

AD HOC COMMITTEE ON HOMELESSNESS AGENDA

April 19, 2024



The Joint Ad Hoc Committee on Homelessness special meeting is available to livestream on Ellensburg Community Television at ectv2.com or on YouTube at ECTV Ellensburg. Members of the public may attend the meeting either in person in the City Council Chambers, 501 N Anderson Street, Ellensburg, WA 98926 or by registering to attend remotely via video conference.

To attend the Ad Hoc Committee on Homelessness meeting virtually register here:
https://us02web.zoom.us/webinar/register/WN_cZatieBFRQinXfAX8Gdk3Q

Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."

AMERICANS WITH DISABILITIES ACT

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAAccordinator@ellensburgwa.gov.

**CITY OF ELLENSBURG
AD HOC COMMITTEE ON HOMELESSNESS AGENDA**

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Friday, April 19, 2024**

3:30 PM - Ad Hoc Committee on Homelessness Special Meeting

- 1. Call to Order and Roll Call**
- 2. Site Analysis**
 - 2.A Presentation and Overview of Proposed Sites for Sleep Center
 - 2.B Public Comment
 - 2.C Committee Discussion
 - 2.D Recommendation for Site(s)
- 3. Adjournment**



Meeting Date: April 19, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Presentation and Overview of Proposed Sites for Sleep Center

Submitted by: Heidi Behrends Cerniwey, City Manager

Department: City Manager

Suggested Motion/Action:

Background/Summary:

Levels of unsheltered persons nationwide and our community, in particular, have risen steadily over the past decades. According to the annual Point-in-Time (PIT) count (conducted nationwide every January), the state saw a 21% increase in the number of unsheltered people from 2022 to 2023. The 2023 PIT Count included 35 persons living in emergency shelters and 13 unsheltered persons in Kittitas County. Preliminary data from the recently completed 2024 PIT Count for Kittitas County included 63 persons living in emergency shelters and 38 unsheltered persons (this data was updated by HopeSource on 3/12/2024 - the data won't be finalized by the state Department of Commerce until the 3rd quarter this year). Neither the City nor County have historically provided emergency shelter space for unsheltered persons. HopeSource, the County's designated Community Action Agency, does provide emergency shelter housing for qualifying persons and families, although availability is limited.

As a result of increases in the unsheltered population over the years, the Kittitas Valley Ministerial Association (KVMA) began operating a Cold Weather Shelter (CWS) in 2015, utilizing volunteers in the community for staffing along with a paid manager. The CWS is an overnight shelter operating from 7 pm to 7 am from approximately mid-November to mid-March. KVMA has indicated for a few years now that it cannot sustain continued operation of the CWS due to a variety of factors including difficulty coordinating a sufficient number of volunteers, conflict with church usage schedules, and finding qualified managers each year.

Against this background, legal cases from the federal 9th Circuit Court of Appeals have impacted local government's ability to regulate the camping of unsheltered persons on public property. As a result, those people cannot be removed from camping on public property unless there is adequate shelter space available for the person as an alternative to camping. As a result of a recent Washington Supreme Court case, there is also uncertainty about removing recreational or other vehicles being used for habitation from public lots or right-of-way.

In consideration of these developments and community concerns regarding camping on both public and private property, a City-County Joint Study Session on "Homelessness Issues in Our Courts" was held in December 2021. This was followed by the creation of an Ad Hoc

Committee on Homelessness in January 2022 with representatives from the City, County, the KVMA, non-profit organizations, behavioral health providers, and others to regularly meet and discuss pathways to assist the local unsheltered community in the City and County. In April 2022, the Committee visited the Moses Lake Sleep Center to gather information on its formation and operation. The Committee subsequently recommended the City and County establish an overnight, year-round sleep center.

At the study session on March 4, 2024, an overview of the Ellensburg Sleep Center Feasibility Analysis Report was presented by consultants to the City Council. A similar presentation was provided to the Board of Kittitas County Commissioners at their meeting on March 5, 2024. Over the past two years, members and staff of the City-County Joint Ad Hoc Committee on Homelessness have been reviewing alternative sites for a Sleep Center, including all publicly owned parcels within the City and Urban Growth Area boundaries.

At the March 4, 2024 regular City Council Meeting, a Letter of Understanding with HopeSource for leasing property to the City for use as a Year-Round Sleep Center at 1200 S Ruby Street was presented for consideration. The City Council deferred action on this item to the May 6, 2024, meeting and requested staff return to their March 18 meeting with a plan which provides opportunities for community members to suggest alternative locations for consideration. At the March 18 meeting, the Ellensburg City Council approved a procedure and schedule to review submissions for alternative locations and requested a local business person be added to the group that evaluates sites and makes a recommendation to the City Council for consideration. Two individuals were invited to the Ad Hoc Committee to assist in the review process (recommended by the Ellensburg Downtown Association and the Kittitas County Chamber of Commerce), Gerry Lael and Andy Polak.

Previous Council Action:

- December 9, 2021 - City-County Joint Study Session on Homelessness Issues in the Courts
- June 21, 2022 - City County Joint Study Session which included a discussion of the Ad Hoc Committee on Homelessness's recommendations for a year-round overnight sleep center and other regulatory issues
- July 18, 2022 - Council approved motion directing staff to move forward with the development of a sleep center for people experiencing homelessness in collaboration with the County and community partners.
- March 28, 2023 - Public Open House on Homelessness to learn about the need for a Sleep Center and interact with members of the Joint Ad Hoc Committee on Homelessness on issues surrounding homelessness.
- March 4, 2024 - City Council reviewed findings from Ellensburg Sleep Center Feasibility Analysis Report at their Study Session
- March 4, 2024 - City Council considered a Letter of Understanding with HopeSource for leasing property to the City for use as a Year-Round Sleep Center at 1200 S Ruby Street. Council deferred action to the May 6, 2024 meeting and requested staff return to their next meeting with a plan which provides opportunities for community members to suggest alternative locations to be considered.

- City staff and EcoNorthwest consultants presented the Sleep Center Feasibility Analysis Report and updated the Kittitas County Board of County Commissioners on the status of site selection at their March 5, 2024 meeting.
- March 18, 2024 - City Council approved a process and timeline that involved the Joint City/County Ad Hoc Committee's reviewing proposals for sites submitted by the community at a meeting of the Joint Ad Hoc Committee on April 19, 2024.

Analysis:

Approved Process to Review Proposed Sites for a future Sleep Center

Below is the process that was developed to allow community members to submit alternative locations for a Sleep Center and to evaluate those proposed parcels:

- Web Form for Intake of Ideas (open 3/7/24 to 4/15/24): Staff released a list of criteria and a web form to crowdsource alternative locations from the community on March 7, 2024. See attached Sleep Center Media Release 3-7-24. Sites were recommended to meet the following criteria:
 1. Located within Ellensburg City Limits
 2. Availability – property must be available for lease or purchase by May 1, 2024
 3. Zoning – property must be appropriately zoned for Indoor Emergency Shelters
 4. Parcel Size (minimum of 1.25 acres)
 5. Identify adjacent uses (for consideration of impacts to be mitigated)
 6. Must be accessible by public transit and pedestrian access
- Review and Evaluation of Options (Meeting set for April 19, 2024): The Joint Ad Hoc Committee on Homelessness (with up to two additional Councilmembers) and at least one business representative will serve as the review committee for proposals. A public meeting will be hosted to review all valid proposals and consider alternatives. The Committee will make a recommendation for the City Council to consider.
- The City Council will consider any recommended site(s) at their meeting on May 6, 2024, meeting. A follow-up will be scheduled with the County Commissioners as well.

Proposed Parcel Review Details

Altogether, 43 parcels were proposed by members of the community by April 15, 2024.

A site analysis has been conducted by staff to determine feasibility of each proposed property for future use as a sleep center. This analysis is attached and includes:

- Site # (in order of submission)
- Site address
- Parcel number
- Owner
- Availability
- Zoning

- Acreage
- Utility access
- Critical areas type
- Distance from Downtown
- Rating details

An interactive map that denotes properties as feasible (green), potentially feasible (yellow), and not-feasible (red) has been created to assist in the review process for members of the committee. This map can be viewed online at: <https://eburg.maps.arcgis.com/apps/webappviewer/index.html?id=9be528d229b245089a4f4f30cbae3db4> Click on each property to view site feasibility details.

An overview of the community challenges supporting people experiencing homelessness, the Sleep Center concept and need, and a site analysis of proposed parcels will be presented at the meeting. Members of the Joint Ad Hoc Committee will discuss and consider sites to recommend to the City Council.

More information is available on the City website at: [FAQs • Isn't the Cold Weather Shelter enough? \(ellensburgwa.gov\)](#)

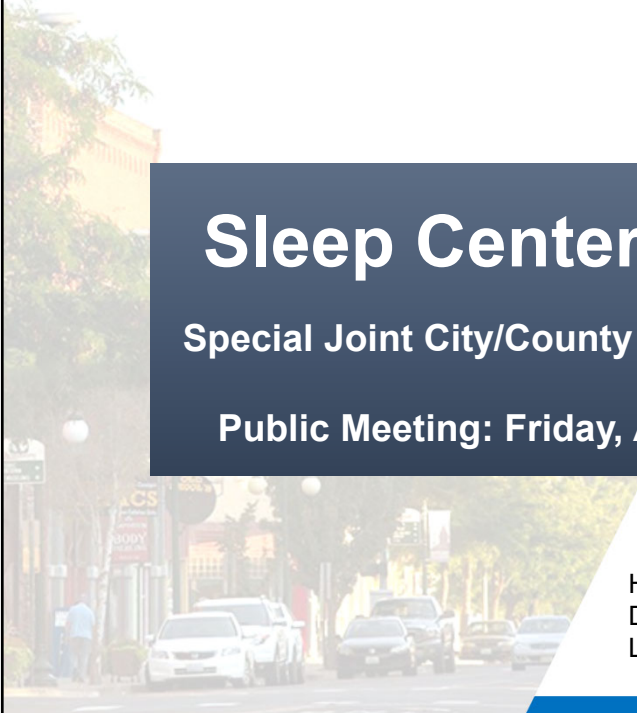
Financial Impact:

This item is for discussion purposes only.

Budget Adjustment: No

Attachments:

1. Sleep Center Site Selection Committee Slides 4-19-24
2. Sleep Center Site Suggestion Staff Report
3. Proposed Sleep Center Site Map
4. Site List Details
5. Sleep Center Score Sheet - With Sites
6. Sleep Center Release 3-7-24
7. Sleep Center Feasibility Analysis with Staff Report
8. Ordinance 4936 - Supportive Housing Facilities






Sleep Center Site Analysis

Special Joint City/County Ad Hoc Committee Meeting

Public Meeting: Friday, April 19, 2024 @ 3:30 p.m.

Heidi Behrends Cerniwey, City Manager
 Dan Carlson, Community Development Director
 Lily Frey, Housing & Grants Coordinator

1

Joint City/County Ad Hoc Committee

- Created to explore services and needs to ensure the growing concerns around the increase in people experiencing homelessness in our community were addressed. (January 2022)
- **Participants:** Councilmembers Nancy Lillquist and staff from various departments (City Manager's Office, Police, and Planning); Kittitas County Commissioner Brett Wachsmith and staff (Sheriff's Office, Kittitas County Public Health); Roslyn Councilmember Brodine; Kittitas Valley Ministerial Association (KVMA); HopeSource; Kittitas Valley Health Network (KVHN); Comprehensive Healthcare; and Merit Resources.
- *Additional members (Councilmember Nancy Goodloe, and others from the County's Homelessness & Affordable Housing Committee and local business representatives) will join the Ad Hoc Committee to evaluate alternative sites for the Sleep Center at the meeting on April 19 (and any follow-up meetings).*



2

Regulatory Environment

- Boise v. Martin
 - Shelter beds required to enforce camping ordinances in both city and county
 - Low-barrier shelters
 - Year-round need
- Future Supreme Court Decision
- Regulatory Context for Emergency Shelters in Ellensburg
 - Camping Ordinance
 - City Land Development Code updated February 5, 2024 to comply with HB 1220
- Systems Approach

3

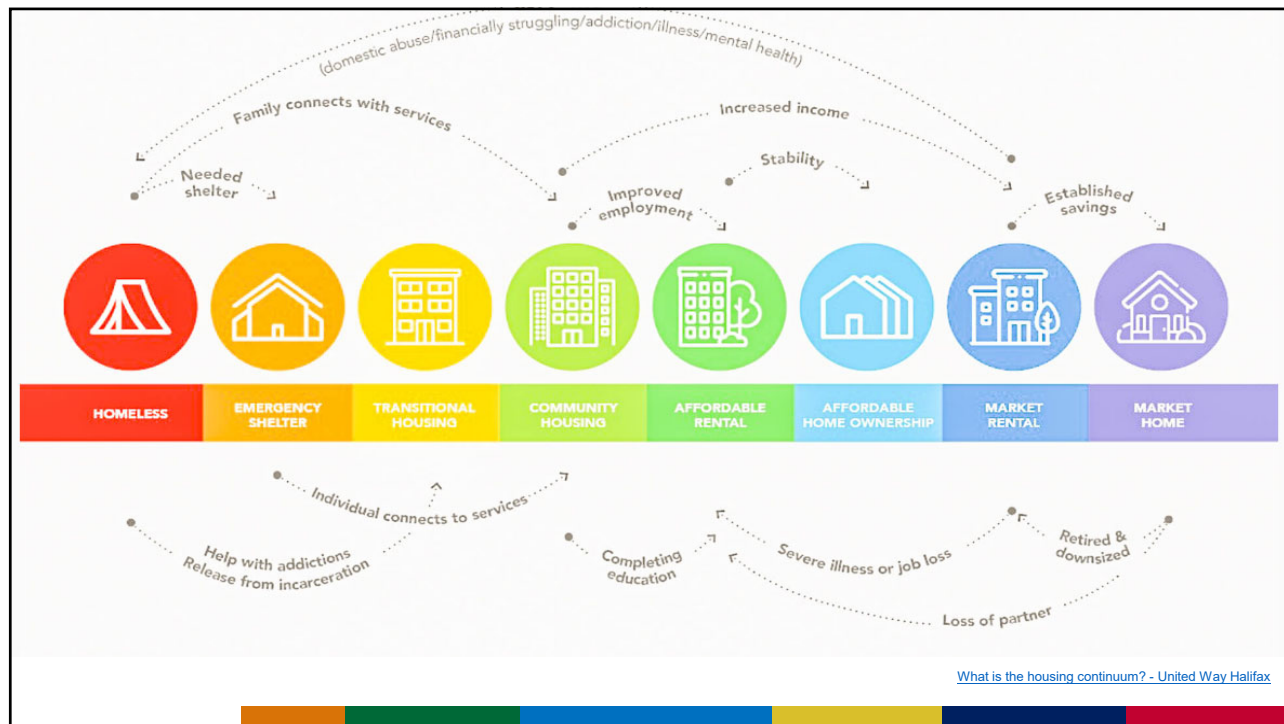
Systems Approach to Housing and Homelessness

- Emergency shelter is only part of a community's response to homelessness. Other housing interventions include eviction assistance, crisis housing, halfway housing and maintaining low-income housing.
- Additional service needs include medical treatment, case management, mental health services and resources to support independent living.
- Emergency shelters or emergency housing can be a first step to connecting with additional services.

Photo credit: wealthandpoverty.center



4



5

Cold Weather Shelter

KVMA's Experience

- Who is served?
- Current operations
 - 7 a.m. to 7 p.m.
 - Rotating locations
 - Mid-November to mid-March
- Why is this model unsustainable?
 - Volunteers
 - Schedule conflicts
 - Managing multiple sites
 - Congregate setting
 - Seasonal only



6

How many people are homeless here?

- **Chronic homelessness**
people who are homeless greater than a year, or experience four episodes in the previous two years of individual with a disabling condition
- **Intermittent homelessness**
people cycling in and out of homelessness or experiencing episodes of homelessness alternating with housing and institutional care (jails, hospitals, treatment programs)
- **Crisis homelessness**
describes when people are homeless once or twice (less than a year) due to an unexpected crisis such as job loss, divorce, or eviction

Kittitas County Point In Time (PIT) Census Results Last Two Years				
	2023	2024*	Increase/Decrease	% Change
Unsheltered	13	38	25	192%
Adults	12	38	26	217%
Children	1	0	-1	-100%
Sheltered	35	63	28	80%
Adults	29	43	14	48%
Children	6	20	14	233%
Total	48	101	53	110%

Source: HopeSource 2024

* 2024 data is considered "preliminary" until published by Washington State Department of Commerce. The category of "Sheltered" includes people that used the seasonal Cold Weather Shelter and those people who reside in vehicles.

7

Benefits of Shelters for People Experiencing Homelessness

Are we okay with current conditions?

Positive outcomes of shelters...

According to Washington State [Department of Commerce statistics](#), 84 percent of emergency shelter clients (using organized consolidated entry programs) transitioned to permanent housing solutions.

8

Shelters

- Individual shelters
- Safety relative to congregate settings
- Behavioral health issues limit some individuals
- Low-barrier entry

9

Operating Framework

General Operation

- Year-round operation
- Overnight only; approx. 6 p.m. to 8 a.m.
- Begin with 25 individual use shelters with heating and cooling
- On-site staff
- Staff office, bathroom and shower units, community area
- Ideally would provide meals, overnight storage, onsite social services, and other amenities

Procedures

- Controlled entrance with screening (after-hours access by law enforcement escort only)
- Secure storage for personal possessions (not allowed in shelter)
- Litter/trash
- Fencing
- Lighting, cameras
- Overnight security



10

Moses Lake Example

The HopeSource Experience

- Who uses the Sleep Center?
 - Demographics
 - Outcomes
- Operations
 - Hours
 - Entry and exit procedures to mitigate loitering after hours
 - Storage of personal belongings
 - Shelter rules and enforcement
 - Low barrier
- Challenges
 - Activities on adjacent properties (private owners not trespassing, trash, etc.)



