

# PLANNING COMMISSION

## Agenda

April 5, 2022

6:00 p.m.



119 W FIRST STREET  
CLE ELUM, WA 98922

MAYOR  
JAY MCGOWAN

CITY ADMINISTRATOR  
ROBERT OMANS

DESIGNATED CITY PLANNER  
GREGG DOHRN with assistance  
from MEAGAN HAYES

CITY CLERK  
KATHI SWANSON

PLANNING COMMISSION  
GARY BERNDT  
VACANT  
MATT FLUEGGE  
LIZ KURTZ  
ELIZABETH TORREY

CITIZEN ALTERNATE  
VACANT

**Cle Elum Planning Commission meetings are held in a hybrid format, with attendance opportunities at City Hall and Zoom.**

*City Hall, 119 W. First Street, Cle Elum, WA 98922*

*Zoom connection information on next page; will change every meeting to ensure cybersecurity*

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**1. Call to Order & Roll Call**

- a. *Reminder – Commissioner Fluegge will not be present at the meeting and has been excused by the Chair*

**2. Set Agenda**

**3. Adoption of Minutes**

- a. March 15, 2022

**4. Staff Report**

- a. Designated City Planner, Mr. Gregg Dohrn
- i. Update to City Planner position
  - ii. Update to Planning Commission vacancies
  - iii. Other updates

**5. New Business**

- a. 2022 Docket Items

**6. Unfinished Business**

- a. Critical Areas Ordinance
- i. *CAO AND ASSOCIATED DOCUMENTS ON HOLD DUE TO PENDING LEGAL REVIEW AND DECISION*
- b. Critical Areas Checklist
- i. *CAO AND ASSOCIATED DOCUMENTS ON HOLD DUE TO PENDING LEGAL REVIEW AND DECISION*

**7. Next Meeting Agenda Development**

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

**9. Report of Committees**

- a. Commission reports on ongoing committee projects

**10. Commissioner Comments and Discussion**

**11. Adjournment**

*Next Regular Commission Meeting: Tuesday, April 19, 2022*

**City of Cle Elum is inviting you to a scheduled Zoom meeting.**

Topic: Regular Meeting of the Cle Elum Planning Commission

Time: Apr 5, 2022 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89715634516?pwd=a3VHVVDhjUUJXWHZxRkp5YjUyRy9WZz09>

**Meeting ID: 897 1563 4516**

**Passcode: 99328**

One tap mobile

+12532158782,,89715634516#,,,,\*99328# US (Tacoma)

Dial by your location

+1 253 215 8782 US (Tacoma)

1 CITY OF CLE ELUM  
2 PLANNING COMMISSION MEETING  
3 **DRAFT - Meeting Minutes**  
4 March 15, 2022 6:00pm Zoom Meeting  
5

6 **1. Call to Order & Roll Call**

7 Chair Berndt called the meeting to order at 6:06pm.

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

10 Commission members absent: Commissioner Fluegge (excused)

11 Staff present: Meagan Hayes and Gregg Dohrn

12 **2. Set Agenda**

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

16 **3. Adoption of Minutes**

17 A motion was made by Commissioner Torrey and seconded by Commissioner Kurtz to  
18 approve the March 1, 2022, meeting minutes as presented; none opposed. Minutes  
19 approved.

20 **4. Staff Report**

21 a. Mr. Gregg Dohrn, Designated City Planner

22 i. Appointment of Planning Commissioners

- 23 o Mr. Dohrn reported that he has spoken with the Mayor regarding the  
24 open seats on the Planning Commission. He has been informed that  
25 several applications were submitted and considered; however, the  
26 majority of the applicants were residents outside of the city limits.  
27 While this is permitted, there are limitations to how many commission  
28 members live outside the city limits, e.g., the primary number of  
29 commission members should be permanent residents of the City.
- 30 o One applicant for the vacant planning commission seats is a city  
31 resident and is being considered by the mayor for appointment.
- 32 o Commissioner Berndt confirmed that the recent change allows for two  
33 alternates – Mr. Dohrn confirmed this and offered additional insight  
34 into the rationale the City Council had while making this change.
- 35 o Commissioner Torrey confirmed that with the change in the number of  
36 total Commissioners, they may be allowed up to three total  
37 Commissioners that reside outside the City Limits; Mr. Dohrn  
38 responded there is flexibility in this decision by the Mayor.

