

Planning Commission Agenda

May 5, 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

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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)**
3. **Adoption of Minutes**
 - a. April 21, 2026
4. **Business Requiring Public Hearings**
5. **Planning Update**
 - a. Staff Announcements
6. **Old Business**
 - a. Comp Plan — Parks Element continued
 - b. Comp Plan — Development Regulations continued
7. **New Business**
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

May 5, 2026

119 W FIRST STREET
CLE ELUM, WA 98922

Upcoming Meetings:

Planning Commission Meeting — at 6:00 p.m.

Regular Council Meeting — at 6:00 p.m.

General Government Committee Meeting — at 8:30 a.m.

Public Safety & Health Committee Meeting — at 9:00 a.m.

Public Works & Community Development Committee Meeting — at 1:00 p.m.

Lodging Tax & Event Committee Meeting — at 8:30 a.m.

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

Historical Preservation Commission Meeting — at 3:00 p.m.

Civil Service Commission Meeting — at 5:15 p.m.

**City of Cle Elum
Planning Commission (CEPC) Meeting Minutes
City Council Chambers
April 21, 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, Ian Steele and Amanda Hahnemann

CEPC Members Absent:

Council Liaison: Cassidy Buechele-Curtis (absent)

Staff Present: Shannon Johnson

Public Comment

None.

Adoption of Minutes

Commissioner Kirkpatrick motioned to accept the March 31, 2026 minutes with a minor correction as presented. Commissioner Berndt seconded. Motion carried.

Public Hearing- City Planning

None scheduled

Commission and Staff Reports

Shannon Johnson, Staff Announcements:

Shannon Johnson provided an update on current and proposed upcoming projects including the most recent Pre-Application submittal for 4246 Bullfrog Road.

Unfinished Business

1. Comp Plan: Parks Element Continued
Upper Kittitas County Recreation Center Alliance – Group Discussion

Chair Kantwill invited Claire Nicholls to the podium, introduced herself and distributed a brief handout for the commissioners and the record. She provided a presentation on the current status of the Community Recreation Center project and requested inclusion of the project along with its dedicated site in the Parks & Recreation section of the City of Cle Elum Comprehensive Plan.

Commissioners disclosed the various volunteer work they had provided over the years and provided background history for the project. Chair Kantwill thanked Ms. Nicholls for her presentation and noted that the commission would be inviting her back during the Comprehensive Plan elemental public engagement opportunities.

Discussion ensued which resulted in agreement to request the consultant’s expertise to express support for the Community Recreation Center as strongly as possible and in as many places as possible throughout the plan. The group noted that their requested edits from the previous meeting were incorporated. Chair Kantwill asked staff to continue the Parks Element discussion under unfinished business for the next meeting.

New Business

2. Comp Plan: Development Regulations

Commissioner Kirkpatrick guided the commission through each section of the redlined version of the development regulations and shared his review notes for discussion. Commissioners discussed the need for more clarification from the consultant, Joseph Calhoun, on the reasoning behind several changes. Discussion continued which resulted in the commission requesting that the consultant attend the next meeting to assist in their review. Commissioner Kirkpatrick offered to provide his notes to staff to pass along to the consultant prior to the next meeting.

Commissioner Hahnemann noted the time. The discussion ended by finishing review up to the bottom of page 42, 17.76 Mixed-Use Building Development.

Next Meeting Agenda Development

- a. Parks Element - Continued
- b. Development Regulations – Continued
- c. Transportation Element
- d. Capital Facilities

Commissioner Comments and Discussion

Chair Kantwill reminded members that the next regularly scheduled meeting will be on Tuesday, May 5, 2026.

Adjournment

Kantwill adjourned the meeting at 7:34 pm. The Commission will reconvene for their next Meeting set for May 5, 2026 at 6:00 p.m.

Chair Kantwill

Date

Periodic Update Checklist for Fully-Planning Cities

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

City
Staff contact, phone + email

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

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

Checklist Instructions

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

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

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

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

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

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

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

Need help?

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

Or contact:

Suzanne Austin, AICP
Senior Planner
Growth Management Services
WA Department of Commerce
509.407.7955
Suzanne.Austin@commerce.wa.gov

Or, [your assigned regional planner](#)

by

Checklist Navigation

Section I: Comprehensive Plan	Section II: Development Regulations	Appendices
LAND USE	CRITICAL AREAS	APPENDIX A: HOUSING UNIT MINIMUMS PER POPULATION
HOUSING	ZONING CODE	APPENDIX B: ELEMENT UPDATES UNDER HB 1181
CAPITAL FACILITIES	SHORELINE MASTER PROGRAM	
UTILITIES	RESOURCE LANDS	
TRANSPORTATION	ESSENTIAL PUBLIC FACILITIES	
SHORELINE	SUBDIVISION CODE	
ESSENTIAL PUBLIC FACILITIES	STORMWATER	
TRIBAL PLANNING	ORGANIC MATERIALS MANAGEMENT	
CLIMATE CHANGE & RESILIENCY	IMPACT FEES	
ECONOMIC DEVELOPMENT	CONCURRENCY & TDM	
PARKS & RECREATION	TRIBAL PARTICIPATION	
OPTIONAL ELEMENTS	REGULATIONS FOR OPTIONAL ELEMENTS	
CONSISTENCY	PROJECT REVIEW PROCEDURES	
PUBLIC PARTICIPATION	PLAN & REGULATION AMENDMENTS	

