



City of Cashmere

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STAFF REPORT MEMORANDUM

Date: December 2, 2020
To: City Planning Commission
From: Steve Croci – Director of Operations
RE: ZONING CODE REVISIONS – SHORT TERM RENTALS

A. Requested Action

Adoption of amendments to Cashmere Municipal Code (CMC) to Title 17 Zoning for Short Term Rentals (definition, use chart, business license and parking requirements).

The Planning Commission is being asked to review, consider, and make a recommendation to the City Council to approve, approve in part or deny adoption of the proposed Zoning Code and Definition amendments relating to Short-term Rentals.

General Information

The topic was discussed during Planning Commission meetings in the summer and fall 2020.

Planning Commission hearing notification published on: November 25, 2020

Planning Commission hearing on: December 7, 2020

60-day State agency review: February 1, 2021

A short term rental is a residential dwelling unit, or portions thereof, that are rented to overnight guests for fewer than 30 consecutive days. Short term rentals are commonly known as vacation rentals, AirBnbs, and VRBOs.

Current city code does not regulate short term rentals. This zoning code amendment provides a definition and permits the use of a short term rental in the downtown business, commercial/light industrial, and warehouse industrial zones. Short term rentals within these zones must obtain a business license, provide contact information for a property representative, and provide off street parking.

The proposed additions to the Cashmere Municipal Code are shown below.

A new definition is added to Section 17.08.010 to read as follows:

“Short Term Rental” means a residential dwelling unit, or portions thereof, that are rented to overnight guests for fewer than 30 consecutive days.

The District Use Chart set forth in Section 17.18.020 is amended to add “Short Term Rental” under “Commercial Uses” as set forth in the table below:

17.18.020 District Use Chart.

	SF	SR	AR	MF	P	DB	C/LI	WI
Commercial Uses								
Short Term Rental						PRM	PRM	PRM

A new Section 17.58.170 is added to read as follows:

17.58.170 Short Term Rentals

A. Where authorized pursuant to the District Use Chart set forth in Section 17.18.020, Short Term Rentals may operate provided they obtain a business license pursuant to Chapter 5.04 of the Cashmere Municipal Code, which license identifies a property representative by address, telephone number, and email address who will be available to respond to complaints and emergencies.

B. All Short Term Rentals shall maintain off street parking as required pursuant to the table set forth in Section 17.54.030 (B).

The off-street parking table set forth in Sub-Section (B) of Section 17.54.030 of the Cashmere Municipal Code is amended to add the following under the “Commercial” category in the table:

Property Use	Required Parking Spaces	
Commercial		
Short Term Rental	Per Dwelling Unit	1
	Plus for each bedroom over 2 bedrooms within each dwelling unit	1

B. SEPA Environmental Review

An Environmental Checklist. Pursuant to WAC 197-11 and RCW 43.21C of the State Environmental Policy Act (SEPA), environmental review and a threshold determination was completed, and a Determination of Non-Significance (DNS) was issued on December 9, 2020. The SEPA Checklist and DNS are included within the file of record and adopted by reference.

C. Code Review Criteria

The Cashmere Comprehensive Plan identifies goals and policies which support protection of residential zones for residential uses and support commercial uses in commercial, business, and industrial zones.

- Protect existing residential neighborhoods from nonresidential activities. (Residential Goal 2)
Staff Analysis: The proposed amendments limit short term rentals to the commercial and industrial zones, which protects residential neighborhoods.

- Land uses of a commercial or industrial nature shall not be established in residential areas. (Residential Policy 2-1)
Staff Analysis: Short term rentals are of a commercial nature and the proposed amendments limits their use to commercial and industrial zones.

- Maintain and enhance a strong commercial core by encouraging commercial activities to develop in existing commercial locations where public roads/facilities and services have capacity to accommodate high volumes of traffic, parking, and other public needs. (Commercial Goal 1)
Staff Analysis: The commercial core and other commercial and industrial zones provide the services and parking necessary to support short term rentals and has the capacity to accommodate potential increases in demand.

- Maintain existing zoning for commercial uses and protect existing developed commercial use properties from conversion to other uses. (Commercial Policy 1.3)
Staff Analysis: Short term rentals are of a commercial nature and will not convert commercial properties to other uses.

