



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM:  Glen DeVries, Community Development Director
Community Development Department

MEETING DATE: December 9, 2021

I. SUBJECT

A proposed contract between the City of Wenatchee and the Wenatchee Rescue Mission to provide twenty (20) low barrier shelter beds.

II. ACTION REQUESTED

Staff recommends that the Wenatchee City Council authorize the Mayor to sign a contract with the Wenatchee Rescue Mission to provide twenty (20) low barrier emergency shelter beds for adult homeless men for a two-year period. Five (5) of the twenty (20) beds will be held empty and reserved for law enforcement referrals from the cities of East Wenatchee and Wenatchee.

III. OVERVIEW

The Wenatchee Rescue Mission agrees to provide the following minimum levels of service during a two-year term commencing on January 1, 2022 – December 31, 2023:

- Provide twenty (20) low-barrier emergency shelter beds for adult homeless men. Five (5) of the twenty (20) beds will be held empty and reserved for law enforcement referrals from the cities of East Wenatchee and Wenatchee.
- Provide progressive engagement case management with an emphasis on:
 - Assessing each client's housing needs & facilitating housing stability with the goal of obtaining or maintaining permanent housing.
 - Employing a progressive engagement service model to meet the unique needs of each client.
- The program will operate as a continuous stay shelter available 24 hours a day, seven days per week.
- The Wenatchee Rescue Mission agrees to allow professionals from community organizations to visit and/or provide onsite services to shelter clients. Case Management is proposed to be provided onsite by Catholic Family Services.

IV. FISCAL IMPACT

Funding for the program would primarily be from the HB 1590 local tax funds. The cost for a two-year period is \$100,000.00. One of the primary emphasis areas for the adoption of this local tax was to develop low barrier shelter capacity. Partnerships are necessary to have sufficient low barrier capacity for the Valley. This shelter capacity is a first step to work towards low barrier shelter capacity in the cities of Wenatchee and Wenatchee. 1590 funding is pooled and collected from both East Wenatchee and Wenatchee. It is anticipated that there may be some remaining funds from the 2060 Affordable Housing For All funds that can also be applied. The 2060 funding source is no longer available as the County has ended the interlocal agreement with the cities, effective February 2022.

V. PROPOSED PROJECT SCHEDULE

The contract would go into effect on January 1, 2022.

VI. REFERENCE(S)

Proposed Contract between the City of Wenatchee and the Wenatchee Rescue Mission including Exhibits A-C.

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director

**AGREEMENT BETWEEN THE CITY OF WENATCHEE
AND
THE WENATCHEE RESCUE MISSION
FOR
UTILIZATION OF 1590 HOUSING FUNDS**

THIS AGREEMENT, entered this ____ day of December, 2021 by and between the City of Wenatchee (herein called the "City") and the Wenatchee Rescue Mission (herein called the "Grantee").

WHEREAS, the City receives tax revenue authorized by the HB 1590 Housing Sales Tax to address the needs of low-income households through the development, operation and/or maintenance of affordable housing programs including emergency shelter and

WHEREAS, the Grantee has the ability to provide emergency low barrier shelter and coordinate the provision of associated case management services; and

WHEREAS, the City wishes to engage the Grantee to assist the City in utilizing the HB 1590 Housing Sales Tax funds for such services;

NOW, THEREFORE, it is agreed between the parties hereto that:

I. SCOPE OF SERVICES

- A. Funds shall be used for eligible administration, facility support, direct client assistance and program operation expenses associated with operating a 20-bed low-barrier emergency shelter for adult men as outlined in Exhibit A – Scope of Work.
- B. Grantee must meet or demonstrate progress towards meeting the established performance measurement goal and benchmarks shown in Exhibit B – Performance Measures.
- C. The Grantee agrees to operate the emergency shelter as a low-barrier program as defined in Exhibit A – Scope of Work. No later than 15 days prior to the Agreement start date, the Grantee must document low-barrier compliance by completing Exhibit C – Low-Barrier Service Certification and submitting it to the City for review and final approval. If not fully compliant with all required low-barrier components, the Grantee must submit a written action plan to the City outlining how compliance will be achieved within 30 calendar days. The City will provide technical assistance to the Grantee to achieve low-barrier compliance.

The City will periodically conduct low-barrier monitoring to confirm that program services are being provided in a low-barrier manner as defined in Exhibit A – Scope of Work. Monitoring may include interviews with current/past clients and regional homeless service professionals. The City reserves the right to terminate the Agreement as specified under the Termination for Convenience clause if low-barrier compliance is not achieved and maintained.

- D. The Grantee agrees to allow professionals from community organizations to visit and/or provide on-site services to shelter clients. Eligible community partners will be defined jointly between the City and the Grantee and may include but are not limited to homeless outreach, coordinated entry, landlord liaison, behavioral/medical, and chemical dependency specialists. On-site visits/services will be allowed at reasonable intervals as jointly agreed to in writing between the City and the Grantee.

II. TIME OF PERFORMANCE

Services of the Grantee shall start no earlier than the 1st day of January 1, 2022 and end on the 31st day of December, 2023. The term of this Agreement and the provisions herein may be extended at the City's discretion to cover any additional time period during which grant funds remain unspent, the funded project has not been completed, and/or the minimum level(s) of program services have not been met.

III. BUDGET, INVOICING AND PAYMENT

- A. It is expressly agreed and understood that the total amount to be paid by the City under this Agreement shall not exceed \$100,000 divided in 24 equal payments.
- B. Payments for program services shall be made in equal monthly amounts by the City by the 10th day of the month following the provision of services.
- C. Any amendments to the budget must be approved in writing by both the City and the Grantee.
- D. In the event funding from state, federal, local, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion, the City may terminate the Agreement under the "Termination for Convenience" clause, without the ten business day notice requirement. In lieu of termination, the Agreement may be amended to reflect the new funding limitations and conditions.
- E. No payments in advance of or in anticipation of goods or services to be provided under this Agreement shall be made by the City.
- F. All services provided by the Grantee pursuant to this Agreement shall be performed to the satisfaction of the City, as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, state, and local laws, ordinances, rules and regulations. The Grantee shall not receive payment for work found by the City to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation. Failure of the Grantee to comply with provisions of this Agreement may result in the withholding of future payments.
- G. The City reserves the right to withhold funds available under this contract for costs incurred by the City on behalf of the Grantee or to recapture funds in an amount to compensate the City for the noncompliance in addition to any other remedies available at law in or in equity.
- H. The City shall not pay the Grantee, if the Grantee has charged or will charge the State of Washington or any other party under any other Grant, subgrant/subcontract, or agreement for the same services or expenses.
- I. The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subgrantees.

IV. RIGHT OF INSPECTION & PERFORMANCE MONITORING

The Grantee shall submit a monthly report documenting actual costs and expenses associated with the execution of this Agreement. The contents of such reports will be as specified by the City, and may include accompanying proof of expenses such as general ledger accounting reports or receipt copies. Any general administration expenses shall be identified along with documentation indicating the allocation process used to determine the administrative amounts. The Grantee will be utilizing the funds for allowable expenses for budget items as defined in the *City of Wenatchee Housing Grant Guidelines: Program operations, facility support, direct client assistance, and administration.*

Further, as part of this regular report, the Grantee shall be required to submit data, as specified by the City, to demonstrate the status of, and progress towards, the performance metrics outlined in Exhibit B- Performance Measures. This may include plans, spreadsheets, logs, summary charts, or program roster reports or any other content in any format specified by the City.

The Grantee shall provide right of access to its facilities to the City, the Washington State Department of Commerce, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement.

The City will monitor the performance of the Grantee against this Agreement and, as applicable, for compliance with the *City of Wenatchee Housing Grant Guidelines* as may hereafter be amended. All Grantee records with respect to any matters covered by this Agreement shall be made available to the City, the State, or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data.

Substandard performance as determined by the City or the State will constitute noncompliance with this Agreement. The consequences of noncompliance are as follows:

- A. If the City determines that the Grantee is failing to comply with the terms of this agreement (including Exhibits A, B, and C) or the City of Wenatchee Housing Grant Guidelines the City will notify the Grantee in writing that the Grantee will receive technical assistance and will be required to respond to a correction action plan to address and remedy the noncompliance.
- B. If the Grantee is still out of compliance after receiving technical assistance, the City may place the Grantee on probationary status with a second correction action plan and may reduce the grant total by 20%.
- C. If the Grantee remains out of compliance after the probationary period, the City may terminate the grant per the Termination for Cause clause.

V. **ADMINISTRATIVE REQUIREMENTS**

- A. **Financial Management/Accounting Standards:** The Grantee agrees to comply with standard accounting principles and procedures, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. The Grantee agrees to be subject to periodic agency audits as requested by the City or other governmental agency.
- B. **Insurance:**
 1. The Grantee shall provide insurance coverage that shall be maintained in full force and effect during the term of this Agreement, as follows:
 - a. **Commercial General Liability Insurance Policy** including contractual/grant liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of activities pursuant to this Agreement but no less than \$1,000,000 per occurrence.
 - b. **Automobile Liability:** In the event that performance pursuant to this Agreement involves the use of vehicles, owned or operated by the Grantee, automobile liability insurance shall be required. The minimum limit for automobile liability is \$1,000,000 per occurrence, using a Combined Single Limit for bodily injury and property damage.
 2. The insurance required shall be issued by an insurance company authorized to do business within the State of Washington.
 3. Except for Grantees participating in a self-insurance program, the insurance shall name the City of Wenatchee, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance.
 4. The Grantee shall submit to the City within 30 calendar days of the grant start date, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Agreement, the Grantee shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.
 5. The Grantee shall instruct its insurers to give the City thirty (30) calendar days advance notice of any insurance cancellation, non-renewal, or modification.

VI. **RECORDS MAINTENANCE/STORAGE/RETENTION AND CLIENT CONFIDENTIALITY**

- A. **Records Maintenance:** The Grantee shall maintain all records that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:
1. Records providing a full description of each activity undertaken;
 2. Records demonstrating that each activity undertaken meets one of the eligible activities of the *City of Wenatchee Housing Grant Guidelines*;
 3. Records demonstrating the eligibility of activity beneficiaries;
 4. Records required to document the acquisition, improvement, use, or disposition of real property acquired or improved with City assistance; and
 5. Financial records.
- B. **Records Retention:** The Grantee shall maintain all books, records, documents, data and other evidence relating to this Agreement and performance of services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. Grantee shall retain such records for a period of six (6) years following the date of final grant payment. At no additional cost, these records shall be subject at reasonable times to inspection, review, or audit by the City, the Washington State Department of Commerce, personnel duly authorized by the City or Commerce, the Office of the State Auditor, and federal and state officials so authorized by law, regulation, or agreement. If any litigation, claim, or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been finally resolved. The Grantee must destroy paper records derived from the Homeless Management Information System (HMIS) which contain personally identifying information within seven (7) years after the last day the household received services from the Grantee.
- C. **Confidentiality of Client Records:**
1. "Confidential Information" as used in this section includes:
 - a. All material provided to the Grantee by the City that is designated as "confidential" by the City;
 - b. All material produced by the Grantee that is designated as "confidential" by the City; and
 - c. All personal information in the possession of the Grantee that may not be disclosed under state or federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).
 2. The Grantee shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Grantee shall use Confidential Information solely for the purposes of this Agreement and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of the City or as may be required by law. The Grantee shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Grantee shall provide the City with its policies and procedures on confidentiality. The City may require changes to such policies and procedures as they apply to this Agreement whenever the City reasonably determines that changes are necessary to prevent unauthorized disclosures. The Grantee shall make the changes within the time period specified by the City. Upon request, the Grantee shall immediately return to

the City any Confidential Information that the City reasonably determines has not been adequately protected by the Grantee against unauthorized disclosure.

3. Unauthorized Use or Disclosure: The Grantee shall notify the City within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.
4. Client data must be collected, entered, and stored in accordance with the *Washington State HMIS Agency Partner Agreement*. Grantees shall maintain client records in a confidential manner as per RCW 43.185C.030 and keep written records or files pertaining to clients under lock and key with only designated personnel granted access.

VII. **GENERAL CONDITIONS**

- A. **Laws:** The Grantee shall comply with all applicable laws, ordinances, codes, regulations, and policies of local, state, and federal governments, as now or hereafter amended including, but not limited to:
 1. Public Records Act, Chapter 42.56 RCW
 2. State Budgeting, Accounting, and Reporting System, Chapter 43.88 RCW
- B. **Licensing, Accreditation, and Registration:** The Grantee shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Agreement.
- C. **Prohibitions:**
 1. Grantees may not require participants to participate in religious services as a condition of receiving program assistance.
 2. Grantees shall not charge fees to participants in order to access emergency shelter.
 3. If a program operates gender-segregated facilities, the program must allow the use of facilities consistent with the client's gender expression or identity.
 4. The Grantee may not discriminate or deny services to participants based on perceived or actual gender identity or sexual orientation.
- D. **Noncompliance with Nondiscrimination Laws:** During the performance of this Agreement, the Grantee shall comply with all federal, state, and local nondiscrimination laws, regulations, and policies. In the event of the Grantee's noncompliance or refusal to comply with any nondiscrimination law, regulation, or policy, this Agreement may be rescinded, canceled, or terminated in whole or part, and the Grantee may be declared ineligible for further grants with the City. The Grantee shall, however, be given a reasonable time in which to remedy the noncompliance.
- E. **Conformance:** If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered to be modified to conform to that statute or rule of law.
- F. **Independent Contractor:** Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Grantee shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. All payments for payroll taxes, unemployment contributions, FICA, retirement, life and/or medical insurance, Workers' Compensation Insurance and any other taxes or expenses for the Grantee's staff shall be the sole responsibility of the Grantee.
- G. **Industrial Insurance Coverage:** The Grantee shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the Grantee fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, the City may collect from the Grantee the full amount payable to the Industrial Insurance Accident Fund. The City may deduct the amount owed by the Grantee to the accident fund from the amount payable to the Grantee by the City under this Agreement, and transmit the deducted amount to the Department of

Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Grantee.

H. Indemnification:

1. The Grantee shall defend, indemnify, and hold the City of Wenatchee, its agents, officials and employees thereof, harmless from all claims, demands, or suits at law or equity arising in whole or in part from the actual or alleged acts, errors, omissions or negligence in connection with this Agreement (including without limitation all work or activities thereunder), or the breach of any obligation under this Agreement by the Grantee or the Grantee's agents, employees, contractors, subcontractors, or vendors, of any tier, or any other persons for whom the Grantee may be legally liable.
2. Provided that nothing herein shall require the Grantee to defend or indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its' employees, officials and/or agents, for whom the City is vicariously liable.
3. Provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the Grantee, its agents, employees, officials, contractors, subcontractors or vendors, of any tier, or any other persons for whom the Grantee is legally liable, and (b) the City, its' agents, employees, officials, contractors, subcontractors or vendors, for whom it is vicariously liable, the indemnity obligations shall be valid and enforceable only to the extent of the Grantee's negligence or the negligence of the Grantee's agents, employees, contractors, subcontractors or vendors, of any tier, or any other persons for whom the Grantee may be legally liable.
4. This provision shall be included in any agreement between the Grantee and any sub-subgrantee, contractors, subcontractor and vendor, of any tier.
5. As part of its obligations provided above, the Grantee specifically assumes potential liability for actions brought by the Grantee's own employees or its agents against the City and, solely for the purpose of this indemnification and defense, the Grantee specifically waives any immunity under the state industrial insurance law, RCW Title 51.

- I. **Assignability:** Neither this Agreement, nor any claim arising under this Agreement, shall be transferred or assigned by the Grantee without prior written consent of the City.

J. Subcontracts:

1. The Grantee shall not enter into any subcontracts with any agency or individual in the performance of this Agreement without the written consent of the City prior to the execution of such agreement.
2. Every subcontract shall bind the Subcontractor to follow all applicable terms of this Agreement. The Grantee shall cause all of the provisions of this Agreement in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.
3. Every subcontract shall include a term that City of Wenatchee is not liable for claims or damages arising from a Subcontractor's performance of the subcontract.
4. The Grantee is responsible to the City if the Subcontractor fails to comply with any applicable term or condition of this Agreement. The Grantee shall appropriately monitor the activities of the Subcontract to assure fiscal conditions of this Agreement. In no event shall the existence of a subcontract operate to release or reduce the liability of the Grantee to the City for any breach in the performance of the Grantee's duties.
5. The Grantee shall undertake to ensure that all subcontracts let in the performance of this Agreement be awarded on a fair and open competition basis in accordance with applicable procurement requirements.

6. Executed copies of all subcontracts shall be forwarded to the City along with documentation concerning the selection process.
 7. If the City approves subcontracting, the Grantee shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, the City in writing may: (a) require the Grantee to amend its subcontracting procedures as they relate to this Agreement; (b) prohibit the Grantee from subcontracting with a particular person or entity; or (c) require the Grantee to rescind or amend a subcontract.
- K. **Amendments:** The City or Grantee may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, are executed in writing, and are signed by a duly authorized representative of each organization. Such amendments shall not invalidate this Agreement, nor relieve or release the City or Grantee from its obligations under this Agreement.
- The City may, in its discretion, amend this Agreement to conform with state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both the City and Grantee.
- L. **Termination for Convenience:** Except as otherwise provided in this Agreement, the City may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Agreement, in whole or in part for any reason, at its' convenience. If this Agreement is so terminated, the City shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination.
- M. **Termination Procedures:** After receipt of a notice of termination, except as otherwise directed by the City, the Grantee shall:
1. Stop work under the Agreement on the date, and to the extent specified, in the notice;
 2. Place no further orders or subgrants for materials, services, or facilities related to the Agreement except as may be necessary for completion of such portion of the work under the Agreement that is not terminated;
 3. Assign to the City, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Grantee under the orders and subgrants/subcontracts so terminated, in which case the City has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subgrants, subcontracts;
 4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
 5. Transfer title to the City and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Agreement had been completed, would have been required to be furnished to the City;
 6. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative;
 7. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and the preservation of the property related to this Agreement, which is in the possession of the Grantee and in which the City has or may acquire an interest; AND
 8. Preserve and transfer any materials, Agreement deliverables, and/or City property in the Grantee's possession as directed by the City.

Upon termination of the Agreement, the City shall pay the Grantee for any service provided by the Grantee under the Agreement prior to the date of termination. The City may withhold any amount due as the City reasonably determines is necessary to protect the City against potential loss or liability resulting from the termination. The City shall pay any withheld amount to the Grantee if the City later determines that loss or liability will not occur. The rights and remedies of the City under this section are in addition to any other rights and remedies provided under this Agreement or otherwise provided under law.

- N. **Governing Law and Venue:** This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be, at the sole discretion of the City, either Chelan County or Douglas County, Washington.
- O. **Attorneys' Fees/Costs:** Unless expressly permitted under another provision of this Agreement, in the event of litigation or other action brought to enforce Agreement terms, each party agrees to bear its own attorneys' fees and costs.
- P. **Publicity:** The Grantee agrees not to publish or use any advertising or publicity materials in which the City's name is mentioned, or language used from which the connection with the City's name may reasonably be inferred or implied, without the prior written consent of the City.
- Q. **Order of Precedence:** In the event of an inconsistency in this Agreement, the inconsistency shall be resolved by giving precedence in the following order:
 - 1. Applicable federal and state of Washington statutes and regulations;
 - 2. The terms of this Agreement; and
 - 3. City of Wenatchee Housing Grant Guidelines;

These documents are incorporated herein by reference and as may hereafter be amended.

VIII. SEVERABILITY

If any term or provision of this Agreement is illegal or invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

IX. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Agreement unless stated to be such in writing and signed by an Authorized Representative of the City.

X. NOTICES

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

City	Grantee
Glen DeVries Community Development Director City of Wenatchee P.O. Box 519 Wenatchee, WA 98807 509-888-3252 gdevries@wenatcheewa.gov	TBD

XI. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the City and the Grantee for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the City and the Grantee with respect to this Agreement.

Date _____

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

[City]

[Grantee]

By _____
Frank Kuntz, MAYOR

By _____

Name _____

Attest _____
CITY CLERK

Title _____

Fed. I. D. # _____

Exhibit A Scope of Work

A. Program Overview:

The Grantee agrees to provide the following minimum levels of service during a two-year term commencing on January 1, 2022 – December 31, 2023:

1. Provide twenty (20) low-barrier emergency shelter beds for adult homeless men. Five (5) of the twenty (20) beds will be held empty and reserved for law enforcement referrals from the cities of East Wenatchee and Wenatchee.
2. Provide progressive engagement case management with an emphasis on:
 - i. Assessing each client's housing needs & facilitating housing stability with the goal of obtaining or maintaining permanent housing.
 - ii. Employing a progressive engagement service model to meet the unique needs of each client.
3. The program will operate as a continuous stay shelter available 24 hours a day, seven days per week.

B. **Low-Barrier Service Commitment:** Grantee agrees to operate the program as a low-barrier shelter as defined in *Exhibit C Low-Barrier Service Certification*. The program as a whole must have realistic and clear expectations. Rules and policies must be narrowly focused on maintaining a safe environment for participants and the community, and avoiding exits to homelessness. The program must have a flexible intake schedule and require minimal documentation.

C. **Client Eligibility and Documentation:** The shelter will serve unsheltered homeless adult men. Households shall be screened for eligibility by the program's staff prior to program intake. Client documentation, including housing status, will be maintained as defined in the *City of Wenatchee Housing Grant Guidelines*.

D. **Referral Sources:** The Grantee agrees to limit referrals to the following sources for individuals who are unsheltered within the City of Wenatchee and East Wenatchee:

- Law enforcement, limited to only the East Wenatchee and Wenatchee Police Departments
- Homeless Outreach Specialists
- Homeless Service Providers
- Self-referrals
- Referrals by community partners

Additional referral sources may be designated and approved by the City.

E. **Partnerships:** The Grantee will partner with the designated homeless outreach team(s) ("Outreach"), to ensure eligible clients are enrolled in the Program. The Grantee will meet with the City and Outreach and provide regular program progress reports in a format and frequency specified by the City.

F. **Grant Oversight:** The City of Wenatchee will provide program assistance and feedback, and final approval on the program policies/procedures. All program policies/procedures must be submitted to the City for final approval prior to implementation.

G. Grantee agrees to comply with all applicable terms, including client/program documentation requirements, set forth in the *City of Wenatchee Housing Grant Guidelines*, incorporated herein by reference and as may hereafter be amended.

H. Grantee shall establish and maintain administrative, financial, reporting, and record keeping systems consistent with this agreement.

I. The Grantee agrees to carry out the reporting/administrative activities specified below:

1. **Homeless Management Information System (HMIS):** The Grantee must use the Washington State Commerce Department's Homeless Management Information System (HMIS) for data collection and reporting purposes for all of the Grantee's temporary and permanent housing interventions regardless of the funding source. Data must be collected, entered, and managed in accordance with the terms of the *Washington State HMIS Agency Partner Agreement*.
2. **Regional Data Sharing Agreement:** Grantee shall enter into a HMIS Data Sharing Agreement with Chelan-Douglas counties and the Washington State Department of Commerce which allows for sharing of client data between Homeless Management Information System (HMIS) users in Chelan and Douglas counties.

3. **Coordinated Entry:** The Washington State Commerce Department requires Chelan County develop and operate a coordinated entry system which ensures a uniform method of client intake, assessment, and referral. The Grantee will adopt/implement the system within their organization including adhering to all applicable terms and requirements outlined in the *Chelan-Douglas Community Housing Network Coordinated Entry Policies and Procedures* and all subsequent updates. Adoption/implementation is defined as:
 - a. Referring all existing and potential future clients to a designated coordinated entry site for intake/assessment.;
 - b. Grantee is encouraged to send at least one agency representative to the regular Community Housing Network Site Group meetings; AND
4. Participating in any associated planning, implementation, and training activities for coordinated entry/diversion as identified by the City unless specifically exempted. **Point-in-Time (PIT) Count/Resource Fair:** The Grantee shall participate in annual Point-in-Time Count(s) Participation shall include actively recruiting volunteers & attendees; collecting and submitting PIT client-specific data; and at the discretion of the grantee, operating a booth and/or assisting at the resource fair.
5. **State Housing Inventory Chart (HIC):** The Grantee shall provide information as requested by Chelan County or the City for updating the Chelan-Douglas Annual Housing Inventory Chart (HIC) including program type, services provided, bed/unit inventory levels, and funding sources/expenditures. Information must be provided as requested for all of the Grantee's temporary and permanent housing interventions regardless of the funding source.
6. **Program Guidelines:** The Grantee must develop and maintain updated program policies and procedures for the funded program/service including at a minimum, as applicable, the following topics: Client eligibility criteria; client confidentiality & records retention; client termination or denial of services; client grievance process; and a habitability complaint reporting process. Within 30 days of the Sub Grant award, the Grantee must submit a copy of the Program's policies/procedures to the City for review and make revisions as required to align with *City of Wenatchee Housing Grant Guidelines* incorporated herein by reference and as may hereafter be amended.
7. **Progress Reports:** The Grantee shall submit regular progress reports to the City in the form, content, and frequency as required by the City.
8. **Grantor Meetings:** The Grantee agrees to send at least one agency representative to all mandated grantor meetings unless specifically exempted.
9. **Program Staff Training:** Grantee staff who provide direct program services, supervise direct service staff, or manage homeless grants are required to attend professional development training, as outlined in the *City of Wenatchee Housing Grant Guidelines*, every three years.

Within 30 days of the grant award, the Grantee will identify the training compliance status for all applicable program staff and volunteers in a format as specified by the City. On a regular basis, the Grantee will notify the City of newly hired or exited program staff in a format specified by the City.

Exhibit B
Performance Measures

Performance Measure	HMIS Calculation		Acceptable Progress: Year 1	Acceptable Progress: Year 2	Performance Goal
Increase Percent Exits to Positive Outcome Destinations*	Of clients who exited, those who exited to Positive Outcome destinations*	TBD	N/A	Baseline +5%	20%**

* Positive Outcome Destinations are defined by HUD System Performance Measure 7:

<https://www.hudexchange.info/resources/documents/System-Performance-Measure-7-Housing-Destination-Summary.pdf>

** While a performance goal has been established, it is acknowledged that housing availability for permanent placements are very limited at this time, which impact the ability to meet this performance goal.

City of Wenatchee Exhibit C Low-Barrier Services Certification

Instructions: Please assess your program's low-barrier compliance by answering the questions listed below. Respond to the questions based on your program's current operating practices. If currently not meeting one of the criteria, please provide additional details in the "comments" section including options for obtaining compliance.

Program Information	
Agency Name	
Program Name	
Program Type (i.e. emergency shelter, PSH, transitional housing, RRH)	
What types of households are eligible for this program?	<input type="checkbox"/> Single males <input type="checkbox"/> Single females <input type="checkbox"/> Couples <input type="checkbox"/> Families with children <input type="checkbox"/> Seniors (60+) <input type="checkbox"/> Young adults (18-24) <input type="checkbox"/> Unaccompanied youth (under 18) <input type="checkbox"/> Other: _____

Respond for all program types:

#	Question	True	False	N/A	Comments
1.	We don't require participants to be affiliated with a certain religious denomination or to participate in religious services or activities in order to receive services.				
2.	Our program is compliant with the HUD Equal Access Rule by being open to all eligible individuals regardless of sexual orientation, gender identity, or marital status.				
3.	Our program does not permanently ban people for anything other than violence or theft.				
4.	Offsite alcohol or drug use (without disruptive behaviors or other lease violations) is not considered a reason to deny entry to the program or for program eviction.				
5.	We do not drug test participants prior to program entry.				
6.	We do not drug test participants during their program stay.				
7.	We do not screen out applicants due to lack of income.				

#	Question	True	False	N/A	Comments
8.	We do not screen out applicants due to a poor credit or poor financial history.				
9.	We do not screen out applicants due to a poor rental history or for past rental evictions.				
10.	We do not use blanket criminal history bans to screen out applicants.				
11.	We do not screen out individuals due to lack of identification or residency documentation.				
12.	Participants are not required to participate in supportive services (i.e. behavioral health treatment, chemical dependency treatment, housing stability planning) or do chores in order to retain their housing.				
13.	Our facility is ADA compliant (not applicable for older existing facilities; applicable for new facilities or facility upgrades)				
14.	Our program accommodates service animals and therapy animals.			x	The City of Wenatchee Understands that this is an area that the grantee is seeking to expand facility capacity to accommodate but it is limited in capacity to accommodate at this time.
15.	Our program is designed to be pet-friendly.			x	The City of Wenatchee Understands that this is an area that the grantee is seeking to expand facility capacity to accommodate but it is limited in capacity to accommodate at this time.
16.	Our program believes most participants are ready to be housed, so we don't require them to demonstrate "housing ready" behaviors.				
17.	Our program does not deny access to clients who have been victims of domestic violence or other types of crime.				
18.	Our program does not deny services based on the type or extent of disability supports required by a client. (It is recognized that some disabilities require care and treatment from qualified specialists at facilities including but not limited to facilities such as assisted living memory care or nursing home centers and could not be accommodated onsite.)				

Respond only for emergency shelters:

#	Question	True	False	N/A	Comments
1.	Households aren't denied access to shelter due to an inability to pay shelter fees.				
2.	Our shelter is open 24/7 to provide easy and immediate access to participants.				
3.	Our shelter does not require people to leave every morning or stay outside until evening.				

Respond only for programs operating gender-segregated facilities (men- or women-only programs):

#	Question	True	False	N/A	Comments
1.	Our program does not deny services to clients based on perceived or actual gender identity or sexual orientation.				
2.	Participants are allowed to stay in the facilities consistent with their gender expression or identity.				

Respond only for programs serving households with children:

#	Question	True	False	N/A	Comments
1.	The age of a minor child isn't used as a basis for denying access to our program.			<input checked="" type="checkbox"/>	The City of Wenatchee acknowledges that the shelter is a men's shelter
2.	Our program serves all family compositions (i.e. teen son can stay with mother; male head of household can stay with the rest of family).			<input checked="" type="checkbox"/>	The City of Wenatchee acknowledges that the shelter is a men's shelter



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jeremy Hoover, P.E., Senior Engineer, Utilities
Department of Public Works

A handwritten signature in blue ink, appearing to be "JH", is located to the right of the "FROM:" field.

MEETING DATE: December 9, 2021

I. SUBJECT

Wastewater Treatment Plant Digester #4 - Project No. 1810
Authorization to Award Construction Contract to Apollo, Inc.

II. ACTION REQUESTED

Staff recommends the City Council award the contract for construction of the Wastewater Treatment Plant Digester #4 - Project No. 1810 to Apollo, Inc. and further authorize the Mayor to sign the construction contract on behalf of the City.

III. OVERVIEW

The project was advertised on October 5 and October 12, 2021. Six bids were received and opened on November 10. Apollo, Inc. is the low bidder with a base bid of \$13,269,000, or \$14,410,134 after applicable sales tax. The advertised Engineer's Estimate was \$13,244,000. The high base bid was \$16,013,540 or \$17,390,704 after tax. The individual bid results are attached.

IV. FISCAL IMPACT

This project was included in the 2021, and 2022 budgets. The project is funded by fund 405-Sewer Utility and via a planned SRF loan. As this construction bid amount represents an increased cost to the overall project, additional funds are currently being sought from DOE to help mitigate the impacts which will include expenses associated with Construction Management activities. However, additional funds from fund 405 will likely be required contingent upon the final amount of the SRF loan package.

V. PROPOSED PROJECT SCHEDULE

Construction is anticipated to begin in the Spring of 2022 with a duration of 385 working days.

VI. REFERENCE(S)

Bid Tabulation Summary
Project Budget Sheet

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Jessica Shaw, Deputy Public Works Director
Gary Owen, City Engineer
Natalie Thresher, Financial Analyst
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director

**WWTP Digester 4
Project #1810**

Low Bid

Contractor	Apollo, Inc.	Strider Construction Co., Inc.	Prospect Construction, Inc.	Slayden Constructors, Inc.	McClure & Sons, Inc.	Pease & Sons, Inc.
Lump Sum Base Bid Total	\$13,269,000.00	\$14,772,500.00	\$14,140,415.00	\$14,982,500.00	\$16,013,540.00	\$14,165,213.00
Sales Tax (8.5%)	\$1,127,865.00	\$1,255,662.50	\$1,201,935.28	\$1,273,512.50	\$1,361,150.90	\$1,204,043.11
Bid Total w/ 8.5% Sales tax	\$14,396,865.00	\$16,028,162.50	\$15,342,350.28	\$16,256,012.50	\$17,374,690.90	\$15,369,256.11
Corrected Bid Amount with 8.6% Sales Tax	\$14,410,134.00	\$16,042,935.00	\$15,356,490.69	\$16,270,995.00	\$17,390,704.44	\$15,383,421.32



Capital Project Budget

Date: September 1, 2021 Project Number: 1810

Project Name: WWTP Digester 4 Dept/Category: Public Works - Sewer Project

Project Description: This project will add a new digester to the city's Wastewater Treatment Plant. The capacity and size of the new digester will be the same as existing Digester 3 and it will have the ability to operate independently of Digester 3. Structural and foundation design, gas handling improvements, boiler and heat exchanger upgrades, electrical and PLC system improvements, as well as mechanical system improvements for the digester system as a whole are all part of the project scope.

