Mostly some extra wording for Keep Washington Working Act and training which Officers have been working on since last year
- Online Predator Presentation by Dr. Eli Carr of EPD (crime analyst)
 - February 26th 5-630
 - Free dinner prior 5-530 childcare is provided
 - Check CEPD Facebook for details
 - RSVP, info is on the flyer

Cle Elum 1st Qtr Summary

		JAN	FEB	MAR	1st Qtr Total
BOOKINGS					
DUI		1			1
Assault DV					0
Assault					0
Felony Arrests		1			1
Other Arrests		1			1
Juvenile Arrest					0
Warrant Arrests		2			2
					0
TOTAL MONTHLY BOOKINGS		5	0	0	5
TOTAL 1ST HALF BOOKINGS					5
Citations/Infractions		JAN	FEB	MAR	1st Qtr Total
Traffic Infractions		5			5
Non-Traffic Infractions					0
Criminal Traffic Citations		2			2
Criminal Non- Traffic Citations		8			8
DUI Traffic Criminal Citations		1			1
Parking Citations					0
MONTHLY CITATION/INFRACTIONS		16	0	0	16

Monthly Report to Cle Elum City Council

1st Qtr

	Jan '26	Feb '26	March '26	1st Qtr TOTAL
Traffic Stops	34			34
DUI	1			1
Domestic Violence				0
Assault	1			1
assault - Child				0
Suicidal				0
Burglary	1			1
Vio of Order	3			3
Mal Misch	3			3
Theft	8			8
Alarm Calls	6			6
Public Assist				
Civil Matter				
Check Welfare	55			55
Overdose				0
Kidnapping				0
Homicide				0
Robbery				0
Stab/Gunshot Wound				0
Animal at Large	3			3
Animal Problems	8			8
Motor Vehicle Collisions	7			7
TOTAL CALLS	265			265
2025 Total Calls	295	215	291	801

Roslyn 1st Qtr Summary

		JAN	FEB	MAR	1st Qtr Total
BOOKINGS					
DUI					0
Assault DV					0
Assault		1			1
Felony Arrests					0
Other Arrests					0
Juvenile Arrest					0
Warrant Arrests					0
					0
TOTAL MONTHLY BOOKINGS		1	0	0	
TOTAL 1Qtr HALF BOOKINGS					1
Citations/Infractions		JAN	FEB	MAR	1st Qtr Total
Traffic Infractions					0
Non-Traffic Infractions					0
Criminal Traffic Citations		1			1
Criminal Non- Traffic Citations		3			3
DUI Traffic Criminal Citations					0
Parking Citations					0
MONTHLY CITATION/INFRACTIONS		4	0	0	4

Monthly Report to Roslyn City Council 1st Qtr

	Jan '26	Feb '26	March '26	1st Qtr TOTAL
Traffic Stops	5			5
DUI				
Domestic Violence				
Assault	1			1
assault - Child				
Suicidal				
Burglary	1			1
Vio of Order				
Mal Misch	1			1
Theft				
Alarm Calls	4			4
Public Assist	4			4
Overdose				
Kidnapping				
Homicide				
Robbery				
Stab/Gunshot Wound				
Animal at Large	1			1
Animal Problems	1			1
TOTAL CALLS	68			68
2025 Total Calls	84	52	85	221

Monthly Report to Roslyn City Council TOTALS YTD

	2026	2025	% difference
Traffic Stops	5	70	-93%
DUI			
Domestic Violence		2	-100%
Assault	1	6	-83%
assault - Child			
Suicidal		3	-100%
Burglary	1	2	-50%
Vio of Order		7	-100%

Officer Report Council Meeting 02-10-2026

Your honorable Mayor and city council,

1. Report of calls in the month of January we had 58 calls 1 fires 37 Ems, 12 other and 7 false alarms.

Fire reports break down.

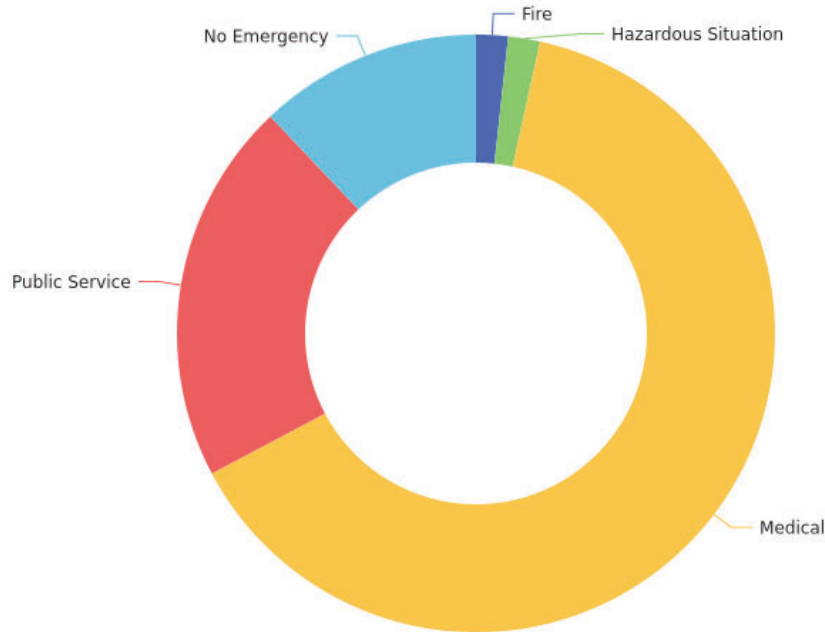
Fire was chimney fire on West fifth contained to flue.

2. I've got our reporting system up and I have generated a monthly report for you to view. Working on color scheme in new system.
3. Was awarded small phase two grant today it's a matching grant for a total of 6,000 from DNR it will be used to by a few more fire shelters.
4. Will bring a copy of additional items if added.
5. Any questions for me currently



FDR-IR: Incident Count by Primary Incident Type

January 2026



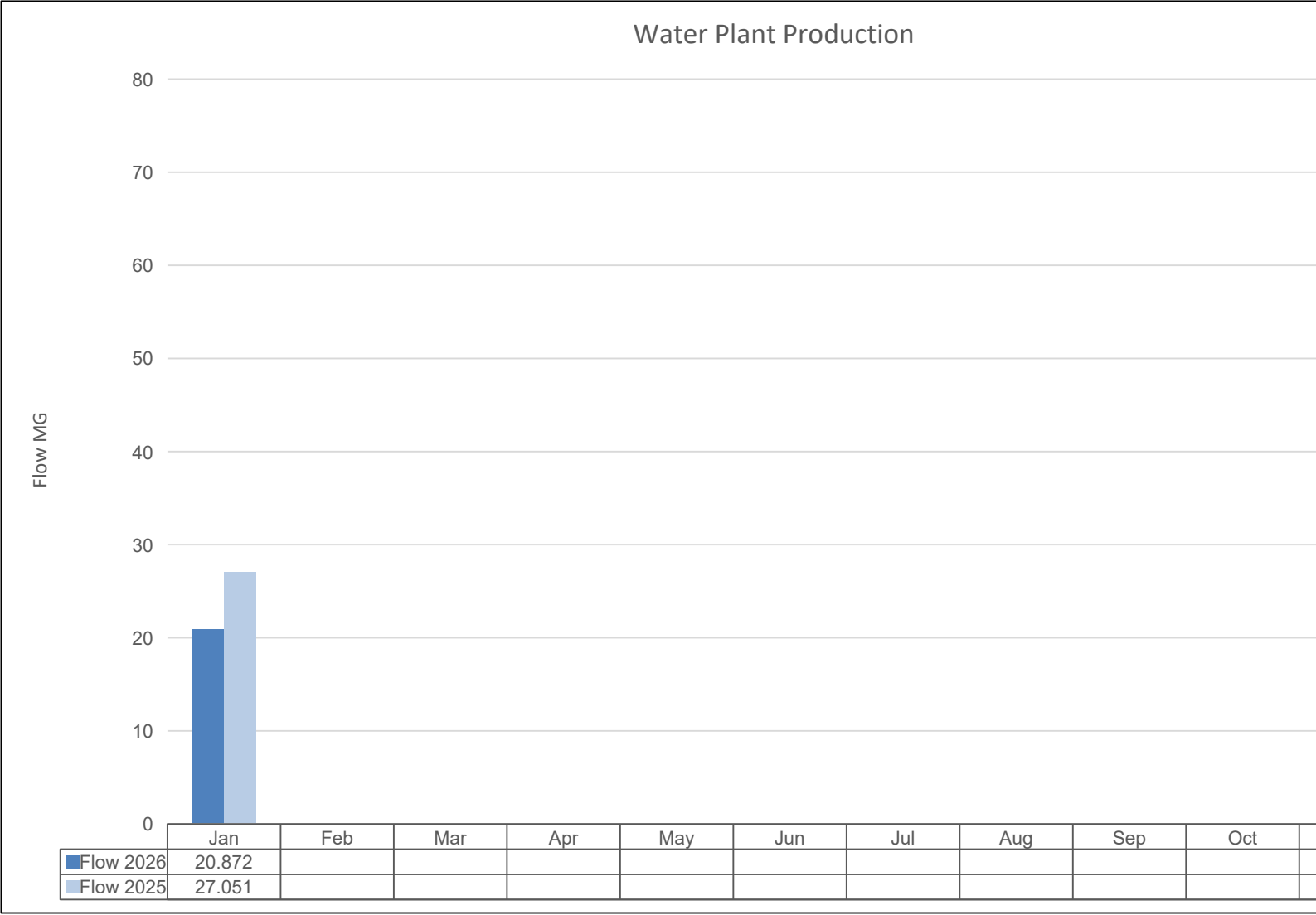
PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Fire	1	1.72%
Fire - Structure Fire - Chimney Fire	1	1.72%
Hazardous Situation	1	1.72%
Hazardous Situation - Investigation - Odor	1	1.72%
Medical	37	63.79%
Medical - Illness - Allergic Reaction / Stings	1	1.72%
Medical - Illness - Breathing Problems	14	24.14%
Medical - Illness - Chest Pain (Non-Trauma)	3	5.17%
Medical - Illness - Diabetic Problems	1	1.72%
Medical - Illness - Sick Case	4	6.90%
Medical - Illness - Stroke / CVA	3	5.17%
Medical - Illness - Unconscious Victim	1	1.72%

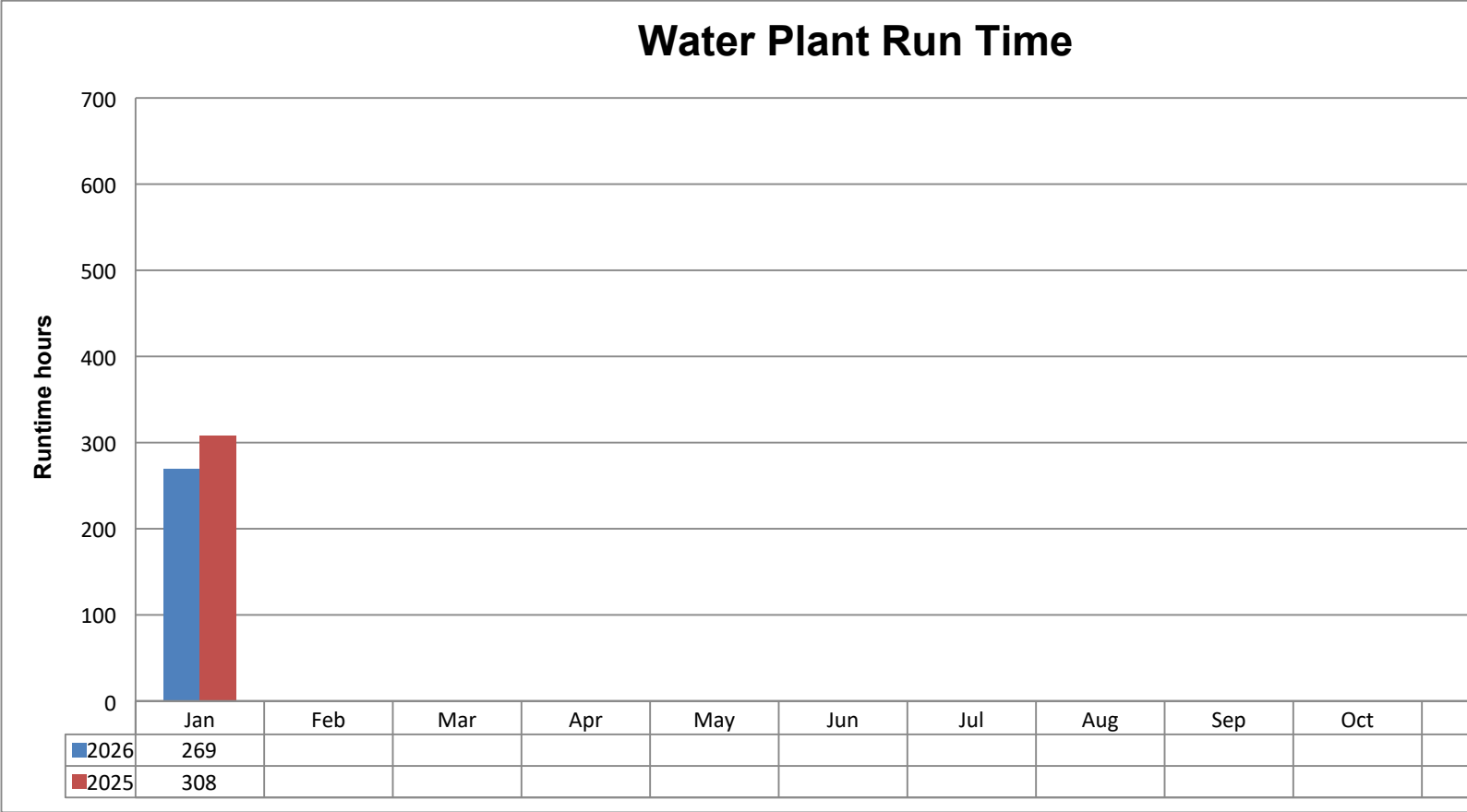
FDR-IR: Incident Count by Primary Incident Type

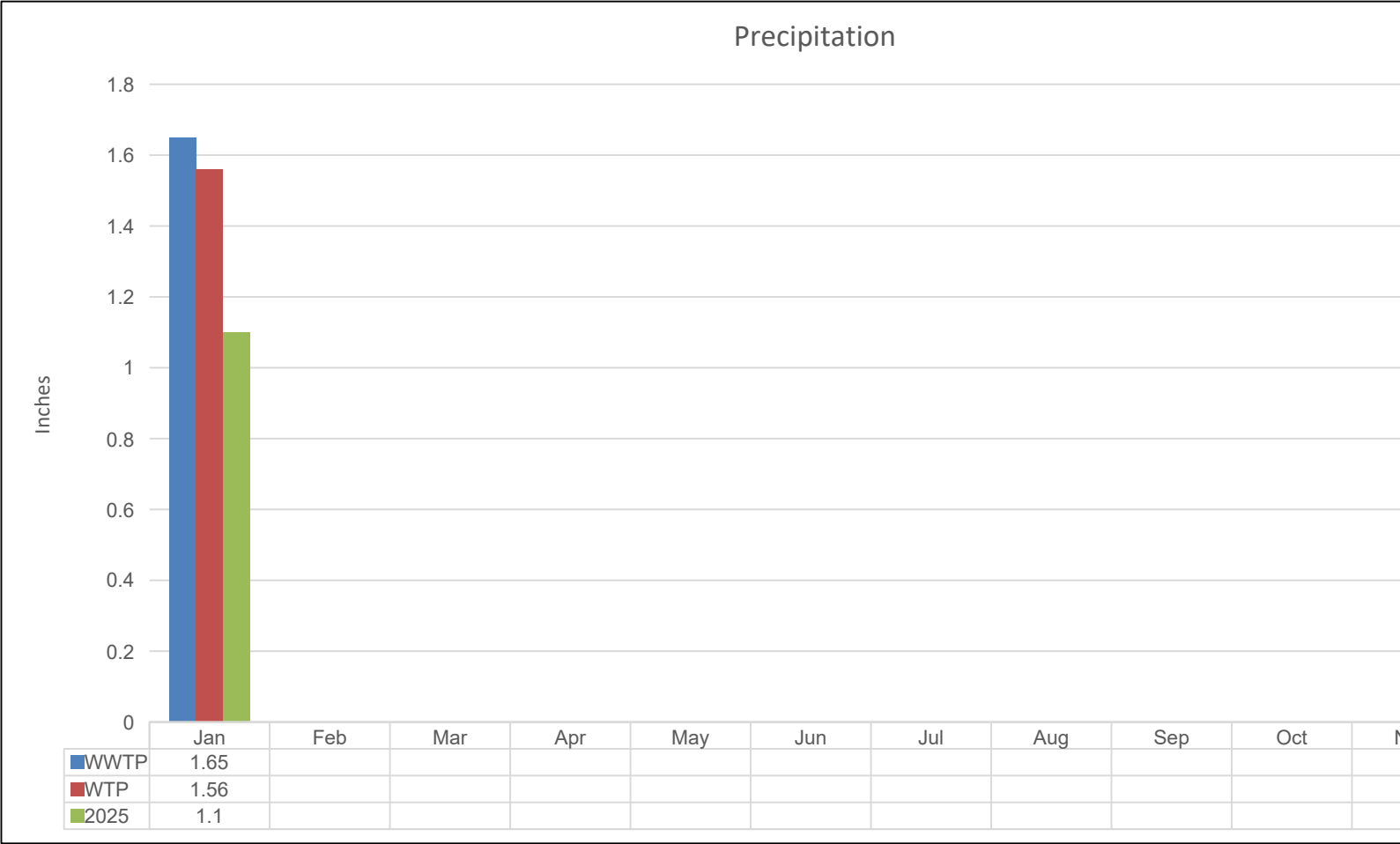
Cle Elum FD WA
Address: 301 N Pennsylvania Ave, Cle Elum, WA, 98922

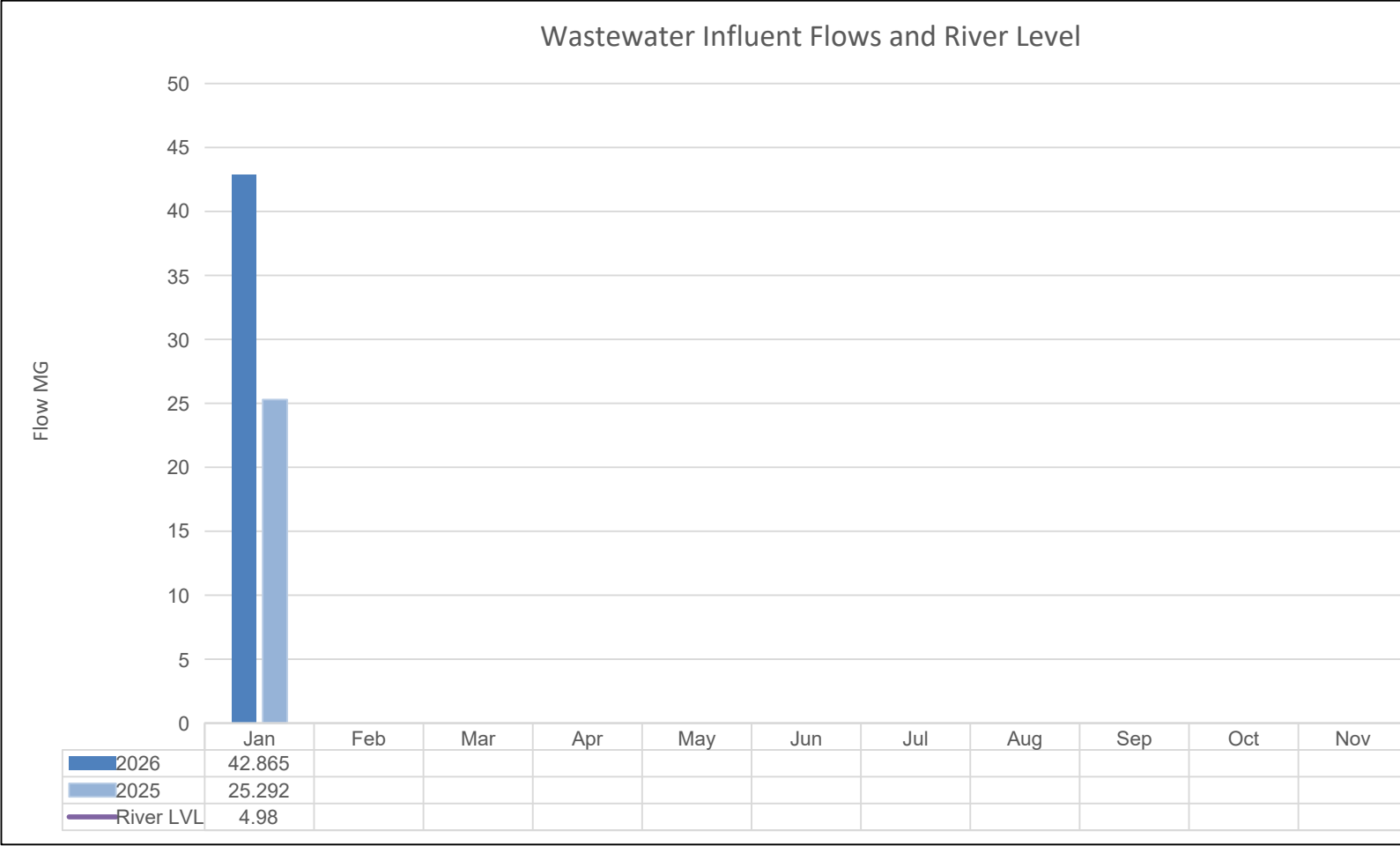


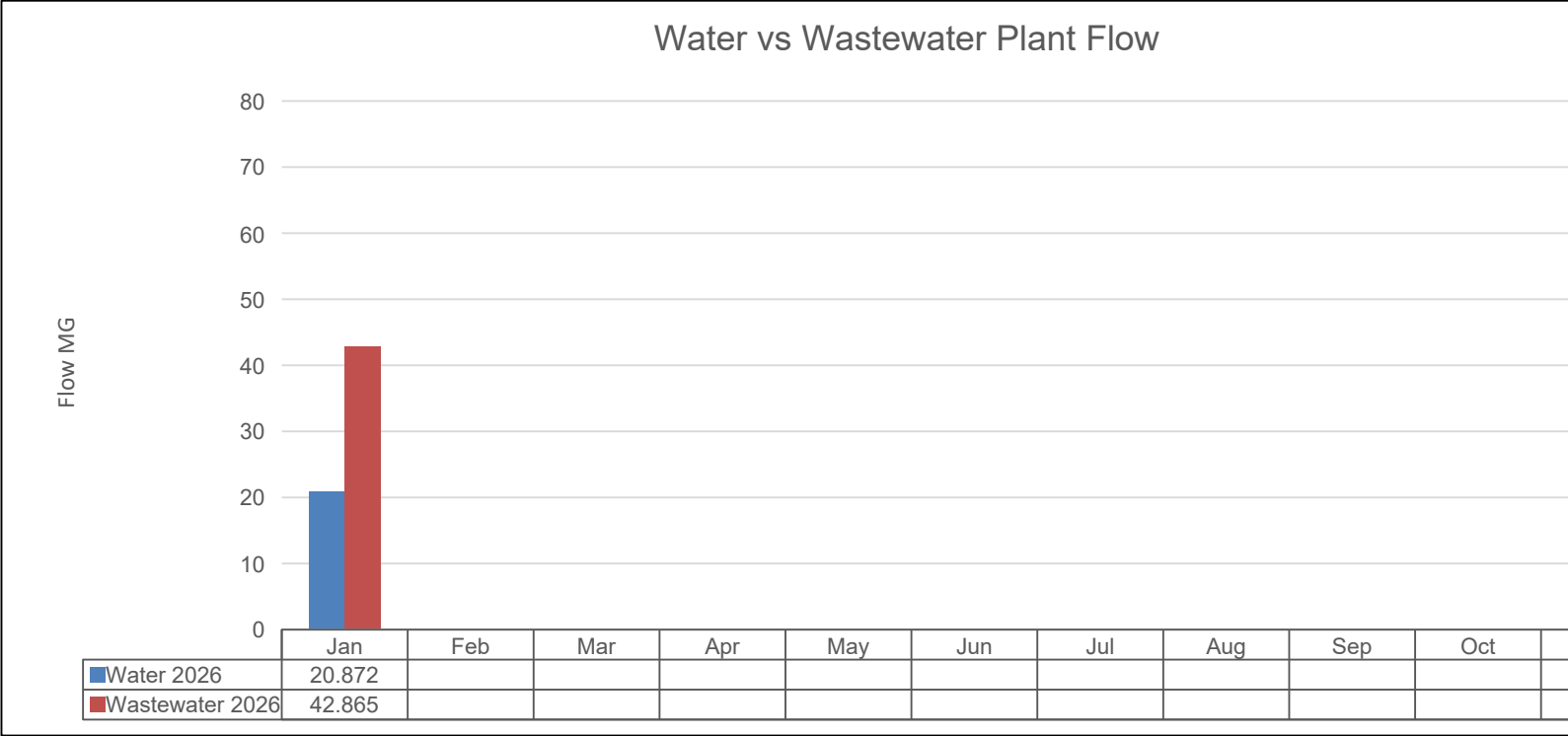
PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical - Illness - Altered Mental Status	2	3.45%
Medical - Illness - Unknown Problem	1	1.72%
Medical - Illness - No Appropriate Choice	2	3.45%
Medical - Injury / Trauma - Fall	2	3.45%
Medical - Injury / Trauma - Hemorrhage / Laceration	1	1.72%
Medical - Injury / Trauma - Other Traumatic Injury	1	1.72%
Medical - Other - Medical Alarm	1	1.72%
Public Service	12	20.69%
Public Service - Citizen Assist - Person In Distress	3	5.17%
Public Service - Citizen Assist - Citizen Assist / Service Call	2	3.45%
Public Service - Citizen Assist - Lift Assist	6	10.34%
Public Service - Other - Standby	1	1.72%
No Emergency	7	12.07%
No Emergency - Cancelled	7	12.07%
Total	58	100.00%



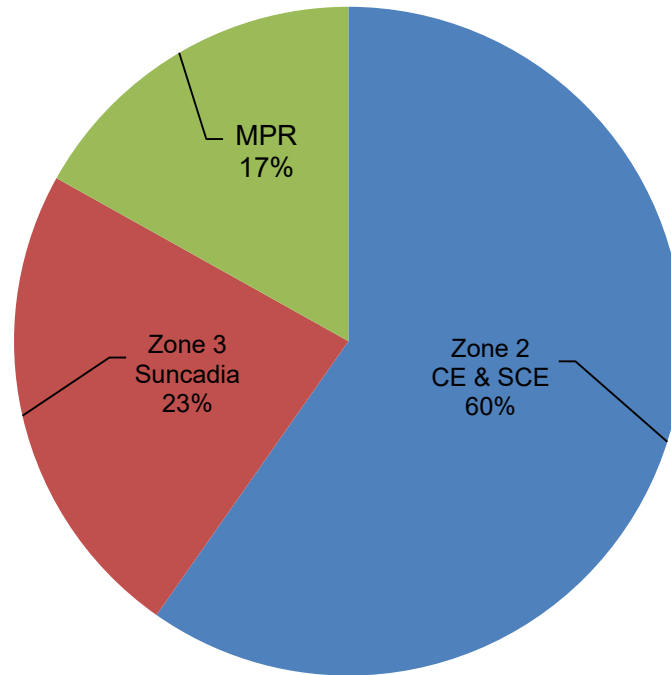








Percent of Flow - January



Nov	Dec



[illegible]

- Zone 2
- Zone 3
- MPR

February 10 Council Meeting

- Good evening, Honorable Mayor and Council Members.
- My graphs are included in your packet; I'm happy to answer any questions.
- Both plants are operating efficiently.
- Sport reporting season is in full swing, to date I have submitted the following reports to various State offices:
 - Epichlorohydrin Acrylamide report to DOH
 - Biosolids Report to DOE & EPA
 - SARA Title II Report to State Emergency Management, Kittitas County Emergency Management, Cle Elum Fire Department
- Reports have taken a bit more time to complete due to transitioning Veolia Data to City Data
-

1903-1948

#5 Mine *and* Town Site

Working 1,800 feet underground, miners extracted over 200,000 tons of coal from the #5 at peak production in 1929.

Many Central and Eastern European immigrants worked here and lived with their families at a nearby Company-owned town.



George Turner on growing up in the town site.

Background Image: Town Site

Roslyn Museum



WASHINGTON WAGE SCALE	
Inside Mine	
Miners	\$5.40
Timbermen	5.40
Timbermen Helpers	4.70
Trackmen	5.00
Trackmen Helpers	4.70
Motormen	5.00
Switchers	5.00
Drivers	5.00
Parting Boys	3.00
Trappers	3.35
Rope Riders	2.20
Main Hoist Engineers	5.00
Other Hoistmen, Rope Development, etc.	4.50
Capers	5.00
Capers Helpers	4.70
Pumpmen	4.70
Pipemen, 1st Class	4.70
Pipemen, 2nd Class	4.50
Pipemen, 3rd Class	4.30
Choke Starters	4.70
Spotters	4.70
Loaders	4.70
Timberjacks	4.70
Inside Labor not classified	4.70
Machine Rates	
Machine Runners	\$4.40
Conveyor Operator	5.00
Loaders on Conveyors Behind Machines	5.00
Dredge Operators	4.00
Flotation and Dredging	4.00
Drillers	4.00
Except as specified regular scale to apply.	
32	
Outside Mine	
Main Hoisting Engineer	
Power Plant & Compressor Engineer	
Development Engineer	
Electrician, 1st Class, in and around	
Electrician, 2nd Class, in and around	
Machinist, 1st Class, in and around	
Machinist, 2nd Class, in and around	
Electrician and Machinist Helpers, and around mines	
Fuelmen	
Capers	
Capers Helpers	
Teamsters and Truck Drivers	
Greases	
Carpenters	
Dumpers	
Railway Car Dropper Loaded	
Truck Operator	
Railway Car Loaders	
Blacksmith, 1st Class	
Blacksmith, 2nd Class	
Blacksmith Helpers	
Carpenter, 1st Class	
Carpenter, 2nd Class	
Carpenter Helpers	
Car Repairmen	
Choppers	
Picking Table Men	
Picking Table Boys	
Lampmen, 1st Class	
Lampmen, 2nd Class	
Outside Labor not classified	
Bunker Machinery Tenders	
Washeryman, 1st Class	
Washeryman, 2nd Class	
Jig and Table Tenders	
Head Picking Table Man	
33	

Men pose by the #5 entry.

Roslyn Museum

Dozens of highly-specialized men and boys worked long hours for little pay to operate each mine.

Roslyn Museum

From around the world... to Roslyn

Between x and x years, x number of newcomers arrived at this depot after traveling across the nation and the globe.

1-2 sentences exploring what these folks may have seen, wondered, or begun to imagine as they peered through the train windows at their new home. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Integer vitae dui sit amet lacus dapibus cursus. Sed gravida, tellus at efficitur feugiat, urna lorem blandit eros, non auctor nisl erat at justo. Morbi id sapien vel sem aliquam placerat. vitae dui sit amet lacus dapibus cursus.

