

CITY COUNCIL AGENDA

May 5, 2025



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To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_9e-RclFvSwm5YTtCpCC0NQ

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AMERICANS WITH DISABILITIES ACT

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COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

All City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at www.ectv2.com or on YouTube at [ECTV Ellensburg](https://www.youtube.com/channel/UCv3v3v3v3v3v3v3v3v3v3v3). You may also attend by phone, only, and listen to the meeting by following the registration instructions under “Procedure for Remote Participation During Meeting” below. Once you register, you will be sent a meeting invitation with a phone number for the meeting.

Public comment on Non-Agenda Issues (Item No. 7) is limited to a combined total of thirty (30) minutes unless Council votes to extend the time. Testimony or comments will be accepted in the following manner:

SUBMISSION OF WRITTEN COMMENTS

- **Written comments submitted in advance of meeting**
Submit written comments by mail to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.
- **Comments for public hearings**
Written comments must be received by the City Clerk by 5 p.m. on the meeting date. Comments can either be mailed to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or sent via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.

PROCEDURE FOR REMOTE PARTICIPATION DURING MEETING

1. ***Advance registration is required to provide public comment or hearing testimony via remote meeting attendance. Once registered, you will receive an email with the meeting link and phone number (for those who wish to call into the meeting).***
 - a) Anyone wishing to provide public comment on ***Non-Agenda Issues*** (Item No. 7 on the Agenda) must: 1. Register via the Zoom link by no later than 24 hours prior to the meeting; and 2. Provide a description in the Zoom registration form of the topic upon which they wish to speak with sufficient detail to allow the Mayor to determine whether it pertains to City business or a matter over which Council has control.
 - b) Anyone wishing to speak on ***all other Agenda items*** where it specifically states “Public Comment Opportunity” must register prior to 7 p.m. the day of the meeting.
2. Join the meeting early, as you may need to download the app in advance to participate. Once you’ve joined the meeting, your camera and microphone will be muted until you are recognized by the Mayor to speak.
3. Please note that there may be several items on the City Council Agenda that will precede the agenda item you wish to address.
4. The Mayor will identify the agenda item and ask if anyone wishes to speak on the matter.
5. If you wish to speak on an agenda item, you must:
 - a) Wait to be called upon by the Mayor using your name, e-mail, or phone number used to log in to the teleconference.
 - b) Raise your “virtual hand” in the corner of Zoom application on the computer screen or press *9 on your phone. Raising your hand signals the moderator that you wish to speak.
6. Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, and whether you are representing only yourself or others.

PROCEDURE FOR IN-PERSON PARTICIPATION (COUNCIL CHAMBERS)

- ◆ When recognized, approach the microphone provided on the right side of the room.
- ◆ Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, and whether you are representing only yourself or others.
- ◆ Each speaker's comments are to be limited to 3 MINUTES.
- ◆ Submit any written comments to the City Clerk.
- ◆ Speakers are cautioned not to make comments of a personal, impertinent or derogatory nature.
- ◆ Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition (unless the ballot proposition is being considered as part of the City Council agenda item).

PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

1. Each speaker's comments are to be limited to 3 MINUTES.
2. Speakers are cautioned not to engage in conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the Council meeting.
3. Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition (unless the ballot proposition is being considered as part of the City Council agenda item).
4. Speakers providing comments on Item 7, Non-Agenda Issues, may only address the Council on matters which concern the City's business or over which the Council has control, and must announce the topic upon which they wish to speak before making their comments.

Please note: City Council Rules provide that no action will be taken by the Council at the meeting at which a subject is first introduced during the citizen comment period (Item 7 on the Agenda). Council may consider an item at a future meeting, thus you may wish to concisely state your concern and request placement of your matter on a future agenda. Staff will follow up with speakers as necessary.

CONSENT AGENDA

Members of the audience may request items be removed from the consent agenda by asking for recognition and making the request during Agenda Approval. Items will not be removed from the consent agenda unless your request is confirmed by a councilmember.

AGENDA ITEMS

If you wish to have an item placed on a Council agenda, a written request should be delivered to the City Manager's Office prior to noon on the Monday preceding the Council meeting. Assistance will be provided in preparing a request if you wish to contact the City Clerk at (509) 925-8614.

PUBLIC HEARINGS

City Council accepts testimony or comments in person or via remote testimony on a particular subject schedule for Public Hearing. Council will consider all testimony, respond to any questions, and take action after the public hearing is closed. Testimony or comments will be accepted in the following manner:

1. When recognized,
 - If attending in the Council Chambers, approach the microphone provided on the right side of the room.
 - If attending remotely, raise your "virtual hand" in the corner of Zoom application on the computer screen or press *9 on your phone.
2. Please state your name, address, and whether you are representing only yourself or others.
3. Please limit your comments to 5 MINUTES.
4. Submit written comments to the City Clerk.

**CITY OF ELLENSBURG
CITY COUNCIL AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Monday, May 5, 2025
7:00 PM - Regular Meeting**

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (No Public Comment)

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| 2.A Jewish American Heritage Month | 6 |
| 2.B Asian American / Native Hawaiian and Pacific Islander Heritage Month | 7 |
| 2.C National Public Works Week | 8 |

3. Awards and Recognitions

- 3.A Historic Preservation Month Award Update

4. Approval of Agenda (No Public Comment)

5. Consent Agenda (No Public Comment)

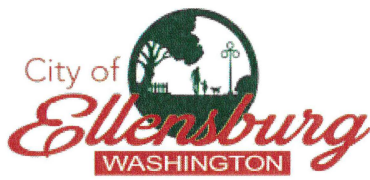
Items listed below have been distributed to Councilmembers in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Councilmember or at the request of a member of the public with concurrence of a Councilmember. Requests to remove items should be made under Item 4 Approval of Agenda.

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6. Petitions, Protests, and Communications

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7.	Public Comment on Non-agenda Issues	
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12.B	Councilmembers' Reports (No Public Comment)	
13.	Executive Session	
14.	Adjournment	



City of Ellensburg

PROCLAMATION

Jewish American Heritage Month 2025

Whereas, fleeing oppression from other areas of the world and looking for a place where they could practice their faith and lead their lives freely, the first Jewish immigrants arrived on American soil in 1654 in New Amsterdam; and

Whereas, since 2006, when President George W. Bush issued the first Presidential Proclamation designating May as Jewish American Heritage Month; and

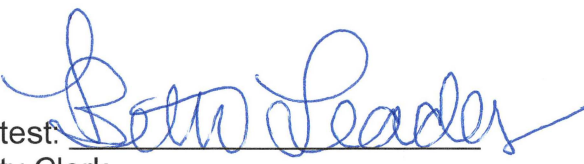
Whereas, bias acts of antisemitism continue to increase in Washington, across America, and in our community, we remember the anti-Jewish expulsions, mass murders, and discrimination of the Holocaust, and we recognize the need to root out prejudice and combat anti-Semitism locally, statewide, and nationally; and

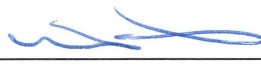
Whereas, we recognize Jewish Americans who, in the face of discrimination, sexism, and hard times, made, and continue to make, significant contributions locally, statewide as well as nationally; and

Whereas, the City of Ellensburg recognizes and honors the many Jewish Americans in our community who strengthen our medical, educational, business, religious systems, and our civic organizations;

Now, Therefore, the City Council of the City of Ellensburg does hereby proclaim May 2025 as Jewish American Heritage Month in Ellensburg and encourages all residents to join in this observance by building bridges of understanding and friendship with our Jewish American neighbors.

Signed this 5th day of May 2025.

Attest: 
City Clerk


Rich Elliott, Mayor



PROCLAMATION

Asian American/Native Hawaiian and Pacific Islander (AANHPI) Heritage Month 2025

Whereas, May is a celebration of Asian American/Native Hawaiian and Pacific Islander cultures, languages, and religions and a recognition that these peoples, as individuals and groups, have enriched the United States' culture and society and strengthened its global connection; and

Whereas, these AANHPI communities have contributed significantly to make our Nation more vibrant through their diversity of cultures, languages, and religions; and

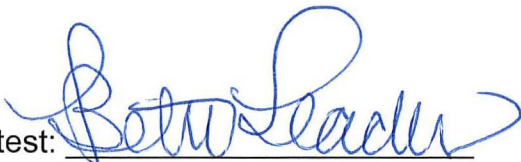
Whereas, we acknowledge the AANHPI communities continue to experience exclusion, racism, discrimination, physical attackers, incarceration, and deportation and a lack of equity in this country; and

Whereas, the American story as we know it would be impossible without the strength, contributions, and legacies of AANHPIs who have helped build and unite this country in each successive generation. From laying railroad tracks, tilling fields, and starting businesses, to caring for our loved ones and honorably serving the country in uniform, AANHPI communities are deeply rooted in the history of the United States; and,

Whereas, the City of Ellensburg recognizes and honors many other Asian American, Native Hawaiians, and Pacific Islanders residing herein who contribute each day to the strength and vibrancy of our community.

Now, Therefore, the City Council of the City of Ellensburg does hereby proclaim May 2025 as Asian American/Native Hawaiian and Pacific Islander Heritage Month in Ellensburg and encourages all citizens to join in this observance by building bridges of understanding and friendship with our Asian American/Native Hawaiian and Pacific Islander neighbors.

Signed this 5th day of May 2025.

Attest: 
City Clerk


Rich Elliott, Mayor

National Public Works Week

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life and well-being of the people of Washington; and

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, crew members, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and children of the state of Washington to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, the City Council and the City of Ellensburg do hereby designate the week of May 18-24, 2025 as "**National Public Works Week**"; we urge all our citizens to join with representatives of the American Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, maintenance and operations personnel, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Signed this 5th day of May 2025

Attest:
City Clerk


Rich Elliott, Mayor



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Regular Meeting

April 21, 2025

7:00 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Pledge of Allegiance

The Pledge of Allegiance was led by Councilmember Goodloe

1. Call to Order and Roll Call

Roll Call Present: Sarah Beauchamp (present remotely), Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller and Joshua Thompson

Absent: Delano Palmer (excused absence)

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, Parks & Recreation Director Case, Aquatics & Recreation Supervisor Hctor, and approximately 70 members of the public

Others present remotely via Zoom: Two members of the public

2. Proclamations

2.A Bike Month

2.B National Child Abuse Prevention Month

3. Awards and Recognitions

4. Approval of Agenda

Councilmember Lillquist moved to approve the Agenda as presented. **Motion approved 6-0**

5. Consent Agenda

5.A Approve Minutes of April 7, 2025 Regular Meeting

5.B Approve Minutes of April 7, 2025 Study Session

5.C Acknowledge Minutes of Boards and Commissions

5.D Project Acceptance - Bid Call 2020-34 - University Way and Reecer Creek Road Signalization Project

5.E Bid Award – Bid Call No. 2025-01, 2025 Residential Sidewalk Repair Program

5.F Resolution 2025-06 Approving Kristen and Clayton Wood's Tree Removal Request at 1104 E Craig Avenue.

5.G Amendment #1 to R24-09 Joint Use Pole Loading Consultant Services

5.H Approve April 21, 2025 Voucher Listing

Councilmember Goodloe moved to approve the Consent Agenda as presented. **Motion approved 6-0**

6. Petitions, Protests, and Communications

7. Public Comment on Non-agenda Issues

- Adrea Bezdicek-Donogh - County resident - speaking for herself, spoke regarding DEI and the City pool facility
- Jean Marie Linhart, City resident, spoke regarding City Library programs and in favor of DEI
- Carol Cox, Ellensburg resident, spoke in favor of DEI
- Judy Coder, City resident, spoke in favor of DEI
- Christi Sutphin, Ellensburg resident, spoke in favor of DEI
- Charli Sorenson, County resident, spoke regarding DEI
- Shelly Lounsbury Griffin, Ellensburg resident, spoke in favor of DEI
- Pat Kelleher, County resident, spoke regarding Reed Park
- Mariana Fraher, Ellensburg resident, spoke in favor of DEI
- Amanda Russert, Ellensburg resident, representing oneself, spoke in favor of DEI
- Tory Jones, Ellensburg resident, spoke in favor of DEI
- Jessica Hannah, County resident, spoke regarding DEI and the protection of children
- Mike Wallace, Ellensburg resident, representing himself, spoke regarding DEI

Councilmember Thompson moved to extend the public comment period for non-agenda items for fifteen minutes. Motion died for a lack of a second.

8. Business Requiring Public Hearings

9. Introduction and Adoption of Ordinances and Resolutions

9.A Amending Ellensburg City Code Chapter 2.34 - Parks & Recreation Rules and Regulations (Public Comment Opportunity)

Brad Case, Parks & Recreation Director, presented information in the staff report. Additional information was on the dais for Council. Council asked questions of staff.

Gary Cummisk, City resident, spoke against the increase in pool pass fees

Councilmember Beauchamp left the meeting at 8:05 pm.

Councilmember Miller moved to conduct first reading of Ordinance 4959, amending Chapter 2.34 of the Ellensburg City Code. **Motion approved 5-0**

10. Unfinished Business

11. New Business

- 11.A Comprehensive Plan Periodic Update and Suspension of 2026 Annual Update
Dan Carlson, Community Development Director, presented information in the staff report. Council asked questions of staff.

Adrea Bezdicek-Donogh, County resident, spoke regarding the periodic update process and how citizens will be heard

Candice Comfort, County resident, spoke regarding how citizens will be heard for the periodic update process in 2026

Councilmember Lillquist moved to approve suspension of the 2026 Annual Comprehensive Plan Update process to prioritize resources for the Periodic Update. **Motion approved 5-0**

12. Miscellaneous

- 12.A Manager's Report (No Public Comment)

Heidi Behrends Cerniwey, City Manager, presented information in the report. It was requested to cancel the May 5, 2025 Study Session.

Councilmember Goodloe moved to cancel the May 5, 2025 Study Session.
Motion approved 5-0

The council candidate information session is scheduled for April 30, 2025 in Council Chambers. The session will be recorded for those who can't attend. The 2024 Annual Report was included on the dais and will be sent out to the public.

- 12.B Councilmembers' Reports (No Public Comment)

- Councilmember Miller attended the Arts Commission, Planning Commission and PTAC meetings. He will also be at the June 21st meeting, which he previously had an excused absence for
- Councilmember Lillquist attended the County Airport Advisory Committee, Environmental Commission and Utility Advisory Committee meetings and family poetry night. She requested an excused absence for the May 19, 2025 regular meeting. She spoke regarding economic development

Councilmember Miller moved to approve an excused absence for Councilmember Lillquist at the May 19, 2025 meeting. **Motion approved 4-0 (Lillquist abstained)**

- Mayor Elliott attended a listening session at CWU, met with the County to set an agenda for City/County joint session on May 8th, attended the

KCCOG meeting and state of the County address hosted by the Chamber of Commerce.

Mayor Elliott moved to bring the ballot measure Council voted on at the April 7, 2025 meeting, back to a future meeting for discussion of other options. **Motion approved 5-0**

13. Executive Session

14. Adjournment

Meeting adjourned at 8:50 pm

Mayor

ATTEST: _____
City Clerk



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

February 5, 2025

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

The meeting was called to order at 4:40 p.m.

Present: Sarah Bedsaul, Courtney Garzone, Dan Witkowski, Kim Funston (arrived at 4:36 p.m.), Delano Palmer

Absent: John Perrie, Peter Stone

Others Present: Lily Frey-Housing & Grants Administrator, Dan Carlson-Community Development Director, Kathy Boots-Planning Technician, Melissa White, Crystal Colin, and a member of the public.

Commissioner Palmer motioned to excuse the absence of John Perrie and Peter Stone. Motion passed 5-0.

2. Approval of Agenda

Commissioner Witkowski motioned to approve the agenda. Motion passed 5-0.

3. Approval of Minutes

3.A January 8, 2025 regular meeting minutes

Commissioner Palmer motioned to approve the January 8, 2025, minutes. Motion passed 5-0.

4. New Business

4.A Annual review 2024

Staff member Frey reviewed Commission duties and responsibilities. The revised revenue allocation framework was approved by the City Council. The population growth rate is lower than expected. Average Ellensburg rental costs increased by approximately 7%. One-bedroom rents increased by approximately 13%. Home values have increased 0.3% since December 2023. The median Kittitas County home price increased 3.6%. The median home value for Ellensburg is \$451,500. Recent and ongoing affordable housing developments were reviewed. Affordable housing revenues and activities were discussed. 2024 highlights and 2025 goals were presented.

4.B Housing services application process

Staff will do an initial review to determine if the project has all the information and qualifies. The next step will be staff and the applicant will have a pre-funding meeting. Once that is complete, the applicant will present the project to the Affordable Housing Commission for evaluation. The Affordable Housing Commission will then make a recommendation to the City Council. If the City Council approves the project, an agreement will be completed between the City and the applicant. Once the agreement is complete, the applicant will apply for a pre-application permit through City of Ellensburg Community Development. Staff will then monitor and follow reporting requirements. The application timeframe will remain open. An annual notice of funds will be provided. Several questions will need to be decided on by the Commission as the process moves forward. The Commission discussed rapid rehousing, eviction prevention, measurable outcomes, resources for the homeless, and life skills.

4.C Update on County five-year homelessness plan development

Lily Frey provided key takeaways from the five-year plan data collection. HopeSource sent out a survey to gather input from the community. The focus areas of the survey are identifying critical housing needs, barriers to accessing services, and recognizing successful programs and strategies. A facilitator led five focus groups to gather more in-depth responses from the community, law enforcement and local government, Central Washington students, faculty and staff, people who have experienced homelessness and service providers. Survey and focus group responses were presented and discussed. Commissioners discussed service gaps, behavioral health, job training, and public awareness. Commissioner Delano shared his recent visit to the emergency shelter.

5. Unfinished Business

None

6. Citizen Comment

None

7. Staff Update/Discussion Items

7.A Draft schedule through June 2025

Staff member Frey reviewed a draft plan for Affordable Housing Commission meetings topics through June 2025.

7.B Ongoing housing project updates

Frey provided updates on current projects. Inversion is making some changes to their proposal. Staff will meet with them in March 2025, and she hopes to have the contract completed. Once the contract is completed, Inversion will come to present at a future meeting.

The Pathways Place project was awarded a Connecting Housing to Infrastructure Program (CHIP) grant.

8. Commission Representative Update

8.A Council housing action update

The City Council conducted the first reading of the water/sewer connection ordinance. Land Development Code changes were adopted regarding housing standards, density bonus, Accessory Dwelling Units, off-street parking, and plat extensions.

Commissioner Garzone will send staff a video regarding housing so that staff can send it to the Commissioners. The video will be screened at Central Washington University on a date to be announced.

Commissioners would like to know if HopeSource is able to indicate how many they helped.

9. Adjournment

The meeting was adjourned at 5:27 p.m.



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

March 5, 2025

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

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

Present: Kim Funston, Delano Palmer, Sarah Bedsaul, Dan Witkowski, Peter Stone

Absent: John Perrie, Courtney Garzone (excused).

Others Present: Lily Frey-Housing Program Manager; Dan Carlson-Director; Mark Rud-Associate Planner; Chace Pedersen- Associate Planner; Stacey Henderson-Planning Manager; Susan Grindle; Bill Hinkle; Nathan Poel; two members of the public.

Commissioner Palmer motioned to excuse the absence of Commissioner Garzone. Motion passed 5-0.

2. Approval of Agenda

Commissioner Palmer motioned to approve the agenda. Motion passed 5-0.

3. Approval of Minutes

3.A Minutes from February 5, 2025 regular meeting

Commissioner Palmer motioned to approve the February 5, 2025, regular meeting minutes. Motion passed 5-0.

4. New Business

4.A Staff introductions

Stacey Henderson, the Planning Manager, introduced herself. Chace Pedersen, the Associate Planner, introduced himself. Mark Rud, the Associate Planner, introduced himself.

4.B Updates on Pathways Project - Bill Hinkle, HopeSource

Susan Grindle from HopeSource gave an update to the Commission on the Pathways project. The project is now fully funded and permitting has begun. Construction is projected to begin July 2025.

4.C Consider revised 1st and Pine project - Nathan Poel, Inversion Design Build (Public comment opportunity)

Nathan Poel from Inversion design updated the Commission. Due to funding complications, the project design was revised. The contract with the City of Ellensburg is close to being finalized. Funding sources were discussed. A pre-application meeting is scheduled for March 13, 2025, with the City of Ellensburg. Short Plat, AML, and costs per unit were talked about. Public comment was opened. No public comment. Public comment closed. Commissioner Palmer motioned to recommend moving the revised Inversion Design plans to the City Council for approval. Motion passed 5-0.

4.D Communications planning

Lily Frey inquired what the Commission would like to communicate to the public and how. A presentation of slides is being completed by staff. The slides will be able to be adjusted based on the audience. Bedsaul and Palmer will review the slides and would be able to adapt them to present to different audiences. Commissioners preferred the option of a public presentation in the Fall. A one-page flyer will be created for different audiences.

5. Unfinished Business

5.A Housing notice of funding availability (NOFA) and services application materials review (Public comment opportunity)

Lily Frey showed the Commission members the Notice of Funding Availability (NOFA). The document was amended to reflect the updated services available. The new application was reviewed. Applications will be open-ended. The revised scoring matrix was reviewed. Public comment opened. No public comment. Public comment closed. Commissioners agreed with the changes.

6. Public Comment

No public comment.

7. Staff Update/Discussion Items

The Comprehensive Plan Update will be discussed at the April AHC meeting.

8. Commission Representative Update

8.A Update on Council actions related to affordable housing

Commissioner Palmer indicated the information on the Pathways project was helpful. Letters of support for the Inversion Design extension request were discussed.

The Commission will receive project updates on a quarterly basis.

9. Adjournment

Commissioner Bedsaul stated she would be gone for the April 2025 meeting.

The meeting was adjourned at 5:43 p.m.



CITY OF ELLENSBURG

Meeting Date of Meeting

Start Time of Meeting

Place of Meeting

Arts Commission Meeting Minutes

March 13, 2025

4:00 PM

Council Conference Room, City Hall

1. Call to Order and Roll Call of Members

1.A Chair Eyre, Commissioner Marchand, Commissioner Dougherty, Commissioner Oostra, Commissioner Snedeker, Commissioner Kooser, Commissioner Scheffer, and City Council Member Miller

Absent:

Welcome any guests. Rice Majors

2. Approval of Agenda

Motion to approve March 13, 2025, Arts Commission meeting agenda as presented.

By: Commissioner Snedeker

Seconded: Commissioner Marchand

In Favor: All in favor

Opposed: None

Abstain: None

Motion Carries

3. Approval of Minutes

Motion to approve February 13, 2025, Arts Commission meeting minutes as presented.

By: Commissioner Snedeker

Seconded: Commissioner Dougherty

In Favor: All

Opposed: None

Abstain: None

Motion Carries

4. Budget/Financial Report

4.A 2025 Arts Commission Budget Update

Staff gave brief overview of 2025 Arts Commission budget in agenda packet.

5. New Business

5.A Shakespeare in the Park

Guest Rice Majors gave an overview of the intended programming for Shakespeare in the Park (Unity Park). Arts Commission role discussed.

Motion to approve Arts Commission sponsorship of Shakespeare in the Park for 2025, pending review by City Attorney that there are no liability issues that affect the Arts Commission pertaining to the sponsorship of this request. This is a non-funding request.

By: Commissioner Eyre

Seconded: Commissioner Scheffer

Discussion: Commissioner Scheffer has concern regarding the word 'sponsor'.

Commission discussed the usage of other language in lieu of 'sponsor'. There was additional discussion regarding the project and the role of the Arts Commission for 2025. Staff will reach out to City Attorney regarding liability for the Arts Commission as a sponsor.

In Favor: All

Opposed: None

Abstain: None

Motion Carries

6. Unfinished Business

6.A Subcommittee Information:

- Chairs selected: Commissioner Snedeker questioned the usage and language surrounding "chair" for lead the subcommittee. Commissioner Snedeker will draft proposed language to serve the future for the Art Commission for use in the Subcommittee Work Plans.
- Written description of the subcommittee, outlining the intended subcommittee focus.
- Establish a preliminary outline of the subcommittee scope of work for 2025.

6.B City Arts Policy Review & Update Planning: Commission would like to keep this under Unfinished Business. This item will be updated once Subcommittee Scope of Work Plan is completed.

6.C Admission Tax Discussion Update: No update given at this time. Staff check with Commissioner Eyre on whether to add to April's agenda.

7. Subcommittee Business:

7.A 1. Funding & Advocacy: Jerry/Jill/Marie: Drafted subcommittee workplan. Subcommittee will review and send final to staff.

2. First Friday Art Walk: Jill/Erin/Brian: New posters and brochures have been distributed. Erin raised the question of updating the sandwich boards. Is there funding for this for 2025. Discussion on past efforts and Erin shared her vision for updating the sandwich boards.

There is not funding for this in the budget for 2025.

Subcommittee will put together a proposal and budget to present to

commissioners for review.

3. City Art/Public Art: Jerry/Jeffy/Alex: Chair: Alex Had meeting to discuss public art collection and updating data of the collection.

4. Awards & Distinctions: Marie/Jeff/Alex Draft ready to go for subcommittee information. Next PL meeting is on March 31st, Haiku event at Valo. Staff created event on SM and continue to push out.

5. Ellensburg Creative District: Jeff/Brian/Alex/Staff: Update given on Phase I Wayfinding progress.

8. Citizen Comment

No citizen comments

9. Staff Update/Discussion Items:

- ArtsWA updates: met with Aaron Semer, new Program Manager for the Creative Districts who will be in Ellensburg all-day on April 28th, attended Rural Creative Districts Cohorts meeting, Soap Lake is the newest Creative Districts. Staff will be traveling to meet & tour other creative districts beginning in April.
- April 9, 2025, EACA will host free Grant Writing Workshop.
- Terms Ending & Recruitment

10. Commission Representative Update-Update on Flags and Banners regarding the usage of sidewalk or A-frame signs.

11. Adjournment Time 5:10 pm



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Environmental Commission, Regular Meeting

February 19, 2025

5:15 PM

Council Conference Room

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call of Members

Commissioner Wollman called the meeting to order at 5:15 p.m.

Present: Jean Marie Linhart, Raven Harlin, Jess Black, Brenda Devore, Christina Wollman
Others Present: Dan Carlson-Director; Kathy Boots-Planning Technician; Nancy Lillquist-City Council Liaison; Nicole Baker-Sustainability & Energy Coordinator; Heidi Behrends Cerniwey -City Manager; Kamran Hermann-Potential Environmental Commissioner; Jeffrey Bousson-CWU; Jordan Spradlin

2. Approval of Agenda

Commissioner Linhart motioned to amend the agenda to discuss bicycle infrastructure. Motion passed 5-0. Bicycle infrastructure was added to the agenda as 8B.

3. Approval of Minutes

- 3.A Approval of December 18, 2024 Environmental Commission Meeting Minutes
Commissioner Linhart motioned to approve the minutes from December 18, 2024. Motion passed 5-0.

4. New Business

- 4.A Air Quality Community Engagement Grant
Introductions were completed. Jeffrey Bousson from Central Washington University (CWU) explained an air quality grant that they would like to engage the community's feedback on. The grant through the Department of Ecology is to find ways to reduce air pollution exposure through community engagement from March 2025-June 2025. Mr. Bousson solicited ideas from Commission members.
- 4.B Discuss Revised Role of Environmental Commission
Heidi Behrends Cerniwey spoke about possible changes in the role of the Environmental Commission. The Commissioners were asked to think about the possible changes before the next meeting.
- 4.C Recycling Discussion
Commissioner Devore gave an update on a recycling event that would include

bike and bike parts dropped off. Waste Management plans to attend a future meeting. IOOF gave 30 bikes to APOYO in January 2025. Central Washington University is hosting a bike repair fair on April 24, 2025. A subcommittee of Commissioner Devore and Harlin in addition to Ms. Lillquist and a CWU staff member will work on the waste management event.

4.D Transportation Safety Task Force

Commissioner Harlin explained that at a Transportation Safety Task Force meeting she learned about a safety survey that will take place regarding the safety of lights and crosswalks. There will be an open house at City Hall on March 6, 2025.

5. Unfinished Business

None

6. Citizen Comment

None

7. Bicycle Advisory

7.A Bike Month Planning

Ms. Lillquist stated there is a bike month planning meeting on February 24, 2025. Activities and fundraising will be discussed at the meeting.

8. Staff Update/Discussion Items

8.A Water Fluoridation Discussion

Commissioner Harlin discussed concerns over fluoride being added to the water. The City Manager stated that it will be addressed in the future.

Lillquist stated shop with a cop was successful, with 53 children who received \$150.00 each to spend on presents for family members. All received bikes and helmets if needed.

Commissioner Linhart would like to have future presentations from Public Works regarding reports on projects before they are started so that the Commissioners can provide feedback.

9. Adjournment

The meeting was adjourned at 6:22 p.m.

**Parks & Recreation Advisory Commission
Meeting Minutes – March 12, 2025**

DATE OF MEETING: March 12, 2025
MEMBERS PRESENT: Nikki Pollock, Frana Milan, Charley Smith, Devin Shea, Laura Wilson, Casey Fiske (Remote)
OTHERS PRESENT: Council Liaison Beauchamp, Council Liaison Thompson, Parks & Recreation Director Case, approximately 7 members of the public
LOCATION: Meeting was held in the Council Chambers and Remotely

CALL TO ORDER – Meeting called to order at 5:35pm

MEETING MINUTES – Minutes from the January 16, 2025 meeting were approved as submitted.

CITIZEN COMMENT ON NON-AGENDA ITEMS

Community members spoke in favor of the City building splash pad, building a community recreation center at a location other than Mt. View Park, and about WinCo involvement in the fieldhouse project.

NEW BUSINESS

Park Partnership Grant Funding Extension for Splash Pad Feasibility Study – Staff presented a request from Kittitas Valley Health Care to extend funding for their 2024 Park Partnership Grant project, 'Splash Pad Feasibility Study'. KVHC received \$10,000.00 through the Park Partnership Program to perform a feasibility study and design work for a splash pad. KVHC was not able to spend the funding so they asked the Commission to support an extension through December 31, 2025. ***A motion was made and seconded to support the request, all in favor.***

Park Recreation and Open Space Request for Qualifications Review and Discussion -

Staff reviewed the 'Request for Qualifications' put out by the City to update the Parks, Recreation, and Open Space Plan, which includes the development of a sustainable funding strategy. The RFQ closes March 28, 2025 with a projected project start date of May 1, 2025. The plan is a tool used by the city to help develop project priorities, needs assessments, and identify areas of strengths and weaknesses. The planning process will be completed by March 1, 2026. The Commission will be involved throughout the update process, receiving updates on plan, participating in public outreach efforts and assisting with promoting the planning process.

Unity Park Draft Rules – staff presented a draft list of rules specific to Unity Park. The majority of the Unity Park draft rules were taken from the current park rules and regulations with a few modifications because of the unique qualities and location of Unity Park. The Commission will bring any recommendations to the draft rules to the April 9, 2025 meeting.

OLD BUSINESS

Parks & Recreation Department Fee Increase – Staff provided the Commission with an overview proposed fee adjustment for parks & recreation department fees set by City Code. The majority of the fee increases are for the last fee adjustment was done over 7 years ago, in that time operating expenses have significantly increased, specifically related to staffing and supplies. The increases being proposed range from 10% (daily admission fees) to over 40% (private pool rental), with the majority of the fee increases in the 30% range. In addition to the pool fees being changed, staff is proposing changes to the

Adult Activity Center facility rental rates, athletic field use fees, picnic shelter rental rates and Rotary Park tournament rates. ***A motion was made and seconded to support the fees being proposed by staff, all in favor.***

ITEMS FOR FUTURE MEETINGS

Boards & Commission Training – April

Unity Park Rules Final

STAFF REPORTS 1. Staff provided an update on the fieldhouse project. Based on feedback from the Ellensburg City Council at their February 3rd fieldhouse study session, staff will be looking at options related to a private public partnership which could include leasing the building with the option to purchase. 2. Park restrooms and access roads will be open by Monday, March 24th. 3. The first tournament at Rotary Park will take place the weekend of March 22nd, there are a total of 14 tournaments scheduled for spring and summer. 4. There are a handful of punch list items at Unity Park that need to be completed, this includes replacement of sections of concrete, installation of lighting, addressing the efflorescence on brick stage wall.

Meeting adjourned at 7:20pm



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Utility Advisory Committee, Regular Meeting

March 20, 2025

3:30 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call of Members

Chair Bousson called the meeting to order at 3:30 pm.

Members present: Nancy Lillquist, City Council; Delano Palmer, City Council; Jeff Bousson, CWU.

Committee member Palmer moved to approve Audrey Huerta & Bryan Clark's excused absence. **Motion approved. 3-0**

Also present: Darin Yusi, Gas Engineer (Zoom); Kim Bowie, Operations Analyst; Buddy Stanavich, Energy Resource Manager; Nicole Baker, Sustainability & Energy Coordinator (Zoom); John Mooers, Rate Analyst; Mike Helgeson, Assistant Public Works Director.

One member of the public via Zoom.

1.A Grant Craig resignation from Committee.

Chair Bousson recognized the resignation of Grant Craig from the Committee.

2. Approval of Agenda

Committee member Lillquist moved to approve the agenda as presented. **Motion approved. 3-0**

3. Approval of Minutes

3.A Feb 20 UAC regular meeting minutes

Committee member Palmer moved to approve the regular meeting minutes. **Motion approved. 3-0**

4. Approval of Consent Agenda

No consent items.

5. Correspondence and Citizen Comments on Non-Agenda Items

No public comment.

6. Telecommunications Utility Discussion Items

No telecommunication items.

7. Electric, Natural Gas, Water, Wastewater, Stormwater Utility Discussion Items

7.A Appoint Selection Committee Members

Committee member Palmer nominated Nancy Lillquist as the Council Liaison for the UAC selection committee with Delano Palmer as the alternate. **Motion approved. 3-0**

7.B 2023 Electrical System Plan

Power Engineers, Inc. presented the 2023 Electrical System Plan.

Committee member Palmer moved to recommend that City Council accept the 2023 Electrical System Plan as complete. **Motion approved. 3-0**

8. Staff Informational Items

8.A Public Works and Utilities Updates

Staff shared Public Works updates.

9. Commission Representative Update

The Committee members congratulated Buddy Stanavich on his new position as Energy Services Director beginning April 1st.

10. Adjournment

Meeting adjourned at 5:02 pm



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Resolution 2025-07 Approving Janelle Isaacson's Street Tree Removal Request at 812 E Capitol Avenue.
Submitted by: Erin McGowan, Stormwater/Urban Forestry
Department: Public Works

Suggested Motion/Action:

Adopt Resolution 2025-07, authorizing Janelle Isaacson to remove the designated street trees at 812 E Capitol Avenue.

Background/Summary:

Janelle Isaacson, the property owner at 812 E Capitol Avenue, has requested the removal of two Blue Spruce trees within the city right-of-way along the property's northern edge. The request is based on concerns related to property maintenance, neighborhood impact, and long-term tree suitability.

The trees are reportedly shedding pinecones and sap onto the yard, neighboring properties, and parked vehicles, making maintenance of the area beneath them difficult. The property owner intends to replace both trees with species from the City's approved street tree list.

Tree Condition: Both Blue Spruce trees are generally in good condition. However, the easternmost tree lost its crown to windsnap, and the westernmost tree has multiple leaders in the upper third portion of the canopy, increasing its susceptibility to crown damage during storms.

City Infrastructure damage: None observed.

Tree Maintenance Activity by the City: None known.

Species Suitability to the Location: Blue Spruce is not listed on the City's approved street tree list. These trees were planted too close to the sidewalk, and the root system of the westernmost tree is beginning to uplift and separate the neighboring property's fence.

Private damage claims processed by the City: None known.

Previous Council Action:

None

Analysis:

The City Arborist supports the proposed tree removals. The current tree species and their location present ongoing challenges for property maintenance and compatibility with surrounding infrastructure. The root system of the westernmost tree is beginning to impact a neighboring fence, and structural characteristics, such as the loss of the crown on one tree and the presence of multiple leaders on the other, make the trees less suitable for the site.

Replacing them with trees from the City's approved list will provide a more appropriate fit for the site and help reduce the likelihood of future maintenance concerns.

Financial Impact:

None for the City. All costs associated with tree removals, stump grinding, and replacement trees will be borne by the applicant.

Budget Adjustment: No

Attachments:

1. 812 E Capitol Ave - Isaacson Street Tree Removal Request
2. 812 E Capitol Ave - Isaacson Street Tree Removal Graphics
3. Resolution 2025-07 812 E Capitol Ave Street Tree Removal

Erin McGowan

From: Isaacson, Janelle <jisaacs1@wm.com>
Sent: Monday, April 21, 2025 9:10 PM
To: Erin McGowan
Subject: [Ext] 812 E Capital Tree Removal

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Hi, Erin, I am writing to you to request approval on removing the two large pine trees along the sidewalk at 812 E Capital Ave. The trees drop pinecones and sap not only in the yard, but on the neighboring properties and cars parked along the roadside. This also causes it difficult to maintain a pleasant yard/garden beneath the trees. If approved for us to remove, stumps included, we are prepared to replace both trees from the approved list.

Thank you for your consideration,
Janelle Isaacson
Owner of the property at 812 E Capital Ave

Recycling is a good thing. Please recycle any printed emails.

812 E Capitol Avenue – Street Tree Removal Graphics



RESOLUTION NO. 2025-07

A RESOLUTION of the Ellensburg City Council authorizing Janelle Isaacson to remove two street trees located at 812 E Capitol Avenue.

WHEREAS, ECC 4.36.380 requires that any person, firm or corporation may apply for the removal of a street tree, subject to city council approval, under such conditions and requirements as set forth in the Ellensburg City Code;

WHEREAS, Janelle Isaacson has requested permission to remove two street trees;

WHEREAS, the City Arborist has reviewed the condition of the trees and the proposed replanting of the trees, and recommends the City Council authorize the removal of the trees;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. Janelle Isaacson is authorized to remove two street trees located at 812 E Capitol Avenue. Approval is conditioned upon Janelle Isaacson first receiving a Street Tree Permit and Public Works Permit from the City of Ellensburg Public Works Department for removal of the trees at Janelle Isaacson expense including removal of the stumps, and replanting two street trees from the City's Approved Street Tree List in the City right of way in an approved location, within one year.

Section 2. A \$600 refundable deposit shall be posted prior to the issuance of the Street Tree Permit to assure replacement of the trees.

Section 3. Removal of the stump shall be done within 30 days of the removal of the tree.

ADOPTED by the City Council of the City of Ellensburg this May 5, 2025.

MAYOR

ATTEST: _____
CITY CLERK



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Resolution 2025-08 Approving Ryan Potter's Street Tree Removal Request at 1306 N Vista Road.
Submitted by: Erin McGowan, Stormwater/Urban Forestry
Department: Public Works

Suggested Motion/Action:

Adopt Resolution 2025-08, authorizing Ryan Potter to remove the designated street tree at 1306 N Vista Road.

Background/Summary:

Ryan Potter, the property owner at 1306 N Vista Road, has requested the removal of one Scotch Pine located within the city right-of-way along the northwestern edge of the property. While four large Scotch Pine trees are on the site, only the westernmost tree falls within the public right-of-way. The removal request is based on concerns related to infrastructure and public safety.

Mr. Potter reports that the tree's roots are growing around the waterline that serves his residence, posing a risk of damage to the waterline and meter box. In addition, due to the tree's large size and proximity to nearby homes, there is concern that a wind event could result in tree failure. The roots are also causing minor uplift in the roadway surface, creating a future maintenance issue.

The property owner has indicated plans to remove all four Scotch Pine trees on site and replace them with species selected from the City's approved street tree list, in accordance with and exceeding replanting requirements.

Tree Condition: The Scotch Pine is in good condition.

City Infrastructure damage: There is minor heaving of the curb and the pavement in the roadway.

Tree Maintenance Activity by the City: None known.

Species Suitability to the Location: Scotch Pines are not well suited for narrow planting strips or areas with subsurface infrastructure. The tree's mature size and extensive root system exceed the spatial limitations of this site, increasing the likelihood of future infrastructure conflicts and maintenance issues.

Private damage claims processed by the City: None known.

Previous Council Action:

None

Analysis:

Although the tree is not currently hazardous, its location and root development present ongoing risks to public infrastructure. The City Arborist supports the tree removal request because the site is unsuitable for long-term retention of the species.

In addition, the street tree's stability may be compromised by the planned removal of the three adjacent Scotch Pines on the property, which currently provide it with mutual wind protection and root support. Once those neighboring trees are removed, the remaining right-of-way tree could become more vulnerable to wind throw and environmental stress.

Removal and replacement with a more appropriate tree from the City's approved list will reduce future maintenance needs and mitigate risk.

Financial Impact:

None for the City. All costs associated with tree removal, stump grinding, and replacement will be borne by the applicant.

Budget Adjustment: No

Attachments:

1. 1306 N Vista Road - Potter Street Tree Removal Request
2. 1306 N Vista Road - Potter Street Tree Graphics
3. Resolution 2025-08 1306 N Vista Road - Potter Street Tree Removal

TO: Erin McGowan

City of Ellensburg Public Works

501 N Anderson Street

Ellensburg WA, 98926

FROM: Ryan Potter

1306 N Vista Road

Ellensburg WA, 98926

Ryanrpotter@outlook.com

509-899-2074

RE: Tree Removal Request

Erin,

I am writing this letter requesting permission from the Ellensburg City Council to remove the westernmost tree on our property located at 1306 N Vista Road in Ellensburg. There are four large Scotch Pine trees lining the northwestern edge of the property. Of the four trees, only the westernmost is within the city right of way. The reason for wanting to remove the trees is as follows.

These trees were planted parallel to the city waterline which provides water to our residence. The roots of these trees are growing into and around the waterline area and will inevitably damage or break the waterline or valve box at some point. Additionally, the easternmost trees are very large, with limbs hanging over the neighbor's residence and our residence. Should a significant wind occur, and one of the large trees fall, it will no doubt land on the bedrooms where my family sleeps. The trees are so large the roof will not withstand the force of the tree falling, resulting in serious injury or death if persons are present. Lastly, the tree roots from the tree within the city right of way are causing a rise in the roadway, creating a tripping hazard for walking pedestrians.

I am aware of the process moving forward regarding a deposit, permit application, stump grinding, and replanting of a tree. In fact, I will be replacing all four of the trees with new trees from the pre-approved list identified by the City Council.

Respectfully submitted,

Ryan Potter

4-16-25

Ryan Potter

1306 N Vista Road – Potter Street Tree Removal Request Graphics



RESOLUTION NO. 2025-08

A RESOLUTION of the Ellensburg City Council authorizing Ryan Potter to remove one street tree located at 1306 N Vista Road.

WHEREAS, ECC 4.36.380 requires that any person, firm or corporation may apply for the removal of a street tree, subject to city council approval, under such conditions and requirements as set forth in the Ellensburg City Code;

WHEREAS, Ryan Potter has requested permission to remove one street tree;

WHEREAS, the City Arborist has reviewed the condition of the tree and the proposed replanting of the tree, and recommends the City Council authorize the removal of the tree;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. Ryan Potter is authorized to remove one street tree located at 1306 N Vista Road. Approval is conditioned upon Ryan Potter first receiving a Street Tree Permit and Public Works Permit from the City of Ellensburg Public Works Department for removal of the tree at 1306 N Vista Road expense including removal of the stumps, and replanting one street tree from the City's Approved Street Tree List in the City right of way in an approved location, within one year.

Section 2. A \$400 refundable deposit shall be posted prior to the issuance of the Street Tree Permit to assure replacement of the trees.

Section 3. Removal of the stump shall be done within 30 days of the removal of the tree.

ADOPTED by the City Council of the City of Ellensburg this May 5, 2025.

MAYOR

ATTEST: _____
CITY CLERK

VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ELLENSBURG, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

Jerica Pascoe

Digitally signed by Jerica Pascoe
Date: 2025.04.29 09:58:07 -07'00'

AUDITING OFFICER

DATE

CLAIMS VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING OFFICER HAVE BEEN RECORDED ON THE ATTACHED LISTING, WHICH HAS BEEN MADE AVAILABLE TO THE COUNCIL AS OF THIS **5TH DAY OF MAY 2025**. THE COUNCIL, BY A VOTE, HAS APPROVED FOR PAYMENT THE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS:

Claims Fund				Total Amounts
Check #'s	169835	TO	170099	\$ 2,048,760.63
EFT #'s	7384	TO	7405	\$ 489,203.63
Treasure Cash				Total Amounts
EFT #'S	1114	TO	1135	\$ 539,819.80
Check #'s		TO		
Payroll Fund				Total Amounts
Check #'s	96396	TO	96409	\$ 12,940.40
Direct Deposits	85306	TO	85565	\$ 567,968.57

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK

Boards and Commissions	Affordable Housing Commission	Arts Commission	Civil Service Commission	Diversity, Equity & Inclusion Commission	Environmental Commission	Landmarks and Design Commission	LEOFF Board	Library Board	Lodging Tax Advisory Committee	Parks and Recreation Commission	Planning Commission	Public Transit Advisory Committee	Utility Advisory Committee
MEMBERS	7	7	3	9	7	7	5	7	7	7	7	7	7
Residency Requirements	Y	N	Y	Y	Y	Y	Y	Y	N	Y	Y	N	Y
Current Members within City Limits	6	5	3	9	5	6	3	7	3	7	6	6	5
Current Members Outside City Limits	1	2	0	0	0	1	1	0	3	0	0	1	0
Current Members Outside but in UGA	0	0	0	0	0	0	0	0	0	0	0	0	0
VACANCIES	0	0	0	0	2 1-EHS	0	1	0	1	0	1	0	2 (1-Tele)
APPLICANTS:													
Teresa Divine				2nd									

From: noreply@civicplus.com
To: [Gretchen Delaford](#)
Subject: [Ext] Online Form Submittal: Application for Reappointment
Date: Monday, March 31, 2025 12:28:54 PM

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Application for Reappointment

Application for Reappointment

For volunteering to serve on a Board or Commission

Name of Board or Commission	Diversity, Equity, and Inclusion
-----------------------------	----------------------------------

Current Term Expires	May 31 of current year
----------------------	------------------------

First Name of Member	Teresa
----------------------	--------

Last Name of Member	Divine
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Address 1	
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Address 2	<i>Field not completed.</i>
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City	Ellensburg
------	------------

State	WA
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Zip	98926
-----	-------

Phone Number	
--------------	--

Email Address	
---------------	--

I am requesting to be considered for reappointment for another ____ year term.	3
--	---

Why are you seeking reappointment?	
------------------------------------	--

I would like to continue to do the work. I want to finish the projects we planned on as a commission. I really enjoy working with the folks on the commission. I have learned so much about the city. I want to continue to learn. In these times of

division, we need to stand strong. I want to continue to stand for Diversity, Equity and Inclusion.