Project Lead:	Jeremy Hoover	Start Year:	2018
Assigned Department:	Public Works	End Year:	2023
Original Project Budget:	\$11,044,800	Total City Funding:	\$4,184,000
Budget Amendment:	\$2,599,200	Other Funding:	\$9,460,000

Project Notes:

The "Original Budget" is based on the adopted 2021 City Budget. The amended budget is based on current estimates and expenses to date.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Design Engineering	1,301,000	255,000	1,556,000				1,556,000
Right of Way Acquisition							
Construction Contract	9,460,000	1,308,000		7,179,000	3,589,000		10,768,000
Construction Engineering	189,200	1,022,800		808,000	404,000		1,212,000
Art Fund	94,600	13,400			108,000		108,000
Total Project Expenditures	11,044,800	2,599,200	1,556,000	7,987,000	4,101,000		13,644,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	405 - Sewer Utility	1,584,800	2,599,200	1,556,000	1,680,000	948,000		4,184,000
Fund:								
Fund:								
Fund:								
Fund:								
GRANTS:								
	State Revolving Fund Loan	9,460,000			6,307,000	3,153,000		9,460,000
Total Project Revenues		11,044,800	2,599,200	1,556,000	7,987,000	4,101,000		13,644,000

Approved by City Council: _____
Date: 11/18/2021



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Matt Parsons, Senior Planner
Community Development Department

MEETING DATE: December 9, 2021

I. **SUBJECT**

Fair Properties LLC Ten Percent (10%) Annexation Petition for review, adjustment, approval, or denial. The proposed annexation area is located in the vicinity of McKittrick St and Western Ave.

II. **ACTION REQUESTED**

1. The City Council to pass a motion to:
 - a. Accept, reject or geographically modify the proposed annexation boundary;
 - b. Adopt the proposed zoning regulation; and
 - c. Assume all or any portion of existing city indebtedness by the annexation area

Additional Detail:

If the legislative body requires the adoption of a proposed zoning regulation and/or the assumption of all or any portion of indebtedness as condition to annexation, it is to record this action in its minutes.

Council acceptance is a condition precedent to circulation of the petition. There is no appeal from the council decision.

Draft motion:

Motion to approve the annexation boundary as proposed by staff and labeled option __ in response to the ten percent (10%) annexation petition for property located in an unincorporated area northeast of the intersection of McKittrick St and North Western Ave, to require the adoption of the proposed zoning regulations as it is set forth in the comprehensive plan of the city, and to require the assumption of existing indebtedness of the city by the area to be annexed.

III. **OVERVIEW**

The owner of Fair Properties LLC submitted a 10% annexation petition on November 12, 2021 for the parcel they own at 1697 N Western Ave also identified as Chelan County Assessor's Parcel Number 232033230150. After receiving the petition, staff reviewed the possibility of expanding the boundary. There are two properties in the vicinity that have annexation agreements recorded with the county auditor. The one for the ministorage facility at the corner of McKittrick and Western at 1730 McKittrick St says the owner agrees to sign an annexation petition and the one for a single-family residence at 1618 McKittrick

St grants power of attorney to the city clerk to sign on their behalf. The owner of 1730 McKittrick St has been contacted and stated they intend to sign a petition if presented with one. This property is also in the process of being sold and the prospective buyer has also been contacted and staff was informed through the selling agent and property owner that they are not opposed to the annexation. It is unclear at this time who the owner will be at the time when the petition is circulated so staff wanted to ensure that both parties intend to sign a petition if presented with one.

If a boundary is created encompassing these three parcels and the parcels in between (see map labeled option 1), staff estimates that between the applicant and the two properties with annexation agreements, a petition with the proposed boundary would achieve 64% under 2020 Assessment Year values and 74% under 2021 Assessment Year Values. The applicant's signature on the 10% petition represents 19.4% of the assessed value in the proposed area based on 2020 assessment year values and 11.7% based on 2021 assessment year values. This boundary is 5.17 Acres and does not include any public right-of-way. The zoning designation is Residential Moderate (RM) for the entire area and the Mixed Residential Corridor (MRC) covers the west 200ft of the area. The total assessed value is more than \$2 million, therefore under RCW 36.93.110, the Chelan County Boundary Review Board (BRB) will likely review the proposal.

Staff presents three options for the council to consider:

- Option 1: Set a boundary encompassing all of the parcels described above
- Option 2: Set a boundary only including the applicant's parcel
- Option 3: Set a boundary only including the applicant's parcel and direct the city clerk to sign a 10 percent petition to initiate annexation of the remaining parcels in a separate action.

The reason for including the latter two options is to allow the possibility for the applicant to have their parcel annexed without the additional time required for review by the BRB. Also, this is a unique circumstance where the city has the power to initiate the annexation of the other parcels, an option that normally does not exist with other annexations. Conversely, since this annexation is located in one of the unincorporated islands it should garner the support of the BRB.

The process and standards for the particular annexation method being utilized are defined in RCW35A.14.120-150.

IV. FISCAL IMPACT

The fiscal impact of this proposal has not been analyzed.

V. PROPOSED PROJECT SCHEDULE

A summary of the process going forward is outlined below:

- If the council chooses to allow this annexation to move forward, staff will create a petition and provide it to the applicant for circulation.
- Once staff receives the petition back from the applicant, it will be transmitted to the Chelan County Assessor's office for a determination of sufficiency.
- If the Assessor's office certifies the petition as sufficient then staff will bring a resolution to the city council setting a public hearing date and directing staff to provide appropriate notice to the public.
- A public hearing will be held and after that the council will have an opportunity to pass a resolution notifying the Chelan County Boundary Review Board (BRB) of the city's intent to annex the specified area.
- Staff would transmit the signed resolution with a cover letter to the BRB.
- The BRB has 45 days from receiving the notice to invoke jurisdiction. If they invoke jurisdiction, they have 120 days to accept, reject, or modify the boundary.
- After the BRB either approves a boundary or the 45 days closes with out any action, the council may pass an ordinance.
- The effective date is typically described in the ordinance as being 60 days after publication of the ordinance and notification to agencies and utility providers.

VI. REFERENCE(S)

1. Application for annexation (10% Petition)
2. Maps of boundaries proposed by staff

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director



CITY OF WENATCHEE
DEPARTMENT OF COMMUNITY DEVELOPMENT
PLANNING DIVISION
1350 McKITTRICK STREET
PO BOX 519, WENATCHEE, WA 98807-0519
Phone: (509) 888-3256 Fax: (509) 888-3201

PETITION TO ANNEX REVIEW APPLICATION -- \$250 FEE

PAID: \$ 250 PAYMENT #: PL-21-00036 RECEIPT #: 12591
DATE STAMP: 11/15/21 FILE #: ANNEX - 21 - 04
Year Numerical Order

Applicant Name (First/Last): Brian Fair - Fair Properties, LLC Date: 11/12/21

Applicant Phone: ⁵⁰⁹ 669-2200 Applicant Email: brian@fairresolutionsinc.com

Applicant Address: 1697 N. Western Ave, Wenatchee, WA 98801

PROPOSED ANNEXATION AREA:

Address: 1697 N Western Avenue, Wenatchee, WA 98801

Parcel Number(s): 232033230150

Additional Identifying Information: _____

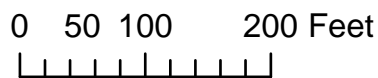
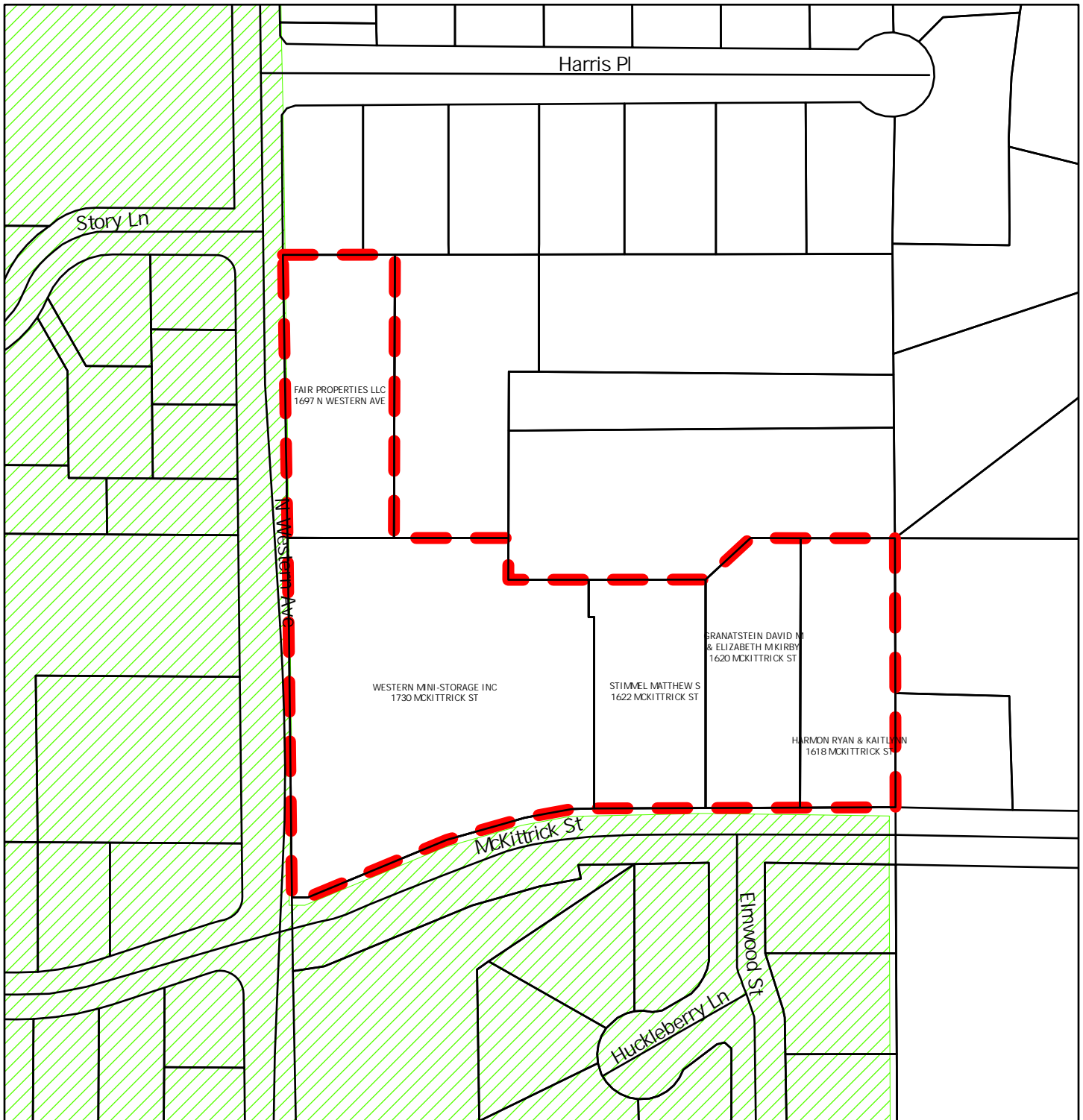
TEN PERCENT CERTIFICATION

The undersigned, constituting not less than 10% in value according to he assessed valuation for general taxation of property described in the attached exhibit, incorporated herein by reference, hereby notify the Wenatchee City Council of the undersigned's intention to commence annexation proceedings. The undersigned requests that the City Council of the City of Wenatchee set a date for a meeting with the undersigned party(ies) to determine whether the City of Wenatchee will accept the proposed annexation and whether it will require the assumption of existing indebtedness by the area to be annexed and/or the adoption of a proposed zoning regulation.

WARNING: Every person who signs this petition with any other than their true name, or who knowingly signs more than one of these petitions, or signs a petition when they are otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

	<u>Name</u>	<u>Address</u>	<u>Signature</u>	<u>Date</u>
1.	<u>Brian Fair, Fair Properties, LLC</u>	<u>1697 N. Western Ave, Wenatchee</u>	<u>[Signature]</u>	<u>11/12/21</u>
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

Fair Properties LLC Annexation Proposed Boundary - Option 1

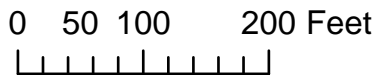
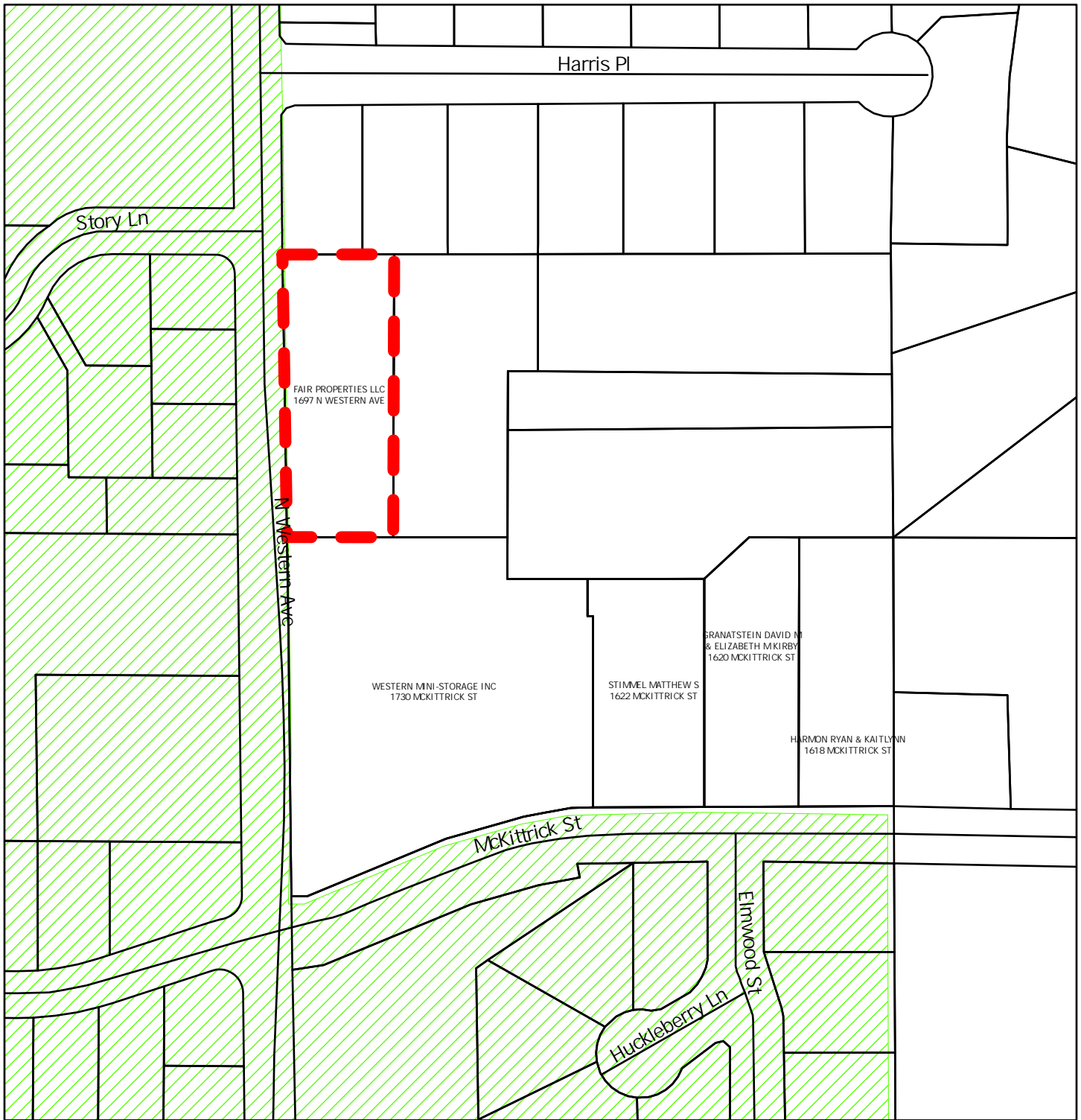


Legend

- Streets
- Boundary - Option 1
- Parcels
- ▭ Urban Growth Area
- ▨ City limits
- Parcels selection



Fair Properties LLC Annexation Proposed Boundary - Option 2



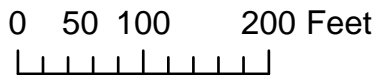
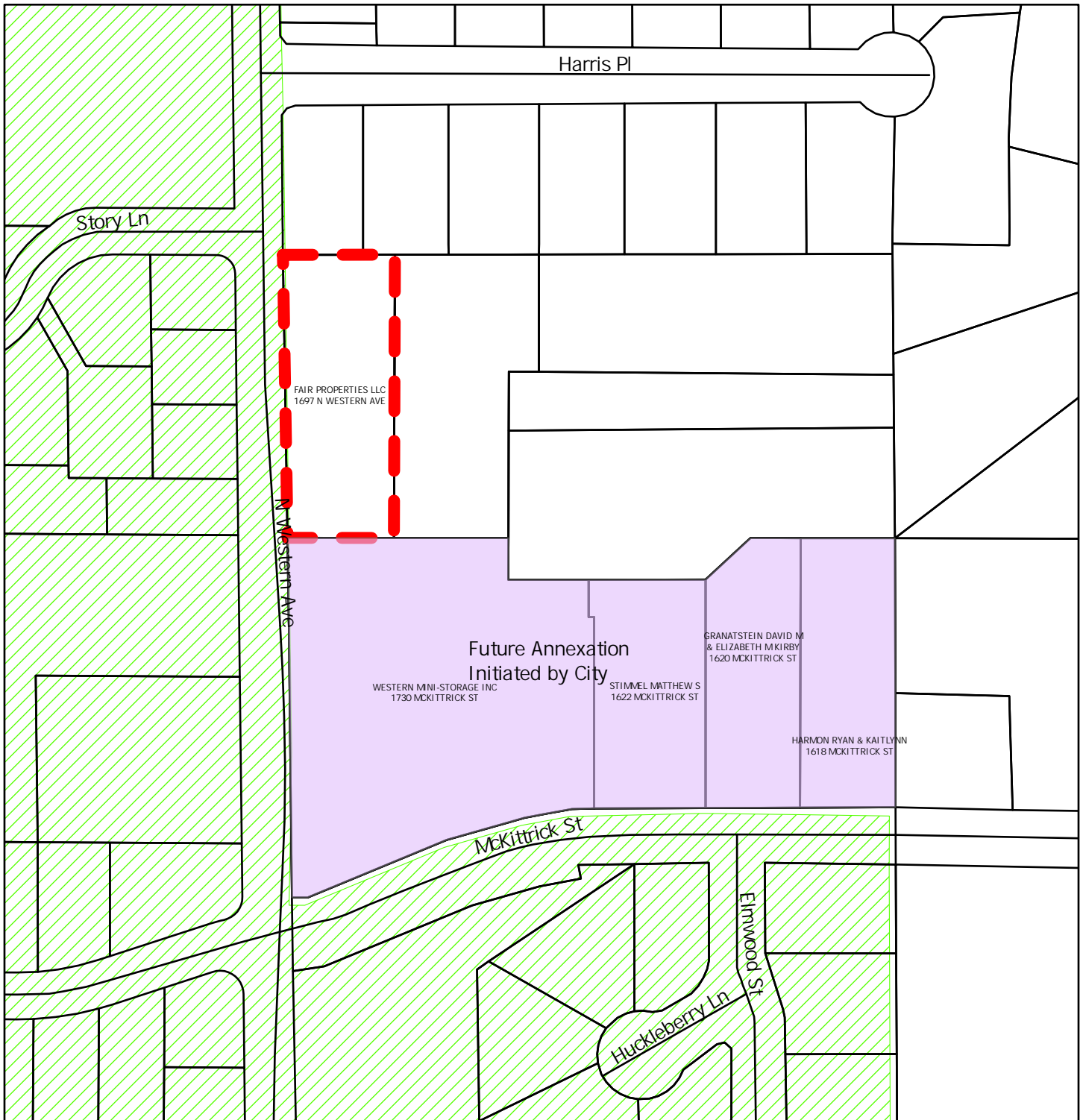
Legend

- Streets
- ▭ Parcels
- ▭ Urban Growth Area

- City limits
- Parcels selection
- Boundary - Option2



Fair Properties LLC Annexation Proposed Boundary - Option 3



Legend

- Streets
- ▭ Parcels
- ▭ Urban Growth Area
- ▨ City limits

- ▭ Parcels selection
- ▬ Boundary
- ▭ Future Annexation





CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Matt Parsons, Senior Planner
Community Development Department

MEETING DATE: December 9, 2021

I. SUBJECT

JAB Investors LLC Ten Percent (10%) Annexation Petition for review, adjustment, approval, or denial. The proposed annexation area is located in the lower Sunnyslope area.

II. ACTION REQUESTED

1. The City Council to pass a motion to:
 - a. Accept, reject or geographically modify the proposed annexation boundary;
 - b. Adopt the proposed zoning regulation; and
 - c. Assume all or any portion of existing city indebtedness by the annexation area

Additional Detail:

If the legislative body requires the adoption of a proposed zoning regulation and/or the assumption of all or any portion of indebtedness as condition to annexation, it is to record this action in its minutes.

Council acceptance is a condition precedent to circulation of the petition. There is no appeal from the council decision.

Draft motion:

Motion to approve the annexation boundary as proposed by staff in response to the ten percent (10%) annexation petition for property located in an unincorporated area north of Melody Lane, to require the adoption of the proposed zoning regulations as it is set forth in the comprehensive plan of the city as Residential Moderate (RM), and to require the assumption of existing indebtedness of the city by the area to be annexed.

III. OVERVIEW

On November 22, 2021 the city received a "10% Petition" for annexation from JAB Investors LLC with just their signature on the petition. The signatures on the 10% petition represent 23% of the assessed value of the proposed annexation area. Based on the known supporters of the annexation, the estimated value of a 60% petition is about 81%. The adjacent portion of Melody Lane right-of-way has been included in the boundary. The total area of the boundary is 5.11 acres and the current zoning is Residential Moderate (RM). The total assessed value is less than \$2 million and the area is less than 10 acres which puts this annexation in a favorable position with regard to the Chelan County Boundary Review Board's decision of whether or not to review the proposal per RCW36.93.110.

The process and standards for the particular annexation method being utilized are defined in RCW35A.14.120-150.

IV. FISCAL IMPACT

The fiscal impact of this proposal has not been analyzed.

V. PROPOSED PROJECT SCHEDULE

A summary of the process going forward is outlined below:

- If the council chooses to allow this annexation to move forward, staff will create a petition and provide it to the applicant for circulation.
- Once staff receives the petition back from the applicant, it will be transmitted to the Chelan County Assessor's office for a determination of sufficiency.
- If the Assessor's office certifies the petition as sufficient then staff will bring a resolution to the city council setting a public hearing date and directing staff to provide appropriate notice to the public.
- A public hearing will be held and after that the council will have an opportunity to pass a resolution notifying the Chelan County Boundary Review Board (BRB) of the city's intent to annex the specified area.
- Staff would transmit the signed resolution with a cover letter to the BRB.
- The BRB has 45 days from receiving the notice to invoke jurisdiction. If they invoke jurisdiction, they have 120 days to accept, reject, or modify the boundary.
- After the BRB either approves a boundary or the 45 days closes without any action, the council may pass an ordinance.
- The effective date is typically described in the ordinance as being 60 days after publication of the ordinance and notification to agencies and utility providers.

VI. REFERENCE(S)

1. Application for annexation (10% Petition)
2. Map of boundary proposed by staff

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director



CITY OF WENATCHEE
DEPARTMENT OF COMMUNITY DEVELOPMENT
PLANNING DIVISION
1350 McKITTRICK STREET
PO BOX 519, WENATCHEE, WA 98807-0519
Phone: (509) 888-3256 Fax: (509) 888-3201

Annex 21-05

PETITION TO ANNEX REVIEW APPLICATION -- \$250 FEE *St M.P.*

PAID: \$ <u>250.00</u>	PAYMENT #: <u>109893</u>	RECEIPT #: <u>PL 21-00038</u>
DATE STAMP CITY OF WENATCHEE	FILE #: ANNEX - <u>21</u> - <u>05</u>	Year Numerical Order

NOV 22 2021

Applicant Name (First/Last): JAB Investors LLC Date: 11/18/2021

Applicant Phone: (509) 662-7119 Applicant Email: adam@sellandconstruction.com

Applicant Address: PO Box 119, Wenatchee, WA 98807-0119

PROPOSED ANNEXATION AREA:

Address: See ATTACHED

Parcel Number(s): See ATTACHED 23202186007

Additional Identifying Information: _____

TEN PERCENT CERTIFICATION

The undersigned, constituting not less than 10% in value according to he assessed valuation for general taxation of property described in the attached exhibit, incorporated herein by reference, hereby notify the Wenatchee City Council of the undersigned's intention to commence annexation proceedings. The undersigned requests that the City Council of the City of Wenatchee set a date for a meeting with the undersigned party(ies) to determine whether the City of Wenatchee will accept the proposed annexation and whether it will require the assumption of existing indebtedness by the area to be annexed and/or the adoption of a proposed zoning regulation.

WARNING: Every person who signs this petition with any other than their true name, or who knowingly signs more than one of these petitions, or signs a petition when they are otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

	<u>Name</u>	<u>Address</u>	<u>Signature</u>	<u>Date</u>
1.	<u>Adam Brizendine / JAB Investors,</u>	<u>PO Box 119, Wenatchee, WA 98807-0119</u>	<u>[Signature]</u>	<u>11/18/2021</u>
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____

CITY OF WENATCHEE
NOV 22 2021

W Peters St

Hilltop Pl

Hilltop Pl

JAB INVESTORS LLC
UNASSIGNED
WENATCHEE, WA 98801

COOPER GARY B
327 MELODY LN
WENATCHEE, WA 98801






BLAIR BRIAN H & KRISTI L
325 MELODY LN
WENATCHEE, WA 98801

GRACE CITY CHURCH
329 MELODY LN
WENATCHEE, WA 98801

elody Ln

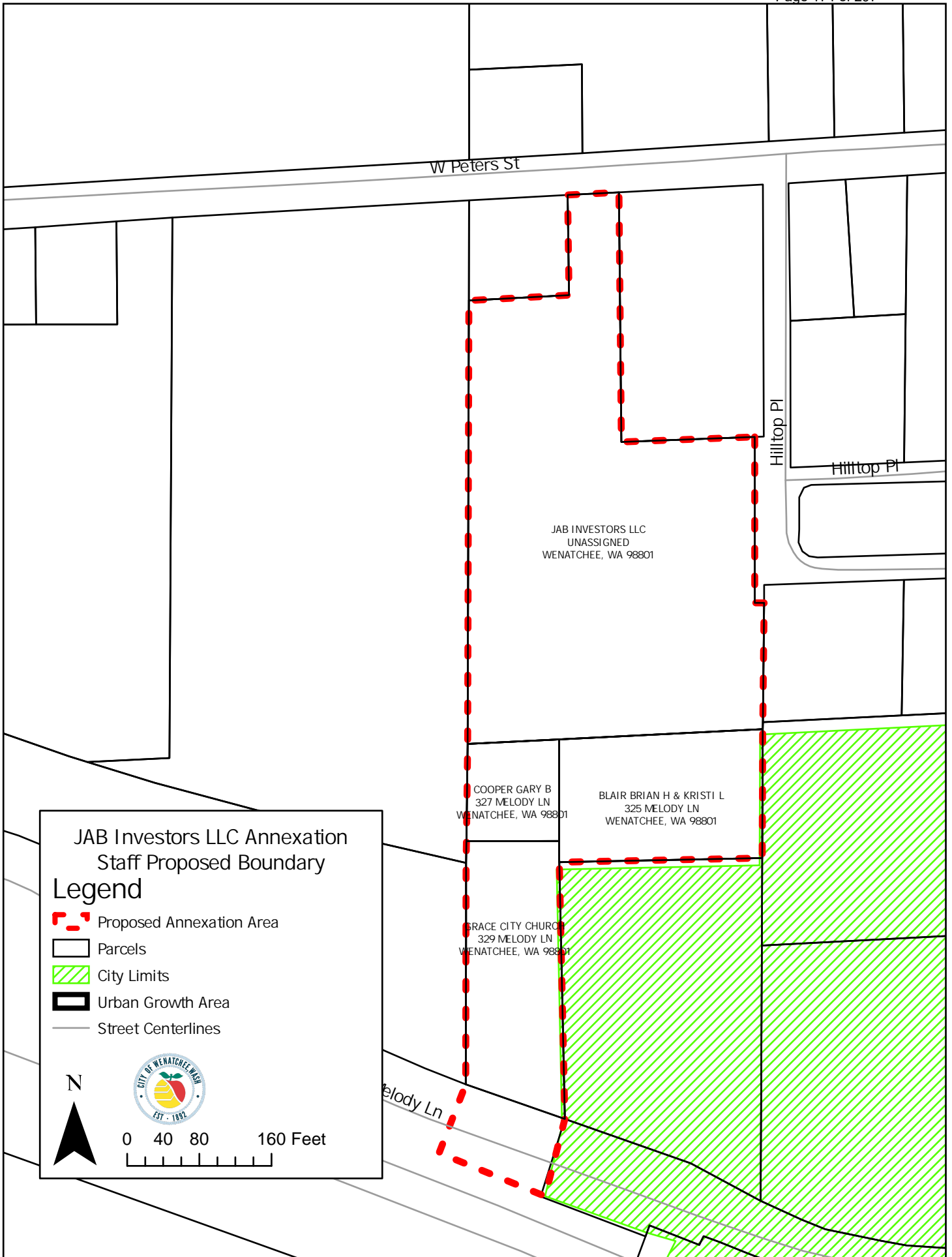
Proposed Annexation Area

Legend

-  Proposed Annexation Area
-  Parcels
-  City Limits
-  Urban Growth Area
-  Street Centerlines




0 40 80 160 Feet





CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager 
Public Works Department

MEETING DATE: December 9, 2021

I. SUBJECT

City Project No. 2208 – McKittrick Street (Pershing St to Pine St)
Budget Approval and Grant Authorization

II. ACTION REQUESTED

Staff recommends that the City Council approve the project budget and authorize the Mayor to sign the Transportation Improvement Board grant agreement forms.

III. OVERVIEW

The Washington State Transportation Improvement Board (TIB) issued a call for projects in June of 2021. The city submitted three applications under the TIB's Urban Arterial Program, which this year awarded a total of \$64.9M to local agencies throughout the state. The city was notified on November 19, 2021 that it was awarded \$2,298,100 for its proposed project on McKittrick Street between Pershing St. and Pine St.

In order to secure the grant funding, the TIB requires that the city certify full funding by signing and returning the Project Funding Status Form and Fuel Tax Agreement (required documents are attached for reference).

IV. FISCAL IMPACT

The grant requires a 20% local match which amounts to \$566,490 in city funds and \$12,200 from adjacent property owners (deferred frontage improvement agreements).

The proposed project budget will be presented to the Finance Committee on December 9, 2021.

V. PROPOSED PROJECT SCHEDULE

The project is scheduled for construction in 2024. Preliminary engineering and right-of-way acquisition will begin in 2022.

VI. REFERENCE(S)

1. Capital Project Budget
2. TIB Project Funding Status Form – *Requires signatures from the Mayor and Finance Director*
3. TIB Grant Agreement – *Requires the Mayor's signature*

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Brad Posenjak, Finance Director
Rob Jammerman, Public Works Director
Gary Owen, City Engineer
Ryan Harmon, Project Engineer
Natalie Thresher, Financial Analyst
Anna Carr, Administrative Assistant



Capital Project Budget

Date: December 9, 2021 Project Number: 2208

Project Name: McKittrick Street - Pershing St to Pine St Dept/Category: Public Works - Street Project

Project Description:

This project will rebuild McKittrick Street between Pershing St and Pine St. Improvements include curb, gutter, and sidewalk on both sides of the road; illumination; stormwater collection and conveyance; as well as upgraded signing and striping.

Project Lead:	Ryan Harmon	Start Year:	2022
Assigned Department:	Public Works	End Year:	2024
Original Project Budget:	\$2,876,800	Total City Funding:	\$566,490
Budget Amendment:		Other Funding:	\$2,310,310

Project Notes:

This is a new project budget.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2022	2023	2024+	
Design Engineering	307,400			153,700	153,700		307,400
Right of Way Acquisition	311,400			102,800	208,600		311,400
Construction Contract	2,049,000					2,049,000	2,049,000
Construction Engineering	204,900					204,900	204,900
Art Fund	4,100					4,100	4,100
Total Project Expenditures	2,876,800			256,500	362,300	2,258,000	2,876,800

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2022	2023	2024+	
Fund:	109 - Arterial Streets	566,490			51,300	72,500	442,690	566,490
Fund:								
Fund:								
Fund:								
Fund:								
GRANTS:								
	Transportation Improvement Board (TIB)	2,298,110			205,200	289,800	1,803,110	2,298,110
	Property Owner Improvement Agreements	12,200					12,200	12,200
Total Project Revenues		2,876,800			256,500	362,300	2,258,000	2,876,800

Approved by City Council: _____ Date _____



Transportation Improvement Board

Project Funding Status Form

Agency Name: **WENATCHEE**
 Project Name: **McKittrick Street
 Pine St to Pershing St (City Limits)**

TIB Project Number: **8-3-160(032)-1**

Verify the information below and revise if necessary.

Return to: Transportation Improvement Board • PO Box 40901 • Olympia, WA 98504-0901

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
WENATCHEE	562,330	
WSDOT	0	
Property Owner (1307 - A McKittrick St)	4,035	
Property Owner (1315, 1317, 1319 & 1321 McKittrick St)	8,165	
TOTAL LOCAL FUNDS	574,530	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title

City of Wenatchee
8-3-160(032)-1
McKittrick Street
Pine St to Pershing St (City Limits)

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Wenatchee
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the McKittrick Street, Pine St to Pershing St (City Limits) (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Wenatchee, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

For the project specified above, TIB shall pay 79.9999 percent of approved eligible project costs up to the amount of \$2,298,110, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT'S Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT'S submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as

often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:

- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the maximum payable TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for all costs incurred in excess of the maximum amount payable by TIB. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the intended ratio between TIB funds and total project costs, as described in Section 1.0 of this Agreement.

12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.

15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer Date

Executive Director Date

Print Name

Print Name

CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Stephen Neuenschwander, Planning Manager, Community Development
Glen DeVries, Community Development Director

MEETING DATE: December 9, 2021

I. SUBJECT

Conduct a public hearing on the recommended 2022-2027 City of Wenatchee Capital Facilities Plan.

II. ACTION REQUESTED

Adopt Resolution 2021-43 adopting the 2022-2027 City of Wenatchee Capital Facilities Plan.