Many European men immigrated here to work the mines for several years until they could afford to bring a bride from the Old Country. These ladies arrived with fruit seeds in their pockets and the thriftiness to raise a family—of up to 13 kids!—on a typical miner's salary of \$3.50 a day.



Caption here.



Harriet Jackson Taylor Williams (1871-1926)

Harriet came from Illinois to Roslyn in 1888 with her son, Fred Taylor. They traveled with other Black American families who were recruited to break local coal mine strikes.



Fannie Merotich (1891-19xx)

16-year-old Fannie and her mother left Croatia forever and traveled via ship to the U.S. They arrived here in 1907, joining Fannie's father who had been working the mines for four years.

"A train from Cle Elum dropped us right in front of Papa's home in Roslyn. It was a little three-room house—the wallpaper so thin, it blew away from the walls when the wind came through the windows—I wanted to go back to my stone home in [Yugoslavia]."



Angela Mrak (date-date)

Lorem ipsum dolor sit amet consectetur adipiscing elit quisque faucibus ex sapien vitae pellentesque sem placerat in id cursus mi pretium tellus duis convallis tempus leo eu aenean sed diam.



The German liner *Imperator* carried many immigrants from Europe to the U.S. in "steerage"—the crowded, often unsanitary bottom of a steamship.



Play brings people together at Runje Field

Since the late 1800s, the community has shared this field for celebrations and playful competitions. Once a meadow with a winter skating pond, it grew into a lively park named after baseball-lover Slim Runje.

In 1923, the Northwestern Improvement Company gave the town permission to build a grandstand seating 1,500. Semi-pro baseball games, picnics, parades, and even bocce tournaments brought people of many cultures together.



Jimmy Claxton was a Canadian-American baseball player who began as a catcher for Roslyn's town team at age 13. Later, Claxton played for an all-Black team in Oakland, and was the first Black man to be featured on a professional baseball card.



A Cause for Celebration

Celebrations let incredibly hard-working community members relax and connect.



Fourth of July parades began at the Park and headed downtown. This early 1900s photo shows a diverse crowd enjoying the band on Pennsylvania Ave. Afterwards, they likely headed back here for more fun: human wheelbarrow race, anyone?

Credit

Music was a major way for people to preserve and share their culture. This photo shows the Roslyn Band playing at Pioneer Park (now Runje Field), ca. 1900.

Credit

Something Sporty

Sentence about how sports brought people together.



In the 1900s, Tribal members joined 4th of July celebrations and made some dough by selling huckleberry pies.



Caption for this photo, mentioning the significance of the stand behind the men (and maybe explaining what happened to it?)

Credit

Lorem ipsum dolor sit amet consectetur.



1900-1900

Site of Livestock Barn

Company-owned livestock worked hard alongside people. Horses hauled wagons outside while mules pulled coal cars underground. The animals were well-cared for, but they faced the same dangers as miners.



'Old Jack' escorted his favorite horse from barn to mine each morning, then back home at day's end. He was paid in ice cream cones.



Rare photo of a mule in a mine.

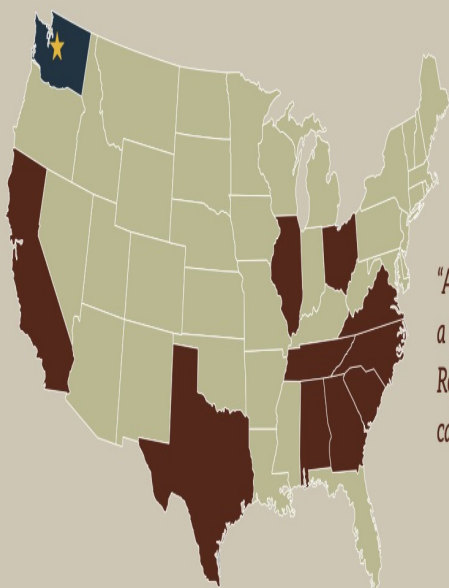
Right: Animal-lover John Lindberg with 'Old Reliable.'



The Black Pioneers of Roslyn & Ronald

Hailing from America's south and midwest, hundreds of Black families migrated to this area beginning in 1888. Driven to create a better life for themselves and future generations, the Black Pioneers built a vibrant community, working the #3 Mine and starting churches, schools, bands, and businesses.

The local African-American population grew so quickly that by 1889, Washington Territory had enough people to become a state.



"And we moved up to a little place called Ronald, they used to call it Number Three."
- Powell Barnett

James Shepperson, AKA "The Push" (19xx-190xx)

The Northern Pacific Coal Company hired James Shepperson to recruit around 800 Black miners to work at the #3 Mine in Ronald and to break escalating white union strikes. An enterprising community leader and politician, Shepperson founded Washington's Black Masonic Lodge and owned several local businesses.



African-American family posing at home in Roslyn with a shotgun provided by the Northern Pacific Coal Company, ca. 1889.
Credit: Roslyn Museum



James Shepperson (center with hat and suspenders) with Craven family members and additional miners.
Credit: Courtesy Craven family and the Museum of History and Industry



Roslyn Baptist Church Congregation, ca. 1900.
Credit: TBD



Listen to the story about James here.

Text welcoming people to the Coal Mines Trail and related storytelling.
This is ~40 words. Lorem ipsum dolor sit amet, consectetur adipiscing sed,
nisl varius ipsum. Integer tempor, arcu eget tincidunt gravida, magna
velit dictum nisl, vitae hendrerit sapien justo non nisl nisl augue.

Key



Parking



Trailheads



Bathrooms



Benches

About this Trail

4.79 miles with 484 feet of elevation gain. The trail has a gradual incline toward Ronald and is considered easy. Note: length and elevation may vary slightly. The surface is primarily gravel with minimal paved sections.

Plan your return route, this is a one-way trail/you will return the way you came *(no reliable ride sharing or public transport)*.

Rules & Regulations

- » Stay on trail
- » Do not access stream as it can cause dangerous erosion
- » Do not trespass onto private property
- » Day use only
- » Dogs allowed on leash
- » Pack out trash and pick up poop
- » Horses allowed; hikers yield to horses
- » Bikers yield to both hikers and equestrians
- » No motorized vehicles except snowmobiles in winter (under 20 mph)
- » No fires

Wildlife Awareness

Stay aware of surroundings, keep animals leashed, make noise to avoid surprising wildlife. If you see wildlife: Do not approach or follow, keep a safe distance, give wildlife a way to leave the area, do not run or turn your back. Bear, Elk, Deer and Cougar.

CITY OF CLE ELUM
Planning Department

Closed Record Public Hearing: Ordinance 1721

AGENDA DATE: February 10, 2026

ACTION REQUESTED: Ordinance 1721

BACKGROUND:

The Planning Commission has proposed a series of amendments to the Cle Elum Municipal Code (CEMC), affecting Title 17. These updates aim to clarify regulations, increase flexibility for property owners, and support the compatible growth of recreational and commercial uses within the community. Notice of the proposed amendments was transmitted to the Washington State Department of Commerce on December 11, 2025, as required.

The Planning Commission conducted an extensive review of the proposed changes over the course of 5 study sessions held between September and December 2025. A SEPA Determination of Nonsignificance (DNS) was issued on December 11, 2025. Following this review, the Commission held a duly noticed public hearing on January 6, 2026, and unanimously recommended approval of the amendments.

RECOMMENDATION: Adoption of Ordinance No. 1721

ATTACHMENTS: Ordinance; Planning Commission Recommendation; Complete Record – Staff Report, Exhibits, SEPA Application, Notices, DNS, Public Comments

LEAD STAFF: Colleda Monick, City Planner

Potential Motions for Ordinance 1721

Motion to Approve:

I move to approve the proposed text amendments as recommended by the Planning Commission.

Motion to Approve with Changes:

I move to approve the proposed text amendments with the following changes to Sections [insert section numbers], consistent with the modifications discussed and reflected in the minutes.

Motion to Remand for Further Review:

I move to remand the proposed text amendments back to the Planning Commission for further review and recommendation on Section [insert section number or topic], based on the concerns and discussion raised during this meeting.

Motion to Deny:

I move to deny the proposed text amendments.

CITY OF CLE ELUM
WASHINGTON
ORDINANCE NO. 1721

**AN ORDINANCE OF THE CITY OF CLE ELUM,
WASHINGTON, AMENDING CHAPTERS 17.04.040,
17.04.050, AND 17.14.030; PROVIDING FOR
SEVERABILITY; AND ESTABLISHING AN EFFECTIVE
DATE.**

WHEREAS, the Planning Commission of the City of Cle Elum has considered amendments to modify several sections in the Cle Elum Municipal Code, Title 17; and

WHEREAS, notice of all amendments to CEMC Sections New Section 17.04.040, 17.04.050, and 17.14.030 to fulfill the requirements of RCW 36.70A.130 was sent to the Washington State Department of Commerce and received by the same on December 11, 2025; and

WHEREAS, The Planning Commission held five (5) study sessions for these amendments on September 16, 2025, October 7, 2025, November 4, 2025, November 18, 2025 and December 16, 2025; and

WHEREAS, SEPA Environmental Review for these updates was considered with the Determination of Nonsignificance issued on December 11, 2025; and

WHEREAS, the Planning Commission held an open record public hearing on January 6, 2026, pursuant to notice to consider such amendments, and recommended approval by unanimous vote; and

WHEREAS, the City Council held a public hearing on February 10, 2026 pursuant to notice to consider such amendments as recommended by the Planning Commission; and

WHEREAS, the City Council of Cle Elum, having considered the record herein, the testimony provided at the public hearing, and the recommendation from the Planning Commission, hereby finds and determines that approval of these amendments is in the best interest of residents of the City of Cle Elum and will promote the general health, safety and welfare; now, therefore

BE IT ORDAINED BY THE CITY OF CLE ELUM:

Section 1. Amendments to Replace and Supersede. The proposed amendments to CEMC Sections 17.04.040, 17.04.050 and 17.14.030, as contained in Exhibit “A and B” attached hereto and fully incorporated herein, shall replace and supersede previous versions of the referenced documents.

Section 4. Adoption of Planning Commission Findings. The findings within the January 6, 2026 signed Cle Elum Planning Commission’s Recommendation (Exhibit C), regarding these proposed text amendments are hereby adopted by the Cle Elum City Council as its findings in support thereof pursuant to CEMC 17.120.010 and are incorporated herein by this reference as if fully set forth herein.

Section 5. Severability/Validity. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared invalid or unconstitutional for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 6. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 7. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING
THEREOF ON THE ____ OF _____ 2026.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

APPROVED AS TO FORM:

Curtis Chambers, City Attorney

Date of Publication: _____

Effective Date: _____

EXHIBIT A

Chapter 17.04

GENERAL PROVISIONS

Sections:

17.04.010	Title.
17.04.020	Map adopted.
17.04.040	Nonconforming uses.
17.04.050	Nonconforming buildings and structures.
17.04.060	Nonconforming lots of record.
17.04.070	Controlling provisions.
17.04.080	Severability.

17.04.010 Title.

This title shall be known as the “Zoning Ordinance of the City of Cle Elum.”

(Ord. 1163 § 1, 2001)

17.04.020 Map adopted.

This title consists of the text hereof together with that certain map identified by the approving signatures of the mayor and the city clerk on the title page and marked and designated as “The map of the zoning ordinance of the city of Cle Elum,” which map is on file in the office of the city clerk. The map has been examined by the city council and is adopted as part of this title. The title, and each and all of its terms, is to be read and interpreted in the light of the contents of the map. In the event of any conflict between the map and the text of this title, the text of this title shall prevail.

(Ord. 1163 § 1, 2001)

17.04.040 Nonconforming uses.

The lawful use of any building, structure, land or sign in existence at the time of the passage of the ordinance codified in this title, although such use does not conform to the provisions of this title, may be continued subject to the limitations of this section.

A. Expansion – No existing building, structure or land ~~containing devoted to~~ a nonconforming use shall be expanded, enlarged, reconstructed, intensified or structurally altered unless the ~~use thereof is changed to a use permitted in the zoning district in which the building, structure, or land is located.~~ following standards are met:

1. Degree of nonconformity is not increased. For the purposes of this chapter, the degree of nonconformity means the extent to which a building, structure, or use does not comply with current zoning standards. An expansion, alteration, or change shall not increase the degree of nonconformity.

Example (allowed): A dwelling that encroaches two feet into a required side yard setback may be expanded on the opposite side of the structure, provided the addition meets current setback standards.

Example (not allowed): An addition within the encroaching side yard would increase the setback encroachment and is not permitted.

2. Building or use expansion shall not exceed 50% of the existing footprint, provided that it does not increase the degree of nonconformity.

Example: A single-family dwelling in the Commercial zoning district that can add a garage or expand the structure as long as it meets the underlying zoning standards.

3. All other applicable standards of the underlying zone are met.

B. Change – When authorized by the planning director, a nonconforming use may be changed to a use of a like nature or use that is more in conformance with the existing regulations.

C. Extension – When authorized by the planning director, a nonconforming use may be extended throughout those parts of a building which were manifestly designed or arranged for such use prior to the date when such use of the building became nonconforming, if no structural alterations except those required by law are made therein.

D. Discontinuance – When a nonconforming use of land or a nonconforming use of all or part of a structure is discontinued or abandoned for a period of one year, such use shall be considered abandoned and lose its nonconforming status. Normal seasonal cessation of use, or temporary discontinuance for purposes of maintenance or improvements, shall not be included in determination of the one-year period of discontinuance.

E. Reversion – If a nonconforming use is changed to a permitted use, the nonconforming use shall not be resumed.

F. Residential exception – Legally established residential uses located in any ~~residential~~ zoning district shall not be deemed nonconforming for the purposes of residential alteration, residential enlargement or residential expansion provided:

1. The residential use was legally established.

~~2. The residential use was established at least fifty years prior to the adoption of this regulation.~~

~~3.2~~ The residential use has been continuous and has never lapsed for more than twelve consecutive months.

~~4.3~~ The residential use shall comply with the development standards of the underlying zone in which it is located.

~~5. A declaration of covenant between the property owner and the city of Cle Elum must be completed and executed prior to the issuance of a building permit, and shall be recorded with the Kittitas County Auditors Office, stating generally:~~

~~The current Residential use and proposed expansion, enlargement or alteration is not located within a residential zone and is therefore subject to noise, dust, vibration, smoke, activity, and the like associated with legally permitted uses in the zoning district. Legally permitted uses in compliance with Cle Elum Municipal Code in any zone have the right to continue without hindrance.~~

(Ord. 1279 § 2 (Attach. B), 2007; Ord. 1163 § 1, 2001)

17.04.050 Nonconforming buildings and structures.

A building or structure in existence at the time of the passage of the ordinance codified in this title, although such use does not conform to the provisions of this title, may be maintained subject to the limitations of this section.

A. Expansion – A nonconforming structure may not be changed, altered, replaced, added to or expanded in any manner, except as provided in ~~subsection B of this section and unless such change or alteration does not increase the degree of nonconformity or would bring the structure into conformity with provisions of the zoning code.~~CEMC 1704.040(A).

B. Repair – ~~Such Normal structural~~ repair and maintenance work as required to keep the structure in sound condition may be made, including replacement of walls, fixtures and plumbing, provided no structural alterations shall be made except such as are required by law or ordinance or authorized by the planning director.

C. Reconstruction of a Nonconforming Structure - In case of damage or destruction by fire or other causes ~~requiring expenditures for repair in excess of one-half of the assessed value as shown on the county assessor's records the structure can be rebuilt as it was,~~ immediately prior to ~~destruction, the structure or structures, other than residential dwellings, shall not be rebuilt unless they conform to all requirements of the zoning code.~~the damage or in a manner that is less conforming. Permits to repair the damage must be applied for within one year and construction must be completed within two years of the damage occurring or the legal nonconforming status will be lost.

~~CD.~~ Any nonconforming structures shall be maintained in usable condition or the nonconforming status shall be lost.

~~E. In the case of expanding a nonconforming single-family dwelling or duplex, the proposed expansion is fifty percent or less of the existing building area. The provisions of CEMC 14.30.050 shall also be used for the reconstruction of a nonconforming single-family dwelling or duplex. In the case of expanding anything else, the application procedures shall be the same as those established in CEMC 14.30.070.~~

(Ord. 1222 § 3 (Exh. C), 2004; Ord. 1163 § 1, 2001)

17.04.060 Nonconforming lots of record.

A. Residential districts – In any residential district in which single-family dwellings are permitted, a single-family dwelling and customary accessory buildings may be erected on any single lot of record, notwithstanding limitations imposed by other provisions of this title. Such lot must be in separate ownership and not of continuous frontage with other lots in the same ownership. This provision shall apply even though such lot fails to meet the requirements for area or width that are generally applicable in the district, provided that yard dimensions and requirements (other than those applying to area or width) shall conform to the regulations for the district in which such lot is located.

In all residential zoning districts, if two or more lots or combinations of lots and portions of lots with continuous frontage are of record prior to May 23, 1960, and if all or part of the lots do not meet the minimum requirements established for lot width and area, the land involved shall be considered to be an undivided parcel for the purposes of this title, and no portion of the parcel shall be used or sold in a manner which diminishes compliance with the lot width and area requirements established by this title, nor shall any division of any parcel be made which creates a lot with width or area below the requirements stated in this title.

B. Other districts – In any other district, permitted buildings and structures may be constructed on a nonconforming lot of record, provided lot coverage, yard, landscaping and off-street parking requirements are met. Such lot must be in separate ownership and not of continuous frontage with other lots in the same ownership. If all or part of the lots do not meet the minimum requirements established for lot width and area, the land involved shall be considered to be an undivided parcel for the purposes of this title, and no portion of the parcel shall be used or sold in a manner which diminishes compliance with the lot width and area requirements established by this title, nor shall any division of any parcel be made which creates a lot with width or area below the requirements stated in this title.

(Ord. 1163 § 1, 2001)

17.04.070 Controlling provisions.

The provisions of this title shall be held to be minimum requirements. Where this title imposes greater restrictions than are imposed by other chapters, laws, rules, or regulations, the

provisions of this title shall control. Where this title imposes lesser restrictions than are imposed by other chapters, laws, rules or regulations, the provisions of the more restrictive title shall control.

(Ord. 1163 § 1, 2001)

17.04.080 Severability.

If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.

(Ord. 1163 § 1, 2001)

The Cle Elum Municipal Code is current through Ordinance 1713, passed October 28, 2025.

Disclaimer: The city clerk's office has the official version of the Cle Elum Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited here.

[City Website: cityofcleelum.com](http://cityofcleelum.com)

[City Telephone: \(509\) 674-2262](tel:(509)674-2262)

[Hosted by General Code.](#)

EXHIBIT B

Chapter 17.14 PERMITTED LAND USES

Sections:

17.14.010	Purpose.
17.14.020	Land use classification system.
17.14.030	Table of permitted land uses.
17.14.040	Unclassified uses.
17.14.050	Home occupations.

17.14.010 Purpose.

The purpose of this chapter is to provide clarity and consistency in the city's zoning regulations by establishing a table of permitted uses that aligns with the intent and character of each zoning district. Some uses are inherently compatible with a district's purpose and can be permitted outright, while others may require additional review to ensure that potential impacts are mitigated through careful site design. In some cases, certain uses may be fundamentally incompatible with a district's objectives and are therefore not allowed. This chapter defines where specific uses are permitted, identifies the appropriate level of review for each, and ensures that zoning decisions support the city's long-term vision for balanced growth, economic development, and community character.

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.020 Land use classification system.

Land uses within each zoning district shall be classified into four principal categories which establish a class of use. The class of use generally corresponds to a type of review that is based on a level of review complexity. However, certain circumstances may alter the type of review due to a higher or lower complexity.

-
- A. Class (1) uses are permitted, provided the district standards are met. The administrative official shall use the procedures in CEMC Section [14.30.050](#) to review Class (1) uses and associated site improvements. Class (1) uses in certain situations may require a Type (2) review, as required by CEMC Section [14.30.040](#).
- B. Class (2) uses are generally permitted in the district. However, the compatibility between a Class (2) use and the surrounding environment cannot be determined in advance, and occasionally a Class (2) use may be incompatible at a particular location. Therefore, a Type (2) review by the administrative official is required in order to promote compatibility with the intent and character of the district and the policies and development criteria of the Cle Elum comprehensive plan.
- C. Class (3) uses are generally not permitted in a particular district, but may be allowed by the hearing examiner after a Type (3) review and public hearing. The hearing examiner may approve, deny, or impose conditions on the proposed land use and site improvements to promote compatibility with the intent and character of the district and the policies and development criteria of the Cle Elum urban area comprehensive plan.
- D. *Uses Not Permitted.* Any use listed in Table 16.1 and not classified as either a Class (1), (2), or (3) use in a particular district shall not be permitted in that district. A request for an unclassified use, under CEMC Section [17.14.040](#), that is denied by the hearing examiner is considered as a use not permitted.
- E. *Multiple Uses.* When two or more uses are proposed for the same project, the entire project shall be subject to the type of review required by the highest classified use, Class (3) uses being higher than Class (2), and Class (2) uses being higher than Class (1).
- F. *Administrative Official's Determination of Table of Permitted Land Uses.*
1. The administrative official shall be authorized to determine whether a new or expanded use not otherwise identified in Table 16.1, Permitted Land Uses, is consistent with or similar to those already provided for within the table.
 2. In the event that an applicant is aggrieved by a verbal determination of the administrative official, the applicant may submit a request for a written determination to the city of Cle Elum planning division.

3. If the administrative official cannot conclusively determine that a new or expanded use is consistent with or similar to those identified within Table 16.1, the determination may be considered as an administrative interpretation under CEMC Section [14.10.030](#).

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.030 Table of permitted land uses.

Table 16.1. Permitted Land Uses

R = Residential

DC = Downtown
Commercial

GC = General Commercial

MFR = Multiple-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*			<u>2⁴ & 12/4</u>	2	1		1
Theaters			1	2	1		

COMMUNITY SERVICES							
Cemetery/Crematorium With Funeral Home					2		
Places of Worship*	3	3	3	1	1		1
Community Center*	3	3	2	1	1		1
Correctional Facilities							3
Day Care Center*	3	3		1	1		
Day Care Facilities (Not Home Occupation): Family In-Home*	1	1					
Funeral Home Not Associated With Cemetery/Crematorium			3				
Hospital*		3			2		1
Libraries	3	3					1
Meeting Halls, Fraternal Organizations*			2	1	1		1
Museums, Art Galleries			1		1		1
Public Facility*	3	3	1	1	1	1	1
Schools*	3	3					1
Business Schools*							1
Vocational Schools*							1
Community College/University							1
RESIDENTIAL							

Detached Single-Family Dwelling	1	1			3		
Accessory Dwelling Unit	1	1					
Existing Detached Single-Family Dwelling on Existing Lots of Record 5,000 Sq Ft or Less			2	2	2	2	
Detached Single-Family Dwelling (Zero Lot Line)	2	2					
Attached Single-Family Dwelling, Common Wall	2	2					
Two-Family Dwelling (Duplex)	1	1					
Converted Dwelling	2	2					
Multifamily Development*		1	2	2	2		
Mixed-Use Building*			1	2	2	2	
Mobile Home Park					3		
Adult Family Homes/Group Homes	1	2	3 ²	3	3		
Nursing/Convalescent Home (Medical)*	3	1		2	2		
Retirement Home (Assisted Living)*	2	1		2	2		
Bed and Breakfast	3	2	2	2	2		
RETAIL TRADE AND SERVICE							
Animal Clinic/Hospital/Veterinarian			2	1	1	2	
Car Wash/Detailing			3 ²	1	1	1	
Bars/Taverns			1	1	1		

Beauty and Barber Shops			1	1	1		
Animal Grooming*			2	1	1		
Convenience Store With Gas Station			2	1	1		
Financial Institutions			1	1	1		
General Retail			1	1	1	2 ³	
Hotels/Motels			1 ¹	1	1		
Pet Day Care/Animal Training/Kennel*				2	3	2	
Laundromats/Dry Cleaners			2	1	1	2	
Lumber Yards				2	1	1	
Maintenance and Repair Shops				1	1	1	
Marijuana Retail			3	3	3	3	
Massage Therapy/Spa			1	1	1		
Micro-Brewery, Distillery, or Winery			1	1	1	2	
Mobile Vendor			1	1	1	1	
Motor Vehicle Sales				1	1	1	
Offices and Clinics	3		1	1	1		
Contractor Office With Yard or Storage			2 ²	1	1	1	
Contractor Office Without Yard or Storage			1	1	1		
Paint and Body Repair Shops				1	2	1	

Parking Lots and Garages			3 and 2 ²	1	1	1	
Parts and Accessories (Tires, Batteries, etc.)			3 and 2 ²	1	1	1	
Broadcast Media			2	1	1		
Recycling Drop-off Center (8)						3	
Sales/Rental: Auto, Truck, Trailer, Fleet Leasing Services With Storage				2	2	1	
Sales/Rental: Heavy Equipment				2	2	1	
Restaurant			1	1	1		
Restaurants, With Drive-In or Drive-Through			2	1	1	2	
Short-Term Rental*	2	2	2	2	2	3	
Towing Services				1	2	1	
Wrecking and Dismantling Yard						3	
INDUSTRIAL (OR MANUFACTURING)							
Fabricated Structural Metal Products			3 ²	2	2	1	
Food Processing Without Retail			3 or 2 ²	3	2	1	
Machinery and Equipment				3	3	1	
Marijuana, Producers, Processor, Research						2	
Plastic Products and Assembly				3	3	1	
Paperboard Containers and Boxes				3	3	1	
Prefabricated Structural Wood Products and				3	3	1	

Containers							
Printing, Publishing and Binding			3	2	2	1	
Wineries				3	3	1	
TRANSPORTATION							
Bus Terminals/Storage and Maintenance Facilities			3 ²	1	2	1	
Transportation Brokerage Offices, With Truck Parking/Contract Truck Hauling			3 ²	2	3	1	
Railroad Switch Yards, Maintenance and Repair Facilities, etc.			3 ²	2	2	1	
Airport							1
UTILITIES							
Power Generating Facilities*				3	3	3	
Utility Services*	3	3	3	3	3	2	
WHOLESALE TRADE – STORAGE							
Storage Facilities, Commercial*				3	2	1	
Residential Mini-Storage*		3	3 ²	2	2	1	

* Indicates a defined term (CMC Chapter [14.20](#)).

1 Hotels and residential uses shall be located in the upper floors of a building with only necessary entrances and lobbies at the street level.

2 Where this footnote appears, the use is permitted at the indicated level of review only when not located on First Street.

Examples:

- Car wash/detailing would only be allowed as a Class (3) when not on First Street and prohibited on First Street.
- Parking lots and garages would be allowed as a Class (3) on First Street and a Class (2) everywhere else.
- Mobile vendor is a Class (1) everywhere (on First Street and everywhere else).

3 Manufacturing, production or treatment of products clearly incidental to the conduct of a retail business conducted on the premises.

4 Indoor use only

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.040 Unclassified uses.

Any use not listed in Table 16.1 is an unclassified use and shall be permitted only in those districts so designated by the hearing examiner. Any unclassified use permitted in a particular zoning district shall be allowed only as a Class (2) or (3) use, as determined by an administrative official or hearing examiner.

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.050 Home occupations.

A. *Purpose.* The conduct of an accessory business within an existing dwelling may be permitted under the provisions of this section. It is the intent of this section to:

1. Ensure the compatibility of home occupations with other uses permitted in the underlying zone; and
2. Preserve the existing dwelling as the primary use of the structure or property; and
3. Maintain and preserve the character of residential neighborhoods; and
4. Promote the efficient use of public services and facilities by assuring these services are provided to the residential population for which they were planned and constructed, rather than commercial uses.

B. *Table of Permitted Home Occupations.* Table 16.2 titled “Permitted Home Occupations” is incorporated as a part of this section. Each permitted home occupation listed in Table 16-2 is designated as a Type (1), (2) or (3) use for a particular zoning district. Proposed home occupations in existing dwellings in the commercial and industrial zoning districts shall follow the land use requirements of the MFR zoning district. All permitted home occupations are subject to the standards of this title, including the specific conditions of subsection (C) of this section and the applicable review procedures of CEMC Chapter 14.30. Specific uses not permitted as home occupations are listed in subsection (H) of this section.

Table 16.2. Permitted Home Occupations*

Zoning District		
	R	MFR
Barbershop, beauty parlor	2	2
Day care, family home*	1	1
Professional services*	2	2
Dog grooming	2	2
Food preparation*	2	2
Home contractor*	1	1
Home office*	1	1
Home instruction*	1	1
Product assemblage/service*	1	1

Zoning District		
	R	MFR
Short-term rental*	1	1
Unclassified home occupation		

Notes:

* Refers to definition in CEMC Chapter [17.16](#).

1 = Type (1) permitted home occupation.

2 = Type (2) permitted home occupation.

C = Conditional use, public hearing and approval by the hearing examiner required.

C. *Necessary Conditions*. Home occupations are permitted as an accessory use to the residential use of a property only when all the following conditions are met:

1. The home occupation is conducted inside a structure within property on which is established the primary residence of the practitioner(s). For the purpose of administering this section, "primary residence" shall be defined as the residence where a person or persons reside for the majority of the calendar year;
2. The home occupation is incidental and subordinate to the residential functions of the property. No action related to the home occupation shall be permitted that impairs reasonable residential use of the dwelling;
3. There are no external alterations to the building which change its character from a dwelling;
4. The portion of the structure or facilities in which a home occupation is to be sited must be so designed that it may be readily converted to serve residential uses;
5. The business is conducted in a manner that will not alter the normal residential character of the premises, including but not limited to the use of lighting and signs, or the emission of noise, vibration, dust, glare, heat, smoke or odors;

6. The home occupation does not generate materially greater traffic volumes than would normally be expected in the residential neighborhood; the frequency of deliveries should be comparable to that of a single-family home without a home business. No more than six customers or vehicle trips are permitted per day unless otherwise permitted through review;
7. There is no outside storage or display of any kind related to the home occupation except for typical vehicle parking associated with the business, but not including job trailers, food trucks, or similar accessory vehicles visible from the public right-of-way;
8. The home occupation does not require the use of electrical or mechanical equipment that would change the fire rating of the structure;
9. The home occupation does not require the use of electrical equipment that exceeds FCC standards for residential use;
10. The home occupation does not increase water or sewer use so that the combined total use for the dwelling and home occupation is significantly more than the average for residences in the neighborhood;
11. A business license is purchased where required;
12. One employee in addition to the owner/occupant is permitted;
13. All stock in trade kept for sale on the premises is produced on site by hand without the use of automated or production line equipment.

In granting approval for a home occupation, the reviewing official may attach additional conditions to ensure the home occupation will be in harmony with, and not detrimental to, the character of the residential neighborhood. Any home occupation authorized under the provisions of this title shall be open to inspection and review at all reasonable times by the building and enforcement official for purposes of verifying compliance with the conditions of approval and other provisions of this title.

D. *Materials and Storage.* The storage of equipment, materials, or goods shall be permitted in connection with a home occupation provided such storage complies with the following standards:

1. All equipment, materials, or goods shall be stored completely within the space designated for home occupation activities and not visible from the public right-of-way.
2. Only those materials or goods that are utilized or produced in connection with the home occupation may be stored within the dwelling unit or accessory building.
3. All flammable or combustible compounds, products, or materials shall be maintained and utilized in compliance with the fire code.
4. The frequency of home deliveries should be comparable to that of a single-family home without a home occupation associated with the residence. No more than six customers or vehicle trips are permitted per day unless otherwise permitted through review.

