

Planning Commission Agenda

April 21, 2026

6:00 PM

MAYOR
MATTHEW LUNDH
CITY ADMINISTRATOR
ROBERT OMANS

**ASSISTANT CITY
ADMINISTRATOR**
ERICA KRUM

PLANNING DIRECTOR
SHANNON JOHNSON

CITY CLERK
DEBBIE LEE




119 W FIRST STREET
CLE ELUM, WA 98922

PLANNING COMMISSION
GARY BERNDT
AMANDA HAHNEMANN
VACANT
MARC KIRKPATRICK
COLIN BRISSEY
PAUL KANTWILL
IAN STEELE

COUNCIL LIAISON - CASSIDY
BUECHLE-CURTIS

Join Virtually via Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode: 98922
 Receive city text alerts: text CLEELUM to 91896

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

1. **Call to Order and Roll Call**
2. **Public Comment - Limited To 5 Minutes per Speaker**
3. **Adoption of Minutes**
 - a. March 31, 2026
4. **Public Hearings**
5. **Planning Updates**
 - a. Staff Announcements
6. **Unfinished Business**
 - a. Comp Plan — Parks Element Continued
Upper Kittitas County Recreation Center Alliance — Group Discussion
7. **New Business**
 - a. Comp Plan — Development Regulations
8. **Next Meeting Agenda Development**
 - a. Comp Plan — Development Regulations Continued (if needed)
 - b. Comp Plan — Transportation Element
 - c. Comp Plan — Capital Facilities
9. **Commissioner Comments and Discussion**
10. **Adjournment**

Planning Commission Agenda April 21, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

Upcoming Meetings:

General Government Committee Meeting — April 22, 2026, at 8:30 a.m.

Regular Council Meeting — April 28, 2026, at 6:00 p.m.

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

Public Works & Community Development Committee Meeting — May 5, 2026, at 1:00 p.m.

Planning Commission Meeting — May 5, 2026, at 6:00 p.m.

Lodging Tax & Event Committee Meeting — May 13, 2026, at 8:30 a.m.

Public Safety & Health Committee Meeting — May 14, 2026, at 9:00 a.m.

Historical Preservation Commission Meeting — May 19, 2026, at 3:00 p.m.

Civil Service Commission Meeting — May 20, 2026, at 5:15 p.m.

City of Cle Elum
Planning Commission (CEPC) Meeting Minutes
City Council Chambers
Special (Date) Meeting , March 31, 2026 | 6:00 PM

Call to Order

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

Roll Call

CEPC Members Present: Gary Berndt, Marc Kirkpatrick, Colin Brissey, Paul Kantwill and Ian Steele

CEPC Members Absent: Amanda Hahnemann

Council Liaison: Cassidy Buechele-Curtis (absent)

Staff Present: Shannon Johnson

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

Public Comment

None.

Adoption of Minutes

Commissioner Steele motioned to accept the March 3, 2026 minutes as presented. Commissioner Brissey seconded. Motion carried.

Public Hearing- City Planning

None scheduled

Commission and Staff Reports

Shannon Johnson, Staff Announcements:

Shannon Johnson gave a brief synopsis of her first month as the new Planning Director.

New Business

1. Comp Plan: Parks Element

The Planning Commission began its review of the Parks Element, and had staff guide them through the new document page by page to discuss each titled paragraph which resulted in the following feedback and proposed edits:

Introduction

No comments.

Purpose

No comments.

Growth Management Act

No Comments.

Countywide Planning Policies

No comments, however, the commissioners would like the consultant to elaborate on this and provide more information for the next meeting. The commission discussed revising to state that Cle Elum's Planning Policies should align with the County's Planning Policies, section 10. The group discussed the need for more Cle Elum specific intention and suggests the consultant elaborate on how it complies with Cle Elum code and whether the 2016 County reference is current and or if it will change.

No Comments, group will wait for more information and revisit this section at the next meeting.

Existing Park and Recreation Facilities

Table 1. Title – Correct Open Spaceal typo, add the Commercial Recreation Center, add Commercial Rec. Center to the map as well.

Table 2. Correct John Wayne Trail in Table 2 and throughout entire document to new name: Palouse to Cascades Trail (throughout the entire document), add the new park on 6th Street. List all the fields of the schools. Update all City Park names (Rotary Flagpole Park, etc.)

Table 3. No Comments

City of Cle Elum Parks Map - Within the Legend: Replace UGA with Municipal to read: Separate Municipal Boundaries. Add the link as separate text – the table and map should sync. Please update so that the link accesses the GIS record.

Page 10

Second Paragraph – please correct South Cle Elum Way to include Hartwig Boulevard.

After 3rd Paragraph, prior to Fourth Paragraph (final paragraph of the section) Chair Kantwill offers the following suggestions and language below to be incorporated accordingly.

Specifically, this language should be included on page 10 of the draft document, as the penultimate paragraph of the "Existing Park and Recreation Facilities," above the conclusion paragraph of that section:

Our City is possessed of unparalleled beauty, geography, and location. Thus, Cle Elum has the unique opportunity to take advantage of these factors. In order to do so, we must connect: we must connect the existing trails highlighted above; we must connect to our neighboring communities; we must allow for our residents and guests to transit our area easily and safely. In short, if we connect all of the above, we can begin to realize the potential we have.

For some time we have identified ways to connect: the Coal Mines Trail to the Palouse to Cascade Trails network; to connect the Suncadia and Bullfrog Flats communities to Cle Elum and to allow for

safe, non-vehicle passage thereto; to connect the Cle Elum Roslyn School District (CERSD) to all of our neighboring communities, and to allow students to travel to school safely and healthfully (by foot, bicycle, etc.); to allow the CERSD to utilize the land adjacent to its facilities for recreation and other uses; to allow our residents and guest with year-round opportunities for healthful recreation; and to connect-physically and safely-the communities of Cle Elum, South Cle Elum, Roslyn, Ronald, the Teanaway, etc. We have the opportunity to make Wye Park the recreation and social hub of the Upper County.

In short, this plan allows for creating a true trail network of sidewalks and trails, allowing for year-round, safe recreation and transit. This must be one of our very highest priorities.

Estimates of Demand

Table 4. Change Tennis Courts to Racquet Sport Courts.

Page 12. First paragraph – correct Bullfrog UGA (remove UGA).

Last section, Page 12. Commissioners discussed exploring all active public and private resources.

Capital Improvement Program Financing

Question: 1st Paragraph, Page 13, 6-10 years, why 6?

Table 5. Page 14 No comments.

Continued Table 5 page 15. Combine L1 & L3 Correct L2 Replace Pool with Upper Kittitas County Community Recreation Center. Combine L2 & L5. Remove L4.

Tree Canopy

Replace the first paragraph with : The City of Cle Elum participates in the Tree City USA program that provides its own set of aspirational goals.

City of Cle Elum Percent Tree Canopy Cover Map. Within the Legend: Replace UGA with Municipal to read: Separate Municipal Boundaries. Update the Bullfrog Flats GIS imagery.

Regional Approaches

No comments.

Goals and Policies

Page 20. PRO 10.2 Doubled, correct it to 10.3. Revise last sentence to read: Design and develop parks, recreation and open space to accommodate access and safety for all users and adhere to all applicable local, state and federal requirements.

Staff also went over minor revisions to the Housing Element goals and policies. Commissioners offered feedback and proposed edits, including the addition of potential community partners such as Kaleidoscope Community Services.

The Commission finalized their discussion and edits for the time being on the Housing Element.

Next Meeting Agenda Development

- a. Continued Review of the Parks Element
- b. Transportation Element, Capital Facilities

Commissioner Comments and Discussion

Chair Kantwill reminded members that the next regularly scheduled meeting will be on Tuesday, April 21, 2026. Commissioner Brissey informed that he most likely will not be able to attend the next meeting.

Adjournment

Kantwill adjourned the meeting at 7:26 pm. The Commission will reconvene for their next Meeting set for April 21, 2026 at 6:00 p.m.

Chair Kantwill

Date

CITY OF CLE ELUM
*PARK, RECREATION, AND OPEN SPACE
ELEMENT*
2026

Introduction

The Parks, Recreation and Open Space Element outlines Cle Elum’s goals, objectives, and policies for Parks, Recreation and Open Space facilities. Park and recreation facilities serve as common areas that all members of the community and visitors can enjoy. They promote physical health and wellbeing, provide areas for community events, and places for exercise, sporting events, and playgrounds.

The demand for quality Parks, Recreation and Open Space facilities is expected to increase as the community continues to grow. Adequate land should be set aside to meet the need, and the city should identify potential funding sources to develop and maintain facilities. This element is intended to ensure that adequate provisions will be made to prepare for future Parks, Recreation and Open Space needs in Cle Elum.

Purpose

Cle Elum has developed several Parks, Recreation and Open Space facilities throughout the community. The continued uses and preservation of these areas is vital for the enjoyment of residents and visitors alike. The purpose of this plan is to identify current conditions and facilities, explore unmet needs, develop short-term, mid-term, and long-term project lists, and define level of service targets.