III. OVERVIEW

The Planning Commission held a public hearing November 17, 2021 on the 2022-2027 Capital Facilities Plan and unanimously recommended approval. The attached staff report provides additional detail and background on the document and revisions.

IV. FISCAL IMPACT

See the attached plan for financial impact analysis of the plan and its implementation.

V. PROPOSED PROJECT SCHEDULE

December 9, 2021 - Adopt Resolution 2021-43

VI. REFERENCE(S)

1. Resolution 2021-43
2. Planning staff report

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director

RESOLUTION NO. 2021-43

A RESOLUTION, amending and restating the City of Wenatchee Capital Facilities Plan.

WHEREAS, the City Council enters the following findings of fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee 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 Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. 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.
3. Copies of the environmental documents were sent to the Department of Ecology SEPA Register for the amendments to Capital Facilities Plan on September 29, 2021.
4. Notice of the public 60-day review and comment period, and public hearing dates were published in the Wenatchee World on September 29, 2021 for amendments to the Capital Facilities Plan.
5. On September 29, 2021, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the City of Wenatchee Capital Facilities Plan and initiation of the 60-day review and comment periods. Additional notices were provided to local and regional agencies for the 60-day review and comment periods/environmental determinations.
6. The City of Wenatchee Planning Commission has reviewed the entire record including the goals and policies of the comprehensive plan and public testimony as it relates to the proposed amendments to the Wenatchee Urban Area Comprehensive Plan.
7. The City of Wenatchee issued a determination of non-significance (DNS) on September 29, 2021. Notice of the environmental determination for the City of Wenatchee Capital Facilities Plan was made on September 29, 2021 with comments due by December 1, 2021.
8. The goals and policies from the Wenatchee Urban Area Comprehensive Plan identified under Section V. Project Analysis of the staff report, are hereby incorporated as findings herein. These policies demonstrate consistency with the comprehensive plan and support the proposed amendments to the City of Wenatchee Capital Facilities Plan attached as Exhibit A hereto.
9. RCW 36.70A.120 establishes that, "Each county and city that is required or chooses to plan under RCW 36.70A.040 shall perform its activities and make capital budget decisions in conformity with its comprehensive plan."

10. WAC 365-196-415(2)(c)(ii) establishes that, *“The six-year plan should be updated at least biennially so financial planning remains sufficiently ahead of the present for concurrency to be evaluated. Such an update of the capital facilities element may be integrated with the county’s or city’s annual budget process for capital facilities.”*

WHEREAS, the City Council makes the following 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 Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area 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 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.
6. The process of amending the capital facility plan in concert with the city’s budget for 2021 is consistent with the requirements of GMA to ensure that capital budget decisions are in conformity with the city’s comprehensive plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE as follows:

SECTION I

The recitals set forth above are hereby adopted as the City Council’s findings of fact and conclusions of law in support of this Resolution. If any finding of fact is deemed more appropriately a conclusion of law, or if any conclusion of law is deemed more appropriately a finding of fact, they are hereby adopted as such.

SECTION II

The Capital Facilities Plan of the City of Wenatchee shall be and hereby is amended and restated in full as set forth on Exhibit “A” attached hereto and incorporated herein by this reference.

SECTION III

This Resolution shall be effective immediately.

**PASSED BY THE CITY COUNCIL OF THE CITY OF
WENATCHEE** at a regular meeting thereof this 9th day of December, 2021.

CITY OF WENATCHEE, a Municipal
Corporation

By: _____
FRANK J. KUNTZ, Mayor

ATTEST:

By: _____
TAMMY L. STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

CAPITAL FACILITIES PLAN



CITY OF WENATCHEE 2022-2027

Adopted:
Resolution No.

PO Box 519
Wenatchee, WA 98807
(509) 888-6200



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Capital Facilities Plan

2022-2027

CITY OF WENATCHEE 2022-2027

INTRODUCTION

The City's Capital Facilities Plan (CFP) provides a comprehensive project list and schedule guiding the investment of city resources in infrastructure. These resources are made up of local revenues as well as State and Federal grants. The CFP identifies those projects which have secured funding as well as a list of projects which have not yet been funded. The projects included in this plan have largely been identified through other planning efforts which are all incorporated into the City's Comprehensive Plan. The reader is referred to these other referenced plans for additional detail concerning projects.

Why is it important for a city to keep a capital facilities plan up to date? In particular, the following three compelling reasons drive the update of the City's capital facilities plan:

1. City health and long-term stability in terms of quality of life and its economy require replacement and repair of existing infrastructure, investment in new infrastructure, and correction of deficiencies.
2. The City receives many State and Federal grants for infrastructure. For example, the majority of street improvement projects are funded with grants. The majority of infrastructure grants and loan programs require that projects be identified the City's adopted Capital Facilities Plan.
3. The Washington State Growth Management Act of 1990 requires that capital facility plans be adopted and consist of (1) an inventory of existing capital facilities; (2) a forecast of the future needs for such facilities; (3) the proposed locations and capacities of expanded or new facilities; (4) at least a six-year plan that will finance such facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and (5) a requirement to reassess the land use element if funding falls short of meeting existing needs.

The purpose of the CFP is to ensure the City plans for adequate facilities that are (1) consistent with the goals and policies of the Wenatchee Area Urban Comprehensive Plan: Planning to Blossom 2037; (2) consistent with the projected population growth and land use plan; (3) concurrent with, or within 6 years of the impacts of new development in order to achieve and maintain adopted level of service standards; and (4) based on sound fiscal policies for the city.

This document is updated annually serving as the 6-year financing/implementation plan for the City's Overall Comprehensive Plan. Projects funded in the first year of the plan are intended to be consistent with the adopted city budget. The Public Facilities and Services Element of the Comprehensive Plan and referenced individual public facility plans provide the information required by RCW36.70A.070 (3).

The city-owned public capital facilities encompassed by this plan include the following:

- streets
- sidewalks, paths and trails
- parking facilities
- street and road lighting systems
- traffic signals
- domestic water system
- storm ~~water-sewer~~ system
- sanitary sewer system
- parks and recreation facilities
- general administrative facilities
- museum
- convention center
- cemetery

Under the Growth Management Act, the city's Capital Facilities Plan must also be coordinated and consistent with CFP's of other public facility providers. Some of those providers within the Wenatchee Urban Area include: Wenatchee School District (schools), Chelan County P.U.D. (electrical, water, parks and recreation), Department of Transportation (highways), Wenatchee Reclamation District (irrigation water), Fire District No. 1 (fire protection), Chelan County (streets, solid waste, storm sewer, lighting, traffic signals, law and justice).

Upon passage of the [annual budget for the City of Wenatchee 2021 budget](#), Appendix A will be ~~amended~~ ~~added that will~~ representing the adopted ~~2021~~ capital projects list.

DEFINITIONS

The following definitions will help in understanding how this Capital Facilities Plan is put together and read.

Capital Facility: Capital facilities are structures, improvements, equipment, or other major assets (including land) with a useful life of at least ten (10) years. Capital improvements are projects that create, expand, or modify a capital facility. This definition applies to projects that cost more than twenty thousand (\$20,000) dollars.

Public Facility: The city-owned public capital facilities encompassed by this plan include the following: streets, sidewalks, paths and trails, parking facilities, street and road lighting systems, traffic signals, domestic water system, storm sewer system, sanitary sewer system, parks and recreation facilities, general administrative facilities, vehicles, convention center, museum, and cemetery.

Level of Service: Levels of service are usually quantifiable measures of the amount of public facilities that are provided to the community. Measures of levels of service are typically expressed as ratios of facility capacity to demand by actual or potential users. Sometimes, levels of service (LOS) standards are based on the public service, such as police protection, rather than on the facility that houses the service (e.g. police station).

Concurrency: This is a term that requires public facilities and services necessary to serve development to be in place at the time of development or a financial commitment is made to provide the facility within a certain period of time. The Growth Management Act requires concurrency on transportation facilities, while all other public facilities must be “adequate.” The Wenatchee Urban Area Comprehensive Plan, however, makes concurrency a requirement for city public facilities.

CFP ORGANIZATION

This Capital Facilities Plan is organized around each of the public facilities provided by the city. Because the city wants to make sure that the Capital Facilities Plan is based on sound fiscal policy, all capital facilities for which city funds would be expended are included in the CFP, not just those facilities required to accommodate future growth. The CFP is based on the following categories:

- General Facilities (police, administrative offices, maintenance, museum, community facilities)
- Parks and Recreation
- Stormwater
- Water
- Regional Water
- Sewer
- Street Overlay
- Arterial Streets
- Street Maintenance Projects
- Convention Center
- Cemetery
- Broadview Secondary Access / Western Foothills Circulation
- Local Revitalization Financing
- Partnership Projects / Economic Development

SERVICE STANDARDS

Under the Washington State Growth Management Act, levels of service must be adopted for Transportation Facilities as provided in the adopted transportation plans and transportation element of the Wenatchee Urban Area Plan. Adequate provisions for urban governmental services must be provided for other services in the Urban Growth Area. These standards are identified below:

Schools

The Wenatchee School District has the most and some of largest public facilities in the Wenatchee Urban Growth Area. In addition, the public schools are recognized as one of the largest public services within

the City. Education serves one of the most important roles in community health as the quality of education today impacts the skill levels, employment rates, labor supply, and wages in the future. The City's Consolidated Plan, updated in 2013, provides critical data relative to demographics, work force development, and education levels. The data clearly represents a need to improve education especially amongst the most disadvantaged children. The Wenatchee School District is responsible for facility planning and service levels of the District, but coordination with the city's overall development is to be coordinated. The WSD is currently evaluating school facilities and overall needs to serve the city and in addition, new school partnerships are developing that may result in a Charter School.

Fire Protection

City of Wenatchee is covered by Chelan County Fire Protection District #1 whose goal is to have a response of less than 6 minutes 90% of the time. Additionally, adequate fire protection for wild land urban interface events is mitigated with secondary access both for emergency vehicles and evacuations. The standard for secondary access is reflected in the Comprehensive Plan Circulation Map and building standards through the Wildland Urban Interface Code.

Police Protection

All calls for assistance will be answered within a reasonable time consistent with the nature of the call. Police staffing levels are established by Council direction based on needs for special services division or partnerships (i.e. school resource officers).

Water Supply

The City and PUD water systems are designed based on International Fire Code requirements for fire flow and Washington State Department of Health requirements for a safe supply of potable water. The City of Wenatchee is the administrator for the Regional Water System service Chelan County PUD and East Wenatchee Water District customers.

Sanitary Sewer

The sanitary sewer system is designed based on a maximum daily load demand times 2.5 for collection system. Treatment capacity is designed based on Department of Ecology requirements as detailed in the Wastewater Treatment Plant Facilities Plan.

Storm Water

The City stormwater system is designed to capture and convey runoff from Ten-year 24 hour Type 1A storm in the pipe system and twenty-five year 24 hour Type 1A storm in the streets within the gutters.

Transportation, Levels of Service

The following standards are set for the city transportation network.

Automobile

LOS "E" for urban corridors of regional significance

LOS "E" – averaged in the Wenatchee Central Business District

V/C ratio < 1.0 for all other arterials, transit routes, and highways

Refer to the transportation element of the comprehensive plan, and the regional transportation plan “Transportation 2040”

Pavement Condition, Pedestrian, Bicycle, and Transit

Development of LOS and performance measures at the federal level began in 2016 and at the city level with the adoption of the complete streets policy. Future updates to this plan will include a multi-modal approach to LOS that includes non-motorized transportation functions consistent with the regional transportation plan. In 2017, the City adopted the Pavement Management Plan which identifies a pavement condition levels and corresponding investment.

All roadways on the regional system should have pedestrian facilities and proposed bicycle facilities should be funded and constructed.

FINANCIAL CONSTRAINTS

The first year of the capital facilities plan is typically consistent with the adopted City budget. However, since capital expenditures often impact multiple years after funding has been committed, it is prudent to plan ahead for the expenditure of funds for at least 3 years and in some cases longer. In addition, some of the City’s adopted plans include longer term expenditure plans in which resources are actively being pursued when opportunities arise. Often grant or loan resources become available for certain types of projects resulting from changing public policy at Federal, State, and local levels. The City of Wenatchee monitors these opportunities and puts forth funding applications for projects consistent with Federal, State, and local funding objectives. In order to effectively plan for capital expenditures, the plan is written with these concepts in mind. The following financial constraints help guide the planning process and to ensure that capital planning includes considerations of various financial impacts on the community and city government:

The first three years must be fiscally constrained. This means projects cannot be incorporated in the first three years unless they include all of the following:

- a. The project has been approved for funding from an existing source of city revenues OR grant(s) have been awarded to fund the project and match is available (awarded means the project must be on a selected funding list waiting for legislative approval or a letter of award has been received).
- b. Annual operation and maintenance costs have been accounted for, or are a reasonable increase over prior year’s expenditures
- c. If the project requires financing through the issuance of revenue bonds, voter approved bonds (UTGO), or non-voter approved/Council manic (LTGO) bonds, then Council approval of the issuance must be in place.

Years 4 and beyond represent all of the other unfunded capital needs of the City. This means although funding has not been secured, there are possible funding sources for the projects.

OVERALL PLAN 2022-2027 Project Summary

Public Facilities Type	Funded	Unfunded
General Facilities	22,370,554	80,000
Parks, Recreation & Cultural Services	11,199,825	11,443,700
Stormwater	13,390,885	20,664,170
Water	5,287,700	25,350,060
Regional Water	150,000	52,892,000
Sewer	25,560,980	45,889,087
Streets	132,898,341	323,417,203
Convention Center	800,000	12,000,000
Cemetery	-	1,525,000
Homeless/Housing/CDBG Programs	724,000	2,000,000
Economic Development - LRF District	4,180,800	-
Economic Development - Partnerships	16,542,310	69,000,000
Total	\$ 233,105,395	\$ 564,261,220

GENERAL FACILITIES

Description:

General facilities cover city administrative offices, public works buildings, and other city facilities that do not have dedicated fund sources, such as water and sewer systems. The focus of the 6-year capital facilities financing plan for general facilities is maintenance, preservation and/or expansion of city-owned facilities.

The City is experiencing growth with the annexation of Olds Station, continued population increases and increasing levels of service required of city functions. As a result, City Hall and the Public Services Center continue to grow in terms of personnel. Both City Hall and the newly constructed PSC are out of space. Because of the desire of the City Council to have City administration located in the same building for efficiency reasons, and to create a better experience for customers who will be able to access the City in a one stop location, the City and LocalTel, a local business, purchased the former Federal building and entered into a public private partnership through a condominium in which approximately two thirds of the building is now owned by the city for the purposes of redeveloping the space into a new City Hall. Repurposing this building is consistent with the South Wenatchee Action plan to activate a key commercial property bridging downtown and South Wenatchee. The City estimates investing a total of \$14.5 million into this facility to establish a new city hall. ~~In~~During 2019 and 2020 the City went through ~~an extensive~~the

design process and ~~bid the project twice rejecting the first round of bidding in 2020. received bids on mid-2020. The bids were well over the estimated construction costs and all bids were rejected. In 2021, the City awarded a bid in the amount \$8,634,000 for the remodel with a planned completion in the summer of 2022. Approximately \$10 Million remains to be invested in the next several years.~~

At the current downtown campus, with the addition of the new Police Station in 2004, the existing police facility was opened up for occupancy by other departments of the City. The Information Systems Department, the Facility Maintenance Division of Public Works and the Drug Taskforce of the Police Department have all located in this facility, called the Historic Police Station. The influx of additional personnel has revealed a deficiency of parking spaces. There is a need for secured parking for the police vehicles as well as additional parking needs for the Police Station facility. Additional parking is being planned as a lid structure over a portion of the new Police Department parking lot; this project is estimated at \$340,000. A parking analysis is needed to explore additional parking options to determine if this is the best solution for the facility and the public. In addition, the city is adding parking through a public private partnership as described in the Economic Development section of this plan

In 2018 the City completed a facilities condition assessment, which is a comprehensive look at the overall maintenance, operation and replacement needs of city owned facilities. The assessment also provides an annual cost and schedule for work to be completed. The assessment identifies \$2,200,200 of equipment that needs to be addressed. The City's Facilities Division has evaluated the data and recommends 2024~~2~~ capital improvement projects in the amount of \$200,000.

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
1603 - Public Works Yard & Storage Expansion	468,690	168,690	300,000		-
1716 - Federal Building Remodel	17,001,864	9,818,000	7,183,864		
2112 - Pinnacles Prep Improvements	2,500,000	-	2,500,000		
2206 - Parkside Improvements	2,000,000	-	1,590,000	410,000	
Facility Asset Replacements	400,000	200,000	200,000		-
Total	22,370,554	10,186,690	11,773,864	410,000	-

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Wash Bay Enclosure	General Fund-Facilities Fund	80,000
Total		80,000

PARKS, RECREATION AND CULTURAL SERVICES

Description:

Over a nine-month period in 2016-17 the Parks, Recreation and Cultural Services Department conducted a public involvement process to prepare an update of the six-year Parks, Recreation and Open Space (PROS) Plan. The PROS plan establishes a framework to guide the acquisition, development and improvement of park areas and facilities, habitat areas and the provision of arts and recreational services throughout the City of Wenatchee. The plan is for the 2018-2024 time period. It was adopted by the City Council in May 2017. [The plan is scheduled to be updated again beginning in 2023.](#)

The PROS plan is divided into six basic sections consistent with State requirements. The following is a summary of each section of the document to provide context for the development of the capital facilities plan. The first chapter contains a basic introduction and summary of the document. The second chapter describes the planning area including parks and recreational facilities, habitat areas, arts and current statistics. The third chapter describes the existing public, semi-public and private parks, arts and recreation resources within the planning area. The fourth chapter describes the methodology for determining the demand and needs. The wealth of recently completed, related planning efforts are incorporated into this chapter and summarized as they relate to the City park system. The section creates a link between the City plan and State funding agency plans. The section also includes a summary of public meetings and workshops and other outreach efforts. The fifth chapter of the plan contains the goals, objectives and strategic actions that respond to the desires expressed during the public input process. The sixth chapter contains a summary of the capital investment plan and describes the project ranking criteria. It includes a prioritization matrix system consistent with COM recommendations. It contains a summary of common funding mechanisms, includes a section outlining ongoing maintenance considerations and arts, recreation and organizational priorities.

For many cities, including Wenatchee, the amount of funds required to acquire the desired acres of park land and develop the proposed parks and recreational facilities is beyond their financial capabilities. Many of the capital projects included in the plan contain the assumption that some funding may be derived through future successful grant applications and continued community support in the form of financial donations. The City must continue to rely on, and partner with, other public, private and nonprofit organizations to help generate revenue and support for the projects if they are to be realized.

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
Kenzie's Landing Acquisition & Development	2,576,914	1,787,614	789,300	-	-
Saddle Rock Habitat & Trail Restoration	2,220,000	1,200,000	1,020,000	-	-
Lincoln Park Renovation	3,660,243	100,642	3,559,601	-	-
Okanogan Street Park	281,168	-	158,068	123,100	-
City Pool Liner Replacement	880,000	-	20,000	860,000	-
Washington Park Parking/Sidewalk	588,000	-	100,000	488,000	-
Wenatchee Foothills Regional Recreation Area	993,500	20,000	973,500	-	-
Total	11,199,825	3,108,256	6,620,469	1,471,100	-

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Locomotive Park Restrooms	Sewer Fund	200,000
Memorial Park Renovation	General Fund, Lodging Tax Fund, Art Fund, Donations	900,000
Sage Hills Trailhead	General Fund, Sewer Fund, RCO Grant, Donations	700,000
Maiden Lane Extension	General Fund	373,700
Pioneer Park Renovation	General Fund, Bond Proceeds, Art Fund, Lodging Tax Fund, RCO Grant	8,250,000
Sunnyslope Area Acquisition	General Fund, RCO Grants, Property Donation	1,020,000
Total		11,443,700

UTILITIES

STORMWATER

Description:

~~Projects in this program provide infrastructure necessary collect and convey urban stormwater to minimize urban flooding from rainfall events and to improve the quality of stormwater being discharged into surface waters and comply with the general National Pollutant Discharge Elimination System (NPDES) stormwater permit. The existing stormwater system consists of a network of inlet structures and piping generally located within the street system designed to collect surface water, provide water quality treatment, and convey it to the nearest surface water body.~~

The Storm Drain Utility Fund is an enterprise fund designed to account for the financial activities related to the City's ongoing improvement and expansion of the storm~~water-sewer~~ system and compliance with the Eastern Washington Phase II Municipal Stormwater Permit issued under the National Pollutant Discharge Elimination System (NPDES) regulations. The revenue for this fund is generated from a flat monthly charge to each single-family residence as well as a monthly charge to commercial and multi-family residences based on an "equivalent residential unit". The equivalent residential unit is an impervious surface of 4,200 square feet. Part of the comprehensive plan update (2020) included a capital improvement plan along with associated rate increase recommendations. The capital improvement plan is reflected in this document.

The Stormwater capital plan includes a number of projects identified in the adopted comprehensive plan as outlined in the table below. Projects include conveyance, rehabilitation, expansion of the collection network, and water quality projects. Based on the ongoing compliance with ~~National Pollutant Discharge Elimination System (NPDES)~~ municipal stormwater permit, many of these projects will focus on improving the quality of the water discharged into the Wenatchee and Columbia Rivers.

An important new piece of the stormwater system is the Regional Decant Facility which was constructed in 2015 by the City of Wenatchee and Chelan County to provide a location to manage and dispose of street sweepings and vector waste that would be in compliance stormwater and solid waste management regulations. The facility is owned and operated by the City and managed under an interlocal agreement with Chelan County.

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
1903 - Peachey Street	1,440,000	56,100	1,383,900	-	-
1919 -North Columbia	400,000	-	400,000	-	-
2007 - Springwater Avenue	370,000	-	370,000	-	-
2008 - Walla Walla Improvements	1,052,900	30,000	1,022,900		
2012 - Snohomish & Crescent Improvements	545,000	-	83,200	461,800	-
2204 - North Wenatchee Phase 2	153,000	-	153,000	-	-
Pershing (Springwater to Maple)	1,873,670	-	60,000	1,873,670	
Roosevelt Improvements	110,500	-	-	110,500	-
Broadview Pond Improvements	500,000				500,000
Columbia (First to Palouse)	210,000	-	-	-	210,000
Russell	1,020,600	-	-	-	1,020,600
Orchard	412,000	-	-	-	412,000
Upper Squilchuck Road Extension	150,000	-	-	-	150,000
Millerdale Street	340,200	-	-	-	340,200
North Wenatchee Phase 3	516,000	-	-	-	516,000
Cashmere	172,620	-	-	-	172,620
Ringold/7th/Princeton	628,000	-	-	-	628,000
Ohme Garden Road	1,440,195	-	-	-	1,440,195
Canyon Drain FEMA Match	1,800,000	-	-	-	1,800,000
Loves Court	256,200	-	-	-	256,200
Lavern	248,000	-	-	-	248,000
Vista Place	285,000	-	-	-	285,000
Ramona & Sunset	985,000	-	-	-	985,000
Total	13,390,885	86,100	3,473,000	2,445,970	8,963,815

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Kenaston & Linville	Storm Drain Utility Reserves	743,000
Western Ave	Storm Drain Utility Reserves	1,604,000
South Hills Drive	Storm Drain Utility Reserves	757,000
Fifth Street	Storm Drain Utility Reserves	931,770
Miller	Storm Drain Utility Reserves	499,800
Michael Place	Storm Drain Utility Reserves	138,600
Canal/Marie/Marilyn	Storm Drain Utility Reserves	344,400
S Chelan	Storm Drain Utility Reserves	200,000
Day Road	Storm Drain Utility Reserves	987,000
Filbeck/Seattle	Storm Drain Utility Reserves	693,000
Cedarwood Lane	Storm Drain Utility Reserves	138,600
Miller	Storm Drain Utility Reserves	3,393,000
Skyline Drive	Storm Drain Utility Reserves	2,097,000
Walnut	Storm Drain Utility Reserves	1,311,000
Avenda	Storm Drain Utility Reserves	221,000
Poplar	Storm Drain Utility Reserves	241,500
South Miller	Storm Drain Utility Reserves	283,500
Jennings St/lone and Maxine	Storm Drain Utility Reserves	1,234,000
Methow	Storm Drain Utility Reserves	690,000
McKittrick from Pine to Western	Storm Drain Utility Reserves	2,346,000
Horse Lake Road	Storm Drain Utility Reserves	1,810,000
Total		20,664,170

WATER

Description:

The major emphasis in the water distribution system over the next six years will be on replacing aging steel and cast iron water mains and removing lead parts to improve water quality, reduce the amount of Unaccounted for Water (UAW) as well as reduce emergency main line breaks, outages and damage to reconstructed roadways.

The last complete update to the Comprehensive Water System Plan recently adopted by the City Council in September of 2018 from which a Capital Improvement Plan (CIP) was developed. Rate increases of 6% per/ year starting in 2019 and, together with a simplified system investment fees for new connections funds the water capital program. The plan prioritized capacity projects, main replacement, and reservoir improvements. ~~Projects included in this CFP are a reference from the CIP contained in the 2018 Comprehensive Water System Plan.~~

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
1916 - Methow Water Main Replacement	266,300	37,000	229,300	-	-
1918 - AC Water Main Replacement	962,900	71,600	-	82,100	809,200
2202 - Crawford (Okanogan to Miller)	1,170,500	-	161,000	1,009,500	-
Millerdale (Jessica to Miller)	1,374,000	-	-	-	1,374,000
Fifth Street (Piere to Chelan)	1,514,000	-	-	-	1,514,000
Total	5,287,700	108,600	390,300	1,091,600	3,697,200

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Linwood/Rosewood	Water Utility Revenues	583,000
Orondo Avenue (Washington to Alaska)	Water Utility Revenues	926,500
South Columbia (Second to Kittitas)	Water Utility Revenues	1,121,000
Yakima Ave (Okanogan to Alaska)	Water Utility Revenues	641,300
Roosevelt (Spokane to Kittitas)	Water Utility Revenues	595,600
First Street (Adams to Franklin)	Water Utility Revenues	1,044,800
Spokane (Thurston to Okanogan)	Water Utility Revenues	516,440
North Mission Street (Fifth to Second)	Water Utility Revenues	822,120
South Miller (Coolidge to Idaho)	Water Utility Revenues	795,500
North Chelan (Fifth to Seventh)	Water Utility Revenues	712,100
South Chelan (Orondo to Spokane)	Water Utility Revenues	1,221,400
Lincoln Street (Methow to Cascade)	Water Utility Revenues	207,000
Stewart Street (Cherry to Montana)	Water Utility Revenues	160,000
Montana Street West (Stewart to Gellatly)	Water Utility Revenues	309,000
Dakota Street West (Stewart to Gellatly)	Water Utility Revenues	296,000
Washington Street East (Summercreek to Elliott)	Water Utility Revenues	502,000
Washington Street West (Okanogan to Douglas)	Water Utility Revenues	308,000
Terminal Avenue	Water Utility Revenues	516,400
New Utility Billing Software	Water Utility Revenues	100,000
4 MG Reservoir Replacement	Water Utility Revenues	12,190,000
BPS 1 pump 3 replament	Water Utility Revenues	109,900
2 MG Reservoir Exterior Coating	Water Utility Revenues	299,000
8 MG Reservoir Exterior Coating	Water Utility Revenues	873,000
New Meter Reading System	Water Utility Revenues	500,000
Total		25,350,060

REGIONAL WATER

Description:

The City of Wenatchee operates the Regional Water system on behalf of the Chelan County PUD, the East Wenatchee Water District and the City of Wenatchee. The Regional Water System is governed by the Regional Coordinating Committee (RCC), which is made up of representatives from each water purveyor.

In 2014 the RCC began a process to analyze the adequacy of the existing supply and transmission system to meet current and future needs and to evaluate the overall redundancy of the system. The 13 locations identified were evaluated for many criteria including water quality, wellhead protection, cost to develop, cost of operations and how they met the goal of multi-faceted redundancy. Ultimately the regional committee “short-listed” three options all south of Wenatchee, all on the Chelan County side of the Columbia River. The preferred options were determined to be non-viable. ~~The RCC will next be evaluating the feasibility of surface water treatment and other groundwater options. Further exploration will continue as the second source exploration and analysis continues until a viable site is discovered. Discussions and plans are being evaluated for exploring additional sites.~~ Once verified as a viable second water source, the actual development schedule will be in the range of 5-7 years. ~~The RCC also plans to continue the 10% annual rate increase in anticipation of the second source project.~~

The last update to the Regional Water System Plan was adopted in 2018. The plan included a capital improvement schedule as outlined in the table below. ~~The Regional Water System Plan update, including a revised capital improvement plan completed in 2019 is shown below.~~

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
Transmission Main Corrosion Protection	150,000	-	-	150,000	
Total	150,000	-	-	150,000	-

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Second Source Design & Construction	Regional Water Reserves / Bond	52,892,000
Total		52,892,000

SEWER

Description:

The City completed a Comprehensive Sewer Plan in 2017. This plan included a prioritized Capital Improvement Plan for a major extension of sanitary sewer services to provide sewer to unserved areas and support higher density development in Sunnyslope and the foothills. The program also includes much-needed upgrades to the wastewater treatment plant (WWTP) to support both increased flows as well as meeting regulatory requirements and needed efficiency improvements.

Funding for the 2017-2037 sewer CIP is through municipal bonding, repayment of which will be made through a revised fee and rate schedule for current and prospective utility customers. Rate increases of 6% per year for five years starting in 2018, together with **simplified** system investment and capital facilities fees for new connections, will support the nearly \$48M / 20-year sewer capital program.

Ongoing annual maintenance and rehabilitation of the collection system's main lines, manholes and pump stations is mandatory. Specific needs are identified through a continuing and consistent video inspection program. Costs to perform this ongoing maintenance work have been included in the financial plan and revised rate structure for the sewer utility.

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
1810 - WWTP Digester 4	13,644,000	1,556,000	7,987,000	4,101,000	-
1908 - Knowles Road (School to American Fruit Road)	714,100	60,500	653,600	-	-
1916 - Methow Street Improvements	37,600	11,000	26,600	-	-
1917 - Maple Street Extension	100,000	-	100,000	-	-
1919 - North Columbia	718,000	-	718,000	-	-
2002 - Pershing & Poplar Sewer Extension	1,478,500	52,000	1,426,500	-	-
2003 - Wastewater Facilities Plan Amendment	220,000	50,000	170,000	-	-
Lincoln Park Bathroom & Sewer Repair	335,000	-	335,000	-	-
2010 - North Wenatchee Avenue Sewer Repair (5th to 7th)	350,000	3,100	37,000	309,900	-
2111 - Easy St/Hwy 97/2 Sewer Relocation (WSDOT)	150,000	23,000	127,000	-	-
2105- School Street (Easy to Knowles)	650,500	120,000	530,500	-	-
2106 - Blower Building Improvements	793,000	40,000	753,000	-	-
2205 - Franklin Avenue Sewer Repair	131,000	-	131,000	-	-
Digester 2 Dome Replacement	2,500,000	-	-	150,000	2,350,000
Olds Station (E. of Euclid) Gravity Sewer Replacement	594,720	-	-	594,720	-
Methow Repair & Replacement	318,000	-	-	-	318,000
Biofilter Replacement	1,000,000	-	-	-	1,000,000
Digester 3 Repair and Improvements	1,000,000	-	-	-	1,000,000
LS2 Broadview Lift Station (Relocate)	826,560	-	-	-	826,560
Total	25,560,980	1,915,600	12,995,200	5,155,620	5,494,560

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Alley Miller to Pioneer S. of Plum 8" VCP replacement	Sewer Utility Revenues	150,000
Okanogan Ave Repair & Replacement	Sewer Utility Revenues	174,000
Digester 1 Repair and Improvements	Sewer Utility Revenues	1,000,000
Secondary Clarifier #3	Sewer Utility Revenues	3,066,980
Biosolids Drying Bed Expansion	Sewer Utility Revenues	2,558,000
Locomotive Park bathroom	Sewer Utility Revenues	200,000
Duncan Road	Sewer Utility Revenues	1,000,000
G3 Penny Rd. Gravity Sewer Replacement	Sewer Utility Revenues	228,064
FG01 Easy Street Gravity Sewer Trunkline	Sewer Utility Revenues	2,065,710
FG21 Skyline North (Cherry 1/2)	Sewer Utility Revenues	752,461
FG23 Methow Street - North (Craw3)	Sewer Utility Revenues	471,238
FG27 Methow Street -South (Met1)	Sewer Utility Revenues	231,000
FLS3 Ohme LS and FM	Sewer Utility Revenues	2,033,660
G2 Easy Street (Olds6)	Sewer Utility Revenues	314,159
FG09 Walnut Street (Walnut1)	Sewer Utility Revenues	1,517,000
FG35 Sunnyslope Sewer Extensions	Sewer Utility Revenues	17,875,393
STUDY1 Inflow/Infiltration Study	Sewer Utility Revenues	391,432
FG11 Harris Place (McKitt2)	Sewer Utility Revenues	324,000
G6 Methow Street (Peach2)	Sewer Utility Revenues	391,080
FG26 Circle Street – South Miller Street to Okanogan (Craw 2/4)	Sewer Utility Revenues	872,000
FG28 Canyon Breeze Lane (Met1)	Sewer Utility Revenues	333,000
G5 South Walker Avenue (Peach2)	Sewer Utility Revenues	228,000
FG08 Locust Street (Maiden4)	Sewer Utility Revenues	420,000
FG25 Circle Street – South Miller Street to Saddle Rock Trailhead (Red2)	Sewer Utility Revenues	455,000
FG32 Jeffrey Court (Squil3)	Sewer Utility Revenues	708,603
FG07 Harbel Street (Maiden4)	Sewer Utility Revenues	317,000
FG20 Lester Road, Day Road, and Day Drive (5th-2)	Sewer Utility Revenues	770,000
FG33 Chapman Road (Squil5)	Sewer Utility Revenues	1,055,876
FG10 Stella Avenue (McKitt4)	Sewer Utility Revenues	240,000
FG18 Cypress Lane (Spring1)	Sewer Utility Revenues	238,989
FG19 Westwick Road (5th-2)	Sewer Utility Revenues	725,000
FG24 Gehr Street (Craw1)	Sewer Utility Revenues	336,000
FG29 Hidden Meadow Drive (Met1)	Sewer Utility Revenues	414,000
FG30 Hidden Meadow Drive – South (Met1)	Sewer Utility Revenues	288,000
FG31 Kray Ike Court (Squil3)	Sewer Utility Revenues	315,000
FG34 Confluence Parkway Ph. I	Sewer Utility Revenues	1,134,442
FG15 Maple Street - North (Maple0)	Sewer Utility Revenues	803,000
FLS2 Warm Springs LS and FM	Sewer Utility Revenues	1,491,000
Total		45,889,087

TRANSPORTATION

PAVEMENT PRESERVATION

Description:

The Federal Highway Administration defines pavement preservation as a program employing a network level, long-term strategy that enhances pavement performance by using an integrated, cost-effective set of practices that extend pavement life, improve safety and meet motorist expectations. The following is a list of key issues related to the City's Pavement Preservation Program:

- ~~• An effective pavement preservation program will address pavements while they are still in good condition and before the onset of serious damage. By applying a cost-effective treatment at the right time, the pavement is restored almost to its original condition. The cumulative effect of systematic, successive preservation treatments is to postpone costly rehabilitation and reconstruction. During the life of a pavement, the cumulative discount value of the series of pavement preservation treatments is substantially less than the discounted value of the more extensive, higher cost of reconstruction and generally more economical than the cost of major rehabilitation. Additionally, performing a series of successive pavement preservation treatments during the life of a pavement is less disruptive to uniform traffic flow than the long closures normally associated with reconstruction projects.~~
- Effective pavement preservation program will address pavements while they are still in good condition and before the onset of serious damage. By applying a cost-effective treatment at the right time, the pavement is restored almost to its original condition. The cumulative effect of systematic, successive preservation treatments is to postpone costly rehabilitation and reconstruction.
- The Street Overlay Program was developed by the Public Works Department in 1996 and was intended to provide for the overlay of all City streets over a 15-year repeating cycle
- In 2015 the City invested in a pavement management software (PMS) program to help determine the minimum funding necessary for maintaining and preserving the city's pavement system consistent with current pavement preservation methodology.
- In 2016, the City Council appointed a citizen's committee to evaluate the Pavement Management Program and recommend their preferred program and level of investment. The Committee recommended an investment of nearly \$3m per year in the Preservation Program.
- Since 2015, the PMS program estimates have been updated on a regular basis and the current data shows that the City needs to invest \$4 Million annually to maintain an overall PCI near 70.
- Even with this level of investment, the deferred maintenance of the roadway network will continue to increase from \$1 to 2 million per year.
- The Public Works Department continues to seek ways to stretch the pavement preservation funding by implementing lower cost surface treatments such as chip seals.