E. *Nameplates.* Only one nameplate shall be allowed. It may display the name of the occupant and/or the name of the home occupation (e.g., John Jones, Accountant). The nameplate shall be attached to the dwelling but shall not exceed two square feet in area or be illuminated.

F. *Application Fee and Review Period.* Applications for home occupations which require a Type 2 review or conditional use permit for approval shall be made in accordance with the provisions of CEMC Chapter [14.30](#), except as noted, and shall be accompanied by the appropriate filing fee. The administrative official may accept an aerial photo of the site in lieu of a site plan when the aerial photo clearly shows all structures and parking areas, and no new construction or site modifications are proposed.

G. *Unclassified Home Occupation – Review by the Hearing Examiner.* Home occupations not listed in Table 16.2 shall be reviewed by the hearing examiner in accordance with the provisions of CEMC Chapter [14.30](#); provided, any unclassified home occupation permitted after review and decision by the hearing examiner in a particular district shall be allowed only as a Class (2) or (3) use.

H. *Home Occupations Not Permitted.* The following uses, by the nature of their operation or investment, have a pronounced tendency, once started, to increase beyond the limits permitted for home occupations and impair the use and value of a residentially zoned area for residential purposes. Therefore, the uses listed below shall not be permitted as home occupations:

1. Auto repair, body work, or similar automobile-related activity;
2. Parking and storage of motor vehicles, commercial trucks or heavy equipment;

3. Antique shop or gift shop;
4. Kennel;
5. Veterinary clinic or hospital;
6. Painting of vehicles, trailers or boats;
7. Large appliance repair including stoves, refrigerators, washers and dryers;
8. Upholstering;
9. Machine and sheet metal shops;
10. Taxidermist;
11. Vehicle sign painting (except for the application of decals);
12. Marijuana production, processing and/or retailing.

I. *Denial of Application for a Home Occupation.* An application for a home occupation shall be denied if the administrative official finds that either the application or record fails to establish compliance with the provisions of this chapter. When any application is denied, the administrative officer shall state the specific reasons and cite the specific provisions and sections of this title on which the denial is based.

(Ord. 1698 § 1 (Exh. A), 2025)

The Cle Elum Municipal Code is current through Ordinance 1713, passed October 28, 2025.

Disclaimer: The city clerk's office has the official version of the Cle Elum Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited here.

[City Website: cityofcleelum.com](http://cityofcleelum.com)

[City Telephone: \(509\) 674-2262](tel:(509)674-2262)

The Cle Elum Municipal Code is current through Ordinance 1713, passed October 28, 2025.

[Hosted by General Code.](#)

**CLE ELUM PLANNING COMMISSION
RECOMMENDATION TO THE CLE ELUM CITY COUNCIL
FOR
AMENDMENT TO THE CLE ELUM MUNICIPAL CODE
February 10, 2026**

WHEREAS, Pursuant to RCW 37.70A.130(1) the City is required to take legislative action to review and revise its development regulations in accordance with the Growth Management Act; and

WHEREAS, These updates to the Cle Elum Municipal Code (CEMC) Title 17 are considered a non-project application without a specific use or site plan to be considered; and

WHEREAS, Under provisions of CEMC Ch. 14.10.020 the Cle Elum Planning Commission is responsible for the review of amendments to the Cle Elum Zoning Ordinance, and other land use matters, and for recommending the approval, modification, or denial of each amendment; and

WHEREAS, The Planning Commission held five (5) study sessions for these amendments on September 16, 2025, October 7, 2025, November 4, 2025, November 18, 2025 and December 16, 2025 ; and

WEHREAS, All required public notice for these amendments were provided, in accordance with the provisions of CEMC Ch. 14.30, on December 11, 2025; and

WHEREAS, SEPA Environmental Review for these updates was considered with the Determination of Nonsignificance issued on December 11, 2025; and

WHEREAS, The Cle Elum Planning Commission held an open record public hearing on January 6, 2026, to hear testimony from the public, consider the amendments, and provide recommendation to the Cle Elum City Council;

Now therefore, the Cle Elum Planning Commission presents the following findings and recommendation to the Cle Elum City Council:

Based upon a review of the information contained in the application, staff report, exhibits, and other evidence presented at an open record public hearing held on January 6, 2026, the Planning Commission makes the following:

PURPOSE AND DESCRIPTION OF PROPOSED AMENDMENTS:

The City of Cle Elum Planning Department is proposing non-project text amendments to CEMC 17.04.040 and 17.04.050; and 17.14.030.

Proposed changes to these sections are summarized below. Full track changes are enclosed as exhibits.

1. **17. 04.040 & 17.04.050 (Exhibit XX)**

These changes are being proposed to provide greater flexibility for home and property owners to modify lawfully established nonconforming uses.

- 17.04.040 – Nonconforming uses.
 - Adding standards for the expansion of non-conforming uses along with specific examples, as well as removing the barrier that limits expansion to only those properties located in the Residential zoning district.
 - 17.04.050 – Nonconforming buildings and structures.
 - Made revisions to clarify that nonconforming structures may be repaired or altered only when the changes do not increase the degree of nonconformity, with routine maintenance allowed and structural changes permitted only when required by law or approved by the Planning Director. Additional revisions allow single-family and duplex expansions up to 50% of the existing building area under CEMC 14.30.050, with all other expansions following the application procedures in CEMC 14.30.070.
2. 17.14.030 – Table of Permitted Uses (Exhibit C-02-B)
- These changes are being proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
- 17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

FINDINGS OF FACT

1. This project underwent Environmental Review with the Determination of Nonsignificance being issued on December 11, 2025, which was not appealed.
2. Public notice was provided in accordance with CEMC Ch. 14.30, with a Notice of Public Hearing and Legal Ad Publication in the Newspaper Public in the Northern Kittitas County Tribune newspaper on December 11, 2025.
3. The proposed amendments are consistent with the following Goals and Policies of the 2037 Comprehensive Plan:

CLE ELUM PLANNING COMMISSION’S CONCLUSIONS

1. No adverse impacts have been identified;
2. The proposed updates underwent Environmental Review;
3. The proposed amendments are consistent with the Cle Elum Urban Area Zoning Ordinance and 2037 Comprehensive Plan.
 - a. Goal LU-1: Management and Implementation.
 - b. Goal LU-2: Maintain residential quality and livability suitable for a rural town.
 - c. Goal LU-5: Create Order and Energy in Commercial Areas
 - d. Policy LU-5.1: Assure that a broad and diverse range of products and services are available to the residents of the City of Cle Elum.

- e. Policy LU-5.10: Encourage broad and diverse uses in existing commercial areas to promote maximum occupancy.
- f. Goal LU-9: Protect and preserve the character of Cle Elum's historic Downtown Commercial Core.
- g. Goal LU-15: Noise.
- h. Policy LU-15.4: Consider noise impacts within development application review processes.
- i. Goal LU-18: Aesthetics
- j. Policy LU-18.6: Encourage the development of spaces that attract both residents and tourists, and promote social and community interaction.

MOTION

Based on the testimony and evidence presented during today's public hearing, it was moved and seconded that the Planning staff draft findings of fact and forward a recommendation of approval to the Cle Elum City Council. The motion carried unanimously.

RECOMMENDATION TO CITY COUNCIL

The Planning Commission of the City of Cle Elum, having received and considered all evidence and testimony presented at the public hearing, and having received and reviewed the record herein, hereby recommends that the City Council of the City of Cle Elum APPROVE the proposed text amendments to the Cle Elum Municipal Code.

SIGNED this 6th day of January, 2026

By: 

Chair

Cle Elum Planning Commission

CITY EXHIBIT LIST			
File Numbers: SEP-2025-003			
Hearing Date: February 10, 2026			
Ex. #	Date	Document Title	
A. City Staff Report			
A-01	01/06/2026	Staff Report	
A-02	12/11/2025	Exhibits A - B	
B. Application Submittals			
B-03	11/14/2025	SEPA Checklist & Supplemental Page	
C. Public Notice			
C-04	12/11/2025	Notice of Application and Environmental Review	
C-05	12/11/2025	Determination of Non-Significance	
C-06	12/11/2025	Newspaper Posting: January 6, Public Hearing	
C-07	1/15/2026	Notice of Closed Record Public Hearing	
C-08	1/22/2026	Newspaper Posting: February 10, Closed Record Hearing	
D. Agency & Public Comments and Communications			
D-07	12/17/2025	Backer, L	
D-08	12/17/2025	Backer, M	
D-09	12/17/2025	Bogaard, A	
D-10	12/17/2025	Bogaard, W	
D-11	12/17/2025	Hansell	
D-12	12/17/2025	Martin	
D-13	12/17/2025	Mendenhall	
D-14	12/17/2025	Morgan	
D-15	12/17/2025	O'Brien	
D-16	12/18/2025	Hull	
D-17	12/18/2025	Ryder, J	
D-18	12/18/2025	Ryder, S	
D-19	12/18/2025	Smith	
D-20	12/18/2025	Winward	
D-21	12/20/2025	Harber	
D-22	12/21/2025	Seidler	
D-23	12/22/2025	Hassmann	
C-24	12/25/2025	Sandona	
E. Other Processing Documents			

City of Cle Elum
119 West First Street
Cle Elum, WA 98922



Phone: (509) 674-2262
Fax: (509) 674-4097
www.cityofcleelum.com

CITY OF CLE ELUM
FINDINGS of FACT, CONCLUSIONS, & RECOMMENDATION
for
2025 TEXT AMENDMENTS -2

Application File: SEPA 2025-003

APPLICANT: City of Cle Elum

REQUEST: Non-project text amendments to the following CEMC Chapters:
17.04.040 and 17.04.050; and 17.14.030

PROJECT LOCATION: City-Wide

PARCEL NUMBER(S): City-Wide

DATE OF HEARING: January 6, 2026

STAFF CONTACT: Colleda Monick, Planning Consultant

I. DESCRIPTION OF REQUEST:

The city of Cle Elum Planning Department is proposing non-project text amendments to the following CEMC Chapters: 17.04.040 and 17.04.050; and 17.14.030.

II. SUMMARY OF RECOMMENDATION:

Approval.

III. FINDINGS:

From the review of the proposed text amendments, a review of the Cle Elum Comprehensive Plan 2037, and the Cle Elum Zoning Ordinance, Planning Staff makes the following:

- A. Background:** The City of Cle Elum Planning Commission held study sessions regarding the proposed text amendments to CEMC Chapters 17.04.040 and 17.04.050; and 17.14.030 on the following dates:
September 16, 2025, October 7, 2025, November 4, 2025, November 18, 2025 and December 16, 2025 (5 meetings in total).

- B. Planning Commission Authority:** As an advisory body, the Planning Commission has the authority to make recommendations on amendments to the Cle Elum Municipal Code Development Regulations per CEMC 14.10.010(A)(11) and 14.10.020(A).
- C. Cle Elum Comprehensive Plan 2037:** The proposed text amendments are consistent with the following goals and policies of the Comprehensive Plan.
- a. Goal LU-1: Management and Implementation.
 - b. Goal LU-2: Maintain residential quality and livability suitable for a rural town.
 - c. Goal LU-5: Create Order and Energy in Commercial Areas
 - d. Policy LU-5.1: Assure that a broad and diverse range of products and services are available to the residents of the City of Cle Elum.
 - e. Policy LU-5.10: Encourage broad and diverse uses in existing commercial areas to promote maximum occupancy.
 - f. Goal LU-9: Protect and preserve the character of Cle Elum's historic Downtown Commercial Core.
 - g. Goal LU-15: Noise.
 - h. Policy LU-15.4: Consider noise impacts within development application review processes.
 - i. Goal LU-18: Aesthetics
 - j. Policy LU-18.6: Encourage the development of spaces that attract both residents and tourists, and promote social and community interaction.

IV. PROPOSED TEXT AMENDMENTS:

Proposed changes to these sections are summarized below. Full track changes are enclosed as exhibits.

1. 17.04.040 & 17.04.050 (Exhibit C-02-A)

These changes are being proposed to provide greater flexibility for home and property owners to modify lawfully established nonconforming uses.

- 17.04.040 – Nonconforming uses.
 - Adding standards for the expansion of non-conforming uses along with specific examples, as well as removing the barrier that limits expansion to only those properties located in the Residential zoning district.
- 17.04.050 – Nonconforming buildings and structures.
 - Made revisions to clarify that nonconforming structures may be repaired or altered only when the changes do not increase the degree of nonconformity, with routine maintenance allowed and structural changes permitted only when required by law or approved by the Planning Director. Additional revisions allow single-family and duplex expansions up to 50% of the existing building area under CEMC 14.30.050, with all other expansions following the application procedures in CEMC 14.30.070.

2. 17.14.030 – Table of Permitted Uses (Exhibit C-02-B)

These changes are being proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

- 17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

V. ENVIRONMENTAL REVIEW:

This project was processed for review under the State Environmental Policy Act, SEP-2025-003, as a procedural action under WAC 197-11-800(19), and a Determination of Nonsignificance was issued on December 11, 2025, which was not appealed.

VI. TYPE V REVIEW PROCEDURES

In accordance with CEMC 14.30.090(C)(3), the Planning Commission shall review the staff report, environmental documents, written comments, and testimony at the public hearing and shall make a recommendation to the city council to approve, approve subject to conditions, or deny the proposed amendments. The recommendation shall be based on the official record and shall include written findings addressing the following:

- a. The need for the proposed amendment;

To clarify existing code, address inconsistencies, and improve implementation of the City's Comprehensive Plan goals and policies.

- b. Whether the proposed amendment is in the public interest;

The proposed amendments serve the public interest by promoting clarity, transparency, and consistency, supporting orderly development protecting community character.

- c. Consistency with the Cle Elum comprehensive plan and related documents;

As demonstrated in section III.C. of this report, the proposed amendments are consistent with and implement several goals and policies of the Land Use Comprehensive Plan.

- d. Consistency with the Cle Elum future land use map;

Not applicable – the proposed amendments do not modify the zoning map or future land use map.

- e. Compliance with the provisions of the Cle Elum Municipal Code; and

The proposed changes are consistent with applicable municipal code standards for the Type V review process. Several changes were made to cite relevant code sections and promote consistency across code sections.

- f. Compliance with the provisions of the laws of Washington State including, but not limited to, the Washington State Growth Management Act and the Washington State Environmental Policy Act.

The proposed changes are in compliance with applicable state law. As documented previously, the proposed changes are consistent with the Comprehensive Plan, as required by the GMA. A SEPA Determination of Non-significance was issued on December 11, 2025 which was not appealed.

VII. PUBLIC NOTICE:

Public notice was provided for in the following manner:

Notice of Application, Environmental Review, and Public Hearing	December 11, 2025
Legal Ad Published	December 11, 2025
DNS Issued	December 11, 2025

VIII. CONCLUSIONS:

1. The proposed text amendments are consistent with several goals and policies of the 2037 Comprehensive Plan.
2. The proposed text amendments are consistent with the relevant Type V review criteria found in CEMC 14.30.090(C)(3).
3. The Planning Commission has the authority to make a recommendation to the City Council.
4. Eighteen (18) written public comments were received prior to the final drafting of this Staff Report. All comments expressed support for expanding the “Sports Facility” use in the Downtown Commercial zoning district. Staff notes that all comments received were submitted by individuals who reside outside the City limits and are included as exhibits herein (Exhibit C-07 through C-24).

IX. RECOMMENDATION:

The Planning Division recommends approval to proposed text amendments to Chapters CEMC Chapters: 17.04.040 and 17.04.050; and 17.14.030.

Planning Commission Actions, Options and Potential Motions:

Motion to Approve: Move to recommend approval of the proposed text amendments to city council as written.

Motion to Approve with Changes: Move to recommend approval of the proposed text amendments to city council, to include the changes made to Sections XXXXXX, as noted in the minutes.

Motion to Deny: Move to recommend denial of the proposed text amendments to city council.

EXHIBIT C-02 A

Chapter 17.04

GENERAL PROVISIONS

Sections:

17.04.010	Title.
17.04.020	Map adopted.
17.04.040	Nonconforming uses.
17.04.050	Nonconforming buildings and structures.
17.04.060	Nonconforming lots of record.
17.04.070	Controlling provisions.
17.04.080	Severability.

17.04.010 Title.

This title shall be known as the “Zoning Ordinance of the City of Cle Elum.”

(Ord. 1163 § 1, 2001)

17.04.020 Map adopted.

This title consists of the text hereof together with that certain map identified by the approving signatures of the mayor and the city clerk on the title page and marked and designated as “The map of the zoning ordinance of the city of Cle Elum,” which map is on file in the office of the city clerk. The map has been examined by the city council and is adopted as part of this title. The title, and each and all of its terms, is to be read and interpreted in the light of the contents of the map. In the event of any conflict between the map and the text of this title, the text of this title shall prevail.

(Ord. 1163 § 1, 2001)

17.04.040 Nonconforming uses.

The lawful use of any building, structure, land or sign in existence at the time of the passage of the ordinance codified in this title, although such use does not conform to the provisions of this title, may be continued subject to the limitations of this section.

A. Expansion – No existing building, structure or land ~~containing devoted to~~ a nonconforming use shall be expanded, enlarged, reconstructed, intensified or structurally altered unless the ~~use thereof is changed to a use permitted in the zoning district in which the building, structure, or land is located.~~ following standards are met:

1. Degree of nonconformity is not increased. For the purposes of this chapter, the degree of nonconformity means the extent to which a building, structure, or use does not comply with current zoning standards. An expansion, alteration, or change shall not increase the degree of nonconformity.

Example (allowed): A dwelling that encroaches two feet into a required side yard setback may be expanded on the opposite side of the structure, provided the addition meets current setback standards.

Example (not allowed): An addition within the encroaching side yard would increase the setback encroachment and is not permitted.

2. Building or use expansion shall not exceed 50% of the existing footprint, provided that it does not increase the degree of nonconformity.

Example: A single-family dwelling in the Commercial zoning district that can add a garage or expand the structure as long as it meets the underlying zoning standards.

3. All other applicable standards of the underlying zone are met.

B. Change – When authorized by the planning director, a nonconforming use may be changed to a use of a like nature or use that is more in conformance with the existing regulations.

C. Extension – When authorized by the planning director, a nonconforming use may be extended throughout those parts of a building which were manifestly designed or arranged for such use prior to the date when such use of the building became nonconforming, if no structural alterations except those required by law are made therein.

D. Discontinuance – When a nonconforming use of land or a nonconforming use of all or part of a structure is discontinued or abandoned for a period of one year, such use shall be considered abandoned and lose its nonconforming status. Normal seasonal cessation of use, or temporary discontinuance for purposes of maintenance or improvements, shall not be included in determination of the one-year period of discontinuance.

E. Reversion – If a nonconforming use is changed to a permitted use, the nonconforming use shall not be resumed.

F. Residential exception – Legally established residential uses located in any ~~residential~~ zoning district shall not be deemed nonconforming for the purposes of residential alteration, residential enlargement or residential expansion provided:

1. The residential use was legally established.

~~2. The residential use was established at least fifty years prior to the adoption of this regulation.~~

~~3.2~~ The residential use has been continuous and has never lapsed for more than twelve consecutive months.

~~4.3~~ The residential use shall comply with the development standards of the underlying zone in which it is located.

~~5. A declaration of covenant between the property owner and the city of Cle Elum must be completed and executed prior to the issuance of a building permit, and shall be recorded with the Kittitas County Auditors Office, stating generally:~~

~~The current Residential use and proposed expansion, enlargement or alteration is not located within a residential zone and is therefore subject to noise, dust, vibration, smoke, activity, and the like associated with legally permitted uses in the zoning district. Legally permitted uses in compliance with Cle Elum Municipal Code in any zone have the right to continue without hindrance.~~

(Ord. 1279 § 2 (Attach. B), 2007; Ord. 1163 § 1, 2001)

17.04.050 Nonconforming buildings and structures.

A building or structure in existence at the time of the passage of the ordinance codified in this title, although such use does not conform to the provisions of this title, may be maintained subject to the limitations of this section.

A. Expansion – A nonconforming structure may not be changed, altered, replaced, added to or expanded in any manner, except as provided in ~~subsection B of this section and unless such change or alteration does not increase the degree of nonconformity or would bring the structure into conformity with provisions of the zoning code.~~CEMC 1704.040(A).

B. Repair – ~~Such Normal structural~~ repair and maintenance work as required to keep the structure in sound condition may be made, including replacement of walls, fixtures and plumbing, provided no structural alterations shall be made except such as are required by law or ordinance or authorized by the planning director.

C. Reconstruction of a Nonconforming Structure - In case of damage or destruction by fire or other causes ~~requiring expenditures for repair in excess of one-half of the assessed value as shown on the county assessor's records the structure can be rebuilt as it was,~~ immediately prior to ~~destruction, the structure or structures, other than residential dwellings, shall not be rebuilt unless they conform to all requirements of the zoning code.~~the damage or in a manner that is less conforming. Permits to repair the damage must be applied for within one year and construction must be completed within two years of the damage occurring or the legal nonconforming status will be lost.

~~CD.~~ Any nonconforming structures shall be maintained in usable condition or the nonconforming status shall be lost.

~~E. In the case of expanding a nonconforming single-family dwelling or duplex, the proposed expansion is fifty percent or less of the existing building area. The provisions of CEMC 14.30.050 shall also be used for the reconstruction of a nonconforming single-family dwelling or duplex. In the case of expanding anything else, the application procedures shall be the same as those established in CEMC 14.30.070.~~

(Ord. 1222 § 3 (Exh. C), 2004; Ord. 1163 § 1, 2001)

17.04.060 Nonconforming lots of record.

A. Residential districts – In any residential district in which single-family dwellings are permitted, a single-family dwelling and customary accessory buildings may be erected on any single lot of record, notwithstanding limitations imposed by other provisions of this title. Such lot must be in separate ownership and not of continuous frontage with other lots in the same ownership. This provision shall apply even though such lot fails to meet the requirements for area or width that are generally applicable in the district, provided that yard dimensions and requirements (other than those applying to area or width) shall conform to the regulations for the district in which such lot is located.

In all residential zoning districts, if two or more lots or combinations of lots and portions of lots with continuous frontage are of record prior to May 23, 1960, and if all or part of the lots do not meet the minimum requirements established for lot width and area, the land involved shall be considered to be an undivided parcel for the purposes of this title, and no portion of the parcel shall be used or sold in a manner which diminishes compliance with the lot width and area requirements established by this title, nor shall any division of any parcel be made which creates a lot with width or area below the requirements stated in this title.

B. Other districts – In any other district, permitted buildings and structures may be constructed on a nonconforming lot of record, provided lot coverage, yard, landscaping and off-street parking requirements are met. Such lot must be in separate ownership and not of continuous frontage with other lots in the same ownership. If all or part of the lots do not meet the minimum requirements established for lot width and area, the land involved shall be considered to be an undivided parcel for the purposes of this title, and no portion of the parcel shall be used or sold in a manner which diminishes compliance with the lot width and area requirements established by this title, nor shall any division of any parcel be made which creates a lot with width or area below the requirements stated in this title.

(Ord. 1163 § 1, 2001)

17.04.070 Controlling provisions.

The provisions of this title shall be held to be minimum requirements. Where this title imposes greater restrictions than are imposed by other chapters, laws, rules, or regulations, the

provisions of this title shall control. Where this title imposes lesser restrictions than are imposed by other chapters, laws, rules or regulations, the provisions of the more restrictive title shall control.

(Ord. 1163 § 1, 2001)

17.04.080 Severability.

If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.

(Ord. 1163 § 1, 2001)

The Cle Elum Municipal Code is current through Ordinance 1713, passed October 28, 2025.

Disclaimer: The city clerk's office has the official version of the Cle Elum Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited here.

[City Website: cityofcleelum.com](http://cityofcleelum.com)

[City Telephone: \(509\) 674-2262](tel:(509)674-2262)

[Hosted by General Code.](#)

EXHIBIT C-02 B**Chapr 17.14
PERMITTED LAND USES**

Sections:

17.14.010	Purpose.
17.14.020	Land use classification system.
17.14.030	Table of permitted land uses.
17.14.040	Unclassified uses.
17.14.050	Home occupations.

17.14.010 Purpose.

The purpose of this chapter is to provide clarity and consistency in the city's zoning regulations by establishing a table of permitted uses that aligns with the intent and character of each zoning district. Some uses are inherently compatible with a district's purpose and can be permitted outright, while others may require additional review to ensure that potential impacts are mitigated through careful site design. In some cases, certain uses may be fundamentally incompatible with a district's objectives and are therefore not allowed. This chapter defines where specific uses are permitted, identifies the appropriate level of review for each, and ensures that zoning decisions support the city's long-term vision for balanced growth, economic development, and community character.

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.020 Land use classification system.

Land uses within each zoning district shall be classified into four principal categories which establish a class of use. The class of use generally corresponds to a type of review that is based on a level of review complexity. However, certain circumstances may alter the type of review due to a higher or lower complexity.

-
- A. Class (1) uses are permitted, provided the district standards are met. The administrative official shall use the procedures in CEMC Section [14.30.050](#) to review Class (1) uses and associated site improvements. Class (1) uses in certain situations may require a Type (2) review, as required by CEMC Section [14.30.040](#).
- B. Class (2) uses are generally permitted in the district. However, the compatibility between a Class (2) use and the surrounding environment cannot be determined in advance, and occasionally a Class (2) use may be incompatible at a particular location. Therefore, a Type (2) review by the administrative official is required in order to promote compatibility with the intent and character of the district and the policies and development criteria of the Cle Elum comprehensive plan.
- C. Class (3) uses are generally not permitted in a particular district, but may be allowed by the hearing examiner after a Type (3) review and public hearing. The hearing examiner may approve, deny, or impose conditions on the proposed land use and site improvements to promote compatibility with the intent and character of the district and the policies and development criteria of the Cle Elum urban area comprehensive plan.
- D. *Uses Not Permitted.* Any use listed in Table 16.1 and not classified as either a Class (1), (2), or (3) use in a particular district shall not be permitted in that district. A request for an unclassified use, under CEMC Section [17.14.040](#), that is denied by the hearing examiner is considered as a use not permitted.
- E. *Multiple Uses.* When two or more uses are proposed for the same project, the entire project shall be subject to the type of review required by the highest classified use, Class (3) uses being higher than Class (2), and Class (2) uses being higher than Class (1).
- F. *Administrative Official's Determination of Table of Permitted Land Uses.*
1. The administrative official shall be authorized to determine whether a new or expanded use not otherwise identified in Table 16.1, Permitted Land Uses, is consistent with or similar to those already provided for within the table.
 2. In the event that an applicant is aggrieved by a verbal determination of the administrative official, the applicant may submit a request for a written determination to the city of Cle Elum planning division.

3. If the administrative official cannot conclusively determine that a new or expanded use is consistent with or similar to those identified within Table 16.1, the determination may be considered as an administrative interpretation under CEMC Section [14.10.030](#).

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.030 Table of permitted land uses.

Table 16.1. Permitted Land Uses

R = Residential

DC = Downtown
Commercial

GC = General Commercial

MFR = Multiple-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*			<u>2⁴ & 12/4</u>	2	1		1
Theaters			1	2	1		

COMMUNITY SERVICES							
Cemetery/Crematorium With Funeral Home					2		
Places of Worship*	3	3	3	1	1		1
Community Center*	3	3	2	1	1		1
Correctional Facilities							3
Day Care Center*	3	3		1	1		
Day Care Facilities (Not Home Occupation): Family In-Home*	1	1					
Funeral Home Not Associated With Cemetery/Crematorium			3				
Hospital*		3			2		1
Libraries	3	3					1
Meeting Halls, Fraternal Organizations*			2	1	1		1
Museums, Art Galleries			1		1		1
Public Facility*	3	3	1	1	1	1	1
Schools*	3	3					1
Business Schools*							1
Vocational Schools*							1
Community College/University							1
RESIDENTIAL							

Detached Single-Family Dwelling	1	1			3		
Accessory Dwelling Unit	1	1					
Existing Detached Single-Family Dwelling on Existing Lots of Record 5,000 Sq Ft or Less			2	2	2	2	
Detached Single-Family Dwelling (Zero Lot Line)	2	2					
Attached Single-Family Dwelling, Common Wall	2	2					
Two-Family Dwelling (Duplex)	1	1					
Converted Dwelling	2	2					
Multifamily Development*		1	2	2	2		
Mixed-Use Building*			1	2	2	2	
Mobile Home Park					3		
Adult Family Homes/Group Homes	1	2	3 ²	3	3		
Nursing/Convalescent Home (Medical)*	3	1		2	2		
Retirement Home (Assisted Living)*	2	1		2	2		
Bed and Breakfast	3	2	2	2	2		
RETAIL TRADE AND SERVICE							
Animal Clinic/Hospital/Veterinarian			2	1	1	2	
Car Wash/Detailing			3 ²	1	1	1	
Bars/Taverns			1	1	1		

Beauty and Barber Shops			1	1	1		
Animal Grooming*			2	1	1		
Convenience Store With Gas Station			2	1	1		
Financial Institutions			1	1	1		
General Retail			1	1	1	2 ³	
Hotels/Motels			1 ¹	1	1		
Pet Day Care/Animal Training/Kennel*				2	3	2	
Laundromats/Dry Cleaners			2	1	1	2	
Lumber Yards				2	1	1	
Maintenance and Repair Shops				1	1	1	
Marijuana Retail			3	3	3	3	
Massage Therapy/Spa			1	1	1		
Micro-Brewery, Distillery, or Winery			1	1	1	2	
Mobile Vendor			1	1	1	1	
Motor Vehicle Sales				1	1	1	
Offices and Clinics	3		1	1	1		
Contractor Office With Yard or Storage			2 ²	1	1	1	
Contractor Office Without Yard or Storage			1	1	1		
Paint and Body Repair Shops				1	2	1	

Parking Lots and Garages			3 and 2 ²	1	1	1	
Parts and Accessories (Tires, Batteries, etc.)			3 and 2 ²	1	1	1	
Broadcast Media			2	1	1		
Recycling Drop-off Center (8)						3	
Sales/Rental: Auto, Truck, Trailer, Fleet Leasing Services With Storage				2	2	1	
Sales/Rental: Heavy Equipment				2	2	1	
Restaurant			1	1	1		
Restaurants, With Drive-In or Drive-Through			2	1	1	2	
Short-Term Rental*	2	2	2	2	2	3	
Towing Services				1	2	1	
Wrecking and Dismantling Yard						3	
INDUSTRIAL (OR MANUFACTURING)							
Fabricated Structural Metal Products			3 ²	2	2	1	
Food Processing Without Retail			3 or 2 ²	3	2	1	
Machinery and Equipment				3	3	1	
Marijuana, Producers, Processor, Research						2	
Plastic Products and Assembly				3	3	1	
Paperboard Containers and Boxes				3	3	1	
Prefabricated Structural Wood Products and				3	3	1	

Containers							
Printing, Publishing and Binding			3	2	2	1	
Wineries				3	3	1	
TRANSPORTATION							
Bus Terminals/Storage and Maintenance Facilities			3 ²	1	2	1	
Transportation Brokerage Offices, With Truck Parking/Contract Truck Hauling			3 ²	2	3	1	
Railroad Switch Yards, Maintenance and Repair Facilities, etc.			3 ²	2	2	1	
Airport							1
UTILITIES							
Power Generating Facilities*				3	3	3	
Utility Services*	3	3	3	3	3	2	
WHOLESALE TRADE – STORAGE							
Storage Facilities, Commercial*				3	2	1	
Residential Mini-Storage*		3	3 ²	2	2	1	

* Indicates a defined term (CMC Chapter [14.20](#)).