Growth Management Act

The Washington State Growth Management Act identifies the following planning goal:

“Retain open space and green space, enhance recreational opportunities, enhance fish and wildlife habitat, increase access to natural resource lands and water, and develop Parks, Recreation and Open Space facilities.” [RCW 36.70A.020(9)]

The GMA also identifies mandatory and optional Plan elements. [RCW 36.70A.070 and .080]. A Park and Recreation Element is a mandatory Plan element that must, at a

minimum, implement, and be consistent with, the Capital Facilities Plan Element as it relates to park and recreation facilities. [RCW 36.70A.070(8)]. The Element shall include:

- Estimates of park and recreation demand for at least a ten-year period;
- An evaluation of facilities and service needs;
- An evaluation of tree canopy coverage within the urban growth area; and
- An evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

Countywide Planning Policies

The Kittitas Countywide Planning Policies, adopted July 15, 2016, include the following Parks- and Open Space- related objectives and policies:

Objective: To encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.

Policy 10.1: Preserve open space and create recreational opportunities through the use of innovative regulatory techniques and incentives such as but not limited to: purchase of development rights, transfer of development rights, conservation easements, Public Benefit Rating System, and level of service standards.

Policy 10.2: New park and recreational facility plans shall include natural features, topography, floodplains, relationship to population characteristics, types of facilities, various user group needs, and standards of access including travel time.

Policy 10.3: Indoor and outdoor recreation facilities shall be designed to provide a wide range of opportunities allowing for individual needs of those using these facilities.

Policy 10.4: Expansion and enhancement of parks, recreation, scenic areas, and viewing points shall be identified, planned for, and improved in shorelands and urban and rural designated areas.

Existing Park and Recreation Facilities

The Cle Elum area is served by a variety of outdoor recreational facilities including parks and trails. Four seasons and year-round outdoor activities provide locals and visitors alike opportunities to take advantage of the easy access to parks and trails within the city limits for recreation. This Parks, Recreation and Open Space Plan will explore facilities owned

Commented [JC1]: The Countywide Planning Policies are existing and are included as a reference. They are not proposed to be changed with this update nor would it be appropriate for the City of Cle Elum to change policies that have been agreed upon by the County and all jurisdictions.

and under direct management of the City and briefly mention those nearby facilities to which Cle Elum plans making connections. The City acknowledges the inclusion of connections to nearby trails as worthy of pursuing, but the complexity of coordination and cooperation are beyond the scope of this Plan. Instead, the City is limiting the prioritization process and exploration of funding potential to the projects and programs that are under direct management of the City.

TABLE 1. PARKS, RECREATION AND OPEN SPACE~~AL~~ FACILITIES INSIDE OF CLE ELUM'S CITY LIMITS AND URBAN GROWTH AREA (UGA)

Type of Park or Recreational Facility	Inside City Limits	Inside UGA
Centennial Park	X	
City Park	X	
Cle Elum Disc Golf Course	X	
Coal Mines Trail	X	X
Fireman's Park	X	
Rotary Flagpole Park	X	
Hanson Pond Trail	X	X
Memorial Park	X	
Progress Path	X	
Rat Pack Trail	X	X
River Trail	X	X
WA State Horse Park Trails	X	
Whispering Pines Trail	X	X
Wye Park	X	

Commented [JC2]: What is the location of the 6th Street park and does it have a name? The park and school locations are from GIS data - we can only map as good as the data. We will need more information to add new facilities - specific parcel locations and names can be added to the map manually when known.

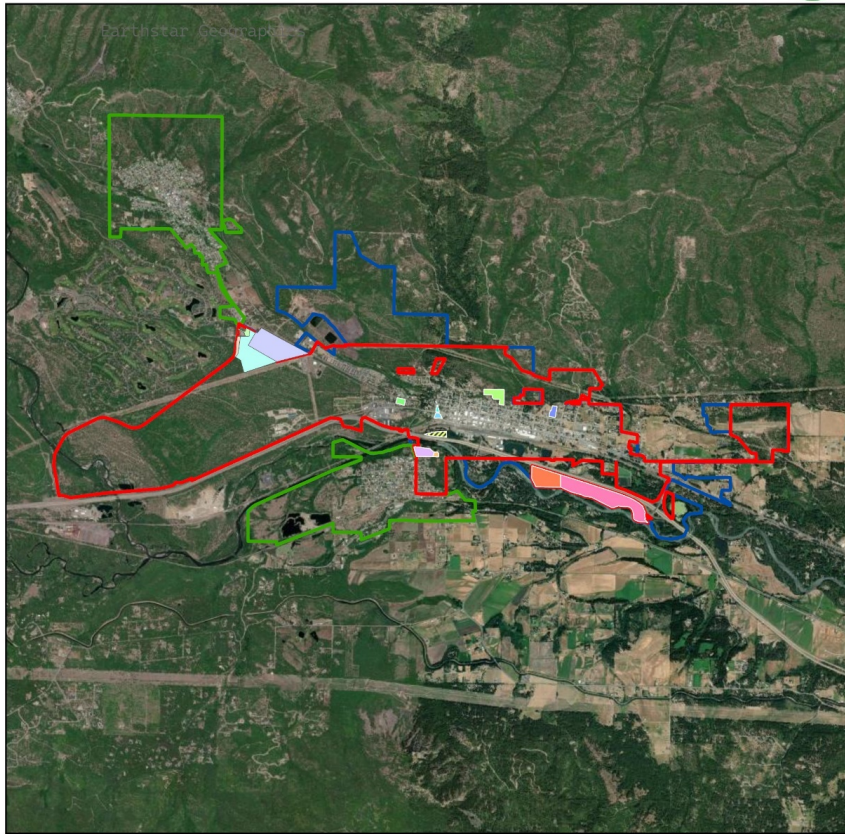
TABLE 2. RECREATIONAL FACILITIES OUTSIDE OF CLE ELUM'S CITY LIMITS BUT NEARBY

Type of Park or Recreational Facility	Outside UGA but Nearby
Rat Pack Trail	X
Coal Mines Trail	X
John Wayne Palouse to Cascades Trail	X
Suncadia Parks and Trails	X

TABLE 3. CLE ELUM'S CITY-MANAGED EXISTING PARKS, RECREATION AND OPEN SPACE FEATURES

Facility	Acreage or Miles	Water Access	Hard or Sport Court	Swimming Pool	Walkway, Trail	Rest Rooms	Playground	Picnic Tables or Benches	Green Space	Parking	Other Facilities
Centennial Park	7.3								X	X	Football/Soccer Field, Community Gardens
City Park	2.8		X			X	X	X	X	X	Skatepark, Basketball Court, Gazebo
Disc Golf	10.0				X				X	X	Disc Golf Course
Coal Mine Trail	1.0				X					X	Trail Head, Drinking Fountain
Fireman's Park	4.2	X			X	(on rental property)		X	X	X	Horse Shoe Pits, Picnic Shelter
Rotary Flagpole Park	0.6				X			X	X	X	Historical Kiosk
Hanson Pond Trail	1.0	X			X						
Memorial Park	8.1	X			X	X			X	X	Unimproved boat launch, Ball Field
Miller-Guzzie	9.1								X		Undeveloped Open Space
Wye Park	1.5							X	X	X	Perimeter Sidewalk
Progress Path	1.0				X						
Hanson Ponds Open Space	82	X			X	X		X	X	X	

CITY OF CLE ELUM
Parks



- LEGEND**
- CITY OF CLE ELUM
 - SEPARATE UGA BOUNDARIES
 - URBAN GROWTH AREA
- PARKS**
- CENTENNIAL PARK
 - CITY PARK
 - FIREMAN'S PARK
 - FLAGPOLE PARK
 - HANSON PONDS PARK
 - MEMORIAL BALL FIELDS
 - MILLER-GUZZIE PARK
 - WYE PARK
 - CLE ELUM DISC GOLF COURSE
 - PROPOSED - PARK AND RIDE
 - HOWARD CARLIN MEMORIAL TRAILHEAD PARK
- SCHOOLS**
- CLE ELUM-ROSLYN ELEMENTARY
 - CLE ELUM-ROSLYN HIGH SCHOOL
 - CLE ELUM-ROSLYN SCHOOL DISTRICT
 - WALTER STROM MIDDLE SCHOOL

Cle Elum Public Map. "Parks" [Dataset].
Updated 6/2023. <https://services8.arcgis.com/AFmms6ZaYBqCn2O3/arcgis/rest/services/Parks/FeatureServer>



Commented [JC3]: There are several maps that need to be updated to read as requested. We will make a note of that and update for final drafts. For these initial drafts, the maps are included as jpg files. Final version will be a .pdf with a workable link.

Cle Elum is in close proximity to other regional trail systems. The Coal Mines Trail terminates at 2nd Street and Stafford Street across from Flag Pole Park. There are geographical and jurisdictional challenges of extending the Coal Mines Trail from Cle Elum's jurisdiction, south across the I-90 Interstate, over active railroad tracks, over the Yakima River bridge, through Kittitas County's and South Cle Elum's jurisdictions, and ultimately connecting with the [John Wayne Palouse to Cascades](#) Pioneer / Iron Horse Trail.

