

AGENDA PLANNING COMMISSION November 13, 2025

Hybrid Meeting In-person and via Zoom



Join Zoom Meeting

<https://us02web.zoom.us/j/86835256115?pwd=Nm9RVGdDYWpGd3ZEdlIHRmREb0V0dz09>

Accessibility

The City of Ellensburg strives to make our services, programs, and activities readily accessible.

- Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."
- Members of the public who do not speak English or who have limited proficiency may request an interpreter if they wish to participate in public meetings.
- The City will provide reasonable accommodation for members of the public with disabilities.

Please submit requests for language assistance or reasonable accommodation to the HR Director/ADA Coordinator by calling (509) 962-7222 or by email at ADAACoordinator@ellensburgwa.gov. Five (5) business days' notice is appreciated.

**CITY OF ELLENSBURG
PLANNING COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Thursday, November 13, 2025
5:45 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda (No Public Comment)**
- 3. Approval of Minutes**
 - 3.A Review of October 23, 2025 Study Session Minutes
- 4. New Business**
 - 4.A Public Hearing (Legislative) to Consider 2025 Annual Comprehensive Plan Amendments.
- 5. Unfinished Business**
- 6. Public Comment**
- 7. Staff Update/Discussion Items**
- 8. Commission Representative Update**
- 9. Adjournment**



For more information on the Ellensburg Planning Commission, contact Planning Manager, Stacey Henderson, at 509-962-7232.

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



Meeting Date: November 13, 2025
City of Ellensburg
Planning Commission Agenda Report

Agenda Subject: Review of October 23, 2025 Study Session Minutes
Submitted by:
Department: Community Development

Suggested Motion/Action:

Move to approve October 23, 2025 Planning Commission Study Session minutes, as presented.

Background/Summary:

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

1. 10.23.2025 PC minutes



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Planning Commission, Regular Meeting

October 23, 2025

5:45 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call of Members

Commissioner Harrell called the meeting to order at 5:48 p.m.

Present: Michael Buehn, Ed Harrell, Geraldine O'Mahony, George Bottcher, Sathy Rajendran; Skylar Bisom-Rapp, Joe Sheeran

Absent:

Others Present: Stacey Henderson-Planning Manager; Kathy Boots-Planning Technician; David Miller-City Council Liaison; Amber Hoefer; one member of the public.

2. Approval of Agenda

Commissioner Sheeran motioned to approve the agenda. Motion passed 7-0.

3. Approval of Minutes

3.A September 11, 2025 Planning Commission Minutes

Commissioner O'Mahony motioned to approve the minutes from September 11, 2025. Motion passed 7-0.

3.B October 9, 2025 Meeting Minutes

Commissioner Harrell noted the October 9, 2025, meeting minutes mention Delano Palmer, who is not part of the Planning Commission. Commissioner Buehn motioned to approve the October 9, 2025, Planning Commission minutes with the redaction of Commissioner Palmer. Motion passed 7-0.

4. New Business

4.A Comprehensive Plan Amendment 25-02.001-.308 Study Session

Stacey Henderson updated the Commission on recent updates. The City Council had a study session on October 20, 2025, and was presented with an analysis from the workshops. The community conversations were reviewed. Amber Hoefer gave some background on the DEI Commission and recommendations to the City Council. The City Council discussed options and would like staff to rewrite the chapter in 2026 as part of the periodic update. Staff and DEI Commission members would work together to rewrite the chapter. Staff was directed to slightly revise the current chapter to be compliant with federal law and funding. The slightly revised chapter will be used until the

chapter is rewritten. The Commission will review the draft of the chapter at the November meeting. Planning Commission actions regarding the Comprehensive Plan Amendment proposal were reviewed.

5. Unfinished Business

None.

6. Public Comment

None.

7. Staff Update/Discussion Items

The next meeting is November 13, 2025.

8. Commission Representative Update

No update

9. Adjournment

The meeting was adjourned at 7:35 p.m.



Meeting Date: November 13, 2025
City of Ellensburg
Planning Commission Agenda Report

Agenda Subject: Public Hearing (Legislative) to Consider 2025 Annual Comprehensive Plan Amendments.

Submitted by:
Department: Community Development

Suggested Motion/Action:

Move to recommend adoption of the proposed 2025 Comprehensive Plan Amendments 25-01 and 25-02.001-.308, as presented.

Background/Summary:

Per the requirements of ECC 15.250.090, a public hearing to consider docketed amendments shall be scheduled with the Planning Commission to provide a recommendation for each docketed item to City Council. The adoption process is a Type V review process, which also includes SEPA review, Commerce review, and Council hearings. Docketed items must be adopted by December 31 of the same calendar year when submitted, or Council may choose to move these items to the subsequent year to continue review.

On July 21, 2025, staff presented two annual comp plan amendment requests to Council for possible docketing and adoption in the 2025 calendar year. At the meeting, staff recommended council docket both 25-01 (Annual CIP update) and 25-02.001-.308 (Addressing the requests regarding Chapter 9 DEI). Staff's recommendation to docket 25-02.001-.308 included a request to gather additional information and possible direction from the public, by way of three planned community outreach events. Staff was to bring the results and information from these events back to Council for further direction and next steps. Documents from the docketing packet are available for review on the City website under current planning projects: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

On October 20, 2025, staff presented the results of the outreach, which included two Community Conversations and a Braver Angels Common Ground Workshop. Staff presented common themes, observational analysis, and six possible next steps, requesting Council to provide additional guidance based on the new information. Council discussed the need to update the chapter in the near term to address possible legal concerns raised by the public and to ensure compliance with federal requirements, as well as realistic timelines. Council ultimately selected to rewrite the chapter during the 2026 periodic update process, with the intention to incorporate what works about the existing chapter, with new themes, needs, and agreements that resulted from the Common Ground workshop. Documents from this packet are available for review on the City website under current planning projects: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

Previous Council Action:

At the July 21, 2025 Council meeting, the motion was approved 5-2 to docket item 25-02.001-.308 as proposed. The motion gave staff direction to move forward with conducting the two community conversations and common ground workshop, and to bring additional information and possible next steps back to Council.

At the October 20, 2025 Council meeting, the motion was approved 5-2 to move forward with item 25-02.001-.308. The motion gave staff direction to rewrite Chapter 9 during the 2026 periodic update process.

Analysis:**NOTICING:**

Commerce 60-Day Notice: The required 60-day notice of intent to adopt Comprehensive Plan amendments was submitted to the Washington State Department of Commerce on October 29, 2025 (Exhibit 3), and acknowledgment letter from the Department of Commerce was received on the same day. The 60-day review period will be complete on December 28, 2025.

SEPA: SEPA Noticing was published in the Daily Record and sent to agencies on November 4, 2025. The public comment period is currently open, it began November 4 and will end November 26, 2025. Notice of SEPA Action is included as Exhibit 4.

Public Hearing: This public hearing with the Planning Commission was advertised in the Daily Record on November 4, 2025 (Exhibit 5).

Applicant Notice: All applicants of 2025 Code Amendments have been notified of public comment and engagement opportunities, per the contact information listed in the original applications.

The first mailed correspondence was sent on August 28, 2025, to all 309 applicants if addresses or emails were provided with the application. This first notice notified the applicants of the community conversations, common ground workshop, and other tentative deadlines and milestones throughout the process.

The second mailed correspondence was mailed to all the same addresses on November 4, 2025. This notice confirmed for applicants the date, time, and participation information of the SEPA comment period (including the SEPA notice on a separate page), Planning Commission Public Hearing on November 13, 2025, tentative Council Hearing set for December 1, 2025, with a tentative Council second reading on December 15, 2025.

DOCKET PROPOSALS:

The following two proposals were docketed by City Council for review as 2025 amendments to the Comprehensive Plan:

Docket Proposal 25-01.

This docketing request is a proposal to provide an annual update to the 6-Year Capital

Improvement Plans. The amendments will address the upcoming budget year. The proponents for this amendment include the following City of Ellensburg departments: Community Development, Parks and Recreation, and Public Works and Utilities.

See **Exhibit 1 Amendment 25-01** for the actual updates to the 6-year Capital Improvement Plans from each city department with a capital facilities budget:

- Electric
- Information Technology
- Natural Gas
- Parks and Recreation
- Sewer System
- Stormwater
- Telecommunications
- Transportation
- Wastewater Treatment
- Water System

Various elements of the Capital Improvement Plans have been gathered from other plans previously adopted by the City. The attached Capital Improvement Plan table pertaining to water improvements was pulled from the 2014 Water System Plan, and the wastewater treatment plant and sewer projects were pulled from the Wastewater Treatment Facility Engineering Report adopted by the City in 2015. The Transportation Improvement Plan was approved by the City Council on June 2025. Many of the Parks and Recreation elements were pulled from the Parks and Recreation Plan that was adopted by the City in March 2016. Staff recommends approval of this item, to remain compliant with State GMA requirements.

Docket Proposal 25-02.001-.308

Per the guidance provided by Council at the October 20, 2025 meeting, staff now plans to continue working towards rewriting Chapter 9 in 2026 during the periodic update process, by incorporating existing chapter elements with new wording, goals and policies that resulted from the outreach events. Rewriting the chapter in 2026 is not a part of the amendment approval for 2025, as there is no new text or text changes proposed associated with the rewrite. This has already been approved per Council guidance, and will happen next year.

The comprehensive plan amendment for consideration at this public hearing is Exhibit 2- 25-02.001-.308, the rewritten chapter addressing solely DEI language. To address concerns regarding remaining in compliance with federal law and maintaining federal funding until a new chapter is written, staff has provided an edited chapter that removes potentially problematic language based on new federal guidelines and requirements. No content was intended to be changed, updated, or altered this year, but rather, staff is proposing this technical revision of the existing chapter to address possible concerns until the rewrite is adopted in 2026.

The documents provided on the City Planning- Current Project website page, are all available for review, and encompass the intended record pertaining to this docketing item for

the Public Hearings and public comment opportunities. Documents available for review in addition to those provided in this packet can be found here: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

July 21, 2025 Docketing Council Packet Documents include:

- Staff Report
- Docket Proposals Summary
- Annual 6-year CIP Update
- All Applications and summary spreadsheet received requesting to remove Chapter 9 DEI and Policies.

