

CITY COUNCIL AGENDA

April 20, 2026



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To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_nyABUGHrR2WPTgMpXsJ_tA

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.

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation. A Request for Accommodation form may be obtained on the first floor of City Hall or by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcordinator@ci.ellensburg.wa.us

COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

All City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at www.ectv2.com or on YouTube at [ECTV Ellensburg](https://www.youtube.com/channel/UCqWz8Y8Y8Y8Y8Y8Y8Y8Y8Y8). You may also attend by phone, only, and listen to the meeting by following the registration instructions under “Procedure for Remote Participation During Meeting” below. Once you register, you will be sent a meeting invitation with a phone number for the meeting.

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

SUBMISSION OF WRITTEN COMMENTS

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

PROCEDURE FOR REMOTE PARTICIPATION DURING MEETING

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

PROCEDURE FOR IN-PERSON PARTICIPATION (COUNCIL CHAMBERS)

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

PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

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

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

CONSENT AGENDA

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

AGENDA ITEMS

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

PUBLIC HEARINGS

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

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

**CITY OF ELLENSBURG
CITY COUNCIL AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Monday, April 20, 2026
7:00 PM - Regular Meeting**

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (No Public Comment)

2.A National Safe Digging Month 6

2.B Bike Month 7

3. Awards and Recognitions

4. Approval of Agenda (No Public Comment)

5. Consent Agenda (No Public Comment)

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

5.A Approve Minutes of April 6, 2026 Regular Meeting 8

5.B Approve Minutes of April 6, 2026 Study Session 13

5.C Acknowledge Minutes of Boards and Commissions 14

5.D Approve April 20, 2026 Voucher Listing 23

6. Petitions, Protests, and Communications

6.A Planning Commission Appointment (Matt Stalder) & Reappointment (Ed Harrell) (Public Comment Opportunity) 24

7. Public Comment on Non-agenda Items

8. Business Requiring Public Hearings

8.A Closed Record Hearing for Rezone Application P26-002, Manufactured Home Park (MHP) to Residential Medium (R-M) Zoning, and First Reading of Ordinance #4986 (Limited Public Comment) 31

9.	Introduction and Adoption of Ordinances and Resolutions	
9.A	Second Reading of Ordinance 4983 Amending Ellensburg City Code Chapter 9.91.100 — Electric Utility Rate Schedules (Public Comment Opportunity)	113
10.	Unfinished Business	
11.	New Business	
11.A	Letter of Commitment, CWU Collaboration, Geothermal Resource Characterization & Confirmation (Public Comment Opportunity)	138
12.	Miscellaneous	
12.A	Manager's Report (No Public Comment)	146
12.B	Councilmembers' Reports (No Public Comment)	
13.	Executive Session	
13.A	Per RCW 42.30.110(1)(i)(iii), To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.(iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency.	
14.	Adjournment	



City of Ellensburg

PROCLAMATION

National Safe Digging Month

April 2026

Whereas, April marks the start of the spring digging season for homeowners, landscapers, and construction companies; and

Whereas, failure to locate underground utilities before digging may result in unintentionally hitting underground lines or pipes, leading to penalties, repair costs, inconvenient outages, injuries, or even death; and

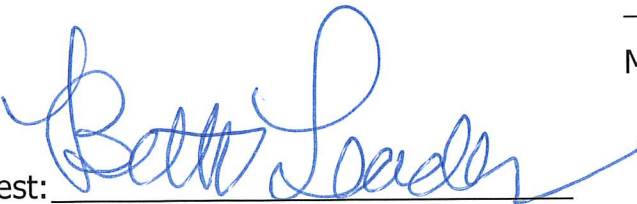
Whereas, Washington's free 811 one-call service notifies the appropriate utility companies of an intent to dig; and

Whereas, the one-call center dispatches professional locators to the requested digging site to mark the approximate locations of underground lines, safely alerting the dig crew of the potential danger below; and

Whereas, all residents and professional excavators are required by law to call 811 at least two business days before they dig;

Now, therefore, be it further resolved that the Mayor of Ellensburg does hereby proclaim the month of April as **NATIONAL SAFE DIGGING MONTH** and expresses his appreciation for safe digging practices and the Washington 811 call before you dig one-call center that contribute to a safer community and limited excavation damages.

Signed this 20th day of April, 2026.

Attest: 

City Clerk



Mayor



City of Ellensburg

PROCLAMATION

Bike Month

Whereas, May has been celebrated as National Bike Month in communities coast to coast since 1956 to showcase the many benefits of bicycling and encourage more people to give biking a try; and

Whereas, creating a cycling-friendly community has been shown to improve citizens' physical and mental health, well-being, and quality of life, as well as growing the economy, attracting tourism dollars, improving traffic safety, supporting student learning outcomes, and reducing pollution, congestion, and wear and tear on our streets and roads; and

Whereas, greater public awareness of bicycle operation and safety education will reduce collisions, injuries, and fatalities and improve health and safety for everyone on the road; and

Whereas, the State of Washington is ranked the #1 Bicycle-Friendly State in the nation; and

Whereas, the City of Ellensburg is a Silver-level Bicycle Friendly Community since 2015 and wishes to achieve Gold in 2027; and

Whereas, Ellensburg and Kittitas County's road and trail system attracts bicyclists each year, providing transportation, recreation and exercise, tourism and economic health benefits; and

Whereas, the Ellensburg Environmental Commission invites everyone to participate in Bike Month by downloading the Adventure Lab app to explore popular rides, by cycling to work, school, or worship, and by joining the bicycle celebration at Unity Park on Saturday May 30 to play games, learn about bike safety and resources, or to receive free bikes, helmets, bells, and lights.

Now, therefore, be it further resolved that the Mayor of Ellensburg does hereby proclaim May as Bike Month in Ellensburg and urges all residents to give bicycling a try.

Signed this 20th day of April, 2026.

A blue ink signature of the Mayor, consisting of a stylized, cursive name.

Mayor

Attest: A blue ink signature of Betty Leach, the City Clerk, written in a cursive style.

City Clerk



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Regular Meeting

April 6, 2026

7:00 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Elliott

1. Call to Order and Roll Call

Roll Call Present: Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Delano Palmer (present remotely), Joshua Thompson (present remotely)

Absent: Sarah Beauchamp (excused absence)

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, community Development Director Carlson, Associate Planner Rud, HR Director Young, Arts & Economic Development Manager Vandenberg, Gas Engineer Yusi, Energy Services Director Stanavich, Energy Services Finance Officer Bair, Energy Resources Manager Baker and approximately fifteen members of the public

Others present remotely via Zoom: four members of the public

2. Proclamations

- 2.A Arbor Day
Councilmember Miller read the proclamation.
- 2.B National Child Abuse Prevention Month
Councilmember Goodloe read the proclamation.

3. Awards and Recognitions

4. Approval of Agenda

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

5. Consent Agenda

- 5.A Approve Minutes of March 16, 2026 Regular Meeting
- 5.B Acknowledge Minutes of Boards and Commissions
- 5.C Project Acceptance – Bid Call 2024-10 Brick Road Improvements

-
- 5.D Axon Body Worn and In-Car Video Camera Contract
 - 5.E NOANET Inter Local Agreement Amendment 3
 - 5.F Construction Agreement between WinCo Foods, LLC and the City of Ellensburg
 - 5.G Professional Services Consultant Agreement for the Engineering and Design of the Umptanum Road and Anderson Road Roundabout Project
 - 5.H Affordable Housing Commission Resignation - Sarah Bedsaul
 - 5.I Budget Carryforward — Fieldhouse Construction Fund for Professional Services
 - 5.J Amendment #1 to Agreement for Professional Services Between The City of Ellensburg and SCJ Alliance
 - 5.K Approve April 6, 2026 Voucher Listing

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

6. Petitions, Protests, and Communications

- 6.A UAC Reappointment - Fred Springsteen
Heidi Behrends Cerniwey, City Manager, presented information regarding the recommendation for reappointment from the Utility Advisory Committee.

Councilmember Goodloe moved to approve reappointment of Fred Springsteen to the Utility Advisory Committee. **Motion Approved 6-0**

- 6.B Chamber Annual Presentation
Kelle Vandenberg, Arts & Economic Development Manager, introduced Amy McGuffin, Kittitas County Chamber of Commerce CEO, who presented a tourism report.

7. Public Comment on Non-agenda Items

Public Comment was heard from the following citizens:

- Candice Comfort
- Christopher Hobbs

8. Business Requiring Public Hearings

- 8.A Public Hearing (Legislative) to Consider Annexation of Parcel 631033 and First Reading of Ordinance 4985 Approving the Annexation and Zoning of Light Industrial (I-L) (Public Comment Opportunity)
Mayor Elliott opened the public hearing. Mark Rud, Associate Planner, presented information in the staff report.

With no comments from the public and no questions from Council, Mayor Elliott

closed the public hearing.

Councilmember Miller moved to approve the D&N Development LLC annexation petition and conduct first reading of Ordinance 4985 annexing parcel 631033 with a Light Industrial (I-L) zoning designation. **Motion Approved 6-0**

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Second Reading of Ordinance 4982 Amending Ellensburg City Code Chapter 1.88-Access, Advocacy, Equity, and Engagement Commission (Public Comment Opportunity)
Chris Horner, City Attorney, presented information in the staff report. Corrections to the Ordinance were included on the dais.

Public comment was heard on the topic from the following citizen:
Beryl Kelley

Councilmember Miller moved to conduct second reading and adoption of Ordinance 4982 amending Ellensburg City Code Chapter 1.88 regarding the name, role, duties, and responsibilities of the Diversity, Equity, and Inclusion Commission. **Motion Approved 6-0**

- 9.B First Reading of Ordinance 4983 Amending Ellensburg City Code Chapter 9.91.100 — Electric Utility Rate Schedules
Nichole Baker, Energy Resources Manager, and Sergey Tarasov, with FCS Group, reviewed information in a presentation.

Councilmember Lillquist moved to conduct First Reading of Ordinance 4983, amending Ellensburg City Code Chapter 9.91.100 - Electric Utility Rate Schedules. **Motion Approved 6-0**

- 9.C Resolution 2026-07 Amending the 2026 Pay Resolution for Non-Represented Employees
Lisa Young, HR Director, presented information in the staff report.

Councilmember Lillquist moved to adopt Resolution 2026-07 amending the 2026 Pay Resolution for Non-Represented Employees and authorize the necessary budget adjustments. **Motion Approved 6-0**

10. Unfinished Business

- 10.A Economic Development Property Exchange Agreement between City of Ellensburg, Kittitas County, and Central Washington University (Public Comment Opportunity)
Heidi Behrends Cerniwey, City Manager, presented information in the staff report. Jim Wolpart, CWU President and Corey Wright, Kittitas County Commissioner, provided comments.

Councilmember Goodloe moved to authorize the Mayor to sign the Economic Development Property Exchange Agreement between the City of Ellensburg, Kittitas County, and Central Washington University as presented, or in substantially similar form. **Motion Approved 5-0 (Palmer abstained)**

11. New Business

11.A Execute Agreement for Professional Services for the Natural Gas System Plan and Authorize Necessary Budget Adjustments

Darin Yusi, Gas Engineer, presented information in the staff report.

Public comment was heard on the topic from the following citizens:

Fred Padjen

Meghan Anderson (speaking remotely)

Councilmember Lillquist moved to authorize the City Manager to execute the Agreement for Professional Services for the 2027-2032 Natural Gas System Plan with consultant Kimley-Horn and authorize necessary budget adjustments.

Council asked questions of staff.

Motion Approved 6-0

12. Miscellaneous

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

Heidi Behrends Cerniwey, City Manager, presented information in the report. A request for approval of travel was on the dais for consideration. Council consensus was for the Mayor to approve the City Manager's attendance at the Transforming Local Government conference in Dallas, TX.

12.B Councilmembers' Reports (No Public Comment)

Councilmember Thompson attended the EPD tour and acknowledged Dr. Eli Carr, the CHASE program and Chief Wade

Councilmember Palmer attended the Affordable Housing Commission meeting

Councilmember Goodloe attended the Homelessness & Affordable Housing Commission meeting, met with all DEI Commission members and attended the KCCOG meeting

Councilmember Lillquist attended an ETAC, Environmental Commission, UAC and Yakima Basin Fish & Wildlife board meetings and was a panelist for the AWC Leaders Exchange

Mayor Elliott reported on KCCOG and met with Sanda City representatives

13. Executive Session

14. Adjournment

Meeting adjourned at 9:19 pm

Mayor

ATTEST: _____
City Clerk



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Study Session

April 6, 2026

6:00 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Study Session (No Public Comment)

Councilmembers Present: Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Delano Palmer (present remotely), Joshua Thompson (present remotely)

Councilmembers absent: Sarah Beauchamp (excused)

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, HR Director Young, Energy Services Director Stanavich, Gas Engineer Yusi, Senior Electrical Engineer Meyer, Energy Services Finance Officer Bair and approximately three members of the public

Others present remotely via Zoom: no members of the public

- A Energy 101 - A Basic Overview of Energy Services in Ellensburg
Buddy Stanavich, Energy Services Director, presented information concerning the Department. Paul Meyer, Senior Electrical Engineer, presented information concerning the Electric Utility. Darin Yusi, Gas Engineer, presented information concerning the Gas Utility. Council asked questions of staff.

14. Adjournment

Meeting adjourned at 6:55 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

March 4, 2026

Time of Meeting

4:30 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

Present: Courtney Garzone, Dan Witkowski, John Perrie, Delano Palmer, Sarah Syverson, Kim Funston (arrived at 4:32 p.m.)

Absent: Sarah Bedsaul (excused)

Also present: Heidi Behrends Cerniwey, City Manager; Lily Frey, Housing Program Manager and one member of the public

Chair Garzone called the meeting to order at 4:30 p.m. Councilmember Palmer moved to excuse Commissioner Bedsaul's absence. Motion passed 5-0.

2. Approval of Agenda

Councilmember Palmer moved to approve the agenda as presented. Motion passed 5-0.

3. Approval of Minutes

3.A February 4, 2026 regular meeting minutes

Councilmember Palmer moved to approve the February 4, 2026, meeting minutes as presented. Motion passed 5-0.

4. Public Comment

None.

5. New Business

5.A Meeting agreements discussion

Commissioners reviewed their absences in 2024 and 2025. Frey facilitated a conversation between commissioners around their respective skills and priorities for the commission's work. Commissioners' priorities included breaking ground on new projects (e.g. adding 10+ affordable units with annual sales tax income) and encouraging public engagement with affordable housing work. Commissioners requested clear communications within the group (e.g. a glossary of terms and asking questions to clarify jargon whenever used) and additional public-facing materials explaining affordable housing.

Per citywide board and commission guidance, public comment will now be heard at the start of the meeting. All Comprehensive Plan periodic update-related agenda items will have public comment opportunities. Commissioners discussed alternatives for public comment going forward and agreed to offer public comment on all agenda items that involve a recommendation to City Council.

5.B Annual Review - 2025 (public comment opportunity)

Frey presented Affordable Housing Commission annual responsibilities based on ECC 1.86.050 including reviewing the revenue allocation framework, reviewing affordable housing needs and an annual report on affordable housing revenue and activities undertaken with affordable housing funds.

6. Unfinished Business

7. Staff Update/Discussion Items

7.A Housing survey & update on housing element work

Frey noted Housing Element development is underway. The Land Capacity Analysis has been finalized based on City Council, Affordable Housing Commission and Planning Commission feedback. Commissioners are invited to distribute links or flyers to community members for a housing survey available in English and Spanish that will be used for the housing element. April 12, 2026, is the survey deadline to have a chance to win a gift card.

7.B Overview of upcoming meetings

The next meeting on March 18, 2026 will include a presentation from Habitat for Humanity Seattle - King and Kittitas Counties on their revised design for the Catherine Property. The meeting on April 1, 2026 will focus on Comprehensive Plan materials. Frey requested volunteers for planning an Accessory Dwelling Unit (ADU) event on April 15. Commissioner Funston volunteered.

8. Commission Representative Update

None.

9. Adjournment

Chair Garzone adjourned the meeting at 5:11 p.m.



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

March 18, 2026

Time of Meeting

4:30 PM

Place of Meeting

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

1. Call to Order and Roll Call

Present: Courtney Garzone, Dan Witkowski, John Perrie, Delano Palmer, Sarah Syverson, Kim Funston

Not present: Sarah Bedsaul (excused)

Also present: Dan Carlson, Community Development Director; Lily Frey, Housing Program Manager

Habitat for Humanity Seattle - King and Kittitas Counties and partners: Stephanie Bohman, Rebecca Wold, Skylar Bisom-Rapp

Chair Garzone called the meeting to order at 4:31 p.m.

Councilmember Palmer moved to excuse Commissioner Bedsaul's absence. Motion passed 6-0.

2. Approval of Agenda

Councilmember Palmer moved to approve the agenda as presented. Motion passed 6-0.

3. Approval of Minutes

None.

4. Public Comment

None.

5. New Business

5.A Catherine property revised design (public comment opportunity)

Frey summarized the steps to date on the Catherine property including Council action, wetland reconnaissance and irrigation ditch work. Bohman and Wold presented Habitat's work in Kittitas County and the revised Catherine Cottages design for the site, which includes nine two-bedroom and three-bedroom units, affordable for households up to 80% AMI. Habitat intends to apply for affordable housing sales tax funding for this project in the future; if successful, any City-supported units would be affordable for households with incomes up to 60% AMI. The design responds to previous Council concerns, including adding parking (two spaces per unit) and including a fire engine turnaround. Habitat

has gotten initial positive city staff and fire feedback on the proposed design. If the project were fully funded, the earliest start to construction would be the second quarter of 2028, which would yield occupancy in late 2029.

Bisom-Rapp responded to commission questions about design changes, such as balancing the number of housing units and need for parking, considering cottage open space and connections to adjacent public access easements. Commissioners asked about potential coordination with development of the adjacent (KXLE) property; plans for that site are uncertain, but Habitat is open to site access coordination. Common spaces would be managed by a homeowner's association. Commissioners clarified mortgage payment amounts and monthly payments for 60% and 80% AMI households; total housing costs may not exceed 35% of household income. Bohman and Wold explained the homeowner selection process.

Commissioner Garzone moved to recommend the revised Habitat plan as proposed to City Council for approval. Motion passed 5-0. (Councilmember Palmer abstained.)

6. Unfinished Business

None.

7. Staff Update/Discussion Items

- 7.A Postponing ADU event previously scheduled for April 15
The proposed accessory dwelling unit (ADU) event is postponed to August 18 (to be confirmed) due to lack of homeowner panelist availability. Frey asked that commissioners keep April 15 open for a potential second meeting to consider comprehensive plan materials. A Robert's Rules of Order presentation from the City Attorney is tentatively scheduled for June 3.

8. Commission Representative Update

Commissioner Garzone noted that the annual Community Connect day is scheduled for June 24 from 12-4pm. The event features housing and service providers and the Kittitas County Health Network and event partners are inviting commission members and elected officials from the City and County to attend and engage informally with attendees.

Councilmember Palmer noted a successful first week of the Ellensburg Academy and thanked staff for participating.

9. Adjournment

Chair Garzone adjourned the meeting at 5:06 p.m.



CITY OF ELLENSBURG

Arts Commission Meeting Minutes

Meeting Date of Meeting

March 12, 2026

Start Time of Meeting

4:00 PM

Place of Meeting

City Hall, Council Conference Room

1. Call to Order and Roll Call of Members

1.A Chair Eyre, Commissioner Dougherty, Commissioner Snedeker,
Commissioner Wenz, Commissioner Young, Commissioner Lopez,
Absent: Jerry Dougherty, excused
Welcome guest: Renee Fyall, Teresa Chanes, and Emily Jacobs

2. Citizen Comment No citizen comment

3. Approval of Agenda

Motion to approve March 12, 2026, Arts Commission amended agenda with the noted change to Item 10, replacing the word "Commission" with the word Council.

By: Commissioner Snedeker

Seconded: Commissioner Young

In Favor: All in favor

Opposed: None

Abstain: None

Motion Carries

4. Approval of Minutes

Motion to approve February 12, 2025, Arts Commission meeting minutes as presented.

By: Commissioner Snedeker

Seconded: Commissioner Young

In Favor: All

Opposed: None

Abstain: None

Motion Carries

5. Budget/Financial Report

5.A 2026 Proposed Budget Review and Commissioner Budget Approval
Staff presented budget updates.

6. New Business

6.A Presentation from the Ellensburg Mural Society (EMS)

Representatives from the EMS presented information regarding two upcoming events being planned to help raise awareness and funding for Ellensburg Murals and Graffiti abatement.

- Ellensburg Mural Festival, June 26-27, 2026
- Blank Canvas Party, August 8, 2026

There was lively discussion regarding the events and murals within Ellensburg. The Commissioners like the idea of both projects and are encouraged by the work being done.

Commission Decision re: Ellensburg Mural Festival:

EMS provide the confirmation of building owner permission and a schematic of the location of the intended murals in Phoenix Alley. Email submission is fine, no need to come back to Arts Commission meeting.

7. Unfinished Business:

7.A Admission Tax Update-staff gave y/y update on the total paid to the City for admission tax. Still working on scheduling meeting with City Manager.

7.B America 250 Planning Update-staff gave update

7.C Committee Scope of Work Project Update--March 31, 2026

The noted commissioner(s) below will review and/or write the subcommittee scope of work.

Jeff: Creative District-send to staff to review

Therese/Matt/Jensen: Artwalk

Alex/Jerry: Public Art—then send to Matt and Jeff

Project Grant/Funding—Alex/Jerry/Jensen

Awards & Distinction—Jeff/Therese

7.D Interview for Open Commissioner Position

Interview lined up. Noted additional interest by other potential applicants.

7.E Update on National Poetry Month Planning

Staff updated commissioners on the Emerging Ekphrastic Expressions event at Gallery One on April 18, 2026.

8. Subcommittee Business: (move committee report to the retreat)

8.A Project Grant Funding & Advocacy: Jerry/Alex/Staff/Jensen: No update

First Friday Art Walk: Matt/Therese/Jensen/Staff:

- New signage project
- Meeting update

City Art/Public Art: Jerry/Alex/Jeff (Matt): No update

Awards & Distinctions: Jeff/Therese/Alex/Staff: No update

Ellensburg Creative District & Advocacy: Staff/Jeff/Alex/Jensen/Therese

- Update on Quarterly Creative District meeting-Staff/Jeff

9. Staff Update/Discussion Items:

- Bus Shelter update current call and pending open call for Rotary Park with specific parameters.
- PK planning

10. Council Representative Update: No update

11. Adjournment Time: 5:37 pm



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Lodging Tax Advisory Committee, Special Meeting

March 4, 2026

2:00 PM

Council Conference Room 501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

1.A Roll Call Present: Carmen Wiggins, Steve Townsend, Lacie Dawson, Sarah Beauchamp

Absent: Arlo Evasick

Guests: Matt Anderson, Kittitas County Chamber of Commerce, Amy McGuffin, Kittitas County Chamber of Commerce, Bryan Elliott, Kittitas County

2. Citizen Comment

Amy McGuffin and Matt Anderson reviewed the monthly social media tourism report. Gave update on America 250 planning and the summer campaign: "Roam Local" encouraging back road exploration.

3. Approval of Agenda

2.A Motion: Move to approve the March 4, 2026, LTAC meeting agenda as presented.

By: Carmen Wiggins

Seconded by: Steve Townsend

All in Favor:

Opposed: None

Abstained: None

Motion carries

4. Approval of Minutes

3.A Approval of February 4, 2026, Lodging Tax Advisory Committee meeting minutes as presented.

By: Steve Townsend

Seconded: Carmen Wiggins

All in Favor: All in Favor

Opposed: None

Abstained: None

Motion Carries

5. Unfinished Business

5.A Review Rodeo Grandstand Improvement Project LTAC Funding Application
Bryan Elliot submitted and was present to answer any questions regarding application.

Motion to accept the application and reaffirm February's decision to recommend funding request of \$500,000.00 to support the Grandstand Project, to go before council.

By: Steve Townsend
Seconded: Carmen Wiggins
All in Favor: All in Favor
Opposed: None
Abstained: Lacie Dawson
Motion Carries

10. Adjournment

With no further business, the meeting was adjourned at 2:16 pm.

VOUCHER APPROVAL

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

Jerica Pascoe

Digitally signed by Jerica Pascoe
Date: 2026.04.13 13:49:09 -07'00'

AUDITING OFFICER

DATE

CLAIMS VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING OFFICER HAVE BEEN RECORDED ON THE ATTACHED LISTING, WHICH HAS BEEN MADE AVAILABLE TO THE COUNCIL AS OF THIS **20TH DAY OF APRIL 2026**. THE COUNCIL, BY A VOTE, HAS APPROVED FOR PAYMENT THE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS:

Claims Fund				Total Amounts
Check #'s	173990	TO	174146	\$ 914,783.26
EFT #'s	7902	TO	7913	\$ 1,058,616.37
Treasure Cash				Total Amounts
EFT #'S	1717	TO	1743	\$ 389,124.49
Check #'s	34555	TO	34565	\$ 1,835.16
Payroll Fund				Total Amounts
Check #'s	96589	TO	96589	\$ 2,695.46
Direct Deposits	91320	TO	91583	\$ 608,521.75

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK

	Residency Requirement	Members within City Limits	Members outside City Limits	CWU-Appointed	ESD-Appointed	Ex Officio (EHS-Appointed)	Utility Customers	Alternates	Total Members	Current Vacancies	Applicant Name
Access, Advocacy, Equity, & Engagement	Y	7	1	N/A	N/A	N/A	N/A	N/A	9	1	
Affordable Housing Commission	Y	5	1	N/A	N/A	N/A	N/A	N/A	7	1	
Arts Commission	N	4	2	N/A	N/A	N/A	N/A	N/A	7	1	
Civil Service Commission	Y	2	0	N/A	N/A	N/A	N/A	N/A	3	1	
Ellensburg Transportation Advisory Committee	N	6	1	2	1	N/A	N/A	1	7	1 (alternate)	
Environmental Commission	Y	5	1	1	1	1	N/A	N/A	7	1 (EHS appointment)	
Landmarks & Design Commission	Y	6	1	N/A	N/A	N/A	N/A	N/A	7	0	
LEOFF Board	Y	3	1	N/A	N/A	N/A	N/A	N/A	5	1	
Library Board	Y	7	0	N/A	N/A	N/A	N/A	N/A	7	0	
Lodging Tax Advisory Committee	N	4	1	N/A	N/A	N/A	N/A	N/A	7	2	
Parks & Recreation Commission	Y	6	1	N/A	N/A	N/A	N/A	N/A	7	0	
Planning Commission	Y	7	0	N/A	N/A	N/A	N/A	N/A	7	0	
Utility Advisory Committee	N	4	0	1	N/A	N/A	4	N/A	7	3 (Utility customers)	



TO: City Council
FROM: Planning Commission
DATE: April 20, 2026 – Council Meeting Date

RE: Recommendation of Appointment

The Planning Commission currently has one vacancy. Matthew Stalder submitted an Application for Appointment to the Planning Commission on March 9, 2026. He attended the March 26, 2026 Planning Commission meeting.

On Friday, April 10, 2026 an interview subcommittee conducted an interview with Matthew. The subcommittee consisted of Councilmember David Miller, PC Chair Geraldine O'Mahony, PC Vice-Chair Skylar Bisom-Rapp, and was facilitated by Planning Manager Stacey Henderson.

Based on the interview, Matthew's professional background, including a decade in local construction and development work and membership on the County Homelessness and Affordable Housing Committee, make him qualified to serve on this commission. He is passionate about planning and serving his community, and hopes to do so on the Planning Commission. The subcommittee recommends that City Council appoint Matthew Stalder to the vacant Planning Commission position.

From: noreply@civicplus.com
To: [Gretchen Delaford](#)
Subject: [Ext] Online Form Submittal: Application for Appointment
Date: Monday, March 9, 2026 2:31:52 PM

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

Application for Appointment

Application for Appointment

For volunteering to serve on a Board or Commission.

Please note that information provided on this application form is subject to Chapter 42.56 RCW: Public Records Act. If recommended for appointment, your application will be submitted to the City Council in the public agenda packet.

Boards & Commissions	Planning Commission
----------------------	---------------------

Have you attended a meeting for the board or commission you are applying to?	No
--	----

Name of Applicant:	Matthew Stalder
--------------------	-----------------

Address	
---------	--

Mailing Address (If Different)	Field not completed.
--------------------------------	----------------------

City	Ellensburg
------	------------

State	WA
-------	----

Zip	98926
-----	-------

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

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

Length of Residency in Kittitas County	31 years
--	----------

Do you live within the city limits? Yes

ECC 1.12.120 Residency qualification. Except where a commission, board or committee specifically requires city residency as a condition of appointment, members of all other commissions, boards and committees shall maintain residency within the Kittitas County limits. "Residency," as used herein, means residing within the city or county limits, as applicable, both at the time of appointment and for at least 270 days within each calendar year for the duration of the member's term, but shall not include any period for which a member is absent due to military service.