D. Suggested Findings of Fact:

1. Reviewing agencies and the general public were given an opportunity to comment on the proposed amendments.
2. The amendments are consistent with City of Cashmere's Title 14 Development Code Administration.
3. An Environmental Checklist. Pursuant to WAC 197-11 and RCW 43.21C of the State Environmental Policy Act (SEPA), environmental review and a threshold determination was completed, and a Determination of Non-Significance (DNS) was issued on December 9, 2020.
4. The City of Cashmere has adopted the City of Cashmere's Chelan County Comprehensive Plan pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A.

5. The City of Cashmere's Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Cashmere and its Urban Growth Area. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.
6. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
7. A public hearing date was published in the Cashmere Record on November 25 and December 2, 2020 for amendments.
8. On December 2, 2020 the City of Cashmere provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the Cashmere Municipal Code and initiation of the 60 day review and comment periods.
9. On December 7, 2020, the City of Cashmere Planning Commission will conduct an advertised public hearing. The Planning Commission will enter into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
10. The City of Cashmere Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Cashmere Municipal Code.

E. Suggested Conclusions of Law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.
3. The proposed amendments are consistent with the City of Cashmere Planning Policies and the City of Cashmere Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 14 Development Permit Procedures and Administration of the Cashmere Municipal Code.

F. Draft Motion

Based upon the findings of fact and conclusions of law contained within this staff report, I recommend the current zoning code be amended to define and designate appropriate locations for and regulations of short-term rentals.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON; ADDING AND AMENDING PROVISIONS WITHIN TITLE 17 OF THE CASHMERE MUNICIPAL CODE; REGULATING THE USE OF PROPERTY FOR SHORT TERM RENTALS OF LESS THAN THIRTY DAYS; CONTAINING A SEVERABILITY PROVISION; AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City Council and City Planning Commission have studied the issue of short term rentals for several weeks; and

WHEREAS, the Planning Commission has held a public hearing to consider the amendments to Title 17 to the Cashmere Municipal Code as set forth in this Ordinance and recommends approval of this Ordinance to the City Council; and

WHEREAS, the City Council has considered the recommendation of the Planning Commission and concurs with the recommendation of the Planning Commission and finds that adoption of this Ordinance is in the best interest of public health, safety, and welfare of the citizens of the City of Cashmere; now therefore,

THE CITY COUNCIL OF THE CITY OF CASHMERE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. A new definition is hereby added to Section 17.08.010 of the Cashmere Municipal Code to read as follows:

“Short Term Rental” means a residential dwelling unit, or portions thereof, that are rented to overnight guests for fewer than 30 consecutive days.

Section 2. The District Use Chart set forth in Section 17.18.020 of the Cashmere Municipal Code is hereby amended to add “Short Term Rental” under “Commercial Uses” as set forth in the table below:

17.18.020 District Use Chart.

	SF	SR	AR	MF	P	DB	C/LI	WI
Commercial Uses								
Short Term Rental						PRM	PRM	PRM

Section 3. A new Section 17.58.170 is hereby added to the Cashmere Municipal Code to read as follows:

17.58.170 Short Term Rentals

A. Where authorized pursuant to the District Use Chart set forth in Section 17.18.020, Short Term Rentals may operate provided they obtain a business license pursuant to Chapter 5.04 of the Cashmere Municipal Code, which license identifies a property representative by address, telephone number, and email address who will be available to respond to complaints and emergencies.

B. All Short Term Rentals shall maintain off street parking as required pursuant to the table set forth in Section 17.54.030 (B).

Section 4. The off street parking table set forth in Sub-Section (B) of Section 17.54.030 of the Cashmere Municipal Code is hereby amended to add the following under the “Commercial” category in the table:

Property Use	Required Parking Spaces	
Commercial		
Short Term Rental	Per Dwelling Unit	1
	Plus for each bedroom over 2 bedrooms within each dwelling unit	1

Section 5. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 6. This Ordinance shall take effect and be in full force five (5) days after this Ordinance or a summary thereof consisting of the title is published.