Moses Lake, WA Sleep Center



11

Mitigating Impacts

Learning from others

- Extend no camping in proximity to sleep center site
- Security measures (cameras, lights, etc.)
- Manage access to direct pedestrian and transit access to and from site
- Operating hours
- Empower ownership of site
- Support services and systems around off-ramps
- Social integration

Photo credit: Seattle Times, November 17, 2016

12

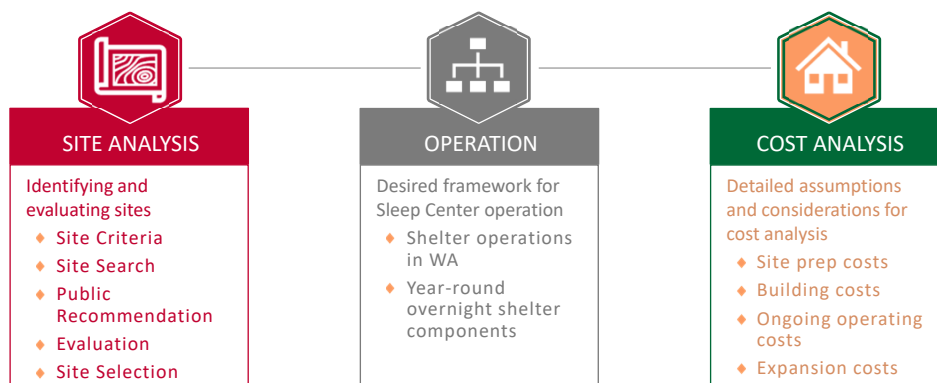
Magnet Theory

- Transient nature of population
- Wind and elements
- Rules, consistent enforcement, and community culture matters
 - Tents and tent cities
 - Low barrier (does not mean an absence of rules)
- Is what we have, what we want?
- What happens if we do nothing?

Photo credit: People become homeless for lots of different reasons. There are social causes of homelessness, such as ... | Homelessness awareness, Helping the homeless, Social cause (pinterest.com)

13

Site Analysis Components



14

Previous Site Analysis



Site Search Criteria

Zoning, Site Size, Adjacent Uses, Accessibility,
Lease vs Own



Methods for Site Search

CoStar & Vacant Lands Analysis – EcoNorthwest,
City and County Staff site reviews



Recommended Site

Pathways property – area behind the former
Nites Inn Motel



Source: Ellensburg Daily Record



15

Site Search Criteria

1. Located within Ellensburg City Limits
2. Availability – property must be available for lease or purchase by May 1, 2024
3. Zoning – property must be appropriately [zoned for Indoor Emergency Shelters](#)
4. Parcel Size (minimum of 1.25 acres)
5. Identify adjacent uses (for consideration of impacts to be mitigated)
6. Must be accessible by public transit and pedestrian access

16

1. In Ellensburg City Limits

- Zoning rules apply – including all conditions for mitigation
- County Urban Growth Area (UGA)
 - Zoning for emergency shelters and conditions
 - Annexation
 - Increased challenges for site development
- Outside UGA – no utility (water/sewer) services available
- Central to services and transit

17

2. Available Site

Ability to procure and set up site beginning 2024

- Funding cannot be established until site is secured
- Permitting and environmental timelines can take several months
- Utility infrastructure

18

3. Zoning (Ord. 4936, 2/5/2024)

- ECC Table 15.310.040 Residential Based Uses
- Allowed: Any zone where hotels are permitted, footnote 9 (P9)
- Conditionally: Other residential zones (C9 = Conditional Use Permit, footnote 9)
- Excluded: Industrial Low (I-L) and Industrial High (I-H)

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	I-L	NC-MU	RC-MU	I-H	P-R	MHP
Indoor Emergency Shelter*	C ⁹	C ⁹	C ⁹	C ⁹	C ⁹	C ⁹	P ⁹	P ⁹	P ⁹		P ⁹	P ⁹		P ⁹	

9. Subject to the permanent supportive, transitional housing, emergency housing and emergency shelter facilities standards set forth in ECC 15.340.080.

19

City Standards for Shelter Facilities

ECC 15.340.080 - Permitted and Conditional Use Facilities

1. Design

- Building & Fire Code, PW Dev Standards, Crime Prevention through Environmental Design
- Access to services (medical, behavioral health, employment, etc.)
- Parking
- Lighting

2. Operations

- Trash, Food rules, Over 18, etc.

3. Facility Services

- Behavioral Health service access on site

20

4. Parcel Size/Space

- 1.25 acres – estimated (could reduce scale if ingress/egress, fire access, parking, site layout, etc. can accommodate)
- Scalable: 25 shelters with room to expand, est. two per year
- Intake office, service provider meetings
- Fencing and security
- Overnight storage
- ADA access
- Fire access



21

5. Adjacent Uses

- Neighborhood impact
- Compatible (with mitigation)
- Trade-offs
- Incompatible: railroad, industrial activities, etc.

22

6. Accessible

- By foot, wheelchair, bicycle, etc.
- By bus
- To food
- To social services
- To healthcare
- To daytime activities
- Consider social integration
- To be effective...

23

Funding – Capital & Operations

- City Affordable Housing Sales Tax Funds – capital Community Development Block Grant (CDBG) – capital
- County Recording Fees – operations
- Exploring State programs for operations

****Note:** the City and County have limited funding options to construct and operate a sleep center.

24

Affordability – site and improvements

- **Site cost – lease or own** (tends to increase with public interest)
- **Terms**
 - Utilities (water, sewer, electric)
 - Site development (curb, gutter, sidewalk, lighting, street)
 - ADA accessible
 - Ingress and egress

25

Site Development Uncertainty

- Critical Areas
- Floodplain permitting, compensatory storage/ flood proofing
- Ability to expand to meet future needs
- Additional permitting
- Previous uses – soil/water contamination
- Demolition of structures, permitting, mitigation

26

More Resources

- FAQs [Sleep Center | Ellensburg, WA \(ellensburgwa.gov\)](https://ellensburgwa.gov)
- [Sleep-Center-Feasibility-Analysis-Report \(ellensburg.wa.us\)](https://ellensburg.wa.us)
- [Kittitas County Public Health Department - Homelessness and Public Health](#)
- Washington State: [Pathways to Housing Security Final Report](#) – WSU Ruckelshaus Center ([more about this project](#))
- Cost of Homelessness

27

Site Analysis

- **Participants Complete Site Rating Sheet:**
 - County Commissioner (1)
 - City Councilmembers (2)
 - KVMA (1)
 - HopeSource (1)
 - Public Health (1)
 - Sheriff's Office (1)
 - Ellensburg Police (1)
 - KCHN (1)
 - County Homelessness & Affordable Housing Committee (1)
 - Business Representatives (2)
 - Comprehensive (1)
 - Merit Resources (1)

28

Review Proposed Sites

-  Red – sites eliminated, based on criteria
-  Yellow – potentially feasible; site constraints or uncertainty
-  Green - feasible



29

Next Steps

- Recommendation(s)
 - City Council – May 6, 2024
 - County Commissioners – TBD



30

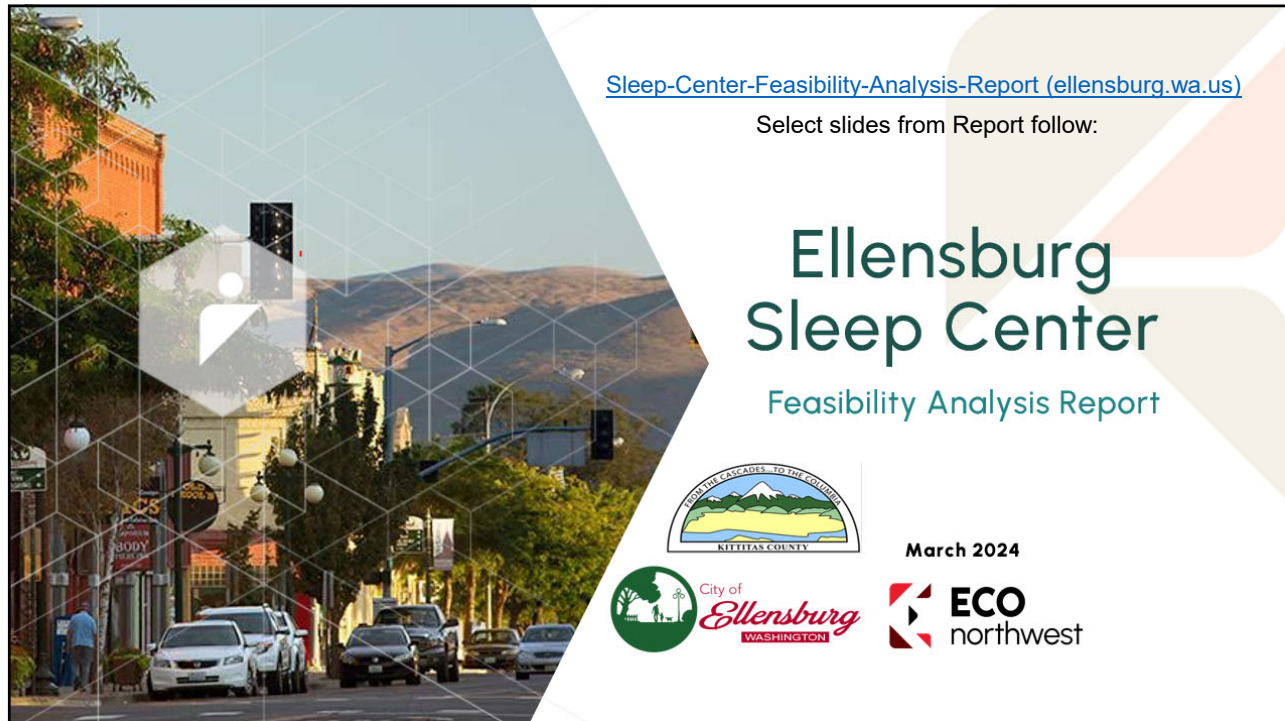


Thank you!

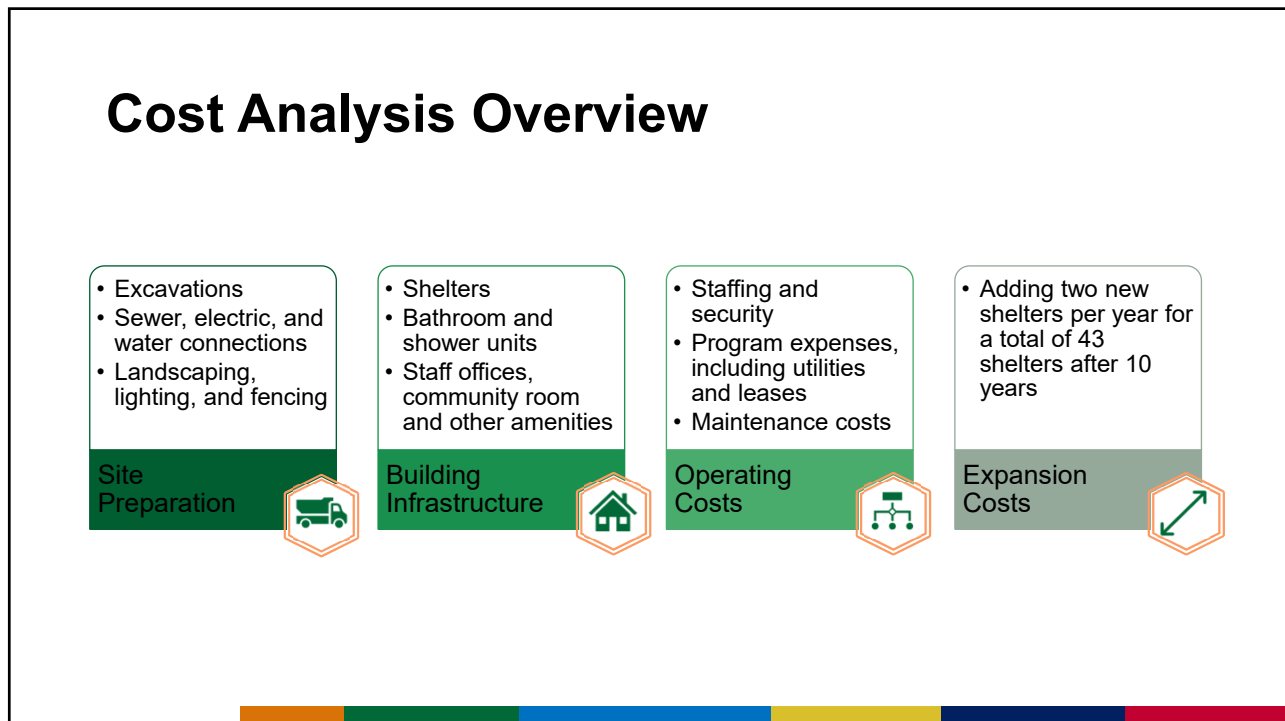
Heidi Behrends Cerniwey, City Manager
Dan Carlson, Community Development Director
Lily Frey, Housing & Grants Coordinator



31

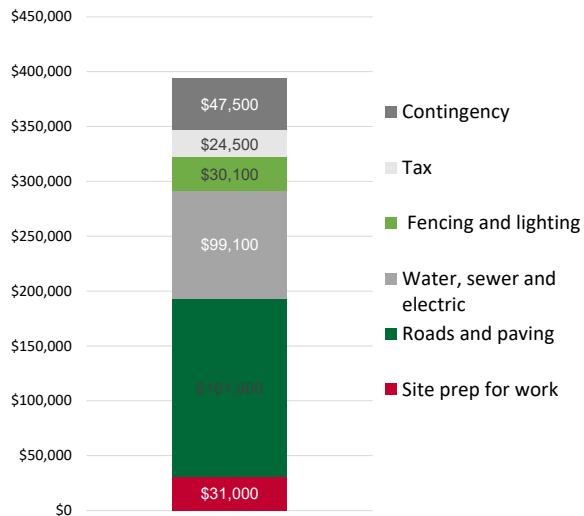


32



33

Site Preparation Costs



Total:

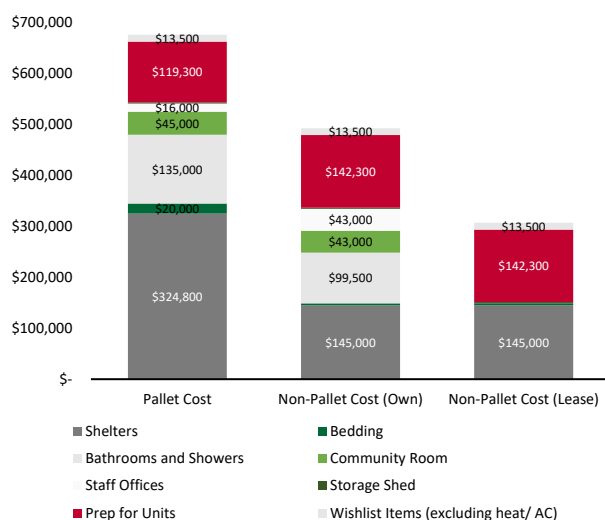
- ~\$394,000

Considerations:

- Infrastructure and utility improvement costs estimated by City Public Works staff
- Improvements include adding water, sewer, electrical, and hardscaping to the sight
- Soft costs (sales tax, cost contingency, and escalations) come to ~\$72,000

34

Building Costs



Totals:

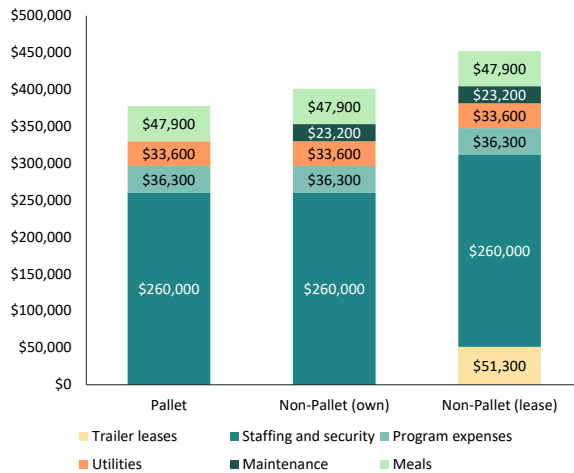
- Pallet: \$675,900
- Non-Pallet (own): \$492,400
- Non-Pallet (lease): \$306,900

Considerations:

- Shelter costs make up the majority of the cost difference between scenarios
- City could potentially “mix and match” building components
- Pallet shelters advantages: set-up, warranty, safety, replacement options and mobility.

35

Operating Costs per Year



Totals:

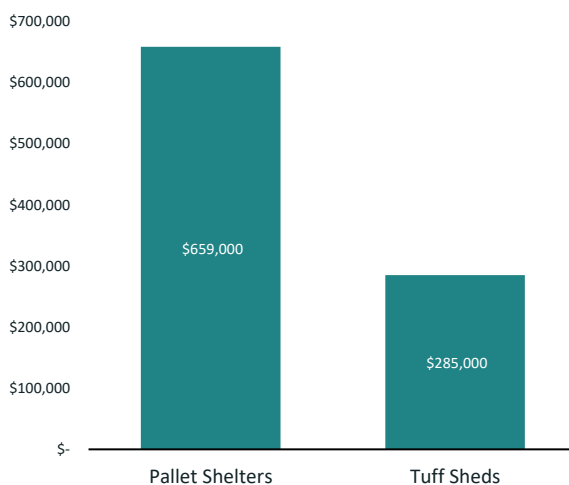
- Pallet: \$377,800
- Non-Pallet (own): \$401,000
- Non-Pallet (lease): \$452,300

Considerations:

- Tuff sheds likely to have much greater maintenance and upkeep costs
- While leasing infrastructure requires no upfront cost, doing so results in high annual costs
- Because the City is providing site infrastructure improvements, there are no leasing costs

36

Ten Year Expansion Costs



- Total costs for expanding from 25 to 43 shelters over ten years (two new shelters per year).
- Does not consider maintenance or upkeep costs
- Tuff sheds present major maintenance and longevity concerns

37



CITY OF ELLENSBURG
501 North Anderson Street, Ellensburg WA 98926

DATE: April 19, 2024
TO: Ad Hoc Committee on Homelessness
FROM: City Staff
RE: Sleep Center Site Suggestion Analysis

BACKGROUND:

A total of 43 potential sites were submitted. All sites were reviewed against the established criteria stated in the request for suggestions. These criteria are:

1. Located within Ellensburg City Limits
2. Availability – property must be available for lease or purchase by May 1, 2024
3. Zoning – property must be appropriately zoned for Indoor Emergency Shelters
4. Parcel Size (minimum of 1.25 acres)
5. Must be accessible by public transit and pedestrian access

Anyone submitting a site was also asked to note adjacent uses, which are added to the considerations by site section above.