Type your name as
your electronic
signature

Teresa Francis Divine

Date

3/31/2025

Email not displaying correctly? [View it in your browser.](#)



To: City Council

From: Nicole Klauss, staff to the Diversity, Equity & Inclusion Commission

Date: April 17, 2025

Re: Recommendation of Reappointment

Teresa Divine submitted an Application for Reappointment to the Diversity, Equity & Inclusion Commission on March 31, 2025. Divine has been on the commission since February 7, 2022 and served a 3-year term.

The Diversity, Equity & Inclusion Commission interview panel consisting of Councilmember Nancy Goodloe (commission chair), Commissioner Kandee Cleary, Commissioner Amber Hoefer, and staff member Nicole Klauss, conducted the interview on April 17, 2025.

Based on the interview, the interview subcommittee is recommending that the City Council reappoint Teresa Divine to another three-year term with the Diversity, Equity & Inclusion Commission. During her time on the commission, Divine has helped advance the work plan of the Diversity, Equity and Inclusion Commission, serving on committees such as the 2024 Juneteenth planning committee and the DEI Commission interview committee (in previous years). Divine's current term expires on May 31, 2025.



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Closed Record Hearing for Rezone Application P24-120, Residential Suburban (R-S) to Commercial Neighborhood (C-N) Zoning, and First Reading of Ordinance 4960. (Limited Public Comment)

Submitted by: Stacey Henderson, Planning Manager

Department: Community Development

Suggested Motion/Action:

Move to approve rezone application request P24-120 to rezone parcels 963051 and 716133 to Commercial Neighborhood (C-N) and adopt the Hearing Examiner's Corrected Recommended Findings of Fact, Conclusions of Law, and Decision, and to conduct first reading of Ordinance 4960.

Background/Summary:

GENERAL INFORMATION - SUMMARY

Applicant: James S. Ritter, property owner Stockyard Development Group LLC.

Project Summary: The applicant seeks to rezone the subject parcels from Residential Suburban (R-S) to Commercial Neighborhood (C-N) for the purpose of developing an event center, museum space, and associated parking and site improvements. The proposed site development underwent the standard SEPA process for the proposed project development (P21-101) for which an MDNS was issued on December 19, 2023. (Exhibit 1.9) The scope of work reviewed under this SEPA included the new construction of the event center, museum, and associated structures and site development. The site-specific rezone did not require an additional SEPA review, as it was exempt per conditions of WAC 197-11-800(6)(c).

Location: The property is two contiguous parcels located at 1350 Reecer Creek Road, on the east side of Reecer Creek Road, a minor arterial, between West University Way and West Dry Creek Road; Kittitas County Assessor's Parcel ID #'s 963051 and 716133.

BACKGROUND AND SITE INFORMATION

Site Characteristics: The site is relatively flat and currently vacant. A row of conifer trees has been planted along the west and part of the south sides of the northerly parcel, which also includes riparian tree cover along Whiskey Creek. Whiskey Creek traverses a portion of the parcel, and its Critical Area Buffer stretches into portions of both parcels. This area of the northerly parcel is also a portion of the 100-year mapped floodplain (Zone AE and A), and includes several mapped wetland areas. See Exhibit 1.1.

Surrounding Properties: A zoning map of the surrounding properties is attached as Exhibit 1.2. The zoning of the surrounding properties is further described below.

North: Zoned R-S and unincorporated north of Reecer Creek Rd and W Dry Creek Rd intersection, consisting primarily of low-density residential.

South: Zoned Commercial Highway (C-H) and Light Industrial (I-L), consisting of light industrial uses and agricultural lands.

East: Zoned R-S, consisting of agricultural lands and a low density residential subdivision under development.

West: Zoned I-L and C-H, consisting of resource uses and agricultural lands.

Access: Access to the property is available from Reecer Creek Rd, with an existing gravel approach onto parcel ID #963051.

Zoning and Development Standards, ECC Title 15: Ellensburg City Code (ECC) Table 15.310.040, "Nonresidential Uses" and "Special Uses," indicate that both Places of Assembly (as event centers are defined per ECC 15.130.160) and Museums are permitted as conditional uses in current R-S zoning, and are permitted uses in the proposed C-N zone. C-N is a commercial designation per ECC 15.300.050(A) that also allows for a limited variety of attached housing types. Applicant has submitted preliminary materials for Critical Area review to account for ECC Title 15, Division VI regulations regarding the property's Critical Areas, to be completed contingent to future building permit approval.

Comprehensive Plan Designation: See the Future Land Use map attached as Exhibit 1.3. The Ellensburg Comprehensive Plan's Future Land Use Designation of the property is Blended Residential Neighborhood, intended to function as a transition between neighborhoods with less density and core uses such as commercial areas, and to accommodate a range of building types. Blended Residential Neighborhood Zoning Options include C-N as proposed, as well as Residential Low (R-L), Residential Medium (R-M) and Residential High (R-H) – see Exhibit 1.4. The proposed C-N zoning is not found in the immediate area, though the Blended Residential Neighborhood Future Land Use designation is consistent with parcels stretching north and east of the subject property.

ENVIRONMENTAL (SEPA) REVIEW

Critical Areas: Whiskey Creek Runs north to south along the west and east parcel boundaries of Parcel 963051, and is accompanied by an 85-foot wide fish and wildlife habitat buffer. Per the wetland delineation report provided by the applicant, two wetlands were delineated on the subject parcels. Wetland WU-1, and WU-2 are both Category II wetlands with associated 90-foot buffers. A portion of the northern parcel is also located in the 100-year floodplain, Zone AE and A.

The proposed site development underwent the standard SEPA process for the proposed project development (P21-101) for which an MDNS was issued on December 19, 2023.

(Exhibit 1.9) No appeals were filed. The scope of work reviewed under this SEPA included the new construction of the event center, museum, and associated structures and site development. The site-specific rezone did not require an additional SEPA review, as it was exempt per conditions of WAC 197-11-800(6)(c).

Community Development received one agency comment during the standard 21-day comment period, from the City of Ellensburg Public Works Department. The full comment letter is provided in Exhibit 1.8 of the review materials.

OPEN RECORD HEARING- HEARING EXAMINER RECOMMENDATION

An open record public hearing was held before Hearing Examiner Andy Kottkamp on Monday, April 14, 2025. The Hearing Examiner issued the original decision on April 16, 2025. The examiner issued a corrected decision on April 28, 2025, clarifying that no conditions were recommended. The corrected recommendation, received on April 28, 2025, is attached to this report as Exhibit 1, and includes 12 exhibits which are attached to this report as Exhibits 1.1 through 1.13. The April 28, 2024, staff report submitted to the Hearing Examiner is Exhibit 1.13.

During the public hearing, Jim Ritter, property owner, testified on behalf of the rezone proposal before the Hearing Examiner.

Following the public hearing, the Hearing Examiner determined the request to be consistent with the City's Comprehensive Plan designation of Blended Residential Neighborhood for the property and with the requirements of the Ellensburg City Code (ECC). He therefore recommended that City Council approve the rezone from R-S to C-N, with no conditions. The Hearing Examiner subsequently amended the Finding of Fact to correct minor, non-substantive errors and issued a corrected version.

CITY COUNCIL REVIEW

Public Comments: Notice of this closed record hearing before City Council was provided to the applicant and parties of record on April 21, 2025, in accordance with ECC 15.230.090. (Exhibit 2).

Noticing: On February 20, 2025, this project was noticed per ECC 15.210.040, including a buffer mailing, sign posted to the project site, and legal notice in the Daily Record. This was a combined comment period and open record hearing held on April 14, 2025. Staff would like to note in your packet- Exhibit 1.7- Buffer Mailing Affidavit, reflects the incorrect mailing addresses and notices. It appears that the address list and notice were transposed at the time of creating the affidavits for the two rezone projects in your packet, as they were mailed on the same day. They were correctly mailed to the community, just incorrectly documented in the affidavit. A corrected affidavit will be provided at the May 5 Council Meeting.

Previous Council Action:
None

Analysis:

PROJECT ANALYSIS

A. Ellensburg City Code Requirements for Site-Specific Rezone

Per Ellensburg City Code, site-specific rezone applications are subject to the Type IV review process, and the Hearings Examiner provides a recommendation to City Council after holding an open record public hearing. The Hearings Examiner must find that the application is in compliance with the decision criteria in ECC 15.250.060.

The criteria for consideration of a site-specific rezone are set forth in ECC 15.250.060(C). The applicant has the burden of establishing that all of the following criteria apply to the proposed rezone:

1. Conditions have changed since the imposition of the zoning classification on the property;
2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare;
3. The proposed rezone is consistent with the comprehensive plan;
4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the Land Development Code for the zoning district.

B. Analysis of Criteria for a Site-Specific Rezone

The applicant has submitted an application (Exhibit 1.10) with a narrative (Exhibit 1.11) addressing the rezone criteria found in ECC 15.250.060(C). The applicant seeks Commercial Neighborhood (C-N) zoning in order to construct a new museum and event space. The information submitted by the applicant is followed by staff analysis.

A. Conditions have changed since the imposition of the zoning classification on the property.

Applicant narrative: *The conditions of these properties and land use needs have changed significantly since the last zoning update. The City has continued to rapidly expand to the west and northwest, with significant housing projects being built and slated for development on Dry Creek and Reecer Creek Roads. Additionally, the City has made significant capital improvements with sidewalks, drainage, and utility improvements along University Way as part of its Gateway Project. There are also active plans by other West Interchange area landowners to further commercially develop their properties. Of additional note, my properties are some of the most highly visible to everyone entering and/or leaving the City of Ellensburg from Exit #106, Highway 10, and Highway 97. This location would be ideal for future (thoughtful) commercial development that could create a positive image for those entering and leaving the City. It is also the only route to CWU from Eastbound I-90. Additionally, the City has no cultural entities, entertainment venues, or other services anywhere in this area.*

Staff analysis: Parcels 963051 and 716133 are zoned Residential Suburban (R-S); they border parcels north and east also zoned R-S, while parcels west and south are zoned with other commercial and industrial designations (C-H and I-L). The transition of the property from former agricultural use to vacated lands preceding development is generally consistent with the development pattern of western Ellensburg between the I-90/U.S. Hwy 97 interchange and W University Way. The requested site-specific rezone to C-N is consistent with the Blended Residential Neighborhood Designation and Zoning Options outlined in the Comprehensive Plan, adopted since the former historic use was established on the property. Conditions have thus changed on the property since the imposition of its existing zoning.

B. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

Applicant narrative: *The rezone is critical to this area because it will allow me to continue to make further improvements to these properties that have historically been neglected, in disrepair, and underutilized. This rezone will also allow me to build a much-needed cultural, and entertainment area within the city limits that could be utilized by the citizens of Kittitas County, Ellensburg, CWU students, and their families, and enhance tourism. This development would also encourage other developers to consider other forms of “thoughtful” development that could enhance the City’s image and preserve the region’s aesthetic charm.*

Staff analysis: The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of Parcels 963051 and 716133 to C-N zoning will allow for a proposed event center and museum on the property, intended uses that conform with the proposed zone’s permitted uses. C-N is a commercial zone intended in part “to serve the residential neighborhoods in outlying areas of the city” per ECC 15.300.050(A). The applicant will be responsible for meeting all development standards in ECC Title 15 as applicable, including completion of Critical Area review. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

C. The proposed rezone is consistent with the comprehensive plan.

Applicant narrative: *These parcels fall within the City’s future Comprehensive Plan, and two former City Officials (Jeremy and Laura) both advised in August of 2024 that the re-zone would be the best option for mutually beneficial use of the properties and would encourage approval of the re-zone request.*

Staff analysis: The Comprehensive Plan’s Future Land Use Designation for the parcel is Blended Residential Neighborhood. According to the Plan’s Future Land Use-Zoning Conversation Table, C-N is consistent with the Future Land Use Map. Blended Residential Neighborhood is a mixed-use Future Land Use designation intended to function as a transition between neighborhoods with less density and core uses such as commercial areas, and to accommodate a range of building

types. The property is located along Reecer Creek Road, a minor arterial. The subject property is located between existing and developing lower density residential subdivisions and commercial areas near I-90 and along W University Way.

In addition, the request for C-N zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:

Goal LU-1: Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods

Policy B: Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.

Program 1: Encourage new neighborhood commercial uses in residential areas with particular attention to establishing pedestrian-oriented neighborhoods and regulating offsite impacts to adjoining residential areas.

Goal LU-2: Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.

Policy A: Enhance the character, quality, and function of existing residential neighborhood while accommodating anticipated growth.

Goal LU-5: Plan for commercial and industrial areas that serve the community, are attractive, and have long-term economic vitality.

Policy A: Provide a diversity of commercial and industrial lands to provide an array of businesses and development opportunities that serve the community.

Program 2: Access high-traffic generating land uses from arterials whenever possible. If this is not possible, provide mitigation to address access impacts.

Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.

D. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC for the zoning district.

Applicant narrative: *The proposed re-zone request for these properties is consistent with the development standards in the LDC. The City had already tentatively approved the SEPA, Site, Traffic, and Development Plans for parcel 716133 and scheduled this project for a final public hearing on August 2, 2024. I have spent the past 3 years installing all utilities to these parcels, working closely with city officials on this project, and satisfying all legal requirements to proceed NOTE: City officials were highly supportive of this rezone because a small portion of the southern parcel is already zoned Commercial Highway (causing a Split Zone) that they want to*

eliminate by granting the re-zone to Commercial/Neighborhood R/S is also an inconsistent zone as it is for “areas characterized predominantly by single-family dwellings”, while the area around these parcels to the east, west, and south are all zoned commercial (and already have commercial structure in operations and is what the Commercial/Neighborhood zone was created for.

Staff analysis: The intended use of the property as an event center and museum is permitted in the C-N zone. The applicant will be responsible for meeting all development standards in ECC Title 15 including parking for associated uses per ECC Table 15.550.040(A), as well as Public Works and building code standards as applicable for the project. The proposed rezone to C-N is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

Based on the assessment above, staff finds the proposal to be consistent with the rezone evaluation criteria found in ECC 15.25.060.

In addition, staff finds the request for Commercial Neighborhood (C-N) zoning to be in keeping with the following goals, policies and programs of the current Comprehensive Plan:

Goal LU-1, “Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.”

Policy B, “Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.”

Commercial Neighborhood Zone (C-N). The C-N zone is intended to provide small scale shopping areas to serve the residential neighborhoods in outlying areas of the City. These are intended to be pedestrian-oriented areas in convenient locations and designed compatible with the surrounding neighborhood. These purposes are accomplished by:

1. Allowing small scale retail, personal services and other compatible uses that serve the surrounding residential neighborhood;
2. Providing a minimum separation of neighborhood commercial zones of 2,000 feet to minimize their overuse, while providing the opportunity for such uses to be within reasonable walking distance of all residential uses;
3. Providing a maximum size of five acres for neighborhood commercial zones to maintain a small scale and compact, pedestrian-oriented design;
4. Allowing townhouses and multifamily uses as a secondary use due to their complementary nature and ability to enhance the walkability of these zones;
5. Providing standards and guidelines that enhance the appearance and function of neighborhood center uses and their compatibility with surrounding residential uses;
- And
6. Use of this zone is appropriate areas designated residential neighborhood, blended residential neighborhood, blended residential neighborhood, urban neighborhood, neighborhood mixed-use, or neighborhood commercial in the comprehensive plan.

The applicant seeks Commercial Neighborhood (C-N) zoning to be able to construct an event center and museum on the subject parcels. The applicant will be responsible for meeting all development standards under the Land Development Code.

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. P24-120 Attachment Ordinance 4960
2. P24-120 Exhibit 1 Hearing Examiner FoF, Conclusions of Law, and Decision
3. P24-120 Exhibit 1.1 Location Map
4. P24-120 Exhibit 1.2 Current Zoning Map
5. P24-120 Exhibit 1.3 Comprehensive Plan Future Land Use Map
6. P24-120 Exhibit 1.4 Comprehensive Plan Future Land Use-Zoning Conversion Table
7. P24-120 Exhibit 1.5 Affidavit of Publication, Ellensburg Daily Record
8. P24-120 Exhibit 1.6 Posted Land Use Action Sign and Affidavit
9. P24-120 Exhibit 1.7 Buffer Mailing Affidavit
10. P24-120 Exhibit 1.8 Public Works Comment Letter
11. P24-120 Exhibit 1.9 P21-101 SEPA MDNS
12. P24-120 Exhibit 1.10 Rezone Application
13. P24-120 Exhibit 1.11 Rezone Narrative
14. P24-120 Exhibit 1.12 Rezone Site Plan
15. P24-120 Exhibit 1.13 Public Hearing Staff Report
16. P24-120 Exhibit 2 Notice of Closed Record Hearing

ORDINANCE NO. 4960

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO ZONING AND AMENDING TITLE 15 OF THE ELLENSBURG CITY CODE BY CHANGING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY WITHIN THE CITY OF ELLENSBURG FROM RESIDENTIAL SUBURBAN (R-S) TO COMMERCIAL NEIGHBORHOOD (C-N).

WHEREAS, on November 18, 2024 the City received an application (P24-120) from Jim Ritter, property owner, Stockyard Development Group LLC, requesting a rezone of two parcels located at 1350 Reecer Creek Road, Parcel ID Number 963051 and 716133 (“application”); and

WHEREAS, the application proposed to rezone the parcels from Residential Suburban (R-S) to Commercial Neighborhood (C-N); and

WHEREAS, pursuant to ECC Table 15.210.050(D), a Site-Specific Rezone Application is processed under a Type IV review, which requires a Hearing Examiner recommendation to City Council after an Open Record Hearing, with the final decision to be made by City Council after a Quasi-Judicial Closed Record Hearing; and

WHEREAS, the SEPA official for the City issued a Determination of Non-Significance (DNS), on December 19, 2023; and

WHEREAS, the Hearing Examiner held a duly noticed open record hearing on August 14, 2024, received evidence and heard testimony regarding the proposed rezone; and

WHEREAS, the Hearing Examiner on April 16, 2025, issued Recommended Findings of Fact, Conclusions of Law, and Decision for the rezone request from R-S to C-N; and

WHEREAS, the Hearing Examiner on April 28, 2025, issued Corrected Recommended Findings of Fact, Conclusions of Law, and Decision for the rezone request from R-S to C-N; and

WHEREAS, the Ellensburg City Council held a duly noticed closed record hearing on May 5, 2025 and at the conclusion of the hearing approved a motion to adopt the Hearing Examiner’s Corrected Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision, and to approve the applicant’s request to rezone the subject property from R-S and to C-N;

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

Section 1. The City Council adopts the findings of fact and conclusions based thereon, made and entered by the Hearing Examiner in support of the recommendation to the City Council for approval with regard to the rezone for the hereinafter described property located at 1350 Reecer

Creek Road, with Parcel ID Number 963051 and 716133, as set forth in the Hearing Examiner’s “Corrected Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision,” dated April 28, 2025, attached as Exhibit 1.

Section 2. Title 15 of the Ellensburg City Code is hereby amended by changing the city’s zoning map as adopted in ECC 15.300.020 for the following described area from Residential Suburban (R-S) to Commercial Neighborhood (C-N):

ACRES 4.54; PTN E1/2 NW1/4 (PARCEL 1D, B45/P10-13); SEC 34, TWP 18, RGE 18

ACRES 3.90; OZANICH SHORT PLAT 99-24, PTN LOT 1; PTN E1/2 NW1/4 (PARCEL 1C, B45/P10-13); SEC 34, TWP 18, RGE 18

Section 3. That the official zoning map of the City of Ellensburg, as well as the Geographic Information System (GIS) data shall be amended to incorporate the land use classifications herein provided.

Section 4. Except as modified herein, each and every provision of the City Land Development Code, Title 15, as amended, shall remain in full force and effect.

Section 5. 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 portions of this ordinance.

Section 6. 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 7. Effective Date. This ordinance shall take effect and be in full force five (5) days after passage, approval and publication as required by law.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 19th day of May, 2025.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4960 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, that Ordinance No. 4960 was published as required by law.

Beth Leader

**CITY OF ELLENSBURG
LAND USE HEARING EXAMINER**

IN THE MATTER OF

P24-120

Silver Star Event Center Rezone

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**CORRECTED RECOMMENDED
FINDINGS OF FACT,
RECOMMENDED CONCLUSIONS
OF LAW, AND RECOMMENDED
DECISION**

THIS MATTER having come on for hearing in front of the City of Ellensburg Hearing Examiner on April 14, 2025, the Hearing Examiner having taken evidence hereby submits the following Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision as follows:

I. RECOMMENDED FINDINGS OF FACT

1. **Applicant:** James S. Ritter, of property owner Stockyard Development Group LLC
2. **Requested Action:** The applicant seeks to rezone the subject parcels from Residential Suburban (R-S) to Commercial Neighborhood (C-N) for the purpose of developing an event center, museum space, and associated parking and site improvements.
3. **Location:** The property is two contiguous parcels located at 1350 Reecer Creek Road, on the eastside of Reecer Creek Road, a minor arterial, between West University Way and West Dry Creek Road; Kittitas County Assessor's Parcel ID #'s 963051 and 716133.
4. **Site History:** Parcels 963051 and 716133 are in the R-S zone, currently consisting of undeveloped lands previously used for seasonal cattle grazing. Applicant seeks the rezone to allow development of an event center and museum.
5. **Site Characteristics:** The site topography is relatively flat and mostly covered with grass. A row of conifer trees has been planted along the west and part of the south sides of the northerly parcel, which also includes riparian tree cover along Whiskey Creek at its northeast. Whiskey Creek traverses a portion of the parcel, and its Critical Area Buffer stretches into portions of both parcels. This area of the northerly parcel is also a portion of the 100-year mapped floodplain, and also includes several mapped wetland areas. See **Exhibit A**.
6. **Surrounding Properties:** A zoning map of the surrounding properties is attached as **Exhibit B** and further described below:
 - 6.1. **North:** Zoned R-S and unincorporated north of the Reecer Creek Rd and W Dry Creek Rd intersection, consisting primarily of low density residential
 - 6.2. **South:** Zoned Commercial Highway (C-H) and Light Industrial (I-L), consisting of light industrial uses and agricultural lands
 - 6.3. **East:** Zoned R-S, consisting of agricultural lands and a low density residential subdivision under development
 - 6.4. **West:** Zoned I-L and C-H, consisting of resource uses and agricultural lands
 - 6.5. **Access:** Access to the property is available from Reecer Creek Rd, with an existing gravel approach onto parcel ID #963051.

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Silver Star Event Center Rezone
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7. **Zoning and Development Standards, ECC Title 15:** Ellensburg City Code (ECC) Table 15.310.040, “Nonresidential Uses” and “Special Uses,” indicate that both Places of Assembly (as event centers are defined per ECC 15.130.160) and Museums are permitted as conditional uses in current R-S zoning, and are permitted uses in the proposed C-N zone. C-N is a commercial designation per ECC 15.300.050(A) that also allows for a limited variety of attached housing types. Applicant has submitted preliminary materials for Critical Area review to account for ECC Title 15, Division VI regulations regarding the property’s Critical Areas, to be completed contingent to future building permit approval.
8. **Comprehensive Plan:** See the map attached as **Exhibit C**. The Ellensburg Comprehensive Plan’s Future Land Use Designation of the property is Blended Residential Neighborhood, intended to function as a transition between neighborhoods with less density and core uses such as commercial areas, and to accommodate a range of building types. Blended Residential Neighborhood Zoning Options include C-N as proposed, as well as Residential Low (R-L), Residential Medium (R-M) and Residential High (R-H) – see **Exhibit D**. The proposed C-N zoning is not found in the immediate area, though the Blended Residential Neighborhood Future Land Use designation is consistent with parcels stretching north and east of the subject property.
9. **Public Comments:** Community Development issued a Notice Public of Application and Rezone hearing on February 20, 2025, initiating a 21-day comment period that concluded March 13, 2025 (**Exhibit E**). The site was posted with a land use action signs on February 17, 2025 (**Exhibits F**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 20, 2025 (**Exhibit H**).
 - 9.1. No public comments were received. The City of Ellensburg Public Works Department submitted comments on March 10, 2025, citing a number of future development requirements upon submittal of applicable permits, which will require consistency with Public Works development standards (**Exhibit I**).
10. **Environmental (SEPA) Review**
 - 10.1. The proposed site-specific rezone did not require an additional SEPA review, as it is exempt. Per the conditions listed under WAC 197-11-800(6)(c), Where an exempt project requires a rezone, the rezone is exempt only if:
 - 10.1.1. The project is in an urban growth area in a city or county planning under RCW 36.70A.040;
 - 10.1.2. The proposed rezone is consistent with and does not require an amendment to the comprehensive plan; and
 - 10.1.3. The applicable comprehensive plan was previously subjected to environmental review and analysis through an EIS under the requirements of this chapter prior to adoption; and the EIS adequately addressed the environmental impacts of the rezone.
 - 10.2. The proposed site-specific rezone satisfies the above listed requirements, and therefore, did not require a SEPA review.
 - 10.3. Previously, the applicant underwent the standard SEPA process for the proposed project development (P21-101), for which an MDNS was issued on December 19, 2023. (**Exhibit J**) The scope of work reviewed under this 2021 SEPA included the new construction of the event center, museum, and associated structures and site development.

11. PROJECT ANALYSIS

- 11.1. Ellensburg City Code Requirements for Site-Specific Rezone

11.1.1. Per Ellensburg City Code, site-specific rezone applications are subject to the Type IV review process, and the Hearings Examiner provides a recommendation to City Council after holding an open record public hearing. The Hearings Examiner must find that the application is in compliance with decision criteria of ECC 15.250.060(C). The applicant has the burden of establishing all the following criteria apply to the proposed rezone:

11.1.1.1. Conditions have changed since the imposition of the zoning classification on the property;

11.1.1.2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare;

11.1.1.3. The proposed rezone is consistent with the comprehensive plan;

11.1.1.4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the Land Development Code for the zoning district.

11.1.2. Analysis of Criteria for a Site-Specific Rezone

11.1.2.1. The applicant has submitted an application and narrative (**Exhibit K**), with revised materials submitted after (**Exhibit L**). Information submitted by the applicant is followed by staff analysis.

11.1.2.1.1. Conditions have changed since the imposition of the zoning classification on the property.

11.1.2.1.1.1. **Applicant narrative:** *The conditions of these properties and land use needs have changed significantly since the last zoning update. The City has continued to rapidly expand to the west and northwest, with significant housing projects bring built and slated for development on Dry Creek and Reecer Creek Roads. Additionally, the City has made significant capital improvements with sidewalks, drainage, and utility improvements along University Way as part of its Gateway Project. There are also active plans by other West Interchange area landowners to further commercially develop their properties. Of additional note, my properties are some of the most highly visible to everyone entering and/or leaving the city of Ellensburg from Exit #106, Highway 10, and Highway 97. This location would be ideal for future (thoughtful) commercial development that could create a positive image for those entering and leaving the City. It is also the only route to CWU from Eastbound I-90. Additionally, the City has no cultural entities, entertainment venues, or other services anywhere in this area.*

11.1.2.1.1.2. **Hearing Examiner Finding:** Parcels 963051 and 716133 are zoned Residential Suburban (R-S); they border parcels north and east also zoned R-S, while parcels west and south are zoned with other commercial and industrial designations (C-H and I-L). The transition of the property from former agricultural use to vacated lands preceding development is generally consistent with the development pattern of western Ellensburg between the I-90/U.S. Hwy 97 interchange and W University Way. The requested site-specific rezone to C-N is consistent with the Blended Residential Neighborhood Designation and Zoning Options outlined in the Comprehensive Plan, adopted since the former historic use was established on the property. Conditions have thus changed on the property since the imposition of its existing zoning.

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Silver Star Event Center Rezone

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11.1.2.1.2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

11.1.2.1.2.1. **Applicant narrative:** *The rezone is critical to this area because it will allow me to continue to make further improvements to these properties that have historically been neglected, in disrepair, and underutilized. This rezone will also allow me to build a much-needed cultural, and entertainment area within the city limits that could be utilized by the citizens of Kittitas County, Ellensburg, CWU students, and their families, and enhance tourism. This development would also encourage other developers to consider other forms of "thoughtful" development that could enhance the City's image and preserve the region's aesthetic charm.*

11.1.2.1.2.2. **Hearing Examiner Finding:** The purpose of ECC Title 15 is in part "for the conservation, protection and enhancement of the public health, safety and general welfare" per ECC 15.110.020. The rezone of Parcels 963051 and 716133 to C-N zoning will allow for a proposed event center and museum on the property, intended uses that conform with the proposed zone's permitted uses. C-N is a commercial zone intended in part "to serve the residential neighborhoods in outlying areas of the city" per ECC 15.300.050(A). The applicant will be responsible for meeting all development standards in ECC Title 15 as applicable, including completion of Critical Area review. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

11.1.2.1.3. The proposed rezone is consistent with the comprehensive plan.

11.1.2.1.3.1. **Applicant narrative:** *These parcels fall within the City's future Comprehensive Plan, and two former City Officials (Jeremy and Laura) both advised in August of 2024 that the re-zone would be the best option for mutually beneficial use of the properties and would encourage approval of the re-zone request.*

11.1.2.1.3.2. **Hearing Examiner Finding:** The Comprehensive Plan's Future Land Use Designation for the parcel is Blended Residential Neighborhood. The Plan's Future Land Use-Zoning Conversation Table indicates the rezone request to C-N is consistent with the Future Land Use Map. Blended Residential Neighborhood is a mixed-use Future Land Use designation intended to function as a transition between neighborhoods with less density and core uses such as commercial areas, and to accommodate a range of building types. The property is located along Reecer Creek Road, a minor arterial. The subject property is located between existing and developing lower density residential subdivisions and commercial areas near I-90 and along W University Way.

11.1.2.2. In addition, the request for C-N zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:

11.1.2.2.1. **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.

- 11.1.2.2.1.1. **Policy B:** Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.
- 11.1.2.2.1.2. **Program 1:** Encourage new neighborhood commercial uses in residential areas with particular attention to establishing pedestrian-oriented neighborhoods and regulating offsite impacts to adjoining residential areas.
- 11.1.2.2.2. **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.
- 11.1.2.2.2.1. **Policy A:** Enhance the character, quality, and function of existing residential neighborhood while accommodating anticipated growth.
- 11.1.2.2.3. **Goal LU-5:** Plan for commercial and industrial areas that serve the community, are attractive, and have long-term economic vitality.
- 11.1.2.2.3.1. **Policy A:** Provide a diversity of commercial and industrial lands to provide an array of businesses and development opportunities that serve the community.
- 11.1.2.2.3.2. **Program 2:** Access high-traffic generating land uses from arterials whenever possible. If this is not possible, provide mitigation to address access impacts.
- 11.1.2.3. Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.
- 11.1.2.4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC [ECC Title 15] for the zoning district.
- 11.1.2.4.1. **Applicant narrative:** *The proposed re-zone request for these properties is consistent with the development standards in the LDC. The City had already tentatively approved the SEPA, Site, Traffic, and Development Plans for parcel 716133 and scheduled this project for a final public hearing on August 2, 2024. I have spent the past 3 years installing all utilities to these parcels, working closely with city officials on this project, and satisfying all legal requirements to proceed*
NOTE: *City officials were highly supportive of this rezone because a small portion of the southern parcel is already zoned Commercial Highway (causing a Split Zone) that they want to eliminate by granting the re-zone to Commercial/Neighborhood R/S is also an inconsistent zone as it is for "areas characterized predominantly by single-family dwellings", while the area around these parcels to the east, west, and south are all zoned commercial (and already have commercial structure in operations and is what the Commercial/Neighborhood zone was created for.*
- 11.1.2.4.2. **Hearing Examiner Finding:** The intended use of the property as an event center and museum is permitted in the C-N zone. The applicant will be responsible for meeting all development standards in ECC Title 15 including parking for associated uses per ECC Table 15.550.040(A), as well as Public Works and building code standards as applicable for the project. The proposed rezone to C-N is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

- 11.1.3. **Staff Conclusion:** Based on the assessment above, Community Development finds the proposal to be consistent with rezone evaluation criteria of ECC 15.250.060(C)
12. An open record public hearing was held, after legal notice, on April 14, 2025.
13. Appearing and testifying on behalf of the Applicant was Jim Ritter. Mr. Ritter testified that he was the property owner and Applicant. Mr. Ritter stated that he agreed with the representations set forth within the staff report.
14. No member of the public testified at the hearing.
15. The following exhibits were admitted into the record:
- 15.1. Ex. A. Location Map
 - 15.2. Ex. B. Current Zoning Map
 - 15.3. Ex. C. Comprehensive Plan Future Land Use Map
 - 15.4. Ex. D. Comprehensive Plan Future Land Use-Zoning Conversion Table
 - 15.5. Ex. E. Affidavit of Publication, *Ellensburg Daily Record*
 - 15.6. Ex. F. Posted Land Use Action Sign and Affidavit
 - 15.7. Ex. G. Buffer Mailing Affidavit
 - 15.8. Ex. H. Public Works Comment Letter
 - 15.9. Ex. I. P21-101 SEPA MDNS
 - 15.10. Ex. J. Rezone Application
 - 15.11. Ex. K. Rezone Narrative
 - 15.12. Ex. L. Rezone Site Plan
 - 15.13. Ex. M. Staff Report
16. The City of Ellensburg Hearing Examiner considered all evidence within the record in rendering this decision.
17. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.

II. RECOMMENDED CONCLUSIONS OF LAW

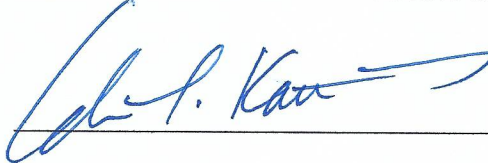
1. The Hearing Examiner has been granted the authority to render this recommended decision.
2. The requested rezone meets all the criteria set forth within Ellensburg City Code 15.250.060.
3. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

III. RECOMMENDED DECISION

Based on the above Recommended Findings of Fact and Recommended Conclusions of Law, P24-120 the Hearing Examiner hereby recommends that this Rezone Request be **APPROVED**.

Dated this 28 day of April, 2025

CITY OF ELLENSBURG HEARING EXAMINER

A handwritten signature in blue ink, appearing to read "A. L. Kottkamp", is written over a horizontal line.

Andrew L. Kottkamp

Exhibit A- Site Plan and Critical Areas

Flood Plain and Creek Buffer





4/10/2025, 1:49:05 AM

Railroad

Zoning

CH

IL

PR

RCMU

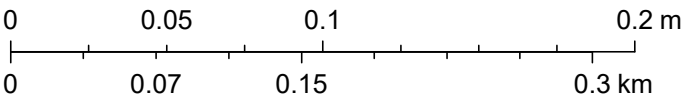
RS

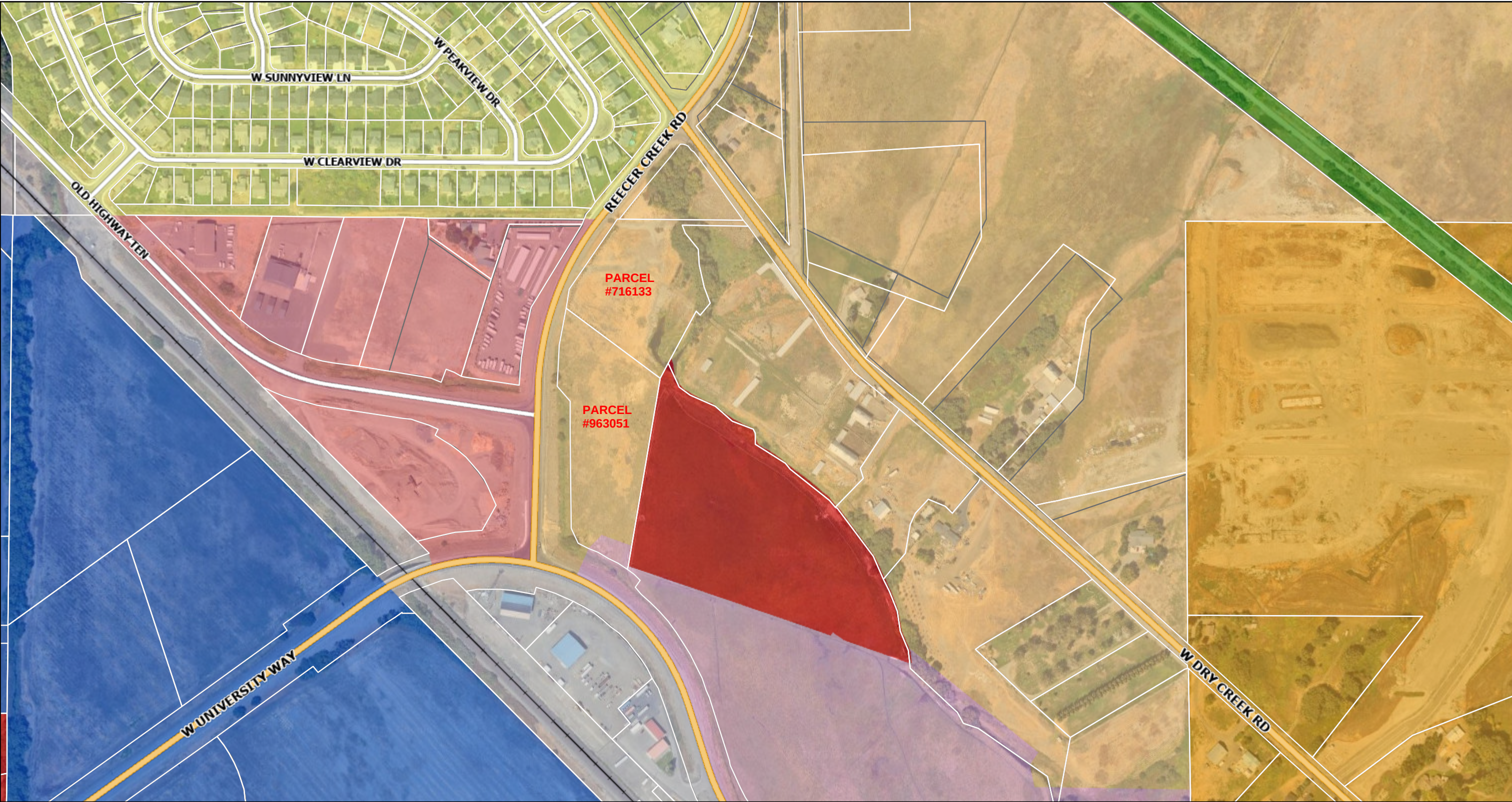
County Parcels

City Parcels

Owner Address
Site Address

1:5,707





4/10/2025, 1:56:09 AM

 Railroad

 County Parcels

 City Parcels

Owner Address

Site Address

Land Use Designations

 Blended residential neighborhood

 Urban neighborhood

 Community mixed use

 Residential neighborhood

 Neighborhood commercial

 Mixed business park

 General commercial and services

 Light industrial

 Parks and open space

1:5,707

00.050.10.2 mi

00.070.150.3 km



Google Maps

Table 7. Future Land Use- Zoning Conversion Table

Future Land Use	Zoning Options
Residential Neighborhood	Residential Suburban (R-S)
	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Blended Residential Neighborhood	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Commercial Neighborhood (C-N)
Urban Neighborhood	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Neighborhood Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Community Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Neighborhood Center (NCMU)
	Regional Center Mixed Use (RCMU)
	Commercial Highway (C-H)
Neighborhood Commercial	Commercial Neighborhood (C-N)
	Residential Office (R-O)
Mixed Business Park	Industrial Light (I-L)
	Commercial Highway (C-H)
	Regional Center Mixed Use (RCMU)
Urban Center	Central Commercial (C-C)
	Central Commercial II (C-CII)
General Commercial and Services	Commercial Highway (C-H)
Light Industrial	Industrial Light (I-L)
Heavy Industrial	Industrial Heavy (I-H)
Industrial Residential	Industrial Light (I-L)
Public Institutional	Public Reserve (P-R)
Open Space (Private)	Public Reserve (P-R)
Parks and Open Space (Public)	Public Reserve (P-R)

FEB 27 2025

COMMUNITY DEVELOPMENT

AFFIDAVIT OF PUBLICATION

State of Washington, County of Kittitas, ss: The undersigned being first duly sworn on oath, deposes and says: That he/she is the representative of The Daily Record, a daily newspaper. That said newspaper is a legal newspaper and has been approved as a legal newspaper by order of the superior court in the County in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published in the English language continually as a newspaper in Ellensburg, Kittitas County, Washington, and it is now and during all of said time printed in an true copy of

CITY OF ELLENSBURG-COMMUNITY DEVELOPMENT
PN: P24-035 REZONE & P21-101 SEPA

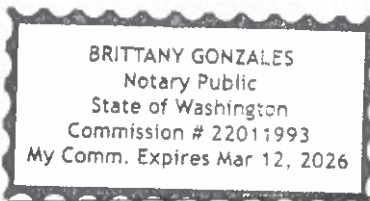
is published in regular issues (and not in supplement form) of said newspaper once a week for a period of 1 consecutive week(s), commencing on the following days.

02/20/25

All dates inclusive and that such newspaper were regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$212.26 the rate of \$13.75 per column inch for each insertion.