There is one crossing of I-90 between Cle Elum and South Cle Elum. North Stafford Street becomes South Cle Elum Way/[Hartwig Blvd](#), south of 1st Street in Cle Elum. South Cle Elum Way/[Hartwig Blvd](#) is a Major Collector road traversing under I-90 and over the Yakima River. The roadway continues through the Town of South Cle Elum and becomes a Minor Collector road named Lower Peoh Point Road as it exits the Town of South Cle Elum and enters Kittitas County. This road already intersects the [John Wayne Palouse to Cascades](#) Pioneer / Iron Horse Trail and may be the most convenient alignment for the multi-use connecting trail the community desires. Currently, the road is a two lane, tree lined, curvy road with narrow shoulders. Most intersections are not controlled with traffic lights or stop signs.

Sidewalks in the City of Cle Elum exist sporadically along North Stafford Street north of 1st Street. Sidewalks do not exist between West Railroad Street and the bridge crossing over the Yakima River. Once over the Yakima River, sidewalks are not present through the rest of this identified corridor where South Cle Elum Way intersects with the [John Wayne Palouse to Cascades](#) Pioneer / Iron Horse Trail. Sidewalk does exist on one side of the bridge deck over the Yakima River on South Cle Elum Way, but it is only three feet wide and is not separated from vehicular traffic and may be inaccessible during snow events.

[Our City is possessed of unparalleled beauty, geography, and location. Thus, Cle Elum has the unique opportunity to take advantage of these factors. In order to do so, we must connect: we must connect the existing trails highlighted above; we must connect to our neighboring communities; we must allow for our residents and guests to transit our area easily and safely. In short, if we connect all of the above, we can begin to realize the potential we have.](#)

[For some time we have identified ways to connect: the Coal Mines Trail to the Palouse to Cascade Trails network; to connect the Suncadia and Bullfrog Flats communities to Cle Elum and to allow for safe, non-vehicle passage thereto; to connect the Cle Elum Roslyn School District \(CERSD\) to all of our neighboring communities, and to allow students to travel to school safely and healthfully \(by foot, bicycle, etc\); to allow the CERSD to utilize the land adjacent to its facilities for recreation and other uses; to allow our residents and](#)

guest with year-round opportunities for healthful recreation; and to connect-physically and safely-the communities of Cle Elum, South Cle Elum, Roslyn, Ronald, the Teanaway, etc. We have the opportunity to make Wye Park the recreation and social hub of the Upper County.

In short, this plan allows for creating a true trail network of sidewalks and trails, allowing for year-round, safe recreation and transit. This must be one of our very highest priorities. Strong and extensive partnerships will be key to making this corridor connection a reality. There are strong advocates for making connections between national, regional, and local trails and models of success to follow as property owners are identified and join with governmental, agency, and association partners for this effort.

Estimates of Demand

As shown in Table 3, Cle Elum currently has approximately 128.6 acres of park land available to the public. It should be noted that 82 acres of that is Hanson Pond open space, leaving approximately 46.6 acres of other park facilities. There are also approximately 3-miles of city maintained trails.

The purpose for identifying targets and evaluation criteria is to allow City staff to apply the evaluation criteria to the improvement needs identified by the community. The resulting prioritized list of needs can then be organized, for example by park or by type of improvement, in order to align with funding opportunities.

Specific 2046 targets, consistent with National Parks and Recreation Association (NRPA) standards and/or local preference, include:

1. Fifteen acres of parks and open space,
 - a. Six acres of which should be for active parks, and
 - b. The remaining 9 acres should be passive open space
2. One restroom per park
3. One water fountain per park and trail head
4. One aquatic facility (per 5,000 population)
5. Four basketball courts
6. One football/soccer field per 10,000 people
7. One baseball/one softball field per 5,000 people
8. Four tennis courts
9. Four miles of trails and trail connections;

- a. This can included hiking and walking trails, walking routes on new or existing streets/facilities, bicycle lanes, bicycle routes, tracks, trails, and connections.
- b. Constructing a multi-use bicycle and pedestrian path in an east/west corridor on 2nd St. between Stafford Ave. and North Columbia Ave.

TABLE 4. CLE ELUM PARK AND RECREATION TARGETS

Facility Need	Current Target (status) using 2025 OFM Estimate – 2,300	2046 Target by population forecast – 3,005
Active Parks	13.8 (43.6 acres)	18.03
Open Space	20.07 (82 acres)	27.04
Tracks, trails and Connections	9.2 (3 miles)	12.2
Park Restrooms	10 (3)	10
Park and Trailhead Water Fountains	10 (2)	10
Aquatic Facility	1 (0)	1
Basketball Courts	9 (1)	12
Baseball/Softball Fields	1 (6)	1
Soccer/Football Fields	1 (1)	1
Tennis Racquet Sports Courts	9 (0)	12

As Table 4 indicates, the city does have sufficient land for parks and open space, however it is lacking in available amenities at most parks. The addition of such facilities and picnic shelters, playgrounds, sports courts and facilities, and trail systems should be prioritized. In addition to city-owned and operated facilities, proposed development of the Bullfrog Flats [areaUGA](#) and City Heights projects will add to the available park land. Also, in 2025, a proposal for the Upper Kittitas County Recreation Center was approved on city-owned property. The project includes a 57,350 square-foot community recreation center with several amenities such as a gymnasium, natatorium (indoor pool), fitness area, track and associated amenities, and also includes outdoor recreation/open space and a splash pad.

Evaluation criteria for the development of new facilities is as follows:

- Is the proposed need or improvement completely contained inside the City Limits or the City’s UGA? If yes, continue through screening.

- If no, is the proposed need or improvement part of a connection to regional trails that is being actively and properly coordinated with all partners? If yes, specify the portion that the City will include in this Plan and continue through screening.
 - If no, then do not proceed without proper City Council and Planning Commission concurrence.
- Is the need or improvement consistent with the City’s Park and Recreation Plan goals and policies? If yes, list specific goals and policies.
 - If no, is there a compelling reason for amending the improvement or project into the Parks and Recreation Plan ahead of the next customary update?
 - If no, has the need or improvement been evaluated by City staff, the City Council, and Planning Commission and deemed of higher priority than the projects on the existing list?
 - If yes, state the purpose of the higher priority (i.e. immediate and unanticipated funding program with unusual requirements, infrastructure emergency allows for accelerated consideration, etc.)
- Does the City budget allow for inclusion of the need or improvement in addition to the projects already identified on the prioritized list or does the City reasonably anticipate grant or other funding to complement the funding allowable in the City budget?
 - If yes, list the sources of funding that are anticipated for the inclusion of this need or improvement and the year the complete funding will be available.
 - If no, will the priority of this project supersede any of the existing needs or improvements on the priority list?
 - If no, then include the need or improvement for consideration during the next Plan update.
- Can the ongoing maintenance of the proposed need or improvement identified in the City’s budget and sustainable? If yes, show the anticipated maintenance schedule and estimate of ongoing maintenance, and if known, the anticipated year of replacement consideration.
 - If no, has the public shown positive supportive of a user’s fee to satisfy the ongoing maintenance? If yes, show the supportive action.
 - If no, the need or improvement can be shown as an unfunded, planned project without a year of anticipated construction or purchase.

Developing funding applications for the improvements identified in this Plan includes a public process of seeking City Council and Planning Commission approval. As specific

improvements are refined and estimates prepared for those improvements are completed, City staff will be recording the associated costs and details for inclusion in the next update of this Parks and Recreation Plan. It is the intention of the City to update this Plan when appropriate, which includes, but is not limited to:

- When directed through City Council and Planning Commission action.
- A majority of improvements identified in this Plan are funded and removed from the prioritized list.
- During the next update of the Cle Elum Comprehensive Plan.
- Substantive changes to the goals and policies are required to maintain consistency with other City, county, state, regional, or federal regulations or goals.

Capital Improvement Program and Financing

The first six (6) years of needs and improvements from the prioritized list developed for the P&R Plan are shown in Table 5 as the Capital Improvement Program for Parks and Recreation – these are shown as Short- and Mid-term projects. Long-range projects are also listed, with an estimated range between 6-10 years. During the evaluation, the City chose to display a qualitative range of potential cost for the preliminary version of the P&R Plan. The City will replace the qualitative evaluation with engineer’s estimates as they are developed for each project or program.

Commented [JC4]: 6 years is a common timeframe for project delivery - This is consistent with the 6-year transportation improvement program, commonly known as the 6-year TIP.

In addition to a brief title, an anticipated cost range, and the year the City plans to implement the improvement, there is a column displaying illustrative and potential funding sources. The presented sources may change, new sources may emerge, and purposes and availability are subject to change as well through legislation and funding source. The acronyms are noted below the table in foot notes and more information is provided about how to contact the funding providers in the next section.