STAFF FINDINGS:

43 potential sites submitted and reviewed.

36 sites not feasible due to not meeting multiple evaluation criteria or not being available for development.

7 sites are feasible or potentially feasible.

Details and Considerations by Site Number (Staff assessed as potentially feasible or feasible):

See also the interactive map with site locations and details ([City of Ellensburg Sleep Center Site Selector Map \(arcgis.com\)](https://arcgis.com)).

1. Foursquare Church (Mountain View / Rosewood) - feasible

- **Zoning:** Residential Suburban (R-S), in which indoor emergency shelter is a conditional use, which means a Conditional Use permit application would need to be reviewed by the Hearings Examiner.
- **Access:** The site is approximately 1.2 miles from downtown and 0.4 miles from KVH Hospital. The nearest Central Transit stop is Route 13 at Mountain View and Chestnut.

- **Sale / lease terms and cost:** Foursquare's Pastor is open to lease of a portion of the site; if this property is recommended, the Church's board would need to evaluate this use of the property.
- **Utilities and site development considerations:** The site would require a hydrant installation at an estimated cost of \$65,000. The initial consultant review indicated an estimated total improvement cost of \$394,000 inclusive of fencing and lighting improvements that would be required at any selected site.
- **Nearby uses:** In addition to the Foursquare Church, neighboring uses include Pacifica Senior Living, Meadows Place Senior Living and private residential.
- **Parcel size:** The combined church properties are 6.3 acres; a subset of the property could be used for the sleep center with room for expansion.
- **Critical areas:** None appear present on the site.

16. Pathways (1200 S Ruby) - feasible

- **Zoning:** The property is zoned Neighborhood Center – Mixed Use (NCMU), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 0.9 miles from downtown and 0.8 miles from KVH Hospital. The nearest transit stop is Route 12 at Ruby and Umptanum.
- **Sale / lease terms & cost:** HopeSource has proposed use of a portion of the 4.86-acre site for 10 years in exchange for utility improvements. The city would be responsible for improving an access road to the site on the property and extending water, sewer and power across the property. The total estimated improvement cost is \$394,000 inclusive of fencing and lighting improvements that would be required at any selected site.
- **Utilities and site development considerations:** Utilities would need to be extended across the parcel to the potential site.
- **Nearby uses** include commercial and day care, specifically Les Schwab Tire Center and Truck Service, Happy Feet Academy and Golden Dragon restaurant.
- **Parcel size:** The parcel is 4.86 acres; a portion of the property could be used for the sleep center with room for expansion.
- **Critical areas:** Wilson Creek runs to the East of the site and a small portion of the northeast part of the parcel is in the 100-year flood plain. An appropriate buffer from the stream would need to be incorporated into the site plan.

17. 701 S Main – potentially feasible

- **Zoning:** Central-Commercial II (CC-II), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 0.8 miles from downtown and 0.7 miles from KVH Hospital. The nearest transit stop is Route 13 and 14 at Ruby and Mountain View.
- **Sale / lease terms and cost:** The site is available for lease starting in late July 2024 at an estimated cost of \$6,500 per month plus taxes and site expenses (triple net).
- **Utilities and site development considerations:** The site would require a sewer line extension at an estimated cost of around \$150,000. Water and electrical utilities are available on site. The total estimated improvement cost is \$326,000 inclusive of fencing and lighting improvements that would be required at any selected site.
- **Nearby uses** include commercial uses such as Ranch & Home, Kittitas Medical Supply and Rite Aid

- **Parcel size:** The parcel is approximately 1.3 acres.
- **Critical areas:** Almost all of the site is in the 100-year flood plain, which would necessitate elevating or flood proofing buildings at added cost.

19. Helena & Sycamore – potentially feasible

- **Zoning:** Public Reserve, in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 2.1 miles from downtown and 2.3 miles from KVVH Hospital. The nearest transit stop is Route 12 at Helena and Alder.
- **Sale / lease terms and cost:** Unknown at time of staff report.
- **Utilities and site development considerations:** The site is currently part of a large parcel owned by Central Washington University (CWU). If the parcel were subdivided (platted), frontage improvements would be required to connect Helena across the property. Sewer and water are available across Helena Ave. Power options include an underground Helena crossing or an overhead line on the South side of the street.
- **Nearby uses** are mostly residential, Central Park apartments, Crestview Terrace apartments and Timothy Park rentals, with vacant CWU property and student apartments in the vicinity.
- **Parcel size:** The entire parcel is about 52 acres, with about 5 acres possibly divisible for this project.
- **Critical areas:** None appear present on the site.

20. Berry Road & Canyon Road - potentially feasible

- **Zoning:** The parcel is currently county-zoned urban residential; the future land use designation is general commercial and services, which would translate to the commercial highway zone, in which indoor emergency shelter would be a permitted use. If we pursued this site it would be annexed into the city and zoned in accordance with the City's future land use designation.
- **Access:** The site is approximately 2 miles from downtown and 1.9 miles from KVVH Hospital. No transit is currently available nearby, with the nearest transit stop line 12 at Umpqua and Ruby about a mile away.
- **Sale / lease terms and cost:** the full 16.9-acre parcel was listed for sale in 2023 for \$2.1m and owners are open to sale.
- **Utilities and site development considerations:** The parcel would need to be annexed; frontage improvements would be needed for the length of the parcel on Canyon and Berry roads. Sewer and water are available at Berry Road; utility extensions would be needed along Canyon Road.
- Nearby uses include hotel, restaurant, truck stop, City wastewater treatment facility, and agricultural uses.
- **Parcel size:** 16.9 acres; a portion of the property would
- **Critical areas:** The property is partially (to the south and east sides) in the 100-year flood plain. There is also a creek buffer on the south and east sided of the property. The area closest to the Canyon and Berry appears free of flood and wetland designations.

34. Highway 97 (parcel 16644) - potentially feasible

- **Zoning:** Commercial Highway (CH), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 2.9 miles from downtown and 3.7 miles from KVH Hospital. The nearest transit stop is Routes 15 and 16 at Love's Travel Stop 0.5 mi away.
- **Sale / lease terms and cost:** Unknown at this time.
- **Utilities and site development considerations:** Water and sewer are available crossing 97; no power is currently available. Power extension to the area is planned in conjunction with the transfer station.
- **Nearby uses** include commercial (University Auto, Truck Equipment) and industrial (Ellensburg Cement).
- **Parcel size:** The entire parcel is about 7 acres. Lease of a portion of the parcel was previously advertised.
- **Critical areas:** None appear present on the site.

38. Green Ave - potentially feasible

- **Zoning:** Regional Center Mixed Use (RCMU), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 3 miles from downtown and 4 miles from KVH Hospital. The nearest transit stop is Routes 15 and 16 at Love's Travel Stop 0.9 mi away.
- **Sale / lease terms and cost:** The property is currently for sale for \$2 million and has a pending offer, for which the feasibility period would expire in early May.
- **Utilities and site development considerations:** water and sewer are available from Green Avenue with latecomers charge; frontage improvements would be required along Green Avenue. Power extension to the area is planned in conjunction with the transfer station.
- **Nearby uses** include planned transfer station and agriculture.
- **Parcel size:** The entire parcel is 15 acres.
- **Critical areas:** About two thirds of the parcel including the eastern half and north and south portions are in the 100-year floodplain. Recent FEMA maps of the parcel differ, so further explanation and flood planning would be required.

Sites Staff Assessed as Not Feasible:

The following sites did not meet the assessment criteria. They are grouped where appropriate and have reference number from the full site list.

The following sites are owned by Kittitas County Airport. Their future land use designation is light industrial and they are designated as the industrial land bank and are being planned for future development not compatible with indoor emergency shelter.

2. N. Airport & E. Falcon / Bowers Business Loop

25. Beech & Elmview (NE)

26. Beech & Elmview (SE)

- 27. 802 Falcon Road
- 28. Airport & Bowers
- 29. Bowers Business Loop & Bowers
- 39. Bowers Road
- 40. Beech Road
- 41. 3105 N Cessna Rd
- 42. 3111 N Cessna Rd
- 43. Falcon Road

The owners of the following sites indicated they were not interested in sale or lease:

- 6. 109 N Water
- 32. 550 W Umptanum Rd (& Lakeshore)
- 33. 2410 W Dolarway
- 35. Highway 97 near Highway 10
- 36. Highway 97 near Highway 10

The following properties are owned by the City of Ellensburg and have property covenants limiting their development as they are intended for levy construction or used for stormwater collection.

- 3. 1402 Dolarway (stormwater pond)
- 12. Dolarway & Enterprise
- 15. 1003 Enterprise Way
- 23. 909 Enterprise Way
- 24. 905 Enterprise Way

The following properties are owned by BNSF Railway. Previous outreach to the owner indicated they are not willing to sell or lease these properties for this use.

- 4. Railroad Ave
- 31. N Wenas & 5th Ave

The following properties are listed with specific reasons they did not meet evaluation criteria:

- 5. 303 N Wenas – heavy industrial zoning, parcel is entirely occupied by a warehouse building (insufficient developable area)
- 7. 1000 Ringer Loop - not accessible to transit or within urban growth area, deed restriction on development
- 8. 900 N Alder/1200 E University - rodeo grounds complex property under development for other use

- 9. 1st & Pine - designated surplus for affordable housing development
- 10. 303 W Tacoma - combined parcel size is too small (insufficient developable area); property is entirely in floodplain
- 11. 1006 S Ruby - existing building, remaining land is too small (insufficient developable area) and in the floodplain
- 13. 1001 Industrial Way - heavy industrial zoning, not available/currently in use as transfer station
- 14. 1007 Industrial - heavy industrial zoning, currently in use as animal shelter location (insufficient developable area)
- 18. 607-701 S Industrial - currently in use as city shop; most of parcel is zoned IH
- 21. Dolarway & Pott - mostly covered by pond (insufficient developable area)
- 22. Enterprise Way - zoned light industrial, property is entirely in the floodplain
- 30. Canyon Rd - wastewater treatment - wastewater treatment spray area, property is entirely in the flood plain
- 37. 1831 Hwy 97 - zoned industrial, outside of city limits, not accessible by transit; owner not reached

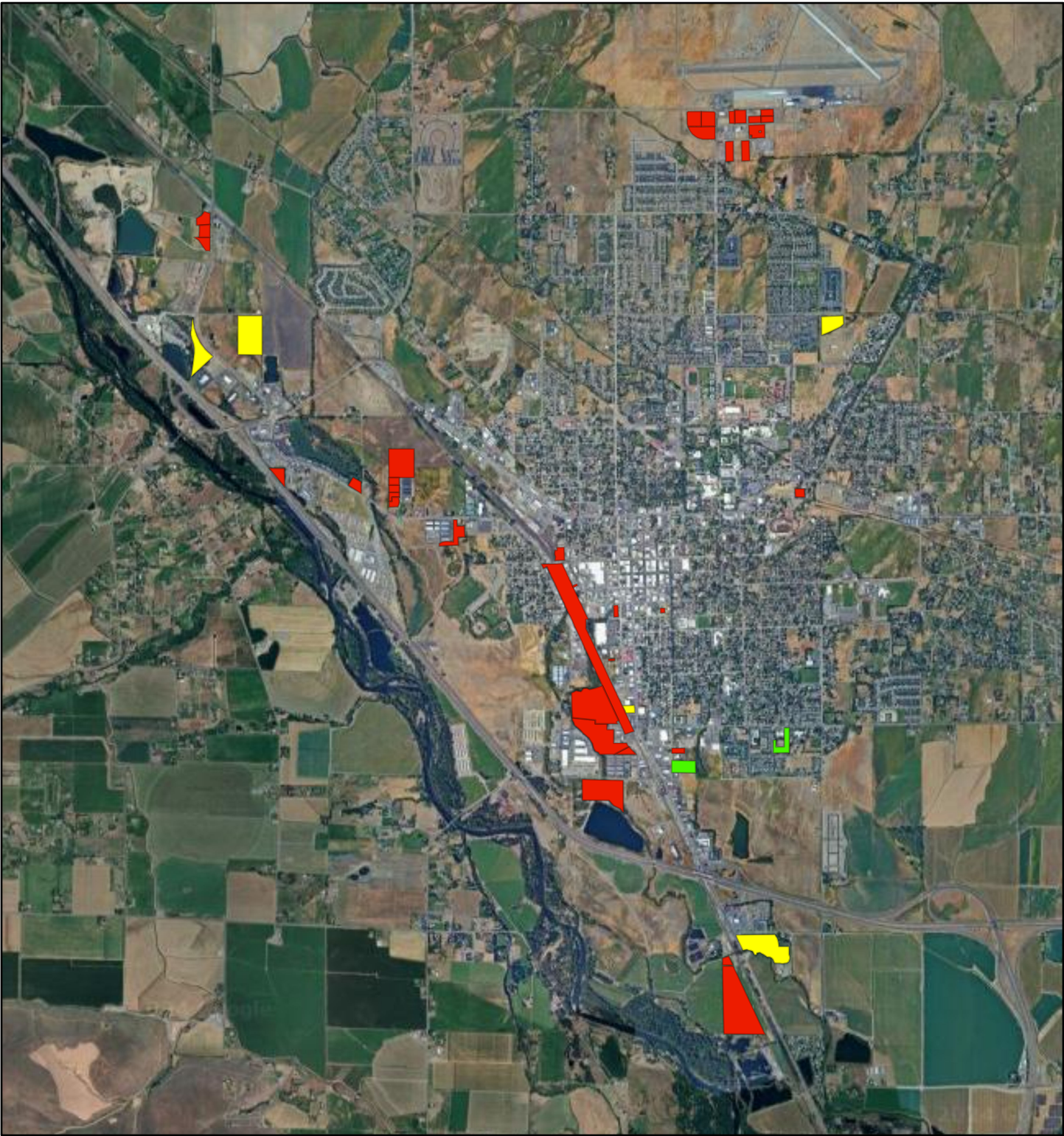
NEXT STEPS: Commission members are asked to use the scoring criteria to recommend one or multiple sites to City Council for further consideration.

Attachments:

Suggested Site List Details

Score Sheet – With Sites

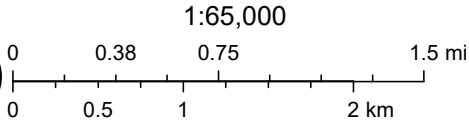
Sleep Center Sites



4/17/2024

Sleep Center Sites Proposed April 2024

- Not Feasible
- Possibly Feasible
- Feasible



Google Maps

Online map: <https://eburg.maps.arcgis.com/apps/webappviewer/index.html?id=9be528d229b245089a4f4f30cbae3db4>