Occupation Status and Background: I am a real estate developer focused on residential and multifamily construction and land use consultant for larger scale commercial developments. My background is construction site management as well as financial and asset management and advising.

Organization Affiliations: Self employed
Member of the Kittitas County Homeless and Affordable Housing Committee

Why are you seeking appointment? Because of my job, I have had regular interaction for the last decade with the Ellensburg City Code in terms of community design, development code interpretationland, land use law, long range planning, and the implications what is in the Comprehensive Plan. I have also worked with staff, when requested, for annual development code changes to adjust wording so that requirements remain the same but designers have more options to meet the requirements. With this, as the town is expected to grow substantially in twenty years, I feel I have now gained enough experience with relevant subjects to be an asset to the Commission.

Will you be able to attend meetings regularly if appointed? Yes

If your first choice, as listed above, is not available, which other boards or commissions would you be interested in serving on?

Boards & Commissions Affordable Housing Commission

Boards & Commissions Diversity, Equity & Inclusion

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



TO: City Council
FROM: Planning Commission
DATE: April 20, 2026 – Council Meeting Date

RE: Recommendation of Appointment

Ed Harrell submitted an application for Reappointment to the Planning Commission (PC) on March 4, 2026. As a current commission member over the past nine years, he has attended many meetings and served as chair.

The PC interview subcommittee consisting of Councilmember David Miller, PC Chair Geraldine O'Mahony, PC Vice-Chair Skylar Bisom-Rap, and Planning Manager Stacey Henderson, conducted the interview on April 10, 2026.

Based on the interview and application materials, it is clear that Ed has a strong background to be an asset on the commission, and is passionate about serving his community. His support, insight, and skillset has served valuable to the commission thus far, and the commission would like to continue working with Ed.

The subcommittee is recommending that City Council reappoint Ed Harrell to the Planning Commission.

From: noreply@civicplus.com
To: [Gretchen Delaford](#)
Subject: [Ext] Online Form Submittal: Application for Reappointment
Date: Wednesday, March 4, 2026 12:34:25 PM

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

Application for Reappointment

Application for Reappointment

For volunteering to serve on a Board or Commission

Name of Board or Commission Planning Commission

Current Term Expires May 31 of current year

First Name of Member Edgar

Last Name of Member Harrell

Address 1

Address 2 *Field not completed.*

City Ellensburg

State WA

Zip 98926

Phone Number

Email Address

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

3

Why are you seeking reappointment?

I think Ellensburg has done a good job in planning for growth, protecting the Downtown Historic District, and building a pleasant community. My wife and I moved to Ellensburg in 1978 because this is where we wanted to live. We had both been students at

CWSC in the early 70's. I have a BA and an MS in Geography with a specialization in Environmental Planning. Also an MS in Organization Development. I am retired now. Most of my work experience has been in Economic Development and Planning.

I have been on the Ellensburg Planning Commission for nine years and involved to some extent in the last two Comprehensive Plan updates. This current update is very important because of housing, climate change, and community involvement issues. I think I can provide some helpful insights and ideas to the discussion of these issues and other elements of the plan. I would like to continue working with the Planning Commission, City staff and others in the development of this Comp Plan update.

Type your name as
your electronic
signature

Edgar Harrell

Date

3/4/2026

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



Meeting Date: April 20, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: Closed Record Hearing for Rezone Application P26-002, Manufactured Home Park (MHP) to Residential Medium (R-M) Zoning, and First Reading of Ordinance #4986 (Limited Public Comment)

Submitted by: Chace Pedersen, Associate Planner

Department: Community Development

Suggested Motion/Action:

Move to approve rezone application request P26-002 to rezone parcel #367933 to Residential Medium (R-M) and adopt the Hearing Examiner's Recommended Findings of Fact, Conclusions of Law, and Decision, and to conduct first reading of Ordinance 4986.

Background/Summary:

1. GENERAL INFORMATION

Applicant: PR Douglas Development Group LLC, property owner

Requested Action: The applicant seeks to rezone the subject property from Manufactured Home Park (MHP) to Residential Medium (R-M).

Location: The parcel is located at 704 S Ruby Street; Kittitas County Assessor's Parcel ID # 367933.

2. BACKGROUND AND SITE INFORMATION

Site History: Parcel ID # 367933 is in the MHP zone, with an existing single-family residence constructed in 1940.

Site Characteristics: The site topography is relatively flat and mostly undeveloped. An existing residential structure is located on the subject property. The S. Ruby St. frontage is improved with curb, gutter, and sidewalks. There are no regulated critical areas on the subject property. See **Exhibit 1.1**.

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

North: Zoned MHP, consisting of an established manufactured home park

South: Zoned MHP, consisting of single-family residences and unimproved lands.

East: Zoned MHP, consisting primarily of unimproved lands

West: Zoned R-M, consisting of multi-family and single-family residences

Access: Access to the property is from S Ruby Street; a designated Landscape Street.

Zoning and Development Standards, ECC Title 15: Ellensburg City Code (ECC) Table 15.310.040, “Residential-Based Uses,” indicates that “Dwelling, single family” and “Manufactured home park” are permitted used in the current MHP zoning. Manufactured home parks are not a permitted use in the R-M zone. The R-M zone is intended to provide for a mixture of housing types in a walkable neighborhood setting. The proposed R-M zone is consistent with parcels to the west of the subject parcel and is a compatible zone considering the future land use designation.

Comprehensive Plan: See the map attached as **Exhibit 1.3**. The Ellensburg Comprehensive Plan’s Future Land Use Designation of the property is Blended Residential Neighborhood, intended to provide a range of housing types, and functions as a transition between neighborhoods with less density and core uses such as mixed-use areas and higher density residential and commercial areas. Blended Residential Neighborhood includes R-M, as is proposed, as well as Residential Low (R-L), Residential High (R-H), and Commercial Neighborhood (C-N). – see **Exhibit 1.4**.

Public Comments: Community Development issued a Notice Public of Application and Rezone hearing on February 12, 2026, initiating a 21-day comment period that concluded March 6, 2026 (**Exhibit 1.5**). The site was posted with land use action signs on February 5, 2026 (**Exhibits 1.6 & 1.7**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 12, 2026 (**Exhibit 1.8**).

No public comments were received. The City of Ellensburg Public Works Department submitted comments stating that future development applications will require consistency with Public Works development standards (**Exhibit 1.10**). These general requirements will apply absent any specific conditions pursuant to approval of the proposal.

3. Environmental (SEPA) Review

Site-specific rezones are considered exempt from SEPA if the project is in an Urban Growth Area for jurisdictions planning under the Growth Management Act (RCW 36.70A.040), the proposal is consistent with and does not require an amendment to the jurisdiction’s Comprehensive Plan, and the Plan was previously subjected to an Environmental Impact Statement prior to its adoption that adequately addressed environmental impacts of the rezone.

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

Conversion Table.

As such, the proposed rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b) and WAC 197-11-800(6)(c).

4. OPEN RECORD HEARING – HEARING EXAMINER RECOMMENDATION

A duly noticed open record public hearing was held before Hearing Examiner Andy Kottkamp on March 25, 2026– see Exhibits 1.5-1.8. His recommendation, received March 27, 2026, is attached to this report as **Exhibit 1**, and includes 12 exhibits which are attached to this report as **Exhibits 1.1 through 1.12**. The March 25, 2026, staff report submitted to the Hearing Examiner is **Exhibit 1.11**.

5. CITY COUNCIL REVIEW

Public Comments: Notice of this closed record hearing before City Council was noticed to parties of record, and the buffer mailing was sent March 27, 2026 (Exhibit 2).

Previous Council Action:

None

Analysis:

1. PROJECT ANALYSIS

1. Ellensburg City Code Requirements for Site-Specific Rezone

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

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

2. Analysis of Criteria for a Site-Specific Rezone

The applicant has submitted an application, narrative, and site plan (**Exhibit 1.9**) addressing the rezone criteria. Information submitted by the applicant is followed by staff analysis.

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

Applicant narrative: *“The conditions of this property and land use needs have changed since it was zoned originally. The city has expanded rapidly and there is an increased need for higher density rental developments with convenient access to resources and amenities.”*

Staff analysis: Parcel 367933 is zoned Manufactured Home Park (MHP); it borders parcels north, south, and east also zoned MHP, while parcels west are zoned with the proposed Residential Medium (R-M) designation. A single-family residence is currently sited on the approximately 1.47-acre subject property. A manufactured home park is established north of the subject property and more densely sited single-family residences are established to the west of the subject property. The requested site-specific rezone to R-M is consistent with the Blended Residential Neighborhood Future Land Use Designation and Zoning Options outlined in the Comprehensive Plan. Staff finds conditions have thus changed on the property since the imposition of its existing zoning.

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

Applicant narrative: *“Rezoning this parcel to Residential Medium will help alleviate the housing shortage in town. With the increased density allowed with the rezone, the project will add a large number of units within an area of increasing density and thus reducing urban sprawl expansion. There will also be infrastructure upgrades as a requirement of development benefiting pedestrians and the public.”*

Staff analysis: The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of parcel 367933 to R-M zoning will allow for multi-family uses on the property. R-M is a mixed-use zone “intended to provide for a mixture of housing types in a walkable neighborhood setting.” per ECC 15.300.040(B)(C). The applicant will be responsible for meeting all development standards for any future development plans in ECC Title 15, as applicable. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

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

Applicant narrative: *“The proposed rezone to Residential Medium is consistent with the comprehensive plan. The comprehensive plan land use category of this parcel is “Manufactured Home Park” (Exhibit A). According to COE “Future Land Use-Zoning Conversion Table” (Exhibit B) Residential Medium (R-M) is an allowed zoning option in the “Residential, General” land use category.*

The comprehensive plan outlines goals for sustainable development, efficient land use, and vibrant neighborhoods. Rezoning to Residential Medium aligns with these objectives by

promoting growth, maximizing land use, and being conveniently located to amenities and services for residents.

In addition, the site-specific rezone request is consistent with the goals, policies, and programs of the current Comprehensive Plan.”

Staff analysis: The Comprehensive Plan’s Future Land Use Designation for the parcel is Blended Residential Neighborhood, accommodating a mixture of residential uses. The Plan’s Future Land Use-Zoning Conversation Table indicates the rezone request to R-M is consistent with the Future Land Use Map. Blended Residential Neighborhood is a residential Future Land Use designation intended to provide a range of housing types, and functions as a transition between neighborhoods with less density and core uses such as mixed-use areas and higher density residential and commercial areas.

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

- **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.
 1. **Policy A:** Encourage infill development and increased residential density in and around the downtown area.
 2. **Policy B:** Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.
- **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.
 1. **Policy A:** Enhance the character, quality, and function of existing residential neighborhoods while accommodating anticipated growth.
- **Goal LU-3:** Encourage pedestrian-scale design in commercial and mixed-use areas.
 1. **Policy B:** Facilitate development of vacant land in and around downtown into commercial, financial, government, high density residential, and cultural uses while respecting design, scale, and uses of surrounding neighborhoods

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

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

Applicant narrative: *“The proposed rezoning to Residential Medium adheres to the specific development standards outlined in the Land Development Code (LDC) of the zoning district. The applicant will ensure and future development complies with the regulations regarding building heights, setbacks, lot coverage, and other relevant criteria, maintaining the character and quality of the area while accommodating Residential Medium development. The proposed rezone shall be consistent with the development standards in the LDC for Residential Medium.”*

Staff analysis: The applicant will be responsible for meeting all development standards in

ECC Title 15, as well as Public Works and building code standards applicable for the project, including but not limited to, utilities, signage, and landscaping for any future proposed development. The proposed rezone to R-M is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

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

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. P26-002 Exhibit 1 Hearing Examiner Recommendation
2. P26-002 Exhibit 1.1 Location Map
3. P26-002 Exhibit 1.2 Current Zoning Map
4. P26-002 Exhibit 1.3 Future Land Use Map
5. P26-002 Exhibit 1.4 Future Land Use - Zoning Conversion Table
6. P26-002 Exhibit 1.5 Affidavit of Publication
7. P26-002 Exhibit 1.6 Posted Land Use Action Sign
8. P26-002 Exhibit 1.7 Affidavit of Posting
9. P26-002 Exhibit 1.8 Affidavit of Mailing
10. P26-002 Exhibit 1.9 Application, Narrative, & Site Plan
11. P26-002 Exhibit 1.10 City of Ellensburg Public Works Comments
12. P26-002 Exhibit 1.11 Hearing Examiner Staff Report
13. P26-002 Exhibit 1.12 Hearing Examiner Staff PowerPoint
14. P26-002 Exhibit 2 Notice of City Council Closed Record Hearing
15. P26-002 Attachment Ordinance 4986

**CITY OF ELLENSBURG
LAND USE HEARING EXAMINER**

IN THE MATTER OF	)	RECOMMENDED FINDINGS OF
	)	
P26-002	)	FACT, RECOMMENDED
Douglas Development Group Rezone	)	CONCLUSIONS OF LAW, AND
		RECOMMENDED DECISION

THIS MATTER having come on for hearing in front of the City of Ellensburg Hearing Examiner on March 25, 2026, the Hearing Examiner having taken evidence hereby submits the following Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision as follows:

I. RECOMMENDED FINDINGS OF FACT

1. **Applicant:** PR Douglas Development Group LLC, property owner
2. **Requested Action:** The applicant seeks to rezone the subject property from Manufactured Home Park (MHP) to Residential Medium (R-M).
3. **Location:** The parcel is located at 704 S Ruby Street; Kittitas County Assessor's Parcel ID # 367933.
4. **BACKGROUND AND SITE INFORMATION**
 - 4.1. **Site History:** Parcel ID # 367933 is in the MHP zone, with an existing single-family residence constructed in 1940.
 - 4.2. **Site Characteristics:** The site topography is relatively flat and mostly undeveloped. An existing residential structure is located on the subject property. The S. Ruby St. frontage is improved with curb, gutter, and sidewalks. There are no regulated critical areas on the subject property. See **Exhibit A**.
 - 4.3. **Surrounding Properties:** A zoning map of the surrounding properties is found in **Exhibit B** and further described below:
 - 4.3.1. **North:** Zoned MHP, consisting of an established manufactured home park
 - 4.3.2. **South:** Zoned MHP, consisting of single-family residences and unimproved lands.
 - 4.3.3. **East:** Zoned MHP, consisting primarily of unimproved lands
 - 4.3.4. **West:** Zoned R-M, consisting of multi-family and single-family residences
 - 4.3.5. **Access:** Access to the property is from S Ruby Street; a designated Landscape Street.
 - 4.4. **Zoning and Development Standards, ECC Title 15:** Ellensburg City Code (ECC) Table 15.310.040, "Residential-Based Uses," indicates that "Dwelling, single family" and "Manufactured home park" are permitted used in the current MHP zoning. Manufactured home parks are not a permitted use in the R-M zone. The R-M zone is intended to provide for a mixture of housing types in a walkable neighborhood setting. The proposed R-M zone is consistent with parcels to the west of the subject parcel and is a compatible zone considering the future land use designation.
 - 4.5. **Comprehensive Plan:** See the map found in **Exhibit C**. The Ellensburg Comprehensive Plan's Future Land Use Designation of the property is Blended Residential Neighborhood, intended to

P26-002
Douglas Development Group Rezone
Page 1 of 6

provide a range of housing types, and functions as a transition between neighborhoods with less density and core uses such as mixed-use areas and higher density residential and commercial areas. Blended Residential Neighborhood includes R-M, as is proposed, as well as Residential Low (R-L), Residential High (R-H), and Commercial Neighborhood (C-N). – see **Exhibit D**.

- 4.6. **Public Comments:** Community Development issued a Notice Public of Application and Rezone hearing on February 12, 2026, initiating a 21-day comment period that concluded March 6, 2026 (**Exhibit E**). The site was posted with land use action signs on February 5, 2026 (**Exhibits F & G**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 12, 2026 (**Exhibit H**).
- 4.7. As of the date of the hearing, no public comments were received. The City of Ellensburg Public Works Department submitted comments stating that future development applications will require consistency with Public Works development standards (**Exhibit J**). These general requirements will apply absent any specific conditions pursuant to approval of the proposal.

5. Environmental (SEPA) Review

- 5.1. Site-specific rezones are considered exempt from SEPA if the project is in an Urban Growth Area for jurisdictions planning under the Growth Management Act (RCW 36.70A.040), the proposal is consistent with and does not require an amendment to the jurisdiction's Comprehensive Plan, and the Plan was previously subjected to an Environmental Impact Statement prior to its adoption that adequately addressed environmental impacts of the rezone.
- 5.2. Ellensburg is part of a Kittitas County Urban Growth Area as a fully planning jurisdiction under the Growth Management Act. The rezone is consistent with the Ellensburg Comprehensive Plan, which has not required an amendment for the project, and which was subject to a Supplemental EIS prior to adoption of its Future Land Use Map and Zoning Conversion Table.
- 5.3. As such, the proposed rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b) and WAC 197-11-800(6)(c).

6. PROJECT ANALYSIS

6.1. Ellensburg City Code Requirements for Site-Specific Rezone

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

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

6.2. Analysis of Criteria for a Site-Specific Rezone

6.2.1. The applicant has submitted an application and narrative (**Exhibit I.1 & Exhibit I.2**) addressing the rezone criteria. Information submitted by the applicant is followed by staff analysis.

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

6.2.1.1.1. **Applicant narrative:** *"The conditions of this property and land use needs have changed since it was zoned originally. The city has expanded rapidly and there is an increased need for higher density rental developments with convenient access to resources and amenities."*

6.2.1.1.2. **Hearing Examiner Finding:** Parcel 367933 is zoned Manufactured Home Park (MHP); it borders parcels north, south, and east also zoned MHP, while parcels west are zoned with the proposed Residential Medium (R-M) designation. A single-family residence is currently sited on the approximately 1.47-acre subject property. A manufactured home park is established north of the subject property and more densely sited single-family residences are established to the west of the subject property. The requested site-specific rezone to R-M is consistent with the Blended Residential Neighborhood Future Land Use Designation and Zoning Options outlined in the Comprehensive Plan. Staff finds conditions have thus changed on the property since the imposition of its existing zoning.

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

6.2.1.2.1. **Applicant narrative:** *"Rezoning this parcel to Residential Medium will help alleviate the housing shortage in town. With the increased density allowed with the rezone, the project will add a large number of units within an area of increasing density and thus reducing urban sprawl expansion. There will also be infrastructure upgrades as a requirement of development benefiting pedestrians and the public."*

6.2.1.2.2. **Hearing Examiner Finding:** The purpose of ECC Title 15 is in part "for the conservation, protection and enhancement of the public health, safety and general welfare" per ECC 15.110.020. The rezone of parcel 367933 to R-M zoning will allow for multi-family uses on the property. R-M is a mixed-use zone "intended to provide for a mixture of housing types in a walkable neighborhood setting," per ECC 15.300.040(B)(C). The applicant will be responsible for meeting all development standards for any future development plans in ECC Title 15, as applicable. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

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

6.2.1.3.1. **Applicant narrative:** *"The proposed rezone to Residential Medium is consistent with the comprehensive plan. The comprehensive plan land use category of this parcel is "Manufactured Home Park" (Exhibit A). According to COE "Future Land Use-Zoning Conversion Table" (Exhibit B) Residential Medium (R-M) is an allowed zoning option in the "Residential, General" land use category."*

- 6.2.1.3.2. *The comprehensive plan outlines goals for sustainable development, efficient land use, and vibrant neighborhoods. Rezoning to Residential Medium aligns with these objectives by promoting growth, maximizing land use, and being conveniently located to amenities and services for residents.*
- 6.2.1.3.3. *In addition, the site-specific rezone request is consistent with the goals, policies, and programs of the current Comprehensive Plan.”*
- 6.2.1.3.4. **Hearing Examiner Findings:** The Comprehensive Plan’s Future Land Use Designation for the parcel is Blended Residential Neighborhood, accommodating a mixture of residential uses. The Plan’s Future Land Use-Zoning Conversation Table indicates the rezone request to R-M is consistent with the Future Land Use Map. Blended Residential Neighborhood is a residential Future Land Use designation intended to provide a range of housing types, and functions as a transition between neighborhoods with less density and core uses such as mixed-use areas and higher density residential and commercial areas.
- 6.2.1.3.5. In addition, the request for R-M zoning is consistent with the following goals, policies and programs in the Comprehensive Plan:
- 6.2.1.3.5.1. **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.
- 6.2.1.3.5.2. **Policy A:** Encourage infill development and increased residential density in and around the downtown area.
- 6.2.1.3.5.3. **Policy B:** Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.
- 6.2.1.3.5.4. **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.
- 6.2.1.3.5.5. **Policy A:** Enhance the character, quality, and function of existing residential neighborhoods while accommodating anticipated growth.
- 6.2.1.3.5.6. **Goal LU-3:** Encourage pedestrian-scale design in commercial and mixed-use areas.
- 6.2.1.3.5.7. **Policy B:** Facilitate development of vacant land in and around downtown into commercial, financial, government, high density residential, and cultural uses while respecting design, scale, and uses of surrounding neighborhoods
- 6.2.1.3.6. Based on the preceding, the proposed rezone is consistent with the Comprehensive Plan.
- 6.2.1.4. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC [ECC Title 15] for the zoning district.
- 6.2.1.4.1. **Applicant narrative:** *“The proposed rezoning to Residential Medium adheres to the specific development standards outlined in the Land Development Code (LDC) of the zoning district. The applicant will ensure and future development complies with the regulations regarding building heights, setbacks,*

P26-002

Douglas Development Group Rezone

Page 4 of 6

lot coverage, and other relevant criteria, maintaining the character and quality of the area while accommodating Residential Medium development. The proposed rezone shall be consistent with the development standards in the LDC for Residential Medium."

- 6.2.1.4.2. **Hearing Examiner Findings:** The applicant will be responsible for meeting all development standards in ECC Title 15, as well as Public Works and building code standards applicable for the project, including but not limited to, utilities, signage, and landscaping for any future proposed development. The proposed rezone to R-M is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.
7. An open record public hearing was held, after legal notice, on March 25, 2026.
 8. Appearing and testifying on behalf of the Applicant were the following individuals
 - 8.1. Ryan Wales: Mr. Wales testified that he was an agent authorized to appear and speak on behalf of the applicant and property owner. Mr. Wales indicated that he agreed with all the representations within the staff report. He stated that they wanted to build affordable housing on the site.
 - 8.2. Kate Brown: Ms. Brown also testified that she was an agent authorized to appear and speak on behalf of the applicant and property owner. Ms. Brown testified that this site had good pedestrian access.
 9. No member of the public testified at the hearing.
 10. The following exhibits were admitted into the record:
 - 10.1. Ex. A. Location Map
 - 10.2. Ex. B. Current Zoning Map
 - 10.3. Ex. C. Comprehensive Plan Future Land Use Map
 - 10.4. Ex. D. Comprehensive Plan Future Land Use-Zoning Conversion Table
 - 10.5. Ex. E. Affidavit of Publication, *Ellensburg Daily Record*
 - 10.6. Ex. F. Posted Land Use Action Sign and Affidavit
 - 10.7. Ex. G. Affidavit of Posted Land Use Action Sign
 - 10.8. Ex. H. Affidavit of Mailed Notice
 - 10.9. Ex. I. Rezone Application, Narrative, & Site Plan
 - 10.10. Ex. J. City of Ellensburg Public Works Comments
 11. The City of Ellensburg Hearing Examiner considered all evidence within the record in rendering this decision.
 12. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.

II. RECOMMENDED CONCLUSIONS OF LAW

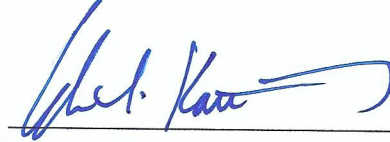
1. The Hearing Examiner has been granted the authority to render this recommended decision.
2. The requested rezone meets all the criteria set forth within Ellensburg City Code 15.250.060.
3. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

III. RECOMMENDED DECISION

Based on the above Recommended Findings of Fact and Recommended Conclusions of Law, P26-002 the Hearing Examiner hereby recommends that this Rezone Request be **APPROVED**.

Dated this 27 day of March, 2026

CITY OF ELLENSBURG HEARING EXAMINER

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

Andrew L. Kottkamp



3/17/2026, 8:12:27 AM

- County Parcels
- Tax Parcel Query (COMPAS)
- Owner Address (COMPAS)
- Site Address (COMPAS)
- Major Arterial
- Road
- Addresses
- Active

1:1,464

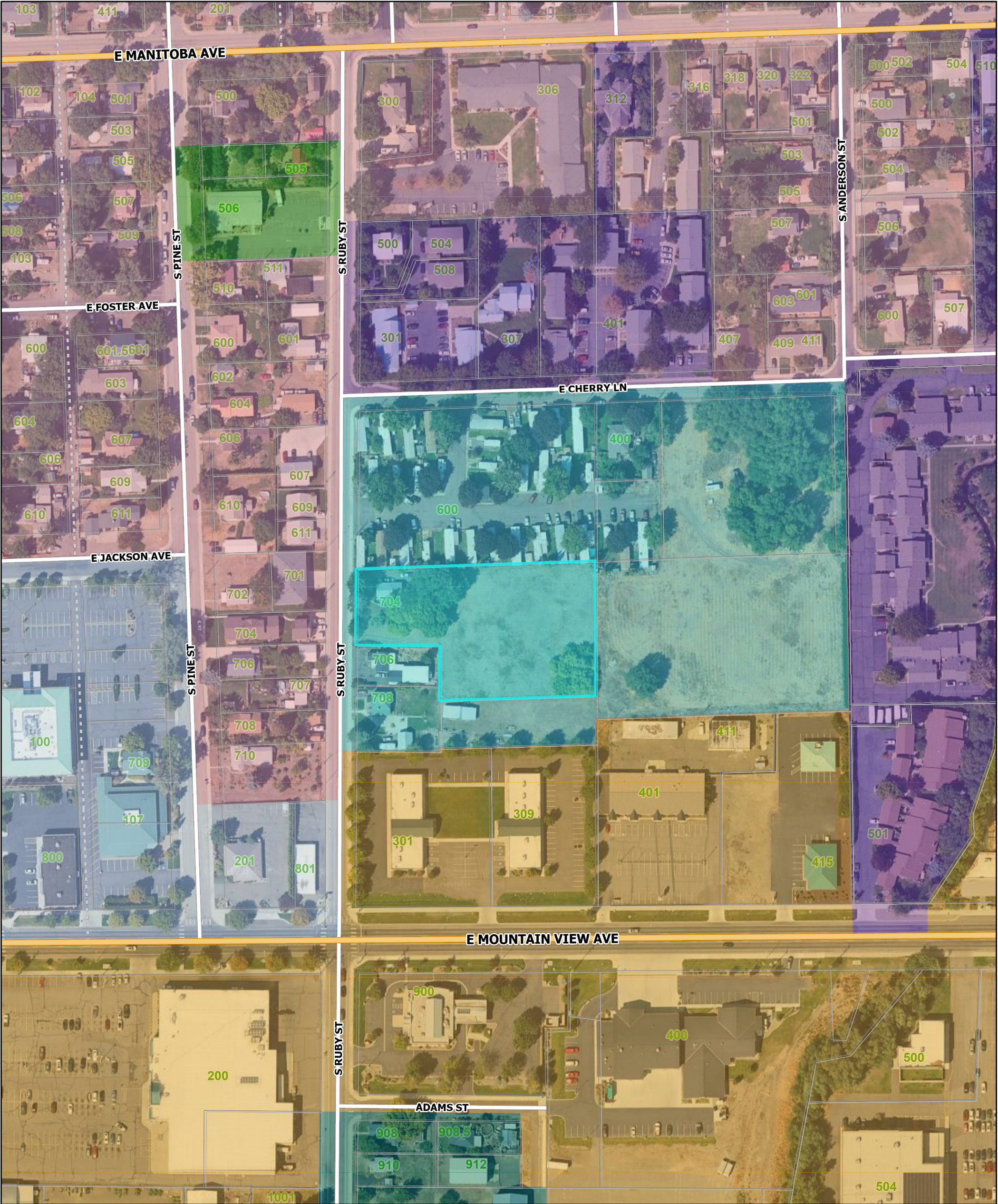
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COE GIS, © OpenStreetMap (and) contributors, CC-BY-SA



3/17/2026, 8:16:11 AM

County Parcels

Tax Parcel Query (COMPAS)

Owner Address (COMPAS)

Site Address (COMPAS)

