



Chelan County Planning Commission

Chair: Cherié Warren Vice Chair: Doug England

Commissioners District 1: Tammy Donaghue, James Wiggs, Nik Moushon

Commissioners District 2: Cherié Warren, Mike Sines, Ken Hemberry

Commissioners District 3: Christopher Willoughby, Jesse Redell, Doug England

Meeting Agenda

Wednesday, February 25th, 2026 at 6:30 PM

Chelan County Community Development

400 Douglas Street,

Wenatchee WA, 98801

Or via Zoom- details listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/83000433179?pwd=WCV6jvEOQSXh4w1gns2WpclDffvhHd.1>

Meeting ID: 830 0043 3179

Passcode: 358243

Meeting to Order

I. Administrative

- A.** Review/Approval of Minutes from January 28th, 2026 Planning Commission Meeting.

II. Public Comment Period

- A.** Comment for any matters not identified on the agenda (limit 2 minutes per person)

III. Old Business

IV. New Business

- A.** CPA (Capital Improvement Plan) 26-009 - This non-project action is to make a text amendment to the Comprehensive Plan to update the 6-year Capital Improvement Plan (CIP) list. The CIP list includes projects from the following departments: Cashmere Dryden Airport, Commissioner's Office, County Expo Center, Wenatchee River County Park, Facilities Department, Ohme Gardens, Public Works, Regional Justice Center, Sheriff/Emergency Management. Most projects involve building upgrades, site improvements, and infrastructure rehabilitation at existing public sites or rights-of-way that are already developed

V. Discussion, at the Chair's discretion

A. 2026 Docket

VI. Adjournment *Meeting will go no longer than 8:30 PM.*

Materials available on the Community Development website

Any person may join this meeting via Zoom Video conference, of which the link is provided on the Chelan County Website. A Copy of the Agenda may be reviewed online <https://www.co.chelan.wa.us/community-development/pages/planning-commission>

Chelan County has been recording Planning Commission meetings which will continue to be accessible on the Community Development Planning Commission web page shortly after the meeting takes place.

**Next Regular Meeting
March 25, 2026 at 6:30 PM**

** All Planning Commission meetings and hearings are open to the public.*



CHELAN COUNTY PLANNING COMMISSION MINUTES

Chelan County Planning Commission
Chelan County Community Development

Date: January 28, 2026

400 Douglas Street
Wenatchee, WA 98801

CALL TO ORDER

Meeting was called to order at 6:30 PM

COMMISSIONER PRESENT/ABSENT

Doug England	Present - zoom	James Wiggs	Present
Tammy Donaghue	Present	Ken Hemberry	Present
Cherie Warren	Present	Jesse Redell	Absent
Chris Willoughby	Present - zoom	Mike Sines	Absent
Nik Moushon	Present		

STAFF PRESENT

Jessica Thompson
Susan Dretke
Deanna Walter

PUBLIC PRESENT:

PUBLIC PRESENT VIA ZOOM:

Minutes:

Chairwoman Cherie Warren starts the meeting and takes roll.

She proceeds, asking the commissioners if they had read the minutes from the December 17th meeting.

Hearing no corrections, changes, or additions.

Motion:

Motion made by commissioner Wiggs, second by commissioner Moushon, to approve agenda and meeting minutes from December 17th Planning Commission Meeting.

Vote – Unanimous

Motion carries

PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA

No public comment.

New Business:

Chairwoman Warren welcomed newly appointed planning commissioner Ken Hemberry.

Chairwoman Warren asks planning commissioners who they would like to nominate for 2026 Chair and Vice Chair.

Commissioner Donaghue nominated Cherie Warren to be the Chair for 2026.

Doug England was proposed as the Vice Chair for 2026 by Commissioner Wiggs.

Commissioners vote unanimous making Commissioner Warren Chair for 2026 and Commissioner England Vice Chair for 2026

Old Business:

Discussion at the Chair's Discretion:

Director Walter and Planner Dretke give a brief description of what will be on the docket for 2026.

ADJOURNMENT

Meeting Adjourned at 7:00 p.m.