#	Staff Recommendation	Site address	Parcel	In city limits? (Y/N)	Owner	Availability (sale, lease, owned, not available)	Zone	Acreage	Existing buildings? (Y/N)	Utilities (all on site/partial/extension needed)	Preliminary critical areas review (type)	Proximity to transit	Distance to downtown (Capitol & Main)	Rating details
1	Feasible	Foursquare Church (Mountain View Ave / Rosewood Drive)	444136	Y	Foursquare Church	Lease	RS	6.3	N	none	None	Y	1.2 mi	Feasible - church open to supporting site management; would require conditional use permit
16	Feasible	Pathways (1200 S Ruby)	555136	Y	HopeSource	Lease	NCMU	4.86	Y	on site	Stream buffer & flood plain (partial)	Y	0.8 mi	Feasible
17	Potentially feasible	701 S Main	346933	Y	Clark Property Investments	Lease	CC-II	1.3	N	water, electric available, sewer would	Flood plain - almost all of site	Y	0.4 mi	Potentially feasible - site development would require planning for flood plain
19	Potentially feasible	Helena & Sycamore (SW)	374034	Y	CWU	TBD	PR	5(est)	N	Frontage improvements would be required to connect Helena to the end of	None	Y	2.5 mi	Potentially feasible - future zoning, no transit; remote access to utilities
20	Potentially feasible	Berry Road & Canyon Rd	962911 / 668733	UGA	Valley Land Company	Sale	Urban Residential (county);	16.9	Y	Needs annexation, frontage	Flood plain (most of site), stream buffers on edge	N	1.6 mi	Potentially feasible - would require purchase, annexation and significant utility improvements and transit
34	Potentially feasible	Highway 97	16644	Y	Triple L LLC	TBD	CH	6.99	N	Water, sewer available crossing 97; no power available until extended for	None	N	2.9 mi	Potentially feasible - availability not confirmed; power not currently available; requires transit system changes
38	Potentially feasible	Green Ave	17337	Y	Robert & Wendy Morris	Sale	RCMU	15	N	Water & sewer available with latecomers charge; frontage improvements would be	Flood plain (partial)	N	3 mi	Potentially feasible - availability not confirmed; power not currently available; requires transit system changes, flood plain
2	Not feasible	N. Airport & E. Falcon / Bowers busin	955266 / 955307	UGA	Kittitas County Airport	Not available	IL (county)	4.7 (955266) / 2.5	N	none	None	Y	3.1 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future
3	Not feasible	1402 Dolarway	955943	Y	City of Ellensburg	City-owned	PR	4.1	N	none	Flood plain & wetland	Y	1.3 mi	Not feasible - current stormwater pond - not available for development
4	Not feasible	Railroad Ave	216833	Y	BNSF	Not available	IH / CC-II	33	Y	unknown	Stream buffer (partial)	Y	0.8 mi	Not feasible - not available based on previous outreach to BNSF for use of other property - railroad and residential uses not compatible
5	Not feasible	303 N Wenas	507833	Y	Jim Treat	Sale	IH	0.16 (est)	Y	on site	Flood plain (entire)	Y	0.5 mi	Not feasible - heavy industrial zoning, parcel is entirely occupied by a warehouse building
6	Not feasible	109 N Water	837833	Y	Dirt Road Properties	Not available	CC-II	0.8 (est)	Y	Frontage improvements required on 1st	Stream buffer (partial)	Y	0.2 mi	Not feasible - owner reported other plans for site
7	Not feasible	1000 Ringer Loop	228933 & 238933	N	Kittitas County Public Works	County-owned	A-20 (county)	10+	N	none	Flood plain & wetland	N	4.3 mi	Not feasible - not accessible to transit or within urban growth area, deed restriction on development
8	Not feasible	900 N Alder/1200 E University	413834 & 393834	Y	Kittitas County Auditor	Not available	CH	2.78	Y	unknown	Stream buffer & flood plain (partial)	Y	1.5 mi	Not feasible - rodeo grounds complex property under development for other use
9	Not feasible	1st & Pine	937033 & 617033	Y	City of Ellensburg	City-owned, designa	CC-II	0.5	N	on site	None	Y	0.2 mi	Not feasible - designated surplus for affordable housing development
10	Not feasible	303 W Tacoma	838133 & 868133	Y	Doug Stalder	Sale	CC-II	0.2 (est)	N	Frontage improvements would be required (extending Tacoma Ave - RoW not likely to be able to be vacated as prperty exists beyond), water & sewer extension through frontage would be needed	Flood plain (entire)	Y	0.2 mi	Not feasible - combined parcel size is too small
11	Not feasible	1006 S Ruby	15750	Y	Happy Feet	Potentially available	CH	0.98	Y	on site	Flood plain (partial)	Y	0.7 mi	Not feasible - existing building , remaining land is too small and in the flood plain
12	Not feasible	Dolarway & Enterprise	954443 & 954434	Y	City of Ellensburg	City-owned	IL	2.8	N	none	Flood plain (entire) & wetland	Y	1.6 mi	Not feasible - not developable per property covenant; planned for flood levy construction
13	Not feasible	1001 Industrial Way	518633	Y	City of Ellensburg	Not available	IH	15.2	Y	unknown	Stream buffer & flood plain (entire)	Y	0.7 mi	Not feasible - heavy industrial zoning, not available/currently in use as transfer station
14	Not feasible	1007 Industrial	568633	Y	City of Ellensburg	Not available	IH	1.5	Y	on site	Flood plain (partial)	Y	0.7 mi	Not feasible - heavy industrial zoning, currently in use as animal shelter location
15	Not feasible	1003 Enterprise Way	954437	Y	City of Ellensburg	City-owned	IL	1.2	N	unknown	Flood plain (entire) & possible wetland	Y	1.7 mi	Not feasible - not developable per property covenant
18	Not feasible	607-701 S Industrial	326833	Y	City of Ellensburg	Not available	IH / PR	20	Y	on site	Flood plain (entire)	Y	0.7 mi	Not feasible - not available and currently in use as city shop; most of parcel is zoned IH
21	Not feasible	Dolarway & Pott	949455	Y	City of Ellensburg	City-owned	CH	1.89	N	none	Wetland, flood plain (partial)	Y	1.8 mi	Not feasible - mostly covered by pond
22	Not feasible	Enterprise Way	846133	Y	City of Ellensburg	City-owned	IL	11.42	N	none	Flood plain (entire)	Y	1.8 mi	Not feasible - zoned light industrial
23	Not feasible	909 Enterprise Way	954436	Y	City of Ellensburg	City-owned	PR	1.2	N	none	Flood plain (entire)	Y	1.7 mi	Not feasible - not developable per property covenant; planned for flood levy construction
24	Not feasible	905 Enterprise Way	954435	Y	City of Ellensburg	City-owned	PR	1	N	none	Flood plain (entire)	Y	1.7 mi	Not feasible - not developable per property covenant; planned for flood levy construction
25	Not feasible	Beech & Elmview (NE)	955275	UGA	Kittitas County Airport	Not available	IL (county)	1.28	N	unknown	None	Y	3 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
26	Not feasible	Beech & Elmview (SE)	955298	UGA	Kittitas County Airport	Not available	IL (county)	9.14	Y	unknown	None	Y	3 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
27	Not feasible	802 Falcon Road	955308	UGA	Kittitas County Airport	Not available	IL (county)	2.52	N	unknown	None	Y	2.9 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
28	Not feasible	Airport & Bowers	955265	UGA	Kittitas County Airport	Not available	IL (county)	3.2	N	unknown	None	Y	3.4 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
29	Not feasible	Bowers Business Loop & Bowers	955264	UGA	Kittitas County Airport	Not available	IL (county)	3.26	N	unknown	None	Y	3.1 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
30	Not feasible	Canyon Rd - wastewater treatment	698733	UGA	City of Ellensburg	City-owned		27.94	N	unknown	Flood plain (entire)	N	1.7 mi	Not feasible - wastewater treatment spray area
31	Not feasible	N Wenas & 5th Ave	944336	Y	BNSF	Not available	IH	1.8 (est)	N	unknown	Stream buffer & flood plain (entire)	Y	0.6 mi	Not feasible - not available based on previous outreach to BNSF for use of this property - railroad and residential uses not compatible
32	Not feasible	550 W Umptanum Rd (& Lakeshore)	878633	UGA	BOR	Not available	Public / Institutional (future)	14.28	N	Frontage improvements would be required on Umptanum, latecomers for sewer, power available	Stream buffer & flood plain (most)	N	1 mi	Not feasible - not availabe per owner; designated for habitat restoration
33	Not feasible	2410 W Dolarway	329333	Y	Arvy Turtle LLC	Not available	CH	2.12	N	Street access is available, would require frontage improvements from Dolarway, water extension required, sewer would require extension & pump, overhead power available	Very little flood plain	Y	2.3 mi	Not feasible - not available for sale or lease
35	Not feasible	Highway 97 near hwy 10	957560	N	Hutchinson Properties LLC	Not available	Forest & Range	2	N	none	None	N	3.4 mi	Not feasible - outside of UGA; not available per owner
36	Not feasible	Highway 97 near hwy 10	957559	N	Hutchinson Properties LLC	Not available	Forest & Range	2	N	none	None	N	3.4 mi	Not feasible - outside of UGA; not available per owner
37	Not feasible	1831 Hwy 97	469136	UGA	Ruben Munguia	Sale	IL (county)	2.22	Y	unknown	None	N	3.6 mi	Not feasible - zoned industrial, outside of city, not accessible by transit
39	Not feasible	Bowers Road	961147	UGA	Kittitas County Airport	Not available	IL (county)	1.07	N	unknown	None	Y	3.4 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
40	Not feasible	Beech Road	955273	UGA	Kittitas County Airport	Not available	IL (county)	2.33	Y	unknown	None	Y	3.1 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development; already developed for another use
41	Not feasible	3105 N Cessna Rd	955277	UGA	Kittitas County Airport	Not available	IL (county)	1.28	N	on site	None	Y	3.1 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
42	Not feasible	3111 N Cessna Rd	955276	UGA	Kittitas County Airport	Not available	IL (county)	1.27	N	unknown	None	Y	3.1 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development
43	Not feasible	Falcon Road	955306	UGA	Kittitas County Airport	Not available	IL (county)	2.51	Y	unknown	None	Y	2.9 mi	Not feasible - zoned light industrial and not available/designated by Kittitas County for incompatible future development

Rating Criteria & Site Evaluation

A tool to compare possible sites for a Sleep Center.

Label	Site Location	Accessibility to Services (walkability, transit access, distance to health & behavioral health services, groceries, etc.)	Sale/Lease Cost (sale or lease terms and overall acquisition cost)	Utility / Site Improvement Costs (availability of utilities on site or cost of extension, other site development considerations such as flood plain)	Neighborhood Impact (consider nearby uses including schools and businesses)	Space (adequate for initial 25 units and possible expansion)	Uncertainty (risks of delays or challenges, such as limited space for expansion, unknown effects of critical areas, additional needed approvals)	Score (Add row total)
1	Foursquare Church (Mountain View / Rosewood)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	
16	Pathways (1200 S Ruby)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	
17	701 S Main	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	
19	Helena & Sycamore (SW)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	
20	Berry Road & Canyon Road (SE)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	

Label	Site Location	Accessibility to Services (walkability, transit access, distance to health & behavioral health services, groceries, etc.)	Sale/Lease Cost (sale or lease terms and overall acquisition cost)	Utility / Site Improvement Costs (availability of utilities on site or cost of extension, other site development considerations such as flood plain)	Neighborhood Impact (consider nearby uses including schools and businesses)	Space (adequate for initial 25 units and possible expansion)	Uncertainty (risks of delays or challenges, such as limited space for expansion, unknown effects of critical areas, additional needed approvals)	Score (Add row total)
34	Highway 97 (parcel 16644)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	
38	Green Ave	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	☐ Low (2) ☐ Medium (1) ☐ High (0)	☐ Good (2) ☐ Neutral (1) ☐ Poor (0)	☐ Low (2) ☐ Moderate (1) ☐ High (0)	



CITY OF ELLENSBURG

501 North Anderson Street

Ellensburg, WA 98926

Ph: (509) 962-7221

MEDIA RELEASE

March 7, 2024

For immediate release

CONTACT INFORMATION:

Nicole Klauss, Public Information Officer

(509) 925-8657

klaussn@ellensburgwa.gov

Ellensburg Looking For Alternative Sleep Center Site Locations

ELLENSBURG, Wash. — The City of Ellensburg is looking for alternative locations for a proposed year-round overnight sleep center that would house persons experiencing homelessness. Sites must meet the following criteria:

1. Located within Ellensburg City Limits
2. Availability – property must be available for lease or purchase by May 1, 2024
3. Zoning – property must be appropriately [zoned for Indoor Emergency Shelters](#)
4. Parcel Size (minimum of 1.25 acres)
5. Identify adjacent uses
6. Must be accessible by public transit and pedestrian access

If you have a viable suggestion for a location for a Sleep Center, please visit the City website and complete the Sleep Center Site Recommendation form at:
www.ci.ellensburg.wa.us/sleepcentersite.

On March 4, the Ellensburg City Council heard a report from consultant ECONorthwest, which identified the former Nites Inn property (now Pathways Project owned by HopeSource) as a proposed location for the future Sleep Center. In 2022, HopeSource acquired the property utilizing City and Kittitas County affordable housing funds and has begun work converting it into apartments for affordable housing and those transitioning out of homelessness. That work is scheduled for completion by the end of 2024. The parcel is located at 1200 South Ruby Street and sits on a 4.8-acre site and zoned Neighborhood Commercial-Mixed Use (NC-MU). Given the size and location of the former motel on the site, there is additional space available for the Sleep Center. Indoor emergency shelters are a permitted use in the NC-MU zone.

After receiving public comments on the proposed location at its March 4, 2024 meeting, the City Council approved delaying action on a Letter of Understanding with HopeSource to allow for research of alternative locations to be evaluated. The Council

asked the public to help search for a suitable property in the City that could accommodate the Center and be close enough to necessary resources.

About the Sleep Center Concept

The City of Ellensburg proposes a year-round operation that would be open overnight daily. Paid staff, as well as security personnel, would be onsite during operating hours, estimated to be 6 p.m. to 8 a.m. daily. In addition, access to service opportunities for clients by hosting providers from other community services organizations on-site during designated hours each week. The analysis assumes the shelter would begin with up to 25 individual shelters (some of which could accommodate couples) and includes an analysis of costs associated with adding two shelter units per year. These shelters may have heating and cooling to protect guests from extreme temperatures experienced in Ellensburg during the winter and summer months.

The operation would also require a larger unit or trailer to be used as staff offices and check-in area for guests. On-site bathroom and shower units will also be provided. Ideally, the operation would provide dinner and breakfast to guests, provide secure areas for overnight storage, and have community areas. Learn more at www.beheardeburg.com/sleep-center.

Background

Homelessness is an issue that most communities, regardless of size, have been attempting to address for many years. The federal courts have decided that cities and counties cannot remove homeless persons from camping on public property unless there is adequate overnight shelter space for those individuals. In 2022, both Ellensburg (Ord. 4895, ECC 5.70) and Kittitas County (Ord. 2022-015) adopted new policies regulating public camping, which are dependent on having available shelter space.

A Joint City and County Ad Hoc Committee on Homelessness was established in January 2022 to explore services and needs to ensure the growing concerns around the increase in people experiencing homelessness in our community were addressed. An important gap identified was a lack of year-round overnight shelter facilities to allow enforcement of public camping regulations and provide better access to services. Both the Kittitas County Board of County Commissioners and the Ellensburg City Council approved the concept of an overnight sleep center at their respective meetings in July 2022.

The Kittitas Valley Ministerial Association has been operating an overnight Cold Weather Shelter in Ellensburg for the past nine years, open from November to March rotating between several local churches and managed by various non-profit agencies over the years. However, this model is not adequate to accommodate the needs of a year-round sleep center.

#



Meeting Date: March 4, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Study Session on Sleep Center Feasibility Analysis Report
Presentation by ECONorthwest

Submitted by: Terry Weiner, City Attorney/Assistant City Manager

Department: City Attorney

Suggested Motion/Action:
Discussion only - no action is needed.

Background/Summary:

The City retained ECONorthwest in May 2023 (with the County cost-sharing in its work) to assist in the search for an adequate site to be used as a year-round overnight sleep center and also provide a report on the likely capital and operating costs associated with operating an overnight sleep shelter. ECONorthwest worked with the Ad Hoc Committee on Homelessness (which includes members of City and County staff, the Kittitas Valley Ministerial Association, local non-profit organizations, behavioral health services and others) to develop site selection and operating criteria.

Previous Council Action:
None

Analysis:

ECONorthwest completed its initial Feasibility Analysis Report in November 2023, and presented it to the Ad Hoc Committee on January 7, 2024, which included discussion of two possible sites for a sleep center. Subsequently, the City and HopeSource reached an agreement in principle for HopeSource to lease a portion of the large 4.8 acre parcel where the old Nites Inn is located to the City for use as a sleep center. The details of that preliminary agreement will be discussed in detail during tonight's regular Council meeting agenda as part of the request for Council's approval of a Letter of Agreement with HopeSource.

ECONorthwest will be presenting its revised Sleep Center Feasibility Analysis Report at tonight's study session and will be available to answer questions along with staff from the City.

Financial Impact:
N/A

Budget Adjustment: No

Attachments:

1. Ellensburg Homeless Shelter Feasibility Analysis Report (March 2024)

Ellensburg Sleep Center Feasibility Analysis Report

March 2024

Prepared for: City of Ellensburg and Kittitas County

Final Report



ECONorthwest
ECONOMICS • FINANCE • PLANNING

Park Place
1200 Sixth Avenue
Suite 615
Seattle, WA 98101
206-823-3060

This page intentionally blank

Table of Contents

1. Introduction.....	1
Background and Context	1
Context of Boise v. Martin	2
Policy Alignment	2
Organization of the Report	3
2. Site Analysis	3
Regulatory Context for Siting Emergency Shelters	3
Identifying a Site for the Sleep Center	3
Pathways Property.....	4
3. Operating Framework.....	4
Existing Shelter Operation	6
Proposed Sleep Center	7
4. Cost Analysis	7
Summary of Results.....	8
Capital Costs.....	8
Operating Costs Across Scenarios.....	8
Capital Costs	9
Site Preparation	9
Building Costs.....	10
Ongoing Operating Costs	12
Annual Growth Assumptions	13
Ten-Year Projections.....	14
5. Tradeoffs and Considerations.....	14
Pallet Shelters	15
Leasing vs. Owning Trailers	15
Appendix.....	16
Building Cost Assumptions Tables	16
Operating Cost Assumptions Tables	18

This page intentionally blank

1. Introduction

Background and Context

According to the annual Point-in-Time (PIT) Count, coordinated by the Washington Department of Commerce, the state saw a 21% increase in the number of unsheltered people between 2022-2023 (excluding King County).¹ The count identified about 35 individuals in emergency shelters or transitional housing and less than 11 individuals unsheltered in Kittitas County on the one day in January when the count was conducted.² PIT counts only offer a snapshot of how a community or region might be grappling with homelessness. The count is conducted on a single day in a month where temperatures are likely to be extremely low in many places across the U.S. Variation in methodology and the number and level of experience of those conducting the count across communities can also complicate the accuracy of PIT counts. While the numbers reflected in the PIT for Kittitas County might appear low, it's likely that the number of individuals experiencing homelessness in the County was undercounted. State-wide, as communities have witnessed a growing population of people experiencing homelessness, they have engaged in a wide variety of policies and programs.

In Ellensburg, the Kittitas Valley Ministerial Association (KVMA) has operated an overnight Cold Weather Shelter for the past 8 years. The shelter is typically open from November to March rotating across several local churches and has been managed by various non-profit agencies over the years. It is open from 7pm-7am, seven days a week during the winter months. However, KVMA and the local churches have expressed reluctance to continue operating the program though they emphasize the need for continued shelter services and support for unsheltered residents in Kittitas County. Both the City and the County also recognize the ongoing need to provide shelter options locally and regionally, so in partnership the City and County are interested in creating an overnight shelter to operate year-round in a permanent or long-term location.

Staff from Ellensburg and Kittitas County, and other community organizations, formed an Ad Hoc Committee on Homelessness to begin coordinating on the feasibility of a year-round shelter (as well as collaborating to address other service gaps), and enlisted ECONorthwest to help identify potential sites, operations model, and the upfront and ongoing costs associated with implementing a new year-round, overnight Sleep Center for those experiencing homelessness in Kittitas County. The Ad Hoc Committee is also exploring services and systemic needs to serve the population of people experiencing homelessness in the community.

¹ King County did not conduct a 2023 unsheltered homelessness census.

² For the privacy of people entered into Homeless Management and Information System, Commerce hides any number between 1 and 11. For Kittitas County, we can only see that the number of unsheltered individuals on the day the count was conducted was less than 11.

Context of Boise v. Martin

Against the backdrop of state and regional trends of increasing homelessness, in 2018, the 9th US Circuit Court of Appeals ruled that cities could no longer prohibit people experiencing homelessness from camping in public unless they were provided with adequate shelter.³ The court ruled that enforcement of ordinances that prohibit sleeping or camping on public property against homeless individuals is unconstitutional when those individuals do not have a meaningful alternative, such as shelter space or a legal place to camp. *Martin* is binding authority in the 9th Circuit (which includes Washington) at this time. There is, however, a federal case out of Grants Pass, Oregon with related issues that will be decided by the United States Supreme by June of this year.