Major Arterial

Road

Alley

Zoning

CC II

CH

MHP

NCMU

PR

RM

RO

Addresses

Active

1:2,440

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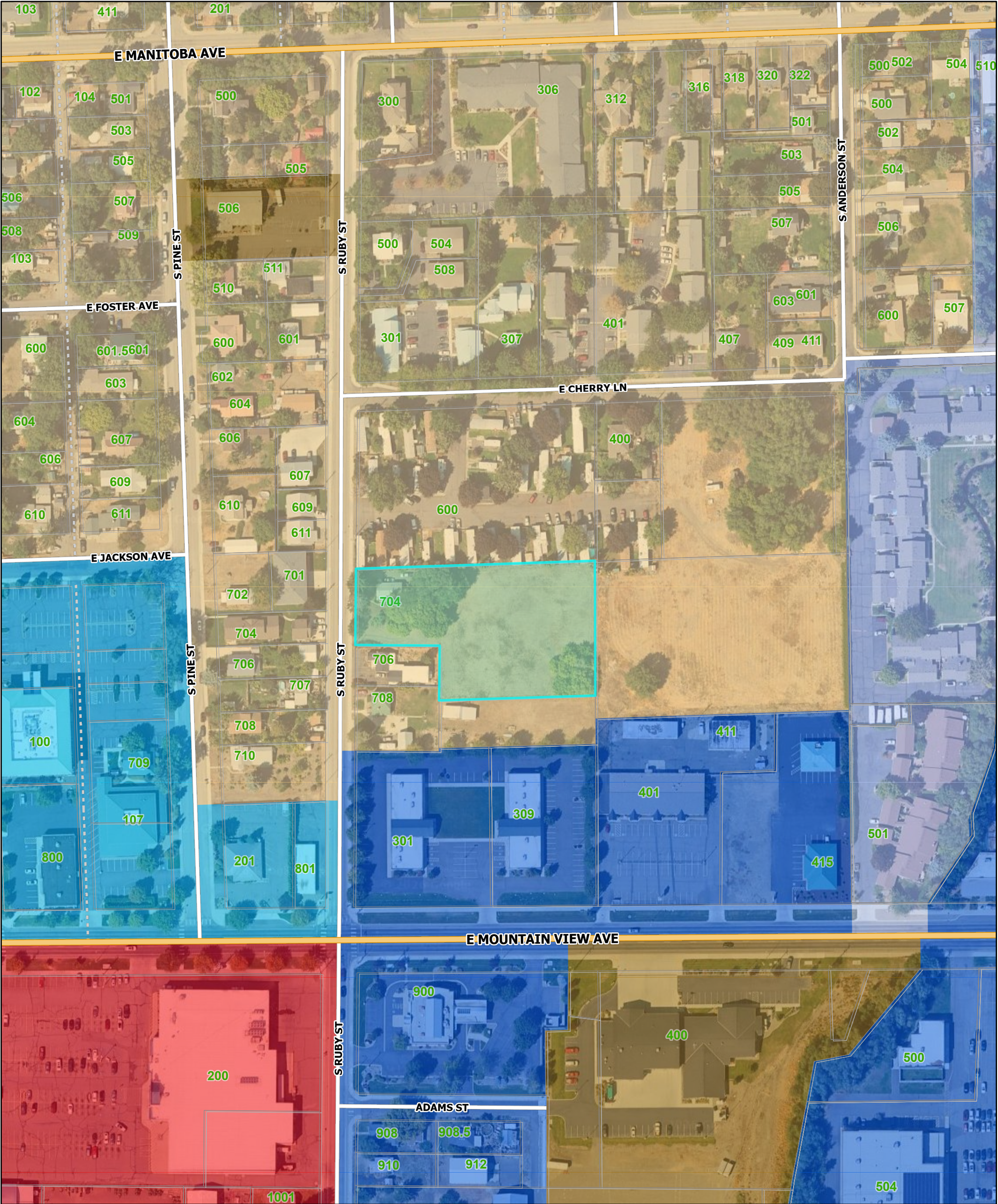
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Page 44 of 150



3/17/2026, 8:17:56 AM

County Parcels

Tax Parcel Query (COMPAS)

Owner Address (COMPAS)

Site Address (COMPAS)

Major Arterial

Road

Alley

Addresses

Active

Land Use Designations

Blended residential neighborhood

Neighborhood mixed use

Urban center

Community mixed use

General commercial and services

Public/institutional

1:2,440

COE GIS, © OpenStreetMap (and) contributors, CC-BY-SA

Page 45 of 150

Table 7. Future Land Use- Zoning Conversion Table

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

EXHIBIT 1.5



ADVERTISING PROOF

401 N Main St,
Ellensburg, WA 98926
Ph. (509) 204-8236 Fax: (907) 452-5054

BILLING DATE:	ACCOUNT NO:
02/11/26	49715

City of Ellensburg Community Development
501 N. ANDERSON
ELLENSBURG, WA 98926

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
715858	NOAPH: P26-002	02/12/26	02/12/26	2	\$167.26

Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
------	--------	-----------	---------------	-------	--------

Discount: **\$0.00**
Surcharge: **\$0.00**
Credits: **\$0.00**

Gross: **\$167.26**
Paid Amount: **\$0.00**

Amount Due: **\$167.26**

We Appreciate Your Business!

**NOTICE OF APPLICATION AND PUBLIC HEARING
SITE-SPECIFIC REZONE REQUEST P26-002**

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P26-002) that may be of interest to you, and you are invited to comment on the proposal.

NOTICE IS FURTHER GIVEN that the Hearing Examiner for the City of Ellensburg will hold an Open Record Public Hearing at **10:00am on March 25, 2026**, to consider Rezone application P26-002 submitted by PR Douglas Development Group LLC, property owner.

PROJECT DESCRIPTION: The request is for a Site-Specific Rezone of parcel # 367933 from Manufactured Home Park (MHP) to Residential Medium (R-M). The proposed rezone is categorically exempt from SEPA under WAC 197-11-800.

Date of application: January 15, 2026

Notice of Complete Application: February 4, 2026

Comments Due Date: March 6, 2026

Public Hearing Date: March 25, 2026, 10:00am – City Hall (501 N Anderson St)

Request Location: 704 S Ruby St. in Ellensburg, Parcel ID # 367933.

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

Written Comments: Written comments must be received via email, or postmarked, by 5:00 pm on March 6, 2026.

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

Staff contact: Chace Pedersen, Associate Planner, pedersenc@ellensburgwa.gov, (509) 962-7108

Open Record Public Hearing: All persons interested in these matters may attend the hearing in person or remotely. Written comments may be filed with the Community Development Dept, City Hall, 501 N Anderson St, Ellensburg, WA 98926, attn. Associate Planner Chace Pedersen, or to his email: pedersenc@ellensburgwa.gov. Comments must be submitted in writing by 5:00 pm on March 6, 2026, to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.

Hearing Zoom Link:

<https://us02web.zoom.us/j/87182273042?pwd=US25HrKrXsKYgx1v71LPtJZqI3zaDO.1>

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcoordinator@ellensburgwa.gov

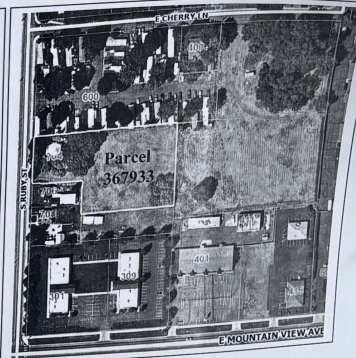
PUBLISH: Daily Record: February 12, 2026/
LEGAL # 715858

LAND USE ACTION

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

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received site-specific rezone request (P26-002) for **704 S Ruby St., Parcel # 367933**. The applicant seeks a site-specific rezone of parcel # 367933, from **Manufactured Home Park (MHP)** to **Residential Medium (R-M)**.

The City of Ellensburg Hearing Examiner will hold an **OPEN RECORD PUBLIC HEARING** at **10:00am, on March 25, 2026**, in the City Hall Council Chambers at 501 N Anderson St in Ellensburg, to consider the rezone application. To join the open record public hearing virtually, please contact staff for meeting information.



Interested persons may obtain a copy of the application materials from the Community Development Dept. website at:
<http://ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>

Written comments must be received, or postmarked, by **5:00pm, March 6, 2026**, by mail, or by email. This may be your only opportunity to comment on this proposal.

Staff Contact: Chace Pedersen, Associate Planner — pedersenc@ellensburgwa.gov, (509) 962-7108
Mailing Address: Community Development Dept., 501 N Anderson St, Ellensburg, WA 98926







COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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

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

AFFIDAVIT OF POSTING

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

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

DATE: February 4, 2026	PLANNER: Chace Pedersen, Associate Planner
PROJECT NAME AND SUMMARY: PR Douglas Development Group LLC, 704 S Ruby St., Site-Specific Rezone	FILE NUMBER: P26-002

PLEASE COMPLETE THE FOLLOWING:

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

Signature

February 5, 2026

Please return the above **affidavit and photograph(s) of the posted notice sign board(s)** to: Chace Pedersen, Associate Planner 509-962-7108, via email: pedersenc@ellensburgwa.gov; Fax: 509-962-8655; or mail to: Community Development Dept., City Hall, 501 N. Anderson St., Ellensburg, WA 98926.

EXHIBIT 1.8

KITTITAS CO HOSPITAL 1
603 S CHESTNUT ST
ELLENSBURG, WA 98926-3875

ELLENSBURG-SHERIDAN LLC
PO BOX 29
SOUTH CLE ELUM, WA 98943-0029

SNY, WILLIAM PAUL
708 S RUBY ST
ELLENSBURG, WA 98926-3750

MARTIN, BENJAMIN A & MEGAN S
7001 SEAVIEW AVE NW STE 160-676

SEATTLE. WA 98117
PHILLIPS, ANN S
603 S CHESTNUT ST
ELLENSBURG, WA 98926-3875

SIVAK INVESTMENTS LLC
1207 N CANTERBURY DR
ELLENSBURG, WA 98926-9542

WILLETTE, NORMA
2660 AIRPORT RD
CLE ELUM, WA 98922-9220

KITTITAS CO HOUSING
AUTHORITY
107 W 11TH ST
ELLENSBURG. WA 98926
BLACKMAN, RALPH D
11410 NE 124TH ST # PMB 626
KIRKLAND, WA 98034-4305

MCDONALD, TYLER J
15333 LAKEVIEW ST
ENTIAT, WA 98822-9500

SCHRODER, DONALD T
704 SOUTH PINE STREET, APT A
ELLENSBURG, WA 98926

PAUTZKE BAIT CO INC
PO BOX 36
ELLENSBURG, WA 98926-1909

CHANG, CHOUR & NGOC LANG
2109 E QUARTZ MOUNTAIN DR
ELLENSBURG, WA 98926-8113

HIGH WIDE & HEAVY PROP MGMT
LLC
8331 HWY 97
ELLENSBURG. WA 98926-8542
WINDSOR PARK LLC
606 W 3RD AVE
ELLENSBURG, WA 98926

HARWOOD, FRANK J
706 S PINE ST
ELLENSBURG, WA 98926-3742

DAVENPORT, WALTER & LYNN
PO BOX 596
ELLENSBURG, WA 98926

FISHER, CHERYLE LYNN
PO BOX 1102
ELLENSBURG, WA 98926-1900

TOWN INVESTMENTS LLC
PO BOX 782
ELLENSBURG, WA 98926-1921

DALE A DEFOOR LIVING TRUST
770 INDIAN LAKE DR
ELLENSBURG, WA 98926

ODENWALD PROPERTIES LLC
4741 THRALL RD
ELLENSBURG, WA 98926

ELLENSBURG MOBILE ESTATES
MHP LLC
PO BOX 314
EVERSON. WA 98247
PR DOUGLAS DEVELOPMENT
GROUP LLC
101 W 5TH AVE
ELLENSBURG. WA 98926
BECKER THOMAS, LYNNE
808 E 6TH AVE
ELLENSBURG, WA 98976

MALINOSKY, JEANNE
707 S RUBY ST
ELLENSBURG, WA 98926-3749

POWELL, JAN E
606 S PINE ST
ELLENSBURG, WA 98926-9066

OPPLIGER, GINA
161 RIVERS EDGE LN
YAKIMA, WA 98901-6800

STRUNK, KEVIN S ETUX
12635 156TH AVE SE
RENTON, WA 98059

CERTIFICATE OF TRANSMITTAL

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

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

Date 2/12/26

Signed

Alina W...

P26-002



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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

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

February 12, 2026

Notice of Application and Open Record Public Hearing for a Site-Specific Rezone P26-002 to rezone one parcel at 704 S Ruby St. from Manufactured Home Park (MHP) to Residential Medium (R-M).

Dear Property Owner,

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P26-002) that may be of interest to you, and you are invited to comment on the proposal. As a property owner within three hundred feet (300') of this proposal, you are invited to comment.

NOTICE IS FURTHER GIVEN that the Hearing Examiner for the City of Ellensburg will hold an **Open Record Public Hearing at 10:00am on March 25, 2026**, to consider Rezone application P26-002 submitted by PR Douglas Development Group LLC, property owner. The hearing will be held in person and remotely via Zoom.

Hearing Zoom Link: <https://us02web.zoom.us/j/87182273042?pwd=US25HrKrXsKYgx1v71LPtJZqI3zaDO.1>

Project Description: The request is for a Site-Specific Rezone of parcel # 367933 from Manufactured Home Park (MHP) to Residential Medium (R-M). The proposed rezone is categorically exempt from SEPA under WAC 197-11-800.

Project Information:

Date of application: January 15, 2026

Notice of Complete Application: February 4, 2026

Comments Due Date: March 6, 2026

Public Hearing Date: March 25, 2026, 10:00am – City Hall (501 N Anderson St)

Request Location: 704 S Ruby St. in Ellensburg, Parcel ID # 367933.

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

Written comments must be received via email, or postmarked, by **5:00 pm on March 6, 2026**.

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

Staff Contact: Chace Pedersen, Associate Planner, (509) 962-7108, pedersenc@ellensburgwa.gov

EXHIBIT 1.8



Open Record Hearing: All persons interested in these matters may attend the open record hearing in person at City Hall or remotely via zoom. **Comments must be submitted in writing by 5:00 pm on March 6, 2026, to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.**

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcordinator@ellensburgwa.gov.

Appeal Process: The issuance of a decision on a rezone may be appealed to the Hearing Examiner. Such appeal shall identify the error or errors claimed to have been made in the land use decision and shall be filed in writing with the City Clerk within ten (10) working days of the issuance of the decision. Appeals shall be subject to applicable fees.

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

Sincerely,

Chace Pedersen

Chace Pedersen
Associate Planner



Site Specific Rezone Permit Application Form

PA-04
APPLICATION

Community Development Department

501 N. Anderson, Ellensburg, WA 98926

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

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

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

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

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

OFFICIAL USE ONLY:

Staff Person:	AW
Date Submitted:	1/15/2026
Due at Submittal	\$1440.00
Due prior to issuance	\$360.00
FILE #:	P26-002
Associated Permit File #:	P25-134 PRE-APP

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

Legal Owner Name(s):	PR Douglas Development Group LLC	Day Phone:	
Mailing Address:	101 W 5th Ave, Ellensburg, WA 98926		
E-mail:	pooya@c21eburg.com	Cell Phone:	206-458-9419
*APPLICANT:	☒ Owner ☐ Contractor ☐ Tenant ☐ Other _____		
Name:	PR Douglas Development Group LLC	Day Phone:	
Mailing Address:	101 W 5th Ave, Ellensburg, WA 98926		
E-mail:	pooya@c21eburg.com	Cell Phone:	206-458-9419
CONTACT PERSON:	☒ Owner ☐ Contractor ☐ Tenant ☐ Other _____		
Name:	Pooya Roohani	Day Phone:	
Mailing Address:	101 W 5th Ave, Ellensburg, WA 98926		
E-mail:	pooya@c21eburg.com	Cell Phone:	206-458-9419

PROJECT INFORMATION:

Parcel Number(s) of Site:	367933		
Site Address (if any):	704 S Ruby St, Ellensburg, WA 98926		
Current City Zoning Designation:	Manufactured Home Park (MHP)	Requested City Zoning Designation:	Residential Medium (R-M)

(OVER)

EXHIBIT 1.9

PROJECT INFORMATION:

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

(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

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

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

- A. Conditions have changed since the imposition of the zoning classification on the property.
- B. The proposed rezone bears a substantial relationship to the public health, safety, morals, and general welfare.
- C. The proposed rezone is consistent with the comprehensive plan; and
- D. The proposed rezone to a particular zoning district shall be consistent with the development standards in the LDC for the zoning district.

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

The burden of this demonstration is on the rezone applicant.

3. Site Plan Requirements:

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

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

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

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

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

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

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

Signature of Legal Owner:
(or Authorized Agent)



Date:

1/15/26

Ellensburg Rezone Application Narrative for 704 S Ruby St EMC 15.250.060

This application is requesting a site-specific rezone of parcel #367933 at 704 S Ruby St, Ellensburg from Manufactured Home Park (MHP) to Residential Medium (R-M) with 60-90 dwelling units. The parcel is approximately 63,395 sq/ft or 1.46 acres. It is bordered to the north by a mobile home park zoned MHP and to the south by a residential property zoned MHP. It is wholly owned by PR Douglas Development Group, LLC and is currently vacant land with one single-family home on the property. It is currently served by city utilities.

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

The conditions of this property and land use needs have changed since it was zoned originally. The city has expanded rapidly and there is an increased need for higher density rental developments with convenient access to resources and amenities.

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

Rezoning this parcel to Residential Medium will help alleviate the housing shortage in town. With the increased density allowed with the rezone, the project will add a large number of units within an area of increasing density and thus reducing urban sprawl expansion. There will also be infrastructure upgrades as a requirement of development benefiting pedestrians and the public.

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

The proposed rezone to Residential Medium is consistent with the comprehensive plan. The comprehensive plan land use category of this parcel is “Manufactured Home Park” (Exhibit A). According to COE “Future Land Use-Zoning Conversion Table” (Exhibit B) Residential Medium (R-M) is an allowed zoning option in the “Residential, General” land use category.

The comprehensive plan outlines goals for sustainable development, efficient land use, and vibrant neighborhoods. Rezoning to Residential Medium aligns with these objectives by promoting growth, maximizing land use, and being conveniently located to amenities and services for residents.

In addition, the site-specific rezone request is consistent with the goals, policies, and programs of the current Comprehensive Plan.

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

The proposed rezoning to Residential Medium adheres to the specific development standards outlined in the Land Development Code (LDC) of the zoning district. The applicant will ensure and future development complies with the regulations regarding building heights, setbacks, lot coverage, and other relevant criteria, maintaining the character and quality of the area while accommodating Residential Medium development. The proposed rezone shall be consistent with the development standards in the LDC for Residential Medium.



EXHIBIT 1.9 Property Report for Parcel#: 367933

Monday, January 12, 2026

Parcel Information

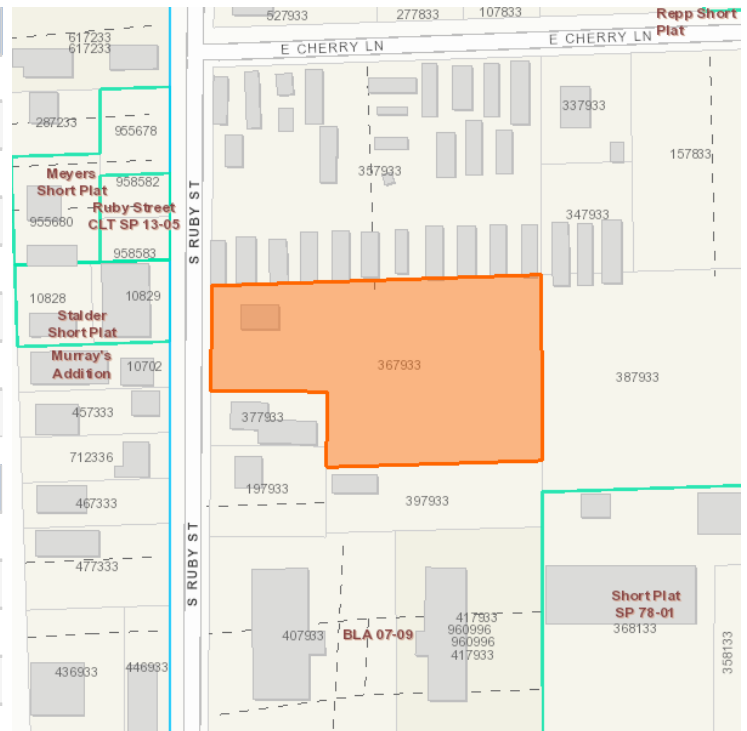
Address:	704 S RUBY ST ELLENSBURG
Tax Parcel ID:	367933
Map Number:	17-18-02057-0039
Recorded Area:	63,395.00 sq ft
Owner Name	PR DOUGLAS DEVELOPMENT GROUP LLC
Name Cont:	
Mailing Address:	101 W 5TH AVE
City/State/Zip:	ELLENSBURG WA 98926

Critical Areas Information

Contains > 30% Slope:	No
PHS Site Name:	N/A
Roof Hazard:	LOW_HAZARD RATING
Roof Class:	CLASS C
Seismic Category:	C
Shore Line:	N/A
Wetland Code:	N/A
DNR Water Type:	N/A
FIRM Zone:	500 YEAR
FEMA Flood Map:	53037C1281D
Coalmine Shaft:	N/A
Airport Zone:	N/A
BPA Right of Way:	-1
Max Elevation:	1506
ISO:	0.025
PG:	38

Domestic Water Information

Over the Counter Water:	Yes, Suitability Map
Qualifying Water Banks:	Big Creek WR, Bourne, KittitasCnty (Amerivest), KittitasCnty(Clennon), KittitasCnty(Roth), KittitasCnty (Williams), New Suncadia(Big Creek), New Suncadia(SwaukFirstCreeks), New Suncadia(TeanawayRiver), New Suncadia(Tillman Creek), NGR, Reecer Creek, Roan New Suncadia, SC_Aggregate, Swiftwater Ranch, Trailside, Western Water Partners, Yakima Mitigation Services
Sub Basin Watershed:	Wilson-Cherry Creeks



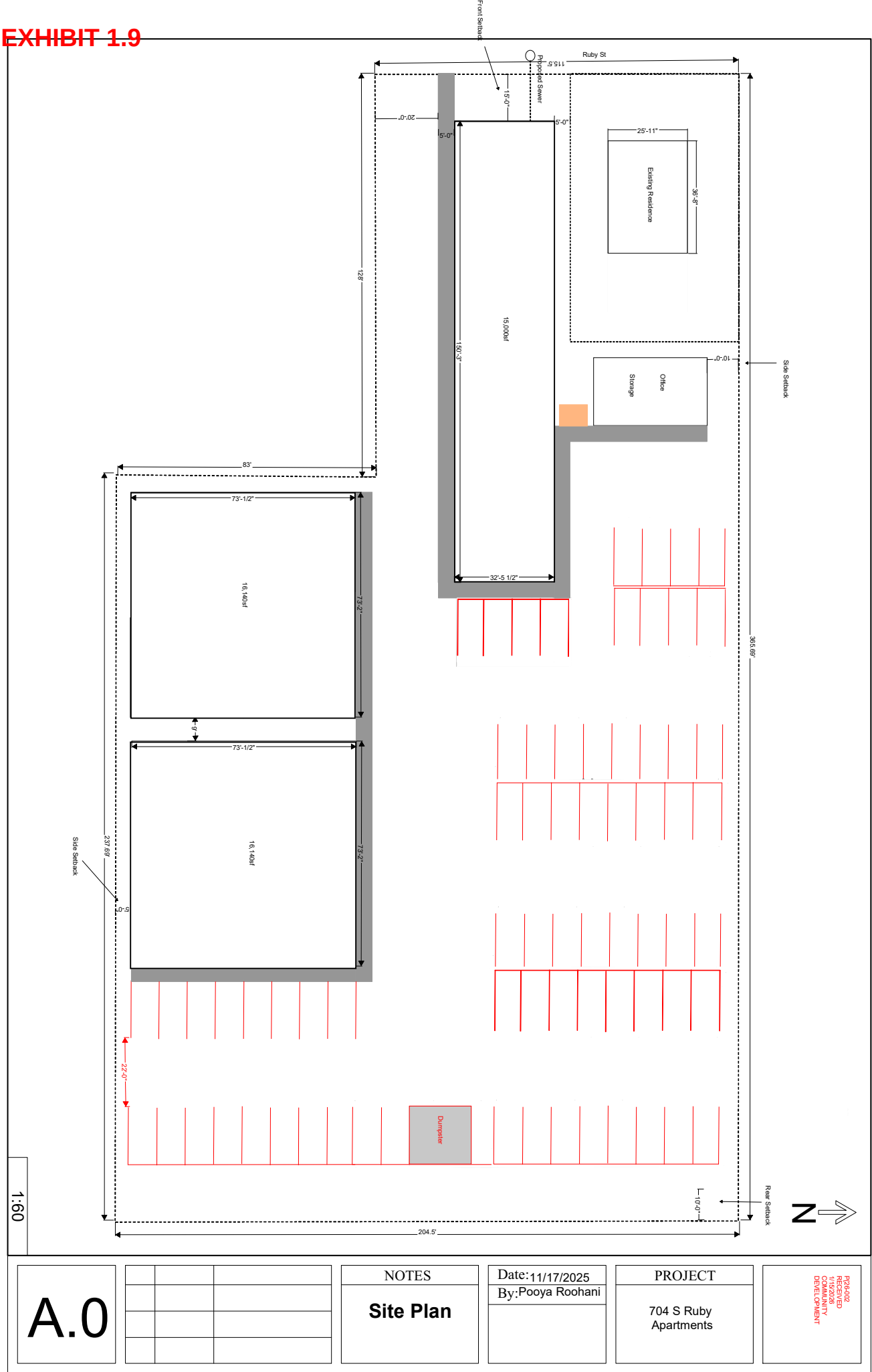
Administrative Information

Zone and Allowed Uses:	MANUFACTURED HOME PARK
Land Use Category:	Please refer to the city of Ellensburg
Commisioner District:	0
Voter Precinct:	
Hospital District:	HOSPITAL DISTRICT 1
School District:	Ellensburg School District
Irrigation District:	N/A
Weed District:	
Fire District:	Kittitas Valley Fire and Rescue (Fire District 2)
Cemetery District:	N/A
Court District:	Lower District Court
PUD Comm District:	District 3
Parks and Rec District:	
Wildland Urban Interface:	IR 3
Stock Restricted Area:	Stock Restricted
COE Gas Service Area:	Yes

Table 7. Future Land Use- Zoning Conversion Table

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

EXHIBIT 1.9



A.0

NOTES

Site Plan

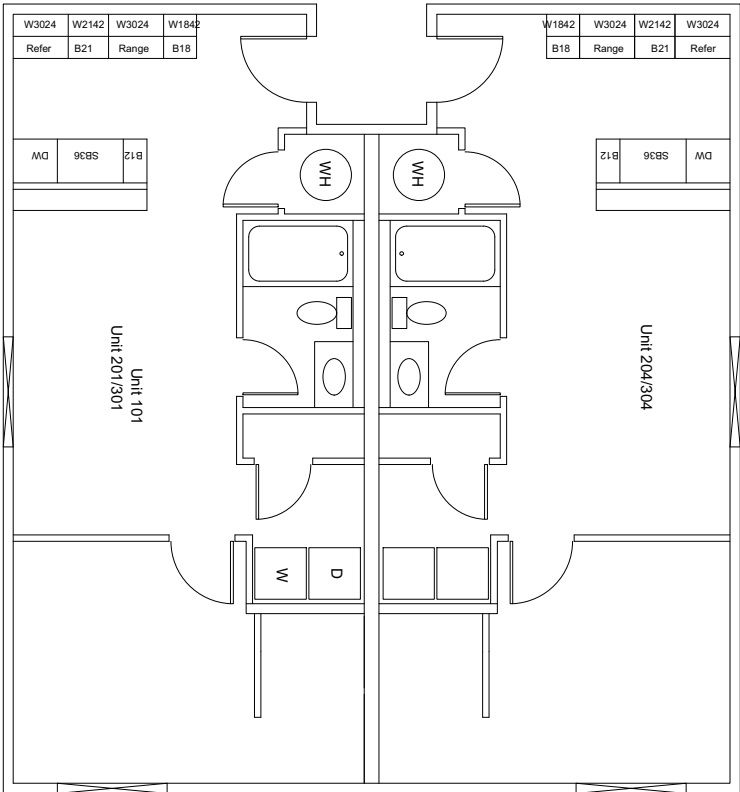
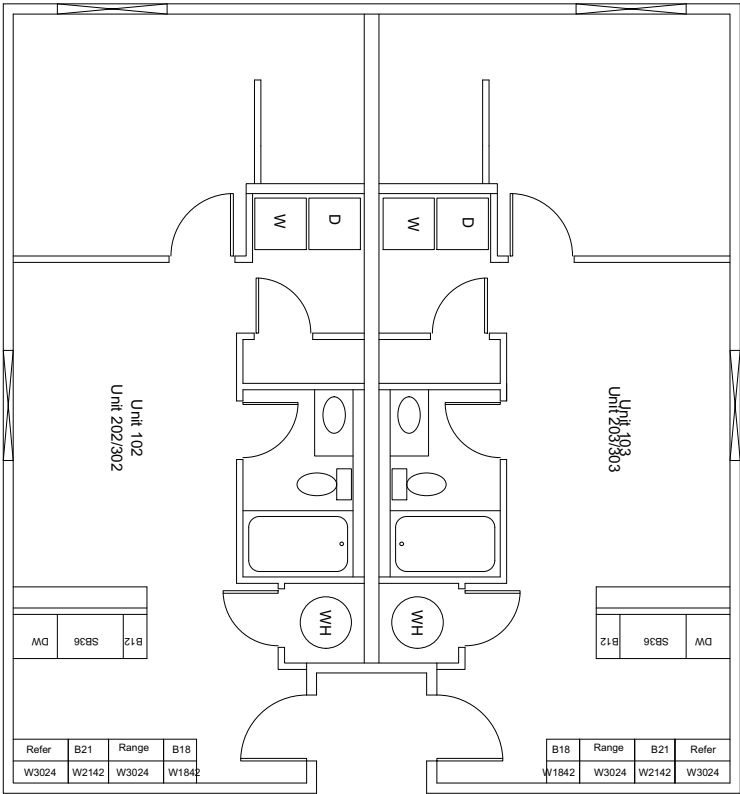
Date: 11/17/2025

By: Pooya Roohani

PROJECT

704 S Ruby Apartments

PROJECT
1/15/2025
COMMUNITY
DEVELOPMENT



A.3				NOTES	Date: 11/17/2025 By: Pooya Roohani	PROJECT 704 S Ruby Apartments	



CITY OF ELLENSBURG

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

Memorandum

Date: January 2, 2026
To: Community Development
From: Craig Jones, Development Coordinator *CJ*
Through: Derek Mayo, City Engineer *DKM*
Re: 704 S Ruby St – Multi-Family Development Project P25-134

The following are the Public Works comments for the proposed Rezone for a multi-family project at 704 S Ruby St.