Next Planning Commission Meeting to be held on February
25, 2026, at 6:30 pm
**All Planning Commission meetings and hearings are open
to the public**

DRAFT



CHELAN COUNTY

DEPARTMENT OF COMMUNITY DEVELOPMENT

2025 Comprehensive Plan Text Amendment Staff Report

TO: Chelan County Planning Commission
FROM: Chelan County Community Development
HEARING DATE: February 25, 2026
FILE NUMBER: CPA-26-009 Capital Improvement Plan (CIP) Text Amendment

RECOMMENDED MOTION

The Chelan County Planning Commission may make a motion to approve or deny the proposed Comprehensive Plan Amendments, pursuant to Chelan County Code Section 14.10.050 and the amendment review criteria in CCC 14.14.047. Suggested Findings of Fact and Conclusions of Law, which may be modified, are included in this staff report. Staff recommends:

- A. Move to **approve** the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2026-2031, given file number CPA 26-009 based upon the findings of fact and conclusions of law contained within the February 5, 2026 staff report.

GENERAL INFORMATION

Applicant	Chelan County
Planning Commission Notice of Hearing Published	February 12, 2025
Planning Commission Hearing on	February 25, 2025 (Recommendation: Approval)
60-day State agency review	Initiated: January 26, 2026
SEPA Determination	January 26, 2026

SEPA Environmental Review

Pursuant to WAC 197-11 and RCW 43.21C of the State Environmental Policy Act (SEPA), environmental review and a threshold determination was completed, and a Determination of Non-Significance (DNS) was issued on January 26, 2026, under WAC 197-11-340. (Attachment 1)

Agency Comments:

None received to date. (If received prior to hearing, will be Attachment 2)

Public Comment:

None received to date. (If received prior to hearing, will be Attachment 2)

60- Day Notice:

Sent to Department of Commerce January 26, 2026. Letter of acknowledgement included as Attachment 3.

PROJECT DESCRIPTION – CIP TEXT AMENDMENT

Proposal: Chelan County has initiated a Comprehensive Plan text amendment to the Capital Facilities Element to update the Six Year Capital Improvement Plan (CIP) for years 2026-2031. The CIP describes public capital expenditures, including the sources of funding for these items. The goal of the CIP is to ensure that all capital improvement expenses have adequate funding.

The proposed text amendments address changes in timing and cost for projects. The County's Administrator, Cathy Mulhall, has reviewed the projects and determined that project costs can be covered through various funding sources noted on the CIP spreadsheet. Specifically, 2025 projects were moved into future years when they were either not completed or were determined not to be a priority. Completed projects have been removed.

The Capital Facilities Element is a mandatory element of the Comprehensive Plan and estimates capital facility needs for the next 20 years. The CIP is required by the Growth Management Act RCW 36.70A.070(3)(d) and promotes efficiency by prioritizing capital improvements for a longer period of time than the single budget year. The CIP contains the six-year plan to finance capital projects based on projected funding.

Please refer to Attachment 4 for the full proposed CIP project worksheets.

COMPREHENSIVE PLAN

The Comprehensive Plan represents the long-term vision for future land uses and development. For the county-initiated text amendments, the merits of the requested change must be demonstrated as being consistent with adopted goals and policies.

The following Comprehensive Plan policies are relevant to the proposed request:

CF 1.2: Ensure that any available public services and facilities are adequately planned and designed to protect the public health, safety and welfare.

CF 2.3: Size capital facilities to meet anticipated growth in the service area.

CF 3.1: Provide and maintain a six-year plan that will finance needed capital facilities within projected funding capacities and which identifies funding sources for such purposes.

CF 3.2 Where appropriate, employ innovative financing strategies for capital improvements, to minimize financial costs to taxpayers and equitably assign costs between existing and new development.

CF 3.5: Capital facilities planning should establish shared funding responsibilities among and between local governments, utility purveyors, special purpose districts and the private sector.

ED 6.5: Support economic development by providing adequate levels of infrastructure and promoting technological advancements in public service and facility systems.

COUNTYWIDE PLANNING POLICIES

Policy 8 of the Chelan County Countywide Planning Policies refers to capital facilities planning, and includes, but is not limited to, the following:

- I. Each jurisdiction's Capital Facilities Plan should provide:
 - 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 and the financing plan within the capital facilities plan.

REVIEW CRITERIA

The text amendment was analyzed based on information provided as background or when readily available, within existing County resources. Agency and public comment also play a role in understanding how the amendment may advance the Comprehensive Plan goals and policies and how it may serve the general public's interest.