Ruth Turner

Subscribed to me this date: 02/20/25



Printed Name
Notary Public in and for
The State of Washington
(SEAL)

Brittany Gonzales
Signed Name

TO PLACE AN AD CALL 509-925-1414

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MERCHANDISE	Personals	Legals	Legals	Legals	Legals
Miscellaneous ELIMINATE GUTTER LEAFFILL , the most advanced double-blocking gutter protection. Schedule a FREE LeafFilter estimate today. 20% off Entire Purchase. 10% Senior & Military Discounts. Call 1-888-360-1583.	We Buy Houses for Cash AS IS! No repairs. No fees. Any condition. Easy three step process. Call, get cash offer and get paid. Get your fast cash offer today by calling Liv Buys Houses . 1-888-726-3843 We buy 8,000 cars a week. Sell your old, busted or junk car with no hoops, haggles or headaches. Sell your car to Peddles . Easy three step process. Instant offer. Free pickup. Fast payment. Call 1-888-684-5491	NOTICE OF APPLICATION AND PUBLIC HEARING SITE-SPECIFIC REZONE REQUEST P25-008 NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P25-008) that may be of interest to you, and you are invited to comment on the proposal. NOTICE IS FURTHER GIVEN that Hearing Examiner for the City of Ellensburg will hold an Open Record Public Hearing at 1:00pm on Monday, April 14, 2025 to consider Rezone application P25-008 submitted by Loren Bayless, authorized representative of property owner Ken Fyall. PROJECT DESCRIPTION: The request is for a Site-Specific Rezone of parcel # 587633 (7200 square feet) from Heavy Industrial (H-I) to Central Commercial (C-C), to allow for the subsequent establishment of an indoor commercial recreational climbing center within the existing structure of 3,200 square feet. The proposed rezone, and change of use for an existing commercial building under 12,000 square feet, are categorically exempt from SEPA under WAC 197-11-800(1)(b), (6)(b), (c) and Ellensburg City Code 15.270.110(B) (3). Date of application: January 27, 2025 Notice of Complete Application: February 18, 2025 Comments Due Date: March 13, 2025 Public Hearing Date: Monday, April 14, 2025, 1:00pm - City Hall (501 N Anderson St) Request Location: 308 W 4th Ave in Ellensburg. Parcel ID # 587833, at the southeast corner of N Kittas St and W 4th Ave. Materials Available for Review: City of Ellensburg Community Development Department webpage at: https://www.ci.ellensburg.wa.us/623/Public-Notices-Current-Projects Written Comments: Written comments must be received via email, or postmarked, by 5:00 pm on Thursday, March 13, 2025. Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926. Staff contact: Mark Rud, Associate Planner, rudm@ci.ellensburg.wa.us, (509) 925-7235 Open Record Public Hearing: All persons interested in these matters may attend the hearing in person or remotely. Written comments may be filed with the Community Development Dept., City Hall, 501 N. Anderson St., Ellensburg, WA 98926, atn. Associate Planner Mark Rud, or to his email: rudm@ci.ellensburg.wa.us. Comments must be submitted in writing by 5:00 pm on Thursday, March 13, 2025. In order to be included in the staff report provided to the Hearing Examiner in advance of the hearing, any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself. Hearing Zoom Link: https://us02web.zoom.us/j/82591787353?pwd=qDZlPHh0bmpp5qSNUhWlH8OENg7p7N.1 The City of Ellensburg strives to make our meetings and activities ready accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from the City Clerk (First Floor - City Hall, 501 N. Anderson St) or by calling 509-925-8614. PUBLISH: Daily Record: February 20, 2025 / LEGAL # 609493	NOTICE OF APPLICATION AND PUBLIC HEARING P24-035 REZONE REQUEST P21-101 SEPA ADOPTION NOTICE IS HEREBY GIVEN that the City of Ellensburg has received updated SEPA checklist information (P24-101), and a site-specific rezone request (P24-120), that may be of interest to you and you are invited to comment on this proposal. NOTICE IS FURTHER GIVEN that the Hearing Examiner for the City of Ellensburg will hold an open record public hearing at 1:00 pm on Monday April 14, 2025, to consider a site-specific Rezone application (P24-120) submitted by Jim Ritter, property owner. Project Description: The applicant seeks a site-specific rezone of parcel #963051 (3.9 acres) and #716133 (4.54 acres) from Residential Suburban (R-S) to Commercial Neighborhood (C-N) zoning. Future plans to develop this site include an event center, museum space, and associated parking and site developments all to be accessed from Reecer Creek Rd. This future planned development has already completed the SEPA process (P21-101), with an MDNS issued on 12/18/2023. This new SEPA review and comment period is solely associated with the proposed site-specific rezone. Date of application: November 18, 2024 Date of notice of complete application: February 14, 2025 Comments due date: March 13, 2025 Public Hearing Date: April 14, 2025 Project Location: 1350 Reecer Creek Road, Parcel ID #716133, and #963051. Additional Permits: SEPA (P21-101), and Critical Area (P21-103) Materials Available for Review: City of Ellensburg Community Development Department webpage at: https://www.ci.ellensburg.wa.us/623/Public-Notices-Current-Projects Written Comments: Written comments must be received via email, or postmarked, by 5:00 pm on Thursday, March 13, 2025. Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926. Staff contact: Stacey Henderson, Planning Manager, hendersons@ci.ellensburg.wa.gov, 509-925-8508 Open Record Hearing: All persons interested in these rezone matters may attend the open record hearing in person at City Hall or remotely via zoom. Comments must be submitted in writing by 5:00 pm on Thursday, March 13, 2025. In order to be included in the staff report provided to the Hearing Examiner in advance of the hearing, any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself. Hearing Zoom Link: https://us02web.zoom.us/j/82591787353?pwd=qDZlPHh0bmpp5qSNUhWlH8OENg7p7N.1 The City of Ellensburg strives to make our meetings and activities ready accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from the City Clerk (First Floor - City Hall) or by calling 509-925-8614. Environmental Review: The City expects to adopt the original SEPA Checklist and MDNS determination from P21-101, with additional information regarding the rezone. This may be the only opportunity for the public to comment on the environmental impacts of the proposed rezone. A copy of the threshold determination may be obtained from the City, once made. PUBLISH: Daily Record: February 20, 2025 / LEGAL #609489	NOTICE OF DECISION Project Name (File Number): Sagview Short Plat (SP-25-00002) Applicant: Tim & Jana McIntyre Location: One tax parcel (#953188), located approximately 3.37 miles Southeast of Kittas, WA, in a portion of Section 28, T. 17 N., Range 20 E., W.M.: Kittas County parcel map number 17-20-29058-0002, with a land use designation of Rural-Working and zoning designation of Agriculture-20. Notice is hereby given that on February 18, 2025, conditional preliminary approval was granted to Tim & Jana McIntyre (Landowners) for a short plat application to subdivide 25.36 acres into one (1) 21.92-acre lot and one (1) 3.44-acre lot, utilizing the "New Small Lots Around Existing Residences" section of Kittas County Code 16.12.040(1)(f)(c). The subject property is zoned Agriculture-20 with a Rural-Working land use designation. Related file documents may be examined at Kittas County Community Development Services, 411 N. Ruby Suite 2, Ellensburg, WA 98926, (509) 925-7506 or found online at https://www.ci.kittas.wa.us/cfd/land-use/defile.aspx under "Short Plats - 2018 and Forward - Preliminary" and file number "SP-25-00002 Sagview". Kittas County Code (Chapter 15A.02010) stipulates that an appeal of this administrative land use decision must be filed within 10 (ten) working days by submitting specific factual objections and a fee of \$1670 to Kittas County. The appeal deadline for this project is March 5, 2025, at 5:00 p.m. Appeals shall be submitted to Kittas County Community Development Services at 411 N Ruby St, Suite 2, Ellensburg, WA 98926. Designated Permit Coordinator (staff contact): Zach Torrance-Smith, Staff Planner: (509) 925-7079; email at zach.torrance-smith@ci.kittas.wa.us Notice of Decision: February 18, 2025 Notice of Application: January 8, 2025 Application Received: January 7, 2025 Application Complete: January 8, 2025 PUBLISH: Daily Record: February 20, 2025 / LEGAL #609496	Public Notice Kittas County, Ellensburg WA The Board of Kittas County Commissioners will meet at 2:00 PM on March 4, 2025 at the Commissioners Auditorium, 305 W 5th Ave, Room 109, Kittas County Courthouse, Ellensburg, WA to consider amending the Public Works Fee Schedule W/ Julie Kierulds Clerk of the Board PUBLISH: DAILY RECORD: February 20 & 27, 2025 / LEGAL # 609509 Ads with a price always generate more qualified calls Abbreviated words lead to slower sales!

Every ad you place runs
Online & In Print!

Exhibit 1.6- Posted Land Use Action Sign and Affidavit







10510
RECEIVED

FEB 19 2025

COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

Land Use Permitting (509) 962-7231
comdev@ci.ellensburg.wa.us

Construction Permitting (509) 962-7239
permits@ci.ellensburg.wa.us

AFFIDAVIT OF POSTING

The Ellensburg City Code requires that all projects requiring review under the Washington State Environmental Policy Act (SEPA) to have a notice sign posted at the site of the project. Per ECC 15.270.140, the following shall apply:

1. The posting of a weather-resistant sign or signs on the subject property, visible to members of the public who may be passing on nearby public rights-of-way and free from obstructions.
2. If the project abuts more than one public right-of-way (ROW), more than one sign will be required; one per ROW, as determined by the responsible official.
3. **The responsibility for the posting of the sign or signs shall be upon the project applicant or his or her agent.**
4. The sign matrix provided by Planning Dept. Staff, shall be made into a sign or signs at least two feet by three feet (2' x 3') in size.

DATE: February 14, 2025	PLANNER: Stacey Henderson – Planning Manager
PROJECT NAME AND SUMMARY: 1350 Reecer Creek Rd- Rezone	FILE NUMBER: P24-120

PLEASE COMPLETE THE FOLLOWING:

I, JAMES S. RUTHER, certify that I am the landowner and/or authorized agent responsible for the posting of this land use project site and further certify that the site has been posted as required by Ellensburg City Code. I understand that the that the posting period begins immediately and ends after the ending of the appeal period on the final decision by the City Council and the sign(s) will be posted at the site until this time. **Failure to posts the site and return this form to Community Development in a timely manner will result in a delay of the application review for the project.**

James S. Rutter
Signature

FEBRUARY 17, 2025

Please return the above **affidavit and photograph(s) of the posted notice sign board(s)** to: Stacey Henderson, Senior Planner – Historic Preservation, 509-925-8608, via email: hendersons@ci.ellensburg.wa.us; Fax: 509-962-8655; or mail to: Community Development Dept., City Hall, 501 N. Anderson St., Ellensburg, WA 98926.

LAND USE ACTION

Notice of Site-Specific REZONE Public Comment Period and Open Record Public Hearing:

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P24-120), and updated SEPA checklist information, for the following project at 1350 Reecer Creek Road, Parcels ID #963051, and #716133. The applicant seeks a site-specific rezone of parcel #963051 and #716133, from Residential Suburban (R-S), to Commercial Neighborhood (C-N). The City of Ellensburg Hearing Examiner will hold an **OPEN RECORD PUBLIC HEARING at 1:00pm, on Monday, April 14, 2025**, in the City Hall Council Chambers, to consider the rezone application (P24-120). Future plans to develop this site include an event center, museum space, and associated parking and site developments, all to be accessed from Reecer Creek Rd. This future planned development has already completed the SEPA process (P21-101), with an MDNS issued on 12/18/2023. This new SEPA review and comment period is solely associated with the proposed site-specific rezone.



Interested persons may obtain a copy of the application materials from the Community Development Dept. website at: <https://www.ci.ellensburg.wa.us/6558/SEPA-State-Environmental-Policy-Act>

Written comments must be received, or postmarked, by 5:00 PM THURSDAY, March 13, 2025 by mail, or by email. This may be your only opportunity to comment on the environmental impacts of this proposed project.

Staff Contact: Stacey Henderson, Planning Manager; hendersons@ellensburgwa.gov or 509-925-8608.

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926.

Exhibit 1.7 - Buffer Mailing Affidavit

APG REAL ESTATE INVESTMENTS LLC
29088 AIRPARK DR
EASTON, MD 21601-7000

BUGNI FAMILY RENTALS LLC
323 N MAIN ST
ELLENSBURG, WA 98926-3311

CENTRAL WA COMPREHENSIVE
MENTAL HEALTH
220 W 4TH
ELLENSBURG, WA 98926-3060

CLARK, GARY O
PO BOX 1764
ELLENSBURG, WA 98926-1931

DONAHUE PROPERTIES LLC
8890 LYONS RD
ELLENSBURG, WA 98926 7061

ELLENSBURG MARKET PROPERTIES INC
PO BOX 1858
SNOHOMISH, WA 98291

ELLENSBURG MARKET PROPERTIES INC
303 W 3RD AVE
ELLENSBURG, WA 98926-3028

ELLENSBURG MRKT PROP INC
PO BOX 1858
SNOHOMISH, WA 98291

HAYDAY BAKE & BREW LLC
2071 SAGE HILLS DR
ELLENSBURG, WA 98926 9252

KITTITAS RECLAMATION DIST
PO BOX 276
ELLENSBURG, WA 98926

LINDUSTRY LLC
4261 ROBBINS RD
ELLENSBURG, WA 98926

MEAN PROPERTIES LLC
323 N MAIN ST
ELLENSBURG, WA 98926-3311

MIDSTATE CO OP
PO BOX 480
ELLENSBURG, WA 98926-1915

MOTO TRON INC
309 S MAIN ST
ELLENSBURG, WA 98926 3610

PATRICIA PLACE LLC
PO BOX 454
ELLENSBURG, WA 98926-1915

TWIN CITY FOODS INC
5405 INDUSTRIAL WAY
PASCO, WA 99301

-120 P21-101
AFIDAVIT OF TRANSMITTAL

On this day, the undersigned sent to
the addressee(s) the original
document(s) by U.S. Mail.

I certify under penalty of perjury
under the laws of the State of WA
that the foregoing is true and correct

Date *2/20/25* Signed

otb



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

Land Use Permitting (509) 962-7231
comdev@ci.ellensburg.wa.us

Construction Permitting (509) 962-7239
permits@ci.ellensburg.wa.us

February 20, 2025

Notice of Application and Open Record Public Hearing for a Site-Specific Rezone (P24-120), and SEPA adoption (P21-101), to rezone two parcels at 1350 Reecer Creek Road, Parcel ID #716133 and #963051.

Dear Property Owner,

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P24-120) and updated SEPA information (P21-101) for the following project that may be of interest to you. As a property owner within three hundred feet (300') of this proposal, you are invited to comment.

NOTICE IS FURTHER GIVEN that an **Open Record Public Hearing** has been scheduled before the City of Ellensburg Hearing Examiner for **Monday, April 14, 2025, at 1:00 pm**, to consider Rezone Application, P24-120 submitted by Jim Ritter, property owner. The hearing will be held both in person and remotely via Zoom. **Hearing Zoom Link:**

<https://us02web.zoom.us/j/82591787353?pwd=qD25JPHTmvp5qSNuHwNH8O6fNgp7Fn.1>

Project Description: The applicant seeks a site-specific rezone of parcel #963051 (3.9 acres) and #716133 (4.54 acres) from Residential Suburban (R-S) to Commercial Neighborhood (C-N) zoning. Future plans to develop this site include an event center, museum space, and associated parking and site developments, all to be accessed from Reecer Creek Rd. This future planned development has already completed the SEPA process (P21-101), with an MDNS issued on 12/18/2023. This new SEPA review and comment period is solely associated with the proposed site-specific rezone.

Project Information:

Date of application: November 18, 2024

Date of notice of complete application: February 14, 2025

Comments due date: March 13, 2025

Public Hearing Date: April 14, 2025

Project Location: 1350 Reecer Creek Road, Parcel ID #716133, and #963051.

Additional Permits: SEPA (P21-101), and Critical Area (P21-103)

Materials Available for Review: City of Ellensburg Community Development Department webpage at: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>

Written Comments: Written comments must be received via email, or postmarked, by **5:00 pm on Thursday, March 13, 2025**.

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926.

Staff contact: Stacey Henderson- Planning Manager, hendersons@ellensburgwa.gov, 509-925-8608



Open Record Hearing: All persons interested in these rezone matters may attend the open record hearing in person at City Hall or remotely via zoom. **Comments must be submitted in writing by 5:00 pm on Thursday, March 13, 2025 in order to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.** The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from the City Clerk (First Floor – City Hall).

Environmental Review: The City expects to adopt the original SEPA Checklist and MDNS determination from P21-101, with additional information regarding the rezone. This may be the only opportunity for the public to comment on the environmental impacts of the proposed rezone. A copy of the threshold determination may be obtained from the City, once made.

Appeal Process: The issuance of a decision on a short subdivision may be appealed to the Hearings Examiner. Such appeal shall identify the error or errors claimed to have been made in the land use decision and shall be filed in writing with the City Clerk within ten (10) working days of the issuance of the decision. Appeals shall be accompanied by a non-refundable fee of four hundred fifty dollars (\$450).

Questions about this rezone may be directed to the Community Development Department, 501 North Anderson Street, or via email: hendersons@ellensburgwa.gov

Sincerely,

Stacey Henderson

Stacey Henderson
Community Development Senior Planner



CITY OF ELLENSBURG

Public Works Department
501 North Anderson Street; Ellensburg, WA 98926
Ph: (509) 962-7230 Fax: (509) 962-7127

Memorandum

Date: March 10, 2025
To: Stacey Henderson, Planning Manager
From: Craig Jones, Development Coordinator *CJ*
Through: Derek Mayo, City Engineer *DKM*
Re: Rezone and SEPA comments for 1350 Reecer Creek Road P24-120

The following are the Public Works Rezone and SEPA comments for the proposed Silver Star Event Center at 1350 Reecer Creek Road.

The applicant can view the City of Ellensburg's Development Standards on the City's website for more information. <http://www.ci.ellensburg.wa.us/index.aspx?NID=339>

At time of civil plan review, Staff will work with the developer's engineer regarding the specific issues related to roadway, parking lot and utility improvements.

Water:

The water main available to serve this development is a 10" Ductile Iron main that runs north/south in Reecer Creek Road. There is an existing 8" Ductile Iron stub that should be used if possible and extended into the site as necessary. Any water main extended on to the parcel to serve Fire Hydrants and Water Services must be granted a utility easement. See attached utility map.

A backflow device will be required for the new buildings. Specific issues related to water service and meter location will be addressed at project civil submittal.

Any Fire Service and Fire Hydrant placement shall be per Fire Dept. requirements, and shall be constructed per City Development standards. Developer's engineer may be required to verify that fire flow capacity will meet the necessary requirements. Looping of an interior water main may be needed depending on fire flows.

Sewer:

The sewer main available to serve this development is an 8" PVC main with a 6" stub into the parcel from Reecer Creek Road. The sewer should be extended to south parcel if feasible or at minimum access maintained for future connection. See attached utility map.

Specific issues related to sewer main and side sewer stub construction will be addressed at project civil submittal.

Roadway and access:

This project would trigger the requirement of frontage improvements along the Reecer Creek Road frontage. Street improvements include concrete curb/gutter, sidewalks, street lighting, permanent signage, asphalt, asphalt markings, gravel base, storm drainage, and other items associated with minimum public improvements consistent with Public Works Development Standards. Developer may apply for a deferral of said frontage improvements. The Public Works Director and City Council will make a determination on if the improvements could be deferred if requested. The City of Ellensburg has adopted a Land Development Code and under the code, the sidewalks will need to be separated from the curb. Adequate access to the interior of the project for the fire department may need to be verified by your engineer. Driveway location and access to the site will need to be reviewed with the civil plans. If any gates will be constructed at the proposed entrances, they will need to be set back to allow vehicle queuing without impeding right of way.

All required parking spaces, ingress/egress, and loading areas shall be hard surfaced.

Specific issues related to roadway and access construction will be addressed at project civil submittal.

Stormwater:

There is a drainage ditch along the south and southwest side of the parcel. Stormwater outfall could be discharged here after on site treatment and flow control were met. Onsite storm facilities will need to be kept dry and not be inundated by ground water. See attached utility map.

The applicant shall use the current Stormwater Management Manual for Eastern Washington, or approved equivalent for reference in design of stormwater treatment and flow control for post construction requirements for new development and redevelopment. The design shall at a minimum use the following design storms, or as recommended for the proposed BMP, whichever is greater. Treatment shall be designed for the first ½" of rainfall on the property, and storm drainage detention on a 10 year storm event (1.2" of precipitation/24 hours) and retention facilities based on a 25 year storm event (1.6" of precipitation/24 hours). Specific issues related to storm water will be reviewed at time of civil plan submittal.

The applicant's design engineer should determine groundwater elevations in the vicinity of proposed storm water treatment and flow control facilities. The water surface elevation needs to be utilized in the facility designs and should be verified when groundwater is at its highest. Typically the groundwater in the Ellensburg area is elevated from April 15th through October 15th. However, groundwater on the subject site may not be associated with seasonal irrigation and could crest at another time during the year.

The following comments are from the City Stormwater Department;

1. If the site is an acre or greater the developer will need to make Notice of Intent (NOI) with Ecology and apply for a Stormwater General Construction Permit months in advance of construction. <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Construction-stormwater-permit>

2. The Ecology permit requires a Stormwater Pollution Prevention Plan (SWPPP) be submitted with the plan set and be reviewed by the City of Ellensburg Stormwater Utility along with a set of temporary sediment erosion control plans (TESC).

3. In addition, Ecology now requires an Operation and Maintenance (O&M) Plan be submitted to the City for review and retainage. The O&M Plan must address the long term maintenance of the stormwater facilities (swales) that will be constructed onsite to deal with the flow control and treatment requirements of Core Element 5&6 in the Eastern Washington Stormwater Management Manual.

Here is a link for additional information from Ecology;

<https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Construction-stormwater-permit/eCoverage-packet>

Other items:

During civil plan review, Public Works establishes the preliminary addressing plan, the developer will need to work with the Post Office to establish the mail delivery routing plan and mailbox locations. The Post Office requires the use of metal Collection Box Unit style mailboxes.

A Traffic Impact Analysis (TIA) has been completed for the original project. Any changes to the project may trigger an updated TIA. The city has established transportation impact fees. This project may be required to pay impact fees. You can view the traffic impact fees online at <https://library.municode.com/wa/ellensburg/>

Site plan will need to comply with the City's Public Works Development Standards for parking and stormwater.

Any work being done in the right of way will require permits and the contractor to have proper insurance and bonding on file with the City.

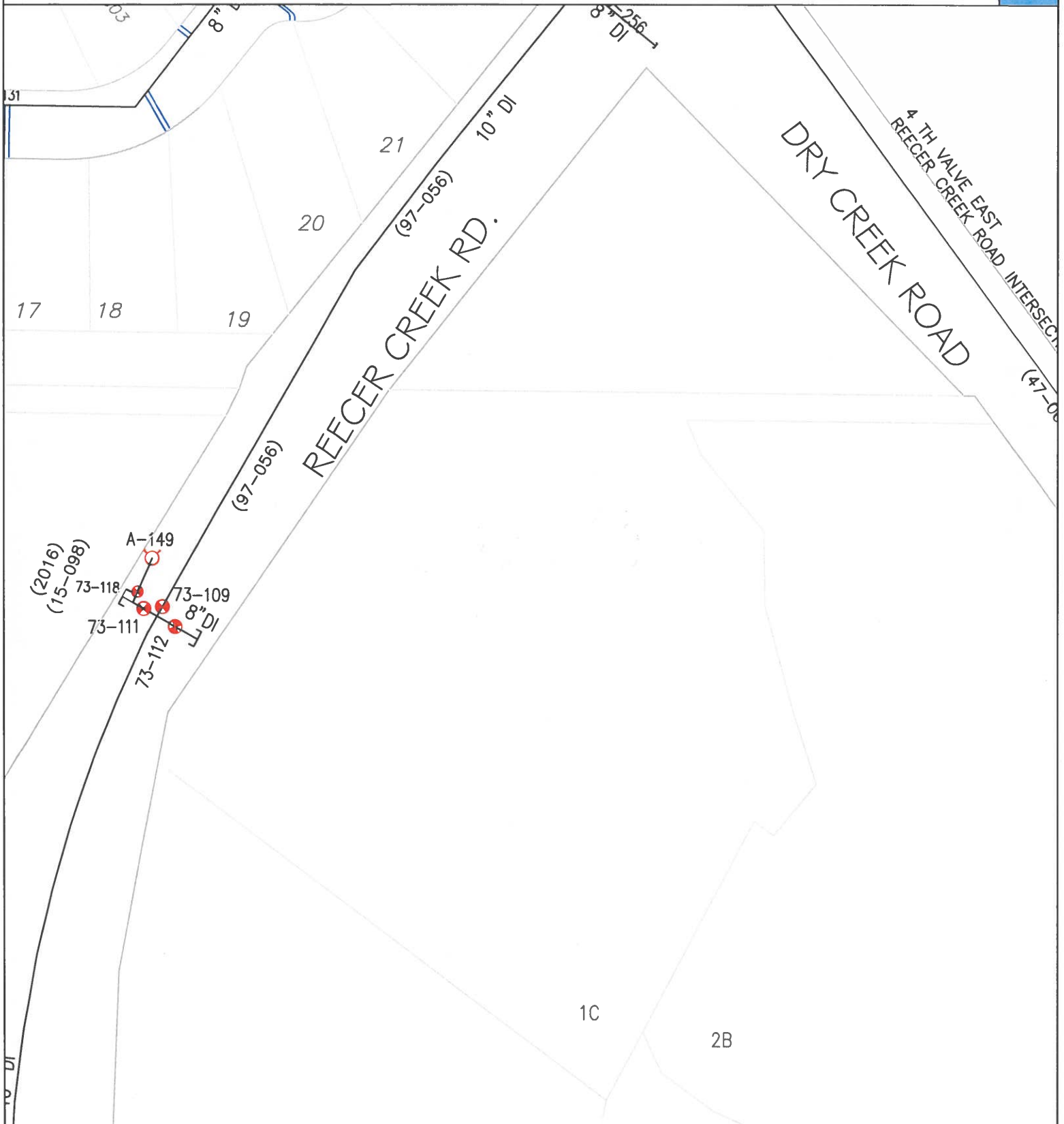
Additional utility easements may be required for any proposed utility outside of the right of way.

Landscape plans will need to be included for review of any conflicts with existing or proposed utilities.

The developer is required to obtain all other permits (HPA if required, DOE construction site grading permit, etc.) that may be required as a result of development.

Cc: File 23-113

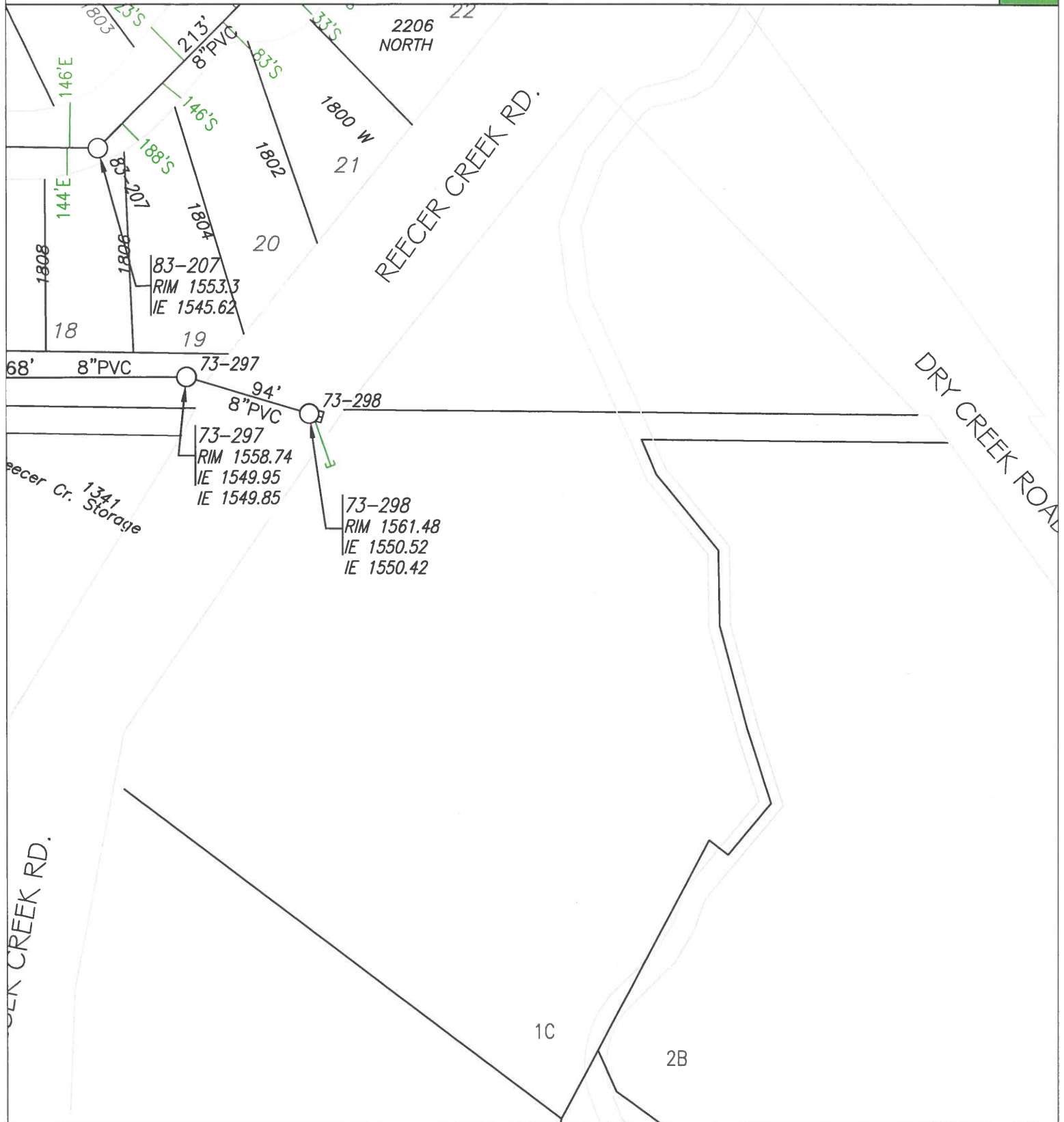




DISCLAIMER:
THE CITY OF ELLENSBURG PUBLIC WORKS DEPARTMENT CANNOT VERIFY THE ACCURACY OF THE UTILITIES REPRESENTED ON THIS PLAN. THEY ARE DISPLAYED FOR EASE OF PLANNING AND INSTALLATION AND ARE BASED UPON THE BEST INFORMATION AVAILABLE. CONTRACTORS AND DEVELOPERS SHOULD REFER TO CIVIL PLANS FOR MOST CURRENT DESIGN REVISION AND CALL 811 BEFORE YOU DIG.



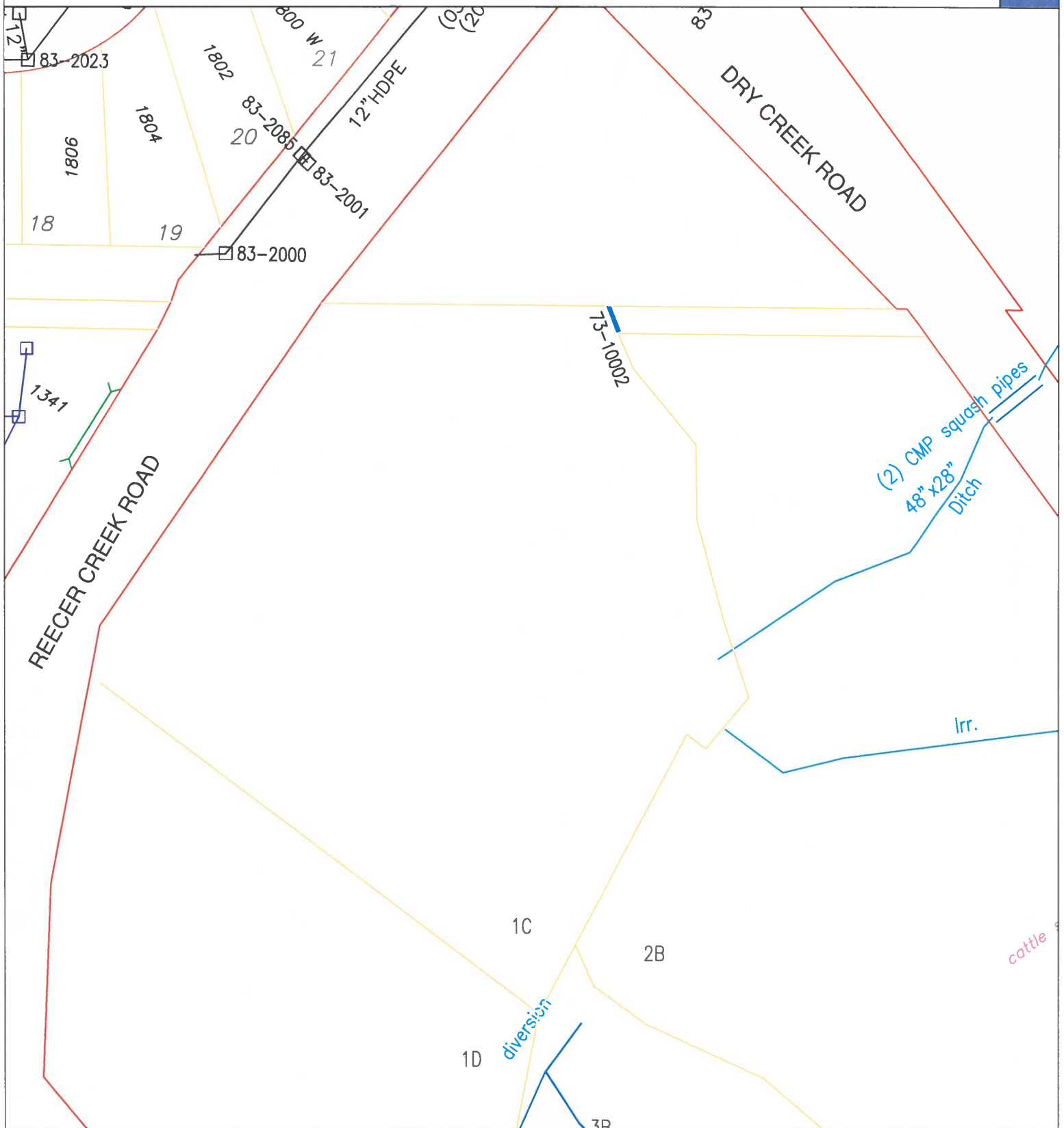
Know what's below.
Call before you dig.



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**COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St., Ellensburg, WA 98926**

**State Environmental Policy Act (SEPA)
MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)**

Proponent: Jim Ritter, Property Owner

Date: December 19, 2023

Description: A SEPA Environmental Checklist submitted by Jim Ritter, property owner. The checklist is for the proposed new construction of an event center, located at 1350 Reecer Creek Rd, Parcel ID #716133, Residential Suburban (R-S) zoning. The proposal includes an approximately 4,800sf event center building, an adjoining museum building of also roughly 4,800sf, and associated parking, with main access to the property off Reecer Creek Rd. Whiskey Creek runs through the subject parcel, and two wetlands were delineated per the wetland report submitted by the applicant.

Location: This proposed project is located at 1350 Reecer Creek Rd, east of Reecer Creek Rd, between University Way and Dry Creek Rd.

Lead Agency: City of Ellensburg

File #: P21-101

The City of Ellensburg acting as lead agency for this proposal, has determined that the proposal, as mitigated, does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

The lead agency for this proposal has determined that certain **mitigation measures** shall be necessary in order to issue a Determination of Non-Significance for this proposal. Failure to comply with the mitigation measures herein will result in the issuance of a Determination of Significance (DS) for this project. **The mitigation measures include the following conditions which shall apply based on project specific analysis:**

1. The applicant shall comply with all requirements outlined in the City of Ellensburg Public Works division memo, dated 12/5/2023, regarding roadway and access, water, sewer, and stormwater.
2. The applicant shall comply with all requirements outlined in the City of Ellensburg Fire Marshall division memo, dated 10/16/2023, regarding IFC and City of Ellensburg code requirements.
3. The applicant shall comply with all requirements outlined in the City of Ellensburg Gas division memo, 6/24/2021, regarding Natural Gas requirements on the site.
4. The applicant shall develop civil and building plans that address the stormwater requirements of both the City of Ellensburg and the State Department of Ecology. These shall address any

potential for flooding as may be required by Ellensburg City Code Chapter 15.630. Such plans shall be approved by City Staff prior to construction.

5. Per the request of the Department of Ecology, email dated 12/11/2023, regarding water quality and potential discharge off-site.
6. Per the request of the Yakama Nation, email dated 9/23/2021, the applicant shall complete an archaeological survey of the property, and send the completed report to all requesting parties for review and approval prior to project implementation.
7. Per the request of Washington Department of Fish and Wildlife, memo dated December 7, 2023, and per City Code Critical Area requirements, the applicant shall consult with WDFW to develop an approved planting plan to be submitted in a final site plan format to the City, to be reviewed with the Critical Area application.
8. In the event that previously unknown cultural resources or human remains are encountered during the implementation of the project, work in the vicinity of the discovery shall be halted and a professional archaeologist, the Washington State DAHP, and all affected tribes should be consulted before proceeding.
9. Requirements of all City Departments, the Fire District, all utility providers, and affected agencies must be satisfied, as outlined in adopted City Codes and other regulatory documents.
10. If the applicant wishes to add to, or change, the proposed scope of work included in this application, a new SEPA proposal and/or addendum will need to be submitted to address any changes.

This **Mitigated Determination of Non-significance (MDNS)** is issued using the standard MDNS process under WAC 197-11-350.

Responsible Official: Jeremy Johnston
Title: Planning Manager
Address: City of Ellensburg
Community Development Dept.
501 N. Anderson St.
Ellensburg WA 98926
Phone: (509) 962-7232 Fax: (509) 925-8655

Date: 12/18/23

Signature:



Appeals: Following the issuance of this MDNS, is a 14-day appeal period. Pursuant to ECC 15.270.200, appeals must be submitted as required by the City of Ellensburg's administrative appeal procedures for Type II permits per ECC 15.230.040(B), and shall be made to the Hearing Examiner and meet all requirements contained in Chapter 15.230 ECC.



Site Specific Rezone Permit Application Form

RECEIVED

NOV 18 2021

PA-04

APPLICATION

COMMUNITY DEVELOPMENT

Community Development Department

501 N. Anderson, Ellensburg, WA 98926

(509) 962-7239 (Building) permits@ci.ellensburg.wa.us (509) 962-7231 (Planning) comdev@ci.ellensburg.wa.us

A pre-application meeting is required prior to submitting a Rezone application. Site-specific rezones to change the current zoning of a property to a new zoning category that is consistent with the comprehensive plan land use designation for the property are reviewed as Type IV processes. Type V reviews involve the legislative revisions to the zoning map for area-wide changes including comprehensive plan updates and those proposed to implement subarea plans.

Application Fee: \$1200 (Pre-App Fee: \$500 may be applied here also)

In addition to the existing application fee, the applicant shall be required to pay a \$600 Hearing Examiner fee. If the Hearing Examiner fee is less than \$600, the difference shall be returned to the applicant. If the Hearing Examiner fee exceeds \$600, the additional cost shall be billed to and paid by the applicant.

The Planning Division will be unable to accept your Rezone Application if you fail to provide ALL of the following required material.

P21-071

P21-105

OFFICIAL USE ONLY:

Staff Person:	KB
Date Submitted:	11-18-24
Fee Total:	\$1800
FILE #:	P24-120
Associated Permit File #:	P24-064 P23-101 P22-043

P21-104

P21-101 P21-102 P21-103

PROPERTY OWNER: (Note: If the Applicant is not the Owner, attach written authorization from the legal owner(s).)

Legal Owner Name(s):	STACKYARD DEVELOPMENT GROUP, LLC	Day Phone:	-
Mailing Address:	POB 1191 ELLensburg, WA 98926		
E-mail:	JAMES.S.RITTER@gmail.com	Cell Phone:	206-949-9143

***APPLICANT:** ☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	JAMES S. RITTER	Day Phone:	-
Mailing Address:	POB 1191 ELLensburg, WA 98926		
E-mail:	JAMES.S.RITTER@gmail.com	Cell Phone:	206-949-9143

CONTACT PERSON: ☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	SAME AS ABOVE	Day Phone:	
Mailing Address:			
E-mail:		Cell Phone:	

PROJECT INFORMATION:

Parcel Number(s) of Site:	716133, 963051, 11251.		
Site Address (if any):	1350 REECER CREEK ROAD		ELLensburg, WA 98926
Current City Zoning Designation :	RESIDENTIAL SUBURBAN	Requested City Zoning Designation :	COMMERCIAL NEIGHBORHOOD.

(SPLIT ZONE ON
963051)

(OVER)

PROJECT INFORMATION:

Ellensburg City Code 15.250.060 requires that application for site specific rezone amendments to the zoning district map may only be approved if/all the following criteria are satisfied. Please include responses as an attachment.

(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

1. Narrative project description (include as attachment): Please include at a minimum the following information in your description: describe project size, location, and all qualitative features of the proposal; include every element of the proposal in the description.

2. Applicant for rezone must demonstrate that the following criteria are met (attach additional sheets as necessary):

A. Conditions have changed since the imposition of the zoning classification on the property.

B. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

C. The proposed rezone is consistent with the comprehensive plan; and

D. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC for the zoning district. :

Applicants may propose conditions to be imposed on the site specific rezone in order to mitigate any detrimental effect the rezone might have on uses or property in the immediate vicinity of the proposed rezone. Any conditions imposed by the city on the rezone shall be incorporated in a development agreement executed by the city council and the property owners(s), under the procedures set forth in RCW 36.70B.170 through 36.70B.170 through 36.70B.200 and ECC Chapter 15.380 (Development Agreements)

The burden of this demonstration is on the rezone applicant.

3. Site Plan Requirements:

The proposed project and dimensions in relation to the property boundaries. Show how the property is located in reference to existing streets, alleys and sidewalks.

The proposed project and dimensions in relation to all existing and proposed development on the property. Show all existing buildings or structures on subject property and those proposed to be located on property with setback dimensions and distances between buildings.

Show present and additional "off-street" parking, if required.

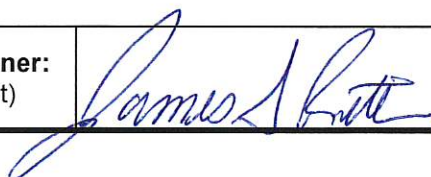
(The site plan shall be legibly drawn to a minimum scale of 1:20 on substantial paper a minimum 11" x 17" size)

SIGNATURE OF LEGAL OWNER or REPRESENTATIVE AS AUTHORIZED BY THE LEGAL OWNER:

I, JAMES S. RUTER, (print name) affirm that the above responses are made truthfully and to the best of my knowledge. I hereby apply for this permit application and acknowledge that I have read this application and state that the information is correct and that I agree to comply with all city ordinances pertaining to this permit if granted.

I further affirm that I am the owner of record of the area proposed for the above-identified land use action or, if not the owner, attached herewithin is written permission from the owner(s) authorizing my actions on his/her/their behalf.

Signature of Legal Owner:
(or Authorized Agent)

 CEO -
STUCKY AND
DEVELOPMENT GROUP
LLC

Date:

11/15/2024

P24-120

Rezone Application Narrative for 1350 Reecer Creek Road (and adjoining parcels).



1.

This application is requesting a site-specific re-zone of 1350 Reecer Creek Road (and all relevant adjoining parcels) from Residential/Suburban (R/S) to Commercial/Neighborhood. The total property is **9.59** acres, consisting of three (3) parcels, including #716133 (3.9 acres), 963051 (4.54 acres), and 11251 (1.5 acres). These parcels span from the east side of Reecer Creek between University Way (to the south), Dry Creek Road (to the North), and Whiskey Creek (to the East). All parcels are relatively flat, vacant land with some natural and planted trees, with no buildings, or structures.

The surrounding land use consists of developed Commercial zones to the south and west, Commercial/Highway (undeveloped) zone to the east, commercially zoned and developed to the west, and residential to the north (north of Dry Creek Road).

The current R/S zone on 1350 Reecer Creek Road is inconsistent with surrounding land use and is part of the city's commercially zoned Gateway Project on University Way. This re-zone will allow for a 15,000 sf Event Center & Museum to be built, as well as a parking lot for 87 vehicles on parcel 716133 (which had already passed all city development requirements and was scheduled for a final public hearing on August 2, 2024). This re-zone would also allow for potential future development on the southern parcel.

On August 5, 2024, City Planning officials (Jeremy and Laura) met with me and advised that this re-zone request would fit nicely with the city's master growth plan and that they would encourage its approval. A significant portion of the two northern parcels would remain open space, wetlands, and a natural park-like setting throughout the boundaries of Whiskey Creek (per the previously submitted SEPA plan)

2. (A). The conditions of these properties and land use needs have changed significantly since the last zoning update. The City has continued to rapidly expand to the west and northwest, with significant housing projects being built and slated for development on Dry Creek and Reecer Creek Roads. Additionally, the City has made significant capital improvements with sidewalks, drainage, and utility improvements along University Way as part of its Gateway Project. There are also active plans by other West Interchange area landowners to further commercially develop their properties. Of additional note, my properties are some of the most highly visible to everyone entering and/or leaving the city of Ellensburg from Exit #106, Highway 10, and Highway 97. This location would be ideal for future (thoughtful) commercial development that could create a positive image for those entering and leaving the City. It is also the only route to CWU from Eastbound I-90. Additionally, the City has no cultural entities, entertainment venues, or other services anywhere in this area.

B. The rezone is critical to this area because it will allow me to continue to make further improvements to these properties that have historically been neglected, in disrepair, and underutilized. This rezone will also allow me to build a much-needed cultural, and entertainment area within the city limits that could be utilized by the citizens of Kittitas County, Ellensburg, CWU students, and their families, and enhance tourism. This development would also encourage other developers to consider other forms of “thoughtful” development that could enhance the City’s image and preserve the region’s aesthetic charm.

C. These parcels fall within the City’s future Comprehensive Plan, and two former City Officials (Jeremy and Laura) both advised in August of 2024 that the re-zone would be the best option for mutually beneficial use of the properties and would encourage approval of the re-zone request.

D. The proposed re-zone request for these properties is consistent with the development standards in the LDC. The City had already tentatively approved the SEPA, Site, Traffic, and Development plans for parcel 716133 and scheduled this project for a final public hearing on August 2, 2024. I have spent the past 3 years installing all utilities to these parcels, working closely with city officials on this project, and satisfying all legal requirements to proceed. NOTE: City officials were highly supportive of this rezone because a small portion of the southern parcel is already zoned Commercial Highway (causing a Split Zone) that they want to eliminate by granting the re-zone to Commercial/Neighborhood. R/S is also an inconsistent zone as it is for “areas characterized predominantly by single-family dwellings”, while the area around these parcels to the east, west, and south are all zoned commercial (and already have commercial structures in operation and is what the Commercial/Neighborhood zone was created for.

SITE PLANS/ OVERALL VICINITY SITE PLAN

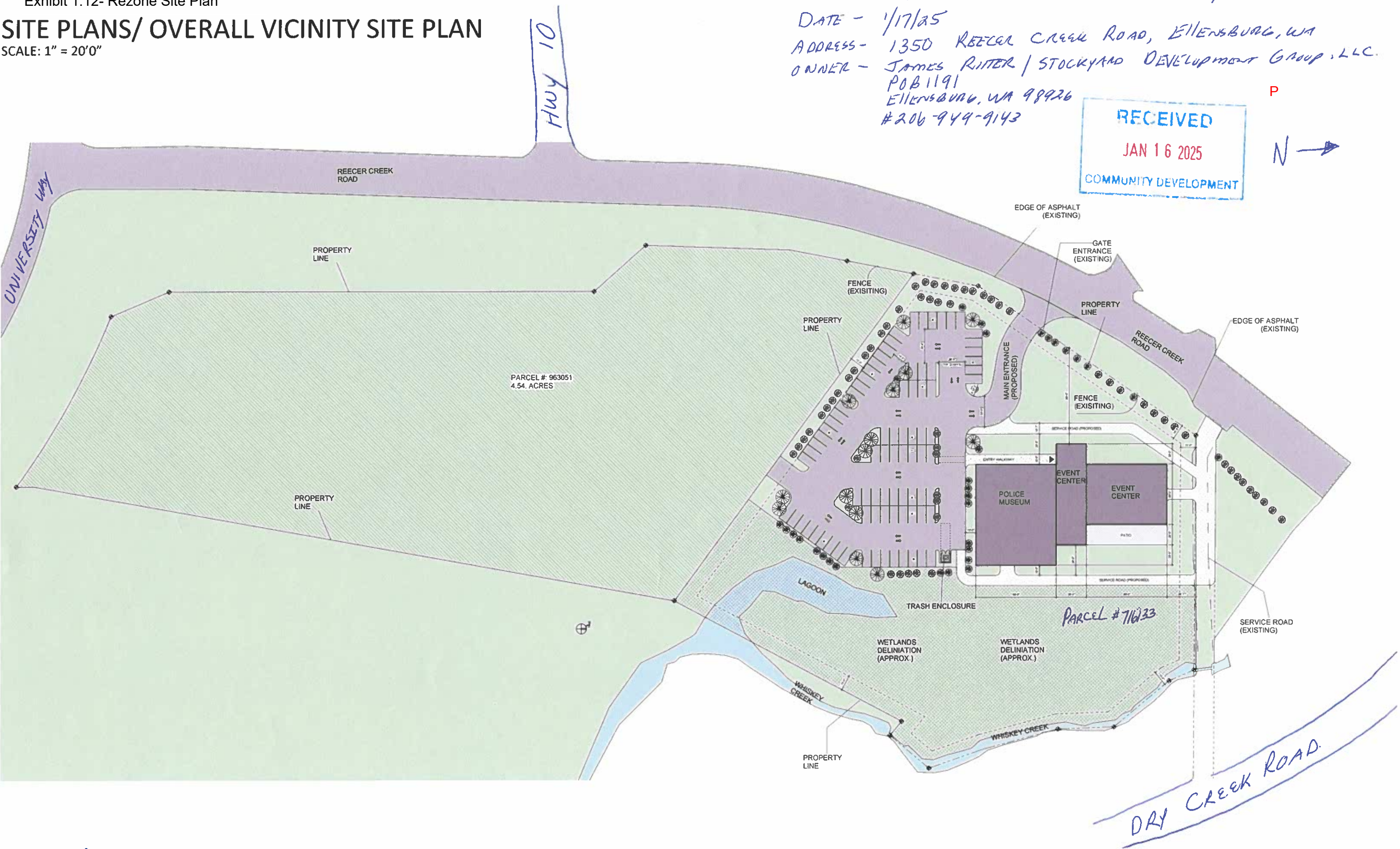
SCALE: 1" = 20'0"

PROJECT - REZONE - PARCELS # 716133 / # 963051
DATE - 1/17/25
ADDRESS - 1350 REECER CREEK ROAD, ELLENSBURG, WA
OWNER - JAMES RITTER / STOCKYARD DEVELOPMENT GROUP, LLC.
POB 1191
ELLENSBURG, WA 98926
#206-949-9143

RECEIVED
JAN 16 2025
COMMUNITY DEVELOPMENT

P

N →



P24-120

PART OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M.,



LEGEND

- SET 5/8" REBAR W/ CAP
- "CRUSE 36815"
- SET 5/8" PK NAIL & WASHER
- "CRUSE 36815"
- FOUND PIN & CAP
- FOUND NAIL & WASHER
- FENCE

GRAPHIC SCALE



(IN FEET)
1 inch = 200 ft.



