

**KENNEWICK PLANNING COMMISSION  
APRIL 3, 2023  
MEETING MINUTES**

**1. CALL TO ORDER**

Recorder Melinda Didier called the meeting to order at 6:30 p.m. and asked the Planning Commissioners to nominate an Interim Chairman to chair the meeting in the absence of Chairman Morris. Commissioner Hempstead nominated Commissioner Helgeson as Interim Chairman; Commissioner Griffith seconded the nomination. Motion passed unanimously.

Interim Chairman Helgeson called the meeting to order at 6:33 p.m.

Commissioner Hempstead led the Pledge of Allegiance.

Recorder Melinda Didier called the roll and found the following present:

**PRESENT:** Commissioners James Hempstead, Thomas Helgeson, Tina Gregory, Nikki Griffith, Lola Franklin. (*Commissioner Nikki Griffith joined remotely*).

**STAFF:** Anthony Muai, AICP Planning Director, Steve Donovan, AICP Planning Manager; Matt Halitsky, Senior Planner; and Melinda Didier, Planning Administrative Assistant/Recorder.

Five commissioners were present; Ms. Didier declared a quorum was established.

New Planning Commissioner Lola Franklin was welcomed to the Board of Commissioners.

**2. CONSENT AGENDA**

- a. Approval of the minutes dated February 6, 2023.
- b. Approval of the agenda.
- c. Motion to enter Staff Report(s) into the Record.

**MOTION:** Commissioner Hempstead moved to approve the Consent Agenda; Commissioner Gregory seconded the motion.

**DISCUSSION:** None.

**VOTE:** The motion passed on a unanimous roll call vote.

**3. PUBLIC HEARINGS:**

Interim Chairman Helgeson made the following statement:

“Good evening and welcome to the April 3, 2023, Kennewick Planning Commission meeting.

It is important that everyone who wishes to do so has an opportunity to speak. Each person who has either signed-in (in person) or registered (via Zoom) will have one, three-minute opportunity to address the Planning Commission.

If you are attending via Zoom, please confirm your microphone has been unmuted before you begin your comments.

Please state your name and address for the record; once you begin your remarks the countdown timer will start. At the end of your time, please mute your microphone.

The order of the hearings shall be as follows:

1. Planning staff shall provide a staff report; the Commission may ask questions of staff;
2. The Applicant or Applicant's Representative(s) Presentation;
3. Testimony in Favor of the Request;
4. Testimony Either Neutral or Against the Request;
5. Final Applicant Comments;
6. Final Staff Comments;
7. Close the public hearing and discuss the request."

**A. CHANGE OF ZONE (COZ) #2023-0001**

Interim Chairman Helgeson opened the public hearing at 6:37 pm for Change of Zone (COZ) 2023-0001.

1. Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ #2023-0001 to City Council.

Planning Commission Questions: Commissioner Gregory asked about the 2022 CPA for this zone change; Mr. Donovan explained that COZ-2023-0001 is the zone change follow-up to the associated Comp Plan Amendment approved last year.

2. Testimony of Applicant/Applicant's Representative: Nathan Machiela, Knutzen Engineering, 5401 Ridgeline Dr., #160, Kennewick, WA. Mr. Machiela said the COZ request is to match the 2022 CPA approved in 2022.
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: Not applicable.
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None
8. Public Testimony Closed at 7:03 p.m.

**MOTION:** Commissioner Hempstead moved to concur with the findings and conclusions in staff report COZ 2023-0001 and recommend City Council approval of the request. Commissioner Franklin seconded the motion.

**DISCUSSION:** None.

**VOTE:** The motion passed on a unanimous roll call vote.

4. **VISITORS NOT ON AGENDA:** Dan Stafford, 11911 W. Clearwater Avenue, Kennewick: Asked about the density factor for the zone change; Mr. Donovan replied the zoning would allow 27 units per acre. Robert Stafford, 11911 W. Clearwater Avenue, Kennewick: Asked

about safety access to Clearwater for future development; Mr. Donovan said the Traffic Division will make safe access requirements for any future development.

**5. OLD BUSINESS:**

- a. City Council Action Updates: Mr. Muai said the code amendment to allow public housing in the Public Facility (PF) district was approved by Council.

**6. NEW BUSINESS:** None

**7. REPORTS, COMMENTS, OR DISCUSSION OF COMMISSIONERS AND STAFF:**

Commissioner Griffith asked Mr. Muai to review SB 1110 Housing bill under consideration in the WA State Legislature.

**8. ADJOURNMENT:** The meeting concluded at 7:03 p.m.