- The City currently has two dedicated revenue sources for fund #111 – Street Overlay. The two sources are the Transportation Benefit District (TBD) (car tabs) which generates over \$600K annually and the ¼% Real Estate Excise Tax (REET) which generates over \$500K per year. These two revenue sources have been providing approximately \$1.2M annually. It should be noted that the TBD includes a sunset clause for the end of 2030.
- The City continues to seek additional funding for the preservation either through one-time cash allocations and grants.

~~The Street Overlay Fund #111 is a special revenue fund which was designed to account for financial activities related to the City's previous street overlay program. The Street Overlay Program was developed by the Public Works Department in 1996 and was intended to provide for the overlay of all City streets over a 15-year repeating cycle. The Street Overlay Program was revisited by the Public Works Department in 2005 with a recommendation for additional financial investment. In 2015 the City invested in a pavement management software (PMS) program to help determine the minimum funding necessary for maintaining and preserving the city's pavement system consistent with current pavement preservation methodology. The result of the analysis indicated the City will need to invest between \$2.4 to \$2.9 Million annually over a ten year period to maintain the pavement system at nearly the then current overall pavement condition index (PCI) of near 70-71. Even with this level of investment, the deferred maintenance of the roadway network increases from \$5 to \$10 Million over a 10-year period. The analysis demonstrated the need to implement lower cost surface treatments such as chip seals to extend the life of the streets even further based on the lack of sufficient preservation funding. In 2016, the City Council appointed a citizen's committee to evaluate the Pavement Management Program and recommend their preferred program and level of investment. Based on their recommendation back to City Council, they recommended Scenario 5B that maintained arterials and collectors at current conditions and included an investment level of nearly \$30M over a 10-year period. The city was able to exceed the recommended budget levels of the program in 2019 and 2020 bringing the overall PCI up to an estimated 73.~~

~~In 2012 The City of Wenatchee formed the Wenatchee Transportation Benefit District (TBD) with the same corporate boundaries as the City. A \$20 per year car license fee was imposed at the same time and took effect in June of 2012. The funds generated from the fee have been transferred annually to the Overlay fund to be used on projects as determined by the City Council. The Transportation Benefit District was adopted with a provision dedicating ten percent of the revenues to pedestrian related improvement projects contained within the six year street plan. The formation of the District includes a sunset clause for the end of 2030. This will provide a long term reliable funding source to aid in the implementation of the PMS. This revenue source has been generating over \$600,000 per year.~~

In summary, the Cities on-going revenue allocations provide just over 25% approximately 50% of the recommended-needed funding to maintain the City's pavement preservation program, however the City Council continues to pursue other sources of revenue to fully fund the Pavement Management program.

ARTERIAL STREETS

Description:

Every year the City is required to adopt a comprehensive six-year Transportation Improvement Program (TIP). This plan includes financially constrained projects in the first several years and planned projects for later years. The projects are identified in the TIP as either "selected (S)" or "planned (P)" meaning that selected projects have a dedicated funding source as identified in the plan and planned projects do not. The majority of projects are financially unconstrained or planned and therefore fall into the later years of the plan. The City TIP for 2021-2026 was adopted by ordinance (Ordinance 2020-17) in July, 2020. **See Appendix B for a full copy of the TIP.**

The City of Wenatchee receives a portion of the State's motor vehicle fuel tax, a portion of which is dedicated to Arterial Streets. Historically, this revenue has been used as matching money for transportation infrastructure grant opportunities. Between 2006 and 2015, this dedicated funding, which averaged \$289,000 per year leveraged \$19.5 million in grant funds for street infrastructure improvements. More recent analysis has shown an even higher amount of leveraging in recent years.

Primary sources of transportation grants for the classified street system are state of Washington and Federal funds. Typical state programs include the Transportation Improvement Board (TIB), and the Active Transportation Programs. The typical Federal program is the Surface Transportation Program. Both State and Federal programs include sub programs for safety and non-motorized projects. The City of Wenatchee competes with other agencies for state and federal funds. Specific criteria, including safety, mobility, structural condition, congestion, multimodal components, and project benefit/cost are often evaluated by the granting authority.

Arterial street projects are typically funded by grants with 13.5% to 20% match from the Arterial Street fund. Some programs provide incentives for a lower match percentage or have no match requirement. The TIP identifies those funded projects and associated grant funding sources. The arterial street fund has needed additional funding in the past to maintain the ability to match available grants and absorb project cost overruns. The following table presents all of the funded projects as well as projects that are currently being pursued. A comprehensive list of all of the planned City projects is included in the attached **Six Year Transportation Improvement Plan; see Appendix B.** The total capital needs identified in the 2022 TIP is approximately \$368 million.

The SR285/North Wenatchee Avenue Master Plan was adopted by the city in 2011 addressing congestion and circulation between US 2 and Miller Street. This plan was prepared by the Chelan Douglas Transportation Council (CDTC) formerly known as the Wenatchee Valley Transportation Council (WVTC) in partnership with property owners, the City, Washington State Department of Transportation (WSDOT), and Chelan County. This corridor has been identified as the highest transportation priority within the CDTC jurisdiction.

Within the Master Plan a number of options were evaluated. The Confluence Parkway alternative was approved by the CDTC as the preferred alternative which also includes a number of identified large and small projects, several on Wenatchee Avenue itself. While the City works to realize Confluence Parkway, interim improvements to North Wenatchee Avenue are necessary. Preliminary estimates for these improvements were estimated at approximately \$55 Million. During the 2015 Legislative session the "North Wenatchee Area Improvements" project was partially funded in the Washington State Legislature Connecting Washington funding package. The project identified several components from the North Wenatchee Transportation Master Plan in its scope. These include improvements to the SR2/97 & Easy Street intersection, deployment of an intelligent Transportation System (ITS) through the North

Wenatchee corridor, access control and intersection improvements at both the north and south ends of the corridor, safety improvements throughout the corridor and initiation of the environmental review for the larger Confluence Parkway project. Approximately \$23 Million was secured for the North Wenatchee Avenue area between Miller Street and US 2 through the Connecting Washington program. The WSDOT and city partnered beginning in 2017 to identify the most effective uses of the Connecting Washington funds within the North Wenatchee Avenue corridor to improve safety, mitigate congestion, improve all modes of transportation, enhance the business district, and improve the northerly gateway into the city. The partnership and investment culminated in a document titled “North Wenatchee Avenue (SR285) Preliminary Engineering Summary Report” which better defined projects and priorities for expenditure of the Connecting Washington funds allocated to the SR285 corridor. The WSDOT is currently in the development stages of several projects along the corridor that are consistent with the report.

The city worked with the WSDOT, CDTC and regional partners beginning in 2017 to apply for federal INFRA funding to complete a suite of projects identified as the Apple Capital Loop and proposes to use the Connecting Washington funds as match. The total project size is estimated at approximately \$250 Million. In 2021, the U.S. Department of Transportation recommended \$92M in federal funding for a portion of the project which includes Confluence Parkway South. The City expects to have funding agreements in place in early 2022 for approximately half of the Confluence Parkway project and will continue to pursue additional funds to complete the northern Confluence Parkway project in the coming years. An Environmental Assessment is expected to be completed for the entire project in 2022.

In 2016, the city adopted a complete streets policy to ensure adequate consideration for non-motorized transportation needs along with enhanced landscaping along transportation corridors.

STREET MAINTENANCE

Description:

The City street system continues to grow through annexations and development while street maintenance funding has often not kept up. Preservation and maintenance funding levels compared to street growth and inflation have fallen behind, but pavement has been addressed in recent years as can be seen in the overlay section of this report (Pavement Management Program).

City street-related assets include pavement, curb, gutter, sidewalk, illumination, traffic signals and signs, pavement markings, bridges, and other infrastructure. Maintenance of these assets are included in the street maintenance budget 108. In recent years with the formation of the transportation benefit district and development of a pavement management program, some pavement preservation work is being accomplished by city street maintenance personnel.

This section identifies some projects included in the city’s street maintenance budget that are beyond the definition of street maintenance and preservation.

Sidewalk maintenance by city code is the responsibility of the abutting property owners and is not funded otherwise in the city budget except for some minor repair and replacements deemed necessary and the responsibility of the city. A minor budget amount in the 108 fund is intended to deal with sidewalk deficiencies and minor gaps ~~as identified in the table below.~~ The 2022 budget proposes additional funding

to address sidewalk maintenance. The Transportation Benefit District was adopted with a provision dedicating ten percent of the revenues to pedestrian related improvement projects contained within the six-year street plan which could help with sidewalk rehabilitation.

Cement concrete streets are not included in the city’s pavement preservation program as their maintenance and preservation is vastly different from that of typical of asphalt roadways, and they are an important feature in our Grandview Historic District. The city has utilized maintenance funding for ~~replacement~~pairing-of cement concrete panels on case by case basis as they become unusable or safety concerns. ~~The 2020 budget proposes additional funding to address the minimal needs of maintaining this small percentage of the street pavement system as indicated in the table below.~~

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
0623 - McKittrick and Wenatchee Avenue Signal	2,846,570	1,869,570	977,000	-	-
1615 - N. Wenatchee Ave. Ped. and Median Imp's	931,080	124,500	806,580	-	-
1801 - 9th Street Rail Crossing	1,467,955	167,800	1,300,155	-	-
1911 - South Wenatchee Safety Improvements	343,500	65,000	278,500	-	-
1916 - Methow Street Improvements	1,295,800	314,100	981,700	-	-
1917 - Maple Street Improvements	1,104,500	475,100	629,400	-	-
1919 - McKittrick St/North Columbia Street I/S	4,356,000	582,900	3,773,100	-	-
2007 - Springwater Avenue	3,256,980	187,000	3,069,980	-	-
2008 - Walla Walla Stormwater Retrofit	500,000	-	500,000	-	-
2109 - 2021-2023 Pavement Condition Survey	225,000	100,000	50,000	75,000	-
2110 - 2022 Pavement Preservation	2,489,000	285,000	2,204,000	-	-
2201 - Apple Capital Loop	102,611,956	-	3,950,000	18,886,766	79,775,190
2203 - 2023 Pavement Preservation	1,200,000	-	183,200	1,016,800	-
Miller St. Realignment and Storm Repairs	4,200,000	-	500,000	3,700,000	-
Springwater Avenue Extension North	1,125,000	-	-	1,125,000	-
SR285 Easy Street/Penny Rd. Northbound Off-Ramp	1,000,000	-	-	1,000,000	-
Street Preservation Program	3,420,000	-	570,000	570,000	2,280,000
M&O Pavement Preservation projects	525,000	75,000	75,000	75,000	300,000
	132,898,341	4,245,970	19,848,615	26,448,566	82,355,190

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Westside High - 9th St. Pedestrian X-ing	SRTS	302,203
Elliott Ave./Castlerock Ave. Pedestrian Crossing Improvements	SRTS	400,000
Orchard Middle School Sunset Ave. Improvements	SRTS	315,000
N. Miller St./BNSF RXR safety improvements	Rail Section 130	800,000
McKittrick St. - SR285 Intersection Phase 2	WSDOT, State Other	22,000,000
North End North Wenatchee Ave. Projects Phase 2	WSDOT, State Other	22,000,000
North Wenatchee Ave./Hawley St/Walnut St. Intersection	WSDOT, State Other	7,000,000
North Wenatchee Ave./Maple St. Intersection Improvements	WSDOT, State Other	9,000,000
Spot and corridor safety improvement projects	HSIP, 109	1,200,000
SR 285 Easy Street / Penny Road Northbound Off-Ramp	001, 109, Dev.	1,000,000
Pedestrian and Bicycle Connections	Complete Streets, Dev., 108, 109	100,000
Miscellaneous bicycle system improvements.	TBD, Complete Streets	60,000
Wenatchee River Br. Shared Use Pathway - Pre-Design Analysis	WSDOT, Ped/Bike	75,000
Gunn Ditch Corridor Shared Use Pathway	WSDOT, Ped/Bike	1,530,000
Pedestrian Corridor along Stevens Street	Complete Streets, Other	250,000
Residential Traffic Calming	001, Dev.	60,000
Illumination upgrades	Complete Streets, CDBG, 109, Other	60,000
Truck Route Improvements	STP, 109	500,000
Loop Trail Connection: Confluence State Park to Olds Station Road	Bike/Ped, STP, 109	600,000
Confluence Parkway Phase 1 (Hawley St. South)	INFRA, FASTLANE, BUILD, Connecting WA, 410, 405, 109, Other	58,300,000
Confluence Parkway Phase 2 (Hawley St. North)	INFRA, FASTLANE, BUILD, Connecting WA, 410, 405, 109, Other	64,000,000
McKittrick Street/BNSF Grade Separation	INFRA, FASTLANE, BUILD, Connecting WA, 410, 405, 109, Other	34,400,000
Orondo St. Multimodal Improvements	STBG, 109	1,000,000
Millerdale Improvements	TIB, 109	1,836,000
Red Apple Road Phase 2	TIB, 109	1,800,000
Chelan/Kittitas Intersection Control (Signal)	STBG, 109	500,000
Woodward urban upgrades.	001, TIF	3,600,000
Railroad Grade Crossing Upgrades	Other	100,000
Skyline Drive Widening	001, TIB, 109	3,500,000
North Road Improvements	TIF, 109, Dev.	2,600,000
Maiden Lane Extension	TIF, 001	950,000
Maple, Broadview, Surry vic. Connections	TIF, 001	13,049,000
Westwick extension to Maiden extension	TIF, 001	7,900,000
Second Street extension west	TIF, 001	1,070,000
Gunn Road Urban Upgrades	WSDOT	1,000,000
McKittrick Street Improvements	TIB, 109	1,500,000
Miller/Crawford Intersection Control	TIB, 109	500,000
Fifth and Western Intersection Capacity Improvements	TIF, 001, Dev.	650,000
Walnut St. Improvements	TIB, 109	1,500,000
Crawford Ave. Improvements	STP, 109	500,000
Traffic Signal Improvements	STP, 109	1,500,000
Mission Street to Mission Ridge Gateway	STP, 109	500,000
North Wenatchee Avenue Complete Streets Improvements	STP, 109	1,500,000
Castlerock to Fifth Street Connector	TIF, 001	5,700,000
Crawford and Okanogan Intersection Control	STP, 109	450,000
Easy Street and Penny Rd. Intersection	STP, 109	660,000
Railroad Grade Pedestrian Crossing	Other	4,000,000
Relocate BNSF Wenatchee Terminal	Other	32,000,000
Wenatchee Street Pavement Preservation	TBD, B&O, Util, 001	9,600,000
Total		323,417,203

WESTERN FOOTHILLS TRANSPORTATION IMPACT FEES

Description:

In 2019, a study was conducted for the Western Foothills Circulation area (within the city's UGA) for needed improvements to address adequate secondary access and level of service standards for fire

access. This study was also an implementation step from the City's Community Planning Assistance for Wildfire Planning process in 2015-2016, which informed the planning effort. This study, entitled the Western Foothills Transportation Impact Study is hereby included in this plan by reference. Title 15, which was established by Ordinance 2011-02 and amended on November 14, 2019 with Ordinance 2019-41 outlines the following:

Each year staff is required to perform the following functions in order to comply with the ordinance:

1. Review the capital estimates for completion of the facilities and make adjustments to the capital estimates in the Capital Facilities Plan.
2. Review the impact fee calculation. Staff shall incorporate revised capital estimates for completion of the facilities and review the structures constructed. In addition, the impact fee ordinance provides an anticipated number of structures and lots to be created. If the cost per structure increase or decrease significantly, then staff shall make recommendations to the City Council to adjust the fees accordingly by ordinance. A construction cost inflator is contemplated in Title 15.
3. On an annual basis the City Council shall be provided with a report on the impact fee account showing the source and amount of funds collected and the public improvements financed by those funds as detailed in WCC 15.02.080. The capital facilities plan update and annual budget may serve as such report.

Public Facilities and Fees: The Western Foothills Transportation Study identified a maximum legally defensible impact fee of \$24,742 based on improvements necessary to support future development. The improvements identified in the study area consist mainly of fire access road improvements along with some multimodal improvements. Ordinance 2019-41 set the Western Foothills Transportation Impact Fee at \$7,500 per additional single-family residential Building Permit

Table 1: Cost of Basic Fire Access and Multimodal Improvements for City Connections

Connection Description	Project #	Basic Fire Access Cost	Multimodal Cost	Total Cost
North Road East of Canal	1A	\$225,000	-	\$225,000
North Road West of Canal (24-foot-wide cross-section)	1B	\$1,550,000	-	\$1,550,000
North Road Improvement through Schnibbe & Parlette Property	1C	\$825,000	-	\$825,000
Maiden Lane Extension	2	\$937,500	-	\$937,500
Maple Street Improvements	3	-	\$1,300,000	\$1,300,000
Triad Development Connections	4	\$13,049,250	-	\$13,049,250
Springwater Connection across School District Property	5	\$1,125,000	-	\$1,125,000
Westwick Connection to Triad Connection	6A	\$7,048,125	-	\$7,048,125
Westwick Multimodal Improvements to Surry Road	6B	-	\$860,600	\$860,600
Springwater (Western to Woodward)	7	-	\$2,768,400	\$2,768,400
Woodward (Springwater to 5 th Street)	8	-	\$3,626,151	\$3,626,151
2nd Street Connection, 325 ft of road across Noyes property to Philipi property	9A	\$243,750	-	\$243,750
2nd Street Connection, 775 ft of road across Philipi property from Noyes property to Maxine street	9B	\$581,250	-	\$581,250
Maxine Street Extension from Lone Place to Red Hawk Canyon Drive	9C	\$243,750	-	\$243,750
Castle Rock Connection north of water tank property to Maxine Street (on Philipi property)	10A	\$3,480,000	-	\$3,480,000
Castle Rock Connection south of water tank property to existing Castle Rock	10B	\$1,680,000	-	\$1,680,000
5 th Street & Western Avenue Intersection Improvements*	11	-	\$632,100	\$632,100
Total		\$30,988,625	\$9,187,251	\$40,175,876

Source: City of Wenatchee

*This project is an LOS-driven intersection project

CONVENTION CENTER

Description:

The Convention Center is a City-owned facility that is operated under agreement with -Coast Wenatchee, LLC (formerly Coast Wenatchee). Not only is the Convention Center an anchor facility to Wenatchee’s Historic Downtown, but it is particularly important to the City’s economy. The success of the Convention Center has a direct impact on lodging and food service businesses and therefore, revenue from the operation of the facility and revenue from lodging taxes from hotels within the City are used to operate and maintain the facility as well as pay off long-term capital debt and provide for facility and equipment upgrades and replacements. This funding is reviewed and approved during the annual application process carried out by the City’s Lodging Tax Advisory Committee.

The original Convention Center was built and equipped in 1980 and has had many renovations throughout the years to keep the facility competitive. With guidance from the Lodging Tax Advisory Committee, lodging tax funds have been directed to continue facility upgrades and pay off existing capital bonds. In order to keep the Convention Center competitive into the future, a market analysis was conducted in 2019 to look at options for the facility moving forward. Options may include expansion of the facility based on a current convention center market analysis.

Most recent projects include six AV meeting systems for remote meetings, fire alarm panel upgrades, the refurbishment of room airwall dividers, the lower level restroom remodel, reconditioning of walk-in cooler, additional chair railing installation and refinishing of the main entrance stairway entry doors to the meeting rooms.

Current minor capital/equipment projects planned –as funds become available include– upgrades to the upstairs bathrooms, upgrading three HVAC units, replacing air walls, and additional LED lighting upgrades, and the installation of three cameras in the Fountain Plaza. -

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Project Budget	Previous Years	2022 Budget	2023	Future Years
Minor Capital / Equipment (\$200,000/yr)	800,000	200,000	200,000	200,000	200,000
Total	800,000	200,000	200,000	200,000	200,000

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
Expansion Study Projects	Hotel Motel Tax	12,000,000
Total		12,000,000

CEMETERY

Description:

Over the past 10 years, improvements were implemented including the construction of a Niche Wall and new office, ~~and re-platting of several areas, removal of roadways and design of a new road to allow for more availability burial options, replacement of the Cemetery Office~~ and renovation of the Clark Mausoleum. Additionally, rate adjustments have been made with the goal of helping to enhance revenues. However, even with the rate changes, overall revenues have not kept pace with the modest rate of increased expenditures and the Cemetery Fund has continued to rely on General Fund transfers in order to continue to operate.

The Cemetery capital plan includes additional improvements to the Home of Peace Mausoleum on Miller Street and ~~the installation of additional facilities~~ improvements at the Cemetery including crypt walls, roadway drainage improvements, greenhouse and shop upgrades, Veterans Section improvements and eventually the opening of a new full interment section with the potential for double depth lots.

Unfunded Projects:

Project Name	Funding Sources	Est. Project Cost
Road Replacement	General Fund	185,000
Storm Water System	General Fund/Sotrm Water	350,000
Expansion Area Development	General Fund	225,000
Irrigation System Upgrade	General Fund	220,000
Shop/Greenhouse Replacement	General Fund	120,000
Cemetery Expansion - Niche walls etc.	General Fund	400,000
Area Identification and Interpretive Signs	DAHP Grant	25,000
Total		1,525,000

HOMELESS/HOUSING/CDBG PROGRAMS

Description:

The City of Wenatchee administers homeless and affordable housing programs that serve both Wenatchee and East Wenatchee on behalf of Chelan and Douglas Counties. These programs are funded through contributions by the Cities. Funding is received from four main sources in addition to non-reoccurring grant resources:

1. The Wenatchee/East Wenatchee Affordable Housing Sales Tax Fund is generated through local sales tax collections authorized by RCW 82.14.540 (HB 1590). Annual revenue fluctuates depending on the economic cycle but averages approximately \$1.7 million/year.
- ~~1.~~ The City of Wenatchee Chelan-Douglas Local Homeless Fund (HB 2163) is generated through local document recording fees. Annual revenue fluctuates depending on the number of documents recorded in Chelan County but average approximately \$~~160810~~,000/year.

2.

~~2.~~—The City of Wenatchee Low-Income Housing Fund (HB2060) is generated through local document recording fees in Chelan County. Annual revenue fluctuates depending on the number of documents recorded in the county but averages approximately \$740,000/year.

3.

4. The City of Wenatchee Affordable Housing Sales Tax Credit is generated through a local sales tax credit against the state’s sales tax collections authorized by RCW 82.14.540 (HB 1406). Annual revenue fluctuates depending on the economic cycle but averages approximately \$85,000/year.

~~3.~~—The Washington State Consolidated Homeless Grant is distributed by the Washington State Department of Commerce. This program distributes approximately \$685,000/year to the Chelan and Douglas county region.

~~The Emergency Solutions Grant is distributed by the Washington State Department of Commerce. The grant supports rental assistance and emergency shelter operations and distributes approximately \$795,000/year to the Chelan and Douglas county region.~~

The City typically passes these funds through to partner agencies that operate homeless service programs such as emergency shelters, transitional housing programs, homeless outreach, homeless day centers, rent assistance, and permanent supportive housing programs, and street outreach. Occasionally, these funds help construct or purchase capital facilities and equipment and thus this description is included in the Capital Facilities Plan. The City of Wenatchee is pursuing the implementation of the Chelan – Douglas Homeless Housing Strategic Plan 2019-2024. A multi-phased strategy has been developed by the City of Wenatchee and East Wenatchee to look at having a significant positive impact on providing shelter and wrap around services for the unsheltered homeless population. This initial first phase includes the development of capacity for new and potentially expanded low barrier shelter(s) and an integrated approach at outreach with local law enforcement focused on the unsheltered homeless population. These shelter(s) may include day use facilities.

~~The City staff are in the preliminary planning stages for the development of a low-barrier emergency shelter facility(s). It is expected that the development of this facility(s) will start in Q4-2021 or Q1-2022. In addition, City staff are investigating partnerships to provide my homeless day use center spaces. Estimates for these projects are not available, but the table below shows total possible funding available for these phase I strategies. for day center renovations and upgrades.~~

Funded Phase 1 Projects:

Project Name	Funding Sources	Est. Project Cost
<u>Low Barrier Emergency Shelter(s)</u>	<u>Affordable Housing Sales Tax (HB 1590) & Low Barrier Shelter Grant</u>	<u>2,048,245000,000</u>
<u>Total Homeless Day Center Renovations</u>	<u>Affordable Housing Sales Tax (HB 1590)</u>	<u>2,048,245500,000</u>
Total		<u>1,500,000</u>

Project Name	Project Budget	Previous Years	2021 Budget	2022	Future Years
Catholic Charities Housing Permanent Housing Complex	724,000	181,000	181,000	181,000	181,000
Total	724,000	181,000	181,000	181,000	181,000

Community Development Block Grant (CDBG)

In 2005, the City became a CDBG Entitlement Community. ~~Federal funding for this program began to rise in 2014 after a period that saw a large decline in award funding. Funding leveled out around \$200,000 until 2018 when an increase start and funding is now around \$240,000 with the 2019 and now 2020 years being \$238,184 and \$237,296; respectively. Beginning in 2018, the program year changed from April 1 – March 31 to October 1 – September 30 each year. This allows Wenatchee’s Consolidated Plan and program year to align with that of both East Wenatchee and the Housing Authority. The new Consolidated Plan will be completed in the summer of 2020.~~ CDBG funds are used for grant administration and staff time, public service programs, small-scale neighborhood revitalization projects, improvements to public facilities and large public infrastructure projects. ~~The following goals were identified for the 2020-2024 Consolidated Plan which identifies priorities for CDBG investment in the community:~~

1. Expand Development of Housing & Public Amenities
2. Enhance Economic Development
3. Support Public Services

The City of Wenatchee is eligible to receive Community Development Block Grant (CDBG) funds annually from the U.S. Department of Housing & Urban Development (HUD). The City’s program year is October 1st through September 30th of the following calendar year.

Funding from the CDBG program is able to be utilized within the geographic boundaries of the City of Wenatchee. In order to serve community members in need, geographic priority areas are created. The characteristics within a priority area include higher levels of crime; housing stock in a state of deterioration; lack of public infrastructure and facilities; high levels of code enforcement contact; and signs of potential blight. Additional considerations include access to public facilities, commercial areas, grocery stores, recreation and medical or social support facilities.

Area-benefit activities are emphasized to benefit low- and moderate-income neighborhoods and limited clientele are more specific to support households.

The City has successfully leveraged CDBG funding for Safe Routes to School projects and coordinates efforts to align with the “Five-Year Plan to Reduce Homelessness in Chelan & Douglas Counties” around housing needs.

~~In order to complete a required Assessment of Fair Housing (AFH) Plan as a component of the Consolidated Plan Update in the most cost effective and collaborative way, the 2013-2017 Consolidated Plan was extended by two year (2013-2019). This allows the City of Wenatchee to create a regional plan in partnership with the City of East Wenatchee and the Housing Authority of Chelan County and the City of Wenatchee. Efforts are underway with the Consolidated Plan being completed in the March 2021.~~

~~As a result of COVID-19, the CDBG program has received funding specifically targeted towards pandemic response in the amount of two payments that total \$367,381; installments of \$139,593 and \$227,788.~~

~~The following table illustrates a list of projects consistent with the 2020 – 2024 City of Wenatchee Consolidated Plan. ~~recently extended 2013-2019 Consolidated Plan.~~ Public facilities and infrastructure improvements such as the Lincoln Park redevelopment and the extension and replacement of sidewalks are proposed. ~~This projection assumes available CDBG funding and all capital projects are outlined in each year’s respective Annual Action plan. Identified in this plan are programs and projects such as infrastructure, parks and/or economic and community development.~~~~

Funded Projects:

<u>Project Name</u>	<u>Funding Sources</u>	<u>Est. Project Cost</u>
Public Facilities and Infrastructure	2021 CDBG Grant and additional public/private resources	<u>336,229,346,926</u>
Total		<u>336,229,346,926</u>

ECONOMIC DEVELOPMENT

LOCAL REVITALIZATION FINANCING DISTRICT – WENATCHEE WATERFRONT

Description:

The city adopted the waterfront subarea plan in 2004. This redevelopment and revitalization plan focuses on changing the character of the waterfront to compliment the waterfront parks through mixed use development. The city has been very active in furthering this plan through the investment in public infrastructure. The city continues to advocate for the development of the waterfront and furtherance of the objectives of the plan.

The City was awarded a state rebate in 2009 presenting opportunities to fund and complete additional projects on the waterfront utilizing the State Local Revitalization Financing (tax increment financing) program. In concert with this award, ordinance 2009-26 established the local revitalization district (District) entitled “Wenatchee Waterfront” which includes the area bounded by the Columbia River to the east and the railroad tracks and Walla Walla Avenue to the west. The District is bounded by Thurston Street to the South and Walla Walla Park to the North. These projects must be used for public

improvements that stimulate economic growth within the District. The ordinance was amended in 2013 with ordinance 2013-14 to add eligible projects. It is anticipated that the ordinance will need to be modified again to accomplish other projects identified in the waterfront subarea plan or projects that arise that will directly support redevelopment. Several projects associated with the Pybus Market Charitable Foundation, Port of Chelan County, and the Chelan County PUD have already been completed and the City is currently using LRF proceeds to pay down associated debt. Projects completed to date include the Wastewater Treatment Plant odor and visual mitigation, the Pybus Public Market, purchase of the property underlying the Pybus Market, parking behind the public market, improvements to the PUD access road, park expansion at the former Public Works site, improvements to Worthen Street, the Worthen/Orondo stairs project, the Orondo Street plaza, the Ninth Street Parking Lot. The sales tax annual rebate of up to \$500,000 will be received by the City until year 2037. The rebate may only be used to pay for debt on public improvement projects. The City issued a General Obligation Bond prior in 2016 to refinance and maximize the use of LRF funds. Some of the following projects are taken from directly from the waterfront subarea plan if they can be used to incentivize redevelopment. Other projects have been developed based on needs that have arisen due to successful development, such as parking around the Pybus Market area. This parking has been instrumental in furthering economic growth in the South Node with the addition of the Hilton on the former Public Works property in 2019. Included in the list of projects is a development support fund that could be used for public private partnerships where public improvements are needed utilizing pay as you go property tax increment that will continue to be revenue for the District after all the bond proceeds have been expended. The LRF statutes authorize expenditures of local increment broadly in support of redevelopment.