AUDITOR'S CERTIFICATE 202209120023

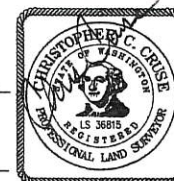
Filed for record this 12TH day of SEPTEMBER,
2022, at 11:29 A.M., in Book 45 of Surveys at
page(s) 10 at the request of Cruse & Associates.

JERALD V. PETTIT BY: [Signature]
KITITITAS COUNTY AUDITOR

SURVEYOR'S CERTIFICATE

This map correctly represents a survey made by
me or under my direction in conformance with
the requirements of the Survey Recording Act
at the request of JIM RITTER & FABIAN KUCHIN
in MAY of 2022.

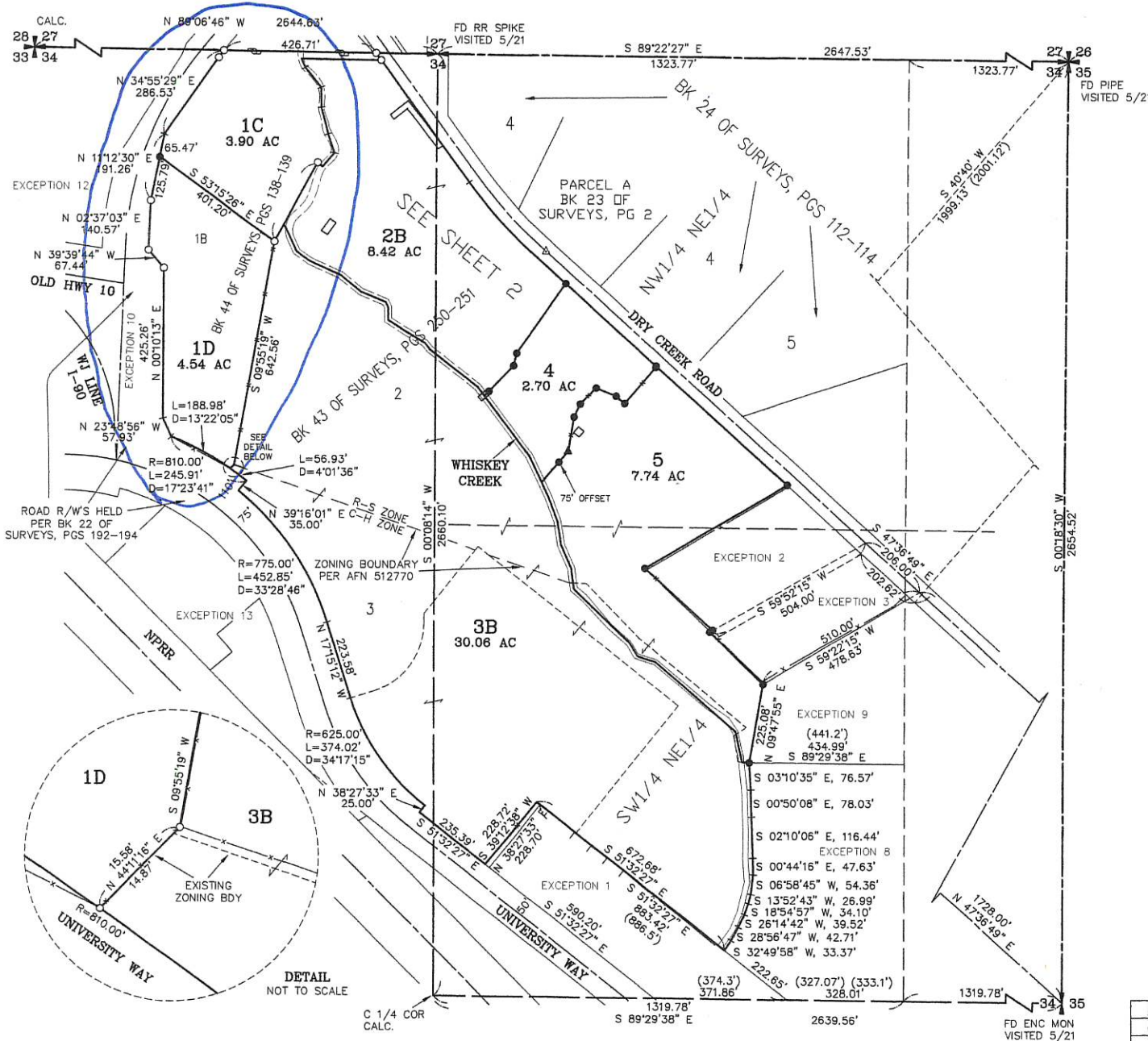
[Signature]
CHRISTOPHER C. CRUSE
Professional Land Surveyor
License No. 36815



DATE 9/12/2022

CRUSE & ASSOCIATES
PROFESSIONAL LAND SURVEYORS
217 East Fourth Street P.O. Box 959
Ellensburg, WA 98926 (509) 962-8242
STOCKYARD DEV. GROUP/KUCHIN

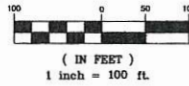
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X	X



SHEET 1 OF 4

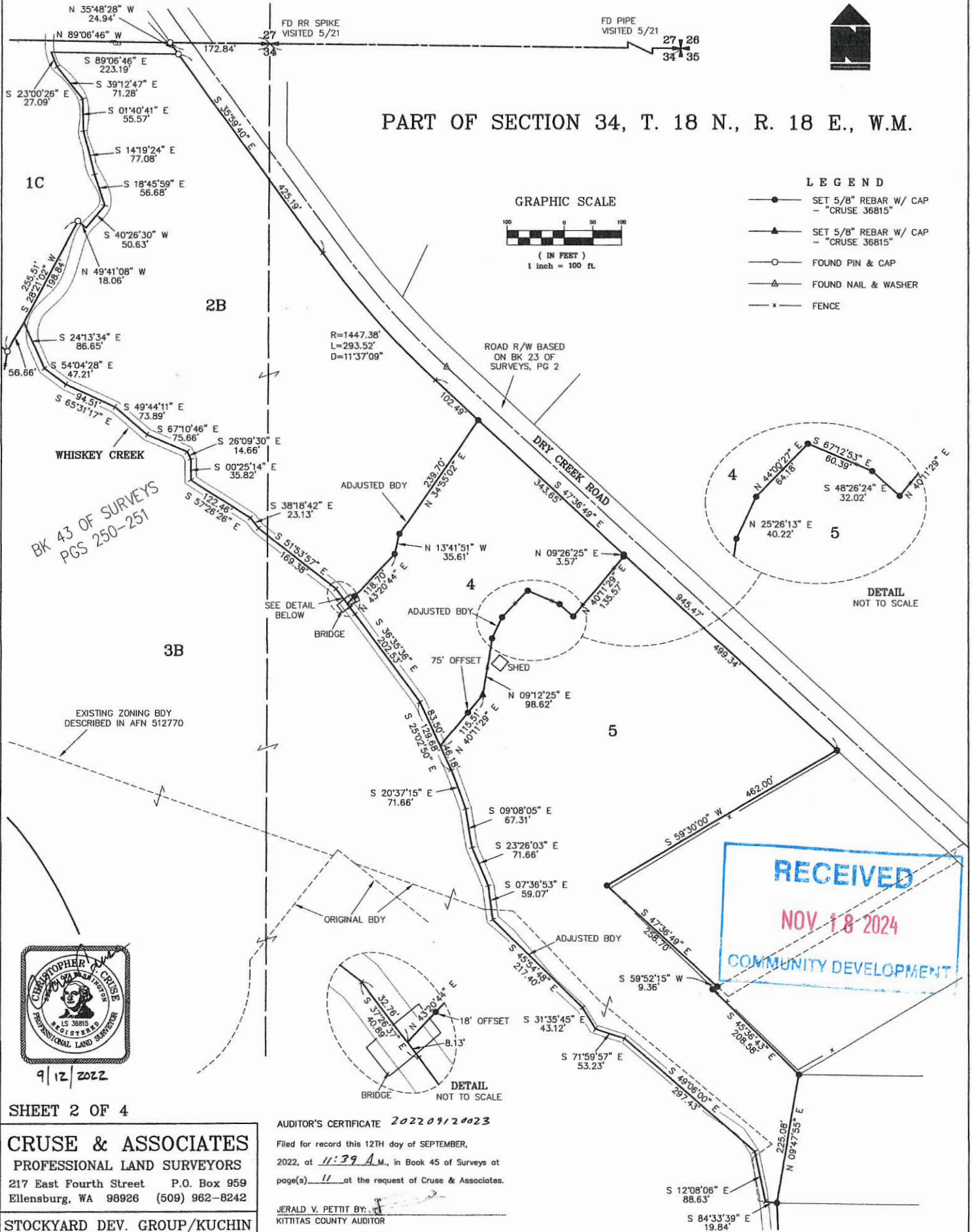
PART OF SECTION 34, T. 18 N., R. 18 E., W.M.

GRAPHIC SCALE



LEGEND

- SET 5/8" REBAR W/ CAP
— "CRUSE 36815"
- ▲— SET 5/8" REBAR W/ CAP
— "CRUSE 36815"
- FOUND PIN & CAP
- △— FOUND NAIL & WASHER
- x— FENCE



PART OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M.,

ORIGINAL PARCEL DESCRIPTIONS

TRACT A:

Parcel 1B of that certain Survey as recorded February 3, 2022, in Book 44 of Surveys, pages 138 and 139, under Auditor's File No. 202202030042, records of Kittitas County, Washington; being a portion of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington;

EXCEPT That portion of the North Half of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., Kittitas County, Washington, which is bounded by a line described as follows:

Beginning at the Northwest corner of said Section 34; thence East along the North boundary of said Section 34, 450 feet, more or less, to the East boundary of the right of way of the State Highway; thence East along the North boundary 1271.56 feet to the true point of beginning; thence South 16°57' West, 20.91 feet; thence East and parallel to the North boundary of said Section 34, 820 feet, more or less, to the West boundary of the County Road; thence Northwesterly along said West boundary to an intersection with the North boundary of said Section 34; thence West to the true point of beginning.

TRACT B:

That portion of the North Half of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., Kittitas County, Washington, which is bounded by a line described as follows:

Beginning at the Northwest corner of said Section 34; thence East along the North boundary of said Section 34, 450 feet, more or less, to the East boundary of the right of way of the State Highway; thence East along the North boundary 1271.56 feet to the true point of beginning; thence South 16°57' West, 20.91 feet; thence East and parallel to the North boundary of said Section 34, 820 feet, more or less, to the West boundary of the County Road; thence Northwesterly along said West boundary to an intersection with the North boundary of said Section 34; thence West to the true point of beginning.

TRACT C:

Parcels 2 and 3 of that certain Survey as recorded July 21, 2021, in Book 43 of Surveys, pages 250 and 251, under Auditor's File No. 202107210010, records of Kittitas County, Washington; being a portion of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington.

TRACT D:

All of that part of the West Half of the Northeast Quarter and of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington, lying South and West of the Southwesterly right of way line of State Road No. 2-1, as located on August 1, 1962, and North and East of the Northeasterly right of way of State Highway No. 3, as located on August 1, 1962, EXCEPT:

1. Beginning at a point on the South boundary line of said West Half of the Northeast Quarter, which is 333.1 feet West of the Southeast corner of the Southwest Quarter of the Northeast Quarter of said Section, and running thence North 89°42' West, along the South boundary line of said Quarter of Quarter Section 374.3 feet to the point of intersection of said boundary line with the Northern boundary line of the right of way of State Highway No. 3; thence North 52°02' West 590.2 feet; thence North 37°58' East 228.7 feet; thence South 52°02' East 886.5 feet to the point of beginning;

2. Beginning at a point 202.62 feet (3.07 chains) North 52° West of a point in the County Road that bears South 40°40' West 2001.12 feet (30.32 chains) from the Northeast corner of Section 34, Township 18 North, Range 18 East, W.M.; thence South 59°30' West 462 feet (7 chains); thence North 52° West 283.80 feet (4.30 chains); thence North 59°30' East 462 feet (7 chains); thence South 52° East 283.80 feet (4.30 chains) to the place of beginning;

3. That portion of the Southwest Quarter of the Northeast Quarter of Section 34, Township 18 North, Range 18 East, W.M., described as follows:

Beginning at a point which bears North 47°55' West 1728 feet from the East quarter corner of said Section; thence running North 47°55' West 206 feet; thence South 59°30' West 504 feet; thence Southeasterly 200 feet; thence North 59°00' East 510 feet to the point of beginning;

4. That portion of said premises, if any, which may lie within the 400 foot right of way of the Northern Pacific Railway Company;

5. Tract of land appropriated by the State of Washington by decree entered April 8, 1966, in Superior Court of Kittitas County in Civil Cause No. 16310.

TRACT D:

6. That portion of the North Half of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., Kittitas County, Washington, which is bounded by a line described as follows: Beginning at the Northwest corner of said Section 34; thence East along the North boundary of said Section 34, 450 feet, more or less, to the East boundary of the right of way of the State Highway at which point is the true point of beginning; thence East 1271.56 feet; thence South 16°57' West, 560.25 feet to the North right of way boundary of State Highway as constructed for access to Interstate Highway I-90; thence Northwesterly along said North boundary to the true point of beginning.

7. That portion of the North Half of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., Kittitas County, Washington, which is bounded by a line described as follows:

Beginning at the Northwest corner of said Section 34; thence East along the North boundary of said Section 34, 450 feet, more or less, to the East boundary of the right of way of the State Highway; thence East along the North boundary 1271.56 feet to the true point of beginning; thence South 16°57' West, 20.91 feet thence East and parallel to the North boundary of said Section 34, 820 feet, more or less, to the West boundary of the County Road; thence Northwesterly along said West boundary to an intersection with the North boundary of said Section 34; thence West to the true point of beginning.

8. That portion of the Southwest Quarter of the Northeast Quarter of Section 34, Township 18 North, Range 18 East, W.M., County of Kittitas, State of Washington, described as follows:

Commencing at the Southeast corner of the Northeast Quarter of said Section 34; thence North 89°54'51" West along the South line of the Northeast Quarter of said Section a distance of 1319.78 feet to the Southeast corner of the Southwest Quarter of the Northeast Quarter of said Section, the point of beginning; thence continuing North 89°54'51" West a distance of 327.07 feet; thence North 51°57'15" West a distance of 222.65 feet; thence North 32°25'10" East a distance of 33.37 feet; thence North 28°31'59" East a distance of 42.71 feet; thence North 25°49'54" East a distance of 39.52 feet; thence North 18°30'09" East a distance of 34.10 feet; thence North 13°27'55" East a distance of 26.99 feet; thence North 06°33'57" East a distance of 54.36 feet; thence North 01°09'04" West a distance of 47.63 feet; thence North 02°34'54" West a distance of 116.44 feet; thence North 01°14'56" West a distance of 78.03 feet; thence North 03°35'23" West a distance of 76.57 feet; thence South 89°54'51" East parallel to the South line of the Northeast Quarter of said Section a distance of 441.2 feet more or less to the Easterly boundary line of the Southwest Quarter of the Northeast Quarter of said Section; thence Southerly on the Easterly boundary line of the Southwest Quarter of the Northeast Quarter of said Section a distance of 669.3 feet more or less to the point of beginning.

9. That portion of the East Half of the Southwest Quarter of the Northeast Quarter of Section 34, Township 18 North, Range 18 East, W.M., Kittitas County, State of Washington, which lies Easterly and Southeasterly of the following described line:

Beginning at the Southeast corner of the Southeast Quarter of the Southwest Quarter of the Northeast Quarter of said Section 34; thence North 89°30'27" West, along the Southern Boundary line of the Southeast Quarter of the Southwest Quarter of the Northeast Quarter of said Section 34, 327.07 feet; thence North 51°32'51" West, 222.65 feet thence North 32°49'34" East, 33.37 feet; thence North 28°56'23" East, 42.71 feet; thence North 26°14'18" East, 39.52 feet; thence North 18°54'33" East, 34.10 feet; thence North 13°52'19" East, 26.99 feet; thence North 06°58'21" East, 54.36 feet; thence North 00°44'40" West, 47.63 feet; thence North 02°10'30" West, 116.44 feet; thence North 00°50'32" West, 78.03 feet; thence North 03°10'59" West, 76.57 feet to the true point of beginning of said line; thence North 07°43'20" East, 225.72 feet, more or less, to the Southeast corner of that certain parcel as described in the Quit Claim Deed recorded in Volume 16 of official records at page 364, under Auditors File No. 364585, records of Kittitas County, State of Washington; thence North 58°47'02" East, along the Southeasterly boundary line of said parcel, 461.49 feet, more or less, to the East boundary line of said East Half of the Southwest Quarter of the Northeast Quarter of said Section 34 and the terminus of said line.

AND lying Northerly of the following described line:

Beginning at the Southeast corner of the Southeast Quarter of the Southwest Quarter of the Northeast Quarter of said Section 34; thence North 89°30'27" West, along the Southern boundary line of the Southeast Quarter of the Southwest Quarter of the Northeast Quarter of said Section 34, 327.07 feet; thence North 51°32'51" West, 222.65 feet; thence North 32°49'34" East, 33.37 feet; thence North 28°56'23" East, 42.71 feet; thence North 26°14'18" East, 39.52 feet; thence North 18°54'33" East, 34.10 feet; thence North 13°52'19" East, 26.99 feet; thence North 06°58'21" East, 54.36 feet; thence North 00°44'40" West, 47.63 feet; thence North 02°10'30" West, 116.44 feet; thence North 00°50'32" West, 78.03 feet; thence North 03°10'59" West, 76.57 feet, to the true point of beginning of said line; thence South 89°30'27" East, 428.23, more or less, to the East boundary line of said East Half of the Southwest Quarter of the Northeast Quarter of said Section 34 and the terminus of said line.

10. That portion of the Northeast Quarter of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington, described as follows:

Commencing at the Northeast corner of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M.; thence 613.05 feet North 89°06'46" West; thence 20.00 feet South 00°53'14" West to the true point of beginning; thence North 89°06'46" West 107.04 feet; thence South 31°46'15" West 326.58 feet to the beginning of a curve to the left; said curve having a central angle of 14°59'09", radius 1,019.93 feet, chord bearing South 09°41'05" West, and chord distance 266.01 feet. Along the said curve for an arc distance of 266.77 feet; thence South 02°11'30" West, 1.53 feet; thence North 81°10'22" West, 185.50 feet to the beginning of a curve to the right; said curve having a central angle of 50°03'56", radius 620.00 feet, chord bearing South 38°14'30" East, and chord distance 524.69 feet. Along the said curve for an arc distance of 541.76 feet; thence South 06°41'50" East, 136.19 feet to the beginning of a curve to the right, said curve having a central angle of 02°49'23", radius 810.00 feet, chord bearing South 69°37'55" East, and chord distance 39.90 feet. Along said curve for an arc distance of 39.91 feet; thence North 23°48'56" West 57.01 feet; thence North 00°10'13" East 425.26 feet; thence North 39°39'44" West 67.44 feet; thence North 02°37'03" East 140.57 feet; thence North 11°12'30" East, 191.26 feet; thence North 34°55'29" East, 262.39 feet to the true point of beginning.

11. That portion of the East Half of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington, lying Westerly of the WC Line right-of-way of SR 90 and Northeasterly of the former right of way of Primary State Highway No. 3 as said right-of-way is described in Governor's Deed recorded June 12, 1975, under Auditor's File No. 397518.

12. Parcel B as described and/or delineated on that certain Survey recorded May 21, 1997, in Book 22 of Surveys, pages 192, 193 and 194 under Auditor's File No. 199705210001, records of Kittitas County, Washington; being a portion of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington.

13. That portion of the Northwest Quarter of Section 34, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington, lying Southerly of the Southerly right of way of the WJ Line (now Old Highway 10 Road), Westerly of the Westerly right of way of the WC Line (now University Way) and Northeasterly of the Northeasterly right of way of the Northern Pacific Railroad (now Burlington Northern Railroad).

As illustrated on the Washington State Highway plans PSR 3 (SR 90) Yakima River to West Ellensburg Interchange, Sheet 40 of 70, dated June 24, 1966.

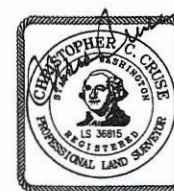
14. Parcels 1, 2 and 3 of that certain Survey as recorded July 21, 2021, in Book 43 of Surveys, pages 250 and 251, under Auditor's File No. 202107210010, records of Kittitas County, Washington; being a portion of Section 24, Township 18 North, Range 18 East, W.M., in the County of Kittitas, State of Washington.



AUDITOR'S CERTIFICATE 202209120023

Filed for record this 12TH day of SEPTEMBER, 2022, at 11:29 A.M., in Book 45 of Surveys at page(s) 12 at the request of Cruse & Associates.

JERALD V. PETTIT BY: [Signature]
KITTITAS COUNTY AUDITOR



9/12/2022

CRUSE & ASSOCIATES
PROFESSIONAL LAND SURVEYORS

217 East Fourth Street P.O. Box 959
Ellensburg, WA 98926 (509) 962-8242

STOCKYARD DEV. GROUP/KUCHIN

PART OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M.,

NOTES:

1. THIS SURVEY WAS PERFORMED USING A TOPCON GTS SERIES TOTAL STATION AND/OR SURVEY GRADE GPS. ACCURACY COMPLIES WITH THE REQUIREMENTS SPECIFIED IN WAC 332-130-080 AND 090.
2. THIS SURVEY MAY NOT SHOW ALL EASEMENTS OR IMPROVEMENTS WHICH MAY PERTAIN TO THIS PROPERTY.
3. FOR CORNER DOCUMENTATION, BASIS OF BEARINGS AND ADDITIONAL INFORMATION, SEE BOOK 43 OF SURVEYS, PAGES 250-251. FOR SECTION SUBDIVISION, CORNER DOCUMENTATION AND ADDITIONAL INFORMATION, SEE BOOK 24 OF SURVEYS, PAGES 112-114.
4. THE PURPOSE OF THIS SURVEY IS TO DELINEATE AND DESCRIBE ADJUSTED PARCELS FOR CITY OF ELLENSBURG BOUNDARY LINE ADJUSTMENT P22-093.
5. CRITICAL AREAS ARE PRESENT ON THESE PROPERTIES. ANY FUTURE DEVELOPMENT MAY REQUIRE ADDITIONAL LAND USE PERMITS. CONTACT CITY OF ELLENSBURG FOR ADDITIONAL INFORMATION.

LEGAL DESCRIPTIONS

ORIGINAL PARCEL DESCRIPTIONS - SEE SHEET 3

REVISED PARCEL DESCRIPTIONS

PARCEL 1C

PARCEL 1C OF THAT CERTAIN SURVEY RECORDED SEPTEMBER 12, 2022, IN BOOK 45 OF SURVEYS AT PAGES 10-13, UNDER AUDITOR'S FILE NO. 20220912 0023, RECORDS OF KITTITAS COUNTY, WASHINGTON; BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M., IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

PARCEL 1D

PARCEL 1D OF THAT CERTAIN SURVEY RECORDED SEPTEMBER 12, 2022, IN BOOK 45 OF SURVEYS AT PAGES 10-13, UNDER AUDITOR'S FILE NO. 20220912 0023, RECORDS OF KITTITAS COUNTY, WASHINGTON; BEING A PORTION OF THE NORTHWEST QUARTER OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M., IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

PARCEL 2B

PARCEL 2B OF THAT CERTAIN SURVEY RECORDED SEPTEMBER 12, 2022, IN BOOK 45 OF SURVEYS AT PAGES 10-13, UNDER AUDITOR'S FILE NO. 20220912 0023, RECORDS OF KITTITAS COUNTY, WASHINGTON; BEING A PORTION OF THE NORTHWEST AND NORTHEAST QUARTERS OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M., IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

PARCEL 3B

PARCEL 3B OF THAT CERTAIN SURVEY RECORDED SEPTEMBER 12, 2022, IN BOOK 45 OF SURVEYS AT PAGES 10-13, UNDER AUDITOR'S FILE NO. 20220912 0023, RECORDS OF KITTITAS COUNTY, WASHINGTON; BEING A PORTION OF THE NORTHWEST AND NORTHEAST QUARTERS OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M., IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

PARCEL 4

PARCEL 4 OF THAT CERTAIN SURVEY RECORDED SEPTEMBER 12, 2022, IN BOOK 45 OF SURVEYS AT PAGES 10-13, UNDER AUDITOR'S FILE NO. 20220912 0023, RECORDS OF KITTITAS COUNTY, WASHINGTON; BEING A PORTION OF THE NORTHEAST QUARTER OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M., IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

PARCEL 5

PARCEL 5 OF THAT CERTAIN SURVEY RECORDED SEPTEMBER 12, 2022, IN BOOK 45 OF SURVEYS AT PAGES 10-13, UNDER AUDITOR'S FILE NO. 20220912 0023, RECORDS OF KITTITAS COUNTY, WASHINGTON; BEING A PORTION OF THE NORTHEAST QUARTER OF SECTION 34, TOWNSHIP 18 NORTH, RANGE 18 EAST, W.M., IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

RECEIVED

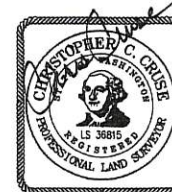
NOV 18 2024

COMMUNITY DEVELOPMENT

AUDITOR'S CERTIFICATE 202209120023

Filed for record this 12TH day of SEPTEMBER, 2022, at 11:39 A.M., in Book 45 of Surveys at page(s) 13 at the request of Cruse & Associates.

JERALD V. PETTIT BY: [Signature]
KITTITAS COUNTY AUDITOR



9/12/2022

CRUSE & ASSOCIATES
PROFESSIONAL LAND SURVEYORS

217 East Fourth Street P.O. Box 959
Ellensburg, WA 98926 (509) 962-8242

STOCKYARD DEV. GROUP/KUCHIN



COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St., Ellensburg WA 98926

STAFF REPORT

TO: Andrew Kottkamp, City of Ellensburg Hearing Examiner

FROM: Stacey Henderson, Planning Manager
City of Ellensburg Community Development Department

RE: Open Record Public Hearing for Site-Specific Rezone Application P24-120,
from Residential Suburban (R-S) to Commercial Neighborhood (C-N)

DATE: Monday April 14, 2024, 1:00pm via Zoom

I. GENERAL INFORMATION

Applicant: James S. Ritter, of property owner Stockyard Development Group LLC

Requested Action: The applicant seeks to rezone the subject parcels from Residential Suburban (R-S) to Commercial Neighborhood (C-N) for the purpose of developing an event center, museum space, and associated parking and site improvements.

Location: The property is two contiguous parcels located at 1350 Reecer Creek Road, on the eastside of Reecer Creek Road, a minor arterial, between West University Way and West Dry Creek Road; Kittitas County Assessor's Parcel ID #'s 963051 and 716133.

II. BACKGROUND AND SITE INFORMATION

Site History: Parcels 963051 and 716133 are in the R-S zone, currently consisting of undeveloped lands previously used for seasonal cattle grazing. Applicant seeks the rezone to allow development of an event center and museum.

Site Characteristics: The site topography is relatively flat and mostly covered with grass. A row of conifer trees has been planted along the west and part of the south sides of the northerly parcel, which also includes riparian tree cover along Whiskey Creek at its northeast. Whiskey Creek traverses a portion of the parcel, and its Critical Area Buffer stretches into portions of both parcels. This area of the northerly parcel is also a portion of the 100-year mapped floodplain, and also includes several mapped wetland areas. See **Exhibit A**.

Surrounding Properties: A zoning map of the surrounding properties is attached as **Exhibit B** and further described below:

- North:** Zoned R-S and unincorporated north of the Reecer Creek Rd and W Dry Creek Rd intersection, consisting primarily of low density residential
- South:** Zoned Commercial Highway (C-H) and Light Industrial (I-L), consisting of light industrial uses and agricultural lands
- East:** Zoned R-S, consisting of agricultural lands and a low density residential subdivision under development
- West:** Zoned I-L and C-H, consisting of resource uses and agricultural lands
- Access:** Access to the property is available from Reecer Creek Rd, with an existing gravel approach onto parcel ID #963051.

Zoning and Development Standards, ECC Title 15: Ellensburg City Code (ECC) Table 15.310.040, “Nonresidential Uses” and “Special Uses,” indicate that both Places of Assembly (as event centers are defined per ECC 15.130.160) and Museums are permitted as conditional uses in current R-S zoning, and are permitted uses in the proposed C-N zone. C-N is a commercial designation per ECC 15.300.050(A) that also allows for a limited variety of attached housing types. Applicant has submitted preliminary materials for Critical Area review to account for ECC Title 15, Division VI regulations regarding the property’s Critical Areas, to be completed contingent to future building permit approval.

Comprehensive Plan: See the map attached as **Exhibit C**. The Ellensburg Comprehensive Plan’s Future Land Use Designation of the property is Blended Residential Neighborhood, intended to function as a transition between neighborhoods with less density and core uses such as commercial areas, and to accommodate a range of building types. Blended Residential Neighborhood Zoning Options include C-N as proposed, as well as Residential Low (R-L), Residential Medium (R-M) and Residential High (R-H) – see **Exhibit D**. The proposed C-N zoning is not found in the immediate area, though the Blended Residential Neighborhood Future Land Use designation is consistent with parcels stretching north and east of the subject property.

Public Comments: Community Development issued a Notice Public of Application and Rezone hearing on February 20, 2025, initiating a 21-day comment period that concluded March 13, 2025 (**Exhibit E**). The site was posted with a land use action signs on February 17, 2025 (**Exhibits F**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 20, 2025 (**Exhibit H**).

As of the date of this staff report, no public comments have been received. The City of Ellensburg Public Works Department submitted comments on March 10, 2025, citing a number of future development requirements upon submittal of applicable permits, which will require consistency with Public Works development standards (**Exhibit I**).

III. ENVIRONMENTAL (SEPA) REVIEW

The proposed site-specific rezone did not require an additional SEPA review, as it is exempt. Per the conditions listed under WAC 197-11-800(6)(c), Where an exempt project requires a rezone, the rezone is exempt only if:

- (i) The project is in an urban growth area in a city or county planning under RCW 36.70A.040;
- (ii) The proposed rezone is consistent with and does not require an amendment to the comprehensive plan; and
- (iii) The applicable comprehensive plan was previously subjected to environmental review and analysis through an EIS under the requirements of this chapter prior to adoption; and the EIS adequately addressed the environmental impacts of the rezone.

The proposed site-specific rezone satisfies the above listed requirements, and therefore, did not require a SEPA review.

Previously, the applicant underwent the standard SEPA process for the proposed project development (P21-101), for which an MDNS was issued on December 19, 2023. **(Exhibit J)** The scope of work reviewed under this 2021 SEPA included the new construction of the event center, museum, and associated structures and site development.

IV. PROJECT ANALYSIS

A. Ellensburg City Code Requirements for Site-Specific Rezone

Per Ellensburg City Code, site-specific rezone applications are subject to the Type IV review process, and the Hearings Examiner provides a recommendation to City Council after holding an open record public hearing. The Hearings Examiner must find that the application is in compliance with decision criteria of ECC 15.250.060(C). The applicant has the burden of establishing all the following criteria apply to the proposed rezone:

1. Conditions have changed since the imposition of the zoning classification on the property;
2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare;
3. The proposed rezone is consistent with the comprehensive plan;
4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the Land Development Code for the zoning district.

B. Analysis of Criteria for a Site-Specific Rezone

The applicant has submitted an application and narrative **(Exhibit K)**, with revised materials submitted after **(Exhibit L)**. Information submitted by the applicant is followed by staff analysis.

1. Conditions have changed since the imposition of the zoning classification on the property.

Applicant narrative: *The conditions of these properties and land use needs have changed significantly since the last zoning update. The City has continued to rapidly expand to the west and northwest, with significant housing projects being built and slated for development on Dry Creek and Reecer Creek Roads. Additionally, the City has made significant capital improvements with sidewalks, drainage, and utility improvements along University Way as part of its Gateway Project. There are also active plans by other West Interchange area landowners to further commercially develop their properties. Of additional note, my properties are some of the most highly visible to everyone entering and/or leaving the city of Ellensburg from Exit #106, Highway 10, and Highway 97. This location would be ideal for future (thoughtful) commercial development that could create a positive image for those entering and leaving the City. It is also the only route to CWU from Eastbound I-90. Additionally, the City has no cultural entities, entertainment venues, or other services anywhere in this area.*

Staff analysis: Parcels 963051 and 716133 are zoned Residential Suburban (R-S); they border parcels north and east also zoned R-S, while parcels west and south are zoned with other commercial and industrial designations (C-H and I-L). The transition of the property from former agricultural use to vacated lands preceding development is generally consistent with the development pattern of western Ellensburg between the I-90/U.S. Hwy 97 interchange and W University Way. The requested site-specific rezone to C-N is consistent with the Blended Residential Neighborhood Designation and Zoning Options outlined in the Comprehensive Plan, adopted since the former historic use was established on the property. Conditions have thus changed on the property since the imposition of its existing zoning.

2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

Applicant narrative: *The rezone is critical to this area because it will allow me to continue to make further improvements to these properties that have historically been neglected, in disrepair, and underutilized. This rezone will also allow me to build a much-needed cultural, and entertainment area within the city limits that could be utilized by the citizens of Kittitas County, Ellensburg, CWU students, and their families, and enhance tourism. This development would also encourage other developers to consider other forms of “thoughtful” development that could enhance the City’s image and preserve the region’s aesthetic charm.*

Staff analysis: The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of Parcels 963051 and 716133 to C-N zoning will allow for a proposed event center and museum on the property, intended uses that conform with the proposed zone’s permitted uses. C-N is a commercial zone intended in part “to

serve the residential neighborhoods in outlying areas of the city” per ECC 15.300.050(A). The applicant will be responsible for meeting all development standards in ECC Title 15 as applicable, including completion of Critical Area review. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

3. The proposed rezone is consistent with the comprehensive plan.

Applicant narrative: *These parcels fall within the City’s future Comprehensive Plan, and two former City Officials (Jeremy and Laura) both advised in August of 2024 that the re-zone would be the best option for mutually beneficial use of the properties and would encourage approval of the re-zone request.*

Staff analysis: The Comprehensive Plan’s Future Land Use Designation for the parcel is Blended Residential Neighborhood. The Plan’s Future Land Use-Zoning Conversation Table indicates the rezone request to C-N is consistent with the Future Land Use Map. Blended Residential Neighborhood is a mixed-use Future Land Use designation intended to function as a transition between neighborhoods with less density and core uses such as commercial areas, and to accommodate a range of building types. The property is located along Reecer Creek Road, a minor arterial. The subject property is located between existing and developing lower density residential subdivisions and commercial areas near I-90 and along W University Way.

In addition, the request for C-N zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:

- **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.
 - **Policy B:** Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.
 - **Program 1:** Encourage new neighborhood commercial uses in residential areas with particular attention to establishing pedestrian-oriented neighborhoods and regulating offsite impacts to adjoining residential areas.
- **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.
 - **Policy A:** Enhance the character, quality, and function of existing residential neighborhood while accommodating anticipated growth.
- **Goal LU-5:** Plan for commercial and industrial areas that serve the community, are attractive, and have long-term economic vitality.
 - **Policy A:** Provide a diversity of commercial and industrial lands to provide an array of businesses and development opportunities that serve the community.

- Program 2: Access high-traffic generating land uses from arterials whenever possible. If this is not possible, provide mitigation to address access impacts.

Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.

4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC [ECC Title 15] for the zoning district.

Applicant narrative: *The proposed re-zone request for these properties is consistent with the development standards in the LDC. The City had already tentatively approved the SEPA, Site, Traffic, and Development Plans for parcel 716133 and scheduled this project for a final public hearing on August 2, 2024. I have spent the past 3 years installing all utilities to these parcels, working closely with city officials on this project, and satisfying all legal requirements to proceed NOTE: City officials were highly supportive of this rezone because a small portion of the southern parcel is already zoned Commercial Highway (causing a Split Zone) that they want to eliminate by granting the re-zone to Commercial/Neighborhood R/S is also an inconsistent zone as it is for “areas characterized predominantly by single-family dwellings”, while the area around these parcels to the east, west, and south are all zoned commercial (and already have commercial structure in operations and is what the Commercial/Neighborhood zone was created for.*

Staff analysis: The intended use of the property as an event center and museum is permitted in the C-N zone. The applicant will be responsible for meeting all development standards in ECC Title 15 including parking for associated uses per ECC Table 15.550.040(A), as well as Public Works and building code standards as applicable for the project. The proposed rezone to C-N is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

Staff Conclusion: Based on the assessment above, Community Development finds the proposal to be consistent with rezone evaluation criteria of ECC 15.250.060(C).

V. RECOMMENDATION

Based on Community Development’s evaluation, Staff recommends that the Hearing Examiner recommend approval of Ellensburg Rezone Request P24-120: from R-S to C-N to support the future development of an event center, museum, and associated site amenities, as proposed – to be forwarded to the Ellensburg City Council, with the following recommended conditions:

1. Applicant shall conform with all conditions of SEPA Mitigated Determination of Non-Significance P21-101.
2. Any water main extended onto the parcel to serve Fire Hydrants and Water Services shall be granted a utility easement.

3. All required parking spaces, ingress/egress, and loading areas shall be hard surfaced.

EXHIBITS:

- A. Location Map
- B. Current Zoning Map
- C. Comprehensive Plan Future Land Use Map
- D. Comprehensive Plan Future Land Use-Zoning Conversion Table
- E. Affidavit of Publication, *Ellensburg Daily Record*
- F. Posted Land Use Action Sign and Affidavit
- G. Buffer Mailing Affidavit
- H. Public Works Comment Letter
- I. P21-101 SEPA MDNS
- J. Rezone Application
- K. Rezone Narrative
- L. Rezone Site Plan



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

Land Use Permitting (509) 962-7231
comdev@ci.ellensburg.wa.us

Construction Permitting (509) 962-7239
permits@ci.ellensburg.wa.us

April 21, 2025

Notice of Hearing Examiner Recommendation and Closed Record Public Hearing for a Site-Specific Rezone P24-120, to rezone two parcels from Residential Suburban (R-S) to Commercial Neighborhood (C-N).

Dear Party of Record,

NOTICE IS HEREBY GIVEN that the City of Ellensburg Hearing Examiner has made a **recommendation of Approval** for City File # P24-120 on April 16, 2025, a request further described below. This recommendation is being forwarded to City Council for a final decision on the site-specific rezone request.

NOTICE IS FURTHER GIVEN that a **Closed Record Public Hearing** has been scheduled before the Ellensburg City Council during its regular meeting on **Monday, May 5, 2025, at 7:00 pm**, to consider Site-Specific Rezone Application P24-120. The meeting will be conducted in-person and remotely via Zoom.

You are being notified pursuant to Ellensburg City Code (ECC) 15.230.090(B)(3) and 15.230.060(B). **No new testimony will be considered by City Council, whose closed record public hearing shall be limited solely to the record established in the Hearing Examiner's open record predecision hearing.**

Meeting Zoom Link will be published in the May 5, 2025 City Council Meeting Agenda Packet prior to the meeting at <https://ellensburgwa.portal.civicclerk.com/event/1313/files>.

Project Description: The applicant seeks a site-specific rezone of parcel #963051 (3.9 acres) and #716133 (4.54 acres) from Residential Suburban (R-S) to Commercial Neighborhood (C-N) zoning. Future plans to develop this site include an event center, museum space, and associated parking and site developments, all to be accessed from Reecer Creek Rd. This future planned development has already completed the SEPA process (P21-101), with an MDNS issued on 12/18/2023. A new SEPA review and comment period is solely associated with the proposed site-specific rezone.

Project Information:

Date of Application: November 18, 2024

Mailed Notice of Application and Open Record Hearing: February 20, 2025

Open Record Hearing Date: April 14, 2025, 1:00pm

Hearing Examiner Predecision: April 16, 2025

CLOSED RECORD HEARING DATE: May 5, 2025, 7:00pm - City Hall (501 N Anderson St) & Zoom

Project Location: Parcels 716133 & 963051, eastside Reecer Ck Rd btw W Univ Way & Dry Ck Rd

Materials and the Hearing Examiner's Recommendation are available on the City of Ellensburg Community Development Department webpage at: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

Staff Contact: Stacey Henderson, Planning Manager, (509) 925-8608, hendersons@ci.ellensburg.wa.us



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Closed Record Hearing for the Rezone Application P25-006, Heavy Industrial (I-H) to Central Commercial (C-C), and First Reading of Ordinance 4961 (Limited Public Comment)

Submitted by: Mark Rud, Associate Planner

Department: Community Development

Suggested Motion/Action:

Move to approve rezone application request P25-006 to rezone parcel 537833 to Central Commercial (C-C) and adopt the Hearing Examiner's Recommended Findings of Fact, Conclusions of Law, and Decision, and to conduct first reading of Ordinance 4961.

Background/Summary:

GENERAL INFORMATION

Applicant: Loren Bayles, authorized agent for property owner Ken Fyall

Project Summary: The applicant seeks to rezone the subject property from Heavy Industrial (I-H) to Central Commercial (C-C) for the purpose establishing a commercial indoor recreational climbing center in an existing structure.

Location: The parcel is located at 308 W 4th Avenue at the southeast corner of N Kittitas Street and W 4th Avenue in Ellensburg; Kittitas County Assessor's Parcel ID # 537833.

BACKGROUND AND SITE INFORMATION

Site History: Parcel ID # 537833 is in the I-H zone, with an existing commercial structure of approximately 3,200 square feet constructed in 1979, and most recently used for retail furniture storage.

Site Characteristics: The site topography is relatively flat, with a noticeable westward downslope toward N Kittitas Street from the middle of the property south. The 4th Avenue frontage is improved with curb-tight sidewalk, while the N Kittitas Street frontage is unimproved opening to asphalt parking adjacent to the building. See Exhibit 1.1.

Surrounding Properties: A zoning map of the surrounding properties is attached as Exhibit 1.2 and further described below:

North: Zoned C-C, consisting of mixed uses including open-air storage, commercial (Moose Lodge building), and multifamily residential

South: Zoned I-H, consisting of mixed uses including unimproved lands, open-air storage,

and abandoned commercial structures

East: Zoned C-C, consisting of mixed uses including offices and surface parking

West: Zoned I-H, consisting of heavy industrial use (Twin City Foods)

Access: Access to the property is from W 4th Avenue and N Kittitas Street, both local streets

Zoning and Development Standards, ECC Title 15: Ellensburg City Code (ECC) Table 15.310.040, "Nonresidential Uses," indicates that commercial indoor recreation is not permitted in current I-H zoning, and is permitted in the proposed C-C zone.

Comprehensive Plan: See the The Future Land Use map attached as Exhibit 1.3. The Ellensburg Comprehensive Plan's Future Land Use Designation of the property is Urban Center, intended to sustain a commercial district catering to pedestrians and accommodating zoning districts that provide a mix of retail and residential uses as well as entertainment and leisure activities. Urban Center Zoning Options include C-C, and Central Commercial II (C-C II) – see Exhibit 1.4. The proposed C-C zoning is consistent with parcels north and east, and the Urban Center Future Land Use designation is also consistent with properties north, east, and south of the subject property.

Environmental (SEPA) Review

Where categorically exempt projects (such as changes of use) require a rezone, the rezone is exempt from SEPA if the project is in an Urban Growth Area for jurisdictions planning under the Growth Management Act (RCW 36.70A.040), the proposal is consistent with and does not require an amendment to the jurisdiction's Comprehensive Plan, and the Plan was previously subjected to an Environmental Impact Statement prior to its adoption that adequately addressed environmental impacts of the rezone. Changes of use are themselves exempt from SEPA provided authorized activities will be conducted in an existing building that would qualify for exemption under WAC 197-11-800(1),(2) ("minor new construction"), and activities will not change building character in a way that would remove it from an exempt class.

The applicant proposes to change the use of an existing commercial structure of approximately 3,200 square feet. The City of Ellensburg has adopted a flexible exemption threshold of 12,000 square feet for commercial buildings as minor new construction categorically exempt from SEPA, per ECC 15.270.110(B)(3) and pursuant to WAC 197-11-800(1), subsections (b)(iv), (c), and (d). The project does not plan any expansion of the existing structure. The underlying project (change of use) is categorically exempt.

