



City of Cashmere

101 Woodring Street
Cashmere, WA 98815
Phone (509) 782-3513 Fax (509) 782-2840

CASHMERE CITY PLANNING COMMISSION
MONDAY, MAY 3, 2021
5:00 P.M.

AGENDA

DUE TO THE COVID-19 PANDEMIC AND THE GOVERNOR'S PHASE III RESTRICTONS OF 50% CAPACITY; THE PUBLIC CAN ATTEND IN PERSON, CALL-IN OR LOG-IN TO ZOOM TO PARTICIPATE IN THE PLANNING COMMISSION MEETING. PLEASE CALL-IN OR LOGIN 5 MINUTES PRIOR TO MEETING.

To Join the Meeting Go To: <https://zoom.us>
Meeting ID: 882 719 9871 Passcode: 788276
Audio Only: PH# 1-(253)-215-8782

CALL TO ORDER:

ATTENDANCE:

APPROVAL OF MINUTES:

Approval of minutes from February 1, March 1 and April 5, 2021 meetings.

CORRESPONDENCE:

ANNOUNCEMENTS & INFORMATION:

BUSINESS ITEMS:

1. Short-term rentals
2. Accessory Dwelling Unit
3. Parks Plan
4. Topics for next meeting

ADJOURNMENT:

TO ADDRESS THE COUNCIL, PLEASE BE RECOGNIZED BY THE MAYOR AND STATE YOUR NAME WHEN YOU BEGIN YOUR COMMENTS
Americans with Disabilities Act (ADA) accommodations provided upon request (48-hour notice required)

MINUTES OF THE CASHMERE PLANNING COMMISSION MEETING
MONDAY FEBRUARY 1, 2021 5:00 PM VIA PHONE CONFERENCE

OPENING

The meeting began at 5:04 PM and Croci recorded the meeting minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Board:	Kirk Esmond Charlie Cruickshank Maureen Lewison Paul Kinser	Paul Nelson Matthew Walgren

Staff: Director of Operations, Steve Croci
Perteet Inc, Christina Wollman

PUBLIC HEARING – SHORELINE MASTER PLAN

A public hearing started at 5:05 PM. Wollman explained this was to be a joint meeting with Washington Department of Ecology. Ecology was not able to prepare and announce for this hearing and will not be in attendance. The rescheduled joint hearing will be March 1. Ecology did provide comments regarding docks and some basic changes to the critical areas that Wollman incorporated into the SMP. With no questions or comments from public the hearing was closed at 5:10 PM.

APPROVAL OF MINUTES

Approval of the minutes from the November 4, December 7, 2020 and the January 4, 2021 meetings were motioned by Esmond, seconded by Cruickshank and approved by all 4-0.

CORRESPONDENCE Nothing new to report.

ANNOUNCEMENT & INFORMATION Paul Kinser was approved by City Council to be a member of the Planning Commission. Welcome Paul!

Some development may be happening on the Schmitten Orchard off Old Monitor Road next to Treetop and Bethlehem Construction (light industrial), in the orchard off Olive Street and near Kennedy Reservoir (single family residential), and on Pioneer Avenue near Cashmere Care Center (multifamily). The Chelan Douglas Port District also reported they have had a lot of interest in their property recently.

AGENDA ITEMS

- 1) Shoreline Master Plan – Joint hearing schedule for March 1 with Ecology.
- 2) Joint PC and Council meeting- Topics to discuss with City Council include Short term rentals and development standards for residential roads.
- 3) Accessory Dwelling Units – Esmond motioned, Maureen seconded and all approved (4-0) submitting ADU code changes to city council for consideration.

- 4) Short Term Rental – Lots of discussion around short term rentals (STR). PC would like to present the STR code as currently proposed at the joint meeting and get input from City Council. Extremely limited public input on the proposed STR code has been received. The proposed code only allows STR in business zones, not in residential zones. The PC sees some potential value in allowing STR in residential areas only if additional requirements can be met and enforced. Potential requirements include owner or designee being on premises during rental, quiet hours, business license which could be revoked if requirements are violated, adequate parking, occupancy limits to number of people per STR, limits to number of days rented per year, and/or controlling the total number of STR in residential areas. Exemptions with restrictions should be considered for existing STR in residential zones (grandfather clause). The goal is to protect affordable housing, maintain the existing “neighborhood feel” throughout Cashmere, allow for reasonable income-generating opportunities for property owners, and provide opportunity for visitors to experience Cashmere.
- 5) New members – The PC currently has one vacant position. PC members are encouraged to spread the word of the vacancy. Interested people should contact the Mayor.
- 6) Topics for next meeting – Shoreline Master Plan Public Hearing, addressing topics from joint hearing, short term rentals.

Meeting adjourned by 6:34 PM.

MINUTES OF THE CASHMERE PLANNING COMMISSION MEETING
MONDAY MARCH 1, 2021 5:00 PM VIA PHONE CONFERENCE

OPENING

The meeting began at 5:05 PM and Croci recorded the meeting minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Board:	Kirk Esmond Paul Kinser Charlie Cruickshank (late)	Paul Nelson Matthew Walgren Maureen Lewison

Staff: Director of Operations, Steve Croci
Perteet Inc, Christina Wollman

PUBLIC HEARING – SHORELINE MASTER PLAN

A public hearing started at 5:16 PM. With no questions or comments from public the hearing was closed at 5:19 PM.

APPROVAL OF MINUTES

Approval of the minutes from the February 1, 2021 meetings were discussed. No quorum and minutes were not approved.

CORRESPONDENCE Nothing new to report.

ANNOUNCEMENT & INFORMATION Nothing new to report.

AGENDA ITEMS

- 1) Joint PC and Council meeting recap – Council questioned some of the PC’s recommendations for accessory dwelling units (ADU) particularly regarding allowance in the single-family zone, sewer connections, and enforcement of violations. Some frustration was express by the PC because Council did not seem receptive of changes to the code even though Council requested the PC examine the existing code. PC agreed to send ordinance to City Council for consideration at the March 22nd meeting. Staff report and presentation should include the why the changes to the ADU code were recommended.

Council supported defining short term rentals and allowing them in business zones but not too supportive of allowing them in residential zones.

Roadway standards should remain the same, not asking PC to review or change it.

Council asked PC to continue work on ADU, STR, the shoreline master plan and the parks plan.

2) Short Term Rental –

Stacy Luckenmeyer shared some thoughts and views supporting STR. She has a house with extra bedrooms now that the kids are grown and feels STR with owner occupation would be less of an impact than that of a family with kids, their friend and their cars in the neighborhood. SRT put heads in beds and allows visitors to come to town and spend money. She suggests a “test or evaluation” type study to determine the impacts before permanent changes are made. She indicated downsizing her dwelling would likely be more expensive particularly in today’s economy. SRT would also provide convenient housing if neighbors need a place for visiting family to stay.

3) Roadway Standards – Based on discussions at the joint PC and Council meeting no action is needed at this time. Current standards should be maintained.

4) Parks Plan – This will be added to the projects for 2021.

5) Topics for next meeting – Short term rentals, Parks Plan

Meeting adjourned by 6:30 PM.

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