Cities and counties in Washington have taken a number of different policy approaches while working through how to best respond to *Martin* and the new subsequent requirements born out of the ruling. Each jurisdiction has unique local circumstances they will need to grapple with, particularly related to politics, policy priorities and resource availability. There is no one size fits all solution for compliance.

Several cities across Washington had existing regulations related to public camping in place at the time of the ruling and a strong desire to uphold them. To continue enforcing these local ordinances, they've chosen to open emergency shelters to ensure there are sufficient shelter beds available for those camping and in need of a safe place to stay. Ellensburg adopted Ordinance No. 4895 and Kittitas County adopted Ordinance 2022-015, both in 2022, which are similar and regulate public camping within both the city and county on public property. In response to *Martin* and a recognized need to tackle growing concern over housing and homelessness in Ellensburg and Kittitas County, both the County and the City have embarked on opening a year-round emergency Sleep Center in Ellensburg.

Policy Alignment

Ellensburg's current Housing Element in the City's Comprehensive Plan outlines housing goals and policies directly related to housing needs and opportunities for all people. Specifically, under Goal H-2: *Allow and encourage and accommodate a variety of housing types and densities to meeting housing needs of all economic segments of the community*, the City establishes Policy E that states "Identify potential properties to allow for emergency housing, emergency shelters, and permanent supportive housing." Beyond the clear policy objective outlined in the current Comprehensive Plan, the City has a vested interest in providing shelter and services to better serve those experiencing homelessness. Given the intent to serve the broader county with this Sleep Center, this project is a joint effort between the County and the City. The Sleep Center also serves as an important opportunity to combine current service programs into one location while partnering with community service providers, to better meet the needs of people experiencing homelessness or those who may be at-risk of homelessness.

³ Robert Martin; Lawrence Lee Smith; Robert Anderson; Janet F. Bell; Pamela S. Hawkes; and Basil E. Humphrey v. City of Boise, 2018. Opinion No. 15-35845.

Organization of the Report

- **Site Analysis:** Discusses the methodology and criteria associated with identifying and evaluating a potential site for a new Sleep Center operation.
- **Operating Framework:** Provides high-level context for other shelter approaches in Washington and outlines the desired framework for setting up and operating a year-round, permanent overnight Sleep Center in Ellensburg.
- **Cost Analysis:** Provides the detailed assumptions and considerations used to develop the high-level cost analysis, including expenses related to preparing a site with necessary infrastructure, setting up the shelter units and supporting structures, and ongoing annual operating costs.

2. Site Analysis

Regulatory Context for Siting Emergency Shelters

In 2019, the Revised Code of Washington (RCW) was updated to add new regulations related to the siting of permanent supportive housing. RCW 35.21.689 states that “a city may not prohibit permanent supportive housing in areas where multifamily housing is permitted.” House Bill 1220, passed in 2021, added “transitional housing” and extended the geographic scope to include any zones in which residential dwelling units or hotels are allowed. HB 1220 included additional provisions, including:

- Cities must allow indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, unless the city has adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit.
- Cities can impose reasonable occupancy, spacing, and intensity of use requirements on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters to protect public health and safety.

On February 5, 2024, Ellensburg City Council adopted amendments to the City’s Land Development Code to comply with the requirements set forth in HB 1220. As a result, indoor emergency shelters along with other supported housing types are now a permitted use in the C-H, C-C, C-CII, NC-MU, RC-MU, and P-R zones.

Identifying a Site for the Sleep Center

The City’s existing cold weather shelter has been operated by KVMA and historically rotated through a series of churches spread throughout Ellensburg. However, within the context of *Martin* and the KVMA’s desire to take a less active role in the shelter operation, the City needs to identify a new single site to manage a more formal year-round shelter operation and service

program. Having a consistent year-round overnight shelter location will provide stability for individuals experiencing homelessness. They will no longer need to track where the cold weather shelter will be located each night, and it will also offer them refuge during the increasingly common and dangerous extreme summer heat. A single site will also allow the City an opportunity to add or expand services, as it will provide a space where service providers can meet with shelter guests for behavioral health, housing, employment, and other services individuals might need to help them reach the next level of stability.

The process of identifying a site for a new shelter has been thorough and extensive. City staff and the Ad Hoc Committee conducted substantial early work examining potential locations prior to contracting with ECONorthwest. ECONorthwest built upon their efforts with an additional site search and analysis, evaluating a range of factors such as zoning, property size, neighboring uses, and accessibility to ensure all options were fully explored. Following this search, and after evaluating three potential sites, City staff identified the preferred location for the new Sleep Center.

Pathways Property

In 2022, HopeSource acquired the former Nites Inn motel utilizing City and Kittitas County affordable housing funds and has begun work converting it into apartments for those transitioning out of homelessness. That work is scheduled for completion by the end of 2024. The former motel is located at 1200 South Ruby Street and sits on a 4.8-acre site. Given the site size and location of the former motel on the site, there is additional space for the Sleep Center. It is zoned as Neighborhood Center Mixed Use (NC-MU), which is intended to provide a mix of neighborhood-scaled commercial and employment uses and medium density multifamily housing. Indoor emergency shelters are a permitted use in the NC-MU zone.⁴

3. Operating Framework

Around Washington, cities have set up emergency shelters in a variety of ways. Congregate emergency shelters typically provide communal sleeping areas where multiple individuals share a large open space, while non-congregate “individual” shelters offer private living spaces, such as small rooms or units, for each person or family. Congregate shelters can be cost-effective and accommodate a larger number of people, but they can be more challenging to manage, lack privacy and may pose health and safety concerns for both staff and shelter guests. In contrast, other shelter models might utilize individual shelter units that provide more personal space, privacy, and a better sense of security, which can be crucial for vulnerable populations. However, they may require more resources to set up and maintain.

⁴ Ellensburg Ordinance 4936

Ellensburg and Kittitas County are interested in an individual shelter unit model after discussing options with service providers and touring shelters in other communities in the region. There are a few options for developing an individual shelter unit model. The City and County were interested in exploring a couple of options in this study to better understand any tradeoffs, cost related or otherwise, that likely exist between them. One such option is investing in Pallet Shelter products.

Pallet Shelter is an Everett based company that specializes in designing and manufacturing modular, individual shelter units for unsheltered populations. Pallet Shelter offers 64 or 100 square foot shelters for one to two residents, as well as a variety of community rooms, bathroom and shower units, and laundry units. Units are typically connected to electricity as well as heating and cooling and can be insulated against weather as cold as negative 20 degrees Fahrenheit. Because of the modular construction, each unit can be assembled or unassembled quickly, and any damaged pieces can be individually replaced rather than replacing the entire structure. Many cities throughout Washington that have at least one Pallet Shelter “village” include Seattle, Everett, Vancouver, Tulalip, and Burlington.

Exhibit 1: Burlington Pallet Shelter Site

Source: Pallet Shelter



Exhibit 2: Vancouver, WA Pallet Shelter Site

Source: Pallet Shelter



Alternatively, some cities have opted to set up individual shelters assembled from a variety of sources, such as wooden Tuff Sheds or Conestoga Huts. For shelter administrative needs, some cities have leased trailers to use as staff offices, meeting rooms, or community spaces. Additionally, several companies offer shower and bathroom trailers that can be leased on a monthly or yearly basis. Cities in Washington that have set up these types of shelters include Moses Lake and Walla Walla.⁵

Exhibit 3: Walla Walla Conestoga Huts

Source: Community Supportive Shelters



Exhibit 4: Moses Lake Sleep Center Units

Source: City of Moses Lake



Existing Shelter Operation

Currently, KVMA operates a cold weather shelter from November to March and rotates through local churches in Ellensburg. The shelter is open overnight from 7:00 PM to 7:00 AM. Security is onsite from 10:00 PM to 6:00 AM. It is a congregate setting where guests sleep in a shared area, and sleeping pads and bags are provided to guests during check-in. Staff attempts to separate men and women for safety reasons, but that can often be difficult for couples. The last several seasons the shelter manager has been a community member from one of the rotating churches, and in the past KVMA has also contracted with HopeSource to run the shelter

⁵ The City of Walla Walla also recently expanded its operation with the addition of several Pallet Shelters.

operations. The shelter is only for adults 18 years or older, and typically has capacity for between 13-18 guests. In the past, KVMA has contracted with FISH Food Bank in Ellensburg to provide meals but relied on volunteers during the 2022-2023 and 2023-2024 seasons.

Proposed Sleep Center

The City of Ellensburg proposes a year-round operation that would be open from 6:00 PM to 8:00 AM daily. A minimum of two staff people, as well as security personnel, would be onsite during operating hours. In addition, the city aspires to eventually co-locate additional service opportunities for clients by hosting providers from other community services organizations on-site during designated hours each week.

The analysis assumes the shelter would begin with up to 25 individual shelters (some of which could accommodate couples) and includes an analysis of costs associated with adding two shelter units per year. These shelters are assumed to have heating and cooling to protect guests from extreme temperatures experienced in Ellensburg during the winter and summer months. The operation would also require a larger unit or trailer to be used as staff offices and check in area for guests. The City and County are also interested in investing in on-site bathroom and shower units.

Ideally, the operation would provide dinner and breakfast to guests, provide secure areas for overnight storage, and have community areas for meals, activities and socializing. Other priorities discussed during stakeholder interviews also included on-site laundry area, kitchenette, shade structures, landscaping, a community garden, a pet area, and/ or internet for guests.

4. Cost Analysis

While a major goal for this study was to help the City and County identify an appropriate permanent location for the Sleep Center, they also needed to understand the capital and ongoing costs associated with setting the Sleep Center up and operating it long-term on the selected site. The analysis provides high-level costs associated with setting up and running the operating scenarios briefly discussed above. The three operating scenarios included in the cost analysis are as follows:

- **Pallet Shelter:** An operation using all pallet shelter products, including up to 25 shelter units, a 400 square foot community room, a 100 square foot staff office, two two-stall shower/bathroom units, one accessible shower/ bathroom unit, and one storage shed.
- **Non-Pallet (owning):** An operation using all non-pallet shelter products, including up to 25 sheds (with electricity and heating/ cooling installed separately by a contractor) to be used as shelters, a storage shed, two *purchased* trailers for use as a community space and staff offices, two *purchased* two-stall shower trailers and a *purchased* bathroom trailer.

- **Non-Pallet (renting):** An operation using all non-pallet shelter products, including 25 sheds (with electricity and heating/ cooling installed) to be used as shelters, a storage shed, two *rented* trailers for use as a community space and staff offices, two *rented* two-stall shower trailers and a *rented* bathroom trailer.

The cost analysis for each scenario consists of three key components: capital costs, one-year operating expenses, and 10-year ongoing operating costs.

- **Capital Costs.** Capital costs are necessary to understand the potential range of necessary upfront investments related to constructing the Sleep Center. We have divided this analysis into two pieces: costs associated with preparing the site (e.g., utility connections, landscaping), and costs associated with the initial building infrastructure (e.g., shelters, offices).
- **Operating Expenses.** Operating expenses include the costs associated with operating a year-round Sleep Center; costs associated with running the Sleep Center day-today, including staffing costs, program expenses, meals, maintenance and utility bills, and any leasing costs (if applicable to the scenario).
- **10-Year Ongoing Operating Costs.** The financial analysis covers the ongoing operating costs over a ten-year horizon so the City can understand the level of investment needed annually to operate the various operating scenarios over a longer period of time.

Summary of Results

Capital Costs

Site Prep Costs: Using cost estimates provided by city Public Works & Utilities staff, costs for preparing the site for infrastructure (including utility improvements, hardscaping, fencing and lighting) total around \$394,000.

Building Infrastructure by Scenario: The Pallet Shelter scenario is the most expensive, requiring an upfront cost of \$675,900. Alternatively, the Tuff Shed option with leased trailers requires the least upfront cost of \$306,900. The Tuff Shed option with purchased trailers would require an upfront cost of \$492,400. Key considerations include:

- The shelters (including set up, electrification, and installing heating and cooling) make up the majority of the cost difference between the options. The 25 Pallet Shelters would cost \$324,800, while 25 Tuff Sheds would cost \$145,000.
- While we have modeled scenarios as either all Pallet Shelter products or all non-Pallet Shelter products, the City would have an opportunity to mix and match certain components to potentially lower costs, such as using Pallet Shelter shelters but generic bathroom trailers and bedding.

Operating Costs Across Scenarios

In the first year of operation, the costs of operating the Pallet Shelter scenario is the least expensive at \$377,800, followed by the non-Pallet Shelter scenarios with purchased trailer

scenarios at \$401,000. Leasing the trailers is more expensive at \$452,000 for the first year of operations.

Over a ten-year period, the non-Pallet Shelter scenario with leased trailers is the most expensive option. The non-Pallet Shelter scenario with purchased trailers is the least expensive scenario, and the Pallet Shelter scenario falls in the middle. Key considerations include:

- Leasing the bathroom, staff, and community room trailers would require no upfront costs but significant long-term expenses, estimated at \$588,000 over ten years.
- While future maintenance costs can be difficult to predict, they should be taken into consideration as a risk factor for the Tuff Sheds. Tuff Sheds are not designed for habitation and will likely require higher ongoing maintenance and replacement costs. In contrast, the Pallet Shelters are designed for habitation. They are also constructed as a modular system so damaged parts can be individually replaced, while a damaged Tuff Shed would need to be replaced entirely, with electricity, heating and cooling systems reinstalled by a contractor. We estimated the ten-year maintenance costs of the Pallet Shelters at \$88,900, and the ten-year maintenance costs of the Tuff Sheds at \$266,000.

Capital Costs

This section summarizes the capital costs associated with preparing the new site for the Sleep Center operation and acquiring all necessary building infrastructure. Costs are broken out below by site preparation expenses and building infrastructure costs.

Site Preparation

Site costs to prepare the Pathways property site are estimated to be about \$394,000, with the majority of the costs from required utility improvements and paving on the site (approximately \$364,000). In addition, the City assumed a cost of \$27,300 for 800 linear feet of fencing, and \$2,800 to install lighting on the property. This estimate also includes a 15% contingency amount.

Exhibit 5 provides additional details on the capital cost assumptions, provided by Ellensburg Public Works & Utilities staff.

Exhibit 5: Site Preparation Cost Assumptions

Source: City of Ellensburg

Item	Cost
Move	\$15,000.00
Minor change	\$10,000.00
Traffic control	\$6,000.00
Full depth roadway	\$42,563.89
Top course	\$17,628.75
Pavement 3" deep	\$23,308.80
Curbing	\$38,964.20
Sidewalk	\$39,402.00
Fire hydrant	\$7,000.00
Water main 6"	\$33,506.90
Hot tap	\$6,400.00
Water meter	\$2,000.00
Sewer main 8"	\$31,113.55
Electrical	\$19,126.60
Tax	\$24,529.23
Escalation and contingency (15%)	\$47,481.59
Total	\$364,025.51

Building Costs

This section outlines the range of costs associated with the three potential operating scenarios.

- **Pallet Shelter:** An operation using all pallet shelter products. The City is assumed to own all of the Pallet Shelter infrastructure in this scenario.
- **Non-Pallet (purchase):** An operation using all non-pallet shelter products, such as Tuff Sheds and trailers used for administrative purposes and showers and bathrooms. The City is assumed to own all of the infrastructure in this scenario.
- **Non-Pallet (lease):** An operation using all non-pallet shelter products, such as Tuff Sheds and trailers used for administrative purposes and showers and bathrooms. It is assumed the City would lease the administrative and bathroom and shower trailers.

An overview of costs associated with each scenario are shown below; detailed cost assumptions are shown in the Appendix.

Exhibit 6: Building Infrastructure Upfront Costs by Scenario

Source: ECONorthwest

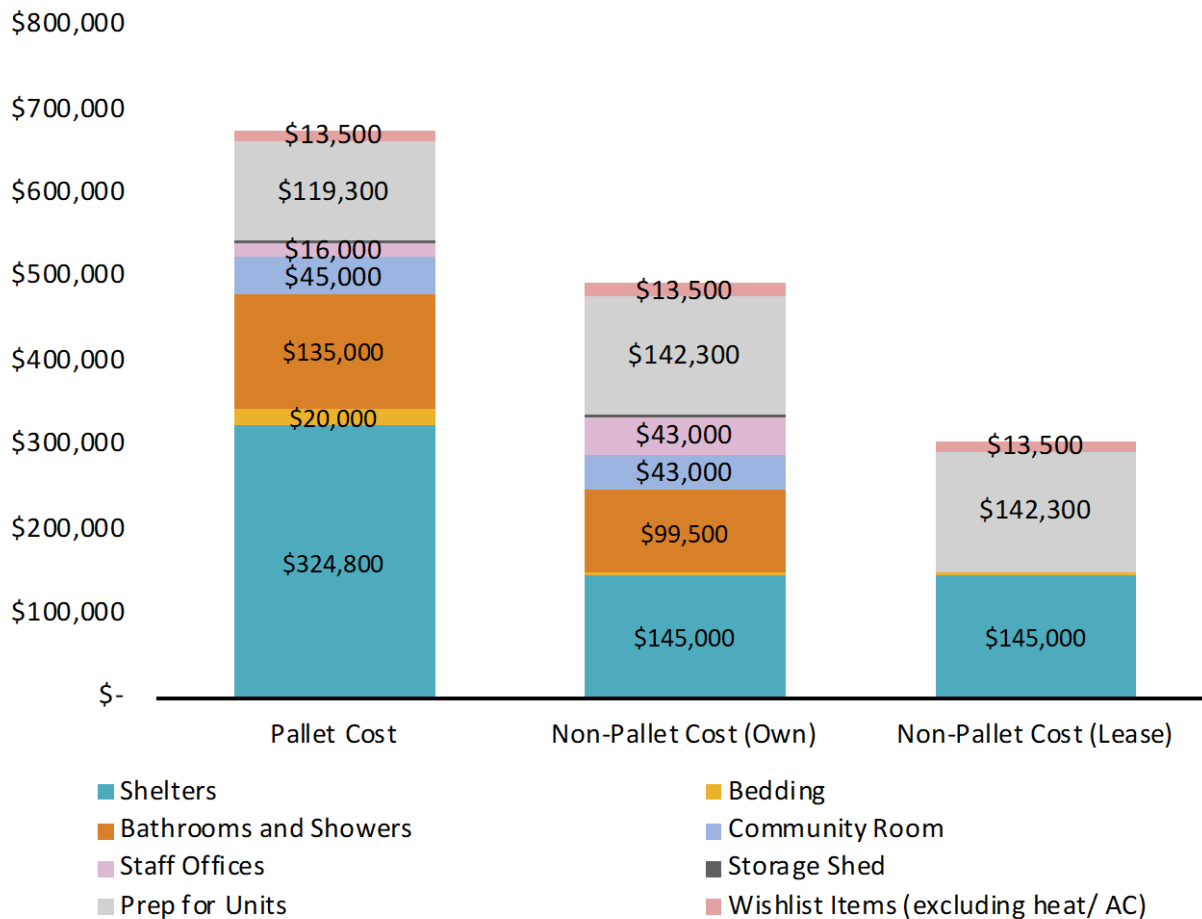


Exhibit 7: Building Infrastructure Upfront Cost Assumptions

Source: ECONorthwest, Pallet Shelter

Item	Pallet Shelter	Non-Pallet (own)	Non-Pallet (lease)
Shelters	\$324,800	\$145,000	\$145,000
Bedding	\$20,000	\$3,800	\$3,800
Bathrooms and Showers	\$135,000	\$99,500	\$0
Community Room	\$45,000	\$43,000	\$0
Staff Offices	\$16,000	\$43,000	\$0
Storage Shed	\$2,300	\$2,300	\$2,300
Prep for Units	\$119,300	\$142,300	\$142,300
Wishlist Items (excluding heat/ AC)	\$13,500	\$13,500	\$13,500
Total:	\$675,900	\$492,400	\$306,900

While we have organized out the scenarios by Pallet Shelter and non-Pallet Shelter products, there is an opportunity for the City to “mix and match” certain line items to help reduce costs. For example, the City could invest in Pallet Shelter shelters, but opt to purchase separate bathroom and shower trailers. Pallet shelter also offers bedding and mattress pads as an optional add on to its shelter (included in the cost assumptions above), but the City could opt to purchase cheaper bedding through an alternative source (costs estimated in the “Non-Pallet” columns). Should the City opt to blend the scenarios, it would always have the option to

upgrade the products later in the operation (such as later purchasing a Pallet Shelter bathroom or community room).

