

# Planning Commission

## Agenda

July 16, 2024

6:00 PM

MAYOR  
MATTHEW LUNDH

CITY ADMINISTRATOR  
ROBERT OMANS

CITY PLANNER  
COLLEDA MONICK

CITY CLERK  
DEBBIE LEE



119 W FIRST STREET  
CLE ELUM, WA 98922

### PLANNING COMMISSION

GARY BERNDT - CHAIR  
MATT FLUEGGE  
JONATHAN CORNELIUS  
MARC KIRKPATRICK  
COLIN BRISSEY  
PAUL KANTWILL  
IAN STEELE

CITIZEN ALTERNATE  
VACANT

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>

Meeting ID: 757 318 4018 Passcode: 98922

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

 Receive city text alert notifications: text CLEELUM to 91896

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

1. **Call to Order & Roll Call**
2. **Public Comment - Limited to 5 Minutes**
3. **Adoption of Minutes**
  - a. June 18, 2024
4. **Public Hearing**
5. **Planning Update**
  - a. Update from Chair Gary Berndt
  - b. Staff Announcements - Planning Consultant Colleda Monick
6. **New Business**
  - a. Continued Discussion - 17.20 - RM Multi Family Residential
7. **Next Meeting Agenda Development**
  - a. Old Town Commercial Zoning District
8. **Commissioner Comments and Discussion**
9. **Adjournment**

### *Upcoming Meetings:*

*Planning Commission Meeting: August 6, 2024 @ 6:00 p.m.*

*Regular Council Meeting: July 23, 2024 @ 6:00 p.m.*

*General Government Committee Meeting: July 24, 2024 @ 8:30 a.m.*

# **Planning Commission Agenda July 16, 2024**

119 W FIRST STREET  
CLE ELUM, WA 98922

*Public Safety & Health Committee Meeting: August 20, 2024 @ 1:00 p.m.*

*Public Works & Community Development Committee Meeting: August 1, 2024 @ 12:00 p.m.*

*Lodging Tax & Event Committee Meeting: August 12, 2024 @ 8:30 a.m.*

*Coal Mines Trail Commission Meeting: August 5, 2024 @ 6:00 p.m.*

**City of Cle Elum**  
**Planning Commission (CEPC) Meeting Minutes**  
**City Council Chambers**  
**June 18, 2024 | 6:00 PM**

**Call to Order**

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

**Roll Call**

**CEPC Members Present:** Chair Gary Berndt, Ian Steele, Marc Kirkpatrick, Matt Fluegge, Paul Kantwill and Jon Corneilus

**CEPC Members Absent:** Colin Brissey. Commissioner Kantwill made a motion to excuse Commissioner Brissey. Commissioner Corneilus seconded. Motion carried.

**Staff Present:** Colleda Monick

**Citizen Comments on Non-Agenda Items**

*None*

**Adoption of Minutes**

*Commissioner Kantwill motioned to accept the June 4, 2024 minutes as presented. Commissioner Kirkpatrick seconded. Motion passed.*

**Public Hearing- City Planning**

*None Scheduled*

**Staff Report**

**Chair Berndt**

- Met w/ volunteer Madelyn Nelson, volunteer, who has offered to assist the city with helping develop a table of permitted uses.

**Colleda Monick**

- Proposed text amendments to CEMC Chapters, 15.20, 17.16, 17.32, and a new section 17.70 will be moving forward to Council on 6/25/24 for consideration.
- The first Climate Policy Advisory Team meeting occurred on Monday, 6/17/24. Chair Berndt requested that we add a standing agenda item to future meetings for Commissioner Cornelius to provide a report back.

**New Business**

1. Multi-Family Residential (17.20) zoning amendments discussion.

**Citizen Comments on Agenda Items**

*None*

**Next Meeting Agenda Development**

1. Continued discussion on 17.20

**Commissioner Comments and Discussion**

None

**Adjournment**

*Chair Berndt called for a motion to adjourn. Commissioner Flugge motioned and Commissioner Kantwill seconded to adjourn the meeting at 7:54 p.m. and to reconvene on July 16th, 2024 at 6:00 p.m.*