The applicant can view the City of Ellensburg's Development Standards on the City's website for more information. <https://city-of-ellensburg.dcatalog.com/v/Public-Works-Development-Standards/>

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

Water:

The water main available to serve this development is a 10" Cast Iron main that runs in Ruby St. The existing house is currently served by a single 5/8" water meter. This service line can remain for the existing house or be reused for future development. Each lot will need a separate water service; associated utility easements will need to be dedicated for any main installation or neighboring service lines. See attached utility map.

Fire hydrant placement shall be per Fire Department requirements. Developer's engineer will be required to verify that fire flow capacity will meet the necessary requirements.

Specific issues related to water main and meter locations will be addressed at project civil submittal.

Sewer:

The sewer main available to serve this development is a 12" Concrete main that runs in Ruby St. The existing house is connected to an existing side sewer to the north of the property. Each lot will require a separate sewer service with associated easements dedicated to any mains or neighboring side sewers. Any alteration to existing or future sewer lines will require a permit. See attached utility map.

EXHIBIT 1.10

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

Roadway and access:

Frontage improvements have been constructed along Ruby St. The proposed access/driveway location will need to be reviewed and approved. The access road will be private and need to be built to meet fire code requirements. If any gates are constructed at the proposed entrances, they will need to be set back to allow vehicles to queue without impeding right of way. Any damaged frontage resulting from this development will need to be replaced per the Public Works Development Standards. All work in the Right of Way will need to be done by a contractor who is licensed and bonded with the City of Ellensburg specifically. The access road will need to be posted with no parking for EMS and Fire, and associated access easements will need to be granted.

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

Other issues:

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

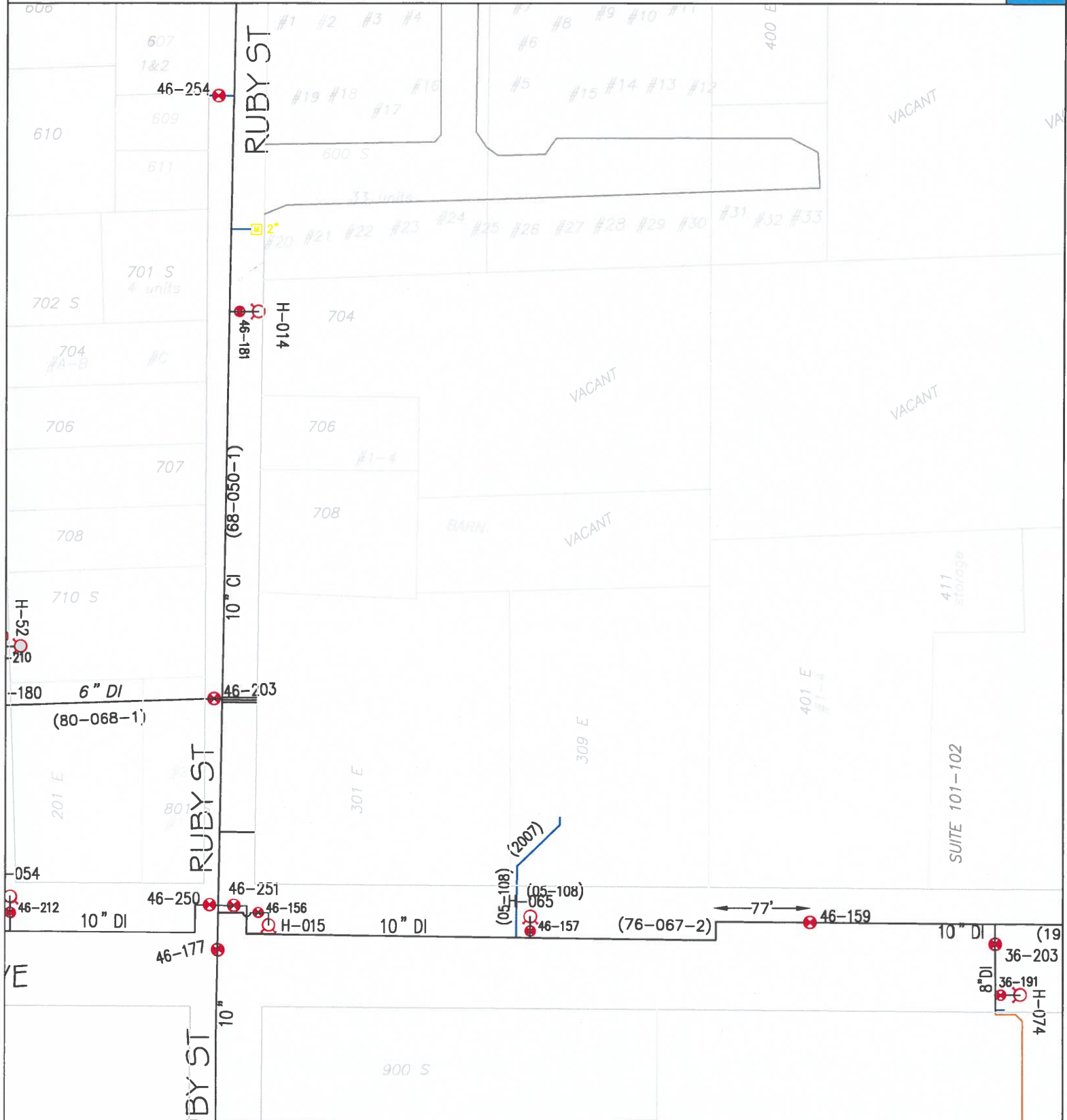
Due to the type and size of this project, at minimum a trip generation and distribution letter will be required. A full Traffic Impact Analysis (TIA) may need to be completed depending on the trip generation and distribution letter. The TIA will need to evaluate the traffic impact before and after the proposed building addition. The TIA will need to identify how many PM peak trips will be generated by the project. Contact the Public Works Department to discuss the limits of the TIA scope. The city has established transportation impact fees. This project may be required to pay impact fees. You can view the traffic impact fees online at <https://library.municode.com/wa/ellensburg/>

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

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

Cc File 25-134

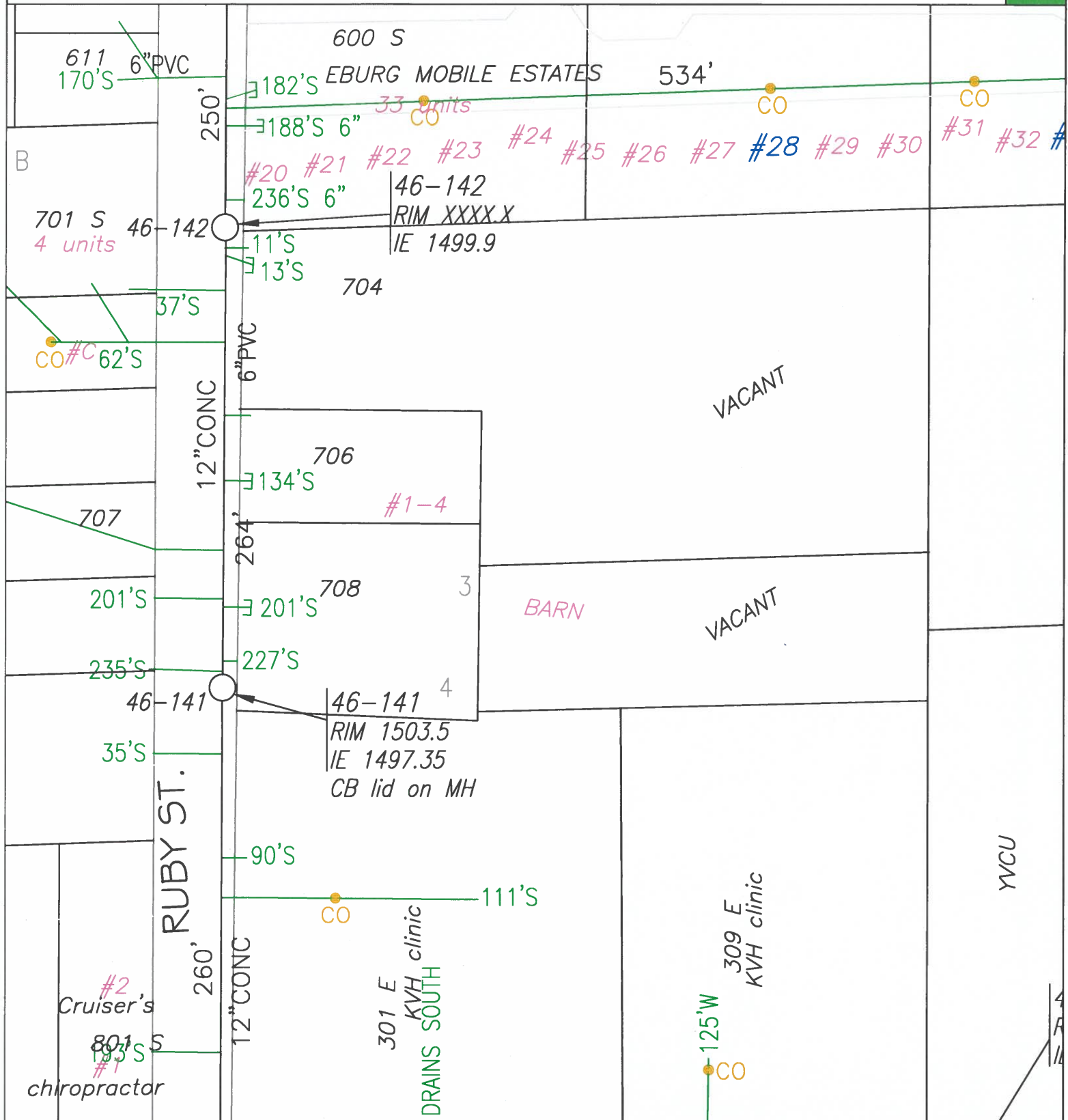


**DISCLAIMER:**

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



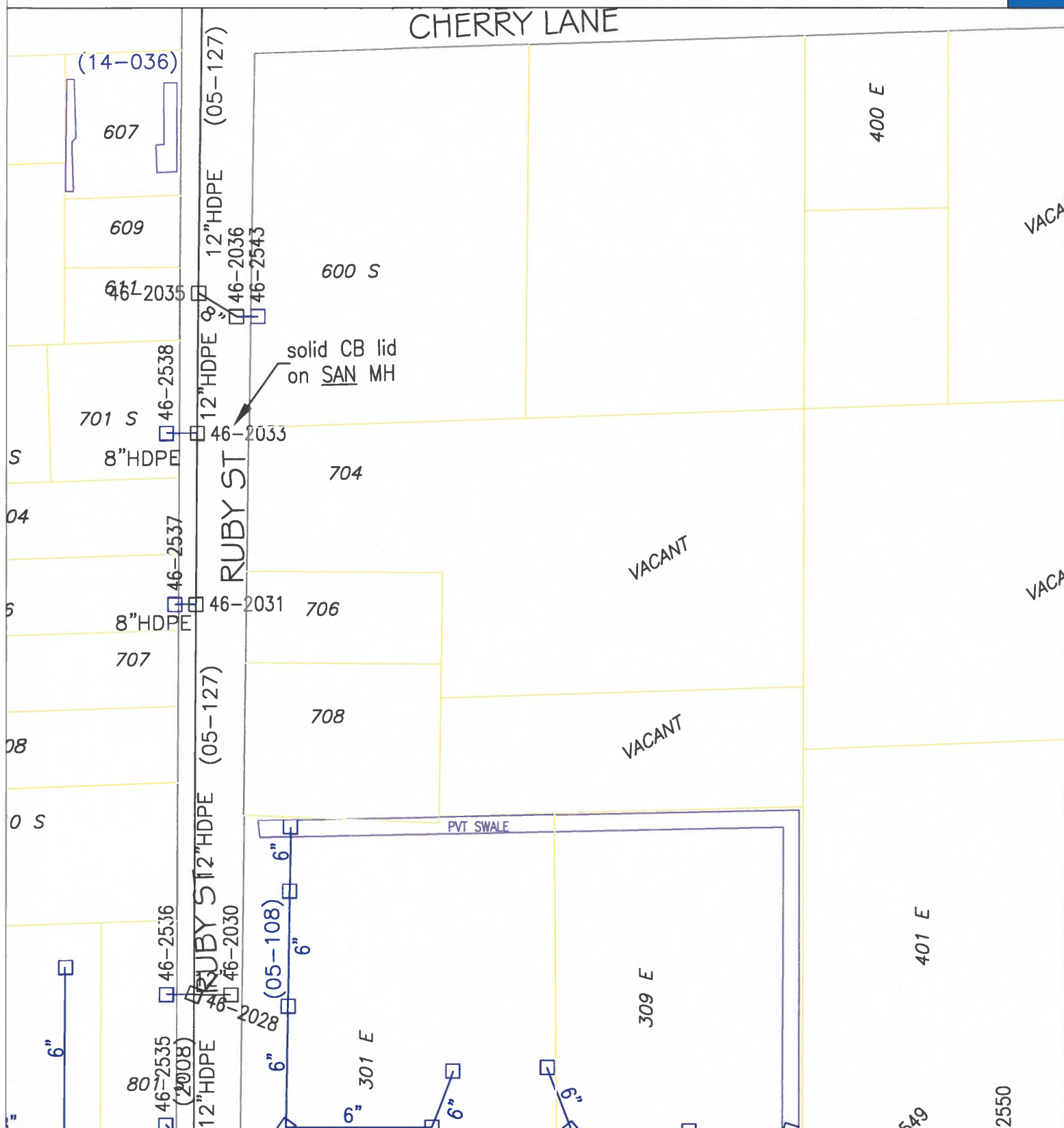
Know what's below.
Call before you dig.
Page 66 of 150

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Know what's below.
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Page 67 of 150



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Know what's below.
Call before you dig.

P26-002 PR Douglas Development Rezone

Submitted to:

Andrew Kottkamp - City of Ellensburg Hearing
Examiner

Submitted by:

Chace Pedersen - Associate Planner

Public Hearing Date

March 25, 2026



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

STAFF REPORT

TO: Andrew Kottkamp, City of Ellensburg Hearing Examiner

FROM: Chace Pedersen, Associate Planner
City of Ellensburg Community Development Department

RE: Open Record Public Hearing for Site-Specific Rezone Application P26-002,
from Manufactured Home Park (MHP) to Residential Medium (R-M).

DATE: Wednesday, May 25, 2026, 10:00am via Zoom

I. GENERAL INFORMATION

Applicant: PR Douglas Development Group LLC, property owner

Requested Action: The applicant seeks to rezone the subject property from Manufactured Home Park (MHP) to Residential Medium (R-M).

Location: The parcel is located at 704 S Ruby Street; Kittitas County Assessor's Parcel ID # 367933.

II. BACKGROUND AND SITE INFORMATION

Site History: Parcel ID # 367933 is in the MHP zone, with an existing single-family residence constructed in 1940.

Site Characteristics: The site topography is relatively flat and mostly undeveloped. An existing residential structure is located on the subject property. The S. Ruby St. frontage is improved with curb, gutter, and sidewalks. There are no regulated critical areas on the subject property. See **Exhibit A**.

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

North: Zoned MHP, consisting of an established manufactured home park

South: Zoned MHP, consisting of single-family residences and unimproved lands.

East: Zoned MHP, consisting primarily of unimproved lands

EXHIBIT 1.11

West: Zoned R-M, consisting of multi-family and single-family residences

Access: Access to the property is from S Ruby Street; a designated Landscape Street.

Zoning and Development Standards, ECC Title 15: Ellensburg City Code (ECC) Table 15.310.040, “Residential-Based Uses,” indicates that “Dwelling, single family” and “Manufactured home park” are permitted used in the current MHP zoning. Manufactured home parks are not a permitted use in the R-M zone. The R-M zone is intended to provide for a mixture of housing types in a walkable neighborhood setting. The proposed R-M zone is consistent with parcels to the west of the subject parcel and is a compatible zone considering the future land use designation.

Comprehensive Plan: See the map attached as **Exhibit C**. The Ellensburg Comprehensive Plan’s Future Land Use Designation of the property is Blended Residential Neighborhood, intended to provide a range of housing types, and functions as a transition between neighborhoods with less density and core uses such as mixed-use areas and higher density residential and commercial areas. Blended Residential Neighborhood includes R-M, as is proposed, as well as Residential Low (R-L), Residential High (R-H), and Commercial Neighborhood (C-N). – see **Exhibit D**.

Public Comments: Community Development issued a Notice Public of Application and Rezone hearing on February 12, 2026, initiating a 21-day comment period that concluded March 6, 2026 (**Exhibit E**). The site was posted with land use action signs on February 5, 2026 (**Exhibits F & G**). Notice of the Rezone was mailed to property owners within 300 feet of the proposed site on February 12, 2026 (**Exhibit H**).

As of the date of this staff report, no public comments have been received. The City of Ellensburg Public Works Department submitted comments stating that future development applications will require consistency with Public Works development standards (**Exhibit J**). These general requirements will apply absent any specific conditions pursuant to approval of the proposal.

III. ENVIRONMENTAL (SEPA) REVIEW

Site-specific rezones are considered exempt from SEPA if the project is in an Urban Growth Area for jurisdictions planning under the Growth Management Act (RCW 36.70A.040), the proposal is consistent with and does not require an amendment to the jurisdiction’s Comprehensive Plan, and the Plan was previously subjected to an Environmental Impact Statement prior to its adoption that adequately addressed environmental impacts of the rezone.

Ellensburg is part of a Kittitas County Urban Growth Area as a fully planning jurisdiction under the Growth Management Act. The rezone is consistent with the Ellensburg Comprehensive Plan, which has not required an amendment for the project, and which

was subject to a Supplemental EIS prior to adoption of its Future Land Use Map and Zoning Conversion Table.

As such, the proposed rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b) and WAC 197-11-800(6)(c).

IV. PROJECT ANALYSIS

A. Ellensburg City Code Requirements for Site-Specific Rezone

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

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

B. Analysis of Criteria for a Site-Specific Rezone

The applicant has submitted an application and narrative (**Exhibit I.1 & Exhibit I.2**) addressing the rezone criteria. Information submitted by the applicant is followed by staff analysis.

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

Applicant narrative: *“The conditions of this property and land use needs have changed since it was zoned originally. The city has expanded rapidly and there is an increased need for higher density rental developments with convenient access to resources and amenities.”*

Staff analysis: Parcel 367933 is zoned Manufactured Home Park (MHP); it borders parcels north, south, and east also zoned MHP, while parcels west are zoned with the proposed Residential Medium (R-M) designation. A single-family residence is currently sited on the approximately 1.47-acre subject property. A manufactured home park is established north of the subject property and more densely sited single-family residences are established to the west of the subject property. The requested site-specific rezone to R-M is consistent with the Blended Residential Neighborhood Future Land Use Designation and Zoning Options outlined in the Comprehensive

Plan. Staff finds conditions have thus changed on the property since the imposition of its existing zoning.

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

Applicant narrative: *“Rezoning this parcel to Residential Medium will help alleviate the housing shortage in town. With the increased density allowed with the rezone, the project will add a large number of units within an area of increasing density and thus reducing urban sprawl expansion. There will also be infrastructure upgrades as a requirement of development benefiting pedestrians and the public.”*

Staff analysis: The purpose of ECC Title 15 is in part “for the conservation, protection and enhancement of the public health, safety and general welfare” per ECC 15.110.020. The rezone of parcel 367933 to R-M zoning will allow for multi-family uses on the property. R-M is a mixed-use zone “intended to provide for a mixture of housing types in a walkable neighborhood setting.” per ECC 15.300.040(B)(C). The applicant will be responsible for meeting all development standards for any future development plans in ECC Title 15, as applicable. The proposed rezone thus bears a substantial relationship to the public health, safety, morals and general welfare of the City of Ellensburg as regulated by ECC Title 15.

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

Applicant narrative: *“The proposed rezone to Residential Medium is consistent with the comprehensive plan. The comprehensive plan land use category of this parcel is “Manufactured Home Park” (Exhibit A). According to COE “Future Land Use-Zoning Conversion Table” (Exhibit B) Residential Medium (R-M) is an allowed zoning option in the “Residential, General” land use category.*

The comprehensive plan outlines goals for sustainable development, efficient land use, and vibrant neighborhoods. Rezoning to Residential Medium aligns with these objectives by promoting growth, maximizing land use, and being conveniently located to amenities and services for residents.

In addition, the site-specific rezone request is consistent with the goals, policies, and programs of the current Comprehensive Plan.”

Staff analysis: The Comprehensive Plan’s Future Land Use Designation for the parcel is Blended Residential Neighborhood, accommodating a mixture of residential uses. The Plan’s Future Land Use-Zoning Conversation Table indicates the rezone request to R-M is consistent with the Future Land Use Map. Blended Residential Neighborhood is a residential Future Land Use designation intended to provide a range of housing types, and functions as a transition between neighborhoods with less density and core uses such as mixed-use areas and higher density residential and commercial areas.

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

- **Goal LU-1:** Encourage development that creates a variety of housing, shopping, entertainment, recreation, gathering spaces, employment, and services that are accessible to neighborhoods.
 - o **Policy A:** Encourage infill development and increased residential density in and around the downtown area.
 - o **Policy B:** Integrate new development with consideration to design and scale that complements existing neighborhoods and provides effective transitions between different uses and intensities.
- **Goal LU-2:** Establish land use patterns that promote walking, biking, and using transit to access goods, services, education, employment, and recreation.
 - o **Policy A:** Enhance the character, quality, and function of existing residential neighborhoods while accommodating anticipated growth.
- **Goal LU-3:** Encourage pedestrian-scale design in commercial and mixed-use areas.
 - o **Policy B:** Facilitate development of vacant land in and around downtown into commercial, financial, government, high density residential, and cultural uses while respecting design, scale, and uses of surrounding neighborhoods

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

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

Applicant narrative: *“The proposed rezoning to Residential Medium adheres to the specific development standards outlined in the Land Development Code (LDC) of the zoning district. The applicant will ensure and future development complies with the regulations regarding building heights, setbacks, lot coverage, and other relevant criteria, maintaining the character and quality of the area while accommodating Residential Medium development. The proposed rezone shall be consistent with the development standards in the LDC for Residential Medium.”*

Staff analysis: The applicant will be responsible for meeting all development standards in ECC Title 15, as well as Public Works and building code standards applicable for the project, including but not limited to, utilities, signage, and landscaping for any future proposed development. The proposed rezone to R-M is thus consistent with ECC Title 15 regulations and related Ellensburg development and construction standards as applicable.

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

V. RECOMMENDATION

Based on Community Development's evaluation, Staff recommends that the Hearing Examiner recommend approval of City of Ellensburg Rezone Request P26-002: from MHP to R-M on Parcel # 367933 – to be forwarded to the Ellensburg City Council.

Staff have no recommended conditions associated with approval of this request.