The exempt project requires a rezone prior to establishing the use. Ellensburg is part of a Kittitas County Urban Growth Area as a fully planning jurisdiction under the Growth Management Act. The rezone is consistent with the Ellensburg Comprehensive Plan, which has not required an amendment for the project and which was subject to a Supplemental EIS prior to adoption of its Future Land Use Map and Zoning Conversion Table.

Because all of the preceding apply, the rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b),(c) and ECC 15.270.110(B)(3).

OPEN RECORD HEARING – HEARING EXAMINER RECOMMENDATION

A duly noticed open record public hearing was held before Hearing Examiner Andy Kottkamp on Monday, April 14, 2025 – see Exhibits 1.5-1.8. His recommendation, received on April 17, 2025, is attached to this report as *Exhibit 1*, and includes 12 exhibits which are attached to this report as Exhibits 1.1 through 1.12. The April 14, 2025 staff report submitted to the Hearing Examiner is Exhibit 1.13. A transcription correction to the Hearing Examiner’s staff report is exhibit 1.14.

During the public hearing, Loren Bayles, applicant, testified on behalf of the rezone proposal before the Hearing Examiner.

Following the open record public hearing, the Hearing Examiner determined the request to be consistent with the City’s Comprehensive Plan designation of Urban Center for the property and with the requirements of the Ellensburg City Code (ECC). The Hearing Examiner therefore recommended that City Council approve the rezone from I-H to C-C, with no conditions.

CITY COUNCIL REVIEW

Public Comments: Notice of this closed record hearing before City Council was provided to the applicant and parties of record on April 21, 2025, in accordance with ECC 15.230.090 (Exhibit 2).

Noticing: On February 20, 2025, this project was noticed per ECC 15.210.040, including a buffer mailing, sign posted to the project site, and legal notice in the Daily Record. This was a combined comment period and open record hearing held on April 14, 2025. Staff would like to note in your packet- Exhibit 1.8- Affidavit of Mailed Notice, reflects the incorrect mailing addresses and notices. It appears that the address list and notice were transposed at the time of creating the affidavits for the two rezone projects in your packet, as they were mailed on the same day. They were correctly mailed to the community, just incorrectly documented in the affidavit. A corrected affidavit will be provided at the May 5 Council Meeting.

Previous Council Action:

None

Analysis:

PROJECT ANALYSIS

Ellensburg City Code Requirements for Site-Specific Rezone

Per Ellensburg City Code, site-specific rezone applications are subject to the Type IV review process, and the Hearings Examiner provides a recommendation to City Council after holding an open record public hearing. The Hearings Examiner must find that the application is in compliance with decision criteria of ECC 15.250.060(C). The applicant has the burden of establishing all the following criteria apply to the proposed rezone:

1. Conditions have changed since the imposition of the zoning classification on the property;
2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare;

3. The proposed rezone is consistent with the comprehensive plan;
4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the Land Development Code for the zoning district.

Analysis of Criteria for a Site-Specific Rezone

The applicant has submitted an application and narrative (Exhibit 1.9), with a supplemental narrative (Exhibit 1.10) addressing the rezone criteria. Information submitted by the applicant is followed by staff analysis.

1. Conditions have changed since the imposition of the zoning classification on the property.

Applicant narrative: *Since the original zoning classification of Heavy Industrial (IH) was imposed, significant changes have occurred in the surrounding area. The site is now situated within the Central Business District, adjacent to properties already zoned Commercial (C-C). The evolving character of the neighborhood has shifted towards more community-oriented uses, reflecting a demand for recreational facilities that support public engagement and well-being.*

Staff analysis: Parcel 537833 is zoned Heavy Industrial (I-H); it borders parcels west and south also zoned I-H, while parcels north and east are zoned with the proposed Central Commercial (C-C) designation. The transitional nature of this area is intended to support pedestrian-oriented core business district activities – see below. The property is available due to vacated prior tenancy of retail furniture storage. The requested site-specific rezone to C-C is consistent with the Urban Center Future Land Use Designation and Zoning Options outlined in the Comprehensive Plan, adopted since the former use was previously established on the property. Conditions have thus changed on the property since the imposition of its existing zoning.

2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

Applicant narrative: *The proposed rezone to Commercial (C-C) is directly related to enhancing public health and safety by providing a safe, indoor recreational space for the community. The climbing center will promote physical activity, social interaction, and mental well-being, contributing positively to the general welfare of Ellensburg residents. The facility will be designed to accommodate climbers of all ages and skill levels, fostering a sense of community and encouraging healthy lifestyles.*

Staff analysis: The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of parcel 537833 to C-C zoning will allow for commercial indoor recreational use on the property, an intended use that conforms with the proposed zone’s permitted uses. C-C is a mixed-use zone “intended to encourage and accommodate the development and redevelopment of a viable central business district serving a broad trade area” per ECC 15.300.060(2). The applicant will be responsible for meeting all development standards in

ECC Title 15 as applicable. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

3. The proposed rezone is consistent with the comprehensive plan.

Applicant narrative: *The proposed rezone aligns with the City of Ellensburg's Comprehensive Plan, particularly as the site is located within the Urban Center as indicated on the Future Land Use map. This designation supports the development of commercial and recreational facilities that serve the community, making the proposed climbing gym a fitting addition to the area. The rezone will help fulfill the city's goals of promoting diverse recreational opportunities and enhancing the urban environment.*

Staff analysis: The Comprehensive Plan's Future Land Use Designation for the parcel is Urban Center, extending to transitional areas between the historic downtown core and higher intensity industrial activity west. According to the Plan's Future Land Use-Zoning Conversation Table, C-C zoning is consistent with the Future Land Use Map. Urban Center is a mixed-use Future Land Use designation intended to sustain a commercial district catering to pedestrians, accommodating a mix of retail and residential uses as well as entertainment and leisure activities.

In addition, the request for C-C zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:

Goal LU-1: Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.

Policy C: Support development of compact, livable, and walkable mixed use centers.

Program 1: Support downtown's development with the mix of uses, amenities, and infrastructure that maintain it as a cultural, retail, and social destination.

Goal LU-2: Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.

Goal LU-4: Support downtown's development as an economic, tourist, and retail destination.

Policy A: Encourage development and activity which increases automobile and pedestrian traffic in the downtown area.

Program 1: Support and encourage a mix of businesses in downtown.

Goal ED-4: Emphasize equity-focused economic development of downtown as an economic, tourist, retail, art, and event destination.

Policy B: Partner with regional EDOs and community organizations to implement the downtown economic development plan.

Program 1: Encourage mixed uses in the downtown area to support increased commercial and tourist activity, walkability, and diverse housing options.

Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.

4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC [ECC Title 15] for the zoning district.

Applicant narrative: *The proposed rezone to the Commercial (C-C) zoning district is consistent with the development standards outlined in the Land Development Code (LDC). The existing warehouse structure, with its 3,200 square feet of usable space, 15-foot ceilings, and dual access points, meets the requirements for commercial use. Additionally, the site offers four designated parking spots along with ample street parking, ensuring compliance with parking regulations and facilitating easy access for visitors. There is also power, sewer, gas, and water to the building. All further development of the building by the applicant such as signage, landscaping, and the addition of bathrooms will also be consistent with these standards.*

Staff analysis: The intended use of the property as a climbing center is permitted as commercial indoor recreation in the proposed C-C zone. The C-C district has no off-street parking requirements for non-residential uses per ECC Table 15.550.040(A), Note B. The applicant will be responsible for meeting all development standards in ECC Title 15, as well as Public Works and building code standards as applicable for the project, including as related utilities, signage, landscaping, and bathrooms. The proposed rezone to C-C is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. P25-006 Attachment - Ordinance 4961
2. P25-006 Exhibit 1 Hearing Examiner Recommendation
3. P25-006 Exhibit 1.1 Location Map
4. P25-006 Exhibit 1.2 Current Zoning Map
5. P25-006 Exhibit 1.3 Comp Plan Future Land Use Map
6. P25-006 Exhibit 1.4 Comp Plan Future Land Use-Zoning Conversion Table
7. P25-006 Exhibit 1.5 Affidavit of Publication
8. P25-006 Exhibit 1.6 Posted Land Use Action Signs
9. P25-006 Exhibit 1.7 Affidavit of Posted Land Use Action Sign
10. P25-006 Exhibit 1.8 Affidavit of Mailed Notice
11. P25-006 Exhibit 1.9 Rezone Application and Narrative
12. P25-006 Exhibit 1.10 Supplemental Narrative

13. P25-006 Exhibit 1.11 Applicant's Project Site Plan
14. P25-006 Exhibit 1.12 Public Works Comments
15. P25-006 Exhibit 1.13 HE Staff Report
16. P25-006 Exhibit 1.14 Correction to HE Staff Report
17. P25-006 Exhibit 2 Notice of CC Closed Record Hearing

ORDINANCE NO. 4961

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO ZONING AND AMENDING TITLE 15 OF THE ELLENSBURG CITY CODE BY CHANGING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY WITHIN THE CITY OF ELLENSBURG FROM HEAVY INDUSTRIAL (I-H) TO CENTRAL COMMERCIAL (C-C).

WHEREAS, on January 27, 2025, the City received an application (P25-006) from Ken Fyall of property owner Ellensburg Market Properties, Inc., represented by Loren Bayles (Agent), requesting a rezone of one parcel of land located at 308 West 4th Avenue, Parcel ID Number 537833; and

WHEREAS, the application proposed to rezone the parcel from Heavy Industrial (I-H) to Central Commercial (C-C); and

WHEREAS, pursuant to Ellensburg City Code (“ECC”) Table 15.210.050(D), a Site-Specific Rezone Application is processed under a Type IV review, which requires a Hearing Examiner recommendation to City Council after an Open Record Hearing, with the final decision to be made by City Council after a Quasi-Judicial Closed Record Hearing; and

WHEREAS, the request is exempt from the State Environmental Policy Act pursuant to Washington Administrative Code 197-11-800(6)(b),(c) and ECC 15.270.110(B)(3); and

WHEREAS, the Hearing Examiner held a duly noticed open record hearing on April 14, 2025, where the Examiner received evidence and heard testimony regarding the proposed rezone; and

WHEREAS, the Hearing Examiner on April 16, 2025, issued “Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision” for the rezone request from I-H to C-C; and

WHEREAS, the Ellensburg City Council held a closed record hearing on May 5, 2025, and at the conclusion of the hearing approved a motion to adopt the Hearing Examiner’s “Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision” dated April 16, 2025, and to approve the applicant’s request to rezone the subject property from I-H to C-C.

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

Section 1. The City Council adopts the findings of fact and conclusions based thereon, made and entered by the Hearing Examiner in support of the recommendation to the City Council for approval with regard to the rezone for the hereinafter described property located at 308 West 4th Avenue, with Parcel ID Number 537833, as set forth in the Hearing Examiner’s

“Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision,” dated April 16, 2025 attached as Exhibit A.

Section 2. Title 15 of the Ellensburg City Code is hereby amended by changing the city’s zoning map as adopted in ECC 15.300.020 for the following described area from Heavy Industrial (I-H) to Central Commercial (C-C):

PARCEL ID NUMBER 537833 – LOT 1, BLOCK 19, DEPOT ADDITION TO THE CITY OF ELLENSBURG, AS PER THE PLAT THEREOF RECORDED IN BOOK 1 OF PLATS, PAGE 59, RECORDS OF KITTITAS COUNTY, WASHINGTON. SITUATE IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

Section 3. That the official zoning map of the City of Ellensburg, as well as the Geographic Information System (GIS) data shall be amended to incorporate the land use classifications herein provided.

Section 4. Except as modified herein, each and every provision of the City Land Development Code, Title 15, as amended, shall remain in full force and effect.

Section 5. 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 portions of this ordinance.

Section 6. 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 7. Effective Date. This ordinance shall take effect and be in full force five (5) days after passage, approval and publication as required by law.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 19th day of May 2025.

Mayor

Attest: _____
City Clerk

Approved as to form:

City Attorney

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4961 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, that Ordinance No. 4961 was published as required by law.

Beth Leader

**CITY OF ELLENSBURG
LAND USE HEARING EXAMINER**

IN THE MATTER OF P25-006 Fyall Rezone Request	)))))))	RECOMMENDED FINDINGS OF FACT, RECOMMENDED CONCLUSIONS OF LAW, AND RECOMMENDED DECISION
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THIS MATTER having come on for hearing in front of the City of Ellensburg Hearing Examiner on April 14, 2025, the Hearing Examiner having taken evidence hereby submits the following Recommended Findings of Fact, Recommended Conclusions of Law, Recommended Decision and Recommended Condition of Approval as follows:

I. RECOMMENDED FINDINGS OF FACT

1. **Applicant:** Loren Bayles, authorized agent for property owner Ken Fyall
2. **Requested Action:** The applicant seeks to rezone the subject property from Heavy Industrial (I-H) to Central Commercial (C-C) for the purpose establishing a commercial indoor recreational climbing center in an existing structure.
3. **Location:** The parcel is located at 308 W 4th Avenue at the southeast corner of N Kittitas Street and W 4th Avenue in Ellensburg; Kittitas County Assessor's Parcel ID # 537833.
4. **Site History:** Parcel ID # 537833 is in the I-H zone, with an existing commercial structure of approximately 3,200 square feet constructed in 1979, and most recently used for retail furniture storage. The applicant is proposing to establish a commercial indoor recreational climbing center in the existing structure on the property.
5. **Site Characteristics:** The site topography is relatively flat, with a noticeable westward downslope toward N Kittitas Street from the middle of the property south. The 4th Avenue frontage is improved with curb-tight sidewalk, while the N Kittitas Street frontage is unimproved opening to asphalt parking adjacent to the building. See **Exhibit A**.
6. **Surrounding Properties:** A zoning map of the surrounding properties is attached as **Exhibit B** and further described below:
 - 6.1. **North:** Zoned C-C, consisting of mixed uses including open-air storage, commercial (Moose Lodge building), and multifamily residential
 - 6.2. **South:** Zoned I-H, consisting of mixed uses including unimproved lands, open-air storage, and abandoned commercial structures
 - 6.3. **East:** Zoned C-C, consisting of mixed uses including offices and surface parking
 - 6.4. **West:** Zoned I-H, consisting of heavy industrial use (Twin City Foods)
 - 6.5. **Access:** Access to the property is from W 4th Avenue and N Kittitas Street, both local streets
7. **Zoning and Development Standards, ECC Title 15:** Ellensburg City Code (ECC) Table 15.310.040, "Nonresidential Uses," indicates that commercial indoor recreation is not permitted in current I-H zoning, and is permitted in the proposed C-C zone.

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8. **Comprehensive Plan:** See the map attached as **Exhibit C**. The Ellensburg Comprehensive Plan's Future Land Use Designation of the property is Urban Center, intended to sustain a commercial district catering to pedestrians and accommodating zoning districts that provide a mix of retail and residential uses as well as entertainment and leisure activities. Urban Center Zoning Options include C-C, and Central Commercial II (C-C II) – see **Exhibit D**. The proposed C-C zoning is consistent with parcels north and east, and the Urban Center Future Land Use designation is also consistent with properties north, east, and south of the subject property.
9. **Public Comments:** Community Development issued a Notice Public of Application and Rezone hearing on February 20, 2025, initiating a 21-day comment period that concluded March 13, 2025 (**Exhibit E**). The site was posted with a land use action signs on February 19, 2025 (**Exhibits F & G**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 20, 2025 (**Exhibit H**).
 - 9.1. No public comments were received. The City of Ellensburg Public Works Department submitted comments on March 21, 2025, stating that future development applications will require consistency with Public Works development standards (**Exhibit L**). These general requirements will apply absent any specific conditions pursuant to approval of the proposal.
10. **Environmental (SEPA) Review**
 - 10.1. Where categorically exempt projects (such as changes of use) require a rezone, the rezone is also exempt from SEPA if the project is in an Urban Growth Area for jurisdictions planning under the Growth Management Act (RCW 36.70A.040), the proposal is consistent with and does not require an amendment to the jurisdiction's Comprehensive Plan, and the Plan was previously subjected to an Environmental Impact Statement prior to its adoption that adequately addressed environmental impacts of the rezone. Changes of use are exempt from SEPA provided authorized activities will be conducted in an existing building that would qualify for exemption under WAC 197-11-800(1),(2) ("minor new construction"), and activities will not change building character in a way that would remove it from an exempt class.
 - 10.2. Applicant proposes to change the use of an existing commercial structure of approximately 3,200 square feet. The City of Ellensburg has adopted a flexible exemption threshold of 12,000 square feet for commercial buildings as minor new construction categorically exempt from SEPA, per ECC 15.270.110(B)(3) and pursuant to WAC 197-11-800(1), subsections (b)(iv), (c), and (d). The project does not plan any expansion of the existing structure. The underlying project (change of use) is categorically exempt.
 - 10.3. The exempt project requires a rezone prior to establishing the use. Ellensburg is part of a Kittitas County Urban Growth Area as a fully planning jurisdiction under the Growth Management Act. The rezone is consistent with the Ellensburg Comprehensive Plan, which has not required an amendment for the project and which was subject to a Supplemental EIS prior to adoption of its Future Land Use Map and Zoning Conversion Table.
 - 10.4. Because all of the preceding apply, the rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b),(c) and ECC 15.270.110(B)(3).

11. PROJECT ANALYSIS

- 11.1. Ellensburg City Code Requirements for Site-Specific Rezone
 - 11.1.1. Per Ellensburg City Code, site-specific rezone applications are subject to the Type IV review process, and the Hearings Examiner provides a recommendation to City Council after holding an open record public hearing. The Hearings Examiner must find that the application

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is in compliance with decision criteria of ECC 15.250.060(C). The applicant has the burden of establishing all the following criteria apply to the proposed rezone:

- 11.1.1.1. Conditions have changed since the imposition of the zoning classification on the property;
- 11.1.1.2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare;
- 11.1.1.3. The proposed rezone is consistent with the comprehensive plan;
- 11.1.1.4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the Land Development Code for the zoning district.

11.2. Analysis of Criteria for a Site-Specific Rezone

- 11.2.1. The applicant has submitted an application and narrative (**Exhibit I**), with a supplemental narrative (**Exhibit J**) addressing the rezone criteria. Information submitted by the applicant is followed by staff analysis.

- 11.2.1.1. Conditions have changed since the imposition of the zoning classification on the property.

- 11.2.1.1.1. **Applicant narrative:** *Since the original zoning classification of Heavy Industrial (IH) was imposed, significant changes have occurred in the surrounding area. The site is now situated within the Central Business District, adjacent to properties already zoned Commercial (C-C). The evolving character of the neighborhood has shifted towards more community-oriented uses, reflecting a demand for recreational facilities that support public engagement and well-being.*

- 11.2.1.1.2. **Hearing Examiner Finding:** Parcel 537833 is zoned Heavy Industrial (I-H); it borders parcels west and south also zoned I-H, while parcels north and east are zoned with the proposed Central Commercial (C-C) designation. The transitional nature of this area is intended to support pedestrian-oriented core business district activities – see further below. The property is available due to vacated prior tenancy of retail furniture storage. The requested site-specific rezone to C-C is consistent with the Urban Center Future Land Use Designation and Zoning Options outlined in the Comprehensive Plan, adopted since the former use was previously established on the property. Conditions have thus changed on the property since the imposition of its existing zoning.

- 11.2.1.2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

- 11.2.1.2.1. **Applicant narrative:** *The proposed rezone to Commercial (C-C) is directly related to enhancing public health and safety by providing a safe, indoor recreational space for the community. The climbing center will promote physical activity, social interaction, and mental well-being, contributing positively to the general welfare of Ellensburg residents. The facility will be designed to accommodate climbers of all ages and skill levels, fostering a sense of community and encouraging healthy lifestyles.*

- 11.2.1.2.2. **Hearing Examiner Finding:** The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of parcel 537833 to C-C zoning

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will allow for commercial indoor recreational use on the property, an intended use that conforms with the proposed zone's permitted uses. C-C is a mixed-use zone "intended to encourage and accommodate the development and redevelopment of a viable central business district serving a broad trade area" per ECC 15.300.060(2). The applicant will be responsible for meeting all development standards in ECC Title 15 as applicable. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

11.2.1.3. The proposed rezone is consistent with the comprehensive plan.

11.2.1.3.1. **Applicant narrative:** *The proposed rezone aligns with the City of Ellensburg's Comprehensive Plan, particularly as the site is located within the Urban Center as indicated on the Future Land Use map. This designation supports the development of commercial and recreational facilities that serve the community, making the proposed climbing gym a fitting addition to the area. The rezone will help fulfill the city's goals of promoting diverse recreational opportunities and enhancing the urban environment.*

11.2.1.3.2. **Hearing Examiner Finding:** The Comprehensive Plan's Future Land Use Designation for the parcel is Urban Center, extending to transitional areas between the historic downtown core and higher intensity industrial activity west. The Plan's Future Land Use-Zoning Conversation Table indicates the rezone request to C-C is consistent with the Future Land Use Map. Urban Center is a mixed-use Future Land Use designation intended to sustain a commercial district catering to pedestrians, accommodating a mix of retail and residential uses as well as entertainment and leisure activities.

11.2.1.3.3. In addition, the request for C-C zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:

11.2.1.3.4. **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.

11.2.1.3.4.1. **Policy C:** Support development of compact, livable, and walkable mixed use centers.

11.2.1.3.4.2. **Program 1:** Support downtown's development with the mix of uses, amenities, and infrastructure that maintain it as a cultural, retail, and social destination.

11.2.1.3.5. **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.

11.2.1.3.6. **Goal LU-4:** Support downtown's development as an economic, tourist, and retail destination.

11.2.1.3.6.1. **Policy A:** Encourage development and activity which increases automobile and pedestrian traffic in the downtown area.

11.2.1.3.6.2. **Program 1:** Support and encourage a mix of businesses in downtown.

11.2.1.3.7. **Goal ED-4:** Emphasize equity-focused economic development of downtown as an economic, tourist, retail, art, and event destination.

P25-006
Fyall Rezone Request
Page 4 of 6

- 11.2.1.3.7.1. **Policy B:** Partner with regional EDOs and community organizations to implement the downtown economic development plan.
- 11.2.1.3.7.2. **Program 1:** Encourage mixed uses in the downtown area to support increased commercial and tourist activity, walkability, and diverse housing options.
- 11.2.1.3.8. Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.
- 11.2.1.4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC [ECC Title 15] for the zoning district.
- 11.2.1.4.1. **Applicant narrative:** *The proposed rezone to the Commercial (C-C) zoning district is consistent with the development standards outlined in the Land Development Code (LDC). The existing warehouse structure, with its 3,200 square feet of usable space, 15-foot ceilings, and dual access points, meets the requirements for commercial use. Additionally, the site offers four designated parking spots along with ample street parking, ensuring compliance with parking regulations and facilitating easy access for visitors. There is also power, sewer, gas, and water to the building. All further development of the building by the applicant such as signage, landscaping, and the addition of bathrooms will also be consistent with these standards.*
- 11.2.1.4.2. **Hearing Examiner Finding:** The intended use of the property as a climbing center is permitted as commercial indoor recreation in the proposed C-C zone. The C-C district has no off-street parking requirements for non-residential uses per ECC Table 15.550.040(A), Note B. The applicant will be responsible for meeting all development standards in ECC Title 15, as well as Public Works and building code standards as applicable for the project, including as related utilities, signage, landscaping, and bathrooms. The proposed rezone to C-C is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.
- 11.2.1.5. **Hearing Examiner Finding:** Based on the assessment above, the Hearing Examiner finds the proposal to be consistent with rezone evaluation criteria of ECC 15.250.060(C).
12. An open record public hearing was held, after legal notice, on April 14, 2025.
13. Appearing and testifying on behalf of the Applicant was Loren Bayles. Mr. Bayles testified that he is the Applicant and was an agent of the property owner and authorized to appear and speak on their behalf. Mr. Bayles stated that he agreed with the representations set forth within the staff report.
14. Testifying from the public were the following individuals:
- 14.1. Jeff Hashimoto: Mr. Hashimoto testified that he was in favor of the rezone and that he was an advisor to the high school climbing club.
- 14.2. Jesse Sieak: Mr. Sieak testified in favor of the rezone indicating that the proposed climbing gym that would result from the rezone is very much needed in the community.
15. The following exhibits were admitted into the record:
- 15.1. Ex. A. Location Map
- 15.2. Ex. B. Current Zoning Map

- 15.3. Ex. C. Comprehensive Plan Future Land Use Map
 - 15.4. Ex. D. Comprehensive Plan Future Land Use-Zoning Conversion Table
 - 15.5. Ex. E. Affidavit of Publication, *Ellensburg Daily Record*
 - 15.6. Ex. F. Posted Land Use Action Signs
 - 15.7. Ex. G. Affidavit of Posted Land Use Action Signs
 - 15.8. Ex. H. Affidavit of Mailed Notice with Buffer Map
 - 15.9. Ex. I. Rezone Application and Narrative
 - 15.10. Ex. J. Supplemental Narrative
 - 15.11. Ex. K. Applicant's Project Site Plan
 - 15.12. Ex. L. City of Ellensburg Public Works Comments
 - 15.13. Ex. M. Staff Report
 - 15.14. Ex. N. 4/14/25 from Mark Rud to the Hearing Examiner
16. The City of Ellensburg Hearing Examiner considered all evidence within the record in rendering this decision.
17. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.

II. RECOMMENDED CONCLUSIONS OF LAW

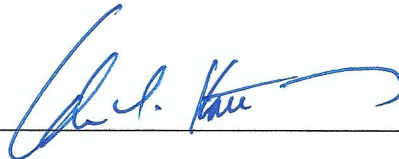
- 1. The Hearing Examiner has been granted the authority to render this recommended decision.
- 2. The requested rezone meets all the criteria set forth within Ellensburg City Code 15.250.060.
- 3. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

III. RECOMMENDED DECISION

Based on the above Recommended Findings of Fact and Recommended Conclusions of Law, P25-006 the Hearing Examiner hereby recommends that this Rezone Request be **APPROVED**.

Dated this 16 day of April, 2025

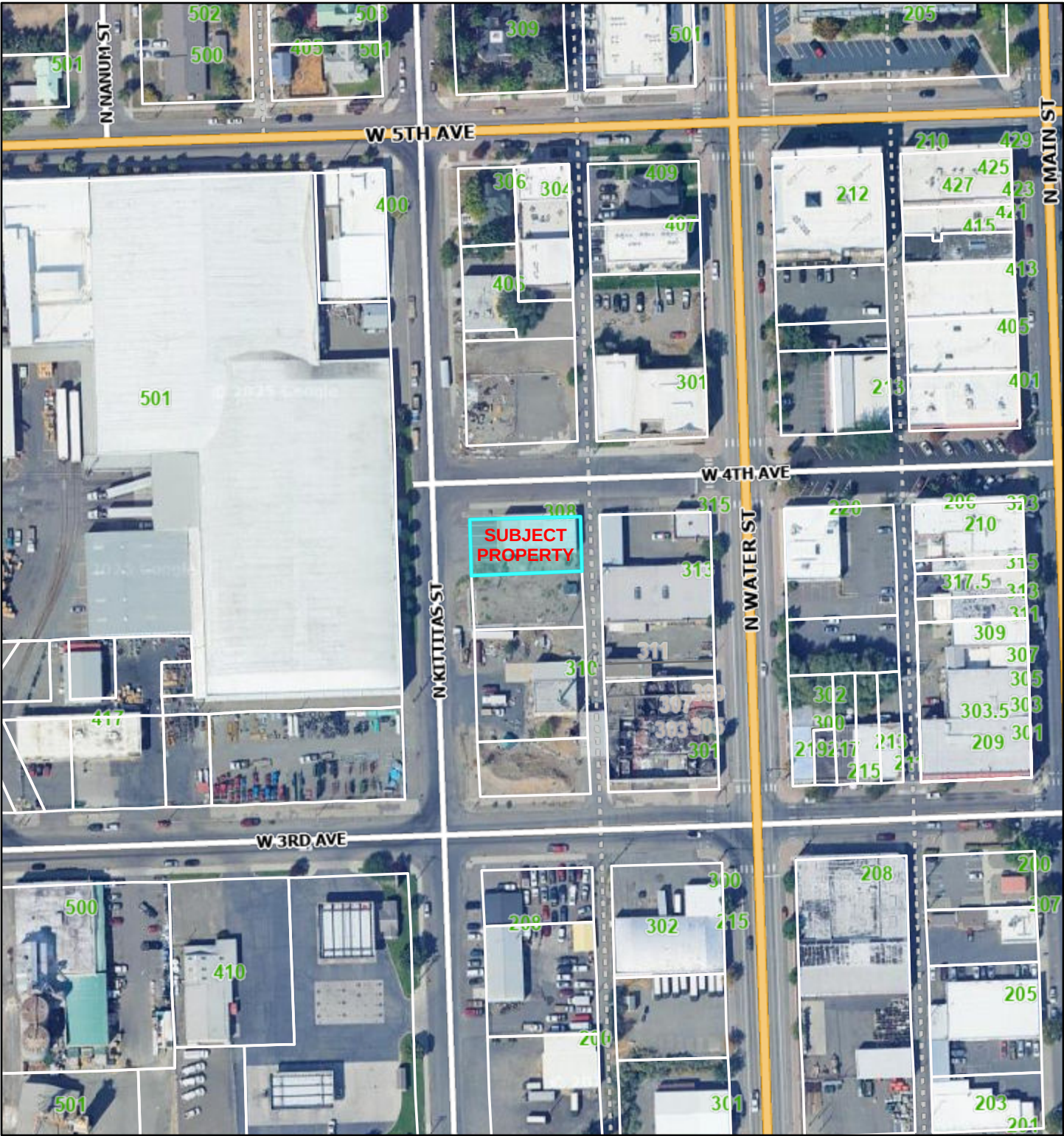
CITY OF ELLENSBURG HEARING EXAMINER



Andrew L. Kottkamp

P25-006
Fyall Rezone Request
Page 6 of 6

Location Map



3/17/2025, 1:26:48 PM

Major Arterial

Road

Alley

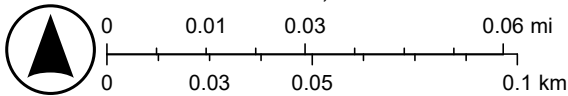
County Parcels

City Parcels

Addresses

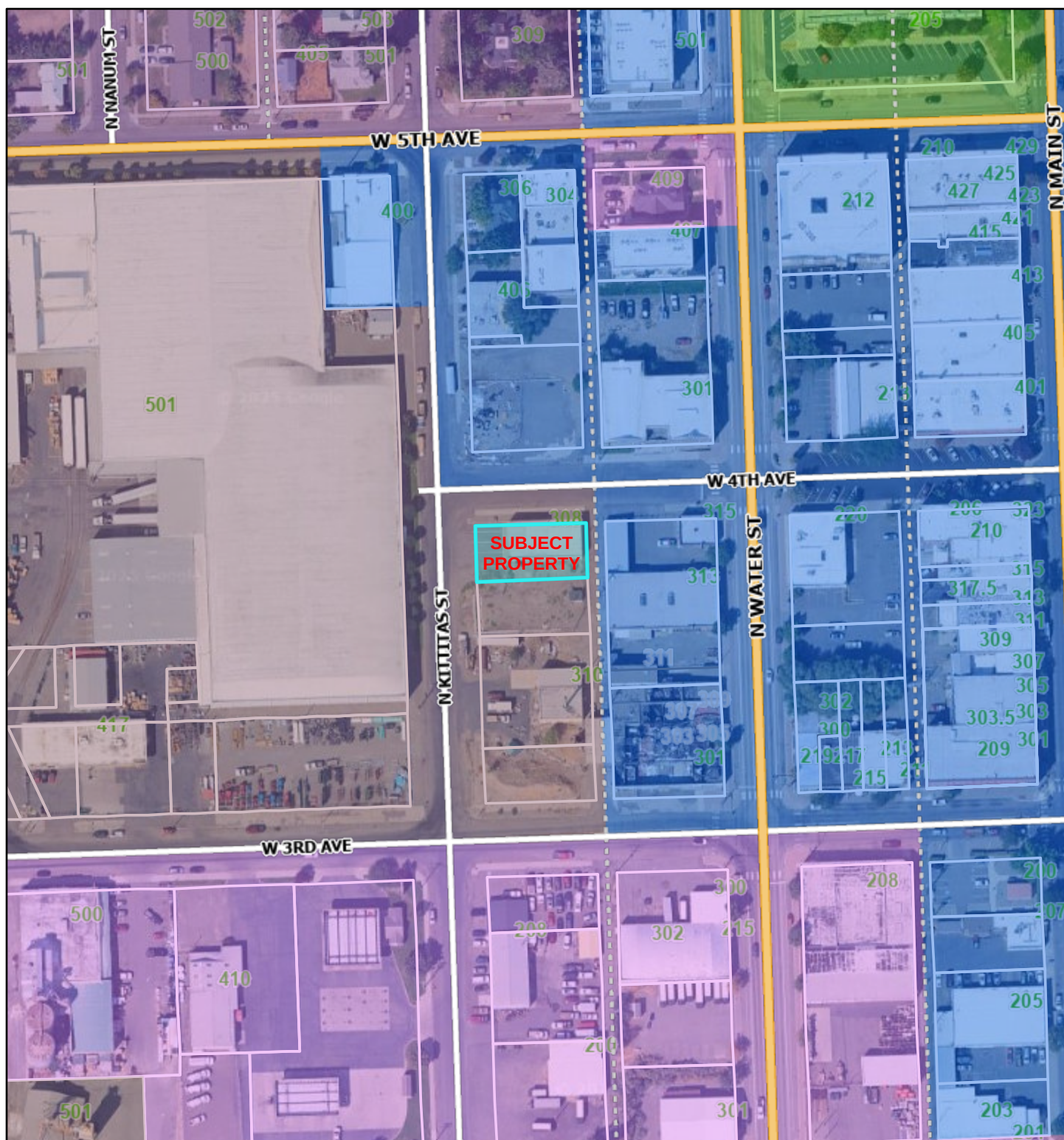
Active

Retired
Owner Address
Site Address



COE GIS, Google Maps

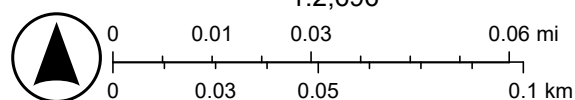
Zoning Map



3/17/2025, 1:25:03 PM

- | | |
|----------------|----------------|
| Major Arterial | CC II |
| Road | IH |
| Alley | PR |
| Zoning CC | RO |
| | County Parcels |
| | City Parcels |

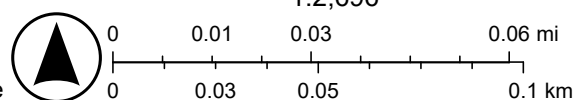
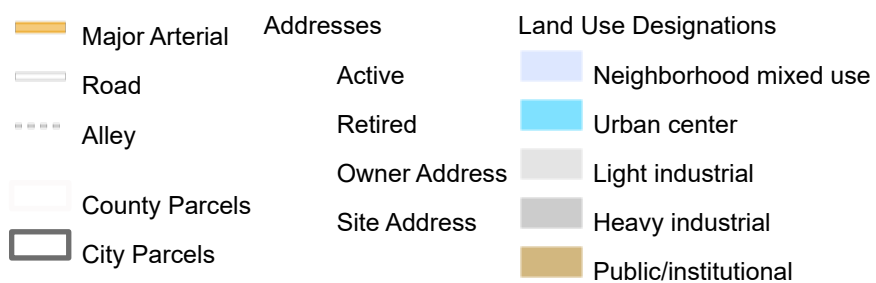
- Addresses
- Active
 - Retired
 - Owner Address
 - Site Address



COE GIS, Google Maps



3/17/2025, 1:24:05 PM



COE GIS, Google Maps

Table 7. Future Land Use- Zoning Conversion Table

Future Land Use	Zoning Options
Residential Neighborhood	Residential Suburban (R-S)
	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Blended Residential Neighborhood	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Commercial Neighborhood (C-N)
Urban Neighborhood	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Neighborhood Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Community Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Neighborhood Center (NCMU)
	Regional Center Mixed Use (RCMU)
	Commercial Highway (C-H)
Neighborhood Commercial	Commercial Neighborhood (C-N)
	Residential Office (R-O)
Mixed Business Park	Industrial Light (I-L)
	Commercial Highway (C-H)
	Regional Center Mixed Use (RCMU)
Urban Center	Central Commercial (C-C)
	Central Commercial II (C-CII)
General Commercial and Services	Commercial Highway (C-H)
Light Industrial	Industrial Light (I-L)
Heavy Industrial	Industrial Heavy (I-H)
Industrial Residential	Industrial Light (I-L)
Public Institutional	Public Reserve (P-R)
Open Space (Private)	Public Reserve (P-R)
Parks and Open Space (Public)	Public Reserve (P-R)

RECEIVED

P25-006

FEB 27 2025

P25-006

COMMUNITY DEVELOPMENT

AFFIDAVIT OF PUBLICATION

State of Washington, County of Kittitas, ss: The undersigned being first duly sworn on oath, deposes and says: That he/she is the representative of The Daily Record, a daily newspaper. That said newspaper is a legal newspaper and has been approved as a legal newspaper by order of the superior court in the County in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published in the English language continually as a newspaper in Ellensburg, Kittitas County, Washington, and it is now and during all of said time printed in an true copy of

CITY OF ELLENSBURG-COMMUNITY DEVELOPMENT
PN: Rezone P25-006

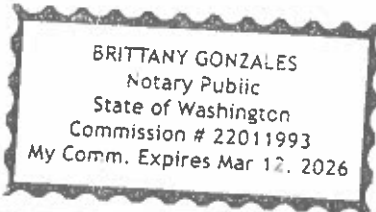
is published in regular issues (and not in supplement form) of said newspaper once a week for a period of 1 consecutive week(s), commencing on the following days.

02/20/25

All dates inclusive and that such newspaper were regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$192.26 the rate of \$13.75 per column inch for each insertion.

Ruth Turner

Subscribed to me this date: 02/20/25



Printed Name
Notary Public in and for
The State of Washington
(SEAL)

Brittany Gonzales
Signed Name

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Legals

NOTICE OF APPLICATION AND PUBLIC HEARING SITE-SPECIFIC REZONE REQUEST P25-008

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P25-008) that may be of interest to you, and you are invited to comment on the proposal. **NOTICE IS FURTHER GIVEN** that the Hearing Examiner for the City of Ellensburg will hold an Open Record Public Hearing at 1:00pm on Monday, April 14, 2025 to consider Rezone application P25-008 submitted by Loren Bayles, authorized representative of property owner Ken Fyall.

PROJECT DESCRIPTION: The request is for a Site-Specific Rezone of parcel # 587833 (7,200 square feet) from Heavy Industrial (I-H) to Central Commercial (CC), to allow for the subsequent establishment of an indoor commercial recreational climbing center within the existing structure of 3,200 square feet. The proposed rezone, and change of use for an existing commercial building under 12,000 square feet, are categorically exempt from SEPA under WAC 197-11-800(1)(iv), (b)(1), (c) and Ellensburg City Code 15.270.110(B)(3).

Date of application: January 27, 2025
Notice of Complete Application: February 18, 2025
Comments Due Date: March 13, 2025
Public Hearing Date: Monday, April 14, 2025, 1:00pm - City Hall (501 N Anderson St)

Request Location: 308 W 4th Ave in Ellensburg. Parcel ID # 587833, at the southeast corner of N Kittas St and W 4th Ave.

Materials Available for Review: City of Ellensburg Community Development Department webpage at: <http://www.ci.ellensburg.wa.us/623/Public-Notices-Current-Projects>

Written Comments: Written comments must be received via email, or postmarked, by 5:00 pm on Thursday, March 13, 2025.

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926.
Staff contact: Mark Rud, Associate Planner, rudm@ci.ellensburg.wa.us, (509) 962-7235

Open Record Public Hearing: All persons interested in these matters may attend the hearing in person or remotely. Written comments may be filed with the Community Development Dept., City Hall, 501 N. Anderson St., Ellensburg, WA 98926, attn: Associate Planner Mark Rud, or to the email: rudm@ci.ellensburg.wa.us. Comments must be submitted in writing by 5:00 pm on Thursday, March 13, 2025. In order to be included in the staff report provided to the Hearing Examiner in advance of the hearing, any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.

Hearing Zoom Link: <https://us02web.zoom.us/j/82591767353?pwd=QDZlPHh0bWpSc0h0bWlnN0R0bGp7Fn.1>

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from the City Clerk (First Floor of City Hall, 501 N. Anderson St.) or by calling 509-925-8614.

PUBLISH: Daily Record: February 20, 2025 / **LEGAL # 609493**

Public Notice

Kittitas County, Ellensburg WA

The Board of Kittitas County Commissioners will meet at 2:00 PM on March 4, 2025 at the Commissioners Auditorium, 205 W 5th Ave. Room 109, Kittitas County Courthouse, Ellensburg, WA to consider a lease agreement with Aviation Services, LLC for property and Fixed Base Operation services at Kittitas County Airport, Bowers Field.

/s/ Julie Koppvith
Clerk of the Board

PUBLISH: DAILY RECORD: February 20 & 27, 2025 / **LEGAL# 609506**

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Legals

NOTICE OF APPLICATION AND PUBLIC HEARING P24-035 REZONE REQUEST P21-101 SEPA ADOPTION

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received updated SEPA checklist information (P21-101), and a site-specific rezone request (P24-120), that may be of interest to you and you are invited to comment on the proposal. **NOTICE IS FURTHER GIVEN** that the Hearing Examiner for the City of Ellensburg will hold an open record public hearing at 1:00 pm on Monday April 14, 2025, to consider a site-specific Rezone application (P24-120) submitted by Jim Rader, property owner.

Project Description: The applicant seeks a site-specific rezone of parcel #863051 (3.9 acres) and 9718133 (4.54 acres) from Residential Suburban (R-S) to Commercial Neighborhood (C-N) zoning. Future plans to develop this site include an event center, museum space, and associated parking and the developments, all to be accessed from Reaser Creek Rd. This future planned development has already completed the SEPA process (P21-101), with an MDNS issued on 12/18/2023. This new SEPA review and comment period is solely associated with the proposed site-specific rezone.

Date of application: November 18, 2024
Date of notice of complete application: February 14, 2025

Comments due date: March 13, 2025
Public Hearing Date: April 14, 2025

Project Location: 1350 Reaser Creek Road, Parcel ID 9718133, and 863051.
Additional Permits: SEPA (P21-101), and Critical Area (P21-103)

Materials Available for Review: City of Ellensburg Community Development Department webpage at: <https://www.ci.ellensburg.wa.us/623/Public-Notices-Current-Projects>

Written Comments: Written comments must be received via email, or postmarked, by 5:00 pm on Thursday, March 13, 2025.

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926.
Staff contact: Stacey Henderson- Planning Manager hendersons@ci.ellensburg.wa.gov, 509-925-8608

Open Record Public Hearing: All persons interested in these rezone matters may attend the open record hearing in person at City Hall or remotely via zoom. Comments must be submitted in writing by 5:00 pm on Thursday, March 13, 2025 in order to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.

Hearing Zoom Link: <https://us02web.zoom.us/j/82591767353?pwd=QDZlPHh0bWpSc0h0bWlnN0R0bGp7Fn.1>

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from the City Clerk (First Floor - City Hall) or by calling 509-925-8614.

Environmental Review: The City expects to adopt the original SEPA Checklist and MDNS determination from P21-101, with additional information regarding the rezone. This may be the only opportunity for the public to comment on the environmental impacts of the proposed rezone. A copy of the threshold determination may be obtained from the City, once made.

PUBLISH: Daily Record: February 20, 2025 / **LEGAL #609489**

Public Notice

Kittitas County, Ellensburg WA

The Board of Kittitas County Commissioners will meet at 2:00 PM March 4, 2025 at the Commissioners Auditorium, Kittitas County Courthouse, 205 W 5th Ave. Room 109, Ellensburg, WA to authorize the Suspension of the Annual Comprehensive Plan Document Processes for the 2025 and 2026 Annual Comprehensive Plan Amendment Cycles.

/s/ Julie Koppvith
Clerk of the Board

PUBLISH: DAILY RECORD: February 20 & 27, 2025 / **LEGAL# 609510**

NOTICE OF DECISION

Project Name (File Number): Sageview Short Plat (SP-25-00002)

Applicant: Tim & Jana McIntyre

Location: One (1) parcel (#953188), located approximately 3.37 miles Southeast of Kittas, WA, in a portion of Section 29, T. 17 N., Range 20 E., W.M.; Kittas County parcel map number 17-20-29058-0002, with a land use designation of Rural-Working and zoning designation of Agriculture-20.

Notice is hereby given that on February 18, 2025, conditional preliminary approval was granted to Tim & Jana McIntyre (Landowners) for a short plat application to subdivide 25.36 acres into one (1) 21.92-acre lot and one (1) 3.44-acre lot, utilizing the "New Small Lots Around Existing Residences" section of Kittas County Code 16.12.040(1)(b)(c). The subject property is zoned Agriculture-20 with a Rural-Working land use designation.

Related file documents may be examined at Kittas County Community Development Services, 411 N. Ruby Suite 2, Ellensburg, WA 98926 (509) 962-7508 or found online at <https://www.ci.kittas.wa.us/cds/land-use/details.aspx> under "Short Plats - 2018 and Forward - Preliminary" and file number "SP-25-00002 Sageview".

Kittas County Code (Chapter 15A.07010) stipulates that an appeal of this administrative land use decision must be filed within 10 (ten) working days by submitting specific factual objections and a fee of \$1670 to Kittas County. The appeal deadline for this project is March 5, 2025, at 5:00 p.m. Appeals shall be submitted to Kittas County Community Development Services at 411 N Ruby St, Suite 2, Ellensburg, WA 98926.