October 20, 2025 Council Update Packet Documents include:

- Staff Report
- Final Common Ground Workshop Pre-Read Document
- Final Points of Agreement from Common Ground Workshop
- Equity Accessibility, and Community Engagement Draft
- City of Burien Example

STAFF RECOMMENDATION:

The Planning Commission is instructed, pursuant to ECC 15.250.090(D)(6), to provide one of four possible recommendations to City Council:

- a. Approval in the form submitted for public hearing;
- b. Approval with changes;
- c. Approval in part; or
- d. Disapproval.

After reviewing the various Comprehensive Plan amendments, staff recommends that the Planning Commission recommend approval of both proposed docket amendments 25-01-CIP Updates (Exhibit 1) and 25-02.001-.308 Chapter 9 revision (Exhibit 2) as presented.

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. Exhibit 1_25-01 CIP Updates
2. Exhibit 2_25-02_Chapter 9 Revision
3. Exhibit 3_Commerce Notice
4. Exhibit 4_SEPA Notice
5. Exhibit 5_Hearing Notice

Exhibit 1- 25-01 CIP Updates

Electric CIP

Project	2026	2027	2028	2029	2030	2031	2032-2041
Capitol Projects							
Berry to Bull Rd Tie			\$ 200,000				
Canyon Rd I90 Crossing Reconductor (D2-1)			\$ 500,000				
Bowers Rd to Reecer Creek Extension (HE-2)					\$ 250,000	\$ 250,000	
Feeder 15 Airport Rd to Bender (HE-1)					\$ 150,000	\$ 150,000	
Mountain View Reconductor (D2-2)		\$ 750,000					
Sanders to Alder Tie (HE-3)				\$ 80,000			
Sanders to Brick Rd (HE-4)				\$ 175,000			
Anderson/Umptanum Rd Tie	\$ 150,000						
PSE Customer Annexations - Vantage Hwy	\$ 150,000						
Gateway II		\$ 250,000					
AMI Conversion	\$ 1,000,000	\$ 2,350,000					
SR97 / Highway 10 Loop	\$ 300,000						
Street Lighting Laminated / Fiberglass Pole Replacement/ Misc. Lighting Upgrades	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Seattle (Willow To Vista View Plat) Extension							
Rotary Park Solar Expansion and EV Install	\$ 650,000						
Radio Road Conversion					\$ 180,000		
Substation Improvements							
Sub Land Purchase							
D1 Dolarway Substation Improvement	\$ 3,500,000	\$ 500,000					
	\$ 5,800,000	\$ 3,900,000	\$ 750,000	\$ 305,000	\$ 630,000	\$ 450,000	

Grand total

Natural Gas CIP

Project	2026	2027	2028	2029	2030	2031
Gas System Planning & Programs						
System Plan Update (every 6 years)	\$120,000					
DIMP Program	\$15,000	\$15,000	\$20,000	\$20,000	\$25,000	\$25,000
PSMS Program	\$15,000	\$15,000	\$20,000	\$20,000	\$25,000	\$25,000
Public Awareness Program	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
System Improvements						
No 6 Road / Vantage Hwy Loop		\$600,000				
Misc System Integrity Looping	\$40,000	\$40,000	\$50,000	\$50,000	\$50,000	
Vantage Highway (Gateway II)		\$350,000				
SR97 / Highway 10 Loop	\$500,000					
Pipe Boring under Roads and Creeks	\$50,000	\$50,000	\$50,000	\$60,000	\$60,000	\$60,000
Misc System Improvements	\$120,000	\$120,000	\$140,000	\$140,000	\$140,000	\$160,000
Sustainability Improvements						
Emission Mitigation Equipment		\$40,000				
Leak Detection Equipment Upgrades				\$60,000	\$80,000	
Tap/Regulator Station Upgrades						
System Telemetry Upgrades	\$20,000		\$20,000		\$25,000	
Tap Station Land Acquisition	\$120,000					
Kittitas Tap Station Site Improvements		\$450,000				
Seattle Gate Station Site Improvements			\$20,000			
Cathodic Protection System Improvements						
Anode Bed Replacements		\$180,000				
Steel System Analysis/Work		\$60,000				
High Pressure Main CP Enhancements			\$80,000			
Cathodic Protection (CP) System Study						\$80,000
Cathodic Protection Close Interval Survey						\$25,000
Meter/ERT Upgrades/Improvements						
Meter Proving/Refurbish	\$40,000	\$20,000	\$50,000	\$25,000	\$50,000	\$25,000
Meter/ERT Change-Outs	\$200,000	\$200,000	\$140,000	\$140,000	\$140,000	\$140,000
AMI Conversion		\$800,000				
Developments						
Misc System Developments	\$150,000	\$180,000	\$180,000	\$200,000	\$200,000	\$220,000
	\$1,420,000	\$3,150,000	\$800,000	\$745,000	\$825,000	\$790,000

Includes Adding of Valves

Prover

Work Driven from 6-yr CP Eval

Work Driven from 6-yr CP Eval

Grand total

\$7,730,000

Sewer CIP

Project	2026	2027	2028	2029	2030	2031	2032-2042
Cured In Place Rehab	\$400,000		\$400,000		\$400,000		\$2,000,000
Concrete & Clay Pipe Replacement							\$4,050,000
Cora Street Pump Removal/ Wenas St. Main Extension				\$ 3,000,000			
	\$ 400,000	\$ -	\$ 400,000	\$ 3,000,000	\$ 400,000	\$ -	\$ 6,050,000
Grand Total	\$ 10,250,000						

Storm Water CIP

Project	2026	2027	2028	2029	2030	2031	2032-2042
Effectiveness Monitoring	\$ 74,073	\$ 92,039	\$ -	\$ -	\$ -	\$ -	\$ -
Street Tree Inventory and Assessment	\$80,000	\$0	0	0	0	0	0
Annual Stormwater Project (Varies)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 750,000
University Avenue Gateway II Project (Vista Rd. to E. CL)		\$ 4,900,000					
	\$ 229,073	\$ 5,067,039	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 750,000