Section I: Comprehensive Plan

Land Use Element

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

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

Section I: Comprehensive Plan

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
d. A consistent population projection throughout the plan which should be consistent with the jurisdiction's allocation of countywide population and housing needs. RCW 36.70A.115 , RCW 43.62.035 and WAC 365-196-405(f)	Yes. Various sections.	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:
e. Estimates of population densities and building intensities based on future land uses and housing needs. RCW 36.70A.070(1) (amended in 2023) , WAC 365-196-405(2)(i) <ul style="list-style-type: none"> For cities required to plan under the Buildable Lands Program, RCW 36.70A.215 amended in 2017, some jurisdictions may need to identify reasonable measures to reconcile inconsistencies. See Commerce's Buildable Lands Program page. 	Yes. Land Use Element Table 8 and Analysis of Future Land Use Needs.	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:
f. Provisions for protection of the quality and quantity of groundwater used for public water supplies. RCW 36.70A.070(1) (amended in 2023) , WAC 365-196-405(1)(c) ; WAC 365-196-485(1)(d)	No	Yes	Include in the Land Use Element.	Completed: <input type="checkbox"/> Date:
g. Identification of lands useful for public purposes such as utility corridors, transportation corridors, landfills, sewage treatment facilities, storm water management facilities, recreation, schools and other public uses. RCW 36.70A.150 and WAC 365-196-340	Yes. Various sections in Land Use Element.	Yes	Update to incorporate changes since the 2019 Comprehensive Plan.	Completed: <input type="checkbox"/> Date:

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

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

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

Housing Element

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

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>Notice: For more information about what these housing element requirements involve and what Commerce staff will be reviewing for, please see the Expanded Housing Checklist located on the Updating GMA Housing Elements webpage.</p>				
<p>a. Goals, policies and objectives for:</p> <ul style="list-style-type: none"> the preservation, improvement and development of housing RCW 36.70A.070(2)(b); moderate density housing options including, but not limited to, duplexes, triplexes, and townhomes, within an urban growth area boundary, RCW 36.70A.070(2)(b) and WAC 365-196-410(2)(a); and Consideration of housing locations in relation to employment locations and the role of ADUs. RCW 36.70A.070(2)(d) new in 2021 <p>Notice: <i>These items were separately listed in the previous version of the checklist. No content was changed.</i></p>	Partially. Several goals and policies are related to these topics.	Yes	Update to include more specificity as required by state law.	Completed: <input type="checkbox"/> Date:
<p>b. An inventory and analysis of existing and projected housing needs over the planning period, by income band, consistent with the jurisdiction's share of countywide housing need, as provided by Commerce. RCW 36.70A.070(2)(a) amended in 2021, WAC 365-196-410(2)(b) and (c)</p>	No	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
c. Identification of capacity of land for housing including, but not limited to, government-assisted housing, housing for moderate, low, very low, and extremely low-income households, manufactured housing, multifamily housing, group homes, foster care facilities, emergency housing, emergency shelters and permanent supportive housing. RCW 36.70A.070(2)(c) amended in 2021 , WAC 365-196-410(e) and (f)	No	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:
d. Adequate provisions for existing and projected housing needs for all economic segments of the community, including documenting barriers and actions needed to achieve housing availability. RCW 36.70A.070(2)(d) amended in 2021 , WAC 365-196-010(g)(ii) , WAC 365-196-300(f) , WAC 365-196-410 and see Commerce’s Housing Action Plan (HAP) guidance: Guidance for Developing a Housing Action Plan .	No	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:
e. Identify local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including: <ul style="list-style-type: none"> • Zoning that may have a discriminatory effect; • Disinvestment; and • Infrastructure availability RCW 36.70A.070 (2)(e) new in 2021	No	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:
f. Establish policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions. RCW 36.70A.070(2)(f) new in 2021	No	Yes	Update for consistency with new County projections.	Completed: <input type="checkbox"/> Date:

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

Capital Facilities Plan (CFP) Element

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

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

Commented [JE1]: Clarified land use, capital facilities, and financing plan coordinations

Commented [JE2]: Updated Planned Improvements map, 6-year TIP,

Commented [JE3]: Updated Table 8, 6-year TIP, and -

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

Commented [JE4]: Specification Added to section E. Major Capital Facilities Considerations

Utilities Element

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

a. The general location, proposed location and capacity of all existing and proposed utilities, to include telecommunications. RCW 36.70A.070(4)(a) amended in 2023 and WAC 365-196-420	Yes. Various sections in the Utilities Element.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: <input checked="" type="checkbox"/> Date:03/16/26
b. Identify and include information and contact information about all public entities, including special purpose districts that own utility systems. RCW 36.70A.070 (4)(b) new in 2023	Yes. Table 6-1.	Yes	Update to include changes since the Comprehensive Plan was last updated.	Completed: <input checked="" type="checkbox"/> Date:03/16/26

Transportation Element

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

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

Commented [JE5]: Updated B. Growth Management Act (GMA) Requirements & F. Transportation Demand Management.

Commented [JE6]: Specific actions and requirements for bringing into compliance transportation facilities or services that are below an established multimodal level service standard

Commented [JE7]: Added Table 5.6 Multimodal LOS Categories

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

Commented [JE8]: Transportation element adopts the Cle Elum Self-Evaluation phase of the ADA Transition Plan by reference.

Commented [JE9]: Updated Transportation Demand Management to include collaboration and enhanced community access.

Commented [JE10]: Updated to include: Collaboration with QUADCO and No denial of development proposals if mitigated as described within the RCW.

Commented [JE11]: Identified analysis to be included in 6-year TIP table, no analysis has been performed yet.

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

Commented [JE12]: Updated to include the most recent 6-year TIP

Commented [JE13]: Funding shortfall language requirements were added to section D.

Commented [JE14]: Consistency of differing elements was added to section D. Certification by RTPO/CWPP was added to section E.

Shoreline

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

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

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

Provisions for siting essential public facilities (EPFs)

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

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

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

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

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

Climate Change and Resiliency

New in 2023, see [HB 1181](#). WAC updates are forthcoming.