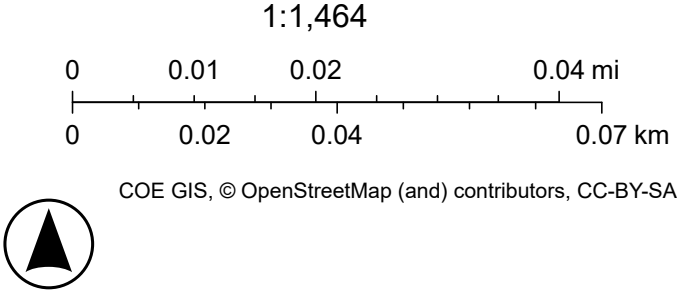
EXHIBITS:

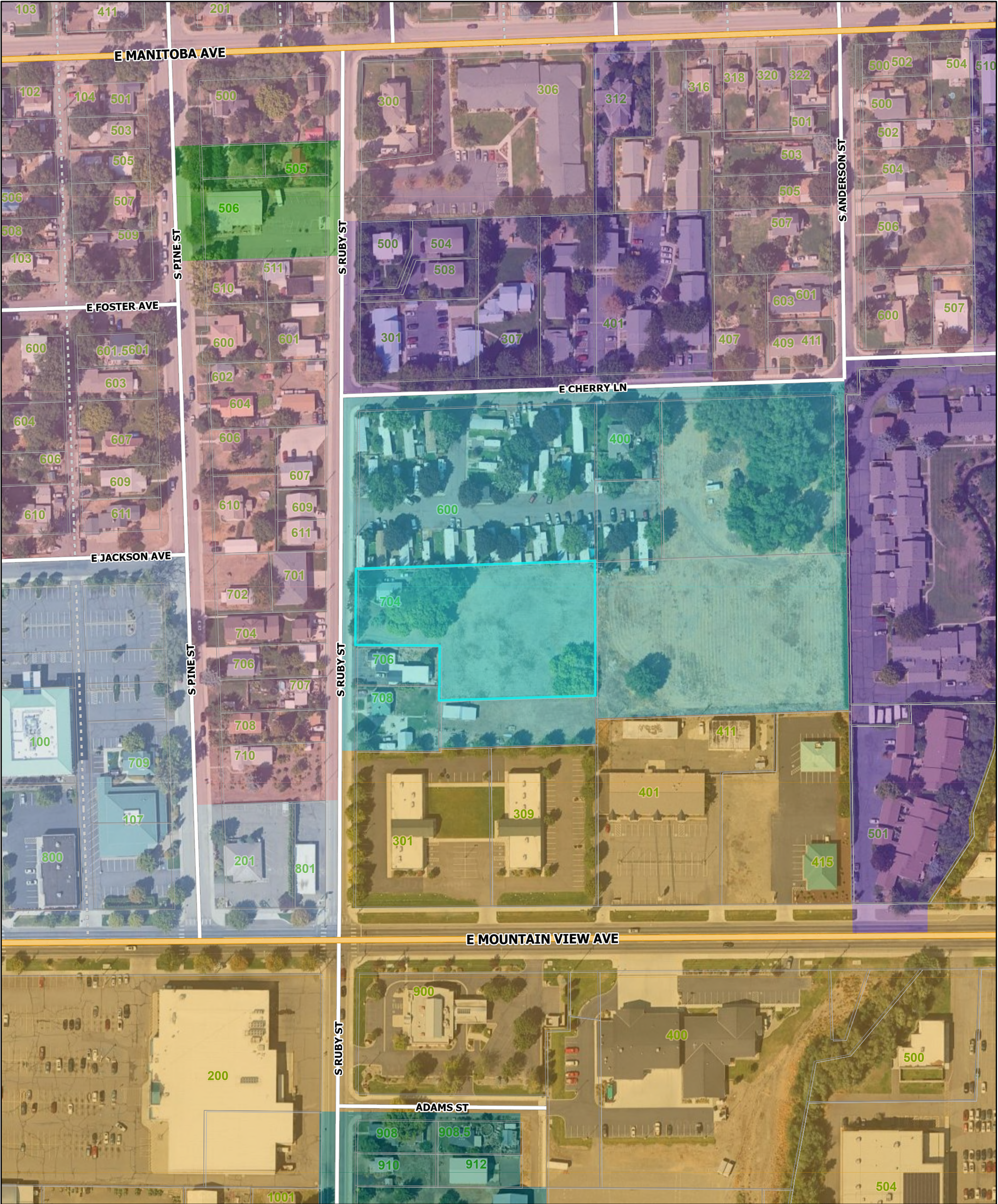
- A.** Location Map
- B.** Current Zoning Map
- C.** Comprehensive Plan Future Land Use Map
- D.** Comprehensive Plan Future Land Use - Zoning Conversion Table
- E.** Affidavit of Publication, *Ellensburg Daily Record*
- F.** Posted Land Use Action Sign
- G.** Affidavit of Posted Land Use Action Sign
- H.** Affidavit of Mailed Notice
- I.** Rezone Application, Narrative, & Site Plan
- J.** City of Ellensburg Public Works Comments



3/17/2026, 8:12:27 AM

- ☐ County Parcels
- ☐ Tax Parcel Query (COMPAS)
- Owner Address (COMPAS)
- Site Address (COMPAS)
- ☐ Major Arterial
- ☐ Road
- Addresses
- Active





3/17/2026, 8:16:11 AM

County Parcels

Tax Parcel Query (COMPAS)

Owner Address (COMPAS)

Site Address (COMPAS)

Major Arterial

Road

Alley

Zoning

CC II

CH

MHP

NCMU

PR

RM

RO

Addresses

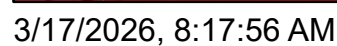
Active

1:2,440

00.020.040.07 mi

00.030.060.12 km

COE GIS, © OpenStreetMap (and) contributors, CC-BY-SA



- | | | | | | |
|--|---------------------------|---|----------------------------------|---|---------------------------------|
|  | County Parcels |  | Alley |  | Urban center |
|  | Tax Parcel Query (COMPAS) | | Addresses |  | Community mixed use |
|  | Owner Address (COMPAS) |  | Active |  | General commercial and services |
| | Site Address (COMPAS) | | Land Use Designations |  | Public/institutional |
|  | Major Arterial |  | Blended residential neighborhood | | |
| | Road |  | Neighborhood mixed use | | |

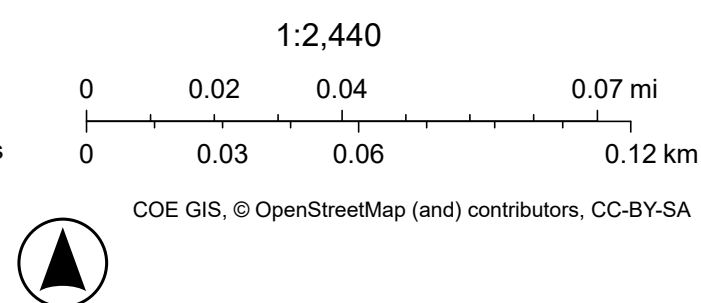


Table 7. Future Land Use- Zoning Conversion Table

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



ADVERTISING PROOF

401 N Main St,
Ellensburg, WA 98926
Ph. (509) 204-8236 Fax: (907) 452-5054

BILLING DATE:	ACCOUNT NO:
02/11/26	49715

City of Ellensburg Community Development
501 N. ANDERSON
ELLENSBURG, WA 98926

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
715858	NOAPH: P26-002	02/12/26	02/12/26	2	\$167.26

Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
------	--------	-----------	---------------	-------	--------

Discount: **\$0.00**
Surcharge: **\$0.00**
Credits: **\$0.00**

Gross: **\$167.26**
Paid Amount: **\$0.00**

Amount Due: **\$167.26**

We Appreciate Your Business!

NOTICE OF APPLICATION AND PUBLIC HEARING SITE-SPECIFIC REZONE REQUEST P26-002

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P26-002) that may be of interest to you, and you are invited to comment on the proposal.

NOTICE IS FURTHER GIVEN that the Hearing Examiner for the City of Ellensburg will hold an Open Record Public Hearing at **10:00am on March 25, 2026**, to consider Rezone application P26-002 submitted by PR Douglas Development Group LLC, property owner.

PROJECT DESCRIPTION: The request is for a Site-Specific Rezone of parcel # 367933 from Manufactured Home Park (MHP) to Residential Medium (R-M). The proposed rezone is categorically exempt from SEPA under WAC 197-11-800.

Date of application: January 15, 2026

Notice of Complete Application: February 4, 2026

Comments Due Date: March 6, 2026

Public Hearing Date: March 25, 2026, 10:00am – City Hall (501 N Anderson St)

Request Location: 704 S Ruby St. in Ellensburg, Parcel ID # 367933.

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

Written Comments: Written comments must be received via email, or postmarked, by 5:00 pm on March 6, 2026.

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

Staff contact: Chace Pedersen, Associate Planner, pedersenc@ellensburgwa.gov, (509) 962-7108

Open Record Public Hearing: All persons interested in these matters may attend the hearing in person or remotely. Written comments may be filed with the Community Development Dept, City Hall, 501 N Anderson St, Ellensburg, WA 98926, attn. Associate Planner Chace Pedersen, or to his email: pedersenc@ellensburgwa.gov. Comments must be submitted in writing by 5:00 pm on March 6, 2026, to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.

Hearing Zoom Link:

<https://us02web.zoom.us/j/87182273042?pwd=US25HrKrXsKYgx1v71LPtJZqI3zaDO.1>

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcoordinator@ellensburgwa.gov

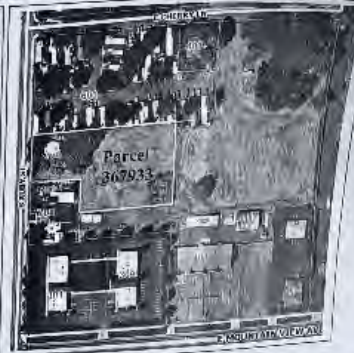
PUBLISH: Daily Record: February 12, 2026/
LEGAL # 715858

LAND USE ACTION

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

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received site-specific rezone request (P26-002) for 704 S Ruby St., Parcel # 367933. The applicant seeks a site-specific rezone of parcel # 367933, from Manufactured Home Park (MHP) to Residential Medium (R-M).

The City of Ellensburg Hearing Examiner will hold an **OPEN RECORD PUBLIC HEARING** at 10:00am, on **March 25, 2026**, in the City Hall Council Chambers at 501 N Anderson St in Ellensburg, to consider the rezone application. To join the open record public hearing virtually, please contact staff for meeting information.



Interested persons may obtain a copy of the application materials from the Community Development Dept. website at: <http://ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>

Written comments must be received, or postmarked, by **5:00pm, March 6, 2026**, by mail, or by email. This may be your only opportunity to comment on this proposal.

Staff Contact: Chace Pedersen, Associate Planner – pedersenc@ellensburgwa.gov, (509) 962-7108
Mailing Address: Community Development Dept., 501 N Anderson St, Ellensburg, WA 98926







COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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

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

AFFIDAVIT OF POSTING

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

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

DATE: February 4, 2026	PLANNER: Chace Pedersen, Associate Planner
PROJECT NAME AND SUMMARY: PR Douglas Development Group LLC, 704 S Ruby St., Site-Specific Rezone	FILE NUMBER: P26-002

PLEASE COMPLETE THE FOLLOWING:

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

Signature

February 5, 2026

Please return the above **affidavit and photograph(s) of the posted notice sign board(s)** to: Chace Pedersen, Associate Planner 509-962-7108, via email: pedersenc@ellensburgwa.gov; Fax: 509-962-8655; or mail to: Community Development Dept., City Hall, 501 N. Anderson St., Ellensburg, WA 98926.

EXHIBIT 1.11

KITTITAS CO HOSPITAL 1
603 S CHESTNUT ST
ELLENSBURG, WA 98926-3875

ELLENSBURG-SHERIDAN LLC
PO BOX 29
SOUTH CLE ELUM, WA 98943-0029

SNY, WILLIAM PAUL
708 S RUBY ST
ELLENSBURG, WA 98926-3750

MARTIN, BENJAMIN A & MEGAN S
7001 SEAVIEW AVE NW STE 160-676

SEATTLE. WA 98117
PHILLIPS, ANN S
603 S CHESTNUT ST
ELLENSBURG, WA 98926-3875

SIVAK INVESTMENTS LLC
1207 N CANTERBURY DR
ELLENSBURG, WA 98926-9542

WILLETTE, NORMA
2660 AIRPORT RD
CLE ELUM, WA 98922-9220

KITTITAS CO HOUSING
AUTHORITY
107 W 11TH ST
ELLENSBURG. WA 98926
BLACKMAN, RALPH D
11410 NE 124TH ST # PMB 626
KIRKLAND, WA 98034-4305

MCDONALD, TYLER J
15333 LAKEVIEW ST
ENTIAT, WA 98822-9500

SCHRODER, DONALD T
704 SOUTH PINE STREET, APT A
ELLENSBURG, WA 98926

PAUTZKE BAIT CO INC
PO BOX 36
ELLENSBURG, WA 98926-1909

CHANG, CHOUR & NGOC LANG
2109 E QUARTZ MOUNTAIN DR
ELLENSBURG, WA 98926-8113

HIGH WIDE & HEAVY PROP MGMT
LLC
8331 HWY 97
ELLENSBURG. WA 98926-8542
WINDSOR PARK LLC
606 W 3RD AVE
ELLENSBURG, WA 98926

HARWOOD, FRANK J
706 S PINE ST
ELLENSBURG, WA 98926-3742

DAVENPORT, WALTER & LYNN
PO BOX 596
ELLENSBURG, WA 98926

FISHER, CHERYLE LYNN
PO BOX 1102
ELLENSBURG, WA 98926-1900

TOWN INVESTMENTS LLC
PO BOX 782
ELLENSBURG, WA 98926-1921

DALE A DEFOOR LIVING TRUST
770 INDIAN LAKE DR
ELLENSBURG, WA 98926

ODENWALD PROPERTIES LLC
4741 THRALL RD
ELLENSBURG, WA 98926

ELLENSBURG MOBILE ESTATES
MHP LLC
PO BOX 314
EVERSON. WA 98247
PR DOUGLAS DEVELOPMENT
GROUP LLC
101 W 5TH AVE
ELLENSBURG. WA 98926
BECKER THOMAS, LYNNE
808 E 6TH AVE
ELLENSBURG, WA 98976

MALINOSKY, JEANNE
707 S RUBY ST
ELLENSBURG, WA 98926-3749

POWELL, JAN E
606 S PINE ST
ELLENSBURG, WA 98926-9066

OPPLIGER, GINA
161 RIVERS EDGE LN
YAKIMA, WA 98901-6800

STRUNK, KEVIN S ETUX
12635 156TH AVE SE
RENTON, WA 98059

CERTIFICATE OF TRANSMITTAL

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

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

Date 2/12/26

Signed

Alina W...

726-002



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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

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

February 12, 2026

Notice of Application and Open Record Public Hearing for a Site-Specific Rezone P26-002 to rezone one parcel at 704 S Ruby St. from Manufactured Home Park (MHP) to Residential Medium (R-M).

Dear Property Owner,

NOTICE IS HEREBY GIVEN that the City of Ellensburg has received a site-specific rezone request (P26-002) that may be of interest to you, and you are invited to comment on the proposal. As a property owner within three hundred feet (300') of this proposal, you are invited to comment.

NOTICE IS FURTHER GIVEN that the Hearing Examiner for the City of Ellensburg will hold an **Open Record Public Hearing at 10:00am on March 25, 2026**, to consider Rezone application P26-002 submitted by PR Douglas Development Group LLC, property owner. The hearing will be held in person and remotely via Zoom.

Hearing Zoom Link: <https://us02web.zoom.us/j/87182273042?pwd=US25HrKrXsKYgx1v71LPtJZqI3zaDO.1>

Project Description: The request is for a Site-Specific Rezone of parcel # 367933 from Manufactured Home Park (MHP) to Residential Medium (R-M). The proposed rezone is categorically exempt from SEPA under WAC 197-11-800.

Project Information:

Date of application: January 15, 2026

Notice of Complete Application: February 4, 2026

Comments Due Date: March 6, 2026

Public Hearing Date: March 25, 2026, 10:00am – City Hall (501 N Anderson St)

Request Location: 704 S Ruby St. in Ellensburg, Parcel ID # 367933.

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

Written comments must be received via email, or postmarked, by **5:00 pm on March 6, 2026**.

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

Staff Contact: Chace Pedersen, Associate Planner, (509) 962-7108, pedersenc@ellensburgwa.gov



Open Record Hearing: All persons interested in these matters may attend the open record hearing in person at City Hall or remotely via zoom. **Comments must be submitted in writing by 5:00 pm on March 6, 2026, to be included in the staff report provided to the Hearing Examiner in advance of the hearing. Any comments received after this date and time will be provided to the Hearing Examiner at the meeting itself.**

The City of Ellensburg strives to make our meetings and activities readily accessible by individuals with disabilities. Please furnish your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcordinator@ellensburgwa.gov.

Appeal Process: The issuance of a decision on a rezone may be appealed to the Hearing Examiner. Such appeal shall identify the error or errors claimed to have been made in the land use decision and shall be filed in writing with the City Clerk within ten (10) working days of the issuance of the decision. Appeals shall be subject to applicable fees.

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

Sincerely,

Chace Pedersen

Chace Pedersen
Associate Planner



Site Specific Rezone Permit Application Form

PA-04
APPLICATION

Community Development Department

501 N. Anderson, Ellensburg, WA 98926

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

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

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

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

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

OFFICIAL USE ONLY:

Staff Person:	AW
Date Submitted:	1/15/2026
Due at Submittal	\$1440.00
Due prior to issuance	\$360.00
FILE #:	P26-002
Associated Permit File #:	P25-134 PRE-APP

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

Legal Owner Name(s):	PR Douglas Development Group LLC	Day Phone:	
Mailing Address:	101 W 5th Ave, Ellensburg, WA 98926		
E-mail:	pooya@c21eburg.com	Cell Phone:	206-458-9419

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

Name:	PR Douglas Development Group LLC	Day Phone:	
Mailing Address:	101 W 5th Ave, Ellensburg, WA 98926		
E-mail:	pooya@c21eburg.com	Cell Phone:	206-458-9419

CONTACT PERSON: ☒ Owner ☐ Contractor ☐ Tenant ☐ Other _____

Name:	Pooya Roohani	Day Phone:	
Mailing Address:	101 W 5th Ave, Ellensburg, WA 98926		
E-mail:	pooya@c21eburg.com	Cell Phone:	206-458-9419

PROJECT INFORMATION:

Parcel Number(s) of Site:	367933		
Site Address (if any):	704 S Ruby St, Ellensburg, WA 98926		
Current City Zoning Designation:	Manufactured Home Park (MHP)	Requested City Zoning Designation:	Residential Medium (R-M)

(OVER)

PROJECT INFORMATION:

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

(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

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

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

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

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

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

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

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

The burden of this demonstration is on the rezone applicant.

3. Site Plan Requirements:

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

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

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

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

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

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

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

Signature of Legal Owner:
(or Authorized Agent)



Date:

1/15/26

Ellensburg Rezone Application Narrative for 704 S Ruby St EMC 15.250.060

This application is requesting a site-specific rezone of parcel #367933 at 704 S Ruby St, Ellensburg from Manufactured Home Park (MHP) to Residential Medium (R-M) with 60-90 dwelling units. The parcel is approximately 63,395 sq/ft or 1.46 acres. It is bordered to the north by a mobile home park zoned MHP and to the south by a residential property zoned MHP. It is wholly owned by PR Douglas Development Group, LLC and is currently vacant land with one single-family home on the property. It is currently served by city utilities.

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

The conditions of this property and land use needs have changed since it was zoned originally. The city has expanded rapidly and there is an increased need for higher density rental developments with convenient access to resources and amenities.

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

Rezoning this parcel to Residential Medium will help alleviate the housing shortage in town. With the increased density allowed with the rezone, the project will add a large number of units within an area of increasing density and thus reducing urban sprawl expansion. There will also be infrastructure upgrades as a requirement of development benefiting pedestrians and the public.

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

The proposed rezone to Residential Medium is consistent with the comprehensive plan. The comprehensive plan land use category of this parcel is “Manufactured Home Park” (Exhibit A). According to COE “Future Land Use-Zoning Conversion Table” (Exhibit B) Residential Medium (R-M) is an allowed zoning option in the “Residential, General” land use category.

The comprehensive plan outlines goals for sustainable development, efficient land use, and vibrant neighborhoods. Rezoning to Residential Medium aligns with these objectives by promoting growth, maximizing land use, and being conveniently located to amenities and services for residents.

In addition, the site-specific rezone request is consistent with the goals, policies, and programs of the current Comprehensive Plan.

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

The proposed rezoning to Residential Medium adheres to the specific development standards outlined in the Land Development Code (LDC) of the zoning district. The applicant will ensure and future development complies with the regulations regarding building heights, setbacks, lot coverage, and other relevant criteria, maintaining the character and quality of the area while accommodating Residential Medium development. The proposed rezone shall be consistent with the development standards in the LDC for Residential Medium.

Monday, January 12, 2026



Parcel Information

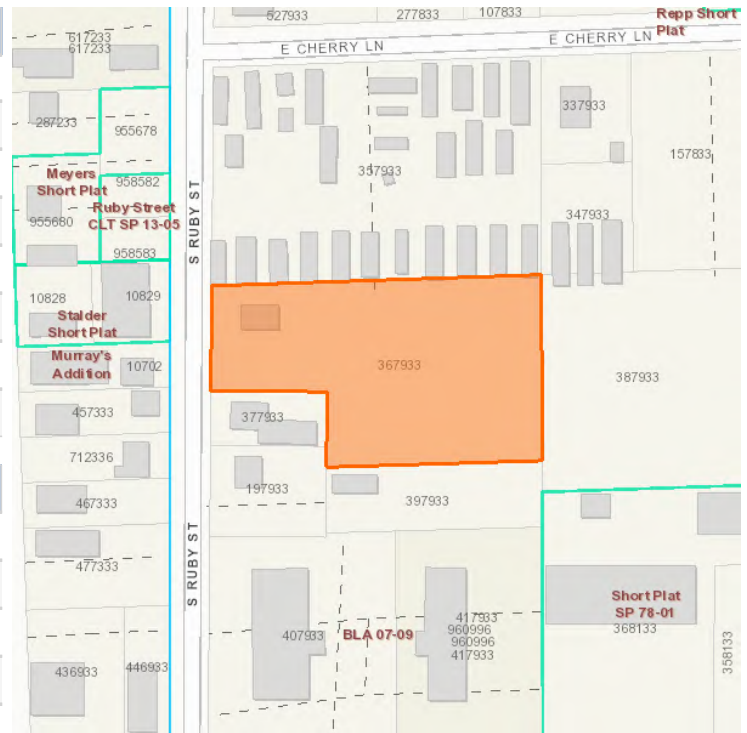
Address:	704 S RUBY ST ELLENSBURG
Tax Parcel ID:	367933
Map Number:	17-18-02057-0039
Recorded Area:	63,395.00 sq ft
Owner Name	PR DOUGLAS DEVELOPMENT GROUP LLC
Name Cont:	
Mailing Address:	101 W 5TH AVE
City/State/Zip:	ELLENSBURG WA 98926

Critical Areas Information

Contains > 30% Slope:	No
PHS Site Name:	N/A
Roof Hazard:	LOW_HAZARD RATING
Roof Class:	CLASS C
Seismic Category:	C
Shore Line:	N/A
Wetland Code:	N/A
DNR Water Type:	N/A
FIRM Zone:	500 YEAR
FEMA Flood Map:	53037C1281D
Coalmine Shaft:	N/A
Airport Zone:	N/A
BPA Right of Way:	-1
Max Elevation:	1506
ISO:	0.025
PG:	38

Domestic Water Information

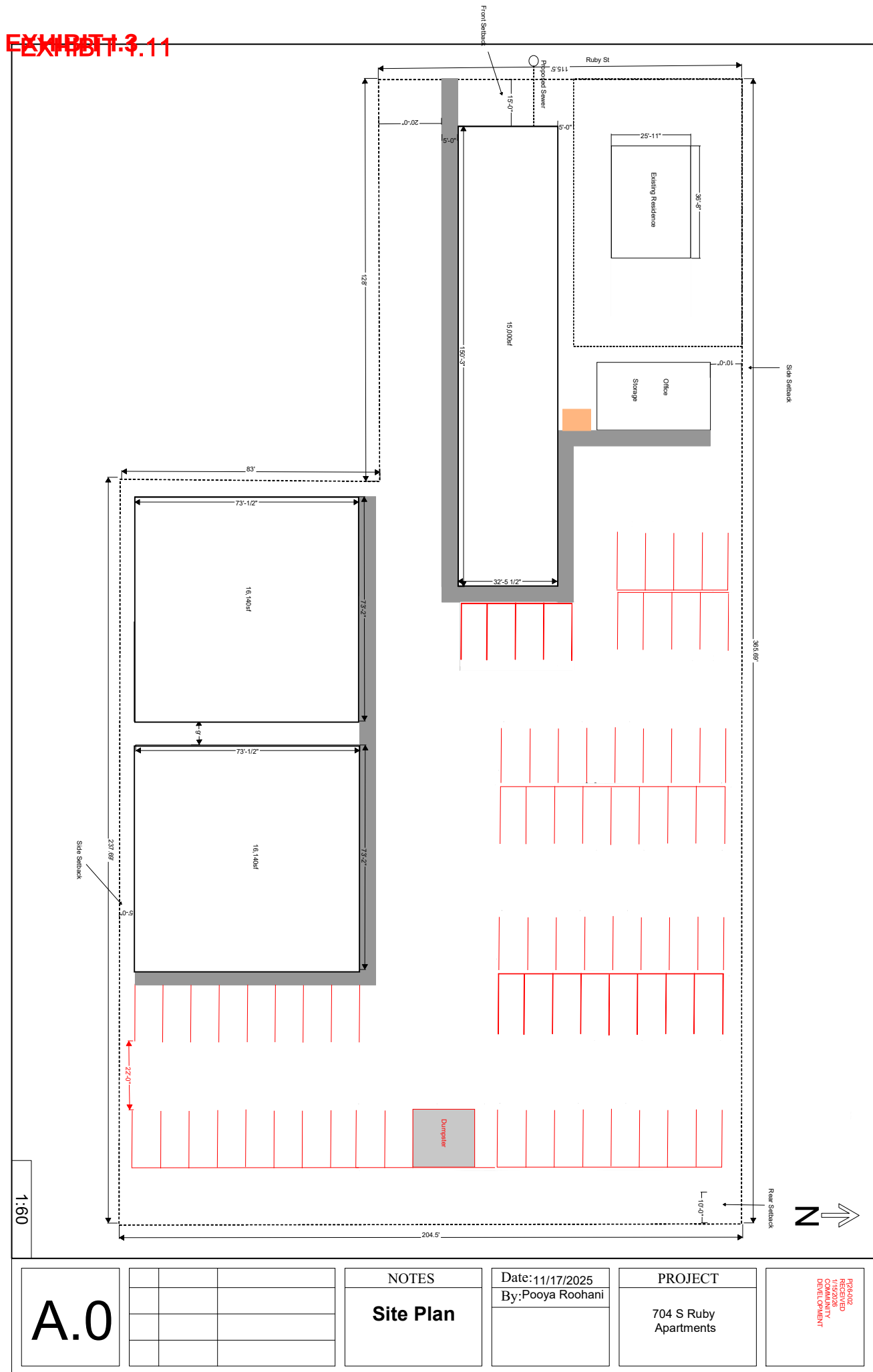
Over the Counter Water:	Yes, Suitability Map
Qualifying Water Banks:	Big Creek WR, Bourne, KittitasCnty (Amerivest), KittitasCnty(Clennon), KittitasCnty(Roth), KittitasCnty (Williams), New Suncadia(Big Creek), New Suncadia(SwaukFirstCreeks), New Suncadia(TeanawayRiver), New Suncadia(Tillman Creek), NGR, Reecer Creek, Roan New Suncadia, SC_Aggregate, Swiftwater Ranch, Trailside, Western Water Partners, Yakima Mitigation Services
Sub Basin Watershed:	Wilson-Cherry Creeks



Administrative Information

Zone and Allowed Uses:	MANUFACTURED HOME PARK
Land Use Category:	Please refer to the city of Ellensburg
Commisioner District:	0
Voter Precinct:	
Hospital District:	HOSPITAL DISTRICT 1
School District:	Ellensburg School District
Irrigation District:	N/A
Weed District:	
Fire District:	Kittitas Valley Fire and Rescue (Fire District 2)
Cemetery District:	N/A
Court District:	Lower District Court
PUD Comm District:	District 3
Parks and Rec District:	
Wildland Urban Interface:	IR 3
Stock Restricted Area:	Stock Restricted
COE Gas Service Area:	Yes

Table 7. Future Land Use- Zoning Conversion Table	
Future Land Use	Zoning Options
Residential Neighborhood	Residential Suburban (R-S)
	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Blended Residential Neighborhood	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Commercial Neighborhood (C-N)
Urban Neighborhood	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Neighborhood Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
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	Commercial Neighborhood (C-N)
Community Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Neighborhood Center (NCMU)
	Regional Center Mixed Use (RCMU)
	Commercial Highway (C-H)
Neighborhood Commercial	Commercial Neighborhood (C-N)
	Residential Office (R-O)
Mixed Business Park	Industrial Light (I-L)
	Commercial Highway (C-H)
	Regional Center Mixed Use (RCMU)
Urban Center	Central Commercial (C-C)
	Central Commercial II (C-CII)
General Commercial and Services	Commercial Highway (C-H)
Light Industrial	Industrial Light (I-L)
Heavy Industrial	Industrial Heavy (I-H)
Industrial Residential	Industrial Light (I-L)
Public Institutional	Public Reserve (P-R)
Open Space (Private)	Public Reserve (P-R)
Parks and Open Space (Public)	Public Reserve (P-R)



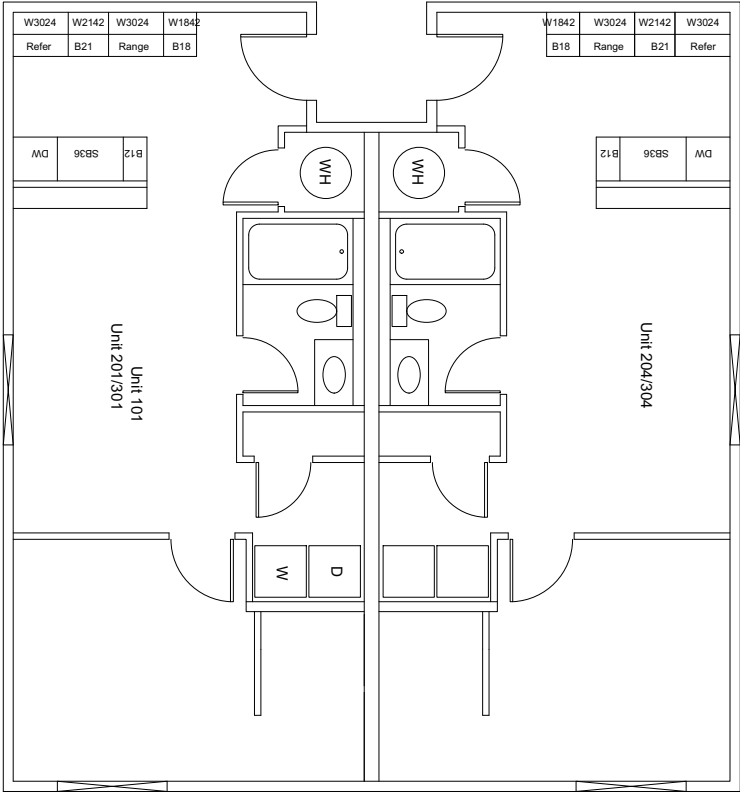
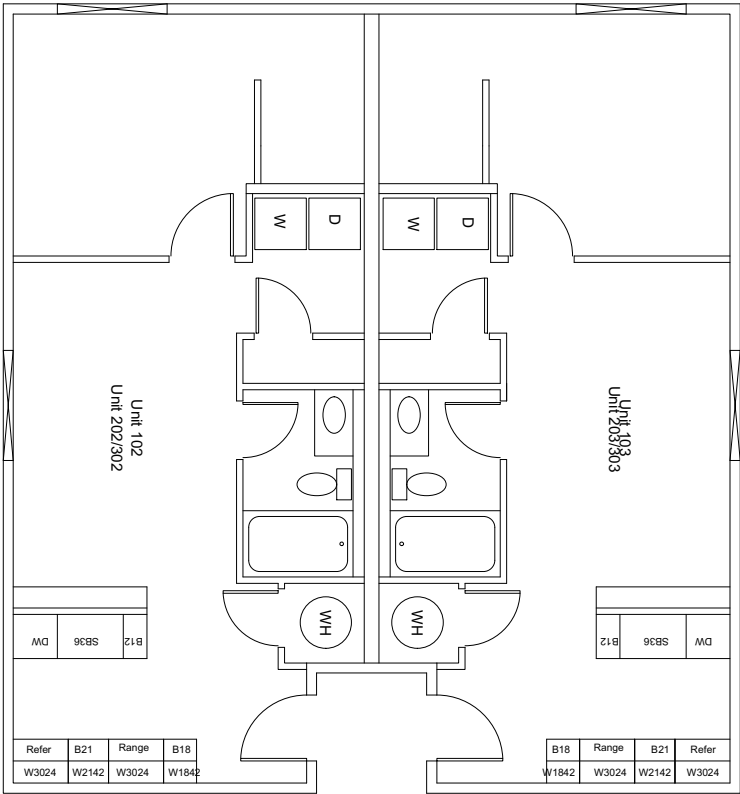
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NOTES
Site Plan

Date: 11/17/2025
By: Pooya Roohani

PROJECT
704 S Ruby Apartments

P125-002 PRELIMINARY 1/15/2025 COMMUNITY DEVELOPMENT
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A.3				NOTES	Date: 11/17/2025 By: Pooya Roohani	PROJECT 704 S Ruby Apartments	



CITY OF ELLENSBURG

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

Memorandum

Date: January 2, 2026
To: Community Development
From: Craig Jones, Development Coordinator *CJ*
Through: Derek Mayo, City Engineer *DKM*
Re: 704 S Ruby St – Multi-Family Development Project P25-134

The following are the Public Works comments for the proposed Rezone for a multi-family project at 704 S Ruby St.