Table 5. Cle Elum Parks and Recreation Capital Improvement Program

Priority	Project Description	Comparative Magnitude of Cost \$ = Low \$\$ = Mid \$\$\$ = High	Short-term, mid-term, or long-term?	Funding Source Examples
S-1	Need to provide parking off-site but close, perhaps a common parking area near the Wye Park	\$\$	Short-term	City Park and Recreation Funds, Private Funds
S-2	Repair the pedestrian bridge near Hanson Ponds	\$\$\$	Short-term	RCO, City Park and Recreation Funds, Private Funds

S-2	Phase 1 – 2 nd Street Multi-use Path (Stafford Street Intersection through Billings Avenue Intersection)	\$156,880	Short-term	RCO, SRTS, WSDOT Bike and Ped Program, TIB Complete Streets, City Park and Recreation Funds, Private Funds
S-4	Design and print a Cle Elum map for public and private outdoor parks and recreation opportunities	\$\$	Short-term	RCO, CDBG, City Park and Recreation Funds, Private Funds
S-5	Maintain the City Parks and Recreation Department	\$\$	Short-term	RCO, CDBG, City Park and Recreation Funds, Private Funds
M-1	Improve playground equipment at City Park	\$\$\$	Mid-term	RCO, USDA-RD[3], City Park and Recreation Funds, Private Funds
M-2	Make the connection to Coal Mines Trail apparent at Flagpole Park	\$\$	Mid-term	RCO, City Park and Recreation Funds, Private Funds
M-3	Expand and improve picnic area shelter at City Park	\$\$	Mid-term	RCO, City Park and Recreation Funds, Private Funds
M-4	Phase 2 – 2 nd Street Multi-use Path (east of Billings Avenue through North Peoh Avenue Intersection)	\$209,560	Mid-term	RCO, SRTS, WSDOT Bike and Ped Program, TIB Complete Streets, City Park and Recreation Funds, Private Funds
M-5	Need to connect parks through signage, mapping, and/or ground treatment	\$\$	Mid-term	RCO, CDBG, City Park and Recreation Funds, Private Funds

Priority	Project Description	Comparative Magnitude of Cost \$ = Low \$\$ = Mid \$\$\$ = High	Short-term, mid-term, or long-term?	Funding Source Examples
L-1	Make the regional trails, such as the Palouse to Cascades Trail connect to downtown Cle Elum, as highlighted in the Cle Elum Bicycle and Pedestrian Plan	\$\$\$	Long-term	RCO, City Park and Recreation Funds, Private Funds
L-2	Make the Upper Kittitas County Community Recreation Center pool an indoor, year-round, multi-purpose size for day	\$\$\$	Long-term	RCO, CDBG, City Park and Recreation Funds, Private Funds

	and evening use for people of all abilities, including for children's swimming and water fitness programs, team use, etc.			
L-3	Make the connection to the John Wayne Trail highlighted in the Cle Elum Bicycle and Pedestrian Plan	\$\$\$	Long-term	RCO, CDBG, City Park and Recreation Funds, Private Funds
L-4	Improve the skate park at City Park	\$\$\$	Long-term	RCO, CDBG, City Park and Recreation Funds, Private Funds
L-5	Organize and offer children's swimming and water fitness programs, including team use	\$\$\$	Long-term	RCO, City Park and Recreation Funds, Private Funds

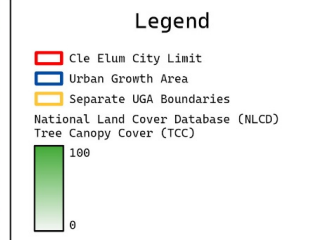
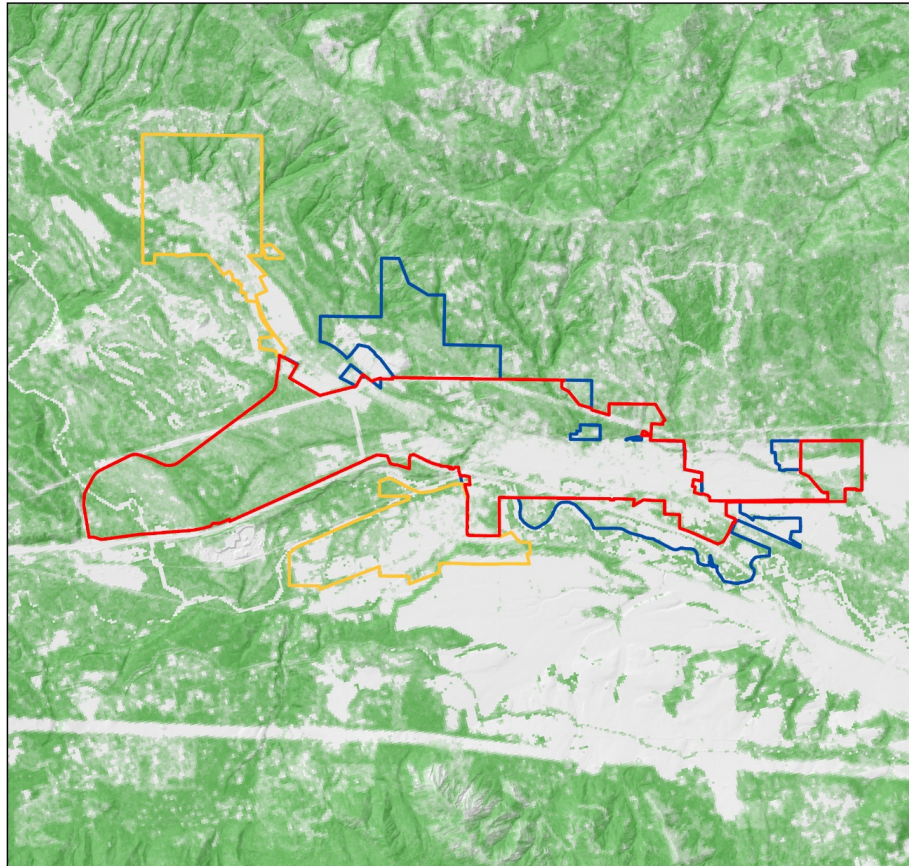
- [1] RCO – Washington State Recreation and Conservation Office
- [2] CDBG – United States Department of Housing and Urban Development – Community Development Block Grant
- [3] USDA-RD – United States Department of Agriculture – Rural Development
- [4] STBG – United States Department of Transportation – Surface Transportation Block Grant
- [5] TIB – Transportation Improvement Board
- [6] WSDOT – Washington State Department of Transportation
- [7] Kittitas County Sales and Use Tax

Tree Canopy

The City of Cle Elum includes a substantial amount of trees due to its location on the east side of the Cascade Crest. Several federal and state forest lands are nearby, making Cle Elum a starting point for many outdoor adventures. Tree canopy and urban forest areas within City limits provide many benefits such as lessening the impacts from drought and runoff, support conservation and watershed protection, and have a positive effect on surrounding businesses and residences. The City of Cle Elum participates in the Tree City USA program that provides its own set of aspirational goals.

The US Forest Service maintains a National Land Cover Database (NLCD) Tree Cover Canopy (TCC) mapping layer which was used to create an exhibit showing tree cover in Cle Elum. The NLCD data are processed to mask TCC from non-treed features such as water and non-tree crops.

CITY OF CLE ELUM
Percent Tree Canopy Cover



United States Department of Agriculture (USDA) Forest Service (USFS). National Land Cover Database (NLCD) Tree Canopy Cover (TCC) Conterminous United States [Dataset]. <https://data-usfs.hub.arcgis.com/datasets/usfs::national-land-cover-database-nlcd-tree-canopy-cover-tcc-conterminous-united-states>



Commented [JC5]: This is a static dataset that we cannot change. It is unknown at what point in the future it will be updated to include changes in the Bullfrog Flats area.

Regional Approaches

Cle Elum is one of 33 cities or towns, together with the four counties of Adams, Grant, Kittitas, and Lincoln, ports, major employers, related transportation agencies and businesses, and Washington State Department of Transportation (WSDOT), that collectively plan as an organization called Quad County Regional Transportation Planning Organization (QUADCO). In 2017, the organization updated its regional transportation plan (QUADCO 2017-2037 RTP). The purpose of the RTP is to describe the region's current values, goals, policies, travel patterns, local, state, and interstate transportation infrastructure and services. Land use changes, population changes, and anticipated legislative changes are then projected over the next 20 years and the resulting transportation infrastructure and services needs identified to accommodate those changes are assessed. Grant money that is reasonably expected from federal, state, and local sources is budgeted to determine how the infrastructure and service changes can be accomplished and when. The Cle Elum Parks, Recreation and Open Space Plan will ensure consistency with QUADCO's RTP sections describing tourism travel impacts and pedestrian and bicycle facilities.

Goals and Policies

The goals and policies of the Parks, Recreation and Open Space Element provide guidelines and direction for the development and continued maintenance of Park and Recreation facilities within Cle Elum over the next twenty (20) years.

Goal PRO-1: Develop an outstanding parks, recreation and open space system in Cle Elum to meet the needs of a diverse community.