Grand Total \$ 5,596,112

EXHIBIT A

CITY OF ELLENSBURG				PUBLIC HEARING DATE: 6/16/2025					
6-YEAR TRANSPORTATION IMPROVEMENT PLAN				ADOPTION DATE: 6/16/2025					
2026 TO 2031 (INCLUDES CURRENT WORK REMAINING IN 2025)				RESOLUTION NO. 2025-12					
REVENUE BY YEAR (thousands)									
	2025*	2026	2027	2028	2029	2030	2031	TOTALS	
ARTERIAL STREET	199	133	111	45	345	45	119	2,243	
REGIONAL STBG	315	1,995	0	0	2,500	0	750	2,627	
SALES TAX RESERVE	100	0	925	100	675	1,055	500	4,743	
FEDERAL SAFE ROUTES TO SCHOOL & PEDESTRIAN/BICYCLE GRANTS	0	0	202	1,370	4,330	1,550	250	5,202	
WSDOT SAFETY PROGRAM	0	0	1,800	2,550	4,690	0	0	6,050	
TRANSPORTATION IMPROVEMENT BOARD (TIB) - Grant Programs	0	943	2,872	850	0	6,975	2,800	11,953	
DISTRESSED COUNTY SALES/USE TAX	0	144	0	0	135	609	0	887	
1/4 CENT REAL ESTATE EXCISE TAX	0	0	812	152	750	361	147	2,597	
TRANSPORTATION ALTERNATIVES PROGRAMS	0	0	0	0	0	475	0	828	
DOE FISCAL YEAR WATER QUALITY GRANT	465	0	4,285	0	0	0	0	4,250	
COUNTY LODGING TAX GRANT	0	0	0	0	0	0	67	67	
LOCAL LODGING TAX FUNDS	0	0	0	0	0	0	66	66	
TRANSIT	813	679	1,601	991	126	126	126	915	
OTHER AGENCY OR CITY DEPARTMENT	3,500	100	3,275	6,448	500	4,900	309	5,613	
LOCAL IMPROVEMENT DISTRICT (LID) / DEFERRALS	0	0	2,000	0	4,005	695	8,200	17,740	
TRAFFIC IMPACT FEES	0	606	1,804	1,325	250	990	480	5,748	
NOT FUNDED	0	0	0	0	0	0	0	0	
TOTAL REVENUE	5,392	4,600	19,687	13,831	18,306	17,781	13,814	71,529	
EXPENDITURES BY YEAR (thousands)									
	2025*	2026	2027	2028	2029	2030	2031	Future	TOTALS
Bridge Inspections	5	5	5	5	5	5	5	0	35
Engineering Transfer	15	15	15	15	15	15	15	0	105
Signal Optimization	10	10	25	25	25	25	25	0	175
Alley Reconstruction (Semi-Annual)	0	0	90	0	0	0	100	0	350
Transit Stop Upgrades (Shelter & Amenities, ADA Upgrades, Lighting, Art Glass)	282	116	116	116	116	116	116	0	526
Transit Service Connection Improvements (Active Transportation, Stop Impr)	0	135	135	10	10	10	10	0	1,540
Mountain View Ave and Bull Rd/Willow St Intersection Enhancements	75	750	0	0	0	0	0	0	1,251
Helena Ave Imp (Water St to 3,200' west, Cora Connection, portion in KC jurisdiction)	450	650	6,540	0	0	0	0	0	170
Water St Overlay (Main St. to Bender Rd)	3,576	0	0	0	0	0	0	0	360
University Way Bridge Repair over BNSF	100	0	0	0	0	0	0	0	1,017
University Way Gateway II - Vista Rd to east City Limits	515	100	5,125	0	0	0	0	0	200
Vantage Highway Shared Use Pathway	325	1,993	0	0	0	0	0	0	825
3rd Ave. Paverstone Pathway and Historic Lighting	39	826	0	0	0	0	0	0	5,900
Capitol Ave Sidewalk Replacement - Main St. to Sampson St.	0	0	0	110	0	120	130	0	6,150
Canyon Rd Overlay - Berry Rd to Mountain View Ave	0	0	1,700	0	0	0	0	0	340
Alder St Sidewalk - One Side - 3rd Ave to Craig Ave	0	0	80	0	100	0	0	0	1,416
1st Ave Sidewalk Improvements - Ruby St. to Sampson St. - North Side	0	0	234	0	0	0	0	0	3,041
Anderson Rd and Umptanum Rd Intersection Enhancements	0	0	1,252	0	0	0	0	0	280
Add Transit Signal Priority	0	0	350	0	0	0	0	0	180
Mountain View Ave and Ruby St Intersection Enhancements and Widening	0	0	2,920	0	0	0	0	0	234
Ruby St Corridor Improvements - Manitoba to University Way	0	0	1,100	5,940	0	0	0	0	804
University Way Overlay - Cle Elum St to east City Limits	0	0	0	2,215	0	0	0	0	2,215
Wildcat Way and 18th Intersection Enhancements	0	0	0	756	0	0	0	0	755
University Way and Water Street Intersection Enhancements and Widening	0	0	0	3,270	0	0	0	0	1,252
Bender Rd / Sanders Rd Corridor Improvements (Whiskey Creek to Alder St)	0	0	0	1,370	8,020	0	0	0	3,270
Walnut St and 18th Bike Lane - Dean Nicholson to Alder St	0	0	0	0	150	0	0	0	2,920
Anderson Rd Sidewalk Improvements - Umptanum to 5th Ave	0	0	0	0	4,300	0	0	0	150
Umptanum Shared Use Pathway - Wilson Cr to IRRP	0	0	0	0	2,100	0	0	0	1,550
Industrial Way Improvements - LID	0	0	0	0	1,280	0	0	0	4,300
Palouse to Cascades Reconnect Trail - Sanders to Bowers to Helena Ave/PTC	0	0	0	0	2185	7,805	0	0	2,100
Canyon Rd and Umptanum Rd Intersection Enhancements and Widening	0	0	0	0	0	3,390	0	0	2,040
Capitol Ave. Sidewalk Improvements - Willow St. to Oak St.	0	0	0	0	0	1,525	0	0	1,280
Airport Rd Sidewalk Improvements - Dean Nicholson to N. City Limits	0	0	0	0	0	1,170	0	0	3,390
City to Canyon Trail - Umptanum Rd to Tjossem Rd	0	0	0	0	0	3,600	0	0	810
Large Scale Wayfinding Implementation Project	0	0	0	0	0	0	133	0	1,525
14th Ave & Wildcat Way Corridor Ped/Bike Impr. - Water St to University Way	0	0	0	0	0	0	480	0	1,170
Mountain View Overlay - Canyon to Willow	0	0	0	0	0	0	1,500	0	3,600
Helena Ave Extension - PTC Trail to Dry Cr Rd	0	0	0	0	0	0	4,100	0	890
Cora Street Ext - PTC Trail to Bender Rd (portion in KC jurisdiction)	0	0	0	0	0	0	7,200	0	133
Chestnut St and Walnut St Bike and Ped Improvements								263	480
Transit Service Connection Improvements (Active Transportation, Stop Impr)								300	1,500
Downtown Transit Bus Hub Improvements								1,000	4,100
Alternative Fuel (Electric/Hydrogen/Propane) Transit Bus Infrastructure Support								3,500	7,200
Transit Service Connection Improvements (Active Transportation, Stop Impr)								250	263
8th Ave LID (University Way to Maple St)								1,061	1,061
Trail Connection - 5th Ave to University Way (near CWU)								250	250
5th and Ruby Intersection Enhancements and Widening								741	741
3rd Ave and Ruby St Intersection Enhancements								890	7,310
Anderson/Umptanum/Railroad Ave. Road Widening/Overlay								7,310	740
Helena Ave and Walnut St Intersection Enhancements and Widening								740	4,200
Circle the City Trail - Enterprise Way to Faust Rd								4,200	1,450
Main St Sidewalk Improvements - University Way to 14th Ave								1,450	936
Helena Ave and Water St Intersection Enhancements and Widening								936	1,332
Manitoba Ave and Ruby St Intersection Enhancements and Realignment								1,332	1,558
University Way and Alder St Intersection Enhancements and Widening								1,558	2,750
Currier Creek Pathway - Univ. Way to Reecer Cr Rd to Currier Cr to PTC								2,750	3,338
University Way and Main St Intersection Enhancements and Widening								3,338	966
Water St and Bender Rd Intersection Enhancements								966	1,008
Airport Rd and Bender Rd Intersection Enhancements								1,008	672
Capitol Ave and Chestnut St Intersection Enhancements								672	540
Canyon Rd Sidewalk - I90 to Berry Rd to Existing Sidewalk on Berry Rd								540	665
Sanders Rd and Alder St Intersection Enhancements								665	524
Capitol Ave and Willow St Intersection Enhancements								524	432
15th Ave and Cora St Intersection Enhancements								432	720
18th Ave and Alder St Intersection Enhancements								720	
TOTAL EXPENDITURE	5,392	4,600	19,687	13,832	18,306	17,781	13,814	37,396	102,985
ARTERIAL STREET FUND BEGINNING BALANCE (01/01/2025))	400	321	308	317	392	167	242		
EST. GAS TAX REVENUE & SCHEDULED SALES TAX TRANSFER	120	120	120	120	120	120	120		
ARTERIAL STREET FUND ENDING BALANCE	321	308	317	392	167	242	243		

*Current year projects shown for accounting purposes.

**TIP plans calls for road widening/impr. projects to be funded from Sales Tax Reserve, to replace the Federal STP funding which is now shown for potential asphalt overlay funding.

(Average annual need to overlay the arterial street system on a 15 year cycle is in excess of \$1,380,500 per year.)

Waste Water Treatment Facility CIP

Project	2026	2027	2028	2029	2030	2031	2032-2042
Additional Aerator in each basin	\$ 1,000,000						
RAS Building Improvements	\$ 800,000						
Boiler Building		\$ 40,000					
New Aeration System			\$ 500,000		\$ 40,000,000		
New Clarifier	\$ 2,000,000	\$ 10,000,000					
Rebuild Clarifiers			\$ 1,700,000				
	\$ 3,800,000	\$ 10,040,000	\$ 2,200,000	\$ -	\$ 40,000,000	\$ -	\$ -
Grand total	\$ 56,040,000						

Water CIP

Project	2026	2027	2028	2029	2030	2031	2032-2042
Reservoir Property Acquisition	\$ 750,000						
Craig's Hill Reservoir Seismic Study and Retrofit	\$ 50,000		\$ 180,000				
Pfenning Loop					\$ 274,000		
Airport Well 3 and 1824 Zone Connector						\$ 160,000	
Annual Water Main Replacement Program	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 3,000,000
Seattle Ave. Main Extension	\$ 323,000						
24-inch Main Inspection	\$ 25,000						
24-inch Valve Rehabilitate	\$ 40,000						
New 1860 Pressure Zone				\$ 2,500,000	\$ 1,840,000		
New 4.0 MG 1824 Zone Reservoir				\$ 4,745,000	\$ 4,745,000		
Reservoir Corrosion Control Program	\$ 230,000						
Permanent On-Site Well Backup Generators	\$ 550,000		\$ 550,000		\$ 550,000		\$ 1,200,000
Recoat Reservoirs			\$ 825,000				\$ 825,000
AMI Conversion			\$ 500,000				
Pressure Reducing Valve							\$ 81,000
New Well(s)	\$ 50,000	\$ 3,000,000	\$ 3,500,000				
Water System Plan Update							\$ 300,000
Rotary Park Irrigation	\$ 750,000						
Oversizing Fund	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 520
Pipe Replacement Fund	\$ 100,000	\$ 100,000	\$ 110,000	\$ 110,000	\$ 120,000	\$ 120,000	\$ 1,320,000
Meter Testing	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 455,000
Pump and Motor Inspection/Repair	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 416,000
	\$ 3,298,000	\$ 3,530,000	\$ 6,095,000	\$ 7,785,000	\$ 7,959,000	\$ 710,000	\$ 7,597,520
Grand Total	\$ 36,974,520						

Telecommunications Utility Capital Improvement Plan

2026-2031

Project	2026	2027	2028	2029	2030	2031
Telecom Strategic Plan						
Plan Updates (every 3 years)		\$20,000			\$20,000	
System Improvements						
Hardware Refreshment	\$25,000	\$25,000	\$100,000	\$25,000	\$25,000	\$25,000
Outdoor Plant Improvements	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000
Telecom Connections	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Telecom Infrastructure	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Line Extensions						
Commercial Customers	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Total	\$153,000	\$173,000	\$228,000	\$153,000	\$173,000	\$153,000
GRAND TOTAL	\$1,033,000					



CHAPTER 9 COMMUNITY ENGAGEMENT DIVERSITY, EQUITY & INCLUSION

WHAT YOU WILL FIND IN THIS CHAPTER

- ~~Background information and context related to local history, current events, and plans for the future, addressing Diversity, Equity, and Inclusion within the City of Ellensburg.~~
- Policies that seek to make City resources more accessible to all.
- Policies that direct the City's efforts towards encouraging welcoming and inclusive environments within the Community.
- Policies intended to support a culturally ~~inclusive~~ welcoming community, where all people experience a sense of belonging.

OVERVIEW

This chapter contains goals, policies, and programs that define how the City of Ellensburg can play a role in fostering an environment of understanding, and support engagement equity, and belonging within the community. ~~The following is the City of Ellensburg's initial action plan aimed at systematically addressing Diversity, Equity, and Inclusion in a way that can effect sustainable change to benefit all residents.~~

This document is a starting point for the City. There are likely many issues not yet articulated that can be addressed later as they are identified. This chapter is a living document; it is intended to be revisited and revised periodically. This is an initial framework, within which the City will continue to listen to residents, encourage collaboration and communication, and support opportunities for meaningful engagement. ~~elevate marginalized voices.~~

BACKGROUND & CONTEXT

The City of Ellensburg is committed to creating a community with a lived and built environment that improves lives, supports all people, and provides residents with opportunities to flourish. It is important for the Ellensburg community to be inclusive, to celebrate diversity, and to provide equitable opportunities to all. Doing so can help create a thriving local economy, and an environment in which individuals achieve their full potential.