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

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

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

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

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
Resiliency sub-element: items a through d are required for all fully planning jurisdictions				
a. Specific goals, policies and programs that identify, protect and enhance natural areas to foster resiliency to climate impacts, as well as areas of vital habitat for safe passage and species migration. RCW 36.70A.070(9) new in 2023	No	Yes	The Climate Element is being created under a separate Dept. of Commerce Grant and will be incorporated into the overall Comprehensive Plan.	Completed: <input type="checkbox"/> Date:
b. Specific goals, policies and programs that identify, protect and enhance community resiliency to climate change impacts, including social, economic and built environment factors that support adaptation to climate impacts consistent with environmental justice. RCW 36.70A.070(9) new in 2023	No	Yes	The Climate Element is being created under a separate Dept. of Commerce Grant and will be incorporated into the overall Comprehensive Plan.	Completed: <input type="checkbox"/> Date:

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

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

Future required elements: pending state funding

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

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

Optional Elements

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

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

Consistency is required by the GMA

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

Public Participation

a. Plan ensures public participation in the comprehensive planning process. RCW 36.70A.020(11) , .035 , and .140 , WAC 365-196-600(3) provide possible public participation choices.	Yes	Yes	A new public participation plan was developed and adopted on March 11, 2025.	Completed: <input type="checkbox"/> Date:
b. If the process for making amendments is included in the comprehensive plan: <ul style="list-style-type: none"> The plan provides that amendments are to be considered no more often than once a year, not including the exceptions described in RCW 36.70A.130(2), WAC365-196-640 The plan sets out a procedure for adopting emergency amendments and defines emergency. RCW 36.70A.130(2)(b) and RCW 36.70A.390 new in 2021, (HB 1220 sections 3-5), WAC 365-196-650(4) 	No	No	The Comprehensive Plan Amendment process is codified in CEMC 14.30.090	Completed: <input checked="" type="checkbox"/> Date: 12/31/24

Consistency is required by the GMA

	In Current Plan? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>c. Plan or program for monitoring how well comprehensive plan policies, development regulations, and other implementation techniques are achieving the comp plan's goals and the goals of the GMA. WAC 365-196-660 discusses a potential review of growth management implementation on a systematic basis.</p> <p>New 2021-2022 legislation HB 1241 provides that those jurisdictions with a periodic update due in 2024 have until December 31, 2024 to submit. This legislation also changed the update cycle to every ten years after the 2024-2027 cycle. Jurisdictions that meet the new criteria described in RCW 36.70A.130(9) will be required to submit an implementation progress report five years after the review and revision of their comprehensive plan.</p>	No	No	Cle Elum does not meet the criteria in RCW 36.70A.130(9).	Completed: <input checked="" type="checkbox"/> Date: 12/31/24
<p>d. Considerations for preserving property rights. Local governments must evaluate proposed regulatory or administrative actions to assure that such actions do not result in an unconstitutional taking of private property. RCW 36.70A.370. For further guidance see the 2018 Advisory Memo on the Unconstitutional Taking of Private Property</p>	Yes	No	Cle Elum has regulatory policies and procedures in place to appropriately review and evaluate projects.	Completed: <input checked="" type="checkbox"/> Date: 12/31/24
<p>e. Encourage the involvement of citizens in the planning process, <i>including the participation of vulnerable populations and overburdened communities</i>, and ensure coordination between communities and jurisdictions to reconcile conflicts. HB 1181 (2023) revised RCW 36.70A.020 <i>Planning Goals</i> for inclusion of</p>	Yes	Yes	A new public participation plan was developed and adopted on March 11, 2025.	Completed: <input type="checkbox"/> Date:

Consistency is required by the GMA

vulnerable populations and overburdened communities. [RCW 36.70A.035](#) *Public Participation* was not amended under HB 1181.

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Section II: Development Regulations

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

Critical Areas

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

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

Zoning Code

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

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

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>b. Permanent supportive housing or transitional housing must be allowed where residences and hotels are allowed. RCW 35A.21.430 amended in 2021, RCW 35.21.683, amended in 2021, (HB 1220 sections 3-5)</p> <p>“permanent supportive housing” is defined in RCW 36.70A.030; “transitional housing” is defined in RCW 84.36.043(2)(c)</p>	No	Yes	Added to CEMC 17.14.030 – Table of Permitted Uses	Completed: <input checked="" type="checkbox"/> Date: 04/06/26
<p>c. Indoor emergency shelters and indoor emergency housing must be allowed in any zones in which hotels are allowed, except in cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within one-mile of transit. Indoor emergency housing must be allowed in areas with hotels. RCW 35A.21.430 amended in 2021, RCW 35.21.683, amended in 2021, (HB 1220 sections 3-5)</p> <p>Any limitations on emergency housing and emergency shelter must be connected to public health and safety and allow the siting of a sufficient number of units and beds necessary to meet projected needs (see Housing Element Book 2, pages 41-48), new in 2023</p> <p>“emergency housing” is defined in RCW 36.70A.030</p>	No	Yes	Added to CEMC 17.14.030 – Table of Permitted Uses	Completed: <input checked="" type="checkbox"/> Date: 04/06/26
<p>d. The number of unrelated persons that occupy a household or dwelling unit except as provided in state law, for short-term rentals, or occupant load per square foot shall not be regulated or limited by cities. (HB 5235), RCW 35.21.682 new in 2021, RCW 35A.21.314 new in 2022, RCW 36.01.227 new in 2021</p>	Yes. CEMC 14.20.030	No	The definition of Family does not include an occupancy limit.	Completed: <input checked="" type="checkbox"/> Date: 12/31/24

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
e. Limitations on the amount of parking local governments can require for low-income, senior, disabled and market-rate housing units located near high-quality transit service. RCW 36.70A.620 amended in 2020 and RCW 36.70A.600 amended in 2019	No	No	Cle Elum does not include any of the applicable transit types in city limits.	Completed: <input checked="" type="checkbox"/> Date: 12/31/24
f. Parking requirements must allow tandem, gravel or grass pavers, and new spaces must be at least 8 by 20 feet in size. Existing and non-conforming parking must be allowed to meet parking requirements for up to six spaces. SB 6015, new in 2024 , must be addressed with the periodic update. Note: guidance coming fall 2024	No	Yes	Updated CEMC 17.56 to include required standards.	Completed: <input checked="" type="checkbox"/> Date: 04/06/26
g. Family day care providers are allowed in all residential dwellings located in areas zoned for residential or commercial RCW 36.70A.450 . Review RCW 43.216.010 for definition of family day care provider and WAC 365-196-865 for more information.	No	Yes	Updated CEMC 17.14.030 – Table of Permitted Uses to allow Family Day Care Providers in required zones.	Completed: <input checked="" type="checkbox"/> Date: 04/06/26
h. Manufactured housing is regulated the same as site built housing. RCW 35.21.684 amended in 2019 , RCW 35.63.160 , RCW 35A.21.312 amended in 2019 and RCW 36.01.225 amended in 2019 . A local government may require that manufactured homes: (1) are new, (2) are set on a permanent foundation, and (3) comply with local design standards applicable to other homes in the neighborhood, but may not discriminate against consumer choice in housing. See: National Manufactured Housing Construction and Safety Standards Act of 1974	Yes. CEMC 17.16.110.	Yes	Manufactured Housing was added as an allowed use in CEMC 17.14.030 – Table of Permitted Uses, Consistent with Single-Family homes.	Completed: <input checked="" type="checkbox"/> Date:04/06/26