While the Pallet Shelter products are quite a bit more expensive than Tuff Sheds, they do come with several benefits for the higher investment. First, the Pallet Shelter shelters are specifically built for human occupancy in a variety of climates and have higher quality materials and insulation. In addition, these shelters come with heating and cooling, and the Pallet Shelter company handles set up and installation of the units. On the other hand, the City would need to hire a contractor to separately install electricity as well as heating and cooling into the Tuff Sheds, which could pose permitting, safety, and cost issues.

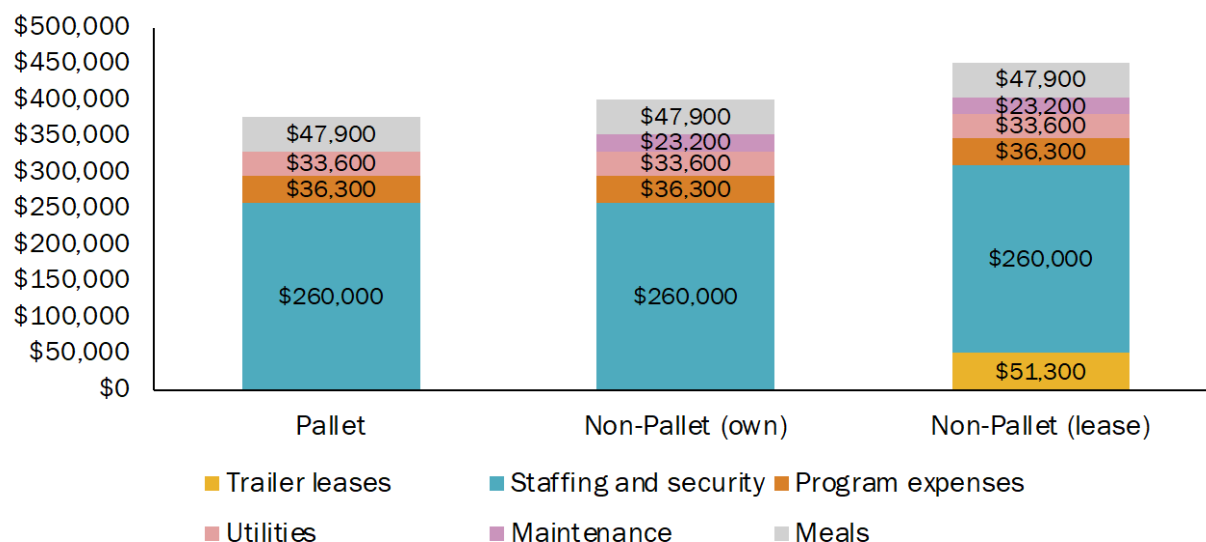
The Pallet Shelter bathroom and shower units are also more expensive than generic bathroom trailers. However, the Pallet Shelter company will handle installation and water hookups (rather than city staff or a hired contractor), and units come with the two-year warranty. In addition, each hygiene unit includes two private stalls with a toilet, sink and shower with heating, cooling, and fanning. We have also included the cost of one ADA accessible Pallet Shelter shower unit and half-bath unit in our calculations.

Ongoing Operating Costs

Operating costs are modeled as ongoing annual costs associated with running, maintaining, and growing the Sleep Center as needed. Exhibit 8 shows operating costs by scenario for the first year of operations.⁶ The Pathways site will not require any ongoing lease costs due to the City's agreed-upon utility and site improvements being made as part of the lease agreement.

Exhibit 8: Operating Cost, First Year of Operations

Source: ECONorthwest



⁶ Excludes capital costs, which are assumed to take effect prior to the first year of operation.

Operating costs vary by the operating scenario chosen. For example, while opting to lease community, office, and shower trailers does not require any upfront capital costs, this option would impose ongoing rental costs of \$51,300 per year. Additionally, there are likely differences in ongoing maintenance costs between options. While Pallet Shelters are designed to be lived in under a shelter context, Tuff Sheds are not likely to be durable enough to withstand years of habitation and heavy use. Because of the modular Pallet Shelter design, when a wall or other element is damaged, only the damaged section must be replaced. Conversely, if an element of a Tuff Shed is damaged, it is likely the entire structure would need to be replaced (depending on the level of damage sustained). Finally, because the Tuff Sheds require modification to add electricity and heating/cooling there are likely to be higher maintenance and repair costs. Pallet Shelters are designed with electricity and heat/cooling from the start. While it can be difficult to predict and adequately quantify the range of potential ongoing maintenance costs, other peer cities have found that Tuff Sheds and trailers deteriorate quickly and require significant maintenance within short timeframes.

Exhibit 9: Operating Costs, First Year of Operations Assumptions

Source: ECONorthwest

	Pallet	Non-Pallet (own)	Non-Pallet (lease)	Notes
Staff office trailer	\$0	\$0	\$20,400	Leasing costs for trailer.
Community room trailer	\$0	\$0	\$20,400	Leasing costs for trailer.
Shower and bathroom trailers	\$0	\$0	\$10,500	Leasing costs for trailer.
Staffing costs	\$107,900	\$107,900	\$107,900	See Exhibit 16 for more detail.
Security costs	\$152,100	\$152,100	\$152,100	See Exhibit 16 for more detail.
Program and administrative costs	\$31,300	\$31,300	\$31,300	See Exhibit 15 for more detail.
Utilities	\$33,600	\$33,600	\$33,600	See Exhibit 15 for more detail.
Property maintenance	\$0	\$23,200	\$23,200	Includes costs to replace units, including electrification, and heating and cooling.
Meals	\$47,900	\$47,900	\$47,900	See Exhibit 17 for more detail.
Laundry	\$5,000	\$5,000	\$5,000	See Exhibit 15 for more detail.
Total:	\$377,800	\$401,000	\$452,300	

Annual Growth Assumptions

We modeled the cost of expanding the operation by an additional two shelters per year (including installation, any upgrades, and bedding) for a total of 43 units after ten years. Due to the cost difference between the Pallet Shelters and Tuff Sheds, this is a major driver of cost differences between operating scenarios.

- The cost of two additional Pallet Shelters in the first year of operation is \$27,400 and the cost of two additional Tuff Sheds is \$11,900.

Assuming a 3% cost increase for inflation each year, the Pallet Shelter shelters total costs across ten years will be approximately \$659,000, while Tuff Sheds total future costs will be approximately \$285,000.

Ten-Year Projections

Across ten years, site operation costs are lowest if the City/County purchases non-Pallet Shelter products. Leasing non-Pallet Shelter products is the most expensive option. These cost differences are mainly driven by:

- Trailer leasing costs, which come to roughly \$588,000 over ten years, versus \$196,000 upfront costs for Pallet Shelter products and \$182,000 for non-Pallet Shelter trailers.
- Maintenance costs, which were modeled as replacing one total shelter per year for Pallet Shelter products (after the two-year warranty), and completely replacing four Tuff Sheds per year. Given some anecdotal evidence of Tuff Shed deterioration from other cities, this may be a conservative estimate; however, maintenance costs for the Tuff Sheds still comes to \$177,000 higher than that of the Pallet Shelter products.

Exhibit 10: Ten Year Total Operating Costs

Source: ECONorthwest

	Pallet	Non-Pallet (own)	Non-Pallet (lease)
Staff office trailer	\$16,000	\$41,500	\$233,900
Community room trailer	\$45,000	\$41,500	\$233,900
Shower and bathroom trailers	\$135,000	\$99,500	\$120,400
Staffing costs	\$1,237,000	\$1,237,000	\$1,237,000
Security costs	\$1,743,700	\$1,743,700	\$1,743,700
Program and administrative costs	\$358,200	\$358,200	\$358,200
Utilities	\$337,000	\$337,000	\$337,000
Property maintenance	\$88,900	\$266,000	\$266,000
Meals	\$684,100	\$684,100	\$684,100
Laundry	\$57,300	\$57,300	\$57,300
Total:	\$5,360,900	\$5,151,000	\$5,556,600

Below, Exhibit 11 shows the costs above in conjunction with site improvement costs, but *not* including expansion costs of additional shelters.

Exhibit 11: Ten-Year Total Costs by Site Choice and Building Infrastructure Choice

Source: ECONorthwest

Site	Pallet	Non-Pallet (own)	Non-Pallet (lease)
Pathways Property	\$5,096,295	\$5,259,901	\$5,665,498

5. Tradeoffs and Considerations

Ellensburg finds itself sharing a housing crisis alongside many of its peers up and down the West Coast. Overpriced housing and a growing number of households who are either experiencing homelessness or at risk of falling into homelessness, are making homeless policy a

more prevalent and urgent challenge than the City of Ellensburg and Kittitas County have had to face in the past.

Given the nature of the problem, possible solutions to help address homelessness must work in four areas: 1) sustained, increased production of housing units at all price points, 2) increased funding for rental subsidies for poor and near-poor households, 3) expansion of services and supports for those who are currently homeless or at high-risk of becoming homeless, and 4) expansion of emergency shelter beds and new alternatives.⁷ While potential solutions must address the four areas, in this study, Ellensburg is focused on its existing emergency shelter program, and how to both optimize and expand its operation to create a place for those who most immediately need safe shelter.

Pallet Shelters

Outside of the upfront costs, there are a few considerations to highlight in the choice between Pallet Shelter products and Tuff Sheds:

Modularity: Pallet Shelter products come with portable, replaceable panels that could be moved to a new site with lower risk of damage. Additionally, the City could replace individual panels as they are damaged rather than replacing entire structures. This can help mitigate expensive potential replacement and maintenance costs that can be difficult to quantify without major speculation, but are important risk considerations.

Warranty: Pallet Shelter is an established brand that has provided units to shelters all over the country, in varying climates. In addition, the company offers a two-year warranty on structures, support with set up and maintenance, and robust customer service.

Longevity: Anecdotally, some cities have found that Tuff Sheds are not adequate for long-term use and may begin to rot or fall apart two or three years after installation. Though we have chosen to model a more conservative replacement rate for this analysis, the Tuff Sheds have a much higher risk of needing to be entirely replaced, which could greatly increase ongoing operating costs.

Flexibility: Because Pallet Shelter products can be moved from location to location, they could be repurposed if needed; for example, the shelters could be used as temporary housing in the event of a natural disaster or moved to alternative shelter sites.

Leasing vs. Owning Trailers

Leasing trailers pose significant long-term rental costs. If the City only had a short-term need for these shelters there may be a case for leasing, but in the case of a long-term, year-round operation, upfront investment in purchasing these products would save significant money in the long-term.

⁷ Ingrid Gould Ellen and Brendan O'Flaherty, *How to House the Homeless* (Russell Sage Foundation, 2010).

Appendix

Building Cost Assumptions Tables

Exhibit 12: Pallet Shelter Building Cost Assumptions

Source: ECONorthwest, Pallet Shelter

	Total units	Cost per Unit	Assembly Cost per Unit	Heat/ AC Cost per Unit	Total Cost	Notes
Shelter units	25	\$9,995	\$1,200	\$1,798	\$324,825	Assumes 64-sf pallet shelters.
Foundations and anchors	25				\$28,100	
Bedding costs		\$798	--	--	\$19,950	Includes Pallet Shelter beds, mattresses, and sleeping bags.
Staff offices	1	\$12,995	\$1,200	\$1,798	\$15,993	Assumes use of a 100-sf pallet shelter.
Community rooms	1	\$39,999	\$5,000	Included	\$44,999	
Showers/ bathrooms	3	\$44,995	Included	Not included	\$134,985	Includes four non-ADA and two ADA units.
Storage space	1	\$2,300	\$300	\$0	\$2,300	Assumes storage shed.
Utility connections					\$91,200	No contractor required.
Total cost:					\$662,352	

Exhibit 13: Non-Pallet Building Cost Options (Ownership Option)

Source: ECONorthwest

	Total units	Cost per Unit	Assembly Cost per Unit ⁸	Heat/ AC Cost per Unit	Total Cost	Notes
Shelter units	25	\$4,000	\$300	\$1,500	\$145,000	Tuff Sheds.
Foundations and anchors	25				\$28,100	
Bedding costs	1	\$150	\$1,500	\$1,500	\$3,800	Includes cots and sleeping bags.
Staff offices	1	\$40,000	\$1,500	\$1,500	\$43,000	Assumes use of office trailer.
Community rooms	2	\$40,000	\$1,500	Not included	\$43,000	Assumes use of office trailer.
Showers/ bathrooms	1	\$25,000-\$35,000	\$1,500	Not included	\$99,500	Shower trailer includes four units, bathroom trailer includes two units.
Storage space	1	\$2,000	\$300	Not included	\$2,300	Assumes storage shed.
Utility connections					\$114,200	Includes contractor cost.
Total cost:					\$478,900	

Exhibit 14: Non-Pallet Building Cost Options (Rental Option)

Source: ECONorthwest

	Total units	Cost per Unit	Assembly Cost per Unit ⁹	Heat/ AC Cost per Unit	Total Cost per Unit	Notes
Shelter units	25	\$4,000	\$300	\$1,500	\$145,000	Tuff Sheds.
Foundations and anchors	25				\$28,100	
Bedding costs	1	\$150	\$1,500	\$1,500	\$3,800	Includes cots and sleeping bags.
Staff offices	1	\$0	\$0	\$0	\$0	Assumes leased trailer, no upfront costs.
Community rooms	2	\$0	\$0	\$0	\$0	Assumes leased trailer, no upfront costs.
Showers/ bathrooms	1	\$0	\$0	\$0	\$0	Assumes leased trailer, no upfront costs.
Storage space	1	\$2,000	\$300	Not included	\$2,300	Assumes storage shed.
Utility connections					\$114,200	Includes contractor cost.
Total cost:					\$293,400	

⁸ Assumes costs for staff and/ or contractor time to assemble units.⁹ Assumes costs for staff and/ or contractor time to assemble units.

Operating Cost Assumptions Tables

Exhibit 15: Annual Program Costs, First Year of Operation

Source: ECONorthwest, HopeSource

Expense	Cost per Year	Notes
Program and administrative costs:		
Program expenses	\$4,750	Includes office supplies, communication and educational materials.
Staffing overhead	\$19,500	Per HopeSource.
Administrative expenses	\$7,000	Includes training costs, professional fees, office furniture, computer equipment, and liability insurance.
Utilities:		
Electric	\$12,000	Estimate provided by Pallet Shelter based on the cost of providing electricity to 25 units, including electricity and heat.
Water, Sewage, Garbage	\$19,200	Estimate provided by Pallet Shelter based on the cost of utilities for 25 units.
Internet	\$2,400	
Laundry	\$5,000	Assumes water adds \$1 per load to water costs at 8-10 loads per day.
Total	\$100,750	Assumes a 3% escalation in costs each year.

Exhibit 16: Annual Staffing Costs

Source: ECONorthwest, HopeSource

Position	Hours Worked	Eligible for Benefits	Average Hourly Rate	Notes
Program Manager	Part-time	Yes	\$28.50	Per HopeSource.
Intake Specialist	Part-time	No	\$18.50	Per HopeSource.
Sleep Center Lead	Full-time	Yes	\$19.00	Per HopeSource.
Total annual staffing costs (includes benefits):			\$107,900	Assumes a 3% escalation each year.
Security costs	Contracted	No	\$65.00	Per security contracting costs in Moses Lake.
Total annual security costs:			\$152,100	Assumes a 3% escalation each year.

Exhibit 17: Annual Meal Costs

Source: ECONorthwest

	Cost per Meal	Total Annual Cost
Breakfast	\$1.75	\$15,968
Lunch	\$0	\$0
Dinner	\$3.50	\$31,937
Total:		\$47,906¹⁰

¹⁰ Assumes a 3% escalation each year.