Similar to many cities around the country, the national conversations that occurred in 2020 around race, social justice, and equity, sparked a discussion within our local community. These conversations highlighted the need to build a greater awareness of the impacts and challenges that marginalized communities are faced with on a daily basis. The goal of this chapter is to address ways in which the City can alleviate some of these systemic possible barriers, and foster a sense of belonging amongst all residents, by consistently listening to the ideas, experiences, and concerns of all who live here.

Through the lens of DEI

What does this all mean? Supporting diversity, equity, and inclusion related educational opportunities, social gathering opportunities, and supporting access to community resources, can create a sense of belonging within the community for all residents.

Diversity

Diversity is the presence of differences that may include, but are not limited to, race, gender, religion, sexual orientation, ethnicity, nationality, immigration status, socioeconomic status, language, (dis)ability, age, religious commitment, or political perspective. It is important for the City of Ellensburg to acknowledge and embrace the range of human differences present within our community. Doing so will help to build a strong foundation of understanding and a heightened awareness of the unintended impact of local policies. Embracing diversity means sharing space with others, sharing traditions, foods, and stories. The City can help support a strengthened sense of community and connection through outreach, regular events, and creating spaces accessible to all.

Equity

Equity alleviates barriers to ensure everyone has access to the same opportunities. Equity recognizes that advantages and barriers exist, and that as a result, we don't all start from the same place. Creating and supporting goals and policies that meet the community members where they are, will help to remove systemic barriers that make accessing basic community services challenging. Increasing accessibility to important resources and opportunities that best meet residents varying needs helps all residents succeed.



Inclusion

Inclusion is when all residents experience a sense of belonging and know they are both welcome in our community and encouraged to participate. Working on goals and policies that actively recruit participation and involvement from all residents within the community, fosters a sense of belonging and elevates traditionally marginalized voices. These methods can include listening tours, surveys, discussion groups, and use of a variety of media and print publications designed to be accessible to all residents.

Fostering a sense of belonging

In order to support all residents, the City will promote inclusion, listening, and diverse approaches to engagement through this lens of Diversity, Equity, and Inclusion. Engaging and including marginalized groups replaces barriers with bridges and builds trust that strengthens the overall fabric of our community.

**Recognizing the Past - Looking to the Future**

An important step in building a forward-thinking vision within the community is to first learn about our local history, listen to residents' perceptions now, and consider how new goals and policies will positively affect the City of Ellensburg's plans for the future. The City ~~cannot~~ adequately support our community and elevate marginalized voices without first building will build a base of contextual knowledge, understanding, and trust.

Past

Historically, Ellensburg has been, and still is, a diverse community, with many stories and experiences that have yet to be discovered or shared. Acknowledging and learning local history within the community, the positive and the negative, can help increase awareness and empathy toward others and strengthen our community as a whole. Understanding local history can help create a more inclusive environment for all, where residents feel welcome and equally represented.

Kittitas Valley has always been, and continues to be, sacred to Native people. Traditionally, the Pshwanapum lived in the Kittitas Valley as a sub-band of the larger political and extended family networks of the Yakama tribes and bands. The Pshwanapum members were also referred to as the K'titas ("Kittitas") band, and they moved seasonally throughout the valley and nearby mountains to harvest roots, salmon, berries, game, and medicines. Several other tribal nations including Kiala, Tatxanixsha, Yumi'sh, and Che-lo-han, would hunt and trade in this area as well. Many descendants of these tribes continue to live throughout the 1855 Treaty

Territory of the Yakamas, practicing, honoring, and teaching the heritage and ancestry of the area. (*Information sourced from Daily Record News article from Aronica Family October 12, 2020, and Kittitas Valley Historical Museum*)

~~Histories and experiences of marginalized communities and people of color within Ellensburg continue to be uncovered from written and oral records, and there is still much more to be discovered. Historically, members including, but not limited to, Black, Chinese, Jewish, Hispanic, and Japanese communities have moved to Ellensburg as early as the mid-19th Century, for various reasons, such as migrant labor, work on the railroad, and work in local businesses. Sources such as Sanborn Fire Insurance Maps have shown that Ellensburg used to have a "China Town", and "Chinese Laundries" appear to have existed throughout town (Sanborn Map 1888). An African Methodist Episcopal Church was established in 1908 at 404 South Main Street, and many black individuals played on local baseball teams as well. There is also evidence at times of divisive behavior and negative language towards people of color, as found in newspaper advertisements regarding restaurants and hotels that employed Chinese individuals.~~

Present

~~Currently, people of color, members of the LGBTQ⁺, and disability communities, among many others, still report that they feel invisible, experience slurs and discriminatory comments, nonverbal glares, and behaviors that feel unwelcoming in Ellensburg. While members of some of marginalized communities have reported frequent, targeted incidents, they also believe that Ellensburg can be more inclusive, and that the welcoming nature of our community can rise to a deeper level of acceptance and affirmation, utilizing the talents, skills, and experiences of all who live here.~~

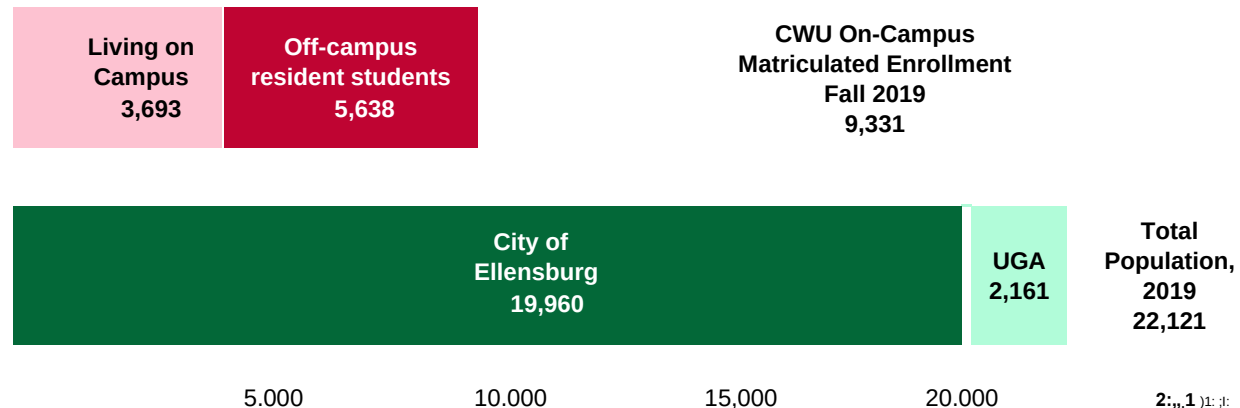
~~Ellensburg can be a welcoming community that comes together in times of need, where strangers reach out and neighbors help each other. However, fully supporting and accepting people of color, ethnic and religious minorities, and members of the LGBTQ, disability communities, over 65 communities, and others, can be improved. Similar to what many towns and cities around the country are currently experiencing and working on, The City of Ellensburg recognizes it needs to be more responsive and prepared when handling issues related to accessibility and community engagement. diversity, equity, and inclusion. This chapter lays the groundwork for this to happen, as the City continues towards a future of growth and expansion.~~

Future

~~Our dynamic community landscape has continued to develop, particularly in the last ten years, growing in size and in the diversity of residents. Statistics from the City of Ellensburg's 2021 Housing Action Plan, show that in 2020, the estimated population of the City, with its urban growth area, (UGA) was 22,879 people, demonstrating a growth rate of roughly 1.9% annually since 2015. Of the 22,879 people, roughly 9,331 constitute CWU enrollment, 3,693 of which were on-campus living, and 5,638 representing off campus resident students, as depicted~~

in Figure 26.

Figure 26. CWU Student Population and Total Population, 2018

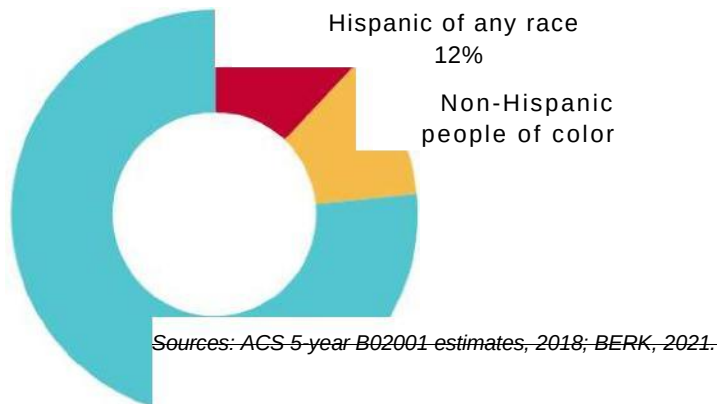


Students living on campus represents the housing occupancy for Fall 2019. Programmed capacity is 3,918 and the full built capacity is 4,249.

Sources: Central Washington University — Ellensburg Campus, Fall 2019; Washington OFM, 2021; BERK, 2021

As the City continues to support the needs of the diverse communities that live here, it is important to recognize that the statistics reflected in this chapter from the 2021 Housing Action Plan, do not reflect all demographics of our community. Keeping that in mind, it is still valuable to look at current information that is available, as we work towards obtaining more detailed statistics in the future. By 2040 it is anticipated that 20% of the County population will be in the age bracket over age 65, and 19% in the age bracket of 45 to 64. At the same time, proportional decreases are expected for school-aged youth (5 to 19).

~~The Census also captures racial identity and Hispanic ethnic identity for respondents. As shown in Figure 27 below, the Ellensburg community in 2018 was majority White and non-Hispanic (77%) but is growing more ethnically and racially diverse. From 2010 to 2018, Ellensburg's Hispanic population increased from 7% to 12% overall, and non-Hispanic people of color increased from 8% to 11%. Figure 28 provides a further breakdown of the Non-White Alone demographics.~~

Figure 27. Ellensburg Population by Race and Ethnicity, 2028**Figure 28. Ellensburg Population by Racial Identity for Non-White Alone Residents, 2028**

• ~~Two or more races~~

• ~~Some other race~~



~~The University's emphasis on attracting students from minority and underserved communities, as well as diverse faculty and staff, continues to impact the demographics of Ellensburg. The~~

~~changing nature of the labor force has also created greater diversity in the community. People from many countries have settled in Ellensburg over the years, and there is no reason to think that these influential factors are going to be less impactful in the future.~~

~~As Ellensburg continues to grow, there is the potential for marginalized groups to feel excluded unless the community has a plan for improving cultural relationships. The City of Ellensburg has developed this chapter in a sincere effort to create a n-equitable, just welcoming, and safe community - one where all residents know they belong and are welcome.~~

GOALS, POLICIES, & PROGRAMS

These DEI goals, policies, and programs contain steps that the City of Ellensburg will take to create an accessible inclusive, welcoming, equitable, and safe community.

