

CITY OF ELLENSBURG **Minutes of Council Meeting, Regular Session**
Date of Meeting **September 3, 2013**
Time of Meeting **6:00 p.m.**
Place of Meeting **Council Chambers, 501 North Anderson Street**

Roll Call Present: Aronica, Elliott, Lillquist, Miller, Morgan, Scheffer, and Tabb.

Others present were City Manager Barkley; City Attorney Weiner; City Clerk Reno; Executive Assistant Gigstead; Public Works Director Akers; Community Development Director Smith; and approximately 10 members of the audience.

Agenda Approval

Motion to amend the Agenda to move New Business Items to before 10.A – Unfinished Business. Elliott Affirmed

Motion to approve the Agenda as amended. Elliott Affirmed

Consent Agenda

Items listed under the Consent Agenda were distributed to Councilmembers in advance for study and were enacted by one motion with separate discussion to the extent any items were removed from the Consent Agenda at the request of a Councilmember.

Motion to approve the Consent Agenda as follows: Elliott

- A. Approve Minutes – August 12, 2013, Special Session
- Approve Minutes – August 19, 2013, Regular Session
- B. Acknowledge Minutes of Boards and Commissions
- (1) Landmarks and Design Commission – July 16, 2013 and August 13, 2013
- C. Approve Street Closure Application for Kittitas County Chamber of Commerce for Fourth Avenue from Pearl Street to Alley Between Pine and Ruby Streets and use of Rotary Pavilion on September 24, 2013 from 12:00 p.m. to 6:00 p.m.
- D. Award Bid Call 2013-27 – John Wayne Trail Reconnection Route to Belsaas and Smith Construction
- E. Award Bid Call 2013-26 – Tree Pruning Contract to Elliott’s Tree Care
- F. Authorize the City Manager to Execute the Professional Services Agreement with DN Traffic Consultants for Traffic Signal Enhancement Project
- G. Authorize the City Manager to Approve the Intergovernmental Cooperative Purchasing Agreement with the University of Washington
- H. Authorize the City Manager to Execute the Addendum to the Agreement with Makers Architecture and Urban Design for Land Development Code Update Services in an Amount not to Exceed \$30,000 and Authorize the 2013 Budget Line Item 001-017-558-60-41 to be Amended
- I. Approve September 3, 2013 Claims Fund Voucher Numbers 114593 Through 114788 in the Amount of \$640,609.99, ACH Direct Payments in the Amount of \$1,136,736.47, Payroll Fund Check Numbers 86426 Through 86506 in the Total Amount of \$91,500.59, Direct Deposit in the Amount of \$220,809.16, and Electronic Fund Transfer of \$3,625.00. Affirmed

Activities Report and Request from Ellensburg Downtown Association for Street Closure and Noise Waiver Applications

Carolyn Honeycutt, Ellensburg Downtown Association gave a report on activities.

Motion to approve street closure applications for alleyway west of the Pavilion, 4th to 5th Elliott Avenues and 4th Avenue from Main to Pearl Streets on September 28, 2013 from 6:00 a.m. to 5:00 p.m.; 3rd and 7th Avenues and Main to Ruby Streets on September 28, 2013 from 9:00 a.m. to 11:30 p.m.; and noise waiver application from 9:00 a.m. to 11:30 p.m. Affirmed

Request for Budget Amendment to Parks Acquisition and Development Fund

Council is being requested to amend the 2013 Parks Acquisition and Development Fund.

Motion to approve the budget amendment to Fund 160 in the amount of \$100,000 and authorize staff to proceed with the purchase of a new restroom and fencing. Elliott Affirmed

Consideration of a Federal/State Operating Grant Agreement between the City and the Washington State Department of Transportation; Consideration of an Operating Agreement between the City and HopeSource to operate Central Transit/Ellensburg Public Transit; and Consideration of an Interlocal Agreement between the City and Central Washington University regarding CWU funding support and operational parameters for Central Transit/Ellensburg Public Transit

Staff is recommending the grant agreement be transferred back to HopeSource.

Motion to request the Washington State Department of Transportation shift the dollars committed to the City for operation of public transit from the City to HopeSource. Lillquist Affirmed

Motion to approve and authorize the Mayor to sign an interlocal agreement between the City and Central Washington University (CWU) as amended to reflect the contractual shift from the City to HopeSource regarding CWU funding and operational support for Central Transit. Lillquist Affirmed

Motion to direct staff to bring back a resolution creating an Ellensburg Transit Fund for the management and administration of the Central Transit/Ellensburg Public Transit Program and authorize expenditures from that Fund of up to \$200,000. Lillquist Affirmed

Motion to authorize and direct the formation of a Public Transit Oversight Committee as outlined in the agenda report. Elliott Affirmed

Land Development Code

Below is a summary of the more significant code issues that have been brought up by public and/or City Council members during the City Council Special Sessions dated July 22, July 29, August 12, and August 26, 2013.