Exhibit 18: Wishlist Item Costs

Source: ECONorthwest

	Upfront Cost		Ongoing Yearly Cost	
	Pallet Costs	Non-Pallet Cost	Pallet Costs	Non-Pallet Cost
Heat/ AC	\$46,748	\$63,500	\$0	\$0
Laundry Onsite	\$1,500	\$1,500	\$5,732	\$5,732
Landscaping (includes pet area)	\$5,000	\$5,000	\$0	\$0
Shade structure with heaters	\$3,000	\$5,000	\$0	\$0
Kitchenette	\$2,000	\$2,000	\$0	\$0
Internet	\$0	\$0	\$2,400	\$2,400
Total:	\$58,248	\$77,000	\$8,132	\$8,132

ORDINANCE NO. 4936

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO ZONING AND THE REGULATION OF SUPPORTIVE HOUSING FACILITIES, AMENDING SECTIONS 15.130.090, 15.130.160, 15.130.200, AND 15.310.040, AND ADDING A NEW SECTION 15.340.080 "STANDARDS FOR PERMANENT SUPPORTIVE HOUSING TRANSITIONAL HOUSING, EMERGENCY HOUSING AND EMERGENCY SHELTER FACILITIES" TO THE ELLENSBURG CITY CODE.

WHEREAS, in 2021, the Washington State Legislature passed Engrossed Second Substitute House Bill 1220 (ESSHB 1220), as codified in chapters 35.21, 35A.21 and 36.70A RCW, which requires cities like Ellensburg to allow development of permanent supportive housing and transitional housing in all land use districts where residential dwellings and/or hotels are allowed; and

WHEREAS, ESSHB 1220 also requires cities to allow emergency housing and emergency shelters in all zoning districts where hotels are allowed; and

WHEREAS, cities are required to regulate permanent supportive housing, transitional housing, emergency housing and emergency shelter consistent with ESSHB 1220; and

WHEREAS, the Ellensburg City Code currently does not define or regulate permanent supportive housing, transitional housing, emergency housing or emergency shelter as distinct land uses; and

WHEREAS, City staff, through meetings with the Planning Commission and Affordable Housing Commission, prepared proposed code amendments addressing ESSHB 1220; and

WHEREAS, the proposed amendments to the Ellensburg City Code were issued a SEPA Determination of Non-Significance on October 10, 2023; and

WHEREAS, pursuant to RCW 36.70A.106, notice of the City's intent to amend the Ellensburg City Code Title 15 was sent to the Washington State Department of Commerce on October 10, 2023; and

WHEREAS, the proposed amendments were reviewed by the Planning Commission in a public hearing on November 9, 2023, and based on testimony and other evidence received at said hearing, the Planning Commission recommended City Council approve the amendments as presented; and

WHEREAS, the Washington State Department of Commerce provided comments on November 16, 2023 that recommended revisions to the proposed amendments; and

WHEREAS, staff revised the proposed code amendments in accordance with the Department of Commerce recommendations and scheduled an additional hearing before the Planning Commission to consider the changes; and

WHEREAS, the revised code amendments were reviewed by the Planning Commission in a duly advertised public hearing on January 11, 2024, and based on testimony and other evidence received at said hearing, the Planning Commission recommended City Council approve the amendments as included herein; and

WHEREAS, the revised code amendments were reviewed by the Ellensburg City Council at a duly advertised public hearing at its January 16, 2024 meeting;

WHEREAS, after considering the public comments at the January 16, 2024 public hearing and February 5, 2024 Council Meeting expressing concerns that Indoor Emergency Shelters, Indoor Emergency Housing, Permanent Supportive Housing, and Transitional Housing would not be permitted in the Public Reserve zoning district, the Ellensburg City Council approved amendments to the proposed ordinance to allow Indoor Emergency Shelters, Indoor Emergency Housing, Permanent Supportive Housing, and Transitional Housing as permitted uses in the Public Reserve zoning district and conducted second reading of the ordinance, as amended;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. The recitals set forth above are hereby adopted as the findings of the City Council and are by this reference incorporated herein as if set forth in their entirety.

Section 2. Section 15.130.090 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 4656, is hereby amended to read as follows:

15.130.090 - I definitions.

Impervious surface means any hard surfaced, manmade area that does not readily absorb or retain water, including, but not limited to, building roofs, parking areas, graveled areas, sidewalks, and paved recreation areas.

Improvement means any building, structure, or object constituting a physical improvement of real property.

Incentives are such compensation, rights, privileges, or combinations thereof which the Ellensburg city council or other county, state, or federal public agencies, by virtue of applicable present or future legislation, may be authorized to grant or obtain for the owner(s) of designated landmarks, landmark sites, or landmark districts. Examples of economic incentives include, but are not limited to, tax relief, conditional use permits, rezones, street vacations, transfers of development rights, facade easements, gifts, preferential leasing policies, private or public grants-in-aid, beneficial placement of public improvements or amenities, or the like. See chapter 15.280 ECC.

Indoors, for purpose of chapter 15.370 ECC, means within a fully enclosed and secure structure that complies with the Washington State Building Code, as adopted by the city of Ellensburg, that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation, slab, or equivalent base to which the floor is securely attached. The structure must be secure against unauthorized entry, accessible only through one or more lockable doors, and constructed of solid materials that cannot easily be broken through, such as two inches by four inches or thicker studs overlain with three-eighths-inch or thicker plywood or equivalent materials. Plastic sheeting, regardless of gauge, or similar products do not satisfy this requirement.

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.

Installed means the initial installation of outdoor light fixtures, as defined herein, made subsequent to the enactment of the ordinance codified in this chapter and shall not pertain or apply to those outdoor light fixtures existing at the time of enactment of the ordinance codified in this chapter, or to the maintenance or replacement of existing fixtures with like or similar fixtures.

Interim recycling facility means a site or establishment engaged in collection or treatment of recyclable materials, which is not the final disposal site, and including:

1. Drop boxes;
2. Source-separated, organic waste processing facilities; and
3. Collection, separation and shipment of glass, metal, paper or other recyclables.

(Ord. 4656 § 1 (Exh. O2), 2013)

Section 3. Section 15.130.160 of the Ellensburg City Code, as last amended by Section 13 of Ordinance 4887, is hereby amended to read as follows:

15.130.160 - P definitions.

Park means those areas of land under public ownership devoted to passive and active recreation activities and facilities. Such activities include open spaces, playgrounds, athletic fields, athletic or recreation structures.

Parking space, off-street. "Off-street parking space" means an off-street parking space available for the parking of one motor vehicle conforming to the standards set forth in chapter 15.550 ECC and section 6, parking standards, public works development standards.

Pedestrian accessway refers to a publicly accessible walkway or trail that provides a mid-block connection between streets. See ECC 15.420.020(A)(3) for applicable standards.

Pedestrian-oriented space is defined in ECC 15.520.030(C).

Permanent supportive housing is 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.

Permeable pavement is a paving system which allows rainfall to percolate through it into the underlying soil or an aggregate reservoir. Examples include porous asphalt, porous concrete, interlocking concrete pavers, and open cell paving grids.

Permit, project permit, or project permit application means any land use or environmental permit or license required from a local government for a project action, including but not limited to building permits, subdivisions, binding site plans, planned unit developments, conditional uses, shoreline substantial development permits, site plan review, permits or approvals required by critical area ordinances, site-specific rezones authorized by a comprehensive plan or subarea plan, but excluding the adoption or amendment of a

comprehensive plan, subarea plan, or development regulations except as otherwise specifically included in this subsection.

Person means any individual, partnership, corporation, trust, incorporated or unincorporated association, marital community, joint venture, governmental entity, or other entity or group of persons, however organized. "Person" includes a trustee, a receiver, an assignee, or a similar representative.

Personal service means a use that provides a service that is nonmedical as a primary use and may include accessory retail sales of products related to the services. Examples would include but not be limited to: barber, beautician, masseur, tailors, clothing rental, shoe repair shops, and steam and sauna baths.

Personally identifiable information, for the purpose of chapter 15.370 ECC, means any information that includes, but is not limited to, data that uniquely identify, distinguish, or trace a person's identity, such as the person's name, or address, either alone or when combined with other sources, that establish the person is a qualifying patient or designated provider.

Places of assembly means a structure for groups of people to gather for an event or regularly scheduled program. Examples include but are not limited to arenas, religious institutions, lecture halls, banquet facilities, and similar facilities.

Planning commission means the Ellensburg planning commission created by chapter 1.14 ECC.

Plant means, for the purpose of chapter 15.370 ECC, an organism having at least three distinguishable and distinct leaves, each leaf being at least three centimeters in diameter, and a readily observable root formation consisting of at least two separate and distinct roots, each being at least two centimeters in length. Multiple stalks emanating from the same root ball or root system shall be considered part of the same single plant.

Precision instrument approach is, for the purpose of chapter 15.350 ECC, designed to provide an approach path for exact alignment and descent of an aircraft on final approach to a runway.

Precision instrument runway 29 is, for the purpose of chapter 15.350 ECC, a 50,000-foot-long trapezoid that is 1,000 feet wide at the point where it meets the primary surface. It has a 50:1 slope for the first 10,000 feet and a slope of 40:1 for the remaining 40,000 feet. The approach surface is 16,000 feet wide at the outermost point.

Preliminary subdivision or plat means a scaled drawing of a proposed subdivision showing the general layout of streets, lots, blocks, rights-of-way, easements and other required elements of a plat which shall furnish a basis for the preliminary approval or disapproval of the general layout of the subdivision and preparation of a final subdivision. See chapter 15.260 ECC.

Premises means a specified lot or tract of land under single ownership.

Preservation planner means, for the purposes of chapter 15.280 ECC, the department of community development employee or consultant assigned to staff the Ellensburg landmarks and design commission and administer the historic preservation program.

Primary surface means, for the purpose of airport overlay zone regulations set forth in chapter 15.350 ECC, a surface longitudinally centered on a runway. When the runway has a specially prepared hard surface, the primary surface extends 200 feet beyond each end of that runway. For military runways or when the runway has no specially prepared hard surface, or planned hard surface, the primary surface ends at each end of that runway. The elevation of any point on the primary surface is the same as the elevation of the nearest point on the runway centerline.

Process means, for the purpose of chapter 15.370 ECC, to handle or process cannabis in preparation for medical use.

Produce means, for the purpose of chapter 15.370 ECC, to plant, grow, or harvest cannabis for medical use.

Public agency or utility office means a building or portion thereof used primarily for administration purposes by a public agency or utility.

Public meeting means an informal meeting of people to obtain comments from a city commission, committee, or public agency and members of the public prior to a decision on a project permit application.

Public place includes, for the purpose of chapter 15.370 ECC, streets and alleys of incorporated cities and towns; state or county or township highways or roads; buildings and grounds used for school purposes; public dance halls and grounds adjacent thereto; premises where goods and services are offered to the public for retail sale; public buildings, public meeting halls, lobbies, halls and dining rooms of hotels, restaurants, theaters, stores, garages, and filling stations which are open to and are generally used by the public and to which the public is permitted to have unrestricted access; railroad trains, stages, buses, ferries, and other public conveyances of all kinds and character, and the depots, stops, and waiting rooms used in conjunction therewith which are open to unrestricted use and access by the public; publicly owned bathing beaches, parks, or playgrounds; and all other places of like or similar nature to which the general public has unrestricted right of access, and which are generally used by the public.

Public transportation.

1. *Public transportation* means the conveyance of passengers and/or freight by buses, trains, airplanes or taxis for a fare.

2. *Passenger terminals* means the facilities used as transfer areas, ticketing agencies and administrative offices for “public transportation,” excluding taxi stands or bus stops along prescribed bus routes.

3. *Deadhead stations* means the facilities used for the storage and mechanical maintenance of vehicles engaged in “public transportation.”

Public use means any use of land by the public or a local, state or federal government agency.

Public utility means any use of land by a local, state, or federal agency, or by any person, firm or corporation licensed or franchised by such a government agency involving the transportation or transmission of materials, signals or electrical energy by vehicle or through conduit, wire, pipe or other similar device. Typical examples of this would include water, gas and sewer mains, television or telephone lines, and refuse collection. For the purpose of this title, such uses located or to be located on the properties they are to serve shall not be included in this definition.

Public works development standards means those standards filed by the director of public works and utilities with the Ellensburg city clerk, as approved and adopted by reference in ECC 4.04.020, including any amendments thereto made in accordance with ECC 4.04.040.

(Ord. 4887 § 13, 2022; Ord. 4804 § 4, 2018; Ord. 4656 § 1 (Exh. O2), 2013)

Section 4. Section 15.130.200 of the Ellensburg City Code, as last amended by Section 12 of Ordinance 4807, is hereby amended to read as follows:

15.130.200 - T definitions.

Temporary use means a use which will operate for less than 60 days. See ECC 15.250.010 for details.

Terminal or debilitating medical condition means, for the purposes of chapter 15.370 ECC:

1. Cancer, human immunodeficiency virus (HIV), multiple sclerosis, epilepsy or other seizure disorder, or spasticity disorders;
2. Intractable pain, limited for the purpose of this title to mean pain unrelieved by standard medical treatments and medications;
3. Glaucoma, either acute or chronic, limited for the purpose of this chapter to mean increased intraocular pressure unrelieved by standard treatments and medications;

4. Crohn's disease with debilitating symptoms unrelieved by standard treatments or medications;
5. Hepatitis C with debilitating nausea or intractable pain unrelieved by standard treatments or medications;
6. Diseases, including anorexia, which result in nausea, vomiting, cachexia, appetite loss, cramping, seizures, muscle spasms, or spasticity, when these symptoms are unrelieved by standard treatments or medications; or
7. Any other medical condition duly approved by the Washington State Medical Quality Assurance Commission in consultation with the board of osteopathic medicine and surgery as directed in this chapter.

THC concentration means, for the purposes of chapter 15.370 ECC, percent of tetrahydrocannabinol content per weight or volume of useable cannabis or cannabis product.

Theater means a place of public assembly intended and expressly designed for the presentation of motion pictures, other than an adult theater.

Tow vehicle storage area means the approved yard and buildings where stored vehicles are kept. The storage areas and fencing must comply with the requirements established by the Washington State Department of Licensing, Washington State Patrol, and all local zoning rules and regulations. All tow vehicle storage areas must be physically located within the tow zone assigned to the operator.

Tower height means, for the purposes of chapter 15.350 ECC, the distance measured from the finished grade to the highest point of the structure.

Transitional housing means a facility that provides housing and supportive services to homeless individuals or families for up to two years and whose primary purpose is to enable homeless individuals or families to move into independent living and permanent housing.

Transitional surfaces, for the purposes of chapter 15.350 ECC, extend outward at 90-degree angles to the runway centerline and the runway centerline extended at a slope of seven feet horizontally for each one foot vertically from the sides of the conical surfaces. Transitional surfaces for those portions of the precision approach surfaces, which project through and beyond the limits of the conical surface, extend a distance of 5,000 feet measured horizontally from the edge of the approach surface and at 90-degree angles to the extended runway centerline.

Transportation demand management or *TDM* means a broad range of strategies that reduce or shift use of the roadway, thereby increasing the efficiency and life of the overall transportation system. TDM programs influence travel behavior by using strategies that

accommodate more person-trips in fewer vehicles, shift the location or time of day at which trips are made, or reduce the need for vehicle trips.

Treatment means the physical, chemical, or biological processing of dangerous waste to make such wastes nondangerous or less dangerous, safer for transport, amendable for energy or material resource recover, amendable for storage, or reduced in volume.

Tree means, for the purpose of airport overlay zone regulations set forth in chapter 15.350 ECC, any object of natural growth.

(Ord. 4807 § 12, 2018; Ord. 4656 § 1 (Exh. O2), 2013)

Section 5. Section 15.310.040 Use tables of the Ellensburg City Code, as last amended by Section 3 of Ordinance 4929, is hereby amended to read as follows:

15.310.040 Use tables.

Table 15.310.040
Residential-Based Uses

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	I-L	NC-MU	RC-MU	I-H	P-R	MHP
RESIDENTIAL, GENERAL															
Dwelling, single-family* (ECC 15.540.020)	P	P	P		P										P
Dwelling, cottage* (ECC 15.540.050)	P	P	P		P									A ⁶	
Dwelling, duplex* (ECC 15.540.030)	P ²	P ²	P		P			P ⁷	P ⁷					A ⁶	
Dwelling, townhouse*	P ²	P ²	P	P	P	P ³		P ⁷	P ⁷		P	P		A ⁶	

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	I-L	NC-MU	RC-MU	I-H	P-R	MHP
(ECC 15.540.060)															
Dwelling, multifamily* (Division V of this title)	P ^{1,5}	P ^{1,5}	P	P	P	P ³	C	P ⁷	P ⁷		P	P		A ⁶	
Dwelling, live-work*	P ⁴	P ⁴	P ⁴	P ⁴	P ⁴	P		P ⁷	P ⁷		P	P			
Manufactured home park* (ECC 15.340.040)	C	C	C	P	C									A ⁶	P
GROUP RESIDENCES															
Boarding houses, lodging houses		C	P	P	C			P ⁷	P ⁷		P	P		A ⁶	
Adult family home*	P	P	P	P	P	P		P ⁷	P ⁷		P	P		A ⁶	
Community residential facility*			C	C	C	C		P ⁷	P ⁷		P	P		P/A ⁶	
Senior citizen assisted housing*			P	P	P	P		P ⁷	P ⁷		P	P		A ⁶	
<u>Transitional Housing*</u>	<u>P^{5,9}</u>	<u>P^{5,9}</u>	<u>P⁹</u>	<u>P⁹</u>	<u>P⁹</u>	<u>P^{3,9}</u>	<u>C⁹</u>	<u>P^{7,9}</u>	<u>P^{7,9}</u>		<u>P⁹</u>	<u>P⁹</u>		<u>P⁹</u>	

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	I-L	NC-MU	RC-MU	I-H	P-R	MHP
<u>Permanent Supportive Housing*</u>	<u>P^{5,9}</u>	<u>P^{5,9}</u>	<u>P⁹</u>	<u>P⁹</u>	<u>P⁹</u>	<u>P^{3,9}</u>	<u>C⁹</u>	<u>P^{7,9}</u>	<u>P^{7,9}</u>		<u>P⁹</u>	<u>P⁹</u>		<u>P⁹</u>	
<u>Indoor Emergency Shelter*</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>P⁹</u>	<u>P⁹</u>	<u>P⁹</u>		<u>P⁹</u>	<u>P⁹</u>		<u>P⁹</u>	
<u>Indoor Emergency Housing*</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>C⁹</u>	<u>P⁹</u>	<u>P⁹</u>	<u>P⁹</u>		<u>P⁹</u>	<u>P⁹</u>		<u>P⁹</u>	
RESIDENTIAL ACCESSORY USES															
Accessory dwelling unit* (ECC 15.540.040)	P	P	P	P	P			P ⁷	P ⁷						
Home occupations* (ECC 15.340.020)	P	P	P	P	P	P	P	P ⁷	P ⁷	P	P	P	P	P ⁶	P
Yard sale use	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸	A ⁸
TEMPORARY LODGING															
Bed and breakfast (ECC 15.340.010)	P	P	P	P	P			P ⁷	P ⁷		P	P			

Development conditions:

1. Subject use may be permitted subject to density bonus incentives set forth in table 15.320.030 and chapter 15.330 ECC.