1 Hotels and residential uses shall be located in the upper floors of a building with only necessary entrances and lobbies at the street level.

2 Where this footnote appears, the use is permitted at the indicated level of review only when not located on First Street.

Examples:

- Car wash/detailing would only be allowed as a Class (3) when not on First Street and prohibited on First Street.
- Parking lots and garages would be allowed as a Class (3) on First Street and a Class (2) everywhere else.
- Mobile vendor is a Class (1) everywhere (on First Street and everywhere else).

3 Manufacturing, production or treatment of products clearly incidental to the conduct of a retail business conducted on the premises.

4 Indoor use only

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.040 Unclassified uses.

Any use not listed in Table 16.1 is an unclassified use and shall be permitted only in those districts so designated by the hearing examiner. Any unclassified use permitted in a particular zoning district shall be allowed only as a Class (2) or (3) use, as determined by an administrative official or hearing examiner.

(Ord. 1698 § 1 (Exh. A), 2025)

17.14.050 Home occupations.

A. *Purpose.* The conduct of an accessory business within an existing dwelling may be permitted under the provisions of this section. It is the intent of this section to:

1. Ensure the compatibility of home occupations with other uses permitted in the underlying zone; and
2. Preserve the existing dwelling as the primary use of the structure or property; and
3. Maintain and preserve the character of residential neighborhoods; and
4. Promote the efficient use of public services and facilities by assuring these services are provided to the residential population for which they were planned and constructed, rather than commercial uses.

B. *Table of Permitted Home Occupations.* Table 16.2 titled “Permitted Home Occupations” is incorporated as a part of this section. Each permitted home occupation listed in Table 16-2 is designated as a Type (1), (2) or (3) use for a particular zoning district. Proposed home occupations in existing dwellings in the commercial and industrial zoning districts shall follow the land use requirements of the MFR zoning district. All permitted home occupations are subject to the standards of this title, including the specific conditions of subsection (C) of this section and the applicable review procedures of CEMC Chapter 14.30. Specific uses not permitted as home occupations are listed in subsection (H) of this section.

Table 16.2. Permitted Home Occupations*

Zoning District		
	R	MFR
Barbershop, beauty parlor	2	2
Day care, family home*	1	1
Professional services*	2	2
Dog grooming	2	2
Food preparation*	2	2
Home contractor*	1	1
Home office*	1	1
Home instruction*	1	1
Product assemblage/service*	1	1

Zoning District		
	R	MFR
Short-term rental*	1	1
Unclassified home occupation		

Notes:

* Refers to definition in CEMC Chapter [17.16](#).

1 = Type (1) permitted home occupation.

2 = Type (2) permitted home occupation.

C = Conditional use, public hearing and approval by the hearing examiner required.

C. *Necessary Conditions.* Home occupations are permitted as an accessory use to the residential use of a property only when all the following conditions are met:

1. The home occupation is conducted inside a structure within property on which is established the primary residence of the practitioner(s). For the purpose of administering this section, "primary residence" shall be defined as the residence where a person or persons reside for the majority of the calendar year;
2. The home occupation is incidental and subordinate to the residential functions of the property. No action related to the home occupation shall be permitted that impairs reasonable residential use of the dwelling;
3. There are no external alterations to the building which change its character from a dwelling;
4. The portion of the structure or facilities in which a home occupation is to be sited must be so designed that it may be readily converted to serve residential uses;
5. The business is conducted in a manner that will not alter the normal residential character of the premises, including but not limited to the use of lighting and signs, or the emission of noise, vibration, dust, glare, heat, smoke or odors;

6. The home occupation does not generate materially greater traffic volumes than would normally be expected in the residential neighborhood; the frequency of deliveries should be comparable to that of a single-family home without a home business. No more than six customers or vehicle trips are permitted per day unless otherwise permitted through review;
7. There is no outside storage or display of any kind related to the home occupation except for typical vehicle parking associated with the business, but not including job trailers, food trucks, or similar accessory vehicles visible from the public right-of-way;
8. The home occupation does not require the use of electrical or mechanical equipment that would change the fire rating of the structure;
9. The home occupation does not require the use of electrical equipment that exceeds FCC standards for residential use;
10. The home occupation does not increase water or sewer use so that the combined total use for the dwelling and home occupation is significantly more than the average for residences in the neighborhood;
11. A business license is purchased where required;
12. One employee in addition to the owner/occupant is permitted;
13. All stock in trade kept for sale on the premises is produced on site by hand without the use of automated or production line equipment.

In granting approval for a home occupation, the reviewing official may attach additional conditions to ensure the home occupation will be in harmony with, and not detrimental to, the character of the residential neighborhood. Any home occupation authorized under the provisions of this title shall be open to inspection and review at all reasonable times by the building and enforcement official for purposes of verifying compliance with the conditions of approval and other provisions of this title.

D. *Materials and Storage.* The storage of equipment, materials, or goods shall be permitted in connection with a home occupation provided such storage complies with the following standards:

1. All equipment, materials, or goods shall be stored completely within the space designated for home occupation activities and not visible from the public right-of-way.
2. Only those materials or goods that are utilized or produced in connection with the home occupation may be stored within the dwelling unit or accessory building.
3. All flammable or combustible compounds, products, or materials shall be maintained and utilized in compliance with the fire code.
4. The frequency of home deliveries should be comparable to that of a single-family home without a home occupation associated with the residence. No more than six customers or vehicle trips are permitted per day unless otherwise permitted through review.

E. *Nameplates.* Only one nameplate shall be allowed. It may display the name of the occupant and/or the name of the home occupation (e.g., John Jones, Accountant). The nameplate shall be attached to the dwelling but shall not exceed two square feet in area or be illuminated.

F. *Application Fee and Review Period.* Applications for home occupations which require a Type 2 review or conditional use permit for approval shall be made in accordance with the provisions of CEMC Chapter [14.30](#), except as noted, and shall be accompanied by the appropriate filing fee. The administrative official may accept an aerial photo of the site in lieu of a site plan when the aerial photo clearly shows all structures and parking areas, and no new construction or site modifications are proposed.

G. *Unclassified Home Occupation – Review by the Hearing Examiner.* Home occupations not listed in Table 16.2 shall be reviewed by the hearing examiner in accordance with the provisions of CEMC Chapter [14.30](#); provided, any unclassified home occupation permitted after review and decision by the hearing examiner in a particular district shall be allowed only as a Class (2) or (3) use.

H. *Home Occupations Not Permitted.* The following uses, by the nature of their operation or investment, have a pronounced tendency, once started, to increase beyond the limits permitted for home occupations and impair the use and value of a residentially zoned area for residential purposes. Therefore, the uses listed below shall not be permitted as home occupations:

1. Auto repair, body work, or similar automobile-related activity;
2. Parking and storage of motor vehicles, commercial trucks or heavy equipment;

3. Antique shop or gift shop;
4. Kennel;
5. Veterinary clinic or hospital;
6. Painting of vehicles, trailers or boats;
7. Large appliance repair including stoves, refrigerators, washers and dryers;
8. Upholstering;
9. Machine and sheet metal shops;
10. Taxidermist;
11. Vehicle sign painting (except for the application of decals);
12. Marijuana production, processing and/or retailing.

I. *Denial of Application for a Home Occupation.* An application for a home occupation shall be denied if the administrative official finds that either the application or record fails to establish compliance with the provisions of this chapter. When any application is denied, the administrative officer shall state the specific reasons and cite the specific provisions and sections of this title on which the denial is based.

(Ord. 1698 § 1 (Exh. A), 2025)

The Cle Elum Municipal Code is current through Ordinance 1713, passed October 28, 2025.

Disclaimer: The city clerk's office has the official version of the Cle Elum Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited here.

[City Website: cityofcleelum.com](http://cityofcleelum.com)

[City Telephone: \(509\) 674-2262](tel:(509)674-2262)

The Cle Elum Municipal Code is current through Ordinance 1713, passed October 28, 2025.

[Hosted by General Code.](#)

City of Cle Elum, Washington SEPA Checklist

Purpose of the Checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for Applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use “not applicable” or “does not apply” only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Use of the Checklist for Nonproject Proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the [Supplemental Sheet for Nonproject Actions \(Part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in “Part B: Environmental Elements” that do not contribute meaningfully to the analysis of the proposal.

A. Background [Find help answering background questions](#)

1. Name of proposed project, if applicable:

City of Cle Elum 2025 Code Amendments

2. Name of applicant:

City of Cle Elum Planning Department

3. Address and phone number of applicant and contact person:

Colleda Monick

4. Date checklist prepared:

November 14 , 2025

5. Agency requesting checklist:

City of Cle Elum

6. Proposed timing or schedule (including phasing, if applicable):

Q1 2026

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

No - this is a non-project action.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

SEPA Environmental Review was completed for previous code updates.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

None. Per WAC 197-11-315(1)(e), as a non-project proposal, section B of the Environmental Checklist will not be filled out.

10. List any government approvals or permits that will be needed for your proposal, if known.

Planning Commission recommendation and City Council approval

- 11. Give a brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)**

The City of Cle Elum Planning Department is proposing non-project text amendments to the following CEMC Chapters:

17.04.040, 17.04.050 and 17.14.030 to expand a permitted land use and provide greater flexibility for home and property owners to modify lawfully established nonconforming uses.

- 12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

Cle Elum City Limits

C. Signature [Find help about who should sign](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Colleda Monick

Type name of signee: Colleda Monick

Position and agency/organization: Designated City Planner, City of Cle Elum.

Date submitted: November 14, 2025

D. Supplemental sheet for nonproject actions [Find help for the nonproject actions worksheet](#)

IT IS NOT REQUIRED to use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

Please see below for answers to these questions.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

- Proposed measures to avoid or reduce such increases are:

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

- Proposed measures to protect or conserve plants, animals, fish, or marine life are:

3. How would the proposal be likely to deplete energy or natural resources?

- Proposed measures to protect or conserve energy and natural resources are:

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

- Proposed measures to protect such resources or to avoid or reduce impacts are:

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

- Proposed measures to avoid or reduce shoreline and land use impacts are:

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

- **Proposed measures to reduce or respond to such demand(s) are:**

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

D. Supplemental sheet for non-project actions:

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

Response:

The proposed amendments are non-project actions that modify various sections of the Cle Elum Municipal Code (CEMC) to clarify permitted land uses, streamline the permit review process, and improve consistency with state regulations. As such, these changes do not directly authorize any physical construction or activities that would result in increased discharge to water, emissions to air, or the release of toxic or hazardous substances. Any potential impacts from future development will be addressed during project-level environmental review.

- **Proposed measures to avoid or reduce such increases are:**

Response:

None proposed. Any future measures to avoid such increases will be dealt with at the project level.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Response:

The text amendments do not authorize specific development or land-disturbing activities. Future development projects that result from these code changes will be subject to applicable environmental review under SEPA and critical area regulations. These reviews will assess potential impacts on plants, animals, fish, and marine life, and mitigation measures will be required as necessary to ensure compliance with city, state, and federal regulations.

- **Proposed measures to protect or conserve plants, animals, fish, or marine life are:**

Response:

None proposed. Any future measures to avoid such increases will be dealt with at the project level.

3. How would the proposal be likely to deplete energy or natural resources?

Response:

The proposed amendments do not introduce new development or increased intensity of land uses that would lead to increased consumption of energy or natural resources. Any future projects that may occur under the revised code will be subject to site-specific review and must adhere to applicable building and energy codes to minimize resource depletion.

- **Proposed measures to protect or conserve energy and natural resources are:**

Response:

None proposed. Any future measures to avoid such increases will be dealt with at the project level.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species, historic or cultural sites?

Response:

The amendments do not alter protections for environmentally sensitive areas, critical areas, or historically or culturally significant sites. All future projects resulting from the code changes will be required to comply with existing regulations, including the Cle Elum Critical Areas Ordinance, Shoreline Master Program, and applicable federal and state laws protecting designated sites and sensitive areas. Any development in these areas would require appropriate environmental review and mitigation.

- **Proposed measures to protect such resources or to avoid or reduce impacts are:**

Response:

None proposed. Any future projects within or adjacent to environmentally sensitive areas will be addressed at the project level.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

Response:

The proposed text amendments align with the City of Cle Elum Comprehensive Plan and Shoreline Master Program. The amendments aim to consolidate permitted land uses into a new Table of Permitted Uses and streamline permit review processes, ensuring consistency between zoning regulations and adopted planning documents. No changes that would encourage incompatible land or shoreline uses are proposed.

- **Proposed measures to avoid or reduce shoreline and land use impacts are:**

Response:

Certain uses require additional development standards such as buffering or landscaping, while other are proposed to be permitted at a higher level of review.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

Response:

Since the proposed amendments do not authorize new development or change the intensity of permitted uses, they are not expected to increase demands on transportation, public services, or

utilities. Any increased demand resulting from future development will be evaluated at the project level and mitigated through applicable concurrency and impact fee requirements.

- **Proposed measures to reduce or respond to such demand(s) are:**

Response:

None proposed. Any future measures to mitigate traffic impacts will be dealt with at the project level.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

Response:

The proposed amendments are designed to align with local, state, and federal laws, including consistency with RCW 58.17.100, recent state legislation (SB 5290), and state-mandated SEPA review timelines. No conflicts with environmental protection laws have been identified.

City of Cle Elum
119 West First Street
Cle Elum, WA 98922



Phone: (509) 674-2262
Fax: (509) 674-4097
www.cleelum.gov

NOTICE OF APPLICATION, ENVIRONMENTAL REVIEW, AND PUBLIC HEARING

DATE: December 11, 2025
TO: Agencies with Jurisdiction, Applicant, and Adjoining Property Owners
FROM: City of Cle Elum, Planning Department
APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025

PROJECT DESCRIPTION: Proposed non-project text amendments to the following CEMC Chapters: 17.04.040 and 17.04.050; and 17.14.030.

NOTICE OF ENVIRONMENTAL REVIEW: This is to notify agencies with jurisdiction and environmental expertise and the public that the City of Cle Elum, Planning Division, has been established as the lead agency, under WAC 197-11-928 for this project. The City of Cle Elum is issuing a Determination of Non-Significance (DNS) on this project. WAC 197-11-340(2) is being used. The threshold determination is enclosed and may be appealed pursuant to CEMC 14.30.230 and 14.40.080.

Required Permits: The following local, state, and federal permits/approvals may or will be needed for this project: N/A

Required Studies: N/A

Existing Environmental Documents: SEPA was last completed concurrently with previous code updates.

Development Regulations for Project Mitigation and Consistency Include: The State Environmental Policy Act, the Zoning Ordinance of the City of Cle Elum, and the Cle Elum Comprehensive Plan.

REQUEST FOR WRITTEN COMMENTS: Agencies, tribes, and the public are encouraged to review and comment on the proposed project and its probable environmental impacts. Written comments may be submitted up until and at the public hearing on January 6, 2026. Comments received by **December 26, 2025**, will be included in the staff report. Please reference file numbers (SEPA-2025-003) and applicant's project name (Cle Elum Planning) in any correspondence you submit. You can mail or submit your comments to:

City of Cle Elum, Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922

NOTICE OF PUBLIC HEARING: The public hearing before the City of Cle Elum Planning Commission is scheduled for January 6, 2026, beginning at 6:00 p.m. in the Council Chambers – 119 W First Street, Cle Elum, WA 98922. Any person desiring to express their views on this matter is invited to attend the public hearing or submit written comment to: City of Cle Elum, Planning Division, 119 W First Street, Cle Elum, WA 98922.

NOTICE OF RECOMMENDATION: Following the public hearing, the Planning Commission will issue its recommendation within ten (10) business days. When available, a copy of the recommendation will be made available to parties of record and entities who were provided this notice. **A separate public notice will be provided for the public hearing before the Cle Elum City Council.**

The file containing the complete application is available for public review at the City of Cle Elum, 119 W First Street, Cle Elum, WA 98922. If you have any questions on this proposal, please contact Colleda Monick, Planning Consultant at (509) 864-1976, or email to: planning@cleelum.gov

Linked: Narrative, Text Amendments Exhibits, SEPA Checklist: <https://cleelum.gov/city-services/administrative-services/public-notices/>

City of Cle Elum
119 West First Street
Cle Elum, WA 98922



Phone: (509) 674-2262
Fax: (509) 674-4097
www.cleelum.gov

**WASHINGTON STATE ENVIRONMENTAL POLICY ACT
DETERMINATION OF NONSIGNIFICANCE
CITY OF CLE ELUM, WASHINGTON
December 11, 2025**

PROJECT DESCRIPTION: Proposed non-project text amendments to the following CEMC Chapters:
17.04.040 and 17.04.050; and 17.14.030.

LOCATION: City Limits
PARCEL NUMBERS: N/A
PROPONENT: City of Cle Elum Planning Commission
PROPERTY OWNERS: N/A
LEAD AGENCY: City of Cle Elum

FILE NUMBER: SEP#2025-003

DETERMINATION: The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.12C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency and a public comment period which ends on December 26, 2025. This information is available to the public on request.

☐ There is no comment period on this DNS.

☐ This DNS is issued using the optional DNS process in WAC 197-11-355. There is no further comment period on this DNS.

☒ This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted by December 26, 2025.

Responsible Official: Rob Omans
Position/Title: SEPA Responsible Official
Phone: 509-674-2262
Address: 119 W First Street, Cle Elum, WA 98922

Date: December 11, 2025

Signature:

NORTHERN KITTITAS COUNTY
TRIBUNE

509-674-2511 • P.O. Box 308 • Cle Elum, WA 98922
 www.nkctribune.com

City of Cle Elum
 119 West First Street
 Cle Elum, WA 98922

Invoice

Invoice #: 00107810
 Date: 12/11/25
 Terms: Net 30
 Due Date: 1/10/26
 Reference: LEGAL NOTICE

QTY	UNIT	DESCRIPTION	PRICE	DISC %	AMOUNT	TAXED
5.4	TCI	Legal Ad (12/11/2025) - Notice of Application, Environmental Review and Public Hearing Jan. 6, 2026 for the proposed non-project text amendments to CEMC Chapters 17.04.040, 17.04.050, and 17.14.030	\$11.00		\$59.40	

#605

511.30.49.001

Notice of Application, Environmental Review and Public Hearing Jan. 6, 2026 for the proposed non-project text amendments to CEMC Chapters 17.04.040, 17.04.050, & 17.14.030

SUBTOTAL: \$59.40
 TAX: \$0.00
TOTAL: \$59.40
 APPLIED: \$0.00

THANK YOU FOR YOUR BUSINESS!

BALANCE:

\$59.40

AFFIDAVIT OF PUBLICATION

STATE OF WASHINGTON

COUNTY OF KITTITAS

)
) SS
)

TERRY L. HAMBERG, being duly sworn on oath, deposes and says that she is the publisher of the NORTHERN KITTITAS COUNTY TRIBUNE, a weekly newspaper. That said newspaper is a legal newspaper and has been approved as a legal newspaper by order of the Superior Court in the county in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published in the English language continually as a weekly newspaper in Cle Elum, Kittitas County, Washington, and is now and during all of said time was published in an office maintained at the aforesaid place of publication of said newspaper. That the annexed is a true copy of

Notice of Application, Environmental Review and Public Hearing Jan. 6, 2026 for the proposed non-project text amendments to CEMC Chapters 17.04.040, 17.04.050, & 17.14.030

as it was published in regular issues (and not in supplement form) of said newspaper once a week for a period of

1 subsequent weeks, commencing on the 14th day of December, 2025 and ending on the _____ day of _____, 2025,

both dates inclusive, and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the

sum of \$ 59.40, which amount has been paid in full.

Terry L. Hamberg

Terry L. Hamberg

Subscribed and sworn to before me this 15th day of December, 2025

Jana E. Stoner
JANA E. STONER

Notary Public in and for the State of Washington, residing at Cle Elum, County of Kittitas. Expires 07/01/2026



NOTICE OF APPLICATION, ENVIRONMENTAL REVIEW AND PUBLIC HEARING

Notice is hereby given that the Cle Elum Planning Commission will hold a public hearing at Cle Elum City Hall, 119 West First Street, Cle Elum, WA. 98922, on Tuesday, January 6, 2026, at 6:00 p.m. or soon thereafter for the purpose of:

Proposed non-project text amendments to the following Cle Elum Municipal Code Chapters: 17.04.040 and 17.04.050; and 17.14.030.

Interested persons may appear and be heard at said hearing, or written comments may be submitted to the City of Cle Elum, Attn: Planning Department, 119 West First Street, Cle Elum, WA. 98922, (Text Amendments), up until and at the public hearing on January 6, 2026.

Applications can be reviewed here: <https://cleelum.gov/city-services/administrative-services/public-notices/>

(Published in the N.K.C. TRIBUNE, Dec. 11, 2025.)

City of Cle Elum
119 West First Street
Cle Elum, WA 98922



Phone: (509) 674-2262
Fax: (509) 674-4097
www.cleelum.gov

CITY OF CLE ELUM
NOTICE OF CLOSED RECORD PUBLIC HEARING
Text Amendments to CEMC Title 17 Cle Elum Zoning Ordinance

NOTICE IS HEREBY GIVEN that the Cle Elum City Council will conduct a public hearing to consider the Cle Elum Planning Commission's recommendation for proposed text amendments to Title 17 Cle Elum Zoning Ordinance to address non-conforming uses and expand "Sports Facilities" in the Downtown Commercial zoning district.

Said closed record public hearing will be held on **Tuesday, February 10, 2026** at 6:00 pm, or soon thereafter, in the Council Chambers at City Hall located at 119 West First Street, Cle Elum, WA 98922.

Closed Record Hearing means the public is invited to testify on the existing records but will not be allowed to introduce any new information.

Any interested person wishing to provide testimony on this proposal is welcome to attend the public hearing in person or via Zoom (information on the agenda). The City Council agenda will be posted online at: <https://cleelumwa.portal.civicclerk.com/>

Or contact the City in the following manner:

- 1) Send a letter via regular mail to "Cle Elum, 119 West First Street, Cle Elum, WA 98922" or
- 2) Email your comments to planning@cleelum.gov Include in the email subject line, "Text Amendments" Please also include your name and mailing address.

Please contact City Planning for additional information at planning@cleelum.gov or 509-674-2262.

Date and published this 15th day of January, 2026

NORTHERN KITTITAS COUNTY
TRIBUNE

509-674-2511 • P.O. Box 308 • Cle Elum, WA 98922
www.nkctribune.com

City of Cle Elum
119 West First Street
Cle Elum, WA 98922

Invoice

Invoice #: 00108248
Date: 1/22/26
Terms: Net 30
Due Date: 2/21/26
Reference: LEGAL NOTICE

QTY	UNIT	DESCRIPTION	PRICE	DISC %	AMOUNT	TAXED
4.6	TCI	Legal Ad (01/22/2026) - CORRECTED NOTICE of Feb. 10, 2026 Public Hearing on proposed non-project text amendments to CEMC Chapters 17.04.040 and 17.04.050 - Nonconformin uses; and 17.14.030 - Table of Permitted uses	\$11.00		\$50.60	

511.30, 49.00/100

CORRECTED NOTICE of Feb. 10, 2026
Public Hearing on proposed non-project
text amendments to CEMC Chapters
17.04.040 and 17.04.050 -
Nonconformin uses; and 17.14.030
- Table of Permitted uses

SUBTOTAL: \$50.60
TAX: \$0.00
TOTAL: \$50.60
APPLIED: \$0.00
BALANCE: \$50.60

THANK YOU FOR YOUR BUSINESS!

AFFIDAVIT OF PUBLICATION

STATE OF WASHINGTON

COUNTY OF KITTITAS

)
) SS
)

TERRY L. HAMBERG, being duly sworn on oath, deposes and says that she is the publisher of the NORTHERN KITTITAS COUNTY TRIBUNE, a weekly newspaper. That said newspaper is a legal newspaper and has been approved as a legal newspaper by order of the Superior Court in the county in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published in the English language continually as a weekly newspaper in Cle Elum, Kittitas County, Washington, and is now and during all of said time was published in an office maintained at the aforesaid place of publication of said newspaper. That the annexed is a true copy of

CORRECTED NOTICE of Feb. 10, 2026 Public Hearing on proposed non-project text amendments to CEMC Chapters 17.04.040 and 17.04.050 - Nonconforming uses; and 17.14.030 - Table of Permitted uses

as it was published in regular issues (and not in supplement form) of said newspaper once a week for a period of

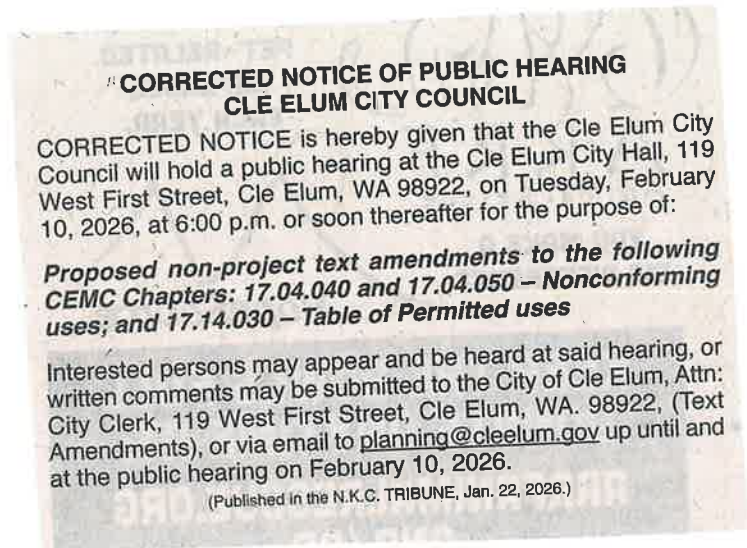
1 subsequent weeks, commencing on the 22nd
day of January, 2026 and ending on the
_____ day of _____, 2026,

both dates inclusive, and that such newspaper was regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the

sum of \$ 50.60, which amount has been paid in full.

Terry L. Hamberg

Terry L. Hamberg



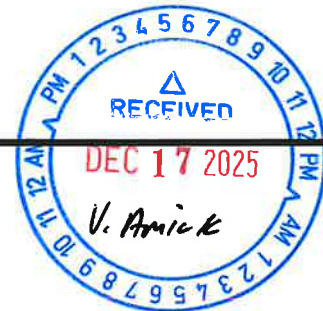
Subscribed and sworn to before me this 27th day of

January, 2026
Jana E. Stoner
JANA E. STONER

Notary Public in and for the State of Washington, residing at Cle Elum, County of Kittitas. Expires 07/01/2026



From: Leo Backer <leo@pinnacleoz.com>
Sent: Wednesday, December 17, 2025 5:05 PM
To: Planning
Subject: Sports & Recreation Facilities in Cle Elum



[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Members of the Cle Elum Planning Committee,

My name is Leo Backer, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.

4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
Leo Backer

171 Cabin Trail Drive
Cle Elum, WA 98922

Leo Backer
Managing Partner
Mobile: (425) 736-6210
pinnacleoz.com

Virgil Amick

From: Marnie Backer <marnieback@gmail.com>
Sent: Wednesday, December 17, 2025 9:34 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - IN FAVOR

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor

To: City of Cle Elum

Attention: Planning Department/CEMC Text Amendments

119 West First Street, Cle Elum, WA 98922

Email to: Planning@cleelum.gov



APPLICANT: City of Cle Elum, Planning Department

FILE NUMBER: SEPA-2025-003

LOCATION: City Limits

TAX PARCEL NUMBER: City Limits

DATE OF APPLICATION: December 3, 2025

Project Name: Planning Department/CEMC Text Amendments

RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is **Marnie Backer** resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.

4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.

5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

Marnie Backer

171 Cabin Trail Dr.

Cle Elum

--
Marnie Backer

From: alex@alexbogaard.com
Sent: Wednesday, December 17, 2025 9:11 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor
To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922
Email to: Planning@cleelum.gov



APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: Planning Department/CEMC Text Amendments
RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Alex Bogaard, resident of Cle Elum and owner of the Alex Bogaard Photography & Gallery located on Railroad Street (Bull Durham Building). I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

1. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
1. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
1. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

Alex Bogaard
390 Fortune Creek Lane
Cle Elum WA 98922

From: Alex Bogaard <wendibogaard@me.com>
Sent: Wednesday, December 17, 2025 10:56 AM
To: Planning
Subject: Public Comment

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor
To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922
Email to: Planning@cleelum.gov



APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: Planning Department/CEMC Text Amendments
RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 _____
on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Wendi Bogaard resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant

storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.

3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
Wendi Bogaard
390 Fortune Creek Lane
Cle Elum, Wa. 98922

From: Jeff Hansell <jeff@hansellmh.com>
Sent: Wednesday, December 17, 2025 8:48 AM
To: Planning
Subject: Sports/Recreation Facilities

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor
To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922
Email to: Planning@cleelum.gov



APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: **Planning Department/CEMC Text Amendments**
RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – *Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.*

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Jeff Hansell, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

- **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
- **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping

to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.

- **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

- **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
- **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
- **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.

**Community
Health**

Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.

**Safety and
Vibrancy**

Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
Jeff Hansell
150 Fortune Creek Lane
Cle Elum, WA 98922



Jeff Hansell

C: (509) 572-7721

O: (509) 910-0904

E: jeff@hansellmh.com

W: www.hansellmh.com

411 Swiftwater Boulevard, Suite 115
Cle Elum, WA 98922

From: JAMES MARTIN <docjmartin@comcast.net>
Sent: Wednesday, December 17, 2025 5:18 PM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor

To: City of Cle Elum

Attention: Planning Department/CEMC Text Amendments

119 West First Street, Cle Elum, WA 98922

Email to: Planning@cleelum.gov



APPLICANT: City of Cle Elum, Planning Department

FILE NUMBER: SEPA-2025-003

LOCATION: City Limits

TAX PARCEL NUMBER: City Limits

DATE OF APPLICATION: December 3, 2025

Project Name: Planning Department/CEMC Text Amendments

RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – *Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.*

1. **In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.**

Members of the Cole Elum Planning Committee,

My name is James Martin, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

1. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.

1. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.

1. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health

Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.

Social Cohesion

Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.

**Community
Health**

Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.

Youth and Family

Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.

**Accessibility and
Equity**

Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.

**Safety and
Vibrancy**

Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

James Martin
180 Scatter Creek Loop
Cle Elum WA

From: Jeff Mendenhall <jeffmendenhall@hotmail.com>
Sent: Wednesday, December 17, 2025 9:16 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: **Planning Department/CEMC Text Amendments**
RE: 17.14.030 – Table of Permitted Uses



Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – *Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.*

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Jeff Mendenhall, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

- 1. Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
- 2. Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
- 3. Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and

wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

1. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
1. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
1. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
Jeff Mendenhall
200 Fortune Creek Ln
Cle Elum, WA 98922

From: Bryce Morgan <brycemorgan1@gmail.com>
Sent: Wednesday, December 17, 2025 9:05 AM
To: Planning
Subject: Public comment re (SEPARATE-2025-003)-In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: **Planning Department/CEMC Text Amendments**
RE: 17.14.030 – Table of Permitted Uses



Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Bryce Morgan, resident of Cle Elum, I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

- 1. Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
- 2. Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less

desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.

