



CITY OF ELLENSBURG

Minutes of Planning Commission, Regular Meeting

Date of Meeting

November 9, 2023

Time of Meeting

5:45 PM

Place of Meeting

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

1. Call to Order and Roll Call of Members

Commissioner Padjen called the meeting to order at 5:45 p.m. Commissioner Delano motioned to approve excused absence of Sathy Rajendran and Sigrid Davison. Motion passed 4-0.

Present: Ed Harrel, Delano Palmer, Fred Padjen, Geraldine O'Mahoney

Absent: George Bottcher, Sathy Rajendran (excused), Sigrid Davison (excused)

Also Present: Jeremy Johnston-Community Development Planning Manager; Dan Carlson-Community Development Director; Terry Weiner-City Attorney; Kathy Boots-Planning Technician, Stacey Henderson-Historic Preservation Senior Planner (arrived via Zoom 5:50 p.m.); Laura Wilson-City Planner (present 6:00 p.m.-6:30 p.m. approximately); Rich Elliott-Council Liaison (arrived via zoom 6:20 p.m.); Steve Willard (arrived 7:48 p.m.)

2. Approval of Agenda

Commissioner Delano motioned to approve the agenda as presented. Motion passed 4-0.

3. Approval of Minutes

Commissioner Harrell motioned to approve the September 28, 2023 minutes as presented. Motion passed 4-0.

4. New Business

4.A Public Hearing to Consider 2023 Land Development Code Amendments (second round)

Johnston presented his staff report for the 2023 Land Development Code Amendments (second round), including SEPA and notifications to the Washington State Department of Commerce and the Daily Record.

Item 23-01 – This item was proposed by Community Development and City Management. This amendment will reassign the responsibility of Conditional Use decisions to the City of Ellensburg Hearing Examiner.

Johnston presented the proposal and recommended approval. Public comment opened. No public comment. Public comment closed. Benefits of the Hearing Examiners' expertise with shoreline, flood, state laws, federal laws, and

litigation was discussed with the Commission. Weiner explained that the City of Ellensburg is at a greater legal risk by having the Planning Commission make a decision on a Conditional Use Permit rather than a Hearing Examiner. Commissioner Harrell motioned to disapprove Item 23-01 and send **disapproval** recommendation to the City Council. **Motion passed 4-0.**

Item 23-02- This item was proposed by Community Development at the direction of City Management. This item will provide a regulatory framework for the siting, permitting, and development of supportive housing facilities in the City of Ellensburg.

Johnston presented the proposal and recommended approval. Item 23-02 is designed to meet the requirements of House Bill 1220 and address a need in the City of Ellensburg. The use will be allowed in multiple zones with a conditional use permit. The Conditional Use Permit will have standards that will have to be met. Public comment opened. No public comment. Public comment closed. The Commission deliberated. Commissioner Palmer motioned to approve Item 23-02 and send approval recommendation to the City Council based on staff recommendations. **Motion passed 4-0.**

Item 23-03 – This item was submitted by Community Development Staff to provide consistency with a Future Land Use/Zoning conversion table anticipated for adoption by the City Council in its Annual Comprehensive Plan Development Docket Cycle.

Johnston presented the proposal and recommended approval. The proposal will amend multiple sections in Title 15.300 “Zones, Maps and Designations” to reflect the new conversions table and provide consistency with zoning regulations. Public comment opened. No public comment. Public comment closed. Commissioner Harrell motioned to approve Item 23-03 and send approval recommendation to the City Council. **Motion passed 4-0.**

Item 23-04 – This amendment was submitted by Community Development Staff and will repeal and replace Title 15.280 “Ellensburg Landmarks Register and Procedures.”

Johnston and Henderson presented the proposal and recommended approval. This ordinance establishes a commission to conduct preservation related research, community outreach and education, and to administer, approve, and maintain the Ellensburg Landmarks Historic Register. ECC 15.280.090.(D), is where the current City of Ellensburg demolition ordinance lives. The intention of a city demolition ordinance is to delay, and ultimately prevent the demolition of historic structures listed on the local Landmarks historic register. One additional proposed change in the ordinance that does not relate to demolition is that the painting of a structure would be considered exempt from required design review, as opposed to the existing ordinance where it is not exempt. A comparison of the differences in the demolition code was shown to the Commissioners. Public comment opened. Fennelle Miller provided written

comment prior to the meeting. No additional public comment. Public comment closed. The Commission deliberated. Palmer asked staff what documents will be required when the applicant states it is not economically feasible to bring a structure up to the current code. Palmer motioned to approve Item 23-04 and send approval recommendation to the City Council based on staff recommendations. **Motion passed 4-0.**

Item 23-05 – This item was submitted by Steve Willard to amend section 15.420.060 “Access, services and utilities.”

Johnston presented the proposal and recommended approval. This item was brought before the Planning Commission at a Public Hearing on September 28, 2023, during a previous Land Development Code Amendment cycle. The item was remanded to staff for more review. Following the public hearing, the applicant withdrew the amendment, to bring an amended version forward in this current Land Development Code Amendment cycle. The updated proposal will increase the maximum allowed number of lots serviced by a shared driveway from five lots to nine lots. Public comment opened. Harrell asked clarifying questions to the staff. No public comment. Public comment closed. Commissioners deliberated. Concern was expressed over parking on the road increasing with the increase of four lots. The staff is in support of the increase in density and stated it will not alter parking significantly with only four additional lots. Plats would still be reviewed by all departments including the Fire Marshal. Commissioners stated that the narrow development would exclude and isolate the development from the public. Commissioner Harrell motioned to **disapprove** Item 23-05 and send a disapproval recommendation to the City Council. **Motion passed 4-0.**

5. Unfinished Business

None

6. Citizen Comment

None

7. Staff Update/Discussion Items

Johnston updated the Commission on the recent hire of Lily Frey as the Community Development Housing and Grant Administrator. Frey will start work on November 16, 2023.

8. Commission Representative Update

None

9. Adjournment

The meeting was adjourned at 7:02 p.m.