

Land Use & Code Update Tasks

Task 1 - Kickoff Workshop (NEW TASK)

Multi-hour kickoff Workshop with City staff, the Planning Commission, City Council, and relevant stakeholders to provide education on possible Code Update options and formats; determine desired project goals, priorities, outcomes and deliverables; identify stakeholder outreach and engagement, confirm Council and Planning Commission engagement, study sessions & briefings schedule, and brainstorm code and land use ideas and preferences using an interactive workshop format.

Task 2 - Audit and Approach

Complete code audit to identify gaps between the recently updated Comprehensive Plan and current code. Identify possible strategies and approaches to addressing each issue. Use findings of gap analysis to focus efforts on areas that are most critical, and where the City can get the "best bang for the buck." At the conclusion of this gap analysis, the consultant will facilitate a City Council Study Session with Planning Commission participation (NEW) to review results of the analysis and discuss next step.

Task 3 - Alternative Regulatory Concepts

Develop alternative regulatory concepts/approaches to the priority code elements. Identify preliminary concepts for addressing permitted uses, building heights, maximum density, street frontages, and building bulk and scale. This will take into account development and construction practices to determine feasible regulatory approaches. Environmental implications of various options will be considered in recognition of the City's sustainability goals. Present concepts to the community through public participation and educational efforts (Coordinate with EECS outreach efforts). Clearly identify implications of preliminary concepts and options with graphics. This task will include facilitation of a City Council study session with Planning Commission participation. (NEW)

Task 4 - Prepare Code Elements

Facilitate review of public comment and help set direction for the code update work. Complete draft Code elements. Incorporate Stakeholder, public, City staff, and Council comments to draft elements. Provide graphics & documentation to address districts, uses, density, and frontage standards, and site design, building design, streets, trails, landscaping, and signs. Present a complete draft to the City Council and Planning Commission as "pulse check" to confirm the project is on track, and identify whether course corrections need to be made. (NEW) Concurrently, the draft will be available for public comment through the City's website and/or other normal means of distribution.

Task 5 - Make Code Refinements

Incorporate code refinements based on discussions with City Staff, Council, and Planning Commission, as well as public comment on the draft. Develop a final draft in preparation for the adoption phase. Present the final draft at a joint meeting of the City Council and Planning Commission. The presentation will include an educational overview of the Code Refinements and what it means for Ellensburg residents, including how it relates to the EE&CS Strategy.