Goal DEI-1: Increase accessibility to City Services, Projects, Programs, and Events.

Policy A Support policies and programs that increase accessibility to City services for all, ~~utilizing the lens of diversity, equity, and inclusion.~~

Program 1 Provide increased access to government documents in multiple languages and easily accessible assistance for those who may need additional support.

Program 2 Identify areas of City government where greater physical accessibility and accommodations are needed to increase access to all members of the public.

Policy B Promote and encourage community engagement and outreach to all.

Program 1 Actively encourage participation from the public for community projects, events, and recreational activities, through a wide variety of media and information distribution methods.

~~*Program 2* Provide City staff and elected officials with tools and regular training to understand and lead actions that are inclusive and equitable.~~

~~*Program 3* Establish an ongoing review process of the costs for City-sponsored recreation and leisure activities to ensure that all members of the public have access to these services.~~

~~*Program 4* Support civic education programs that actively engage diverse groups of the community, and encourage diverse representation participation among local leadership, organizations, and agencies.~~

Goal DEI-2: ~~Foster Racial Understanding, Equity,~~ Encourage Engagement and Belonging within the Community.

Policy A Encourage cultural sharing.

Program 1 Regularly support events and celebrations that highlight the variety of cultural traditions within the community.

Program 2 Encourage the creation of spaces where cultural foods and traditions can be shared among all members of the community, as well as the creation of public spaces that are accommodating and accessible to all.

- Program 3** Encourage increased communication and collaboration between the City government, Central Washington University, businesses, and education and social service sectors, through shared events, projects, and outreach, to help various community groups engage. ~~residents feel more comfortable visiting campus, and non-resident students feel more comfortable within the~~
- Policy B** Encourage local leadership to address systemic issues that create barriers for participation.
- Program 1** Encourage City leadership to demonstrate support of all community marginalized groups through a variety of proclamations, ~~and publicly speak to local actions that affect the diverse members of the community.~~
- Program 2** Support the development of a framework to identify and address systemic inequalities within our local institutions.
- Program 3** Collaborate with local organizations to help local businesses support all groups in need throughout ~~diverse members of the community.~~
- Goal DEI-3: Increase accessibility to local services and community resources for all residents.**
- Policy A** Ensure that high quality service programs are available, accessible, and utilized by all, to support resident's basic needs.
- Program 1** Partner with local health and social services to identify strategies for making their services accessible by all means of transportation.
- Program 2** Advocate for low income, residential care facilities, and other housing for aging persons to be located close to services and amenities.
- Program 3** Encourage and support programs that seek to provide residents with access to diverse health care providers who can respond to varying cultural and medical needs.
- Policy B** Encourage healthy activity and lifestyle by making recreational resources and opportunities accessible and welcoming to all residents.
- Program 1** Provide opportunities for healthy activity in safe and accessible public spaces for all residents.
- Program 2** Encourage communication between local businesses, organizations, and schools, to coordinate food pantries and local food distribution.

ACTION ITEMS

1. ~~Work with DEI Commission to begin regular review of current City policies and procedures using the lens of Diversity, Equity, and Inclusion.~~
 2. ~~Begin work towards regular Diversity, Equity, and Inclusion training for City staff and elected officials.~~
 3. 1. Increase use of community engagement and social media tools to help with local outreach.
 4. 2. Review fees and costs for city sponsored recreational and leisure activities.
 5. 3. Develop a framework of accountability.
 6. ~~Develop a work plan for the Diversity, Equity, and Inclusion Commission.~~
-

POLICY CONNECTIONS

The **Housing** chapter includes policies and land use designations that support the development of many types of housing to ensure that people who live and work in Ellensburg have adequate housing choices.

The **Transportation** chapter includes policies related to providing a variety of transportation networks that is available for all community members.

The **Capital Facilities and Utilities** chapter includes policies that focus on providing public facilities and utilities that are accessible and affordable to all community members, including access to the library, reasonably priced utilities, and access to data and technology. This chapter also provides goals centered around providing excellent public safety services.

The **Parks and Recreation** chapter includes policies that focus on providing citywide programs and services that meet all community and group needs, ~~in addition to preserving historical areas and features, while also developing high quality, diversified cultural arts facilities and programs that increase community awareness, attendance, and participation opportunities.~~

The **Economic Development** chapter includes policies related to growing and sustaining local businesses, while creating opportunities for new businesses that can provide goods and services that meet the needs of the local and regional community.



Notice of Intent to Adopt Amendment / Notice of Adoption (Cover Sheet)

Pursuant to RCW 36.70A.106, the following jurisdiction provides the following required state agency notice.

Jurisdiction Name:	City of Ellensburg
Amendment Type: Select Type of Amendment listed. (Select One Only)	☒ Comprehensive Plan Amendment ☐ Development Regulation Amendment ☐ Combined Comprehensive and Development Regulation Amendments ☐ Countywide Planning Policy ☐ Critical Areas Ordinance Amendment ☐ Shoreline Master Program
Select Submittal Type: Select the Type of Submittal listed. (Select One Only)	☒ 60-Day Notice of Intent to Adopt Amendment ☐ Request of Expedited Review / Notice of Intent to Adopt Amendment (Only for use with Development Regulation Amendments) ☐ Supplemental Submittal for existing Notice of Intent to Adopt Amendment ☐ Notice of Final Adoption of Amendment

Add Association <i>If this amendment is related to additional submittals, please let us know here. IDs are included in your acknowledgment letter.</i> Example 2022-S-....	No association- yearly update request.
Description Enter a brief description of the amendment. Begin your description with Proposed or Adopted, based on the type of Amendment you are submitting. Examples: <i>“Proposed</i> comprehensive plan amendment for the GMA periodic update.” or <i>“Adopted</i> Ordinance 123, adoption amendment to the sign code.” (Maximum 400 characters)	Proposed comprehensive plan amendments for the 2025 annual comprehensive plan update process. 25-01 includes the proposed yearly Capital Improvement Plan (CIP) updates, and 25-02.001-.308 addresses multiple requests to remove Chapter 9- DEI from the existing Comprehensive Plan Chapter. All 308 applications were submitted at the same time, or nearly in the same packet, and all addressed a range of requests related to DEI in the comp plan. Some requested removing DEI policies throughout the comp plan without specifying which ones should be removed, and many applications requested to remove the City’s DEI Commission, which is not related. The clearest request, and the request docketed and being considered and addressed, is the removal of the chapter. All applications were considered, and therefore compiled into 25-02, as many listed reasoning and had implied intent regarding removing the chapter. City Staff suggested additional outreach at the docketing meeting in July, as this became a polarizing topic within the community. Staff scheduled a Braver Angels Common ground workshop and additional outreach opportunities, and brought results back to Council October 20. A majority of Council selected rewriting the Chapter in 2026 as a part of Ellensburg’s Periodic Update, while also making minor revisions in 2025 to ensure the chapter complies with federal and state guidelines regarding DEI language. Attached is the proposed minor revision for 2025, and a rewritten chapter will be proposed next year as a part of the periodic update.
Is this action part of your 10-year periodic update required under RCW 36.70A.130 of the Growth Management Act (GMA)?	☐ Yes ☒ No

For Shoreline Master Programs (SMP): Is this action part of your 10-year periodic review required under RCW 90.58.080, a Comprehensive SMP, or a Locally Initiated amendment?	☐ Periodic Review ☐ Comprehensive SMP ☐ Locally Initiated Amendment ☐ N/A (Not an SMP)
Does your submittal include changes to Urban Growth Areas	☐ Yes ☒ No

Proposed Dates: Enter the anticipated public hearing date(s) for your Planning Commission/Planning Board or for your Council/Commission.	Planning Commission: Public Hearing- November 13 City Council: Public Hearing- December 1. Second Council reading, December 15. Proposed / Date of Adoption: December 31, 2025.
Categorize your Submittal	See Last Page for Category List
Contact Information:	
Prefix/Salutation: (Examples: "Mr.", "Ms.", or "The Honorable" (elected official))	
Name:	Mrs. Stacey Henderson
Title:	City of Ellensburg Planning Manager
Email:	hendersons@ellensburgwa.gov
Work Phone:	509-925-8608
Cell/Mobile Phone: (optional)	
Consultant Information:	
Is this person a consultant?	☐ Yes
Consulting Firm name?	
Would you like Commerce to contact you for Technical Assistance regarding this submitted amendment?	☐ Yes