Designated Permit Coordinator (staff contact): Zach Torrance-Ston, Staff Planner; (509) 962-7079; email at zach.torranceston@ci.kittas.wa.us

Notice of Decision: February 18, 2025
Notice of Application: January 8, 2025
Application Received: January 7, 2025
Application Complete: January 9, 2025

PUBLISH: Daily Record: February 20, 2025 / **LEGAL # 609498**

Public Notice

Kittitas County, Ellensburg WA

The Board of Kittitas County Commissioners will meet at 2:00 PM on March 4, 2025 at the Commissioners Auditorium, 205 W 5th Ave. Room 109, Kittitas County Courthouse, Ellensburg, WA to consider amending the Public Works Fee Schedule

/s/ Julie Koppvith
Clerk of the Board

PUBLISH: DAILY RECORD: February 20 & 27, 2025 / **LEGAL# 609509**

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COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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comdev@ci.ellensburg.wa.us

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permits@ci.ellensburg.wa.us

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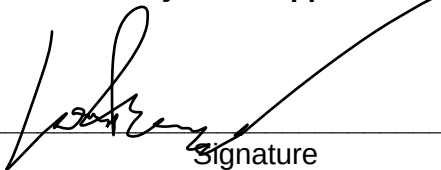
The Ellensburg City Code requires that all projects requiring review under Type IV permit processes shall have a notice sign posted at the site of the project prior to a decision on the permit. Per ECC 15.270.140, the following shall apply:

1. The posting of a weather-resistant sign or signs on the subject property, visible to members of the public who may be passing on nearby public rights-of-way and free from obstructions.
2. If the project abuts more than one public right-of-way (ROW), more than one sign will be required; one per ROW, as determined by the responsible official. **This applies.**
3. **The responsibility for the posting of the sign or signs shall be upon the project applicant or his or her agent.**
4. The sign matrix provided by Planning Dept. Staff, shall be made into a sign or signs at least two feet by three feet (2' x 3') in size.

DATE: February 18, 2025	PLANNER: Mark Rud, Associate Planner
PROJECT NAME AND SUMMARY: 308 W 4 th Ave, Site-Specific Rezone	FILE NUMBER: P25-006

PLEASE COMPLETE THE FOLLOWING:

I, Loren Bayles, certify that I am the landowner and/or authorized agent responsible for the posting of this land use project site and further certify that the site has been posted as required by Ellensburg City Code. I understand that the that the posting period begins immediately and ends after the ending of the appeal period on the final decision by the City Council and the sign(s) will be posted at the site until this time. **Failure to posts the site and return this form to Community Development in a timely manner will result in a delay of the application review for the project.**


Signature

February 19, 20 25

Please return the above **affidavit and photograph(s) of the posted notice sign board(s)** to: Mark Rud, Associate Planner 509-962-7235, via email: rudm@ci.ellensburg.wa.us; Fax: 509-962-8655; or mail to: Community Development Dept., City Hall, 501 N. Anderson St., Ellensburg, WA 98926.

Exhibit 1.8

REECER CREEK STORAGE LLC
405 N ANDERSON STREET
Ellensburg, WA 98926

MAJSTEREK, NICHOLAS A & MADELINE
M
1607 W DRY CREEK RD
Ellensburg, WA 98926

KITTITAS CO (PUBLIC WORKS)
411 N RUBY ST STE 1
Ellensburg, WA 98926

ST JAMES GROUP LLC
21710 STEVENS CREEK BLVD STE 200
Cupertino, CA 95014

SUTTLES, JONATHAN T ETUX
1509 DRY CREEK RD
Ellensburg, WA 98926

ARROYO, RAMIRO
391 GOLD BUCKLE LN
Ellensburg, WA 98926

MACE, KIMBERLY L & RYAN L
1810 W CLEARVIEW DR
Ellensburg, WA 98926

BRESLER, JASON N & JENNIFER R
1804 W CLEARVIEW DR
Ellensburg, WA 98926

CLAVETTE, KATELYN
1802 W CLEARVIEW DR
Ellensburg, WA 98926

MCLEAN, MARK R
2211 N CLEARVIEW DR
Ellensburg, WA 98926

1808 CLEARVIEW DR ELLENSBURG LLC
3500 MAIN ST
Union Gap, WA 98903

RAKWICHIAN, PIAMJITT
1806 CLEARVIEW DR
Ellensburg, WA 98926

ST MARY, LORI A
1800 W CLEARVIEW DR
Ellensburg, WA 98926

MOORE, CHRISTOPHER ALLEN &
AMBER
21847 FRAGER RD S
Kent, WA 98032

KITTITAS CO TAX DEED (AUDITOR)
205 W 5TH AVE STE 105
Ellensburg, WA 98926

SINGER, GREGORY E & SARA A
2340 E 3RD AVE
Ellensburg, WA 98926

KELLEY, BERYL
1391 REECER CREEK RD
Ellensburg, WA 98926

KUCHIN, FABIAN S
1404 DRY CREEK RD
Ellensburg, WA 98926

ARIAS BARAJAS, UBALDO
1900 W CLEARVIEW DR
ELLENSBURG, WA 98926

JAMES, CHRISTOPHER
1902 W CLEARVIEW DR
ELLENSBURG, WA 98926

JLE PERSONAL ENTERPRISES LLC &
1457 130TH AVE NE
BELLEVUE, WA 98005

RCE LEASING LLC
1710 W UNIVERSITY WAY
ELLENSBURG, WA 98926

STOCKYARD DEVELOPMENT GROUP LLC
PO BOX 1191
ELLENSBURG, WA 98926

P25-006
CERTIFICATE OF TRANSMITTAL

On this day, the undersigned sent to
the addressee(s) the original
document(s) by U.S. Mail.

I certify under penalty of perjury
under the laws of the State of WA
that the foregoing is true and correct.

Date **2/20/25** Signed **Natthya Boots**



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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comdev@ci.ellensburg.wa.us

Construction Permitting (509) 962-7239
permits@ci.ellensburg.wa.us

February 20, 2025

Notice of Application and Open Record Public Hearing for a Site-Specific Rezone P25-006, to rezone one parcel at 308 W 4th Ave from Heavy Industrial (I-H) to Central Commercial (CC).

Dear Property Owner,

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (City File # P25-006) for the following project that may be of interest to you. As a property owner within three hundred feet (300') of this proposal, you are invited to comment.

NOTICE IS FURTHER GIVEN that an **Open Record Public Hearing** has been scheduled before the City of Ellensburg Hearing Examiner **Monday, April 14, 2025, at 1:00 pm**, to consider Rezone Application P25-006 submitted by Loren Bayles with authorization from property owner Ken Fyall. The hearing will be held in person and remotely via Zoom.

Hearing Zoom Link:

<https://us02web.zoom.us/j/82591787353?pwd=qD25JPHTmvp5qSNuHwNH8O6fNgp7Fn.1>

Project Description: The applicant seeks a site-specific rezone of parcel #537833 (7,200 square feet) from Heavy Industrial (I-H) to Central Commercial (CC). Future plans include establishing an indoor recreational commercial climbing center in the existing structure. The rezone proposal, and change of use for an existing commercial building under 12,000 square feet, are categorically exempt from SEPA under Washington Administrative Code (WAC) 197-11-800(1)(iv),(6)(b),(c) and Ellensburg City Code (ECC) 15.270.110(B)(3).

Project Information:

Date of application: January 27, 2025

Notice of Complete Application: February 18, 2025

Public Notice of Application: February 20, 2025

Comments due date: March 13, 2025

Public Hearing Date: April 14, 2025, 1:00pm – Ellensburg City Hall (501 N Anderson) & Zoom

Project Location: 308 W 4th Ave, southeast corner of N Kittitas St & W 4th Ave – Parcel # 537833

Materials are available for review on the City of Ellensburg Community Development Department webpage at: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

Written comments must be received via email, or postmarked, by **5:00 pm on Thursday, March 13, 2025**.

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926.

Staff Contact: Mark Rud, Associate Planner, (509) 962-7235, rudm@ci.ellensburg.wa.us



Open Record Hearing: All persons interested in these matters may attend the open record hearing in person at City Hall or remotely via zoom. **Comments must be submitted in writing by 5:00 pm on Thursday, March 13, 2025** in order to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from the City Clerk (First Floor City Hall, 501 N Anderson).

Appeal Process: The issuance of a decision on a rezone may be appealed to the Hearings Examiner. Such appeal shall identify the error or errors claimed to have been made in the land use decision and shall be filed in writing with the City Clerk within ten (10) working days of the issuance of the decision. Appeals shall be accompanied by a non-refundable fee of four hundred fifty dollars (\$450).

Questions about this rezone may be directed to the Community Development Department, 501 North Anderson Street, or via email: rudm@ci.ellenburg.wa.us

Sincerely,

Mark Rud
Associate Planner



Site Specific Rezone Permit Application Form

RECEIVED

JAN 27 2025

P25-006

PA-04
APPLICATION

Community Development Department

501 N. Anderson, Ellensburg, WA 98926

(509) 962-7239 (Building) permits@ci.ellensburg.wa.us (509) 962-7231 (Planning) comdev@ci.ellensburg.wa.us

A pre-application meeting is required prior to submitting a Rezone application. Site-specific rezones to change the current zoning of a property to a new zoning category that is consistent with the comprehensive plan land use designation for the property are reviewed as Type IV processes. Type V reviews involve the legislative revisions to the zoning map for area-wide changes including comprehensive plan updates and those proposed to implement subarea plans.

Application Fee: \$1200 (Pre-App Fee: \$500 may be applied here also) See breakdown of fees required at submittal and prior to issuance of a decision

In addition to the existing application fee, the applicant shall be required to pay a \$600 Hearing Examiner fee. If the Hearing Examiner fee is less than \$600, the difference shall be returned to the applicant. If the Hearing Examiner fee exceeds \$600, the additional cost shall be billed to and paid by the applicant.

The Planning Division will be unable to accept your Rezone Application if you fail to provide ALL of the following required material.

OFFICIAL USE ONLY:

Staff Person:	KB
Date Submitted:	1-27-25
Fee Total: Includes Hearing Examiner Fee	\$1440.00 Due at Submittal \$360.00 Due prior to issuance
FILE #:	P25-006
Associated Permit File #:	P24-118

PROPERTY OWNER: (Note: If the Applicant is not the Owner, attach written authorization from the legal owner(s).)

Legal Owner Name(s):	Ken Fyall	Day Phone:	509-312-9303
Mailing Address:	303 W 3rd Ave, Ellensburg, WA		
E-mail:	kfyall7@gmail.com	Cell Phone:	509-312-9303

***APPLICANT:** ☐ Owner ☐ Contractor ☒ Tenant ☐ Other

Name:	Loren Bayles	Day Phone:	509-859-4306
Mailing Address:	81 Game Bird Loop		
E-mail:	bayles.loren@gmail.com	Cell Phone:	509-859-4306

CONTACT PERSON: ☐ Owner ☐ Contractor ☒ Tenant ☐ Other

Name:	Loren Bayles	Day Phone:	509-859-4306
Mailing Address:	81 Game Bird Loop		
E-mail:	bayles.loren@gmail.com	Cell Phone:	509-859-4306

PROJECT INFORMATION:

Parcel Number(s) of Site:	537833
Site Address (if any):	308 W 4th Ave

(OVER)

Current City Zoning Designation :	Heavy Industrial (IH)	Requested City Zoning Designation :	Commercial (C-C)
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PROJECT INFORMATION:

Ellensburg City Code 15.250.060 requires that application for site specific rezone amendments to the zoning district map may only be approved if/all the following criteria are satisfied. Please include responses as an attachment.

(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

1. Narrative project description (include as attachment): Please include at a minimum the following information in your description: describe project size, location, and all qualitative features of the proposal; include every element of the proposal in the description.

2. Applicant for rezone must demonstrate that the following criteria are met (attach additional sheets as necessary):

A. Conditions have changed since the imposition of the zoning classification on the property.

B. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

C. The proposed rezone is consistent with the comprehensive plan; and

D. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC for the zoning district. :

Applicants may propose conditions to be imposed on the site specific rezone in order to mitigate any detrimental effect the rezone might have on uses or property in the immediate vicinity of the proposed rezone. Any conditions imposed by the city on the rezone shall be incorporated in a development agreement executed by the city council and the property owners(s), under the procedures set forth in RCW 36.70B.170 through 36.70B.170 through 36.70B.200 and ECC Chapter 15.380 (Development Agreements)

The burden of this demonstration is on the rezone applicant.

3. Site Plan Requirements:

The proposed project and dimensions in relation to the property boundaries. Show how the property is located in reference to existing streets, alleys and sidewalks.

The proposed project and dimensions in relation to all existing and proposed development on the property. Show all existing buildings or structures on subject property and those proposed to be located on property with setback dimensions and distances between buildings.

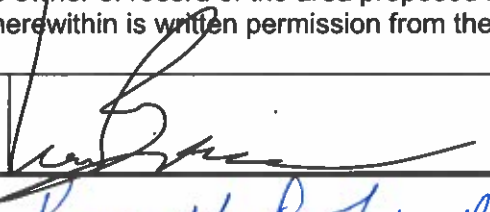
Show present and additional "off-street" parking, if required.

(The site plan shall be legibly drawn to a minimum scale of 1:20 on substantial paper a minimum 11" x 17" size)

SIGNATURE OF LEGAL OWNER or REPRESENTATIVE AS AUTHORIZED BY THE LEGAL OWNER:

I, Loren Bayles / Ken Fyall, (print name) affirm that the above responses are made truthfully and to the best of my knowledge. I hereby apply for this permit application and acknowledge that I have read this application and state that the information is correct and that I agree to comply with all city ordinances pertaining to this permit if granted.

I further affirm that I am the owner of record of the area proposed for the above-identified land use action or, if not the owner, attached herewithin is written permission from the owner(s) authorizing my actions on his/her/their behalf.

Signature of Legal Owner: (or Authorized Agent)		Date:	1/23/25
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Kenneth P. Fyall 1/27/2025

Narrative Project Description

Send It Climbing Center, owned and operated by Loren Bayles, intends to use the existing warehouse as an indoor climbing gym. Loren is seeking rezoning of the site, to support indoor recreational use, from Heavy Industrial (IH) to Commercial (C-C).

The 7,200 square foot site, currently zoned Heavy Industrial (IH), is in the Central Business District. On site there is a 3,200 square foot cinder block warehouse with 15-foot ceilings. The building has power, water, and sewer service. The warehouse has an entry door and garage door on both the North and West side of the building. There are four designated parking spots as well as ample street parking near the site. The site is not in Ellensburg's Historic District and is located next to buildings with Commercial (C-C) zoning. The site is also located within the City of Ellensburg's Urban Center according to the Future Land Use map in the City of Ellensburg Comprehensive Plan.

The climbing center will provide the community of Ellensburg with a close, safe, and fun climbing facility. The building's proximity to downtown will make the center conveniently located and very accessible to the local community. Abundant parking space onsite and nearby allows for easy access to the center. The square footage of the building, with high ceilings and large garage doors, will allow Send It Climbing Center to design a dynamic climbing facility catering to a wide range of abilities. The center will feature top-of-the-line bouldering walls as well as a little kid's climbing corner and a designated teaching area. In addition, the center will provide rentals, host events, offer group and party sessions, provide private lessons and summer camps, as well as organize trips to nearby climbing areas for outdoor instruction.

Site-Specific Rezone Narrative

The applicant, Loren Bayles, is seeking a rezone of the existing 7,200 square foot warehouse site from Heavy Industrial (IH) to Commercial (C-C) to facilitate the establishment of an indoor climbing gym. The proposed rezone meets all the necessary criteria for approval.

1. **Changed Conditions:** Since the original zoning classification of Heavy Industrial (IH) was imposed, significant changes have occurred in the surrounding area. The site is now situated within the Central Business District, adjacent to properties already zoned Commercial (C-C). The evolving character of the neighborhood has shifted towards more community-oriented uses, reflecting a demand for recreational facilities that support public engagement and well-being.
2. **Public Health, Safety, Morals, and General Welfare:** The proposed rezone to Commercial (C-C) is directly related to enhancing public health and safety by providing a safe, indoor recreational space for the community. The climbing center will promote physical activity, social interaction, and mental well-being, contributing positively to the general welfare of Ellensburg residents. The facility will be designed to accommodate climbers of all ages and skill levels, fostering a sense of community and encouraging healthy lifestyles.
3. **Consistency with the Comprehensive Plan:** The proposed rezone aligns with the City of Ellensburg's Comprehensive Plan, particularly as the site is located within the Urban Center as indicated on the Future Land Use map. This designation supports the development of commercial and recreational facilities that serve the community, making the proposed climbing gym a fitting addition to the area. The rezone will help fulfill the city's goals of promoting diverse recreational opportunities and enhancing the urban environment.
4. **Development Standards Compliance:** The proposed rezone to the Commercial (C-C) zoning district is consistent with the development standards outlined in the Land Development Code (LDC). The existing warehouse structure, with its 3,200 square feet of usable space, 15-foot ceilings, and dual access points, meets the requirements for commercial use. Additionally, the site offers four designated parking spots along with ample street parking, ensuring compliance with parking regulations and facilitating easy access for visitors. There is also power, sewer, gas, and water to the building. All further development of the building by the applicant such as signage, landscaping, and the addition of bathrooms will also be consistent with these standards.





CITY OF ELLENSBURG

Public Works Department
501 North Anderson Street; Ellensburg, WA 98926
Ph: (509) 962-7230 Fax: (509) 962-7127

Memorandum

Date: January 13, 2025

To: Mark Rud, Planner

From: Craig Jones, Development Coordinator *CJ*

Thru: Derek Mayo, City Engineer *DM*

Re: 308 W 4th Ave Climbing Center – Re-Zone – P24-118

The Public Works Department has no direct comment at this time on the Re-Zone of the parcel located at 308 W 4th Ave from I-H to C-C. The property is currently being connected to sewer and water. Applicant is cautioned that any future development on the property may trigger improvements consistent with Public Works Development Standards. Including but not limited to frontage improvements, water sewer storm upgrades, parking lot, and traffic impact analysis. Public Works will comment on all future development of the property at time of development.

Cc: File 24-031





COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St., Ellensburg WA 98926

STAFF REPORT

TO: Andrew Kottkamp, City of Ellensburg Hearing Examiner

FROM: Mark Rud, Associate Planner
City of Ellensburg Community Development Department

RE: Open Record Public Hearing for Site-Specific Rezone Application P25-006,
from Heavy Industrial (I-H) to Central Commercial (C-C)

DATE: Monday April 14, 2024, 1:00pm via Zoom

I. GENERAL INFORMATION

Applicant: Loren Bayles, authorized agent for property owner Ken Fyall

Requested Action: The applicant seeks to rezone the subject property from Heavy Industrial (I-H) to Central Commercial (C-C) for the purpose establishing a commercial indoor recreational climbing center in an existing structure.

Location: The parcel is located at 308 W 4th Avenue at the southeast corner of N Kittitas Street and W 4th Avenue in Ellensburg; Kittitas County Assessor's Parcel ID # 537833.

II. BACKGROUND AND SITE INFORMATION

Site History: Parcel ID # 537833 is in the I-H zone, with an existing commercial structure of approximately 3,200 square feet constructed in 1979, and most recently used for retail furniture storage. The applicant is proposing to establish a commercial indoor recreational climbing center in the existing structure on the property.

Site Characteristics: The site topography is relatively flat, with a noticeable westward downslope toward N Kittitas Street from the middle of the property south. The 4th Avenue frontage is improved with curb-tight sidewalk, while the N Kittitas Street frontage is unimproved opening to asphalt parking adjacent to the building. See **Exhibit A**.

Surrounding Properties: A zoning map of the surrounding properties is attached as **Exhibit B** and further described below:

North: Zoned C-C, consisting of mixed uses including open-air storage, commercial (Moose Lodge building), and multifamily residential

- South:** Zoned I-H, consisting of mixed uses including unimproved lands, open-air storage, and abandoned commercial structures
- East:** Zoned C-C, consisting of mixed uses including offices and surface parking
- West:** Zoned I-H, consisting of heavy industrial use (Twin City Foods)
- Access:** Access to the property is from W 4th Avenue and N Kittitas Street, both local streets

Zoning and Development Standards, ECC Title 15: Ellensburg City Code (ECC) Table 15.310.040, “Nonresidential Uses,” indicates that commercial indoor recreation is not permitted in current I-H zoning, and is permitted in the proposed C-C zone.

Comprehensive Plan: See the map attached as **Exhibit C**. The Ellensburg Comprehensive Plan’s Future Land Use Designation of the property is Urban Center, intended to sustain a commercial district catering to pedestrians and accommodating zoning districts that provide a mix of retail and residential uses as well as entertainment and leisure activities. Urban Center Zoning Options include C-C, and Central Commercial II (C-C II) – see **Exhibit D**. The proposed C-C zoning is consistent with parcels north and east, and the Urban Center Future Land Use designation is also consistent with properties north, east, and south of the subject property.

Public Comments: Community Development issued a Notice Public of Application and Rezone hearing on February 20, 2025, initiating a 21-day comment period that concluded March 13, 2025 (**Exhibit E**). The site was posted with a land use action signs on February 19, 2025 (**Exhibits F & G**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 20, 2025 (**Exhibit H**).

As of the date of this staff report, no public comments have been received. The City of Ellensburg Public Works Department submitted comments on March 21, 2025, stating that future development applications will require consistency with Public Works development standards (**Exhibit L**). These general requirements will apply absent any specific conditions pursuant to approval of the proposal.

III. ENVIRONMENTAL (SEPA) REVIEW

Where categorically exempt projects (such as changes of use) require a rezone, the rezone is also exempt from SEPA if the project is in an Urban Growth Area for jurisdictions planning under the Growth Management Act (RCW 36.70A.040), the proposal is consistent with and does not require an amendment to the jurisdiction’s Comprehensive Plan, and the Plan was previously subjected to an Environmental Impact Statement prior to its adoption that adequately addressed environmental impacts of the rezone. Changes of use are exempt from SEPA provided authorized activities will be conducted in an existing building that would qualify for exemption under WAC 197-11-800(1),(2) (“minor new construction”), and activities will not change building character in a way that would remove it from an exempt class.

Applicant proposes to change the use of an existing commercial structure of approximately 3,200 square feet. The City of Ellensburg has adopted a flexible exemption threshold of 12,000 square feet for commercial buildings as minor new construction categorically exempt from SEPA, per ECC 15.270.110(B)(3) and pursuant to WAC 197-11-800(1), subsections (b)(iv), (c), and (d). The project does not plan any expansion of the existing structure. The underlying project (change of use) is categorically exempt.

The exempt project requires a rezone prior to establishing the use. Ellensburg is part of a Kittitas County Urban Growth Area as a fully planning jurisdiction under the Growth Management Act. The rezone is consistent with the Ellensburg Comprehensive Plan, which has not required an amendment for the project and which was subject to a Supplemental EIS prior to adoption of its Future Land Use Map and Zoning Conversion Table.

Because all of the preceding apply, the rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b),(c) and ECC 15.270.110(B)(3).

IV. PROJECT ANALYSIS

A. Ellensburg City Code Requirements for Site-Specific Rezone

Per Ellensburg City Code, site-specific rezone applications are subject to the Type IV review process, and the Hearings Examiner provides a recommendation to City Council after holding an open record public hearing. The Hearings Examiner must find that the application is in compliance with decision criteria of ECC 15.250.060(C). The applicant has the burden of establishing all the following criteria apply to the proposed rezone:

1. Conditions have changed since the imposition of the zoning classification on the property;
2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare;
3. The proposed rezone is consistent with the comprehensive plan;
4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the Land Development Code for the zoning district.

B. Analysis of Criteria for a Site-Specific Rezone

The applicant has submitted an application and narrative (**Exhibit I**), with a supplemental narrative (**Exhibit J**) addressing the rezone criteria. Information submitted by the applicant is followed by staff analysis.

1. Conditions have changed since the imposition of the zoning classification on the property.

Applicant narrative: *Since the original zoning classification of Heavy Industrial (IH) was imposed, significant changes have occurred in the surrounding area. The site is*

now situated within the Central Business District, adjacent to properties already zoned Commercial (C-C). The evolving character of the neighborhood has shifted towards more community-oriented uses, reflecting a demand for recreational facilities that support public engagement and well-being.

Staff analysis: Parcel 537833 is zoned Heavy Industrial (I-H); it borders parcels west and south also zoned I-H, while parcels north and east are zoned with the proposed Central Commercial (C-C) designation. The transitional nature of this area is intended to support pedestrian-oriented core business district activities – see further below. The property is available due to vacated prior tenancy of retail furniture storage. The requested site-specific rezone to C-C is consistent with the Urban Center Future Land Use Designation and Zoning Options outlined in the Comprehensive Plan, adopted since the former use was previously established on the property. Conditions have thus changed on the property since the imposition of its existing zoning.

2. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.

Applicant narrative: *The proposed rezone to Commercial (C-C) is directly related to enhancing public health and safety by providing a safe, indoor recreational space for the community. The climbing center will promote physical activity, social interaction, and mental well-being, contributing positively to the general welfare of Ellensburg residents. The facility will be designed to accommodate climbers of all ages and skill levels, fostering a sense of community and encouraging healthy lifestyles.*

Staff analysis: The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of parcel 537833 to C-C zoning will allow for commercial indoor recreational use on the property, an intended use that conforms with the proposed zone’s permitted uses. C-C is a mixed-use zone “intended to encourage and accommodate the development and redevelopment of a viable central business district serving a broad trade area” per ECC 15.300.060(2). The applicant will be responsible for meeting all development standards in ECC Title 15 as applicable. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

3. The proposed rezone is consistent with the comprehensive plan.

Applicant narrative: *The proposed rezone aligns with the City of Ellensburg’s Comprehensive Plan, particularly as the site is located within the Urban Center as indicated on the Future Land Use map. This designation supports the development of commercial and recreational facilities that serve the community, making the proposed climbing gym a fitting addition to the area. The rezone will help fulfill the city’s goals of promoting diverse recreational opportunities and enhancing the urban environment.*

Staff analysis: The Comprehensive Plan’s Future Land Use Designation for the parcel is Urban Center, extending to transitional areas between the historic downtown

core and higher intensity industrial activity west. The Plan's Future Land Use-Zoning Conversation Table indicates the rezone request to C-C is consistent with the Future Land Use Map. Urban Center is a mixed-use Future Land Use designation intended to sustain a commercial district catering to pedestrians, accommodating a mix of retail and residential uses as well as entertainment and leisure activities.

In addition, the request for C-C zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:

- **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.
 - **Policy C:** Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.
 - **Program 1:** Support downtown's development with the mix of uses, amenities, and infrastructure that maintain it as a cultural, retail, and social destination.
- **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.
- **Goal LU-4:** Support downtown's development as an economic, tourist, and retail destination.
 - **Policy A:** Encourage development and activity which increases automobile and pedestrian traffic in the downtown area.
 - **Program 1:** Support and encourage a mix of businesses in downtown.
- **Goal ED-4:** Emphasize equity-focused economic development of downtown as an economic, tourist, retail, art, and event destination.
 - **Policy B:** Partner with regional EDOs and community organizations to implement the downtown economic development plan.
 - **Program 1:** Encourage mixed uses in the downtown area to support increased commercial and tourist activity, walkability, and diverse housing options.

Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.

4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC [ECC Title 15] for the zoning district.

Applicant narrative: *The proposed rezone to the Commercial (C-C) zoning district is consistent with the development standards outlined in the Land Development Code (LDC). The existing warehouse structure, with its 3,200 square feet of usable space, 15-foot ceilings, and dual access points, meets the requirements for commercial use. Additionally, the site offers four designated parking spots along with ample street parking, ensuring compliance with parking regulations and facilitating easy access for*

visitors. There is also power, sewer, gas, and water to the building. All further development of the building by the applicant such as signage, landscaping, and the addition of bathrooms will also be consistent with these standards.

Staff analysis: The intended use of the property as a climbing center is permitted as commercial indoor recreation in the proposed C-C zone. The C-C district has no off-street parking requirements for non-residential uses per ECC Table 15.550.040(A), Note B. The applicant will be responsible for meeting all development standards in ECC Title 15, as well as Public Works and building code standards as applicable for the project, including as related utilities, signage, landscaping, and bathrooms. The proposed rezone to C-C is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

Staff Conclusion: Based on the assessment above, Community Development finds the proposal to be consistent with rezone evaluation criteria of ECC 15.250.060(C).

V. RECOMMENDATION

Based on Community Development's evaluation, Staff recommends that the Hearing Examiner recommend approval of Ellensburg Rezone Request P25-006: from I-H to C-C for the purpose of establishing a commercial indoor recreational climbing center on Parcel # 537833 – to be forwarded to the Ellensburg City Council.

Staff have no recommended conditions associated with approval of this request.

EXHIBITS:

- A.** Location Map
- B.** Current Zoning Map
- C.** Comprehensive Plan Future Land Use Map
- D.** Comprehensive Plan Future Land Use-Zoning Conversion Table
- E.** Affidavit of Publication, *Ellensburg Daily Record*
- F.** Posted Land Use Action Signs
- G.** Affidavit of Posted Land Use Action Signs
- H.** Affidavit of Mailed Notice with Buffer Map
- I.** Rezone Application and Narrative
- J.** Supplemental Narrative
- K.** Applicant's Project Site Plan
- L.** City of Ellensburg Public Works Comments



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

Land Use Permitting (509) 962-7231
comdev@ci.ellensburg.wa.us

Construction Permitting (509) 962-7239
permits@ci.ellensburg.wa.us

DATE: April 14, 2025

TO: Hearing Examiner Andrew Kottkamp

FROM: Mark Rud, Associate Planner

THRU: Dan Carlson, Community Development Director

FILE #: P25-006 – Fyall Site-Specific Rezone
RE: Correction to Transposition Error – Comprehensive Plan Consistency

Due to a transposition error, City of Ellensburg’s staff report to the Hearing Examiner contained errant findings:

Under report section IV.B.3, Comprehensive Plan Goal LU-1, Policy C text should be amended to read:

Support development of compact, livable, and walkable mixed use centers.

Staff regrets the error.



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

Land Use Permitting (509) 962-7231
comdev@ci.ellensburg.wa.us

Construction Permitting (509) 962-7239
permits@ci.ellensburg.wa.us

April 21, 2025

Notice of Hearing Examiner Recommendation and Closed Record Public Hearing for a Site-Specific Rezone P25-006, to rezone one parcel at 308 W 4th Ave from Heavy Industrial (I-H) to Central Commercial (C-C).

Dear Party of Record,

NOTICE IS HEREBY GIVEN that the City of Ellensburg Hearing Examiner has made a **recommendation of Approval** for City File # P25-006 on April 16, 2025, a request further described below. This recommendation is being forwarded to City Council for a final decision on the site-specific rezone request.

NOTICE IS FURTHER GIVEN that a **Closed Record Public Hearing** has been scheduled before the Ellensburg City Council during its regular meeting on **Monday, May 5, 2025, at 7:00 pm**, to consider Site-Specific Rezone Application P25-006. The meeting will be conducted in-person and remotely via Zoom.

You are being notified pursuant to Ellensburg City Code (ECC) 15.230.090(B)(3) and 15.230.060(B). **No new testimony will be considered by City Council, whose closed record public hearing shall be limited solely to the record established in the Hearing Examiner's open record predecision hearing.**

Hearing Zoom Link will be published in the May 5, 2025 City Council Meeting Agenda Packet prior to the meeting at <https://ellensburgwa.portal.civicclerk.com/event/1313/files>.

Project Description: The applicant seeks a site-specific rezone of parcel #537833 (7,200 square feet) from Heavy Industrial (I-H) to Central Commercial (C-C). Future plans include establishing an indoor recreational commercial climbing center in the existing structure. The rezone proposal, and change of use for an existing commercial building under 12,000 square feet, are categorically exempt from SEPA under Washington Administrative Code (WAC) 197-11-800(1)(iv),(6)(b),(c) and ECC 15.270.110(B)(3).

Project Information:

Date of Application: January 27, 2025

Mailed Notice of Application and Open Record Hearing: February 20, 2025

Open Record Hearing Date: April 14, 2025, 1:00pm

Hearing Examiner Predecision: April 16, 2025

CLOSED RECORD HEARING DATE: May 5, 2025, 7:00pm - City Hall (501 N Anderson St) & Zoom

Project Location: 308 W 4th Ave, southeast corner of N Kittitas St & W 4th Ave – Parcel # 537833

Materials and the Hearing Examiner's Recommendation are available on the City of Ellensburg Community Development Department webpage at: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

Staff Contact: Mark Rud, Associate Planner, (509) 962-7235, rudm@ci.ellensburg.wa.us



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Ordinance 4959 (2nd Reading) - Amending Ellensburg City Code Chapter 2.34- Parks & Recreation Rules and Regulations (Public Comment Opportunity)

Submitted by: Brad Case, Parks & Recreation Director

Department: Parks & Recreation

Suggested Motion/Action:
Move to conduct second reading and adoption of Ordinance 4959, amending Chapter 2.34 of the Ellensburg City Code.

Background/Summary:
Attached for second reading is Ordinance 4959 amending Chapter 2.34 of the Ellensburg City Code; specifically the rates and fees for programs at the Kittitas Valley Memorial Pool and Fitness Center (KVMP), park rental fees, athletic field use, and updating language in the alcohol policy for City facilities.

Previous Council Action:
City Council approved 4959 for first reading at its April 21, 2025 meeting. One of the goals and priorities identified by the Council during the 2025/26 biennial budget process was to increase revenues and reduce operational costs within the parks and recreation department, as well as identify a sustainable revenue source.

Analysis:
Staff are proposing the following changes to the Ellensburg City Code:

Section 2.34.240

- Adult Activity Center staff are proposing an increase to the hourly rental room fees. There are approximately 3-5 organizations that rent space at the AAC throughout the year. The current fees have been in place since at least 1986.
- Sports Activity Fees - staff are proposing an increase to the per team charge for youth and adult sports. The proposal is to increase the youth fees from \$20.00 per team to \$30.00 per team and the adult fees from \$50.00 per team to \$60.00 per team. Like the AAC rental fees, the sports fees have been in place since at least 1986.
- Picnic Shelter Rental Rates & Upper Carey Lake - staff recommend that the picnic shelter rental rates reflect a five-hour and all-day shelter rental. Rental rates are currently based on the number of attendees. The fee to use Upper Carey Lake for events increased from \$25.00 to \$100.00 for the day.

- **Tournament Fees & Maintenance Fees** - staff requests that these fees be removed from the city code and to be published annually by the parks and recreation director to include recovery of maintenance staffing to support tournaments. For many years, field prep and maintenance was the responsibility of park user groups and their volunteers. Under this system there were many inconsistencies in how the fields were maintained. There was uncertainty about what work the volunteers could do and what the city would do. It requires that the user groups have all their own field maintenance equipment and supplies, and it often leads to volunteer burn-out. Bringing this work under the umbrella of the city has resulted in higher-quality fields, the ability to host tournaments, and a much better working relationship between the user groups and the city.

Section 2.34.300

- **Alcohol Policy** - staff updated code language, replacing references to the Rotary Pavilion with Unity Park, increased the insurance requirements for events serving alcohol at the Adult Activity Center, and added cider as a permissible type of alcohol that can be served.

Since first reading, the staff have made the following edit; B. *Types of alcohol allowed*. Conditions of this policy allow for the serving of wine, cider, champagne and ~~bottled or canned~~ beer only. ~~Individuals may consume beer in a can; otherwise,~~ These types of alcohol may only be consumed from a plastic or paper cup or similar soft-sided container. Liquor; and drinks containing liquor ~~and beer kegs~~ are prohibited.

Section 2.38.040

- **Kittitas Valley Memorial Pool & Fitness Center Fees** – Staff recommends adjustments between 10%-30% to all the fee categories at the pool. The last Council discussion regarding fees took place in December 2017 when the Council decided to suspend the annual 5% fee increase at the pool. Since that time, the operating cost at the pool has increased by 42%. In 2024, 70% of the pool patrons used some form of a pass to gain admission to the pool. Under our current fee structure, the savings from using a pass versus paying the daily admission fee ranges between 24%-27%. Under the proposed fees, passholders still have a 14% savings compared to those paying the daily admission rate.

Since first reading staff have made the following edit; an Adult 10 punch out-of-city card should be \$71.20, not \$71.25 as presented in first reading; the charge for an Adult 3-month in-city pass should be \$654.80, not \$654.75.

Financial Impact:

The proposed changes would have a positive financial impact to the City. Using attendance numbers from 2024 and the proposed fees, pool revenue would increase over \$21,000 in 10 visit and 3-month passes alone.

Budget Adjustment: No

Attachments:

1. Second Reading Ordinance 4959 - Rec Fees

ORDINANCE NO. 4959

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO PARKS AND RECREATION FEES AND POLICIES, AMENDING SECTIONS 2.34.240, 2.34.300, AND 2.38.040, REPEALING SECTION 2.34.200, AND REPEALING CHAPTER 2.35 - RACQUET AND RECREATION CENTER RATES AND FEES OF THE ELLENSBURG CITY CODE.

WHEREAS, the City of Ellensburg (“City”) wishes to update the fee categories to reflect the current rates at City parks and the Kittitas Valley Memorial Pool & Fitness Center;

WHEREAS, the City wishes to update City Code to repeal City Code referencing the Racquet and Recreation Center;

WHEREAS, the City wishes to expand the use of sports fields by developing a tournament and maintenance fee schedule to support and encourage sports tourism activities;

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

Section 1. Section 2.34.240 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 4786, is hereby amended to read as follows:

2.34.240 Fees and charges.

A. Sports activity fees.			
	Daily class	Fee	Deposit
Organized sports activities using park facilities			
Youth team (18 and under)	A-B-C	\$20.00 <u>\$30.00</u> per team per season	
Adult team	A-B-C	\$50.00 <u>\$60.00</u> per team per season	
Baseball/softball	A-B-C	\$200.00/ tournament	\$100.00
Tournament field			

Over 10 teams (Youth and charitable purpose exempt from additional team cost) (Fee does not include infield maintenance)		\$20.00/each for each team over 10	
Upper Carey Lake		\$25.00 <u>\$100.00</u> per day	
Lighting per field	B-C	\$5.00	
Lighting whole complex	B-C	\$8.00 per hour	
<u>The parks and recreation director shall annually publish a schedule of tournament and maintenance rates and fees for sports fields.</u>			
B. Picnic shelter rental rates. Park picnic shelters. Permittee shall have exclusive use of immediate pavilion area, tables and barbeque grill(s) only. Other areas of the park remain open to the public (four hour maximum).			
Number of People	Duration of Rental	Rates	
1—50	4- <u>5</u> -hour block	\$31.50 <u>\$50.00</u>	
51—100	4-hour block <u>Full Day Rental</u>	\$42.00 <u>\$100.00</u>	
101—200	4-hour block	\$63.00	
201+	4-hour block	\$78.75	
C. Parks grounds fees. Fees shall be charged for renting unsheltered portions of city parks for private functions and shall be charged at the same rates as set forth for picnic shelter rental rates.			

D. Adult Activity Center fees.

Classifications:

A. City-sponsored senior activities or free, broad-based community events with wide interest and involvement, e.g. a public forum, nonprofit community festival.

B. Public programs, meetings, educational, recreational, and cultural programs; activities of nonprofit groups, organizations, local government agencies, and nonsponsored senior activities.

C. Private noncommercial events; state and federal government uses; group activities of commercial entities not selling a product or service.

D. Convention and trade show activities; activities of commercial entities selling a product or service on a one-time or occasional basis.

Hourly rates (all rentals include the use of bathroom and lobby):

	A	B	C	D
Ballroom	NC	\$10.00 <u>\$15.00</u>	\$15.00 <u>20.00</u>	\$25.00 <u>30.00</u>
Conference room	NC	\$3.00 <u>5.00</u>	\$6.00 <u>8.00</u>	\$9.00 <u>11.00</u>
Kitchen	NC	\$3.00 <u>5.00</u>	\$6.00 <u>8.00</u>	\$9.00 <u>11.00</u>

Classification B senior activities will be charged at the rate of \$10.00 per day.

E. Parks vending and concession fees.	A-B-C	\$15.00 per day
F. West Ellensburg Park concession and storage facility fees.	A-B-C	\$5.00 per game or \$15.00 per day

G. The parks and recreation director shall annually publish any changes to the rates and fees identified in this section.

H. All vendors shall have a city business license and a state of Washington tax identification number or show proof that an exemption has been granted for each and comply with all state and county regulations.

(Ord. 4786 § 1, 2017; Ord. 4435 § 1, 2006; Ord. 3904 § 1, 1994; Ord. 3614 § 1, 1988; Ord. 3585 § 1, 1987; Ord. 3496 § 2, 1985; Ord. 3477 § 1, 1985; Ord. 3439 § 1, 1984; Ord. 3391 § 6, 1983)

Section 2. Section 2.34.300 of the Ellensburg City Code, as last amended by Section 5 of Ordinance 4795, is hereby amended to read as follows:

2.34.300 Alcohol policy for city facilities.

A. *Private parties or groups.* Subject to the prior approval of the Ellensburg city council, private parties or groups may be authorized to serve and/or consume alcohol at the city facilities identified in this section.

B. *Types of alcohol allowed.* Conditions of this policy allow for the serving of wine, cider, champagne and ~~bottled or canned~~ beer only. ~~Individuals may consume beer in a can; otherwise,~~ These types of alcohol may only be consumed from a plastic or paper cup or similar soft-sided container. Liquor, and drinks containing liquor ~~and beer kegs~~ are prohibited.

C. *Locations.*

1. *Adult Activity Center.* The service and consumption of alcohol may be allowed at the Adult Activity Center subject to the requirements of this chapter. Alcohol is only allowed in areas of the center designated by the parks and recreation director. Alcohol is not allowed outside of the center.
2. ~~Rotary Pavilion~~ *Unity Park.* The service and consumption of alcohol may be allowed at ~~Rotary Pavilion~~ Unity Park for permitted special events subject to the requirements of chapter 6.64 ECC, including city council approval. The restrictions of subsections (B), (D) and (E) of this section do not apply to special events issued a permit pursuant to chapter 6.64 ECC.

D. *Approval procedure.* Parties or groups wishing to serve alcohol at the Adult Activity Center must:

1. Fill out the appropriate city of Ellensburg facility use permit form. Forms are available at the administrative offices for the parks and recreation department. This form requires information including, but not limited to, the name of the private party or group sponsoring the event (the "applicant"), the number of people expected to attend the event, the date, time and location of the event, and the type or types of alcohol proposed to be served. This form shall contain a requirement that the applicant shall indemnify, defend and hold the city of

Ellensburg, its officials, officers and employees harmless from and against any and all claims, damages, losses, demands, actions, causes of action or liabilities of any nature or kind whatsoever (including reasonable attorneys' fees) arising out of the applicant's, and applicant's invitees', use of the facility, including the service and consumption of alcohol. Applicants must complete and submit a facility use permit form at least six weeks prior to the scheduled date of the event.

2. The request will then be forwarded to the city council for consideration of approval. If approved, city staff will issue a letter in reply giving permission for the applicant to obtain a banquet permit or special event permit from the Washington State Liquor and Cannabis Board for the event. This letter will be sent to the applicant or applicant's representative.
3. The applicant must provide staff with a copy of a valid banquet permit or special event permit issued by the Washington State Liquor and Cannabis Board for the event and display the permit for the duration of the event. The applicant's failure or inability to obtain the necessary permit from the liquor and cannabis board shall preclude the service and/or consumption of alcohol at the event, and the city shall bear no responsibility for the applicant's failure or inability to obtain such permit(s).
4. At least seven days prior to the event, the applicant shall purchase:
 - a. A general liability policy of no less than \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate; and
 - b. A liquor liability policy of no less than ~~\$1,000,000.00~~ \$5,000,000.00 per occurrence, ~~\$1,500,000.00 general aggregate~~, and shall furnish the city by such time a certificate of insurance for each such policy, showing "The City of Ellensburg" as an additional named insured.

Both policies shall be occurrence-based and must provide, or be endorsed to provide, that the applicant's insurance coverage shall be the primary insurance. Any insurance, self-insurance, or insurance pool coverage maintained by the city of Ellensburg will be excess of the applicant's insurance and shall not contribute to it. The two insurance policies and terms thereof shall be subject to review and approval by the city attorney.

E. *Additional requirements.*

1. *Security.* The applicant shall provide adequate security for the event, consisting of either off-duty police personnel, a licensed private security company or a combination thereof. All arrangements for security, including the nature and

extent of the security to be provided, are subject to the prior approval of the city and shall be dependent upon the nature, attendance, time and duration of the event.

2. *No advertising permitted.* The applicant shall not advertise to the general public any alcoholic beverage in conjunction with the event.
3. *Training required.* Prior to the event, volunteers or staff for the event will be required to attend a training session run by the liquor and cannabis board on ID checks and overservice.
4. *Presence of minors.* Applicants must ensure that if minors are by law authorized to be present at the event, that they do not possess or consume alcohol.
5. *No overservice allowed.* Applicants must take all necessary measures to control the amount of alcohol consumed by each individual to prevent them becoming a public nuisance or hazard to themselves or others.
6. *License to be posted.* The applicant shall post the event's approved liquor license(s) in a conspicuous location for the duration of the event.
7. *Violations.* Serving or consuming alcohol without proper approval or in violation of any of the rules or requirements of this section or those of the Washington State Liquor and Cannabis Board will result in appropriate law enforcement action by police and/or the Washington State Liquor and Cannabis Board, immediate shut down of the event, forfeiture of any damage deposit and/or facility use fees, and liability for any damages in excess of such deposit and fees. Further, any such violation may result in the applicant's loss of eligibility to serve alcohol at the Adult Activity Center in the future.
8. *Compliance with laws.* The authorization to serve and/or consume alcohol under this section shall in no way relieve the applicant from the obligation to secure any other applicable license, permit or approval required by city ordinance, local, state or federal law, rule or regulation; and the applicant shall at all times comply with all applicable city ordinances and local, state and federal laws, rules and regulations, as well as with all applicable parks and recreation department facility use requirements and other department rules, regulations and requirements pertaining to applicant's use of the Adult Activity Center.
9. *Parks and recreation director's authority.* The parks and recreation director is hereby authorized to promulgate any and all rules, regulations and requirements necessary to implement the provisions of this section and not inconsistent herewith.

F. *Intent.* The provisions of this section are intended for the protection of the public in general and are not intended to create any duty to individuals or to any particular class of individuals. These provisions are not for the protection of any person or class of persons.