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
Waterfront Parking/Rail Spur Removal	1,200,000		-	-	1,200,000
1905 - Gateway Project/Worthen St.	680,800	355,600	325,200	-	-
Riverfront Master Plan & Implementation	2,000,000	-	200,000	1,800,000	
Development Support - Pay as you go	300,000	-	-	-	300,000
Total	4,180,800	355,600	525,200	1,800,000	1,500,000

ECONOMIC DEVELOPMENT/ PARTNERSHIP PROJECTS

Description:

Economic Development is identified in the Comprehensive Plan as a community goal to enhance the quality of life of citizens. In addition, the Wenatchee Valley serves as a regional commerce hub for North Central Washington and portions of the Columbia Basin. Beginning early in 2000, the City began to see major sales tax generators either moving out of the city or locating primarily in East Wenatchee and Douglas County. Most of the growth for these large sales tax generators is expected to occur where land is plentiful outside the City limits. As a result, economic development efforts have become a focus of the City in order to sustain public services and to shape our community as the city experiences dynamic growth over the next 10 -15 years. Wenatchee is one of many cities that is targeting economic

development through public private partnerships and/or through strategic investments from public agencies working together. The Pybus Public Market is a great example of a partnership project. From time to time, there may be a need to cooperate on community facilities or economic development projects that provide a regional benefit or projects that fall outside of the traditional infrastructure projects anticipated for a City. For example, with the 2017 tax act, opportunity zones were created to replace the New Market Tax Credit system. Opportunity zones are designed to spur investment in designated low-income tracts. Wenatchee was awarded two opportunity zones which includes all of downtown and south Wenatchee. Public private partnerships are anticipated to accompany investments using the Opportunity Zones. A number of the projects listed below are located in opportunity zones.

1. The City, in partnership with the Federal Highways Administration and Washington State Department of Transportation formally initiated NEPA for Confluence Parkway in 2019. This effort is required to further the project and secure funding as outlined in the Chelan Douglas Transportation Council and City Transportation Plans. NEPA is anticipated to be completed through development of an Environmental Assessment which will identify mitigation measures for environmental impacts. The city is funding \$3 M for this effort including funds from ~~from~~ the State of Washington, Link Transit, the Chelan-Douglas Regional Port, and Chelan County Public Utilities District.
2. The City partnered with WSU to perform an Integrated Planning Grant funded by the Department of Ecology for approximately 9 acres of property at the WSU Treefruit Research and Extension Center located at the corner of Western and Springwater Avenues. The objective of the grant was to determine if the property is encumbered by contamination and develop a plan for the property that considers housing that would support research and education related jobs in our valley. Lead Arsenic contamination was found on the site and thus opportunities are available through the Department of Ecology to support cleanup and housing projects. This project is intended to help further a 4-year university presence in the Wenatchee Valley through investment in the WSU Treefruit Research and Extension Center. The project is also coordinated closely with the Our Valley Our Future game changer, the Bridge Innovation District. Given housing is a critical need for professionals, students, researchers, and interns, this project has the potential of providing critical housing in proximity to the WSU campus. The City anticipates facilitating a project through facilitating cleanup of the site and development of approximately 100 units of housing. No general fund expenditures are expected; however, grant resources and partnerships with organizations such as the housing authority may provide the opportunity for facilitation of this project.
3. During 2016, the City invested \$15,000 on behalf of the region to address a burgeoning housing crisis. The study found that there is a lack of market rate housing stock and a housing mismatch in terms of housing sizes. The result of this deficiency is inflated housing prices and down renting which is placing considerable pressure on units that should be affordable. Thus, the study recommended a number of actions to help facilitate the construction of both market rate housing and affordable housing. Investing in capital improvements identified in this plan is recommended to increase the supply of readily developable land. The city anticipates using the general fund and utilities to assist in preparing infrastructure to support development of market rate and affordable housing. Market rate housing is easier to achieve in the short-term and is a benefit for all housing affordability ranges. Long range efforts are also needed to support the development of subsidized and affordable housing stock. Partnerships with non-profit entities that utilize State and Federal

tax credits and incentives create the best opportunities for developing projects that will supply more of housing.

4. The city entered into a public private partnership with Mission and Kittitas Apartments, LLC through a development agreement in 2019 to provide approximately 225 market rate housing units in a 5 levels of housing over 2 levels of parking format. The city agreed to lease 100 stalls of parking for public purposes to support parking in downtown and housing development for the economic health and vitality of downtown and South Wenatchee. This project will also serve as one of the first transit-oriented development projects given its proximity to Columbia Station. The city lease will begin in 2023 or 2024 after the project is complete.
5. The City works closely with the Wenatchee Downtown Association implementing projects in the adopted Central Business District subarea plan which have included improvements to downtown parking, streetscapes (LID), utility improvements, truck traffic re-rerouting, bike facilities, public space improvements, the development of a new housing project (Mission and Kittitas Apartments, LLC), redevelopment of the vacant upper stories of historic buildings, improvements to the Convention Center as discussed earlier and development of connections to the South Node of the Waterfront. Parking continues to be the biggest management issue in order to realize a revitalized downtown area. As a result, the City performed a downtown parking study in 2016. This parking study analyzed existing parking capacity, usage, and current opportunities to better utilize parking. The study also identified management strategies for areas of surplus supply and deficiencies of parking in the downtown and South node of the waterfront. In general, the plan identified a surplus of parking in the study area equating to approximately 1,500 stalls. At the same time, the study illustrated a need for additional parking in the area of the Convention Center and Public Market due to high peak demands. The study suggests the city focus on management of the on street system and encourage redevelopment of surface lots to increase business activity until 70-85% utilization rates are achieved. This means that the city will need to maximize on-street parking and discourage surface lots. This plan identifies a funding estimate to increase on street supply and additional funding for off street parking for city employees within the Police Station and City Hall in the General Facilities Section. Partnership projects will likely arise in the development of public private partners for shared parking of underutilized city and private parking lots.
6. A long-term goal of the City has been to facilitate the relocation of the Burlington Northern Santa Fe (BNSF) switch terminal located at the intersection of Columbia and Thurston Streets to the Appleyard. Development of the Pybus Public Market has demonstrated to the community the importance of this project. Presently, BNSF uses the terminal to service trains with crew changes. During periods of train service, trains park on the tracks often for periods of more than one hour at a time. In 2013, the Orondo crossing was monitored for several days to verify train patterns. Upon discussion with BNSF staff, train traffic is expected to increase with the improving economy. With increased activity on the waterfront and these blockages of specifically the Orondo and Ninth Street crossings, there is a community desire to address the problem. The Chamber of Commerce, Wenatchee Downtown Association, and Pybus Market requested that the City take a closer look at relocation options. In 2014, the City partnered with Chelan County, Chelan County Port District, Link Transit, the Chelan Douglas Transportation Council, Wenatchee Downtown Association, Wenatchee Valley Chamber, and the Pybus Market to raise \$35,000 for a relocation study. BNSF presented the results of this study in March of 2015. The study provided results that

were different from originally anticipated in that it recommended moving the switching operation to a new 22,500 foot siding in Malaga. The total cost of this project is estimated at \$32 Million. This revised outcome not only accomplishes the original goal of preventing blockage of the crossings in Wenatchee, but also addresses access problems along the Malaga Waterfront. This project could have the added benefit of opening up 190 acres for development in Malaga. Another option may be to relocate the facility to Douglas County near the Mouth of Moses Coulee in partnership with Chelan County and the Transportation Council. It is noted that BNSF is interested in this project and has been a proactive partner.

7. During the summer of 2015, the Sleepy Hollow Fires burned 3 major industrial facilities in North Wenatchee. In order to facilitate the best redevelopment opportunities, the City developed a Master Plan for approximately 50 acres of the impacted area during 2016. This area also includes the 7.5 acre Washington State Department of Transportation (WSDOT) Administrative offices property ~~scheduled to be vacated in the spring of 2018~~ which were vacated in 2018 and the buildings demolished in 2021. The Master Plan identifies road and utility work totally \$37 Million which will enable an estimated \$245 Million in private investments including up to 850 residential units, office, light industry flex space, and retail space along Wenatchee Avenue. The city has been working to secure properties and right of way through early acquisition to facilitate redevelopment in the area. Community Economic Revitalization funding was received to establish the McKittrick Street right of way in partnership with Stemilt growers and location of the Diamond Foundry; the city will sell remnant properties to encourage private investment. In addition, the city will has been awarded federal pursue funding for major elements of this work including the McKittrick Street and Miller Street underpasses ~~and anticipates submitting for a Federal Grant~~ that will tie North Wenatchee Avenue improvements in with Confluence Parkway. Note that most of the infrastructure work associated with this redevelopment is identified in other sections of this plan.
8. A national campaign to develop makerspaces to foster innovation in manufacturing and promote workforce development has been underway since the Mayor entered the National Mayor's Maker Challenge in 2015. In 2019, the city engaged in a National Recreation to Technology challenge in 2019 to help facilitate how to develop makerspaces in Wenatchee through community partnerships. This effort was made in partnership with the Pinnacles Prep. Charter School, the Wenatchee Public Library, GWATA, and other partners. While makerspaces are not typically owned and operated by cities, the capitalization requirements for the development of a space may require a public private partnership. The City may also help facilitate the acquisition of grants to help develop and achieve this emerging goal.
9. In October of 2012, a Sustainable Design Assessment Team sponsored by the American Institute of Architects visited South Wenatchee to perform an assessment and make recommendations of what could be done to improve South Wenatchee. The team developed a report suggesting transportation improvements, public art ideas, neighborhood enhancements, and economic redevelopment suggestions. The community followed this process with the development of a subarea plan. The South Wenatchee Action plan was completed in 2016 and adopted in 2017 as part of the city's Comprehensive Plan. The priorities in the plan include basic infrastructure around sidewalks, lighting, and parks. In addition, the plan includes a number of elements to grow and improve the South Wenatchee business district, such as extension of the Columbia River Pipeline Bridge and connection to the Apple Capital Loop Trail. Another example is the

development of a food truck plaza honoring the cultural diversity in South Wenatchee. This section of the plan includes by reference a number of projects that support workforce development, entrepreneurship, education, business growth, and investment in this portion of the city. The city’s purchase of a portion of the Federal Building to house City Hall is an example of one such project.

The following table capture potential city partnership matches to projects that are already included in the preceding sections of this plan to avoid double counting projects.

Funded Projects:

The following projects are funded and are either under way or will be underway in the near future. For additional information, please refer to Appendix A for detailed project budget sheets.

Project Name	Total Project Budget	Previous Years	2022 Budget	2023	Future Years
1712 - North Wenatchee Redevelopment	13,272,310	12,395,859	876,451		-
1804 - Confluence Parkway NEPA	2,920,000	2,620,000	300,000	-	-
Mission & Kittitas Downtown Housing/Parking	350,000	-	-	-	350,000
Total	16,542,310	15,015,859	1,176,451	-	350,000

Unfunded Projects:

The following projects have resulted from planning and needs assessment studies or as identified by staff, community members, and elected officials. Funding has not been secured for these projects; however, possible funding sources are identified.

Project Name	Funding Sources	Est. Project Cost
WSU - Bridge Innov. Dist. Housing	State Affordable Housing, Dept. of Ecology, Public Private Partnership	25,000,000
Downtown Housing Projects	State Affordable Housing Funds, Public Private Partnership	2,000,000
Downtown Parking/Garages	Parking Revenues, LID, General Fund, Public Private Partnerships	3,000,000
Burlington Northern Terminal Relocation	Federal Grants, BNSF	32,000,000
North Wenatchee Master Plan Infrastructure	State grants and loans, public private partnerships	2,000,000
South Wenatchee Subarea Plan	State and Fed. Grants, Gen. Fund, Util, Community Grants, Other	5,000,000
Total		69,000,000

CONCLUSIONS AND RECOMMENDATION

The total value of the capital improvements identified in this plan is over \$640 Million. The distribution of identified needs make it difficult to prioritize where the limited funds the city has for capital should be applied. The city has historically relied on grants for much of the infrastructure especially related to road, parks, and economic development related improvements, and has been very successful in obtaining them. General facilities maintenance capital and new facilities are the hardest to fund and often require issuance

of bonds or the use of reserves to make improvements. As the city looks forward, its continued creativity and use of tools such as tax increment financing, private partnerships, tax credit incentive programs, and local tax options will continue to be needed. Having a good understanding of public policy, developing implementation plans, and being highly proactive in discovering and using these tools will help address the city's capital needs. It is the intent of this capital facilities plan to prioritize and look for creative solutions to support the City's Urban Area Comprehensive Plan and stay concurrent with the governing laws of the city, state, and nation.

APPENDIX A - FUNDED PROJECT BUDGET SHEETS

APPENDIX B - SIX YEAR TRANSPORTATION PLAN

STAFF REPORT

TO: City of Wenatchee Planning Commission
FROM: City of Wenatchee Community Development Staff
DATE: November 8, 2021
RE: 2022-2027 Capital Facilities Plan

I. REQUESTED ACTIONS

Conduct a public hearing and formulate a recommendation to the City Council on the proposed City of Wenatchee Capital Facilities Plan 2022-2027, attached as Exhibit A.

II. ENVIRONMENTAL REVIEW

The City of Wenatchee has determined the proposed amendments to the City of Wenatchee Capital Facilities Plan will not have probable significant adverse impacts on the environment. The City of Wenatchee has issued a determination of non-significance (DNS) on September 29, 2021.

III. PUBLIC PROCESS

- The amendments and environmental documents have been posted on the City of Wenatchee website during the public comment and environmental review periods.
- Notice of the environmental determination/request for comments, and hearing notice for the City of Wenatchee Capital Facilities Plan was made on September 29, 2021 with comments due by December 1, 2021.
- The City of Wenatchee Planning Commission held a public workshop on the proposed amendments to the Capital Facilities Plan on October 20, 2021.
- Concurrent with the notices provided for the proposed amendments, copies of the environmental documents were sent to the Department of Ecology SEPA Register; and the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the City of Wenatchee Urban Area Comprehensive Plan and City of Wenatchee Zoning Code and initiation of the 60-day review and comment period. Additional notice was provided to local and regional agencies for the 60-day review and comment period/environmental determinations.

IV. AGENCY AND PUBLIC COMMENTS:

No comments have been received at this time.

V. PROJECT ANALYSIS

The Washington State Growth Management Act, RCW 36.70A establishes that the frequency of amendments for local comprehensive plans is limited to one annual

amendment process, with certain exceptions. The updating of a jurisdiction's capital facility plan may occur at a separate time than a local comprehensive plan amendment process in order to more closely align with a local jurisdiction's annual budget adoption process. In this situation, this proposed update to the capital facilities plan is being reviewed at the same as the annual update to the Wenatchee Urban Area Comprehensive Plan.

The City of Wenatchee has the lead role for the development of comprehensive plans and implementing development regulations in all parts of the City of Wenatchee Urban Growth Area south of the Wenatchee River and all incorporated areas north of the Wenatchee River.

COUNTYWIDE PLANNING POLICIES

The January 2005 Interlocal Cooperative Agreement between Chelan County and the City of Wenatchee, reiterates the commitment in the 1997 Memorandum of Understanding between the cities in Chelan County and Chelan County for the City of Wenatchee to take the lead in the development of plans and development regulations to the South of the Wenatchee River. The memorandum and interlocal agreement establish in more detail commitments between jurisdictions to implement County Wide Planning Policies. The City of Wenatchee has forwarded the proposed Capital Facility Plan amendments to Chelan County for comment during the 60-day review and comment period. Upon formal action on the proposed amendments by the City, any adopted changes shall be forwarded to Chelan County for their review and adoption process consistent with the agreements between the County and the City.

The following Countywide Planning Policies are applicable to the proposed amendments:

POLICY 2: POLICIES FOR PROMOTING CONTIGUOUS AND ORDERLY DEVELOPMENT AND THE PROVISIONS OF URBAN GOVERNMENTAL SERVICES TO SUCH DEVELOPMENT.

- II. Policies and procedures for establishing and monitoring level of service standards.
 - A. Existing level of service standards will be evaluated by each jurisdiction and locally acceptable level of service standards will be developed in each comprehensive plan area.
 - B. Level of service standards may differ between service areas within a given jurisdiction.
 - C. Level of service standards should be coordinated at the interface between adjacent jurisdictions.
 - D. Annual review of current levels of service and capital facilities will be made by jurisdictions.

POLICY 8: AN ANALYSIS OF FISCAL IMPACT

- I. Each jurisdiction's Capital Facilities Plan should provide:*
- A. A plan for cooperation between public and private sectors to insure coordination of capital improvements with emphasis on the efficient provision of service at adopted levels concurrent with the demand for such service.*
 - B. An inventory of existing capital facilities including locations and capacities of capital facilities.*
 - C. An assessment of future needs for such capital facilities including:*
 - i. The proposed locations, capacities, and costs of expanded or new facilities*
 - ii. At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and*
 - iii. A requirement to reassess the land use element if probable funding falls short of meeting existing needs to insure consistency between the land use plan, the capital facilities plan*

CITY OF WENATCHEE URBAN AREA COMPREHENSIVE PLAN

TRANSPORTATION ELEMENT

SYSTEM MAINTENANCE & SAFETY – Promote the safe and efficient operation of Wenatchee's multimodal transportation system.

Policy 1: Continue implementing the transportation preservation and maintenance program that improves safety and prolongs the service life of facilities by making use of street overlaying, crack sealing, and grinding.

Goal 7: Improvements – Continue to pursue sufficient funding for improving, maintaining, and expanding a comprehensive transportation network.

Policy 1: Seek adequate funding for the operation of the Street Overlay Program.

Policy 2: Fund strategic transportation investments prioritized by each project's anticipated long-term impact to capacity levels and consistency with city policies.

COMMUNITY DESIGN

GATEWAYS -- Improve the visual appeal and navigability of Wenatchee by enhancing gateways into the city, its districts and neighborhoods.

Policy 1: Develop visually attractive and identifiable gateways at primary entrances to the city using a combination of streetscape, signage, and building orientation to create memorable community entries.

CORRIDORS – Develop appealing and efficient residential, mixed-use, and commercial corridors.

Policy 1: Create an overall sense of place along corridors by concentrating development in districts and discouraging new strip commercial development.

PUBLIC FACILITIES AND SERVICES ELEMENT

WATER – Undertake comprehensive efforts to coordinate, conserve and ensure adequate water supplies for growth.

Policy 1: Through cooperation with the regional partners, the city shall ensure that domestic water is adequate to serve the needs of the urban area before extension into rural areas of Chelan and Douglas Counties.

Policy 2: The city should review the feasibility and options of acquiring the water system within the urban area from Chelan County P.U.D..

Policy 3: The city should promote conservation of water.

Policy 4: Ensure the adequacy and availability of the water system for new development, including fire flow standards.

SANITARY SEWER – Provide sanitary sewer service to the urban area.

Policy 1: Maintain and update the sanitary sewer collection and treatment system.

Policy 2: Develop strategies for extension of the sanitary sewer collection system into the urban area, including Sunnyslope.

Policy 3: Monitor and expand the treatment capacity of the plant in advance of reaching critical capacities in accordance with the Department of Ecology planning requirements.

STORM WATER – Provide storm water collection systems within the urban area.

Policy 1: Continue to develop and maintain a city-wide, user-supported storm water operation, maintenance and improvement program.

CONCURRENCY – Ensure that public facilities and services necessary to support development are adequate without decreasing current service levels below locally established minimum standards.

Policy 1: Reassess the Land Use Element if probable funding falls short of meeting existing needs or any other indication that capital facilities planning is not adequate to meet demand.

Policy 2: Ensure that the City's Plan doesn't directly or indirectly preclude the siting of essential public facilities. Provisions should be maintained that establish a general use category which will provide for the siting of such facilities, when the occasion should arise.

Policy 3: The definition of essential public facilities shall be consistent with Chelan County's County-wide Planning Policies.

An analysis, summary and recommendations for the proposed amendment to the Capital Facilities Plan are provided below. Please refer to Exhibit A for the complete text of the proposed amendment. Suggested findings of fact and conclusions of law are included at the end of the staff report applicable to the proposals.

The annual update of the City of Wenatchee Capital Facilities Plan, 2022-2027.

Proposed changes include:

Directors of the departments within the city have updated their 6-year projects lists extending through 2027, with potential funding sources identified in a 6-year financing plan. Text descriptions of these projects and associated tables with timing and funding sources have been identified. Projects identified in the first year of the plan are to be consistent with the adopted city budget.

Applicable provisions of the Growth Management Act

On a yearly basis, the City of Wenatchee has an obligation to make sure that capital facility expenditures listed in the City budget have been identified in the city's capital facility plan. Typically, this yearly review to verify consistency and make modifications to the capital facility plan occurs during the same time frame as the development and adoption of the city's budget in the fall. Amendment of the city's capital facility plan to coincide with the city budget can be separate from and in addition to the yearly amendment process of the city comprehensive plan.

The importance of doing yearly updates coinciding with city budget adoptions is highlighted by the requirement that jurisdictions' expenditures on capital facilities must conform with the comprehensive plan. *"RCW36.70A.120 "Planning activities and capital budget decisions-Implementation in conformity with comprehensive plan. Each county and city that is required or chooses to plan under RCW 36.70A.040 shall perform its activities and make capital budget decisions in conformity with its comprehensive plan."*

Applicable provisions of the Washington Administrative Code, yearly capital facility plan updates

The City of Wenatchee Capital Facility Plan provides an inventory of existing facilities, a forecast of future needs and a 6-year financing plan for facilities within that time frame. Updates occur to the capital facility plan on at least a biennial basis, as identified in WAC 365-196-415(2)(c)(ii), *"The six year plan should be updated at least biennially so financial planning remains sufficiently ahead of the present for concurrency to be evaluated. Such an update of the capital facilities element may be integrated with the county's or city's annual budget process for capital facilities."*

Consistency review

Draft changes to the capital facility plan are consistent with the draft 2022 city budget. The process of amending the capital facility plan in concert with the city's budget for 2022 is consistent with the requirements of GMA to ensure that capital budget decisions are in conformity with the city's comprehensive plan. Proposed changes consider city facility and service obligations, available resources and propose amendments to best utilize those fiscal resources.

Staff recommends **approval** of the proposed amendments to the City of Wenatchee Capital Facilities Plan based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

VI. SUGGESTED FINDINGS OF FACT AND CONCLUSIONS OF LAW

Suggested Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee 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 Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. 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.
3. Copies of the environmental documents were sent to the Department of Ecology SEPA Register for the amendments to Capital Facilities Plan on September 29, 2021.
4. Notice of the public 60-day review and comment period, and public hearing dates were published in the Wenatchee World on September 29, 2021 for amendments to the Capital Facilities Plan.
5. On September 29, 2021, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the City of Wenatchee Capital Facilities Plan and initiation of the 60-day review and comment periods. Additional notices were provided to local and regional agencies for the 60-day review and comment periods/environmental determinations.
6. The City of Wenatchee Planning Commission has reviewed the entire record including the goals and policies of the comprehensive plan and public testimony as it relates to the proposed amendments to the Wenatchee Urban Area Comprehensive Plan.
7. The City of Wenatchee issued a determination of non-significance (DNS) on September 29, 2021. Notice of the environmental determination for the City of Wenatchee Capital Facilities Plan was made on September 29, 2021 with comments due by December 1, 2021.
8. The goals and policies from the Wenatchee Urban Area Comprehensive Plan identified under Section V. Project Analysis of this staff report, are hereby incorporated as findings herein. These policies demonstrate consistency with the comprehensive plan and support the proposed amendments to the City of Wenatchee Capital Facilities Plan attached as Exhibit A to this staff report.

9. RCW 36.70A.120 establishes that, “Each county and city that is required or chooses to plan under RCW 36.70A.040 shall perform its activities and make capital budget decisions in conformity with its comprehensive plan.”
10. WAC 365-196-415(2)(c)(ii) establishes that, “*The six-year plan should be updated at least biennially so financial planning remains sufficiently ahead of the present for concurrency to be evaluated. Such an update of the capital facilities element may be integrated with the county’s or city’s annual budget process for capital facilities.*”

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 Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area 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 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.
6. The process of amending the capital facility plan in concert with the city’s budget for 2021 is consistent with the requirements of GMA to ensure that capital budget decisions are in conformity with the city’s comprehensive plan.

Attachment:

Exhibit A: City of Wenatchee 2022-2027 Capital Facilities Plan



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Community Development staff

MEETING DATE: December 9, 2021

I. SUBJECT

Proposed amendments to Title 10 and Section 11.20.060 of the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan.

II. ACTION REQUESTED

Conduct a public hearing and motion for the city council to adopt Ordinance No 2021-38, Ordinance 2021-40, and Resolution 2021-44.

III. OVERVIEW

The planning commission held a public hearing on November 17, 2021 on the proposed amendments to Title 10 and Section 11.20.060 of the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan. After discussing the proposal, they unanimously passed a motion recommending approval of all the of the proposed amendments except a specific list of subsections in Section 10.48.110 Slope Protection which encapsulate the direction from the city council regarding fill walls built along rear property lines. The ordinances and resolution included with this agenda report reflect the planning commission's recommendation and findings. An analysis of the proposed amendments can be found in the staff report.

IV. FISCAL IMPACT

The fiscal impact has not been evaluated.

VI. REFERENCE(S)

1. Staff Report
2. Public Comments
3. Ordinance 2021-38
4. Ordinance 2021-40
5. Resolution 2021-44

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director
Glen DeVries, Community Development Director
Rob Jammerman, Public Works Director

TO: City of Wenatchee Planning Commission
FROM: City of Wenatchee Community Development Staff
DATE: November 10, 2021
RE: Staff Report - Annual Update to Title 10 and Section 11.20.060 of the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan.

I. REQUESTED ACTIONS

Conduct a public hearing and formulate a recommendation to the City Council on the proposed amendments to Title 10 and Section 11.20.060 of the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan as outlined below:

- A. Amendments to Titles 10 of the Wenatchee City Code related to the definitions of “dwelling unit”, “height”, and “museum”, new definitions for “cut wall” and fill wall”, dimensional development standards in RS and RL zoning districts, setback exceptions for accessory structures, slope protection (retaining walls) standards, and fence standards.
- B. Amendments to Section 11.20.060 of the Wenatchee City Code related to utility easements.
- C. Amendments to the Wenatchee Urban Area Comprehensive Plan including the “Relationship to other plans and studies” section and narrative text and policy amendments in the Housing Element related to homeless services programs and data.

II. ENVIRONMENTAL REVIEW

The City of Wenatchee has determined the proposed amendments to the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan will not have probable significant adverse impacts on the environment. The City of Wenatchee has issued a determination of non-significance (DNS). Notice of the environmental determination for the proposed amendments was made on September 29, 2021.

III. PUBLIC PROCESS

- The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021; August 18, 2021; September 15, 2021; and October 20, 2021.
- The City Council conducted workshops on parts of the proposed revisions on September 17, 2020 and July 22, 2021.
- The proposed amendments, environmental documents, and meeting information (including public hearings) have been posted on the City of Wenatchee website during the public comment and environmental review periods.
- Notice of the proposed amendments, environmental determination, and public hearing information was published in the Wenatchee World Newspaper on October 2, 2021.

- Notice of the proposed amendments was sent to the Department of Ecology SEPA Register on September 29, 2021. Additional notice was provided to local and regional agencies for the 60-day review and comment period/environmental determinations.
- Formal notice was provided to the Washington State Department of Commerce of the intent to adopt the proposed amendments and initiation of the 60-day review and comment period on September 29, 2021.
- On November 17, 2021, the City of Wenatchee Planning Commission conducted an advertised public hearing on the proposed amendments.

IV. AGENCY AND PUBLIC COMMENTS:

All comments received up to this time are included in this packet as Exhibit D

Staff response to comment from Riley Shewak, Senior Transportation Planner at the Chelan-Douglas Transportation Council: The correction to the name of the bicycle master plan has been made in the current draft of proposed amendments to the Wenatchee Urban Area Comprehensive Plan and is recommended for approval as depicted. While public works staff is not currently recommending that the Wenatchee Valley Bicycle Master Plan be adopted as a part of the Wenatchee Urban Area Comprehensive Plan, it will however, remain as a guidance document.

V. PROJECT ANALYSIS

An analysis, summary, and recommendations for the proposed amendments identified as A-D are provided below. Please refer to Exhibits A-D for each proposed amendment. Suggested findings of fact and conclusions of law applicable to the proposals are included at the end of the staff report.

A. Amendments to Titles 10 of the Wenatchee City Code related to the definitions of “dwelling unit”, “height”, and “museum”, new definitions for “cut wall” and fill wall”, dimensional development standards in RS and RL zoning districts, setback exceptions for accessory structures, slope protection (retaining walls) standards, and fence standards.

- Proposed Amendments to WCC10.08.050 “C.” “Cut wall” — This definition is not currently planned for use however because the contrasting term, fill wall, is proposed for use in WCC10.48.110(2)(c), staff felt that this term should be defined as well.
- Proposed Amendments to WCC 10.08.055 “D.” “Dwelling” or “dwelling unit” —The reason for proposing an amendment to this definition, and specifically this amendment, is that staff believe that both they and applicants need more direction on what exactly constitutes a second unit rather than additional rooms in the first unit. Listing out the various components that constitute a living unit help provide clarity when questions arise. Please note that there are a variety of attributes that would also be present when a separate unit is legally established that are

not listed here but are required in the building code. Some of these attributes may include things like separate electrical, plumbing, and mechanical systems and proper separations between units to meet fire protection standards. Staff feels these are not necessary to list.

- Proposed Amendments to WCC 10.08.065 “F.” “Fill wall” - The term “Fill wall” is utilized in the proposed text for WCC10.48.110(2)(c).
- Proposed Amendments to WCC 10.08.075 “H.” “Height”— This amendment to the definition of height corresponds with amendments to WCC10.48.130(1)(c). This definition is where our code defines how fence height is measured when located on top of retaining walls. Staff believes this matter should be addressed in WCC10.48.130 where it is easier to find.
- Proposed Amendments to WCC 10.08.100 “M.” “Museum”— Staff is proposing an amendment to the definition of museum to acknowledge the broader scope of how museums are used. They are more than just a repository for artifacts, artwork, and other important items. They often host meetings, presentations, classes, and events and typically have a variety of ancillary uses such as office space and storage areas.
- Proposed Amendments to WCC 10.46.020 Residential district development chart —
 - The lot width and the lot depth for cluster subdivisions in RS are proposed for a reduction to create additional flexibility for designing those lots. Reducing the minimum lot width and depth dimensions would provide flexibility in the lot design necessary to meet the 4,000 SF minimum lot size.
 - It is proposed to extend the “10 feet if adjacent to an alley” provision to RS and RL where it is not currently applicable as an exception to the rear setback standard. A new exception is also proposed allowing “15 feet for cluster subdivisions”. Both of these would provide some additional flexibility in these zones. It should be noted that while these amendments are addressing smaller rear setbacks, the open space standards (both private and common) in 10.47 would remain unchanged.
- Proposed Amendments to WCC 10.46.080 Setback measurements and exceptions —
 - Previous versions of these amendments included amendments that would have changed the limits of how much of an alley adjacent rear property line an accessory structure could take up. After receiving feedback from the planning commission meetings in February and October, staff decided to remove those amendments from the proposal. Staff has left an amendment to subsection (4)(c) which is described below.
 - The proposed amendment to subsection (4)(c) which would better align it with (3)(e) where it would require a 5 ft setback to the alley when a garage faces that alley. This standard ensures there is 25ft for a vehicle to maneuver from the 20ft alley into the garage. For

comparison, in 10.60.030, the minimum dimension in a surface parking lot when parking spaces area perpendicular to the drive isle, is 25ft.

- Proposed Amendments to WCC10.48.110 Slope protection.
 - The proposed amendments to the slope protection section are intended to accomplish the following objectives:
 - Address the city council's concerns with retaining walls along rear property lines.
 - Reword certain portions to better convey the intent of the existing code
 - Add graphics to help communicate some of the standards.
 - Make certain minor modifications to current standards to better carry out the intent and/or to ensure a better outcome.
 - Subsection (2)(a) — The amendments to this section help clarify in what situations a 7ft wall is permitted. Currently, it is clear that you can have one 7ft wall but unclear in what scenarios you can have multiple. Through the review process, the planning commission recommended setting a ratio of 1:1.5 for establishing the distance between multiple 7ft walls. This would mean that a 7ft wall would need to be separated by at least 1.5x the height of the taller of the two walls. There is also an additional standard in this subsection as well as others that sets a maximum slope between walls to ensure that the step back area is relatively flat and thus achieving the intent of the standard.
 - Subsection (2)(b) - This subsection is mostly an existing standard with some clarifications, a helpful graphic, and two new standards to better carry out the intent:
 - Minimum distance from the face of the upper wall and the back of the lower wall structure (not including the base). The purpose is to ensure there is an area that could at least potentially be planted. Staff acknowledges that 2ft is not very much area to plant in but is better than nothing.
 - A maximum slope between the walls of 1:4. As mentioned previously, this ensures that the area between the walls is relatively flat as intended.
 - Subsection (2)(c) - This subsection is the standard that the city council directed staff to include. The intent is that it would only apply to larger developments, such as subdivisions and multi-family projects. Criteria for an exception has been included in subsection (5)(b). The city council expressed concern about several recent developments which had been graded such that there were several feet of elevation difference produced by the fill that had occurred at an exterior property boundary. A retaining wall had been installed that was under 4ft tall. After a discussion between staff and the city council in a workshop setting, the focus of the concern was a limitation on wall height within 5ft of a rear property line. The result

of the Council discussion was to limit wall height as low as possible within this 5-foot distance. Staff reported that some jurisdictions limit wall height to as low as 30 inches in setback areas. The council members agreed that somewhere between 30 inches and 48 inches would be good with a preference toward a lower number; a decision was made to move forward with a maximum height of 36 inches. The limited applicability of the standard to larger developments would minimize the impact on smaller projects like a single home owner grading their lot.