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>i. Accessory dwelling units (ADUs): cities (and counties) must adopt or amend by ordinance, and incorporate into their development regulations, zoning regulations and other official controls. RCW 36.70A.680 amended in 2023, RCW 36.70A.681 amended in 2023, RCW 36.70A.696 amended in 2023, RCW 36.70A.697 amended in 2020, RCW 36.70A.698 amended in 2020, RCW 36.70A.699 amended in 2020</p> <p>Must be adopted by 6 months after the periodic update deadline, or be superseded by state law.</p> <p>Note: see new Commerce ADU guidance and ADU checklist.</p>	No	Yes	Update to include ADU requirements.	Completed: <input checked="" type="checkbox"/> Date: 11/14/25
<p>j. Middle housing: if your jurisdiction is one of the 77 cities subject to middle housing, regulations must allow the appropriate amount of middle housing units on a lot by 6 months after the periodic update deadline, or be superseded by state law. RCW 36.70A.635</p> <p>See Commerce’s model ordinances and user guide on the middle housing web page.</p>	N/A	N/A	Cle Elum is not subject to Middle Housing regulations.	Completed: <input type="checkbox"/> Date:
<p>k. Co-living must be allowed as a permitted use on any lot located within an urban growth area that allows at least six multifamily residential units, including on a lot zoned for mixed use development. HB 1998, new in 2024, contains specific standards for size, density calculations, connection fees and parking.</p> <p>Must be adopted by December 31, 2025</p> <p>Note: guidance will be available fall of 2024</p>	No	Yes	Update to include co-living requirements.	Completed: <input checked="" type="checkbox"/> Date: 11/14/25

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
I. Residential structures occupied by persons with handicaps, and group care for children that meets the definition of "familial status" are regulated the same as a similar residential structure occupied by a family or other unrelated individuals. No city or county planning under the GMA may enact or maintain ordinances, development regulations, or administrative practices which treat a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals. RCW 36.70A.410 , RCW 70.128.140 and 150 , RCW 49.60.222-225 and WAC 365-196-860	No	No	No such regulations exist in the CEMC.	Completed: <input checked="" type="checkbox"/> Date:
m. Affordable housing programs enacted or expanded under RCW 36.70A.540 amended in 2022 comply with the requirements of this section. Examples of such programs may include: density bonuses within urban growth areas, height and bulk bonuses, fee waivers or exemptions, parking reductions, expedited permitting conditioned on provision of low-income housing units, or mixed-use projects. WAC 365-196-300 See also RCW 36.70A.545 and WAC 365-196-410(2)(e)(i) "affordable housing" is defined in RCW 84.14.010 new in 2024 (ESSB 6175) Review RCW 36.70A.620 amended in 2020 , for minimum residential parking requirements.	Partially. Affordable Housing is mentioned in several areas of the CEMC.	Yes	The CEMC encourages affordable housing in the PMU zone, R zone, RM, zone, etc. Update for consistency throughout and identify potential programs for consideration.	Completed: <input type="checkbox"/> Date:
n. Limitations on regulating: outdoor encampments, safe parking efforts, indoor overnight shelters and temporary small houses on property owned or controlled by a religious organization. RCW 35.21.915 , amended in 2020	No	Yes	Added new section – CEMC 17.72	Completed: <input checked="" type="checkbox"/> Date:04/06/26

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
o. Allow an increased density bonus consistent with local needs for any affordable housing development of any single-family or multi-family residence located on real property owned or controlled by a religious organization. RCW 36.70A.545, amended in 2019 (HB 1377).	No	Yes	Added new section – CEMC 17.72	Completed: <input checked="" type="checkbox"/> Date:04/06/26
p. Reduce restrictions for additional housing units within existing commercial, mixed-use and multi-family buildings by exempting the added units from density limits, parking and other regulatory requirements. RCW 35A.21.440, new in 2023 and RCW 35.21.990, new in 2023, (HB 1042) Note: These requirements must be in effect within six months after the periodic update due date.	No	Yes	Add new section for “Existing Uses” to CEMC that includes requirements.	Completed: <input type="checkbox"/> Date:
q. Must not adopt, impose, or enforce requirements on an affordable housing development that are different than the requirements imposed on housing developments generally. RCW 36.130.020 (2008) Note: This applies to cities, counties, other local government entities and agencies.	Yes	No	There are no requirements that treat affordable housing different than general housing, except for the changes required by this periodic update.	Completed: <input type="checkbox"/> Date:
r. Regulations discourage incompatible uses around general aviation airports. RCW 36.70.547 and WAC 365-196-455. Incompatible uses include: high population intensity uses such as schools, community centers, tall structures, and hazardous wildlife attractants such as solid waste disposal sites, wastewater or stormwater treatment facilities, or stockyards. For more guidance, see WSDOT’s Aviation Land Use Compatibility Program.	No	Yes	Incorporate reference to WSDOT land use compatibility, possibly reference to ALP.	Completed: <input type="checkbox"/> Date:

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
s. If a U.S. Department of Defense (DoD) military base employing 100 or more personnel is within or adjacent to the jurisdiction, zoning should discourage the siting of incompatible uses adjacent to military base. RCW 36.70A.530(3) and WAC 365-196-475 . Visit Military One Source to locate any bases in your area and help make determination of applicability. If applicable, inform the commander of the base regarding amendments to the comprehensive plan and development regulations on lands adjacent to the base.	N/A	N/A	N/A	Completed: <input type="checkbox"/> Date:
t. Electric vehicle infrastructure (jurisdiction specified: adjacent to Interstates 5, 90, 405 or state route 520 and other criteria) must be allowed as a use in all areas except those zoned for residential, resource use or critical areas. RCW 36.70A.695	No	Yes	Added to CEMC 17.14.030 – Table of Permitted Uses	Completed: <input checked="" type="checkbox"/> Date: 04/06/26

Shoreline Master Program
Consistent with [RCW 90.58](#) Shoreline Management Act of 1971

a. Zoning designations are consistent with Shoreline Master Program (SMP) environmental designations. RCW 36.70A.480	Yes. SMP and Title 17 – various sections	No	Zoning designations are consistent with the SMP.	Completed: <input type="checkbox"/> Date:
b. If updated to meet RCW 36.70A.480 (2010), SMP regulations provide protection to critical areas in shorelines that is at least equal to the protection provided to critical areas by the critical areas ordinance. RCW 36.70A.480(4) and RCW 90.58.090(4) See Ecology’s shoreline planners’ toolbox for the SMP Checklist and other resources and Ecology’s Shoreline Master Programs Handbook webpage	Yes. SMP and Title 17 – various sections	Yes	May require update for consistency with CAO Checklist.	Completed: <input type="checkbox"/> Date:

Resource Lands

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

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

Siting Essential Public Facilities

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

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

Subdivision Code

a. Subdivision regulations are consistent with and implement comprehensive plan policies. RCW 36.70A.030(8) , RCW 36.70A.040(4)	Yes	Yes	Update for consistency with required changes.	Completed: <input type="checkbox"/> Date:
<p>b. Written findings to approve subdivisions establish adequacy of public facilities. RCW 58.17.110 amended in 2018</p> <ul style="list-style-type: none"> Streets or roads, sidewalks, alleys, other public ways, transit stops, and other features that assure safe walking conditions for students. Potable water supplies, sanitary wastes, and drainage ways. RCW 36.70A.590 amended 2018 Open spaces, parks and recreation, and playgrounds Schools and school grounds <p>Other items related to the public health, safety and general welfare, WAC 365-196-820(1).</p>	Yes. CEMC 12.A.050	No	Required findings are appropriately codified.	Completed: <input type="checkbox"/> Date:

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

Stormwater

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

Organic Materials Management Facilities

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

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

Impact Fees

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

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

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

Concurrency and Transportation Demand Management (TDM)

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

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

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

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

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Mutually agreeable memorandum of agreement between local governments and tribes in regard to collaboration and participation in the planning process unless otherwise agreed at the end of a mediation period. RCW 36.70A.040(8)(a) <small>new in 2022.</small>	No	Yes	Coordinate with Yakama Nation, Colville Tribe, and Snoqualmie Tribe to develop required memorandum of agreement.	Completed: <input type="checkbox"/> Date:
b. Policies consistent with countywide planning policies that address the protection of tribal cultural resources in collaboration with federally recognized Indian tribes that are invited, provided that a tribe, or more than one tribe, chooses to participate in the process. RCW 36.70A.210(3)(i) <small>new in 2022.</small>	No	Yes	Update necessary code or policy for consistency with CWPP Section I.	Completed: <input type="checkbox"/> Date:

Regulations to Implement Optional Elements

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

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

Project Review Procedures

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

	In Current Regs? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>Project review processes integrate permit and environmental review. RCW 36.70A.470, RCW 36.70B and RCW 43.21C.</p> <p>Also: WAC 365-196-845, WAC 197-11 (SEPA Rules), WAC 365-197 (Project Consistency Rule, Commerce, 2001) and Ecology SEPA Handbook.</p> <p>Integrated permit and environmental review procedures for:</p> <ul style="list-style-type: none"> • Notice of application • Notice of complete application • One open-record public hearing • Combining public hearings & decisions for multiple permits • Notice of decision • One closed-record appeal <p>Note: new in 2023, see Commerce's new guidance for Local Project Review and SB 5290</p>	Yes. CEMC 14.30 – Land Use Application Processing Procedures	No	CEMC 14.30 includes all required procedures.	Completed: <input type="checkbox"/> Date:

Plan & Regulation Amendments

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

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

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

Appendix A: Housing unit minimums per population

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

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

Cities with a population between 25,000 and 75,000				
	In Current zoning? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
a. Zoning and development regulations allow at least: <ul style="list-style-type: none"> two residential units on each lot, four residential units on each lot if at least one unit is affordable, unless the lot is smaller than 1,000 square feet. 	N/A	N/A	N/A	Completed: <input type="checkbox"/> Date:
b. Zoning and development regulations allow at least four residential units on each lot, within ¼ mile walking distance of a major transit stop.	N/A	N/A	N/A	Completed: <input type="checkbox"/> Date:

Cities with a population greater than 75,000

	In Current zoning? Yes/No If yes, cite section	Changes needed to meet current statute? Yes/No	Notes	
<p>a. Zoning and development regulations allow at least:</p> <ul style="list-style-type: none"> • four residential units on each lot, • six residential units on each lot if at least two units are affordable, unless the lot is smaller than 1,000 square feet. 	N/A	N/A	N/A	Completed: <input type="checkbox"/> Date:
<p>b. Zoning and development regulations allow at least six residential units on each lot, within ¼ mile walking distance of a major transit stop.</p>	N/A	N/A	N/A	Completed: <input type="checkbox"/> Date:

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

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

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

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.