3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which essential for healthy development and provides valuable services for working families.

**Community
Health**

Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.

**Accessibility and
Equity**

Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.

**Safety and
Vibrancy**

Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
350 Quick Creek Lane

Cle Elum Wa. 98922

Sent from my iPad

From: Kevin O'Brien <ko@taylordev.com>
Sent: Wednesday, December 17, 2025 9:06 AM
To: Planning
Cc: Kevin O'Brien
Subject: SEPA-2025-003, Text Amendment, 17.14.030

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Staff,

Thank you for your support in crafting this text amendment to the currently allowed uses for this zoning. Please accept this note as support of this action.

As long-time residents we support well planned vitality with comprehensive vision for our unique community and believe expanded uses in our CBD will lead to future opportunities.

These are challenging times for communities in our State and we trust that Staff and Councils leadership will continue to lead in promoting a healthy, engaged City we can be proud of.

Thanks and Happy Holiday,

Kevin & Tracey O'Brien

K. O'Brien

381 Fortune Creek Lane
Cle Elum, WA. 98922



Virgil Amick

From: Tom Hull <mthomashull@gmail.com>
Sent: Thursday, December 18, 2025 1:04 PM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor



[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor

To: City of Cle Elum

Attention: Planning Department/CEMC Text Amendments

119 West First Street, Cle Elum, WA 98922

APPLICANT: City of Cle Elum, Planning Department

FILE NUMBER: SEPA-2025-003

LOCATION: City Limits

TAX PARCEL NUMBER: City Limits

DATE OF APPLICATION: December 3, 2025

Project Name: Planning Department/CEMC Text Amendments

RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cle Elum Planning Committee,

My name is Millard Thomas Hull, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and**

attractive to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.

5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

Millard Thomas Hull

140 Gold Fountain Lane

Cle Elum, WA 98922

mthomashull@gmail.com

206-851-0130

From: Jack Ryder <jackryderparis@outlook.com>
Sent: Thursday, December 18, 2025 9:56 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor
To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922

APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: **Planning Department/CEMC Text Amendments**
RE: 17.14.030 – Table of Permitted Uses



Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – *Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.*

Dear members of the Cle Elum Planning Committee,

My name is John Ryder and I am a resident of Cle Elum. I am writing to **express my support** for the motion to allow Sports and Recreation Facilities as an accepted use within the Cle Elum Downtown Commercial zone zoning designation. The proposed amendment is an important step that will contribute to the long-term vitality and economic diversity of our downtown.

While we've done a good job of updating the downtown infrastructure and attracting small business, there is more to be done to make the area livelier and more attractive to residents while increasing services to the community. By adding recreational facilities, I believe that we can; increase foot traffic & prolong stays downtown, fill commercial vacancies, reuse underutilized spaces all while increasing economic diversification and resilience.

In conclusion, I believe that adopting this motion aligns Cle Elum with the best practices of other successful, thriving commercial cores across Washington State. It allows Cle Elum to strengthen the local business community while improving the health of our community. I urge the Planning Committee to vote in favor of this amendment.

Sincerely,
John Ryder

201 Just In Time Lane
Cle Elum WA 98922
425-241-1723

From: Susan Ryder <jacksusanryder@live.com>
Sent: Thursday, December 18, 2025 9:58 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor
To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922



APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: **Planning Department/CEMC Text Amendments**
RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – *Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.*

Dear members of the Cle Elum Planning Committee,

My name is Susan Ryder and I am a resident of Cle Elum. I am writing to **express my support** for the motion to allow Sports and Recreation Facilities as an accepted use within the Cle Elum Downtown Commercial zone zoning designation. The proposed amendment is an important step that will contribute to the long-term vitality and economic diversity of our downtown.

While we've done a good job of updating the downtown infrastructure and attracting small business, there is more to be done to make the area livelier and more attractive to residents while increasing services to the community. By adding recreational facilities, I believe that we can; increase foot traffic & prolong stays downtown, fill commercial vacancies, reuse underutilized spaces all while increasing economic diversification and resilience.

In conclusion, I believe that adopting this motion aligns Cle Elum with the best practices of other successful, thriving commercial cores across Washington State. It allows Cle Elum to strengthen the local business community while improving the health of our community. I urge the Planning Committee to vote in favor of this amendment.

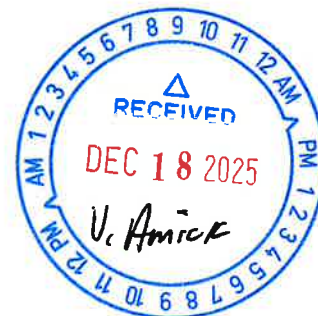
Sincerely,
Susan Ryder

201 Just In Time Lane
Cle Elum WA 98922
425-241-3260

From: Tim Smith <tsmith@horizonra.com>
Sent: Thursday, December 18, 2025 9:04 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922



APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: Planning Department/CEMC Text Amendments
RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – *Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.*

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Tim Smith, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

- **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
- **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping

to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.

- **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

- **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
- **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
- **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.

**Community
Health**

Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.

**Safety and
Vibrancy**

Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
Tim Smith
471 Fortune Creek Lane
Cle Elum, WA

Virgil Amick

From: Mark <Mark@pacificsportsweat.com>
Sent: Thursday, December 18, 2025 2:14 PM
To: Planning
Subject: Sports and Recreation Facilities

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor

To: City of Cle Elum

Attention: Planning Department/CEMC Text Amendments

119 West First Street, Cle Elum, WA 98922



APPLICANT: City of Cle Elum, Planning Department

FILE NUMBER: SEPA-2025-003

LOCATION: City Limits

TAX PARCEL NUMBER: City Limits

DATE OF APPLICATION: December 3, 2025

Project Name: **Planning Department/CEMC Text Amendments**

RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cle Elum Planning Committee,

My name is Mark Winward

resident of [Cle Elum]. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.

4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.

5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

Mark Winward

580 Gold Leaf Lane

Cle Elum, WA 98922

Virgil Amick

From: Eric Harber <harber1@gmail.com>
Sent: Saturday, December 20, 2025 5:30 PM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor

To: City of Cle Elum

Attention: Planning Department/CEMC Text Amendments

119 West First Street, Cle Elum, WA 98922

Email to: Planning@cleelum.gov



APPLICANT: City of Cle Elum, Planning Department

FILE NUMBER: SEPA-2025-003

LOCATION: City Limits

TAX PARCEL NUMBER: City Limits

DATE OF APPLICATION: December 3, 2025

Project Name: Planning Department/CEMC Text Amendments

RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cole Elum Planning Committee,

My name is Eric Harber. I'm a resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a

concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.

4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

Eric Harber

231 Cabin Trail Drive

Cle Elum, WA 98922

From: Chris Seidler <chris@sodoloco.com>
Sent: Sunday, December 21, 2025 10:46 AM
To: Planning
Subject: Public Comment re (SEPA-2025-003) - In Favor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Subject: Public Comment re (SEPA-2025-003) - In Favor
To: City of Cle Elum
Attention: Planning Department/CEMC Text Amendments
119 West First Street, Cle Elum, WA 98922
Email to: Planning@cleelum.gov

APPLICANT: City of Cle Elum, Planning Department
FILE NUMBER: SEPA-2025-003
LOCATION: City Limits
TAX PARCEL NUMBER: City Limits
DATE OF APPLICATION: December 3, 2025
Project Name: **Planning Department/CEMC Text Amendments**
RE: 17.14.030 – Table of Permitted Uses



Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.
17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cle Elum Planning Committee,

My name is Chris Seidler, a resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping

to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.

3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

1. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.
1. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.
1. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,
Chris Seidler
360 Gold Leaf Ln
Cle Elum, WA 98922

Chris Seidler

Virgil Amick

From: Scott Hassmann <hassmannscott@gmail.com>
Sent: Monday, December 22, 2025 8:33 AM
To: Planning
Subject: Zoning for Sports and Recreation Facilities

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.



Subject: Public Comment re (SEPA-2025-003) - In Favor

To: City of Cle Elum

Attention: Planning Department/CEMC Text Amendments

119 West First Street, Cle Elum, WA 98922

APPLICANT: City of Cle Elum, Planning Department

FILE NUMBER: SEPA-2025-003

LOCATION: City Limits

TAX PARCEL NUMBER: City Limits

DATE OF APPLICATION: December 3, 2025

Project Name: Planning Department/CEMC Text Amendments

RE: 17.14.030 – Table of Permitted Uses

Changes proposed to expand “Sports/Recreation Facilities” in the Downtown Commercial zoning district.

17.14.030 – Allow [indoor only] Sports and Recreation Facilities in the Downtown Commercial zoning district as a Class 2 on any buildings fronting on First Street and allowing them as a Class 1 on any other streets.

1. In Support for Allowing Sports and Recreational Facilities in the Downtown Commercial Core.

Members of the Cle Elum Planning Committee,

My name is Scott Hassmann, resident of Cle Elum. I am writing to express my strong support for the motion to allow **Sports and Recreation Facilities** as an accepted use within the Cle Elum Downtown Commercial zone (DC) zoning designation. This proposed amendment is an important and forward-thinking step that will significantly contribute to the long-term vitality, economic diversity, and public health of our downtown area.

The Transformative Power of Recreational Facilities in Commercial Districts

Communities across the country have experienced the transformative power of recreational facilities in Commercial Districts. The traditional model of a downtown commercial core, focused exclusively on retail and restaurants, is evolving. Modern city planning recognizes the critical role of diverse, mixed-use zoning in creating vibrant, resilient, and engaging public spaces. Incorporating athletic and recreational facilities - such as fitness centers, pickleball facilities, yoga studios, indoor climbing gyms, dance schools, or specialized sports training centers - is not just an alternative use. It is a powerful economic catalyst.

The benefits of sports and recreation facilities are clear:

1. **Increased Foot Traffic and Prolonged Stays:** People visit a gym or a yoga studio with a specific purpose and for a set duration (often 1-2 hours). Unlike a quick retail stop, these visits are reliable and frequent (3-5 times per week). This consistent foot traffic during non-peak retail hours (early mornings, evenings, and weekends) immediately translates into a greater customer base for neighboring businesses. Someone finishing a workout is highly likely to grab coffee, lunch, or a post-workout snack at a nearby establishment.
2. **Filling Vacancies and Promoting Adaptive Reuse:** Athletic and recreational facilities can often occupy larger or irregularly shaped spaces that may be less desirable for traditional retail, helping to fill vacant storefronts and upper-floor spaces. This promotes the adaptive reuse of existing building stock, adding density and activity to the urban fabric.
3. **Economic Diversification and Resilience:** Relying on a single sector (like tourism-driven retail) can make a downtown vulnerable to economic downturns. Introducing a health and wellness sector diversifies the business mix, creating a more resilient local economy that serves both visitors and, crucially, the local population.

Washington State Precedent: Embracing Mixed-Use and Recreation

Across Washington State, cities and towns are actively adjusting their downtown zoning to move away from rigid, single-use rules and toward more flexible **mixed-use development** that integrates activity generators like recreation, arts, and housing. This is based on the proven principle that **downtowns thrive on people and activity**.

3. **Mixed-Use Zoning for Vitality:** Communities like **Maple Valley** have adopted significant code amendments to allow mixed-use development in commercial zones, balancing retail with residential and services to ensure a continuous stream of activity. Similarly, the Municipal Research and Services Center (MRSC) highlights that successful comprehensive plans increasingly encourage **mixed land use** to support activity-friendly, walkable communities, a concept that a downtown gym perfectly embodies. I believe Ellensburg and Yakima also support similar measures.

4. **The Main Street Model:** The Washington State Main Street Program emphasizes that districts with diverse businesses and programmed public spaces are more **vibrant, resilient, and attractive** to entrepreneurs. An athletic facility is a key type of business that strengthens this entrepreneurial ecosystem by providing a reliable customer base for other shops.

5. **Recreation as a Key Public Investment:** Cities are increasingly prioritizing investment in recreation facilities, recognizing that they are powerful economic engines. Studies confirm that recreation centers create jobs, drive local spending, and are a critical factor in quality of life that **attracts skilled workers and employers**—a benefit essential for the long-term prosperity of a town like Cle Elum.

Direct Benefits to the Local Public

Beyond the economic uplift for businesses, the introduction of these facilities directly serves the health, well-being, and quality of life for the residents of Cle Elum and the surrounding communities.

Community Health	Provides convenient access to fitness, exercise, and preventative health activities, fostering a healthier lifestyle for residents who can easily walk or bike downtown.
Social Cohesion	Creates natural gathering places and community hubs where people of all ages can meet, participate in shared activities, and build social connections.
Youth and Family	Offers organized and supervised recreational options for children and teens, which is essential for healthy development and provides valuable services for working families.
Accessibility and Equity	Locating facilities downtown, near housing and public transit routes, ensures that recreational opportunities are accessible to residents across all socio-economic groups.
Safety and Vibrancy	Increased activity during off-hours (early morning, evening) contributes to a safer and more animated downtown environment, supporting the goal of a 24-hour city core.

In conclusion, adopting this motion aligns Cle Elum with the best practices of successful, thriving commercial cores across Washington State. It is a win-win: strengthening the local business climate while simultaneously enriching the lives of its residents. I urge the Planning Committee to vote in favor of this important amendment.

Sincerely,

Scott Hassmann

341 Gold Leaf Lane

Cle Elum, WA 98922

From: David Sandona <davesandona@icloud.com>
Sent: Thursday, December 25, 2025 1:55 PM
To: Planning
Subject: Downtown Sports Facility

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Sent from my iPhone

I am in strong support for changing the local language to include sports facilities in the downtown area. Part of a solid community is recreation for health and camaraderie.

The plan for private indoor pickleball in the downtown core will have a very low impact to the surrounding neighborhood. The proposed property will have more than sufficient parking and the noise will be undetectable based on how heavily the structure is insulated. This proposal is so low impact that I see it as only positive for our struggling communities.

There are several sports facilities in the downtown core that are "grandfathered in" understandable. I hope there is understanding to the benefit of creating this facility.

Thank you

Dave Sandona

Retired local business owner



CITY OF CLE ELUM
City Administrator

**AGENDA STAFF
REPORT**

AGENDA DATE: February 10, 2026

ACTION REQUESTED: Approve the five-year lease agreement with Señor Bones and authorize the mayor to execute the agreement.

BACKGROUND: Several months ago, our tenant, Señor Bones, requested a five-year lease, which would help reduce costs with some of his vendors. This request was subsequently taken up by the General Government Committee, which over the past several months has reviewed and revised the contract. The agreement has also been reviewed by the City Attorney and staff. The General Government Committee is now recommending that this item move forward to City Council for consideration.

RECOMMENDATION: Approve and authorize a five-year lease agreement with Señor Bones.

ATTACHMENTS: Lease Agreement

LEAD STAFF: Robert Omans

LEASE AGREEMENT

THIS LEASE AGREEMENT (this “Lease”) is entered into and effective as of this ____ day of _____, 2026, by and between the City of Cle Elum, a Washington municipal corporation (“Lessor” or “City”), and Chez Weaver, LLC, a Washington limited liability company (“Lessee”) (collectively, the “Parties”). For and in consideration of the mutual promises, covenants and conditions herein, the Parties enter into this Lease Agreement with the terms and conditions as follows:

1. Premises. Lessor does hereby agree to lease to Lessee the Premises consisting of approximately 1,445 rentable square feet of space, as generally depicted on Exhibit A, located within the Cle Elum City Hall located at 119 West First Street, Cle Elum, Washington, 98922 (“City Hall”). The City Hall, the land upon which it is situated, all other improvements located on such land, and all Common Areas appurtenant to the City Hall are referred to as the “Property.”

2. Permitted Use. Lessee shall have the exclusive right to use the Premises as a restaurant-style facility with a drive-through, but without a Commercial Type I hood (the “Permitted Use”), and for no other purpose. Lessee shall use the Premises only for the Permitted Use and in compliance with all laws, including building/fire codes and accessibility laws. Lessee shall not do or permit any act to be done on or around the Premises that violates any law, ordinance, governmental regulation or order or that will increase the existing rate of insurance on the Premises, the City Hall, or the Property, or cause the cancellation of any insurance on the Premises, the City Hall, or the Property. Lessee shall not commit or allow to be committed any waste upon the Premises, or any public or private nuisance. Lessee shall not do or permit anything to be done on the Premises, the City Hall, or the Property which will obstruct or interfere with the rights of other lessees or occupants of the Property, or their employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, or to injure or annoy such persons.

3. Drive-Through Window. Lessor represents that the Premises includes a drive-through window and related drive-through facilities as of the Commencement Date (the “Drive-Through Window”). Lessor covenants that, during the Term, it shall not remove, close, or materially alter the Drive-Through Window or the external circulation/access serving the Drive-Through Window without Lessee’s prior written consent, which consent shall not be unreasonably withheld or delayed.

A. Queuing Restrictions

i. Queuing for the drive-through is strictly limited to:

- One (1) vehicle within the alley, and
- One (1) additional vehicle behind it, provided that the second vehicle does not block the sidewalk, alley access, or existing diagonal parking along Oaks Avenue, and
- Under no circumstances may drive-through traffic impede pedestrian movement, create a safety hazard, or obstruct public or private access points. The City reserves the right to evaluate queuing and traffic impacts at any time and require operational changes to maintain compliance.

B. Long-Term Right-of-Way Use Permit

- i. Prior to initiating any use of the public right-of-way for drive-through operations or associated activities, the applicant shall apply for and obtain a Long-Term Right-of-Way Use Permit as required under CEMC Chapter 12.01.
- ii. Long-Term Right-of-Way Use Permits:
 - Are valid for up to one (1) year and must be renewed prior to expiration to avoid lapse.
 - May include conditions deemed necessary by the City under CEMC 12.01.060 to protect public health, safety, and welfare, including operational, safety-related, and mitigation measures.
 - Require full compliance with all permit conditions to the satisfaction of the City.
 - Failure to obtain, maintain, or comply with the Long-Term Right-of-Way Use Permit constitutes grounds for immediate suspension or revocation of the applicant's authorization to utilize the right-of-way, at the City's sole discretion.

C. Responsibility for Drive-Through Traffic Management

- i. Senor Bones is solely responsible for managing all drive-through traffic and queuing. Responsibilities include, but are not limited to:
 - Ensuring that vehicles do not block Oaks Avenue, diagonal parking stalls, the alley entrance, the public sidewalk, or any pedestrian routes.
 - Ensuring patrons do not impede access to neighboring businesses or private property.
 - Actively educating and instructing customers regarding proper queuing procedures, circulation patterns, and exiting routes, including directing patrons to available off-site parking when onsite spaces are full.
 - Implementing measures to maintain smooth traffic flow, including staffing, signage, pavement markings, or other operational controls.
 - The City may, at its discretion, require Senor Bones to adjust operations, install additional signage, employ on-site traffic control, or implement other reasonable measures to correct queuing or circulation issues and maintain ongoing compliance.

D. Non-Transferability of Drive-Through Use

The approval and authorization for a drive-through at this location is specific to Senor Bones and is non-transferable.

The drive-through authorization shall not run with the land, the lease, or the

business, and may not be assigned, transferred, or conveyed to any subsequent tenant, operator, assignee, or purchaser without express written approval from the City.

4. Compliance with Laws. Lessee shall be responsible for complying with all laws applicable to the Premises as a result of the Permitted Use, and Lessee shall be responsible for making any changes or alterations as may be required by law, rule, regulation, or order for the Permitted Use at its sole cost and expense. Otherwise, if changes or alterations are required by law, rule, regulation, or order unrelated to the Permitted Use, Lessor shall make such changes and alterations at its expense.

5. Term. The term of this Lease shall be sixty (60) months commencing on March 1, 2026 (the “Commencement Date”) and shall terminate on February 28, 2031 (the “Termination Date”). Upon the Termination Date, if no extension of the Lease or new Lease Agreement is entered into, this Lease shall convert to a month-to-month lease, which may be terminated upon 90 days’ written notice by either party. The City reserves the right to increase rent in any subsequent lease agreement or extension of the Lease Term as agreed to in writing by the Parties, or in the instance this Lease converts to a month-to-month tenancy following the Lease Term provided above. Notice of any rent increase shall be provided to Lessee in accordance with Washington state law.

6. Holdover. If Lessee remains after termination without Lessor’s consent, Lessee shall be a Lessee at sufferance and pay 150% of the last monthly Rent, plus other charges, and shall be liable for Lessor’s actual damages. This does not waive Lessor’s right to regain possession.

7. Rent. Beginning on the Commencement Date, Lessee shall pay monthly Rent of \$1,365.37, which includes a leasehold excise tax per Chapter 82.29A RCW at the current rate of 12.84%, due in advance on the first (1st) day of each month, without setoff or deduction. Rent is prorated for any partial month based on a 30-day month. Commencing on the 1st day of March 2027 (i.e., the date that is one year following the Commencement Date), and on the same day of each year during the Term thereafter (each, an “Adjustment Date”), Rent shall be increased by five percent (5%) of the Rent payable immediately prior to the Adjustment Date. Each adjusted monthly Rent amount resulting from such increase shall be effective on the Adjustment Date and due and payable beginning with the first Rent payment date following such Adjustment Date. Should the leasehold excise tax rate under Chapter 82.29A RCW change, the City will provide reasonable notice of such change in writing to the Lessee, including the adjusted monthly rent amount due to and effective date of such change.

8. Late Charges; Default Interest. If any sum is not received within 5 days after due, Lessee shall pay Lessor an amount equal to the greater of \$100 or 5% of the overdue amount for the cost of collecting and handling such late payment in addition to the amount due. All delinquent sums payable by Lessee to Lessor and not paid within five (5) business days after their due date shall, at Lessor’s option, bear interest at the rate of (15%) per annum, or the highest rate of interest allowable by law, whichever is less (the “Default Rate”). Interest on all delinquent amounts shall be calculated from the original due date to the date of payment.

9. Utilities and Services. Lessee shall be responsible for the procurement and payment of all utilities including, but not limited to, water, sewer, electricity, gas, and garbage. Lessee will ensure that all accounts for water, sewer, electricity, gas, and garbage are in the Lessee's name as soon as

is practicable after the execution and effective date of this Lease Agreement. Should the Lessor receive any charges for water, sewer, electricity, gas, or garbage attributable to the Lessee after the effective date of this Agreement, Lessor will provide an invoice to Lessee for such charges which must be paid by Lessee within thirty (30) days of the date of said invoice. Lessee is solely responsible for its data/telecommunications services (internet, broadband/Wi-Fi, and telephone), including any installation, equipment, and monthly charges. Lessee shall not install cabling, make roof/penetrations, or place telecom equipment without Lessor's prior written consent and shall prevent any liens. Temporary interruptions shall not entitle Lessee to rent abatement or damages except to the extent caused by Lessor's gross negligence or willful misconduct.

10. Taxes and Assessments. Lessee shall pay all taxes, assessments, liens and license fees ("Taxes") levied, assessed or imposed by any authority having the direct or indirect power to tax or assess any such liens, related to or required by Lessee's use of the Premises as well as all Taxes on Lessee's personal property located on the Premises.

11. Common Areas.

A. **Definition.** The term "Common Areas" means all areas, facilities and building systems that are provided and designated from time to time by Lessor for the general non-exclusive use and convenience of Lessee and other lessees of the Property and which are not leased or held for the exclusive use of a particular lessee. To the extent that such areas and facilities exist within the Property, Common Areas include hallways, entryways, stairs, elevators, driveways, walkways, terraces, docks, loading areas, restrooms, trash facilities, parking areas and garages, roadways, pedestrian sidewalks, landscaped areas, security areas, lobby or mall areas, common HVAC systems, common electrical service, equipment and facilities, and common mechanical systems, equipment and facilities. Lessee shall comply with, and shall use commercially reasonable efforts to cause its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees to comply with, reasonable rules and regulations concerning the use of the Common Areas adopted by Lessor from time to time, and shall not interfere with the use of Common Areas by others. Without advance notice to Lessee and without any liability to Lessee, Lessor may change the size, use, or nature of any Common Areas, erect improvements on the Common Areas or convert any portion of the Common Areas to the exclusive use of Lessor or selected lessees, so long as Lessee is not thereby deprived of the substantial benefit of the Premises. Lessor reserves the use of exterior walls and the roof of the City Hall and other improvements at the Property, and the right to install, maintain, use, repair and replace pipes, ducts, conduits, and wires leading through the Premises in areas which will not materially interfere with Lessee's use thereof.

12. Use of the Common Areas. Lessee shall have the non-exclusive right, in common with such other Lessees to whom Lessor has granted or may grant such rights, to use the Common Areas.

13. Maintenance of Common Areas. Lessor shall maintain the Common Areas in good order, condition and repair. In performing such maintenance, Lessor shall use commercially reasonable efforts to minimize interference with Lessee's use and enjoyment of the Premises.

14. Maintenance and Repairs; Surrender. Lessee shall, at its sole cost and expense, maintain the entire Premises in good condition and promptly make all non-structural repairs and replacements necessary to keep the Premises safe and in good condition, including all HVAC components and other utilities and systems to the extent exclusively serving the Premises. Lessor shall maintain and repair the City Hall structure, foundation, subfloor, exterior walls, roof structure and surface, and HVAC components and other utilities and systems to the extent serving more than just the Premises, and the Common Areas. Lessee shall not damage any demising wall or disturb the structural integrity of the Premises, the City Hall, or the Property and shall promptly repair any damage or injury done to any such demising walls or structural elements caused by Lessee or its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees. Notwithstanding anything in this Section to the contrary, Lessee shall not be responsible for any repairs to the Premises made necessary by the negligence or willful misconduct of Lessor or its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees therein. If Lessee fails to perform Lessee's obligations under this Section, Lessor may at Lessor's option enter upon the Premises after 10 days' prior notice to Lessee and put the same in good order, condition and repair and the cost thereof together with interest thereon at the Default Rate set forth in Section 8 shall be due and payable to Lessor together with Lessee's next installment of Rent. Upon expiration or earlier termination of the Term, Lessee shall promptly and peacefully surrender the Premises to Lessor, together with all keys, in materially as good condition as when received by Lessee from Lessor or as thereafter improved (but subject to any obligations to remove any Lessee's Alterations and/or restore the same as further provided in this Lease), reasonable wear and tear and insured casualty excepted.

15. Alterations. Lessee may make alterations, additions or improvements to the Premises (the "Alterations"), only with the prior written consent of Lessor, which consent, with respect to Alterations not affecting the structural components of the Premises or utility systems therein or for which the aggregate cost and expense does not exceed \$10,000, shall not be unreasonably withheld, conditioned, or delayed. Lessor shall have 30 days following Lessee's request for Lessor's consent to any Alterations to respond to such request, provided that Lessee's request includes the names of Lessee's contractors and reasonably detailed plans and specifications, therefore. The term "Alterations" shall not include: (i) Lessee's Signage (as further provided in Section 17), or (ii) the installation of shelves, movable partitions, Lessee's equipment and trade fixtures that may be installed and removed without damaging existing improvements or the structural integrity of the Premises, the City Hall, or the Property. Lessee shall perform all work at Lessee's expense and in compliance with all applicable laws and shall complete all Alterations in accordance with plans and specifications approved by Lessor, using contractors approved by Lessor, and in a manner so as not to unreasonably interfere with other Lessees. Lessee shall pay when due, or furnish a bond for payment of (as set forth in Section 21), all claims for labor or materials furnished to or for Lessee at, or for use in, the Premises, which claims are or may be secured by any mechanics' or materialmen's liens against the Premises or the Property or any interest therein. Any improvements installed as part of Lessee Alterations performed or caused to be performed by Lessee shall become the property of Lessor, unless Lessor requires removal upon the expiration or earlier termination of the Term, which shall be at Lessee's sole cost and expense. Lessee shall immediately repair any damage to the Premises caused by removal of improvements

performed as part of Lessee's Alterations.

16. Access and Right of Entry. After twenty-four (24) hours' notice from Lessor (except in cases of emergency, when no notice shall be required), Lessee shall permit Lessor and its agents, employees and contractors to enter the Premises at all reasonable times to make repairs, inspections, alterations or improvements, provided that Lessor shall use reasonable efforts to minimize interference with Lessee's use and enjoyment of the Premises. This Section shall not impose any repair or other obligation upon Lessor not expressly stated elsewhere in this Lease. After reasonable notice to Lessee, Lessor shall have the right to enter the Premises for the purpose of (a) showing the Premises to prospective purchasers or lenders at any time, and to prospective Lessees within 180 days prior to the expiration or sooner termination of the Term, and (b) posting "for lease" signs within 180 days prior to the expiration or sooner termination of the Term.

17. Signage. Lessee shall obtain Lessor's written consent as to size, location, materials, method of attachment, and appearance, before installing any signs upon the Premises. Lessee shall install and maintain any approved signage ("Signage") at Lessee's sole expense and in compliance with all applicable laws, including Chapter 15.20 of the Cle Elum Municipal Code as currently written or hereafter amended. Any Signage installed by Lessee shall be removed from the Premises, City Hall and Property at Lessee's expense upon the expiration or earlier termination of the Term. Lessee shall not damage or deface the Premises in installing or removing Signage and shall repair any injury or damage to the Premises caused by such installation or removal.

18. Destruction and Condemnation.

- A. **Damage and Repair.** If the Premises or the portion of the City Hall or the Property necessary for Lessee's occupancy are partially damaged by fire or other insured casualty but not rendered untenable, then Lessor shall diligently restore the Premises and the portion of the Property necessary for Lessee's occupancy to the extent required below and this Lease shall not terminate. Lessee may, however, terminate the Lease if Lessor is unable to restore the Premises within six (6) months of the casualty event by giving 20 days' written notice of termination.

The Premises or the portion of the City Hall or the Property necessary for Lessee's occupancy shall not be deemed untenable if 25% or less of each of those areas are damaged. If insurance proceeds are not available or are not sufficient to pay the entire cost of restoring the Premises, or if Lessor's lender does not permit all or any part of the insurance proceeds to be applied toward restoration, then Lessor may elect to terminate this Lease and keep the insurance proceeds, by notifying Lessee within 60 days of the date of such casualty.

If the Premises, the portion of the City Hall or the Property necessary for Lessee's occupancy, or 50% or more of the rentable area of the Property are entirely destroyed, or partially damaged and rendered untenable, by fire or other casualty, Lessor may, at its option: (a) terminate this Lease as provided herein, or (b) restore the Premises and the portion of the Property necessary for Lessee's occupancy to their previous condition to the extent required below; provided, however, if such casualty event occurs during the last six (6) months of the Term (after considering any option to extend the term

timely exercised by Lessee) then either Lessee or Lessor may elect to terminate the Lease. If, within 60 days after receipt by Lessor from Lessee of written notice that Lessee deems the Premises or the portion of the Property necessary for Lessee's occupancy untenable, Lessor fails to notify Lessee of its election to restore those areas, or if Lessor is unable to restore those areas within six (6) months of the date of the casualty event, then Lessee may elect to terminate the Lease upon 20 days' notice to Lessor unless Lessor, within such 20 day period, notifies Lessee that it will in fact restore the Premises or actually completes such restoration work to the extent required below, as applicable.