39 ii. Update to City Planner Position

- 40 o Mr. Dohrn reported that no applications have been received; however,  
41 more aggressive outreach efforts will be achieved in the coming  
42 weeks.
- 43 o The Planning Association of Washington has posted the job notice on  
44 their website.
- 45 o Mr. Dohrn shared a potential effort to engage in a peer staff  
46 development effort.

- 1                   iii. Ongoing Development Agreements  
2                   o Cle Elum Pines West Development  
3                   a. Nearly completed; final review has been initiated in attempt to  
4                   close out the development agreement.  
5                   o City Heights Development  
6                   a. Permits and approvals have been received to being Phase 1 for  
7                   the installation of the infrastructure to support the Phase 1  
8                   development.  
9                   o Bullfrog Flats/47 Degrees North  
10                  a. Nothing to report; the legal documents to transfer the Rights,  
11                  Responsibilities, and Obligations from Suncadia to Sun  
12                  Communities is in progress. There are no applications received  
13                  related to this development.

14 **5. New Business**

- 15 a. Critical Areas Checklist – initial review  
16           i. Ms. Hayes presented the Critical Areas checklist for review by the Planning  
17           Commission.  
18           ii. In summary, the intent of the Critical Areas checklist is to be utilized as an  
19           Administrative Tool to assist in the implementation of the Critical Areas.  
20           iii. Generally, Commission members offered recommendations for revisions,  
21           including: expanding upon the listing of agencies for critical area information  
22           and designation assistance and reformatting.  
23           iv. Staff will incorporate these suggestions and bring the next draft to the next  
24           regular meeting.

25 **6. Unfinished Business**

- 26 a. Draft Critical Areas Ordinance Review and Discussion  
27           i. Riparian Management Buffer Zones  
28           o Ms. Hayes presented the current draft proposal, as well as other  
29           examples of cities within the region.  
30           o Commission members discussed the proposed:  
31           a. Commissioner Torrey shared concerns regarding the allowance  
32           of development less than 100' from the conservation area, as  
33           Best Available Science notes that the minimum adequate buffer  
34           width is 100' to ensure adequate pollutant filtration.  
35           b. Commissioner Berndt questioned feasibility of a 100' buffer  
36           width, given property size constraints that may be experienced  
37           within an urban setting.  
38           o After ongoing discussion and consideration, direction was provided to  
39           staff to combine the Np and Ns stream type into one section with a  
40           100' buffer with additional language that allows for a decreased buffer  
41           based on current development and parcel size.  
42           o Staff will develop varied options for consideration at the next regular  
43           meeting.  
44           ii. Definitions  
45           o Staff confirmed that definitions during the last regular meeting were I  
46           compliance with Washington State Law. No action/direction taken.

1           iii. Financial Guarantee

- 2           o Staff presented the draft language regarding the financial guarantee.
- 3           o Commissioner Berndt shared concerns that the City may be “stuck”
- 4           with bills if the guarantee is not sufficient for the entire costs of the
- 5           project. Commissioner Berndt was agreeable to the language that
- 6           allowed for increased flexibility regarding guarantee amount.
- 7           o Generally, the Commission supported the draft language as presented.

8 **7. Next Meeting Agenda Development**

9       a. The next agenda will include:

- 10           i. Ongoing review and consideration of the draft Critical Areas Ordinance
- 11           ii. Revisions to the draft Critical Areas checklist
- 12           iii. Staff report by Mr. Gregg Dohrn

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

14 Larry Stauffer, 2661 Lower Peoh Pt. Rd., Cle Elum, WA

15 Mr. Larry Stauffer inquired about how-to propose text amendments to the development  
16 regulations. Mr. Dohrn and the Mayor decided that the amendment request he previously  
17 submitted would have to be submitted through the Comp. Plan and development  
18 amendment cycle request. In order to apply for this consideration, he shared he is  
19 required to submit \$1200 and a complete docket application. Mr. Stauffer shared that he  
20 has asked questions without receiving answers and is trying to figure out if he is going to  
21 pay the City to ignore him or not. Mr. Stauffer shared that he is frustrated and he would  
22 like the Commission to know what is going on in the City.