REQUIRED: Attach a copy of the proposed amendment text or document(s). We do not accept a website hyperlink requiring us to retrieve external documents. Commerce no longer accepts paper copies by mail. If you experience difficulty, please email the reviewteam@commerce.wa.gov

~~~~ **ONLINE TRACKING SYSTEM AVAILABLE** ~~~~

Log in to our PlanView system where you can keep up with this submittal status, reprint communications and update your contact information.

Don't have a user account? Reply to this email to request one and attach the PlanView System Access Request Form.

**To set up your Commerce PlanView Account:**

Register for a [SAW](#) account and add the PlanView Service.

Please send completed [PlanView System Access Request Form](#) to [reviewteam@commerce.wa.gov](mailto:reviewteam@commerce.wa.gov)

Questions? Call the review team at (360) 725-3066.



- ☐ Airport Safety Zone
- ☒ Capital Facilities
- ☐ Climate
- ☒ Comprehensive Plan
- ☐ Conservation Element
- ☐ Critical Areas Ordinance
- ☐ Design Standards/Design Review
- ☐ Development Regulations
- ☐ Economic Development
- ☐ Emergency
- ☐ Environment
- ☐ Essential Public Facilities
- ☐ Historic Preservation
- ☐ Housing
- ☐ Impact Fee
- ☐ Land Use
- ☐ Military
- ☐ Open Space
- ☐ Parks and Recreation Element
- ☐ Periodic Review (SMP)
- ☐ Periodic Update
- ☐ Port Element
- ☐ Public Participation
- ☐ Recreation
- ☐ Resource Lands
- ☐ Rural Lands
- ☐ Schools
- ☐ Shoreline Master Program
- ☐ Solar Energy Element
- ☐ Subarea Plans
- ☐ Transfer of Development Rights
- ☐ Transportation
- ☐ Urban Growth Areas
- ☐ Utilities

# THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

## Submittal ID: 2025-S-11070

**Submittal Date Time:** 10/29/2025

### Submittal Information

|                       |                                            |
|-----------------------|--------------------------------------------|
| <b>Jurisdiction</b>   | City of Ellensburg                         |
| <b>Submittal Type</b> | 60-day Notice of Intent to Adopt Amendment |
| <b>Amendment Type</b> | Comprehensive Plan Amendment               |

### Amendment Information

#### Brief Description

Proposed amendments for the 2025 annual comprehensive plan update process. 25-01 includes proposed yearly Capital Improvement Plan (CIP) updates, and 25-02.001-.308 addresses multiple requests to remove Chapter 9- DEI from the existing Comprehensive Plan Chapter.

Attached is the proposed minor revision for 2025 and a rewritten chapter will be proposed next year as a part of the periodic update.

☐ **Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.**

**Planning Commissions Date** 11/13/2025

**City Council Date** 12/01/2025

**City Council Date** 12/15/2025

**Anticipated/Proposed Date of Adoption** 12/31/2025

### Categories

| Submittal Category |
|--------------------|
| Capital Facilities |
| Comprehensive Plan |

Attachments

| Attachment Type                      | File Name                                                                  | Upload Date         |
|--------------------------------------|----------------------------------------------------------------------------|---------------------|
| Comprehensive Plan Amendment - Draft | 25-01 CIP Updates.pdf                                                      | 10/30/2025 10:57 AM |
| Comprehensive Plan Amendment - Draft | 25-02.001-.308_Chapter 9 Diversity Equity and Inclusion_Strike Through.doc | 10/30/2025 10:58 AM |
| Correspondence                       | City of Ellensburg Comprehensive Plan Amendment Notice to Adopt.msg        | 10/30/2025 11:00 AM |
| Supporting Documentation or Analysis | 2025 Comp Plan Amendment Updates_Cover Sheet.docx                          | 10/30/2025 11:00 AM |

Contact Information

PrefixMs.  
First NameStacey  
Last NameHenderson  
TitlePlanning Manager  
Work(509) 925-8608  
Cell  
Emailhendersons@ellensburgwa.gov

☐ Yes, I would like to be contacted for Technical Assistance.

Certification

Entered by Sarah Van Etten Leupold on 10/30/2025 11:06:23 AM

Intake Received Date10/29/2025  
Full NameStacey Henderson  
Emailhendersons@ellensburgwa.gov

**NOTICE OF SEPA ACTION**  
**City of Ellensburg 2025 Annual Docket Cycle**  
**SEPA Environmental Review DETERMINATION OF NON-SIGNIFICANCE (DNS)**

**Notice is hereby given** that the City of Ellensburg has issued a Determination of Non-Significance for the proposed 2025 Annual Docket Amendments.

**Date of application:** October 27, 2025

**Comments due date:** November 26, 2025

**Project Description: Case # P25-118;** A non-project SEPA Environmental Checklist submitted by Stacey Henderson, City of Ellensburg. This SEPA Checklist review is a part of the City of Ellensburg's annual comprehensive plan amendment process. The City is proposing two amendments to the Comprehensive Plan, which have been docketed by City Council for the 2025 year. A complete listing and description of the proposed amendments can be found in the SEPA Checklist and Attachment A, as submitted by the applicant.

**Project Location:** Ellensburg city limits and the Urban Growth Area

**Materials Available for Review:** The submitted application and file documents may be examined by the public by visiting the **City of Ellensburg Community Development Department webpage** at: <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>. Documents available include the SEPA Checklist, Attachment A- Amendment 25-01, and Attachment B- Amendment 25-02.001.308.

**Written Comments:** The public is encouraged to review and comment on the proposed project. **Written comments must be received via email, or postmarked, by 5:00 pm on Wednesday, November 26, 2025.**

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

**Staff contact:** Stacey Henderson, Planning Manager. Email: [hendersons@ellensburgwa.gov](mailto:hendersons@ellensburgwa.gov). 509-925-8608.

**Environmental Review (SEPA):** The lead agency for this proposal has determined that the proposed adoption of the listed amendments will 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.

This Preliminary Determination of Non-Significance (DNS) is issued under WAC 197-11-340(2); The lead agency will not act on this proposal for 21 days from the date of issuance. Agencies, tribes, and the public are encouraged to review and comment on the proposal. If you have any comments on the proposed docket items and/or the SEPA Checklist, please submit them to our department by mail or email by 5:00 pm on Wednesday, November 26, 2025.

**ENVIRONMENTAL CHECKLIST**

**FOR**

**City of Ellensburg**  
**2025 Comprehensive Plan Amendments**

## **A. Background**

### **1. Name of proposed project, if applicable:**

2025 Annual Review of Proposals to Amend the City of Ellensburg Comprehensive Plan. See Attachment A for listing and description of proposed Comprehensive Plan Amendments.

### **2. Name of applicant:**

City of Ellensburg

### **3. Address and phone number of applicant and contact person:**

Community Development Department  
501 N. Anderson Street  
Ellensburg, WA 98926  
(509) 925-8608  
Contact: Stacey Henderson

### **4. Date checklist prepared:**

October 27, 2025

### **5. Agency requesting checklist:**

City of Ellensburg Community Development Department

### **6. Proposed timing or schedule (including phasing, if applicable):**

2025 Comprehensive Plan Amendments proposed for adoption by December 31, 2025.

### **7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.**

The city conducts an annual review process for proposed amendments to the Comprehensive Plan.

### **8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.**

Supplemental Environmental Impact Statements (SEIS) were prepared for the mandated Comprehensive Plan Updates in 2007 and 2017. An EIS was prepared on the Comprehensive Plan in 1995. Environmental Checklists were prepared for proposed amendments in 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2018, 2019, 2020, 2021, 2022, 2023, and 2024, all of which resulted in the issuance of Determinations of Non-Significance.

### **9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.**

The City is actively processing applications using the current comprehensive plan as guidance. This proposal would revise that comprehensive plan.

**10. List any government approvals or permits that will be needed for your proposal, if known.**

This is a non-project action. No permits are required to update the City's comprehensive plan. The revisions to the comprehensive plan will be subject to Ellensburg Planning Commission recommendation and City Council approval.

In addition, Washington State Department of Commerce reviews the revisions to the comprehensive plan during a 60-day review period prior to adoption.

**11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)**

This is the City's annual comprehensive plan amendment process. Two proposed amendments have been docketed by City Council for the 2025 year. The proposed revisions include:

- 1) Updating the 6-year capital improvement plans in Appendix A of the comprehensive plan.
- 2) Updating Chapter 9 – DEI, with a planned minimal technical rewrite proposed for adoption in 2025.

**12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

Ellensburg is located in Kittitas County, bordered on the west by the Yakima River. The comprehensive plan applies to the entirety of the Ellensburg city limits, and the Urban Growth Area, about 9,419 acres (14.7 square miles).

## **B. ENVIRONMENTAL ELEMENTS**

### **1. Earth**

#### **a. General description of the site**

The City of Ellensburg is located in central Washington – 110 miles east of Seattle and 170 miles west of Spokane. The City sits at an elevation of 1,540 feet in a fertile basin next to the Yakima River, east of the Cascade mountain range, and on the western side of the Columbia Plateau.

(circle one): Flat, rolling, hilly, steep slopes, mountainous,  
other \_\_\_\_\_

There is a variety of terrain within the City of Ellensburg. The City is generally located on gently sloping topography formed upon the alluvial fan surfaces along the southwest flank of the Wenatchee Mountains,

and thus has generally flat or rolling terrain with very few steep slopes. The steep slopes are relatively isolated and include slopes immediately west of Brick Road, the slope immediately south of the Kittitas County Fairgrounds extending around the base of the city water tower, and the slope immediately south of the intersection of 10<sup>th</sup> Avenue and Cora Street.

**b. What is the steepest slope on the site (approximate percent slope)?**

The steepest slope within Ellensburg is approximately 40% and is located immediately south of the Kittitas County Fairgrounds extending around the base of the city water tower.

**c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.**

The United States Department of Agriculture Natural Resources Conservation Services publishes soil surveys for Washington State. The soil survey information is regularly updated, Kittitas County soil survey data was last updated in 2018. The soil survey includes general soil map units that show broad areas that have distinctive soil patterns, relief, and drainage.

Each map unit on the general soil unit map is a unique natural landscape typically consisting of one or more major soils or miscellaneous areas and some minor soils and miscellaneous areas. Ellensburg has two general soil map units: Brickmill-Nanum-Opnish and Kayak-Weirman. Brickmill-Nanum-Opnish is found on younger alluvial fans and terraces and covers most of Ellensburg city limits. This general soil map unit is described as very deep, moderately well drained and somewhat poorly drained soils on level to nearly level alluvial fans. In the Yakima River floodplain, Ellensburg also has the general soil map unit – Kayak-Weirman. This general soil map unit is described as very deep, somewhat excessively drained, moderately well drained, and somewhat poorly drained soils on level to nearly level floodplains and terraces.

**d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.**

The City of Ellensburg is located on gently sloping topography and thus has very few slopes that would qualify as steep slopes or landslide hazards.

**e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.**

Not applicable. No filling, excavation, or grading is proposed for this non-project action. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and separate SEPA review as applicable.

**f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.**

Not applicable. No clearing, construction, or specific uses are proposed as part of this proposal. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?**

Not applicable. There is no project construction as part of this non-project action. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:**

Not applicable. This proposal will not result in erosion or other impacts to the earth. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.



## 2. Air

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.**

Not applicable. No construction, operation, or maintenance is proposed as part of this non-project proposal. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.**

Not applicable. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:**

Not applicable. The non-project action would not produce air emissions. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

## 3. Water

### a. Surface Water:

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

There are several streams, irrigation canals and lakes in the Ellensburg vicinity including six perennial streams (Lyle Creek, Wilson Creek, Mercer Creek, Whisky Creek, Currier Creek, and Reecer Creek) found in the Ellensburg city limits. All of these streams flow into Yakima River which borders the western city limits at Irene Rinehart Riverfront Park and is classified by the State of Washington Department of Natural Resources as a Type S stream. There are a couple unnamed ponds near the west freeway interchange, and Englehorn Pond is located south of the 14th Avenue and B Street intersection

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