If Lessor restores the Premises or the Property under this Section, Lessor shall proceed with reasonable diligence to complete the work, and the Rent shall be abated in the same proportion as the untenable portion of the Premises bears to the whole Premises, provided that there shall be a Rent abatement only if the damage or destruction of the Premises or the Property did not result from, or was not contributed to directly or indirectly by the act, fault or neglect of Lessee, or Lessee's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees. No damages, compensation or claim shall be payable by Lessor for inconvenience, loss of business or annoyance directly, incidentally or consequentially arising from any repair or restoration of any portion of the Premises or the Property. Lessor shall have no obligation to carry insurance of any kind for the protection of Lessee; any Alterations or other improvements paid for by Lessee; Signage; Lessee's furniture; or on any fixtures, equipment, improvements or appurtenances of Lessee under this Lease, and Lessor's restoration obligations hereunder shall not include any obligation to repair any damage thereto or replace the same.

- B. Condemnation.** If the Premises, the portion of the City Hall or the Property necessary for Lessee's occupancy, or 50% or more of the rentable area of the Property are made untenable by eminent domain, or conveyed under a threat of condemnation, this Lease shall terminate at the option of either Lessor or Lessee as of the earlier of the date title vests in the condemning authority or the condemning authority first has possession of the Premises or the portion of the Property taken by the condemning authority. All Rents and other payments shall be paid to that date. If the condemning authority takes a portion of the Premises or of the City Hall or the Property necessary for Lessee's occupancy that does not render them untenable, then this Lease shall continue in full force and effect and the Rent shall be equitably reduced based on the proportion by which the floor area of any structures is reduced. The reduction in Rent shall be effective on the earlier of the date the condemning authority first has possession of such portion or title vests in the condemning authority. The Premises or the portion of the City Hall or the Property necessary for Lessee's occupancy shall not be deemed untenable if 25% or less of each of those areas are condemned. Lessor shall be entitled to the entire award from the condemning authority attributable to the value of the Premises, the City Hall or the Property and Lessee shall make no claim for the value of its leasehold estate or Lessee's Alterations. Lessee shall be permitted to make a separate claim against the condemning authority for moving expenses, provided that in no event shall Lessee's claim reduce Lessor's award.

19. Lessee Insurance and Indemnity. Lessee shall indemnify the City and provide for insurance as described in Exhibit B attached hereto and incorporated by this reference.

20. Assignment and Subletting. Lessee shall not assign, sublet, mortgage, encumber or otherwise transfer any interest in this Lease (collectively referred to as a “Transfer”) or any part of the Premises, without first obtaining Lessor’s written consent, which shall not be unreasonably withheld, conditioned, or delayed. No Transfer shall relieve Lessee of any liability under this Lease notwithstanding Lessor’s consent to such Transfer. Consent to any Transfer shall not operate as a waiver of the necessity for Lessor’s consent to any subsequent Transfer. In connection with each request for consent to a Transfer, Lessee shall pay the reasonable cost of processing the same, including attorneys’ fees, upon demand of Lessor, up to a maximum of \$1,250.

Any transfer of this Lease by merger, consolidation, redemption or liquidation of Lessee, or any change in the ownership of, or power to vote, which singularly or collectively represents a majority of the beneficial interest in Lessee, shall constitute a Transfer under this Section.

As a condition to Lessor’s approval, if given, any potential assignee or sublessee otherwise approved by Lessor shall assume all obligations of Lessee under this Lease and shall be jointly and severally liable with Lessee and any guarantor for the payment of Rent and performance of all obligations of Lessee under this Lease. In connection with any Transfer, Lessee shall provide Lessor with copies of all assignments, subleases and assumption agreements and documents.

21. Liens. Lessee is not authorized to subject the Lessor’s estate to any liens or claims of lien. Lessee shall keep the Property and Premises free from any liens created by or through Lessee. Lessee shall indemnify, defend, and hold Lessor and the Property and Premises harmless from liability for any such liens including, without limitation, liens arising from any of Lessee’s Alterations. If a lien is filed against the Premises by any person claiming by, through or under Lessee, Lessee shall have the right to contest the correctness or validity of the lien, provided, however, within 10 days after Lessor’s demand, at Lessee’s expense, Lessee shall either remove the lien, or shall procure and record a lien release bond issued by a surety satisfactory to Lessor in form and amount sufficient to satisfy statutory requirements for satisfaction and release of the subject lien(s) from the Premises and Property. Lessee shall indemnify Lessor, the Premises, and the Property from and against all liabilities, costs and expenses, including attorneys’ fees, which Lessor could reasonably incur as a result of such lien.

22. Events of Default. Each of the following events shall constitute an “Event of Default” by Lessee under this Lease:

- A. **Failure To Pay.** Failure by Lessee to pay any sum, including Rent, due under this Lease following five (5) days’ notice from Lessor of the failure to pay.
- B. **Vacation/Abandonment.** Vacation by Lessee of the Premises (defined as an absence for at least 15 consecutive days without prior notice to Lessor), or abandonment by Lessee of the Premises (defined as an absence of five (5) days or more while Lessee is in breach of some other term of this Lease). Lessee’s vacation or abandonment of the Premises shall not be subject to any notice or right to cure.

- C. **Insolvency.** Lessee's insolvency or bankruptcy (whether voluntary or involuntary); or appointment of a receiver, assignee or other liquidating officer for Lessee's business; provided, however, that in the event of any involuntary bankruptcy or other insolvency proceeding, the existence of such proceeding shall constitute an Event of Default only if such proceeding is not dismissed or vacated within 60 days after its institution or commencement.
- D. **Levy or Execution.** The taking of Lessee's interest in this Lease or the Premises, or any part thereof, by execution or other process of law directed against Lessee, or attachment of Lessee's interest in this Lease by any creditor of Lessee, if such attachment is not discharged within 15 days after being levied.
- E. **Other Non-Monetary Defaults.** The breach by Lessee of any agreement, term or covenant of this Lease other than one requiring the payment of money and not otherwise enumerated in this Section or elsewhere in this Lease, which breach continues for a period of 30 days after notice by Lessor to Lessee of the breach, provided that, if the nature of such default is such that it cannot be cured within such 30 day period, no Event of Default shall occur so long as Lessee commences such cure within 30 days of notice by Lessor and diligently pursues such cure to completion, but in no event longer than 60 days from the date of Lessor's notice.
- F. **Failure to Take Possession.** Failure by Lessee to take possession of the Premises on the Commencement Date following five (5) days' notice from Lessor of Lessee's failure to take possession. Lessor shall not be in default unless Lessor fails to perform obligations required of Lessor within 30 days after notice by Lessee to Lessor, provided that, if the nature of such default is such that it cannot be cured within such 30 day period, Lessor shall not be in default if Lessor commences such cure within 30 days of notice by Lessee and diligently pursues such cure to completion. If Lessor fails to cure any such default within the allotted time, Lessee's sole remedy shall be to seek actual money damages (but not consequential or punitive damages) for loss arising from Lessor's failure to discharge its obligations under this Lease. Nothing herein contained shall relieve Lessor from its duty to perform any of its obligations to the standard prescribed in this Lease.

Any notice periods granted herein shall be deemed to run concurrently with and not in addition to any default notice periods required by law.

23. Remedies. Lessor shall have the following remedies upon an Event of Default. Lessor's rights and remedies under this Lease shall be cumulative and non-exclusive.

- A. **Termination of Lease.** Lessor may terminate Lessee's interest under the Lease, but no act by Lessor other than notice of termination from Lessor to Lessee shall terminate this Lease. The Lease shall terminate on the date specified in the notice of termination. Upon termination of this Lease, Lessee will remain liable to Lessor for damages in an amount equal to Rent and other sums that would have been owing by Lessee under this

Lease for the balance of the Term, less the net proceeds, if any, of any reletting of the Premises by Lessor subsequent to the termination, after deducting all of Lessor's Reletting Expenses (as defined below). Lessor shall be entitled to either collect damages from Lessee monthly on the days on which rent or other amounts would have been payable under the Lease, or alternatively, Lessor may accelerate Lessee's obligations under the Lease and recover from Lessee: (i) unpaid rent which had been earned at the time of termination; (ii) the amount by which the unpaid rent which would have been earned after termination until the time of award exceeds the amount of rent loss that Lessee proves could reasonably have been avoided; (iii) the amount by which the unpaid rent for the balance of the term of the Lease after the time of award exceeds the amount of rent loss that Lessee proves could reasonably be avoided (discounting such amount by the discount rate of the Federal Reserve Bank of San Francisco at the time of the award, plus 1%); and (iv) any other amount necessary to compensate Lessor for all the detriment proximately caused by Lessee's failure to perform its obligations under the Lease, or which in the ordinary course would be likely to result from the Event of Default, including without limitation Reletting Expenses described below.

- B. Re-Entry and Reletting.** Lessor may continue this Lease in full force and effect, and without demand or notice, re-enter and take possession of the Premises or any part thereof, expel the Lessee from the Premises and anyone claiming through or under the Lessee, and remove the personal property of either. Lessor may relet the Premises, or any part of them, in Lessor's or Lessee's name for the account of Lessee, for such period of time and at such other terms and conditions as Lessor, in its discretion, may determine. Lessor may collect and receive the rents for the Premises. To the fullest extent permitted by law, the proceeds of any reletting shall be applied: first, to pay Lessor all Reletting Expenses (defined below); second, to pay any indebtedness of Lessee to Lessor other than rent; third, to the rent due and unpaid hereunder; and fourth, the residue, if any, shall be held by Lessor and applied in payment of other or future obligations of Lessee to Lessor as the same may become due and payable, and Lessee shall not be entitled to receive any portion of such revenue. Re-entry or taking possession of the Premises by Lessor under this Section shall not be construed as an election on Lessor's part to terminate this Lease, unless a notice of termination is given to Lessee. Lessor reserves the right following any re-entry or reletting, or both, under this Section to exercise its right to terminate the Lease. Lessee will pay Lessor the Rent and other sums which would be payable under this Lease if repossession had not occurred, less the net proceeds, if any, after reletting the Premises and after deducting Lessor's Reletting Expenses. "Reletting Expenses" are defined to include all expenses incurred by Lessor in connection with reletting the Premises, including without limitation, all repossession costs, brokerage commissions and costs of securing new Lessees, attorneys' fees, remodeling and repair costs, costs for removing persons or property, costs for storing Lessee's property and equipment, and costs of Lessee improvements and rent concessions granted by Lessor to any new Lessee, prorated over the life of the new lease.
- C. Waiver of Redemption Rights.** Lessee, for itself, and on behalf of any and all persons claiming through or under Lessee, including creditors of all kinds, hereby waives and surrenders all rights and privileges which they may have under any present or future

law, to redeem the Premises or to have a continuance of this Lease for the Term, or any extension thereof.

- D. **Nonpayment of Additional Rent.** All costs which Lessee is obligated to pay to Lessor pursuant to this Lease shall in the event of nonpayment be treated as if they were payments of Rent, and Lessor shall have the same rights it has with respect to nonpayment of Rent.
- E. **Failure to Remove Property.** If Lessee fails to remove any of its property from the Premises at Lessor's request following an uncured Event of Default, Lessor may, at its option, remove and store the property at Lessee's expense and risk. If Lessee does not pay the storage cost within five (5) days of Lessor's request, Lessor may, at its option, have any or all of such property sold at public or private sale (and Lessor may become a purchaser at such sale), in such manner as Lessor deems proper, without notice to Lessee. Lessor shall apply the proceeds of such sale: (i) to the expense of such sale, including reasonable attorneys' fees actually incurred; (ii) to the payment of the costs or charges for storing such property; (iii) to the payment of any other sums of money which may then be or thereafter become due Lessor from Lessee under any of the terms hereof; and (iv) the balance, if any, to Lessee. Nothing in this Section shall limit Lessor's right to sell Lessee's personal property as permitted by law or to foreclose Lessor's lien for unpaid rent, if any.

24. Mortgage Subordination and Attornment. This Lease shall automatically be subordinate to any mortgage or deed of trust created by Lessor which is now existing or hereafter placed upon the Premises including any advances, interest, modifications, renewals, replacements or extensions ("Lessor's Mortgage"). Lessee shall attorn to the holder of any Lessor's Mortgage or any party acquiring the Premises at any sale or other proceeding under any Lessor's Mortgage provided the acquiring party assumes the obligations of Lessor under this Lease. Lessee shall promptly and in no event later than 15 days after request, execute, acknowledge and deliver documents which the holder of any Lessor's Mortgage may reasonably require as further evidence of this subordination and attornment. Notwithstanding the foregoing, Lessee's obligations under this Section to subordinate in the future are conditioned on the holder of each Lessor's Mortgage and each party acquiring the Premises at any sale or other proceeding under any such Lessor's Mortgage not disturbing Lessee's occupancy and other rights under this Lease, so long as no uncured Event of Default by Lessee exists.

25. Non-Waiver. Lessor's waiver of any breach of any provision contained in this Lease shall not be deemed to be a waiver of the same provision for subsequent acts of Lessee. The acceptance by Lessor of Rent or other amounts due by Lessee hereunder shall not be deemed to be a waiver of any previous breach by Lessee.

26. Notices. Notices must be in writing and delivered by personal delivery, reputable overnight courier, or certified mail to the addresses below (with a copy by email permitted but not required for effectiveness):

To Lessor: City of Cle Elum
 119 West First Street
 Cle Elum, WA 98922

(509) 674-2262

To Lessee: Chez Weaver LLC
Ruston & Shannon Weaver
308 E Second Street
Cle Elum, WA 98922
(260) 304-8982
rweaver@senorbones.com

27. Costs and Attorneys' Fees. If Lessee or Lessor engage the services of an attorney to collect monies due or to bring any action for any relief against the other, declaratory or otherwise, arising out of this Lease, including any suit by Lessor for the recovery of Rent or other payments or possession of the Premises, the losing party shall pay the prevailing party a reasonable sum for attorneys' fees in such action, whether in mediation or arbitration, at trial, on appeal, or in any bankruptcy proceeding.

28. Estoppel Certificates. Lessee shall, from time to time, upon written request of Lessor, execute, acknowledge and deliver to Lessor or its designee a written statement specifying the following, subject to any modifications necessary to make such statements true and complete: (i) the total rentable square footage of the Premises; (ii) the date the Term commenced and the date it expires; (iii) the amount of minimum monthly Rent and the date to which such Rent has been paid; (iv) that this Lease is in full force and effect and has not been assigned, modified, supplemented or amended in any way; (v) that this Lease represents the entire agreement between the parties; (vi) that all obligations under this Lease to be performed by either party have been satisfied; (vii) that there are no existing claims, defenses or offsets which the Lessee has against the enforcement of this Lease by Lessor; (viii) the amount of Rent, if any, that Lessee paid in advance; (ix) the amount of security that Lessee deposited with Lessor; (x) if Lessee has sublet all or a portion of the Premises or assigned its interest in the Lease and to whom; (xi) if Lessee has any option to extend the Term of the Lease or option to purchase the Premises; and (xii) such other factual matters concerning the Lease or the Premises as Lessor may reasonably request. Lessee acknowledges and agrees that any statement delivered pursuant to this Section may be relied upon by a prospective purchaser of Lessor's interest or assignee of any mortgage or new mortgagee of Lessor's interest in the Premises. If Lessee shall fail to respond within ten (10) days to Lessor's request for the statement required by this Section, Lessor may provide the statement, and Lessee shall be deemed to have admitted the accuracy of the information provided by Lessor.

29. Lessor's Liability. Notwithstanding anything in this Lease to the contrary, covenants, undertakings and agreements herein made on the part of Lessor are made and intended not as personal covenants, undertakings and agreements for the purpose of binding Lessor personally or the assets of Lessor but are made and intended for the purpose of binding only the Lessor's interest in the Premises, as the same may from time to time be encumbered. In no event shall Lessor or its partners, shareholders, or members, as the case may be, ever be personally liable hereunder.

30. Right To Perform. If Lessee shall fail to timely pay any sum or perform any other act on its part to be performed hereunder, Lessor may make any such payment or perform any such other act on Lessee's behalf. Lessee shall, within 10 days of demand, reimburse Lessor for its expenses incurred in making such payment or performance. Lessor shall (in addition to any other right or

remedy of Lessor provided by law) have the same rights and remedies in the event of the nonpayment of sums due under this Section as in the case of default by Lessee in the payment of Rent.

31. Hazardous Material. As used herein, the term “Hazardous Material” means any hazardous, dangerous, toxic or harmful substance, material or waste including biomedical waste which is or becomes regulated by any local governmental authority, the State of Washington or the United States Government, due to its potential harm to the health, safety or welfare of humans or the environment. Lessor represents and warrants to Lessee that, to Lessor’s actual knowledge without duty of investigation, there is no Hazardous Material on, in, or under the Premises as of the Commencement Date in excess of reportable quantities except as may otherwise have been disclosed to Lessee in writing before the execution of this Lease. If there is any Hazardous Material on, in, or under the Premises as of the Commencement Date which has been or thereafter becomes unlawfully released in excess of reportable quantities through no fault of Lessee, then Lessor shall indemnify, defend and hold Lessee harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities or losses including without limitation sums paid in settlement of claims, attorneys’ fees, consultant fees and expert fees, incurred or suffered by Lessee either during or after the Term as the result of such contamination. Lessee shall not cause or permit any Hazardous Material to be brought upon, kept, or used in or about, or disposed of on the Premises or the Property by Lessee, its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, except with Lessor’s prior consent (except in de minimis quantities typical of the Permitted Use, such as in office supplies and household cleansers), and then only upon strict compliance with all applicable federal, state and local laws, regulations, codes, ordinances, and product labels. If Lessee breaches the obligations stated in the preceding sentence, then Lessee shall indemnify, defend and hold Lessor harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities or losses including, without limitation, diminution in the value of the Premises or the Property; damages for the loss or restriction on use of rentable or usable space or of any amenity of the Premises or the Property, or elsewhere; damages arising from any adverse impact on marketing of space at the Premises or the Property; and sums paid in settlement of claims, attorneys’ fees, consultant fees and expert fees incurred or suffered by Lessor either during or after the Term. These indemnifications by Lessor and Lessee include, without limitation, costs incurred in connection with any investigation of site conditions or any clean-up, remedial, removal or restoration work, whether or not required by any federal, state or local governmental agency or political subdivision, because of Hazardous Material present in the Premises, or in soil or ground water on or under the Premises. Lessee shall immediately notify Lessor of any inquiry, investigation or notice that Lessee may receive from any third party regarding the actual or suspected presence of Hazardous Material on the Premises. Without limiting the foregoing, if the presence of any Hazardous Material brought upon, kept or used in or about the Premises or the Property by Lessee, its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, results in any unlawful release of any Hazardous Material on the Premises or the Property or any adjacent property, Lessee shall promptly take all actions, at its sole expense, as are necessary to return the Premises and the Property and any adjacent property to the condition existing prior to the release of any such Hazardous Material; provided that Lessor’s approval of such actions shall first be obtained, which approval may be withheld at Lessor’s sole discretion. The provisions of this Section shall survive expiration or earlier termination of this Lease.

32. Quiet Enjoyment. Provided Lessee pays Rent and performs all of its obligations in this Lease, Lessee's possession of the Premises will not be disturbed by Lessor or anyone claiming by, through or under Lessor.

33. Merger. The voluntary or other surrender of this Lease by Lessee, or a mutual cancellation thereof, shall not work a merger and shall, at the option of Lessor, terminate all or any existing subtenancies or may, at the option of Lessor, operate as an assignment to Lessor of any or all of such subtenancies.

34. Heirs and Assigns. This Lease shall apply to and be binding upon Lessor and Lessee and their respective heirs, executors, administrators, successors and assigns.

35. Brokers' Fees. Lessee represents and warrants to Lessor that except as described or disclosed in this Lease or otherwise disclosed in writing to Lessor prior to the Effective Date, it has not engaged any broker, finder or other person who would be entitled to any commission or fees for the negotiation, execution or delivery of this Lease and shall indemnify and hold harmless Lessor against any loss, cost, liability or expense incurred by Lessor as a result of any claim asserted by any such broker, finder or other person on the basis of any arrangements or agreements made or alleged to have been made by or on behalf of Lessee. Lessor represents and warrants to Lessee that except for Lessor's Broker, if any, described or disclosed in this Lease or otherwise disclosed in writing to Lessee prior to the Effective Date, it has not engaged any broker, finder or other person who would be entitled to any commission or fees for the negotiation, execution or delivery of this Lease and shall indemnify and hold harmless Lessee against any loss, cost, liability or expense incurred by Lessee as a result of any claim asserted by any such broker, finder or other person on the basis of any arrangements or agreements made or alleged to have been made by or on behalf of Lessor.

36. Entire Agreement. This Lease contains all of the covenants and agreements between Lessor and Lessee relating to the Premises. No prior or contemporaneous agreements or understandings pertaining to the Lease shall be valid or of any force or effect and the covenants and agreements of this Lease shall not be altered, modified or amended except in writing, signed by Lessor and Lessee.

37. Severability. Any provision of this Lease which shall prove to be invalid, void or illegal shall in no way affect, impair or invalidate any other provision of this Lease.

38. Force Majeure. Time periods for either party's performance under any provisions of this Lease (excluding payment of Rent) shall be extended for periods of time during which the party's performance is prevented due to circumstances beyond such party's control, including without limitation, fires, floods, earthquakes, lockouts, strikes, embargoes, governmental regulations, acts of God, public enemy, war or other strife; provided in no event shall any of the foregoing events operate to extend the Term of this Lease.

39. Governing Law. This Lease shall be governed by and construed in accordance with the laws of the State of Washington.

40. Memorandum of Lease. Neither this Lease nor any memorandum or “short form” thereof shall be recorded without Lessor’s prior consent.

[Signature Page on Following Page]

IN WITNESS WHEREOF this Lease has been executed the date and year first above written.

LESSOR: City of Cle Elum, a Washington municipal corporation

By: _____
Name: _____
Title: _____
Date: _____

LESSEE: Chez Weaver, LLC, a Washington limited liability company

By: _____
Name: _____
Title: _____
Date: _____

EXHIBIT A
DEPICTION OF PREMISES

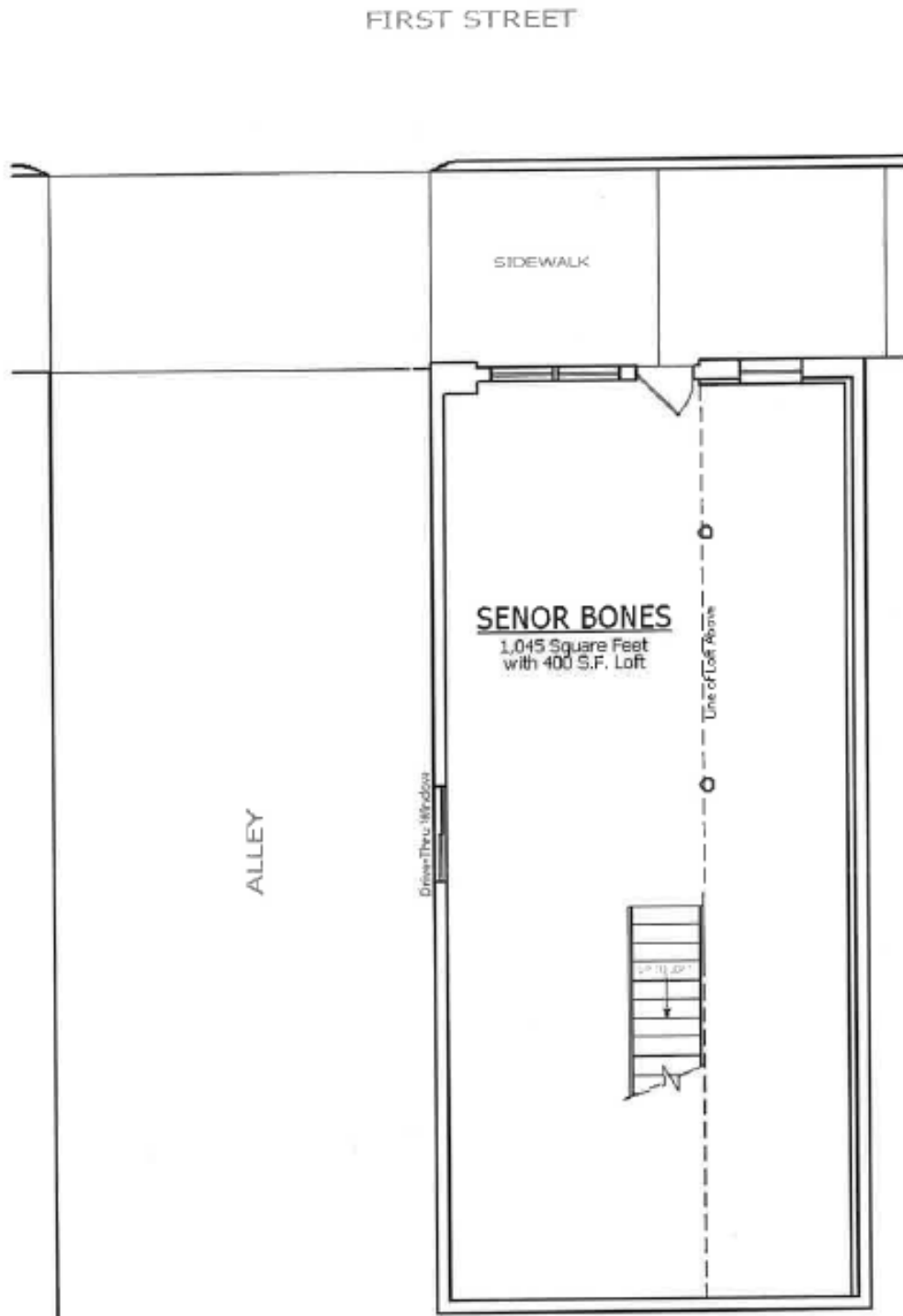


EXHIBIT B

Insurance and Indemnity Requirements

Indemnification / Hold Harmless

Lessee shall defend, indemnify, and hold Lessor and its property manager (if any) harmless against all liabilities, damages, costs, and expenses, including attorneys' fees, for personal injury, bodily injury (including death) or property damage arising from any negligent or wrongful act or omission of Lessee or Lessee's employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees on or around the Premises or the Property, or arising from any breach of this Lease by Lessee. Lessee shall use legal counsel reasonably acceptable to Lessor in defense of any action within Lessee's defense obligation.

Except to the extent of claims arising out of Lessor's gross negligence or intentional misconduct, Lessor shall not be liable for injury to Lessee's business or assets or any loss of income therefrom or for damage to any property of Lessee or of its employees, officers, agents, servants, contractors, customers, clients, visitors, guests, or other licensees or invitees, or any other person in or about the Premises or the Property.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Lessee's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by the Lessee and Lessor. The provisions of this section shall survive the expiration or termination of this Lease.

A. Insurance Term

The Lessee shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the Lessee's operation and use of the leased Premises.

B. No Limitation

The Lessee's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Lessee to the coverage provided by such insurance or otherwise limit the Lessor's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Lessee shall obtain insurance of the types and coverage described below:

1. Commercial General Liability insurance shall be at least as broad as Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover premises and contractual liability. The Lessor shall be named as an additional insured on Lessee's Commercial General Liability insurance policy using ISO Additional Insured-Managers or Lessors of Premises Form CG 20 11 or a substitute endorsement providing at least as broad coverage.
2. Property insurance shall be written on an all-risk basis.

D. Minimum Amounts of Insurance

The Lessee shall maintain the following insurance limits:

1. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.
2. Property insurance shall be written covering the full value of Lessee's property and improvements with no coinsurance provisions.

E. Other Insurance Provisions

The Lessee's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain, that they shall be primary insurance as respect the Lessor. Any insurance, self-insurance, or self-insured pool coverage maintained by the Lessor shall be excess of the Lessee's insurance and shall not contribute with it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.

G. Verification of Coverage

The Lessee shall furnish the Lessor with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Lessee.

H. Waiver of Subrogation

Lessee and Lessor hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the premises or said building. This release shall apply only to the extent that such claim, loss or liability is covered by insurance.

I. Lessor's Property Insurance

Lessor shall purchase and maintain during the term of the lease all-risk property insurance covering the Building for its full replacement value without any coinsurance provisions.

J. Notice of Cancellation

The Lessee shall provide the Lessor with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

K. Failure to Maintain Insurance

Failure on the part of the Lessee to maintain the insurance as required shall constitute a material breach of the Lease Agreement, upon which the Lessor may, after giving five business days' notice to the Lessee to correct the breach, terminate the Lease or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Lessor on demand.

L. Lessor Full Availability of Lessee Limits

If the Lessee maintains higher insurance limits than the minimums shown above, the Lessor shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Lessee, irrespective of whether such limits maintained by the Lessee are greater than those required by this contract or whether any certificate of insurance furnished to the Lessor evidences limits of liability lower than those maintained by the Lessee.

**AGENDA STAFF
REPORT**

AGENDA DATE: February 10, 2026

ACTION REQUESTED: Adoption of 2026 Water Rate and Connection Charge Fee Schedule

BACKGROUND: The City of Cle Elum provides water service to customers inside and outside City limits. The City Council periodically updates water rates and fees to ensure sufficient revenue to operate and maintain the water system.
Staff proposes adoption of the 2026 Water Rate and Connection Charge Fee Schedule, which removes obsolete standby rates and continues a ten percent (10%) surcharge for customers outside City limits.

RECOMMENDATION: Staff recommends adoption of Resolution No. 2026-005 approving the 2026 Water Rate and Connection Charge Fee Schedule.

ATTACHMENTS: Resolution No. 2026-005
2026 Water Rates EXHIBIT A

LEAD STAFF: Mathew Bailey

CITY OF CLE ELUM WASHINGTON

RESOLUTION NO. 2026-005

A RESOLUTION OF THE CITY OF CLE ELUM, WASHINGTON, ADOPTING THE 2026 WATER RATE FEE SCHEDULE INCLUDING CUSTOMERS OUTSIDE CITY LIMITS AND WATER CONNECTION CHARGES

WHEREAS, the City provides municipal water service to customers located both within the City limits and outside the City limits; and

WHEREAS, the City Council periodically reviews and updates water rates and fees to ensure that revenues are sufficient to operate, maintain, repair, and improve the water system in a fiscally responsible manner; and

WHEREAS, eliminating obsolete standby water rates from the water rate fee schedule promotes clarity, transparency, and administrative efficiency; and

WHEREAS, the City has determined that water customers outside the City limits shall pay an additional ten percent (10%) surcharge above the adopted in-City water rates, as reflected in the 2026 Water Rate Fee Schedule.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES RESOLVE AS FOLLOWS:

1. The 2026 Water Rate Fee Schedule, attached hereto and incorporated by reference, is hereby adopted.
2. All standby water rates previously adopted but no longer charged are hereby eliminated from the City's water rate fee schedule.
3. Water customers located outside the City limits shall be charged an additional ten percent (10%) above the adopted in-City water rates, as set forth in the 2026 Water Rate Fee Schedule.
4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 1. 2026 Water Rate and Connection Charge Fee Schedule, Adopted. The "2026 Water Rate and Connection Charge Fee Schedule" attached hereto as Exhibit A is adopted by reference as is fully set forth herein.