- Subsection (4) - This subsection has been substantially revised to improve communication of the standard and achieving its objective. The current text describes standards and submittal requirements but most applicants need a lot of help understanding what it all means. Much of the additional text proposed for this section helps people understand what is required of them.
 - Subsection (4)(a) - This subsection includes the standards for screening retaining walls taller than 7ft, whether it is with a structure, topography, or landscaping. Existing screening methods have been revised to provide additional guidance on what each of them mean. A new method called “aesthetically enhanced” is proposed. The concept is that if a wall is enhanced with design or architectural features it requires less screening. The current standard is 80% screened from surrounding properties. This standard would still be in place unless the wall is aesthetically enhanced in which case the standard is 60%.
 - Subsection (4)(b) - This subsection provides limits to the flexibility that (4) provides. It proposes a 14ft height limit for retaining walls and no additional height for walls governed by (2)(c). Public works projects located in a public right-of-way would be exempt from the 14ft standard. Staff would like to note that 14ft is at the upper end of maximum wall height limits among the jurisdictions that staff found that have such a standard. It should be noted that both of these standards can be superseded by subsection (5).
 - Subsection (4)(c) - This describes the materials an applicant must submit for having a proposed retaining wall reviewed under subsection (4). The amendments consist mainly of the elaboration of the existing standards to help applicants understand what is needed.
- Subsection (5) - This new subsection is meant to only provide deviations from the other standards in this section in very extenuating or rare circumstances and at the discretion of the director. Subsection (5)(a) is focused on (2)(a), (2)(b) and (4) while (5)(b) is focused on (2)(c).

- Subsection (6) - This new subsection creates a standard for keeping retaining walls out of underground utility easements. Any retaining wall that requires a permit, will need written approval from the easement holder before it would be permitted there. This language is meant to accommodate the range of interests that the various utility providers may have.
- Proposed Amendments to WCC10.48.130 Fences and clear view triangle.
 - Staff is proposing an amendment that would allow the full fence height when placed on top of a retaining wall. Under current code there is a height averaging provision described in 10.08.075 that results in a situation that typically a fence located closer than 2ft to the top edge of a retaining wall would be restricted to something less than the height that would otherwise be permitted.

For the City Council directed components, proposed WCC10.48.110(2)(c), (2)(a)(iii), (4)(b)(ii), and (5)(b), City staff have provided findings of fact that would support the proposed amendments.

Staff recommends **Approval** of the remaining proposed amendments to Title 10 of the Wenatchee City Code based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

B. Amendments to Section 11.20.060 of the Wenatchee City Code related to utility easements.

- Language was added to subsection (1) to address how utility easements are handled in areas with steep slopes. It will act as a reminder for both applicants and city staff to consider topography when establishing these easements.

Staff recommends **Approval** of the proposed amendments to Section 11.20.060 of the Wenatchee City Code, based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

C. Amendments to the Wenatchee Urban Area Comprehensive Plan including the “Relationship to other plans and studies” section and narrative text and policy amendments in the Housing Element related to homeless services programs and data.

- “Relationship to other Plans and Studies” section
 - Addition of “as amended” to the “City of Wenatchee Housing and Community Development Consolidated Plan,” is proposed by the Community Development staff to better acknowledge the ongoing update cycle of this plan.

- Deletion of “City of Wenatchee Sewer Facilities Plan” – Per the Public Works Department this is effectively a duplicate of the Wastewater Facilities Plan and therefore does not need to be in the list.
- The edit of the name of the homeless plan from “The Ten Year Plan to Reduce Homelessness in Chelan and Douglas Counties” to “The 2019-2024 Chelan/Douglas Homeless Housing Strategic Plan” is proposed by Community Development staff to match the current name of the plan.
- The edit of the regional transportation plan from “Transportation 2040: The Regional Transportation Plan for Chelan and Douglas Counties” to “2020 Regional Transportation Plan” is proposed by Public Works staff to reflect the latest version of this plan.
- The addition of the “North Wenatchee Avenue (SR285) Preliminary Engineering Summary Report” into the list is proposed by Public Works staff.
- The update of the dates for the “Parks, Recreation & Open Space Comprehensive Plan” from 2012-2018 to 2018-2024 is proposed by Parks staff to match the current version.
- The deletion of the “2016 City of Wenatchee Citywide Pavement Management Program” is proposed by public works staff.
- The deletion of the following plans are proposed by Parks staff because the content was incorporated in the “2018-24 Parks, Recreation, and Open Space Comprehensive Plan”
 - City of Wenatchee Habitat Plan
 - Foothills Trails Plan
 - The 2010 Dog Off Leash Recreation Area Potential Study
 - 2015 Comprehensive Arts Plan
 - 2010 Skate Area System Master Plan
- The deletion of the “2011 Chelan Douglas Land Trust Trail Design Guidelines” is proposed by Parks staff because the content was incorporated into the “2021 Park Design Standards and Development Policies”
- The edit amending the year from 2009 to 2021 for the “Park Design Standards and Development Policies” is proposed by Parks staff to reflect the latest update.
- The “Wenatchee Foothills Development Potential Study” is proposed for deletion because staff has determined that it is out of date and no longer necessary.
- The addition of the “Western Foothills Transportation Impact Fee Rate Study” is proposed as it supports implementation of the plan including the circulation map in the Transportation Element.
- The edit to the name of the Bicycle Master Plan from “2013 Greater Wenatchee Bicycle Master Plan” to the “Wenatchee Valley Bicycle Master Plan” was proposed by the City Engineer to match the plan’s current name.
- Housing Element

- The amendments to the housing element are all centered around changes to the homeless programs that have occurred over recent years as well as some data updates where it was relevant.

Staff recommends **Approval** of the proposed amendments to the Wenatchee Urban Area Comprehensive Plan, based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

SUGGESTED FINDINGS OF FACT AND CONCLUSIONS OF LAW

Suggested Findings of Fact:

General (applicable to all proposals in this staff report)

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee 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 Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. 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.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021; August 18, 2021; September 15, 2021; and October 20, 2021.
5. The City Council conducted workshops on parts of the proposed revisions on September 17, 2020 and July 22, 2021.
6. The City of Wenatchee issued a determination of non-significance on September 29, 2021 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on the same day. Notice was also provided to local and regional agencies for the 60-day review and comment periods/environmental determinations.
7. Notice of the public 60-day review and comment period, environmental determination, and public hearing dates were published in the Wenatchee World on October 2, 2021.
8. On September 29, 2021 the City of Wenatchee and Chelan County provided joint notice to the Washington State Department of Commerce of the intent to adopt amendments to the Wenatchee Urban Area Comprehensive Plan, the Wenatchee City Code, and the City of Wenatchee Capital Facilities Plan.

9. The amendments, environmental documents, and meeting information have been posted on the City of Wenatchee website during the public comment and environmental review periods.
10. On November 17, 2021, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
11. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan.

Title 10 Findings

1. The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021; August 18, 2021; September 15, 2021; and October 20, 2021.
2. The City Council conducted workshops on the amendments related to slope protection on September 17, 2020 and July 22, 2021.
3. The definition of “dwelling” or “dwelling unit” is used by staff when determining what constitutes a separate housing unit under Title 10 WCC rather than part of another unit or differentiating what is suitable for long term human occupation rather than temporary such as a hotel room.
4. Museums are often used for a broad range of cultural uses and it is important to have a definition in Title 10 zoning that reflects that reality.
5. The minimum lots size for cluster subdivisions in the Residential Single-Family zoning district (RS), as listed in WCC10.46.020, is 4,000 sf.
6. The minimum lot width in RS for cluster subdivisions in 10.46.020 is 50 ft and the minimum lot depth is 80 ft.
7. A lot of minimum area, width, and depth in a cluster subdivision in RS could only be one shape.
8. Smaller minimum lot depth and width will allow additional flexibility when laying out a cluster subdivision with lots at minimum lot size.
9. The version of the proposed code amendments that went out for public comment on September 29, 2021, included additional amendments than appear attached to this staff report include certain passages in WCC10.46.080(3) and (4). The Planning Commission expressed concerns about the proposed amendments and staff has modified the proposal in response to those concerns.
10. The amendment proposed in 10.46.080(4)(c) applicable to side property lines adjacent to an alley will help align it to the equivalent standard in (3)(e) applicable to rear property lines adjacent to an alley.
11. The proposed amendments to WCC10.48.110 Slope Protection—excluding subsections 10.48.110(2)(c), (2)(a)(iii), (4)(b)(ii), and (5)(b)—make important clarifications to existing standards and propose some additional minor standards to better carry out the intent of the section.
12. The proposed subsection WCC10.48.110(5) would provide opportunity for variation from certain standards when specified criteria are met.

13. The proposed subsection WCC10.48.110(6) would ensure that retaining walls are constructed in a way that does not compromise underground utilities that may cross private property.
14. GOAL 1 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: "UTILITIES - Ensure that the utilities necessary to support development are adequate at the time they are needed without decreasing service levels below those locally acceptable."
15. Goal 1 Policy 2 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: "No development will be approved that reduces the level of service of any utility below the adopted level of service."
16. Goal 2 Policy 6 of the Natural Environment Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: "Seek to protect the public and personal property from the effects of landslides, seismic hazard, steep slope failures, erosion, and flooding by private and public projects incorporating best available science into project design, avoiding or mitigating for potential impacts."
17. GOAL 7 of the Community Design and Health Communities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: "Aesthetics -- Identify opportunities to improve the visual aesthetics of the community."
18. Goal 13 Policy 1 of the Land Use Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: "New residential development at the edge of the urban growth area should not impact the open qualities of the hillsides or disrupt the small-scale qualities of existing neighborhoods."

Title 10 Findings specific to the council directed standard and associated supporting subsections (WCC10.48.110(2)(c), (2)(a)(iii), (4)(b)(ii), and (5)(b)).

1. The proposed amendments in WCC10.48.110(2)(c), (2)(a)(iii), (4)(b)(ii), and (5)(b) were developed by staff in response to city council direction.
2. The minimum threshold for when a building permit is required is determined by the City of Wenatchee Building Official and as required by the Wenatchee City Code.
3. The minimum threshold for when a building permit is required is the primary means of implementing city codes specifically relating to retaining walls.
4. A building permit for a retaining wall is not required if the wall is not over 4ft in height as measured from the bottom of the footing to the top of the wall, unless the wall supports a surcharge per Title 2 of the Wenatchee City Code.
5. The proposed amendment in WCC10.48.110(2)(c) would limit the maximum height of a retaining wall to 3 ft of exposed face within 5ft of a rear property line in residential and mixed-use districts when constructed as part of a development reviewed under a Type 2 or 3 process per Title 13 and including residential units or lots.
6. An opportunity for relief from the proposed standard in WCC10.48.110(2)(c) is provided in subsection (5)(b).
7. The relief provision as proposed in WCC10.48.110(5)(b) would administratively apply the variance criteria at Chapter 10.70 WCC.

Title 11 Findings

1. The Planning Commission conducted workshops on parts of the proposed revisions on September 15, 2021 and October 20, 2021.
2. Many parts of the Wenatchee urban growth area—particularly near the norther, western, and southern edges—have steep slopes and are eligible for residential development.
3. It is important for developments in areas of steep topography to be designed and built in a way that is appropriate to that topography.
4. GOAL 1 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “UTILITIES - Ensure that the utilities necessary to support development are adequate at the time they are needed without decreasing service levels below those locally acceptable.”
5. Goal 1 Policy 2 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “No development will be approved that reduces the level of service of any utility below the adopted level of service.”

Comprehensive Plan Findings

1. The Planning Commission conducted a workshop on parts of the proposed revisions on October 20, 2021.
2. The “Relationship to other Plans and Studies” section of the Wenatchee Urban Area Comprehensive Plan is a designated place to list plans adopted as part of the plan or as guidance documents.
3. The plans and studies listed in the “Relationship to other Plans and Studies” section of the Wenatchee Urban Area Comprehensive Plan periodically get updated by the city or outside agencies responsible for each document.
4. The proposed amendments to the “Relationship to other Plans and Studies” section of the Wenatchee Urban Area Comprehensive Plan represent the recommendations of city staff responsible for the respective plans or studies.
5. The “City of Wenatchee Wastewater Facilities Plan” is the official name of a plan and conversely “City of Wenatchee Sewer Facilities Plan” is not.
6. The “Wenatchee Foothills Development Potential Study” is from 2009 and much of its content is out dated.
7. The “Western Foothills Transportation Impact Fee Rate Study” supports certain parts of the circulation map south of the Wenatchee River in the Transportation Element of the Wenatchee Urban Area Comprehensive Plan.
8. Many changes to programs providing services to homeless persons have occurred in recent year both locally and at the state level.
9. The proposed amendments to the Housing Element of the Wenatchee Urban Area Comprehensive Plan reflect the current state of and latest data from the city’s homeless programs.

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 Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area 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 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

Attachments

Exhibit A: Proposed Amendments to Title 10 of the Wenatchee City Code

Exhibit B: Proposed Amendments to Section 11.20.060 of the Wenatchee City Code

Exhibit C: Proposed Amendments to the Wenatchee Urban Area Comprehensive Plan

Exhibit D: Public Comments received

From: [Riley Shewak](#)
To: [Matthew Parsons](#)
Subject: CDTC Comprehensive Plan Amendment Comments
Date: Thursday, September 30, 2021 11:12:52 AM

CAUTION: This email originated from outside of the City of Wenatchee. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Matt,

Please consider the following comment on the Comp Plan Amendments:

The Bike Plan is called the ~~Greater~~ Wenatchee Valley Bicycle Master Plan. Also, we had a discussion with Glen and Gary in the spring about elevating the Bike Plan to a document adopted as a part of the Plan, rather than a guidance document. The rationale was that this would give the City more latitude to require bike facility construction with development. There is a specific recommendation within the bike plan that establishes a policy context and process to pursue these types of exactions and dedications and reads as follows:

“Review local development policies and consider establishing a formal process to ensure bicycling projects (such as bike parking and infrastructure improvements) are coordinated during the building of new subdivisions, businesses, multifamily buildings, and new parks and trails projects.

It is recommended that new development be reviewed against bicycle network gaps and consider the potential for demand increases. The results of this review should be incorporated into the development process. Formation of isolated areas without access to the bicycle and pedestrian network should be avoided wherever possible. Adding new bicycle infrastructure, at the development review level, can reduce the costs of adding new facilities by incorporating them into initial site development, rather than seeking costly retrofits or land acquisitions in the future.”

Thanks!

Riley Shewak | Senior Transportation Planner | Chelan-Douglas Transportation Council
O: (509)663-9059 | www.chelan-douglas.org/

“If you see a turtle on a fence post, it didn’t get there on its own”

From: [Brian Brett](#)
To: [Matthew Parsons](#)
Cc: [Darin Radcliffe \(dradcliffe@chelancountyfire.com\)](mailto:dradcliffe@chelancountyfire.com)
Subject: Re: Notice of 2021 Comprehensive Plan, Capital Facilities Plan, and Development Regulation Amendments; Environmental Determination; and Public Hearings
Date: Monday, October 11, 2021 8:39:08 AM

CAUTION: This email originated from outside of the City of Wenatchee. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Matt.

The Fire District does not have any comments regarding the 2021 Comprehensive Plan.

Thank you,

Brian Brett
Fire Chief
Chelan County Fire District #1
Douglas County Fire District #2
W (509) 662-4734
C (509) 860-3275

On Wed, Sep 29, 2021 at 4:13 PM Matthew Parsons <MParsons@wenatcheewa.gov> wrote:

Good afternoon,

Below I have included information about some proposed amendments to the Wenatchee Urban Area Comprehensive Plan, the City of Wenatchee Capital Facilities Plan, and the Wenatchee City Code. The draft document and SEPA checklist and DNS are attached to this email.

Notice of 2021 Comprehensive Plan, Capital Facilities Plan, and Development Regulation Amendments; Environmental Determination; and Public Hearings

NOTICE IS HEREBY GIVEN that the City of Wenatchee and Chelan County are providing joint notice of the following proposed amendments to the Wenatchee Urban Area Comprehensive Plan, City of Wenatchee Capital Facilities Plan, and the Wenatchee City Code; specifically:

- Amendments to Title 10 of the Wenatchee City Code related to the definitions of “dwelling unit”, “height”, and “museum”, new definitions for “cut wall” and fill wall”, dimensional development standards in RS and RL zoning districts, setback exceptions for accessory structures, slope protection (retaining walls) standards, and fence standards.

- Amendments to Section 11.20.060 of the Wenatchee City Code related to utility easements.
- Amendments to the Wenatchee Urban Area Comprehensive Plan including the “Relationship to other plans and studies” section and narrative text and policy amendments in the Housing Element related to homeless services programs and data.
- Annual amendments to the City of Wenatchee Capital Facilities Plan.

The amendments were sent to the Washington State Department of Commerce as required by RCW 36.70A.106. The state required notice period began on September 29, 2021 and concludes on December 1, 2021.

Comments on the proposed amendments should be submitted as soon as possible for consideration by city staff, the planning commission, and the city council. Comments are accepted up to and at the public hearing. Please email comments to mparsons@wenatcheewa.gov or mail to:

Planning Division

ATTN: 2021 Code and Comp Plan Update

City of Wenatchee

P.O. Box 519

Wenatchee, WA 98807

To view the draft amendments on the internet, navigate to <https://www.wenatcheewa.gov/government/community-development/current-projects/2021-comprehensive-plan-capital-facilities-plan-and-development-regulation-amendments> Persons without internet access should call (509) 888-3253 for assistance in gaining access to the proposed materials.

The City of Wenatchee has determined the proposed amendments to the Wenatchee Urban Area Comprehensive Plan, the City of Wenatchee Capital Facilities Plan, and the Wenatchee City Code will not have probable significant adverse impacts on the environment and have issued a determination of non-significance (DNS) in compliance with RCW 43.21C.

NOTICE IS HEREBY GIVEN that the City of Wenatchee Planning Commission will hold a public hearing on November 17, 2021 at 5:30 PM in the Council Chambers of Wenatchee City Hall, 301 Yakima St, 2nd Floor, Wenatchee, WA 98801 to consider the proposed amendments. The public is invited to attend the public hearing and comment on all pertinent matters. An agenda packet will be posted to the [city calendar event page](#) 7 days prior to the meeting.

NOTICE IS HEREBY GIVEN that the Wenatchee City Council will hold a public hearing on December 9, 2021 at 5:15 PM in the Council Chambers of Wenatchee City Hall, 301 Yakima St, 2nd Floor, Wenatchee, WA 98801 to consider the proposed amendments. The public is invited to attend the public hearing and comment on all pertinent matters. An agenda packet will be posted to the [city calendar event page](#) 7 days prior to the meeting.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in either of these hearings, please contact the Mayor's office at (509) 888-6204 (TTY 711). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1.)

If you have any questions, please let me know!

Thanks

Matt Parsons, AICP

Senior Planner

Community Development Department

City of Wenatchee



1350 McKittrick St., PO Box 519

Wenatchee WA, 98807-0519

Phone: (509) 888-3253 | Fax: (509) 888-3201

Email: mparsons@wenatcheewa.gov

Website: www.wenatcheewa.gov

(pronouns: he/him/his)

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ORDINANCE NO. 2021-38

AN ORDINANCE, amending Wenatchee City Code (WCC) Title 10 Zoning.

WHEREAS, the general purposes of the zoning code are identified in WCC 10.04.020 as follows: “The general purposes of this title are to promote the public health, safety, and general welfare; to assist in the implementation of the Wenatchee urban area comprehensive plan; to comply with the Growth Management Act; and to comply with the provisions and objectives of Chapter 44, Laws of Washington, 1935, as amended, and Chapter 17, Laws of 1990, First Extraordinary Session, as amended. In accordance with Chapter 35A.63 RCW, all territory within the corporate limits of the city of Wenatchee shall be classified according to the districts set out in WCC 10.06.015”; and

WHEREAS, the proposed updates to WCC Title 10 Zoning are in furtherance of the above-stated purposes.

NOW, THEREFORE, the City Council of the City of Wenatchee do ordain as follows:

SECTION I

The following findings of fact are adopted in support of this Ordinance.

Any finding of fact that is more appropriately deemed a conclusion of law shall be a conclusion of law.

Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee 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 Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. 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.

3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021; August 18, 2021; September 15, 2021; and October 20, 2021.
5. The City Council conducted workshops on parts of the proposed revisions on September 17, 2020 and July 22, 2021.
6. The City of Wenatchee issued a determination of non-significance on September 29, 2021 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on the same day. Notice was also provided to local and regional agencies for the 60-day review and comment periods/environmental determinations.
7. Notice of the public 60-day review and comment period, environmental determination, and public hearing dates were published in the Wenatchee World on October 2, 2021.
8. On September 29, 2021 the City of Wenatchee and Chelan County provided joint notice to the Washington State Department of Commerce of the intent to adopt amendments to the Wenatchee Urban Area Comprehensive Plan, the Wenatchee City Code, and the City of Wenatchee Capital Facilities Plan.
9. The amendments, environmental documents, and meeting information have been posted on the City of Wenatchee website during the public comment and environmental review periods.
10. On November 17, 2021, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
11. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan.
12. The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021; August 18, 2021; September 15, 2021; and October 20, 2021.
13. The City Council conducted workshops on the amendments related to slope protection on September 17, 2020 and July 22, 2021.
14. The definition of “dwelling” or “dwelling unit” is used by staff when determining what constitutes a separate housing unit under Title 10 WCC rather than part of another unit or differentiating what is suitable for long term human occupation rather than temporary such as a hotel room.
15. Museums are often used for a broad range of cultural uses and it is important to have a definition in Title 10 zoning that reflects that reality.
16. The minimum lots size for cluster subdivisions in the Residential Single-Family zoning district (RS), as listed in WCC10.46.020, is 4,000 sf.
17. The minimum lot width in RS for cluster subdivisions in 10.46.020 is 50 ft and the minimum lot depth is 80 ft.

18. A lot of minimum area, width, and depth in a cluster subdivision in RS could only be one shape.
19. Smaller minimum lot depth and width will allow additional flexibility when laying out a cluster subdivision with lots at minimum lot size.
20. The version of the proposed code amendments that went out for public comment on September 29, 2021, included additional amendments than appear attached to this staff report include certain passages in WCC10.46.080(3) and (4). The Planning Commission expressed concerns about the proposed amendments and staff has modified the proposal in response to those concerns.
21. The amendment proposed in 10.46.080(4)(c) applicable to side property lines adjacent to an alley will help align it to the equivalent standard in (3)(e) applicable to rear property lines adjacent to an alley.
22. The proposed amendments to WCC10.48.110 Slope Protection—excluding subsections 10.48.110(2)(c), (2)(a)(iii), (4)(b)(ii), and (5)(b)—make important clarifications to existing standards and propose some additional minor standards to better carry out the intent of the section.
23. The proposed subsection WCC10.48.110(5) would provide opportunity for variation from certain standards when specified criteria are met.
24. The proposed subsection WCC10.48.110(6) would ensure that retaining walls are constructed in a way that does not compromise underground utilities that may cross private property.
25. GOAL 1 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “UTILITIES - Ensure that the utilities necessary to support development are adequate at the time they are needed without decreasing service levels below those locally acceptable.”
26. Goal 1 Policy 2 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “No development will be approved that reduces the level of service of any utility below the adopted level of service.”
27. Goal 2 Policy 6 of the Natural Environment Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “Seek to protect the public and personal property from the effects of landslides, seismic hazard, steep slope failures, erosion, and flooding by private and public projects incorporating best available science into project design, avoiding or mitigating for potential impacts.”
28. GOAL 7 of the Community Design and Health Communities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “Aesthetics -- Identify opportunities to improve the visual aesthetics of the community.”
29. Goal 13 Policy 1 of the Land Use Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “New residential development at the edge of the urban growth area should not impact the open qualities of the hillsides or disrupt the small-scale qualities of existing neighborhoods.”
30. Building permit applications are staff’s primary means of implementing city codes and regulations.
31. Actions for which codes apply and do not require a permit must be enforced after an action is taken.
32. Altering an improvement after it has been constructed can be a very expensive undertaking for a property owner.

33. Contact between a property owner and city staff before, during, and after the permitting of a proposed development provide city staff with an opportunity to communicate applicable standards, even those for which a permit may not be required.

SECTION II

The following conclusions of law are adopted in support of this Ordinance.

Any conclusion of law that is more appropriately deemed a finding of fact shall be a finding of fact.

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 Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area 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 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

SECTION III

Title 10 WCC Zoning shall be and hereby is amended in part as set forth on Exhibit "A" attached hereto and incorporated herein by this reference.

SECTION IV

If any section, subsection, sentence, clause or phrase of this Ordinance is declared or judged by a court of competent jurisdiction to be invalid or unconstitutional, such adjudication shall in no manner affect the remaining portions of this Ordinance which shall be in full force and effect as if said section, subsection, sentence, clause or phrase so declared or adjudged invalid or unconstitutional were not originally a part hereof.

SECTION V

This ordinance shall take effect thirty (30) days from and after approval and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE this _____ day of December, 2021.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

EXHIBIT “A”

Wenatchee City Code Title 10 Amendments

Title 10 ZONING

Chapter 10.08 DEFINITIONS

10.08.050 “C.”

“Cut wall” means a retaining wall used to lower the grade in the area in front or downhill of it by retaining mostly native soil or other similar material.

10.08.055 “D.”

“Dwelling” or “dwelling unit” means one or more rooms designed ~~for or occupied by as~~ complete independent living facilities for one ~~family or more persons~~ for living or sleeping purposes and includes permanent provisions for living, sleeping, and containing kitchen facilities ~~cooking (a kitchen including a sink, stove or range, refrigerator, and countertop(s))~~ for use solely by one family, and at least one bathroom ~~sanitation (a bathroom containing a toilet, shower or bathtub, and sink).~~

10.08.065 “F.”

“Fill wall” means a retaining wall used to raise the grade in the area behind it by retaining soil or other similar material.

10.08.075 “H.”

“Height” shall be measured from the adjacent grade within two feet horizontally of the ground to the highest point of the item being measured. In instances where the ground is not level, an average grade shall be calculated and used. ~~On For fences and~~ freestanding or monument signs, grade shall be measured on both sides and averaged. To measure the height of a building, see the definition for “height, building”; to measure a story see the definition for “story.”

10.08.100 “M.”

“Museum” means a depository for collecting and displaying objects and/or information having scientific, historical, artistic, or other social value. This definition includes an interpretive center. Museum facilities may have a variety of accessory uses including office space, meeting or event spaces, storage, and auditoriums.

Chapter 10.46 DEVELOPMENT STANDARD CHARTS

10.46.020 Residential district development chart.

(1) General Dimensional Standards. See WCC [10.46.060](#) through [10.46.110](#) for measurement methods and Chapter [10.47](#) WCC for more specific standards with respect to specific residence types. Where these standards conflict with Chapter [10.47](#) WCC, the city shall determine which requirement applies. Note that the column indicating conditions/exceptions/references is not all-inclusive. There may be other conditions in WCC.

Standard	RS	RL	RM	RH	RF	Conditions/ Exceptions/ Reference
Minimum Lot Dimensions						
Lot Area	7,250 sf, except 10,000 sf for a duplex	5,500 sf, except 8,000 sf for a duplex	3,000 sf, except 4,500 sf for a duplex	3,000 sf, except 4,000 sf for a duplex	10,000 sf, except 15,000 sf for a duplex	WCC 10.46.060
Cluster subdivision lot	4,000 sf	3,000 sf	N/A	N/A	7,250 sf	WCC 10.47.060
Lot Width	70 feet	50 feet	30 feet	30 feet	100 feet	WCC 10.46.070
Lot width alley access	50 feet	30 feet	25 feet	25 feet	100 feet	
Lot width at point of access	20 feet	20 feet	20 feet	20 feet	20 feet	WCC 10.46.070 (3)
Cluster subdivision lot	50 40 feet	30 feet	N/A	N/A	70 feet	WCC 10.47.060
Lot Depth	100 feet	80 feet	65 feet	60 feet	100 feet	WCC 10.46.070

Standard	RS	RL	RM	RH	RF	Conditions/ Exceptions/ Reference
Cluster subdivision lot	80 70 feet	60 feet	N/A	N/A	100 feet	WCC 10.47.060
Setback Standards (WCC 10.46.080)						
Street – Minimum	20 feet ^{(X)(Y)}	20 feet ^{(X)(Y)}	15 feet	10 feet	25 feet	WCC 10.46.080 (2) (X) 15 feet from private lanes (Y) 15 feet for cluster subdivisions
Street side – Minimum	10 feet	10 feet	10 feet	10 feet	20 feet	WCC 10.46.080 (2)(a)(ii)
Street – Minimum, individual garage, carport	20 feet				25 feet	WCC 10.46.080 (2)(b)
Rear – Minimum	20 feet ^{(w)(x)}	20 feet ^{(w)(x)}	15 feet ^(X)	10 feet ^{(Y)(Z)}	20 feet	WCC 10.46.080 (3) <u>(w) 15 feet for cluster subdivisions</u> (X) 10 feet if adjacent to an alley (Y) 15 feet for ground related dwelling units (Z) WCC 10.46.090 (2)(c)
Side – Minimum	5 feet	5 feet	5 feet	6 feet	10 feet	WCC 10.46.080 (4)
Internal – Minimum	10 feet	10 feet	10 feet	10 feet	N/A	WCC 10.46.080 (5)
Building and Density Standards						

Standard	RS	RL	RM	RH	RF	Conditions/ Exceptions/ Reference
Maximum Building Height	30 feet	30 feet	35 feet	60 feet ^{(X)(Y)}	30 feet	WCC 10.46.090 (X) WCC 10.46.090(2)(b) (Y) WCC 10.46.090(2)(c)
Maximum Lot Coverage	40%	45%	55%	55%	35%	WCC 10.46.100
Duplexes, townhouses and multifamily	50%	55%	55%	55% ^(X)	N/A	(X) WCC 10.46.100(2)(a)
Cluster lots	55%	55%	N/A	N/A	45%	
Maximum Density	6 dwelling units per acre	8 dwelling units per acre	20 dwelling units per acre	40 dwelling units per acre	4 dwelling units per acre	WCC 10.46.110

(Ord. 2020-35 § 3 (Exh. A); Ord. 2019-35 § 5; Ord. 2016-22 § 1 (Exh. B); Ord. 2010-25 § 4; Ord. 2010-03 § 1 (Exh. A); Ord. 2007-34 § 2 (Exh. A))

10.46.080 Setback measurements and exceptions.

The development charts in this chapter provide minimum standards for street, side, rear, and interior setbacks. Figure 10.46.080 shows the location of some setback types on a typical lot. Clarification on how these setbacks are measured is provided in subsections (1) through (9) of this section.

(3) Rear Setbacks.

(e) Residential accessory structures may observe a zero setback where the rear property line is adjacent to an alley (except a minimum setback of five feet is required where a garage door faces the alley), provided the structure covers less than 50 percent of the rear property line and is no greater than 20 feet in height.

(4) Side Setbacks.

(c) Residential accessory structures may observe a zero setback where the side property line is adjacent to an alley (except a minimum setback of five feet is required where a garage door faces the alley), provided the structure covers less than 50 percent of the side property line and is no greater than 20 feet in height.

10.48.110 Slope protection.

It is the purpose of the standards for slope protection to provide supplementary development regulations to ensure that development occurs in such a manner as to protect the natural and topographic character and identity of these areas, environmental resources, aesthetic qualities, restorative value, and the public health, safety, and general welfare. It is the intent of these development standards to encourage a sensitive form of development and to allow for a reasonable use that complements the natural and visual character of the city. Development shall meet all applicable standards and requirements of the WCC including the following:

(1) Graded or Filled Slopes. Development shall avoid or, to the greatest extent possible, minimize proposed cuts and fills. Cutting and filling to create additional or larger building sites shall be kept to a minimum and be avoided to the maximum extent feasible. Graded or filled slopes shall be limited to a 2:1 slope or less. All graded slopes shall be recontoured to the natural, varied contour of surrounding terrain.

(2) Retaining Walls. The use, design, and construction of all retaining walls that are subject to a building permit shall meet these standards unless otherwise authorized under (4) or (5) of this section. ~~Exposed cut slopes, such as those for streets, driveway accesses, or setback areas, greater than seven feet in height shall be terraced.~~

(a) A single retaining wall's exposed face may be as tall as 7ft provided it meets the criteria below:

(i) Any wall with an exposed face that is between 5 feet 1 inch and 7 feet tall shall be separated by at least a horizontal distance equal to 1.5 times its height from the nearest retaining wall. For any combination of two walls located in proximity of each other the taller of the two walls shall determine the horizontal setback.

(ii) Slope between applicable retaining walls shall not exceed 1 vertical to 4 horizontal.

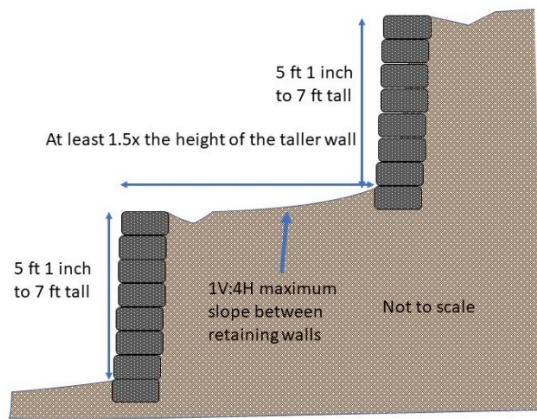


Figure 10.48.110(2)(a)-1

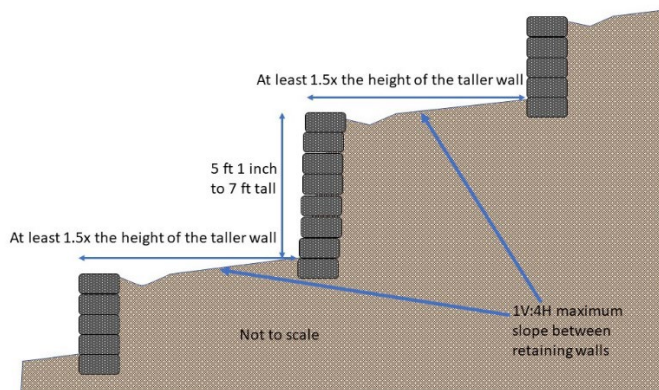


Figure 10.48.110(2)(a)-2

(b) Cut faces Exposed wall faces on a terraced section shall not exceed a maximum height of five feet. Terrace widths shall be a minimum of three feet face to face and a minimum of 2ft from the back of the lower wall structure to the face of the upper wall structure to allow for the introduction of vegetation for erosion control. Measurements from the back of a wall structure do not include the base. The maximum slope gradient allowed between retaining structures shall be a one-foot vertical to four-foot horizontal (1V:4H) slope.