The applicant can view the City of Ellensburg's Development Standards on the City's website for more information. <https://city-of-ellensburg.dcatalog.com/v/Public-Works-Development-Standards/>

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

Water:

The water main available to serve this development is a 10" Cast Iron main that runs in Ruby St. The existing house is currently served by a single 5/8" water meter. This service line can remain for the existing house or be reused for future development. Each lot will need a separate water service; associated utility easements will need to be dedicated for any main installation or neighboring service lines. See attached utility map.

Fire hydrant placement shall be per Fire Department requirements. Developer's engineer will be required to verify that fire flow capacity will meet the necessary requirements.

Specific issues related to water main and meter locations will be addressed at project civil submittal.

Sewer:

The sewer main available to serve this development is a 12" Concrete main that runs in Ruby St. The existing house is connected to an existing side sewer to the north of the property. Each lot will require a separate sewer service with associated easements dedicated to any mains or neighboring side sewers. Any alteration to existing or future sewer lines will require a permit. See attached utility map.

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

Roadway and access:

Frontage improvements have been constructed along Ruby St. The proposed access/driveway location will need to be reviewed and approved. The access road will be private and need to be built to meet fire code requirements. If any gates are constructed at the proposed entrances, they will need to be set back to allow vehicles to queue without impeding right of way. Any damaged frontage resulting from this development will need to be replaced per the Public Works Development Standards. All work in the Right of Way will need to be done by a contractor who is licensed and bonded with the City of Ellensburg specifically. The access road will need to be posted with no parking for EMS and Fire, and associated access easements will need to be granted.

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

Other issues:

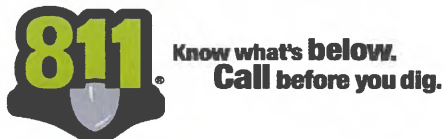
During civil plan review, Public Works establishes the preliminary addressing plan. The developer will need to work with the Post Office to establish the mail delivery routing plan and mailbox locations. The Post Office requires the use of metal Collection Box Unit style mailboxes. The access road will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

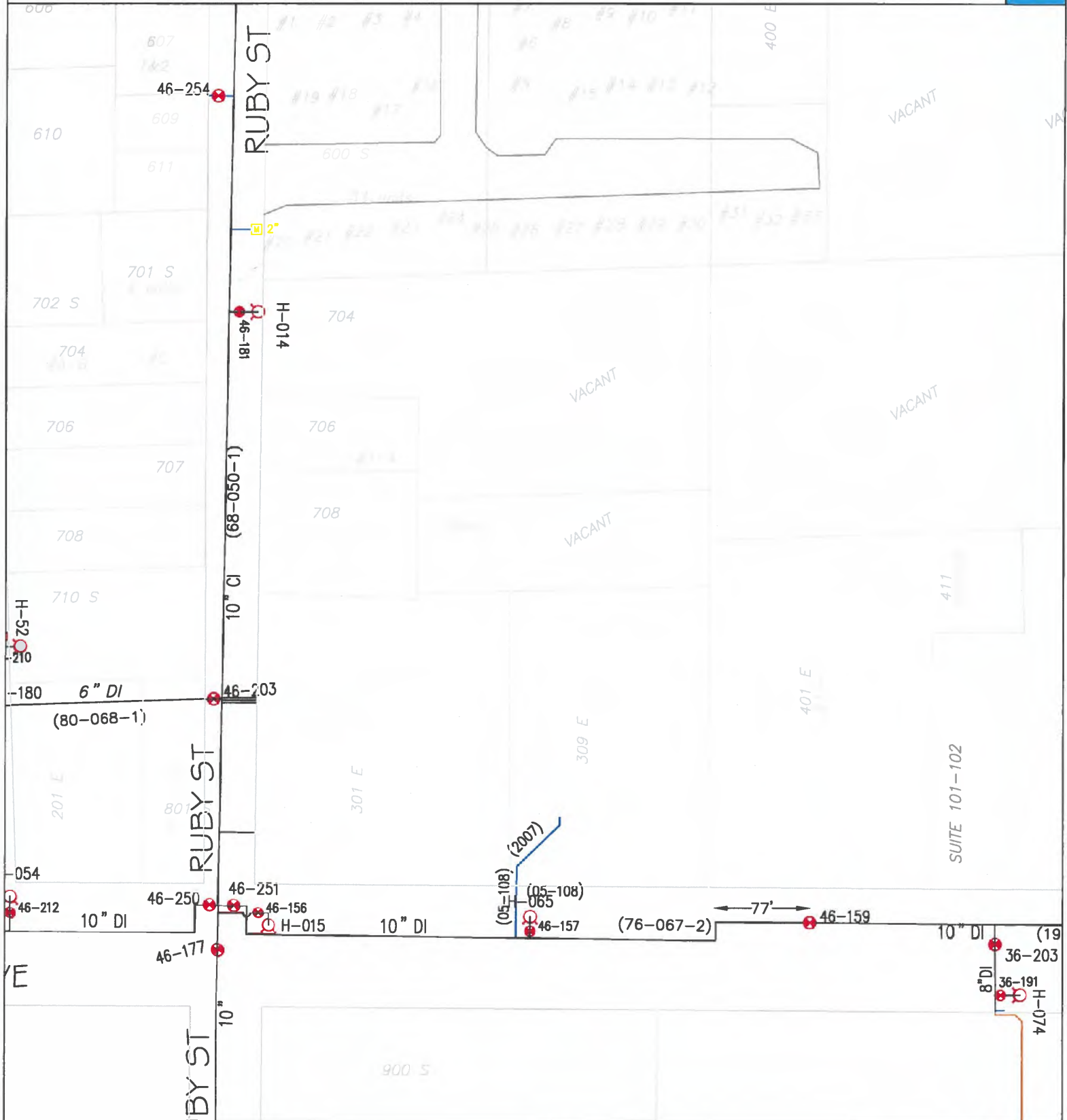
Due to the type and size of this project, at minimum a trip generation and distribution letter will be required. A full Traffic Impact Analysis (TIA) may need to be completed depending on the trip generation and distribution letter. The TIA will need to evaluate the traffic impact before and after the proposed building addition. The TIA will need to identify how many PM peak trips will be generated by the project. Contact the Public Works Department to discuss the limits of the TIA scope. The city has established transportation impact fees. This project may be required to pay impact fees. You can view the traffic impact fees online at <https://library.municode.com/wa/ellensburg/>

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

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

Cc File 25-134

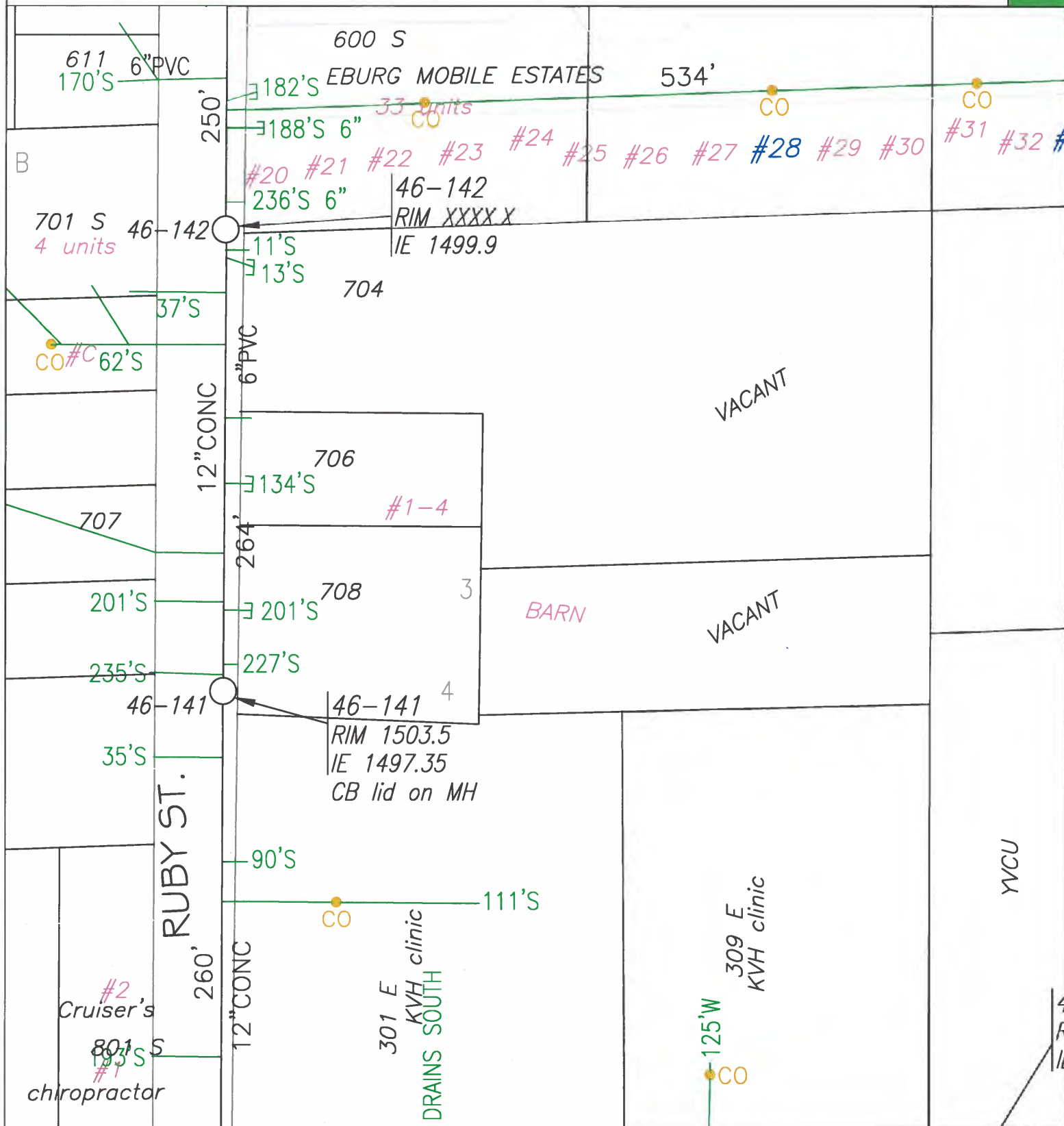


**DISCLAIMER:**

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



Know what's below.
Call before you dig.
Page 99 of 150

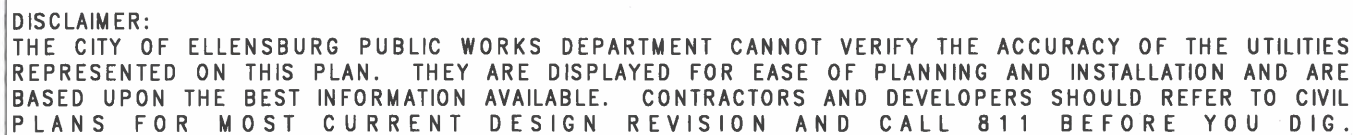


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Know what's below.
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PR Douglas Development Site-Specific Rezone

Open Record Hearing

March 25, 2026

File Number P26-002

PR Douglas Development Rezone Project Description

- **Location**
 - One parcel located at 704 S Ruby Street, Kittitas County Assessor's Parcel ID # 367933.
- **Current Zoning**
 - Manufactured Home Park (MHP)
- **Proposed Zoning**
 - Residential Medium (R-M)

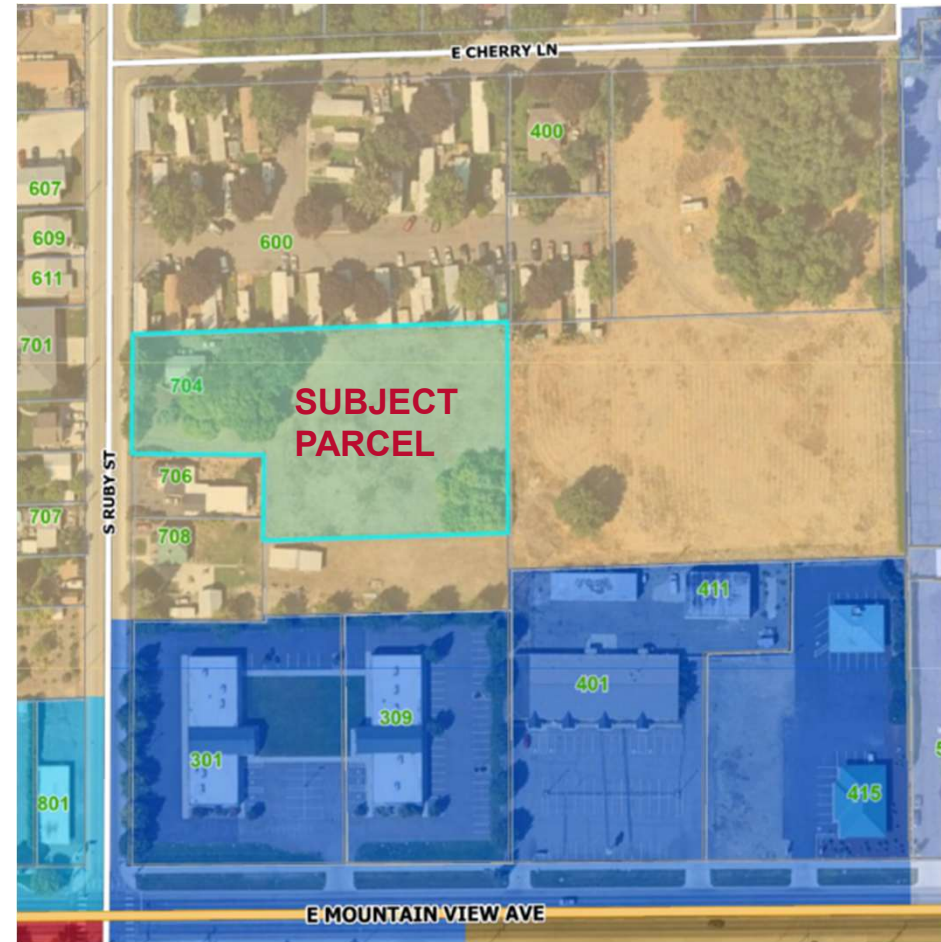
Process and Permits

- Categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b) and WAC 197-11-800(6)(c).
- No public comments were received during the Site-Specific Rezone public comment period.
- One agency comment was received from the City of Ellensburg Public Works department.



Future Land Use

- Residential Medium is intended to provide for a mixture of housing types in a walkable neighborhood setting.
- The comprehensive plan future land use designation for this parcel is Blended Residential Neighborhood, which is consistent with the rezone request to R-M.



Rezone Criteria: ECC 15.250.060(C)

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

PR Douglas Development Rezone Staff Recommendation

Staff recommends the Hearing Examiner recommend approval of rezone request P26-002 as presented, from MHP to R-M.



COMMUNITY DEVELOPMENT DEPARTMENT

501 N. Anderson St., Ellensburg WA 98926

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

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

March 27, 2026

Notice of Hearing Examiner Recommendation and Closed Record Public Hearing for a Site-Specific Rezone P26-002, to rezone one parcel at 704 S Ruby Street from Manufactured Home Park (MHP) to Residential Medium (R-M).

Dear Party of Record,

NOTICE IS HEREBY GIVEN that the City of Ellensburg Hearing Examiner has made a **recommendation of Approval** for City File # P26-002 on March 27, 2026, a request further described below. This recommendation is being forwarded to City Council for a final decision on the site-specific rezone request.

NOTICE IS FURTHER GIVEN that a **Closed Record Public Hearing** has been scheduled before the Ellensburg City Council during its regular meeting on **Monday, April 20, 2026, at 7:00 pm**, to consider Site-Specific Rezone Application P26-002. The meeting will be conducted in-person and remotely via Zoom.

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

Hearing Zoom Link will be published in the April 20, 2026 City Council Meeting Agenda Packet prior to the meeting at <https://ellensburgwa.portal.civicclerk.com/event/1573/files>.

Project Description: The applicant seeks a site-specific rezone of parcel #367933 from Manufactured Home Park (MHP) to Residential Medium (R-M). This site-specific rezone is exempt from SEPA pursuant to WAC 197-11-800(6)(b) and WAC 197-11-800(c).

Project Information:

Date of Application: January 15, 2026

Mailed Notice of Application and Open Record Hearing: February 12, 2026

Open Record Hearing Date: March 25, 2026, 10:00am

Hearing Examiner Pre-decision: March 27, 2026

CLOSED RECORD HEARING DATE: April 20, 2026, 7:00pm City Hall (501 N Anderson St) & Zoom

Project Location: 704 S Ruby St – Parcel # 367933

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

Staff Contact: Chace Pedersen, Associate Planner, (509) 962-7108, pedersenc@ellensburgwa.gov

EXHIBIT 2

HIGH WIDE & HEAVY PROP MGMT
LLC
8331 HWY 97
ELLENSBURG, WA 98926-8542

MARTIN, BENJAMIN A & MEGAN S
7001 SEAVIEW AVE NW STE 160-
676
SEATTLE, WA 98117

SCHRODER, DONALD T
704 SOUTH PINE STREET, APT A
ELLENSBURG, WA 98926

PHILLIPS, ANN S
603 S CHESTNUT ST
ELLENSBURG, WA 98926-3875

ODENWALD PROPERTIES LLC
4741 THRALL RD
ELLENSBURG, WA 98926

DAVENPORT, WALTER & LYNN
PO BOX 596
ELLENSBURG, WA 98926

ELLENSBURG MOBILE ESTATES
MHP LLC
PO BOX 314
EVERSON, WA 98247

SIVAK INVESTMENTS LLC
1207 N CANTERBURY DR
ELLENSBURG, WA 98926-9542

HARWOOD, FRANK J
706 S PINE ST
ELLENSBURG, WA 98926-3742

TOWN INVESTMENTS LLC
PO BOX 782
ELLENSBURG, WA 98926-1921

KITTITAS CO HOSPITAL 1
603 S CHESTNUT ST
ELLENSBURG, WA 98926-3875

SNY, WILLIAM PAUL
708 S RUBY ST
ELLENSBURG, WA 98926-3750

WINDSOR PARK LLC
606 W 3RD AVE
ELLENSBURG, WA 98926

FISHER, CHERYLE LYNN
PO BOX 1102
ELLENSBURG, WA 98926-1900

POWELL, JAN E
606 S PINE ST
ELLENSBURG, WA 98926-9066

PR DOUGLAS DEVELOPMENT
GROUP LLC
101 W 5TH AVE
ELLENSBURG, WA 98926

KITTITAS CO HOUSING
AUTHORITY
107 W 11TH ST
ELLENSBURG, WA 98926

MCDONALD, TYLER J
15333 LAKEVIEW ST
ENTIAT, WA 98822-9500

WILLETTE, NORMA
2660 AIRPORT RD
CLE ELUM, WA 98922-9220

ELLENSBURG-SHERIDAN LLC
PO BOX 29
SOUTH CLE ELUM, WA 98943-
0029

STRUNK, KEVIN S ETUX
12635 156TH AVE SE
RENTON, WA 98059

BLACKMAN, RALPH D
11410 NE 124TH ST # PMB 626
KIRKLAND, WA 98034-4305

BECKER THOMAS, LYNNE
808 E 6TH AVE
ELLENSBURG, WA 98976

MALINOSKY, JEANNE
707 S RUBY ST
ELLENSBURG, WA 98926-3749

DALE A DEFOOR LIVING TRUST
770 INDIAN LAKE DR
ELLENSBURG, WA 98926

OPPLIGER, GINA
161 RIVERS EDGE LN
YAKIMA, WA 98901-6800

CHANG, CHOUR & NGOC LANG
2109 E QUARTZ MOUNTAIN DR
ELLENSBURG, WA 98926-8113

PAUTZKE BAIT CO INC
PO BOX 36
ELLENSBURG, WA 98926-1909

CERTIFICATE OF TRANSMITTAL

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

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

Date **03/27/20** Signed **DT**

ORDINANCE NO. 4986

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO ZONING AND AMENDING TITLE 15 OF THE ELLENSBURG CITY CODE BY CHANGING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY WITHIN THE CITY OF ELLENSBURG FROM MANUFACTURED HOME PARK (MHP) TO RESIDENTIAL MEDIUM (R-M).

WHEREAS, on January 15, 2026, the City received an application (P26-002) from PR Douglas Development Group LLC, property owner, requesting a rezone of one parcel of land located at 704 S Ruby Street, Parcel ID Number 367933; and

WHEREAS, the application proposed to rezone the parcel from Manufactured Home Park (MHP) to Residential Medium (R-M); and

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

WHEREAS, the proposed rezone is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(b) and WAC 197-11-800(6)(c); and

WHEREAS, the Hearing Examiner held a duly noticed open record hearing on March 25, 2026, where the Examiner received evidence and heard testimony regarding the proposed rezone; and

WHEREAS, the Hearing Examiner on March 27, 2026, issued “Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision” for the rezone request from MHP to R-M; and

WHEREAS, the Ellensburg City Council held a closed record hearing on April 20, 2026, and at the conclusion of the hearing approved a motion to adopt the Hearing Examiner’s “Recommended Findings of Fact, Recommended Conclusions of Law, and Recommended Decision” dated March 27, 2026, and to approve the applicant’s request to rezone the subject property from MHP to R-M.

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

Section 1. The City Council adopts the findings of fact and conclusions based thereon, made and entered by the Hearing Examiner in support of the recommendation to the City Council for approval with regard to the rezone for the hereinafter described property located at 704 S Ruby Street, with Parcel ID Number 367933, as set forth in the Hearing Examiner’s “Recommended

Findings of Fact, Recommended Conclusions of Law, and Recommended Decision,” dated March 27, 2026 attached as Exhibit A.

Section 2. Title 15 of the Ellensburg City Code is hereby amended by changing the city’s zoning map as adopted in ECC 15.300.020 for the following described area from Manufactured Home Park (MHP) to Residential Medium (R-M):

PARCEL ID NUMBER 367933 – TWN EBURG; SCHNEBLY FRT LD; BLOCK 40;
LESS TAX NO. 6

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

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

Section 5. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance.

Section 6. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

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

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 4th day of May 2026.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4963 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, that Ordinance No. 4963 was published as required by law.

Beth Leader



Meeting Date: April 20, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: Second Reading of Ordinance 4983 Amending Ellensburg City Code Chapter 9.91.100 — Electric Utility Rate Schedules (Public Comment Opportunity)

Submitted by: Nichole Baker, Energy Resources Manager

Department: Energy Services

Suggested Motion/Action:

Move to Conduct Second Reading and Adoption of Ordinance 4983 — Amending Ellensburg City Code Chapter 9.91.100 — Electric Utility Rate Schedules

Background/Summary:

As non-profit municipal enterprises, City utilities are self-supporting and must recover the full cost of providing services to the public. The City is responsible for delivering reliable utility services to customers while maintaining existing systems and planning for future needs. A Cost-of-Service Analysis (COSA) is conducted periodically to determine: (1) the Revenue Requirement (defining overall funding needs), (2) the Cost of Service (evaluating equity among customer classes), and (3) Rate Design (establishing rates to recover the target revenue).

Proactive planning is essential to ensure sufficient capacity to meet projected demand and support community growth. With the expiration of the current rate schedules, City staff initiated an update to the COSA to help ensure continued alignment with community needs, operating and capital expenditure requirements, and revenue objectives, and to develop recommended rates for the electric utility for the next three (3) years.

On March 19, 2026, FCS Group consultants presented the COSA findings at the Utility Advisory Committee (UAC). The UAC moved to recommend City Council adopt the proposed electric utility rate increases.

On April 6, 2026, an FCS Group consultant presented the COSA findings at the Council meeting.

Previous Council Action:

On April 6th, Council conducted first reading of Ordinance 4983, Amending Ellensburg City Code Chapter 9.91.100.

Analysis:

City staff again contracted FCS Group to evaluate the electric utility's rate structure and long-term financial requirements through a comprehensive Cost of Service Analysis (COSA). A COSA allocates costs proportionally using utility-specific data and recognizes cost drivers,

including measures of usage and demand, planning/engineering/design standards, and facility requirements. FCS provided a detailed review of the utility's revenue sources and operating costs, together with an analysis of how those services are used by each customer class. This process evaluates actual historical cost data and allocates those costs to the customer classes that drive them. Identifying costs by customer class enables the City to develop equitable rates that appropriately align revenues with the expenses incurred to provide service. FCS's analysis confirms that electric utility rate increases are necessary.

The FCS study evaluates the 2026–2031 period and projects rate revenue using current customer statistics with assumed growth. Residential and municipal lighting are modeled at 1% growth, and primary customer-owned and distributed generation at approximately 5%, with no growth assumed for all other customer classes. The projections also reflect expected load impacts associated with Central Washington University's electrification efforts. The analysis does not include any new large loads (NLL); a separate alternative analysis is being developed to evaluate the cost to serve potential NLL and will be presented at a future meeting.

The City's fiscal policies establish minimum reserve and coverage targets to support liquidity, operational stability, and creditworthiness. The Operating Reserve is maintained as a cash-flow cushion at no less than 20% of annual operations and maintenance (O&M) and power costs (\$4.3M–\$5.2M). The Total Cash Reserve is targeted at 150 days of O&M (\$8.8M–\$10.8M) to fund day-to-day operations, address revenue cycle timing, and provide contingency for capital cost overruns. In addition, Debt Service Coverage must meet or exceed the minimum bond covenant requirement of 1.25x to remain compliant with loan/debt obligations and preserve future borrowing capacity.

Power and transmission costs are modeled based on system load and BPA billing determinants and incorporate the recently adopted FY2026 BPA rates. The analysis assumes a combined power increase of approximately 6% and a transmission increase of approximately 15% and includes a FY2026 financial reserve policy surcharge of roughly 2%. Based on recent court rulings, additional surcharges may apply within the five-year period; the model therefore includes an additional 6% per year in FY2027 and FY2028. Beginning in FY2029, biannual adjustments are assumed, with power increasing by 5% and transmission increasing by 15% in FY2029 and 7.5% in FY2031. The analysis also assumes "high water mark" purchases of approximately 2.0 aMW - 4.8 aMW and does not include a new large load (NLL) addition scenario.

Existing revenues are insufficient to meet ongoing financial obligations, with the utility projected to be unable to fully fund O&M and Debt Service Coverage beginning in 2027. Fund balances are expected to fall below the 150-day Total Cash Reserve target starting in 2027, and Debt Service Coverage is projected to drop below the legal minimum beginning in 2028. A proposed rate implementation strategy is recommended to align with BPA rate case timing and anticipated surcharges, with adjustments as needed if BPA implements additional surcharges.