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING THEREOF
ON THE _____ DAY OF _____ 2026. .

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Curtis Chambers, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 2025-024
Date Posted:

Exhibit A

2026 Water Rates

(Including Customers Outside City Limits)

<u>Description</u>		<u>2026</u>
3/4-inch Single Premises	\$	63.79
3/4-inch Senior Low Income	\$	47.85
3/4-inch Commercial	\$	63.79
3/4-inch Standby Rate	\$	63.79
3/4-inch Senior Standby Rate	\$	47.85
1-inch Single Premises	\$	116.32
1-inch Senior Low Income	\$	87.26
1-inch Commercial	\$	116.32
1-inch Standby Rate	\$	116.32
1-inch Senior Standby Rate	\$	87.26
1 1/2-inch Single Premises	\$	236.28
1 1/2-inch Senior Low Income	\$	177.21
1 1/2-inch Commercial	\$	236.28
1 1/2-inch Standby Rate	\$	236.28
1 1/2-inch Senior Standby	\$	177.21
2-inch Single Premises	\$	386.30
2-inch Senior Low Income	\$	289.72
2-inch Commercial	\$	386.30
2-inch Standby Rate	\$	386.30
2-inch Senior Standby Rate	\$	289.72
3-inch Single Premises	\$	386.30
3-inch Senior Low Income	\$	289.72
3-inch Commercial	\$	386.30
3-inch Standby Rate	\$	386.30
3-inch Senior Standby Rate	\$	289.72
Water customers outside city limits pay an additional 10%		
3/4-inch Outside City Limits	70.02 \$	70.17
3/4-inch OCL Standby Rates	\$	70.02
3/4-inch Outside Senior Low Income	52.52 \$	52.64
1-inch Outside City Limits	\$	127.95
1 1/2-inch Outside City Limits	\$	259.91
2-inch & 3-inch Outside City Limits	\$	424.93
Owens Packing Plant (20% Discount per Easement Agreement)	\$	339.94
Water Reserve 1200 CF	\$	11.21

2026

Additional usage Rate per CF, Beyond 1,200 CF Usage Include in Base Rate Fee

1,201 to 2,000 CF	\$	0.017
2,001 to 4,000 CF	\$	0.019
4,001 CF and over	\$	0.021

Water Connection per ERU	\$ 6,091.42	\$ 6,092.00
--------------------------	------------------------	-------------

Breakdown of charges

Administration	\$	812.00
Wate Supply System	\$	5,280.00
Total	\$ 6,091.00	\$ 6,092.00

Exhibit A

2026 Water Rates

(Including Customers Outside City Limits)

<u>Description</u>		<u>2026</u>
3/4-inch Single Premises	\$	63.79
3/4-inch Senior Low Income	\$	47.85
3/4-inch Commercial	\$	63.79
1-inch Single Premises	\$	116.32
1-inch Senior Low Income	\$	87.26
1-inch Commercial	\$	116.32
1 1/2-inch Single Premises	\$	236.28
1 1/2-inch Senior Low Income	\$	177.21
1 1/2-inch Commercial	\$	236.28
2-inch Single Premises	\$	386.30
2-inch Senior Low Income	\$	289.72
2-inch Commercial	\$	386.30
3-inch Single Premises	\$	386.30
3-inch Senior Low Income	\$	289.72
3-inch Commercial	\$	386.30
Water customers outside city limits pay an additional 10%		
3/4-inch Outside City Limits	\$	70.17
3/4-inch Outside Senior Low Income	\$	52.64
1-inch Outside City Limits	\$	127.95
1 1/2-inch Outside City Limits	\$	259.91
2-inch & 3-inch Outside City Limits	\$	424.93
Owens Packing Plant (20% Discount per Easement Agreement)	\$	339.94
Water Reserve 1200 CF	\$	11.21
Additional usage Rate per CF, Beyond 1,200 CF Usage Include in Base Rate Fee		
1,201 to 2,000 CF	\$	0.017
2,001 to 4,000 CF	\$	0.019
4,001 CF and over	\$	0.021
Water Connection per ERU	\$	6,092.00
Breakdown of charges		↓
Administration	\$	812.00
Wate Supply System	\$	5,280.00
Total	\$	<u>6,092.00</u>

**AGENDA STAFF
REPORT**

AGENDA DATE: February 10, 2026

ACTION REQUESTED: Adopt Resolution No. 2026-006 renaming the City park currently known as “Flagpole Park” to Rotary’s Flagpole Park.

BACKGROUND: The Upper County Rotary Club has played a significant role in the development and ongoing care of the City’s Flagpole Park, which serves as a welcoming entrance to Cle Elum. Rotary has provided financial support, volunteer labor, and long-term maintenance assistance for the park.

In addition, Rotary has committed to continued maintenance of the park through:

- Regular highway cleanup
- Ongoing flag maintenance
- Support for Tree City USA and Arbor Day projects
- Development of funding for future park furniture and amenities

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 2026-006, approving the renaming of Flagpole Park to Rotary’s Flagpole Park in recognition of Rotary’s service and contributions to the City of Cle Elum.

ATTACHMENTS: Resolution No. 2026-006

LEAD STAFF: Mathew Bailey

CITY OF CLE ELUM WASHINGTON

RESOLUTION NO. 2026-006

A RESOLUTION OF THE CITY OF CLE ELUM, WASHINGTON, ADOPTING THE RENAMING OF FLAGPOLE PARK TO ROTARY'S FLAGPOLE PARK

WHEREAS: the Upper County Rotary Club has assisted the City of Cle Elum in developing a welcoming entrance to the City referred to as Flagpole Park and

WHEREAS: Rotary has sponsored multiple improvements such as the main flagpole, military flags and and signage and

WHEREAS: Rotary is committed to continual ongoing support of this Park including highway cleanup , ensuring that flags are maintained and

WHEREAS: Rotary has supported "Tree City Usa" and Arbor Day projects at the Park and

WHEREAS: Rotary is creating funding to provide for park furniture and

WHEREAS: Rotary is a voluntary service organization supporting our community with a motto of "Service Above Self" and

WHEREAS: There is an opportunity to recognize this commitment to our Park

THEREFORE: be it resolved that the area currently referred to as "Flagpole Park" is to be renamed Rotary's Flagpole Park

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING THEREOF
ON THE _____ DAY OF _____ 2026. .

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Curtis Chambers, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 2026-006
Date Posted:

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: 02/10/2026

ACTION REQUESTED: Authorize City Hall and Public Works to surplus designated items.

BACKGROUND: Inventory reviews were conducted for City Hall and Public Works. The items identified for surplus no longer meet current City policy, are damaged, obsolete, or could not be located.

Items determined to have resale value will be offered for sale by Public Works through GovDeals.com. Items that are outdated, damaged, or have no resale value will be properly disposed of.

RECOMMENDATION: Direct Mayor Lundh to sign Resolution No. 2026-004 authorizing the surplus of the listed items.

ATTACHMENTS:

LEAD STAFF: Whitney Prosek Office Assistant

CITY OF CLE ELUM
WASHINGTON
RESOLUTION NO. 2026-004

A RESOLUTION PROVIDING FOR THE DISPOSAL OF CERTAIN INVENTORY ITEMS:

- **Cle Elum City Hall and Public Works**
 - **See Attached Spreadsheet**

WHEREAS certain items of equipment belonging to the City of Cle Elum and Public Works are obsolete and/or damaged and have no value.

WHEREAS the value, obsolescence, and condition of these items of inventory make it impractical to trade the same in the future purchase of new inventory items. It would be in the best interest of the city to dispose of the same in a manner that will be to the best advantage to the City of Cle Elum.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cle Elum as follows:

1. Based on the findings and recommendations of the city, the items of inventory for said City as shown attached hereto, are declared to be surplus to the foreseeable needs of the city.
2. That it is deemed to be for the common benefit of the residents of said City to depose of said inventory.
3. That the Chief of Police is authorized to dispose of items attached in a manner that will be to the best advantage to the City of Cle Elum

Passed by the City Council and approved by the Mayor on the 10th day of February 2026.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Curtis Chambers, City Attorney

Filed with the City Clerk: 02/10/2026
Resolution No: 2026-004

Passed by the City Council:
Date Posted:

INVENTORY SURPLUS LIST Resolution 2026-004

PLACE	INV. #	BRIEF DESCRIPTION (Make, Model, Color, etc.)	Serial Number	Location/Posession	Date (In Service)	Date (Out of Service)
Shop	211	Waterloo Tool Box		Shed		
Shop	212	Blue Roller Tool Box		Shed		
Shop	214	Bench Grinder	716000139	Shop		
Shop	215	Drill Press	7248R125	Shop		duplicate 620
Shop	216	Hand Dolly		Shed		
Shop	217	Lawson Cabinet eagle safety cabinet	no sticker	Shed		
Shop	220	Proto Tool Kit		Shed		
Shop	223	Battery Tester		Bucket Truck		
Shop	230	Wedco Kerosene Can				
Shop	231	Wedco Kerosene Can	no sticker			
Shop	232	Continental Press	17421	Shop		
Shop	248	Air Compressor Model 919.175251	Sears Craftsman	Shop - Yakima Ave		
Shop	252	Propane Weed Burner	no sticker	Shed		
Shop	256	Cutting Torch	2 stickers?	shop		
Shop	258	1/2" Electric Drill		OWTP		
Shop	259	Wagner Heat Gun		shop		
Shop	264	GP734 Air Ratchet	80141463 - no sticker	shed		
Shop	268	Black & Decker Skill Saw	5698968 - no sticker	shed		
Shop	275	Quick Freezer Pipe Freezer		OWTP		
Shop	433	Pistol Grip 7" Needle Scaler	no sticker	shed		
Shop	436	CARQUEST Creeper Seat		shop		
Shop	439	Master Ball Joint Service Kit		shop		
Shop	440	4 in 1 Ball Joint Service Kit		shop		
Shop	441	200' Measure Tape				
Shop	443	2 - 6 ton Jack Stands		shop		
Shop	444	2 - 3 ton jack Stands		shop		
Shop	445	2 -3 ton Jack Stands		shop		
Shop	480	6" Dual Action Sander		shed		
Shop	482	71 Piece Air Tool Kit		shed		
Shop	483	Set Car Ramps (plastic)	no sticker	shop		
Shop	484	Skill Jig Saw		OWTP		
Shop	541	Still KM110R Limb Saw	no sticker	shed		
Shop	543	1500 LB High Position Jack Stand		shop		
Shop	547	4-in1 Welding Clamp		shop		

Shop	550 XP-10ACX 10,000 #2 Post Asymmetric Lift		shop	
Shop	603 200-n/38 Dremel kit		OWTP	7/9/2008
Shop	604 IRC429 Hvy Duty Air Saw		shed	7/10/2008
Shop	625 1 Set Car Ramps	sticker 624		2/1/2007
Shop	627 Hole Hog	no sticker	shed	11/28/2007
Shop	642 22 Ton Air Operated Hyd. Truck Jack (Shop)	SS090902235	shop	11/18/2009
Shop	660 Truck Service Step	330627	shop	2/18/2011
Shop	663 3/8" x 50-Feet Hose Reel		shop ceiling	4/14/2011
Shop	664 3/8" x 50-Feet Hose Reel		shed	4/14/2011
Shop	665 3/8" x 50-Feet Hose Reel		shop ceiling	4/14/2011
Shop	673 Underhood Light	1104108505	shop	11/7/2013
Shop	675 1/2" Electric DeWalt Drill	37481	OWTP	10/20/2014
Shop	681 4 1/2" Makita Grinder	9557PB	OWTP	8/24/2016
Shop	682 12/24 Volt Boost Pack	ES1224		12/13/2016 - duplicate #774? RES 2025-005
Shop	684 Aire One 18" Oscillating Pedestal Fan	SF51-450BW	Shop	8/8/2017
Shop	690 10-Ton Service Jack: Model# 791-6600D	T1711000041	shop	5/9/2018
Shop	698 Rigid Water/Sewer Locator	Model #MR-10	service truck	4/1/2019
Shop	703 Step Stool	Part # 1001-92 no sticker	shop	4/20/2020
Shop	706 Dump Box Frame Stand	68772 - no sticker	shop	5/21/2020
Shop	707 Dump Box Frame Stand	68773 -no sticker	shop	5/21/2020
Shop	708 Dump Box Frame Stand	68754 - no sticker	shop	5/21/2020
Shop	709 Dump Box Frame Stand	68755 - no sticker	shop	5/21/2020
Shop	711 DeWalt Hammer Drill	D25262K	shed	10/15/2020
Shop	714 DeWalt 20 volt grease gun	DCGG571	shop	3/16/2021
Shop	717 ASUS Laptop	L6N0GR039602266	office	3/30/2021
Shop	731 DeWalt Impact 1/2" battery 20V	DCF899	service truck	4/29/2021
Shop	749 DeWalt Electric Drill 1/2 inch	DWD210G	shed	8/31/2021
Shop	750 Craftsman Shop Vac 6 gallon		shop	11/19/2021
Shop	761 Dewalt 20V 1/2" cordless drill driver	DCD771	service truck	3/1/2024
Shop	762 Dewalt 20V 1/4" cordless impact driver	DCF885	service truck	3/1/2024
Shop	763 Dewalt 6 1/2" cordless circular saw	DCS393	service truck	3/1/2024
Shop	764 Dewalt variable speed reciprocating saw		service truck	3/1/2024
Shop	771 Dewalt 1/2" cordless drill driver	DCD780	shop	3/5/2024
Shop	772 Dewalt 1/4" cordless impact driver	DCF885	service truck	3/5/2024
Shop	773 Stabila 48" electronic level type 196-2		service truck	3/5/2024
Shop	774 truck pac ES1224 12/24 volt power supply		shop	3/5/2024 duplicate
Shop	776 6 ton jack stand		shop	3/6/2024
Shop	777 4 ton jack stand		shop	3/6/2024
Shop	778 3 ton jack stand		shop	3/6/2024
Shop	779 2 ton jack stand		shop	3/6/2024
Shop	780 4 ton jack stand		shop	3/6/2024
Shop	781 6 ton jack stand		shop	3/6/2024
Shop	782 6 ton jack stand		shop	3/6/2024
Shop	787 evercraft socket kit		shed	3/6/2024
Shop	788 NAPA 5 gallon air tank		OWTP	3/6/2024

Shop	791 Oxarc stargon 9 tank		shop	3/6/2024
Shop	792 NAPA 10 gallon airr tank		shed	3/6/2024
Shop	793 Makita finishing sander		OWTP	3/6/2024
Shop	794 B and D circular saw		OWTP	3/6/2024
Shop	795 Dewalt 4 1/2" angle grinder		shop	3/6/2024
Shop	796 Dewalt vs reciprocating saw 1 1/8"		shed	3/6/2024
Shop	797 Skil 7313 belt sander		OWTP	3/6/2024
Shop	799 Craftsman 9 gallon vaccuum		shed	3/6/2024
Shop	801 Northern industrial air rachet		shed	3/6/2024
Shop	802 Eagle industries air grinder		shed	3/6/2024
Shop	803 evercraft 1/2" impact wrench	zB99	shed	3/6/2024
Shop	804 wacker neuson compactor		shed	3/6/2024
Shop	819 Milwaukee XC5.0 battery	956710	shop	1/10/2025
Shop	820 Milwaukee charger	D63DC241902924D	shop	1/10/2025
Shop	824 Milwaukee XC5.0 battery	956885	shop	1/10/2025

PLACE	INV. #	RIEF DESCRIPTION (Make, Model, Color, etc)	Serial Number	Location/Possession	Date (In Service)	Date (Out of Service)
City Hall	108	Brown Supply book Shelf		Mayor's Office		
City Hall	120	Portable Labeling System		Rob City Administrator		
City Hall	511	Bush 2 door Cupboard with Hutch	Model # WC-14596 +	City Clerk	8/1/2007	
City Hall	512	Bush Corner Desk Unit	Model # WC14566	Receptionist	8/1/2007	
City Hall	513	Bush Corner Desk Unit	Model # WC14566	City Clerk	8/1/2007	
City Hall	514	Bush Two Door Storage Cupboard	Model # WC14596	Receptionist	8/1/2007	
City Hall	515	Bush 60" Desk	Model # WC14560	Receptionist	8/1/2007	
City Hall	516	Bush 36" Desk	Model # WC14536	Laminator table	8/1/2007	
City Hall	517	Bush Hutch for Corner Desk	Model # WC14567	City Clerk	8/1/2007	
City Hall	518	Pedestal file box		Postage machine area	8/2/2007	
City Hall	519	Pedestal Box 1 file/2drawer		Virgil Planning clerk	8/2/2007	
City Hall	520	Pedestal Box 1 file /2-drawer		Receptionist	8/2/2007	
City Hall	522	Synergy Cherry Laminate Unshaped Desk + Hutch		Robin City Treasurer	8/15/2007	
City Hall	523	Work Bench - IT Dept		IT Office	7/1/2007	
City Hall	524	Clerk's Corner Desk with keyboard d	Bush model #WC1456	Virgil Planning clerk	4/1/2008	
City Hall	525	Clerk's 60" Return Desk	Bush Model #WC1456	Virgil Planning clerk	4/1/2008	
City Hall	526	Clerk's 36" Return Desk	Bush Model # WC1456	City Clerk	4/1/2008	
City Hall	527	Clerk's Two Door Storage Cupboard	Bush Model #WC1456	Virgil Planning clerk	4/1/2008	
City Hall	564	26" Toshiba Flat Screen TV for came	AM388021077	Mayor's office	3/1/2008	
City Hall	616	HP Laserjet Printer P1006	VND3629857	Audrey Utility clerk desk	8/15/2010	transferred from Police
City Hall	647	LUXOR Audio/Video Cart (Green)	None	Upstairs storage	12/1/2009	
City Hall	668	Canon Calculator CP1200D	20121786	Utility Clerk	9/16/2011	

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: February 10, 2026

ACTION REQUESTED: Approve the employment contract and authorize the Mayor to execute it on behalf of the City and confirm the appointment of Shannon Johnson as the Planning Director pursuant to CEMC Chapter 2.05.

BACKGROUND: City Council is being asked to consider approval of an employment contract for Shannon Johnson for the appointed position of Planning Director. Approval of this action authorizes the Mayor to execute the employment contract on behalf of the City and signifies the Council's acceptance of the contract terms. These terms include placement at Step 4 of the applicable salary ordinance, an adjustment to vacation accrual to recognize the employee's prior years of service with a neighboring community, and confirmation of the appointment in accordance with the Cle Elum Municipal Code (CEMC) Chapter 2.05.

RECOMMENDATION: To authorize the Mayor to execute the employment contract on behalf of the City.

ATTACHMENTS: Employment Agreement

LEAD STAFF: Robert Omans

**CITY OF CLE ELUM EMPLOYMENT AGREEMENT
SHANNON JOHNSON – PLANNING DIRECTOR**

THIS AGREEMENT is entered into by and between the CITY OF CLE ELUM, a municipal corporation, hereinafter referred to as “City”, and Shannon Johnson, hereinafter referred to as “Employee”, and is effective this 1st day of March 2026.

WHEREAS, the City desires to employ the services of the Employee as the Planning Director for the City of Cle Elum to perform the duties provided by Cle Elum City Code, the Revised Code of Washington, and such other duties as may be directed by the Mayor or designee; and

WHEREAS, it is the desire of the City to secure and retain the services of the Employee and provide inducement for Employee to remain in such employment and ensure Employee’s peace of mind consistent with City policies and the terms of this Agreement, while promoting high standards for ethical behavior; and

WHEREAS, the Employee desires to accept employment as the Planning Director for the City of Cle Elum, Washington;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the City and Employee agree as follows:

Section 1. Commencement of Employment. The City hereby agrees to employ Employee as the Planning Director, and Employee hereby agrees to accept employment in accordance with the terms and provisions of this Agreement hereinafter set forth. Employee agrees to commence employment with the City as Planning Director on March 1, 2026.

Section 2. Duties. Employee shall perform in good faith all duties and responsibilities of the Planning Director as set forth in the job description (attachment “A”), as may be amended from time to time in the City’s discretion, the City’s Employee Handbook as currently enacted or hereafter amended, and other duties as may be assigned from time to time by the Mayor or designee. Employee shall devote their full time, energies, interests, and abilities to the performance of the duties and responsibilities of their position and shall not engage in any activities that conflict with or interfere with the performance of this Agreement.

Section 3. Term.

A. Employee shall be employed for an indefinite term at the discretion of the Mayor. Employee shall be an “at-will” employee of the City.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the City’s right to terminate this Agreement, and Employee’s employment, with or without cause, at any time, subject only to the severance provisions set forth in Section 7(D) of this Agreement, applicable federal, state and local laws, and the City’s Employee Handbook. To the extent there is any conflict between the language of this Agreement and the Handbook, the language of this Agreement shall control.

Section 4. Salary. City agrees to pay Employee a salary of \$10,090 per Month which is Step 4 of the Employer’s Salary Schedule for non-represented employees, plus Longevity Pay (collectively, the “Salary”). Longevity Pay will commence at the start of the sixth year employed by the City of Cle Elum as outlined in the employee handbook. The Salary shall be paid in

accordance with the normal and usual procedure for payment of wages to employees. Employee shall be entitled to receive step increases on an annual basis compatible with Employee's performance, and Employee shall be entitled to the same annual cost-of-living increases awarded to other City employees, if any, based on the City's annual salary ordinance.

Section 5. Hours of Work. Employee is a confidential exempt employee for purposes of the Federal Fair Labor Standards Act and Washington State Minimum Wage Act, and as such shall not have a fixed forty hour per week schedule and shall not be eligible for overtime for hours worked over forty in a work week. Employee's schedule of work each day and week shall vary in accordance with the work required to be performed, including such time as may be necessary outside normal business hours. The Employee shall generally work at the Cle Elum City Hall for the majority of the week during regular business hours however the Employer is willing to be flexible. The Employee may be required to attend meetings of the Cle Elum City Council and such other City Boards and Commissions as requested by the Mayor, or as required by the duties of the position.

Section 6. Benefits. The following benefits shall be provided to Employee:

A. Leave Benefits. Employee shall earn and accrue vacation time, sick leave time, personal holiday and holidays as provided for employees of the City in accordance with the Employee Handbook. Based on the Employee's prior experience, the Employee shall begin accruing vacation time at a rate of ten (10) hours per month, which corresponds to the accrual rate provided at the start of the sixth year of service.

B. Insurance Benefits. The Employer will pay 100% of the Medical Plan Premiums for Employee and their Dependents; including but not limited to Medical, Dental, Vision, Life, Accidental Death and Dismemberment and Employee Assistant Program.

C. Retirement and Deferred Compensation. Employee is eligible for PERS 2 or 3 Retirement and Deferred Compensation pursuant to state law and City policy.

D. Health Reimbursement Plan. The City shall pay into an HRA-VEBA account established for Employee's benefit the sum of two hundred seventy-five (\$275) dollars per month.

E. Work-related expenses. Employee shall be reimbursed for reasonable work-related expenses the same as other employees as provided by the City's Employee Handbook. The City may provide and pay for a cell phone and a laptop computer for business use only.

F. Training and Professional Certification. The City shall pay the costs of Employee's membership in up to two professional associations related to Employee's position. The City shall pay for Employee to attend one (1) state conference annually. Other costs for professional or required training shall be paid by the City as pre-approved by the Mayor or designee.

Section 7. Termination, Resignation and Severance Pay.

A. By the City. It is recognized by Employee that this Agreement is a contract for personal services, and Employee acknowledges and agrees that the City may terminate Employee for any reason at any time, with or without cause. Nothing in this Agreement shall be construed as creating anything other than an at-will employment relationship between the City and Employee,

and Employee expressly acknowledges that no contrary representations have been made by the City.

B. By Employee. If Employee voluntarily resigns employment with the City, Employee agrees that they shall provide the City not less than thirty (30) days' prior written notice of the effective date of such resignation in order to afford the City a reasonable opportunity to find a replacement for Employee. The Mayor or designee may in their sole discretion waive or reduce this notice requirement. If Employee fails to provide such notice, Employee shall not be entitled to, and shall forfeit, those paid leave cashouts otherwise provided to City employees upon termination of employment.

C. The following reasons shall constitute grounds for the City to terminate this Agreement with Cause, in which case the City shall have no obligation to pay the Severance otherwise provided in subparagraph D of this section:

1. A breach of this Agreement;
2. The commission of any willful or negligent act that results in financial or reputational harm to the City;
3. Failure to follow any lawful directive of the Mayor or designee or failure to perform Employee's duties under this Agreement; provided, that Employee shall first be given notice of, and an opportunity to cure, such failure to perform any duties that are not emergency-related within a 30-day cure period. If a failure to perform duties involves an emergency or exigent circumstance, Employee shall have only a three (3) business days to cure such failure; or
4. Misconduct, which includes but is not limited to criminal misbehavior, abuse of public office, or deceit/dishonesty, embezzlement, theft of funds or property, assault, any form of racial, sexual or other harassment prohibited by state or federal law, violation of the City's drug and alcohol policy, and any other form of misconduct set forth in the Employee Handbook.

D. If Employee is terminated by City without cause or requested to resign for the convenience of City during such time as Employee is willing and able to perform Employee's duties under this Agreement, and provided, that Employee executes a Separation and Release Agreement in a form acceptable to the City, releasing the City from any and all claims arising from Employee's employment or under this Agreement, City shall pay Employee, as severance, a cash payment equal to not less than two-month salary, as determined by the City's prior notice to Employee as provided below:

91 days or more notice	Two (2) months severance pay
31-90 days notice	Three (3) months severance pay
30 days or less notice	Six (6) months severance pay

(the "Severance"). Such Severance payment shall fully and finally release City from any and all further obligations to Employee or under this Agreement. Employee shall continue to responsibly and dutifully perform their assigned work during the period between notice of separation and their last day of employment with the City. Failure to do so may result in forfeiture of severance pay. In lieu of continuing to perform their duties, the City may elect to place the Employee on paid

administrative leave pending separation. Any severance shall be paid in a lump sum following the expiration of any applicable consideration/revocation periods, unless otherwise agreed to by the City and Employee.

E. Except as set forth in Section 7(B), relating to Employee's failure to provide the required notice of resignation, the City agrees to pay Employee any unused leave consistent with the City's Employee Handbook upon any voluntary or involuntary separation. Employee agrees to immediately return to the City all City property of any kind which may be in Employee's possession.

Section 8. General Provisions.

A. This Agreement constitutes the entire agreement between the parties, and both parties acknowledge that there are no other agreements, oral or otherwise.

B. The parties hereby further agree that this Agreement cannot be amended or modified without the written agreement of both parties; provided, however, that nothing herein shall be interpreted to limit or prohibit the City from amending existing personnel policies or adopting other policies and ordinances otherwise establishing standards for the Employee's performance. In the event of conflict between such rules and this Agreement, this Agreement shall control.

C. If any provision of this Agreement is held to be unconstitutional or otherwise invalid for any reason or should any portion of this Agreement be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of the Agreement or its application.

D. Notice. Any written notices required to be given by the City to Employee, or by Employee to the City, shall be delivered to the following parties at the following addresses:

1. City of Cle Elum
Mayor's Office
119 W First Street
Cle Elum, WA 98922
2. Shannon Johnson
Home Address in Employee File

Any notices may be either delivered personally to the addressee of the notice or may be deposited in the United States mail, postage prepaid, to the address set forth above. Any notice so posted in the United States mail shall be deemed received three (3) days after the date of mailing.

E. Each of the provisions of this Agreement has been reviewed and negotiated by the Employee and Employer and represents the combined work product of the parties. No presumption or other rules of construction which would interpret the provisions of this Agreement in favor of or against the party preparing the same shall be applicable in connection with the construction or interpretation of any of the provisions of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed and executed as of this 10th day of February 2026.

CITY OF CLE ELUM

EMPLOYEE

Matthew Lundh, City Mayor

Shannon Johnson

Attest:

Debbie Lee, City Clerk



City of Cle Elum

POSITION DESCRIPTION
JANUARY 2026

POSITION TITLE: PLANNING DIRECTOR

REPORTS TO: Reports directly to the City Administrator or their designee under the direction of the Mayor.

SALARY RANGE: \$ 8,716 - \$ 10,594 per Month

STATUS: Full Time Exempt

AFFILIATION: Non-Union

WORKWEEK BASIS: 40

JOB SUMMARY: The City Planner performs a wide range of tasks primarily in an office environment that involves a significant degree of analytical, communication, and decision-making skills and abilities. This position requires a thorough knowledge of planning principles and practices, applicable laws and regulations, and the responsibilities of local governments. The City Planner shall work independently, and as a member of a team, in performing current planning, long range planning, and for assisting with the building permit processes as necessary. As a representative of the City, extensive contact with property owners, developers, the Planning Commission, and committee members, elected officials and the general public is required.

ESSENTIAL JOB FUNCTIONS:

1. Prepare, present, and implement an annual work program including the completion of multiple tasks in a complete and timely manner.
 - a. Prepare and participate in staff meetings.
 - b. Keep the Mayor, City Administrator, and their designee(s) informed on priorities, activities, accomplishments, and emerging issues, as well as communications with elected officials and as a representative of the City.
2. Manage and effectively utilize City resources.
 - a. Establish and maintain such application forms and administrative procedures as may be necessary to implement City regulations.
 - b. Maintain files and records in accordance with City record retention requirements.
 - c. Periodically review and evaluate policies, forms, and procedures.
 - d. Work closely with city staff to provide the efficient and effective delivery of city services.
 - e. Prepare, recommend, and implement changes to increase productivity and efficiencies.
 - f. Contribute to the maintenance of the City's web site.
3. Manage the periodic review, update, and implementation of the City's Comprehensive Plan, Shoreline Master Program, subarea plans, other City plans, and Development Regulations, as assigned.

4. Manage the review and approval of planning and land use applications (subdivisions, short plats, site design review, sign permits, short-term rental applications, etc.), in accordance with the provisions of the Cle Elum Municipal Code.
 - a. Interpret City ordinances, regulations, and requirements and determine the applicability of the Cle Elum Municipal Code to proposed projects and development activities.
 - b. Respond to public inquiries, (in person, by phone/email), explain zoning, code, processes, permit status, design standards; prepare public-facing materials and update website content as needed
 - c. Conduct the required completeness and consistency reviews and make decisions on land use, shoreline, and related planning and land use applications, as assigned.
 - d. Work closely with the Building Official and Fire Chief to implement the International Building Codes as adopted by the city.
 - e. Serve as a SEPA Responsible Official or in a supporting role to the Designated SEPA Responsible Official.
 - f. Conduct Public Hearings in front of a Hearing Examiner and Council when required.
 - g. Provide staff support for the issuance of other City permits and licenses such as business licenses.
5. Maintain effective working relationships with the County, the cities, towns, and state and federal agencies, and Indian Tribes.
 - a. Represent the City in local, regional, and state-wide planning activities, as assigned.
 - b. Review and comment on land use applications and planning projects under review by local, state, and federal agencies.

Support the Code Enforcement Officer with planning- and land use–related Cle Elum Municipal Code violations.