APPROVED:

MAYOR JAMES FLETCHER

ATTEST/AUTHENTICATED:

CITY CLERK, KAY JONES

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

By: _____
CHARLES D. ZIMMERMAN

FILED WITH THE CITY CLERK: _____
PASSED BY THE CITY COUNCIL: _____
PUBLISHED: _____
EFFECTIVE DATE: _____
ORDINANCE NO. _____

SUMMARY OF ORDINANCE NO. _____

Of the City of Cashmere, Washington

On the _____ day of _____, 2020, the City Council of the City of Cashmere, Washington, passed Ordinance No. _____. A summary of the content of said Ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON; ADDING AND AMENDING PROVISIONS WITHIN TITLE 17 OF THE CASHMERE MUNICIPAL CODE; REGULATING THE USE OF PROPERTY FOR SHORT TERM RENTALS OF LESS THAN THIRTY DAYS; CONTAINING A SEVERABILITY PROVISION; AND SETTING AN EFFECTIVE DATE.

The full text of this Ordinance will be mailed upon request.

DATED this _____ day of _____, 2020.

CITY CLERK, KAY JONES

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)

1. Name of proposed project, if applicable: Non-project amendment to the City of Cashmere's Zoning Code related to short-term rentals (STR).
2. Name of applicant: City of Cashmere
3. Address and phone number of applicant and contact person:

Steve Croci
Director of Operations
101 Woodring Street
Cashmere, WA 98815

4. Date checklist prepared: November 30, 2020
5. Agency requesting checklist: Washington Department of Commerce
6. Proposed timing or schedule (including phasing, if applicable):
A public hearing with the Planning Commission is scheduled to occur on December 7, 2020.
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.
No
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.
None.
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.
Not applicable.
10. List any government approvals or permits that will be needed for your proposal, if known.
A public hearing before and approval from the Cashmere Planning Commission and City Council.
Verification of Growth Management Act compliance by WA Department of Commerce.
11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)
The City of Cashmere is proposing to amend the zoning code to allow short-term rentals (STR) as permitted uses within the commercial, business, and industrial zones. STR would not be permitted in any residential zone. Currently the zoning code does not address STR.
12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The City of Cashmere is located in the geographic center of Washington State on the eastern side of the Cascade Mountains on Highway 2/97 between Wenatchee and Leavenworth. Township 23, Range 19, Section 4. The proposed changes are to all zones (residential, commercial, business, and industrial) within the City and Urban Growth Area.

B. Environmental Elements [\[HELP\]](#)

1. Earth [\[help\]](#)

a. General description of the site:

Located in the Wenatchee River Valley, Cashmere is bordered by the Wenatchee River and steep hillsides. The elevation of the city is between 800 and 1,000 feet above sea level. Ridges along the north side of the valley rise over 2,000 feet above sea level before ascending into the Entiat Mountains. South of Cashmere, mountains rise over 2,000 feet above sea level and extend into the Wenatchee Mountains and Mission Ridge.

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

b. What is the steepest slope on the site (approximate percent slope)?

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? This is a planning document and will not involve any earth movement.

The proposal is to amend the zoning code and does not relate to a specific project. Future development proposals will be evaluated and subject to the adopted regulations and standards.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:
As a non-project proposal, no specific development conditions are presented. Future development will need to conform to City standards and regulations during project review.

2. Air [\[help\]](#)

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

3. Water [\[help\]](#)

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

Mission and Brender Creeks flow into the Wenatchee River and all are located within the residential zoning districts.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

b. Ground Water: [help](#)

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

Permitted STR will be served by the City's water system if available. STR outside of the city's service area may be served by well water until water service is extended to the area. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

Permitted STR will be served by the City's sewer system if available. STR outside of the city's service area may be served by septic systems until the sewer service is extended into the area. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow?

Will this water flow into other waters? If so, describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 2) Could waste materials enter ground or surface waters? If so, generally describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

4. **Plants** [\[help\]](#)

- a. Check the types of vegetation found on the site:

deciduous tree: alder, maple, aspen, other

evergreen tree: fir, cedar, pine, other

shrubs

grass

pasture

crop or grain

Orchards, vineyards or other permanent crops.

wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other

water plants: water lily, eelgrass, milfoil, other

other types of vegetation

- b. What kind and amount of vegetation will be removed or altered?

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- c. List threatened and endangered species known to be on or near the site.

There are no know threatened or endangered species within the residential, commercial, business, and industrial zoning districts.

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- e. List all noxious weeds and invasive species known to be on or near the site.
Toadflax, Knapweed, Thistle, Puncture vine are all located within the City of Cashmere.

