



**CITY OF ELLENSBURG**

**Minutes of Affordable Housing Commission, Regular Meeting**

**Date of Meeting**

**September 10, 2025**

**Time of Meeting**

**4:30 PM**

**Place of Meeting**

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

**1. Call to Order and Roll Call of Members**

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

Present: Courtney Garzone; John Perrie, Dan Witkowski, Kim Funston

Absent: Sarah Bedsaul (excused), Delano Palmer

Others present: Lily Frey-Housing Program Manager; Dan Carlson-Community Development Director; Kathy Boots-Planning Technician; Sarah Syverson

Commissioner Funston motioned to excuse the absence of Commissioner Bedsaul. Motion passed 4-0.

**2. Approval of Agenda**

Commissioner Perrie motioned to approve the agenda. Motion passed 4-0.

**3. Approval of Minutes**

3.A June 4, 2025 Regular meeting minutes

Commissioner Funston motioned to approve the meeting minutes from June 4, 2025. Motion passed 4-0.

3.B July 10, 2025 Joint Study Session with Planning Commission meeting minutes

Commissioner Witkowski motioned to approve the meeting minutes from July 10, 2025. Motion passed 4-0.

**4. New Business**

4.A Review co-living housing code changes

Lily Frey informed the Commission about 2024 legislation that will require co-living to be incorporated into the planning code by the end of 2025 in the presented code amendments. She explained the definition of co-living, proposed locations where co-living can occur, and gave examples.

Commissioners discussed the value and challenges of this type of housing for specific populations. Commissioner Perrie motioned to recommend the proposed code amendments to Planning Commission and City Council. Motion passed 4-0.

#### 4.B ADU Info Session feedback and next steps

Lily Frey informed the Commission about the feedback from the ADU Info Session survey. The ADU Info Session was received well by the community and several takeaways were useful for future sessions. The video is available on the ADU page of the City website. Commissioners would like to be able to see an enhanced FAQ section on ADUs, including resource links for homeowner tenant law, Rental Housing Association of Washington and how to contact presenters. Discussed options for future events included providing setback information, recent code changes, and photos of existing ADUs.

#### 4.C Periodic update housing goals and policies preliminary discussion

Planning Technician Boots introduced the comprehensive plan periodic update process and invited commissioners to give feedback on the existing housing element goals and policies. Commissioners asked about the meaning of several goals and policies, reviewing the applicable programs in these cases. Commissioners provided questions and suggestions for the revision process. Commissioners discussed the level of generality that is helpful when establishing a framework for a 20-year planning period. Boots described the next steps of collecting additional feedback to create a revised draft of the goals and policies for the Commission to review. Commissioner Garzone requested a presentation from the City's housing consultant in a future meeting.

### **5. Unfinished Business**

None.

### **6. Public Comment**

Frey introduced Sarah Syverson to the commissioners. Syverson has applied for the vacant position on the Affordable Housing Commission. Ms. Syverson stated the ADU Info Session was good for the community.

### **7. Staff Update/Discussion Items**

#### 7.A Remainder of year schedule

Frey shared that the adaptive reuse / existing buildings topic requested by the commission would be on the November 5 agenda based on staff availability for this discussion. For the remainder of 2025, meetings will return to the first Wednesday of the month.

Frey noted that the Kittitas County Homelessness and Affordable Housing Committee met today (September 10) and requested the AHC review the draft five-year homeless housing plan for the County and provide any feedback to that committee. This plan will appear on the October 1 agenda along with an update on ongoing housing projects.

### **8. Commission Representative Update**

Frey stated the Addison Place contract is nearing finalization. The Planning Department met with the consultants for the comprehensive plan and discussed the land capacity analysis for housing and forthcoming public outreach events.

## **9. Adjournment**

The meeting was adjourned at 5:36 p.m.