Pursuant to Chelan County Code (CCC) Section 14.14.047, the following general review criteria were used to evaluate the proposed text amendment.

1. *The proposal is necessary to address a public land use issue or problem; and*

Finding of Fact: Inadequate public services and facilities may pose a risk to the public. The proposed amendments are necessary to address public needs related to capital improvements, pursuant to RCW 36.70A.070(3), WAC 365-196-415, and the Capital Facilities element of the Comprehensive Plan.

Conclusion: The proposed text amendment will update the list of capital projects and expenditures, including the sources of funding so the County may responsibly spend funds and follow state law

2. *The proposed amendment is consistent with the requirements of the Washington State Growth Management Act (Chapter 36.70A RCW as amended) and any applicable county-wide planning policies; and*

Finding of Fact: The Growth Management Act requires local jurisdictions planning under the act to provide a six-year financing plan that identifies sources of funding for needed capital facilities. RCW 36.70A.120 states that all capital budget decisions shall be in conformance with the adopted Comprehensive Plan.

The Growth Management Act under RCW 36.70A.020 contains planning goals that include, but are not limited to, 1) Urban Growth, 3) Transportation, 5) Economic Development, and 12) Public Facilities and Services. The proposed text amendment will support adequate public facilities and services by implementing and funding public projects.

County-wide Planning Policies provide guidance to coordinated planning with the public and other affected jurisdictions. Policy 8 refers to the Capital Facilities Plan. The CIP is developed with input from various County departments, and ensures that as need and opportunity arises, the county is well positioned to apply funds and implement the plan.

Conclusion: The proposal would be consistent with the GMA goals and with County-wide Planning Policies

3. *The text amendment complies with or supports the comprehensive plan's goals and policies, or how amendment of the plan's goals or policies is supported by changing conditions or state or federal mandates; and*

Finding of Fact: Public facilities are key to the high quality of life enjoyed by County residents and are important in the retention and recruitment of business and industries. The proposed amendments support existing County facilities.

Several policies in the Capital Facilities Elements of the Comprehensive Plan relate to the updated CIP table, including: CF 2.3, CF 3.5 and ED 6.5. Capital facilities plans should consider the anticipated growth of service areas to assure that new facilities do not become obsolete due to under-sizing which

could result in untimely expansion. Coordination of capital facility planning provides for more efficient, and therefore less costly infrastructure improvements.

Conclusion: The proposed amendment would be consistent with and does support the goals and policies of the Chelan County Comprehensive Plan.

4. *The amendment does not adversely affect lands designated as resource lands of long-term commercial significance or designated critical areas in ways that cannot be mitigated; and*

Finding of Fact: The proposed amendments are programmatic, relating to a project and funding schedule. Site specific development and land use applications are reviewed for consistency with adopted regulations at the time of permitting. As required by state law, the text amendment will update the CIP's list of capital projects and expenditures, including the sources of funding. As such public facilities and community projects are planned and developed, they will be evaluated in relation to designated critical areas and resource lands.

Conclusion: The text amendment to the Capital Facilities Element does not adversely affect lands designated as resource lands of long-term commercial significant or designated critical areas in ways that cannot be mitigated.

5. *The proposed amendment would serve the interests of not only the applicant, but the public as a whole, including health, safety or welfare.*

Finding of Fact: The proposed amendments are necessary to fund capital projects, which are intended to maintain existing facilities, serve the public and protect the public welfare. The CIP project list will also enable the County to meet the demands of growth as such facilities and services are needed.

Conclusion: The text amendment to the Capital Facilities Element would serve the public interest.