5. *Animals* [\[help\]](#)

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

birds: hawk, heron, eagle, songbirds, neo-tropical migrants, quail
mammals: deer, beaver, squirrels, mice, racoons
fish: salmon, trout, whitefish, sucker

- b. List any threatened and endangered species known to be on or near the site.
According to the US Fish and Wildlife Service there is no critical habitat at this location. The Canada Lynx, Gray Wolf, North American Wolverine, Marbled Murrelet and Bull Trout are listed as threatened species in this area.

- c. Is the site part of a migration route? If so, explain.
Yes, the City is considered in the Pacific flyway.

- d. Proposed measures to preserve or enhance wildlife, if any: Not Applicable.
The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- e. List any invasive animal species known to be on or near the site.
None known.

6. *Energy and Natural Resources* [\[help\]](#)

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.
Based on current trends, energy used is anticipated to be electric, natural gas, and solar. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- b. Would your project affect the potential use of solar energy by adjacent properties?
If so, generally describe.
No.
- c. What kinds of energy conservation features are included in the plans of this proposal?
List other proposed measures to reduce or control energy impacts, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

7. Environmental Health [\[help\]](#)

- c. a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?
If so, describe.
No. This proposal is to allow for STR. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- 1) Describe any known or possible contamination at the site from present or past uses.
None known within the applicable zoning districts.
 - 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
 - 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
 - 4) Describe special emergency services that might be required.
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
 - 5) Proposed measures to reduce or control environmental health hazards, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- 3) Proposed measures to reduce or control noise impacts, if any:

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

8. Land and Shoreline Use [\[help\]](#)

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

Some portions of the City are currently in agricultural use. However, none of the land is of long-term significance and all land has already been evaluated for conversion to residential, commercial, and industrial uses when it was included within city limits or the urban growth area. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

1. Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

Some commercial, and industrial zoned land is adjacent to working agricultural land, but is not anticipated to affect business operations. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the

Cashmere Municipal Code and the City SEPA procedures.

c. Describe any structures on the site.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

d. Will any structures be demolished? If so, what?

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

e. What is the current zoning classification of the site?

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

f. What is the current comprehensive plan designation of the site?

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

g. If applicable, what is the current shoreline master program designation of the site?

STR would be allowed in the High Intensity designated shorelines. However, this proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures and the SMP.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

Portions of the City are classified as critical areas; however, the proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

i. Approximately how many people would reside or work in the completed project?

This proposal is to allow additional uses within the City and Urban Growth Area's commercial, industrial, and business zones. It is transient housing. Only a small number of proprietors may occupy the business. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

j. Approximately how many people would the completed project displace?

The number of people displaced is unknown but likely very small, if any. A proprietor may choose to repurpose an existing permitted residential space into a STR. Project-

specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- k. Proposed measures to avoid or reduce displacement impacts, if any:
Only allow STR in business, commercial, and industrial zones where residential uses are extremely limited. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- L. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:
The proposal is consistent with the 2019 Comprehensive Plan. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

9. Housing [\[help\]](#)

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.
No long-term housing units will be created.

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.
Very few residential units currently exist within commercial, business and industrial zones. However, it is possible that these units could be converted into short term rentals.

- c. Proposed measures to reduce or control housing impacts, if any:
Short term rentals will not be allowed within the residential zones which limits the number of long-term housing units that may be converted to short term rentals

10. Aesthetics [\[help\]](#)

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- b. What views in the immediate vicinity would be altered or obstructed?
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA

procedures.

- c. Proposed measures to reduce or control aesthetic impacts, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

11. *Light and Glare* [\[help\]](#)

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- b. Could light or glare from the finished project be a safety hazard or interfere with views?
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- c. What existing off-site sources of light or glare may affect your proposal?
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- d. Proposed measures to reduce or control light and glare impacts, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

12. *Recreation* [\[help\]](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity?
Wenatchee River, City Parks, trails, wildlife viewing and open space.
- b. Would the proposed project displace any existing recreational uses? If so, describe.
No. The proposal is for STR on existing parcels. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

13. *Historic and cultural preservation* [\[help\]](#)

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers ? If so, specifically describe.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

14. *Transportation* [\[help\]](#)

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

State Highway 2/97 provides the primary access to the City. It runs east and west and connects Everett in the western part of the state to Spokane in the east. The residential, commercial, business and industrial zones are served by city streets.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