Not applicable. The non-project proposal does not include any work over, in, or adjacent to the waters described above. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**

Not applicable. No fill or dredge material will be placed or removed from surface water or wetlands as part of this non-project proposal. Project specific proposals are subject to review with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.**

Not applicable. This non-project proposal does not require any surface water withdrawals or diversions. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.**

According to NFIP FIRM maps, portions of Ellensburg lie within the 100-year floodplain. There is not a site plan for this non-project proposal. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review and Critical Area review, as applicable.

**6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.**

Not applicable. This non-project proposal does not involve any discharges of waste materials to surface waters. Project specific proposals are subject to review with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**b. Ground Water:**

**1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.**

Not applicable. This non-project proposal does not include any withdrawal of groundwater. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.**

Not applicable. No water material will be discharged into the ground as part of this non-project proposal. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**c. Water runoff (including stormwater):**

**1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.**

Not applicable. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code, and the Stormwater Management Manual for Eastern Washington, and will undergo separate SEPA review as applicable.

**2) Could waste materials enter ground or surface waters? If so, generally describe.**

Not applicable. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.**

Not applicable. This non-project proposal does not alter or otherwise affect drainage patterns. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code, and the Public Works Standards, and will undergo separate SEPA review as applicable.

**d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:**

Not applicable. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**4. Plants**

**a. Check the types of vegetation found on the site:**

All of the following types of vegetation may be found within the City of Ellensburg; however the proposal is not site specific:

- |                                     |                                                                    |
|-------------------------------------|--------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | deciduous tree: alder, maple, aspen, other                         |
| <input checked="" type="checkbox"/> | evergreen tree: fir, cedar, pine, other                            |
| <input checked="" type="checkbox"/> | shrubs                                                             |
| <input checked="" type="checkbox"/> | grass                                                              |
| <input checked="" type="checkbox"/> | pasture                                                            |
| <input checked="" type="checkbox"/> | crop or grain                                                      |
| <input checked="" type="checkbox"/> | wet soil plants: cattail, buttercup, bulrush, skunk cabbage, other |
| <input checked="" type="checkbox"/> | water plants: water lily, eelgrass, milfoil, other                 |
| <input checked="" type="checkbox"/> | other types of vegetation                                          |

**b. What kind and amount of vegetation will be removed or altered?**

No vegetation will be removed as a direct result of this proposal to revise the comprehensive plan. Vegetation removal will be determined at a project level review and is subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**c. List threatened and endangered species known to be on or near the site.**

Not applicable to the non-project action. Threatened and endangered species are protected through the Fish and Wildlife Habitat Conservation Areas regulations located within the City's critical areas regulations.

**d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:**

Not applicable. No landscaping is proposed as part of this non-project action. Project specific proposals are subject to review for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**e. List all noxious weeds and invasive species known to be on or near the site.**

The Kittitas County Noxious Weed Control Board keeps information on noxious weeds in Kittitas County. According to the Weed Control Board, the top ten most common noxious weeds in Ellensburg are: Kochia, Russian Thistle, Canada Thistle, Diffuse Knapweed, Horseweed, Whitetop, Puncturevine, Myrtle Spurge, Houndtongue, and Japanese Knotweed. Project-specific development projects will be reviewed for consistency with applicable provisions of Ellensburg City Code and undergo separate SEPA review as applicable.

**5. Animals**

**a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.**

A variety of birds and animals reside in the city but the question is not applicable to the proposal because it is a non-project action involving primarily non-site specific text amendments. Project specific development proposals will be reviewed for consistency with

applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**b. List any threatened and endangered species known to be on or near the site.**

Not applicable. Threatened and endangered species are protected through the Fish and Wildlife Habitat Conservation Areas regulations; no changes to these regulations are proposed. Project specific development proposals will be reviewed for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**c. Is the site part of a migration route? If so, explain.**

Some migratory birds are likely to visit the Ellensburg area, but the question is not applicable to this non-project action. Project specific development proposals will be reviewed for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**d. Proposed measures to preserve or enhance wildlife, if any:**

The city protects Fish and Wildlife Habitat Conservation Areas through the implementation of the city's critical areas regulations. No changes are proposed to these regulations. Project specific development proposals will be reviewed for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**e. List any invasive animal species known to be on or near the site.**

None identified.

**6. Energy and natural resources**

**a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**

Not applicable. Project specific proposals will be reviewed for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**

As a non-project action, the proposal would not impact the use of solar energy at any specific location. Any future development proposals will be reviewed for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:**

The proposal does not relate to a specific action. Any future development proposals will be reviewed for consistency with applicable provisions of Ellensburg City Code and will undergo separate SEPA review as applicable.

**7. Environmental health**

**a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.**

As a non-project action, the proposal is not expected to cause environmental health hazards. Use of any hazardous materials on a project-by-project basis would be subject to the requirements of local, state, and federal laws.

**1) Describe any known or possible contamination at the site from present or past uses.**

Not applicable to this non-project proposal. Future development will need to conform to local, state, and federal standards and regulations during project review.

**2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**

Not applicable to this non-project proposal. Future development will need to conform to local, state, and federal standards and regulations during project review.

**3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.**

Not applicable to this non-project proposal. Future development will need to conform to local, state, and federal standards and regulations during project review.

**4) Describe special emergency services that might be required.**

Not applicable to this non-project proposal.

**5) Proposed measures to reduce or control environmental health hazards, if any:**

Not applicable to this non-project proposal.

**b. Noise**

**1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?**

Not applicable. This is a non-project proposal and does not include project action on any specific site.

**2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)?  
Indicate what hours noise would come from the site.**

Not applicable. This is a non-project proposal and does not include project action on any specific site. Future project proposals will be evaluated at the project level and will be subject to applicable regulations and standards.

**3) Proposed measures to reduce or control noise impacts, if any:**

Not applicable. This is a non-project proposal and does not include project action on any specific site. Future project proposals will be evaluated at the project level and will be subject to applicable standards and regulations.

**8. Land and shoreline use**

**a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.**

Not applicable. This is a non-project proposal and does not include project action on any specific site. Future project proposals will be evaluated at the project level and will be subject to applicable standards and regulations.

**b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated,**

**how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?**

The City of Ellensburg does not have agricultural or forest land of long-term commercial significance in city limits or the city's urban growth area. As a non-project action this proposal will not directly result in the conversion of any agriculture or forestry land to other uses.

**1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:**

Not applicable. This is a non-project proposal and does not include project action on any specific site. Future project proposals will be evaluated at the project level and will be subject to applicable regulations and standards.

**c. Describe any structures on the site.**

Not applicable.

**d. Will any structures be demolished? If so, what?**

Not applicable. This is a non-project proposal and does not include project action on any specific site.

**e. What is the current zoning classification of the site?**

The City provides multiple zoning designations. Future development will need to conform to specific zoning related standards and regulations during project review. Current zoning designations are as follows:

- Central Commercial
- Central Commercial II
- Residential Suburban
- Residential Low Density
- Residential Medium Density
- Residential High Density
- Residential Office
- Planned Unit Development
- Neighborhood Commercial Mixed Use
- Commercial Neighborhood
- Commercial Highway
- Commercial Tourist
- Manufactured Home Park
- Light Industrial
- Heavy Industrial
- Public Reserve
- Regional Center Mixed Use

**f. What is the current comprehensive plan designation of the site?**

The City provides multiple comprehensive plan land use designations, they are as follows:

- Residential Neighborhood
- Blended Residential Neighborhood
- Urban Neighborhood

- Neighborhood Mixed Use
- Urban Center
- Community Mixed Use
- Industrial Residential
- Neighborhood Commercial
- Mixed Business Park
- General Commercial and Services
- Light Industrial
- Heavy Industrial
- Public/Institutional
- Open Space (private/non-city owned)
- Parks and Open Space
- Industrial Residential

**g. If applicable, what is the current shoreline master program designation of the site?**

The city has two shoreline master plan designations within its Urban Growth Area, these are Urban Conservancy (located adjacent to the Yakima River and surrounding Lake Mattoon) and Aquatic.

**h. Has any part of the site been classified as a critical area by the city or county? If so, specify.**

This is a non-project proposal and does not include project action on a specific site. The City's critical areas regulations outlines definitions, designations, and regulations for critical areas in order to:

- Protect members of the public and public resources and facilities from injury, loss of life, or property damage due to landslides and steep slope failures, erosion, seismic events, and flooding;
- Maintain healthy, functioning ecosystems through the protection of unique, fragile, and valuable elements of the environment, including ground and surface waters, wetlands, and fish and wildlife and their habitats, and to conserve the biodiversity of plant and animal species; and
- Prevent cumulative adverse environmental impacts to water quality, wetlands, fish and wildlife habitat, and the overall net loss of wetlands, frequently flooded areas, and habitat conservation areas.

**i. Approximately how many people would reside or work in the completed project?**

The current population in the City of Ellensburg is 20,970 (Office of Financial Management, 2024).

**j. Approximately how many people would the completed project displace?**

As a non-project action, the proposal will not directly cause displacement. Future project specific proposals will be reviewed for consistency with applicable standards and regulations.

**k. Proposed measures to avoid or reduce displacement impacts, if any:**

As a non-project action, the proposal will not directly cause displacement. Future project specific proposals will be reviewed for consistency with applicable standards and regulations.

**l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:**

The Ellensburg Comprehensive Plan provides guidance intended to ensure that new development is compatible with existing land uses and anticipated growth. No changes as part of this proposal impact the guidance established in the comprehensive plan.

**m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:**

The City of Ellensburg and its Urban Growth Area do not contain any designated agricultural or forest lands of long-term commercial significance.