6. Manage consulting contracts, coordinate the activities of City staff and consultants involved in land use planning activities, and provide staff support to planning projects, as assigned.
7. Research, prepare, and participate in the submission of grant applications and the management grant awards and contracts.
8. Maintain a professional level of understanding of current and emerging trends and planning issues.
9. Provide staff support to the Mayor, City Administrator, City Council, Planning Commission, and other boards, commissions, and committees, as assigned. Prepare and present summary reports on planning activities and emergent issues to the Mayor, City Administrator, City Administrator, and City Council.
10. Support the Historic Preservation Commission: develop scope of work, prepare agendas, take minutes, facilitate and run meetings, coordinate public noticing, update website, prepare regular reports to Council/commissions.
11. Support the Planning Commission: similarly, prepare work program, coordinate meeting logistics, take minutes, run meeting sessions, coordinate public notice, post materials online, and produce follow-up reporting/documentation.
 - a. Code amendment & policy work: lead updates to municipal code sections (e.g., Titles 12 & 14, 15, 16, 17, and 18, historic preservation overlays), prepare staff reports for Council, engage in public outreach.

12. Strong oversight of Critical Areas Ordinances: ensure accurate interpretation and application of regulations related to the 100-year floodplain, fish-bearing streams, wetlands, steep slopes, etc. Perform reviews and coordinate with outside agencies as needed; ensure the City's code and processes align with state law (e.g., Washington Growth Management Act) and implement regulatory protections for critical areas.
13. Perform other duties as assigned by the Mayor, the City Administrator, and their designee(s).

NECESSARY KNOWLEDGE AND ABILITIES:

Knowledge of:

1. Principles and practices of city land use planning and permitting.
2. The Washington State Growth Management Act, Environmental Policy Act, Shoreline Management Act, and municipal land use, zoning, annexation, and subdivision ordinances.
3. Methods and techniques of effective technical report preparation and presentation and a basic understanding of the public information process.
4. Local government code enforcement principles, practices, and methods.

Ability to:

1. Establish and maintain effective working relationships with employees, supervisors, and the general public.
2. Prepare and implement an annual work program.
3. Work effectively independently and as a member of a team.
4. Analyze complex situations, problems, and data, and use sound judgment in drawing conclusions and in making recommendations and decisions.
5. Comprehend and articulate complex facts and relationships in detail and to summarize and write clearly, concisely, and legibly.
6. Communicate effectively to the public to explain permit procedures, codes and how to interpret technical information.
7. Read and interpret City plans, permits, maps, and environmental documents.
8. Handle stressful situations and effectively deal with difficult or angry people.

MINIMUM QUALIFICATIONS:

1. Bachelor's degree from an accredited college or university in Urban, Regional, or City Planning, or a closely related field. A master's degree is preferred. Candidates with a degree in another field may qualify based on equivalent professional planning experience, which may be substituted for education on a year-for-year basis.
2. Five (5) to seven (7) years of professional planning experience in local government or a comparable setting. Experience encompassing both current and long-range planning is strongly preferred. A master's degree may substitute for one (1) year of the required experience.
3. Demonstrated experience with critical areas review (floodplains, wetlands, streams, steep slopes) and familiarity with state regulatory frameworks (GMA, SEPA, etc.).
4. Experience staffing boards/commissions (agenda/minute preparation, meeting management, public noticing, reporting) is preferred.
5. Proven ability to coordinate complex projects, manage consultants/contracts, and collaborate across departments and agencies.
6. Excellent written and oral communication skills; ability to present to commissions, Council, and the public; comfortable with evening meetings.
7. Certification such as AICP (American Institute of Certified Planners) preferred but not required.
8. Valid Washington State Driver's License.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

The workstation for the position is Cle Elum City Hall and regular attendance during business hours is required. Attendance at four or more-night meetings a month is expected, and meeting project deadlines may require working more than forty hours per week. Participation in early morning, lunchtime, and additional evening meetings, as well as occasional weekend meetings, may be required. Occasional travel may be required, including overnight stays, but the need to do so will typically be known in advance. Typically, work is performed in a private office located in a moderately noisy office environment of City Hall. Work may occasionally be performed with exposure to inclement weather including temperature extremes and windy/dusty conditions will occur.

COMPENSATION AND BENEFITS:

Wage Range:	\$104,590 - \$127,130 per Year \$ 8,716 - \$ 10,594 per Month	Benefits:	Paid Medical Benefits PERS Retirement System \$275 VEBA per Month Vacation / Sick Time 12 Paid Holidays + 1 Personal Day
Incentive Pay:	Longevity		

NOTICE:

The above position description does not include ALL essential and nonessential duties of this job. All employees with disabilities are encouraged to contact the city administrator to review and discuss the essential and non-essential functions of the job. An employee with a disability can evaluate the job in greater detail to determine if the essential functions can be performed safely with or without reasonable accommodations.

The City of Cle Elum is an Equal Opportunity employer.



REQUEST FOR LEAK ADJUSTMENT

Please review the City of Cle Elum Code **13.12.115 Petition for and relief from water bill**. If you feel you are entitled to an adjustment, please complete this form, and return this to the Utilities Department acasassa@cleelum.gov, or in person at City Hall or by mail to

City of Cle Elum
119 West First St
Cle Elum, WA 98922
For Any questions, please call 509 674-2262

Date: 01/08/2026

Name: Terra Hicks Account #: 905

Service Address: 322 West 3rd

City: Cle Elum State: WA Zip: 98922

Phone: (425) 628 - 9650

Mailing Address if different than property address: _____

Date leak was discovered: 12/25/2025

Date leak was fixed: 01/03/2026

Description of leak including location and and how it was fixed:

See attached.

Found broken ½" steel pipe in crawl space at main shut off valve. Excavated approximately 8 ft of exterior water line to an existing tee. Found 3 additional leaks in the pipe at the exterior of the house.

Replaced approximately 8 ft of ½" water line with PEX A from exterior existing tee to existing plumbing in the crawl space.

Pressurized system and checked for leaks. With none found backfilled with material from excavation.





Terra Hicks

322 West Third St

Account # 905

Leak started 11/16/2025 in Harmony Software

I noticed leak on Harmony 11/30/25 and called and left message but didn't hear back from owner.

I Notice the leak again on 12/25/2025 and called again and left a message, this time I heard back from Terra's friend Bryce Riddell on 1/7/2025 he's helping her fix the leak. They had the leak fixed 01/03/2026

See Attached photos and written explanation

We are asking for credit on the December billing attached.

Water Consumption \$118.72

Water reserve \$55.40

Water Tax \$ 10.45

Sewer Consumption \$76.65

Sewer Excess \$391.45

Sewer tax \$28.08

Totaling \$680.75

Audrey Casassa

Utility Clerk



City of Cle Elum

119 W First Street
Cle Elum, WA 98922
509 674-2262

BILLING PERIOD	
December Billing	
DUE DATE	ACCOUNT NUMBER
01/25/2026	905
BILL DATE	AMOUNT DUE:
01/06/2026	1,127.15
ACCOUNT HOLDER	
Terra Hicks	
SERVICE LOCATION	
1617.0 - 322 W THIRD ST	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES
		PREVIOUS	PRESENT			
Water	12/28/2025	95593	103089	1.0000	7496	Previous Balance: 506.63 Adjustments: 0.00 Payments: 250.00 Balance Forward: 256.63 Water 61.93 <u>118.72</u> Water Consumption 118.72 <u>55.40</u> Water Reserve 66.28 <u>10.45</u> Water Tax 6% 14.82 Water Late Fee 2.28 Sewer 60.26 <u>76.65</u> Sewer Consumption 76.65 <u>391.45</u> Sewer Excess 391.45 <u>28.08</u> Sewer Tax 6% 31.70 Garbage 38.04 Interest 8.39 Current Charges: 870.52 Balance: 1,127.15
						118.72 55.40 10.45 76.65 391.45 28.08 \$680.75
						30: 256.63 60: 0.00 90+: 0.00

WATER CONSUMPTION HISTORY

7496

3748

0

Dec

Jan

Feb

Mar

Apr

May

Jun

Jul

Aug

Sep

Oct

Nov

Dec

Winter conditions: please make sure your carts or dumpsters are accessible and completely clear of snow to avoid missed service.

Detach Here and Return Bottom Stub



City of Cle Elum

119 W First Street
Cle Elum, WA 98922

DUE DATE	AMOUNT DUE
01/25/2026	1,127.15
SERVICE LOCATION	
1617.0 - 322 W THIRD ST	
ACCOUNT NO.	AMOUNT ENCLOSED
905	

Terra Hicks
322 West Third St
Cle Elum, WA 98922

City of Cle Elum
119 W First Street
Cle Elum, WA 98922

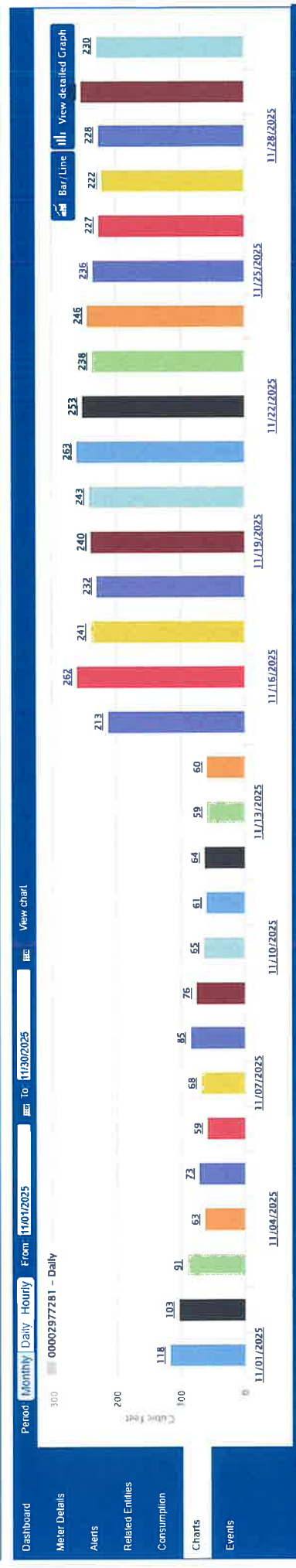
Meter ID 00002977281
Serial Number 19993562
Service Type Water

Account Number 1617 0
Location Number -1617 0
Meter Size

Customer Name Hicks Terra
Location Address 322 W THIRD ST
Mailing Address

Last Read (Cubic feet) 105295
Last Read Time 01/20/2026 9:55 PM
Status OK

Email
Mobile Phone
Location Notes



Meter ID 00002977281
Serial Number 19993562
Service Type Water
Account Number 1617.0
Location Number -1617.0
Meter Size
Customer Name
Location Address
Mailing Address
Hicks Terra
322 W THIRD ST
Last Read (Cubic feet)
Last Read Time
Status
Email
Mobile Phone
Location Notes



December Bill

Meter ID 00002977281

Meter ID

00002977281

Serial Number

19993562

Service Type

Water

Account Number

1617.0

Location Number

-1617.0

Meter Size

Customer Name

Hicks Terra

Location Address

322 W THIRD ST

Mailing Address

Last Read (Cubic feet)

105295

Last Read Time

01/20/2026 9 56 PM

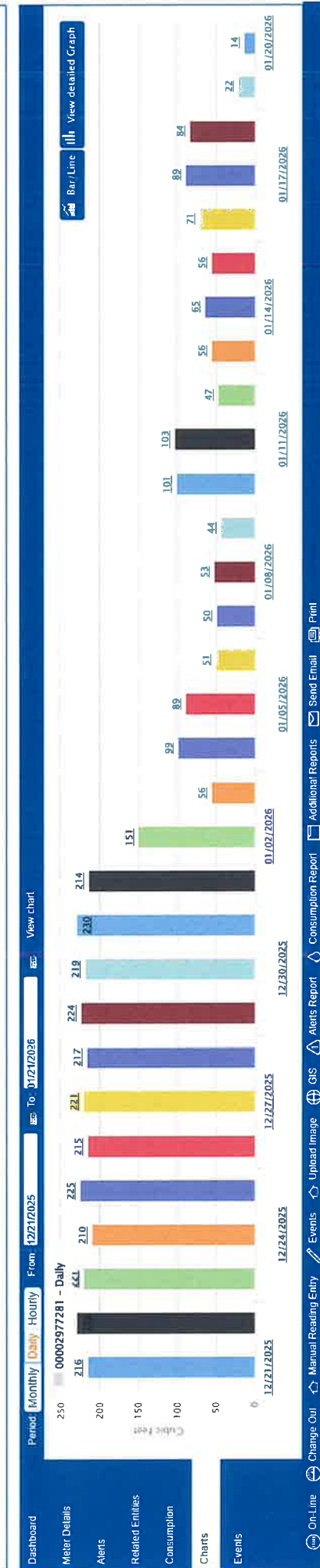
Status

OK

Email

Mobile Phone

Location Notes



↑
leak fixed

**CITY OF CLE ELUM
WASHINGTON
ORDINANCE NO. 1692**

**AN ORDINANCE OF THE CITY OF CLE ELUM,
WASHINGTON, REVISING CHAPTER 13.12.115 OF THE
CLE ELUM MUNICIPAL CODE (“CEMC”) RELATED TO
THE RELIEF OF A UTILITY BILL FOR A WATER LEAK;
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Cle Elum has recently revised its sewer rate structure to base the sewer charge on water consumption; and

WHEREAS, the City Council acknowledges the need to provide financial relief from the sewer bill for a water leak now that it is linked to water usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. CEMC 13.12.115 “Petition for and relief from water bill.” Cle Elum Municipal Code Section 13.12.115 is hereby revised to read as follows:

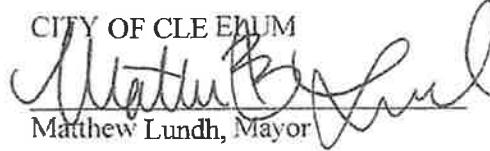
13.12.115 Petition for and relief from utility bill.

In the event any person is aggrieved by the amount of one hundred dollars or more in excess of the amount billed for monthly water and sewer service, they may, within fifteen days of the postmark on said bill, petition the city council in writing to the utilities clerk for a downward adjustment to their bill. Upon receipt of such petition, the utilities clerk shall notify the public works director and the public works committee and schedule a meeting to consider the petition for downward adjustment. The public works committee may consult with the city staff regarding the matter and shall, upon deliberation and oral findings following the meeting make a recommendation to the entire city council to grant a downward adjustment only upon good cause shown. No downward adjustment will be considered for leaks within the primary residential or commercial building; however, adjustment for leaks within crawlspaces may be considered on a case-by-case basis. Any bill granted a downward adjustment by the city council shall include both water and sewer totals and shall not exceed one thousand dollars in relief and shall be presented to the mayor for signature on the face thereof. Notice of the reduction shall be provided in writing by the city to the customer. No ratepayer may petition the city council more than one time per twelve-month period for such a downward adjustment. In the event that city-maintained water pipes prevent water service to a customer’s water meter due to cold or frozen weather for more than two days (forty-eight hours), the city council may, upon the recommendation of the city public works director and the public works committee, provide equitable relief to the customer by crediting up to one month’s water fees which

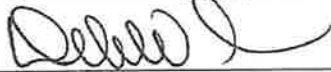
include water base rate fee, water reserve fee, and applicable water taxes for every two to thirty days of interrupted service, or multiples thereof. In the event any neighbor assists a customer with frozen, city-maintained water service by providing water through that neighbor's meter (i.e., through the use of a hose or similar apparatus), that neighbor will be allocated double the volume of water in the base rate for the same period of interrupted service.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

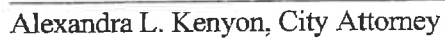
ADOPTED BY THE CLE ELUM CITY COUNCIL AT A SPECIAL MEETING THEREOF
ON THE 6TH DAY OF JANUARY 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:


Debbie Lee, City Clerk

APPROVED AS TO FORM:


Alexandra L. Kenyon, City Attorney

Date of Publication: 1-9-25

Effective Date: 1-14-25



REQUEST FOR LEAK ADJUSTMENT

Please review the City of Cle Elum Code 13.12.115 Petition for and relief from water bill. If you feel you are entitled to an adjustment, please complete this form, and return this to the Utilities Department acasassa@cleelum.gov, or in person at City Hall or by mail to

City of Cle Elum
119 West First St
Cle Elum, WA 98922

For Any questions, please call 509 674-2262

Date: 1-12-2026

Name: Tom Pepito Account #: 14460

Service Address: 103 Cascade Ave

City: Cle Elum State: WA Zip: 98922

Phone: (509) 260-0122

Mailing Address if different than property address: _____

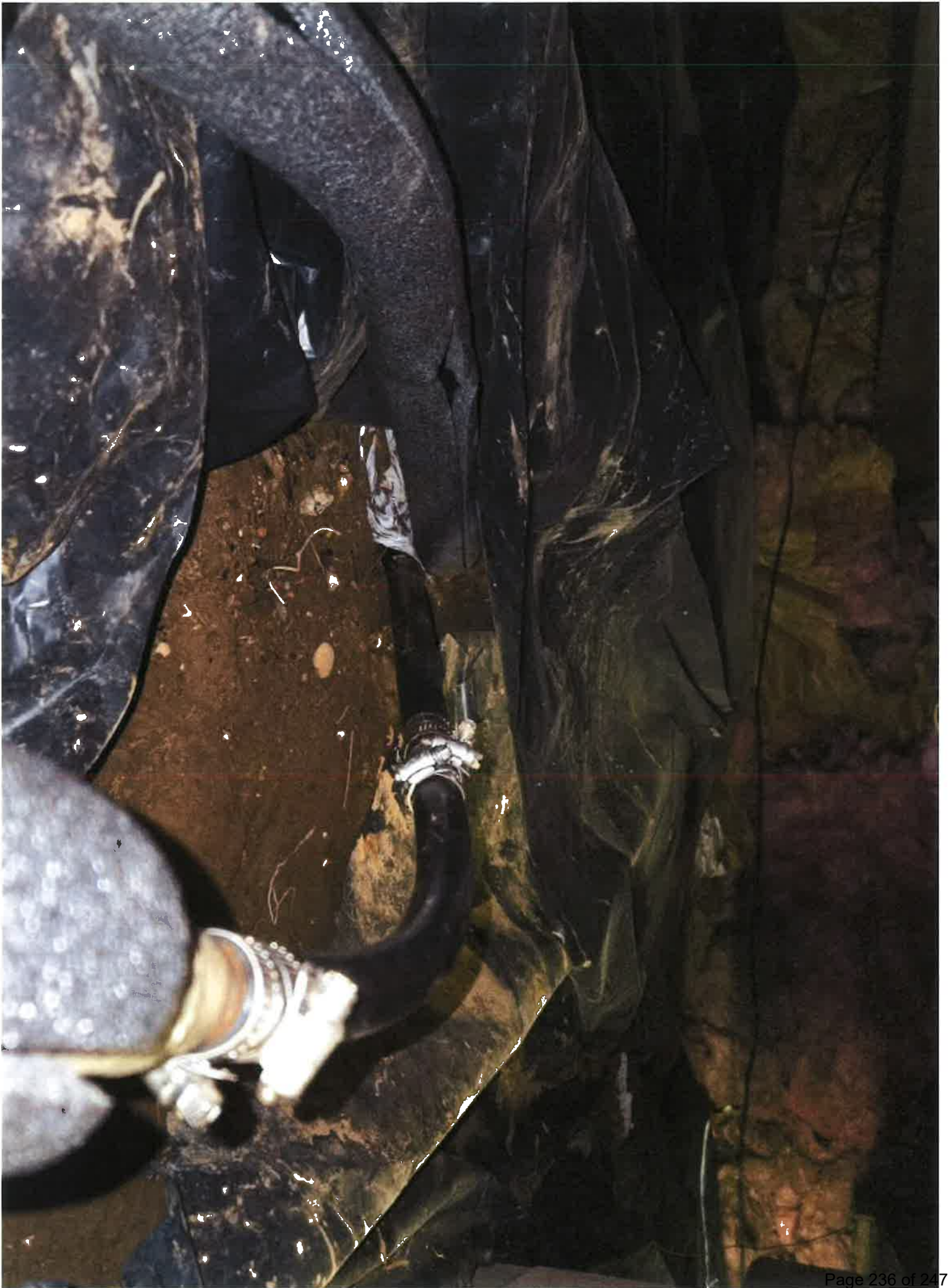
Date leak was discovered: 1-5-2026

Date leak was fixed: 1-5-2026

Description of leak including location and how it was fixed:

Hole in Pipe under crawl space. Pointing straight down into soil under house.
Had to cut pipe and add new pipe and Hose clamps.











Tom Pepito

103 Cascade Ave

Account # 14460

Tom found the water leak and fixed the same day after noticing his bill increased in December.

We are asking for credit on his December Billing

Water Consumption \$58.08

Water Reserve \$ 28.72

Water Tax \$ 5.12

Sewer Consumption \$ 40.88

Sewer Excess \$ 208.74

Sewer tax \$ 14.97

Total \$356.60

Audrey Casassa

Utility Clerk



City of Cle Elum
119 W First Street
Cle Elum, WA 98922
509 674-2262

BILLING PERIOD	
December Billing	
DUE DATE	ACCOUNT NUMBER
01/25/2026	14460
BILL DATE	AMOUNT DUE:
01/06/2026	854.02
ACCOUNT HOLDER	
Tom Pepito	
SERVICE LOCATION	
1446.0 - 103 CASCADE AVE	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES	
		PREVIOUS	PRESENT				
Water	12/28/2025	26878	31342	1.0000	4464	Previous Balance:	308.85
						Adjustments:	0.00
						Payments:	0.00
						Balance Forward:	308.85
						Water	61.93
						Water Consumption	58.08
						Water Reserve	39.60
						Water Tax 6%	9.58
						Water Late Fee	1.65
						Sewer	60.26
						Sewer Consumption	40.88
						Sewer Excess	208.74
						Sewer Tax 6%	18.59
						Garbage	27.12
						Garbage Late Fee	5.00
						Interest	13.74
						Current Charges:	545.17
						Balance:	854.02

WATER CONSUMPTION HISTORY

Month	Usage
Dec	~100
Jan	~100
Feb	~100
Mar	~100
Apr	~100
May	~100
Jun	~200
Jul	~100
Aug	~100
Sep	~100
Oct	~100
Nov	~2500
Dec	4464

Handwritten calculations:

58.08
28.72
5.21
40.88
208.74
14.97
\$ 356.60

30:	308.85	60:	0.00	90+:	0.00
-----	--------	-----	------	------	------

Winter conditions: please make sure your carts or dumpsters are accessible and completely clear of snow to avoid missed service.

Detach Here and Return Bottom Stub



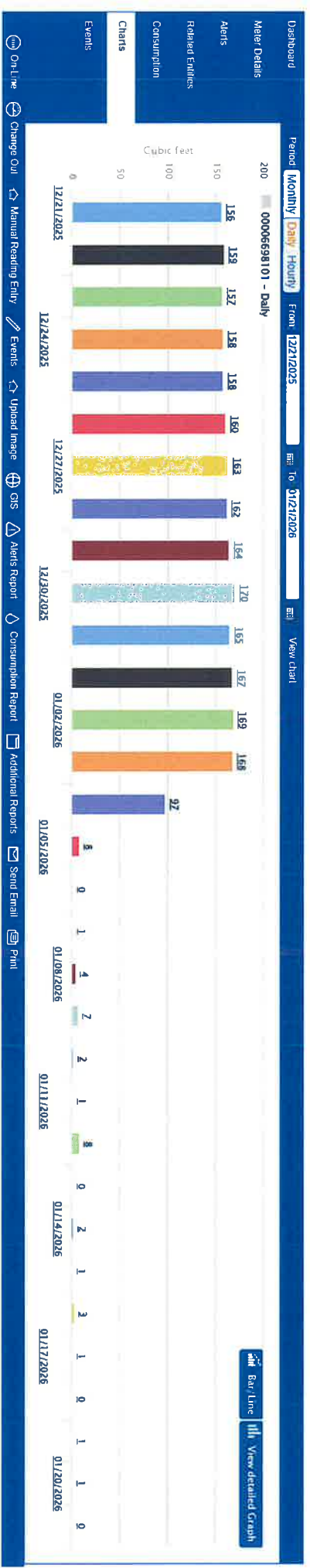
City of Cle Elum
119 W First Street
Cle Elum, WA 98922

DUE DATE	AMOUNT DUE
01/25/2026	854.02
SERVICE LOCATION	
1446.0 - 103 CASCADE AVE	
ACCOUNT NO.	AMOUNT ENCLOSED
14460	

Tom Pepito
491 Watson Cutoff Rd
Cle Elum, WA 98922-8919

City of Cle Elum
119 W First Street
Cle Elum, WA 98922

Meter ID	00006598101	Account Number	1446 0	Customer Name	Pepilo Tom	Last Read (Cubic feet)	32495	Email	
Serial Number	19993031	Location Number	-1446 0	Location Address	103 CASCADE AVE	Last Read Time	01/12/2026 9:58 AM	Mobile Phone	
Service Type	Water	Meter Size		Mailing Address		Status	OK	Location Notes	



Search for Customers, Locations, Meters, Account No

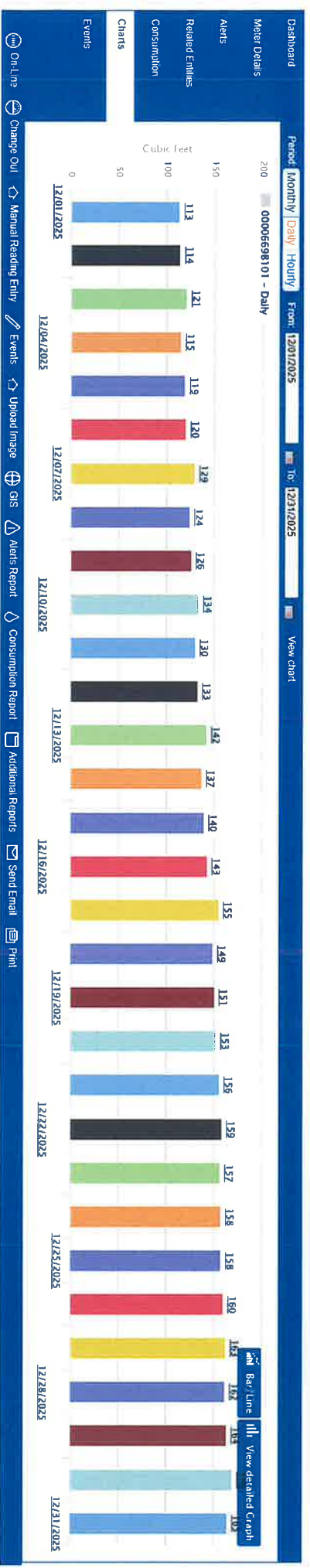


Customer Care Meters GIS Work Orders Fixed Network Administrative

Meter ID 00006698101

Back New Search Previous Meter Next Meter

Meter ID	00006698101	Account Number	1446.0	Customer Name	Peplio Tan	Last Read (Cubic feet)	32495	Email	
Serial Number	19993031	Location Number	-1446.0	Location Address	103 CASCADE AVE	Last Read Time	01/21/2026 9:58 AM	Mobile Phone	
Service Type	Water	Meter Size		Mailing Address		Status	OK	Location Notes	



Meter ID 00006698101

Back New Search Previous Meter Next Meter

Meter ID	00006698101	Account Number	1446 0	Customer Name	Pepilo Tom	Last Read (Cubic feet)	32495	Email	
Serial Number	19993031	Location Number	-1446 0	Location Address	103 CASCADE AVE	Last Read Time	01/21/2026 9:59 AM	Mobile Phone	
Service Type	Water	Meter Size		Mailing Address		Status	OK	Location Notes	

Dashboard

Meter Details

Alerts

Related Entities

Consumption

Charts

Events

Online Change Call Manual Reading Entry Events Upload Image GIS Alerts Report Consumption Report Additional Reports Send Email Print



CITY OF CLE ELUM
WASHINGTON
ORDINANCE NO. 1692

**AN ORDINANCE OF THE CITY OF CLE ELUM,
WASHINGTON, REVISING CHAPTER 13.12.115 OF THE
CLE ELUM MUNICIPAL CODE ("CEMC") RELATED TO
THE RELIEF OF A UTILITY BILL FOR A WATER LEAK;
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Cle Elum has recently revised its sewer rate structure to base the sewer charge on water consumption; and

WHEREAS, the City Council acknowledges the need to provide financial relief from the sewer bill for a water leak now that it is linked to water usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. CEMC 13.12.115 "Petition for and relief from water bill." Cle Elum Municipal Code Section 13.12.115 is hereby revised to read as follows:

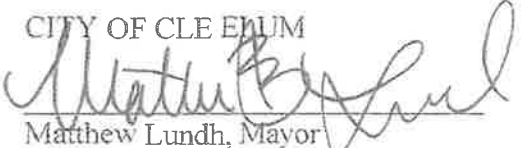
13.12.115 Petition for and relief from utility bill.

In the event any person is aggrieved by the amount of one hundred dollars or more in excess of the amount billed for monthly water and sewer service, they may, within fifteen days of the postmark on said bill, petition the city council in writing to the utilities clerk for a downward adjustment to their bill. Upon receipt of such petition, the utilities clerk shall notify the public works director and the public works committee and schedule a meeting to consider the petition for downward adjustment. The public works committee may consult with the city staff regarding the matter and shall, upon deliberation and oral findings following the meeting make a recommendation to the entire city council to grant a downward adjustment only upon good cause shown. No downward adjustment will be considered for leaks within the primary residential or commercial building; however, adjustment for leaks within crawlspaces may be considered on a case-by-case basis. Any bill granted a downward adjustment by the city council shall include both water and sewer totals and shall not exceed one thousand dollars in relief and shall be presented to the mayor for signature on the face thereof. Notice of the reduction shall be provided in writing by the city to the customer. No ratepayer may petition the city council more than one time per twelve-month period for such a downward adjustment. In the event that city-maintained water pipes prevent water service to a customer's water meter due to cold or frozen weather for more than two days (forty-eight hours), the city council may, upon the recommendation of the city public works director and the public works committee, provide equitable relief to the customer by crediting up to one month's water fees which

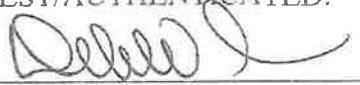
include water base rate fee, water reserve fee, and applicable water taxes for every two to thirty days of interrupted service, or multiples thereof. In the event any neighbor assists a customer with frozen, city-maintained water service by providing water through that neighbor's meter (i.e., through the use of a hose or similar apparatus), that neighbor will be allocated double the volume of water in the base rate for the same period of interrupted service.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CLE ELUM CITY COUNCIL AT A SPECIAL MEETING THEREOF
ON THE 6TH DAY OF JANUARY 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:


Debbie Lee, City Clerk

APPROVED AS TO FORM:

Alexandra L. Kenyon, City Attorney

Date of Publication: 1-9-25

Effective Date: 1-14-25

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: February 10th, 2026

ACTION REQUESTED: Approve the leak request for Tom Pepito

BACKGROUND: On January 5, 2026, a water leak was discovered in the crawl space beneath the home at 103 Cascade Ave, owned by Tom Pepito. The damaged pipe was replaced, and repairs were completed the same day.

RECOMMENDATION: Approval is requested for a leak adjustment in the amount of \$356.60.

ATTACHMENTS: See Attached

LEAD STAFF: Audrey Casassa Utility Clerk