---

Chair Berndt

---

Date

## Chapter 17.20

### **RM-MF MULTIPLE FAMILY RESIDENTIAL DISTRICT**

#### Sections:

- 17.20.005 Purpose.**
- 17.20.010 Permitted uses.**
- 17.20.020 Conditional uses.**
- 17.20.030 Front yard.**
- 17.20.040 Rear yard.**
- 17.20.050 Side yard.**
- 17.20.060 Minimum lot size/density.**
- 17.20.070 Height limit.**
- 17.20.080 Lot coverage.**
- 17.20.090 Design review and design guidelines.**

#### **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 multi-family residential uses development may occur. The Multiple -Ffamily Residentialresidences zone may include any sSingle Ffamily Residential-approved dwellings, duplexes, townhomuses, zero-lot line, unit-lot linecommon-wall or apartment complexes,multiple-unit dwellings with a higher allowed density per acre than the sSingle fFamily rResidential zone. The purpose of the multiple family-residential district is to create and maintain stable and attractive residential neighborhoods, allowing apartments and townhouse dwellings. The Multiple fFamily Rresidential districts~~ 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.

(Ord. 1163 § 1, 2001)

### 17.20.010 Permitted uses.

The following uses are permitted in the multiple family district:

A. Single-family dwellings, ~~duplexes, townhouses, zero lot line, common-wall, and~~ multiple-unit dwellings ~~and townhouses~~;

B. Parks and playgrounds (including park buildings);

C. Accessory buildings, such as are ordinarily appurtenant to ~~multiple-unit residential dwellings~~uses, including, but not limited to, carports and garages;

~~D. Boardinghouses and lodginghouses;~~

E. Nursing homes;

F. Retirement residences;

G. Bed and breakfast guesthouse, when accessory to the permanent residence of the operator.

H. Accessory Dwelling Units, provided:

1. Only one accessory dwelling unit is permitted per lot;
2. The accessory unit shall not be larger than the primary dwelling unit
3. One additional off-street parking space is provided, and;
4. Either the primary unit or the accessory unit is occupied by the owner of the property.

I. Home Occupations meeting the criteria in CEMC 17.16.100.

(Ord. 1163 § 1, 2001)

### 17.20.020 Conditional uses.

The following purposes and uses of buildings shall be allowed only upon approval a conditional use permit in accordance with the provisions of Chapter [17.80](#). Conditional uses shall also

**Commented [GP1]:** Add definitions for commission.

**Commented [CM2R1]:** "Retirement residence" means a building or group of buildings which provides residential facilities for more than five residents sixty-two years of age or more, except for spouses of such residents for whom there is no minimum age requirement. A retirement residence may provide a range of type of living units and may also provide food service, general health care supervision, medication services, housekeeping services, personal services, recreation facilities, and transportation services for its residents. Individual living units (suites) may include kitchens. Retirement residences may also include a skilled nursing facility; provided, that the number of nursing beds shall not exceed twenty-five percent of the total number of suites. Facilities with more than twenty-five percent of the suites having nursing beds shall be considered a convalescent/nursing center. Suites within a retirement residence shall contain an average of two beds or less.

**Commented [CM3R1]:** I think Nursing and Retirement Residences could be combined, and the definition amended.

**Commented [CM4]:** House Bill 1337, will require changes to ADU's in communities: (1) allowing at least two ADUs on all lots that allow for single-family homes (4) not require the owner of a lot on which there is an ADU to reside in or occupy the ADU or another housing unit. allowing detached ADUs to be sited at a lot line if the lot line abuts a public alley, unless the city or county routinely plows snow on the public alley; • allowing ADUs to be converted from existing structures, including detached garages;

require design review either in conjunction with or after the approval of a conditional use permit.

- A. Libraries;
- B. Public or private schools and churches or other houses of religious assembly;
- C. ~~Hospitals and medical facilities and sanitariums, except for inebriates and persons suffering from mental diseases;~~
- D. ~~Telephone exchanges, electric substations and similar installations for public service; Utility Service and Substation~~\*definition needed.
- E. Day-care centers;
- F. ~~Private clubs, fraternities and lodges, excepting those selling or furnishing beer, wine or intoxicating liquors, and also excepting those where the chief activity of which is a service customarily carried on as a business; Examples (take it out/keep?)~~
- G. Municipal buildings, senior centers and community centers.\* definition(s)
- H. ~~Host Short Term Rental~~\*definitions consider name change

(Ord. 1163 § 1, 2001)

### 17.20.030 Front yard.

There shall be a front yard having a minimum depth of ten feet.