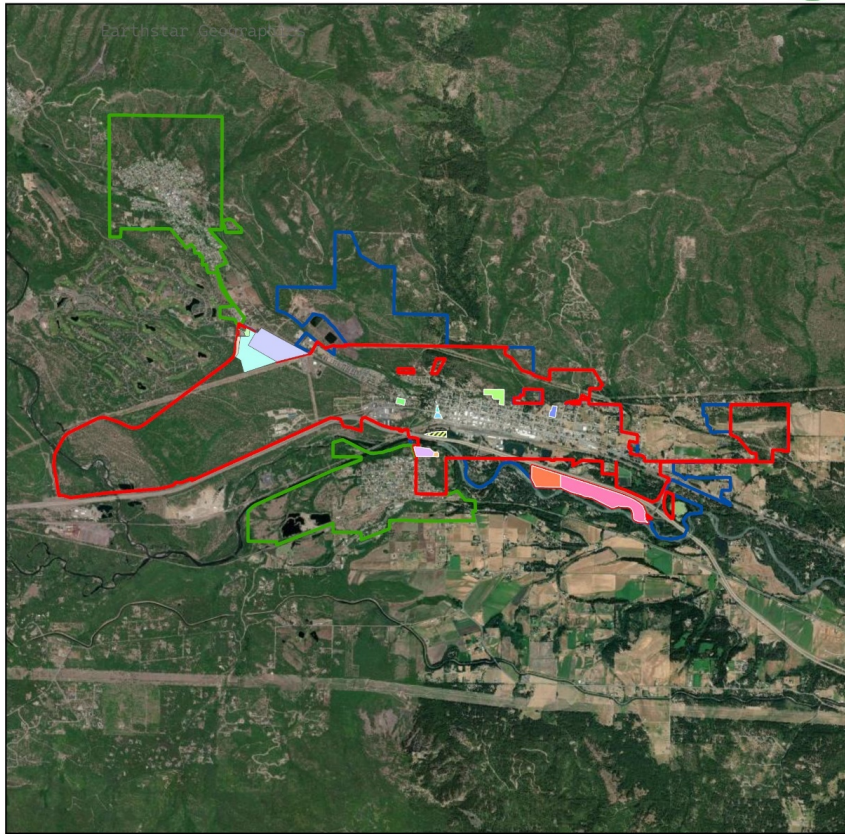
TABLE 2. RECREATIONAL FACILITIES OUTSIDE OF CLE ELUM'S CITY LIMITS BUT NEARBY

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 – **while construction has not yet begun, the city of Cle Elum strongly supports this facility.** 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

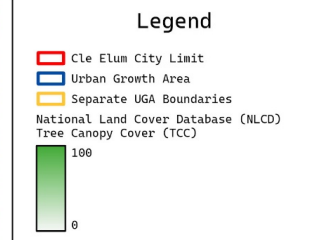
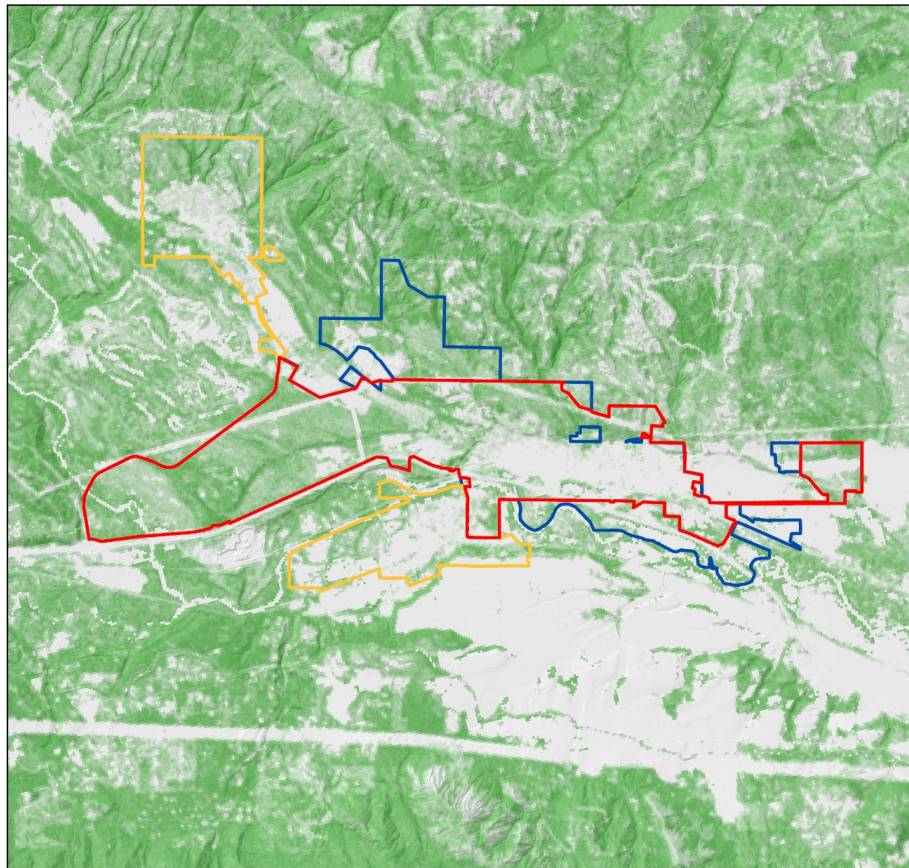
- [1] RCO – Washington State Recreation and Conservation Office
- [2] CDBG – United States Department of Housing and Urban Development – Community Development Block Grant
- [3] USDA-RD – United States Department of Agriculture – Rural Development
- [4] STBG – United States Department of Transportation – 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.

PRO-3.6 Support construction of the Upper Kittitas County Community Recreation Center, consistent with the approved development project.

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, **including the Upper Kittitas County Community Recreation Center.**

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.

SHOULD WE ADD A
"COMMON WALL"
DEFINITION?

1

Summary of Comments on April 21 2026-mkk_jc.pdf

Page: 27

Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 8:22:49 AM

SHOULD WE ADD A "COMMON WALL" DEFINITION?

Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:51:35 AM

Common wall (and Zero Lot Line) are defined in 17.70.015. It would make sense to pull both of those into 14.20.030.

“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 ² 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:


NEED BACKGROUND ON THIS TERMINOLOGY AND WHY HAVE IT WHEN IT IS THE SAME AS A SHORT PLAT? ¹

 Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 8:25:58 AM

NEED BACKGROUND ON THIS TERMINOLOGY AND WHY HAVE IT WHEN IT IS THE SAME AS A SHORT PLAT?

 Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:34:44 AM

Unit Lot Subdivision is a new state requirement per RCW 58.17.060(3), updated in 2023 via Senate Bill 5258 section 11. All text in the definitions and new section (CEMC 16.14.045) is based on RCW requirements and Commerce guidance. Unit Lot Subdivisions are effectively a Condo by another name.

 Number: 2 Author: Marc Subject: Arrow Date: 4/23/2026 8:25:43 AM

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;

1
NOT ALWAYS NECESSARY TO BE A REQUIREMENT. CAN WE ALLOW FLEXIBILITY OR DISCRETION HERE?

2
ADDITIONAL CONFUSION ON WHAT WE ARE ACTUALLY CALLING THIS.

4
IS THIS FILE NUMBER THE CITY'S PERMIT NUMBER OR RECORDED FILE NUMBER?

5
NEED CLARIFICATION. STACKED ON TOP OF EACH OTHER? SIMILAR TO A CONDO TYPE BUILDING?

6
DOES THIS CONFLICT WITH OUR ALLOWANCE OF ADUs?

☰ Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 8:29:24 AM

NOT ALWAYS NECESSARY TO BE A REQUIREMENT. CAN WE ALLOW FLEXIBILITY OR DISCRETION HERE?

↻ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:35:54 AM
This is based on Commerce Guidance

☰ Number: 2 Author: Marc Subject: Callout Date: 4/23/2026 8:31:29 AM

ADDITIONAL CONFUSION ON WHAT WE ARE ACTUALLY CALLING THIS.

↻ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:36:21 AM
Unit Lot Subdivision is the correct name as required by RCW 58.17.060(3).

☞ Number: 3 Author: Marc Subject: Cloud Date: 4/23/2026 8:31:04 AM

☰ Number: 4 Author: Marc Subject: Callout Date: 4/23/2026 8:32:19 AM

IS THIS FILE NUMBER THE CITY'S PERMIT NUMBER OR RECORDED FILE NUMBER?

↻ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:36:33 AM
This would be the recorded file number.

☰ Number: 5 Author: Marc Subject: Callout Date: 4/23/2026 8:34:45 AM

NEED CLARIFICATION. STACKED ON TOP OF EACH OTHER? SIMILAR TO A CONDO TYPE BUILDING?

↻ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:37:00 AM
Correct - stacked on top of each other would be a Condo, not a Unit Lot Subdivision.

☰ Number: 6 Author: Marc Subject: Callout Date: 4/23/2026 8:35:27 AM

DOES THIS CONFLICT WITH OUR ALLOWANCE OF ADUs?

↻ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:38:12 AM
No - this could effectively be used in conjunction with ADUs. The Unit Lot Subdivision process would allow ADUs to be sold as individual parcels.

- 1 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.

2 THIS SEEMS VERY SIMILAR TO THE SHORT PLAT PROCESS AND UNNECESSARY. NEED CLARIFICATION OF THE DIFFERENCE BETWEEN THE 2. ALSO, WOULD BE NICE TO BE CONSISTENT ON NOTIFICATION DIFFERENCE THROUGHOUT THE CODE. 250-FT VS. 300-FT.

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;

3 IS 5 COPIES REALLY NECESSARY THESE DAYS? I SUGGEST ONE HARD COPY AND PDFs.


4


5 PLEASE REFERENCE CODE SECTION TO DETERMINE WHEN REQUIRED.

 Number: 1 Author: Marc Subject: Cloud Date: 4/23/2026 8:36:35 AM


 Number: 2 Author: Marc Subject: Callout Date: 4/23/2026 8:38:18 AM


THIS SEEMS VERY SIMILAR TO THE SHORT PLAT PROCESS AND UNNECESSARY. NEED CLARIFICATION OF THE DIFFERENCE BETWEEN THE 2. ALSO, WOULD BE NICE TO BE CONSISTENT ON NOTIFICATION DIFFERENCE THROUGHOUT THE CODE. 250-FT VS. 300-FT.


 Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:39:18 AM
The process is essentially the same. The 250-foot notification period is directly from RCW 58.17.060(3)(b)(i).

 Number: 3 Author: Marc Subject: Callout Date: 4/23/2026 8:39:30 AM


IS 5 COPIES REALLY NECESSARY THESE DAYS? I SUGGEST ONE HARD COPY AND PDFs.

 Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:39:48 AM
Agreed - we can make this change if PC would like

 Number: 4 Author: Marc Subject: Cloud Date: 4/23/2026 8:44:54 AM

 Number: 5 Author: Marc Subject: Callout Date: 4/23/2026 8:44:23 AM

PLEASE REFERENCE CODE SECTION TO DETERMINE WHEN REQUIRED.

 Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:40:11 AM
Agreed - we will include the SEPA reference in the next draft

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);

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 **feurnine** lots, further division may be made by short plat to create up to **feurnine** 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 [JC1]: Referenced section no longer exists

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		

THIS IS GREAT INFORMATION, BUT STILL QUESTION THE NEED FOR UNIT SUBDIVISION CODE LANGUAGE.

PLEASE ADD WHAT THE PERMIT NUMBERS MEAN FOR QUICK REFERENCE.

☰ Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 8:46:30 AM

THIS IS GREAT INFORMATION, BUT STILL QUESTION THE NEED FOR UNIT SUBDIVISION CODE LANGUAGE.

↩ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:40:38 AM
Again, Unit Lot Subdivision code is required per state law.

☰ Number: 2 Author: Marc Subject: Callout Date: 4/23/2026 8:47:09 AM

PLEASE ADD WHAT THE PERMIT NUMBERS MEAN FOR QUICK REFERENCE.

↩ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:54:16 AM
Are you referring to the 1, 2 and 3 numbers? If so, those are already defined in 17.14.020. For purposes of showing track changes, I only included those sections where edits are proposed.

	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					
Triplex*	<u>2</u>	<u>1</u>			<u>2</u>		
Townhouses/4-6 plex*		<u>1</u>			<u>2</u>		
Cottage Housing* (CEMC 17.75)	<u>2</u>	<u>1</u>	<u>2</u>		<u>2</u>		
Converted Dwelling*	2	<u>1</u>					
Manufactured Home	<u>1</u>	<u>1</u>			<u>3</u>		
Multifamily Development*		1	2	2	2		
Mixed-Use Building/Development*			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.