(Ord. 4795 § 5, 2018; Ord. 4515 § 1, 2008)

Section 3. Section 2.38.040 of the Ellensburg City Code, as last amended by Section 3 of Ordinance 4786, is hereby amended to read as follows:

2.38.040 Rates and fees.

The schedule of rates and fees is hereby adopted as hereinafter set forth:

Kittitas Valley Memorial Swimming Pool Rates and Fees

	Admission		10-visit pass		Annual pass		Quarterly pass (3-month)	
	City	Out-of-city	City	Out-of-city	City	Out-of-city	City	Out-of-city
Senior citizen (60 or over)	\$3.00	\$3.60	\$21.90	\$27.40	\$251.75	\$314.10	\$66.25	\$82.70
	<u>\$3.30</u>	<u>\$4.00</u>	<u>\$28.50</u>	<u>\$35.60</u>	<u>\$327.40</u>	<u>\$408.50</u>	<u>\$86.15</u>	<u>\$107.50</u>
Veteran	\$3.00	\$3.60	\$21.90	\$27.40	\$251.75	\$314.10	\$66.25	\$82.70
	<u>\$3.30</u>	<u>\$4.00</u>	<u>\$28.50</u>	<u>\$35.60</u>	<u>\$327.40</u>	<u>\$408.50</u>	<u>\$86.15</u>	<u>\$107.50</u>
Youth (17 and under)	\$3.00	\$3.60	\$21.90	\$27.40	\$251.75	\$314.10	\$66.25	\$82.70
	<u>\$3.30</u>	<u>\$4.00</u>	<u>\$28.50</u>	<u>\$35.60</u>	<u>\$327.40</u>	<u>\$408.50</u>	<u>\$86.15</u>	<u>\$107.50</u>
Adult	\$6.00	\$7.20	\$43.80	\$54.80	\$503.50	\$628.20	\$132.50	\$165.40
	<u>\$6.60</u>	<u>\$8.00</u>	<u>\$57.00</u>	<u>\$71.20</u>	<u>\$654.80</u>	<u>\$817.00</u>	<u>\$172.30</u>	<u>\$215.00</u>
Family	<u>\$9.75</u>	<u>\$12.60</u>			\$881.60	\$1,006.95	\$232.05	\$265.00
					<u>\$1146.50</u>	<u>\$1,309.10</u>	<u>\$301.70</u>	<u>\$344.50</u>

Hours available for reduced admission fees:	City	Out-of-city
Friday after-school swim	\$0.25 <u>\$1.00</u>	\$0.35 <u>\$1.00</u>
Family swim	\$6.50	\$8.40
Adult half-price swim	\$3.00	\$3.60

Rate for swim lessons:	City	Out-of-city
Per half-hour lesson	\$4.40 <u>\$5.30</u>	\$5.80 <u>\$6.95</u>

Rate for after hours/nonscheduled hours pool rental:		
Private use	\$126.75 <u>\$177.45</u> /hour with 2 guards \$15.75/hour for each additional guard required	
Educational use	Groups of less than 15 persons using pool during nonpublic hours:	
	City	Out-of-City
	\$3.00	\$3.60 youth
	\$6.00	\$7.20 adult
School district use	\$76.80/hour <u>\$126.75/hour</u> \$92.55/hour (with guard)	
Special contract	City may enter into a contract with large user groups for a reduced fee or no fee with city council approval	

(Ord. 4786 § 3, 2017; Ord. 4485 § 2, 2007; Ord. 4278, 2001; Ord. 4069 § 1, 1996; Ord. 3903 § 1, 1994; Ord. 3854 § 1, 1993; Ord. 3720 § 1, 1991; Ord. 3687 § 1, 1990; Ord. 3580 § 1, 1987; Ord. 3518 § 1, 1985; Ord. 3417 § 1, 1983)

Section 4. Section 2.34.200 of the Ellensburg City Code, as last amended by Section 5 of Ordinance 3391, is hereby repealed in its entirety:

Section 5. Chapter 2.35 of the Ellensburg City Code, as last amended by Section 2 of Ordinance 4786, is hereby repealed in its entirety:

Section 6. 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 7. 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 8. 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 May 2025.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4959 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4959 was published as required by law.

BETH LEADER



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Resolution 2025-09 - Adopt Artificial Intelligence (AI) Use Policy (Public Comment Opportunity)
Submitted by: Jim Goeben, IT Director
Department: Information Technology

Suggested Motion/Action:
Move to adopt Resolution 2025-09 - Artificial Intelligence (AI) Use Policy.

Background/Summary:
The use of generative AI is becoming more and more popular. It has the potential to enhance public services, improve productivity and efficiency, and drive innovation. It also comes with certain risks, such as data leakage, bias, and incorrect information. A use policy is needed to advise staff and help reduce risk.

Previous Council Action:
None.

Analysis:
To help ensure confidential information is not unintentionally released, staff recommends limiting the use of GenAI to the GovAI platform. GovAI is an AI solution provider built on the OpenAI platform, specifically for government agencies, to reduce the risk of confidential information exposure by identifying and concealing it before it is exposed to the OpenAI engine. Enterprise licensing includes user management, usage reporting, and the creation of city specific assistants and libraries of city documents for use by the platform. AI technology is rapidly changing and will require ongoing review and policy updating.

Financial Impact:
GovAI Enterprise licensing is \$16,230 per year.

Budget Adjustment: No

Attachments:
1. AI Policy R 2025-09

RESOLUTION NO. 2025-09

A RESOLUTION of the City Council of the City of Ellensburg adopting an artificial intelligence policy.

WHEREAS, artificial intelligence technology has the potential to enhance public services, improve productivity and efficiency, and drive innovation; and

WHEREAS, artificial intelligence technology is experiencing rapid growth and development, as a stand-alone application and integrated into other applications; and

WHEREAS, artificial intelligence technology has inherent risks associated with data leakage and privacy, bias, and generation of false statements; and

WHEREAS, the City Manager and department heads have reviewed the draft policy and recommended the City Council of the City of Ellensburg adopt the Artificial Intelligence (AI) Use Policy.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. The City Council hereby adopts the Artificial Intelligence Use Policy attached hereto.

Section 2. The City Council hereby authorizes the City Manager, or their designee, to make appropriate updates to the policy as the technology changes and additional risks are identified.

Section 3. This resolution and policy shall take effect immediately.

ADOPTED by the City of Ellensburg City Council this 5th day of May 2025.

Mayor

Attest: _____
City Clerk



Artificial Intelligence (AI) Use Policy

Effective Date: May 5, 2025

Supersedes: N/A

Authorized by: City Council, May 5, 2025

Purpose

The purpose of this policy is to encourage purposeful and responsible use of generative artificial intelligence (GenAI) to enhance public services, improve efficiency, and drive innovation, while ensuring it is deployed in a fair, transparent, and accountable manner and does not improperly advantage or disadvantage city residents. Although GenAI systems have the potential to transform business processes, changing how city employees perform their work and ultimately improving government efficiency, the potential policy impacts and risks to the city are still not fully understood. This policy will be reviewed annually and adjusted as technology and legal requirements change.

Scope

This policy applies to all city departments, agencies, and entities involved in the development, procurement, deployment, or use of AI technologies. It also covers any third-party contractors or vendors that work with the city.

Definitions

Artificial Intelligence (AI)

Computer systems that simulate human intelligence processes such as learning, reasoning, and creating.

Embedded AI

GenAI that is built into software as a feature. Examples of embedded AI include HVAC systems, smart speakers, Microsoft Teams' transcription, and Google's search results.

Employees

City employees includes all council, commission, board, and committee members.

Generative Artificial Intelligence (GenAI)

A technology that can create text, images, audio, or video in response to user prompts. GenAI systems learn patterns and relationships from massive amounts of data, which enables them to generate new content that may be similar, but not identical, to the underlying training data. Popular GenAI systems include OpenAI's ChatGPT, Google's Bard, and Microsoft's Copilot.

Policy

The use of embedded AI technology does not require permission; however, all aspects of this policy apply to the use of such capabilities.

If an application or software already in official use by city personnel incorporates AI capabilities, such as Microsoft Word, no additional approval is required; however, all aspects of this policy apply to the use of such capabilities.

Acquisition

GovAI is the city's authorized GenAI tool. The use or acquisition of all other AI and GenAI tools for city business, including free-to-use or software-as-a-service, must be preapproved by the IT Director.

Use

City employees may use GovAI in accordance with this policy. Contact IT at help@ellensburgwa.gov for access to GovAI.

Data privacy

Employees must not upload sensitive, confidential, regulated, or personally identifiable data to a GenAI system. This includes data related to customers, employees, or city partners.

Enhance human creativity

Employees must not use GenAI systems and tools as a substitute for their unique skills, insights, and decision-making abilities. Employees must evaluate the quality, authorship, and relevance of the information provided by AI and use their expertise and judgment to make informed decisions that meet the city's social, security, and data protection standards.

Content review

Employees must review, fact-check, and revise output from a GenAI system. Generated text might be inaccurate, outdated, or simply made up. Employees are responsible for any material created with AI support.

Reduce bias and discrimination

Employees must carefully review AI-generated content to ensure it is fair, unbiased, and free from discrimination. AI systems can reflect the cultural, economic, and social biases of its source materials, and the algorithms used to parse and process that content can also be a source of bias.

Intellectual property

Employees must ensure the city publishes no copyrighted or trademarked material without proper attribution or obtaining appropriate rights or licenses. Content produced by generative AI systems might include copyrighted or trademarked material.

Transparency

Audiences should know when AI produces content in whole or in part. All images, videos, text, or other data created by GenAI that is used substantively in a final work product must be attributed to the relevant AI system. Employees should also consider including information about how the material was reviewed and edited and by whom. Example: “This description was generated by GovAI and edited by [your name].”

Right to privacy

There is no right to privacy in the use of city technology resources. By using the city’s technology resources (computer, email, etc.) to interact with GenAI technology, an employee understands the city may monitor, record, and review the use of that technology at any time.

Public Records

All records generated, used, or stored in GenAI technology for city business are public records and subject to public disclosure. Prompts entered into GenAI are not considered a public record and do not need to be retained. In alignment with public records retention schedules, most draft materials do not need to be retained and can be deleted except when a record is publicly cited by an agency in connection with any agency action. Each user of GenAI technology is responsible for maintaining and retrieving such records. The department’s designated records administrator and/or City Clerk can be a resource to provide further guidance.

Acceptable Use

The city encourages responsible use and experimentation with GenAI. Examples of how it may be used to create DRAFT materials include:

Writing documents

Prompt: Write a memo to the city manager about the potential benefits of the use of generative AI in city government.

Prompt: Write a job description for a help desk specialist of a medium sized city.

Summarize in clear language

Prompt: Write a version of the Declaration of Independence of the United States for a person in elementary school.

Translation

Prompt: Translate [your document] into Spanish and French.

Note: official city documents must be reviewed by a qualified interpreter to ensure accuracy.

Be creative

Prompt: Write a jingle to encourage patrons to visit the Ellensburg library.

Enforcement

Violation of the city's AI policy may result in progressive discipline (including possible termination) and/or criminal investigation in accordance with city policies and applicable laws.



Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Ellensburg Creative District Wayfinding Plan (Public Comment Opportunity)
Submitted by: Kelle Vandenberg, Arts & Economic Development Manager
Department: City Manager

Suggested Motion/Action:

Move to approve the Ellensburg Creative District Wayfinding Plan as presented and authorize staff to procure and implement the creative district wayfinding signage as outlined in the plan.

Background/Summary:

In February 2024, the City of Ellensburg received creative district certification from ArtsWA, becoming the 17th Creative District in Washington State. Of those districts, Ellensburg is the only district in the state that includes a university campus and is only the second in the nation. A Creative District is a geographically defined area of arts and cultural economic activity within a community and is utilized as an economic development tool to drive the growth of the creative sector and increase opportunities. As part of the work to develop the Ellensburg Creative District (ECD), establishing district-defining wayfinding signage was a priority identified by the ECD Steering Committee.

Previous Council Action:

At the April 15, 2024, City Council meeting, staff presented an Ellensburg Creative District report that included district wayfinding signage as part of the Scope of Work. There was no Council action taken at that time.

Analysis:

Wayfinding signage is essential to defining and establishing the Ellensburg Creative District (ECD). It will serve as a visual connector to guide tourism and promote the ECD for visitors and community members alike to the activities within both quadrants of the district. The proposed plan will cover I-90 highway signage, ECD parameter-specific signage, and future plans for an artistic installation at the intersection of University and Wildcat Way, the nexus of the creative district quadrants.

Financial Impact:

There is no financial impact. The Wayfinding Signage Plan Phase I is funded through previously secured grants which were included in the 2025-2026 adopted Biennial Budget.

Budget Adjustment: No

Attachments:

1. Ellensburg Creative District Wayfinding Designation



Ellensburg Creative District Wayfinding Plan

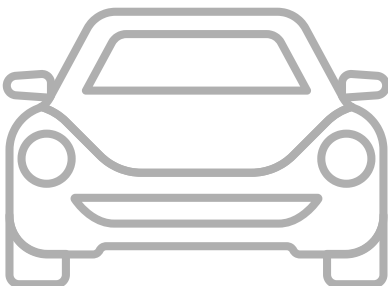


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Ellensburg CREATIVE DISTRICT

Introduction

In February 2024, the City of Ellensburg received creative district certification from **ArtsWA**, becoming the 17th Creative District in Washington State. Of those districts, Ellensburg is the only district in the state that includes a university campus and is only the second in the nation.



A Creative District is a specifically designated geographic zone that concentrates arts, culture, and creative economic activities within a community. It functions as a strategically effective tool to stimulate economic development and growth of the regional economy.

The Ellensburg Creative District (ECD) is governed by the Ellensburg City Council with the Ellensburg Arts Commission as the advisory entity. The City of Ellensburg has dedicated staff to oversee the day-to-day Creative District administration. Additionally, the Ellensburg Arts and Cultural Alliance is a local nonprofit of community stakeholders committed to the continued development of the Ellensburg Creative District.

Wayfinding Signage is essential to defining and establishing the Ellensburg Creative District. It will serve as a visual connector to both quadrants of the district and guide visitors and community members to artistic activities, venues, and public art.

District Partners

The following organizations are committed to the Ellensburg Creative District and have dedicated resources toward the successful development of district goals and activities:

- Laughing Horse Arts Foundation (1)
- Gallery One (1)
- Valley Theatre Company (2)
- Ellensburg Downtown Association (4)
- Ellensburg School District (1)
- Kittitas County Chamber of Commerce (3)
- Ellensburg Music Festival (1)
- Central Washington University (8)
- Ellensburg Arts Commission (3)
- City of Ellensburg (2+)

All these organizations have committed resources to expand the economic opportunities of the creative sector and are part of the Ellensburg Arts & Cultural Alliance, contributing over 25 individuals time and expertise.

Wayfinding Signage Steering Committee

Alex Eyre

Ellensburg Arts Commission, Chair
Ellensburg Arts & Cultural Alliance, Board Member

Alexis Andrews

Executive Project and Event Manager, Office of the President
Central Washington University

Delano Palmer

Director, Capital Planning & Projects,
Central Washington University
City Council Member

Derek Mayo

City Engineer, City of Ellensburg

Janie Zencak

Assistant Director, I4IE
Central Washington University
Ellensburg Arts & Cultural Alliance, Board Member

Matt Anderson

Director of Business Development-Tourism Industry
Kittitas County Chamber of Commerce
Ellensburg Arts & Cultural Alliance, Board Member

Steve Reid

Co-Chair Economic Vitality, Ellensburg Downtown Association
Parking Committee Member, City of Ellensburg

Vaile Boleyn

Executive Assistant University Relations
Central Washington University

Jeffrey Snedeker, DMA

Professor of Horn, Music History
Central Washington University
Ellensburg Arts Commissioner



The Brand

The ECD Steering Committee, spent several months from RFP to final design developing the Ellensburg Creative District logo.

The final design speaks to the strength of the community, utilizing the iconic bricks of Ellensburg, honors legacy artist, Dick Elliot's pattern work throughout the downtown sidewalks, and recognizes both quadrants of the creative district, sharing space as one.

The texture of the bricks and the font represent the spirit and grit of the people in the community, while the colors celebrate the vibrancy of life through art.



Accepted Logo Variations | Fonts | Colors



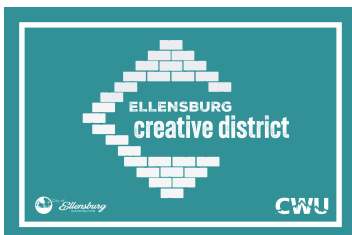
Gray scale to black



Black only logo



White only logo



Partial logo open
full color/white/black/gray

Fonts:

H1/H2: Nexa
Body: Open Sans

Logo Fonts:

Nexa Rust Sans Black 2
Veneer Regular

Colors:

	Orange HEX: e25d26 RGB: 226, 93, 38 CMYK: 0%, 59%, 83%, 11%
	Light Orange HEX: f89623 RGB: 248, 150, 35 CMYK: 0%, 40%, 86%, 3%
	Lime Green HEX: cbcc2c RGB: 203, 204, 44 CMYK: 0%, 0%, 78%, 20%
	Teal HEX: 1a9096 RGB: 26, 144, 50 CMYK: 83%, 4%, 0%, 41%
	Dark Teal HEX: 1e5260 RGB: 30, 82, 96 CMYK: 69%, 15%, 0%, 62%

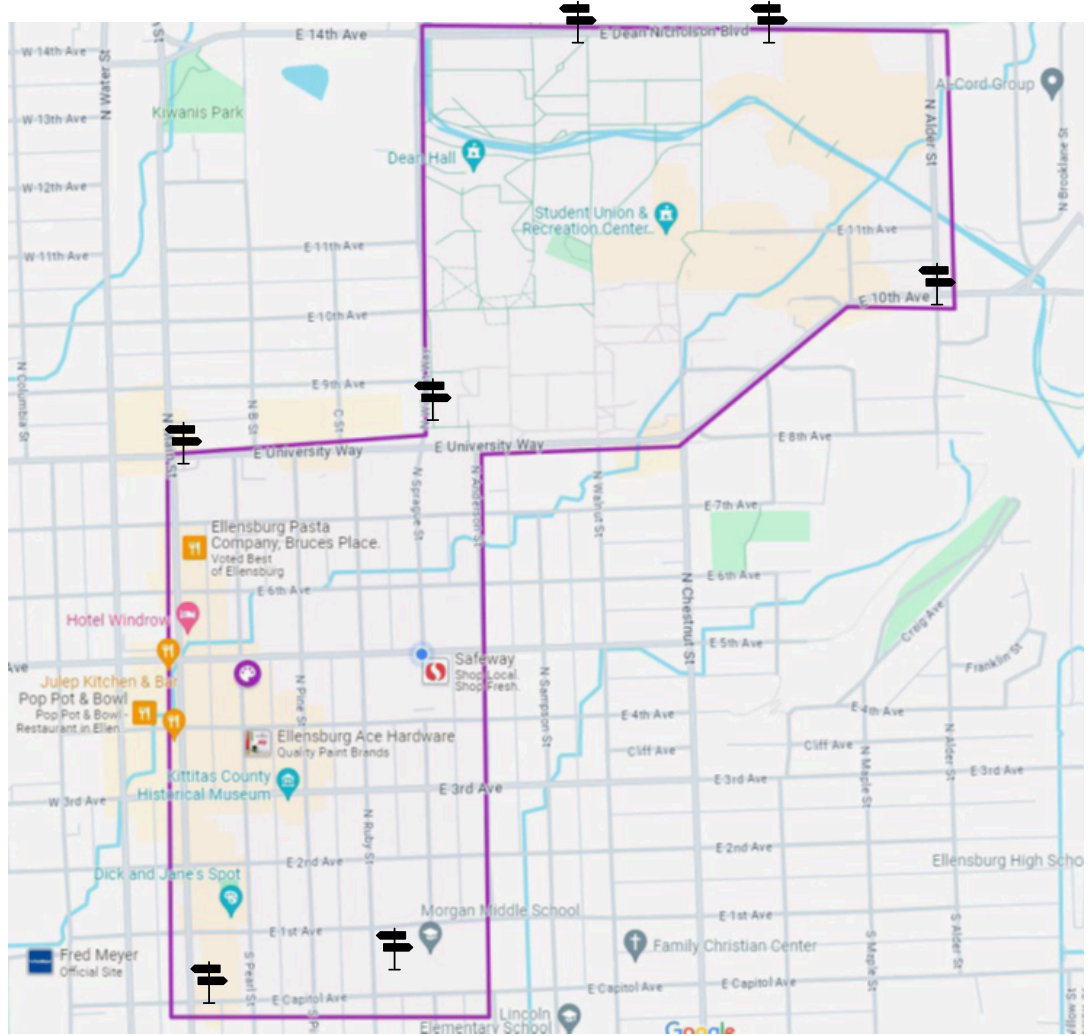
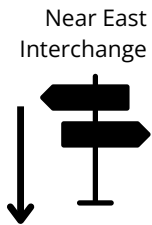
Defining District Parameters

In April of 2024, we met with community members, city staff, Alliance members, economic development professionals, CWU key faculty & staff, and Arts Commissioners to recruit for the Ellensburg Creative District Wayfinding Steering Team.

We set up standing monthly meetings to complete and keep the work focused and on track.

April 2024:	Presented Y2 Ellensburg Creative District Scope of Work to City Council. Wayfinding signage was included in that work plan.
May 2024:	Outlined tentative Phase I, II, and III Wayfinding Plan with team. Worked with team to establish parameter maps for sign placement.
June 2024:	Applied and secured Tourism Small Capital Funding for \$5,000
June-August 2024:	Met and toured other Creative Districts in the state to review wayfinding options.
September/Oct. 2024:	Redefined Phase I & II to suit current needs. Shifted focus to parameter only and highway signs. Move more artistic wayfinding installations to Phase II and/or Phase III. Secured \$5,000 from ArtsWA for wayfinding. Reviewed/Finalized parameter mapping, right of way, and established estimated costs.
Nov./Dec. 2024:	Creative District logo is finalized. Design phase for ECD wayfinding signs begins
January-Feb. 2025:	ECD wayfinding sign design by committee... Established final number of signs. Established locations of signs, utilizing existing light poles.
March 2025:	ECD wayfinding sign design by committee...finalized.
April 2025:	ECD Highway I-90 wayfinding signs confirmed.
May 2025:	City Council review.
May-July 2025:	Installation.

Defining the Parameters



Sign Locations

Note: Cost includes sign, materials, design, labor, installation

Location	Size	Number of Signs	Estimated Costs	Pole Location
Near East Interchange	12 x 18"	1	\$500.00	New Telespar signpost
Near West Interchange	36 x 24"	1	\$315.00	West side of traffic, near RC intersection
Capitol Ave. and Ruby St.	36 x 24"	1	\$315.00	North side of intersection of Ruby/Capitol
Main Street & Capitol St.	36 x 24"	1	\$315.00	S. of Capitol driving North
University Way & Main Street	36 x 24"	1	\$315.00	E. side light pole
University Way & Wildcat Way	36 x 24"	2	\$631.00	Pole near Buttons Hall (dual side)
University Way & Alder St.	36 x 24"	1	\$315.00	Rodeo Side of U-Way
Nicholson Blvd.	12 x 18"	4	\$1,000.00	Existing U-channel poles in median
		12	\$3,708.50	Total:

Ellensburg Creative District

Wayfinding Signs: Variations

District signs outside of designation area:

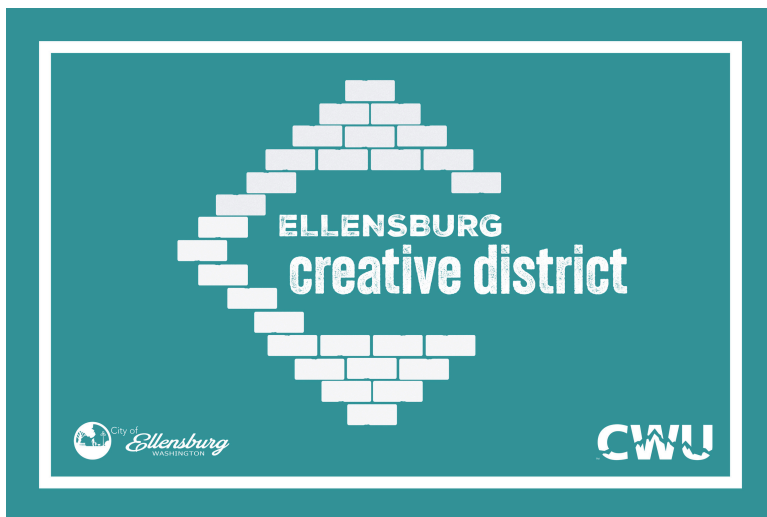


36 x 24"



12 x 18"

District signs inside of designation area:



36 x 24"



12 x 18"

Highway Signage

WSDOT/ARTSWA

Washington Creative District Highway sign designation is recognized throughout the state. It signifies a community that offers great food, a beautiful downtown, and the option to explore and discover the something unexpected.

Ellensburg Creative District will have **four** Washington Creative District Ahead signs. Two signs located on I-90 approaching both the East and West interchange, and two smaller signs at each of the corresponding off-ramps heading into Ellensburg.



Eastbound I-90, approx. Milepost 109.06 New full-size sign



WB ramp: Placed based on availability of space.



EB ramp: May need to revise existing signage.



Westbound I-90, approx. Milepost 109.97 as a panel under the CWU sign.



For WB I-90, the Central Washington University sign will be extended (raised) allowing for wide longer sign to go beneath and complement existing sign.

The example will be what the existing sign will look like. This will be an add-on sign.

Estimated Costs:

Cost varies based on sign size and existing messaging.

- \$2,500-\$7,000 per sign.
- WSDOT pays 75% of total cost.
- ArtsWA will contribute up to \$7,500.00 to remaining balance.
(This is extended to Ellensburg and Coupeville only)
- Cost estimate:
 - 2 signs @ \$7,000.00
 - 2 signs @ \$5,000.00
 - \$24,000.00 - 75% (WSDOT) = \$6,000.00 remaining
 - \$7,500.00 (ArtsWA) - \$6,000.00 = \$1,500.00 buffer
- Any remaining balance is funded from secured grant.
- WSDOT will send a quote for the signs by second week of May.

Next Steps:

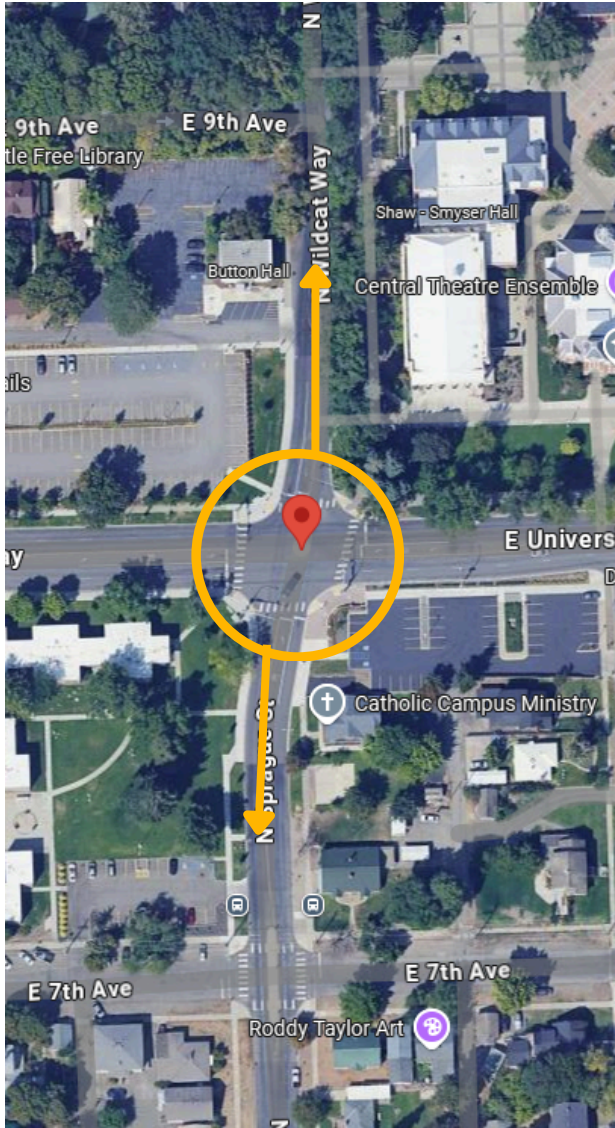
I-90 Signs

1. Review quote/contract from WSDOT with legal & City Manager (2nd week of May).
2. Work with ArtsWA and WSDOT to finalize process for installation.
3. Establish installation timeline.

District Parameter Wayfinding Signs

1. Work with City staff to get finalized art to sign manufacturer for fabrication.
2. Establish installation timeline.
3. City staff will install at designated locations/light poles.

Future Phases: Creating Artistic Connections & Pathways



Phase II: Artistic Nexus

Target: 2026-2027

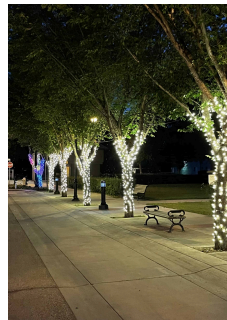
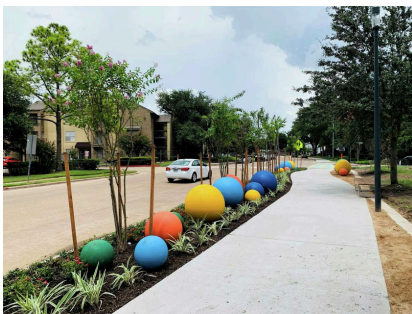
The next phase for Ellensburg Creative District wayfinding under discussion, is to raise visibility for the connecting intersection of the two quadrants. Ideas being explored:

1. Commission an artistic piece that is placed in prominent corner of the district nexus at the intersection of University Way and Wildcat Way.
2. Wrap the traffic signal cabinet at the intersection. *(This would require future council action.)*

Phase III: Community Connector Pathway to Place

Target: 2027-2030

In addition to featuring the district nexus intersection, the plan is to artistically enhance the connecting pathways to encourage pedestrian exploration in either direction. This would be part of a larger beautification plan in the future.





Meeting Date: May 5, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Preliminary First Quarter 2025 Financial Status and Investment Reports (Public Comment Opportunity)
Submitted by: Jerica Pascoe, Finance Director
Department: Finance

Suggested Motion/Action:

Move to accept the Preliminary First Quarter 2025 Financial Status and Investment Reports as presented.

Background/Summary:

Attached are the First Quarter 2025 Financial Status and Investment Reports for the period ending March 31, 2025. The First Quarter 2025 Financial Status report represents General Fund status, Governmental fund type tax revenues, and citywide revenues and expenditures. The City's Financial Management Policy provides that Council will receive updated information relating to the City's Financial Reports on a quarterly basis.

Previous Council Action:

The First Quarter 2025 Financial Status and Investment Reports were presented to the Finance Committee at the April 23, 2025 meeting.

Analysis:

Key items – 2025 First Quarter:

- General Fund revenues are projected to come in slightly above budget whereas expenditures are projected to come in below budget (Table 1, Page 1)
- Revenue remitted from State of Washington Sales Tax Activity was up **22%** above 1st quarter 2024 (Table 2, Page 2)
 - City Assistance was up 61%
 - Hotel/Motel Lodging was **down** 52%
 - Local Criminal Justice was up 13%
 - Marijuana Excise Tax was **down** 18%
 - Motor Vehicle Fuel Tax (MVFT) was **down** 14%
- Year-End tax revenue - projected to be 9.41% above budget. (Table 3, Page 3)
 - Sales tax revenue is projected to be 12.24% above budget. (Table 3, Page 3)
 - Local Criminal Justice .1% – \$51,651 or 6.9% above budget (Table 4, Page 4)
 - Retail Sales for Public Transit .2% - \$229,193 or 15.6% above budget
 - Retail Sales for Public Safety .3% - \$105,747 or 5.4% above budget
 - Regular Retail Sales .85% – 883,519 or 13.9% above budget
 - Retail Sales for Housing .1% – \$115,400 or 15.7% above budget

- Retail Sales for Housing (State Credit) - \$2,311 or 3.2% above budget
- B&O Tax revenue is projected - 9.10% above budget (Table 3, Page 3)
- Other Tax revenue is projected - 12.55% above budget (Table 3, Page 3)
- Property Tax revenue is projected - .19% **below** budget (Table 3, Page 3)
- January through March 2025 sales tax receipts were 35.94% higher than January through March 2024 receipts (Table 5, Page 5)
- Utility tax revenues were 8.39% lower than 1st quarter 2024. (Table 6, Page 6)
- General Fund *not including managerial funds* (Table 7, Page 7)
 - Revenues - projected to be \$596 thousand above budget
 - Expenditures - projected to be \$2.15 million **below** budget
- The total excess revenues over expenditures for all funds through the 1st quarter was \$6.2 million, of which \$987 thousand of the excess is from the enterprise and internal service funds, in which rates are set to provide for replacement and capital projects. The General Fund (including managerial funds) saw a net **loss** of \$79 thousand. (Table 9, Page 9)
- The City had \$89,323,680.15 in excess cash invested as of 03/31/2025.(Investment report, page 1)

These are first quarter reports and do not reflect all activities.

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. Q1 2025 Financial Status Report
2. Q1 2025 Investment Report

City of Ellensburg Washington



Quarterly Financial Status Report

For the Quarter Ending March 31, 2025

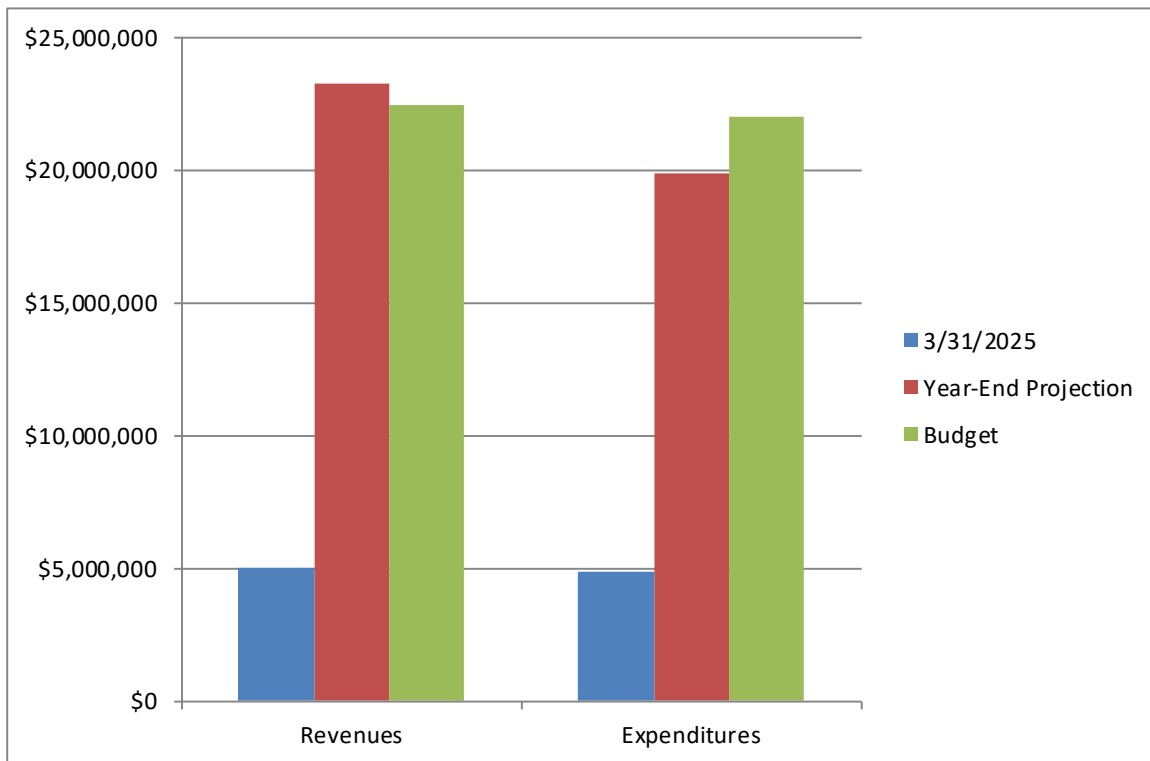
PRELIMINARY

AS OF 04/04/2025

General Fund

The Governmental Funds' major funding sources include Property Tax, Sales Tax, Utility Taxes, Licenses & Permit Fees, Intergovernmental Revenue, and Charges for Services. Sales Tax is the largest tax revenue source for the City at approximately 56%, followed by B&O Tax at 19%, Property Tax at 18%, and Other Taxes at 7% of the budgeted City tax revenue. Tax revenue is approximately 18% of the total City revenues budgeted in 2025.

Table 1



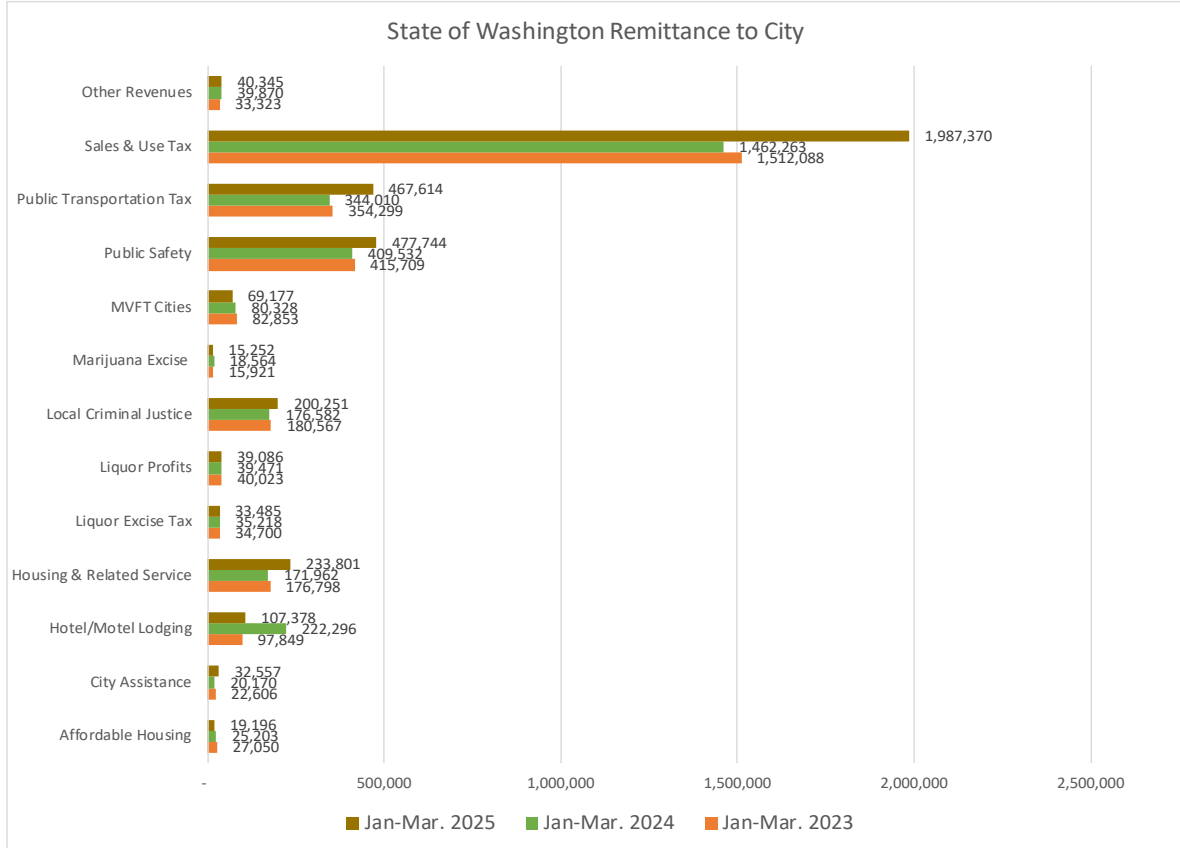
NOTE: The above graph illustrates the difference between year-to-date actuals through March, year-to-date projections as of 04/04/25, and revised budget through March 3, 2025.

First quarter projections were made as of the current situation on 04/04/2025. Projections were set conservatively with the currently volatile economic environment. Please keep in mind, these projections are made based on the limited information known by local governments as of the end of March. General Fund revenues (minus the managerial funds) are above budget. General Fund expenditures are below budget as required by Chapter 35A.33 RCW. Budgeted expenditures reflect all adjustments that were taken to Council for approval through March 3, 2025. A breakdown of General Fund departments is included in Table 7 of this report.

Governmental Funds Tax Revenue

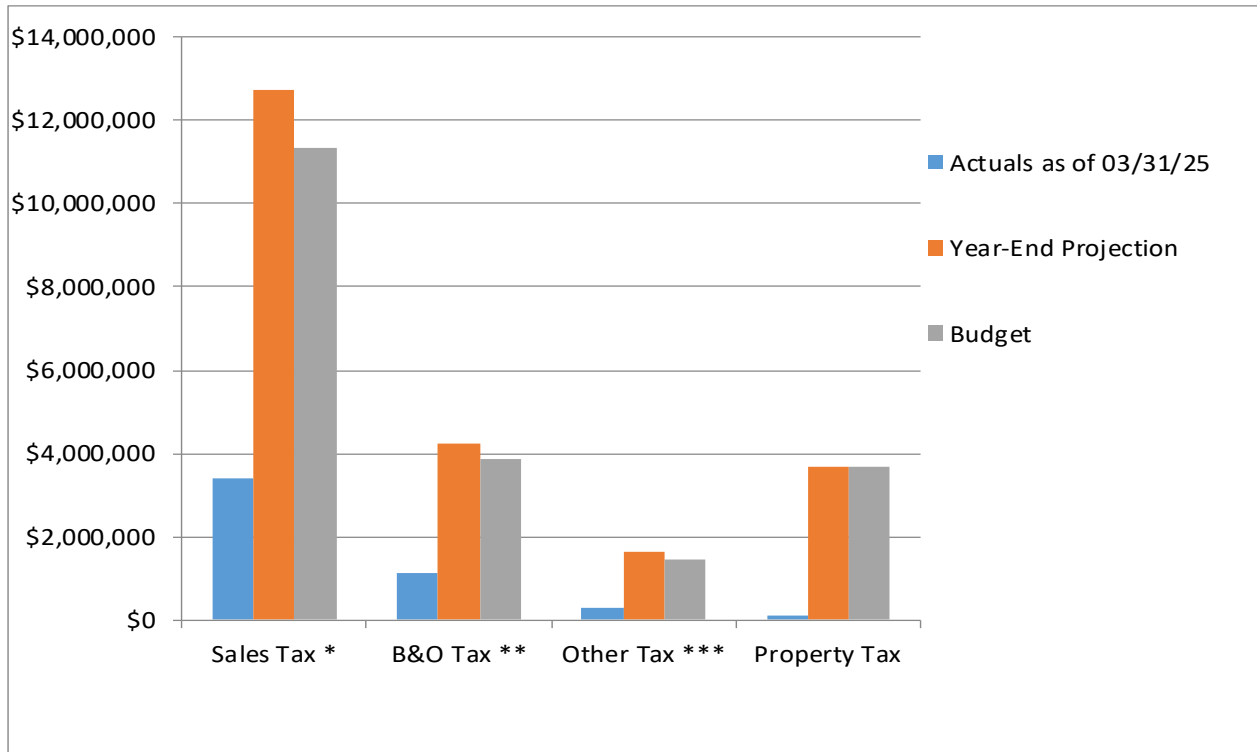
Table 2

CITY OF ELLENSBURG
Year-to-Date Revenue Remitted from State of Washington Sales Tax Activity - Cash
January-March Comparison for 2023 - 2024 - 2025
Table 2



	Receipts Dates <u>Jan-Mar. 2023</u>	Receipts Dates <u>Jan-Mar. 2024</u>	Receipt Dates <u>Jan-Mar. 2025</u>	Increase/ <u>(Decrease)</u>	% Inc <u>(Dec)</u>
Affordable Housing	27,050	25,203	19,196	(6,007)	-24%
City Assistance	22,606	20,170	32,557	12,387	61%
Hotel/Motel Lodging	97,849	222,296	107,378	(114,918)	-52%
Housing & Related Service	176,798	171,962	233,801	61,839	36%
Liquor Excise Tax	34,700	35,218	33,485	(1,733)	-5%
Liquor Profits	40,023	39,471	39,086	(385)	-1%
Local Criminal Justice	180,567	176,582	200,251	23,669	13%
Marijuana Excise	15,921	18,564	15,252	(3,312)	-18%
MVFT Cities	82,853	80,328	69,177	(11,151)	-14%
Public Safety	415,709	409,532	477,744	68,212	17%
Public Transportation Tax	354,299	344,010	467,614	123,604	36%
Sales & Use Tax	1,512,088	1,462,263	1,987,370	525,107	36%
Other Revenues	33,323	39,870	40,345	475	1%
Totals	2,993,786	3,045,469	3,723,256	677,787	22%

Table 3



	Actuals as of 03/31/25	Year-End Projection	Budget	Over/(Under) Budget
Sales Tax *	\$3,385,973	\$12,730,343	\$11,342,522	12.24%
B&O Tax **	1,128,669	4,231,360	3,878,446	9.10%
Other Tax ***	275,718	1,636,991	1,454,431	12.55%
Property Tax	109,696	3,676,390	3,683,517	-0.19%
	<u>\$4,900,056</u>	<u>\$22,275,084</u>	<u>\$20,358,916</u>	<u>9.41%</u>

* SALES TAX includes tax portions for public transit, affordable housing, public safety, and regular retail sales

**B&O TAX includes utility, gambling etc.

*** OTHER TAX includes leasehold and other excise taxes including hotel/motel tax

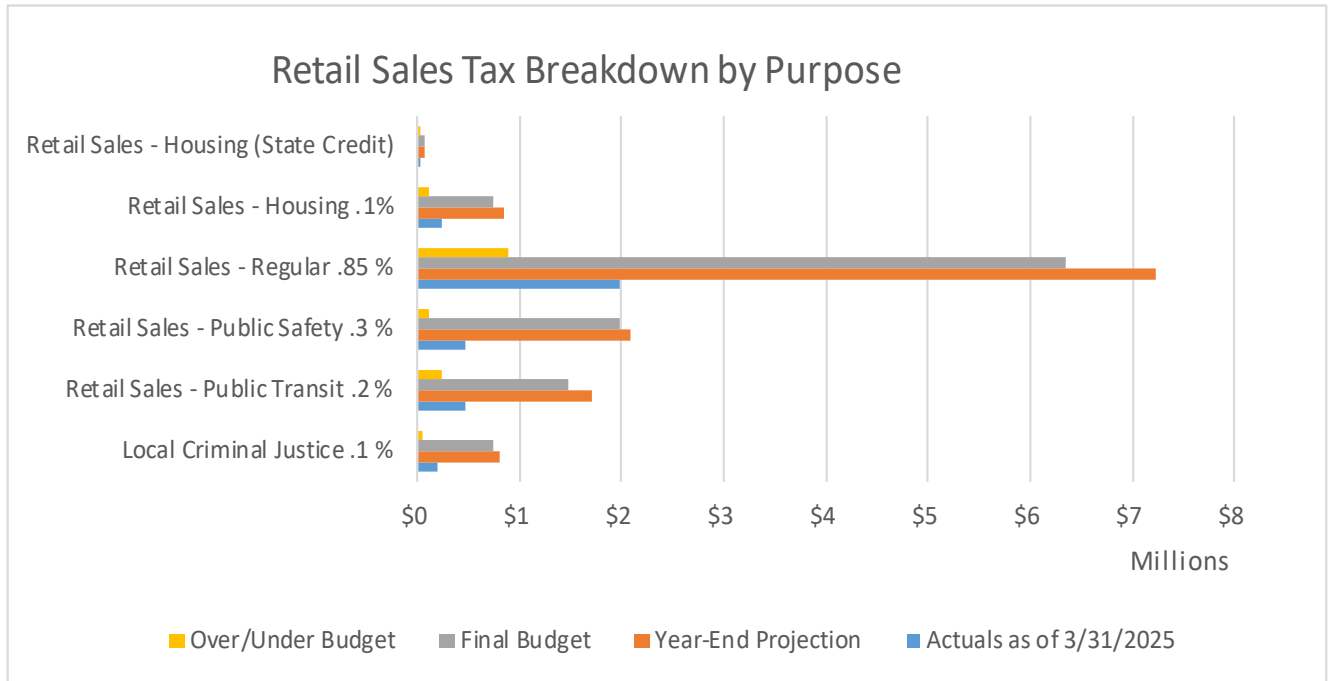
Overall governmental fund tax revenue is projected to exceed budget by approximately \$1.92 million or 9.41%.