Policies:

- PRO-1.1 Preserve a wide variety of lands for park, recreation, and open space purposes including, but not limited to:
- a. Natural areas and natural features with scenic or recreational value.
 - b. Land that may provide public access to water bodies, trails, natural areas and parks.
 - c. Lands that visually or physically connect natural areas or provide important linkages for recreation and wildlife habitat.
 - d. Environmentally sensitive areas, including steep slopes, floodways, wetlands, stream corridors, and habitat.

- PRO-1.2 Locate facilities and resources where they are easily accessible to the public.
- PRO-1.3 Strive to achieve adopted level of service standards and integrate capital expenditures with municipal budgeting and capital facilities planning.
- PRO-1.4 Seek funding from multiple sources for parks, recreation, and open space acquisition and development.
- PRO-1.5 Establish an annual parks maintenance program which includes tasks for City staff, volunteers, and community groups.
- PRO-1.6 Continue to support, and where appropriate, sponsor community events.
- PRO-1.7 Acquire and develop a system of parks, recreation, and open spaces that any resident can access by walking no more than 15-minutes from their home.
- PRO-1.8 Where appropriate and practicable provide parks, recreation, and open space facilities that are accessible to all.
- PRO-1.9 Develop a variety of parks, recreation, and open space facilities to encourage access by persons of all abilities, ages, or interest groups.
- PRO-1.10 Prepare a master plan for each facility in the City to identify site specific future improvements and needs.

Goal PRO-2: Acquire and develop a City-wide, integrated, multiple-use track, trail, and connection system that is functional, safe, and convenient.

Policies:

- PRO-2.1 Develop specific design and maintenance standards for tracks, trails, and connections.
- PRO-2.2 Develop a network of open space corridors, tracks, trails, paths, and connections throughout the City. This network should provide links between developments and subdivisions and also provide links to parks, open spaces, other trails, shopping, and local government services.
- PRO-2.3 Provide for the safe integration of bicycle, pedestrian, equestrian, and motorized multi-modal networks where appropriate.
- PRO-2.4 Encourage the development of pedestrian rights-of-way and well lighted trails which can provide safe passage between neighborhoods, schools, commercial, and recreational areas.

- PRO-2.5 Upgrade existing trails and acquire new easements or lands to extend trails.
- PRO-2.6 Create a comprehensive system of on-road trails to improve connectivity for the pedestrian and bicycle commuter, recreationalist, and touring enthusiast using local road rights-of-way and alignments.
- PRO-2.7 Develop the Cle Elum Skyline Trail to connect Cle Elum’s trail system with other trail systems, parks, and open space resources in Upper Kittitas County.

Goal PRO-3: Work cooperatively with the State, Kittitas County, School District, Parks and Recreation District, and the community in parks planning, acquisition, and development.

Policies:

- PRO-3.1 Promote the provision and development of park and recreation facilities through public and private funding, including impact fees, other mitigation, and partnerships with other agencies.
- PRO-3.2 Require all new developments to contribute their fair share to parks, recreation, and open space. Contributions could either include land dedication or fees in lieu of land.
- PRO-3.3 Require all new development projects along trail routes to provide easements for trails and/or for connections to the City’s existing trail system.
- PRO-3.4 Encourage the preservation and dedication of lands for parks, recreation, and open space through density incentives, trades, purchases of land, easements, or transfer of development rights.
- PRO-3.5 Proactively participate in regional parks and recreation planning activities, forums, and joint projects when appropriate.

Goal PRO-4: Preserve and provide access to significant environmental features and lands where such access does not harm the functions associated with the feature.

Policies:

- PRO-4.1 Identify and conserve critical wildlife habitat, foraging areas, and migration corridors within or adjacent to natural areas, open spaces, and developable urban lands.

PRO-4.2 Enhance habitat within parks, recreation, and open space lands by maintaining our healthy urban forest and tree canopy coverage that provides food, shelter, and cover to wildlife.

PRO-4.3 Enhance habitat within environmentally sensitive areas by maintaining native vegetation.

PRO-4.4 Preserve and protect significant environmental features including wetlands, open spaces, woodlands and urban tree canopy coverage, shorelines, water fronts, and other features that support Cle Elum’s wildlife and natural heritage.

Goal PRO-5: Establish an open space pattern that will provide definition of and separation between developed lands, and provide open space linkages among parks and recreation resources.

Policies:

PRO-5.1 Define and conserve a system of open space corridors as urban buffers to provide definition between natural areas and urban land uses within Cle Elum.

PRO-5.2 Increase linkages of trails, in-street bike lanes, trails, and other connections with developed areas.

Goal PRO-6: Identify and protect significant recreation lands/opportunities before they are lost to development.

Policies:

PRO-6.1 Cooperate with developers, public agencies, and private land owners to protect land and resources for high-quality parks, recreation, and open space facilities before the most suitable sites and appropriate connections are lost to development.

PRO-6.2 In future land developments, preserve unique environmental features or areas, and increase public use/access to those areas. Cooperate with public and private agencies and landowners to protect unique features, lands, and connections.

Goal PRO-7: Preserve, enhance, and incorporate historic and cultural resources and interests into the parks, recreation, and open space system.

Policies:

- PRO-7.1 Identify, preserve, and enhance Cle Elum’s heritage, history, and traditions; including historic sites, views, landscapes, and archaeological resources.
- PRO-7.2 Identify and incorporate significant historic and cultural resources lands, sites, artifacts, and facilities into the Cle Elum parks, recreation, and open space system.
- PRO-7.3 Work with the local Historical Society and museums to incorporate community activities at the Carpenter House and the Telephone Museum.

Goal PRO-8: Investigate and implement methods of financing parks, recreation, and open space acquisitions and improvements, such as grant funding and public-private partnerships.

Policies:

- PRO-8.1 Investigate innovative and available methods such as growth impact fees, other mitigation, land set-a-side, or fee-in-lieu-of-donation ordinances, and inter-local agreements, to finance facility development, maintenance, and operating needs in order to reduce costs, retain financial flexibility, match use benefits with interests, and increase services.
- PRO-8.2 Where feasible and desirable, consider joint ventures with Kittitas County, South Cle Elum, Roslyn, the Cle Elum Roslyn School District, Kittitas County Parks and Recreation District, state, federal, other agencies, and private organizations to acquire and develop parks, recreation, and open space facilities.

Goal PRO-9: Create a comprehensive system of multi-purpose tracts and trails that link parks and recreation resources with residential areas, public facilities, and commercial and employment centers within Cle Elum and the Upper Kittitas County Region.

Policies:

- PRO-9.1 Provide connections from residential neighborhoods to community facilities like the Carpenter Memorial Library, City Hall, and the Upper Kittitas County Primary Care Facility.
- PRO-9.2 Create a comprehensive system of on-road trails to improve connectivity for the pedestrian and bicycle commuter, recreationalist, and touring enthusiast using local road rights-of-way and alignments.

PRO-9.3 With proposed vacation of right-of-way and street improvement plans, consider potential connectivity with existing or proposed trail corridors, parks, open spaces, and neighborhoods.

PRO-9.4 Continue to enhance and maintain the Progress Path from the Cle Elum Roslyn School District Campus to the Carpenter Memorial Library.

Goal PRO-10: Furnish parks, recreation, and open space with convenient amenities and improvements.

Policies:

PRO-10.1 Furnish trail systems with appropriate improvements including: directory and interpretative signage; rest stops; drinking fountains; restrooms, emergency call boxes; and other services.

PRO-10.2 Where appropriate, locate trailheads at or near park sites, schools, or other community facilities to increase local access to and reduce the duplication of supporting improvements and amenities.

PRO-10.32 Design and develop parks, recreation, and open space to accommodate access and safety for all users and adhere to all applicable local, state and federal requirements~~improvements to emphasize access and safety for all users.~~

Cle Elum Periodic Update

Development Regulations – Track Changes Summary

Title 14 – Unified Development Code

New and Modified Definitions

14.20.030 Definitions.

~~“Accessory dwelling unit” or “ADU” means a subordinate residential dwelling unit within a that has been added onto, created within, or separated from a single-family detached dwelling, duplex, triplex, townhome, or other housing unit for use as a complete and independent living unit for one or more persons with provisions for living, eating, cooking, sanitation and sleeping home or as a separate building on the property of a single-family home, where the primary residential building is more than twice the square footage of the accessory unit.~~

~~“Accessory dwelling unit – attached” or “A-ADU” means a room or set of rooms designed and established to be a separate dwelling unit incidental to the primary residential use of a single-family home.~~

~~“Accessory dwelling unit – detached” or “D-ADU” means a second dwelling unit created on a lot with a house as a primary residence. The second unit is created auxiliary to and is fifty percent the size or smaller than the primary residential dwelling.~~

~~“Affordable housing” means, unless context clearly indicates otherwise, residential housing whose monthly costs, including utilities other than telephone, do not exceed thirty percent of the monthly income of a household whose income is sixty percent of the median household income adjusted for household size in Kittitas County for rental housing and is 80 percent of the median household income adjusted for household size in Kittitas County for owner-occupied housing. Household size is as reported by the United States Department of Housing and Urban Development. means adequate, safe, appropriate shelter, costing no more than thirty percent (including utilities) of the household’s gross monthly income.~~

“Co-living housing” means a residential development with sleeping units that are independently rented and lockable and provide living and sleeping space, and residents share kitchen facilities with other sleeping units in the building.