Overall, all customer classes, except non-profit and distributed generation, fall within the cost-of-service range of reasonableness (paying about what it costs to serve). The recommended approach is to implement rate increases on an across-the-board basis.

Based on the analysis, the proposed utility rate increases will allow the City to continue providing quality services, maintain reliability of utility systems, and equitably cover the costs associated with the utility.

Financial Impact:

The purpose of rate design, the more difficult part of the COSA process, is to fairly and equitably recover the cost of service from each customer rate class. This COSA work was an expanded financial outlook extending out several years as a tool to better manage the financial needs of the light utility. The proposed rate increase is a 3.75% annual rate adjustment beginning on May 1, 2026, January 1, 2027, and January 1, 2028, for all customer classes and rate structure elements.

Budget Adjustment: No

Attachments:

1. Ordinance 4983 - 9.91.100 Electric Utility Rate Schedules

ORDINANCE NO. 4983

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO UTILITIES, AMENDING SECTION 9.91.100(A)-(M), (P), (Q) "ELECTRIC UTILITY RATE SCHEDULES" OF THE ELLENSBURG CITY CODE.

WHEREAS, the electric utility has completed Cost of Service Analysis and Revenue Requirement with an outside firm The FCS Group; and

WHEREAS, the electric utility has projected wholesale power and transmission costs increases from the Bonneville Power Administration; and

WHEREAS, bond covenants for existing revenue bonds require that the City utility revenues meet bond parity requirements for utilities,

WHEREAS, the Cost of Service Analysis and proposed rate increases for the electric utility was presented to the Utility Advisory Committee at its March 19, 2026, which recommended that City Council adopt the proposed rates; and

WHEREAS, the City Council received a presentation on the Cost of Service Analysis as well as proposed Revenue Requirement for the electric utility at Council's April 6, 2026, meeting; and

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

Section 1. Section 9.91.100 of the Ellensburg City Code, as last amended by Section 82 of Ordinance 4955, is hereby amended to read as follows:

9.91.100 Electric utility rate schedules.

A. *Residential E-100.*

1. *Availability.* This electricity service rate schedule is available within the service area of the city to single-family dwellings and multiple-family dwellings through a separate meter for each living unit. This rate schedule is not available for electric energy resale purposes, or where any part of the use is for purposes other than above stated.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC at a nominal potential of 120, 120-208, or 120-240 volts single phase.
3. *Rate.* The rate shall be composed of a consumption charge plus a daily customer charge computed as follows for each meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0737 per kWh	All usage at \$0.0737 per kWh	All usage at \$0.0772 per kWh	All usage at \$0.0772 per kWh
Customer charge:	\$0.9205 per day	\$0.9205 per day	\$0.9640 per day	\$0.9640 per day

Effective date	1/1/2025	5/1/2026	1/1/2027	1/1/2028
Consumption charge:	All usage at \$0.0772 per kWh	All usage at \$0.0801 per kWh	All usage at \$0.0831 per kWh	All usage at \$0.0862 per kWh
Customer charge:	\$0.9640 per day	\$1.0002 per day	\$1.0377 per day	\$1.0766 per day

B. *Residential distributed generation E-115.*

1. *Availability.* This electricity net metering service rate schedule is available within the service area of the city to single-family dwellings and multifamily dwellings through a separate net meter for each generation system. This rate schedule is not available for electric energy resale purposes.
2. *Character of service.* Energy delivered and energy received under this schedule shall be 60-cycle AC at a nominal potential of 120, 120-208, or 120-240 volts single phase.
3. *Energy banking.* If energy received by the utility from the customer exceeds energy delivered by the utility to the customer on a monthly basis, the excess generation shall be accrued in an energy bank to be used in future billing periods. At the end of April each year, any remaining excess energy banked shall be purchased from the customer by the utility at the net wholesale power cost from the customer generator and a new net metering year starts over.
4. *Rate.* The rate shall be composed of a delivered energy charge, plus a received energy credit up to the monthly consumption plus a daily customer charge computed as follows for each net meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
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Consumption charge:	All delivered energy at \$0.0737 per kWh	All delivered energy at \$0.0737 per kWh	All delivered energy at \$0.0772 per kWh	All delivered energy at \$0.0772 per kWh
Consumption credits:	All received energy up to the monthly delivered energy at \$0.0737 per kWh	All received energy up to the monthly delivered energy at \$0.0737 per kWh	All received energy up to the monthly delivered energy at \$0.0772 per kWh	All received energy up to the monthly delivered energy at \$0.0772 per kWh
Customer charge:	\$1.1014 per day	\$1.1014 per day	\$1.1535 per day	\$1.1535 per day

<u>Effective date</u>	<u>1/1/2025</u>	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
<u>Consumption charge:</u>	All delivered energy at \$0.0772 per kWh	<u>All usage at \$0.0801 per kWh</u>	<u>All usage at \$0.0831 per kWh</u>	<u>All usage at \$0.0862 per kWh</u>
<u>Consumption credits:</u>	All received energy up to the monthly delivered energy at \$0.0772 per kWh	<u>All received energy up to the monthly delivered energy at \$0.0801 per kWh</u>	<u>All received energy up to the monthly delivered energy at \$0.0831 per kWh</u>	<u>All received energy up to the monthly delivered energy at \$0.0862 per kWh</u>
<u>Customer charge:</u>	\$1.1535 per day	<u>\$1.1968 per day</u>	<u>\$1.2417 per day</u>	<u>\$1.2883 per day</u>

C. *Low-income senior citizen/low-income disabled citizen E-130.*

1. *Availability.* This rate is available for residential service to individuals who meet the definition of low-income senior citizen or low-income disabled citizen, who do not reside in federally subsidized housing and who agree to participate in energy conservation programs that are available at no charge. The rates established by this section will be published on the city's website, and be made available from the city's finance department.

Failure to participate in an available energy conservation program after receipt of a utility discount shall constitute a basis for denial by the city of continued participation in the utility discount program until such conservation measures are installed. The customer may submit a written request, on a form provided by the city, identifying the reasons they should be exempt from participation in available conservation programs, which request is subject to approval or denial by the energy services director.

2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC at a nominal potential of 120, 120-208, or 120-240 volts single phase.

D. *General service single phase demand E-200.*

1. *Availability.* This electricity service rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is equal to or greater than 600 amps single phase at 120-240 volts or equivalent panel size for other voltages.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) single phase.
3. *Rate.* The rate shall be composed of a consumption charge plus a monthly demand charge plus a daily customer charge computed as follows for each meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0524 per kWh	All usage at \$0.0524 per kWh	All usage at \$0.0534 per kWh	All usage at \$0.0534 per kWh
Demand charge:	All demand at \$6.30 per kW	All demand at \$6.30 per kW	All demand at \$6.43 per kW	All demand at \$6.43 per kW
Customer charge:	\$1.8740 per day	\$1.8740 per day	\$1.9115 per day	\$1.9115 per day

Effective date	1/1/2025	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
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<u>Consumption charge:</u>	All usage at \$0.0534 per kWh	All usage at <u>\$0.0554 per kWh</u>	All usage at <u>\$0.0575 per kWh</u>	All usage at <u>\$0.0597 per kWh</u>
<u>Demand charge:</u>	All demand at \$6.43 per kW	All demand at <u>\$6.67 per kW</u>	All demand at <u>\$6.92 per kW</u>	All demand at <u>\$7.18 per kW</u>
<u>Customer charge:</u>	\$1.9115 per day	<u>\$1.9832 per day</u>	<u>\$2.0576 per day</u>	<u>\$2.1348 per day</u>

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.
5. *Metering.* Based on a customer's anticipated lagging reactive load, metering for power factor may be required. When required by the energy services department, demand charges will be adjusted to correct for average power factors lower than 97 percent by dividing the metered monthly peak demand by the monthly average power factor and then multiplying the quotient by 97 percent.

E. *General service three phase demand E-201.*

1. *Availability.* This electricity service rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is equal to or greater than 400 amps three phase at 120-208 volts or equivalent panel size for other voltages.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) three phase.
3. *Rate.* The rate shall be composed of a consumption charge plus a monthly demand charge plus a daily customer charge computed as follows for each meter servicing the premises:

<u>Effective date</u>	<u>1/1/2022</u>	<u>1/1/2023</u>	<u>1/1/2024</u>	<u>1/1/2025</u>
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Consumption charge:	All usage at \$0.0524 per kWh	All usage at \$0.0524 per kWh	All usage at \$0.0534 per kWh	All usage at \$0.0534 per kWh
Demand charge:	All demand at \$6.30 per kW	All demand at \$6.30 per kW	All demand at \$6.43 per kW	All demand at \$6.43 per kW
Customer charge:	\$3.7808 per day	\$3.7808 per day	\$3.8564 per day	\$3.8564 per day

<u>Effective date</u>	<u>1/1/2025</u>	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
<u>Consumption charge:</u>	All usage at \$0.0534 per kWh	All usage at \$0.0554 per kWh	All usage at \$0.0575 per kWh	All usage at \$0.0597 per kWh
<u>Demand charge:</u>	All demand at \$6.43 per kW	All demand at \$6.67 per kW	All demand at \$6.92 per kW	All demand at \$7.18 per kW
<u>Customer charge:</u>	\$3.8564 per day	\$4.0010 per day	\$4.1510 per day	\$4.3067 per day

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.
5. *Metering.* Based on a customer's anticipated lagging reactive load, metering for power factor may be required. When required by the energy services department, demand charges will be adjusted to correct for average power factors lower than 97 percent by dividing the metered monthly peak demand by the monthly average power factor and then multiplying the quotient by 97 percent.

F. *General service single phase distributed generation E-202.*

1. *Availability.* This net metered electricity rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel

size is equal to or greater than 600 amps single phase at 120-240 volts or equivalent panel size for other voltages.

2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) single phase.
3. *Energy banking.* If energy received by the utility from the customer exceeds energy delivered by the utility to the customer on a monthly basis, the excess generation shall be accrued in an energy bank to be used in future billing periods. At the end of April each year, any remaining excess energy banked shall be purchased from the customer by the utility at the net wholesale power cost from the customer generator and a new net metering year starts over.
4. *Rate.* The rate shall be composed of a delivered energy charge, plus a received energy credit up to the monthly consumption, plus a monthly demand charge, plus a daily customer charge computed as follows for each net meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0524 per kWh (Delivered energy)	All usage at \$0.0524 per kWh (Delivered energy)	All usage at \$0.0534 per kWh (Delivered energy)	All usage at \$0.0534 per kWh (Delivered energy)
Consumption credits:	All received energy up to the monthly delivered energy at \$0.0524 per kWh	All received energy up to the monthly delivered energy at \$0.0524 per kWh	All received energy up to the monthly delivered energy at \$0.0534 per kWh	All received energy up to the monthly delivered energy at \$0.0534 per kWh
Demand charge:	All demand at \$6.30 per kW	All demand at \$6.30 per kW	All demand at \$6.43 per kW	All demand at \$6.43 per kW
Customer charge:	\$2.5315 per day	\$2.5315 per day	\$2.5821 per day	\$2.5821 per day

Effective date	1/1/2025	5/1/2026	1/1/2027	1/1/2028
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<u>Consumption charge:</u>	All usage at \$0.0534 per kWh (Delivered energy)	All usage at <u>\$0.0554 per kWh</u>	All usage at <u>\$0.0575 per kWh</u>	All usage at <u>\$0.0597 per kWh</u>
<u>Consumption credits:</u>	All received energy up to the monthly delivered energy at \$0.0534 per kWh	All received <u>energy up to the monthly delivered energy at \$0.0554 per kWh</u>	All received <u>energy up to the monthly delivered energy at \$0.0575 per kWh</u>	All received <u>energy up to the monthly delivered energy at \$0.0597 per kWh</u>
<u>Demand charge:</u>	All demand at \$6.43 per kW	All demand at <u>\$6.67 per kW</u>	All demand at <u>\$6.92 per kW</u>	All demand at <u>\$7.18 per kW</u>
<u>Customer charge:</u>	\$2.5821 per day	<u>\$2.6789 per day</u>	<u>\$2.7794 per day</u>	<u>\$2.8836 per day</u>

5. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.
6. *Metering.* Based on a customer's anticipated lagging reactive load, metering for power factor may be required. When required by the energy services department, demand charges will be adjusted to correct for average power factors lower than 97 percent by dividing the metered monthly peak demand by the monthly average power factor and then multiplying the quotient by 97 percent.

G. *General service three phase distributed generation E-206.*

1. *Availability.* This net metered electricity rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is equal to or greater than 400 amps three phase at 120-240 volts or equivalent panel size for other voltages.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) three phase.

3. *Energy banking.* If energy received by the utility from the customer exceeds energy delivered by the utility to the customer on a monthly basis, the excess generation shall be accrued in an energy bank to be used in future billing periods. At the end of April each year, any remaining excess energy banked shall be purchased from the customer by the utility at the net wholesale power cost from the customer generator and a new net metering year starts over.
4. *Rate.* The rate shall be composed of a delivered energy charge, plus a received energy credit up to the monthly consumption, plus a monthly demand charge, plus a daily customer charge computed as follows for each net meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0524 per kWh (Delivered energy)	All usage at \$0.0524 per kWh (Delivered energy)	All usage at \$0.0534 per kWh (Delivered energy)	All usage at \$0.0534 per kWh (Delivered energy)
Consumption credits:	All received energy up to the monthly delivered energy at \$0.0524 per kWh	All received energy up to the monthly delivered energy at \$0.0524 per kWh	All received energy up to the monthly delivered energy at \$0.0534 per kWh	All received energy up to the monthly delivered energy at \$0.0534 per kWh
Demand charge:	All demand at \$6.30 per kW	All demand at \$6.30 per kW	All demand at \$6.43 per kW	All demand at \$6.43 per kW
Customer charge:	\$4.4383 per day	\$4.4383 per day	\$4.5271 per day	\$4.5271 per day

Effective date	1/1/2025	5/1/2026	1/1/2027	1/1/2028
<u>Consumption charge:</u>	All usage at \$0.0534 per kWh (Delivered energy)	<u>All usage at \$0.0554 per kWh</u>	<u>All usage at \$0.0575 per kWh</u>	<u>All usage at \$0.0597 per kWh</u>
<u>Consumption credits:</u>	All received energy up to the	<u>All received energy up to the</u>	<u>All received energy up to the</u>	<u>All received energy up to the</u>

	monthly delivered energy at \$0.0534 per kWh	<u>monthly delivered energy at \$0.0554 per kWh</u>	<u>monthly delivered energy at \$0.0575 per kWh</u>	<u>monthly delivered energy at \$0.0597 per kWh</u>
<u>Demand charge:</u>	All demand at \$6.43 per kW	<u>All demand at \$6.67 per kW</u>	<u>All demand at \$6.92 per kW</u>	<u>All demand at \$7.18 per kW</u>
<u>Customer charge:</u>	\$4.5271 per day	<u>\$4.6969 per day</u>	<u>\$4.8730 per day</u>	<u>\$5.0557 per day</u>

5. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.
6. *Metering.* Based on a customer's anticipated lagging reactive load, metering for power factor may be required. When required by the energy services department, demand charges will be adjusted to correct for average power factors lower than 97 percent by dividing the metered monthly peak demand by the monthly average power factor and then multiplying the quotient by 97 percent.

H. *General service single phase E-210.*

1. *Availability.* This electricity service rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is less than 600 amps at 120-240 volts or equivalent panel size for other voltages.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) single phase.
3. *Rate.* The rate shall be composed of a consumption charge plus a daily customer charge computed as follows for each meter servicing the premises:

<u>Effective date</u>	<u>1/1/2022</u>	<u>1/1/2023</u>	<u>1/1/2024</u>	<u>1/1/2025</u>
<u>Consumption charge:</u>	<u>All usage at \$0.0731 per kWh</u>	<u>All usage at \$0.0731 per kWh</u>	<u>All usage at \$0.0746 per kWh</u>	<u>All usage at \$0.0746 per kWh</u>

<u>Customer charge:</u>	\$0.9863 per day	\$0.9863 per day	\$1.0060 per day	\$1.0060 per day
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<u>Effective date</u>	1/1/2025	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
<u>Consumption charge:</u>	All usage at \$0.0746 per kWh	<u>All usage at \$0.0774 per kWh</u>	<u>All usage at \$0.0803 per kWh</u>	<u>All usage at \$0.0833 per kWh</u>
<u>Customer charge:</u>	\$1.0060 per day	<u>\$1.0437 per day</u>	<u>\$1.0828 per day</u>	<u>\$1.1234 per day</u>

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.

I. *General service three phase E-211.*

1. *Availability.* This electricity service rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is less than 400 amps three phase at 120-208 volts or equivalent panel size for other voltages.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) three phase.
3. *Rate.* The rate shall be composed of a consumption charge plus a daily customer charge computed as follows for each meter servicing the premises:

<u>Effective date</u>	1/1/2022	1/1/2023	1/1/2024	1/1/2025
<u>Consumption charge:</u>	All usage at \$0.0731 per kWh	<u>All usage at \$0.0731 per kWh</u>	<u>All usage at \$0.0746 per kWh</u>	<u>All usage at \$0.0746 per kWh</u>
<u>Customer charge:</u>	<u>\$1.7425 per day</u>	<u>\$1.7425 per day</u>	<u>\$1.7774 per day</u>	<u>\$1.7774 per day</u>

<u>Effective date</u>	1/1/2025	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
<u>Consumption charge:</u>	All usage at \$0.0746 per kWh	All usage at <u>\$0.0774 per kWh</u>	All usage at <u>\$0.0803 per kWh</u>	All usage at <u>\$0.0833 per kWh</u>
<u>Customer charge:</u>	\$1.7774 per day	<u>\$1.8441 per day</u>	<u>\$1.9133 per day</u>	<u>\$1.9850 per day</u>

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.

J. *General service single phase distributed generation E-212.*

1. *Availability.* This net metered electricity service rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is less than 600 amps single phase at 120-240 volts or equivalent panel size for other voltages.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) single phase.
3. *Energy banking.* If energy received by the utility from the customer exceeds energy delivered by the utility to the customer on a monthly basis, the excess generation shall be accrued in an energy bank to be used in future billing periods. At the end of April each year, any remaining excess energy banked shall be purchased from the customer by the utility at the net wholesale power cost from the customer generator and a new net metering year starts over.
4. *Rate.* The rate shall be composed of a delivered energy charge, plus a received energy credit up to the monthly consumption, plus a daily customer charge computed as follows for each net meter servicing the premises:

<u>Effective date</u>	1/1/2022	1/1/2023	1/1/2024	1/1/2025
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Consumption charge:	All usage at \$0.0731 per kWh (Delivered energy)	All usage at \$0.0731 per kWh (Delivered energy)	All usage at \$0.0746 per kWh (Delivered energy)	All usage at \$0.0746 per kWh (Delivered energy)
Consumption credits:	All received energy up to the monthly delivered energy at \$0.0731 per kWh	All received energy up to the monthly delivered energy at \$0.0731 per kWh	All received energy up to the monthly delivered energy at \$0.0746 per kWh	All received energy up to the monthly delivered energy at \$0.0746 per kWh
Customer charge:	\$1.6438 per day	\$1.6438 per day	\$1.6767 per day	\$1.6767 per day

<u>Effective date</u>	1/1/2025	5/1/2026	1/1/2027	1/1/2028
<u>Consumption charge:</u>	All usage at \$0.0746 per kWh (Delivered energy)	<u>All usage at \$0.0774 per kWh</u>	<u>All usage at \$0.0803 per kWh</u>	<u>All usage at \$0.0833 per kWh</u>
<u>Consumption credits:</u>	All received energy up to the monthly delivered energy at \$0.0746 per kWh	<u>All received energy up to the monthly delivered energy at \$0.0774 per kWh</u>	<u>All received energy up to the monthly delivered energy at \$0.0803 per kWh</u>	<u>All received energy up to the monthly delivered energy at \$0.0833 per kWh</u>
<u>Customer charge:</u>	\$1.6767 per day	<u>\$1.7396 per day</u>	<u>\$1.8048 per day</u>	<u>\$1.8725 per day</u>

K. *General service three phase distributed generation E-213.*

1. *Availability.* This net metered electricity service rate is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules and whose electrical panel size is less than 400 amps three phase at 120-240 volts or equivalent panel size for other voltages.

2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) three phase.
3. *Energy banking.* If energy received by the utility from the customer exceeds energy delivered by the utility to the customer on a monthly basis, the excess generation shall be accrued in an energy bank to be used in future billing periods. At the end of April each year, any remaining excess energy banked shall be purchased from the customer by the utility at the net wholesale power cost from the customer generator and a new net metering year starts over.
4. *Rate.* The rate shall be composed of a delivered energy charge, plus a received energy credit up to the monthly consumption, plus a daily customer charge computed as follows for each net meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0731 per kWh (Delivered energy)	All usage at \$0.0731 per kWh (Delivered energy)	All usage at \$0.0746 per kWh (Delivered energy)	All usage at \$0.0746 per kWh (Delivered energy)
Consumption credits:	All received energy up to the monthly delivered energy at \$0.0731 per kWh	All received energy up to the monthly delivered energy at \$0.0731 per kWh	All received energy up to the monthly delivered energy at \$0.0746 per kWh	All received energy up to the monthly delivered energy at \$0.0746 per kWh
Customer charge:	\$2.4000 per day	\$2.4000 per day	\$2.4480 per day	\$2.4480 per day

Effective date	1/1/2025	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
Consumption charge:	All usage at \$0.0746 per kWh (Delivered energy)	All usage at <u>\$0.0774 per kWh</u>	All usage at <u>\$0.0803 per kWh</u>	All usage at <u>\$0.0833 per kWh</u>
Consumption credits:	All received energy up to the monthly	<u>All received energy up to the monthly</u>	<u>All received energy up to the monthly</u>	<u>All received energy up to the monthly</u>

	delivered energy at \$0.0746 per kWh	<u>delivered energy at \$0.0774 per kWh</u>	<u>delivered energy at \$0.0803 per kWh</u>	<u>delivered energy at \$0.0833 per kWh</u>
<u>Customer charge:</u>	\$2.4480 per day	<u>\$2.5398 per day</u>	<u>\$2.6350 per day</u>	<u>\$2.7338 per day</u>

L. *Security lighting E-300.*

1. *Availability.* This electricity service rate schedule is available for existing security light customers within the service area of the city for photoelectric controlled dusk to dawn external lighting service primarily served by property owned by the customer. No new installations will be made for service under this schedule.
2. *Character of service.* Service shall be unmetered, 60-cycle, 120-240-volt alternating current.
3. *Rate.*

<u>Effective date</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<u>Light only:</u>	<u>\$0.7810 per day</u>	<u>\$0.7810 per day</u>	<u>\$0.8122 per day</u>	<u>\$0.8122 per day</u>
<u>Light with pole:</u>	<u>\$0.8525 per day</u>	<u>\$0.8525 per day</u>	<u>\$0.8866 per day</u>	<u>\$0.8866 per day</u>

<u>Effective date</u>	<u>1/1/2025</u>	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
<u>Light only:</u>	<u>\$0.8122 per day</u>	<u>\$0.8427 per day</u>	<u>\$0.8743 per day</u>	<u>\$0.9071 per day</u>
<u>Light with pole:</u>	<u>\$0.8866 per day</u>	<u>\$0.9198 per day</u>	<u>\$0.9543 per day</u>	<u>\$0.9901 per day</u>

4. *General conditions.*
 - a. The city reserves the right to eliminate service under this schedule or to reduce the wattage of the luminaire.
 - b. Normal lamp, control replacements and maintenance work shall be made by the city during regular business hours only.

- c. It shall be the responsibility of the customer to notify the city of lamp failure. No credits or adjustment of charges will be made during time of such failures, unless the city shall be unable to repair the defects when requested.
- d. The city reserves the right to restrict installations of lighting equipment to poles on which suitable space is available and to make such installations only where they will not interfere with any other equipment owned by the city or its customers.

M. *Municipal E-500.*

1. *Availability.* This electricity service rate schedule is available for water pumping, sewage treatment and pumping, municipal buildings and other municipal purposes.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts single phase or other voltage and polyphase service available.
3. *Rate.* The rate shall be composed of a consumption charge plus a daily customer charge computed as follows for each meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0696 per kWh	All usage at \$0.0696 per kWh	All usage at \$0.0724 per kWh	All usage at \$0.0724 per kWh
Customer charge:	Single phase— \$2.4658 per day	\$2.4658 per day	\$2.5644 per day	\$2.5644 per day
	Three phase— \$2.4658 per day	\$2.4658 per day	\$2.5644 per day	\$2.5644 per day

Effective date	1/1/2025	5/1/2026	1/1/2027	1/1/2028
Consumption charge:	All usage at \$0.0724 per kWh	All usage at \$0.0751 per kWh	All usage at \$0.0779 per kWh	All usage at \$0.0808 per kWh
Customer charge:	Single phase - \$2.5644 per day	\$2.6606 per day	\$2.7604 per day	\$2.8639 per day

	Three phase - \$2.5644 per day	<u>\$2.6606 per day</u>	<u>\$2.7604 per day</u>	<u>\$2.8639 per day</u>
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N. *Large customer/contractual E-600.*

1. *Availability.* This electric rate is available to large electric customers within the limits of the service area of the city whose requirements exceed or are estimated to exceed 15,000 MWh (megawatt hours) per year. The city will provide firm electric supply under this schedule; provided, that:
 - a. Adequate electric supply exists in the city's distribution system;
 - b. Adequate capacity exists in the city's distribution system; and
 - c. The customer has executed a long-term large customer power sales agreement with the city for service under this schedule.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 12,470 volts, three phase.
3. *Rate.* The rates under this schedule will be covered by individual contract between the city and the customer.

O. *Nonprofit agency serving the disadvantaged E-700.*

1. *Availability.* This electricity service rate is available within the service area of the city to all nonprofit agencies serving the disadvantaged. The rates established by this section will be published on the city's website, and be made available from the city's finance department.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) single or three phase.
3. Repealed by Ord. 4844.
4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.

P. *Primary service city-owned transformer E-204.*

1. *Availability.* This electricity service rate schedule is a legacy rate schedule and is not available to new or existing customers. This rate schedule is only available to

customers already placed under this rate schedule as of June 1, 2024. This electricity rate schedule is available within the service area of the city to customers placed under this rate schedule as of June 1, 2024 who are metered on the primary side of a city-owned secondary transformer. Any revisions made by the customer or the city to the electrical service can result in a change of the electricity service rate schedule for that service to an appropriate non-legacy rate schedule.

2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 120-240 volts (or other voltage) three phase.
3. *Rate.* The rate shall be composed of a consumption charge discounted one percent below the E-201 rate plus a monthly demand charge discounted one percent below the E-220 rate plus a daily customer charge computed as follows for each meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0515 per kWh	All usage at \$0.0515 per kWh	All usage at \$0.0574 per kWh	All usage at \$0.0574 per kWh
Demand charge:	All demand at \$6.00 per kW	All demand at \$6.00 per kW	All demand at \$6.69 per kW	All demand at \$6.69 per kW
Customer charge:	\$3.7808 per day	\$3.7808 per day	\$4.2156 per day	\$4.2156 per day

Effective date	1/1/2025	5/1/2026	1/1/2027	1/1/2028
Consumption charge:	All usage at \$0.0574 per kWh	All usage at \$0.0596 per kWh	All usage at \$0.0618 per kWh	All usage at \$0.0641 per kWh
Demand charge:	All demand at \$6.69 per kW	All demand at \$6.94 per kW	All demand \$7.20 per kW	All demand \$7.47 per kW
Customer charge:	\$4.2156 per day	\$4.3737 per day	\$4.5377 per day	\$4.7079 per day

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed. The point of ownership change shall be identified in a one-line drawing of the service installation in accordance with the energy services department records.
5. *Metering.* Based on a customer's anticipated lagging reactive load, metering for power factor may be required. When required by the energy services department, demand charges will be adjusted to correct for average power factors lower than 97 percent by dividing the metered monthly peak demand by the monthly average power factor then multiplying the quotient by 97 percent.