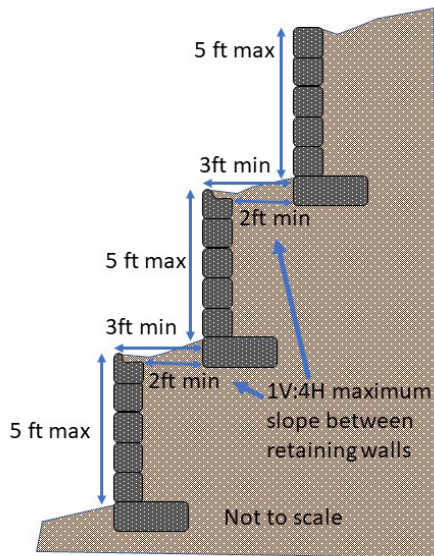


Figure 10.48.110(2)(b)

(3) Landscaping and Revegetation. An applicant shall landscape or revegetate exposed slopes and other areas identified as posing an erosion and/or landslide hazard or as required by the critical areas analysis, in accordance with the landscaping and screening standards for ground cover, prior to final building inspection approval. Topsoil from any disturbed portion of a steep slope must be preserved and utilized in revegetation. Fill soil must be of a quality to support plant growth.

(4) Administrative Determination.

~~(a) Visually Obscured Sites.~~ Applicants may submit a request, to be processed in concert with a development application or independently as a Type I administrative review under WCC [13.09.030](#), for consideration of a deviation of subsection (2) of this section. The applicant must demonstrate that the proposed cuts/fills and subsequent retaining walls that exceed ~~a height of seven feet~~ the specified dimensions in subsection (2) meet the standards specified in this subsection.

(a) Screening and aesthetic enhancement. Proposed ~~are~~ retaining walls exceeding the dimensions specified in subsection (2) shall be visually obscured from adjoining properties and may also be aesthetically enhanced through such measures or site conditions as:

(i) Screened by current or future building location or design,

(ii) Screened by landscaping. This option must be used in combination with another measure listed in this subsection. The standards for perimeter landscape screening in Chapter 10.62 that apply in the applicable zoning district shall be used as a guide. -A higher density/frequency of shrubs or trees may be necessary

to achieve the applicable screening requirement described below in this subsection.

(iii) Screened by fencing and/or site amenities. The use of fencing shall be limited to that which has a clear purpose beyond its application here such as a perimeter fence and shall comply with WCC10.48.130.;

(iv) Screened by site topography,

(v) Aesthetically enhanced using materials and patterns that create visual interest. Methods may include:

- Stacked natural split or cut stone. Gabion walls do not count as aesthetically enhanced.



etc., The above listed features shall provide equivalent to providing a minimum of 80 percent sight obstruction or 60 percent for any portion of the wall that is aesthetically enhanced. Such measures should be in place at the time a use commences or an occupancy for a structure is issued, or in the case of landscaping, reach maturity within four years of installation.

(b) Retaining walls permitted under this subsection shall not exceed any of the following unless an exception is granted pursuant to (5) of this section:

(i) 14 feet of exposed wall height at any point unless located in a public right-of-way and part of a public works project.

as appropriate

(c) It shall be the responsibility of the applicant to submit a site plan and plan materials which demonstrate compliance with these provisions. The applicant shall submit:

(i) a scaled site plan which depicts:

- Property boundaries
- Location of all existing and proposed structures including retaining wall(s)

- All proposed screening measures such as landscaping, fencing, structure placement, etc. If landscaping is proposed as a screening measure the site plan, or a separate landscape plan, shall use 10.62.040 and 060 as a guide.
- Any site features which can be depicted on the site plan that further demonstrate mitigating conditions such as topography or other natural features if applicable, proposed improvements, site conditions and any mitigating measures;

(ii) Side profile and elevation views for walls exceeding a seven-foot reviewed under this subsection height that graphically depict the visual obstruction and/or aesthetic enhancement of the walls including existing or proposed measures, features, conditions, or materials;

(iii) pictures-Photos on site and of surrounding properties showing the proposed location of the wall including pictures taken from the vantage point of a person standing at various places along property boundaries and the edge of the public right-of-way. This should include the places where the proposed retaining wall is most likely to be visible.; and

(iv) a narrative description of the proposal and compliance with these criteria. A narrative which describes the following:

- How the various mitigating conditions and features work together to adequately meet or exceed the sight obstruction standard described in this subsection.
- How the use of retaining walls exceeding 7ft in height have been minimized and the screening, and aesthetic enhancement if applicable, of said walls maximized.

The director at his or her discretion may waive components of these submittal materials, where the materials are deemed to be unnecessary, or an unreasonable hardship, in making a written determination with findings.

~~(b) Constrained Sites. Site locations exist within the community that have topographic features or unique constraints that require the use of retaining walls that exceed a height of seven feet in order to facilitate the development of a site for intended uses in the applicable zoning district. Where a property owner would incur a hardship significantly limiting the reasonable use of his or her property by the application of subsection (2) of this section and the retaining walls cannot be obscured from view under subsection (4)(a) of this section, an applicant may submit a request under this provision. The request shall be processed in the same manner as in subsection (4)(a) of this section, including the submittal of identified application materials. The applicant shall demonstrate to the greatest extent feasible an attempt to obscure the proposed retaining walls and limit the use of retaining walls on site that exceed seven feet in height.~~

(5) Exceptions to (2) and (4) may be granted pursuant to the following standards.

(a) The community development director, in consultation with the public works director as appropriate, may waive or reduce the wall separation distance, may increase the maximum allowed slope gradient between retaining structures up to 1 vertical to 3 horizontal, and may increase the allowed maximum height of a retaining structure in subsection (4)(b) if the applicant demonstrates the reduced separation distance and/or increased gradient and/or wall height is necessary to:

(i) Reduce potential adverse impacts to any critical area(s) or associated buffer(s) when requested by a qualified professional as defined by Chapter 12.08 WCC; or

(ii) Permit the installation of transportation or utility improvements;

(6) Retaining walls requiring a building permit that are proposed to be located within an established underground utility easement which appears on the face of a recorded plat or survey or is otherwise known to the Director, shall provide to the city written permission from the easement holder to install a retaining wall within the easement.

(Ord. 2019-35 § 7; Ord. 2013-41 § 1 (Exh. B); Ord. 2010-03 § 1 (Exh. A); Ord. 2007-34 § 2 (Exh. A). Formerly 10.48.150)

10.48.130 Fences and clear view triangle.

All fences where allowed by this title shall meet the following standards unless otherwise regulated within this code:

(1) Residential and ~~mixed-mixed~~-use zoning district fences may be placed on or behind the property line and shall not exceed the following standards:

(a) Street and street side setback areas: four feet in height for a solid fence, or six feet in height when the fence material is less than 50 percent view-obstructing, such as chain-link, lattice, spaced picket, or rail fences.

(b) Fences outside of required street and street side setbacks area may be solid and shall not exceed six feet in height.

(c) Fences located at the top of a retaining wall may utilize the full height permitted under this subsection based on their placement on the lot.

(2) Commercial zoning district fences shall meet the following standards:

(a) Solid fencing or walls greater than four feet in height within 20 feet of street frontages or rights-of-way shall not extend more than one-third of the lineal distance of the property frontage, including corner lots;

(b) Fencing less than 50 percent view-obstructing is allowed up to a maximum height of eight feet, within 20 feet of a front property line or rights-of-way; provided, that for every 25 linear feet of fence or wall, architectural features, such as masonry or brick columns,

shall be provided. The minimum width and depth of architectural features shall be no less than 12 inches for the full height;

(c) Solid fencing or wall sections more than 20 feet from a front property line shall be allowed up to a maximum height of eight feet; provided, that for every 50 linear feet of fence or wall, architectural features, such as masonry or brick columns, shall be provided. The minimum width and depth of architectural features shall be no less than 12 inches for the full height;

(d) Side and rear setback fencing is exempt from providing architectural features and is allowed up to a maximum height of eight feet, except when abutting a residential or mixed use zone, in which case the maximum height shall be six feet;

(e) The use of high intensity, primary, metallic, or fluorescent colors is prohibited on any fence surface. Colors should be neutral and similar to the exterior of the primary structure;

(f) Chain link fencing and barbed or razor wire or similar features shall not be permitted on the front of properties within 20 feet of a public street;

(g) Developments featuring residential uses on the ground level along street frontages are subject to the fence standards for residential and mixed use zones in subsection (1) of this section.

(3) Industrial zoning district fences shall meet the following standards:

(a) That a maximum height limitation of six feet be observed within any required setback area;

(b) That a maximum height limitation of eight feet be observed when constructed outside of any required setback area.

(4) Clear View Triangle. In all residential and mixed use zones, lots not located adjacent to a controlled intersection (a lighted intersection controlling pedestrian and vehicle traffic in all directions) shall maintain, for safety purposes, a triangular area with no vegetation, fence or other physical or visual obstruction higher than three feet, measured from the grade of the respective centerlines of abutting streets. Said triangular area shall be measured from the intersection of two street rights-of-way, two sides of said triangle shall extend 25 feet along both right-of-way lines, adjacent to the lot, and the third triangle line shall connect the end point of each 25-foot measurement.

(a) All fences and landscape plantings which fail to meet the height limits established by this section for the clear view triangles shall come into compliance with the above standards within one year of annexation. (Ord. 2020-35 § 3 (Exh. A); Ord. 2019-35 § 7; Ord. 2018-12 § 1 (Exh. B); Ord. 2010-03 § 1 (Exh. A); Ord. 2007-34 § 2 (Exh. A). Formerly 10.48.180)

ORDINANCE NO. 2021-40

AN ORDINANCE, amending Wenatchee City Code (WCC) Section 11.20.060 Easements.

SECTION I

The following findings of fact are adopted in support of this Ordinance.

Any finding of fact that is more appropriately deemed a conclusion of law shall be a conclusion of law.

Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee 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 Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. 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.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021; August 18, 2021; September 15, 2021; and October 20, 2021.
5. The City Council conducted workshops on parts of the proposed revisions on September 17, 2020 and July 22, 2021.
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7. Notice of the public 60-day review and comment period, environmental determination, and public hearing dates were published in the Wenatchee World on October 2, 2021.
8. On September 29, 2021 the City of Wenatchee and Chelan County provided joint notice to the Washington State Department of Commerce of the intent to adopt amendments to

- the Wenatchee Urban Area Comprehensive Plan, the Wenatchee City Code, and the City of Wenatchee Capital Facilities Plan.
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 11. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code and the Wenatchee Urban Area Comprehensive Plan.
 12. The Planning Commission conducted workshops on parts of the proposed revisions on September 15, 2021 and October 20, 2021.
 13. Many parts of the Wenatchee urban growth area—particularly near the norther, western, and southern edges—have steep slopes and are eligible for residential development.
 14. It is important for developments in areas of steep topography to be designed and built in a way that is appropriate to that topography.
 15. GOAL 1 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “UTILITIES - Ensure that the utilities necessary to support development are adequate at the time they are needed without decreasing service levels below those locally acceptable.”
 16. Goal 1 Policy 2 of the Utilities Element of the Wenatchee Urban Area Comprehensive Plan reads as follows: “No development will be approved that reduces the level of service of any utility below the adopted level of service.

SECTION II

The following conclusions of law are adopted in support of this Ordinance.

Any conclusion of law that is more appropriately deemed a finding of fact shall be a finding of fact.

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 Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area 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 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

SECTION III

WCC 11.20.060 Easements shall be and hereby is amended as set forth on Exhibit "A" attached hereto and incorporated herein by this reference.

SECTION IV

Severability

If any section, subsection, sentence, clause or phrase of this Ordinance is declared or judged by a court of competent jurisdiction to be invalid or unconstitutional, such adjudication shall in no manner affect the remaining portions of this Ordinance which shall be in full force and effect as if said section, subsection, sentence, clause or phrase so declared or adjudged invalid or unconstitutional were not originally a part hereof.

SECTION V

Effective Date

This ordinance shall take effect thirty (30) days from and after approval and publication as provided by law.

ADOPTED by the Council of the City of Wenatchee, Washington, at a regular meeting thereof, held this _____ day of December, 2021.

CITY OF WENATCHEE, a municipal
corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

Exhibit "A"

Title 11 Subdivisions

Chapter 11.20 SUBDIVISION DESIGN STANDARDS

Section 11.20.060 Easements.

(1) Public Utilities. Where alleys are not provided, easements for public utilities shall be provided along rear lot lines and side lot lines where necessary, including any necessary access easements. Where easements are necessary, they shall be a minimum of 10 feet in width. Where possible, the width of rear and side lot line easements shall be equally shared by abutting lots, and easements shall be continuous and aligned from block to block within the subdivision and with adjoining subdivisions. The width and placement of proposed utility easements shall account for the topography of the site, including any proposed grading of the site, and any additional challenges that may reasonably be predicted when a utility may need to be accessed in the future.

(2) Unusual Facilities. Easements for unusual facilities such as high voltage electric transmission lines, drainage canals, pondage areas, etc., shall be of such width as is adequate for the purpose, including necessary access easements.

(3) Utility Installations. Utility lines, including, but not limited to, for electricity, communications and street lighting, serving and located within the subdivision, shall be placed underground.

Where topography, soil, or other conditions make underground installations impractical, and the city, upon recommendation from the city engineer, so finds upon written evidence presented by the supplier of such utilities, the city may waive this requirement for underground utilities.

(4) Watercourses. Where a subdivision is traversed by a watercourse, a drainage easement conforming substantially to the line of such watercourse, drainage way, waste way, channel or stream, and of such width for construction, maintenance and control as will be determined by the city, upon recommendation from the city engineer, adequate for the purpose shall be provided. (Ord. 2013-41 § 1 (Exh. B); Ord. 2010-24 § 1; Ord. 3080 § 510, 1994)

RESOLUTION NO. 2021-44

A RESOLUTION, amending the Wenatchee Urban Area Comprehensive Plan.

WHEREAS, the City Council makes the following Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee 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 Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. 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.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on parts of the proposed revisions on August 19, 2020, February 17, 2021, August 18, 2021, September 15, 2021 and October 20, 2021.
5. The City Council conducted workshops on parts of the proposed revisions on September 17, 2020 and July 22, 2021.
6. The City of Wenatchee issued a determination of non-significance on September 29, 2021 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on the same day. Notice was also provided to local and regional agencies for the 60-day review and comment periods/environmental determinations.
7. Notice of the public 60-day review and comment period, environmental determination, and public hearing dates were published in the Wenatchee World on October 2, 2021.
8. On September 29, 2021 the City of Wenatchee and Chelan County provided joint notice to the Washington State Department of Commerce of the intent to adopt amendments to the Wenatchee

- Urban Area Comprehensive Plan, the Wenatchee City Code, and the City of Wenatchee Capital Facilities Plan.
9. The amendments, environmental documents, and meeting information have been posted on the City of Wenatchee website during the public comment and environmental review periods.
 10. On November 17, 2021, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
 11. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee Urban Area Comprehensive Plan.
 12. The “Relationship to other Plans and Studies” section of the Wenatchee Urban Area Comprehensive Plan is a designated place to list plans adopted as part of the plan or as guidance documents.
 13. The plans and studies listed in the “Relationship to other Plans and Studies” section of the Wenatchee Urban Area Comprehensive Plan periodically get updated by the City or outside agencies responsible for each document.
 14. The proposed amendments to the “Relationship to other Plans and Studies” section of the Wenatchee Urban Area Comprehensive Plan represent the recommendations of city staff responsible for the respective plans or studies.
 15. The “City of Wenatchee Wastewater Facilities Plan” is the official name of a plan and conversely “City of Wenatchee Sewer Facilities Plan” is not.
 16. The “Wenatchee Foothills Transportation Impact Fee Rate Study” supports certain parts of the circulation map south of the Wenatchee River in the Transportation Element of the Wenatchee Urban Area Comprehensive Plan.
 17. Many changes to programs providing services to homeless persons have occurred in recent years both locally and at the state level.
 18. The proposed amendments to the Housing Element of the Wenatchee Urban Area Comprehensive Plan reflect the current state of and latest data from the City’s homeless programs.

WHEREAS, the City Council makes the following 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 Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area 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 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL
OF THE CITY OF WENATCHEE** as follows:

SECTION I

The recitals set forth above are hereby adopted as the City Council's findings of fact and conclusions of law in support of this Resolution. If any finding of fact is deemed more appropriately a conclusion of law, or if any conclusion of law is deemed more appropriately a finding of fact, they are hereby adopted as such.

SECTION II

The Urban Area Comprehensive Plan of the City of Wenatchee shall be and hereby is amended as set forth on Exhibit "A" attached hereto.

SECTION III

This Resolution shall be effective immediately.

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**PASSED BY THE CITY COUNCIL OF THE CITY OF
WENATCHEE** at a regular meeting thereof this _____ day of December, 2021.

CITY OF WENATCHEE, a Municipal
Corporation

By: _____
FRANK J. KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

EXHIBIT “A”

Wenatchee Urban Area Comprehensive Plan Amendments

RELATIONSHIP TO OTHER PLANS & STUDIES

The City of Wenatchee Urban area Plan is the primary overarching planning document for the City of Wenatchee and includes ten separate elements. Supporting or providing additional direction for these elements are a series of sub-area plans, studies and technical documents. While these documents are separate documents, they are adopted as a component of the Wenatchee Urban Area Plan. Additional significant documents are referenced below which may have assisted in the development of the Wenatchee Urban Area Plan or provide guidance tools and options for decision makers and staff to consider as they seek to implement the plan. These documents are adopted as guidance documents.

- A. Plans, studies or technical documents incorporated and adopted as a part of the Wenatchee Urban Area Plan:
- Central Business District Sub-Area Plan
 - Chelan County Solid Waste Management Plan
 - City of Wenatchee’s Capital Facilities Plan, as amended
 - City of Wenatchee Comprehensive Sewer Plan
 - City of Wenatchee Comprehensive Stormwater Management Plan
 - City of Wenatchee Housing and Community Development Consolidated Plan, as amended
 - City of Wenatchee Land Capacity Analysis, Exhibit A
 - City of Wenatchee and Regional Water Plan
 - ~~City of Wenatchee Sewer Facilities Plan~~
 - City of Wenatchee Shoreline Master Program
 - City of Wenatchee’s Six Year Transportation Improvement Program, as amended

- City of Wenatchee Wastewater Facilities Plan
- Grandview Historic District Sub-Area Plan
- Regional Water Wellhead Protection Plan
- North Wenatchee Master Plan*
- South Wenatchee Action Plan
- Sunnyslope Sub-Area Plan
- ~~The Ten Year Plan to Reduce Homelessness in Chelan and Douglas Counties~~The 2019-2024 Chelan/Douglas Homeless Housing Strategic Plan
- ~~Transportation 2040: The Regional Transportation Plan for Chelan and Douglas Counties~~2020 Regional Transportation Plan
- The North Wenatchee Transportation Master Plan
- North Wenatchee Avenue (SR285) Preliminary Engineering Summary Report
- The Chelan County Transportation Plan, as it relates to the primarily unincorporated component of Sunnyslope in the Urban Growth Area, identified in the City of Wenatchee Urban Area Comprehensive Plan Transportation Element
- Wenatchee Waterfront Sub-Area Plan
- ~~2012~~2018-18-24 Parks, Recreation & Open Space Comprehensive Plan
- ~~2016 City of Wenatchee Citywide Pavement Management Program~~
- Complete Streets Policy

*See Land Use Element Goal 11 and associated policies regarding the purpose of adoption.

B. Plans, studies or technical documents adopted as guidance documents to consider in the implementation of the Wenatchee Urban Area Plan:

- ~~City of Wenatchee Habitat Plan~~
- ~~Foothills Trails Plan~~
- The Wenatchee Urban Area Housing Needs Assessment & Market Demand Study of September 2016 produced by BERK
- ~~Wenatchee Foothills Development Potential Study~~
- Western Foothills Transportation Impact Fee Rate Study
- Wenatchee Valley Urbanized Area Freight Study
- ~~The 2010 Dog Off Leash Recreation Area Potential Study~~

- ~~2009-2021~~ Park Design Standards and Development Policies
- ~~2015 Comprehensive Arts Plan~~
- ~~2010 Skate Area System Master Plan~~
- ~~2011 Chelan Douglas Land Trust Trail Design Guidelines~~
- ~~2013 Greater~~ Wenatchee Valley Bicycle Master Plan
- 2017 Downtown Strategic Parking Management Plan
- Our Valley Our Future Action Plan / 2017-2021

HOUSING

Topics

- Purpose
- Referenced Plans
- Background
- Housing Affordability
- Housing Equity
- Housing Mix
- Maintenance & Preservation
- Generational Trends
- Goals and Policies

PURPOSE

The purpose of the housing element is to establish policy directives for future housing in Wenatchee. In addition to accommodating projected growth, these strategies are designed to preserve and protect existing neighborhoods, stabilize and enhance threatened neighborhoods, and meet the housing needs of all segments of the population including lower income and special needs groups. To these ends, Wenatchee has identified a number of components which will inform its housing policies including:

- (a) Identifying the existing housing stock
- (b) Determining housing preferences and demand
- (c) Identifying housing types acceptable to the community
- (d) Compliance with GMA County-wide fair share housing policies

- (e) Implementation strategies to meet housing goals

Related to the Housing Element are the *City of Wenatchee Housing & Community Development Consolidated Plan* and ~~*The Ten-Year Plan to Reduce Homelessness in Chelan and Douglas Counties*~~ *the 2019-2024 Chelan/Douglas Homeless Housing Strategic Plan*. The City of Wenatchee Housing & Community Development Consolidated Plan plays a significant role in the City of Wenatchee's community development activities, including housing. Required by the Department of Housing and Urban Development (HUD) as a condition of receiving federal Community Development Block Grant (CDBG) funds, the Plan analyzes factors impacting quality of life for the community's low- and moderate-income residents, including poverty, poor housing quality, overcrowding, scarcity of living wage jobs, low educational achievement, and other social issues. In addition to prioritizing the use of federal funds, the Plan's goals, objectives, and strategies provide a significant component of the City of Wenatchee's housing policy.

[RCW 36.22.179 and RCW 36.22.1791 allows local governments to receive revenue from a document record fee assessed by the County Auditor's Office to address the needs of households experiencing homelessness or who are at risk of homelessness. Participating governments must prepare and enact a 5-year Homeless Housing Strategic Plan to set goals, priorities, and metrics for the use of the collected funds. The City of Wenatchee served as the](#)

administrator for Chelan/Douglas Homeless Housing Strategic Plan from 2005 - 2021 through an interlocal agreement with Chelan County, Douglas County, and the City of East Wenatchee. Starting July 1, 2021, the City of Wenatchee and the City of East Wenatchee have partnered through an interlocal agreement to address the needs of homeless households within their boundaries utilizing funding from RCW 36.22.179, RCW 36.22.1791 and RCW 82.14.530.

The new agreement establishes a Homeless Housing Task Force with the City of Wenatchee and East Wenatchee as partners. This group is made up of local agency representatives, government officials, and community members. It meets periodically to direct the City of Wenatchee's implementation of the a new 5-Year Homeless Housing Strategic Plan. The Task Force reviews the goals, objectives and activities identified in the plan. These priorities guide the semi-annual funding allocation.

State House Bill 2163 directed local governments to prepare and enact a 10-year Homeless Housing Strategic Plan with a minimum goal of reducing homelessness by 50 percent. The Bill authorized the County Auditor's Office to collect a \$40 recording fee and allows a percentage of the funds to be applied locally to complete tasks and contribute toward meeting goals and objectives identified in the plan. After developing The Ten Year Plan to Reduce Homelessness in Chelan and Douglas Counties in 2005, participating jurisdictions signed an inter-local agreement, naming the City of Wenatchee as the implementing agency for the Chelan-Douglas County Program.

~~A Homeless Housing Task Force, made up of local agency representatives, meets periodically to update priorities for homeless services and programs and reviews progress made on achieving objectives and activities identified in the plan. The goals, objectives, and activities identified in the plan guide the annual funding allocation.~~

REFERENCED PLANS

Plans, documents or studies which have been adopted as a component of this plan or serve as adopted guidance materials are listed in their entirety under the section, Relationship to Other Plans & Studies, in the Wenatchee Urban Area Plan.

BACKGROUND

Wenatchee is a city of neighborhoods with a historical preference for single family detached housing. As Wenatchee has grown and its diversity increased, however, the demand for a wider mix of residential types including multifamily renter- and owner-occupied housing has increased and will continue to do so in the future. Rising home, construction, fuel and social costs combined with a diminishing supply of available land and changing demographics are expected to speed Wenatchee's transition from its historical development patterns to more compact urban forms.

Wenatchee's developable land supply is limited by the Columbia River to the east and the steep topography and constrained access of the foothills to the west, north and south. The current urban growth area (UGA) encompasses nearly all of the developable land contiguous to the existing city limits.

The population of Wenatchee is projected to grow by 6,093 residents over the next 20 years¹. Based on the average local household size of 2.44 residents per housing unit, this translates into a need for 2,497 new housing units. It should be noted that this is simply the amount needed to maintain the current housing supply as a proportion of the total population. Many more units will be needed to achieve an equitable housing market. The September 2016 Wenatchee Urban Area Housing Needs Assessment cites a need for 252 new multi-family units and 675 new single family homes in the urban area² in order to achieve a 5% vacancy rate. These figures do not include any additional units needed to accommodate population growth.

As shown in the Land Capacity Analysis for the Land Use Element, there is capacity for approximately 4,458 housing units in the Urban Growth Area not including existing capacity in

commercial zones and the Waterfront Mixed Use District. For more details regarding the capacity for residential development, please see the Land Use Element.

Housing Units

According to 2010 Census data, the City of Wenatchee had 13,175 total housing units that year. The Office of Financial Management estimates that in 2015 there were 13,808 Housing Units in the City. Between 2000 and 2010, the total housing stock increased by 1,689 units, an average annual rate of 1.5 percent. Between 2010 and 2015 the housing stock increased by 633 units, an average annual rate of 1.0percent. This rate of growth was a little below Chelan County and Washington State during the 2000-2015 period. During the 2010 to 2015 period, Wenatchee had a higher rate of growth than Chelan County or Washington State.

Table 1 Housing Units by Area 2000-2015; Source: Washington State Office of Financial Management

	2000	2010	2015	Avg Annual Increase 2000-2010 (without annexed HU)	Avg Annual Increase 2010-2015 (without annexed HU)
Washington State	2,451,081	2,885,677	3,008,881	1.8%	0.9%
Wenatchee UGA	22,923	26,689	27,704	1.6%	0.8%
Chelan County	30,407	35,465	36,933	1.7%	0.8%

¹ Chelan County Resolution 2015-112

² The urban area is a US Census Bureau geography that includes the developed land in the vicinity of Wenatchee and East
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Page 6

Wenatchee. This includes some land that is outside the urban growth areas and excludes some land that is inside the urban growth areas.

Chelan County - Unincorporated	14,180	16,858	17,562	1.9%	0.8%
Chelan County - Incorporated	16,227	18,607	19,371	1.5% (1.2%)	0.8% (0.7%)
City of Wenatchee	11,486	13,175	13,808	1.5% (1.2%)	1.0% (0.8%)
City of East Wenatchee	2,429	5,275	5,330	11.7% (4.9%)	0.2%
Note: Housing Counts for Incorporated Areas include increases attributed to annexations, subsequently the numbers are higher than they would be if they only included new construction.					
Source: Washington State Office of Financial Management April 1 Intercensal (2000-2010) and Post Censal (2010-2015) estimates of population and housing					

At the time of the 2010 Census, the US Census Bureau estimates that 0.4% of housing units in the City of Wenatchee were used "For seasonal, recreational, or occasional use" while 15.4% were used for the same purpose in Chelan County as a whole³. This indicates that the vast majority of the housing stock in the City of Wenatchee is in active use.

The City facilitated the Chelan/Douglas 2021 Point-In-Time Count of Homelessness. This census found that 246 people were experiencing sheltered homelessness and 99 people were experiencing unsheltered homelessness. The City also coordinated a survey of all available shelter beds, regardless of barriers to entry, and found that between short-term emergency shelter and long-term transitional housing there were a total

of 412 shelter beds. It should be noted that not all shelter beds are available to all people, and many shelters reduced their capacity for public health reasons during the COVID-19 pandemic. The discrepancy between the total number of homeless individuals and the number of available shelter beds illustrates the need to lower barriers to access and increase the supply of low-barrier shelter beds until a greater share of the population is in permanent housing.

~~The 2013-2017 Wenatchee Consolidated Plan documented the existence of 295 Shelter Beds in service and another 23 under development⁴. The same plan shared data from the 2012 Point in Time Homeless Count where 241 persons were documented as sheltered and 40 as unsheltered⁵. There were an estimated 383 persons~~

³ US Census Bureau 2010 Decennial Census Summary File 1 Table H5 Vacant Housing Units and H1 Housing Units

~~⁴ Table 72 of the 2013-2017 Wenatchee Consolidated Plan~~

~~⁵ Table 71 of the 2013-2017 Wenatchee Consolidated Plan~~

~~temporarily living with family or friends who are at risk of homelessness⁶. It should be noted that not all shelter beds are available to all people. Many are limited to a specific group such as men, women, families, etc. This demonstrates a need for additional shelter beds both now and in the future until a greater share of the population is in permanent housing.~~

Housing Tenure

While the majority (56 percent) of households in Wenatchee owned the unit in which they lived during the 2010-2014 period, the percentage of owner-occupied units was lower than in

Chelan County, which averaged 65 percent as a whole, and Washington State at 63 percent. Housing tenure, which refers to the financial arrangements under which someone has the right to live in a home, also varied significantly among Wenatchee's neighborhoods. The map below demonstrates that housing tenure varies greatly throughout the Wenatchee Urban Area. In general, the areas that were developed earlier in the city's history have higher shares of renter occupied housing units while the more recently developed areas have higher rates of owner occupied housing units.

~~⁶ Page 186 of the 2013-2017 Wenatchee Consolidated Plan~~

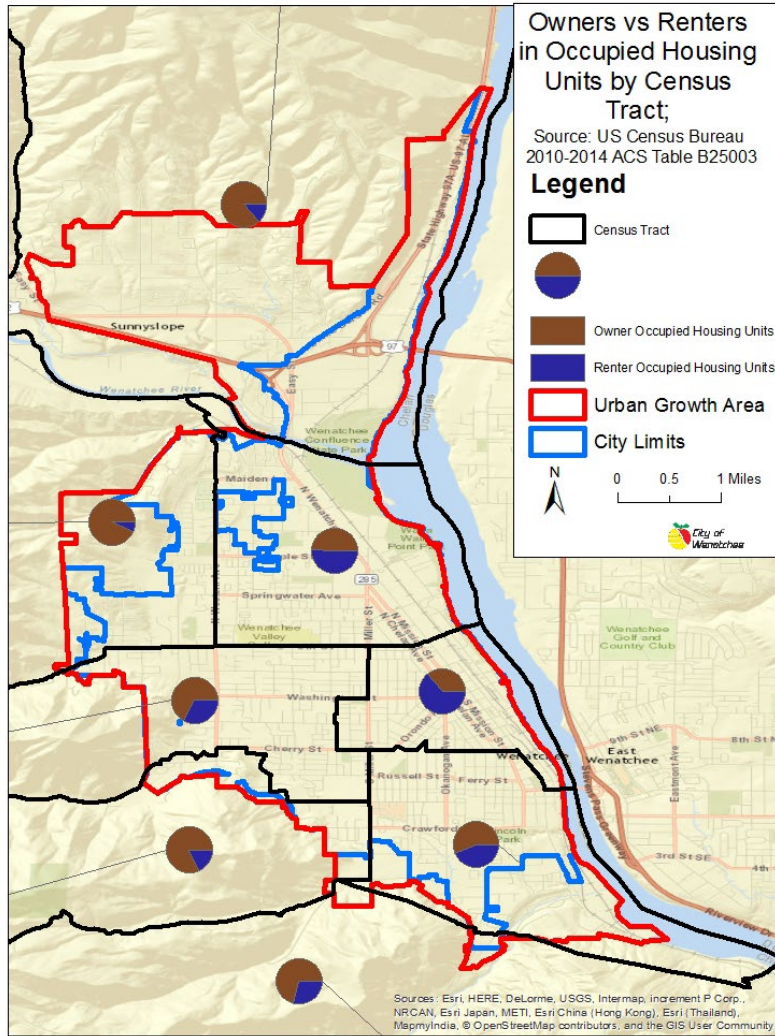


Figure 1 Owners vs Renters in Occupied Housing Units by Census Tract in the vicinity of the Wenatchee Urban Growth Area; Source: US Census Bureau 2010-2014 American Community Survey Table B25003

Housing Types

Single-family housing is the predominant housing type in Wenatchee and represents nearly two-thirds of all housing units. Although

Wenatchee’s total share of single-family housing units is comparable to state and national averages, the housing type mix varies significantly among Wenatchee’s neighborhoods.