## **9. Housing**

**a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.**

Not applicable. No housing is proposed as part of this non-project action.

**b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.**

Not applicable. No housing is proposed to be eliminated as part of this non-project action.



**c. Proposed measures to reduce or control housing impacts, if any:**

Not applicable. This is a non-project action, no increase in housing impacts is expected from the proposed updates to the comprehensive plan.

**10. Aesthetics**

**a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?**

Not applicable. This is a non-project proposal and does not include project action on a specific site. Generally, the City provides standards for building height by zone. Future project proposals will be evaluated at the project level and will be subject to applicable regulations and standards.

**b. What views in the immediate vicinity would be altered or obstructed?**

Not applicable. This non-project action will not impact views.

**c. Proposed measures to reduce or control aesthetic impacts, if any:**

Not applicable. This non-project action will not impact aesthetics.

**11. Light and glare**

**a. What type of light or glare will the proposal produce? What time of day would it mainly occur?**

Not applicable. This non-project action will not produce any light or glare.

**b. Could light or glare from the finished project be a safety hazard or interfere with views?**

Not applicable. This is a non-project action and does not include project action on any specific site.

**c. What existing off-site sources of light or glare may affect your proposal?**

Not applicable. This is a non-project action and does not include project action on any specific site.

**d. Proposed measures to reduce or control light and glare impacts, if any:**

Not applicable. This non-project action will not impact light or glare. For future project proposals the city has specific requirements regulating outdoor lighting (ECC 15.580).

**12. Recreation**

**a. What designated and informal recreational opportunities are in the immediate vicinity?**

The City of Ellensburg maintains a park and recreation system that includes a wide variety of facilities and activities for Ellensburg and Kittitas County residents. The City has 8 pocket parks, 6 neighborhood parks, 2 community parks, and 2 regional parks. In addition, the City Parks and Recreation Department operates four year-round facilities including an adult senior center, municipal pool/fitness center, youth center, and racquet and recreation center.

**b. Would the proposed project displace any existing recreational uses? If so, describe.**

No existing recreational uses will be displaced.

**c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:**

Not applicable. This non-project action will not impact any recreational uses.

**13. Historic and cultural preservation**

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe.**

The City of Ellensburg has a well-established historic preservation program including the Downtown Historic District (established 1980), Residential Historic District (established 1984), Ellensburg Landmarks Register (established 2000), and attainment of Certified Local Government status in 2001. Many of Ellensburg's historic structures are located within a 16-block area of the Downtown Historic District. There are also historic structures located on the Central Washington University campus, the industrial area along the railroad, and in residential neighborhoods in and surrounding the downtown area.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.**

Not applicable. As necessary, future project proposals will be reviewed for consistency with applicable standards and regulations and will be reviewed by the City's Landmark and Design Commission as applicable.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.**

Not applicable. This non-project action does not address or propose any impacts to historic resources. Future project proposals will be reviewed for consistency with applicable standards and regulations and will be reviewed by the City's Landmark and Design Commission as applicable.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.**

This non-project action does not address or propose any impacts to historic resources.

#### **14. Transportation**

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.**

Not applicable. This is a non-project proposal includes a proposed amendment to the Functional Classification Map which would remove a future minor collector roadway, but will not impact any existing roadway systems.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

Various areas of the city are currently served by transit. Distance to the nearest transit stop will vary from project to project. Future project proposals will be reviewed for consistency with applicable standards and regulations and will undergo separate SEPA review as applicable.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?**

Not applicable. This non-project proposal will not add or eliminate any parking spaces.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).**

Not applicable. This non-project proposal will not require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities.

- e. **Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

Not applicable. This non-project proposal will not use water, rail, or air transportation.

- f. **How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?**

Not applicable. This non-project proposal will not impact vehicular trips per day and does not include project action on any specific site.

- g. **Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.**

Not applicable. This non-project proposal does not propose any impacts to transportation.

- h. **Proposed measures to reduce or control transportation impacts, if any:**

Not applicable. This is a non-project proposal and does not include project action on any specific site.

## 15. Public services

- a. **Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.**

Not applicable. This non-project proposal will not increase the need for public services.

- b. **Proposed measures to reduce or control direct impacts on public services, if any.**

Not applicable. This non-project proposal does not propose any impacts to public services.

## 16. Utilities

- a. **Circle utilities currently available at the site:**

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other

Utilities currently available within the incorporated city limits include: electricity, natural gas, water, refuse service, telephone, sanitary sewer, cable television, and others.

- b. **Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.**

Not applicable. This is a non-project proposal and does not include project action any specific site.

## C. Signature

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: Stacey Henderson

Name of signee: Stacey Henderson

Position and Agency/Organization: City of Ellensburg- Planning Manager

Date Submitted: November 4, 2025

## **D. supplemental sheet for nonproject actions**

### **1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

The proposed amendments to the comprehensive plan are not likely to increase discharge to water, emissions to air, production, storage, or release of toxic or hazardous substances or production of noise.

#### **Proposed measures to avoid or reduce such increases are:**

Not applicable. The proposed amendments to the comprehensive plan are not likely to increase discharge to water, emissions to air, production, storage, or release of toxic or hazardous substances or productions of noise. Project specific proposals will undergo separate SEPA review as applicable.

### **2. How would the proposal be likely to affect plants, animals, fish, or marine life?**

The proposed amendments to the comprehensive plan are not likely to affect plants, animals, fish, or marine life.

#### **Proposed measures to protect or conserve plants, animals, fish, or marine life are:**

Not applicable. The proposed amendments to the comprehensive plan are not likely to affect plants, animals, fish, or marine life. Project specific proposals will undergo separate SEPA review as applicable.

### **3. How would the proposal be likely to deplete energy or natural resources?**

The proposed amendments to the comprehensive plan are not likely to deplete energy or natural resources.

#### **Proposed measures to protect or conserve energy and natural resources are:**

Not applicable. The proposed amendments to the comprehensive plan are not likely to deplete energy or natural resources. Project specific proposals will undergo separate SEPA review as applicable.

### **4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

The proposed amendments to the comprehensive plan are not likely to affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection. The proposed amendments are not likely to impact parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands.

#### **Proposed measures to protect such resources or to avoid or reduce impacts are:**

Not applicable. The proposed amendments are not likely to affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection. Project specific proposals will undergo separate SEPA review as applicable.

### **5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

The proposed amendments to the comprehensive plan will not affect shoreline development. The proposed amendments to the comprehensive plan will not encourage or allow development/uses that are incompatible with existing plans.

#### **Proposed measures to avoid or reduce shoreline and land use impacts are:**

Not applicable. The proposed amendments will not affect shoreline development. The proposed amendments to the comprehensive plan will not encourage or allow development/uses that are incompatible with existing plans. Project specific proposals will undergo separate SEPA review as applicable.

**6. How would the proposal be likely to increase demands on transportation or public services and utilities?**

The proposed amendments to the comprehensive plan will not increase demands on transportation or public services and utilities.

**Proposed measures to reduce or respond to such demand(s) are:**

Not applicable. The proposed amendments to the comprehensive plan will not increase demands on transportation or public services and utilities. Project specific proposals will undergo separate SEPA review as applicable.

**7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.**

The proposed amendments to the comprehensive plan are consistent with local, state, and federal laws for the protection of the environment.





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

**State Environmental Policy Act (SEPA)  
PRELIMINARY DETERMINATION OF NON-SIGNIFICANCE (DNS)**

**Proponent:** City of Ellensburg Community Development Department

**Location:** Ellensburg City Limits and the Urban Growth Area

**Description:** This SEPA Checklist is a part of the City of Ellensburg's annual comprehensive plan amendment process. The City is proposing two amendments to the Comprehensive Plan, which have been docketed by City Council for the 2025 year. A complete listing and description of the proposed amendments can be found in the SEPA Checklist and Attachment A, as submitted by the applicant.

**Lead Agency:** City of Ellensburg

**File #:** P25-118

The lead agency for this proposal has determined that the proposed adoption of this action plan, will 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.

This Preliminary Determination of Non-Significance (DNS) is issued under WAC 197-11-340(2); The lead agency will not act on this proposal for 21 days from the date of issuance. The lead agency will not act on this proposal for 21 days from the date below. Agencies, tribes, and the public are encouraged to review and comment on the proposal. If you have any comments on the proposed project and/or the SEPA Checklist, please submit them to our department by mail or email by **5:00 pm on Wednesday, November 26, 2025.**

Questions and comments may be submitted by 5:00 p.m. on Wednesday, November 26, 2025 to: Stacey Henderson, Planning Manager- City of Ellensburg. [hendersons@ellensburgwa.gov](mailto:hendersons@ellensburgwa.gov), 509-952-8608.

**Responsible Official:** Stacey Henderson  
**Title:** Community Development Planning Manager  
**Address:** City of Ellensburg  
Community Development Dept.  
501 N. Anderson St.  
Ellensburg WA 98926  
Phone: (509)952-8608 Fax: (509) 925-8655

Exhibit 5- Hearing Notice

**NOTICE OF PUBLIC HEARING  
CITY OF ELLENSBURG  
2025 COMPREHENSIVE PLAN AMENDMENTS**

**NOTICE IS HEREBY GIVEN** that the City of Ellensburg Planning Commission will hold a public hearing on Thursday, November 13, 2025, at 5:45 p.m. to consider two proposed 2025 amendments to the City of Ellensburg Comprehensive Plan. The Planning Commission will provide a recommendation to the City Council for each proposed item.

**Materials Available for Review:** The proposed amendments and related documents may be examined by the public by visiting the **City of Ellensburg Community Development Department webpage** at <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

**Written Comments** from interested persons will be accepted in person at City Hall (address below), by mail, or email to [hendersons@ellensburgwa.gov](mailto:hendersons@ellensburgwa.gov) up until 5:00 p.m. on November 13, 2025.

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

**Staff contact:** Stacey Henderson, Community Development Planning Manager

**NOTICE IS FURTHER GIVEN** that all persons interested in this matter may participate in the hybrid meeting by contacting Staff no later than 4:00 pm on **Thursday, November 13, 2025**. An email link, or phone number will be provided which will allow for electronic participation in the public hearing.

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 by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email [ADAAccordinator@ci.ellensburg.wa.us](mailto:ADAAccordinator@ci.ellensburg.wa.us).

Publish in Legal: **November 4, 2025**