

AGENDA

AFFORDABLE HOUSING COMMISSION

August 7, 2024

Hybrid Meeting In-person and via Zoom



<https://us02web.zoom.us/j/83984481298?pwd=K3RsQ3RtUzRVdm50ZW45Z2hnZlhmZz09>

Meeting ID: 839 8448 1298

Passcode: 500777

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**CITY OF ELLENSBURG
AFFORDABLE HOUSING COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926 and remotely via Zoom
Wednesday, August 7, 2024
4:30 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda** (No Public Comment)
- 3. Approval of Minutes**
 - 3.A June 5, 2024 minutes
 - 3.B July 11, 2024 Joint Study Session with Planning Commission
- 4. New Business**
 - 4.A Presentation from Housing Authority of Kittitas County - Jennifer Ellis and Katie Haggin
- 5. Unfinished Business**
- 6. Citizen Comment**
- 7. Staff Update/Discussion Items**
 - 7.A Coordinating Low Income Planning (CLIHP) grant / homeless planning update
 - 7.B First & Pine update
 - 7.C Draft calendar for remaining 2024 meetings
- 8. Commission Representative Update**
- 9. Adjournment**



For more information on the Affordable Housing Commission, contact the Community Development office at 509-962-7231.

The Contents of this agenda have been photocopied on recycled paper.



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

June 5, 2024

Time of Meeting

4:30 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

Garzone called the meeting to order at 4:30 p.m.

Present: Courtney Garzone, Peter Stone, Dan Witkowski, John Perrie, Delano Palmer (left meeting at 5:30 p.m.)

Absent: Sarah Bedsaul, Kim Funston

Others Present: Lily Frey-Housing & Grants Administrator; Kathy Boots-Planning Technician; Dan Carlson-Community Development Director; Terry Weiner-City Attorney; Heidi Behrends Cerniwey- City Manager; David Sturgell; Pat Kelleher

Palmer motioned to excuse the absence of Sarah Bedsaul and Kim Funston. Motion passed 5-0.

2. Approval of Agenda

Palmer motioned to approve the agenda. The motion passed 5-0.

3. Approval of Minutes

3.A Minutes from May 15, 2024 meeting

Witkowski motioned to approve the minutes from May 15, 2024. Motion passed 5-0.

4. Unfinished Business

4.A Sleep Center Update

Heidi Behrends Cerniwey the City Manager, gave the background of the Sleep Center progression. On June 13, 2024, there will be a meeting to narrow down potential sites for the center. In addition to narrowing down the sites for the center, they are working on a funding structure. Since the last update, they have researched 40 parcels and narrowed them down to eight sites. The cost involved in the potential purchase or lease of a parcel is being considered. A site may need utilities to be put in, which will affect the cost significantly. The City and County are going to split the cost of the operating and capitol costs. The estimated yearly operating costs are projected to be \$400,000-\$500,000.

The City and County each have taxes and fees that are collected that could be used toward the operating costs. Once a site has been secured, the City can apply for state and federal funds. Heidi Behrends Ceriwey would like to be able to demonstrate the local investment of City funds in the amount of \$250,000.

5. New Business

- 5.A Robert's Rules of Order presentation by Terry Weiner, Assistant City Manager/City Attorney
Terry Weiner City Attorney reviewed Robert's Rules of Order with the Commission members.

6. Citizen Comment

None

7. Staff Update/Discussion Items

- 7.A Budget update
Staff reviewed the budget

8. Commission Representative Update

On June 17, 2024, the First & Pine projects will be presented to the City Council. The Commission members may attend but will not conduct business.

The July 2024 meeting will be a joint meeting with the Planning Commission to review code change proposals. A field trip to see the Inversion project in Yakima will be scheduled. In August 2024, the Housing Authority will make a presentation.

9. Adjournment

The meeting was adjourned at 5:55 p.m.



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

July 11, 2024

Time of Meeting

5:45 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

The meeting was called to order at 5:45 p.m. The meeting is a Joint Study Session with the Planning Commission

Present for Affordable Housing Commission: Courtney Garzone (arrived at 5:50 p.m.); Peter Stone (arrived at 5:47 p.m. and left at 7:12 p.m.); Dan Witkowski; John Perrie; Delano Palmer; Sarah Bedsaul (left at 7:00 p.m.); Kim Funston (left at 6:00 p.m.)

Present for Planning Commission: Ed Harrel; Sigrid Davison; Sathy Rajendran; George Bottcher; Michael Buehn

Absent for Planning Commission: Geraldine O'Mahony

Also Present: Jeremy Johnston-Planning Manager; Lily Frey-Housing & Grant Administrator; Kathy Boots-Planning Technician; David Miller-City Council Liaison (left at 7:03 p.m.); David Sturgell

Commissioner Rajendran motioned to excuse the absence of Geraldine O'Mahony. Motion passed 5-0.

2. Approval of Agenda

Not applicable due to this being a Planning Commission meeting

3. Approval of Minutes

Not applicable due to this being a Planning Commission meeting

4. New Business

Staff member Frey summarized House Bill 1110 and House Bill 1220. Due to middle housing being scarce and the adoption of House Bill 1110 the Planning Department staff are recommending changes to the City zoning code. Changes to the Cottage Housing City Code were reviewed and discussed. Off-street parking and open space were discussed. Changes to the Town Home City zoning code were discussed. The amount of parking spaces per unit were discussed on multi-unit developments. Multifamily housing being built near Single Family Residences was discussed. The proposed changes to the duplex code involved changing the illustration. Off-street parking in the Central Commercial zone were discussed. The intent was that there would be retail below on the street level but decreasing store fronts

on apartment buildings in this zone were considered. The pros and cons of allowing ground floor units was discussed. The Commissioners did consider possibly reducing the amount of feet from the unit to the sidewalk which may assist in increasing units. Staff member Johnston summarized House Bill 1337 regarding accessory dwelling units (ADU). The House Bill allows at least two ADU's on lots that can meet setbacks to property lines and critical areas and the square footage amount increased. Questions regarding sewer size, existing unpermitted ADU's, and utility meters were talked about.

5. Unfinished Business

The 2026 Comprehensive Plan is being updated. A task force is being formed with members of each Commission. The Committee is anticipated to meet for about six months next year, either monthly or bimonthly.

6. Citizen Comment

None

7. Staff Update/Discussion Items

None

8. Commission Representative Update

None

9. Adjournment

The meeting was adjourned at 7:15 p.m.

Affordable Housing Commission Work Program - **DRAFT**

July - December 2024

Note: funding requests treated as received; scheduling subject to change

