

CITY OF CLE ELUM
PLANNING COMMISSION MEETING
DRAFT - Meeting Minutes

December 7, 2021 6:00pm Hybrid Meeting

1
2
3
4
5
6 **1. Call to Order & Roll Call**

7 Chair Berndt called the meeting to order at 6:00pm.

8 Commission members present: Chair Berndt, Commissioner Torrey,
9 Commissioner Peterson, and Commission Fluegge

10 Commission members absent: None

11 Staff present: Meagan Hayes

12 **2. Set Agenda**

13 A motion was made by Commissioner Torrey and seconded by Commissioner Fluegge to
14 accept the agenda as presented; none opposed. The motion carries and the agenda is set.

15 **3. Adoption of Minutes**

16 A motion was made by Commissioner Fluegge and seconded by Commissioner Peterson
17 to approve the November 2, 2021 meeting minutes as presented; none opposed. Minutes
18 approved.

19 **4. Jeremy Johnston, Kittitas County Planning Presentation**

20 Mr. Jeremy Johnston attended the regular meeting of the Cle Elum Planning Commission
21 to provide a status update on various County projects. The intent of the presentation was
22 to bring awareness of ongoing activities outside the City Limits that may impact City
23 efforts, projects, infrastructure, and/or lifestyle. Generally, the presentation proceeded for
24 approximately 15 minutes and ended with a general agreement between the Commission
25 and Mr. Johnston that increased regional planning efforts should be encouraged and
26 methods to engage should be explored.

27 **5. Citizen Comments on Non-Agenda Items (limited to 5 minutes)**

28 Phil Hess, 4650 Airport Rd.

29 Mr. Hess shared his interest in the City and County creating a region-wide Growth
30 Management Plan, included a comprehensive review of buildable lands in the region to
31 offer a better understanding of the full build out potential of the region.

32 Larry Stauffer, address not provided

33 Mr. Stauffer commended the efforts of Commission and Kittitas County to pursue
34 regional relationships. Mr. Stauffer shared concerns regarding the proposed Table of
35 Permitted Uses, stating that Manufactured Homes and Manufactured Home Parks should
36 not be on the same line item. Additionally, Mr. Stauffer shared concerns regarding legal
37 ability to site more than one manufactured home on one legal lot. Mr. Stauffer
38 additionally questioned the “zero lot line” land use item.

39 **6. Staff Report**

40 None provided.

41 **7. Unfinished Business**

42 a. Table of Permitted Uses

- 43 i. Hayes briefly presented the current draft of the Table of Permitted Uses. In
44 following the public comment received, the Commission agreed that
45 “Manufactured Home” and “Manufactured Home Park” should be separated

1 as separate line items. Additionally, “Manufactured Home Park” should be
2 renamed to “Manufactured Home Community”.

- 3 ii. Commission members will continue their review of the draft Table of
4 Permitted Uses at the next regular meeting. Additionally, Commission
5 members will further discuss manufactured home regulations and applicable
6 State Law.

7 **8. New Business**

8 a. Shelter Resources Zoning Verification Letters

- 9 i. Staff presented a draft zoning verification letter that was requested by Shelter
10 Resources to enable their application for funding to build a multi-housing
11 residential facility in Cle Elum.
12 ii. Commissioner Peterson shared concern regarding setting precedence in
13 authorizing this letter. Hayes shared that it is the understanding of staff that
14 the only reason this specific verification letter was requested was due to the
15 funding source being applied for. In most cases, staff simply responds to these
16 requests via email or phone.
17 iii. A motion was made by Commissioner Torrey and seconded by Commissioner
18 Fluegge to authorize the zoning verification letter as presented and authorize
19 the Chair to sign the letter on behalf of the Commission; none opposed. Chair
20 Berndt will sign the letter and staff will distribute.

21 **9. Next Meeting Agenda Development**

22 The January 4, 2022 agenda will include, at a minimum:

- 23 Table of permitted uses, ongoing review
24 Continued discussion on manufactured housing
25 Staff report
26 Election of 2022 Chair and Vice Chair
27 Formal introduction of new Planning Commission member Liz Kurtz

28 **10. Commissioner Comments and Discussion**

29 No reports were provided

30 **11. Adjournment**

31 Commissioner Berndt called for a motion to adjourn. A motion was made by Fluegge and
32 seconded by Torrey to adjourn the regular meeting of the Cle Elum Planning
33 Commission at 7:18 pm; none opposed. Meeting adjourned.