2. Duplexes and townhomes are permitted in the R-L and R-S zones on infill lots (preexisting legal lots of record as of December 31, 2021) notwithstanding the maximum density limits in table 15.320.030. For lots recorded after this date, duplexes and townhomes are permitted in the R-L and R-S zones but must meet the density requirements of ECC 15.320.030.
3. Residential uses are permitted in the C-N zone provided nonresidential uses occupy the ground floor of all buildings fronting on the street. For example, residential uses could be on upper levels of buildings fronting on the street or, for deep lots, subject residential uses may occupy any buildings away from the street and behind the buildings that front onto the street.
4. Nonresidential uses may be permitted within live-work dwellings subject to the permitted uses in the underlying zoning district.
5. Multifamily dwelling units shall not be located adjacent to existing single-family dwellings, except where such uses were approved on an individual plat.
6. All uses permitted in the P-R zone must be either outright permitted and operated as a public use or must be an accessory use to the primary public use (see ECC 15.310.050).
7. Except for lobbies or similar entrances, all permitted residential uses in the C-C and C-C II zones are prohibited within 30 feet of the sidewalk on the ground floor of properties fronting on storefront streets per ECC 15.510.050(E).
8. Yard sales are permitted as an accessory use to a dwelling; provided, that the following conditions are met:
 - a. Only two yard/garage sales per dwelling unit not exceeding three consecutive days in duration are allowed per year;
 - b. The occupant or tenant of the dwelling unit shall supervise and be responsible for the yard/garage sale activities including ensuring that there is no impediment to the passage of traffic on public roads and sidewalks adjacent to the sale;
 - c. No goods are to be displayed in public rights-of-way without first obtaining a right-of-way use permit from the public works and utilities department; and
 - d. Signs advertising the sale shall not be attached to any public structure, sign, sign or utility pole or traffic control devices and shall be removed within 24 hours of the sale completion.
9. Subject to the permanent supportive, transitional housing, emergency housing and emergency shelter facilities standards set forth in ECC 15.340.080.

Table 15.310.040
Nonresidential Uses

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
RETAIL														
Auto sales, new and used							P	P ²	P		P			
Automobile fueling						P	P	P	P		P	P		
Automobile, electric vehicle battery charging station	P ¹	P ¹	P ¹	P ¹	P ¹	P	P	P	P	P	P	P	P	P
Farmers' markets*						P		P	P	P	P			
Fruit stands*	P	P	P	P	P									
Heavy retail (ECC 15.130.080)							P	P ²	P		P	P	P	
Nurseries and greenhouses	P						P	P	P	P	P	P	P	
Restaurants	P	P	P	P	P	P	P	P	P	P	P	P		A ⁶
Bars and brewpubs*						P	P	P	P	P	P	P		A ⁶
Coffee house, espresso bar	P ⁵	P ⁵	P	P	P	P	P	P	P	P	P	P		A ⁶
Retail, small scale (<2,000 sf floor area)	P ⁵	P ⁵	P	P	P	P	P	P	P	P	P			A ⁶

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Retail, medium scale (2,000—20,000 sf floor area)						P	P	P	P	P	P			A ⁶
Retail, large scale (20,001—60,000 sf floor area)						P ³	P	P	P	P	P			
Retail, very large scale (60,001—100,000 sf floor area)							P	C	C		P			
Retail, super scale (>100,001 sf floor area)							C				C			
Regional retail commercial projects* (subject to the requirements in chapter 15.390 ECC)	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸	P ⁸			P ⁸	P ⁸	P ⁸		
Marijuana retailer*						P ⁹	P ⁹	P ⁹	P ⁹	P ⁹	P ⁹			
PERSONAL AND GENERAL SERVICE														

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Day care I facilities*	P	P	P	P	P	P	P	P	P	P	P	P		A ⁶
Day care II facilities*	C	C	C	C	P	P	P	P	P	P	P			A ⁶
Heavy services (see heavy retail and services definition in ECC 15.130.080)*							P	P ²	P		P	P	P	
Hotels/motels*							P	P	P	P	P			
Hospitals*	C	C	C		P			C	P		C			A ⁶
Offices, medical*					P	P	P	P	P	P	P			P/A ⁶
Kennels*							P		P			P		
Nursing homes*	C	C	C	P	P			P	P					P/A ⁶
Marijuana cooperative*	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰
Personal service establishments*	P ⁵	P ⁵	P	P	P	P	P	P	P	P	P			A ⁶
Laundromats and dry cleaners			P	P	P	P	P	P	P	P	P	P		

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Places of assembly*	C	C	C	C	P	P	P	P	P	C	C	C		A ⁶
Radio station (commercial)		C					P			P	P	C	C	A ⁶
Veterinary clinic					C	C	P	P	P	P	P	C		
BUSINESS SERVICE														
Conference center*							P	P	P	P	P			A ⁶
Offices, business or professional*, small scale (<2,000 sf floor area)	P ⁵	P ⁵			P	P	P	P	P	P	P	P ⁴		P/A ⁶
Offices, business or professional*, medium scale (2,000—20,000 sf floor area)	P ⁵	P ⁵					P	P	P	P	P	P		P/A ⁶
Offices, business or professional*, large scale (20,001—60,000 sf floor area)							P	P	P	P	P	P		P/A ⁶

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Miniwarehouse facility*			C									C	C	
INDUSTRIAL														
Light manufacturing*							P	P ²	P ²	P ²	P ²	P	P	
Light industry (ECC 15.130.120)								P ^{2,7}	P ^{2,7}	P ^{2,7}	P ^{2,7}	P	P	
Hazardous waste treatment (off-site) (see definition of “off-site” in ECC 15.130.150)												C	C	
Hazardous waste treatment (on-site) (see definition of “on-site” in ECC 15.130.150)							C	C	C			C	C	A ⁶
Heavy industry (ECC 15.130.080)													C	
Marijuana processor*												P ¹⁴	P ¹⁴	
Marijuana producer*												P ¹⁴	P ¹⁴	

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Tow vehicle storage area*												P	P	
Vehicle wrecking yard*													C	

Development conditions:

1. Vehicle battery charging stations are permissible for the primary use of residents and their guests in all residential zones. Battery charging station clusters are permitted for multifamily uses located in the R-M and R-H zones.
2. Use must be enclosed entirely within a building.
3. Grocery stores shall be the only retail uses permitted with more than 20,000 square feet of gross floor area.
4. Except for office uses that are accessory to a permitted use, office uses may be permitted through the purchase of transferable development rights, subject to the adoption of a TDR program by the city.
5. Subject nonresidential uses may be permitted in the R-S and R-L zones if the planned uses are at least 1,200 feet from an existing C-N zone or commercial use.
6. All uses permitted in the P-R zone must be either outright permitted and operated as a primary public use or must be an accessory use to that primary public use. See ECC 15.310.050.
7. Includes light industrial activities that result in the production of goods placed for on-site retail sale. Special restrictions:
 - a. No power tools or equipment are allowed which by their decibel, frequency, and/or other feature of their operation would negatively impact the surrounding area by reason of decibel levels, light (see chapter 15.580 ECC for standards), dust or other physical effect; and
 - b. Production or manufacturing activity shall not occur between the hours of 10:00 p.m. and 6:00 a.m.
8. Regional retail is administered as an overlay zone pursuant to chapters 15.390 and 15.390A ECC, and only permitted within the designated boundaries identified in figure 15.390.040(A), the south interchange area, and figure 15.390.040(B), the west interchange area. Permitted uses and use restrictions within a regional retail commercial project are described in ECC 15.390.030. Design criteria for regional retail is governed by chapter 15.390A ECC.

9. All marijuana retail, production and processing facilities are subject to the requirements of chapter 15.370 ECC.
10. All marijuana cooperatives are subject to the requirements of ECC 15.370.030, chapter 314-55 WAC and chapter 69.51A RCW.

Table 15.310.040
Special Uses

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
PARK, OPEN SPACE AND RECREATIONAL														
Cemeteries, columbarium or mausoleums	P	P												
Golf course	P													P ¹¹
Golf driving range (not associated with a golf course)	C						C							P ¹¹
Recreation—outdoor (commercial)*							P			P	P	C		A
Recreation—indoor (commercial)*							P	P	P	P	P	C		A
Recreation—small-scale indoor studios (commercial)*	P	P	P	P	P	P	P	P	P	P	P	C		
Recreational vehicle parks (ECC 15.340.050)							P							
Parks, playgrounds (public or private)	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹	P ¹		P
CULTURAL AND ENTERTAINMENT														

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Adult entertainment establishment*							P ²							
Art, performing arts, and recording studios	C	C	C	C	P	P	P	P	P	P	P	P		P/A ⁷
Museums	C ¹²	C ¹²	C ¹²	C ¹²	P	P	P	P	P	P	P	P		P/A ⁷
Theaters					P	P	P	P	P	P	P	C		
EDUCATIONAL														
Schools	C	C	C	C	C		C	C	C					P ⁵
GOVERNMENTAL														
Court							P	P	P					P
Fire facility							P				P	P		P
Police facility						P ³	P	P ³	P		P	P		P
Public agency or utility office*						P	P	P	P	P	P	P	P	P/A
Public agency or utility yard	P ⁴	P ⁴	P ⁴	P ⁴	P ⁴	P	P	C ⁴	P			P	P	P/A
Utility facility* ⁸	P	P	P		P	P	P	P	P			P	P	P
Fairgrounds														P
Public transportation passenger terminals							P	P	P		P	P	P	P
RESOURCE														

Use	R-S	R-L	R-M	R-H	R-O	C-N	C-H	C-C	C-C II	NC-MU	RC-MU	I-L	I-H	P-R
Gardening or fruit raising (accessory use or noncommercial)	P	P	P	P	P	P	P	P	P	P	P	P	P	P/A ⁷
Agriculture*	P ⁹													
Small wind energy systems (ECC 15.340.060)	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰	P ¹⁰ /A ⁷
REGIONAL														
Airport														PC ⁶

Development conditions:

1. Lighting for structures and fields shall be directed away from residential areas through the use of exterior full cut-off shields or through optics within the fixture.
2. Adult entertainment is regulated pursuant to chapter 6.72 ECC. Zoning locational standards within the C-H zone for adult entertainment establishments are:
All such establishments must be at least 1,000 feet from any residential zone, parks, schools, historic district, any dwelling, freeway, highway, interstate, or major arterial (see map on file in the city clerk's office).
3. Limited to "storefront" police offices. Such offices shall not have:
 - a. Holding cells;
 - b. Suspect interview rooms (except in the C-N zone); or
 - c. Long-term storage of stolen properties.
4. Public agency or utility yard conditions:
 - a. Utility yards are only on sites with utility district offices; or
 - b. Public agency yards are limited to material storage, vehicle maintenance, and equipment storage for road maintenance, facility maintenance, and parks facilities.
5. Excluding private or nonprofit commercial schools, for which the principal course work is business, vocational, or technical.
6. A conditional use permit is required for the following uses:

- a. Facilities to sell, service and store airplanes, service airport patrons, and those ordinarily incidental and essential to operation of a municipal airport; and
 - b. Airport landing areas.
7. All uses permitted in the P-R zone must be either outright permitted and operated as a public use or must be an accessory use to the primary public use; see ECC 15.310.050. Subject uses must be managed by a public agency.
 8. Wireless communication facilities, including wireless communication support towers and antenna arrays, are subject to the provisions of ECC 15.340.070 and chapter 15.395 ECC.
 9. Agriculture uses are permitted in the subject zone provided the following conditions are met:
 - a. The raising of swine, poultry or goats shall be restricted to youth educational projects or limited household consumption occurring on the same lot, or lots of record;
 - b. No nuisances, such as noise, odor, air pollution, wastes, vibration, traffic or physical hazards, shall result therefrom; and
 - c. Fencing and housing adequate to certain livestock shall be provided where livestock are kept, and all livestock shall be kept and maintained in accordance with applicable laws and regulations.
 10. Small wind energy systems on properties listed in the Ellensburg landmarks register are subject to landmarks and design commission certificate of appropriateness.
 11. Subject use shall be permitted only if it is a public facility.
 12. Museums within the R-S, R-L, R-M and R-H zoning districts are permissible within existing buildings, or if for new construction only if the building is 2,000 square feet or less, and for both options through approval of a conditional use permit.
- (Ord. 4887 § 22, 2022; Ord. 4807 § 44, 2018; Ord. 4804 § 3, 2018; Ord. 4769 § 13, 2017; Ord. 4728 § 4, 2016; Ord. 4724 § 4, 2016; Ord. 4696 § 3, 2015; Ord. 4669 § 3, 2014; Ord. 4656 § 1 (Exh. O2), 2013).

Section 6. A new section entitled “Standards for Permanent Supportive Housing Transitional Housing, Emergency Housing and Emergency Shelter Facilities” is hereby added to the Ellensburg City Code and reads as follows:

15.340.080 Standards for permanent supportive housing, transitional housing, emergency housing and emergency shelter facilities.

A. Purpose and applicability. The purpose of this section is to establish reasonable standards for the safe operation and appropriate siting of supportive housing facilities within the city of Ellensburg so as to protect public health and safety for both facility residents and the broader community. As used in this chapter, “supportive housing facility” includes emergency housing,

emergency shelters, permanent supportive housing, and transitional housing in buildings or other permanent structures.

B. Performance standards.

1. Requirements for all supportive housing facilities.

a. General.

i. When a site includes more than one (1) type of supportive housing facility, the more restrictive requirements of this section shall apply.

ii. All supportive housing facilities must comply with the provisions of the Building and Fire Code under Title 4 of the Ellensburg City Code, the public works development standards, and are subject to the provisions of crime prevention through environmental design (CPTED) in ECC 15.420.040(C).

b. Site and Transit.

i. Facilities shall match the bulk and scale of residential uses allowed in the zone where the facility is located. The design, construction, appearance, physical integrity, and maintenance of the facility shall provide an environment that is sustainable, functional, and conducive to tenants' stability.

ii. If provided, exterior lighting must comply with Chapter 15.580 ECC and be directed downward, and glare must be contained within the facility site to limit the impact on neighboring properties.

iii. The minimum number of off-street parking spaces required for each facility will be determined by the decision maker through the approval process taking into consideration factors such as the potential number of residents, site constraints, impact on the surrounding neighborhood, and consistency with parking requirements for similarly sized multifamily developments.

iv. A description of transit, pedestrian, and bicycle access from the subject site to medical, behavioral health, substance use disorder treatment, and employment and other similar services must be provided at time of application by the sponsor and/or managing agency.

c. Facility Operations. The sponsor or managing agency shall comply with all federal, state, and local laws and regulations, including Kittitas County Department of Health regulations. The sponsor or managing agency shall be subject to inspections by local agencies and/or departments, consistent with state law, to ensure such compliance and shall implement all directives resulting therefrom within the specified time period.

2. Additional requirements for emergency housing and emergency shelters. In addition to the requirements under subsection (B)(1) of this section, emergency housing and emergency shelters are required to comply with the following:

a. Facility Standards. Facilities are subject to the occupancy limits established by the most current editions of the International Building Code and International Fire Code.

b. Facility Operations.

i. Trash receptacles must be provided in multiple locations throughout the facility and site. A regular trash patrol in the immediate vicinity of the site must be provided.

ii. Residents and staff must comply with all Kittitas County Health Department requirements related to food donations.

iii. No children under the age of eighteen (18) are allowed to stay overnight in the facility, unless accompanied by a parent or guardian, or unless the facility is licensed to provide services to this population. If a child under the age of eighteen (18) without a parent or guardian present attempts to stay in a facility not specifically licensed for providing housing to youth, the sponsor and/or managing agency shall immediately contact Child Protective Services and actively endeavor to find alternative housing for the child.

c. Facility Services.

i. Residents should have access to the following services on site, if feasible; if not provided on site, transportation shall be provided:

(A) For all facilities, medical and behavioral health services, including mental and behavioral health counseling.

(B) For emergency housing facilities, access to resources on obtaining permanent housing and access to employment and education assistance.

(C) For emergency shelter facilities, substance use disorder assistance.

ii. All functions associated with the facility, including adequate waiting space, must take place within a building or on the site proposed to house the facility.

iii. Facilities serving more than five (5) residents should have dedicated spaces for residents to meet with service providers.

iv. The sponsor or managing agency shall coordinate with the homelessness service providers for referrals to their program and with other providers of facilities and services for people experiencing homelessness to encourage access to all appropriate services for their residents.

3. Additional requirements for permanent supportive and transitional housing. In addition to the requirements under subsection (B)(1) of this section, permanent supportive housing and transitional housing are required to comply with the following:

a. Facility Standards. Individual facilities are subject to the density standards for residential uses in the zone where the facility is located.

b. Facility Services.

i. All residents shall have access to appropriate cooking and hygiene facilities.

ii. Residents should have access to the following services on site, if feasible, or should be provided transportation to such services by the sponsor or managing agency:

(A) Medical and behavioral health and substance use disorder services.

(B) Employment and education assistance.

Section 7. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 8. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 9. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 5th day of February, 2024.



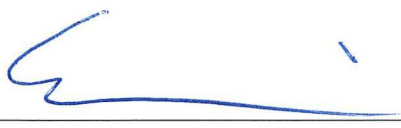
MAYOR

ATTEST:



CITY CLERK

Approved as to form:



CITY ATTORNEY

Publish: 2-8-2024

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4936 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4936 was published as required by law.



BETH LEADER