FINDINGS OF FACT

1. Chelan County adopted Title 14, Development Permit Procedures and Administration outlining provisions relating to the amendment of the Comprehensive Plan consistent with RCW 36.70A. The County followed the procedures required for amendment of the Comprehensive Plan.
2. Growth Management Act (RCW 36.70A), Chelan County Comprehensive Plan and Chelan County Code outline provisions relating to the adoption and amendments to the Comprehensive Plan. The County used the applicable guidelines and regulatory review criteria for each amendment.
3. RCW 36.70A.210 requires that the Comprehensive Plan be consistent with the provisions of the adopted County-Wide Planning Policies.
4. The requirements of RCW 43.21C, the State Environmental Policy Act, and WAC 197-11, SEPA Rules, have been satisfied. To comply with the requirements of the State Environmental Policy Act for environmental review of a non-project action, the County, as lead agency issued a Determination of Non-significance on January 26, 2026.
5. The required State agency review with the Department of Commerce (COM) and other State agencies was initiated on January 26, 2026 (Attachment 3), pursuant to RCW 36.70A.106.
6. A request for a Comprehensive Plan Text Amendment was submitted by Chelan County to consider the update of the Six Year Capital Improvement Plan (CIP) for years 2026-2031. The CIP describes public capital expenditures, including the sources of funding for these items.
 - a. As recommended by staff, the proposed changes are consistent with the Chelan County Comprehensive Plan as outlined in this staff report.

CONCLUSIONS OF LAW

1. The amendments to the Chelan County Comprehensive Plan are consistent with the requirements of the Growth Management Act (RCW 36.70A), Chelan County Comprehensive Plan and County-Wide Planning Policies.
2. The amendments are necessary to address a public land use issue or problem.

3. The amendments do not adversely affect designated resource lands of long-term commercial significance or designated critical areas in ways that cannot be mitigated.
4. Reviewing agencies and the general public were given an opportunity to comment on the proposed amendments.
5. The amendments are consistent with Chelan County Code Title 14 Development Permit Procedures and Administration.
6. The requirements of RCW 43.21C, the State Environmental Policy Act and WAC 197-11 SEPA Rules have been satisfied.
7. The adoption of these amendments is in the best interest of the public and furthers the health, safety, and welfare of the citizens of Chelan County

STAFF RECOMMENDATION

The Chelan County Board Planning Commission may make a motion to recommend approval or denial of the proposed Comprehensive Plan Amendment, pursuant to Chelan County Code Section 14.10.050. Suggested Findings of Fact and Conclusions of Law, which may be modified, are included in this staff report. Staff recommends:

- A. Move to recommend **approval** of the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2026-2031, given file number CPA 26-009 based upon the findings of fact and conclusions of law contained within the February 05, 2026 staff report.

ATTACHMENTS

1. SEPA Determination, signed January 26, 2025
2. Agency and Public Comments – none at time of staff report issuance
3. 60-day Review Acknowledgment Letter from WA Dept. of Commerce
4. Capital Project Worksheets



CHELAN COUNTY

Department of Community Development
316 Washington Street, Suite 301, Wenatchee, WA 98801
Telephone: (509) 667-6225 Fax: (509) 667-6475

SEPA NOTICE ISSUANCE OF DETERMINATION OF NON-SIGNIFICANCE (DNS)

Date of issuance: January 22, 2026
Lead Agency: Chelan County Department of Community Development
Agency Contact: Deanna Walter, Community Development Director
deannac.walter@co.chelan.wa.us
(509) 667-6225
File Number CPA 26-009

Project Description: This non-project action is to make a text amendment to the Comprehensive Plan to update the 6-year Capital Improvement Plan (CIP) list. The CIP list includes projects from the following departments: Cashmere Dryden Airport, Commissioner's Office, County Expo Center, Wenatchee River County Park, Facilities Department, Ohme Gardens, Public Works, Regional Justice Center, Sheriff/Emergency Management. Most projects involve building upgrades, site improvements, and infrastructure rehabilitation at existing public sites or rights-of-way that are already developed.

Chelan County has determined that this proposal will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.03.

This Determination is based on the following findings and conclusions:

Most of the CIP projects consist of building upgrades and site improvements on County-owned property that is already developed. Some of the CIP projects will be required to complete additional SEPA review at the time of permit application. All CIP projects must comply with the Chelan County code, including, but not limited to, shoreline master program regulations (CCC, Section 13.22), flood hazard development (CCC, Section 3.20), critical areas regulations (CCC, Sections 11.77 to 11.86), zoning (CCC, Title 11) and subdivision (CCC, Title 12) regulations, and stormwater regulations (CCC, Section 13.18).

This Determination of Non-Significance is issued under WAC 197-11-340(2), and the comment period will end at 5 PM on February 12, 2026.