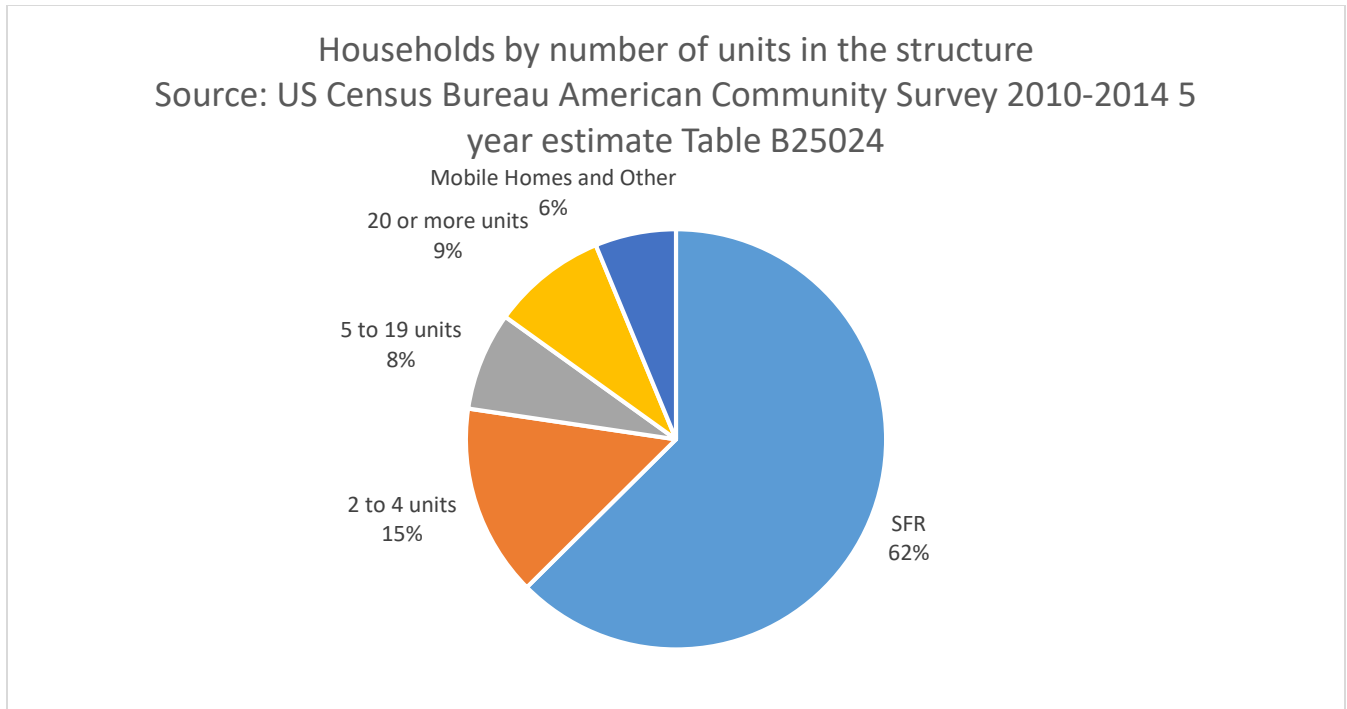


Figure 2 Households by number of units in the structure; Source US Census Bureau 2010-2014 American Community Survey Table B25024

HOUSING AFFORDABILITY

As of the 2010-2014 American Community Survey, the median value of all owner-occupied housing in Wenatchee was \$199,200, lower than the median values in both Chelan County and Washington State at \$247,800 and \$257,200 respectively⁷. The median gross rent in 2010 of \$788 was also lower than Washington State (\$995), but higher than Chelan County (\$785)⁸. Since 2007, however, home prices decreased until about 2012, then have begun climbing again finally reaching and even exceeding their 2007 levels. In calendar year 2015, the median home sales price was \$250,000⁹. Rental prices have also risen alongside home prices.

In general, housing is considered to be affordable when it equals no more than 30 percent of household income, including expenditures for utilities. Over the years housing costs have escalated at a significantly higher rate than household incomes. This reduces overall affordability and is especially true for Wenatchee renters. According to the 2010-2014 American Community Survey, 44 percent of renters were paying more than 30 percent of their household income on housing. At the same time, less than 37.6 percent of all home owners were paying that amount¹⁰.

Another measure of owner-occupied housing affordability is the Washington

⁷ US Census Bureau American Community Survey 2010-2014 Table B25077

⁸ US Census Bureau American Community Survey 2010-2014 Table B25064
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Page 10

⁹ Pacific Appraisal Associates, P.L.L.C. (December & EOY 2015). *Snapshot*.

¹⁰ US Census Bureau American Community Survey 2010-2014 Table GCT2515

State Center for Real Estate Research (WCRER) housing affordability index (HAI). HAI measures whether or not a typical family could qualify for a mortgage loan on a typical home. A typical home is defined as the median-priced single-family home. The typical family is defined as one earning the median family income as reported by the U.S. Census Bureau. The formula assumes a 20% down-payment, a 30 year fixed mortgage, and a household will not spend more than 25% of their income on principal and interest payments. In the case of the First Time Homebuyer's Affordability Index, mentioned below, the assumption is a home that is 85% of median price, 10% down payment, 30-year fixed mortgage, and mortgage costs that are less than 25% of household income.

As of Quarter 3 of 2015, a family in Chelan County earning the median family income had 131 percent of the income necessary to qualify for a conventional loan covering 80 percent of a median-priced existing single-family home. First-time homebuyers on the other hand are in a much different situation with 73.8 percent of the income required to make payments on a median price resale home.

The growing disconnect between both housing prices and household income and also housing supply and population growth can negatively impact the community in a number of ways. Young companies, professionals, and couples who once moved to Wenatchee for its affordability or quality of life may choose to live elsewhere or not be able to find housing at all. In some cases, families may continue to move further and further away from the traditional downtown to afford a home, thereby increasing traffic congestion and

degrading air quality. In other cases, certain households may end up living in a space that is below the standard they would otherwise live at and therefore displace lower income households that would have otherwise lived there. The current housing crisis is impacting the Wenatchee area in many different ways including making it difficult for local employers to hire out-of-town job candidates for living wage jobs and adding additional financial stress to households overly burdened by their housing costs.

The Wenatchee Urban Area Housing Needs Assessment & Market Demand Study of September 2016 produced by BERK showed that many different factors are contributing to the city's current housing crisis. Some of these include rising housing costs, low vacancy rates, high rate of cost burdened households, a mismatch between household size and housing stock, inadequate supply of subsidized units, and an ongoing increase of senior residents. The housing policies contained in this element and related policies in other elements of the plan are directed at addressing these identified issues and trends.

HOUSING EQUITY

Housing equity is related to affordable housing and describes the fair distribution of housing types throughout a community. Mixed-income neighborhoods promote equity by providing safe housing environments and equal opportunities for upward mobility. The City must seek to affect the housing market in such a way that households of all income classes have equal access to education, employment, and social interaction opportunities. Neighborhoods with different housing

types for different income groups also allow residents to remain in their community or “age in place.” That is, residents are able to stay close to friends and family regardless of their age or economic status by transitioning from different housing types in the same neighborhood.

The typical suburban land use/housing patterns that characterize most of Wenatchee require the use of an automobile to reach services and amenities. A lack of pedestrian and bicycle infrastructure further aggravate an already challenging situation for residents without access to an automobile. This is something that is addressed in greater detail in the Transportation Element but the relevant topic here is that some housing is located adjacent to complete, or nearly complete, transportation facilities (including facilities to safely accommodate pedestrians, bicycles, and automobiles) while other housing is only safely accessible by automobile. All residents need access to housing that matches the transportation needs of all members of their household. Some of the groups that are affected by this issue include the young (under 16years), the elderly (no longer able to drive), the disabled, and those that for financial or other reasons do not have access to an automobile. According to the US Census Bureau’s 2010-2014 American Community Survey, 12.2% of the population of the City of Wenatchee had some type of disability¹¹. In the same survey it was determined that 90% of households have access to one or more vehicles¹².

Concentrated affordable housing, on the other hand, can inequitably result in overcrowding, segregation, and the social isolation of lower income and special needs populations. Many of these neighborhoods do not have equal access to employment centers, public and cultural facilities, or important middle class social networks.

Development standards and practices that inhibit the development of mixed-income communities are often called “exclusionary zoning.” In contrast, “inclusionary zoning,” actively promotes a mix of housing options within communities. In addition to creating incentives or requirements for mixed-income housing, this strategy promotes more flexible design



Narrow Lot Sizes

standards (e.g. narrow lots) within residential neighborhoods.

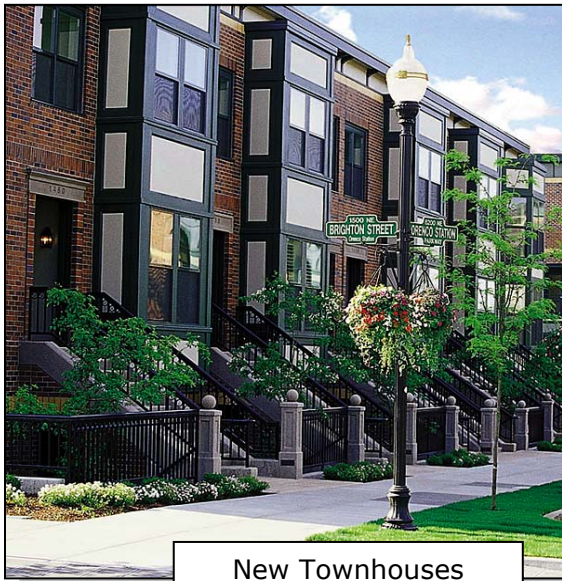
HOUSING MIX & DENSITY

A number of factors are converging in Wenatchee to warrant the provision of more compact residential neighborhoods and housing types. Wenatchee’s supply of buildable land

¹¹ Table DP02
RESOLUTION NO. 2021-44 – Exhibit “A”
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¹² Table B25045

has decreased significantly as many former orchards have been sold and developed. Combined with rising construction costs and historically low interest rates, the scarcity of land has driven up home prices and rents.



New Townhouses
(Hillsboro, OR)

It is no coincidence that scarce land availability and the decreasing affordability of traditional single family homes have resulted in a growing number of smaller households. These smaller households are primarily used by the elderly, active retirees, empty nesters, childless couples, single parents, and singles, for whom housing preferences and demands are different. Whereas families with school-age children tend to favor traditional single-family housing arrangements. During the 2010-2014 period, the Census Bureau estimates that only 21.6% of households include both a married

couple and at least one child under the age of 18¹³. In the same survey, it was found that 60% of households were made up of just one or two people¹⁴. This new majority¹⁵ of households are smaller with different needs. Subsequently they are more likely to prefer the affordability, access, convenience, and lower maintenance associated with multifamily renter- and owner-occupied units.

Between January 2010 and December 2016, the City of Wenatchee issued building permits for 669 dwelling units. During this timeframe, 305 units (46 percent) of all residential units permitted were single-family structures and 360 units (54 percent) were in structures that had two or more dwelling units. It should be noted that if the 312 unit Riverside9 apartment complex is excluded from the figures, single family residences make up 85% of the new dwelling units permitted during this time period. A wider assortment of housing types including cottage housing, townhouses, condominiums, and accessory dwelling units (ADUs) would be more responsive to market dynamics, help increase affordability, expand home ownership, conserve space, and yield cost efficiencies for both the private and public sectors.

¹³ US Census Bureau 2010-2014 American Community Survey Table S1101

¹⁴ US Census Bureau 2010-2014 American Community Survey Table B11016

¹⁵According to the US Census Bureau's 2010-2014 American Community Survey (Table S1101), 21.6% of households in the City of Wenatchee included a married couple and at least one child under 18 years of age.

HOUSING MAINTENANCE & PRESERVATION

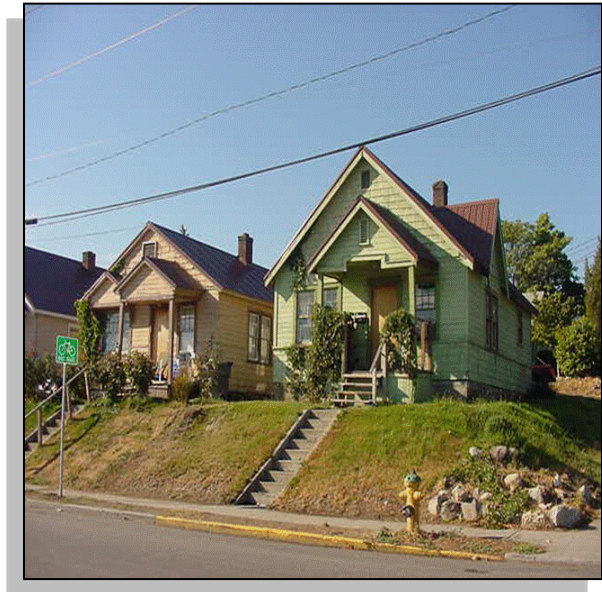
Whereas well-maintained historic homes and districts can significantly increase property values, tourism, affordable housing opportunities and neighborhood cohesiveness, poorly maintained older housing can depreciate property values while proving dangerous and unsightly. Although many of Wenatchee's historic homes and neighborhoods, including the Grandview Historic District, have been well preserved over the years, many others have been neglected. In 2002, a visual assessment of the South Wenatchee neighborhood (south of downtown, east of Okanogan Street, west of Chelan/Mission Street, and north of Crawford Street) found that an estimated 50 percent of homes required rehabilitation.

The easiest way to provide housing and make it affordable is to preserve the existing stock. Construction of new real estate expands the available building stock and generally induces movement toward newer housing products. Upward movement to higher-valued real estate parallels the downward "filtering" of existing real estate. As most structures age, wear, and become obsolete, they filter down to lower-income occupants¹⁶. The process enables lower income households to move up as well, and to occupy units that at one time had been the preserve of middle- or even upper-income households.

This natural recycling or "filtering" of previously owned housing relies on private maintenance and investment.

¹⁶Bear, William C. and Christopher B. Williamson, "The Filtering of Households and Housing Units." *Journal of Planning Literature* 3:2 (1988), 127-152.

If homes are allowed to deteriorate beyond the point of safe habitability,



the supply of affordable housing is diminished. Communities whose officials recognize this and take timely actions are most likely to preserve historic housing stock. With public and private resolve to maintain homes and neighborhoods, buildings can last hundreds of years.

In addition to adopting its first historic district, Wenatchee has begun to address housing preservation by utilizing the special property valuation for historic structures. This program allows historic property owners that make qualified improvements to designated structures to deduct the cost of making the improvements from the assessed value of the home for a period of 10 years if the cost of the qualified work exceeds 25% of the current assessed value.

Generational Trends

There are shifts occurring and projected between the housing preferences of the various generations currently in the housing market. Millennials, who are typically defined as those born between 1980 and 2000, have so far demonstrated a preference to live in large urban centers as they get their education and start their careers. However, as they enter into a phase of life where they consider starting families, that preference is changing. While some will stay in dense urban areas, many are seeking a version of the suburban setting and lifestyle that they may have experienced growing up. That setting and lifestyle however, will have some distinct differences. Millennials are seeking some urban amenities while still having the benefits of a single-family home with a yard. Many desire walkable neighborhoods with reasonable pedestrian access to basic services such as a grocery store or school. Many invite greater diversity and variety in their surroundings, eschewing the "cookie cutter" subdivisions that they may have grown up in. In many cases this might mean that they end up purchasing a higher-density form of housing such as a townhouse or even a condominium if needed to allow them access to the lifestyle they desire. Furthermore, given the substantial student debt many carry as well as the lower wages many are earning, millennials are generally apprehensive or unable to take on a mortgage. Having watched, and in some cases experienced, the housing crisis during their formative years, millennials are expected to take a different approach to housing than

previous generations. Affordable units for both rent and sale will be necessary.

Baby Boomers, who were born between 1943 and 1964, are in the process of entering retirement. Many are preparing for the time when they will have diminished mobility. Some are retrofitting their suburban homes to accommodate wheelchairs and live-in caretakers while others are moving to appropriately designed units in urban areas where they can age in place even after they have to give up driving. Nearly all will need to give up driving at some point in the coming decades. For those living in suburban homes far from services, this will likely require them to sell their home at some point if they don't have access to or can't afford the services they need at that location.

Due to the situations described above, as well as other situations described in this element, it is important for regulations to be adopted that will allow existing housing stock to be retrofitted, and new appropriately designed housing, to be constructed to meet current and future demands. This might include accessory dwelling units, conversion of large homes to include multiple living units, small infill projects such as small multi-unit or multifamily structures, or conversion to a coliving scenario or group home.

The two charts below demonstrate that the age makeup of the City of Wenatchee has some of the same general characteristics as the nation as a whole with definable generational groupings for baby boomers and millennials.

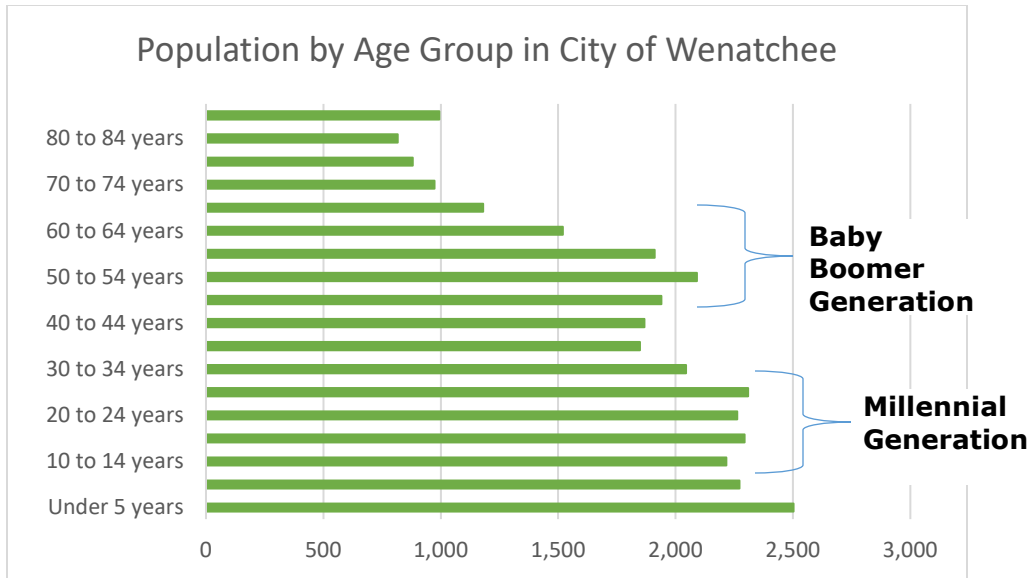


Figure 3 Population by Age Group in City of Wenatchee; Source US Census Bureau 2010 Decennial Census SF1 Table DP-1

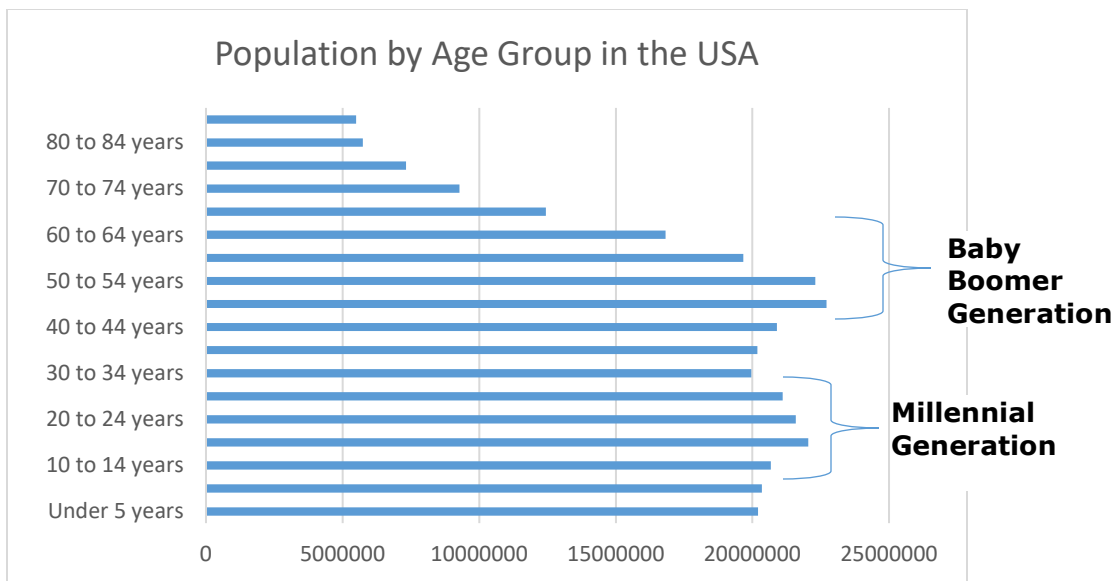


Figure 4 Population by Age Group in the USA; Source US Census Bureau 2010 Decennial Census SF1 Table DP-1

Source: US Census Bureau 2010 Decennial Census Table Summary File 1 Table DP-1

The chart below demonstrates that residents age 65+ make up a significantly higher share of the population in Chelan County than in the state as a whole. Residents age 20-39 make up a significantly lower share of the population than the state as a

whole. Residents 40-64 and 0-19 make up very similar shares when Washington State and Chelan County are compared. It should also be noted that the shares of 0-19 and 20-39 age groups, which include millennials, decreased over the 15 year period

shown while the 40-64 and 65+ age groups increased. This chart demonstrates that elderly residents will likely continue to make up an increasing share of the population and

the built environment, including residential development, should be built and/or retrofitted to meet their needs.

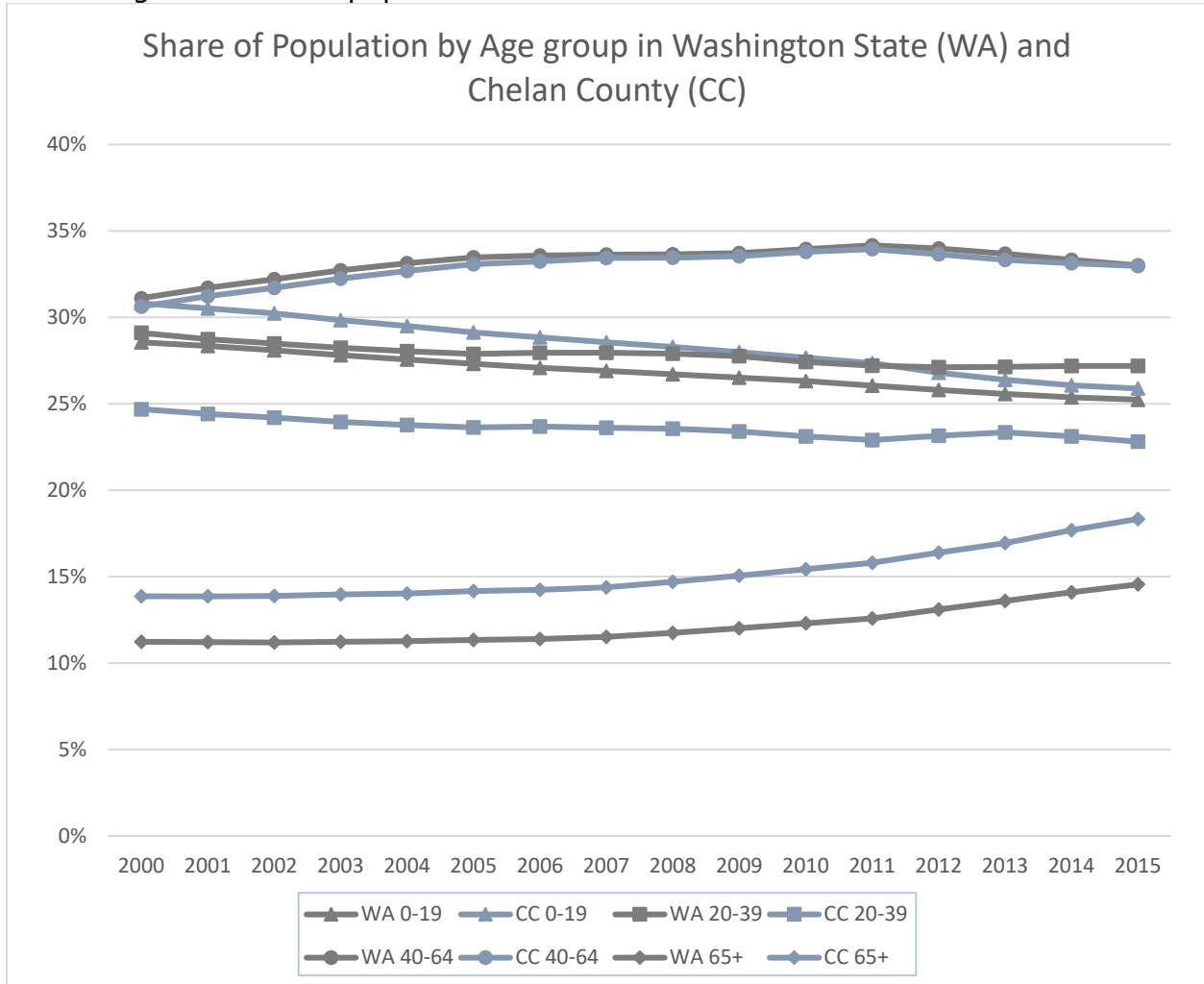


Figure 5 Share of population by age group in Washington State (WA) and Chelan County (CC); Source: Washington State Office of Financial Management Intercensal Estimates of April 1 Population by Age and Sex: 2000-2010 and Small Area Demographic Estimates 2000-2015

GOALS AND POLICIES

GOAL 1: HOUSING AFFORDABILITY ***- Encourage the availability of affordable housing to all economic segments of the population.***

Policy 1: Develop and implement regulations that allow targeted densities to be achieved with reasonable likelihood while mitigating potential negative impacts.

Policy 2: Provide incentives including density bonuses, parking reductions, and flexible design standards to developments that include a percentage of affordable units to households at 30%, 50%, and 80% of median income. Said incentives should be regularly reevaluated to ensure that they target specific burdens to development that are hindering production of new units.

Policy 3: Promote residential development of infill sites throughout the urban area by increasing densities where appropriate.

Policy 4: Work in concert with private and nonprofit developers to facilitate the provision of new affordable rental and owner-occupied housing. Expand outreach and marketing to both local and non-local housing developers to ensure that a diverse group of potential developers are aware of the many opportunities and benefits of building in the Wenatchee Valley.

Policy 5: Develop and implement regulations that encourage transit oriented development in select areas such as in the vicinity of Columbia Station.

Policy 6: Study the need for additional standards to accommodate

and/or regulate alternative housing situations such as co-housing, co-living, and transient rentals (vacation rentals, Airbnb, etc).

Policy 7: Review parking standards for multi-family developments to ensure they match typical demand. Collection of parking data at multi-family residential sites is likely necessary to complete this task.

Policy 8: Work to inform the development community about opportunities for assistance with building affordable and/or high density housing. These opportunities may include but not be limited to tax credits, low interest loans, development incentives, etc.

Policy 9: Increase market rate housing supply in order to meet the housing needs for local employers and employees and reducing the number of affordable units occupied by households with moderate to high incomes.

GOAL 2: HOUSING EQUITY – ***Promote diversity in neighborhoods throughout the urban area. The types of diversity should include, but are not limited to, mixed-income, mixed-generational, mixed-race, mixed-ethnicity, and mixed-physical-ability populations. Seek to develop a built environment that affords all residents equal access to civic, educational, economic, and social opportunities.***

Policy 1: Strive to increase class, race, and age integration by equitably dispersing affordable housing opportunities. Discourage

neighborhood segregation and the isolation of special needs populations.

Policy 2: Facilitate lifecycle or “cradle to grave” neighborhoods and community stability by promoting alternative living arrangements such as accessory dwelling units (ADUs), shared housing, co-housing, and smaller housing types.

Policy 3: Support variable lot sizes in new subdivisions and housing type diversity within development projects.

Policy 4: The installation of an accessory dwelling unit in new and existing single-family dwellings shall be allowed in residential zones subject to specific development, design and owner-occupancy standards.

Policy 5: Study options or tools available for regulating the conversion of multi-family housing to condominium conversions to have a no net loss of affordable rental housing stock.

Policy 6: Continue to study and monitor opportunities for accommodating national trends in alternative and affordable housing.

Policy 7: Accommodate the housing needs of baby boomers and senior households as this demographic increases their share of new housing demand.

GOAL 3: HOUSING MIX & DENSITY
– Provide an adequate distribution of housing types consistent with land constraints and changing market demographics and preferences.

Policy 1: Expand housing options to better reflect changing market demographics. This may include, but

not be limited to, additional studio or one bedroom rental units.

Policy 2: Adopt more flexible design standards that permit the construction of different housing types (e.g. narrow lots) compatible with surrounding neighborhoods.

Policy 3: Facilitate housing development in the Central Business District and other mixed use areas close to employment, cultural and shopping opportunities.

Policy 4: Explore and support tax exemptions for new and rehabilitated housing units that provide certain kinds of public benefits.

Policy 5: The city may not enact any statute or ordinance that has the effect, directly or indirectly, of discriminating against consumers’ choices in the placement or use of a home in such a manner that is not equally applicable to all homes, except as allowed by RCW 35A.21.312 as now or hereafter amended. This speaks directly to manufactured homes and group homes.

Policy 6: In low to moderate density neighborhoods, seek to accommodate a range of multi-unit housing types compatible in scale with single family homes that help meet the growing demand for walkable urban living. These building types referred to as “Missing Middle Housing”, help bring together the walkable streetscape as they diversify the choices available to boarders of different age, size and income. These units may include but not be limited to:

- The size and shape of stacked duplexes
- Bungalow courts
- Carriage houses

- Four-plexes
- Small multi-plexes
- Townhomes
- Live-work units
- Courtyard apartments.

Policy 7: Two thirds of the housing units in the Wenatchee area have three or more bedrooms while 60% of Wenatchee’s households only have one or two members. Increase housing opportunity from the current 11% of supply for single bedroom or studio units to better meet the needs of the majority of Wenatchee’s households.

Policy 8: Evaluate and determine appropriate corridors and standards in the Central Business District designation and it’s associated overlays where new or converted multi-family residential units which include ground floor units, would be beneficial to the District. Adding population within the District can provide activities and new uses of the spaces in the downtown on weekends and evenings in addition to needed multi-family housing units. Corridors chosen must be sensitive to maintaining and supporting Wenatchee’s historic mainstreet emphasis and recognize opportunities with changing demands in retail markets by providing additional support for downtown businesses with a mixed use approach.

GOAL 4: MAINTENANCE & PRESERVATION – *Preserve and enhance the value and character of neighborhoods by improving and extending the life of the existing housing inventory. Give special priority to the maintenance of historic properties and the retention of existing affordable housing stock.*

Policy 1: Preserve and protect older neighborhoods that demonstrate continuing residential viability.

Policy 2: Encourage private reinvestment in homes and neighborhoods by providing information, technical assistance, and referrals to appropriate agencies and organizations.

Policy 3: Encourage homeowners to take advantage of existing maintenance and preservation programs, services, and resources including the Historic Preservation Tax Credit.

Policy 4: Leverage private investment in distressed neighborhoods through strategic infrastructure and service improvements.

Policy 5: Support the creation and preservation of manufactured home parks as an important source of affordable housing in the city.

Policy 6: Raise awareness of available incentives for the creation of or conversion to multi-family housing such as the multi-family tax exemption

Policy 7: Partner with landlords to investigate a rental registration program with the goal of promoting crime-free housing and improved neighborhood living conditions.

Policy 8: Preserve the local rental inventory through local code enforcement efforts to promote the safety and quality of rental housing and to encourage landlord compliance.

Policy 9: Single family homes in commercial and mixed use designations continue to serve a role in providing affordable housing units in the city. Evaluate non-conforming

standards and determine if changes should be incorporated which accommodate minor additions and renovation of structures as an existing permitted use, prior to the site or structure converting to intended uses of the specific land use designation

GOAL 5: COORDINATION – Work cooperatively with other agencies, non-profits and housing advocates to address housing availability to all economic segments of the population.

Policy 1:

Land availability and the cost of property for market rate and affordable housing has been identified as a barrier to the development of new units. The city should encourage creative solutions to securing land for desired housing outcomes including but not limited to securing abatement and foreclosure properties, establishing a housing land trust, and working with housing providers to capitalize on land purchase opportunities.

Policy 2: Work cooperatively with Chelan and Douglas counties, and the cities within, to address regional housing issues, including homelessness and farm worker housing.

Policy 3: Coordinate with the ~~Homeless Housing Task Force~~ to develop and implement priorities identified in the ~~Five-Ten-Year Plan to End Homelessness~~ Homeless Housing Strategic Plan in Chelan & Douglas Counties.

Policy 4: Coordinate with regional agencies to stay abreast of and share in the responsibility for achieving a reasonable and equitable distribution of affordable housing to meet the

needs of middle and lower income persons.

Policy 5: Create and maintain an economic analysis to determine baseline development costs and financial returns for various housing types. This analysis should be created and maintained with input from developers with local experience. The results should be used to inform regulatory and policy decisions.

Policy 6: Work with ~~regional partners~~ homeless service providers in the continuum of care to ~~ensure that~~ pursue homeless outreach efforts and services ~~are~~ adequate to ensure all unsheltered chronically homeless individuals have access to ~~permanent supportive housing and there is~~ low-barrier ~~access to~~ shelter beds and wrap around services.

GOAL 6: – Seek to remove identified impediments to fair housing.

Impediment 1: Lack of access to permanent housing with supportive services for persons with disabilities, including persons with development disabilities, mental illness, and chronic substance abuse

Policy 1: Support permanent supportive housing and associated services for the disabled and special need populations. Seek cooperative efforts of local government, local lenders, landlords, realtors, legal assistance, counseling programs and the state to expand the set of educational and support tools for targeted populations.

Impediment 2: Disadvantaged populations often lack the necessary skills and

knowledge to obtain and remain in affordable housing

Policy 2: Support community organization efforts to provide low-and moderate income persons with tools and understanding to prevent poor credit and rent histories. Focus on improving skills and knowledge of budgeting, home maintenance, credit management, loan terminology and financing, real estate transactions, tenant/landlord relations, and the dangers of predatory lending. Encourage bi-lingual instruction and support local banking and real estate efforts to provide culturally sensitive, bi-lingual assistance to homebuyers, renters and borrowers. Continuing to support English as a second language classes is also encouraged.

**Impediment 3:
Disadvantaged populations often lack the necessary skills and knowledge to obtain and remain in affordable housing**

Policy 3: Maintain and expand as feasible the dissemination of information and education on Fair Housing rights and obligations of tenants, homebuyers, lenders, and landlords. Maintain and update fair housing information on the City's website; encourage key community agencies to include similar information on their websites. Support efforts for conducting bi-lingual workshops and informational meetings targeting low-and moderate income persons, the disabled, landlords, Hispanics and other linguistic minorities as well as protected groups.