The regional transit service Link serves the City of Cashmere with numerous stops in the City and UGA.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

The proposal requires one off street parking space for each STR plus one additional parking space for each bedroom over two bedrooms within each dwelling. Project-

specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- h. Proposed measures to reduce or control transportation impacts, if any:
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

15. Public Services [\[help\]](#)

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.
Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.
- b. Proposed measures to reduce or control direct impacts on public services, if any.
Not Applicable. The proposal is a non-project proposal and does not recommend project

action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

16. Utilities [\[help\]](#)

- a. Circle utilities currently available at the site:

electricity, natural gas, **water**, **refuse service**, **telephone**, **sanitary sewer**, **septic system**, other _____

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Not Applicable. The proposal is a non-project proposal and does not recommend project action on a specific site. Project-specific proposals would be reviewed for consistency with the applicable provisions of the Cashmere Municipal Code and the City SEPA procedures.

C. Signature [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: Steve Croci

Name of signee Steve Croci

Position and Agency/Organization Director of Operations, City of Cashmere

Date Submitted: 12/2/2020

D. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

The project is not likely to increase any of the listed items. The project is to allow additional uses for commercial, business, and industrial development on existing parcels.

Proposed measures to avoid or reduce such increases are:

Site specific projects will be in accordance with Cashmere Municipal Code and could be subject to additional local, state, and federal requirements and/or approvals.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The proposed code amendments would not have direct impacts to plants, animals, fish or marine life. Site specific project impacts would be reviewed independently at the time of application processing in accordance with Cashmere Municipal Code and could be subject to additional local, state, and federal requirements and/or approvals.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

None at this time as there are no direct impacts anticipated. Site specific project impacts will be in accordance with Cashmere Municipal Code and could be subject to additional local, state, and federal requirements and/or approvals. This includes critical area regulations which are designed to avoid impacts to fish wildlife habitat conservation areas.

3. How would the proposal be likely to deplete energy or natural resources?

The proposed code amendments would not have direct impacts to energy or natural resources. Site specific project impacts will be reviewed in accordance with Cashmere Municipal Code and will be subject to additional local, state, and federal requirements and/or approvals. New construction or conversion of existing structures must follow the Washington State Energy Code which requires energy efficiencies.

Proposed measures to protect or conserve energy and natural resources are:

None at this time as there are no direct impacts anticipated.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The proposal will not use or affect these areas. All site specific projects must comply with the city's critical areas ordinance which provides environmental protection.

Proposed measures to protect such resources or to avoid or reduce impacts are:

None at this time as there are no direct impacts anticipated.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposal will maintain the City's shoreline plan and critical area ordinance. The proposal is consistent with the Comprehensive Plan.

Proposed measures to avoid or reduce shoreline and land use impacts are:

Site specific projects will be in accordance with Cashmere Municipal Code and will be subject to additional local, state, and federal requirements and/or approvals as well as the Shorelines Master Program.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposed amendments would not have an effect on transportation or public services or utilities. All required services have capacity for the additional demand.

Proposed measures to reduce or respond to such demand(s) are:

Site specific projects will be in accordance with Cashmere Municipal Code and will be subject to additional local, state, and federal requirements and/or approvals.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The proposed code amendments are not anticipated to conflict with local, state, or federal laws or requirements for the protection of the environment. The amendments do not address new construction and would not conflict with standards that protect water quality, air quality, critical areas, shorelines, etc.



City of Cashmere

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NOTICE IS HEREBY GIVEN that the City of Cashmere has issued a Determination of Non-significance for the following project.

PROJECT DESCRIPTION: Updates to Cashmere Municipal Code Title 17 Zoning relating to short term rentals.

PROJECT PROPONENT: City of Cashmere

DATE DNS ISSUED: December 9, 2020

PROJECT LOCATION: Cashmere, WA

SEPA REVIEW: The City of Cashmere has determined that this proposal will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). The project file is available for review at Cashmere City Hall, 101 Woodring Ave., Cashmere, WA 98815 or <https://apps.ecology.wa.gov/separ/Main/SEPA/Search.aspx>

This DNS is issued under WAC 197-11-340(2) and the comment period will end on December 23, 2020.

CITY CONTACT: Steve Croci, Director of Operations

steve@cityofcashmere.org

509-782-3513

Publish in Cashmere Valley Record: Wednesday, December 9, 2020