23 Phil Hess, 4650 Airport Road

24 Mr. Hess provided testimony related to long term planning and fire resiliency. Mr. Hess  
25 called to attention the fact that Kittitas County is ranked 92/100 in wildland fire risk.  
26 Therefore, Mayor McGowen appointed fire advisory committee, which he is serving. Mr.  
27 Hess shared that he acknowledges growth is inevitable but shared that we need to be  
28 mindful of how growth occurs. Ideally, he urged the Commissioners to interact with other  
29 regional planning jurisdictions. Mr. Hess advocated we should all be working together.  
30 Mr. Hess stated that landscape level fire resiliency planning is closely related to land use  
31 planning.

32 Ingrid Vimont, 291 Nelson Creek Road, Cle Elum, WA

33 Ms. Vimont shared an overview of the City Council meeting from yesterday. Mr. Vimont  
34 shared that a presentation was provided by City staff regarding the state of affairs as it  
35 relates to the municipal water and sewer services. During the recent storm event,  
36 deficiencies in the systems were identified, and staff will be creating a list of equipment  
37 that is in need of repair/replacement and will provided to the City Council for  
38 consideration for future investments. Ms. Vimont shared that this presentation brought  
39 forth her initial concerns regarding growth and the overall impacts to infrastructure. Ms.  
40 Vimont shared that we need to watch out for and consider all public services during  
41 future development, including water, sewer, water, police, EMS, fire, and traffic.

42 *Additional written testimony received via email attached herein and incorporated into the*  
43 *record by reference.*

44 **9. Reports of Committees**

45       a. Fire Advisory Committee – Gary

- 1                   i. Has taken process that Larry was talking about; has completed Docket form  
2                   and SEPA checklist to add wildfire principles to the Comprehensive Plan  
3                   (WUI) FireWise, couple of others  
4                   b. Gary will compile list of what committees exist and report to Meagan

5 **10. Commissioner Comments and Discussion**

- 6                   a. Commissioner Berndt  
7                   i. Commissioner Berndt notified the Commission that the next regular meeting  
8                   will be held as a “hybrid” meeting, with attendance options at City Hall and  
9                   via Zoom.  
10                  b. No other Commissioner comments/reports given.

11 **11. Adjournment**

12 Chair Berndt called for a motion to adjourn. A motion was made by Kurtz and seconded  
13 by Torrey to adjourn the regular meeting of the Cle Elum Planning Commission at p7:24  
14 m; none opposed. Meeting adjourned.

DRAFT

**From:** [Planning](#)  
**To:** [Meagan Hayes](#); [Greg Dohrn](#)  
**Subject:** FW: Public comments for 3/15/22 Planning Commission meeting  
**Date:** Wednesday, March 16, 2022 7:38:43 AM

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**From:** Ingrid Vimont <email4ingrid@yahoo.com>  
**Sent:** Tuesday, March 15, 2022 7:57 PM  
**To:** Kathi Swanson <kswanson@cleelum.gov>; Planning <planning@cleelum.gov>  
**Subject:** Public comments for 3/15/22 Planning Commission meeting

**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Planning Commission,  
Just a quick overview of my comments from this evening's meeting:

Critical Focus for Successful Growth Management for Upper Kittitas County / Cle Elum, WA

We must **require** proactive development of our communities' infrastructure **before** allowing developers from breaking ground on **ANY** new developments:

- Water/sewer
- Fire
- Police
- Hospital
- EMS
- Traffic (emergency evacuation)
- Schools
- General services

For future developments in our area, **must** require the following:

1. Traffic modeling (countless dead-end roads with approximately 2500 residents living in an area with NO SECONDARY EVACUATION ROUTE) Paradise 2.0 is waiting to happen in our high-risk wildfire area
2. Retrofit and update systems:
  1. water/sewer (currently failing and unable to support our current needs)
  2. police
  3. fire
  4. EMS
  5. Hospital
  6. etc.

At the 3/14/2022, City Council meeting, the manager of the water/sewer treatment

plant of provided a detailed overview of the problems associated with the current system. It was extremely disconcerting for me to learn that the major systems are at the end of their current life-cycle and beginning to fail. He will present at the next city council meeting with his request for funding to update their systems. The heavy rainfall in our area knocked the majority of their systems off line to the alarm of the staff.

He indicated that a tremendous amount of the systems are nearly 20 years old (Violia Water) and needing to be replaced and/or updated.

With the current explosive growth in our area, our infrastructure is currently insufficient. Adding 3-4 new major developments will put our entire city and surrounding areas at extreme risk.

Thank you so much for logging my comments into record.

***Ingrid Vimont, RN***

**206-484-3812**

**[www.ingridsfatfreeze.com](http://www.ingridsfatfreeze.com)**