“Cottage housing” means a group of three or more clustered dwelling units with common open space and shared parking facilities, meeting the standards listed in CEMC

“Duplex” means a single structure containing two dwelling units, either side by side or above one another where the separate units are similar in size (unlike an ADU).

“Dwelling unit” means a residential single living unit providing complete, independent living facilities for not more than one family and permitted roomers and boarders or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation. A manufactured home, apartment, condominium, townhouse, single-family detached house, or accessory dwelling unit is considered to be a dwelling unit.

“Dwelling, Multiple-unit-dwelling” means a residential building or residential development arranged or designed to be occupied by three or more families, with the number of families in residence not exceeding the number of units provided.

“Dwelling, Single-family-dwelling” means a building arranged or designed to be occupied by not more than one family.

“Dwelling, Townhouse/4-6 plex” means a building designed exclusively for occupancy by four to six families living independently of each other and containing 4-6 dwelling units. The layout of Townhouses/4-6 plex buildings can be linear or stacked.

“Dwelling, Two-Family” means a building designed exclusively for occupancy by two families living independently of each other, and containing two dwelling units. Such definition also includes the term “duplex.”

“Dwelling, Triplex” means a building designed exclusively for occupancy by three families living independently of each other, and containing three dwelling units.

“Emergency housing” means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

“Emergency shelter” means a facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement.

“Extremely low-income household” means a single person, family, or unrelated persons living together whose adjusted income is at or below thirty percent of the median household income adjusted for household size within Yakima County as reported by the United States Department of Housing and Urban Development.

“Family” means an individual or ~~collective body of~~ persons related by blood, marriage or adoption or a group of persons who are not related by blood, marriage or adoption, living together in a ~~who live in one~~ dwelling unit. The term “family” shall include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house when the living style is primarily that of a dormitory or commune.

“Indoor emergency housing” means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

“Indoor emergency shelter” means a facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.

“Mixed-use building/development” means a building, use, or development used partly for residential use and partly for a community facility or commercial use.

“Permanent supportive housing ” means subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW.

“Transitional housing” means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

Title 16 – Subdivisions

New and Modified Definitions

16.08.055 Clear and objective design and development standards.

“Clear and objective design and development standards” means locally adopted development regulations that involve no personal or subjective judgement by a public official, and are ascertainable by reference to measurable written or graphic criteria available and knowable to the permit applicant, the public, and public officials prior to submittal.

16.08.121 Lot, parent.

“Lot, parent” means a residential lot that is subdivided into unit lots through the unit lot subdivision process.

16.08.122 Lot, unit.

“Lot, unit” means a subdivided lot within a residential development as created from a parent lot and approved through the unit lot subdivision process.

16.08.225 Unit lot subdivision.

“Unit lot subdivision” means a subdivision or short subdivision proposed as part of a residential development project that meets the development standards applicable to the parent lot at the time the application is vested, but which may result in development on one or more individual unit lots becoming nonconforming as to specified land use and development standards based on the analysis of the individual unit lot.

New Section – Unit Lot Subdivisions

16.14.045 Unit Lot Subdivisions

The purpose of this section is to incorporate short plat regulations pursuant to RCW 58.17.060(3). These regulations shall be consistent with RCW 36.70A to accommodate future housing needs across income brackets while maintaining displacement risk and equity considerations identified in HB 1220.

A. Unit Lot Subdivision Standards. Unit Lot Subdivisions shall meet all of the following:

1. The parent lot shall not be subdivided into more than nine housing unit lots;
2. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, a homeowner's association, or other formal common agreement including plat note(s) as indicated below;
3. Development as a whole on the parent lot, rather than individual lots, shall comply with applicable design and development standards.
4. Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.
5. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowner's association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
6. The following notes shall be placed on the face of the short plat:
 - a. The title of the plat shall include the phrase "Unit Lot Subdivision."
 - b. Approval of the development (design and layout) on each unit lot was granted by the review of the development, as a whole, on the parent lot under file # _____.
 - c. Subsequent subdivision actions, additions, or modifications to the unit lot housing development, including all structures, may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards.
 - d. If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project's permit application becomes vested.
 - e. Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.
7. Off-street parking requirements may be met by parking spaces located in a common area or on a different unit than the lot with the associated dwelling unit as formalized by an easement;
8. Housing units shall not be stacked or otherwise not divisible by land;
9. Allowance of multiple detached units on a parent lot;

B. Unit Lot Subdivision Processing. Unit Lot Subdivisions shall generally be processed the same as a preliminary short plat, except as follows:

1. There shall be no public pre-decision meeting or hearing, nor any design review other than administrative design review, except for those required to comply with state law, including chapter 90.58 RCW, the Shoreline Management Act, when applicable.
2. Notice shall be provided to property owners within 250 feet of the parent lot including posting on the nearest public sidewalk or roadway indicating how to provide written comments.
3. The review and approval of a unit lot subdivision shall be logically integrated with the application, review and approval procedures for the underlying housing development project, to the greatest extent possible.

Binding Site Plan – Allow for residential and mixed use

16.46.010 Purpose.

The purpose of this chapter is to provide an alternative method of land division for commercial, ~~and industrial~~, mixed-use, or residential properties and condominiums as provided in RCW 58.17.035. A binding site plan allows for the division of land for a specific use and a specific location through the approval of a site plan and the recording of a survey.

Cleanup – Remove outdated language and add consistency with state law

16.14.030 Application requirements.

A. An application for a short plat shall include the following information:

1. A short plat application form provided by the city planner completed and signed;
2. Five copies of a preliminary short plat map meeting the requirements of Section 16.12A.030 of this code and the development standards of Section 16.12A.060 of this code;
3. Names and addresses of all property owners within three hundred feet of the subject site or within three hundred feet of adjacent land owned by the applicant and not part of the subdivision;
4. The required fee pursuant to the city of Cle Elum fee schedule;
5. A SEPA checklist and required fee, if applicable;

6. A legal description of the subject property supplied by Kittitas County, a title company or surveyor licensed in the state of Washington, and a current county assessors map(s) showing the property(ies) subject to the application;

~~7. An existing conditions map consistent with CEMC Section 16.12A.020(B)(6);~~

Commented [JC1]: Referenced section no longer exists

87. A written narrative including information on how the proposed division meets the approval standards.

16.14.050 Limitation on further division.

As provided in RCW 58.17.060, a lot that is created by short plat shall not be further divided by short platting for a period of five years, except that when the division contains less than ~~four~~ nine lots, further division may be made by short plat to create up to ~~four~~ nine total lots with the original short plat boundaries. Any further division shall be processed as a subdivision. However, any revision of the lot lines of an approved short subdivision in which the total number of lots is not increased, shall not be considered a further division and shall be approved or disapproved in the manner prescribed by Chapter 16.40 of this code.

Commented [JC2]: Cle Elum allows for 9 lots in a short plat, which should be allowed for further division. Example - If a 5-lot short plat is completed but additional lots are desired, more lots can be added through the short plat process so long as the overall total remains at 9 or fewer.

Title 17 – Zoning

Updated Use Table

CEMC 17.14.030 was updated to include new land uses and levels of review.

17.14.030 Table of permitted land uses.

Table 16.1. Permitted Land Uses

R = Residential
MFR = Multi-Family Residential
DC = Downtown Commercial
EC = Entry Commercial
GC = General Commercial
I = Industrial
PU = Public Use

	R	MFR	DC	EC	GC	I	PU
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		

	R	MFR	DC	EC	GC	I	PU
Day Care Facilities (not home occupation): Family In-Home (*)	1	1	<u>1</u>	<u>1</u>	<u>1</u>		
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* (CEMC 17.80)	1	1	<u>1</u>	<u>1</u>	<u>1</u>		
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					
<u>Triplex*</u>	<u>2</u>	<u>1</u>			<u>2</u>		
<u>Townhouses/4-6 plex*</u>		<u>1</u>			<u>2</u>		
<u>Cottage Housing* (CEMC 17.75)</u>	<u>2</u>	<u>1</u>	<u>2</u>		<u>2</u>		
Converted Dwelling*	2	<u>12</u>					
<u>Manufactured Home</u>	<u>1</u>	<u>1</u>			<u>3</u>		
Multifamily Development*		1	2	2	2		
Mixed-Use Building/ <u>Development*</u>			1	2	2	<u>2</u>	
Mobile Home Park					3		
Adult Family Homes/Group Homes	1	2	3 ²	3	3		
Nursing/Convalescent Home (Medical)*	3	1		2	2		

Commented [JC3]: Required in dwellings in residential and commercial zones

Commented [JC4]: Manufactured homes required to be allowed anywhere single family homes are allowed.