(Ord. 1163 § 1, 2001)

### 17.20.040 Rear yard.

There shall be a rear yard having a minimum depth of twenty feet. When a lot is served by an alley the parking, carport or garage ~~shall may have a rear yard having a minimum depth of five feet; be set back a minimum depth of five feet.~~

**Commented [CM5]: Hosted Short-Term Rental:** A short-term rental where the host resides in the dwelling unit throughout the short-term renter's stay. The host may rent out a private portion of the residential dwelling unit; however, renting out an entire dwelling unit does not qualify as a hosted short-term rental.

**Non-Hosted Short-Term Rental:** A short-term rental where the host does not reside in the dwelling unit during the renter's stay. This includes renting out the entire dwelling unit or property without the host being present on the property.

(Ord. 1163 § 1, 2001)

#### **17.20.050 Side yard.**

~~There shall be a side yard of not less than ten feet in width on each side of a building, and not less than five feet in width between lot side and buildings in the rear yard. A side street side yard shall have a minimum width of fifteen feet. In the MF zoning district, the standard setback requirement from the side property line is shall be 10 feet. However, the following uses may have a reduced setback of 5 feet from the side property line: single-family homes, duplexes, common-wall structures, and accessory structures. (Drip-line? Consistent with SF?)~~

(Ord. 1163 § 1, 2001)

#### **17.20.060 Minimum lot size/density.**

Within the multiple family residential district, the minimum lot size for multiple unit dwellings shall be fifteen thousand square feet. The minimum lot size for single-family dwellings, ~~duplexes, zero lot line, common wall, and townhomes~~ shall be determined by the minimum density and the ability of the proposed lots to support a dwelling and the required setbacks and parking. The minimum density shall be seven dwelling units per acre and the maximum density shall be sixteen dwelling units per acre.

(Ord. 1163 § 1, 2001)

#### **17.20.070 Height limit.**

No building hereafter erected or structurally altered within or moved into the district shall exceed thirty-five feet.

(Ord. 1163 § 1, 2001)

**17.20.080 Lot coverage.**

The impervious surfaces on the lot or development site, including structures, sidewalks, and driveways, shall not cover more than sixty percent of the total lot area. The lot area covered by structures shall not exceed forty-five percent of the lot area.

(Ord. 1163 § 1, 2001)

**17.20.090 Design review and design guidelines.**

All buildings except single-family dwellings, ~~zero lot line,~~ and duplexes and their accessory structures shall be subject to the city's site and design review process (Chapter ~~14.30~~17.76). ~~Following and the following are~~ design guidelines for the ~~RM-MF~~ district.

~~1. Maximum Building Depth. Sixty percent depth of lot.~~

2. *Front Facades.* Modulation shall be required if the width of the front facade exceeds thirty feet.

3. *Side Facades.* On corner lots, side facades that face the street shall be modulated if greater than forty feet in width.

4. *Modulation Standards.* Minimum depth of modulation shall be four feet. Minimum width of modulation shall be five feet. Maximum width of modulation shall be thirty feet.

5. *Landscaping.* A minimum landscaped area equal to fifteen percent of the lot area shall be provided. In addition, a landscaped area at least five feet in depth shall be provided along street property lines; property lines which abut a single-family zoning district; alleys across from single-family zoning district. Street trees will be required consistent with the landscape ordinance of the city.

Commented [CM6]: Would be helpful to locate.

6. *Light and Glare Standards.* Exterior lighting shall be shielded and directed downward, away from adjacent properties. Exterior lighting fixtures shall be consistent with the character of the structure.

7. *Parking and Access.* If alley access is available and not incompatible with adjacent single-family development, access to parking shall be from the alley. When access is provided from the street, the driveway width and location shall be approved by the city engineer.

Parking may be located in or under the structure, or in the required rear and side yards (other than a side street side yard). Parking may not be located in the required front or side street side yards except for ~~single-family dwellings, zero lot line, common wall, and duplexes single-family residences~~. Driveways and parking areas for more than four vehicles shall be screened from adjacent residential properties by a wall or solid evergreen hedge at least five feet in height. If parking is located in or under the structure, the parking must be screened by a front facade and a view obscuring facade or fence along the side of the structure.

(Ord. 1163 § 1, 2001)

---

**The Cle Elum Municipal Code is current through Ordinance 1653, passed September 11, 2023.**

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

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

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

[Hosted by Code Publishing Company, A General Code Company.](#)

---

The Cle Elum Municipal Code is current through Ordinance 1653, passed September 11, 2023.

48%