AGREED, I WOULD LIKE TO CONSIDER SMALLER MIN. SHOULD WE ALSO VISIT THE MAX. COVERAGE AREAS AGAIN TO NOT CONFLICT?

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

Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 8:50:21 AM

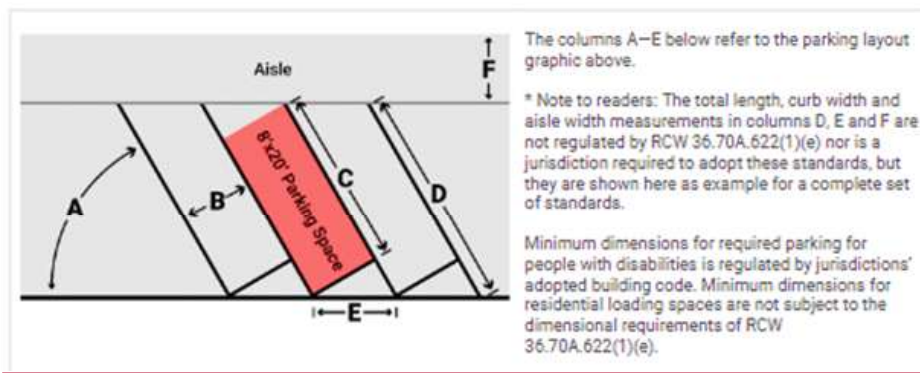
AGREED, I WOULD LIKE TO CONSIDER SMALLER MIN. SHOULD WE ALSO VISIT THE MAX. COVERAGE AREAS AGAIN TO NOT CONFLICT?

Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:42:50 AM

We can update with whatever new min/max numbers PC decides upon. Agreed that Lot Coverage should be reviewed concurrently.

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

THIS SECTION IS CONCERNING TO ADD AS IS. I FEEL IT NEEDS TO BE SPREAD OUT IN DIFFERENT AREAS OF THE CODE SUCH AS CODE ENFORCEMENT AND LANDSCAPING REQUIREMENTS WITHIN SUBDIVISIONS AND ETC. NEED TIGHTER PARAMETERS FOR THIS TO BE ENFORCED OR FOR APPLICANTS TO DESIGN TOWARDS. I LIKE THE INTENT AND THINK WE NEED TO WORK MORE ON THIS. THANK YOU.

☰ Number: 1 Author: Marc Subject: Text Box Date: 4/23/2026 8:53:35 AM

THIS SECTION IS CONCERNING TO ADD AS IS. I FEEL IT NEEDS TO BE SPREAD OUT IN DIFFERENT AREAS OF THE CODE SUCH AS CODE ENFORCEMENT AND LANDSCAPING REQUIREMENTS WITHIN SUBDIVISIONS AND ETC. NEED TIGHTER PARAMETERS FOR THIS TO BE ENFORCED OR FOR APPLICANTS TO DESIGN TOWARDS. I LIKE THE INTENT AND THINK WE NEED TO WORK MORE ON THIS. THANK YOU.

↶ Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:44:23 AM

This language was suggested by the Fire Dept Advisory Committee in 2025 and reviewed by the Public Safety Committee.

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).

NEED BACKGROUND ON WHERE THIS IS COMING FROM. CAN THIS JUST BE DONE AS A CONDITIONAL USE PERMIT BECAUSE ALL RELIGIOUS LANDS ARE NOT SIMILAR IN LOCATION OR SURROUNDINGS.

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Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 8:55:45 AM

NEED BACKGROUND ON WHERE THIS IS COMING FROM. CAN THIS JUST BE DONE AS A CONDITIONAL USE PERMIT BECAUSE ALL RELIGIOUS LANDS ARE NOT SIMILAR IN LOCATION OR SURROUNDINGS.

Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:46:02 AM
This section is required by RCW 36.70A.545.

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


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- 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.

NEED BACKGROUND ON THIS ADDITION. I WOULD LIKE TO SEE AN EXAMPLE OF THIS TYPE OF DEVELOPMENT. I DON'T TRUST THE MATH WITH THESE OPEN SPACE AND OTHER REQUIREMENTS. WITH THE LIMITATION OF 12 UNITS, DO WE EVEN THINK A COMMUNITY BUILDING IN A 12-UNIT SUBDIVISION IS GOING TO HAPPEN?


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.

 Number: 1 Author: Marc Subject: Cloud Date: 4/23/2026 9:01:57 AM

 Number: 2 Author: Marc Subject: Callout Date: 4/23/2026 9:01:47 AM

NEED BACKGROUND ON THIS ADDITION.I WOULD LIKE TO SEE AN EXAMPLE OF THIS TYPE OF DEVELOPMENT. I DON'T TRUST THE MATH WITH THESE OPEN SPACE AND OTHER REQUIREMENTS. WITH THE LIMITATION OF 12 UNITS, DO WE EVEN THINK A COMMUNITY BUILDING IN A 12-UNIT SUBDIVISION IS GOING TO HAPPEN?

 Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:49:27 AM

Cottage Housing is an alternative housing type that could be offered in Cle Elum. The numbers provided are similar to guidance from the MRSC. Subdivision of Cottage Housing is not required.
<https://mrsc.org/explore-topics/housing-homelessness/housing/middle-housing#cottage-housing>

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 on 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).

CITY DOESN'T HAVE IMPACT FEES AT THIS TIME. NO NEED TO EVEN MENTION.

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Number: 1 Author: Marc Subject: Callout Date: 4/23/2026 9:04:40 AM

CITY DOESN'T HAVE IMPACT FEES AT THIS TIME. NO NEED TO EVEN MENTION.

 Author: Joseph Calhoun Subject: Sticky Note Date: 4/30/2026 7:50:30 AM

This language is direct from Commerce guidance and RCW requirements. I agree that it technically is not necessary because the city does not charge impact fee - however, if the city ever does charge impact fees in the future, this will be one less area of the code that will need to be updated at that time.