Sales Tax

Table 4 breaks down the difference of budgeted less projected by tax purpose. It is important to note that this includes retail sales and use tax that is restricted for public transit, public safety,

and affordable housing purposes. Sales tax revenue received in January is for November 2024 activity.

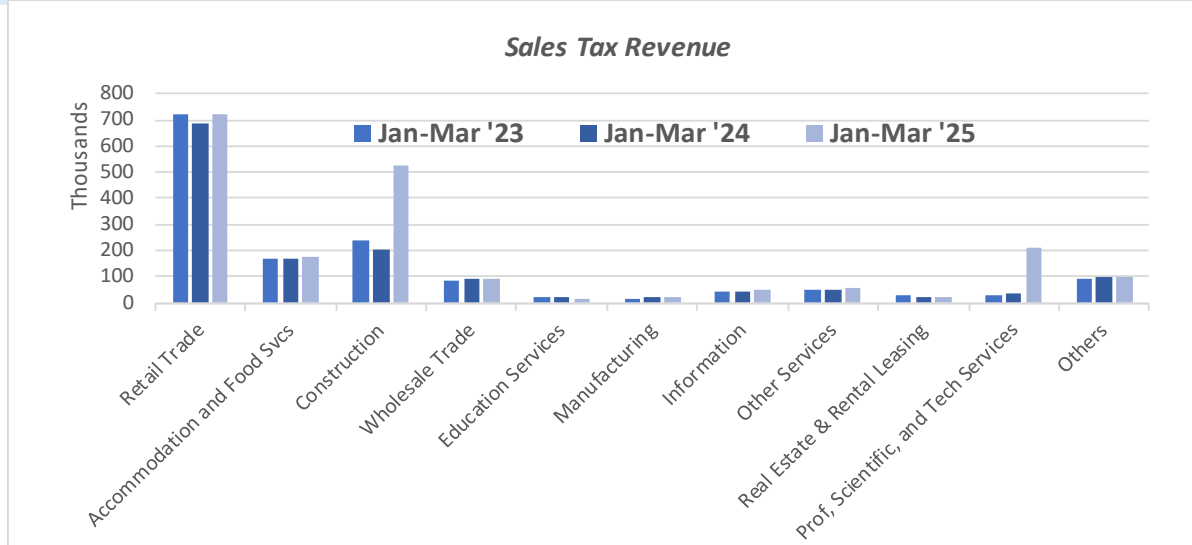
Table 4



	Actuals as of 3/31/2025	Year-End Projection	Final Budget	Projected Over/Under Budget
Local Criminal Justice .1 %	\$200,251	\$798,053	\$746,402	\$51,651
Retail Sales - Public Transit .2 %	467,614	\$1,700,169	1,470,976	\$229,193
Retail Sales - Public Safety .3 %	477,744	\$2,081,573	1,975,826	\$105,747
Retail Sales - Regular .85 %	1,987,367	\$7,227,431	6,343,912	\$883,519
Retail Sales - Housing .1%	233,801	\$849,806	734,406	\$115,400
Retail Sales - Housing (State Credit)	19,196	\$73,311	71,000	\$2,311
	\$3,385,973	\$12,730,343	\$11,342,522	\$1,387,821

Table 5

**Year-to-Date Sales Tax Activity - Cash Basis
Jan-Mar. 2023/2024/2025**



	Receipts Dates Jan-Mar '23	Receipts Dates Jan-Mar '24	Receipt Dates Jan-Mar '25	Increase/ (Decrease)	% Inc (Dec)
Retail Trade	722,683	688,050	721,161	33,111	4.8%
Accommodation and Food Svcs	168,992	166,676	176,621	9,945	6.0%
Construction	241,864	207,333	522,236	314,903	151.9%
Wholesale Trade	87,281	89,713	92,401	2,688	3.0%
Education Services	20,021	21,332	16,407	-4,925	-23.1%
Manufacturing	19,096	23,570	21,463	-2,107	-8.9%
Information	41,859	46,421	48,514	2,093	4.5%
Other Services	48,619	53,339	54,919	1,580	3.0%
Real Estate & Rental Leasing	32,173	25,375	23,226	-2,149	-8.5%
Prof, Scientific, and Tech Services	33,500	37,315	209,308	171,993	460.9%
Others	90,002	102,865	101,110	-1,755	-1.7%
Total	\$ 1,506,090	\$ 1,461,989	\$ 1,987,366	\$ 525,377	35.94%

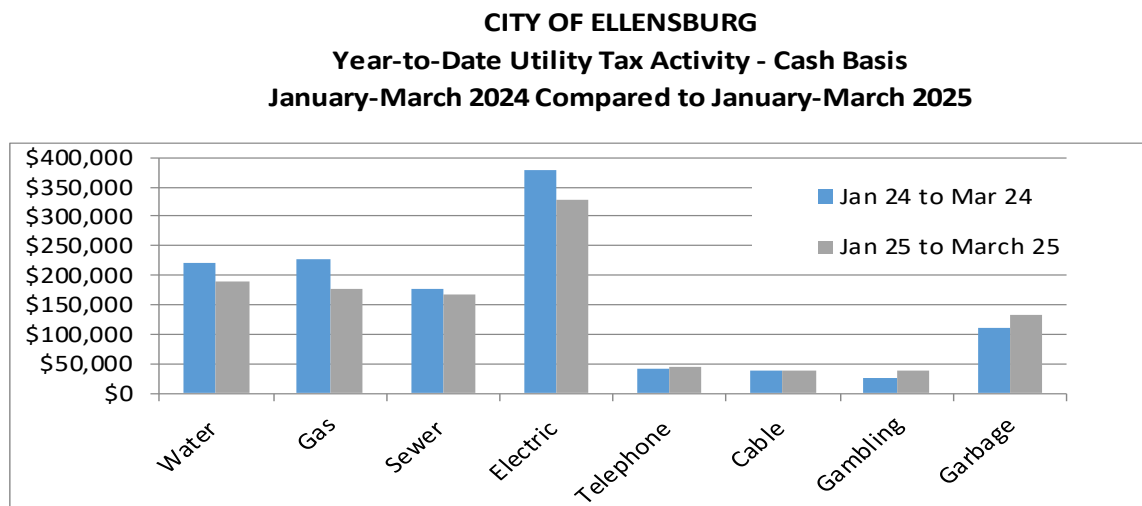
Source: Dept of Revenue Sales Tax Reports - 2025 information: reporting revenue received January thru March
Revenue was recorded on a cash basis for this report. January will be the first month of reporting for 2025

Retail sales tax is distributed monthly reflecting 20 different categories. The above graph reflects the top ten categories with 10 categories being identified within the “Others” category. **Overall sales tax is up 35.94% compared to the 1st quarter of 2024. Education had the highest dollar decrease with Prof, Scientific, and Tech Services showing the highest dollar and percentage increase. Construction had a significant dollar and percentage increase as well.** These numbers do not include the.03% for criminal justice, the.02% for public transit, or

the .01% for housing and related services. **These revenues are for sales from November 2024 through January 2025.**

Utility Tax – Table 6

The city generates utility tax revenues from the sale of the City’s gas, electric, water, and sewer utilities as well as utility taxes on cable television, telephone, and garbage collection. The cable utility tax revenue includes both the General Fund and the Special Revenue funds.



	Receipt Dates	Receipt Dates	Increase/	% Inc
	Jan 24 to Mar 24	Jan 25 to March 25	(Decrease)	(Dec)
Water (10.5%)	\$219,751	\$190,281	(\$29,470)	-13.41%
Gas (6%)	227,877	177,805	(50,072)	-21.97%
Sewer (10.5%)	177,178	168,610	(8,568)	-4.84%
Electric (6%)	377,125	328,031	(49,094)	-13.02%
Telephone (6%)	41,104	43,554	2,451	5.96%
Cable (1.075%)	39,505	37,188	(2,317)	-5.86%
Gambling (varies 2%-8%)	25,256	39,882	14,627	57.91%
Garbage (8.1%)	112,351	132,394	20,043	17.84%
Total	\$1,220,147	\$1,117,746	-\$102,400	-8.39%

Revenue was recorded as cash basis for this report.

The city implemented a new utility billing system in mid-December 2023. This created some delayed billing, resulting in overinflated numbers for 1st quarter of 2024. Telephone and cable taxes will continue to decrease as landlines and cable television have become less common. Residents using cell phone numbers with billing addresses from outside of the area are not paying this local telephone tax.

Table 7

General Fund				
Revenues and Expenditures - Budget and Projected				
31-Dec-25				
	2025 Budget	2025 Projected	2025 Actual YTD	Budget less Projected
Revenues				
Taxes	\$8,351,829	\$8,754,701	\$1,441,084	-\$402,872
Licenses & Permits	568,858	\$703,640	310,587	-\$134,782
Intergovernmental	1,231,904	\$1,250,120	254,078	-\$18,216
Charges For Fees	5,841,799	\$5,821,548	1,470,831	\$20,251
Fines & Forfeits	240,000	\$135,619	33,997	\$104,381
Misc.	731,710	\$896,566	386,254	-\$164,856
Transfers	5,521,004	\$5,521,004	1,127,001	\$0
Other Receipts	0		0	\$0
Total	\$22,487,104	\$23,083,198	\$5,023,832	-\$596,094
Expenditures by Dept				
NonDept	\$2,068,552	\$2,491,441	\$734,996	-\$422,889
Finance	3,081,426	\$2,386,174	586,088	695,252
City Manager	1,979,273	\$1,904,608	476,152	74,665
Police	6,294,171	\$5,630,668	1,407,667	663,503
Community Develop.	1,956,441	\$1,255,265	294,057	701,176
Engineering	1,423,046	\$1,376,636	344,159	46,410
Parks & Recreation	3,715,110	\$3,504,096	726,024	211,014
Library	1,500,879	\$1,320,232	330,058	180,647
Economic Development	10,000	\$2,160	540	7,840
Total	\$22,028,898	\$19,871,280	\$4,899,741	\$2,149,778
Excess of Revenues over	\$458,206	\$3,211,918	\$124,091	-\$2,753,712
Beginning Balance	5,477,754	5,477,754		\$0
Other Receipts	0			\$0
Ending Fund Balance	\$5,935,960	\$8,689,672	\$124,091	\$2,753,712

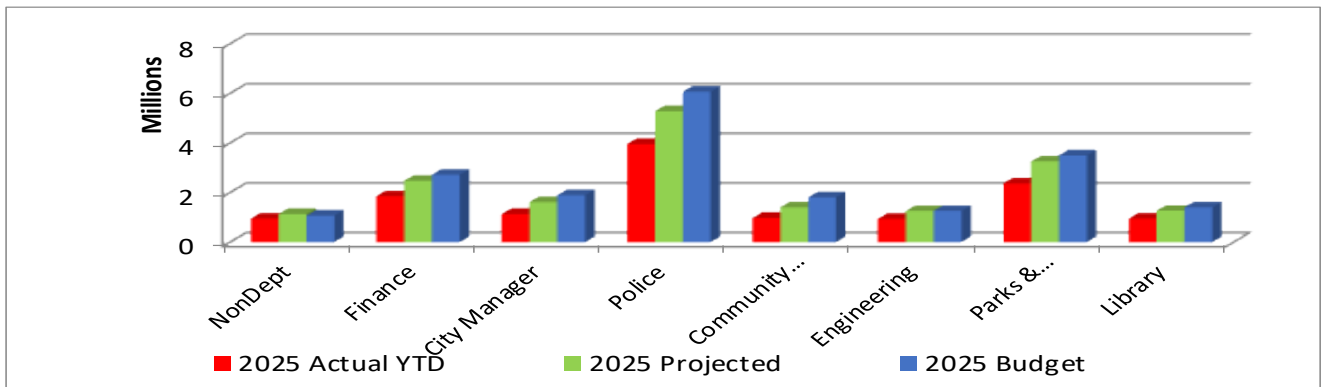


Table 8

DEBT ACTIVITIES	Issued Date	Maturity Date	Original Amount	of 03/31/2025	2025 Debt Payment
General Obligation					
Maintenance Bond - Pool	2010	2030	2,935,000	1,021,003	186,403
2017 GOI Bond - Public Safety Bldg.	2017	2037	7,200,000	6,083,846	562,326
Telecom Utility - LTGO Taxable **	2016	2036	290,243	193,524	19,263
			10,425,243	7,298,373	767,991
Revenue Bonds					
Stormwater Bond *****	2020	2039	5,000,000	4,335,356	360,988
Water Sewer ****	2016	2029	6,990,000	3,545,000	762,151
Gas	2016	2036	859,015	555,728	52,459
Electric- Refunding***	2005/2014	2025	3,650,000	385,000	395,850
Electric	2014	2033	4,540,000	4,410,000	205,475
Water/Sewer	2021	2040	10,000,000	8,684,508	666,890
			31,039,015	21,915,592	1,776,922

** LTGO Taxable 20 year bonds in 2016

*** Electric Bonds were refunded in 2014 with a new bond which has a lower interest rate

**** Water/Sewer Bonds refunded in 2016 with a new bond at a lower interest rate

Citywide Report

The table on the next page- Revenues and Expenditures-Actual shows that the city brought in approximately \$6.2 million more than it spent in first quarter of 2025 YTD. \$987 thousand of the excess revenue over expense is from the utility and internal service funds. The General Fund (including managerial funds) saw a net **loss of \$79 thousand**. Table 9 reduces utility revenues by the outstanding utility receivable amounts to convert revenue amounts to cash basis.

Investment Report

See attachment, which shows the breakdown of our investment portfolio. The goal of our investment is safety, liquidity, and yield. To have safety and liquidity, most of our investments reside in the State Pool.

Table 9

All City Funds
Revenues and Expenditures- Actual
For the Quarter Ending March 31, 2025

	Revenue	Expenditures	Excess of Revenue Over Expenditures
General Fund	\$5,023,832	\$4,899,740	\$124,092
Special Revenue Funds			
Street	656,810	541,667	115,143
Arterial	1,051,790	187,849	863,941
Traffic Impact	355,936	0	355,936
Ellensburg Public Transit	1,186,898	391,757	795,141
Criminal Justice	499,344	391,196	108,148
Drug Fund	10,246	110	10,136
Sales Tax	1,996,143	2,363,231	(367,088)
CATV - Operations	21,508	24,177	(2,669)
CATV - Capital	1,157	0	1,157
Parks Acquisition	268,305	0	268,305
Arts Acquisition	50,750	11,090	39,660
Lodging Tax	111,193	17,548	93,645
Housing & Related Service	283,068	29,961	253,107
SLFRF	0	398	(398)
Debt Funds			
Public Safety Bond	562,327	0	562,327
Maintenance Bond	186,403	0	186,403
LID Guarantee Fund	1,467	0	1,467
Capital Funds			
Fieldhouse Construction Fund	1,570,191	0	1,570,191
Capital Const. Bond Projects	0	0	0
General Fund Capital Projects Fund	0	0	0
Sidewalk	81,137	13,817	67,320
Recreational Facilities Fund	80,621	0	80,621
Enterprise Funds			
Stormwater	444,168	548,200	(104,032)
Telecommunications	125,374	41,701	83,673
Gas	5,032,686	5,602,707	(570,021)
Electric	6,293,043	4,317,583	1,975,460
Water	1,548,923	1,283,110	265,813
Sewer	1,626,406	2,378,199	(751,793)
Internal Service Funds			
Shop	811,294	558,181	253,113
General Facilities Fund	177,168	193,148	(15,980)
Health Insurance	49,201	205,787	(156,586)
Risk Management	919,547	1,039,917	(120,370)
IT	738,957	563,241	175,716
GIS	91,340	139,190	(47,850)
Library Trust	3,472	174	3,298
Hal Holmes	2,066	1,472	594
Fire Relief	151,932	31,111	120,821
Total	\$32,014,703	\$25,776,262	\$6,238,441
Managerial Funds of the General Fund			
* Utility Revenue amounts have been converted to cash basis			

The City will diversify its investments by security type and institution. The following schedule provides the maximum holdings in any one type of investment with any one type of issuer.

Funds invested \$88,035,149.34

Bench Marks

1-year Treasury Constant Maturity - 5.173%

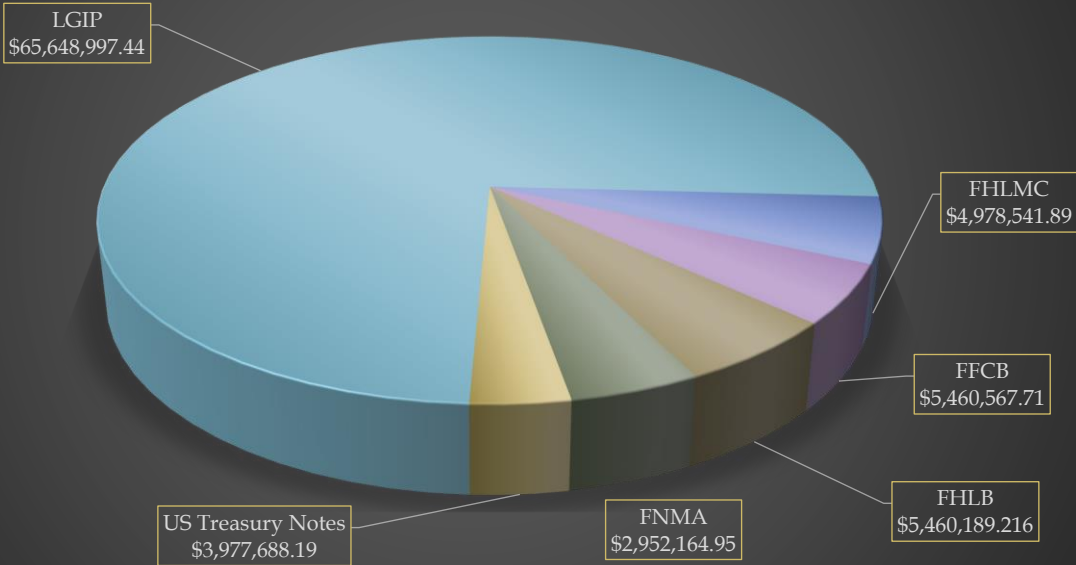
2-year Treasury Note -4.68%%

External Investments - 1.67%

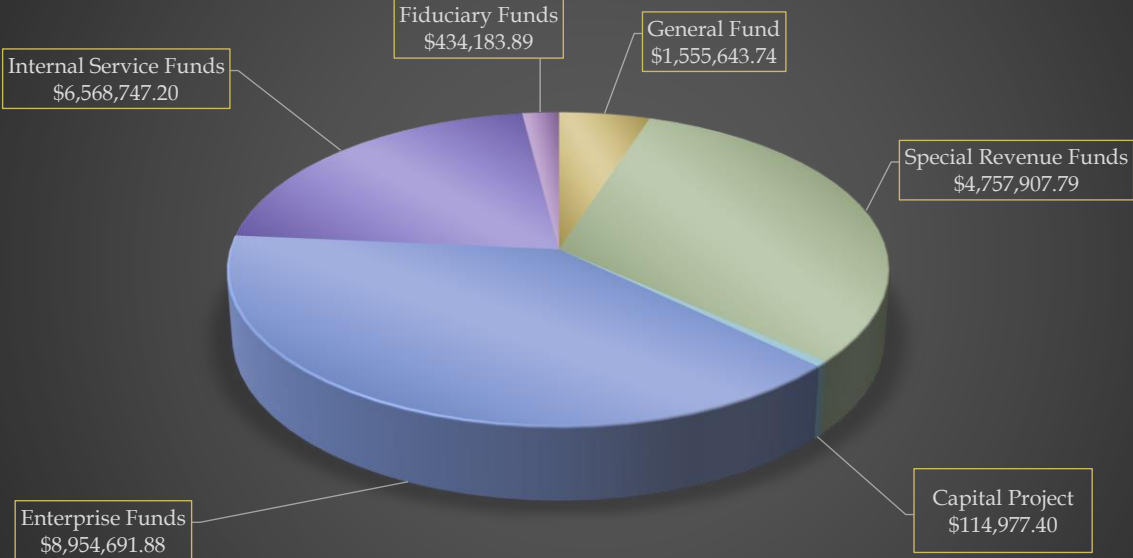
Local Govt. Investment Pool (LGIP)-Gross Earnings Rate - 4.9335%

Interest earned in December -23,815.32

Total Funds Invested
Listed by Instrument - \$88,035,149



Investments with other Institutions
Listed by fund category - \$22,386,152



CITY OF ELLENSBURG - Investment Report As of 12/31/2024

Investments with other Institutions

Type of Authorized Security	Maximum Holdings and Issuer Limitations	maximum \$ amount that can be invested	% limitation per issuer	% of portfolio invested	Current Investment Holding Amount	Name	Amount Invested w/Issuer	% of Issuer Holding	Yield to Maturity	Expected Annual Earnings
U.S. Treasury Bills, Notes, Bonds or Certificates	100% of Portfolio	\$88,035,149	no limitation	25 %	\$22,386,152	#49 MATURES 2/13/2024	-	0%		
						#57 Matures 10/15/24		0%		
						#59 FHLMC Settled 06/15/20 purchase: \$998,312.89 Matures 05/27/25	998,313	1%	0.54%	5,000
						#65 Treasury Strip.45 Settled 02/11/21 purchase: \$ 499,619 Matures 2/15/26	499,619	1%	0.45%	2,250
						#66 FNMA Settled 06/14/21 purchase: \$995,948.42 Matures 8/25/25	995,948	1%	0.50%	3,750
						#68 FHLB Settled 8/9/21 purchase: \$1,006,671.67 Matures 6/12/26	1,002,001	1%	0.65%	7,500
						#69 FHLMC Settled 08/9/21 purchase: \$3,985,346 Matures 3/30/26	3,980,229	5%	0.63%	20,400
						#70 FHLB Settled 11/4/21 purchase: \$1,500,192.5 Matures 1/2/25	1,496,224	2%	0.77%	11,550
						#71 FNMA Settled 3/17/22 purchase: \$947,076.44 Matures 11/07/25	947,076	1%	2.07%	20,700
						#72 Matures 8/31/24		0%		
						#73 FFCB Settled 9/22/22 purchase: \$1,476,304.88 Matures 9/15/27	1,476,305	2%	3.74%	50,625
						#74 Matures 3/6/24	-	0%	4.05%	
						#75 FHLB Settled 3/1/23 purchase: \$1,030,566	1,019,451	1%	4.50%	39,375
						#76 FFLB Settled 3/1/23 purchase: \$1,499,512 Matures 10/14/26	1,499,513	2%	4.55%	17,238
						#77 US Treas Settled 8/25/23 purchase: \$1,498,156 Matures 2/15/27	1,498,156	2%	4.45%	36,225
						#78 Farmer Mac Settled 12/8/23 purchas: \$1,011,425.11	1,009,140	1%	4.38%	43,750
						#79 FFCB Settled 2/14/24 purchas: \$996,318.58	996,319	1%	4.21%	42,100
						#80 FFCB Settled 4/1/2024 purchas: \$974031.81	974,032	1%	4.42%	31,250
						#81 FAMCA Settled 06/21/24 purchase: \$2,013,665.67	2,013,912	2%	4.55%	6,400
						#82 Treasury STRIPS Settled 12/16/2024 purchas: \$1979914	1,979,914	2%	4.13%	0

CITY OF ELLENSBURG - Investment Report As of12/31/2024

Subtotal Funds		22,386,151.90	\$338,113.00	
External Investments		1.51%	AAY	

Investment in State of Washington Investment Pool

State of WA	100% of	\$88,035,149	no limitation	75%	65,648,997.44	State of WA Local	65,648,997.44	75%	4.9335%	\$3,238,793.29
State Investment Pool		4.93% AAY								

AAY = Average Annual Yie FHLMC - Federal Home Loan Mtg Corp

FHLB - Federal Home Loan Bank
FFCB - Federal Farm Credit Bank
FNMA- Federal National Mortgage Assn

Sorted by Maturity

Security	Description		Rate	Par	Maturity	Months Left to Maturity	Investment #
9128282U3	US TREASURY NOTES		1.9522	1,000,000	8/31/2024	1497	72
3135GOW66	FNMA	NONCALLABLE	1.62	1,000,000	10/15/2024	1499	57
3130APKD6	FHLB	Callable after 4/28/202:	0.77	1,500,000	1/28/2025	1502	70
3134GVYP7	FHLMC		0.54	1,000,000	5/27/2025	1506	59
3135GO5X7	FNMA	NONCALLABLE	0.375	1,000,000	8/25/2025	1509	66
3135GO6G3	FNMA	NONCALLABLE	2.07	1,000,000	11/7/2025	1511	71
912833LY4	US TREASURY NOTES		0.45	511,000	2/15/2026	1515	65
3134GWWP7	FHLMC	Callable after 3/30/26	0.63	4,000,000	3/30/2026	1516	69
3130AMFS6	FHLB	NONCALLABLE	0.65	1,000,000	6/12/2026	1518	68
3133ENH45	FFCB	NONCALLABLE	4.42	1,000,000	8/24/2026	1521	80
3130APAC9	FHLB	CALLABLE after 1/14/	1.02	1,500,000	10/14/2026	1522	76
912828V988	US TREASURY NOTES		4.45	1,500,000	2/15/2027	1527	77
3133ENL99	FFCB	NONCALLABLE	3.74	1,500,000	9/15/2027	1534	73
3130A1S57	FHLB	NONCALLABLE	4.17	1,000,000	3/10/2028	1539	75
912833RZ5	US TREASURY		4.13	2,000,000	8/15/2028	1545	82
31424WCR1	FAMCA	NONCALLABLE	4.38	1,000,000	12/4/2028	1548	78
3133EP3B9	FFCB	NONCALLABLE	4.21	1,000,000	2/13/2029	1551	79
Total Par				22,511,000			

Investment by Fund/Category		Investment by Instrument	
General Fund	1,555,643.74	US Treasury Notes	3,977,688.19
Special Revenue Funds	4,757,907.79	State of WA Bonds	-
Capital Project	114,977.40	LGIP	65,648,997.44
Enterprise Funds	8,954,691.88	FHLMC	4,978,541.89
Internal Service Funds	6,568,747.20		-
Fiduciary Funds	434,183.89	FFCB	5,460,567.71
Total	22,386,151.90	FHLB	5,017,189.16
LGIP	65,648,997.44	FNMA	2,952,164.95
	-	Total	88,035,149.34
Total	88,035,149.34		

- difference



MANAGER'S REPORT

DATE: May 5, 2025

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. City Comprehensive Plan – 2025 Update

The City of Ellensburg has received 309 applications requesting the elimination of the Diversity, Equity, and Inclusion (DEI) chapter from our City's Comprehensive Plan. Our Comprehensive Plan is a 20-year framework that guides our community's growth and development, and any proposed changes must involve thorough community input and adhere to a rigorous review process.

Currently, this request is part of the 2025 review cycle and is undergoing careful examination by the City's Community Development Department. The next steps in this process will take place in July when the City Council will convene to discuss the matter further with the community at their meeting on July 21, 2025. Changes to the Comprehensive plan will require further review by the Planning Commission, other boards and commissions, public participation, State Environmental Policy Act (SEPA) review, and Department of Commerce review which would take place later in 2025.

As previously communicated, the City of Ellensburg will suspend its yearly Comprehensive plan review in 2026 for one year—a common practice among cities and counties. Instead, for 2026, the City will conduct a broader Comprehensive Plan review which is required by State law every 8-10 years. This approach allows for widespread community engagement, updating growth projections, and a thorough review of the goals and objectives that will guide policies for community growth.

We appreciate the engagement of our community members in this important process, we take this issue seriously and encourage continued participation as we work together to shape the future of Ellensburg. Find more information at: [MRSC - Comprehensive Planning](#)

2. Joint City/County Study Session Meeting on May 8

The City of Ellensburg will host the Board of Kittitas County Commissioners (BOCC) on Thursday, May 8, 2025, beginning at 5:30 p.m. for a Joint study session meeting in the Council Chambers at Ellensburg City Hall, 501 N. Anderson.

3. Apply to Serve on a City Advisory Board or Commission

Help make a difference in your community and apply to join a City advisory board or

commission! Multiple positions have terms expiring in May 2025, and some have current vacancies. Visit the City website for more information: [Boards & Commissions | Ellensburg, WA](#) Note: Some positions may have specific eligibility requirements.

4. Register for Ellensburg Academy on May 27

Ellensburg Academy is a series of civic education workshops designed to inform residents and community stakeholders about the operations of City government and what is involved in delivering and maintaining services to Ellensburg. The series is free to attend and open to all. [Register for 2025 sessions](#) on the City website.

Sessions scheduled for Tuesday, May 27, 2025 in the City Council Chambers, 6 p.m.

Topics include: City 101, What Happens When You Flush – Virtual Tour of Wastewater Treatment, and Day in the Life of a Patrol Officer. Accommodation is available upon request.

5. Gang Awareness Community Presentation on May 29

In response to feedback from the Ellensburg Police Department Community Survey and several requests from the community, EPD is hosting a Gang Awareness Community Presentation on May 29, 2025, from 6-8 p.m., at Hal Homes Community Center, 209 N. Ruby St., Ellensburg, WA.

The presentation will cover reasons gangs develop; identification of current gangs in our area; and what we can all do to address the concerns gangs pose to our community.

For those unable to attend, the session will be recorded and shared on the City of Ellensburg YouTube page. Note: The material is age-appropriate for children, but there may be unscripted questions from the community that could require parental discretion. We hope to see you there! Your involvement helps make Ellensburg a safer place for everyone.

6. May is Bike Month – Celebration on May 31

There will be a celebration on May 31st from 9 am to noon at Unity Park in honor of National Bike Month. The event is free and open to all ages and will include activities and giveaways. This May, the City of Ellensburg and community partners will celebrate National Bike Month with bike activities and giveaways from 9 a.m. to 12 p.m. on Saturday, May 31, and a month-long bike ride raffle.

Bike Month activities on May 31 will be based at Unity Park, located at 4th Avenue and Pearl Street. There will be free youth helmets and fitting, bike bell and bike light giveaways, safety resources, and local trail information. The Independent Order of Odd Fellows (IOOF) will be giving away free, used reconditioned bikes (sizes vary). Bring old bike tubes for recycling and donate any extra bike parts. Bring your bike for bike handling fun and games. Challenge a friend to a stationary bike race!

A month-long bike ride raffle will start on May 1. Download the free Adventure Labs app and set up an account. During the month of May, participate in any of the Ellensburg Bike Month rides and earn 1 raffle ticket per ride. Each participant must have their own account. Pick up your raffle tickets at the Bicycle Event at Unity Park on May 31 or stop by the Unity Park Visitor Information Center during the month of May.

Raffle prizes include one (1) used, but good condition specialized carbon fiber road bike with accessories (pictured below), one (1) \$250 Recycle Shop gift card, one (1) \$100 Recycle Shop gift card, and a Kittitas Valley Memorial Pool pass. Bike Month participants assume responsibility for their own safety and health during all related activities and are also responsible for any property damage or injury they cause. The City of Ellensburg and other partner organizations are not responsible for any injuries or damages that may occur to or by participants.

7. Next Coffee with Council on May 31

The next Coffee with Council will be held on Saturday, May 31st from 10 am to noon at Unity Park during the Bike Month Event.

8. Take the Parking Survey before May 31

The City's Parking Team meets monthly to monitor and maximize Downtown parking. The Team issued a Parking Survey to measure perceptions and challenges for people who visit our Downtown: www.ellensburgwa.gov/parkingsurvey

9. Touch A Truck Scheduled for June 18

Touch A Truck will be held at Rotary Park, 1200 W. 5th Ave., on Wednesday, June 18, 2025, from 11 a.m. to 2:30 p.m. Children can see, touch, climb on, and learn about public agency vehicles and equipment in a safe environment. The event is free to attend. The Bike Rodeo will be held concurrently at the skills park area. Bring your bikes and helmets to Touch A Truck and make the Bike Rodeo part of your day. Come learn road safety and get a guided tour of the skills park area.

10. Change in Lobbying Agreement

The City's contract lobbyist, Josh Weiss, formerly of Gordon Thomas Honeywell (GTH), opened an independent government relations firm, Columbia Policy Advisors, LLC as of May 1, 2025. The City's professional services agreement, amended on 9/4/2024, extended services through December 31, 2026, with GTH. Rather than assign the agreement to the new firm, the appropriate notice was given to terminate the agreement with GTH as of 4/30/25, and a new agreement was executed between the City and Columbia Policy Advisors, beginning May 1, 2025, with the same scope and terms through December 31, 2026.

11. Previous Messages Regarding City Pool Restroom/Locker Room Facilities

State and Federal laws require that the City permit all individuals access to the restroom corresponding to their gender identity. All individuals have a right to safe and appropriate restroom facilities, including the right to use a restroom or locker room that corresponds to the individual's gender identity, regardless of the individual's sex assigned at birth. Our staff cannot request or suggest that a transgender individual choose a different facility. If someone has concerns about the policy or is uncomfortable using a facility, they can use the two restrooms in the pool lobby which can be locked.

The law does not protect persons who go into a restroom or locker room under false pretenses. For example, if a man declares himself to be transgender for the sole purpose of entering a women's locker room or restroom, then the rule would not protect him. Any individual who fraudulently claims to be transgender for the purpose of entering a gender segregated facility in order to engage in illegal activity is subject to criminal prosecution. In the event staff or the public witness behavior that makes them concerned for the safety of others and/or appears to be illegal, please contact law enforcement.

Here is the link to the Washington State Legislature page regarding this subject: <https://app.leg.wa.gov/WAC/default.aspx?cite=162-32-060>. More information can be found at: [MRSC - New Rules Addressing Use of Gender-Segregated Facilities by Transgender Individuals](#)

12. Discussions Continue with Boards and Commissions

As an ongoing effort to refine the roles and responsibilities for current boards and commissions, City staff have received preliminary support from the Utility Advisory Committee, Environmental Commission, and Public Transit Advisory Committee (PTAC) to amend the scope and membership of these advisory committees to reflect current needs. Over the next couple of months, staff will draft an ordinance to amend City Code to reflect the proposed changes and present to the respective committees before returning to City Council for consideration.

13. Preview of May 16th Agenda

Scheduled agenda items for the May 16 City Council meeting are two professional service agreements: one for a consultant to facilitate the Parks and Open Space Plan Update, including a funding plan; and a consultant to facilitate the activities for the periodic update to the City's Comprehensive Plan. Additionally, a preliminary discussion of a public-private partnership for construction of the Fieldhouse and a proposal forwarded from the Affordable Housing Commission to consider funding HopeSource's \$1.2 million request for eight (8) multi-family affordable housing units at 211 S. Pearl Street in Ellensburg. Tentatively scheduled is a surplus property public hearing for the former EBDA facility in anticipation of the property transfer agreement with Kittitas County, Central Washington University, and the City.

14. Proposed Joint Council and DEI Commission Study Session on June 16

Staff recommend rescheduling the regular study session on June 2, 2025, and changing it to a joint study session with the City Council and DEI Commission on June 16, 2025, beginning at 5:30 p.m.

In November I began collecting source images and doing some basic mathematics for scaling up the work from the model of the piece Harmonize. Clay shrinks so to ensure that the piece is 6 feet tall after firing I calculated the shrink rate for the clay body (6%). From that I found that the wet piece needed to be at least 78.26" tall and then using my model as reference I calculated my exact number for scaling the work up (5.25). I make a template for the base of the sculpture and constructed the custom cart with built in drying holes that the sculpture would be built and transported on. After ordering clay materials in January from Tacoma Clay Art Center, I traveled to the University of Montana to begin making the piece.

I began building the piece by first making a large waster slab that I placed atop layers of sand and sheetrock. The waster slab is used and sheetrock on sand to both help with in the shrinking and loading process of the work later. I then make the base plate for the sculpture with 10 holes with a beveled edge to accommodate the weld bead and bolts on the final metal mounting plate (figure 1). Once the base plate had firmed up enough to flip it over, I was ready to start coil building off the plate the arms of the sculpture. When building the piece up, I took reference measurements off the model for each inch on the model, and used tape to show what level on the model I was building to (figure 2). I also began carving in the fauna and flora onto the sculpture as I went, stopping every few feet on the sculpture to project an image of the model onto the sculpture surface and then trace a map of where each plant and animal should be placed in relation to one another (figure 3). While building I created an interior structure for the piece that would hold the load of the hands at the top and help balance the work during building, drying, and firing of the work (figure 4). Once I started building the piece the timing of the drying was very important, I had to build quickly so everything could be drying at the same rate. As I got to the top of the sculpture, creating the hands, and closing the top I began working back down the piece carving in more details, finishing the surface and removing any sharp edges. I would spend hours lost in the carving of each plant and animal, making sure that their individual character was represented while still fitting into of the overall feeling of the work (figure 5). I stayed true in representing all species present on the model: Big Sagebrush, Camas, Bitterroot, Arrowleaf balsamroot, Rock Lupine, Spreading phlox, Fragile onion, Ponderosa pine, Douglas' buckwheat, Blue elder, Northern leopard frog, Pygmy short-horned lizard, Northern Desert Nightsnake, Chinook salmon, Red-tailed hawk, Greater sage-grouse, Sagebrush sparrow, Burrowing Owl, Elk, Coyote, American badger, Great Basin pocket mouse, Black-tailed jackrabbit, Townsend's big-eared bat, Western eyed Sphinx Moth, Morrison bumblebee (figure 6 and 7). Once I finally reached the point where I felt the piece was done being built in the greenware stage, I carefully covered the sculpture with two layers of cotton cloth and a thin layer of plastic. Over the last two months I have been slowly drying the piece, controlling this drying by removing the plastic and cotton layers at different times and pulling the plastic covering from the holes at the bottom of the cart. Harmonize will be dry enough to fire next week at which time I will be loading the sculpture into the 8.5' car kiln at the university to begin the process of firing and glazing the work. The making of Harmonize has been moving along right on schedule for our unveiling on August 1st 2025.



Figure 1



Figure 2



Figure 3



Figure 4



Figure 5



Figure 6



Figure 7

BIKE MONTH



Bike Activities & Giveaways - Saturday, May 31st

Celebrate Bike Month with activities and giveaways from 9 a.m. to 12 p.m. on May 31, 2025, at Unity Park, 4th Ave. & Pearl St. Free and open to all ages.

- Bike handling fun and games. Bring your bike!
- FREE youth helmets and fitting, bike bell, and bike light giveaways.
- Independent Order of Odd Fellows will be giving away free used reconditioned bikes (sizes vary).
- Bring old bike tubes for recycling and donate extra bike parts.
- Challenge a friend to a stationary bike race.
- Safety resources and local trail information.

Bike Month Rides, Earn Raffle Tickets

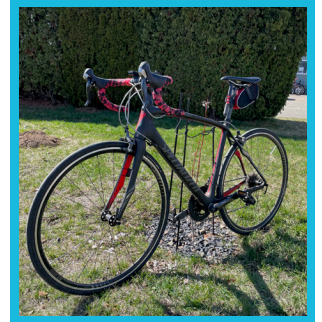
Starting May 1st | Free | Open to all ages



Download the Adventure Labs app and set up an account. During the month of May, participate in any of the Ellensburg Bike Month rides and earn 1 raffle ticket per ride. Each participant must have their own account. Pick up your raffle tickets at the Bicycle Event at Unity Park on May 31st or stop by the Unity Park Visitor Information

Center during the month of May. Raffle prizes include one (1) used, but good condition specialized carbon fiber road bike with accessories (pictured), one (1) \$250 Recycle Shop gift card, one (1) \$100 Recycle Shop gift card, and a Kittitas Valley Memorial Pool pass.

Bike Month participants assume responsibility for their own safety and health during all related activities and are also responsible for any property damage or injury they cause. The City of Ellensburg and other partner organizations are not responsible for any injuries or damages that may occur to or by participants.



Bike To Work Day May 16th

Ride your bike to work.

Bike To Worship Day

Ride your bike to your place of worship during the month of May!

Your Canyon for a Day Bike Ride

May 18th | 9 a.m. to 3 p.m. | Info and registration at www.crimestoppersyakco.org

The Yakima County Crime Stoppers Program hosts an annual fundraiser ride through the Yakima Canyon.

Bike Rodeo & Touch A Truck

June 18th | 11 a.m. to 2:30 p.m. | Rotary Park, 1200 W. 5th Ave., Ellensburg

Kids can bring their bikes to challenge their riding skills on the mountain bike skills course.

Brought to you by:



Scan to learn more



ellensburgwa.gov/bikemonth

THE ELLENSBURG HISTORY QUEST

MAY 1-31 ST

In celebration of Historic Preservation Month, join us for our second annual Ellensburg Architectural Scavenger Hunt!

STEP 1

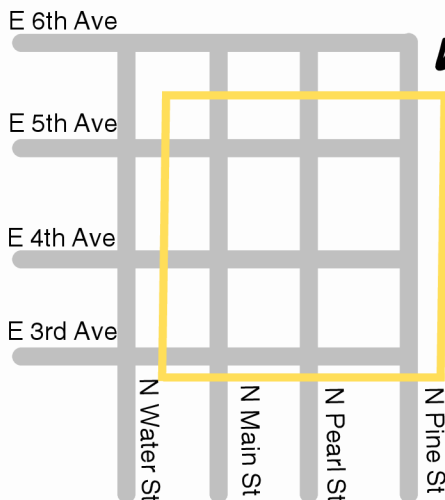
Use these 10 clues to guide your hunt! Each answer is a site of historic interest downtown, so note the building name or address as your answer for each clue.

STEP 2

Once you have all of your answers, input them into the online form! Participants who submit a complete form with correct answers will be entered for a chance to win some great local *Ellensburg Preservation Swag!*



Hint: You can expect to find the answers within these downtown boundaries!



HOW TO SUBMIT

Submit your answers **by MAY 31**, using the QR code, or by completing the online form **located here:** www.ellensburgwa.gov/EllensburgHistoryQuest

CLUES

1. Find this unique 1910 building that was built to house a clothing store, but over the years became known for its department store and drug store past. It also features a piece of Tenino Sandstone hiding in plain sight.
2. Find this 1909 "block" built by George A. Knox. While it looks like one solid concrete structure, and made of the same, it's actually 4 different buildings.
3. Find the 1889 Building that has been home to multiple businesses. Despite a dark past (tied to its saloon history) and a destructive fire, there is definitely a new creative space to be had here. It has some beautiful murals as well.
4. Find this 1912 neoclassical style building that offers a transom window in the art nouveau style. But between the name of contractor who constructed the building, and who it was built (and named) for, it is truly an A-to-Z building.
5. Find this 1889 Italianate style building that was the first building constructed after the Great Ellensburg Fire of July 4, 1889, reaching completion by late August 1889, and was named after the original owner's hometown.
6. Find the 1932 single-story building which was constructed and operated for a long-time coffee shop. In later years, it became home to a variety of businesses but is now back to serving food and drinks.
7. Find this 1889 two-part brick building that was built by B. E. Craig and once housed both Ellensburg's first City Hall and its first Fire Department and horse team
8. Find the only building in historic downtown named for a woman. This terracotta block building was completed in 1919 and has housed jewelry stores, mercantile, TV and radio, and more recently, restaurants.
9. Find this building that was originally constructed in 1889. In 1947, the exterior was completely renovated, but its purpose – even to this day – has stayed the same
10. Find your favorite building in historic downtown Ellensburg and let us know!

Contact Information

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pedersenc@ellensburgwa.gov

501 N. Anderson
Ellensburg, WA 98926