	R	MFR	DC	EC	GC	I	PU
Retirement Home (Assisted Living)*	2	1		2	2		
Bed and Breakfast	3	2	2	2	2		
Indoor emergency shelters* and indoor emergency housing*			<u>1</u>	<u>1</u>	<u>1</u>		
Permanent supportive housing* and transitional housing*	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>		
Co-living housing*		<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>		
UTILITIES							
Electric Vehicle Charging Infrastructure			<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Power Generating Facilities*				3	3	3	
Utility Services*	3	3	3	3	3	2	

Commented [JC5]: Required where hotels are allowed (RCW 35A.21.430)

Commented [JC6]: Required where residences and hotels are allowed (RCW 35A.21.430)

Commented [JC7]: Required on any lot that allows at least six multifamily units (HB 1998)

Updated R Zone Site Area Language for Triplex

17.16.070 Site area.

For every building hereafter erected or structurally altered or moved into the district, there shall be provided a lot area of not less than five thousand square feet per unit for one-family dwellings, and not less than seven thousand square feet per unit for duplexes and triplexes.

Commented [JC8]: Can also consider a larger area for triplexes

Updated MFR Purpose Statement

17.20.005 Purpose.

The purpose and intent of the Multiple Family Residential district is to provide for and protect higher density urban residential areas where a mixture of residential uses may occur. The Multiple Family Residential zone may include single family dwellings, duplexes, triplexes, townhouses/4-6 plexes, zero-lot line, common-wall or multiple-unit dwellings with a higher allowed density per acre than the ~~Single Family~~ Residential zone. The Multiple Family Residential district should also protect sensitive natural areas, provide for the efficient use of land and public services, reinforce more intense adjacent land uses such as retail, and provide appropriate vehicular and pedestrian access.

Updated MFR Minimum Lot Size/Density

17.20.060 Minimum lot size/density.

Within the multiple family residential district, the minimum lot size for single-family dwellings, duplexes, ~~zero lot line, common wall,~~ and ~~triplexestownhouses~~ shall be 5,000 square feet. ~~Zero lot line and common wall development shall include a minimum 5,000 square feet for both lots. The minimum lot size for townhouse/4-6 plexes shall be 8,000 square feet. The minimum lot size for multiple unit dwellings shall be determined by the ability to meet development and density standards.~~ The minimum density shall be seven dwelling units per acre and the maximum density shall be determined by the ability to meet the required development standards.

Commented [JC9]: Can also consider a smaller minimum for each side. Recommend no smaller than 2,500 per side (5,000 total)

EC Zone Purpose Statement – Add Mixed-Use

17.28.010 Purpose and design objectives.

The purpose of the Entry Commercial District is to provide commercial services, including mixed-use development, and to obtain a unified design of allowed commercial facilities at the entryways to the city.

The objectives are to:

- A. Create a high standard of visual quality in commercial districts at the entry to the city.
- B. Increase pedestrian, bicycle and vehicular circulation within the district.
- C. Maintain a human scale and consistent architectural style.
- D. Produce consistent design.
- E. Take advantage of special opportunities to create a unified composition of buildings and landscape features.
- F. Create a sense of entry to the city.
- G. Buffer development from Interstate-90.

GC Zone Purpose Statement – Add Mixed-Use and High Density Residential

17.32.010 Purpose and intent.

The general commercial district is intended to provide areas for a range of commercial, mixed-use development, and high density residential uses which serve the community; to establish standards that assure that new uses are compatible with and enhance existing commercial uses, and to provide protection to uses in other zones.

New Parking Requirements – Parking space size, surfacing, and layout

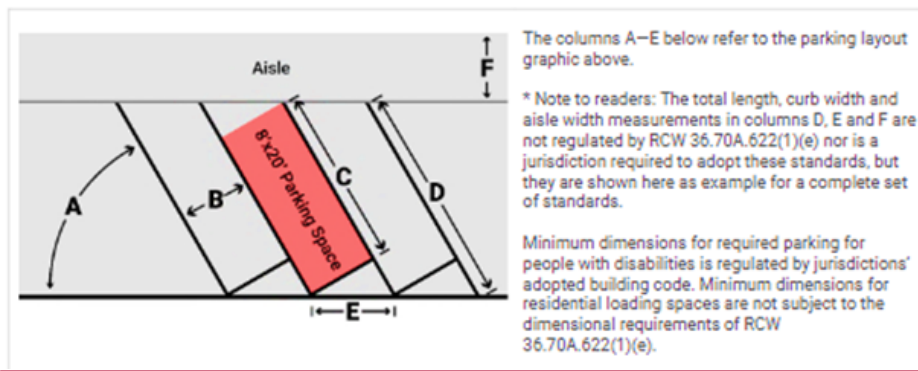
Minimum Parking Space and Aisle Dimensions

Commented [JC10]: New table and graphic from Commerce guidance

A	B	C	D	E	F
	Space Width		Total Length	Curb Width	Aisle Width

Parking Angle		Space Length			
90° (Perpendicular)	8	20	20	8	24
60°	8	20	24.5	9.25	20
45°	8	20	28	11.25	20
30°	8	20	34	16	20
0° (Parallel)	8	20	N/A	23	20

All measurements in Feet



Parking Angle	Stall Width	Curb Length	Stall Depth	Aisle-Width		Unit-Depth	
				1-way	2-way	1-way	2-way
0	8.0	20.0	8.0	12.0	20.0		
	8.5	22.5	8.5	12.0	20.0	29.0	37.0
	9.0	22.5	9.0	12.0	20.0	30.0	38.0
	10.0		10.0	12.0	20.0		
30	8.0	16.0	15.0	10.0	20.0		
	8.5	17.0	16.5	10.0	20.0	42.0	53.0
	9.0	18.0	17.0	10.0	20.0	44.0	54.0
45		10.0					
	8.0	11.5	17.0	12.0	20.0		

	8.5	12.0		12.0	20.0	50.0	58.0
	9.0	12.5		12.0	20.0	51.0	59.0
	10.0						
	8.0	9.6	18.0	18.0	20.0		
60	8.5	10.5	20.0	18.0	20.0	58.0	60.0
	9.0	10.5	21.0	18.0	20.0	60.0	62.0
	10.0						
	8.0	8.0	16.0	23.0	23.0		
90	8.5	8.5	20.0	23.0	23.0	63.0	63.0
	9.0	9.0	20.0	23.0	23.0	63.0	63.0
	10.0						

A. *Parking Stall Size and Standards.*

Compact. A compact parking stall shall be a minimum of eight feet by seventeen feet, and shall be clearly identified by signing or other marking as approved by the city engineer. Compact spaces shall not exceed twenty-five percent of the total required parking.

Standard. ~~EightNine~~ feet by ~~twentynineteen~~ feet.

Parallel. ~~Nine-Eight~~ feet by twenty-three feet.

C. *Surface.* All parking facilities shall be paved with Portland cement concrete, asphaltic concrete or other hard durable surface approved by the planning director.

Residential parking spaces may use grass block pavers. The existence of legally nonconforming gravel surfacing in existing designated parking areas may not be a reason for prohibiting utilization of existing space in the parking area, up to a maximum of six spaces.

N. *Tandem Parking.* Residential uses may use tandem parking which is defined as two or more vehicles, one in front of or behind the others, with a single means of ingress and egress. Each tandem parking space shall be 8 feet wide and 20 feet in length.

Commented [JC11]: Required by SB.6015

Landscaping Requirements – Adding new section related to Flammable Vegetation

17.64.070 General standards for all landscape areas.

C. Flammable Vegetation

1. It shall be the responsibility of every property owner and/or the person in charge of property within the city of Cle Elum to reduce flammable or potentially flammable weeds, grass, vines, brush and other vegetation on the property by complying with the requirements of this code. The purpose of the flammable vegetation reduction shall be to protect property by confining fire and preventing its spread to other properties.
2. Every property owner and/or the person in charge of property shall reduce and maintain the reduction of flammable or potentially flammable vegetation on the property in the following manner:
 - a. A reduction can be completed with a combination of trimming, cutting or removing flammable or potentially flammable weeds, grass, vines, brush and other combustible vegetation as close to the ground as is reasonable practicable given the nature of the terrain and the property.
 - b. Any tax lot one-half acre (21,780 square feet) or less shall remove all flammable or potentially flammable weeds, grass, vines, brush, and other vegetation by trimming, cutting, or removing.
 - c. Any tax lot greater than one-half acre (21,780 square feet) shall establish and maintain a 20-foot fuel break along the entire perimeter of the property, including all rights-of-way or easements. The fuel breaks shall be located along the boundaries of the property; and also around any structures, power poles, vehicles, trees or other improvements on the property that would be vulnerable to a fire hazard created by flammable weeds, grass, vines, brush and other combustible vegetation.
 - d. The city may direct additional abatement for any situations not adequately covered by the fuel breaks described above.
 - e. Flammable vegetation located in the right-of-way or easement shall be the responsibility of the adjacent property owner and/or the person in charge of the property.
 - f. Accumulated waste vegetation shall be disposed of in a manner so as not to create a fire hazard or spread vegetation to other properties.
3. A city-approved vegetation management plan may be allowed as an alternative to CEMC 17.64.070(C)2)(a-e).