Q. *Primary service customer-owned transformer E-205.*

1. *Availability.* This electricity service rate schedule is available within the service area of the city to all customers who do not qualify for service under the residential, low-income senior citizen/low-income disabled citizen, municipal, security lighting or large customer/contractual rate schedules, and are metered on the primary side of a customer-owned secondary transformer.
2. *Character of service.* Energy delivered under this schedule shall be 60-cycle AC, 12,470 volts three phase.
3. *Rate.* The rate shall be composed of a consumption charge plus a monthly demand charge plus a daily customer charge computed as follows for each meter servicing the premises:

Effective date	1/1/2022	1/1/2023	1/1/2024	1/1/2025
Consumption charge:	All usage at \$0.0474 per kWh	All usage at \$0.0474 per kWh	All usage at \$0.0493 per kWh	All usage at \$0.0493 per kWh
Demand charge:	All demand at \$5.30 per kW	All demand at \$5.30 per kW	All demand at \$5.51 per kW	All demand at \$5.51 per kW
Customer charge:	\$3.7808 per day	\$3.7808 per day	\$3.9320 per day	\$3.9320 per day

Effective date	1/1/2025	<u>5/1/2026</u>	<u>1/1/2027</u>	<u>1/1/2028</u>
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<u>Consumption charge:</u>	All usage at \$0.0493 per kWh	All usage at <u>\$0.0511 per kWh</u>	All usage at <u>\$0.0530 per kWh</u>	All usage at <u>\$0.0550 per kWh</u>
<u>Demand charge:</u>	All demand at \$5.51 per kW	All demand at <u>\$5.72 per kW</u>	All demand at <u>\$5.93 per kW</u>	All demand at <u>\$6.15 per kW</u>
<u>Customer charge:</u>	\$3.9320 per day	<u>\$4.0795 per day</u>	<u>\$4.2325 per day</u>	<u>\$4.3912 per day</u>

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed. The point of ownership change shall be identified in a one-line drawing of the service installation in accordance with the energy services department records.
5. *Metering.* Based on a customer's anticipated lagging reactive load, metering for power factor may be required. When required by the energy services department, demand charges will be adjusted to correct for average power factors lower than 97 percent by dividing the metered monthly peak demand by the monthly average power factor then multiplying the quotient by 97 percent.

R. *Renewable energy E-800.*

1. *Availability.* This voluntary renewable electricity service rate is available within the service area of the city to all electric customers; provided, however, that the amount of renewable energy available under this rate is limited to the generation output of the city's community renewable energy park systems. Energy will be sold in 100 kilowatt hours per month blocks. Customers will still pay all charges per their appropriate rate class in addition to the voluntary upgrade charge per 100 kilowatt hours block of renewable energy purchased.
2. *Character of service.* Renewable energy delivered under this schedule shall be the same as the customers' present service and rate class.
3. *Rate.* The rate is a voluntary renewable energy product upgrade charge for consumption in addition to the standard applicable rate class consumption the customer is receiving service under. Charges are computed as follows for each meter receiving this renewable energy product servicing the premises:

Consumption charge: 100 kilowatt hour blocks at \$0.030 per kilowatt hour.

4. *Delivery point.* The above rates are based upon the supply of service to the entire premises through a single delivery and metering point and at one voltage and phase. Separate supply for the same customer at other voltages or phases or at other points of consumption will be separately metered and billed.

S. *Renewable energy system contribution E-801.*

1. *Availability.* This voluntary renewable energy system contribution rate is available within the service area of the city to all customers.
2. *Character of service.* Customers can elect to make fixed contributions of \$3.00 per month per unit. Customers can purchase any number of units of contribution which will be included in their monthly utility billing, and may opt out at any time.
3. *Rate.* The rate is a voluntary renewable energy system contribution only. No renewable energy is delivered by participating in the rate.

Charge: renewable energy system contribution unit at \$3.00 per month.

(Ord. No. 4955, § 82, 2-18-2025; Ord. 4897 § 1, 2022; Ord. 4844 § 6, 2019; Ord. 4817 § 1, 2018; Ord. 4804 §§ 1, 2, 5, 2018; Ord. 4787 § 1, 2018; Ord. 4764 § 2, 2017; Ord. 4759 § 1, 2016; Ord. 4733 § 1, 2016; Ord. 4706 §§ 2, 3, 2015; Ord. 4684 § 7, 2014; Ord. 4639 § 2, 2013; Ord. 4633 § 2, 2013; Ord. 4626 § 2, 2012; Ord. 4606 § 1, 2011; Ord. 4555 § 7, 2009; Ord. 4508 § 1, 2007; Ord. 4503 § 2, 2007; Ord. No. 4942, § 2, 5-20-2024)

Section 2. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 3. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval, and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 20th day of April, 2026.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4983 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4983 was published as required by law.

BETH LEADER



Meeting Date: April 20, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: Letter of Commitment, CWU Collaboration, Geothermal Resource Characterization & Confirmation (Public Comment Opportunity)

Submitted by: Buddy Stanavich , Energy Services Director

Department: Energy Services

Suggested Motion/Action:

Move to approve the Mayor to sign the Letter of Commitment for the Department of Energy Notice of Funding Opportunity, Central Washington Collaboration – Geothermal Resource Characterization & Confirmation, as attached, or in substantially similar form.

Background/Summary:

On February 25, 2026, the U.S. Department of Energy’s (DOE) Office of Geothermal (OG) announced up to \$171.5 million to support next-generation geothermal field tests, as well as characterization and confirmation drilling for next-generation and conventional hydrothermal resources.

These projects will target (1) next-generation, field-scale tests at depths and temperatures appropriate for full-scale project development and (2) exploration drilling activities to support characterization and potential confirmation of promising next-generation and hydrothermal prospects for electrical power production. The activities enabled by this NOFO will fill important gaps in technology, innovation, and geothermal exploration.

Under this Notice of Funding Opportunity (NOFO), OG anticipates making as many as 28 awards in the first round of applications. Individual awards may range between \$4 million and \$25 million. This NOFO may remain open for up to 72 months, with review cycles occurring approximately every 12 months, while funding lasts and subject to Congressional appropriations. Projects are part of OG’s research and development (R&D) on enhanced geothermal systems and hydrothermal resources.

<https://www.energy.gov/hgeo/geothermal/funding-notice-next-generation-geothermal-field-tests-and-geothermal-resource>. CWU is planning to request roughly \$8M for this NOFO in collaboration with the City of Ellensburg and Kittitas PUD.

Anticipated Timeline:

Letter of Intent submitted by CWU	March 27, 2026
Letter of Commitment by Collaboration Partners	April 30, 2026
Anticipated Selection Notification	July 30, 2026
Anticipated Award Date	September 30, 2026
Estimated Period of Performance	October 1, 2026 – September 30, 2031

Previous Council Action:

None

Analysis:

Central Washington University (CWU), City of Ellensburg (COE), and Kittitas Public Utility District (PUD) are seeking a collaborative opportunity to explore, test, and analyze the feasibility of geothermal power production in Kittitas County for energy resiliency, workforce development, and economic growth.

CWU is implementing its first and second shallow open-loop geothermal systems on the Ellensburg campus, with aspirations for full campus conversion. As CWU and the region continue to grow, rising energy demand may increase reliability and resiliency risks. To help mitigate this, the proposed collaboration would explore subsurface resources viable for geothermal development. The lack of detailed analysis specific to geothermal exploration east of the Cascade mountain range is a strong motivation for the possibility of this rural development.

Kittitas county is part of the Columbian River Basin with subsurface formations such as the Columbia River Basalt (CRB) which is one of the most significant barriers of subsurface exploration and energy potential. This project would fulfill an important knowledge gap of resource characterization beyond the CRB. The proposed collaboration intends to determine the highest viability of potential while creating research and internship opportunities for current and future CWU graduates.

The City would commit staff time associated with coordination, meetings, project planning and support for proposal development of this submission. Additionally, participating as an active project partner in the collaborative exploration, testing, and analysis of geothermal resource potential in Kittitas County for the purposes of energy resiliency, workforce development, and economic growth.

Financial Impact:

Budget Adjustment: No

Attachments:

1. 2026 DOE NOFO Geothermal - Letter of Intent Rev3
2. COE Letter of Commitment - Draft



March 27th, 2026

RE: [DE-FOA-0003472: Next-Generation Geothermal Field Tests and Geothermal Resource Characterization and Confirmation](#)

PROJECT TITLE: Central Washington Collaboration – Geothermal Resource Characterization & Confirmation

TOPIC AREA: #6 Drilling for Next-Generation and Hydrothermal Resource Exploration, Characterization, and Confirmation

LEAD ORGANIZATION: Central Washington University (CWU)

PERCENTAGE EFFORT: TBD

ORGANIZATION TYPE: Academic University

RECIPIENT TECHNICAL POINT OF CONTACT: Delano Palmer, Director of Capital Planning & Projects, CWU
Delano.Palmer@cwu.edu 509-963-2906

ABSTRACT:

Previous Application Submission: CWU has not previously submitted an application or letter of intent on this NOFO nor any other similar to this NOFO.

The Key members of the proposed team of this NOFO submission comprise of Central Washington University (CWU), the City of Ellensburg (COE), and Kittitas Public Utility District (PUD).

The members of CWU include the following title and role in the proposed project:

1. Delano Palmer, Director of Capital Planning , Project Technical Point of Contact
2. Joseph Chanes, Construction Project Coordinator, CWU Project Manager
3. Zoe Higheagle Strong, Associate Vice President, Tribal Relations
4. Jeff Bousson, Sustainability Director, Community Engagement

The members of COE include the following title and role in the proposed project:

1. Buddy Stanavich, Energy Services Director, Co- Organization Lead
2. Nichole Baker, Energy Resources Manager, Co-Organization Lead

The member of Kittitas PUD include the following title and role in the proposed project:

1. Matt Boast, General Manager, Co-Organization Lead.

CAPITAL PLANNING & PROJECTS

400 E University Way | Ellensburg WA 98926 | Office: 509-963-2906

| Email: Delano.palmer@cwu.edu | Web: CWU.edu/operations/capital

CWU is an EEO/AA/Title IX Institution. For accommodation email: DS@cwu.edu.

This is an electronic communication from Central Washington University.

PROPOSED SUBRECIPIENTS

The list of entities above are the proposed subrecipients of this NOFO application comprising of:

1. Central Washington University, 401 E University Way, Ellensburg, WA 98926
2. City of Ellensburg, 501 N. Anderson ST. Ellensburg, WA 98926
3. Kittitas PUD (Public Utilities District), 1400 Vantage Highway, Ellensburg, WA 98926

PROPOSED VENDORS OR SUBCONTRACTORS

To facilitate regional, and industry expertise in the execution of this project, CWU/COE/Kittitas PUD have assembled the following proposed vendors and subcontractors for this project.

1. **Washington State of DNR (Department of Natural Resources)** located at MS 47007, Olympia WA98504. Their role would be to provide historic data and information relating to the known and known geology of the area, thereby demonstrating a need for the proposed resource characterization at depths favorable for data collection of hydrothermal activity. www.drn.wa.gov/geology
2. **Willow Stick**, located at 165 E. 900 N. #754, Spanish Fork, UT. Their role would be to provide an analysis of the proposed plots and parcels for this project to identify the areas of the greatest favorability of drilling activities based on their Geophysicist expertise. www.willowstick.com
3. **Geosyntec Consultants** located at 23 S. Mission ST, Wenatchee, WA 98801. Their role is hydrogeologist evaluations for the proposed sites in assisting with the development of a drilling plan for data extraction as well as testing and monitoring services. www.geosyntec.com
4. **Pacific Northwest National Laboratory (PNNL)** located at 902 Battelle BLVD, Richland, WA 99354. Their role in the project would be to provide additional historic information and data related to earth science of the areas proposed for evaluation. www.pnnl.gov
5. **Capuano Engineering Company** located at 2777 Yulupa Ave, Santa Rosa, CA 95405. Their role is the experienced Drilling Program Manager with expertise across the country along with experience in assisting other universities in the execution of their NOFO for geothermal advancement. www.capuanoengineering.com
6. **Kenai** is located at 6430 Cat Canyon RD, Santa Maria, CA 93454. As one of the largest drilling companies in the United States, their role is to provide the mobilization and implementation of the developed work plan to obtain subsurface data. www.kenaidrilling.com
7. **Puget Sound Energy (PSE)**, located at 207 N Pearl, Ellensburg, WA 98926. As one of the large regional power suppliers, PSE provides expertise in community engagement and transmission knowledge associated with the long term intention of this project.

PROJECT DESCRIPTION

Central Washington University (CWU), City of Ellensburg (COE), and Kittitas Public Utility District (PUD) are seeking a collaborative opportunity to explore, test, and analyze the feasibility of geothermal power production in Kittitas County for energy resiliency, workforce development, and economic growth.

CWU is implementing its first and second shallow open-loop geothermal systems on the Ellensburg campus, with aspirations for full campus conversion. As CWU and the region continue to grow, rising energy demand may increase reliability and resiliency risks.

To help mitigate this, the proposed collaboration would explore subsurface resources viable for geothermal development. The lack of detailed analysis specific to geothermal exploration east of the Cascade mountain range is a strong motivation for the possibility of this rural development.

Kittitas county is part of the Columbian River Basin with subsurface formations such as the Columbia River Basalt (CRB) which is one of the most significant barriers of subsurface exploration and energy potential. This project would fulfill an important knowledge gap of resource characterization beyond the CRB.

The proposed collaboration intends to the determination of highest viability of potential while creating research and internship opportunities for current and future CWU graduates.

PRELIMINARY APPLICATION INTENT

Project Overview:

Background: Subsurface energy exploration has been an interest and aspiration of Central Washington University since 2021 when we discovered the favorability of geothermal at shallow depths for building heating and cooling on campus. This discovery resulted in the Washington State Legislature funding CWU for the implementation of two shallow depth open loop geothermal well systems for building heating and cooling. Long range plans include the implementation of several geothermal nodes around campus facilitating the heat and cooling exchange that will be distributed through the campus infrastructure as funding is identified. However, the ultimate aspiration is power generation in this rural agriculture community with a focus on potential workforce development of graduates from CWU promoting local economic development.

Project Goal: Due to the subsurface formations of the Columbian River Basin, many of the energy development potentials have yet to be identified or confirmed. In collaboration with COE and Kittitas PUD, CWU proposes the utilization and exploration of vacant land next key electrical transmission infrastructure for the resource and characterization of sub surface geology with the long-term aspiration of electrical power generation.

DOE Impact: We believe that the proposed project achieves several benefits for DOE in support of exploration in this region of the country.

1. The project addresses a critical data gap of resource exploration and characterization. The Columbian River Basin consists of several subsurface formations that are geological barriers to unknown or limited data. The Columbian River Basalt (CRB) is one of the largest and most dense formations in the region, which may or may not be followed by the Roslyn or Teanaway formations. As noted in the criteria of the NOFO of Topic 6. "Preference is to gather data in previously unexamined formations and locations to expand the geothermally relevant database of subsurface conditions in the United States." We believe this region is a primary candidate for exploration.

2. This project intends to expand on the geothermal development that is already in progress at CWU and demonstrate rural applications of expansion. Resiliency is a crucial sustainable factor of implementation for our geothermal system, which could be replicated in several communities such as ours. If the proposed resource exploration is implemented, characterized and proves to be favorable; then a collaborative development of electrical generation can begin with COE and Kittitas PUD that is mutually beneficial to all stakeholders involved.
3. Rural workforce and economic development are the primary beneficiaries of this proposed project. The proposed project would provide research and applied curriculum opportunities to students at CWU through internships for the duration of this project, and if favorable future power generation development. Student participation in the program would demonstrate a direct correlation between rural higher education of applied research transitioning to high demand career fields surrounding geothermal energy development.

CWU/COE/Kittitas PUD plan on partnering with regional resources of DNR and PNNL to understand the current data of the subsurface formations and formulate a work plan that implements several Go/or No Go decision points that will help mitigate risk and create manageable minor goals for success tracking.

Site Information:

As mentioned previously, DNR and PNNL will provide the historic characterization of the area to outline expectations of subsurface explorations. Willow stick will be implemented to conduct subsurface geophysicist evaluations of multiple locations on a given parcel to model the areas of highest permeability, fissure locations, density, and favorable drilling conditions.

The well formation will be a collaborative effort between DNR, PNNL, Willow Stick, and our Hydrologist (Geosyntec) and Drilling program manager (Capuano) on the best means and measures for explorations and general project activities. Due to the unknown thickness of the CRB in the lower portion of our valley we anticipate several unforeseen conditions that will need to be risk assessed for next course of action.

Sixteen thousand feet (5 Kilometers) would be an aspirational goal for final well depth; however we propose incremental goals based on the unknown depth and thickness of the anticipated formations as the more practical objective.

Throughout the development of the site analysis, Capuano Engineering and Kenai will provide experienced knowledge on recommended types of drilling, efficiency measures and achievable drilling rates. The availability of next-generation drilling methods will be determined based on individual site analysis.

Workplan:

The project work plan will rely heavily on the geophysical and historic information provided by DNR, PNNL and Willow stick.

Milestones and Go/No-go decision points will primarily focus on the identification and the success of penetrating the possible subsurface formations.

The first critical milestone is reaching the Columbian River Basalt (CRB), which maybe at depths of 1,500' to beyond 2,000'. This formation is anticipated to be the largest and possibly the thickest posing the most risk to the project. The project team will identify incremental depths within Basalt as a decision point of continued exploration and data collection. The Basalt formation is expected to be up to 4,000' feet thick on the minimal side with an undetermined maximum thickness.

Penetration beyond the CRB is a critical milestone to geology characterization and potential.

Beyond the CRB, we may encounter the Roslyn formation (consisting of coal), the Teanaway formation, or a heavy collection of sand and stone mix.

In the drilling industry this type of exploration is known as a "wildcat well" in which little if anything about the subsurface geology is known with certainty, especially pressure regime. It is why we have included Kenai and Capuano as part of this team for their expertise and risk mitigation tactics in the development of this well.

Conclusion:

CWU/COE/Kittitas PUD are excited at the prospect of this exploration and identifying the potential of future energy development in our region. We believe the data gap of the geology beyond 2,000', resiliency planning, and rural workforce & economic development are strong cases for supporting this project.

On behalf of the primary stakeholders of this collaboration, we thank you for your consideration.

Central Washington University
City of Ellensburg
Kittitas PUD



CITY OF ELLENSBURG
501 North Anderson Street
Ellensburg, WA 98926

April 20, 2026

U.S. Department of Energy
Office of Energy Efficiency and Renewable Energy
Geothermal Technologies Office

Re: Letter of Commitment for DE-FOA-0003472

Project Title: *Central Washington Collaboration – Geothermal Resource Characterization & Confirmation*

Topic Area: *#6 Drilling for Next-Generation and Hydrothermal Resource Exploration, Characterization, and Confirmation*

To Whom It May Concern:

On behalf of the City of Ellensburg, I am pleased to provide this Letter of Commitment in support of the proposed project, Central Washington Collaboration – Geothermal Resource Characterization & Confirmation, led by Central Washington University (CWU) in partnership with the City of Ellensburg (COE) and Kittitas Public Utility District (Kittitas PUD).

The City of Ellensburg strongly supports this application to the U.S. Department of Energy under DE-FOA-0003472. We are committed to participating as an active project partner in the collaborative exploration, testing, and analysis of geothermal resource potential in Kittitas County for the purposes of energy resiliency, workforce development, and economic growth. This work is intended to address an important data gap regarding subsurface conditions east of the Cascade Range and to evaluate the feasibility of future geothermal energy development in our region.

The City of Ellensburg views this proposed effort as a meaningful opportunity to advance understanding of subsurface geothermal potential in the Columbia River Basin, including areas where formations such as the Columbia River Basalt create significant uncertainty for exploration. The project's staged, risk-informed approach to characterization and drilling is well aligned with the need for careful public-sector stewardship and practical decision-making.

The City of Ellensburg proposes an in-kind contribution consisting of pre-award staff development time associated with coordination, meetings, and support for development of this submission. This contribution reflects City staff time already dedicated to project planning and proposal development.

We appreciate the opportunity to support this proposal and affirm the City's commitment to participating in the project as described above, subject to final award, negotiation of acceptable subrecipient terms if applicable, and compliance with all applicable federal, state, and local requirements.

Sincerely,

Rich Elliot
Mayor



MANAGER'S REPORT

DATE: April 20, 2026

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. Coffee with Council 2026 Dates

We have six dates scheduled for Coffee with Council events in 2026. These sessions will take place in conjunction with other City events to help maximize community attendance and engagement. They offer a less formal environment to interact with members of City Council. Two Councilmembers are scheduled to be present at each event.

1. Saturday, May 2 from 10 AM – 12 PM @ Recycle Day Event (City Hall)
2. Saturday, May 30 from 10 AM – 12 PM @ Bike Month Event (Unity Park)
3. Friday, June 5 from 5 PM - 7 PM @ First Friday Art Walk (Unity Park)
4. Wednesday, June 17 from 11 AM – 1 PM @ Touch-a-Truck (Rotary Park)
5. Saturday, August 8 from 9 AM – 11 AM @ Farmer's Market (Unity Park)
6. Tuesday, September 22 from 2 PM – 5 PM @ Bite of the Burg (Downtown)

2. Recycling and Paper Shred Event on May 2

The City of Ellensburg is partnering with Waste Management to hold the second annual Ellensburg Recycling Event from 10 a.m. to 1 p.m. on Saturday, May 2, 2026, in the City Hall parking lot, located at 501 N. Anderson Street. People can bring clean recyclables and learn about curbside service and local recycling drop-off locations. A new event addition is a free paper shred—bring your unneeded confidential documents to be destroyed securely by Shred-It.

Event collection items include clean single-stream recyclables (plastic bottles and jugs, cardboard, paper, and food and beverage cans), professional clothing, small batteries, paper documents for shredding, bicycle tubes, and bicycles in any condition. Bicycle donations will be refurbished and given away at future community events.

Learn about curbside recycling (single-stream do's and don'ts and practical tips for recycling), Ellensburg Glass Recycling, composting, disposal of specialty items (pesticides, medication, and toner), electronics E-Cycle WA program, and where to recycle other items such as furniture and yard waste. Note: these items will not be accepted at the event, but informational booths will be on site to share more about where to take them. The event is free to attend.

3. May is Bike Month

This May, the City of Ellensburg and community partners will celebrate National Bike Month with bike activities and giveaways from 10 a.m. to 1 p.m. on Saturday, May 30, and a month-long bike ride raffle and photo contest.

A month-long bike ride raffle will run from May 1-29. Download the free Adventure Lab app and set up an account. Participate in any of the Ellensburg Bike Month ride and earn 1 raffle ticket per ride (10 total). Each participant must have their own account. Pick up your raffle tickets at the Bicycle Event at Unity Park on May 30 or stop by the Kittitas County Chamber of Commerce Visitor Information Center during the month of May. Raffle prizes include: One (1) Catrike Recumbent Trike, one (1) car rack, one (1) \$125 Recycle Shop gift card, one (1) \$50 Recycle Shop gift card, Ellensburg mural swag from the Ellensburg Downtown Association, and a Kittitas Valley Memorial Pool free admission.

Bike Month activities on May 30 will be based at Unity Park, located at 4th Avenue and Pearl Street. There will be free youth helmets and fitting, bike bell and bike light giveaways, safety resources, and local trail information. The Independent Order of Odd Fellows (IOOF) will be giving away free, used reconditioned bikes (sizes vary). Bring old bike tubes for recycling and donate any extra bike parts. New this year, the youth Bike Rodeo will be held as part of the Bike Month Activities. Kids can bring their bikes and helmets to the event to learn bike handling skills.

Members of the public are encouraged to ride to work, school, or worship during the month of May and enter a photo of their ride into the #EllensburgBikeMonth photo contest. Post a photo on Facebook or Instagram of your bike ride with the #EllensburgBikeMonth in your caption and tag the City of Ellensburg. Open to Kittitas County residents 18 years or older with public social media profiles. Full contest rules and event information at www.ellensburgwa.gov/bikemonth

4. Request Special May 18 Study Session to Review Utility Rates

Staff request a special study session to begin at 6:00 p.m. on Monday, May 18, 2026, to review Water and Wastewater system revenue analysis results and proposed rates. No action will be taken at the study session. At the regular meeting, immediately following the study session on May 18, an item to consider system rate increases will be presented for Council action.

5. Preview of May 4 Council Agenda

The May 4 study session will include presentation of the General Sewer System Plan. The regular meeting on May 4 will include Proclamations for Jewish American Heritage Month and Asian American/Native Hawaiian & Pacific Islander (AANHPI) Heritage Month. A report will be presented on the 2025/2026 Cold Weather Shelter and a joint Puget Sound Energy (PSE) and City Light Wildfire Communications briefing. Items of consideration will include first reading and adoption of the Sewer System Plan, an updated Catherine Park affordable housing project, and the Supplemental Budget. First reading of Ordinance 4984 Residential Parking Zones will also be presented.

ELLENSBURG 2nd ANNUAL RECYCLING EVENT



May 2, 2026 | 10 A.M.-1 P.M.

**Ellensburg City Hall Parking Lot
501 N. Anderson St., Ellensburg**

**Bring your recyclables and learn
about curbside service and local
recycling drop-off locations!**

Items to Bring

- Bicycles & bike tubes. Your donation will be refurbished and given out to the community.
- Single-stream recyclables: plastic bottles/jugs, cardboard, paper, and clean food/beverage cans. *Glass will not be accepted*
- Paper documents for safe disposal by Shred-It
- Small batteries
- Professional clothing

Information-Only Booths *(these items will not be collected at the event)*

- Where do I recycle other items? (furniture, electronics, yard waste, etc.)
- Composting
- Repair Café
- Ellensburg Glass Recycling
- Toner Disposal
- Pesticide Disposal
- Medication Disposal
- E-Cycle WA (electronics)
- Can Crushing & Lid Removal (educational, hands-on)



Coffee With City Council

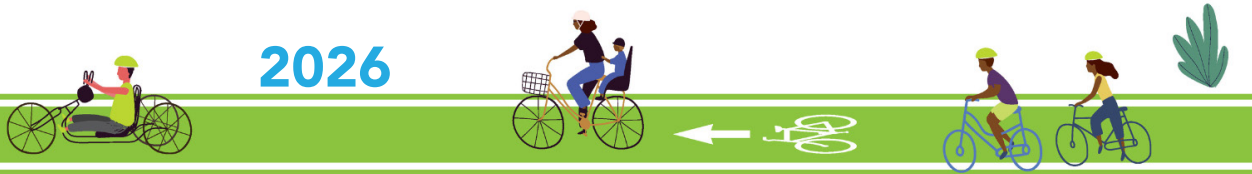
Stop by for a cup of coffee and conversation.



**May 2, 2026
10 a.m. to 12 p.m.
Find us at the Recycling Event
at Ellensburg City Hall
501 N. Anderson St.**



2026



Bike Activities & Giveaways - Saturday, May 30th 10 a.m. - 1 p.m.

Celebrate Bike Month at Unity Park (4th Ave. & Pearl St.)! Free and open to all ages.

- Bring your bikes and helmets for the youth Bike Rodeo (kids under 12).
- FREE youth helmets and fitting, bike bells, and bike light giveaways.
- IOOF will be giving away free used reconditioned bikes (sizes vary).
- Bring old bike tubes for recycling and donate extra bike parts.
- Safety resources, tips on basic bike maintenance, and local trail information.
- Learn how to load your bike on an Ellensburg Central Transit bus!
- Play lawn games with the EDA!

Ride & Earn Raffle Tickets May 1-29th through Adventure Lab App



1. Download free Adventure Lab App (each rider must have own account - open to all ages)
2. May 1-29th complete any/all of the rides on the app and earn one raffle ticket per ride (10 total)
3. Pick up your raffle tickets at the Bike Event at Unity Park on May 30th or stop by the Kittitas County Chamber of Commerce Visitor Information Center during the month of May.

Prizes: One (1) Catrike Recumbent Trike, one (1) car rack, one (1) \$125 Recycle Shop gift card, one (1) \$50 Recycle Shop gift card, Ellensburg mural swag from the EDA, and a Kittitas Valley Memorial Pool free admission.

Bike Month participants assume responsibility for their own safety and health during all related activities and are also responsible for any property damage or injury they cause. The City of Ellensburg and other partner organizations are not responsible for any injuries or damages that may occur to or by participants.

#EllensburgBikeMonth Photo Contest May 1-29, 2026

How to enter: Post a photo on Facebook or Instagram of you biking to work, school, or worship during the month of May.

Must include: #EllensburgBikeMonth in your caption and tag the City of Ellensburg. Facebook: www.facebook.com/CityofEllensburgWA & Instagram: @cityofellensburg

Important: Your social media account must be PUBLIC so the post can be viewed. Contest is open to Kittitas County residents 18 years old+. Parents may choose to post photos of their children. CWU students eligible.

Entry limit: 1 entry per person per day. Photos must be different every time.

Winner: Random drawing from eligible entries and announced on May 30 at the City's bike event. By entering, you agree your photo may be shared by the City of Ellensburg for City communications.

No social media? Email your bike photo to webmaster@ellensburgwa.gov with your name, phone number, and address.

Prizes: One (1) bike cart, one (1) \$125 Recycle Shop gift card, one (1) \$50 Recycle Shop gift card, Ellensburg mural swag from the EDA, and a Kittitas Valley Memorial Pool free admission.



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