Steve Willard, 1312 Sanders Road, spoke about various issues and submitted written materials. Jack Piper, 2900 Umptanum Road; Bob Hansen, 2520 Carriage Loop Road; Catherine Clerf, 60 Moe Road; Kay Forsythe, 701 East 1st Avenue, Non-Motorized Transportation Committee; and Rusty Osborn, 2218 East 3rd Avenue spoke about various issues throughout the discussion of the Land Development Code.

Council consensus was reached on the following issues:

Article 2 Issues

Permit Type Process. Staff asked to make them more understandable.

15.280.050 Landmark commission duties

Council consensus was to have the Community Development Director review the regional retail commercial master plans and use a consultant at the Director's discretion. Also, the review of departures should go through the Community Development Director.

Article 3 Issues

Table 15.310.040 Use tables, non-residential

Council requested offices up to 20,000 square feet be allowed in the CT Zone; large scale offices should be added to the CH Zone; only small scale offices be allowed in the CN Zone; and medium and large offices should be allowed in the I-L Zone with Note 7 only applicable to medium scale offices.

Tables 15.320.030 and .040 and section 15.320.050: **Maximum FAR standards**

Council requested maximum FAR standards be eliminated in the RS Zone and reduced to 0.8 in the CT, CH and IL Zones.

15.320.070: **Impervious surface area**

Council requested the impervious surface area standards be removed.

Table 15.320.030; **Garage front setbacks.** Consensus was to reduce from 25' to 22'.

15.380. **Development Agreement Authority**

Council directed staff amend language clarifying development agreement versus service agreement and to clarify "and all applicable development regulations".

Staff is still working on the amendment language and is seeking assistance from the City's Land Use Attorney.

Article 4

15.410 **Streetscape Design**

1. Consensus was for one extra off-street parking per unit or required on-street parking pockets, provided that no more than 50% of the planting strip can be replaced by such on-street parking pockets.
2. Consensus was to not show street dimensions in the Code.
3. Consensus was to install utilities in the right-of-way. Consensus was for a 6' planting strip for local access, 8' planting strip for collectors, and a 10' planting strip for arterials and Public Works can recommend tree species.

15.420 **Subdivision Design & Block Structure**

15.420.030 **Reverse frontage lot provisions (fences).**

Consensus was to use language prepared by Steve Willard (Page 4-15)

15.420.060 **Direct access to a public ROW via private roads.**

Consensus was to use the new wording that was recommended by Joe Seemiller, Fire Marshal.

Article 5

15.530.020(B) Secretary of Interior's Standards for Treatment of Historic Properties

Council agreed to staff's recommendation to include reference in the Code to the Secretary's Standards as part of the design standards used to review alterations to Landmark Register properties.

15.530 Building Design.

Consensus was to not add language regarding faux architecture.

Council directed staff to add language providing up to a 10% administrative variance option for all dimensional requirements in the design standards.

15.530.030(G)

Consensus was to require only two of the items listed in G2.

15.540 Housing Type Standards:

- .020(B)(1) **pedestrian access** – Council made no changes.
- .020(B)(2) **covered entry** – Council requested staff take out the dimensions.
- .020(B)(3) **minimum façade transparency CONSENSUS 10% with 8% on north facing facades.**
- .020(C)(3) **garage setback - CONSENSUS 22'** – Council agreed to leave at 22'
- .020(D)(2) **driveway width - CONSENSUS 24' if 50' or wider, 12' if less than 50' wide.**
- .040(B)(1)(b) **stairway location** - Council consensus was to delete it.
- .040(C and D) **Accessory Dwelling Unit minimum sizes – CONSENSUS** to make Detached ADU same as Attached ADU – Council agreed to this.

Table 15.540.050 **Cottage Housing ground floor square footage**

Council consensus was to allow the same for both floors.

Council consented to leave at 1,200 square feet.

.050(G) cottage housing **façade transparency**

Council consensus was to allow 10% with 8% on north façade.

15.550.030 Required off-street parking spaces for apartments.

Council accepted Staff's suggested revisions on bicycle parking:

- hotel/motel from 1 per guest room to 1 per 20 guest rooms
- office/retail from 1 per 1000sf to 1 per 5000sf up to 50,000sf building then 1 per 10,000sf beyond 50,000sf

15.560 **Signs**

Council requested the Sign Code review be brought back at a later time and the current Sign Code be included in the draft Land Development Code Ordinance.

15.570.040 **Landscaping Types**. Council requested staff incorporate Mr. Willard's language and leave "shall" not "should".

15.580.020 **Outdoor Lighting** - Applicability – residential development. Citizen concern about standards. Council requested this be left as it is currently.

ARTICLE 6 Critical Areas

Citizen concern expressed regarding use of term "Frequently Flooded Areas" in the Code. Staff directed to determine if wording is mandatory or if it can be changed to something else like "100-Year Floodplain". The Critical Areas Ordinance will be reviewed at a later time.

Manager's Report

Set Public Hearings

Motion to set a public hearing for September 16, 2013 to consider the outside utility agreement requested by Mark Hayden at 2090 Vantage Highway.

Elliott
Affirmed

Adjourn

Motion to adjourn at 10:42 p.m.

Scheffer
Affirmed



Mayor

ATTEST:



City Clerk