Responsible Official: Deanna Walter, Director / SEPA Responsible Official
Address: Chelan County Department of Community Development
316 Washington Street, Suite 301
Wenatchee, WA 98801
Phone: (509) 667-6225

Signature:

Deanna Walter, SEPA Responsible Official

Date:

1/26/26

THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2026-S-11456

Submittal Date Time: 01/26/2026

Submittal Information

Jurisdiction Chelan County
Submittal Type 60-day Notice of Intent to Adopt Amendment
Amendment Type Comprehensive Plan Amendment

Amendment Information

Brief Description

Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2026-2031, given the file number CPA 26-009.

- Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.
- Yes, this is action includes changes to Urban Growth Boundaries.

Planning Commissions Date 02/25/2026

Board of County Commissioners Date 03/10/2026

Anticipated/Proposed Date of Adoption 03/30/2026

Categories

Submittal Category

Comprehensive Plan

Attachments

Attachment Type	File Name	Upload Date
Comprehensive Plan Amendment - Draft	Copy of CIP 2025-2031 worksheet.pdf	01/26/2026 09:17 AM
SEPA Materials	CPA 26-009 - signed CIP DNS.pdf	01/26/2026 09:18 AM
SEPA Materials	CPA 26-009 - CIP SEPA Checklist signed.pdf	01/26/2026 09:36 AM

Contact Information

Prefix Ms.
First Name Deanna
Last Name Walter
Title Community Development Director
Work (509) 667-6228 Ext 6228
Cell
Email deannac.walter@co.chelan.wa.us

- Yes, I would like to be contacted for Technical Assistance.

Certification

- I certify that I am authorized to submit this Amendment for the Jurisdiction identified in this Submittal and all information provided is true and accurate to the best of my knowledge.

Full Name Jessica Thompson
Email jessicak.thompson@co.chelan.wa.us

YEAR	2026	2027	2028	2029	2030	2031
CASHMERE DRYDEN AIRPORT						
Uses of Funds						
Runway 7/25 Pavement Maint. (Crackfill) & Replace Threshold Lighting						
Runway PAPI Replacement						
General Obstruction Removal		60,000				
Hangar Taxilane Rehab/Repair Project (Partial)				660,000		
Above-ground fuel system						
Total Uses of Funds	0	60,000	0	660,000	0	0
Sources of Funds						
Bipartisan Infrastructure Law (BIL) Funds		60,000				
Grant and County Funds				30,000		
WSDOT Aviation				30,000		
Non-primary entitlement (FAA)				600,000		
Total Sources of Funds	0	60,000	0	660,000	0	0
Variance	0	0	0	0	0	0
COMMISSIONER'S OFFICE						
Uses of Funds						
Jail Facilities Debt Service	652,500	654,300	655,650	656,550	657,000	652,000
Total Uses of Funds	652,500	654,300	655,650	656,550	657,000	652,000
Sources of Funds						
Criminal Justice Fund	652,500	654,300	655,650	656,550	657,000	652,000
Total Sources of Funds	652,500	654,300	655,650	656,550	657,000	652,000
Variance	0	0	0	0	0	0
COUNTY EXPO CENTER						
Uses of Funds						
Building Upgrades	0	160,000	70,000	70,000		
Grandstand Cover	200,000					
Domestic Water System improvements		100,000				
Carnival Lot Improvements				200,000		
Grounds Improvement/Electric/Asphalt	102,000	35,000	26,000	26,000		
RV Park Improvement	65,000	35,000	26,000			
Arena Improvements	60,000	30,000	26,000			
Total Uses of Funds	427,000	360,000	148,000	296,000	0	0
Sources of Funds						
Capital Improvement Reet 2 Fund	0	260,000	148,000	296,000		
Fair & Expo Reserves	180,000	100,000				
Grants, Loans, Donations	247,000					
Total Sources of Funds	427,000	360,000	148,000	296,000	0	0
Variance	0	0	0	0	0	0
WENATCHEE RIVER COUNTY PARK						
Uses of Funds						
House Renovation						
Tree Repair						
Park Expansion and Rehabilitation	100,000	40,000				
Pavement Replacement						
Total Uses of Funds	100,000	40,000	0	0	0	0
Sources of Funds						
LTAC Capital or Other Grant Funds	50,000	0	0	0	0	0
WCRP Cash Reserve	50,000					
Capital Improvement Reet 2 Fund		40,000	0	0	0	0
Total Sources of Funds	100,000	40,000	0	0	0	0
Variance	0	0	0	0	0	0