A violation of this section shall be a civil infraction.

Commented [JC12]: This section is recommended by Phil Hess as part of the Climate Element implementation

New Section – Allowances for land owned or controlled by a religious organization

Chapter 17.72 LAND CONTROLLED BY RELIGIOUS ORGANIZATIONS

Sections:

17.72.010 Purpose.

17.72.020 Development Standards.

17.72.010 Purpose.

Religious organizations may host the homeless on property owned or controlled by the religious organization whether within buildings located on the property or elsewhere on the property outside of buildings. The purpose of this section is to promote options religious organizations may utilize in support of addressing the housing needs of Cle Elum through rehabilitation of existing affordable housing development.

17.72.020 Development Standards.

All hosting of the homeless on property owned or controlled by a religious organization shall adhere to the following standards:

- A. Increased density or bonus density affordable housing development owned or controlled by a religious organization shall be located within an urban growth area;
- B. Increased density or bonus density shall not exceed a 50% excess of the limitations regulating the zone;
- C. Increased density or bonus density development shall maintain substantial compliance with CEMC standards;
- D. Indoor emergency shelters and indoor emergency housing owned by religious organizations shall have no additional limitations separate from the relevant zone requirements and applicable development regulations;
- E. Permanent supportive housing or transitional housing owned by religious organizations shall have no additional limitations separate from the relevant zone requirements and applicable development regulations;
- F. Parking restrictions on increased density or bonus density shall be consistent with permanent supportive housing or transitional housing requirements (CEMC 17.56).

New Section – Cottage Housing

Chapter 17.75 COTTAGE HOUSING

Sections

17.75.010 Purpose.

17.75.020 Development Standards.

17.75.030 Design Standards and Guidelines.

17.75.010 Purpose.

The purpose of Cottage Housing provisions is:

- A. To provide a housing type that responds to changing household sizes and ages (e.g., retirees, small families, and single person households).
- B. To encourage creation of more usable open space for residents of the development through flexibility in density and lot standards.
- C. To ensure that the overall size, including bulk and mass of cottage structures and cottage housing developments, remain smaller and incur less visual impact than standard sized single-family dwellings, particularly given the allowed intensity of cottage dwellings.
- D. To provide centrally located and functional common open space that fosters a sense of community and a sense of openness in cottage housing developments.
- E. To provide private area around the individual dwellings to enable diversity in landscape design and foster a sense of ownership.
- F. To ensure minimal visual impact from vehicular use and storage areas for residents of the cottage housing development as well as adjacent properties, and to maintain a single-family character along public streets.

17.75.020 Development Standards.

All cottage housing developments shall comply with applicable development standards in CEMC Title 17; provided, that where the standards included herein conflict with the standards in other sections, the standards herein shall apply:

- A. Unit size
 - 1. Minimum unit size: six hundred square feet
 - 2. Maximum unit size: one thousand five hundred square feet
- B. Maximum accessory building footprint for private use: six hundred square feet
- C. Parking
 - 1. Units greater than one thousand square feet: two spaces per unit

- 2. Units less than one thousand square feet: one space per unit.
- D. Common open space: minimum four hundred square feet per dwelling.
 - 1. Common open space shall be designed and maintained as an amenity for residents of the development.
 - 2. Up to thirty percent of the required common open space may be utilized through a community building built for the use of the cottage housing residents.
- E. Private open space: minimum two hundred square feet per dwelling.
- F. Development size: minimum 10,000 square feet.
 - 1. Subdivision standards: Cottage Housing, up to nine units, may be subdivided through the Unit Lot Subdivision process as outlined in CEMC 16.14.045.
- G. Maximum building height: thirty-five feet.
- H. Maximum lot coverage: eighty percent.
- I. Minimum unit separation: ten feet.
- J. Minimum setbacks from property lines:
 - 1. Front: twenty feet.
 - 2. Side: five feet
 - 3. Rear: ten feet.
- K. Cottage housing developments shall contain a minimum of three and a maximum of twelve housing units.

17.75.030 Design Standards and Guidelines.

- A. Common Open Space.
 - 1. Shall be designed and maintained as an amenity for residents of the development.
 - 2. Shall be centrally located and be easily accessible to all units within the development.
 - 3. Each area of common open space shall be in one contiguous and useable piece with a minimum dimension of twenty feet on all sides.
 - 4. Shall abut at least fifty percent of the units in the development. A cottage is considered to “abut” an area of common open space if there is no structure between the unit and the common open space.
 - 5. Landscaping located in common open space areas shall be designed to allow for easy access and use of the space by all residents, and to facilitate maintenance needs.
 - 6. Common open space shall be located outside of oversteepened slopes, wetlands, streams, and other associated critical areas buffers, and shall be developed and maintained to provide for passive and/or active recreational activities for the residents of the development.

B. Private Open Space.

1. Shall be located adjacent to each unit for the exclusive use of the resident(s).
2. Each area of private open space shall contain a minimum dimension of ten feet on all sides.
3. May be located wholly or partially under a covered patio or porch on either the front or rear of the unit. This area shall not be included in the maximum unit size calculation.

C. Community Buildings.

1. Community buildings shall be clearly incidental in use and size to the dwelling units.
2. Community buildings shall be located on the same site as the cottage housing development, and be commonly owned by the residents.

D. Parking.

1. Shared detached garage structures shall not exceed four garage doors per building, and a total of one thousand two hundred square feet.
2. For shared detached garages, the design of the structure must be similar and compatible to that of the dwelling units within the development.
3. Shared detached garages and surface parking areas shall be screened from public streets and adjacent residential uses by landscaping or architectural screening.
4. Storage of items which preclude the use of detached garage structures for the parking of vehicles is prohibited.
5. Surface parking areas shall not contain more than four spaces. Clusters shall be separated by a distance of at least ten feet.

New Section – Mixed-Use Building/Development

Chapter 17.76 MIXED-USE BUILDING/DEVELOPMENT

Sections:

17.76.010 Purpose.

17.76.020 Development and design standards.

17.76.010 Purpose.

The purpose of mixed-use building/development standards is to provide a streamlined process for new development and redevelopment projects that include a mixture of residential and community facility or commercial uses.

17.76.020 Development and design standards.

- A. Layout. A mixed-use building/development should not have any residential dwelling units on the ground floor, whenever feasible.
- B. Design Standards.
 - 1. Entrances. Primary pedestrian entrances to the building shall face the street frontage or face common open space which is oriented toward the street.
 - 2. Transparency. There shall be windows on all sides of the building facing streets and pedestrian ways.

New Section – Accessory Dwelling Units

Chapter 17.80 ACCESSORY DWELLING UNITS

Sections:

- 17.80.010 Purpose.**
- 17.80.020 Requirements.**

17.80.010 Purpose.

The purpose of accessory dwelling unit (ADU) provisions is to:

- A. Provide property owners with an opportunity for extra income, companionship, and security.
- B. Better utilize existing infrastructure and community resources (sewer, water, roads, etc.);
- C. Provide a housing type that allows flexibility to respond to changing needs and lifestyles;
- D. Add to the supply of dwelling units affordable to all economic segments of the population;
- E. Promote prefabricated detached ADUs, especially in remote areas; and
- F. Protect neighborhood character and stability by ensuring that ADUs are compatible with surrounding uses.

17.80.020 Requirements.

Up to two (2) ADUs are a permitted use on all parcels containing a single-family dwelling, duplex, triplex, townhome, or other housing unit, subject to all of the following conditions:

- A. ADUs shall be allowed in the following configurations and conditions:
 - 1. Two attached ADUs such as a unit in a basement, attic, or garage;
 - 2. One attached ADU and one detached ADU;
 - 3. Two detached ADUs, which may be comprised of either one or two detached structures;
 - 4. Conversion of an existing structure, such as a detached garage.
- B. Design and Development standards:
 - 1. Maximum size: ADUs shall not exceed 1,000 square feet in gross floor area.
 - 2. Maximum height: ADUs shall not exceed 24-feet in roof height.
 - 3. Requirements for setbacks, lot coverage, aesthetic requirements or other design considerations shall be the same as the principal using, except as follows:
 - a. Conversions of existing structures shall be allowed to occur even if the existing structure does not meet the current design and development standards.
 - b. Detached ADUs may be sited on a lot line if the lot line abuts a public alley, except if the city routinely plows snow on the public alley.
- C. ADUs shall provide a minimum of one (1) off-street parking space.
- D. Impact fees – if the City of Cle Elum implements impact fees in the future, ADUs shall be assessed no more than 50% of the impact fee imposed on the principal unit.
- E. Public street improvements shall not be required as a condition of permitting ADUs.
- F. ADUs shall not be allowed in locations where development is restricted under other laws, rules, or ordinances due to proximity to on-site sewage system infrastructure, critical areas, or other unsuitable physical characteristics of a property.
- G. ADUs are not required to be owner-occupied, unless used for short-term rentals.
- H. Allow for sale by condominium, in accordance with RCW 36.70A.681(1)(k).